



Attachments

Items 6.2 – 8.3

Ordinary Meeting of Council

Tuesday, 27 February 2018

Council Chambers

1 Merrijig Drive, Torquay

Commencing at 6.00pm

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Positive Ageing Service Review Community Engagement Options paper

Note that this is a detailed background paper; please refer to the *Positive Ageing service review Discussion Paper* for fast facts and a feedback questionnaire



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EXECUTIVE SUMMARY

Fast Facts:

- **The Australian Government is changing how aged care and disability services are delivered**
- **By 2020 Councils will no longer automatically be the provider of aged and many disability services**
- **If there are appropriate alternatives Council won't need to provide a competing service**
- **Council will not leave our community without a needed service**
- **Council is planning for the future and wants to know what our community thinks**

The Australian Government is changing the way aged and disability services will be delivered in the future.

The government plans to increase consumer choice to ensure services are efficient and cost effective.

The changes will come into effect by 2020 and will mean Councils won't automatically be the provider of aged and disability services in their area.

If there are suitable not-for-profit or private organisations that can deliver aged services Council won't need to also provide such services.

Surf Coast Shire Council is investigating how the changes could impact on the services it provides.

One thing Council has already committed to is that we will not leave the community without a much needed service. Appropriate services must be available.

Surf Coast Shire Council has budgeted to subsidise aged and disability services by \$1.35M in 2017/18.

That is a significant cost for ratepayers especially given rate capping limits how much revenue Council can raise through rates.

Before deciding on the best option for the future we would like to hear from our community.

If there are appropriate alternatives should Council still provide a competing service?

Would our community still prefer Council services even if other providers are available for less?

These are some of the issues we are considering as part of our investigation.

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About this review

This review is being undertaken to:

- assist Council to understand the social and economic perspectives of the positive ageing services it provides, and
- identify the service model that will best ensure that older people and people with a disability, continue to have access to affordable, high quality services in the future

Review Part 1

In October 2017, Council:

- received and endorsed the Positive Ageing Service Review Research Paper marking the completion of Part 1 of the project
- authorised the commencement of Part 2 of the project – the exploration of options regarding Council's future role in supporting older people and people with a disability, and
- endorsed the success criteria that will be used to identify and assess possible options

Review Part 2

The report methodology for Part 2 of the Project utilizes the endorsed success criteria to analyse the following possible service delivery options against each of the Positive Ageing activities:

	Options			
	Status quo	Retain and modify	Sub-contract	Relinquish
Sub-options	<ul style="list-style-type: none">• Business as usual without the review	<ul style="list-style-type: none">• Renegotiate Enterprise Agreement• Full cost recovery• Shared service• Joint venture• Grow the service	<ul style="list-style-type: none">• NGO• Community group	<ul style="list-style-type: none">• 30/6/2019 (expiry of current funding agreement)• 30/6/2020 (expiry of funding agreement extension)

Chapter 19 summarises the results of the options analysis as follows:

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Chapter	Activity	Best match with the success criteria	BI principles	Council Plan, PA strategy	Service outcome	Transition
7	Assessment	Relinquish				
8	CHSP (PC, DA, and respite)	Relinquish				
9	CHSP (property maintenance)	Relinquish				
10	Delivered meals (CHSP and HACC PYP)	Relinquish				
11	Home care packages	Relinquish				
12	Veterans home care	Relinquish				
13	NDIS	Relinquish				
14	Brokered services	Relinquish				
15	Musical mornings	Retain and modify				
16	Café style support	Retain and modify				
17	Senior citizens centres	Retain and modify				
18	Special projects	Relinquish				

Section 3 identifies three possible scenarios that provide insight into how the indicated options may be implemented, and to assist with consultation:

Possible implementation scenario	Match with success criteria	Risk	Financial implications
Remain a service provider			
Extended exit plan			
Compressed exit plan			

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- eliminates Council's \$1.35M subsidy of above market wages and overheads
- promotes market development (the market provides quality services), and
- maximises valuable planning and transition time

Chapter 27 recommends that:

1. community feedback be sought regarding all aspects of the review
2. this Options Paper be publicly released to inform community consultation, and
3. community feedback and submissions be considered in the development of a Preferred Option Paper, and before any decision is made regarding Council's future role

Receipt and endorsement of this Options Paper at the 27 February 2018 Council meeting will mark the completion of Part 2 of the review and the commencement of Part 3.

Review Part 3

Part 3 of the review will comprise:

- public release of this Options Paper inviting comment
- community consultation
- receipt of submissions and feedback, and
- the development of a Preferred Option Paper (incorporating community feedback)

The Preferred Option Paper is scheduled to be referred to the May 2018 Council meeting where a decision will be sought.

Note that Council will lose its power to influence outcomes when the current funding agreements begin to expire in 2019.

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Positive Ageing service review – Community engagement options paper

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Section 1 - INTRODUCTION

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1. INTRODUCTION

The Federal Government's aged care reform agenda and the State Government's Fair Go Rates System (rate capping) are the key drivers to Council undertaking this review.

Individualized funding, choice and competition are key features of the reform agenda that will fundamentally change the way that aged and disability services are delivered in the future. In the new paradigm; local government will:

- not automatically be a designated service provider, and
- be just another (costly) service provider in a market of many

Funding agreements that currently identify Council as a service provider begin to expire in 2019. When that happens, it's likely that the Australian Government will either market test services on a regional scale, or introduce individual funding to clients. Council will not be competitive in either scenario and won't have a say on future arrangements.

Like most councils, Surf Coast Shire Council is keen to understand how it can respond to these changes so that people continue to receive the important services they need.

Council's Business Improvement team has been tasked with reviewing Positive Ageing services and has produced a Research Paper delivering a comprehensive baseline assessment and review of the external environment, and this Options Discussion Paper which explores possible future service delivery options and scenarios for each Positive Ageing activity.

Public consultation is the next critical part of the review, and submissions received will inform the development of a preferred option.

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2. BACKGROUND

a. Dyson report

In 2016, Council engaged Dyson Consulting Group to provide a baseline service assessment, cost analysis, and social and economic benefits analysis. The Dyson Consulting Group Aged Care Reform Research Project Final Report (the Dyson report) was received in March 2017 and concluded that:

- financial viability is a challenge due to a number of factors including the inefficiency of Council's Enterprise Agreement, high overheads, and the employment of Community Care Workers at higher levels than the market
- Council needs to explore the various means by which financial viability might be addressed
- increasing service volumes will exacerbate the deficit because of staffing costs
- there are opportunities to more clearly demonstrate the value of Positive Ageing services, and
- shared services may provide opportunities, but administrative efficiencies will not be sufficient to offset high (relative to other providers) salary rates

b. Positive Ageing service review – Confidential research paper

In 2017, the Business Improvement team produced the Positive Ageing Service Review research paper (the Research Paper), including:

- further analysis of positive ageing activities
- client, volunteer and staff survey data and analysis
- G21 Council benchmarking data and analysis
- market scan data and analysis, and
- Commonwealth and State government commentary

At the 24 October 2017 ordinary Council meeting, Council:

1. received and endorsed the Research Paper, marking the completion of Part 1 of the project
2. authorised the commencement of Part 2 of the project – exploring Council's future options for supporting older people and people with a disability (this report), and
3. endorsed a set of success criteria, to be used in the development and assessment of those future options

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c. Research Paper - executive summary

The following key findings have been compiled from the Research Paper and the Dyson report:

	Key findings
 HISTORY	<ul style="list-style-type: none"> • Council has a long history of funding and providing aged and disability care services • Council is a trusted provider of a complex range of aged and disability care services
 SERVICE RESPONSIBILITY	<ul style="list-style-type: none"> • The Federal and State governments are responsible for aged and disability care (local government is not) • The Positive Ageing Strategy commits Council to planning well for its older citizens, but does not specify how services are to be delivered • In the new paradigm, local government will be just another service provider (in a market of many)
 GROWTH	<ul style="list-style-type: none"> • The growing and ageing population adds to the imperative to change how aged and disability care is provided
 ACTIVITY ANALYSIS	<ul style="list-style-type: none"> • Council currently subsidises each positive ageing activity it provides • Connection with the cohort is the primary benefit of Council providing aged and disability care services • Socialisation programs (such as musical mornings and café style support) may not exist without Council
 OPERATIONAL EFFICIENCY	<ul style="list-style-type: none"> • The local government sector is a costly service provider • Council budgeted to subsidise the positive ageing program by \$1.353M in 2016/17 (actual = \$1.030M), and by \$1.347M in 2017/18 (all including overheads)
 SURVEY	<ul style="list-style-type: none"> • Client, volunteer and staff surveys consistently tell us that quality is important and provided this is met, who provides the service is less important • Staff are proud of the service they provide
 BENCHMARK	<ul style="list-style-type: none"> • Councils that have relinquished service provision typically retain a leadership role, no longer contribute a subsidy, and report a high level of community satisfaction with NGO providers

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	Key findings
 <p>MARKET</p>	<ul style="list-style-type: none"> Federal reforms are creating an increasingly competitive market place, as planned (less evident in the Surf Coast Shire) The aged and disability care market is currently 'thin' in the Surf Coast Shire, but keen to expand
 <p>GOVERNMENT</p>	<ul style="list-style-type: none"> The DOH and NDIA are confident that markets will successfully develop without intervention On one hand government departments are not fixed to Councils being service providers, but on the other hand Councils are viewed as providers of last resort Government departments endorse Council's review methodology

These findings provide clarity and understanding and:

- encourage the assessment of options associated with Council retaining service provision
- validate the exploration of options associated with Council relinquishing service provision, and
- prompt the question, 'what is Council's future role in supporting older people and people with disabilities in the Surf Coast Shire'?

d. Positive Ageing review - Success criteria

The following success criteria were adopted at the 24 October 2017 ordinary Council meeting and are used in this report to develop and assess future options for the Positive Ageing activities currently provided by Council:

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Positive Ageing service review – Community engagement options paper

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POSITIVE AGEING SERVICE REVIEW – SUCCESS CRITERIA

Business improvement principles	Service outcome
<ul style="list-style-type: none"> • cost savings, improved quality, risk reduction • financial savings benefit whole community • improve efficiency, focus on core business • the community isn't left without access to a critical service • Council may not need to be a provider where an appropriate market exists • address services that should be the responsibility of others 	<ul style="list-style-type: none"> • quality support is available for older people and people with a disability to maximise their independence at home and in the community
<p>Council Plan and PA strategy</p> <ul style="list-style-type: none"> • older people are supported to live independent and meaningful lives • high quality services are available to the community • easy for older citizens to access what they need • use knowledge to respond to the needs of older citizens • older citizens are connected with the community • plan ahead for services and programs to adapt to change 	<p>Transition</p> <ul style="list-style-type: none"> • service continuity • service system sustainability • smooth transition to new arrangements



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3. REVIEW MILESTONES

The following table sets out the key milestones of this service review:

Milestone	Date
Council meeting - Options Paper, commence community engagement	February 2018
Proposed CHSP funding extension issued – decision point	March 2018
Council meeting - Preferred option (incorporating community feedback)	April 2018
Council meeting - Implementation Plan	June 2018
Barwon HCP Program Alliance MOU expiry date	July 2018
Current CHSP funding agreement expiry date	30 June 2019
RAS funding agreement expiry date	30 June 2019
Temporary staff employment contracts expiry date	30 June 2019
NRCP funding agreement expiry date	30 June 2020
Proposed CHSP funding agreement extension expiry date	30 June 2020
DVA contract expiry date	30 November 2020
Transition to new arrangements	From July 2018

It's been discussed and agreed that an extended transition period to any new arrangements will assist with a smooth changeover; therefore it's critical that the above timetable be adhered to.




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4. ASSESSMENT METHODOLOGY

The following methodology will be used to identify and assess future options against the various Positive Ageing activities:

1. Confirm Positive Ageing activities (Chapter 5)
2. Identify options for consideration against each Positive Ageing activity (Chapter 6)
3. Assess future options for each Positive Ageing activity against the previously adopted success criteria (Chapter 2). The following codes indicate the level of match with the criteria (Chapters 7 to 18):

Legend:

	= High match with adopted success criteria
	= Medium match with adopted success criteria
	= Low match with adopted success criteria

4. Identify the financial implications associated with each option (Chapters 7 to 18), and
5. Identify the preferred future delivery option for each Positive Ageing activity

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5. POSITIVE AGEING ACTIVITIES

The research paper analyses Council's Positive Ageing services by the following activity types:

- Assessment
- CHSP and HACC PYP (personal care, domestic assistance and respite)
- CHSP and HACC PYP (property maintenance)
- CHSP and HACC PYP (delivered meals)
- Home care packages
- Veterans home care
- NDIS
- Brokered services
- Musical mornings
- Café style support
- Senior citizens centres
- Special projects

Chapters 7 to 18 identify and analyse various service delivery options for each of these activities.

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6. OPTIONS IDENTIFICATION

a. Introduction

The following table identifies possible future options for the Positive Ageing activities currently provided by Council:

	Options			
	Status quo	Retain and modify	Sub-contract	Relinquish
Sub-options		<ul style="list-style-type: none"> Renegotiate Enterprise Agreement Full cost recovery Shared service Joint venture Grow the service 	<ul style="list-style-type: none"> NGO Community group 	<ul style="list-style-type: none"> 30/6/2019 (expiry of current funding agreement) 30/6/2020 (expiry of funding agreement extension)

But there's no point in assessing options that are not viable; the following sections examine the various options and sub-options and identify those that are suitable for detailed assessment.

b. Status quo

The status quo is defined as business as usual without the review; it assumes that Council continues to be reactive and subsidise Positive Ageing services, and that routine adjustments continue to be made to improve efficiency.

In the current reform environment, doing nothing is not a responsible option and fails to take advantage of valuable planning and transition time. Note that even if Council does nothing to become more competitive, it must change its systems and workflows to accommodate individual funding and consumer directed care.

The status quo provides a datum for the analysis of options for each activity.

Conclusion – include the status quo as an option for analysis.

c. Retain and modify

The Research Paper finds that local government is a costly service provider; due to higher pay rates, in-direct costs and overheads than NGO providers, and lower productivity. This directly affects Council's competitiveness and its ability to remain a service provider without significant subsidy.

The following 'retain and modify' sub-options could improve Council's competitiveness, but only 'renegotiating the Enterprise Agreement' and 'full cost recovery fees and charges' are considered to be realistic and viable alternatives.

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Renegotiate Enterprise Agreement

According to the project charter, changes to the Enterprise Agreement are out of scope, but renegotiating the EA has the potential to improve competitiveness and allow Council to remain a service provider.

A reduction of almost 30% would be necessary to compete with NGOs that are typically underpinned by the Social, Community, Home Care and Disability Services Industry modern Award 2010 (SCHADS); but based on experience it's thought that a 3-year wage freeze is the most that could realistically be achieved.

Regardless of what can be negotiated now, it's likely that pay scales would again creep up with subsequent enterprise agreements to perpetuate the disparity.

This option is a possibility, but would only be progressed at the instruction and with the full support of staff and the Union.

Conclusion – include renegotiating the EA as an option for analysis.

Full cost recovery fees and charges

Full cost recovery fees and charges refers to setting fees and charges to recoup all costs (including direct and in-direct costs, and overheads) associated with providing the activity. Full cost recovery will eliminate subsidies and encourage market growth, but conversely will make Council provided services less affordable and Council less competitive. The Research Paper shows that full cost recovery will require a substantial unit cost increase – in the order of \$25/hour for support services.

Conclusion – include full cost recovery fees and charges as an option for analysis.

Shared service

In this context, shared service would apply to the sharing of 'back office' activities (such as management, administration, rostering, training, recruitment) most likely between participating G21 Councils, assessment and front-line care workers would continue to be employed locally.

Shared services can provide savings through economies of scale, but to reap the maximum benefit and to compete with the private sector requires best practice, including:

- a. harmonised systems
- b. simplified workflows
- c. contemporary technology
- d. lean structures, and
- e. competitive industrial instruments

Unfortunately none of the G21 Councils currently demonstrate best practice in service delivery, and therefore 'shared service' is not a realistic option.

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Conclusion – do not include shared services as an option for analysis.

Joint venture

A Joint Venture, with a lean staffing structure, utilising disruptive applications, and underpinned by the SCHADS Award would be the most effective way for Councils to remain involved in service provision in the longer term. To avoid accusations of sham contracting, a Joint Venture would require the participation of several partners. G21 Councils would be obvious joint venture partners, but their interest in the concept is untested.

Joint Ventures come with a certain level of risk, including that they can only be awarded service responsibility following a successful market test, conducted either by Council or by the Commonwealth (requiring Council to relinquish the service first).

A Joint Venture is most relevant in the absence of alternative providers, and is not appropriate in an emerging and growing market. A Joint Venture is therefore not considered to be an appropriate option.

Conclusion – do not include Joint Venture as an option for analysis.

Grow the service

'Growing the service' is not considered to be a realistic or appropriate option for Council provided support services, for the following reasons:

- Council currently subsidises each support service it provides, growth in any activity would directly increase Council's service subsidy, and
- Council's role should be to work with the Commonwealth and State governments to grow and encourage emerging markets, rather than try to compete with them

'Growing the service' may be an option for community development and advocacy activities.

Conclusion – include growing the service as an option for analysis regarding community development and advocacy activities

d. Sub-contract

Sub-contracting refers to Council market testing and sub-contracting service provision to an external provider. Activities could be packaged and market tested in several ways to achieve best value including, in its entirety, progressively, by funding type, by activity, or by locality.

Sub-contracting takes advantage of the more efficient industrial instruments utilized by NGOs and is most relevant whilst block funding exists, and therefore must be considered either as a:

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1. short-term option, most logically from 1 July 2018 to the expiration of the CHSP agreement on 30 June 2019, or
2. bridging strategy to assist in the establishment of external providers in the local market, leading to relinquishing service provision

Sub-contracting is not appropriate for certain community development activities, but will be assessed as a service delivery option for Positive Ageing support services and assessment.

Conclusion – include sub-contracting as an option for analysis regarding certain support services.

e. Relinquish service provision

A sudden and complete withdrawal from service provision would undoubtedly represent the worst outcome for clients and staff, including:

- failure to meet program objectives
- sudden and complete disconnect from the older people and people with a disability cohort
- insufficient time to plan for a transition to new arrangements, or to grow local markets, and
- abandonment of loyal and hard-working staff

Similarly, doing nothing but wait and see what happens with the disappearance of block funding would be a grossly wasted transition opportunity.

The Research Paper finds that the local provider market is currently weak, but that all agencies contacted are very keen to have the opportunity to grow and provide services in the Surf Coast Shire.

Relinquish services on 30 June 2019

30 June 2019 marks the expiration of the current CHSP funding agreement and is therefore is a natural date to relinquish service provision.

Relinquish services on 30 June 2020

If the current funding agreement extension offers are accepted (including unknown terms and conditions), then 30 June 2020 becomes a second option to relinquish service provision.

Depending on if and when the decision is made, both of the above dates provide extended transition periods that would allow Council to carefully plan its exit from service delivery so that:

- any impact on clients and staff could be minimised, and

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- emerging markets are encouraged to establish and grow

Conclusion – include 'Relinquish service provision on 30 June 2019' and 'Relinquish service provision on 30 June 2020' as options for analysis.

f. Application of options

The status quo, retain and modify (including renegotiate the Enterprise Agreement and introduce full cost recovery fees and charges), sub-contracting, and relinquishing services are identified as viable future options, worthy of analysis.

The following table lists the options that will be assessed for each Positive Ageing activity:

Chapter	Activity	Status quo	Retain and modify	Sub-contract	Relinquish
7	Assessment	Yes	EA	Yes	2019, 2020
8	CHSP and HACC PYP (personal care, domestic assistance and respite)	Yes	EA, FCR	Yes	2019, 2020
9	CHSP and HACC PYP (property maintenance)	Yes	EA, FCR	No	2019, 2020
10	CHSP and HACC PYP (delivered meals)	Yes	EA, FCR	Yes, meals	2019, 2020
11	Home care packages	Yes	EA, FCR	Yes	2019, 2020
12	Veterans home care	Yes	EA, FCR	No	2019, 2020
13	NDIS	Yes	No	No	2019
14	Brokered services	Yes	No	No	2019, 2020
15	Musical mornings	Yes	EA, FCR	Yes	2019, 2020
16	Café style support	Yes	EA, FCR	Yes	2019, 2020
17	Senior citizens centres	Yes	No	No	No
18	Special projects	Yes	No	No	No

Further explanation is provided in the relevant chapter.

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Section 2 – OPTIONS ANALYSIS

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7. ASSESSMENT

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Description

Council is a registered rural Regional Assessment Service (RAS) for the CHSP and an Assessment and Care Coordination service for the under 65 cohort. The aims of Assessment are to ensure that CHSP and HACC PYP services respond to client's (and carer's needs), and to support clients in retaining or regaining skills that will enable them to continue living independently in the community.

The positive ageing team is structured so that Assessment is separate from service delivery, this minimises any potential for a conflict of interest and maximises impartiality and client outcomes. Council's assessment team contributes to the successful attainment of the CHSP and HACC PYP objectives (assisting clients to remain in their home/community for as long as possible, increased independence and quality of life).

The RAS is funded by the Commonwealth, Assessment and Care Coordination is funded by the State Government, both are subsidized by Council. It's unclear how assessment and care coordination will operate in the aged care reform space.

Community benefits

The benefits to the community of Council being an assessment provider include:

- a strong connection with the aged and people with a disability cohort
- an independent, impartial assessment service, and
- enhanced ability to advocate on behalf of the aged and disabled cohort

Financial analysis

The following table illustrates the construction of the 2017/18 assessment service cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
259,336	8,451	80,569	348,356

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The following tabulation shows a decrease in unit cost and unit subsidy in 2016/17, reflecting staffing changes that have been made to improve efficiency:

Assessment	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	1,791	4,368	401,958	176,230	225,728	92	98	52
2016/17 actual	1,791	4,368	287,347	173,230	114,117	66	97	26
2017/18 budget	2,312	4,368	348,356	177,244	171,112	80	77	39

The 2017/18 adopted budget figures are accurate and result in a unit cost of \$80/hour and a unit subsidy of \$39/hour.

Conclusion

Assessment services are highly subsidised by Council, but offer an effective connection with the aged and disabled cohort.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> The Regional Assessment Service (RAS) is funded by the Commonwealth (via the DHHS), and subsidised by Council Assessment and care coordination is funded by the State government and subsidised by Council The RA service agreement is due to expire on 30 June 2019, and the DHHS have planned to commence their exit in January 2018 There's talk of a one year extension to the RAS funding agreement (similar to the CHSP), but nothing has materialised at the time of writing Future Assessment and Care coordination funding and operational arrangements are unclear Council's Assessment workload is currently divided between CHSP (80%) and HACC PYP (20%) Assessment services connect Council with the aged and under 65 with a disability cohorts Council cannot provide a RAS without subsidy 	<ul style="list-style-type: none"> Geelong City and Colac Otway Shire Council Officers are keen to continue to provide a RAS 	<ul style="list-style-type: none"> If an extension to the current agreement is offered and accepted, then it's likely to align with the CHSP extension and expire on 30 June 2020 	
What will happen if we don't conduct the review and continue with business as usual	An announcement regarding the future of the RAS must be made in 2017/18	<p>Regional Assessment Services are likely to remain block funded</p> <p>If the current agreement is not extended, then the RAS is likely to be packaged on a regional scale and market tested in early 2019</p> <p>A consortium of Councils (led by Geelong City) may tender to provide the RAS (this can only be successful as a Joint Venture)</p>	Council will be uncompetitive in a market test Aged Care Assessment Services (ACAS) may be merged with the RAS	Council will continue its subsidy if it remains an assessment service provider

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c. Options identification

















Chapter 6 identifies the following options for analysis against the Assessment service currently provided by Council:

Options			
Status quo	Retain and modify (investigate renegotiating the EA)	Sub-contract	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

Fees are not charged so full cost recovery is not identified as an option.

d. Options analysis

In this section, future options for the delivery of Assessment services are analysed against the adopted success criteria with the following results:

Assessment	Service delivery options (refer to chapter 8)			
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Sub-contract	Relinquish
Business Improvement				
Council Plan and strategies				
Service outcomes				
Transition				

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Council Plan and Positive Ageing Strategy

All options achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older

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citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

Service outcome

Council is a respected provider of quality services and therefore the Status Quo, and Retain and Modify options, achieve a high match with the service outcomes criteria.

Relinquishing service delivery and sub-contracting both achieve a medium match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community). NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Sub-contracting may be used as a transition tool and also achieves a high match.

Conclusion

Relinquishing responsibility for assessment services achieves the best match with the adopted success criteria. Refer to Appendix 1 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Agreement is extended to expire on 30 June 2020• 2.0% wage growth annually
Retain and modify (renegotiate EA)	<ul style="list-style-type: none">• Agreement is extended to expire on 30 June 2020• One year to renegotiate the EA (1 July 2018 to 30 June 2019)• New EA to take effect on 1 July 2019• Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that

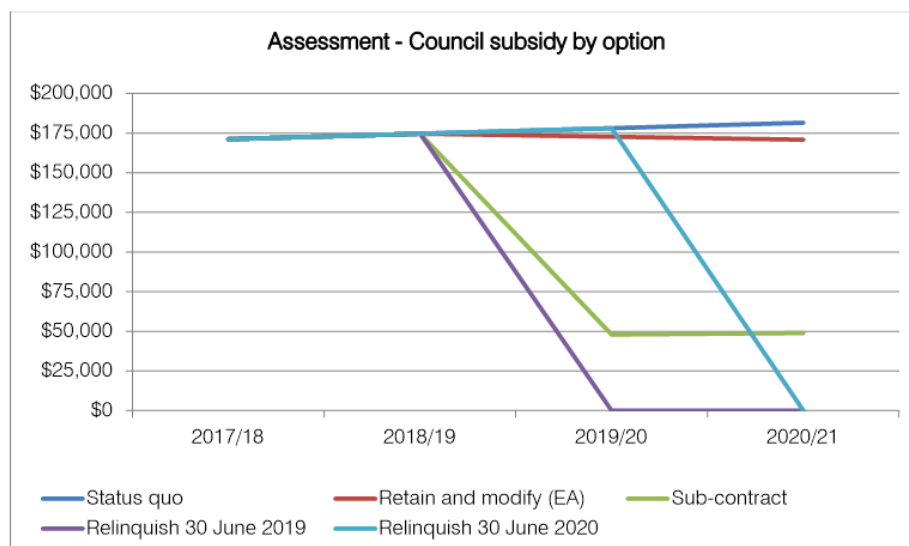
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Option	Assumptions
	<p>wage reductions won't be achievable</p> <ul style="list-style-type: none"> \$0 redundancies (due to all Assessment staff being on temporary employment contracts)
Sub-contract	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 One year to market test and award contract (1 July 2018 to 30 June 2019) Transition service to new provider on 1 July 2019 Staff employed under SCHCADS Award 2010 Staff employed at Level 7 (39% less than current EA Band 6A) In-direct costs remain the same Overheads at 15% of total costs (currently 23%) Profit margin at 10% of direct costs Contract management at 5% of total cost \$0 redundancies (due to current temporary employment contracts)
Relinquish to the Commonwealth	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and identify and appoint alternative providers Relinquish service to the Commonwealth on 30 June 2019 (note that the funding agreement requires Council to continue to provide the service until another provider is appointed) \$0 redundancies (due to temporary employment contracts)

Financial comparison

The following chart compares Council's theoretical subsidy of each Assessment service delivery option:



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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$181,585	\$0
Renegotiate EA	\$170,899	\$0
Relinquish 30 June 2020	\$0	\$0
Sub-contract	\$48,944	\$0
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each assessment service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Renegotiate EA	\$5,290	\$10,687	\$15,977
Relinquish 30 June 2020	\$0	\$181,585	\$181,585
Sub-contract	\$130,041	\$132,642	\$262,683
Relinquish 30 June 2019	\$178,025	\$181,585	\$359,610

Relinquishing assessment services on 30 June 2019 realises significant recurrent savings.

f. Conclusion

The RAS and HACC PYP Assessment and Care Coordination service agreements are due to expire on 30 June 2019; there's talk of an extension to 30 June 2020 but at the time of writing nothing has materialized and the State government has commenced planning their exit. When the current agreements (and any extensions) eventually expire, it's likely that Aged Care Assessment Services (ACAS) will be merged with the RAS and market-tested on a regional scale. Council will be uncompetitive in a market test, recognizing this and planning a controlled exit will yield the best outcomes.

Relinquishing responsibility for assessment services achieves the best match with the adopted success criteria, and realizes significant recurrent savings.

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8. CHSP and HACC PYP (personal care, domestic assistance and respite)

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

The CHSP aims to support frail, vulnerable, older people (HACC PYP aims to support people under 65 with a disability), to live as independently as possible, in their own home and community, for as long as they can and wish to do so through the provision of timely, entry-level home support services. The CHSP and the HACC PYP also aim to support the carers of clients.

The positive ageing team provides personal care, domestic assistance and respite care services under the CHSP and the HACC PYP that are critical to the successful attainment of the program aims.

Community benefits

Staff believe that the benefits to the community of Council providing these services include:

- accessibility - Council offers a 'one stop shop' with a seamless transition across services and funding sources
- trust - clients have confidence in Council as a service provider (reliable, care enough to follow up, clients are never at risk, well trained carers, etc)
- connection - vulnerable clients are connected to other areas of Council, and
- rapport - there is an established, strong rapport between clients and Council

Financial analysis

The following table illustrates the construction of the 2017/18 CHSP and HACC PYP cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
884,577	433,279	192,516	1,510,372

The following table sets out unit rates. Financial analysis confirms CHSP and HACC PYP unit costs at \$81/hour with a unit subsidy of \$27 per hour of service delivered (the variance in unit subsidy is due to the difference between forecast and actual units delivered).

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CHSP, HACC PYP, NRCP (personal care, domestic assistance, respite)	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	19,552	19,922	1,646,553	989,550	657,003	83	51	33
2016/17 actual	19,552	16,729	1,344,026	1,069,379	274,647	80	55	16
2017/18 budget	18,694	18,694	1,510,372	1,004,088	506,284	81	54	27

Conclusion

The CHSP and HACC PYP accounts for almost half of the aged and disability care services that Council currently provides. The unit subsidy and volume translate to a significant annual contribution.

The most significant benefits to the community of Council being a CHSP and HACC PYP provider appear to be trust (and the sense of security that clients feel with Council as the service provider) and connection (vulnerable clients are connected to Council). But there's nothing to stop these benefits being established and developed with other providers over time.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> A one year extension to the federal block funding agreement has been announced (to 30 June 2020), but the decision to accept the extension can't be made until early 2018 when the terms and conditions are announced It's possible to increase the co-payment fee charged to clients, the schedule provided by the department is recommended only The CHSP allows variances and reallocations of funding of up to 20% per service type Council is the sole provider of CHSP, PYP and NRCP services in the municipality The Commonwealth requires a provider to continue to provide services until an alternative is found The State requires 90 days' notice from a provider to relinquish services The Tune report recommends the introduction of five levels of Home Care Packages, commencing at Level 1 with CHSP type support Demand for Personal Care and Domestic Assistance is increasing Demand for respite is low and agreement targets aren't met 	<ul style="list-style-type: none"> The current federal funding agreement for the delivery of the CHSP expires on 30 June 2019 Temporary staff contracts expire on 30 June 2019 These activities attract Council's largest total subsidy (\$506,000), and will continue to do so until addressed 	<ul style="list-style-type: none"> If accepted, the one-year federal funding extension commences on 1 July 2019 and expires on 30 June 2020 The NRCP funding agreement expires on 30 June 2020 If the NRCP is discontinued, clients will be able to access respite services via another service (NDIS, CHSP or VHC) 	
What will happen if we don't conduct the review and continue with business as usual	Council budgets to incrementally increase client co-contribution fees each year for the remainder of the agreement (moving towards full cost recovery)	<p>The terms and conditions of the one-year federal funding extension are likely to be agreed to and the offer accepted</p> <p>Fee increases will allow Council to reduce its service subsidy</p> <p>The staff roster is balanced by natural attrition and non-renewal of temporary employment contracts</p>	<p>The emergence of viable alternative providers will force the application of Competitive Neutrality principles which will further increase Council's fees and charges. This will create a virtuous cycle in the marketplace, encouraging further growth</p> <p>Further fee increases will close the gap to full cost recovery</p>	CHSP services are either market tested by the Federal government on a regional scale, or individual funding is introduced (as recommended in the Tune report). Council will not be competitive in either scenario

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c. Options identification

Chapter 6 identifies the following options for analysis against the CHSP and HACC PYP services currently provided by Council:

Options			
Status quo	Retain and modify (investigate renegotiating the EA; and charging full cost recovery fees)	Sub-contract	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

d. Options analysis

In this section, future options for the delivery of CHSP and HACC PYP services are analysed against the adopted success criteria with the following results:

CHSP services	Service delivery options (refer to chapter 8)			
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Sub-contract	Relinquish
Business Improvement				
Council Plan and strategies				
Service outcomes				
Transition				

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Council Plan and Positive Ageing Strategy

The status quo, sub-contracting, and relinquishing service delivery achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older

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citizens with the community, and planning ahead for services and programs to adapt to change.

Retain and modify achieves a lesser match due to the option of full cost recovery adversely affecting affordability, and therefore access to the service.

Service outcome

Council is a respected provider of quality services and therefore the Status Quo, and Retain and Modify options, achieve a high match with the service outcomes criteria.

Relinquishing service delivery and sub-contracting both achieve a medium match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community). NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Sub-contracting may be used as a transition tool and also achieves a high match.

Conclusion

Relinquishing responsibility for CHSP and HACC PYP services achieves the best match with the adopted success criteria. Refer to Appendix 2 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Agreement is extended to expire on 30 June 2020• Service grows proportionately with cohort growth (affecting direct costs only)• 2.0% wage growth annually• Cohort growth according to ABS forecasts

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Option	Assumptions
Retain and modify (renegotiate EA)	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 One year to renegotiate the EA (1 July 2018 to 30 June 2019) New EA to take effect on 1 July 2019 Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that wage reductions won't be achievable \$0 redundancies
Sub-contract	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 One year to market test and award contract (1 July 2018 to 30 June 2019) Transition service to new provider on 1 July 2019 Staff employed under SCHCADS Award 2010 Staff employed at Level 2 (27% less than current EA Band 2C) In-direct costs at 20% of total costs (currently 29%) Overheads at 10% of total costs (currently 13%) Profit margin at 10% of direct costs Contract management at 5% of total cost Redundancies paid in 2019/20
Relinquish to responsible agencies 30 June 2020	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and the State and identify and appoint alternative providers Relinquish services on 30 June 2020 Redundancies paid in 2020/21
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)
Relinquish to responsible agencies 30 June 2019	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and the State and identify and appoint alternative providers Relinquish service on 30 June 2019 Redundancies paid in 2019/20

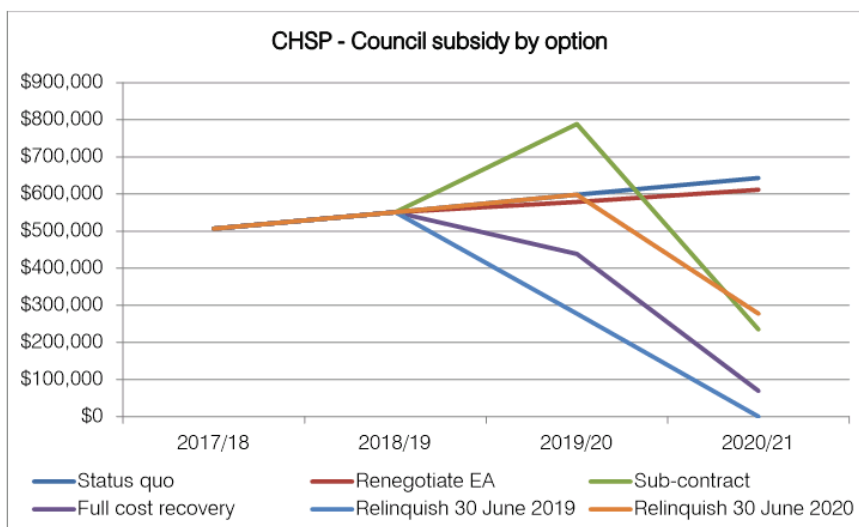
Financial comparison

The following chart depicts and compares Council's theoretical subsidy of each CHSP and HACC PYP service delivery option:

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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$643,179	\$277,645
Renegotiate EA	\$611,352	\$277,645
Sub-contract	\$234,963	\$0
Relinquish 30 June 2020	\$0	\$0
Full cost recovery	\$0	\$180,469
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each CHSP and HACC PYP service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Renegotiate EA	\$19,440	\$31,827	\$51,267
Sub-contract	-\$190,862	\$408,216	\$217,354
Relinquish 30 June 2020	\$0	\$365,534	\$365,534
Full cost recovery	\$159,255	\$573,768	\$733,023
Relinquish 30 June 2019	\$320,224	\$643,179	\$963,403

Significant savings may be achieved by either relinquishing CHSP and HACC PYP services on 30 June 2019, or by retaining the service and introducing full cost recovery. But unfortunately, Council's efficiency and productivity will make full cost recovery an unsustainable long term solution in the new competitive environment.

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Quantifying full cost recovery

Full cost recovery is an identified option for the CHSP and HACC PYP. To achieve FCR, Council would need to either:

- if block funding remains, negotiate an additional \$500,000 per annum from the Government (highly improbable), or increase client co-payments by \$27/hour, or
- if individualised fund is introduced, charge \$81/hour, an increase of \$27/hour

FCR will make Council uncompetitive and the service unaffordable.

f. Conclusion

The CHSP and HACC PYP service agreements are due to expire on 30 June 2019. A one-year CHSP funding extension has been offered and if accepted, will commence on 1 July 2019 and expire on 30 June 2020. When the agreement eventually expires, CHSP services will either be market tested by the Federal government on a regional scale, or individual funding introduced (as recommended in the Tune report). Council will not be competitive in either scenario, recognizing this and planning a controlled exit will yield the best outcomes.

Relinquishing responsibility for CHSP and HACC PYP services achieves the best match with the adopted success criteria. Negotiating with the Commonwealth and State to relinquish services on 30 June 2019 realizes significant recurrent savings.

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9. CHSP and HACC PYP (property maintenance)

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

Council provides property maintenance services that are an essential component of the CHSP and the HACC PYP. The aim of the property maintenance service is to minimize hazards so that clients can live safely in their homes; the support is not a home beautification or improvement service.

Community benefits

Staff believe that the benefits to the community of Council providing property maintenance services include:

- affordability
- direct feedback loop - frontline workers advise officers of concerns regarding client welfare, and
- security - Council workers have passed police checks

Financial analysis

The following table illustrates the construction of the 2017/18 property maintenance cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
76,149	37,299	16,113	129,561

The following table sets out unit rates. Analysis shows that Council has forecast to contribute \$24,000 to property maintenance in 2017/18, representing a service subsidy of about \$22/hour.

The observed variation in unit costs is due to the discrepancies between target and actual hours delivered. The 2017/18 unit cost is based on delivering target hours and will improve if more than target hours are actually delivered.

CHSP (property maintenance)	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	1,321	1,321	102,130	94,720	7,410	77	72	6
2016/17 actual	1,321	1,751	111,959	81,403	30,556	64	62	17
2017/18 budget	1,088	1,088	129,561	105,204	24,357	119	97	22

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Conclusion

Of the aged and disability care services that Council provides, it contributes the least to property maintenance (approximately \$24,000/annum). This is due to the relatively low annual volume.

The stated benefits to the community of Council being a property maintenance provider are not considered to be unique and may apply equally to other providers.

Clients are dissatisfied that the support offered by Council is not a home beautification service; there's a competitive external market providing property maintenance/home beautification services.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> A one year extension to the federal block funding agreement has been announced (to 30 June 2020), but the decision to accept the extension can't be made until early 2018 when the terms and conditions are announced Property maintenance within CHSP and HACC PYP is not well funded (clients are encouraged to access other funding sources) It's possible to increase the co-payment fee charged to clients, the schedule provided by the department is recommended only There is currently (and always has been) a higher demand than can be serviced The Tune report recommends the introduction of five levels of Home Care Packages, commencing at Level 1 with CHSP type support There are currently many property maintenance providers in the marketplace 	<ul style="list-style-type: none"> The current federal funding agreement for the delivery of the CHSP expires on 30 June 2019 Temporary staff contracts expire on 30 June 2019 	<ul style="list-style-type: none"> If accepted, the one-year federal funding extension commences on 1 July 2019 and expires on 30 June 2020 	
What will happen if we don't conduct the review and continue with business as usual	Council budgets to incrementally increase client co-contribution fees each year for the remainder of the agreement (moving towards full cost recovery)	The terms and conditions of the one-year federal funding extension are likely to be agreed to and the offer accepted Fee increases will allow Council to either reduce its subsidy or deliver more service	The existence of alternative providers will force the application of Competitive Neutrality principles which will further increase Council's fees and charges Further fee increases may cap demand and increase complaints	CHSP and HACC PYP services are either market tested by the Federal government on a regional scale, or individual funding is introduced (as recommended in the Tune report). Council will not be competitive in either scenario

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c. Options identification













Chapter 6 identifies the following options for analysis against the property maintenance services currently provided by Council:

Options		
Status quo	Retain and modify (investigate renegotiating the EA; and charging full cost recovery fees)	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

Sub-contracting is not considered as a property maintenance option due to the existing strong market and therefore the ability of clients and responsible agencies to engage directly with external providers without Council as the middle-man.

d. Options analysis

In this section, future options for the delivery of property maintenance services are analysed against the adopted success criteria with the following results:

Property maintenance	Service delivery options (refer to chapter 8)		
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Relinquish
Business Improvement			
Council Plan and strategies			
Service outcomes			
Transition			

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Council Plan and Positive Ageing Strategy

The status quo and relinquishing service delivery achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to

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the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

Retain and modify achieves a lesser match due to the option of full cost recovery adversely affecting affordability, and therefore access to the service.

Service outcome

Council is a respected provider of quality services and therefore the Status Quo, and Retain and Modify options, achieve a high match with the service outcomes criteria.

Relinquishing service delivery achieves a medium match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community). NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Conclusion

Relinquishing responsibility for property maintenance services achieves the best match with the adopted success criteria. Refer to Appendix 2 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

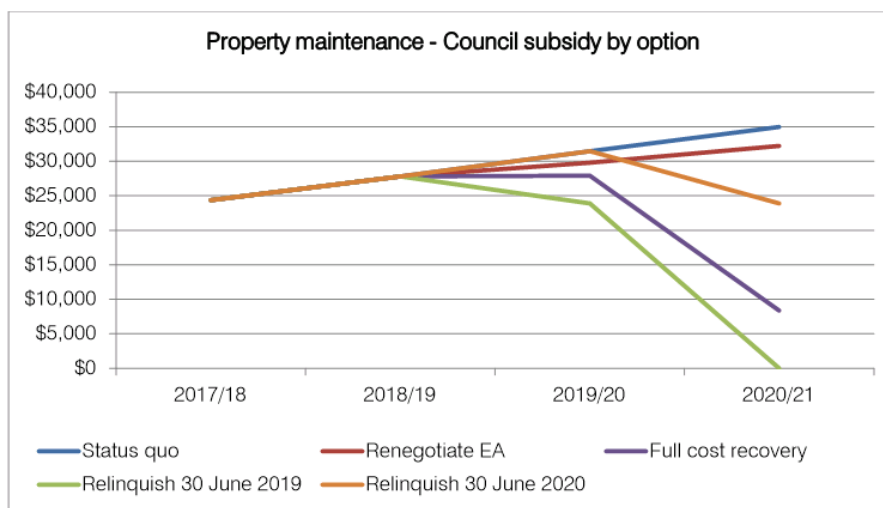
Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Agreement is extended to expire on 30 June 2020• Service grows proportionately with cohort growth (affecting direct costs only)• 2.0% wage growth annually• Cohort growth according to ABS forecasts

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Option	Assumptions
Retain and modify (renegotiate EA)	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 One year to renegotiate the EA (1 July 2018 to 30 June 2019) New EA to take effect on 1 July 2019 Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that wage reductions won't be achievable \$0 redundancies
Relinquish to responsible agencies 30 June 2020	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and State and identify and appoint alternative providers Relinquish service on 30 June 2020 Redundancies paid in 2020/21
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)
Relinquish to responsible agencies 30 June 2019	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and State and identify and appoint alternative providers Relinquish service on 30 June 2019 Redundancies paid in 2019/20

Financial comparison

The following chart compares Council's theoretical subsidy of each property maintenance service delivery option:



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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$34,965	\$23,901
Renegotiate EA	\$32,225	\$23,901
Relinquish 30 June 2020	\$0	\$0
Full cost recovery	\$0	\$15,536
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each property maintenance service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Renegotiate EA	\$1,674	\$2,740	\$4,413
Relinquish 30 June 2020	\$0	\$11,064	\$11,064
Full cost recovery	\$3,549	\$28,990	\$32,539
Relinquish 30 June 2019	\$7,563	\$34,965	\$42,528

Worthwhile savings may be achieved by either relinquishing property maintenance services on 30 June 2019, or by retaining the service and introducing full cost recovery.

Quantifying full cost recovery

Full cost recovery is an identified option for property maintenance. To achieve FCR, Council would need to either:

- if property maintenance remains block funded, negotiate an additional \$25,000 per annum from the Government (highly improbable), or increase client co-payments by \$22/hour, or
- if individualised funding is introduced, charge \$119/hour, an increase of \$22/hour

FCR will make Council uncompetitive and the service unaffordable.

f. Conclusion

The CHSP and HACC PYP service agreements are due to expire on 30 June 2019. A one-year CHSP funding extension has been offered and if accepted, will commence on 1 July 2019 and expire on 30 June 2020. When the agreement eventually expires, CHSP services will either be market tested by the Federal government on a regional scale, or individual funding introduced (as recommended in the Tune report).

A mature local market for property maintenance services already exists and Council is not cost competitive.

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Relinquishing responsibility for property maintenance services achieves the best match with the adopted success criteria. Negotiating with the Commonwealth and State to relinquish services on 30 June 2019 realizes significant recurrent savings.

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10. CHSP and HACC PYP (delivered meals)

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

Delivered meals, along with other home support services, aims to assist the elderly and those with disabilities to remain living independently for as long as possible. The people that deliver the meals complement the service by providing social interaction and monitoring the welfare of clients (more important where clients have weaker connections with others such as family and neighbours).

Council also provides centre-based meals at the Anglesea, Lorne and Moriac Senior Citizens Centres.

Community benefits

Staff believe that the benefits to the community of Council providing delivered meals include:

- affordability
- direct feedback loop - workers advise officers of concerns regarding client welfare (this is often the only service received)
- dietary needs - meals meet individual dietary needs (nutrition, culture, variety, allergies), and
- volunteers - council may provide better supports and engagement of volunteers

Financial analysis

The following table illustrates the construction of the 2017/18 delivered meals cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
181,084	88,698	44,389	314,171

The following table sets out unit rates. Analysis shows that Council contributes substantially to delivered meals (about \$20 per 3 course meal), and that the meals are expensive (about \$35 per 3 course meal).

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Meals (CHSP and HACC PYP)	Target (funded) meals	Delivered (actual) meals	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	17,796	9,196	352,600	218,580	134,020	38	12	15
2016/17 actual	17,796	8,998	298,302	130,382	167,920	33	7	19
2017/18 budget	16,885	16,885	314,171	175,658	138,513	19	10	8

The discrepancy in the 2017/18 unit costs and unit subsidies is because target meals have been used to calculate both rates. The number of meals actually delivered is likely to be half the target, which will have the effect of raising the unit rate and unit subsidy to \$38 and \$16 respectively.

Conclusion

Most of the stated benefits are not reliant on Council as a service provider; delivered meals are expensive.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> The demand for delivered meals is decreasing due to increased choice A one year extension to the federal block funding agreement has been announced (to 30 June 2020), but the decision to accept the extension can't be made until early 2018 when the terms and conditions are announced It's possible to increase the co-payment fee charged to clients, the schedule provided by the department is recommended only Council has a contract with Community Chef to provide meals, but the contracted minimum spend is not being achieved Council is a Community Chef Shareholder and is therefore partially responsible for its success Council had a contract with Hesse Rural Health to provide meals, but that expired on 30 June 2014 Demand for delivered meals in Lorne is low (3 clients) Volunteers to deliver meals are difficult to recruit, and not always reliable (especially over summer) 	<ul style="list-style-type: none"> The current funding agreements for the delivery of the CHSP and HACC PYP expire on 30 June 2019 	<ul style="list-style-type: none"> If accepted, the one-year federal funding extension commences on 1 July 2019 and expires on 30 June 2020 Council's contract with Community Chef to provide meals expires on 18 September 2019 	
What will happen if we don't conduct the review and continue with business as usual	<p>The demand for delivered meals will continue to decline, but Council is locked into a minimum spend contract with Community Chef</p> <p>Council will therefore be forced to either renegotiate the Community Chef contract, budget for full cost recovery, or maintain its subsidy of the service in 2018/19 (despite decreasing demand)</p>	<p>The terms and conditions of the one-year federal funding extension are likely to be agreed to and the offer accepted</p> <p>Increasing the fee for meals will further reduce demand, creating a vicious cycle</p> <p>Council must negotiate a new (lower) minimum spend with Community Chef (negatively impacting Community Chef)</p>	<p>The existence of viable alternative providers will force the application of Competitive Neutrality principles which will further increase Council's fees and charges. This will create a virtuous cycle in the marketplace, encouraging further growth</p> <p>Reducing demand and increasing fees continue to spiral and force Council out of the market</p>	<p>CHSP services are either market tested by the Federal government on a regional scale, or individual funding is introduced (as recommended in the Tune report). Council will not be competitive in either scenario</p>

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c. Options identification

















Chapter 6 identifies the following options for analysis against the delivered meals currently provided by Council:

Options			
Status quo	Retain and modify (investigate charging full cost recovery fees)	Sub-contract (meals)	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

Sub-contracting is included as an option, but in this case it refers to sub-contracting for the provision of meals. Council has an existing contract with Community Chef to provide meals, but is locked into a minimum spend; negotiating this down and sourcing meals locally from Hesse Rural Health and Lorne Community Hospital may provide better value.

d. Options analysis

In this section, future options for delivered meals are analysed against the adopted success criteria with the following results:

Delivered meals	Service delivery options (refer to chapter 8)			
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Sub-contract	Relinquish
Business Improvement				
Council Plan and strategies				
Service outcomes				
Transition				

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

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Council Plan and Positive Ageing Strategy

The status quo, sub-contracting, and relinquishing service delivery achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

Retain and modify achieves a lesser match due to the option of full cost recovery adversely affecting affordability, and therefore access to the service.

Service outcome

Council is a respected provider of quality services and therefore the Status Quo, and Retain and Modify options, achieve a high match with the service outcomes criteria.

Relinquishing service delivery and sub-contracting both achieve a medium match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community). NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Sub-contracting may be used as a transition tool and also achieves a high match.

Conclusion

Relinquishing responsibility for delivered meals achieves the best match with the adopted success criteria.

Refer to Appendix 2 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

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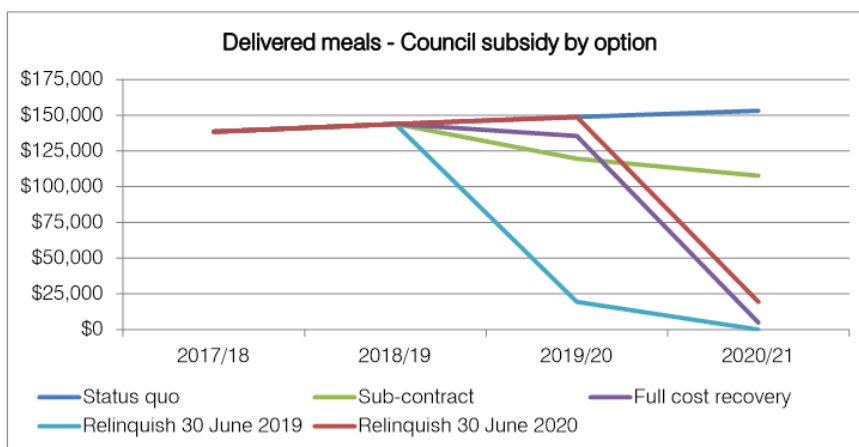
The financial implications associated with each option are based on the following assumptions:

Option	Assumptions
Status quo	<ul style="list-style-type: none"> 2017/18 budget datum Agreement is extended to expire on 30 June 2020 Service demand decreases by 10% pa from 2019/20 2.0% wage growth annually Minimum spend with Community Chef
Sub-contract meals	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 One year to renegotiate, market test, and award and modify contracts (1 July 2018 to 30 June 2019) Transition to new arrangements on 1 July 2019 Service demand (and therefore revenue) decreases by 10% pa from 2019/20 10% saving due to sub-contracting in 2019/20 and 2020/21 No redundancies
Relinquish to responsible agencies 30 June 2020	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and State and identify and appoint alternative providers Relinquish service on 30 June 2020 Redundancies paid in 2020/21
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)
Relinquish to responsible agencies 30 June 2019	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and State and identify and appoint alternative providers Relinquish service on 30 June 2019 Redundancies paid in 2019/20

Financial comparison

The following chart compares Council's theoretical subsidy of the delivered meals options:

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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$153,269	\$19,453
Sub-contract	\$107,710	\$12,644
Relinquish 30 June 2020	\$0	\$0
Full cost recovery	\$0	\$0
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each delivered meals option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Sub-contract	\$29,107	\$45,559	\$74,665
Relinquish 30 June 2020	\$0	\$133,816	\$133,816
Full cost recovery	\$13,156	\$148,405	\$161,562
Relinquish 30 June 2019	\$129,332	\$153,269	\$282,600

Relinquishing delivered meals on 30 June 2019 achieves significant financial savings.

Quantifying full cost recovery

Full cost recovery is an identified option for delivered meals. To achieve FCR, Council would need to either:

- if delivered meals remain block funded, negotiate an additional \$140,000 per annum from the Government (highly improbable), or increase client co-payments by about \$20/meal, or

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- if individualised funding is introduced, charge \$35 per three course meal, an increase of about \$20/meal

FCR will make Council uncompetitive and the service unaffordable.

f. Conclusion

The CHSP and HACC PYP service agreements are due to expire on 30 June 2019. A one-year CHSP funding extension has been offered and if accepted, will commence on 1 July 2019 and expire on 30 June 2020. When the agreement eventually expires, CHSP services will either be market tested by the Federal government on a regional scale, or individual funding introduced (as recommended in the Tune report). Council will not be competitive in either scenario, recognizing this and planning a controlled exit will yield the best outcomes.

Relinquishing responsibility for delivered meals achieves the best match with the adopted success criteria. Negotiating with the Commonwealth and State to relinquish delivered meals on 30 June 2019 realizes significant recurrent savings.

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11. HOME CARE PACKAGES

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

The aim of Home Care Packages (HCPs) is to support frail, vulnerable, older people with more complex needs to live as independently as possible in their own home and community, for as long as they can and wish to do so, through the provision of timely, mid to high level support services. HCPs are now delivered on a Consumer Directed Care (CDC) basis.

Community benefits

Council is a respected HCP provider and staff believe that recipients choose Council to manage their package and provide home supports (personal care, domestic assistance and respite care services) for the following reasons:

- case management - Council rarely refuses a client and usually exceeds minimum standards
- relationships - case managers have strong relationships with service provision teams, and know clients and understand their needs
- continuity of care - Council offers a 'one stop shop' with a seamless transition across services and funding sources (clients have often previously received CHSP services from Council)
- trust - clients have often had a long term, familiar relationship with Council and highly value the reliability and consistency of care they've received
- premium service - Council provides a premium service, and
- value - Council's current price schedule offers clients value for money

Financial analysis

The following table illustrates the construction of the 2017/18 home care package cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
271,110	132,794	54,554	458,458

The following table sets out unit rates. The above analysis suggests that Council budgets to deliver more HCP hours than it actually does; and that despite forecasting a

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unit cost of \$99/hour and unit subsidy of \$9/hour, the actual rates are likely to be \$134/hour and \$44/hour respectively.

Home Care Packages	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	5,222	5,222	527,968	485,390	42,578	101	93	8
2016/17 actual	5,222	3,678	493,123	331,554	161,569	134	63	44
2017/18 budget	4,608	4,608	458,458	417,577	40,881	99	91	9

Conclusion

Home Care Packages are forecast to receive the least subsidy of the positive ageing services that Council provides, and if the forecasts were correct, the service would almost break even if Council's overheads were excluded from its costs.

The stated benefits of Council being a HCP provider include 'premium service' and 'value for money', which may contradict one another.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> Home Care Packages are individually funded HCPs will be de-regulated in February and consumers will be able to choose their provider from a competitive market Council is a member of the Barwon HCP Program Alliance (with Geelong City, Colac Otway, and Queenscliffe); Geelong City administers the service Alliance partners are commencing reviews of their aged and disability services Administration fees and charges account for much of a client's package payment, leaving little to purchase actual services Clients are not required to contribute to HCPs Council is a provider of choice for some clients The Tune report recommends the introduction of five levels of Home Care Packages, commencing at Level 1 with CHSP type support 	<ul style="list-style-type: none"> The HCP program will integrate with the CHSP Temporary staff contracts expire on 30 June 2019 	<ul style="list-style-type: none"> The MOU with the Barwon HCP Program Alliance expires on 31 July 2018 The results of our Alliance partners service reviews are announced 	
What will happen if we don't conduct the review and continue with business as usual	<p>Council budgets to break even in 2018/19 and therefore charge full cost recovery – equivalent to \$100/hour</p> <p>New providers will begin to emerge</p> <p>Clients will begin to experiment and choose different providers</p>	<p>Full cost recovery will encourage new providers into the marketplace and reduce demand for Council provided services</p> <p>Clients that stay, will do so for perceived better quality, difficulty in changing, or apathy</p> <p>The staff roster is balanced by natural attrition and non-renewal of temporary employment contracts</p>	<p>The emergence of viable alternative providers will force the application of Competitive Neutrality principles which will further increase Council's fees and charges. This will create a virtuous cycle in the marketplace, encouraging further growth</p>	<p>Consumers will choose best value providers</p> <p>Reducing demand and increasing fees continue to spiral and force Council out of the market</p>

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c. Options identification

Chapter 6 identifies the following options for analysis against the Home Care Packages currently provided by Council:

Options			
Status quo	Retain and modify (investigate renegotiating the EA; and charging full cost recovery fees)	Sub-contract	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

d. Options analysis

In this section, future options for the delivery of Home Care Packages are analysed against the adopted success criteria with the following results:

Home care packages	Service delivery options (refer to chapter 8)			
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Sub-contract	Relinquish
Business Improvement				
Council Plan and strategies				
Service outcomes				
Transition				

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Council Plan and Positive Ageing Strategy

The status quo, sub-contracting, and relinquishing service delivery achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older

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citizens with the community, and planning ahead for services and programs to adapt to change.

HCPs already operate in a competitive environment, which contributes to the retain and modify option achieving a lesser match in the areas of accessibility, community connectedness, and planning for change.

Service outcome

Home Care Packages already operate in a competitive environment and are attractive to external providers. NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

All options have been judged equally against the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Sub-contracting may be used as a transition tool and also achieves a high match.

Conclusion

Relinquishing responsibility for Home Care Packages achieves a perfect match with the adopted success criteria.

Refer to Appendix 3 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

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Option	Assumptions
Status quo	<ul style="list-style-type: none"> 2017/18 budget datum Service grows proportionately with cohort growth (affecting direct costs only) 2.0% wage growth annually Cohort growth according to ABS forecasts
Relinquish service delivery 30 June 2019	<ul style="list-style-type: none"> Cease as a HCP service provider on 30 June 2019 Redundancies paid in 2019/20
Retain and modify (renegotiate EA)	<ul style="list-style-type: none"> One year to renegotiate the EA (1 July 2018 to 30 June 2019) New EA to take effect on 1 July 2019 Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that wage reductions won't be achievable \$0 redundancies
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)
Sub-contract	<ul style="list-style-type: none"> One year to market test and award contract (1 July 2018 to 30 June 2019) Transition service to new provider on 1 July 2019 Staff employed under SCHCADS Award 2010 Staff employed at Level 2 (27% less than current EA Band 2C) In-direct costs at 20% of total costs (currently 29%) Overheads at 10% of total costs (currently 13%) Profit margin at 10% of direct costs Contract management at 5% of total cost Redundancies paid in 2019/20
Relinquish service delivery 30 June 2020	<ul style="list-style-type: none"> Cease as a HCP service provider on 30 June 2020 Redundancies paid in 2020/21

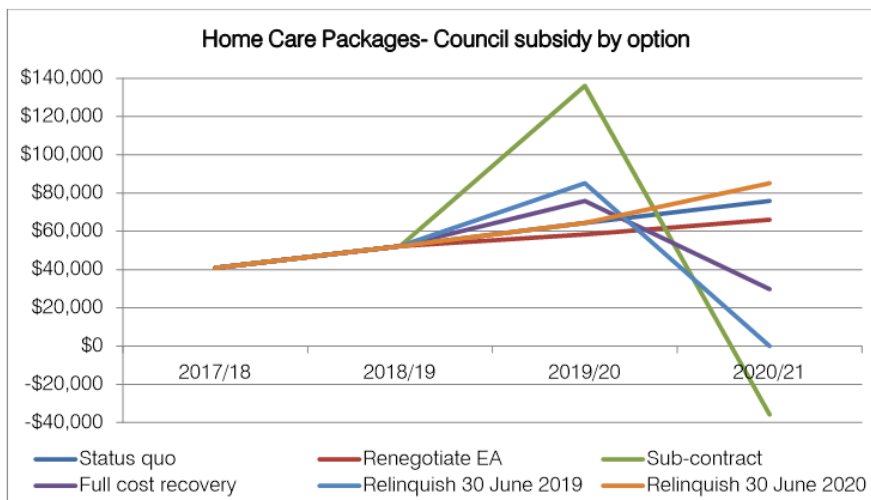
Financial comparison

The following chart compares Council's theoretical subsidy of each Home Care Package service delivery option:

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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$75,842	\$85,094
Relinquish 30 June 2020	\$0	\$0
Renegotiate EA	\$66,087	\$85,094
Sub-contract	-\$35,748	\$0
Full cost recovery	\$0	\$55,311
Relinquish 30 June 2019	\$0	\$0

Home Care Packages are well funded and have the greatest potential for a zero subsidy; the graph and the above summary show sub-contracting generating a surplus from 2020/21.

Total savings

The following table quantifies the financial savings associated with each Home Care Packages service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Relinquish 30 June 2020	\$0	-\$9,252	-\$9,252
Renegotiate EA	\$5,958	\$9,755	\$15,713
Sub-contract	-\$71,754	\$111,590	\$39,836
Full cost recovery	-\$11,446	\$54,568	\$43,122
Relinquish 30 June 2019	-\$20,761	\$75,842	\$55,081

Moderate short term savings may be achieved by either relinquishing Home Care Packages on 30 June 2019, sub-contracting, or by introducing full cost recovery.

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Quantifying full cost recovery

Full cost recovery is an identified option for Home Care Packages. To achieve FCR, Council would need to charge the equivalent of \$100/hour, an increase of approximately \$10/hour.

FCR will make Council uncompetitive and the service unaffordable.

f. Conclusion

Relinquishing responsibility for Home Care Packages achieves the best match with the adopted success criteria.

But sub-contracting is the most financially attractive option, with the potential to generate a modest recurrent surplus if the current funding arrangements don't change.

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12. VETERANS HOME CARE

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

Veterans' Home Care (VHC) is designed to assist entitled persons who need a small amount of practical help to continue living independently in their own home. Services include domestic assistance, personal care, respite care, and safety-related home and garden maintenance. VHC is not designed to meet complex or high-level care needs.

Community benefits

Staff believe that continuity of care is the primary benefit to the community of Council providing Veteran's Home Care. Council offers a 'one stop shop' with a seamless transition between VHC and CHSP services.

Financial analysis

The following table illustrates the construction of the 2017/18 Veterans home care cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
100,947	49,445	24,292	174,684

The following table sets out unit rates. Analysis shows that the unit cost of providing the VHC service is \$88/hour and the unit subsidy \$31/hour (significantly more than the CHSP rates).

Veterans Home Care	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	2,320	2,320	172,746	113,230	59,516	74	49	26
2016/17 actual	2,320	1,829	158,416	110,265	48,151	87	48	26
2017/18 budget	1,993	1,993	174,684	112,892	61,792	88	57	31

Conclusion

Council subsidises the VHC program by about \$60,000 per annum, the relatively low total contribution is due to low volumes.

The stated benefits to the community of Council providing the VHC program are not considered to be unique and may be applied equally to other providers.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> The DVA regularly market tests the VHC program and recently requested Council to submit a tender after not receiving any responses by the closing date Council was awarded the VHC contract in 2017 Council is unable to charge clients a co-payment fee and is locked into a fixed rate The DVA is responsible for the VHC program, yet Council subsidises the service The contract may be terminated with 3 months' notice Council is the sole provider of VHC services in the municipality The demand for VHC services is decreasing 	<ul style="list-style-type: none"> Temporary staff contracts expire on 30 June 2019 		<ul style="list-style-type: none"> The DVA contract to provide VHC services expires on 30 November 2020
What will happen if we don't conduct the review and continue with business as usual	Council budgets to break even in 2018/19 and therefore charge full cost recovery – equivalent to \$90/hour	Council continues to subsidise the VHC program The staff roster is balanced by natural attrition and non-renewal of temporary employment contracts	The steady release of services previously provided by Council will stimulate market growth	The DVA market tests the VHC program, Council doesn't submit a tender, and the contract is awarded to a NGO

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c. Options identification

Chapter 6 identifies the following options for analysis against the VHC services currently provided by Council:

Options			
Status quo	Retain and modify (investigate renegotiating the EA; and charging full cost recovery fees)	Sub-contract	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

d. Options analysis

In this section, future options for the delivery of VHC services are analysed against the adopted success criteria with the following results:

Veterans Home Care	Service delivery options (refer to chapter 8)			
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Sub-contract	Relinquish
Business Improvement				
Council Plan and strategies				
Service outcomes				
Transition				

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Council Plan and Positive Ageing Strategy

The status quo, sub-contracting, and relinquishing service delivery achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older

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citizens with the community, and planning ahead for services and programs to adapt to change.

Retain and modify achieves a lesser match due to the likelihood of full cost recovery breaching the DVA funding agreement and threatening access to the service.

Service outcome

Council is a respected provider of quality services and therefore the Status Quo, and Retain and Modify options, achieve a high match with the service outcomes criteria.

Relinquishing service delivery and sub-contracting both achieve a medium match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community). NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Sub-contracting may be used as a transition tool and a medium term solution, and also achieves a high match.

Conclusion

Relinquishing responsibility for VHC services achieves the best match with the adopted success criteria. Refer to Appendix 4 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Agreement expires on 30 November 2020• 10% decline in demand and funding per annum• 2.0% wage growth annually

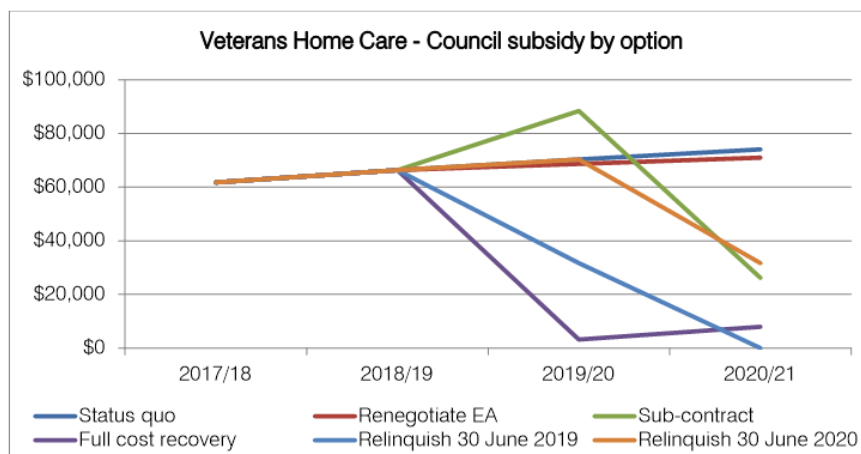
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Option	Assumptions
Sub-contract	<ul style="list-style-type: none"> One year to market test and award contract (1 July 2018 to 30 June 2019) Transition service to new provider on 1 July 2019 Staff employed under SCHCADS Award 2010 Staff employed at Level 2 (27% less than current EA Band 2C) In-direct costs at 20% of total costs (currently 29%) Overheads at 10% of total costs (currently 13%) Profit margin at 10% of direct costs Contract management at 5% of total cost Redundancies paid in 2019/20
Retain and modify (renegotiate EA)	<ul style="list-style-type: none"> Agreement expires on 30 November 2020 One year to renegotiate the EA (1 July 2018 to 30 June 2019) New EA to take effect on 1 July 2019 Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that wage reductions won't be achievable No redundancies
Relinquish to the DVA 30 June 2020	<ul style="list-style-type: none"> One year to negotiate termination with the DVA and identify and appoint alternative providers Cease as VHC service provider on 30 June 2020 Redundancies paid in 2020/21
Relinquish to the DVA 30 June 2019	<ul style="list-style-type: none"> One year to negotiate termination with the DVA and identify and appoint alternative providers Cease as VHC service provider on 30 June 2019 Redundancies paid in 2019/20
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Agreement expires on 30 November 2020 Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)

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Financial comparison

The following chart compares Council's theoretical subsidy of each VHC service delivery option:



The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$74,047	\$74,047
Renegotiate EA	\$71,014	\$74,047
Sub-contract	\$26,169	\$0
Relinquish 30 June 2020	\$0	\$0
Relinquish 30 June 2019	\$0	\$0
Full cost recovery	\$0	\$48,130

Total savings

The following table quantifies the financial savings associated with each VHC service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Renegotiate EA	\$1,668	\$3,033	\$4,701
Sub-contract	-\$18,032	\$47,878	\$29,846
Relinquish 30 June 2020	\$0	\$42,362	\$42,362
Relinquish 30 June 2019	\$38,659	\$74,047	\$112,706
Full cost recovery	\$67,175	\$66,126	\$133,301

Significant savings may be realised by negotiating with the DVA to either achieve full cost recovery, or relinquish VHC services on 30 June 2019.

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Note that the FCR savings shown in the above table do not include redundancy payments.

Quantifying full cost recovery

Full cost recovery is an identified option for Veterans Home Care. To achieve FCR, the Department of Veterans Affairs would need to agree to increase the contractual hourly rate by \$30 to \$88/hour (equating to an increase of approximately \$60,000 per annum).

FCR will make the service unaffordable.

f. Conclusion

The Department of Veteran's Affairs is responsible for the VHC program, yet Council subsidises and delivers the service. The service agreement is due to expire on 30 November 2020, but may be terminated earlier with 3 months' notice.

Relinquishing responsibility for VHC services achieves the best match with the adopted success criteria. Negotiating with the DVA to relinquish services on 30 June 2019 realizes significant recurrent savings.

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13. NDIS

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

The NDIS aims to give people with disability better access to personalised, high quality and innovative supports and services. A specific focus is to enhance the independence, social and economic participation of people with disability and their carers. The positive ageing team provides personal care, domestic assistance and respite care services under the NDIS that are critical to achieving the scheme's aims.

Community benefits

The rollout of the NDIS is not proceeding smoothly and due to its high administrative complexity and low level of funding, most providers are choosing to not register. Council is a 'safety net' NDIS provider; therefore the clear benefit to clients is the simple availability of an NDIS service (through Council).

Financial analysis

The following table illustrates the construction of the 2017/18 NDIS cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
111,735	54,729	24,056	190,520

The following table sets out unit rates. The NDIS is individually funded and relatively new, therefore forecasting models are still immature. Last year's actuals show that Council subsidized the NDIS by \$36/hour.

NDIS	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	3,398	3,398	265,458	161,850	103,608	78	48	30
2016/17 actual	3,398	2,987	185,753	78,755	106,998	62	23	36
2017/18 budget	3,600	3,600	190,520	112,711	77,809	53	31	22

Conclusion

Due to its low unit funding and high complexity, the NDIS requires the highest subsidy of the Positive Ageing services provided by Council on behalf of other agencies.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> The Surf Coast Shire has been an NDIS site since the scheme was piloted here in July 2013 Council remains the sole registered NDIS provider currently operating in the municipality The number of Council NDIS clients is forecast to decline from 32 to 14 by 30 June 2018 Due to its low unit funding and high complexity, the NDIS requires the highest subsidy of the PA services provided by Council on behalf of other agencies Council is not accepting new NDIS clients NGOs are able to profitably deliver NDIS services 	<ul style="list-style-type: none"> Temporary staff contracts expire on 30 June 2019 		
What will happen if we don't conduct the review and continue with business as usual	Clients will move to where services are available	<p>The number of Council NDIS clients will continue to decrease</p> <p>The staff roster is balanced by natural attrition and non-renewal of temporary employment contracts</p>	<p>The number of Council NDIS clients will reduce to zero by 30 June 2019</p> <p>Alternative providers will begin to emerge as Council exits this service and others</p>	NGO providers will offer NDIS services in the Surf Coast Shire

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c. Options identification

Chapter 6 identifies the following options for analysis against the NDIS services currently provided by Council:













Options		
Status quo	Retain and modify (investigate charging full cost recovery fees)	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

Neither renegotiating the Enterprise Agreement, nor sub-contracting are considered as NDIS service delivery options for the following reasons:

- the number of Council NDIS clients is forecast to decline from 32 to 14 by 30 June 2018, and to zero by 2019/20
- the scheme is highly complex and poorly funded, and
- only NGOs are able to deliver NDIS services without subsidy

d. Options analysis

In this section, future options for the delivery of NDIS services are analysed against the adopted success criteria with the following results:

NDIS Success criteria (refer to chapter 2)	Service delivery options (refer to chapter 8)		
	Status quo	Retain and modify	Relinquish
Business Improvement			
Council Plan and strategies			
Service outcomes			
Transition			

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

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Council Plan and Positive Ageing Strategy

The status quo and relinquishing service delivery achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

Retain and modify achieves a lesser match due to the option of full cost recovery adversely affecting affordability, and therefore access to the service.

Service outcome

Council is a respected provider of quality services and therefore the Status Quo, and Retain and Modify options, achieve a high match with the service outcomes criteria.

Relinquishing service delivery achieves a medium match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community). NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Conclusion

Relinquishing responsibility for NDIS services achieves the best match with the adopted success criteria.

Refer to Appendix 4 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

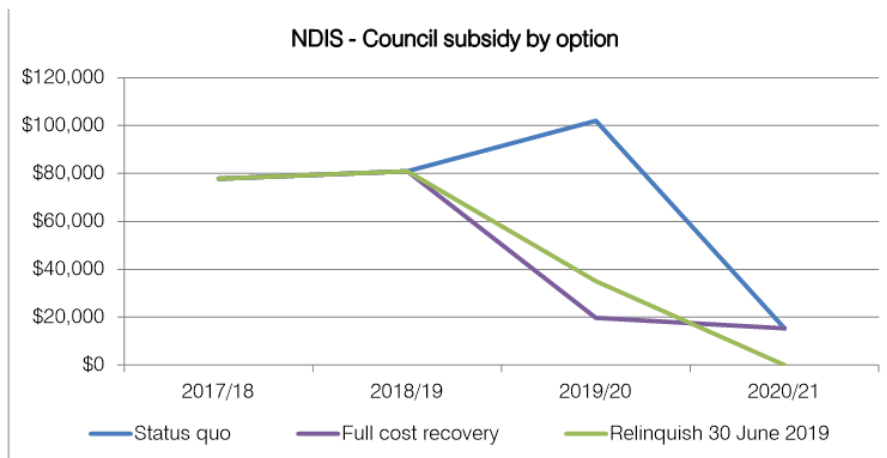
The financial implications associated with each option are based on the following assumptions:

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Option	Assumptions
Status quo	<ul style="list-style-type: none"> 2017/18 budget datum Demand decline, 14 clients in 2018/19, 7 in 2019/20, zero thereafter 2.0% wage growth annually Cease as a service provider on 30 June 2020 55% redundancies paid in 2019/20, 45% in 2020/21 (proportionate to assumed demand reduction)
Relinquish to the NDIA 30 June 2019	<ul style="list-style-type: none"> Demand decline One year to relinquish to the NDIA, the agreement requires new arrangements to be in place before responsibility can be relinquished Redundancies paid in 2019/20
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Demand decline, 14 clients in 2018/19, 7 in 2019/20, zero thereafter Full cost recovery fees are introduced in 2019/20 Cease as a service provider on 30 June 2020 55% redundancies paid in 2019/20, 45% in 2020/21 (proportionate to assumed demand reduction)

Financial comparison

The following chart compares Council's theoretical subsidy of each NDIS service delivery option:



The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$0	\$35,071
Relinquish 30 June 2019	\$0	\$0
Full cost recovery	\$0	\$0

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Note that in each option above, Council ceases as a NDIS service provider and therefore all three lines will converge on \$0 in 2021/22.

Total savings

The following table quantifies the financial savings associated with each NDIS service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Relinquish 30 June 2019	\$66,900	\$15,343	\$82,243
Full cost recovery	\$82,243	\$0	\$82,243

Significant savings may be realised by negotiating with the NDIA to either achieve full cost recovery, or cease NDIS service delivery on 30 June 2019.

Note that full cost recovery will only have effect for one year, due to demand declining to zero by 2020/21.

Quantifying full cost recovery

Full cost recovery is an identified option for the NDIS. To achieve FCR, Council would need to increase its hourly rate by approximately \$36 to the equivalent of \$80/hour.

The NDIA have advised that they will not entertain increased funding. Passing on FCR to clients will make Council uncompetitive and the service unaffordable.

f. Conclusion

The National Disability Insurance Agency is responsible for the NDIS, yet Council provides subsidised services that inhibit competition.

Ceasing to deliver NDIS services achieves the best match with the adopted success criteria. Relinquishing services on 30 June 2019 realizes significant recurrent savings.

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14. BROKERED SERVICES

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

Council brokers personal care, domestic assistance and respite care services to external clients on behalf of other providers.

Community benefits

Staff believe that the benefits to the community of Council providing brokered services include:

- reliability - Council rarely refuses a request for service; and case managers can rely on consistent and reliable reporting, and
- trust - clients have often had a long term, familiar relationship with Council and highly value the reliability and consistency of care they've received

Financial analysis

The following table illustrates the construction of the 2017/18 brokered service cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
78,126	38,267	19,518	135,911

The following table sets out unit rates. In 2016/17 and 2017/18, Council forecast a Brokered Services unit cost of \$82/hour and a unit subsidy of about \$35/hour, which would make this one of the most cost inefficient activities that Council provides. However the 2016/17 actuals suggest the opposite.

Brokered services	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	1,150	1,150	94,163	56,330	37,833	82	49	33
2016/17 actual	1,150	1,342	80,288	67,909	12,379	60	59	9
2017/18 budget	1,651	1,651	135,911	71,840	64,071	82	44	39

Improved budgeting (hours and \$'s) would increase confidence in Brokered Services figures.

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Conclusion

Regardless of the quantum, it must be asked, 'why subsidise brokerage agents'?

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> Council brokers services to external clients on behalf of other providers Council's rates don't recover costs, meaning that Council effectively subsidises brokerage agents Council's omni-presence in the marketplace deters other providers 	<ul style="list-style-type: none"> Temporary staff contracts expire on 30 June 2019 		
What will happen if we don't conduct the review and continue with business as usual	Council budgets to break even in 2018/19 and therefore charge full cost recovery – equivalent to \$90/hour	<p>Full cost recovery will encourage new providers into the marketplace and reduce demand for Council provided services</p> <p>The staff roster is balanced by natural attrition and non-renewal of temporary employment contracts</p>	The emergence of viable alternative providers will force the application of Competitive Neutrality principles which will further increase Council's fees and charges. This will create a virtuous cycle in the marketplace, encouraging further growth	Reducing demand and increasing fees continue to spiral and force Council out of the market

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c. Options identification













Chapter 6 identifies the following options for analysis against the brokered services currently provided by Council:

Options		
Status quo	Retain and modify (investigate renegotiating the EA; and charging full cost recovery fees)	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

Sub-contracting is not considered as an option because Council is already brokering (sub-contracting) its services to a prime agency.

d. Options analysis

In this section, future options for the delivery of brokered services are analysed against the adopted success criteria with the following results:

Brokered services	Service delivery options (refer to chapter 8)		
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Relinquish
Business Improvement			
Council Plan and strategies			
Service outcomes			
Transition			

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquishing service delivery achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Council Plan and Positive Ageing Strategy

The status quo, sub-contracting, and relinquishing service delivery achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they

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need, using knowledge to respond to the needs of older citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

Retain and modify achieves a lesser match due to the option of full cost recovery adversely affecting affordability, and therefore access to the service.

Service outcome

Council is a respected provider of quality services and therefore the Status Quo, and Retain and Modify options, achieve a high match with the service outcomes criteria.

Relinquishing service delivery achieves a medium match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community). NGOs provide quality supports and consistently meet program objectives (the Research Paper indicates that NGOs can meet or exceed Council's quality).

Transition

Making an early decision to relinquish service delivery achieves a high match with the 'transition' criteria by providing an extended period that will allow for careful planning, a smooth transition to new arrangements, and long term service continuity. Council's withdrawal from service delivery will also foster market growth, initiate competition, and guarantee service system sustainability with efficient providers.

Conclusion

Relinquishing responsibility for brokered services achieves the best match with the adopted success criteria. Refer to Appendix 4 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

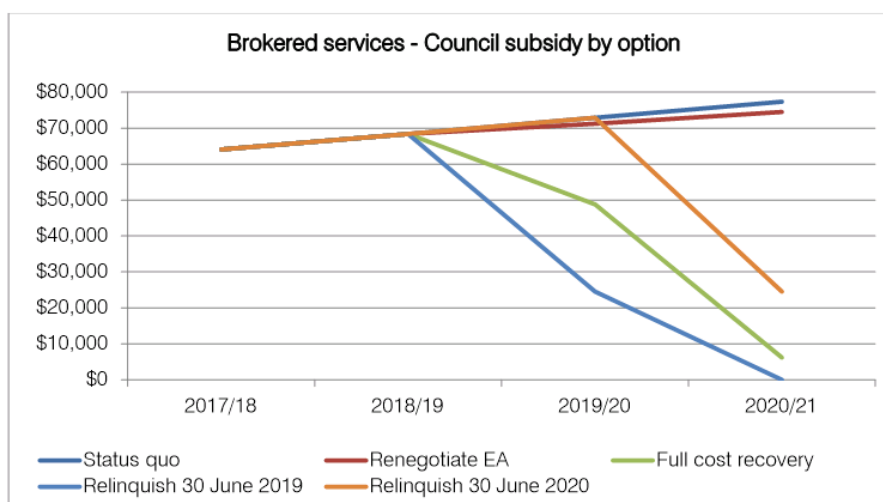
Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Service grows proportionately with cohort growth (affecting direct costs only)• 2.0% wage growth annually• Cohort growth according to ABS forecasts

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Option	Assumptions
Retain and modify (renegotiate EA)	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 One year to renegotiate the EA (1 July 2018 to 30 June 2019) New EA to take effect on 1 July 2019 Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that wage reductions won't be achievable \$0 redundancies
Relinquish to responsible agencies 30 June 2020	<ul style="list-style-type: none"> Cease brokering services via external agencies on 30 June 2020 Redundancies paid in 2020/21
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)
Relinquish to responsible agencies 30 June 2019	<ul style="list-style-type: none"> One year to terminate agreements and hand back to external agencies Cease brokering services via external agencies on 30 June 2019 Redundancies paid in 2019/20

Financial comparison

The following chart compares Council's theoretical subsidy of each brokered service delivery option:



The residual liabilities associated with each option post 2020/21 are:

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	Recurrent subsidy	Redundancy liability
Status quo	\$77,346	\$24,522
Renegotiate EA	\$74,535	\$24,522
Relinquish 30 June 2020	\$0	\$0
Full cost recovery	\$0	\$15,939
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each brokered service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Renegotiate EA	\$1,717	\$2,811	\$4,528
Relinquish 30 June 2020	\$0	\$52,825	\$52,825
Full cost recovery	\$24,127	\$71,216	\$95,343
Relinquish 30 June 2019	\$48,420	\$77,346	\$125,766

Significant savings may be achieved by relinquishing brokered services on 30 June 2019.

Quantifying full cost recovery

Full cost recovery is an identified option for brokered services. To achieve FCR, Council would need to increase its hourly rate by approximately \$20 to the equivalent of \$82/hour.

FCR will make brokered services unaffordable.

f. Conclusion

Council currently subsidises external brokerage agents and inhibits competition.

Ceasing to provide brokered services achieves the best match with the adopted success criteria. Relinquishing services on 30 June 2019 realizes significant recurrent savings.

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15. MUSICAL MORNINGS

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

Social Support programs aim to reduce social isolation by providing clients with an opportunity to try new activities, meet others, establish links in the community, and improve their overall sense of health and wellbeing.

Musical Mornings is a seasonal social support program featuring live performances at the Geelong Performing Arts Centre. Participants pay a subsidised (by Council) amount to attend.

Community benefits

Staff believe that the benefits to the community of Council providing the musical mornings program include:

- its existence - it's unlikely that the program would exist without Council's involvement
- connection - the program strengthens Council's connection with the aged cohort, creates bonds between clients, and enhances Council's understanding of client abilities and needs, and
- health and wellbeing - the program assists with the distribution of broad social information, and the promotion of Council health and wellbeing activities

Financial analysis

The following table illustrates the construction of the 2017/18 musical mornings cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
37,282	18,261	7,656	63,199

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The following table sets out unit rates. Council has budgeted to subsidise musical mornings by \$31,579 in 2017/18, which equates to \$332 per participant for the season.

Musical mornings	Target (funded) participants	Delivered (actual) participants	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	95	95	51,100	33,540	17,560	538	353	185
2016/17 actual	95	87	49,564	25,887	23,677	570	272	272
2017/18 budget	95	95	63,199	31,620	31,579	665	333	332

Conclusion

Musical mornings are a very worthy activity, much loved by participants and providing an opportunity for valuable socialization (although it's possible that it's the more able and engaged clients that participate).

Council and participants each pay half - \$333 per program participant per annum.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> • Musical mornings are funded by participants and subsidised by Council (no other external funding is received) • It's possible to increase the co-payment fee charged to clients • Responsibility for Musical mornings has shifted from the Positive Ageing team to Community Health and Development • Local NGOs currently provide similar activities 	<ul style="list-style-type: none"> • Temporary staff contracts expire on 30 June 2019 		
What will happen if we don't conduct the review and continue with business as usual	Council's subsidy of this program could be reduced by reviewing activity costs and increasing client fees (moving towards full cost recovery)	<p>Fee increases will allow Council to reduce its service subsidy</p> <p>The staff roster is balanced by natural attrition and non-renewal of temporary employment contracts</p>	Further fee increases will close the gap to full cost recovery and pique the interest of alternative providers	

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c. Options identification













Chapter 6 identifies the following options for analysis against the musical mornings services currently provided by Council:

Options		
Status quo	Retain and modify (investigate renegotiating the EA; and charging full cost recovery fees)	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

Sub-contracting as such is not considered to be an option, however, the transfer of responsibility for musical mornings to a Community House or group(s) such as Probus, U3A, or Senior Citizens presents as a credible alternative.

d. Options analysis

In this section, future options for the delivery of musical mornings services are analysed against the adopted success criteria with the following results:

Musical mornings	Service delivery options (refer to chapter 8)		
	Status quo	Retain and modify	Relinquish
Success criteria (refer to chapter 2)			
Business Improvement			
Council Plan and strategies			
Service outcomes			
Transition			

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Retaining and modifying community development activities (charging full cost recovery) achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Relinquishing service delivery only achieves a medium match because community development is core Council business and relinquishing it may threaten access.

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Council Plan and Positive Ageing Strategy

All options achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

Service outcome

All options achieve a high match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community).

Council is a respected provider of quality community development activities and this could continue if responsibility was transitioned to a community group.

Transition

All options achieve a medium match with the Transition criteria.

Relinquishing service delivery would achieve a high match if there was certainty regarding a community group assuming responsibility for the activity.

Conclusion

Retaining and modifying musical mornings (introducing full cost recovery) achieves the best match with the adopted success criteria.

Refer to Appendix 5 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

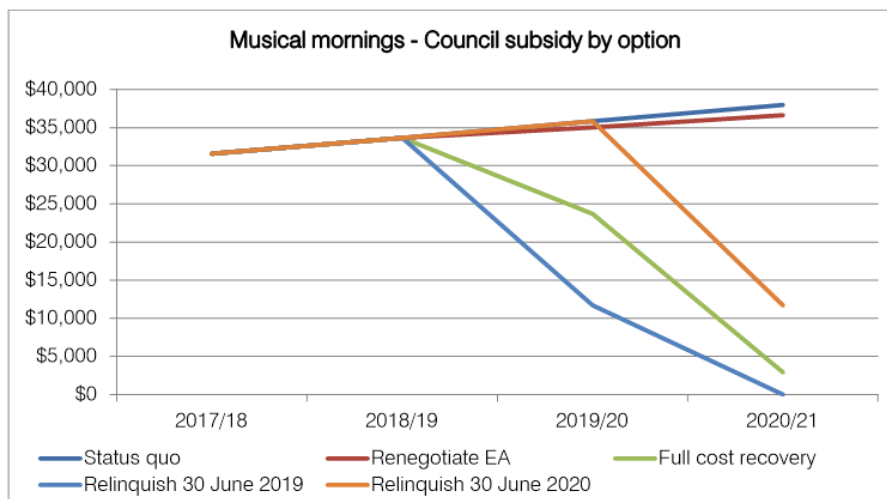
Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Service grows proportionately with cohort growth• 2.0% wage growth annually• Cohort growth according to ABS forecasts

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Option	Assumptions
Retain and modify (renegotiate EA)	<ul style="list-style-type: none"> One year to renegotiate the EA (1 July 2018 to 30 June 2019) New EA to take effect on 1 July 2019 Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that wage reductions won't be achievable \$0 redundancies
Relinquish service delivery 30 June 2020	<ul style="list-style-type: none"> Service won't be relinquished if a provider cannot be confirmed Handover to the community on 30 June 2020 Redundancies paid in 2020/21
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)
Relinquish service delivery 30 June 2019	<ul style="list-style-type: none"> Service won't be relinquished if a provider cannot be confirmed One year to negotiate with community groups and handover responsibility Handover to the community on 30 June 2019 Redundancies paid in 2019/20

Financial comparison

The following chart compares Council's theoretical subsidy of the identified musical morning service delivery options:



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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$37,975	\$11,702
Renegotiate EA	\$36,634	\$11,702
Relinquish 30 June 2020	\$0	\$0
Full cost recovery	\$0	\$7,606
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each musical mornings service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Renegotiate EA	\$819	\$1,341	\$2,161
Relinquish 30 June 2020	\$0	\$26,274	\$26,274
Full cost recovery	\$12,181	\$35,050	\$47,231
Relinquish 30 June 2019	\$24,151	\$37,975	\$62,126

Significant savings may be achieved by either relinquishing musical mornings services on 30 June 2019, or by retaining the service and introducing full cost recovery.

Quantifying full cost recovery

Full cost recovery is an identified option for musical mornings. To achieve FCR, Council would need to increase the fees for the program by \$332 to \$665/person/annum.

FCR will make the program unaffordable for some.

f. Conclusion

Retaining and modifying musical mornings (introducing full cost recovery) achieves the best match with the adopted success criteria. Relinquishing service delivery on 30 June 2019 realizes significant recurrent savings.

The best outcome is a mix of both, where a community group assumes responsibility for the service and charges full cost recovery (which would be much less than Council's FCR).

Council may also consider whether there are more equitable and inclusive social support programs it could sponsor.

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16. CAFÉ STYLE SUPPORT

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

The Café Style program aims to maintain and enhance the daily living skills of participants. Evidence shows that staying connected leads to a longer, healthier life. The Café Style program of activities contributes to a participant's physical, social, cultural, emotional and recreational needs and provides opportunities to connect and stay connected with the community.

Community benefits

Staff believe that the benefits to the community of Council providing the Café Style support program include:

- its existence - it's unlikely that the program would exist without Council's involvement
- connection - the program strengthens Council's connection with the aged cohort, creates bonds between clients, and enhances Council's understanding of client abilities and needs, and
- health and wellbeing - the program assists with the distribution of broad social information, and the promotion of Council health and wellbeing activities

Financial analysis

The following table illustrates the construction of the 2017/18 café style support cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
91,080	28,207	5,689	124,976

The following table sets out unit rates. The 2017/18 budget identifies significant program growth which is not reflected in the budgeted hours. 6,500 contact hours (more than double the 2016/17 figures) would need to be delivered to maintain comparable unit rates.

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Café style support	Target (funded) hours	Delivered (actual) hours	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	2,753	2,753	64,725	54,790	9,935	24	20	4
2016/17 actual	2,753	2,983	59,759	20,302	39,457	20	7	13
2017/18 budget	1,152	1,152	124,976	57,554	67,422	108	50	59

Conclusion

Similar to Musical mornings, Café style support is a very worthy activity, much loved by participants and providing an opportunity for valuable socialization (although it's possible that it's the more able and engaged clients that participate).

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> Café style support is a CHSP funded activity that is subsidised by Council A one year extension to the federal block funding agreement has been announced (to 30 June 2020), but the decision to accept the extension can't be made until early 2018 when the terms and conditions are announced It's possible to increase the co-payment fee charged to clients Council has budgeted to substantially grow Café style support in 2017/18 Responsibility for Café style support has shifted from the Positive Ageing team to Community Health and Development Local NGOs currently provide similar activities 	<ul style="list-style-type: none"> The current federal funding agreement for the delivery of the CHSP expires on 30 June 2019 Temporary staff contracts expire on 30 June 2019 	<ul style="list-style-type: none"> If accepted, the one-year federal funding extension commences on 1 July 2019 and expires on 30 June 2020 	<ul style="list-style-type: none">
What will happen if we don't conduct the review and continue with business as usual	It may be possible to reduce Council's subsidy of this program by reviewing activity costs and increasing client co-contribution fees (moving towards full cost recovery)	<p>The terms and conditions of the one-year federal funding extension are likely to be agreed to and the offer accepted</p> <p>Fee increases will allow Council to reduce its service subsidy</p> <p>The staff roster is balanced by natural attrition and non-renewal of temporary employment contracts</p>	Further fee increases will close the gap to full cost recovery and pique the interest of alternative providers	CHSP services are either market tested by the Federal government on a regional scale, or individual funding is introduced (as recommended in the Tune report). Council will not be competitive in either scenario

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c. Options identification

















Chapter 6 identifies the following options for analysis against the café style support services currently provided by Council:

Options			
Status quo	Retain and modify (investigate renegotiating the EA; and charging full cost recovery fees)	Sub-contract (transition responsibility to a community group)	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

Sub-contracting is included as an option, but is actually explored as the transitioning of responsibility to a Community House or group(s) such as Probus, U3A, or Senior Citizens.

d. Options analysis

In this section, future options for the delivery of café style support services are analysed against the adopted success criteria with the following results:

Café style support	Service delivery options (refer to chapter 8)			
Success criteria (refer to chapter 2)	Status quo	Retain and modify	Sub-contract	Relinquish
Business Improvement				
Council Plan and strategies				
Service outcomes				
Transition				

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Retaining and modifying (charging full cost recovery) and 'sub-contracting' to the community both achieve a high match with Council's Business Improvement principles by providing financial savings, reducing risk, focusing on core business, addressing services that are the responsibility of others, and encouraging market growth and therefore guaranteeing services in the medium to long term.

Relinquishing service delivery only achieves a medium match because community development is core Council business and relinquishing it may threaten access.

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Council Plan and Positive Ageing Strategy

All options achieve a high match with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

Service outcome

All options achieve a high match with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community).

Council is a respected provider of quality community development activities and this could continue if responsibility was transitioned to a community group.

Transition

All options achieve a medium match with the Transition criteria.

Sub-contracting would achieve a high match if there was certainty regarding a community group assuming responsibility for the activity.

Conclusion

Retaining and modifying (introducing full cost recovery), and sub-contracting (to a community group) achieve the best matches with the adopted success criteria. Refer to Appendix 5 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Agreement is extended to expire on 30 June 2020• Service grows proportionately with cohort growth• 2.0% wage growth annually• Cohort growth according to ABS forecasts
Retain and modify (renegotiate EA)	<ul style="list-style-type: none">• Agreement is extended to expire on 30 June 2020• One year to renegotiate the EA (1 July 2018 to 30 June 2019)

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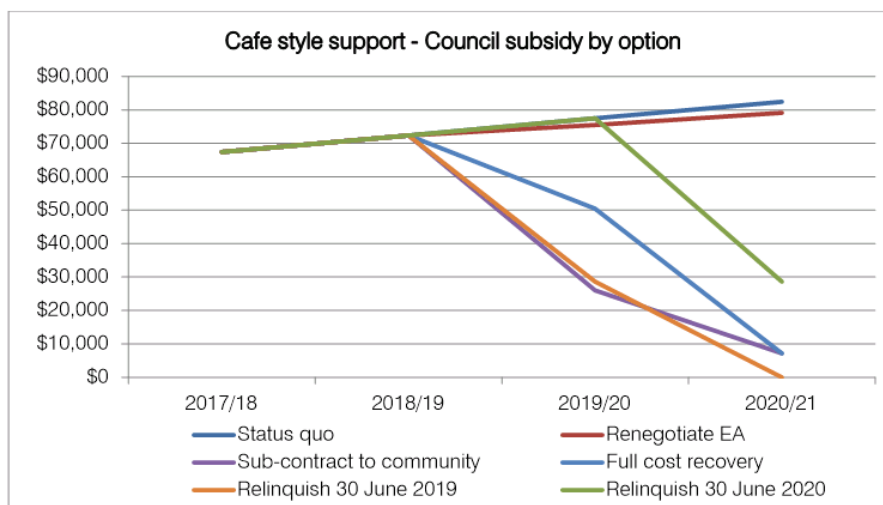
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Option	Assumptions
	<ul style="list-style-type: none"> New EA to take effect on 1 July 2019 Wage freeze from 1 July 2019 (affecting direct costs only) – assumes that wage reductions won't be achievable \$0 redundancies
Relinquish to the Commonwealth 30 June 2020	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and identify and appoint alternative providers Relinquish service to the Commonwealth on 30 June 2020 Redundancies paid in 2020/21
Sub-contract (to a community group)	<ul style="list-style-type: none"> One year to market test and award contract (1 July 2018 to 30 June 2019) Transition service to new provider on 1 July 2019 Volunteers administer the program The wages component of direct costs is eliminated (equating to a 70% reduction in direct costs) In-direct costs and overheads according to status quo 70% redundancies paid in 2019/20
Retain and modify (full cost recovery)	<ul style="list-style-type: none"> Agreement is extended to expire on 30 June 2020 Full cost recovery fees are phased in over 2 years, commencing in 2019/20 10% demand reduction in 2019/20, 25% in 2020/21 (due to increasing fees) 10% redundancies paid in 2019/20, 25% in 2020/21 (proportionate to assumed demand reduction)
Relinquish to the Commonwealth 30 June 2019	<ul style="list-style-type: none"> One year to negotiate terms with the Commonwealth and identify and appoint alternative providers Relinquish service to the Commonwealth on 30 June 2019 Redundancies paid in 2019/20

Financial comparison

The following chart compares Council's theoretical subsidy of each café style support service delivery option:

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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$82,453	\$28,588
Renegotiate EA	\$79,176	\$28,588
Relinquish 30 June 2020	\$0	\$0
Full cost recovery	\$0	\$18,582
Sub-contract to community	\$7,162	\$8,576
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each café style support service option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Renegotiate EA	\$2,002	\$3,277	\$5,279
Relinquish 30 June 2020	\$0	\$53,866	\$53,866
Full cost recovery	\$26,997	\$75,306	\$102,303
Sub-contract to community	\$51,447	\$75,292	\$126,739
Relinquish 30 June 2019	\$48,882	\$82,453	\$131,336

Significant savings may be achieved by either relinquishing CHSP services on 30 June 2019, sub-contracting to the community, or by retaining the service and introducing full cost recovery.

Quantifying full cost recovery

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Full cost recovery is an identified option for café style support. To achieve FCR, Council would need to either:

- if CHSP remains block funded, negotiate an additional \$40,000 per annum from the Commonwealth (highly improbable), or increase client co-payments by the equivalent of \$15/hour, or
- if CHSP becomes individually funded, charge \$25/hour, an increase of \$15/hour

FCR will make the service unaffordable.

f. Conclusion

The CHSP service agreement is due to expire on 30 June 2019; a one-year funding extension has been offered and if accepted, will commence on 1 July 2019 and expire on 30 June 2020. When the agreement eventually expires, CHSP services will either be market tested by the Federal government on a regional scale, or individual funding introduced (as recommended in the Tune report).

Retaining and modifying (introducing full cost recovery), and sub-contracting (to a community group) achieve the best matches with the adopted success criteria.

Relinquishing service delivery on 30 June 2019, sub-contracting to the community, and introducing full cost recovery, all realize significant recurrent savings.

The best outcome for café style support may be a mix of options; where service responsibility is sub-contracted to a community group that charges full cost recovery.

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17. SENIOR CITIZENS CENTRES

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

Council owns and maintains five senior citizens centres across the Shire; each centre is administered and operated by a committee of management. Senior Citizens clubs invite people over 55 and people with disabilities and their carers to join and enjoy the range of activities that the clubs offer.

Community benefits

Evidence shows that staying connected leads to a longer, healthier life. Senior Citizen's Clubs contribute to a participant's physical, social, cultural, emotional and recreational needs and provide opportunities to connect and stay connected with the community.

Senior Citizens Centres and their clubs connect Council with the older cohort, and would not exist without Council support.

Financial analysis

The following table illustrates the construction of the 2017/18 Senior Citizens Centres cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
25,270	26,094	6,054	57,418

The following table sets out unit rates. Council receives modest funding from the State government for the upkeep and operation of its Senior Citizens Centres. Increased utilization of the facilities could raise additional revenue.

Senior Citizens Centres	Target (funded) participants	Delivered (actual) participants	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	380	380	32,953	27,740	5,213	87	73	14
2016/17 actual	380	380	22,862	13,618	9,244	60	36	24
2017/18 budget	380	380	57,418	30,327	27,091	151	80	71

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Conclusion

There's a statewide decline in membership and use of Senior Citizens Centres, due to numerous factors including:

- reluctance of baby boomers to be classified as senior citizens
- the emergence of alternative clubs such as U3A, Probus, Men's Sheds, and Life Activity Clubs
- image, and
- ageing infrastructure and committees of management (and a lack of interest from younger community members)

(Refer to the MAV's 'New Futures for Senior Citizen Centres and Clubs: A Report for Local Government').

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> The operation of Council's Senior Citizens Centres is subsidised by the CHSP A one year extension to the federal block funding agreement has been announced (to 30 June 2020), but the decision to accept the extension can't be made until January 2018 when the terms and conditions are announced The demand for Senior Citizens Centres and programs is decreasing nationally as older Australians disassociate themselves from the title of Senior Citizen and gravitate instead towards Probus, U3A, Mens Sheds, and Life Activity Clubs 	<ul style="list-style-type: none"> The current federal funding agreement for the delivery of the CHSP expires on 30 June 2019 	<ul style="list-style-type: none"> If accepted, the one-year federal funding extension commences on 1 July 2019 and expires on 30 June 2020 	
What will happen if we don't conduct the review and continue with business as usual		The terms and conditions of the one-year federal funding extension are likely to be agreed to and the offer accepted	The CHSP funding extension is likely to include Senior Citizens Centres	Commonwealth block funding to local government may be continued, but for a different 'purpose'

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c. Options identification









Chapter 6 identifies the following options for analysis against the Senior Citizens services currently provided by Council:

Options	
Status quo	Retain and modify (manage internally and grow patronage)

Sub-contracting and relinquishing Senior Citizens Centres are not considered to be options.

d. Options analysis

In this section, future options for the delivery of Senior Citizens Centre services are analysed against the adopted success criteria with the following results:

Senior Citizens Centres	Service delivery options (refer to chapter 8)	
Success criteria (refer to chapter 2)	Status quo	Retain and modify
Business Improvement		
Council Plan and strategies		
Service outcomes		
Transition		

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Retain and modify achieves a high match with Council's Business Improvement principles by providing financial savings, reducing risk and focusing on core business. Council is the sole conceivable provider of Senior Citizens Centres for the community.

Council Plan and Positive Ageing Strategy

Both the status quo and retain and modify achieve high matches with the relevant objectives of the Council Plan and Positive Ageing Strategy including supporting older people to live independent and meaningful lives, high quality services are available to the community, easy for older citizens to access what they need, using knowledge to respond to the needs of older citizens, connecting older citizens with the community, and planning ahead for services and programs to adapt to change.

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Service outcome

Both the status quo and retain and modify achieve high matches with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community).

Transition

Both the status quo and retain and modify achieve a medium match with the 'transition' criteria.

Conclusion

Retain and modify achieves the best match with the adopted success criteria for Senior Citizens Centres. Refer to Appendix 5 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Agreement is extended to expire on 30 June 2020• Service grows proportionately with cohort growth• 2.0% wage growth annually
Retain and modify (manage internally, grow patronage)	<ul style="list-style-type: none">• Agreement is extended to expire on 30 June 2020• Full cost recovery fees are phased in over 2 years, commencing in 2019/20• 5% per annum increase in revenue due to increased patronage• 5% per annum increase in direct costs• In-direct costs and overheads according to status quo

Financial comparison

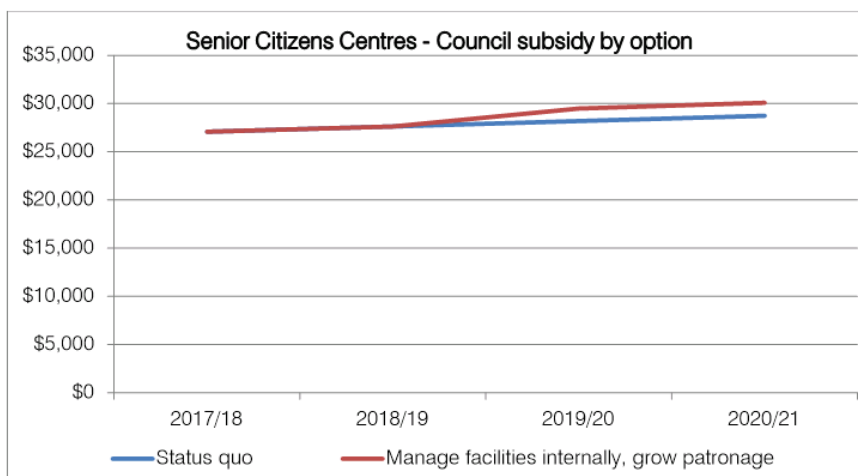
The following chart compares Council's theoretical subsidy of the two Senior Citizens Centre options:

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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$28,749	\$7,932
Manage facilities internally, grow patronage	\$30,090	\$7,932

Total savings

The following table quantifies the financial savings associated with each Senior Citizens Centre option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Manage facilities internally, grow patronage	-\$1,315	-\$1,341	-\$2,655

Minor savings may be possible by managing facilities internally and growing patronage, however based on the assumptions, the calculations indicate a short term increase in costs.

f. Conclusion

The operation of Council's Senior Citizens Centres is currently subsidized by the CHSP; and it's possible that block funding will be continued in the future.

Retain and modify achieves the best match with the adopted success criteria; minor savings may be possible by managing Senior Citizens Centres internally and growing patronage.

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18. SPECIAL PROJECTS

a. Service snapshot

The following service snapshot is extracted from the Positive Ageing Service Review research paper:

Service recap

Special projects are primarily systems improvement tasks, undertaken to enhance service delivery efficiency.

Financial analysis

The following table illustrates the construction of the 2017/18 special projects cost, which is used to calculate unit rates:

Direct labour costs – costs directly associated with delivering the frontline service, including support workers, travel, and materials	In-direct costs - time spent on non-frontline tasks including supervision, coordination, training and meetings, etc	Overhead costs - back office costs other than direct and indirect, including HR, payroll, risk, governance, IT, insurance, legal fees, repairs, utilities, etc	Cost (\$)
80,000	38,563	9,564	128,127

The following table sets out unit rates.

Special projects	Target (funded) projects	Delivered (actual) projects	Cost	Revenue	Subsidy	Unit cost	Unit funding	Unit subsidy
2016/17 Dyson forecast	-	-	201,220	18,930	-	-	-	-
2016/17 actual	1	1	70,226	22,273	47,953	70,226	22,273	47,953
2017/18 budget	1	1	128,127	-	128,127	128,127	-	128,127

Conclusion

System improvement projects are clearly necessary, and the responsibility of Council.

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b. What we know about the next few years

The following tabulation sets out what we know about the next few years, and what's likely to happen if we continue with business as usual:

	2017/18 and environment	2018/19	2019/20	2020/21
Facts	<ul style="list-style-type: none"> Special projects are primarily internal system improvement tasks, undertaken to enhance service delivery efficiency CHSP funding is provided for this activity A one year extension to the federal block funding agreement has been announced (to 30 June 2020), but the decision to accept the extension can't be made until January 2018 	<ul style="list-style-type: none"> The current federal funding agreement for the delivery of the CHSP expires on 30 June 2019 	<ul style="list-style-type: none"> If accepted, the one-year federal funding extension commences on 1 July 2019 and expires on 30 June 2020 	
What will happen if we don't conduct the review and continue with business as usual		<p>The terms and conditions of the one-year federal funding extension are likely to be agreed to and the offer accepted</p> <p>System improvement funding may continue with the current agreement, but rebadged as transition funding</p>		System improvement funding is likely to disappear

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c. Options identification









Chapter 6 identifies the following options for analysis against the special projects currently provided by Council:

Options	
Status quo	Relinquish (investigate relinquishing on 30 June 2019 and 30 June 2020)

The status quo and relinquishing service delivery are the only possible options for exploration. Special projects are not required if Council relinquishes its other support activities.

d. Options analysis

In this section, future options for the delivery of Special Projects are analysed against the adopted success criteria with the following results:

Special projects	Service delivery options (refer to chapter 8)	
Success criteria (refer to chapter 2)	Status quo	Relinquish
Business Improvement		
Council Plan and strategies		
Service outcomes		
Transition		

The following paragraphs provide a brief narrative regarding the analysis of options against the adopted success criteria:

Business Improvement principles

Relinquish service delivery achieves a medium match with Council's Business Improvement principles by providing financial savings, reducing risk and focusing on core business.

Council Plan and Positive Ageing Strategy

Both the status quo and relinquishing service delivery achieve high matches with the relevant objectives of the Council Plan and Positive Ageing Strategy. Special projects become irrelevant if Council relinquishes the other Positive Ageing supports it currently provides.

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Service outcome

Both the status quo and relinquishing service delivery achieve high matches with the Service Outcome criteria (quality support is available for frail and older residents to maximize their independence at home and in the community).

Transition

Both the status quo and relinquishing service delivery achieve a medium match with the 'transition' criteria.

Conclusion

Relinquishing service delivery achieves the best match with the adopted success criteria for Special Projects. Refer to Appendix 5 for a more detailed analysis.

e. Financial implications

This section analyses the financial implications associated with each of the identified options.

Assumptions

The financial implications associated with each option are based on the following assumptions:

Option	Assumptions
Status quo	<ul style="list-style-type: none">• 2017/18 budget datum• Agreement is extended to expire on 30 June 2020• 2.0% wage growth annually
Relinquish to the Commonwealth 30 June 2020	<ul style="list-style-type: none">• Relinquish service to the Commonwealth on 30 June 2020• Redundancies paid in 2020/21
Relinquish to the Commonwealth 30 June 2019	<ul style="list-style-type: none">• One year to negotiate terms with the Commonwealth and identify and appoint alternative providers• Relinquish service to the Commonwealth on 30 June 2019• Redundancies paid in 2019/20

Financial comparison

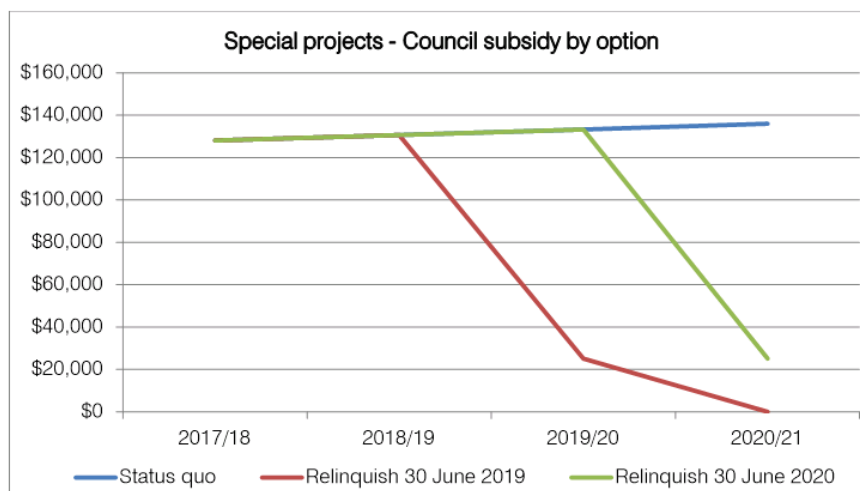
The following chart compares Council's theoretical subsidy of the Special Projects options:

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The residual liabilities associated with each option post 2020/21 are:

	Recurrent subsidy	Redundancy liability
Status quo	\$135,969	\$25,110
Relinquish 30 June 2020	\$0	\$0
Relinquish 30 June 2019	\$0	\$0

Total savings

The following table quantifies the financial savings associated with each Special Project option:

	2019/20 saving	2020/21 saving	Total saving to 30 June 2020
Status quo	\$0	\$0	\$0
Relinquish 30 June 2020	\$0	\$110,860	\$110,860
Relinquish 30 June 2019	\$108,193	\$135,969	\$244,163

Significant savings may be achieved by relinquishing special projects on 30 June 2019.

f. Conclusion

Special projects become irrelevant if Council relinquishes the other Positive Ageing supports it currently provides.

Relinquishing service delivery achieves the best match with the adopted success criteria; negotiating with the Commonwealth to relinquish special projects on 30 June 2019 realizes significant recurrent savings.













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19. SUMMARY FINDINGS

The following table summarises the considerable analytical data contained in chapters 7 to 18:

Chp	Activity	Best match with the success criteria	Success criteria match	Financial implications of implementing the indicated option
7	Assessment	Relinquish		\$180,000pa saving
8	CHSP (PC, DA, and respite)	Relinquish		\$650,000pa saving
9	CHSP (property maintenance)	Relinquish		\$35,000pa saving
10	Delivered meals (CHSP and HACC PYP)	Relinquish		\$150,000pa saving
11	Home care packages	Relinquish		\$75,000pa saving
12	Veterans home care	Relinquish		\$75,000pa saving
13	NDIS	Relinquish		\$75,000pa saving
14	Brokered services	Relinquish		\$75,000pa saving
15	Musical mornings	Retain and modify		\$35,000pa saving
16	Café style support	Retain and modify		\$75,000pa saving
17	Senior citizens centres	Retain and modify		\$2,000pa cost
18	Special projects	Relinquish		\$135,000pa saving

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Section 3 - IMPLEMENTATION SCENARIOS

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20. IMPLEMENTATION SCENARIOS

This section arranges the previously discussed activities and their options into three possible scenarios to provide insight into how the options may be implemented and to assist with consultation. The scenarios are:

- Remain a service provider
- Extended exit plan, and
- Compressed exit plan

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21. REMAIN A SERVICE PROVIDER

a. Rationale

The rationale for the 'remain a service provider' scenario is to retain existing benefits for clients, based on Council's service delivery history.

b. Description

Remaining a service provider is defined as retaining service delivery and improving efficiency; it assumes that:

- Council continues to be reactive and subsidise Positive Ageing services
- routine adjustments continue to be made to improve efficiency
- full cost recovery is introduced where possible, and
- Council has the ability to choose to stay in when the current agreements expire on 30 June 2019 and services are either market tested by the Commonwealth on a regional scale, or individual funding is introduced.

c. Implementation scenario

The decision to remain a service provider could be achieved as follows:

Stay in	2018/19	2019/20	2020/21	2021/22
Actions	Budget to actuals	New EA	FCR fees	
	Implementation costs (year one only)	Fees halfway to FCR		
Budget savings	\$150,000	\$337,686	\$942,981	

Note that the above table assumes that:

- budgeting to actuals allows \$200,000 to be removed from the 2018/19 budget (refer to Chapter 27)
- implementation costs of \$50,000, applicable in 2018/19 only
- full cost recovery can be achieved on all PA activities (except Assessment, Senior Citizens Centres, and Special Projects) within 2 years, and
- there are no redundancies (or redundancy payments)

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d. Match with success criteria

Remaining a service provider achieves a moderate overall match with the adopted success criteria as follows:

	Success criteria match			
	Business Improvement	Council Plan and strategies	Service outcomes	Transition
Stay in				

e. Risks

There are several high risk items associated with remaining a service provider, but the overall level of risk is moderate:

Risk	Control	Residual risk
Unsustainable	Introduce full cost recovery and renegotiate EA	
Reduction in quality	Focus on becoming a provider of choice	
Difficult transition	Make routine adjustments	
Unaffordable	Renegotiate EA	
Weak market	No impact to clients if Council stays in	
Industrial action (in relation to renegotiating the EA)	Comply with EA requirements	
Reputational damage	Focus on quality and communication	
Insufficient capacity to deliver (staff resignations)	Maintain relationships and communicate	

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22. EXTENDED EXIT PLAN

a. Rationale

The rationale for the 'extended exit plan' scenario is to provide a smooth transition for clients to a sustainable, competitive market.

b. Description

An extended exit plan is defined as relinquishing service delivery in a carefully planned way over several years, with the emphasis on a smooth transition and service continuity for clients, and fostering market growth for long term sustainability, rather than realising savings in the short term.

c. Implementation scenario

The decision to implement an extended transition plan could be achieved as follows:

Extended exit plan	2018/19	2019/20	2020/21	2021/22
Actions	Budget to actuals	No new HCP clients	FCR for café style support and musical mornings	Address overheads
	Implementation costs (year one only)	Relinquish Brokered services, Property maintenance, and NDIS	Relinquish CHSP, HCP, VHC, Assessment	
Budget savings	\$150,000	\$145,345	\$525,043	\$167,597

Note that the above table:

- assumes that budgeting to actuals allows \$200,000 (excluding overheads) to be removed from the 2018/19 budget (refer to Chapter 27)
- includes implementation costs of \$50,000 (in 2018/19 only)
- includes redundancy payments in 2019/20 and 2020/21
- addresses 50% of applicable overheads in 2021/22, and
- includes full cost recovery for café style support and musical mornings within 2 years

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d. Match with success criteria

An extended exit plan achieves a high overall match with the adopted success criteria as follows:

	Success criteria match			
	Business Improvement	Council Plan and strategies	Service outcomes	Transition
Extended exit plan				

e. Risks

The overall level of risk associated with an extended exit plan is low:

Risk	Control	Residual risk
Unsustainable	Relinquishing service delivery is the only sustainable scenario	
Reduction in quality	The market provides quality services, an extended exit plan promotes market development	
Difficult transition	An extended exit plan provides the greatest opportunity for a smooth transition to new arrangements	
Unaffordable	Relinquishing service delivery will develop a competitive market and maximise affordability	
Weak market	Relinquishing service delivery will promote market growth (but this is untested)	
Industrial action (in relation to job loss)	An extended exit plan and careful compliance with EA requirements will minimise industrial action	
Reputational damage	Good communication and an extended exit plan with safeguards will facilitate a smooth transition and enhance Council's reputation	
Insufficient capacity to deliver (staff resignations)	Maintain relationships, communicate well and emphasise benefits to retain permanent staff and minimise the departure of casuals	

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23. COMPRESSED EXIT PLAN

a. Rationale

The rationale for the 'compressed exit plan' scenario is to maximize financial savings.

b. Description

A compressed exit plan is defined as relinquishing service delivery in a carefully planned way, but with an emphasis on savings, rather than transition, service continuity, and sustainability.

c. Implementation scenario

The decision to implement a compressed transition plan could be achieved as follows:

Compressed exit plan	2018/19	2019/20	2020/21	2021/22
Actions	Budget to actuals	Relinquish all services (except CSS and MM)	FCR for café style support and musical mornings	
	Implementation costs (year one only)		Address overheads	
Budget savings	\$150,000	\$603,381	\$214,745	

Note that the above table:

- assumes that budgeting to actuals allows \$200,000 (excluding overheads) to be removed from the 2018/19 budget (refer to Chapter 27)
- includes implementation costs of \$50,000 (in 2018/19 only)
- includes redundancy payments in 2019/20
- addresses 50% of applicable overheads in 2020/21, and
- includes full cost recovery for café style support and musical mornings within 2 years

d. Match with success criteria

A compressed exit plan achieves a moderate overall match with the adopted success criteria as follows:

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	Success criteria match			
	Business Improvement	Council Plan and strategies	Service outcomes	Transition
Compressed exit plan				

e. Risks

There are several high risk items associated with a compressed exit plan, but the overall level of risk is moderate:

Risk	Control	Residual risk
Unsustainable	Relinquishing service delivery is the only sustainable scenario	
Reduction in quality	The market provides quality services, a compressed exit plan may result in a temporary reduction in quality	
Difficult transition	The probability of a difficult transition associated with a compressed exit plan is high	
Unaffordable	Relinquishing service delivery will develop a competitive market and maximise affordability	
Weak market	Relinquishing service delivery will promote market growth (but this is untested)	
Industrial action (in relation to job loss)	Even with careful compliance with EA requirements, a compressed exit plan brings a high risk of industrial action	
Reputational damage	Even with good communication, a compressed exit plan will risk a smooth transition and possibly damage Council's reputation	
Insufficient capacity to deliver (staff resignations)	Maintain relationships, communicate well and emphasise benefits to retain permanent staff and minimise the departure of casuals	

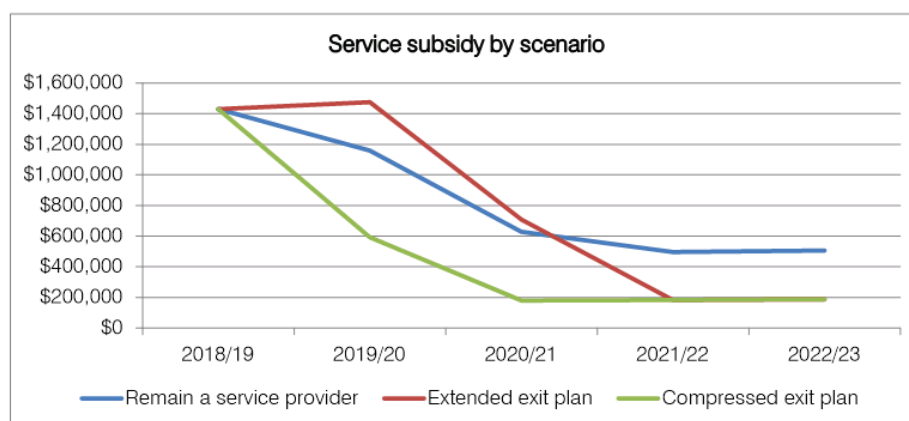
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24. BUDGET IMPLICATIONS

a. Service subsidy

The service subsidies associated with implementing the three discussed scenarios are illustrated below:



The residual budget implications are:

Residual	2018/19	2019/20	2020/21	2021/22	2022/23
Remain a service provider	\$1,429,239	\$1,159,330	\$627,949	\$496,697	\$506,631
Extended exit plan	\$1,429,239	\$1,474,959	\$707,789	\$183,692	\$187,366
Compressed exit plan	\$1,429,239	\$592,269	\$180,090	\$183,692	\$187,366

The residual amounts indicated in 2020/21 and 2022/23 reflect Council's continuing community development role and are attributable to:

	Assessment services	Service supports	Senior citizens centres	Special projects	Community development activities
Remain a service provider	✓	✓	✓	✓	✓
Extended exit plan	✗	✗	✓	✗	✓
Compressed exit plan	✗	✗	✓	✗	✓

Note that both exit plans include redundancy payments (which inflate the above figures)

b. Budget savings

Indicative budget savings associated with implementing the three scenarios are tabulated below:

Budget saving	2019/20	2020/21	2021/22	2022/23	5-year saving
Remain a service provider	\$381,214	\$912,775	\$1,090,248	\$1,127,922	\$3,512,159
Extended exit plan	\$65,585	\$832,935	\$1,403,253	\$1,447,188	\$3,748,962
Compressed exit plan	\$948,275	\$1,360,634	\$1,403,253	\$1,447,188	\$5,159,350

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The savings associated with remaining a service provider rely on achieving full cost recovery, which is unlikely.

The difference between the extended and compressed exit plan is \$1.41M

The recurrent savings associated with relinquishing service delivery responsibility is \$1.5M per annum.

c. Conclusion

Significant recurrent savings may be achieved by relinquishing service delivery responsibility.

Council's continuing community development role means that there's a residual contribution to Positive Ageing associated with each scenario.










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25. SUMMARY

The reformed aged care environment of the future, featuring choice and competition, will lead to local government's demise as a service provider.

The possible implementation scenarios described in the preceding chapters are summarized in the following table:

	Match with success criteria	Risk	Financial implications
Remain a service provider			
Extended exit plan			
Compressed exit plan			

Evidence shows that an extended exit plan:

- achieves a high match with the adopted success criteria
- features a low overall level of risk (with no high risk items)
- eliminates Council's \$1.5M subsidy of above market wages and overheads
- promotes market development (the market provides quality services)
- maximises valuable planning and transition time
- can only be implemented whilst Council still has influence, before the current funding agreements expire
- assumes that Council retains a future role in Positive Ageing, focused on representation and community development, and
- is the most responsible option in the current reform environment

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26. WRAP UP

a. Situation

The Dyson Report and the Research Paper provide comprehensive background information that has informed the development of this Options Paper.

This Options Paper:

- provides detailed analysis of future service delivery options by activity (section 2)
- arranges this information into three possible implementation scenarios (section 3), and
- provides the basis for community consultation

Receipt and endorsement of this Options Paper at the 27 February 2018 Council meeting will mark the completion of Part 2 of the review and the commencement of Part 3.

Part 3 of the review will comprise:

- public release of this Options Paper inviting comment
- community consultation
- receipt of submissions and feedback, and
- the development of a Preferred Option Paper

The Preferred Option Paper is scheduled to be referred to the 24 April 2018 Council meeting where a decision will be sought.

b. Implementation considerations

Council will lose its power to influence outcomes when the current funding agreements begin to expire in 2019.

Regardless of the chosen option, implementation planning and delivery will be critical, and must be:

- conducted in collaboration with responsible agencies and federal and state departments, and
- adaptable to balance client needs, market development, reform requirements, and Council's capacity to deliver a quality service

Implementation will require dedicated resourcing, separate to the existing staffing group.

Regular monitoring, progress updates, and direction reviews will be provided.

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27. RECOMMENDATIONS

It's recommended that:

1. community feedback be sought regarding all aspects of the review
2. this Options Paper be publicly released to inform community consultation, and
3. community feedback and submissions be considered in the development of a Preferred Option Paper and before any decision is made regarding Council's future role

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28. REFERENCES

Positive Ageing Service Review – confidential research paper

Surf Coast Shire Council Service Review – Positive Ageing Project Charter

Commonwealth Home Support Program - Program Manual 2015

Aged Care Roadmap, Aged Care Sector Committee
(https://agedcare.health.gov.au/sites/g/files/net1426/t/documents/04_2016/strategic_roadmap_for_aged_care_web.pdf)

Surf Coast Shire Council Positive Ageing Strategy 2015-18

Surf Coast Council Aged Care Reform Research Project - Dyson Consulting Group -
March 2017

Surf Coast Shire Council Enterprise Agreement 2016-19

Fair Work Commission (analysis of Council and NGO enterprise agreements)
(<https://www.fwc.gov.au/>)

profile.id
(<http://profile.id.com.au/>)

Know Your Council
(<https://knowyourcouncil.vic.gov.au/>)

2015/16 Annual Reports, 2016/17 Strategic Plans, interview notes, and associated collateral relating to:

- | | |
|---------------------------------|----------------------------------------|
| • Australian Home Care Services | • Mecwacare |
| • Baptcare | • Mercy Health Home and Community Care |
| • Barwon Health | • Lorne Community Hospital |
| • Hesse Rural Health | • Southern Cross Care Victoria |
| • Karingal | • St Laurence |

2015/16 Annual Reports, 2016/17 Strategic Plans, interview notes, and associated collateral relating to:

- | | |
|-----------------------------------|-------------------------------|
| • Colac Otway Shire Council | • Golden Plains Shire Council |
| • City of Greater Geelong Council | • Borough of Queenscliffe |

Local Government Act

Competitive Neutrality Policy

Department of Health – Future reform; an integrated care at home program to support older Australians – Discussion paper; July 2017

SurveyMonkey – Client, volunteer and staff survey results

Barwon Local Government Home Care Packages Program Alliance Memorandum of Understanding

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29. APPENDICES

No.	Appendix
1	Evaluation matrix - Assessment (RAS and HACC PYP)
2	Evaluation matrix - CHSP (Domestic assistance, personal care, respite, property maintenance, delivered meals)
3	Evaluation matrix - Home Care Packages
4	Evaluation matrix - VHC, NDIS and Brokered Services
5	Evaluation matrix - Community Development Activities (Musical mornings, Café style support, Senior Citizens' Centres, and Special projects)

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Appendix 1: ASSESSMENT (RAS and HACC PYP)

The following table analyses each option for Assessment against the previously adopted success criteria. The 'traffic light' score for each for each of the success criteria categories represents the best fit for that category:

	Status quo	Retain and modify	Sub-contract	Relinquish
Business improvement principles				
Cost savings, improved quality, risk reduction	The status quo will not provide cost savings, improved quality or reduce risk	Renegotiating the EA will provide modest cost savings, but will not improve quality or reduce risk	Sub-contracting has the potential to provide significant cost savings	Relinquishing service delivery will provide costs savings and reduce risk, and may improve quality
Financial savings benefit whole community	The status quo will provide little financial savings	Renegotiating the EA will provide modest financial savings	The significant savings realised from sub-contracting would benefit the whole community	Relinquishing service delivery will provide significant financial savings that would benefit the whole community
Improve efficiency, focus on core business	The status quo does little to improve efficiency and Assessment is not core business	Renegotiating the EA has the potential to slightly improve efficiency; Assessment is not core business	Sub-contracting is an efficient instrument, but Assessment is not core business	Relinquishing service delivery will encourage entry of an efficient provider; Assessment is not core business
The community isn't left without access to a critical service	The status quo guarantees the current excellent service until 30 June 2019, but service access is threatened after that due to a lack of time for transition planning	Renegotiating the EA guarantees the current excellent service until 30 June 2019, but service access is threatened after that due to a lack of time for transition planning	The efficiency of sub-contracting and its possible use as a transitioning tool contributes to the security of the service	Exiting the service guarantees it. Council is unable to relinquish the service until a suitable alternative is identified; planning guarantees future access
Council may not need to be a provider where an appropriate market exists	The market is currently weak, the status quo will perpetuate that	Renegotiating the EA will not affect the current weak market	Sub-contracting will stimulate the market	Relinquishing service delivery will stimulate the market
Address services that should be the responsibility of others	This option fails to address the fact that Assessment services are a federal responsibility	This option fails to address the fact that Assessment services are a federal responsibility	This option fails to address the fact that Assessment services are a federal responsibility	This option fully addresses the fact that Assessment services are a federal responsibility

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	Status quo	Retain and modify	Sub-contract	Relinquish
Council Plan and Positive Ageing strategy				
Older people are supported to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives
High quality services are available to the community	Council is a proven provider of quality supports	Renegotiating the EA will not affect the fact that Council is a proven provider of quality supports	Sub-contractors will be required to provide quality supports	NGOs provide quality supports - the research paper indicates that NGOs can meet or exceed Council's quality (but this is untested)
Easy for older citizens to access what they need	The current service system is complex and somewhat difficult to access	Renegotiating the EA won't alter the fact that the current service system is complex and somewhat difficult to access	Sub-contracting won't alter the fact that the current service system is complex and somewhat difficult to access	External providers offer a broad continuum of care that may ease access for older citizens
Use knowledge to respond to the needs of older citizens	Involvement in Assessment services contributes knowledge of the older citizens cohort	Involvement in Assessment services contributes knowledge of the older citizens cohort	Involvement in Assessment services contributes knowledge of the older citizens cohort	Council will use means other than service delivery to gain knowledge of the older citizens cohort
Older Citizens are connected with the community	The status quo and renegotiating the EA provide the greatest opportunities for older citizens to connect with the community	The status quo and renegotiating the EA provide the greatest opportunities for older citizens to connect with the community	Sub-contracting may affect the opportunities for older citizens to connect with the community	Opportunities for older citizens to connect with the community may be diminished if Council relinquishes assessment services
Plan ahead for services and programs to adapt to change	Remaining with the status quo ignores forward planning and adapting to change	Renegotiating the EA gives a nod to forward planning and adapting to change	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish service delivery allows the maximum time for planning and adapting to change

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	Status quo	Retain and modify	Sub-contract	Relinquish
Service outcome				
Quality support is available for frail and older residents to maximise their independence at home and in the community	Council is a proven provider of quality supports and consistently meets program objectives	Renegotiating the EA will not change the fact that Council is a proven provider of quality supports and consistently meets program objectives	Sub-contracting will continue to provide quality supports and consistently meet program objectives (but this is untested and is marked down)	NGOs provide quality supports and consistently meet program objectives - the research paper indicates that NGOs can meet or exceed Council's quality (but this is untested and is marked down)
Transition				
Service continuity	Remaining with the status quo provides short term continuity, but the loss of time for an extended transition threatens continuity in the medium term	Renegotiating the EA provides short term continuity, but the loss of time for an extended transition threatens continuity in the medium term	Sub-contracting may be a useful and effective transitioning tool and assist with service continuity	An early decision to relinquish service delivery provides the greatest opportunity for service continuity via an extended transition period
Service system sustainability	Remaining with the status quo requires a continuing Council subsidy and is unsustainable	Renegotiating the EA has the potential to slightly reduce Council's subsidy, but is still unsustainable	Sub-contracting may contribute to service system sustainability	Relinquishing service delivery to an efficient provider guarantees service system sustainability
Smooth transition to new arrangements	Remaining with the status quo squanders the time available for a smooth transition via an extended transition period	Similar to the status quo, renegotiating the EA squanders the time available for a smooth transition via an extended transition period	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish service delivery provides the greatest opportunity for a smooth transition via an extended transition period





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Appendix 2: CHSP (Domestic assistance, personal care, respite, property maintenance, delivered meals)

The following table analyses each option for CHSP services against the previously adopted success criteria. The 'traffic light' score for each for each of the success criteria categories represents the best fit for that category:

	Status quo	Retain and modify	Sub-contract	Relinquish
Business improvement principles				
Cost savings, improved quality, risk reduction	The status quo will not provide cost savings, improved quality or reduce risk	Charging FCR will provide significant cost savings, but will not improve quality or reduce risk	Sub-contracting has the potential to provide significant cost savings	Relinquishing service delivery will provide costs savings and reduce risk, and may improve quality
Financial savings benefit whole community	The status quo will provide little financial savings	Charging FCR could produce significant savings that would benefit the whole community	The significant savings realised from sub-contracting would benefit the whole community	Relinquishing service delivery will provide significant financial savings that would benefit the whole community
Improve efficiency, focus on core business	The status quo does little to improve efficiency and providing CHSP services is not core business	Renegotiating the EA has the potential to slightly improve efficiency; providing CHSP services is not core business	Sub-contracting is an efficient instrument, but providing CHSP services is not core business	Relinquishing service delivery will encourage entry of an efficient provider; providing CHSP services is not core business
The community isn't left without access to a critical service	The status quo guarantees the current excellent service until 30 June 2019, but service access is threatened after that due to a lack of time for transition planning	Retaining and modifying the service does nothing to guarantee future access. FCR will adversely affect accessibility.	The efficiency of sub-contracting and its possible use as a transitioning tool contributes to the security of the service	Exiting the service guarantees it. Council is unable to relinquish the service until a suitable alternative is identified; planning guarantees future access
Council may not need to be a provider where an appropriate market exists	The market is currently weak, the status quo will perpetuate that	Retaining and modifying the service will not improve the current weak market	Sub-contracting will stimulate the market	Relinquishing service delivery will stimulate the market
Address services that should be the responsibility of others	This option fails to address the fact that CHSP services are a Commonwealth responsibility	This option fails to address the fact that CHSP services are a Commonwealth responsibility	This option fails to address the fact that CHSP services are a Commonwealth responsibility	This option fully addresses the fact that CHSP services are a Commonwealth responsibility

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	Status quo	Retain and modify	Sub-contract	Relinquish
Council Plan and Positive Ageing strategy				
Older people are supported to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives	Each option will achieve the program objectives of supporting older people to live independent and meaningful lives
High quality services are available to the community	Council is a proven provider of quality supports	Retaining and modifying services will not affect the fact that Council is a proven provider of quality supports	Sub-contractors will be required to provide quality supports	NGOs provide quality supports - the research paper indicates that NGOs can meet or exceed Council's quality (but this is untested)
Easy for older citizens to access what they need	The current service system is complex and somewhat difficult to access	The current service system is complex and somewhat difficult to access, and FCR will adversely affect accessibility for many older citizens	Sub-contracting won't alter the fact that the current service system is complex and somewhat difficult to access	External providers offer a broad continuum of care that may ease access for older citizens
Use knowledge to respond to the needs of older citizens	Being a service provider contributes knowledge of the older citizens cohort	Being a service provider contributes knowledge of the older citizens cohort	Being a service provider (via contract) contributes knowledge of the older citizens cohort	Council will use means other than service delivery to gain knowledge of the older citizens cohort
Older Citizens are connected with the community	The status quo and renegotiating the EA provide the greatest opportunities for older citizens to connect with the community	Retaining and modifying the service continues to provide opportunities for older citizens to connect with the community	Sub-contracting may affect the opportunities for older citizens to connect with the community	Opportunities for older citizens to connect with the community may be diminished if Council relinquishes assessment services
Plan ahead for services and programs to adapt to change	Remaining with the status quo ignores forward planning and adapting to change	Retaining and modifying the service ignores forward planning and adapting to change	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish service delivery allows the maximum time for planning and adapting to change

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	Status quo	Retain and modify	Sub-contract	Relinquish
Service outcome				
Quality support is available for frail and older residents to maximise their independence at home and in the community	Council is a proven provider of quality supports and consistently meets program objectives	Retaining and modifying the service will not change the fact that Council is currently a proven provider of quality supports and consistently meets program objectives	Sub-contracting will continue to provide quality supports and consistently meet program objectives (but this is untested)	NGOs provide quality supports and consistently meet program objectives - the research paper indicates that NGOs can meet or exceed Council's quality (but this is untested)
Transition				
Service continuity	Remaining with the status quo provides short term continuity, but the loss of time for an extended transition threatens continuity in the medium term	Retaining and modifying the service provides short term continuity, but the loss of time for an extended transition threatens continuity in the medium term	Sub-contracting may be a useful and effective transitioning tool and assist with service continuity	An early decision to relinquish service delivery provides the greatest opportunity for service continuity via an extended transition period
Service system sustainability	Remaining with the status quo requires a continuing Council subsidy and is unsustainable	FCR has the potential to reduce Council's subsidy, but affordability will affect sustainability	Sub-contracting may contribute to service system sustainability	Relinquishing service delivery to an efficient provider guarantees service system sustainability
Smooth transition to new arrangements	Remaining with the status quo squanders the time available for a smooth transition via an extended transition period	Similar to the status quo, retaining and modifying the service squanders the time available for a smooth transition via an extended transition period	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish service delivery provides the greatest opportunity for a smooth transition via an extended transition period

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Appendix 3: HOME CARE PACKAGES

The following table analyses each option for Home Care Packages against the previously adopted success criteria. The 'traffic light' score for each for each of the success criteria categories represents the best fit for that category:





	Status quo	Retain and modify	Sub-contract	Relinquish
Business improvement principles				
Cost savings, improved quality, risk reduction	The status quo will not provide cost savings, improved quality or reduce risk	Charging FCR will provide moderate cost savings, but will not improve quality or reduce risk	Sub-contracting has the potential to provide moderate cost savings	Relinquishing service delivery will provide costs savings and reduce risk, and may improve quality
Financial savings benefit whole community	The status quo will provide little financial savings	Charging FCR could produce moderate savings that would benefit the whole community	The moderate savings realised from sub-contracting would benefit the whole community	Relinquishing service delivery will provide moderate financial savings that would benefit the whole community
Improve efficiency, focus on core business	The status quo does little to improve efficiency and providing Home Care Packages is not core business	Renegotiating the EA has the potential to slightly improve efficiency; providing Home Care Packages is not core business	Sub-contracting is an efficient instrument, but providing Home Care Packages is not core business	Relinquishing service delivery will encourage entry of an efficient provider; providing Home Care Packages is not core business
The community isn't left without access to a critical service	The status quo guarantees the current excellent service until 30 June 2019, but doesn't plan for the future. However, Home Care Packages are attractive to NGOs and providers will always be available	Retain and modify guarantees the current excellent service until 30 June 2019, but doesn't plan for the future. However, Home Care Packages are attractive to NGOs and providers will always be available	Home Care Packages are most attractive to NGOs. Sub-contracting could be an effective transition tool and will attract external providers	Home Care Packages are most attractive to NGOs. Exiting the service will attract external providers
Council may not need to be a provider where an appropriate market exists	Home Care Packages are attractive to NGOs however the market is currently weak, the status quo will perpetuate that	Home Care Packages are attractive to NGOs however the market is currently weak, retaining and modifying the service will perpetuate that	Sub-contracting will stimulate the market	Relinquishing service delivery will stimulate the market
Address services that should be the responsibility of others	This option fails to address the fact that Home Care Packages are the responsibility of others	This option fails to address the fact that Home Care Packages are the responsibility of others	This option fails to address the fact that Home Care Packages are the responsibility of others	This option fully addresses the fact that Home Care Packages are the responsibility of others

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	Status quo	Retain and modify	Sub-contract	Relinquish
Council Plan and Positive Ageing strategy				
Older people are supported to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives
High quality services are available to the community	Council is a proven provider of quality supports	Retaining and modifying services will not affect the fact that Council is a proven provider of quality supports	Sub-contractors will be required to provide quality supports	NGOs provide quality supports - the research paper indicates that NGOs can meet or exceed Council's quality (but this is untested)
Easy for older citizens to access what they need	Home Care Packages operate in a competitive environment and are attractive to external providers. Who provides them doesn't affect the ease of older citizens to access what they need	Home Care Packages operate in a competitive environment and are attractive to external providers. Who provides them doesn't affect the ease of older citizens to access what they need. FCR will adversely affect accessibility to Council services	Home Care Packages operate in a competitive environment and are attractive to external providers. Who provides them doesn't affect the ease of older citizens to access what they need	HCPs operate in a competitive environment and are attractive to external providers. Who provides them doesn't affect the ease of older citizens to access what they need. External providers offer a broad continuum of care that may improve access
Use knowledge to respond to the needs of older citizens	Being a service provider contributes knowledge of the older citizens cohort	Being a service provider contributes knowledge of the older citizens cohort	Being a service provider (via contract) contributes knowledge of the older citizens cohort	Council will use means other than service delivery to gain knowledge of the older citizens cohort
Older Citizens are connected with the community	Home Care Packages operate in a competitive environment where funding recipients are able to choose their provider. Therefore HCPs can't be relied upon as a community connection tool	Home Care Packages operate in a competitive environment where funding recipients are able to choose their provider. Therefore HCPs can't be relied upon as a community connection tool	Home Care Packages operate in a competitive environment where funding recipients are able to choose their provider. Therefore HCPs can't be relied upon as a community connection tool	Home Care Packages operate in a competitive environment where funding recipients are able to choose their provider. Therefore HCPs can't be relied upon as a community connection tool
Plan ahead for services and programs to adapt to change	Remaining with the status quo ignores forward planning and adapting to change	Retaining and modifying the service ignores forward planning and adapting to change	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish service delivery allows the maximum time for planning and adapting to change

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	Status quo	Retain and modify	Sub-contract	Relinquish
Service outcome				
Quality support is available for frail and older residents to maximise their independence at home and in the community	Home Care Packages operate in a competitive environment and are attractive to external providers. Quality support will be available regardless of provider	Home Care Packages operate in a competitive environment and are attractive to external providers. Quality support will be available regardless of provider	Home Care Packages operate in a competitive environment and are attractive to external providers. Quality support will be available regardless of provider	Home Care Packages operate in a competitive environment and are attractive to external providers. Quality support will be available regardless of provider
Transition				
Service continuity	Remaining with the status quo fails to provide long term service continuity	Retaining and modifying the service fails to provide long term service continuity	Sub-contracting may be a useful and effective transitioning tool and assist with service continuity	An early decision to relinquish Home Care Packages will contribute to service continuity via an extended transition period
Service system sustainability	Remaining with the status quo requires a continuing Council subsidy and is unsustainable	FCR has the potential to reduce Council's subsidy, but affordability will affect sustainability	Sub-contracting may contribute to service system sustainability	Relinquishing service delivery to an efficient provider guarantees service system sustainability
Smooth transition to new arrangements	Remaining with the status quo squanders time and wastes the opportunity to assist with a smooth transition to new arrangements (in the bigger picture)	Retaining and modifying the service squanders time and wastes the opportunity to assist with a smooth transition to new arrangements (in the bigger picture)	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish Home Care Packages will contribute to a smooth transition to new arrangements via an extended transition period





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Appendix 4: VHC, NDIS and BROKERED SERVICES

The following table analyses each option for VHC, NDIS and brokered services against the previously adopted success criteria. The 'traffic light' score for each for each of the success criteria categories represents the best fit for that category:





	Status quo	Retain and modify	Sub-contract	Relinquish
Business improvement principles				
Cost savings, improved quality, risk reduction	The status quo will not provide cost savings, improved quality or reduce risk	Charging FCR will provide significant cost savings, but will not improve quality or reduce risk	Sub-contracting has the potential to provide significant cost savings	Relinquishing service delivery will provide significant costs savings and reduce risk, and may improve quality
Financial savings benefit whole community	The status quo will provide little financial savings	Charging FCR is unlikely to be achieved for VHC and NDIS, but could produce significant savings that would benefit the whole community	The significant savings realised from sub-contracting would benefit the whole community	Relinquishing service delivery will provide significant financial savings that would benefit the whole community
Improve efficiency, focus on core business	The status quo does little to improve efficiency and providing home supports on behalf of others is not core business	Renegotiating the EA has the potential to slightly improve efficiency; providing home supports on behalf of others is not core business	Sub-contracting is an efficient instrument, but providing home supports on behalf of others is not core business	Relinquishing service delivery will encourage entry of an efficient provider; providing home supports on behalf of others is not core business
The community isn't left without access to a critical service	The status quo guarantees the current excellent service in the short term, but doesn't plan for the future.	Retain and modify guarantees the current excellent service in the short term, but doesn't plan for the future.	Sub-contracting could be an effective transition tool for reform, and will attract external providers	Exiting services in a carefully planned manner will attract external providers and is the best option to guarantee sustainable access to critical services
Council may not need to be a provider where an appropriate market exists	The market is currently weak, the status quo will perpetuate that	The market is currently weak, retaining and modifying the service will perpetuate that	Sub-contracting will stimulate the market	Relinquishing service delivery will stimulate the market
Address services that should be the responsibility of others	This option fails to address the fact that VHC, NDIS and brokered services are the responsibility of others	This option fails to address the fact that VHC, NDIS and brokered services are the responsibility of others	This option fails to address the fact that VHC, NDIS and brokered services are the responsibility of others	This option fully addresses the fact that VHC, NDIS and brokered services are the responsibility of others

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	Status quo	Retain and modify	Sub-contract	Relinquish
Council Plan and Positive Ageing strategy				
Older people are supported to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives	Each option achieves the objective of supporting older people to live independent and meaningful lives
High quality services are available to the community	Council is a proven provider of quality supports	Retaining and modifying services will not affect the fact that Council is a proven provider of quality supports	Sub-contractors will be required to provide quality supports	NGOs provide quality supports - the research paper indicates that NGOs can meet or exceed Council's quality (but this is untested)
Easy for older citizens to access what they need	The current service system is complex and somewhat difficult to access	The current service system is complex and somewhat difficult to access, and FCR will adversely affect accessibility for many older citizens	Sub-contracting won't alter the fact that the current service system is complex and somewhat difficult to access	External providers offer a broad continuum of care that may ease access for older citizens
Use knowledge to respond to the needs of older citizens	Being a service provider contributes knowledge of the older citizens cohort	Being a service provider contributes knowledge of the older citizens cohort	Being a service provider (via contract) contributes knowledge of the older citizens cohort	Council will use means other than service delivery to gain knowledge of the older citizens cohort
Older Citizens are connected with the community	The status quo and renegotiating the EA provide the greatest opportunities for older citizens to connect with the community	Retaining and modifying the service continues to provide opportunities for older citizens to connect with the community	Sub-contracting may affect the opportunities for older citizens to connect with the community	Opportunities for older citizens to connect with the community may be diminished if Council relinquishes assessment services
Plan ahead for services and programs to adapt to change	Remaining with the status quo ignores forward planning and adapting to change	Retaining and modifying the service ignores forward planning and adapting to change	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish service delivery allows the maximum time for planning and adapting to change

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	Status quo	Retain and modify	Sub-contract	Relinquish
Service outcome				
Quality support is available for frail and older residents to maximise their independence at home and in the community	Council is a proven provider of quality supports and consistently meets program objectives	Retaining and modifying the service will not change the fact that Council is currently a proven provider of quality supports and consistently meets program objectives	Sub-contracting will continue to provide quality supports and consistently meet program objectives (but this is untested)	NGOs provide quality supports and consistently meet program objectives - the research paper indicates that NGOs can meet or exceed Council's quality (but this is untested)
Transition				
Service continuity	Remaining with the status quo fails to provide long term service continuity	Retaining and modifying the service fails to provide long term service continuity	Sub-contracting may be a useful and effective transitioning tool and assist with service continuity	An early decision to relinquish service delivery will contribute to service continuity via an extended transition period
Service system sustainability	Remaining with the status quo requires a continuing Council subsidy and is unsustainable	FCR has the potential to reduce Council's subsidy, but affordability will affect sustainability	Sub-contracting may contribute to service system sustainability	Relinquishing service delivery to an efficient provider guarantees service system sustainability
Smooth transition to new arrangements	Remaining with the status quo squanders time and wastes the opportunity to assist with a smooth transition to new arrangements (in the bigger picture)	Retaining and modifying services squanders time and wastes the opportunity to assist with a smooth transition to new arrangements (in the bigger picture)	Sub-contracting may be a useful and effective transitioning tool	An early decision to relinquish service delivery will contribute to a smooth transition to new arrangements via an extended transition period

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Appendix 5: COMMUNITY DEVELOPMENT ACTIVITIES (Musical mornings, Café style support, Senior Citizens' Centres, and Special projects)

The following table analyses each option for community development activities against the previously adopted success criteria. The 'traffic light' score for each for each of the success criteria categories represents the best fit for that category:




	Status quo	Retain and modify	Sub-contract	Relinquish
Business improvement principles			N/A	
Cost savings, improved quality, risk reduction	The status quo will not provide cost savings, improved quality or reduce risk	Charging FCR will provide significant cost savings, but will not improve quality or reduce risk	Sub-contracting is not applicable to these community development activities. Responsibility for Musical mornings and café style support could be relinquished to a community group	Relinquishing service delivery (perhaps musical mornings and café style support to a community group) will provide costs savings and reduce risk, and may improve quality
Financial savings benefit whole community	The status quo will provide little financial savings	Charging FCR could produce significant savings that would benefit the whole community		Relinquishing service delivery will provide significant financial savings that would benefit the whole community
Improve efficiency, focus on core business	The status quo does little to improve efficiency, community development is core business	Retaining and modifying services has the potential to improve efficiency; community development is core business		Relinquishing musical mornings and café style support to a community group would improve efficiency. Community development is core business
The community isn't left without access to a critical service	The status quo guarantees the current excellent service in the short term	Retaining and modifying the service guarantees the current excellent service		Relinquishing musical mornings and café style support to a community group would facilitate access (but isn't tested)
Council may not need to be a provider where an appropriate market exists	A community group may be an appropriate provider of musical mornings and café style support	A community group may be an appropriate provider of musical mornings and café style support		Relinquishing musical mornings and café style support to a community group may provide an appropriate outcome
Address services that should be the responsibility of others	Community development activities are a Council responsibility	Community development activities are a Council responsibility		Community development activities are a Council responsibility

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	Status quo	Retain and modify	Sub-contract	Relinquish
Council Plan and Positive Ageing strategy			N/A	
Older people are supported to live independent and meaningful lives	Each option achieves the program objectives of supporting older people to live independent and meaningful lives	Each option achieves the program objectives of supporting older people to live independent and meaningful lives	Sub-contracting is not applicable to these community development activities. Responsibility for Musical mornings and café style support could be relinquished to a community group	Each option achieves the program objectives of supporting older people to live independent and meaningful lives
High quality services are available to the community	Council is a proven provider of quality supports	Retaining and modifying services doesn't affect the fact that Council is a proven provider of quality supports		Relinquishing musical mornings and café style support to a community group has potential to ensure the continued availability of high quality services
Easy for older citizens to access what they need	Community development activities are currently easy to access	Community development activities are currently easy to access		Community development activities would continue to be easily accessed if relinquished to a community group
Use knowledge to respond to the needs of older citizens	Being a service provider contributes knowledge of the older citizens cohort	Being a service provider contributes knowledge of the older citizens cohort		Council will use means other than service delivery to gain knowledge of the older citizens cohort
Older Citizens are connected with the community	The status quo enables older citizens to connect with the community	Retaining and modifying the service will continue to enable older citizens to connect with the community		Opportunities for older citizens to connect with the community may be enhanced if activities are provided by a community group
Plan ahead for services and programs to adapt to change	Remaining with the status quo disregards forward planning and adapting to change	Retaining and modifying the service disregards forward planning and adapting to change		Exploring different service delivery options provides maximum opportunity to adapt to change

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	Status quo	Retain and modify	Sub-contract	Relinquish
Service outcome			N/A	
Quality support is available for frail and older residents to maximise their independence at home and in the community	Council is a proven provider of quality community development activities	Council is a proven provider of quality community development activities	Sub-contracting is not applicable to these community development activities. Responsibility for Musical mornings and café style support could be relinquished to a community group	Quality community development activities would continue to be available if relinquished to a community group
Transition			N/A	
Service continuity	Remaining with the status quo for community development activities provides continuity	Remaining with the status quo for community development activities provides continuity	Sub-contracting is not applicable to these community development activities. Responsibility for Musical mornings and café style support could be relinquished to a community group	Relinquishing musical mornings and café style support to a community group may facilitate service continuity
Service system sustainability	Remaining with the status quo requires a continuing Council subsidy and is unsustainable	FCR has the potential to reduce Council's subsidy, but affordability will affect sustainability		Relinquishing musical mornings and café style support to a community group has the potential to facilitate service system sustainability
Smooth transition to new arrangements	Remaining with the status quo does not require transition	Careful planning will be required to achieve a smooth transition to FCR		Careful planning will be required to smoothly transition musical mornings and café style support to a community group

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Positive Ageing service review

Discussion paper

February 2018

Introduction

Fast Facts:

- The Australian Government is changing how aged care and disability services are delivered
- By 2020 Councils will no longer automatically be the provider of aged and many disability services
- If there are appropriate alternatives Council won't need to provide a competing service
- Council will not leave our community without a needed service
- We're planning for the future and want to know what you think

The Australian Government is changing the way aged and disability services will be delivered in the future.

The government plans to increase consumer choice to ensure services are efficient and cost effective.

The changes will come into effect by 2020 and will mean Councils won't automatically be the provider of aged and disability services in their area.

If there are suitable not-for-profit or private organisations that can deliver aged services Council won't need to also provide such services.

Surf Coast Shire Council is investigating how the changes could impact on the services it provides.

One thing Council has already committed to is that we will not leave the community without a much needed service. Appropriate services must be available.

Surf Coast Shire Council has budgeted to subsidise aged and disability services by \$1.35M in 2017/18

That is a significant cost for ratepayers especially given rate capping limits how much revenue Council can raise through rates.

Before deciding on the best option for the future we would like to hear from our community.

If there are appropriate alternatives should Council still provide a competing service?

Would our community still prefer Council services even if others offer same quality services for less?

These are some of the issues we are considering as part of our investigation. We'd like to know what you think.

www.surfcoast.vic.gov.au

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Positive Ageing Service Review Discussion Paper

Purpose of the discussion paper

To make sure we are ready for the government's aged care reforms Surf Coast Shire Council has been researching options for our aged care and disability services.

This discussion paper summarises our findings so far and details three scenarios.

We invite you to read this discussion paper and make a submission. There are questions in different sections of the discussion paper which you can answer either online at www.surfcoast.vic.gov.au/haveyoursay or via our printed form.

If you would like more background information please read our Options Paper.

Your feedback will be considered in the development of a preferred option that will be referred to the May 2018 Council meeting.

Positive Ageing services currently provided by Council

Council currently provides a range of services to older people, and people with a disability, to help them to live as independently as possible, in their own homes and community, for as long as they can and wish to do so.

Positive Ageing services currently provided by Council include:

- assessment

- service supports such as delivered meals, domestic assistance, personal care, property maintenance, and respite
- community development and social support programs
- provision of NDIS services
- short term restorative support for HACC PYP
- care coordination
- Home Care Package provider with neighbouring Councils
- Vulnerable Persons Register
- Senior Citizens Clubs engagement and support
- Volunteer support

The Commonwealth and State Governments provide funding to Councils to deliver these services.

Aged care reform

The Australian government has determined that reform is necessary to ensure that the aged care sector can meet the needs of an ageing population in an efficient, fair and sustainable way.

Reform is being guided by the Aged Care Roadmap which identifies short, medium and longer-term goals to make the aged care system more consumer-driven, market-based, sustainable, and nationally consistent.

Some reforms are already in place such as centralised funding of aged care, My Aged Care, the NDIS and client directed care through home care packages.

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Issues

Individualised funding, choice and competition are key features of a reform agenda that will fundamentally change the way aged and disability services are delivered in Australia. In the new model local government:

- will not automatically be a designated service provider
- will be just another service provider competing in a market of many

The reforms mean State and Commonwealth funding to Councils will begin to expire from 2019. When that happens, it's likely that the Australian government will open up the market to other providers or introduce individual funding to clients. A business as usual approach will mean Councils won't be competitive; will lose funding and or clients to other providers; and will lose the ability to influence good outcomes for our community.

Council review

Council is nearing the end of a comprehensive service review which is being conducted to identify the most appropriate service model that will ensure older people and people with a disability continue to have access to affordable, high quality services in the Surf Coast Shire. The review is being conducted in parts:

Part 1 comprised community engagement (via client and volunteer surveys), and the development of a Research Paper that was endorsed by Council in October 2017.

Part 2 comprised analysis of the research and the development of possible future service delivery options and scenarios.

Part 3 comprises community consultation on the Discussion and Options Papers, review of submissions and development of a preferred option for consideration by Council.

By proactively reviewing the options, Council hopes to maximise the time available to plan and transition to possible new arrangements.

Client survey

Council engaged with the community in May 2017 via client and volunteer surveys. 31% of clients responded and the results are summarised as follows:

- the aged and disability care services provided by Council are achieving their program objectives, including assisting clients to maintain their independence, and assisting clients to remain in their home/community for as long as possible
- most clients believe that the aged and disability care services provided by Council are very good or better
- clients that have experienced other providers, believe those providers can match Council's performance (it doesn't matter who provides the service as long as the program objectives are met).

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Positive Ageing Service Review Discussion Paper

Key Findings

The Research Paper identifies the following key findings:



HISTORY

- Council has a long history of funding and providing aged and disability care services
- Council is a trusted provider of a complex range of aged and disability care services



SERVICE RESPONSIBILITY

- The Federal and State governments are responsible for aged and disability care (local government is not)
- The Positive Ageing Strategy commits Council to planning well for its older citizens, but does not specify how services are to be delivered
- In the new model, local government will be just another service provider (in a market of many)



GROWTH

- The growing and ageing population adds to the imperative to change how aged and disability care is provided



ACTIVITY ANALYSIS

- Council currently subsidises each positive ageing activity it provides
- Connection with the cohort is the primary benefit of Council providing aged and disability care services
- Socialisation programs (such as musical mornings and café style support) may not exist without Council
- The local government sector is a costly service provider
- Council budgeted to subsidise the positive ageing program by \$1.353M in 2016/17 (actual = \$1.03M), and by \$1.35M in 2017/18 (all including overheads)



SURVEY

- Client, volunteer and staff surveys consistently tell us that quality is important and provided this is met, who provides the service is less important
- Staff are proud of the service they provide



BENCHMARK

- Councils that have relinquished service provision typically retain a leadership role, no longer contribute a subsidy, and report a high level of community satisfaction with NGO providers



MARKET

- Federal reforms are creating an increasingly competitive market place, as planned (less evident in the Surf Coast Shire)
- The aged and disability care market is currently 'thin' in the Surf Coast Shire, but keen to expand



GOVERNMENT

- The DOH and NDIA are confident that markets will successfully develop without intervention
- On one hand government departments are not fixed to Councils being service providers, but on the other hand Councils are viewed as providers of last resort
- Government departments endorse Council's review methodology

Success criteria

Council identified a range of outcomes it wishes to achieve from the service review. These have been used to develop and assess possible future service delivery options:

Business improvement principles

- improve efficiency, focus on core business
- the community isn't left without access to a critical service
- Council may not need to be a provider where an appropriate market exists
- address services that should be the responsibility of others
- financial savings benefit whole community
- cost savings, improved quality, risk reduction

Service Outcome

- quality support is available for older people and people with a disability to maximise their independence at home and in the community

Council Plan and Positive Ageing Strategy

- older people are supported to live independent and meaningful lives
- high quality services are available to the community
- easy for older citizens to access what they need
- use knowledge to respond to the needs of older citizens
- older citizens are connected with the community
- plan ahead for services and programs to adapt to change

Transition

- service continuity
- service system sustainability
- smooth transition to new arrangements



1. Possible future service delivery options

The Community Engagement Options Paper considers the following possible future options for the Positive Ageing activities currently provided by Council:

1. Status quo (remain a service provider, operating as business as usual without the review)
2. Retain and modify (remain a service provider, but improve efficiency and introduce full cost pricing to reduce the subsidies paid by Council)
3. Sub-contract (become a middle-man and sub-contract services from external providers on behalf of responsible federal and state departments), and
4. Hand back service delivery responsibility to the responsible federal and state departments.

Retain and modify achieves the best match with the endorsed success criteria for community development and social support programs. However, there's a risk that full cost prices may make these programs unaffordable and inaccessible for clients.

Handing back assessment and service support activities (such as delivered meals, domestic assistance, personal care, property maintenance and respite) over an extended period, to facilitate market growth and provide a smooth transition for clients, achieves the best match with the endorsed success criteria.

The full Community Engagement Options Paper is available at www.surfcoast.vic.gov.au/haveyoursay

QUESTION :

Do you have any feedback on these service delivery options?



2. Possible implementation scenarios

The Community Engagement Options Paper discusses the following three scenarios that provide insight into how the indicated options could be implemented:

1. Remain a service provider

Rationale – retain existing benefits for clients, based on Council's service delivery history.

How – introduce full cost pricing (increased fees and charges) and improve efficiency where possible.

For – no change in the short term.

Against – services will become unaffordable for clients, unsustainable beyond three years, inability to influence a smooth transition for clients to new arrangements, does not respond to the Australian Government's aged care reform agenda, and the decision to remain a service provider will be out of Council's hands when current agreements expire.

2. Extended exit plan

Rationale – make the most of available time to plan a smooth transition for clients to a sustainable, competitive market.

How – hand service delivery back to responsible authorities in a carefully planned and collaborative way over several years, with the emphasis on a smooth transition and service continuity for clients, and fostering market growth for long term sustainability.

For – a smooth transition to new arrangements, the market will mature to provide affordable high quality services, sustainable in the long term, low level of risk for clients and Council, best response to the Australian Government's aged care reform agenda.

Against – possible client and community concern that Council will play a lesser role in aged and disability services.

3. Compressed exit plan

Rationale – achieve financial savings as quickly as possible.

How – hand back service delivery in a carefully planned way, but with an emphasis on achieving financial savings as quickly as possible.

For – affordable high quality services, sustainable in the long term, responds to the Australian government's aged care reform agenda.

Against – Uncertainty for clients, difficult transition to new arrangements, too fast for the current weak market, unnecessary

An extended exit plan achieves the best match with the endorsed success criteria, (page 5 of this document) represents the lowest risk to clients and reduces Council's contribution from rates.

QUESTION :

Do you have any feedback regarding the possible implementation scenarios?

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Positive Ageing Service Review Discussion Paper

Next Steps

The next steps in the review are:

28 February 2018	Issue of Discussion Paper and Community Engagement Options Paper
March / April 2018	Receipt of submissions and feedback
April 2018	Development of a Preferred Option Paper
May 2018	Council meeting

Future updates

Future updates on the Positive Ageing review will be posted on Council's website.

Making a submission

You are invited to provide feedback to this Discussion Paper, as well as to the detailed Community Engagement Options Paper. You are also welcome to provide your views on other ways we might improve the care at home arrangements.

You can submit your comments via the printed form included with this discussion paper, or online at www.surfcoast.vic.gov.au/haveyoursay.

Submissions are due by Monday 9 April 2018.

Thank you for participating



www.surfcoast.vic.gov.au

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COUNCIL POLICY



Use of Council Facilities	Document No:	SCS - 033
	Approval Date:	
	Approved By:	Council
	Review Date:	
	TRIM Reference	D16/43161
Responsible Officer:		Manager Recreation and Open Space Planning
Authorising Officer:		Chief Executive Officer

1. Purpose

The purpose of this policy is to establish the principles that underpin Council's approach to identifying and prioritising appropriate users of Council owned and /or managed facilities.

2. Scope

Includes:

Community facilities:

- Council owned or managed open spaces and community buildings.

Excludes:

- Council facilities where Council has exclusive use and operates services such as Council Civic Office, Council Depots and waste centres or other buildings for municipal purposes.

3. Application

- Council, its employees, volunteers (s86) and contracted service providers
- Tenants of community facilities
- Seasonal user groups of community facilities
- Casual users (including schools) of community facilities
- Private infrastructure on Council owned or managed land.

4. Definitions

Community Facilities – Council owned and/or managed buildings and open space.

Optimise - To appropriately use the facilities to their fullest extent.

Tenant - A person who occupies land or property rented from a landlord being the Surf Coast Shire Council.

Booking Requests - Requests for use from potential users of community facilities owned and/or managed by Surf Coast Shire.

Municipal Purposes – Council managed services that are provided from Council community facilities including maternal & child health and kindergarten services (including fee for service providers).

Non-Commercial Groups – Not-for-profit community based groups and funded organisations and agencies that service community members that live, work or have a connection with Surf Coast Shire.

Commercial Occupiers – Any occupier who operates a business or commercial enterprise with the intent to generate profit.

Private Infrastructure - Non-Council owned infrastructure. i.e. Barwon Water, Powercor, private utility providers.

5. Context

A community facility is a focal point for community interaction; a place where people can build relationships and a community identity; where residents can meet and carry out activities; a place that strengthens the life of a community; and where residents can access community services.

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COUNCIL POLICY



The Surf Coast Shire views the sustainable use of community spaces as integral to the Surf Coast community having access to a variety of social, cultural, educational and recreational opportunities. The provision of community facilities contributes to enhancing community connection and is consistent with Council's purpose. Community facilities are recognised as an important means of creating capacity within the community. This policy has been developed to:

- Define Council's policy position relating to access and use of community facilities.
- Ensure that Council provides a consistent and transparent approach for access to and management of community facilities across the organisation.
- Enable the allocation of community facility spaces in an appropriate, equitable and fair manner.
- Optimise opportunities for local communities to access facilities for social, cultural, recreational and other activities as required.
- Promote, encourage and facilitate multi-use intergenerational facilities.
- Encourage and support existing organisations and activities and the emergence of new groups and activities that address community needs.
- Encourage groups and organisations that improve individual and community health and wellbeing to access community facilities.
- Optimise the use of the community facilities and maximise the outcomes from Council's financial and community investment.

6. Policy

Council aims to optimise the use of its community facilities and set a framework for a consistent, transparent and fair approach for providing access to community facilities. In prioritising access to community facilities, Council will have regard to the following guiding principles:

6.1 Guiding Principles

- *Appropriate*

Council facilities will enable the delivery of a mix of Council and community programs, activities and services in response to local need that will promote social, health and wellbeing outcomes to the Surf Coast community.

Assessment of booking requests for use will include consideration of the suitability of the facility and the surrounding community and compatibility with other users in the facility for the type of activity required.

Council may refuse or limit access to a community facility if the intended use does not support the strategic direction of the Council Plan, this Policy, and the best interests of the Surf Coast community.

- *Equitable and Fair*

Council will consider booking requests from all sections of the community in an equitable and fair manner that promotes optimum use of community facilities. Council may limit the use of space by some groups/organisations to ensure that facilities are not dominated by one type of user group.

- *Local Priority*

Groups and organisations that live, work or have a connection with Surf Coast residents and those that service the local community surrounding the facility (including regional groups and organisations providing services for Surf Coast residents) will have priority over groups and organisations providing services for people outside of the municipality.

6.2 Priority of Use

- *Priority One: Municipal Purposes*

Services directly provided by Council will have primary use of Council's community facilities where appropriate, and be given the highest priority in their access and allocation. However, this does not exclude these facilities from being accessed by the community if available. For example, a consultation room can only be hired externally where a Maternal and Child Health service does not need access to deliver their services (i.e Kurrambee Myaring Community Centre).

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COUNCIL POLICY



- *Priority Two: Non-Commercial Groups*

Booking requests that fall within this category will have priority of access to community facilities over those that fall within the commercial occupier category, but after municipal purposes.

- *Priority Three – Commercial Occupiers*

Booking requests that fall within this category will have priority of access where municipal purposes and non-commercial groups are not using these spaces.

6.3 Implementation

Council will attempt to negotiate an outcome for all booking requests that may include exploring alternative options in-line with the principles of this policy.

Where there is an existing agreement, Council will honour the existing arrangement until the expiration of that agreement and then review the agreement in-line with the principles of this policy and other policies and procedures approved by Council.

Regular, medium or long term bookings will have priority over booking requests for less than 3 months or on an adhoc basis.

Where there is competing demand for use of facilities between non-commercial groups and an outcome is unable to be negotiated in-line with the principles of this policy, officer discretion will be applied considering the objectives of the current Council Plan to determine the most suitable applicant.

Council will provide tenant and management committees of community facilities with assistance and support in understanding and complying with this Policy.

Rent for all lease and licence agreements are guided by Council's Property Agreements Policy (SCS-034).

User group contributions (cash or in-kind) to capital improvements of facilities does not entitle exclusive access to that facility.

7. Records

Record	Retention/Disposal Responsibility	Retention Period	Location
Use of Council Facilities Policy	07/01-13.1.1 General Manager Culture and Community	Permanent	Retain as State Archives

8. Attachments

Nil

9. References

- Council Plan 2013-2017
- Community Buildings Study 2015
- Open Space Strategy 2016-2025
- Property Agreement Policy SCS-034



Communications Plan

Use of Council Facilities Policy and Property Use Agreements Policy

February 2018

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Use of Council Facilities Policy Communications Plan

PROJECT OVERVIEW

- Policies have been drafted:
 - Use of Council Facilities Policy SCS-033
 - Property Use Agreements Policy SCS-034
- The policy looks to provide:
 - A principle based decision making framework regarding the use of Council facilities
 - Increased use, equity, compliance and sustainability of facilities
- The current situation raises a number of issues related to the use of Council facilities including:
 - many inconsistencies in the way that tenants use Council facilities.
 - the Community Building Study confirms that many of our facilities are under-utilised with the potential to increase shared use.
 - we have no policy to support conversations with community groups where there is competing interests to use the same space.
 - Council's current practice is not aligned to the VAGO report recommendations relating to cost recovery with some groups not contributing toward utilities as a minimum (e.g. Banyul Warri Fields)
- The development of the policy aims to address these issues and to more effectively improve the use and management of Council facilities on Council owned/managed land.

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Use of Council Facilities Policy and Property Use Agreements Policy Communications Plan

Key Messages:

- Council is applying a consistent approach to use of council facilities
- Existing user groups will have an opportunity to gain an understanding of the policies impact on their use and make comment during the month exhibition period.
- The policy stems from the Community Buildings Study which was adopted by Council in 2015. This policy was the number #1 action from that study
- Where there are competing demands between community groups community use will be prioritised according to set criteria.

Audience	Activity	Timing	Notes
Existing users of Council facilities	<ul style="list-style-type: none"> • Letter to all community groups who are current users outlining the key impacts of the policy. • Meetings with specific group(s) if required 	March – April	Letter outlining policy, impacts and process for providing feedback to Council.
Wider community	<ul style="list-style-type: none"> • Public notice • Mayors Column • Surf Coast Conversations / Surf Coast website 	March – April	Information about policies being on public exhibition. Feedback welcome.
Staff	<ul style="list-style-type: none"> • Working group with relevant staff • Shire Wire for general updates 	March – June	Staff to undertake detailed planning of communications
Councillors	<ul style="list-style-type: none"> • Regular updates – Councillor Digest, Briefings 	March – June	As required
Media	<ul style="list-style-type: none"> • Mayors Column, media release, public notice 	March – June	At key milestones (such as for public exhibition and formal adoption of policies).

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COUNCIL POLICY



Flag Policy	Document No:	SCS-035
	Approval Date:	
	Approved By:	Council
	Review Date:	
	TRIM Reference	D17/127731
Responsible Officer:		Manager Community Relations
Authorising Officer:		Chief Executive Officer

1. Purpose

The purpose of this policy is to:

- Ensure that the flags displayed at the Surf Coast Shire Council office are flown in accordance with the flag protocol as determined by the Australian Government.
- Establish guidelines for flying other flags which are significant to the Surf Coast Shire community.

2. Scope

This policy applies to flying flags at the Surf Coast Shire Council office, 1 Merrijig Drive Torquay.

This policy does not apply to other Council owned community facilities or public facilities not owned by Council.

3. Application

This policy applies to all staff and Councillors.

4. Definitions

Australian Government Flag Protocols – as outlined in "Australian flags – Part 2: The protocols for the appropriate use and the flying of the flag" or equivalent document as published by the Department of Prime Minister and Cabinet. The Protocols can be viewed here:

<https://www.pmc.gov.au/government/australian-national-flag/australian-national-flag-protocols>

Council office – the Council building at 1 Merrijig Drive, Torquay.

Flag pole locations are described visually in Appendix 1 – Council Office Flag pole Locations.

Pond flag pole – the flag pole adjacent to the pond and its viewing platform.

Front Lawn flag pole – the flag pole on the grassed area adjacent to the car park.

Front Entrance flag poles – the three flag poles at the main or southern entrance to the Council office building.

Ceremonial flag poles - three flag poles on the northern side of the Council office building.

Events and awareness raising campaigns calendar – Council's adopted calendar of events and awareness raising activities.

5. Policy

- Council will continuously fly the Australian National Flag and the Australian Aboriginal Flag on the Ceremonial flag poles and on the Front Entrance flag poles.
- Council will usually fly the Surf Coast Shire Flag on the Ceremonial flag poles and on the Front Entrance flag poles.
- When a flag needs to be removed to accommodate a celebration or event as noted below or when directed to fly an alternative flag by the Federal or State Government, the Surf Coast Shire flag will be replaced with the relevant flag for the specified event or timeframe.

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COUNCIL POLICY



- The Torres Strait Islander Flag will be flown on the Ceremonial and Front Entrance flag poles during NAIDOC Week, Sorry Day and National Reconciliation Week.
- The Front Lawn flag pole will be used as per a specific resolution of Council.
- The Pond Flag pole will be used to fly flags for relevant Level 1 events and awareness raising campaigns identified in Council's adopted events and awareness campaigns campaign calendar. It should be noted that it is not relevant for all Level 1 events to have a flag flying.
- Council will only fly the national flags of other countries during Council sanctioned visits by dignitaries of the country.
- Council will fly flags at half-mast as a sign of mourning on appropriate occasions as advised by the Department of Premier and Cabinet – Victoria. Council may choose to fly the Surf Coast Shire flag at half-mast as sign of mourning at other times.
- Flags will be flown in accordance with the Australian Government Flag Protocols.
- Requests to fly flags other than those referred to in this policy will be referred to the Council.

6. Records

Not applicable.

7. Attachments

Appendix 1 – Council Office Flag pole Locations.

8. References

Australian Flags Act - 1953

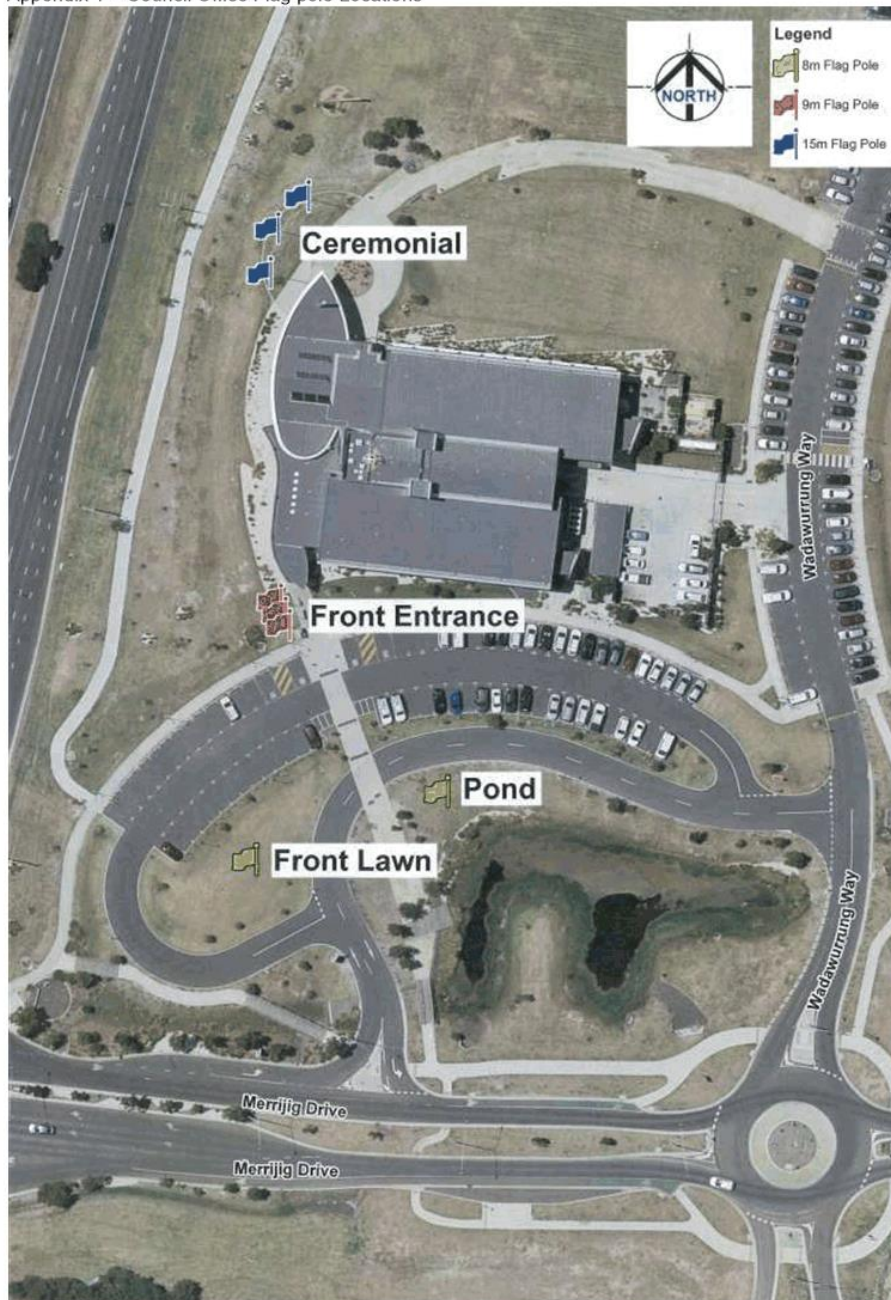
"Australian flags – Part 2: The protocols for the appropriate use and the flying of the flag".

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COUNCIL POLICY



Appendix 1 – Council Office Flag pole Locations



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All Abilities Advisory Committee (AAAC) Terms of Reference 2018 - 2021

1. Objectives

The objectives of the All Abilities Advisory Committee are to:

- Advise Council on opportunities to improve access and inclusion for people of all abilities that reside in and visit the Surf Coast Shire.
- Advocate for improved access and inclusion, and promote participation for people of all abilities in Surf Coast Shire community activities.

2. Responsibilities

The responsibility of the All Abilities Advisory Committee (AAAC) will be to work with all departments of Council to:

- Provide advice to Surf Coast Shire Council on barriers to access and improvement opportunities for people of all abilities to better access Council services, programs and infrastructure within the Shire.
- Provide input into the planning stage of Council strategies, plans and policies which relate to the access and inclusion for people of all abilities – as identified by Council.
- Participate in committees and community engagement processes of Council, which relate to access and inclusion for people of all abilities.
- Advise Council on local, regional and state-wide issues which have implications for the inclusion of people of all abilities in Surf Coast.
- Provide input into the Surf Coast Council's Access & Inclusion Plan.

3. Composition

The committee will comprise a maximum of 15 organisational and community representatives, including:

- One Councillor; appointed by Council annually. All other Councillors will be welcome as observers.
- Local and regional community and disability service organization representatives.
- Community members of all abilities.
- Carers and families of people of all abilities.
- People with an interest in access and inclusion issues.
- Council's Rural Access Officer.
- Council's Community Relations Coordinator or Manager.

Next revision: March 2021
Trim D18/4253

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- NB - Other Council Officers will be invited to attend particular meetings, as relevant to the agenda of the meeting.

The maximum number of community and organisational representatives will be 15. Members are encouraged to send a proxy if unable to attend (where possible).

Agency representatives are invited to support an interested community member to attend meetings.

4. Term of Appointment and Vacancies

- Community and organisational representatives will be appointed by resolution of Council for a term of 3 years.
- Existing members can re-apply for further terms (3 years).
- Council shall be responsible for filling any casual vacancy, which occurs in respect to community representative members following an open expression of interest process. Any person who fills a casual vacancy shall hold office for a three year term commencing at the time of their appointment.

5. Meetings

The Committee will meet at least 4 times each year or more frequently as required.

Sub-committees can be set up as needed, for specific tasks, issues-based projects, or site-visits for interested and available members.

There shall be established meeting procedures. For example:

- Material and presentations etc. are in an appropriately accessible format.
- Quorum for decision making will be 50% or more of non-Council committee members
- Maps should be used at meetings to aid discussion, where possible.
- All agenda items should be covered during the meeting, where possible.
- Agreed terminology/language will be used by all members.

The Committee will prepare minutes of its meetings and submit these to the Council of the Surf Coast Shire following each meeting of the Committee. These minutes may include recommendations for action by Council. Any such recommendations will be summarised by the Executive Management Team as appropriate to expedite consideration by Council.

Members are expected to attend Committee meetings and contribute to outputs of the group. Unexplained non-attendance of at least three consecutive meetings by a member without Committee approval will deem that member's position as having become vacant. The committee shall allow the granting of leave of absence as required.

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6. Chairperson

At the first AAAC committee meeting following the Statutory meeting of Council each year the Committee will call for nominations for the position of Chair and Deputy Chair. These positions will be independent of Council. Should there be more than one nomination, the members will elect the Chair or Deputy Chair (as the case maybe) by secret ballot by exhaustive preferential voting.

The role of the Chair will be to:

- Liaise with the responsible Council officer in respect to agendas
- Chair the meeting and direct discussion
- Act as spokesperson for the Committee in relation to any correspondence with members of the public about access.
- Engage all members in Committee activities and to bring forward issues
- Communicate with senior management of the Council and Councillors from the relevant area of interest in respect to access issues and committee activities.

7. Conduct of Business

The order of business will be determined by the Chairperson to facilitate and maintain open, efficient and effective deliberations.

Once an agenda has been sent to Committee Members the order of business for that meeting may only be altered by consent of the Committee.

The Chairperson may include any matter on an agenda, which he or she thinks should be considered by the meeting.

The Chairperson shall have a casting vote as well as a deliberative vote to resolve a deadlock.

8. Process for raising concerns

If an advisory committee member wishes to raise an issue of concern, make a complaint or provide advice relating to access and inclusion, the following procedures should be followed:

- All issues of concern, complaints or advice relating to access and inclusion by members of AAAC should be referred to the Chairperson in the first instance.
- The Chairperson will decide if a matter will be tabled at the next AAAC meeting, or whether the matter will be dealt with prior to the next meeting. If the matter is dealt with prior to the next meeting, a summary of the conclusion of the matter will be communicated to members and is to be presented at the next meeting.
- If an issue of concern, complaint or provision of advice is to be tabled at an AAAC meeting, the committee can make a recommendation to Council.

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9. Urgent Business

Business must not be admitted as urgent business unless:

- It relates to or arises out of a matter which has arisen since distribution of the agenda; and
- It cannot safely or conveniently be deferred until the next Committee meeting, or
- The Committee resolves to admit an item considered to be urgent business.

10. Council's Role

Council will as soon as practicable after a Committee member is appointed, organise an induction program for Committee members focusing on, but not limited to, the roles and responsibilities of the Committee and its relationship with Council and the relevant area of interest.

The Committee will be supported by a nominated Council officer nominated who will attend meetings of the Committee, prepare the agenda with the Chair, and arrange for circulation of agendas and minutes and other co-ordination activities. All other Council officers as required will assist the Committee with contact through the nominated officer.

Council will provide a suitable and accessible venue for the meetings of the Committee.

Council will give due consideration to the recommendations of the Committee.

Council will, wherever possible, undertake to represent the community on a range of issues that are relevant to the quality of life and the vision for health and wellbeing in the Shire and which are the direct responsibility of the State and/or Federal Government and/or other agencies.

11. Work Plan

The Committee will provide input into an access and inclusion action plan on a yearly basis.

12. Changes to Terms of Reference

These terms of reference shall be reviewed every three years and only be amended or varied by resolution of the Surf Coast Shire Council.

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Mr Keith Baillie, CEO
Surf Coast Shire,
PO Box 350, Torquay, 3228
Sent via email – ceo@surfcoast.vic.gov.au

Re: Landscaping at Anglesea

I, together with others, am writing to express my concern about the lack of implementation of the specific recommendations contained within the *Anglesea Great Ocean Road Study* (Planisphere Study, 2013). My family has owned a house in Anglesea for 50 years and we have appreciated that the town has retained its beach-side character until recently. The retention of this character is critical for Anglesea's ongoing success as a holiday destination, as indicated in the Planisphere Report. However, these Report recommendations have not, and are not, being implemented. The recent road works at the centre of town, and the lack of landscaping throughout Anglesea is severely detracting from the original appeal of the township.

As an experienced architect, my career has focused on working with cities and towns throughout Australia and internationally, advising on the retention of their unique character. In addition, as a long-time holiday-maker and property owner at Anglesea of more than fifty years, I (and the other signatories to this letter) would like to see the urgent execution of the recommendations in the Planisphere Report. I attach my CV which outlines my extensive experience in this kind of work and would be happy to contribute ongoing professional advice on a pro-bono basis.

The Planisphere Study, 2013 is a sound and comprehensive report. It recommends "*streetscape design outcomes that contribute to the highly valued small town coastal 'village' character and atmosphere of Anglesea*". It also provides specific suggestions for landscaping which were the result of professional consultant input and community consultation.

The following outlines the many areas where Report recommendations have not been implemented:

1 – the new Roundabout: This intersection now appears barren, desolate and like a major highway junction. When it was installed last year during the winter months I was sure it would be landscaped and simply cannot believe that this has not been undertaken!! The photos below show the "Highway" scale of the intersection. The previous roundabout had been landscaped but the new roundabout wastes the opportunity for an attractive entrance to the town.



Photos of the roundabout: very stark and barren

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Photos of the roundabout: very stark and barren

Recommendation - plant ALL the island areas with suitable plants: e.g. kangaroo paws, grasses, trees (with trunks allowing through visibility) and install a sign, or some kind of identity marking, in the centre of the roundabout – eg “*Anglesea, your holiday starts here*” (however, please don’t let the design of the sign hold the project up!!) This should be a **top priority**, with landscaping installed next winter, to settle in for next summer. Preferably **irrigate** to ensure the plants survive and select plant types for colour, texture and impact – or water in when planted. If possible plant say 3 – 4 trees with trunks to allow through-visibility, combined with low-level planting and ground cover. **The Planisphere Report specifically recommends this landscaping – but it has not been implemented.**

2 – the Anglesea main Shopping Centre car park: like the adjacent roundabout, this now has been impacted with removal of trees and ground-cover and is now dominated by barren asphalt strips, devoid of landscaping.



Recommendation – plant the dividing strip areas and island sections with suitable plants, including trees and grasses to upgrade existing shabby appearance. **The Planisphere Report specifically recommends this landscaping – but it has not been implemented.**

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3 – the Car Park adjacent to the Anglesea Shopping Centre on the south side: this includes barren areas and, in addition, a verge indicating no parking – it is suggested that the most effective way to prevent parking would be to landscape this!!



Recommendation - landscape the verge, where no parking is required, and plant within the car park. This will assist in repairing the damage done by this barren landscape.

4 – Four Kings Residential Development: Unfortunately these new town houses are entirely devoid of character and the lack of landscaping totally contradicts the recommendations of the Planisphere Report. There is no associated landscaping, the buildings appear like “boxes” and the car park area at the front is barren, with island areas painted on to prevent parking.



Very stark and barren appearance: no landscaping, grass areas which could have trees, no trees planted adjacent to foot paths, painted-on no-parking spaces which should be landscaped.

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Recommendations – The 2013 Planisphere Study guidelines recommend “*integrate planting and landscaping with the design of new development to complement the surrounding coastal bushland character of the area.*” (page 35) . This has not happened here. It is recommended that the “painted-on island areas” be dug up and planted with suitable plants, including trees and grasses to upgrade existing barren appearance. Trees should also be planted next to the footpath to screen and soften the impact of the new development; planting should also occur in other grassed areas. **The Planisphere Report specifically recommends this landscaping on a plan – but it has not been implemented.**

5 – Four Kings Shopping Centre car park: this is barren, hot, without shade for cars, and very unattractive.



Recommendation – plant the car park island areas with suitable plants, including trees and grasses to upgrade existing barren appearance. Trees could immediately be planted in the existing island at the bottom of the car park. **The Planisphere Report specifically recommends this landscaping on a plan – but it has not been implemented.**

6 – River front park and footpaths: this area has no footpath planting which could soften the appearance. The river front park is very basic - it is acknowledged that this is used for a number of markets throughout the year. However, some additional planting would enhance this natural asset, now very under-realised.



Recommendation – plant the footpaths with selected trees and grasses to transform the existing barren appearance (e.g. as in Apollo Bay and other sea-side precincts with pleasant landscaping). **The Planisphere Report specifically recommends this landscaping on a plan (see page 44) and states “introduce more trees and plantings to green the precinct” but this has not been undertaken.**

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Conclusion

A key recommendation in the 2013 Planisphere Study is the retention of the “‘village’ character and atmosphere of Anglesea”. This quality gives Anglesea the edge over other nearby holiday destinations. It is critical to the economy of the township that this character is enhanced, not eroded. Recent plantings at Torquay shopping centre show how effective landscaping is in providing amenity and shade in a parking area. This is entirely missing in Anglesea and should be rectified as soon as possible.



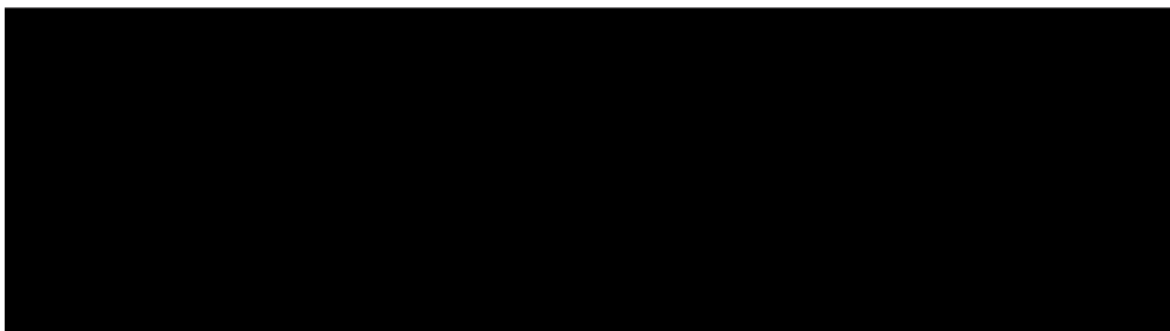
Recent landscaping in Torquay: this is the kind of landscaping required in Anglesea.

I also understand that VicRoads and GORCC have responsibilities for some of these suggestions outlined - but Surf Coast Shire, as the lead agency, should take an **active leadership role** in pursuing these works.

The attached signatories are all very keen to see these landscape upgrades undertaken and we all share the desire to reinstate the original ‘village’ character of Anglesea, which we believe has been, and continues to be, eroded. In addition, I have spoken to or met with Raylene Fordham of BATA, Helen Tutt of Angair, Peter Doyle of the emerging Anglesea Community Network and with Ward Councillor Margot Smith. All are fully supportive of this letter.

I have attached extracted plans from the Planisphere Report prepared for the Shopping Centre and Four Kings, which show the explicit intent to landscape and improve these areas. I have also seen the plan prepared for the Great Ocean Road Camp Road Project Reference Group and have attached this, after the Planisphere Report recommendations, as evidence of a more recent commitment to upgrading the landscaping in the Shopping Centre area. In addition, emails between Vic Roads staff and locals relating to the roundabout (see attached below) show commitment to start landscaping in September 2017, **but no landscaping has been undertaken.**

I would be delighted to be consulted further on these suggestions as I do have considerable experience with streetscape upgrades and urban design. Please feel free to contact me on 0419816525; I would also appreciate a written response to this letter. I, and others would also be happy to meet with relevant Council staff, or your consultants, to discuss these recommendations further.



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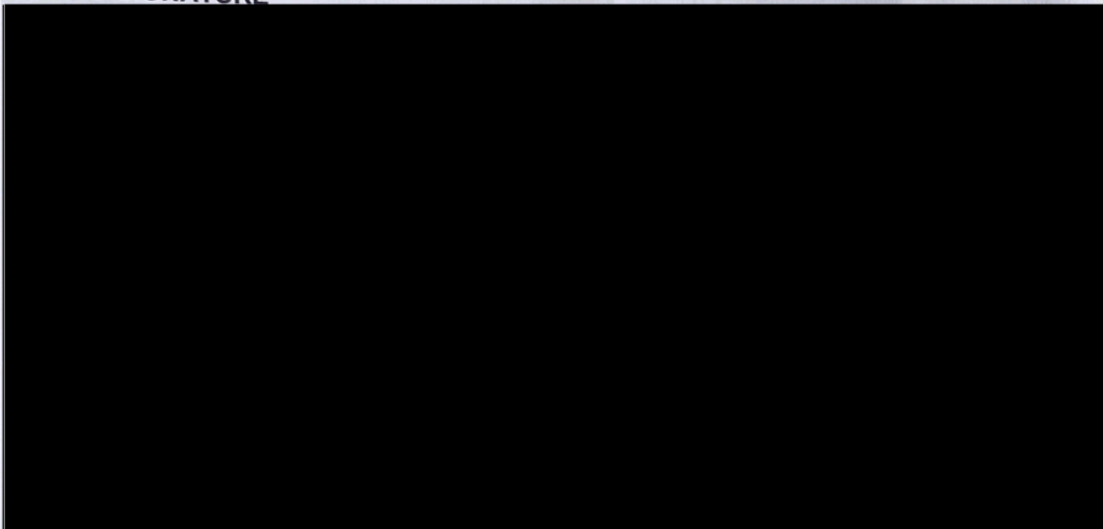
**NAME
AND SIGNATURE**

ANGLESEA ADDRESS

Summary list of signatories (in alphabetical order) and Anglesea property address, (see scanned signatures on following pages)

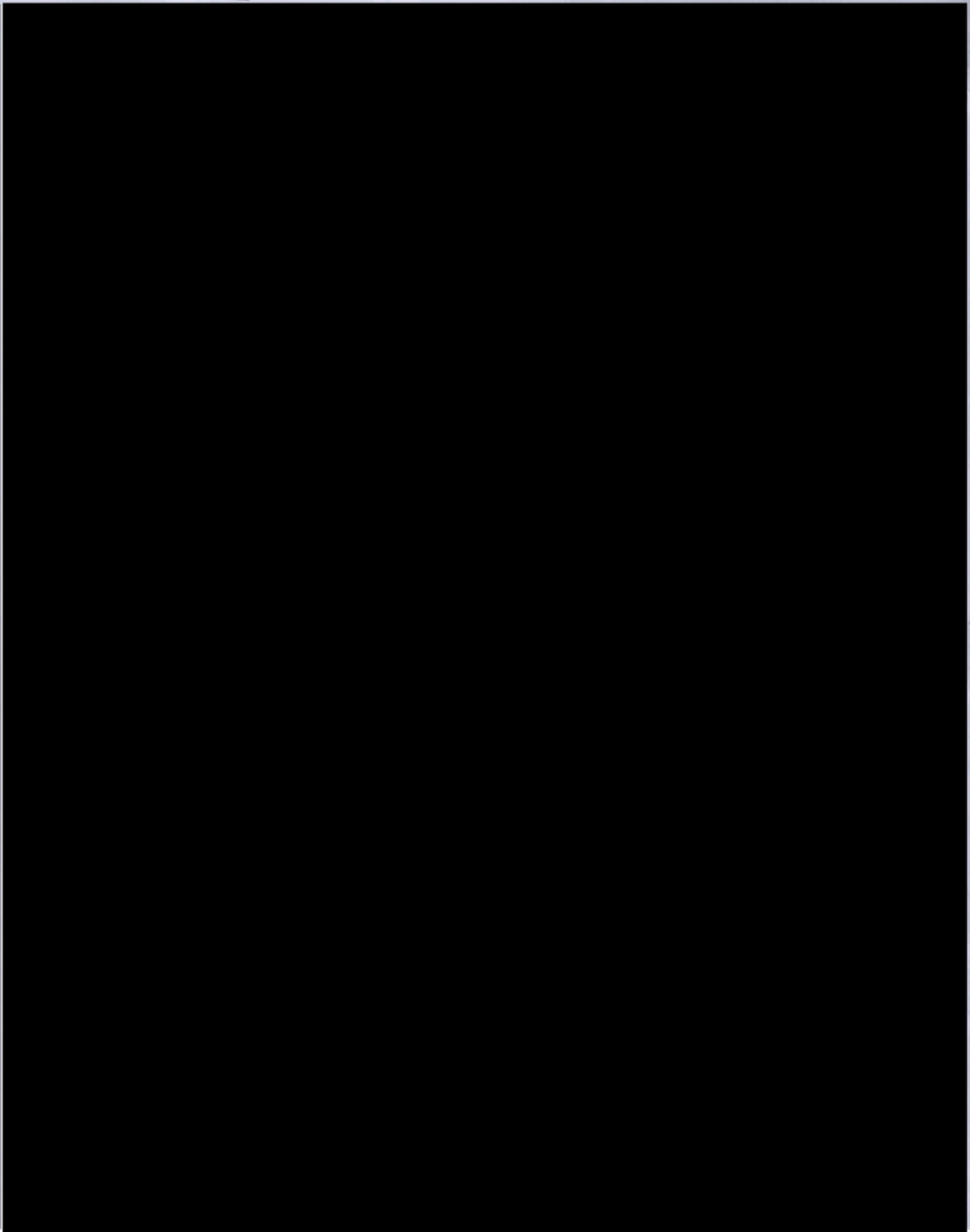
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6.2 - APPENDIX: 1 - Community Engagement Options Paper

NAME AND SIGNATURE	ANGLESEA ADDRESS
	

NAME AND SIGNATURE	ANGLESEA ADDRESS
	

6.2 - APPENDIX: 1 - Community Engagement Options Paper

NAME AND SIGNATURE	ANGLESEA ADDRESS
	

6.2 - APPENDIX: 1 - Community Engagement Options Paper

ATTACHMENT 1 - PLANISPHERE REPORT EXTRACTS (2013)

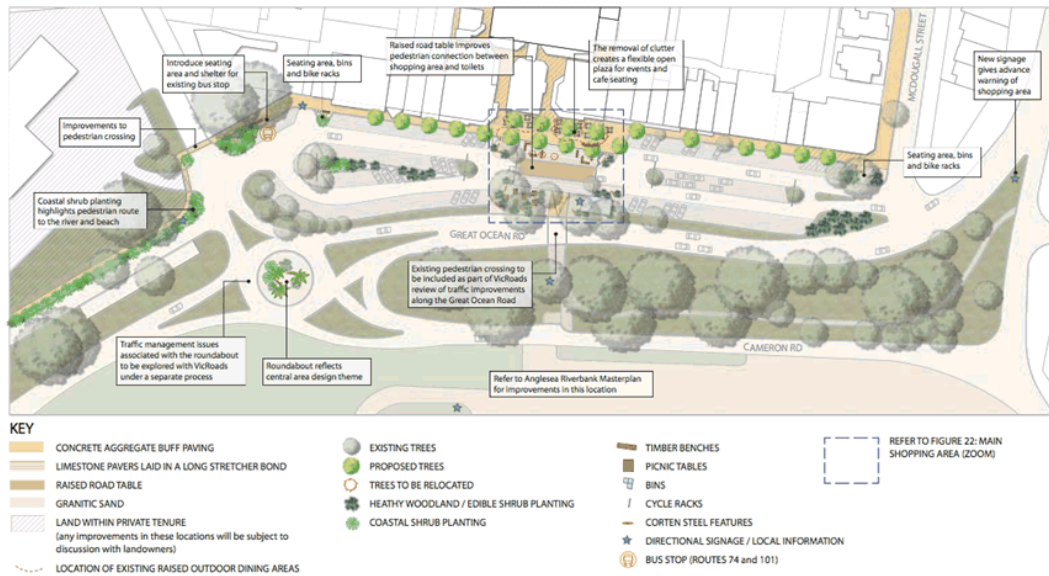
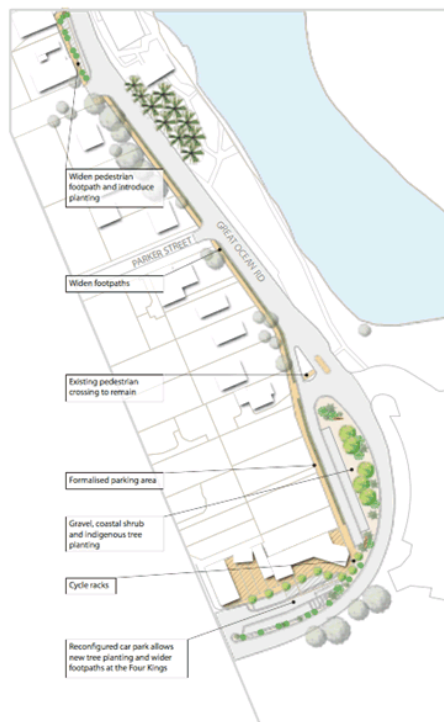


Figure 21: Streetscape Master Plan: Main Shopping Area

1:750 @A4

Shopping Centre 2013 Recommendations - note the proposed landscaping to the roundabout and elsewhere in the shopping centre.



Four Kings 2013 Recommendations
- note the proposed landscaping and "reconfigured car park allows new tree planting and wider footpaths at Four Kings"

All these are fully supported!!

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**ATTACHMENT 3 - EMAIL EXCHANGE WITH VIC ROADS SHOWING INTENT TO
LANDSCAPE ROUNDABOUT**

[REDACTED]

Subject: RE: Gt Ocean Road - Camp Road Project Reference Group Meeting 6
Minutes

Hi [REDACTED]

Just fine tuning the landscaping, fencing and planting details after
discussions with Surfcoast Shire staff. Unfortunately we missed the Autumn
planting season and will now go with Spring.

I would sat around late September early October.

Kind Regards,

[REDACTED]

I acknowledge the Traditional Aboriginal Owners of Country throughout
Victoria and pay my respect to Elders past and present and to the ongoing
living culture of Aboriginal people.

Facebook | Twitter | YouTube | Online Services | VicTraffic | LinkedIn

[REDACTED]

Date: 15/08/2017 02:15 PM
Subject: RE: Gt Ocean Road - Camp Road Project Reference Group
Meeting 6 Minutes
Ext: Business Area:
This email is from an external source. If it is a Business Record remember
to file it

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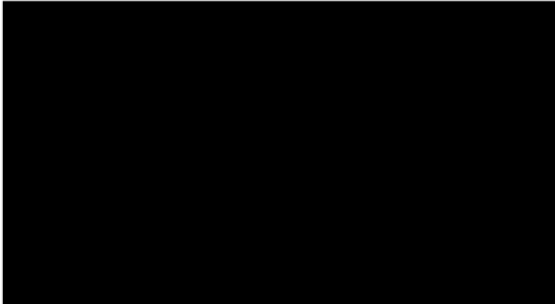
I hope you are all well.

Just wondering what stage Vic Roads & Surf Coast Shire are at with the planting out of the roundabout and associated areas here in Anglesea?
Also wondering what's happening regarding the work on the master of all masterplans for Anglesea?

BATA likes to keep the local businesses up to date and we will soon be sending out an email as well as some info in NewsAngle so it would be great to give an update.
Also, obviously I'm keen to know how we can get things moving again in terms of the Anglesea Village Green.

Looking forward to hearing from you.

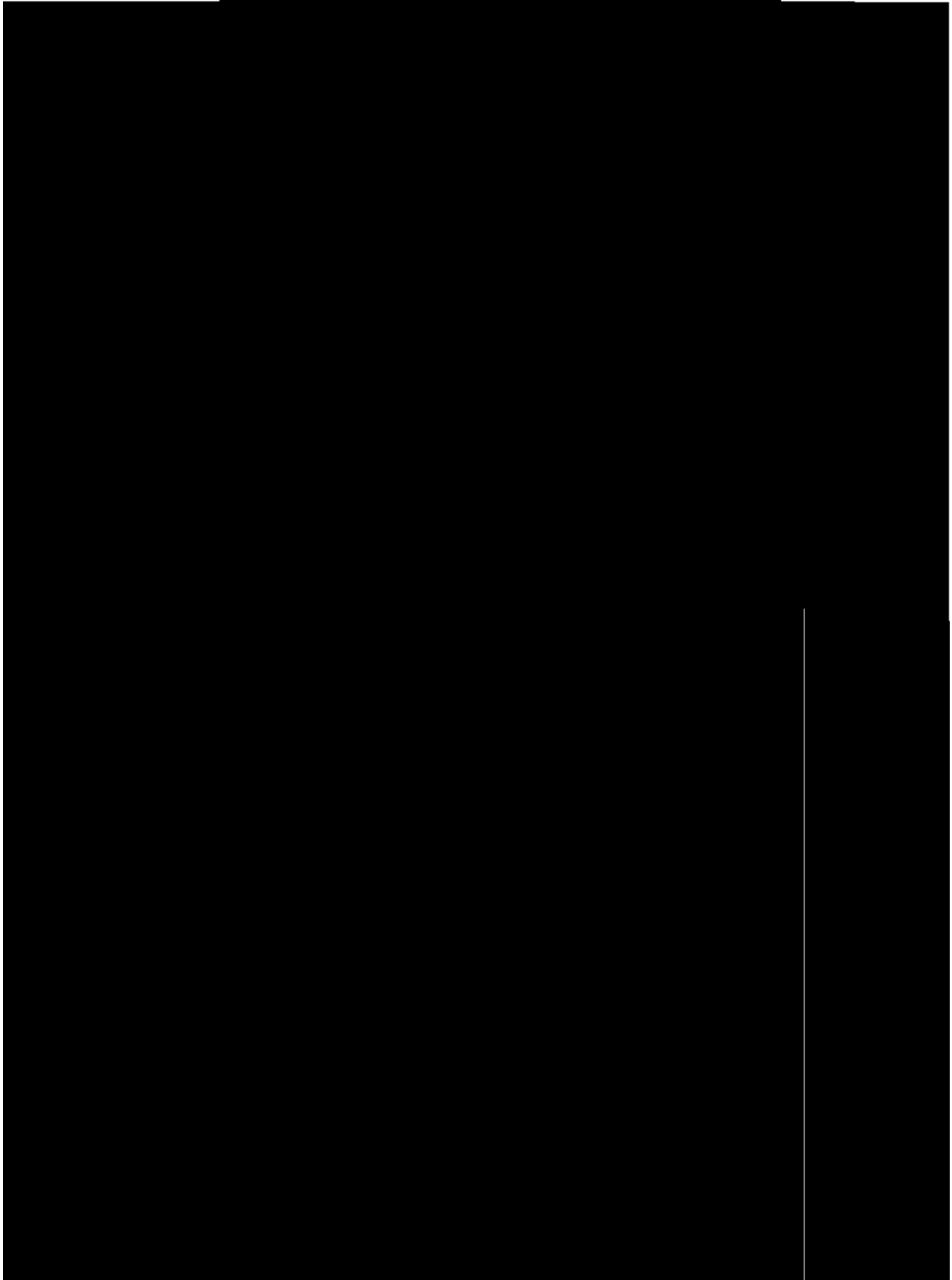
Regards,



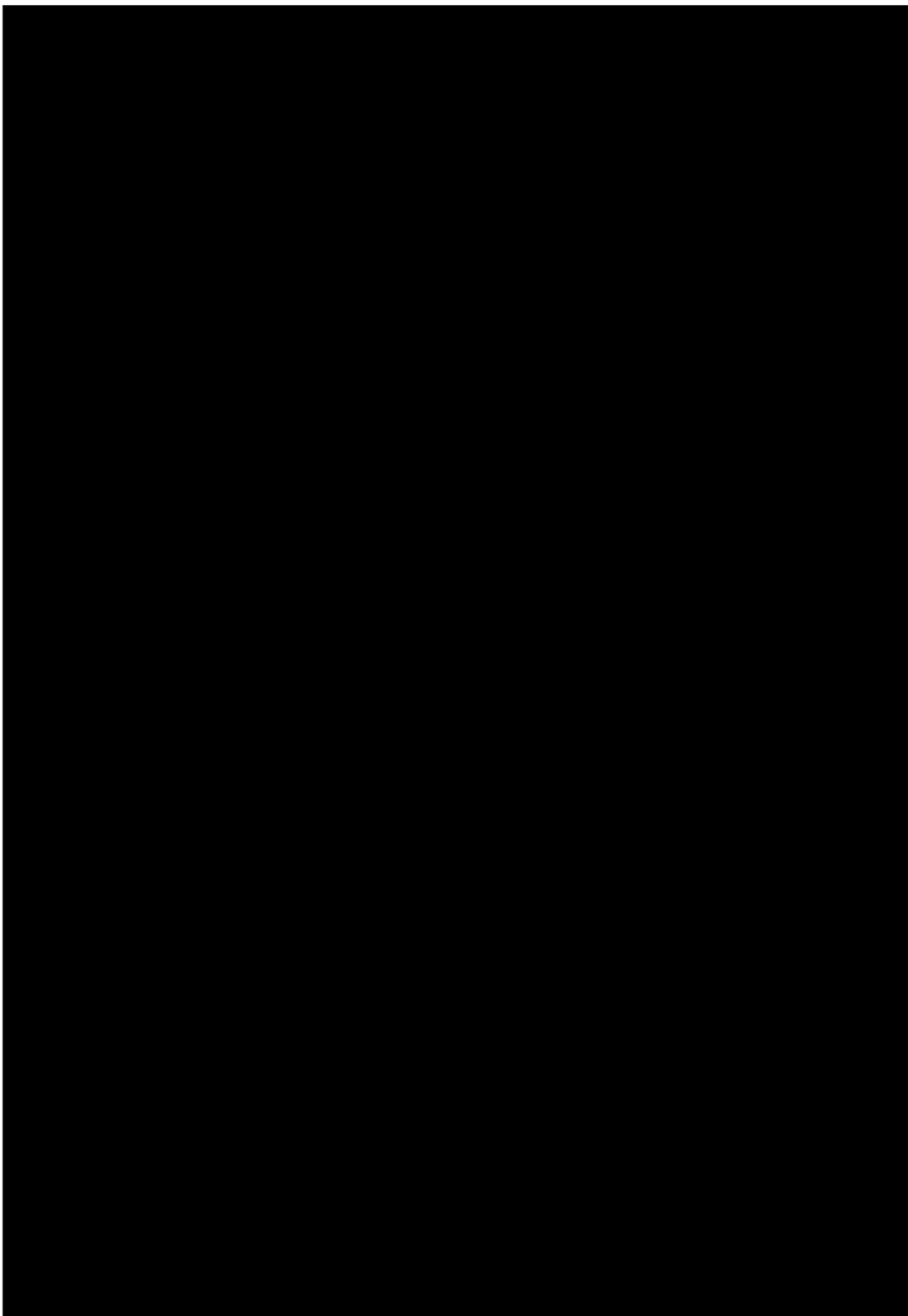
6.2 - APPENDIX: 1 - Community Engagement Options Paper

I

ATTACHMENT 3 -



6.2 - APPENDIX: 1 - Community Engagement Options Paper



6.2 - APPENDIX: 1 - Community Engagement Options Paper



Assembly of Councillors Record


Description of Meeting: Council Briefing Meeting
Responsible Officer: Anne Howard – General Manager, Governance and Infrastructure
Date: 16 January 2018
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	<u>Externals</u>	
Cr. Libby Coker	X	General Manager Governance & Infrastructure - Anne Howard	✓	Richard Davies – CEO, GORCC Inc.	✓
Cr. Martin Duke	✓	General Manager Environment & Development - Ransce Salan	✓	Katie Hart - Planning and Education Manager, GORCC Inc.	✓
Cr. Clive Goldsworthy	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Rose Hodge	✓	Team Leader Governance - Candice Holloway	✓	David Petty - Community Engagement Manager, GORCC Inc.	✓
Cr. Carol McGregor	✓	Manager Governance & Risk - Wendy Hope	✓		
Cr. Brian McKitterick	X	Co-ordinator Governance & Corporate Planning - Danielle Foster	✓		
Cr. Margot Smith	✓	Manager Development & Planning - Bill Cathcart	✓		
Cr. Heather Wellington	X	Senior Strategic Planner - Barbara Noelker	✓		
		Coordinator Strategic Planning - Karen Hose	✓		
		Manager Environment & Community Safety - Rowan Mackenzie	✓		
		Coordinator Environmental Sustainability - Lauren Watt	✓		
		Resilient Communities Officer - Sally Sneddon	✓		
		Coordinator Communications and Community Relations - Darryn Chiller	✓		
		Manager People & Culture - Leanne Perryman	✓		
		Coordinator Community Emergency Management - Peter Ashton	✓		
		Manager Economic Development and Tourism - Matt Taylor	✓		
		Business Support Officer - Gretchen Gibson	✓		
		Manager Business Improvement - Brendan Walsh	✓		
		Manager Recreation & Open Space Planning - Shaan Briggs	✓		
		Open Space Planning Coordinator - Leanne Lucas	✓		
		Co-ordinator Communications and Community Relations - Darryn Chiller	✓		
		Acting Manager Infrastructure – Tony Potter	✓		
		Strategic Asset Manager- John Bertoldi	✓		

MEETING COMMENCED	10.06am	MEETING CONCLUDED	5.20pm
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6.2 - APPENDIX: 1 - Community Engagement Options Paper



Matters considered at the meeting		
External Presentation - Great Ocean Road Coast Committee - Point Grey Update		
1. Confirmation of Council Briefing Minutes - 12 December 2017		
2. Conflicts of Interest		
3. Submission to Local Government Bill 2018 - Draft Exposure		
4. Amendment C121 - Bells Beach Hinterland Review - Panel Report Update		
5. Domestic Animal Management Plan Project - Endorsement for Exhibition		
6. Local Food Program		
7. Quarterly Advocacy Priorities		
8. Extreme Fire Danger Day Review		
9. Regional Workforce Planning & Development Study - Great Ocean Road Regional Tourism Request for Financial Contribution		
10. 2018 - 2019 Event Grants Program - Funding Report		
11. Positive Charge 2017 Program Review		
12. Coastal Town Parking Revenue Study		
13. Torquay Coast Primary School Crossing Request		
14. Planning Compliance Update		
15. Road Service - Customer Request Overview		
16. Anglesea Riverbank Master Plan Review		
17. Stribling Reserve Stadium Ventilation Project		
18. Website Software & Content Upgrade		
19. 2018 General Valuation of Surf Coast Shire Properties		
20. Procurement Process for Supply of Electricity to Council Sites and Public Street Lighting		
21. Submission to Victoria Grants Commission		
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Cr Clive Goldsworthy	Yes	Cr Clive Goldsworthy declared an indirect conflict of interest in briefing item 9 (agenda item 3.5) - Regional Workforce Planning & Development Study - Great Ocean Road Regional Tourism Request for Financial Contribution under section 78B of the <i>Local Government Act 1989</i> – conflicting duty. Cr Goldsworthy is a board member of the Great Ocean Road Regional Tourism Board. Cr Goldsworthy left the meeting at 2:02pm and returned at 2:08pm.
Keith Baillie	No	CEO - Keith Baillie declared an indirect conflict of interest in briefing item 13 (agenda item 3.9) - Torquay Coast Primary School Crossing Request under section 78E of the <i>Local Government Act 1989</i> - residential amenity. The CEO lives near the school. CEO did not leave the room for that item.
Responsible Officer Signature: 		Print Name: Anne Howard
Date: 19 January 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

- An assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -
- (a) the subject of a decision of the Council; or
 - (b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee— but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation;
- The CEO must also ensure that the written record of an assembly of Councillors is kept for 4 years after the date of the assembly, and made available for public inspection at the Council offices for 12 months after the date of the assembly [s80A(2)].
 - The CEO must ensure that at an assembly of Councillors, a written record is kept of the names of all Councillors and members of Council staff attending the meeting, the matters considered at the meeting, and any conflict of interest disclosures made by a Councillor attending [s.80A(1)].
 - A Councillor must disclose the conflict of interest either immediately before the matter is considered, or where the Councillor realises he or she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware he or she has a conflict of interest [s.80A(4)].
 - A Councillor attending an assembly of Councillors must disclose a conflict of interest and leave the assembly while a matter is being considered, if he or she knows that the particular matter is one that if it was to be considered and decided by Council, he or she would have to disclose a conflict of interest* under the Act [s.80A(3)].

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Assembly of Councillors Record

Description of Meeting: Council Briefing Meeting
Responsible Officer: Anne Howard – General Manager, Governance and Infrastructure
Date: 23 January 2018
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓		
Cr. Libby Coker	✓	General Manager Governance & Infrastructure - Anne Howard	✓		
Cr. Martin Duke	✓	General Manager Environment & Development - Ransce Salan	✓		
Cr. Clive Goldsworthy	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Rose Hodge	✓	Team Leader Governance - Candice Holloway	✓		
Cr. Carol McGregor	X	Manager Finance - John Brockway	✓		
Cr. Brian McKiterick	X	Manager Program Management Office - Rowena Frost	✓		
Cr. Margot Smith	✓				
Cr. Heather Wellington	X				

MEETING COMMENCED	3.08pm	MEETING CONCLUDED	4.34pm
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Matters considered at the meeting		
1. Conflicts of Interest		
2. Monthly Finance Report - December 2017		
3. Program Status Report - October to December Quarter 2017		
4. Digital Transformation Program Update - Presentation		
5. Agenda Review - 23 January 2018 Council Meeting Agenda		
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Nil Declared.		
Responsible Officer Signature:		Print Name: Anne Howard
		
Date: 25 January 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

- An assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -
- (a) the subject of a decision of the Council; or
 - (b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee— but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation;
 - The CEO must also ensure that the written record of an assembly of Councillors is kept for 4 years after the date of the assembly, and made available for public inspection at the Council offices for 12 months after the date of the assembly [s80A(2)].
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 - A Councillor attending an assembly of Councillors must disclose a conflict of interest and leave the assembly while a matter is being considered, if he or she knows that the particular matter is one that if it was to be considered and decided by Council, he or she would have to disclose a conflict of interest* under the Act [s.80A(3)].

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Assembly of Councillors Record

Description of Meeting: Council Briefing Meeting					
Responsible Officer: Anne Howard – General Manager, Governance and Infrastructure					
Date: 6 February 2018					
In Attendance: Yes (✓) No (X) N/R (Not Required)					
Councillors		Officers		Others	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	<u>Externals</u> Jason Borg - DELWP	✓
Cr. Libby Coker	✓	General Manager Governance & Infrastructure - Anne Howard	✓	Aaron Garrett - DELWP	✓
Cr. Martin Duke	✓	General Manager Environment & Development - Ransce Salan	✓	Kate Betts - Alcoa	✓
Cr. Clive Goldsworthy	✓	General Manager Culture & Community - Chris Pike	✓	Warren Sharp – Alcoa	✓
Cr. Rose Hodge	✓	Team Leader Governance - Candice Holloway (minutes)	✓	John Osborne - Alcoa	✓
Cr. Carol McGregor	✓	Manager Environment & Community Safety - Rowan Mackenzie	✓		
Cr. Brian McKitterick	X	Manager Recreation & Open Space Planning - Shaan Briggs	✓		
Cr. Margot Smith	✓	Manager Finance – John Brockway	✓		
Cr. Heather Wellington	X	Acting Manager Engineering Services – Tony Potter	✓		
		Coordinator Strategic Planning - Karen Hose	✓		
		Senior Strategic Planner - Jorgen Peeters	✓		
		Open Space Planning Coordinator -Leanne Lucas	✓		
		Open Space Officer - Ross Wissing	✓		
		Recreation Officer - Jessica Bennett	✓		
		Manager Economic Development and Tourism - Matt Taylor	✓		
		Business Improvement Officer - Trevor Britten	✓		
		Manager Aged & Family - Bronwyn Saffron	✓		
		Manager Business Improvement - Brendan Walsh	✓		
		Manager Community Relations - Damian Waight	✓		
		Customer Service - Virginia Morris	✓		
		Coordinator Recreation Planning - Jarrod Westwood	✓		

6.2 - APPENDIX: 1 - Community Engagement Options Paper



MEETING COMMENCED	10.05am	MEETING CONCLUDED	3.21pm
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Matters considered at the meeting		
External Presentation - DELWP - Anglesea Futures Draft Land Use Plan		
External Presentation - Alcoa – Anglesea Draft Concept Masterplan		
1. Confirmation of Council Briefing Minutes – 16 and 23 January 2018		
2. Conflicts of Interest		
3. Anglesea Futures Draft Land Use Plan and Anglesea Draft Concept Masterplan – Discussion		
4. 2018/19 Budget Briefing #2 - 2017/18 Forecast and Rating Strategy		
5. Performance Reporting 2017 - 2018 (Council Plan incorporating the Health and Wellbeing Plan, and LGPRF Service Indicators) December year-to-date.		
6. Communication Report - Surf Coast Planning Committee Review		
7. Communication Report - NightJar Festival Debrief		
8. Communication Report - Positive Ageing Service Review - Options Discussion		
9. Customer Experience Program Report – Quarter 2 - 2017/18		
10. Masterplan Project Prioritisation		
11. Communication Report - All Abilities Advisory Committee Terms of Reference Update		
12. Communication Report - Flag Policy		
13. Community Health and Development Update		
14. Road Issues – Urgent Update		
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Margot Smith	No	Cr Margot Smith declared a Conflict of Interest in Briefing Item 8 (Agenda Item 4.4) - Communication Report - Positive Ageing Service Review - Options Discussion under section 77A of the <i>Local Government Act 1989</i> – direct interest. Cr Margot Smith advised she is a Director of Regional Kitchen and that if this item raises discussion in relation to delivered meals, she will leave the meeting. Based on this, Cr Margot Smith was not required to leave the meeting.
Responsible Officer Signature:		Print Name: Anne Howard
Date: 6 February 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

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- (a) the subject of a decision of the Council; or
 - (b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee— but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation;
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 - The CEO must ensure that at an assembly of Councillors, a written record is kept of the names of all Councillors and members of Council staff attending the meeting, the matters considered at the meeting, and any conflict of interest disclosures made by a Councillor attending [s.80A(1)].
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 - A Councillor attending an assembly of Councillors must disclose a conflict of interest and leave the assembly while a matter is being considered, if he or she knows that the particular matter is one that if it was to be considered and decided by Council, he or she would have to disclose a conflict of interest* under the Act [s.80A(3)].



Minutes

Hearing of Submissions Committee Tuesday, 6 February 2018

Held in the
Council Chambers
1 Merrijig Drive, Torquay
Commencing at 5.00pm

Council:

Cr David Bell (Mayor)
Cr Libby Coker
Cr Martin Duke
Cr Clive Goldsworthy
Cr Rose Hodge
Cr Carol McGregor
Cr Brian McKiterick
Cr Margot Smith
Cr Heather Wellington

6.2 - APPENDIX: 1 - Community Engagement Options Paper

Surf Coast Shire Council
Minutes - Hearing of Submissions Meeting

06 February 2018
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MINUTES FOR THE HEARING OF SUBMISSIONS MEETING OF SURF COAST SHIRE COUNCIL
HELD IN THE COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 6 FEBRUARY 2018 COMMENCING AT 5.00PM

PRESENT:

Cr David Bell (Mayor)
Cr Martin Duke
Cr Clive Goldsworthy (left at 6:38pm)
Cr Rose Hodge
Cr Carol McGregor
Cr Margot Smith
Cr Heather Wellington (arrived at 5:02pm)

In Attendance:

Chief Executive Officer – Keith Baillie
General Manager Environment & Development – Ransce Salan
General Manager Culture & Community – Chris Pike
Principal Planner – Michelle Warren

27 members of the public

APOLOGIES:

Cr Brian McKiterick
Cr Libby Coker

Apology

Committee Resolution

MOVED Cr Rose Hodge, Seconded Cr Margot Smith

That an apology be received from Cr Brian McKiterick and Cr Libby Coker.

CARRIED 6:0

Cr Heather Wellington arrived at 5:02pm.

CONFLICTS OF INTEREST:

Nil

SUBMITTERS HEARD

1.1 Planning Permit Application 170074 - 45 Anderson Road and 1085 Barrabool Road, Barrabool

1. Anthony Sang (St Quentins –Applicant)

1.2 Planning Permit Application 160453 - 30A and 32 Williams Street, Lorne

2. Ian Withell (34 William Street Lorne Body Corporate)
3. Dan Walding
4. Jane and Peter Dyer
5. Geoff Frost (Applicant)

1.3 Planning Permit Application 160490 - 1133 Surf Coast Highway, Mt Duneed - Development of a Telecommunications Facility

1. John and Alison Muhleback
2. Nerida Turner
3. Andrew and Helen Robertson
4. David Hodgkinson (Metasite – Applicant) (absent) (represented by Clinton Northy)

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Surf Coast Shire Council
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1.4 Planning Permit Application 170405 - 30 Beales Street, Torquay

1. Peter Barbetti
2. Peter Koopman (on behalf of himself and Kieron Gorman)
3. Miles Paterson
4. Marianne Keane
5. Ross Pidgeon
6. Steve Warton (Owner/Applicant)
7. Robert Troup (Applicant)

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BUSINESS:

1. ENVIRONMENT & DEVELOPMENT	5
1.1 <i>Planning Permit Application 17/0074 - 45 Andersons Road and 1085 Barrabool Road, Barrabool.....</i>	<i>5</i>
1.2 <i>Planning Permit Application 16/0453 - 30A and 32 Williams Street, Lorne.....</i>	<i>76</i>
1.3 <i>Planning Permit Application 16/0490 - 1133 Surf Coast Highway, Mt Duneed - Development of a Telecommunications Facility.....</i>	<i>174</i>
1.4 <i>Planning Permit Application 17/0405 - 30 Beales Street, Torquay</i>	<i>217</i>

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1. ENVIRONMENT & DEVELOPMENT

1.1 Planning Permit Application 17/0074 - 45 Andersons Road and 1085 Barrabool Road, Barrabool

Author's Title: Planning/Subdivision Officer
Department: Planning & Development
Division: Environment & Development

General Manager: Ransce Salan
File No: 17/0074
Trim No: IC18/81

Appendix:

1. Order of Speakers - 6 February 2018 (D18/11768)
2. Notification - Advertising documents - 45 Anderson & 1085 Barrabool Road, Barrabool (D17/52841)
3. Farm Report - 45 Anderson Road and 1085 Barrabool Road, Barrabool (D17/74270)
4. Further submission from Applicant - Productivity Issues (D18/11245)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

☐ Yes

☒ No

Reason: Nil

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

Reason: Nil

Purpose

The purpose of this report is to hear a submission from the applicant in support of Planning Permit Application 17/0074 for the re-subdivision of the land into two lots at 45 Anderson Road, Barrabool and 1085 Barrabool Road, Barrabool.

Summary

An application has been received for re-subdivision of the land into two lots. The lots proposed are 25.63 hectares and 36.12 hectares in area. No buildings, works or removal of vegetation is proposed.

The minimum lot size for Farming Zoned land in this area of the Shire is 40 hectares.

The provisions of the Planning Scheme allow Council to approve lots which are smaller than the minimum lot size where the subdivision is the re-subdivision of existing lots and the number of lots is not increased.

Public notice of the application was undertaken and no objections were received against the proposal.

Recommendation

That Council receive and note the submissions to Planning Permit 17/0074 for 45 Anderson Road, Barrabool and 1085 Barrabool Road, Barrabool.

Committee Resolution

MOVED Cr Heather Wellington, Seconded Cr Rose Hodge

That Council receive and note the submissions to Planning Permit 17/0074 for 45 Anderson Road, Barrabool and 1085 Barrabool Road, Barrabool.

CARRIED 7:0

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Surf Coast Shire Council
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**1.1 Planning Permit Application 17/0074 - 45 Andersons Road and 1085 Barrabool Road,
Barrabool**

APPENDIX 1 ORDER OF SPEAKERS - 6 FEBRUARY 2018

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Surf Coast Shire Council
Minutes - Hearing of Submissions Meeting

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Hearing of Submissions
Tuesday 6 February 2018
5pm
Council Chambers
1 Merrijig Drive, Torquay

ORDER OF SPEAKERS

Environment & Development

1.1 Planning Permit Application 170074 - 45 Anderson Road and 1085 Barrabool Road, Barrabool

	Submitter Name
1.	Anthony Sang (St Quentins –Applicant)

6.2 - APPENDIX: 1 - Community Engagement Options Paper

Surf Coast Shire Council
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1.1 Planning Permit Application 17/0074 - 45 Andersons Road and 1085 Barrabool Road, Barrabool

APPENDIX 2 NOTIFICATION - ADVERTISING DOCUMENTS - 45 ANDERSON & 1085 BARRABOOL ROAD, BARRABOOL

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Surf Coast Shire Council
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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 10200 FOLIO 749

Security no : 124064296589G
Produced 30/01/2017 11:54 am

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 326891S.
PARENT TITLE Volume 10183 Folio 215
Created by instrument PS326891S 11/11/1994

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
DEAN WARWICK GRIGG of 65 HONEYS RD. CERES 3221
U006658Y 18/12/1995

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE X405902R 06/04/2001
COMMONWEALTH BANK OF AUSTRALIA

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS326891S FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 1085 BARRABOOL ROAD BARRABOOL VIC 3221

ADMINISTRATIVE NOTICES

NIL

eCT Control 15940N COMMONWEALTH BANK OF AUSTRALIA
Effective from 23/10/2016


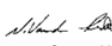
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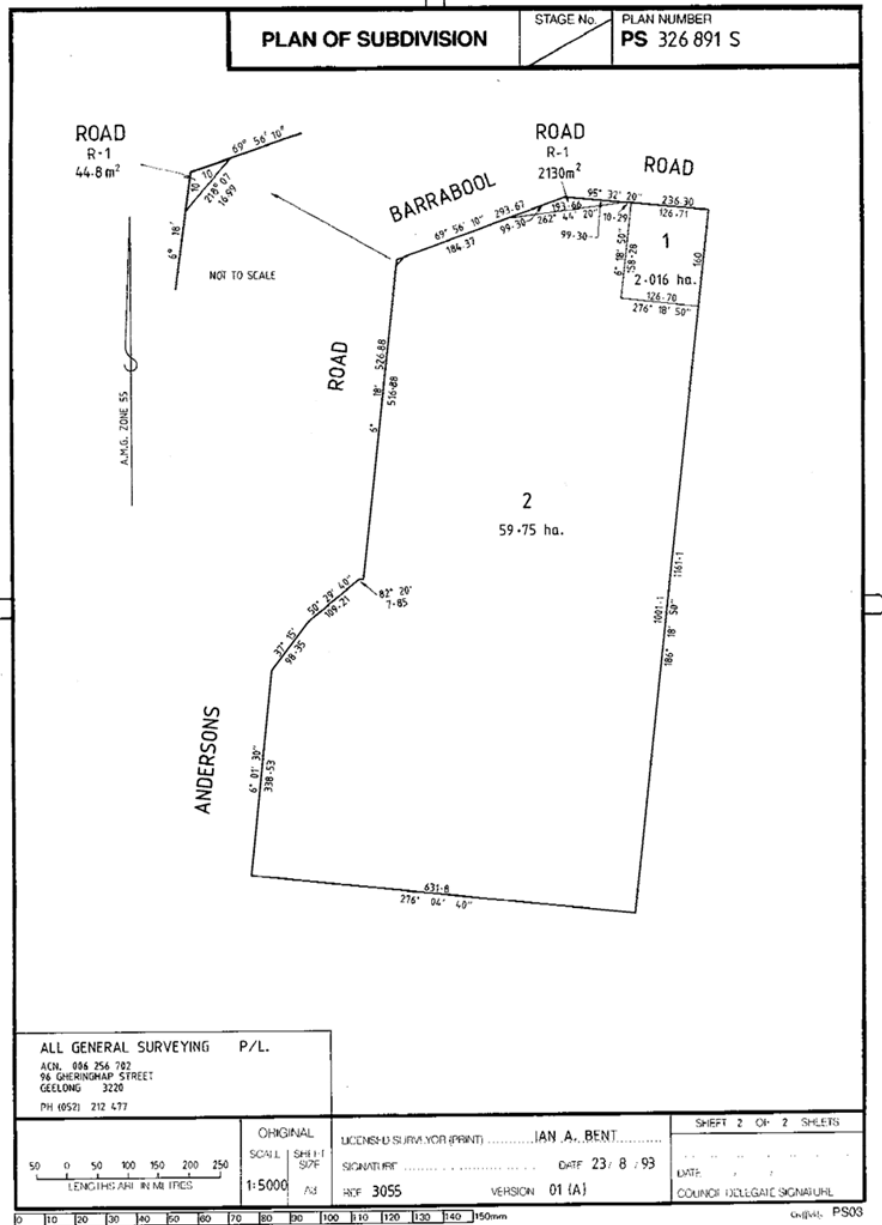
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PLAN OF SUBDIVISION		STAGE No. 1	LTO USE ONLY EDITION 1	PLAN NUMBER PS 326 891 S										
LOCATION OF LAND PARISH: BARRARBOOL TOWNSHIP: _____ SECTION: _____ CROWN ALLOTMENT: _____ CROWN PORTION: 2 & 16 (PARTS) LTO BASE RECORD: PARISH PLAN (2083) TITLE REFERENCES: LAST PLAN REFERENCE/S: POSTAL ADDRESS: BARRARBOOL ROAD (At time of subdivision) CERES 3221 AMG Co-ordinates (of approx centre of land in plan) E 255 700 ZONE: 55 N 5 770 600		COUNCIL CERTIFICATION AND ENDORSEMENT COUNCIL NAME: BARRARBOOL SHIRE COUNCIL REF: S1821 1. This plan is certified under Section 6 of the Subdivision Act 1988. 2. This plan is certified under Section 11(7) of the Subdivision Act 1988. Date of original certification under Section 6: / / 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988. OPEN SPACE (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage: Council Delegate Council Seal Date: 13 / 12 / 93 Re-certified under Section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date: / /												
VESTING OF ROADS AND/OR RESERVES		NOTATIONS												
IDENTIFIER	COUNCIL/BODY/PERSON	STAGING This is not a staged subdivision Planning permit No												
ROADS R-1	BARRARBOOL SHIRE	DEPTH LIMITATION DOES NOT APPLY												
SURVEY THIS PLAN IS BASED BASED ON SURVEY THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No(s) IN PROCLAIMED SURVEY AREA No.														
EASEMENT INFORMATION		LTO USE ONLY												
LEGEND A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road) <table border="1"> <thead> <tr> <th>Easement Reference</th> <th>Purpose</th> <th>Width (Metres)</th> <th>Origin</th> <th>Land Benefited in Favour Of</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited in Favour Of						STATEMENT OF COMPLAINT/ EXEMPTION STATEMENT RECEIVED  DATE 13 / 12 / 93 LTO USE ONLY PLAN REGISTERED TIME 9:30 AM. DATE 11 / 11 / 94  Assistant Registrar of Titles SHEET 1 OF 2 SHEETS		
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited in Favour Of										
ALL GENERAL SURVEYING P/L ACN 005 259 702 95 GHERINGHAP STREET GEELONG, 3220 PH (052) 212477		LICENSED SURVEYOR (PRINT) IAN A. BENT SIGNATURE DATE 23 / 8 / 93 REF 3055 VERSION 01 (A) DATE / / COUNCIL DELEGATE SIGNATURE ORIGINAL SHEET SIZE A3												

04046 PS01

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 2

VOLUME 10200 FOLIO 750

Security no : 124064296539L
Produced 30/01/2017 11:53 am

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 326891S.
PARENT TITLE Volume 10183 Folio 215
Created by instrument PS326891S 11/11/1994

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
GEELONG HOME CARE PTY LTD of SUITE 4, 1ST FLOOR 13 FENWICK ST. GEELONG 3220
V529241K 16/07/1998

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AG966562S 12/01/2010
NATIONAL AUSTRALIA BANK LTD

CAVEAT AL848232G 29/04/2015
Caveator
ANNIE CUSACK
Grounds of Claim
IMPLIED, RESULTING OR CONSTRUCTIVE TRUST.
Estate or Interest
FREEHOLD ESTATE
Prohibition
ABSOLUTELY
Lodged by
WHYTE JUST & MOORE
Notices to
WHYTE JUST & MOORE of 27 MALOP STREET GEELONG VIC 3220

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS326891S FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: "STANBURY WEST" 45 ANDERSONS ROAD BARRABOOL VIC 3221

ADMINISTRATIVE NOTICES

NIL

eCT Control 16089P NATIONAL AUSTRALIA BANK LIMITED

Title 10200/750

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**REGISTER SEARCH STATEMENT (Title Search) Transfer of
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Effective from 23/10/2016


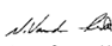
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Delivered by LANDATA®. Land Victoria timestamp 30/01/2017 11:54 Page 1 of 2

PLAN OF SUBDIVISION		STAGE No. 1	LTO USE ONLY EDITION 1	PLAN NUMBER PS 326 891 S										
LOCATION OF LAND PARISH: BARRARBOOL TOWNSHIP: _____ SECTION: _____ CROWN ALLOTMENT: _____ CROWN PORTION: 2 & 16 (PARTS) LTO BASE RECORD: PARISH PLAN (2083) TITLE REFERENCES: LAST PLAN REFERENCE/S: POSTAL ADDRESS: BARRARBOOL ROAD (At time of subdivision) CERES 3221 AMG Co-ordinates (of approx centre of land in plan) E 255 700 ZONE: 55 N 5 770 600		COUNCIL CERTIFICATION AND ENDORSEMENT COUNCIL NAME: BARRARBOOL SHIRE COUNCIL REF: S1821 1. This plan is certified under Section 6 of the Subdivision Act 1988. 2. This plan is certified under Section 11(7) of the Subdivision Act 1988 Date of original certification under Section 6: / / 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988 OPEN SPACE (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage: / / Council Delegate Council Seal Date: 13 / 12 / 93 Re-certified under Section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date: / /												
VESTING OF ROADS AND/OR RESERVES		NOTATIONS												
IDENTIFIER	COUNCIL/BODY/PERSON	STAGING This is not a staged subdivision Planning permit No												
ROADS R-1	BARRARBOOL SHIRE	DEPTH LIMITATION DOES NOT APPLY												
SURVEY THIS PLAN IS BASED BASED ON SURVEY THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No(s) IN PROCLAIMED SURVEY AREA No.														
EASEMENT INFORMATION		LTO USE ONLY												
LEGEND A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road) <table border="1"> <thead> <tr> <th>Easement Reference</th> <th>Purpose</th> <th>Width (Metres)</th> <th>Origin</th> <th>Land Benefited in Favour Of</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited in Favour Of						STATEMENT OF COMPLAINT/ EXEMPTION STATEMENT RECEIVED  DATE 13 / 12 / 93 LTO USE ONLY PLAN REGISTERED TIME 9:30 AM. DATE 11 / 11 / 94  Assistant Registrar of Titles SHEET 1 OF 2 SHEETS		
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited in Favour Of										
ALL GENERAL SURVEYING P/L ACN 005 259 702 95 GHERINGHAP STREET GEELONG, 3220 PH (052) 212477		LICENSED SURVEYOR (PRINT) IAN A. BENT SIGNATURE DATE 23 / 8 / 93 REF 3055 VERSION 01 (A) DATE / / COUNCIL DELEGATE SIGNATURE ORIGINAL SHEET SIZE A3												

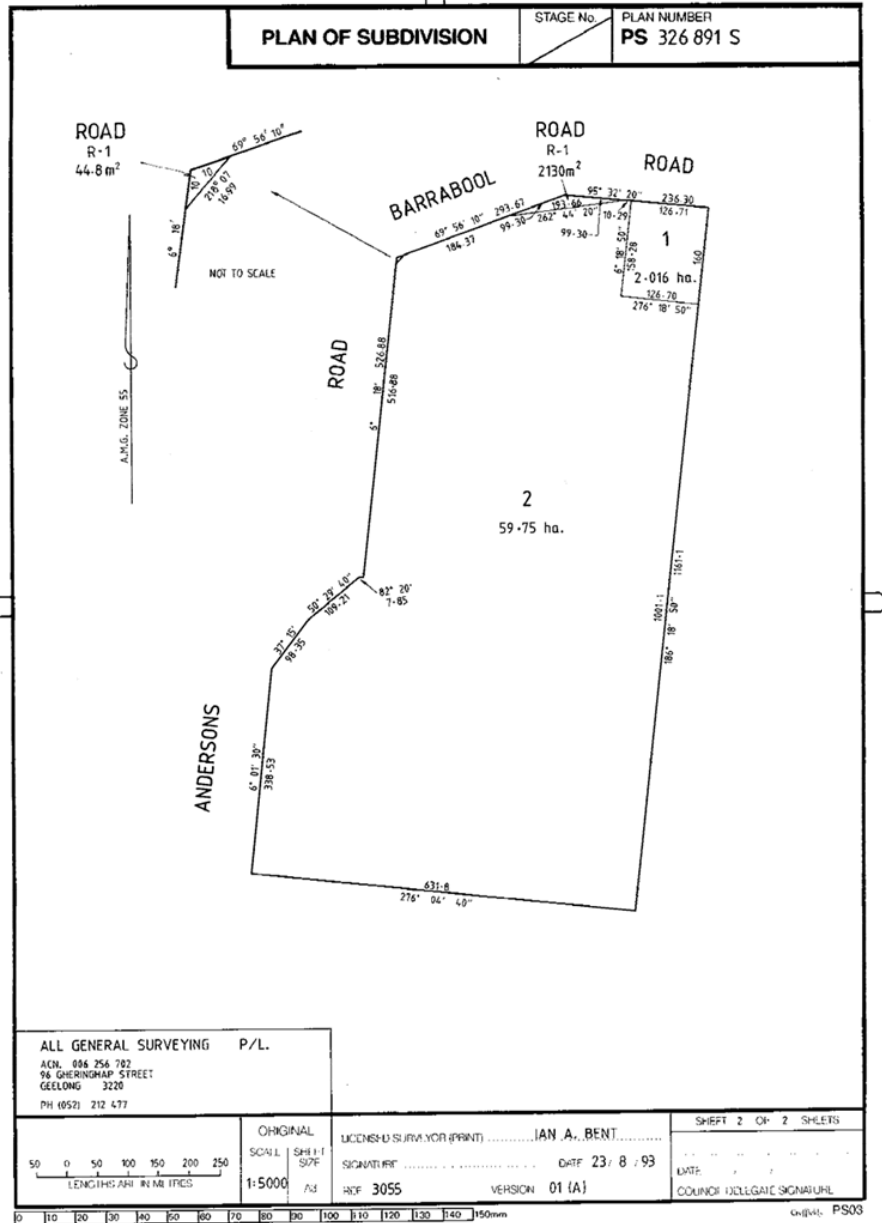
04/04/95 PS01

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Application for Planning Permit and Certification

Supplied by	Samantha Steele
Submitted Date	02/03/2017

Application Details

Application Type	Planning Permit and Certification under the Subdivision Act Version 1
Applicant Reference Number	14624
Application name or Estate name	45 Andersons Road, Barrabool
Responsible Authority Name	Surf Coast Shire Council
Responsible Authority Reference Number(s)	17/0074, s4461
SPEAR Reference Number	S100118E

The Land

Primary Parcel	45 ANDERSONS ROAD, BARRABOOL VIC 3221 Lot 2/Plan PS326891 Volume 10200/Folio 750 SPI 2\PS326891 CPN 3630 Zone: 35.07 Farming
Parcel 2	1085 BARRABOOL ROAD, BARRABOOL VIC 3221 Lot 1/Plan PS326891 Volume 10200/Folio 749 SPI 1\PS326891 CPN 163960 Zone: 35.07 Farming

The Proposal

Subdivision Act (1988) Dealing Type	Section 22 (Subdivision)
Plan Number	PS809683J
Number of lots	2
Proposal Description	Two Lot Subdivision (Boundary Re-Alignment)
Estimated cost of the development for which a permit is required \$	0

Existing Conditions

Existing Conditions Description	Lot 1 - contains a dwelling & a machinery shed Lot 2 - contains a dwelling, ancillary shedding and a number of dams
Title Information - Does the proposal breach an encumbrance on Title?	The proposal does not breach an encumbrance on title, such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope.

Applicant Contact

Applicant Contact	Anthony Sang StQuentin Consulting Pty Ltd 51 Little Fyans Street, South Geelong, VIC, 3220 Business Phone: 03 5229 2011 Email: anthony@stqc.com.au
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Applicant

Applicant

Mr Dean Grigg
& Ann Cusack (Geelong Home Care Pty Ltd)
C/45 Andersons Road, Barrabool, VIC, 3221
Australia

Owner

Owner

(Owner details as per Applicant)

Declaration

I, Samantha Steele, declare that I have notified the owner(s) about this application.

I, Samantha Steele, declare that all the information supplied is true.

I, Samantha Steele, apply to have the attached plan of subdivision / consolidation certified under the Subdivision Act 1988 and to have advice of street numbers allocated.


**Authorised by
Organisation**

Samantha Steele
StQuentin Consulting Pty Ltd

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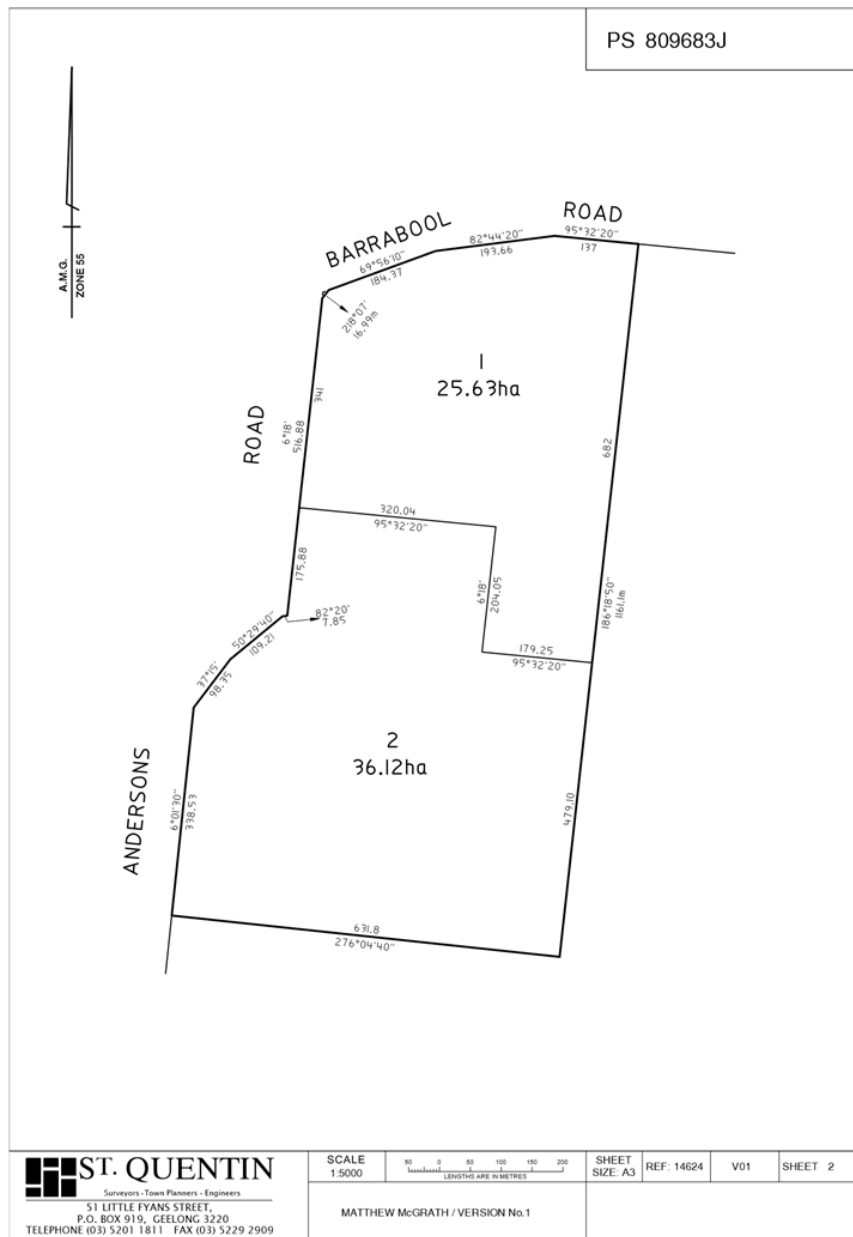
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PLAN OF SUBDIVISION		EDITION 1		PS 809683J	
LOCATION OF LAND PARISH: BARRABOOL TOWNSHIP: - SECTION: - CROWN ALLOTMENT: - CROWN PORTION: 2 & 16 (PARTS) TITLE REFERENCE: VOL.10200 FOLS.749 - 750 LAST PLAN REFERENCE: PS326891S (LOT 1 & 2) POSTAL ADDRESS: 45 ANDERSONS ROAD (at time of subdivision) BARRABOOL, 3221 MGA CO-ORDINATES: E: 255 800 ZONE: 55 (of approx centre of land N: 5 771 210 GDA 94 in plan)		Council Name: Surf Coast Shire Council SPEAR Reference Number: S100118E			
VESTING OF ROADS AND/OR RESERVES		NOTATIONS			
IDENTIFIER	COUNCIL/BODY/PERSON				
NIL	NIL				
NOTATIONS					
DEPTH LIMITATION Does not apply					
SURVEY: This plan is based on survey. STAGING: This is not a staged subdivision. Planning Permit No. This survey has been connected to permanent marks No(s). In Proclaimed Survey Area No.					
EASEMENT INFORMATION					
LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)					
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of	
 ST. QUENTIN Surveyors - Town Planners - Engineers 51 LITTLE FYANS STREET, P.O. BOX 919, GEELONG 3220 TELEPHONE (03) 5201 1811 FAX (03) 5229 2909		SURVEYORS FILE REF: 14624_V01		ORIGINAL SHEET SIZE: A3	SHEET 1 OF 2
		MATTHEW McGRATH / VERSION No.1			

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PLANNING REPORT

**TWO LOT SUBDIVISION
(RE-SUBDIVISION)**

- **1085 BARRABOOL ROAD, BARRABOOL**
- AND**
- **45 ANDERSONS ROAD, BARRABOOL**

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1. EXECUTIVE SUMMARY

St Quentin Consulting has been retained by the applicant, Dean Grigg to assess and submit an application for a two (2) lot subdivision (re-subdivision) in respect to the subject land at:

- ❶ 1085 Barrabool Road, Barrabool (Lot 1, PS PS326891S); and
- ❷ 45 Andersons Road, Barrabool (Lot 2, PS PS326891S).

The land is located within a Farming Zone (FZ) Under the Surf Coast Planning Scheme. The land is not subject to any overlays under the Surf Coast Planning Scheme. The Schedule to the Farming Zone specifies a *Minimum subdivision area of 40 hectares for the Barrabool Hills*.

The proposal seeks approval to re-subdivide the land into two lots. Proposed Lot 1 would contain the existing Dwelling, shedding and dam whilst proposed Lot 2 would also contain an existing Dwelling, hay shed, machinery shed, and a number of dams.

Despite creation of lots less than the scheduled 40 Hectare Minimum subdivision area, the Farming Zone provides:

A permit may be granted to create smaller lots if any of the following apply:

- *The subdivision is the re-subdivision of existing lots and the number of lots is not increased.*

The re-subdivision will not result in an increase in the number of lots, nor the number of permissible dwellings allowable under Council's Rural Tenement Policy. The proposal is consistent with the provisions of the Farming Zone, Municipal Strategic Statement (Rural Strategy) and Local Planning Policy (Rural Tenement Policy).

The expansion of the area of Lot 1 will enable more intensive agricultural activities to be supported, as supplemented by security of dam water. The reduction in the area of Lot 2 will be offset by the increased productive capacity of Lot 1. Both lots will continue to support mixed farming practices.

Access to both Barrabool Road and Andersons Road remains unaltered.

On the basis of the above it is considered that the re-subdivision is an appropriate outcome and deserving of approval.

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2. INTRODUCTION

This planning report has been prepared in support of an Application for Planning Permit at No's 1085 Barrabool Road and 45 Andersons Road, Barrabool. The Planning Permit Application seeks approval for:

- Subdivision of the land into two (2) lots (Re-Subdivision)

2.1 Proposal Details

Proposal	Two (2) Lot Subdivision (Re-Subdivision)
Permit Applicant	Dean Grigg
Location of Subject Site	① 1085 Barrabool Road, Barrabool; ② 45 Andersons Road, Barrabool.
Title Details	① Volume 10200 Folio 749 (Lot 1, PS326891S); ② Volume 10200 Folio 750 (Lot 2, PS326891S).
Restrictions / Covenants	Not Applicable
Land Size (Approximate)	① 2.016 Hectares; ② 59.75 Hectares.
Zoning	Farming Zone (FZ)
Overlays	Not Applicable

This report supports and justifies the proposed Planning Permit Application by detailing:

- The Site and its Context;
- The Proposal;
- Permit Triggers and Referral & Public Notice Requirements;
- Relevant State and Local Planning Policy, Zone, Overlay, Particular & General Provisions; and
- The Performance of the Proposal against Relevant Policies & Provisions.

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3. TITLE

Title details to the land are as follows:

- Volume 10200 Folio 749 - Lot 1, PS326891S;
- Volume 10200 Folio 750 - Lot 2, PS326891S.

Certificates of Title are included within this submission at **Appendix A**.

There are no known agreements or registered restrictive covenants on either Title.

4. KEY CONSIDERATIONS

4.1 Compliance with Schedule to Farming Zone

A permit is required to subdivide land within a Farming Zone. Clause 35.03-3 of the zone requires that each lot must be at least the area specified for the land in a Schedule to the zone. The Schedule to the Farming Zone generally requires that land within the 'Barrabool Hills' must have a Minimum subdivision area of 40 hectares. Whilst the proposed lot sizes do not meet the Minimum subdivision area specified within the Schedule to the Farming Zone, Clause 35.03-3 also makes provision for applications to be made which propose lots of less than 40 hectares under the following circumstance:

A permit may be granted to create smaller lots if any of the following apply:

- *The subdivision is the re-subdivision of existing lots and the number of lots is not increased.*

The re-subdivision will result in no increase in the number of lots, nor any additional 'as of right' dwelling entitlements. Existing dwellings will be retained within the bounds of each revised lot.

4.2 Consistency with Policy

Council's 'Rural Tenement Policy' (Clause 22.01 of the Surf Coast Planning Scheme) includes a basis founded in the following:

To help effect the long term protection of the Surf Coast Shire's rural land for agricultural purposes and for the rural landscape qualities it provides.

To provide a consistent and equitable basis for considering permit applications for dwellings and subdivision in the rural zones.

The proposal is compliant with both criterion for re-subdivision as set out within Clause 22.01-4 of the Rural Tenement Policy (refer Section 8.4 below). Consistent with Council's aim of breaking the perceived nexus between subdivision and an expectation that each lot created would be capable of being used for housing.

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5. SITE AND CONTEXT DETAILS

The subject land comprises two (2) abutting lots located on the southern side of Barrabool Road, immediately East of the intersection with Andersons Road, Barrabool.



The subject land comprises two adjoining lots, each of which is described below:

❶ 1085 Barrabool Road, Barrabool (Lot 1, PS326891S: 2.016 Hectares)

The smaller of the two allotments is regular in shape and is located on the South side of Barrabool Road, Barrabool. The land has frontage of 126.71 metres to Barrabool Road and an approximate depth of 160 metres. It shares common boundaries with No. 45 Andersons Road (below) along its Southern and Western margins. Lot 1 currently contains a Dwelling and machinery shed protected by a plantation around part of the perimeter of the site. Vehicular access is afforded via a crossover located off Barrabool Road.

❷ 45 Andersons Road, Barrabool (Lot 2, PS326891S: 59.75f Hectares).

"Stanbury West" is the larger of the two allotments and is located at the South Eastern corner at the intersection of Andersons Road and Barrabool Road, Barrabool. The land is improved by a Dwelling, ancillary shedding and is supplemented by a number of dams. Primary vehicular access is afforded via a crossover located off Andersons Road.

The Proposed Plan of Subdivision appended to this report includes aerial photography which demonstrates the nature and location of the improvements.

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6. PROPOSAL DETAILS

This proposal seeks approval for subdivision of the land into two (2) lots (Re-Subdivision). The proposal includes the following key characteristics:

6.1 Use

Not Applicable.

Use does not form part of the current proposal. Both parcels are already developed for use by a Dwelling which supports the use of land for Agriculture.

6.2 Subdivision

This proposal seeks approval to subdivide the land into two (2) lots (Re-Subdivision). The proposal includes the following characteristics:

- Proposed Lot 1 will have an increased frontage to Barrabool Road, an Eastern boundary length of 681.97 metres and a common boundary shared with proposed Lot 2 which 'steps' through the site connecting onto Andersons Road for a total land area of **25.63 Hectares**;
- Proposed Lot 2 will no longer have frontage to Barrabool Road and will have reduced frontage to Andersons Road. It shares the proposed 'dog leg' common boundary with proposed Lot 1 and comprises a total land area of **36.12 Hectares**;
- There will be no increase in the number of lots, nor will there be any alteration to the number of dwellings on either of the lots.

A Proposed Plan of Subdivision is included within this submission.

6.3 Development

Not Applicable. No buildings or works form part of the current application.

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7. PERMIT TRIGGERS, REFERRAL & PUBLIC NOTICE REQUIREMENTS

7.1 Planning Permit Triggers

Use	Development	Subdivision	Other
N/A	N/A	Clause 35.07-3 (FZ) <i>Subdivide land</i>	N/A

7.2 Public Notice requirements

This application is not exempt from public notice requirements. However, on the basis that the proposal does not increase the number of lots, nor potential for additional dwellings it is not considered that the proposal would have potential for material detriment.

On this basis, we suggest that Notice of Application need not be given.

7.3 Referral Requirements

Clause 66.01 of the Surf Coast Planning Scheme specifies the following subdivision referral requirements:

Clause 66.01 Subdivision referrals

An application of the kind listed in the table below must be referred to the person or body specified as the referral authority.

Type of application	Referral authority	Type of referral authority
To subdivide land other than: <ul style="list-style-type: none">• A boundary realignment.• The subdivision of an existing building already connected to services.• A two lot subdivision.• The subdivision of land into lots each containing an existing dwelling or car parking space.	The relevant water, drainage or sewerage authority The relevant electricity supply or distribution authority The relevant gas supply authority	Determining referral authority Determining referral authority Determining referral authority

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Clause 66.01-1 Mandatory conditions for subdivision permits

A permit for subdivision must contain the following conditions:

The owner of the land must enter into an agreement with:

- a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

This requirement does not apply to a permit granted to:

- Subdivide land in a rural zone, public land zone, Urban Floodway Zone or Special Use Zone if the responsible authority is satisfied that connection to telecommunication services is not warranted. (Emphasis added in underline)

A permit granted to subdivide land in a manner that does not require referral under Clause 66.01 must contain the following conditions:

- The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunication services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
- All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
- The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.

This requirement does not apply to a permit granted to subdivide land into lots each containing an existing dwelling or car parking space.

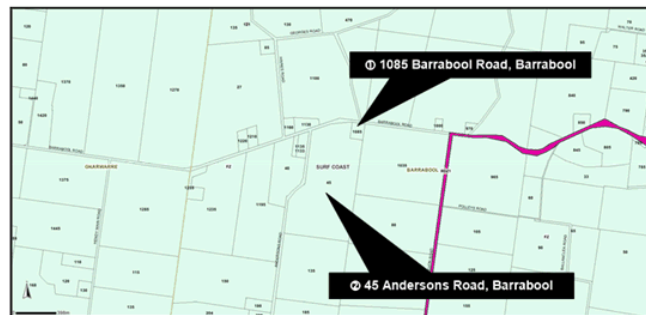
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8. PLANNING POLICY AND ASSESSMENT

8.1 Zone

The subject land is located within a '**Farming Zone**' (FZ) under the Surf Coast Planning Scheme (Planning Scheme Map No. 5).



The purpose of the Farming Zone (Clause 35.07) is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

A planning permit is required under **Clause 35.07-3** of the Farming Zone to subdivide land. Each lot must be at least the area specified for the land in a schedule to this zone. If no area is specified, each lot must be at least 40ha.

In this instance, the Schedule to the Farming Zone specifies a minimum subdivision area of **40 Hectares** for the 'Barrabool Hills'. Notwithstanding this, Clause 35.07-3 also makes provision for the following:

A permit may be granted to create smaller lots if any of the following apply:

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- The subdivision is the re-subdivision of existing lots and the number of lots is not increased.

The proposal seeks to re-subdivide the two (2) existing lots into a different configuration. Proposed Lot 1 would increase its landholding from 2.016 Hectares to 25.63 hectares, whilst proposed Lot 2 would be reduced in area from 59.75 Hectares to 36.12 hectares. There is no increase in the number of lots.

Decision guidelines

Before deciding on an application to subdivide land, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

Issues	Criterion	Assessment
General Issues	The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.	Whilst unable to achieve the minimum subdivision area set out within the Schedule to the Farming Zone, the subdivision is consistent with the provisions of the zone. The proposal will not lead to potential for an increase in either the number of lots or permissible dwellings. The proposal does not offend the strategies as set out within Clause 21.05 (Agriculture) and meets criterion for re-subdivision listed within Clause 22.01 (Rural Tenement Policy).
	Any Regional Catchment Strategy and associated plan applying to the land.	The Corangamite Regional Catchment Strategy, CMA 2003 identifies a number of 'threats' associated with change of use and inappropriate management techniques. Neither can be regulated by subdivision.
	The capability of the land to accommodate the proposed use or development, including the disposal of effluent.	The land has capacity to support subdivision at the density proposed – given there will be no increase in the number of lots.
	How the use or development relates to sustainable land management.	The re-subdivision does not propose any change to the current use or development of the site and there will be no impact on sustainable land management practices.
	Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.	The Farming Zone makes provision for the re-subdivision of existing lots. The surrounding area is already fragmented and it is not considered that the revised subdivision boundaries will lead to potential for conflict with surrounding properties, most of which are developed for use by Dwellings.
Agricultural Issues	Whether the use or development will support and enhance agricultural production.	The re-subdivision re-apportions land to each of the existing lots to better reflect the occupation of each parcel. The layout does not compromise the continued use of each lot for agricultural production.
	Whether the use or development will	The re-subdivision will not remove land from

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	<i>permanently remove land from agricultural production.</i>	agricultural production.
	<i>The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.</i>	The proposal will not lead to any greater potential for the conflict with farm related uses than presently exists.
	<i>The capacity of the site to sustain the agricultural use</i>	No change to the present farming operations is proposed by this application.
	<i>The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.</i>	Council's Agriculture Strategy notes the generally high quality of soils within the Barrabool Hills, capable of supporting mixed farming use. Dams provide for water supply to the property.
	<i>Any integrated land management plan prepared for the site.</i>	Not Applicable.
Dwelling issues	<i>Whether the dwelling will result in the loss or fragmentation of productive agricultural land.</i>	Not Applicable.
	<i>Whether the dwelling is reasonably required for the operation of the agricultural activity conducted on the land.</i>	
	<i>Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.</i>	
	<i>Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.</i>	
	<i>The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of land for agriculture.</i>	

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Design and siting issues	The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.	Not Applicable.
	The impact of the siting, design, heights, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.	
	The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.	
	The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.	
Environmental issues	Whether the use and development will require traffic management measures.	

8.2 Overlays

The land is *not* subject to any overlays under the Surf Coast Planning Scheme.

8.3 State Planning Policy Framework

- Clause 17.05 of the State Planning Policy Framework relates to 'Agriculture' and seeks to ensure that the State's agricultural base is protected from the unplanned loss of productive agricultural land due to permanent changes of land use and to enable protection of productive farmland which is of strategic significance in the local or regional context.

8.4 Local Planning Policy Framework

- Clause 21.05 of the Local Planning Policy Framework contains Council's 'Agriculture' Strategy. The strategy recognises a continuing shift towards more intensive agricultural industries and lifestyle or part time farming which is changing the rural landscape of parts of the Shire. The economic value of agriculture continues to grow along with a diversification in the types of activities undertaken.

Relevant objectives seek to:

- *To encourage sustainable agricultural activities, to grow and maintain prosperous and sustainable rural communities.*
- *To protect the ability of future generations to productively farm the land.*
- *To avoid the loss of agricultural productivity associated with land use conflicts, particularly between farming activities and non-farm related residential development.*

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- Clause 21.06 of the Local Planning Policy Framework contains Council's 'Rural Landscape' Strategy. This notes the importance of the interplay between geology, topography, vegetation, water bodies and other natural features, combined with the effects of land use and built development, in distinguishing one landscape from another. Five discrete landscape precincts based primarily on landscape features, but also taking into account land use, agricultural quality, tenement/allotment patterns and environmental values have been identified. The site lies within Landscape Unit 2: *Barrabool Hills* on Map1 to Clause 21.06:

"Barrabool Hills – a distinctive upland ridge that slopes steeply down to the Barwon River on the northern side and more gently southward to the Princes Highway. This scenic corner of the municipality features Mount Moriac, the highest relief in the Shire north of the Princes Highway. The Hills, comprising this precinct and west to Mt Pollock (in the Western Plains precinct) is classified by the National Trust of Australia as significant at a regional level for its aesthetic qualities, geological and geomorphological properties and association with indigenous peoples. Aboriginal Affairs Victoria has listed numerous sites in the Barrabool Hills. It is also recorded as having historical importance at a local level, with twelve sites covered by the Heritage Overlay. The Hills offer extensive views of the surrounding pastoral landscape and have been depicted in many well known paintings of early Victorian landscapes."

Relevant objectives listed under 'Landscape Outcomes' seek to:

- *To protect and enhance the landscape values of the rural precincts as described in Clause 21.06-2 above.*
- *To protect and maintain open and uncluttered rural landscapes, including vistas from main road corridors.*
- *To protect the rural landscape from urban intrusion and to provide clear distinction between townships.*
- *To recognise the importance of maintaining the visual landscape qualities of the Great Ocean Road environs both for residents and visitors to the coast.*
- Clause 22.01 of the Local Planning Policy Framework contains Council's 'Rural Tenement Policy' and aims to protect high quality agricultural land from inappropriate subdivision and development.

Objectives

- *To help effect the long term protection of the Surf Coast Shire's rural land for agricultural purposes and for the rural landscape qualities it provides.*
- *To provide a consistent and equitable basis for considering permit applications for dwellings and subdivision in the rural zones.*

Subdivision Policy

Where a permit is required to re-subdivide existing lots to create a new lot or lots that do not comply with the minimum lot size in the zone schedule, it is policy to:

- *When calculating the number of lots that may be re-subdivided, count only a lot that has legal frontage to a road and is suitable for a dwelling due to its shape, configuration and means of access.*

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The proposal is a re-subdivision which will result in no net increase in either the number of lots, or the number of potential dwellings each lot is capable of supporting under current policy. Each lot has legal frontage to a road, and maintains sufficient land around the dwelling to support the treatment and disposal of wastewater effluent and provision of ancillary farm infrastructure. On this basis, the layout is consistent with the provisions for re-subdivision within Council's Rural Tenement Policy.

9. CONCLUSION

In summary, the above report has assessed the proposal against the relevant provisions of the State and Local Planning Policy Framework, Zoning, Particular and General Provisions and has found that the proposal is consistent with the same.

Whilst neither of the proposed lots achieves compliance with the usual Minimum subdivision area of 40 Hectares for land within the *Barrabool Hills*, the provisions of the Farming Zone allow for the creation of lots of less than 40 Hectares where a re-subdivision is proposed which does not increase the number of lots – as is the case with the current application.

Proposed Lots 1 & 2 are already developed for use by Agriculture as supported by a Dwelling.

For the above reasons we seek Council's support for the proposed subdivision (re-subdivision).

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APPENDIX A - Certificates of Title

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**REGISTER SEARCH STATEMENT (Title Search) Transfer of
Land Act 1958**

Page 1 of 2

VOLUME 10200 FOLIO 750

Security no : 124064296539L
Produced 30/01/2017 11:53 am

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 326891S.
PARENT TITLE Volume 10183 Folio 215
Created by instrument PS326891S 11/11/1994

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
GEELONG HOME CARE PTY LTD OF SUITE 4, 1ST FLOOR 13 FENWICK ST. GEELONG 3220
V529241K 16/07/1998

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AG966562S 12/01/2010
NATIONAL AUSTRALIA BANK LTD

CAVEAT AL848232G 29/04/2015
Caveator
ANNIE CUSACK
Grounds of Claim
IMPLIED, RESULTING OR CONSTRUCTIVE TRUST.
Estate or Interest
FREEHOLD ESTATE
Prohibition
ABSOLUTELY
Lodged by
WHYTE JUST & MOORE
Notices to
WHYTE JUST & MOORE of 27 MALOP STREET GEELONG VIC 3220

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS326891S FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: "STANBURY WEST" 45 ANDERSONS ROAD BARRABOOL VIC 3221

ADMINISTRATIVE NOTICES

NIL

eCT Control 16089P NATIONAL AUSTRALIA BANK LIMITED

Title 10200/750

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PLAN OF SUBDIVISION		STAGE No. 1	LTO USE ONLY EDITION 1	PLAN NUMBER PS 326 891 S										
LOCATION OF LAND PARISH: BARRABOOL TOWNSHIP: _____ SECTION: _____ CROWN ALLOTMENT: _____ CROWN PORTION: 2 & 16 (PARTS) LTO BASE RECORD: PARISH PLAN (2085) TITLE REFERENCES: LAST PLAN REFERENCE: POSTAL ADDRESS: BARRABOOL ROAD (At time of subdivision) CERES 3221 AMG Co-ordinates (of approx centre of land in plan) E 255 700 ZONE: 55 N 5 770 600		COUNCIL CERTIFICATION AND ENDORSEMENT COUNCIL NAME: BARRABOOL SHIRE COUNCIL REF: S1521 1. This plan is certified under Section 6 of the Subdivision Act 1988. 2. This plan is certified under Section 11(7) of the Subdivision Act 1988. Date of original certification under Section 6: / / 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988. OPEN SPACE (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage: _____ Council Delegate Council Seal Date: /3/12/93 Re-certified under Section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date: / /												
VESTING OF ROADS AND/OR RESERVES		NOTATIONS												
IDENTIFIER	COUNCIL/BODY/PERSON	STAGING This is not a staged subdivision. Planning permit No.												
ROADS R-1	BARRABOOL SHIRE	DI PH LUMINATION DOES NOT APPLY												
SURVEY THIS PLAN IS BASED ON SURVEY THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No(s) IN PROPOSED SURVEY AREA No.														
EASEMENT INFORMATION		LTO USE ONLY												
LEGEND A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road) <table border="1"> <thead> <tr> <th>Easement Reference</th> <th>Purpose</th> <th>Width (Metres)</th> <th>Origin</th> <th>Land Benefited in Favour Of</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited in Favour Of						STATEMENT OF COMPLIANCE/ EXEMPTION STATEMENT RECEIVED: / / DATE: /3/12/93 LTO USE ONLY PLAN RE-CERTIFIED TIME: 9:30 AM DATE: / / Assistant Registrar of Titles SHEET 1 OF 2 SHEETS		
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited in Favour Of										
ALL GENERAL SURVEYING P/L ACN 005 255 702 96 OBERINGHAM STREET GEELONG 3220 PH 0527 212477		LICENSING SURVEYOR (PRINT) IAN A. BENT SIGNATURE DATE: 23/8/93 REF: 3055 VERSION: 01 (A)												

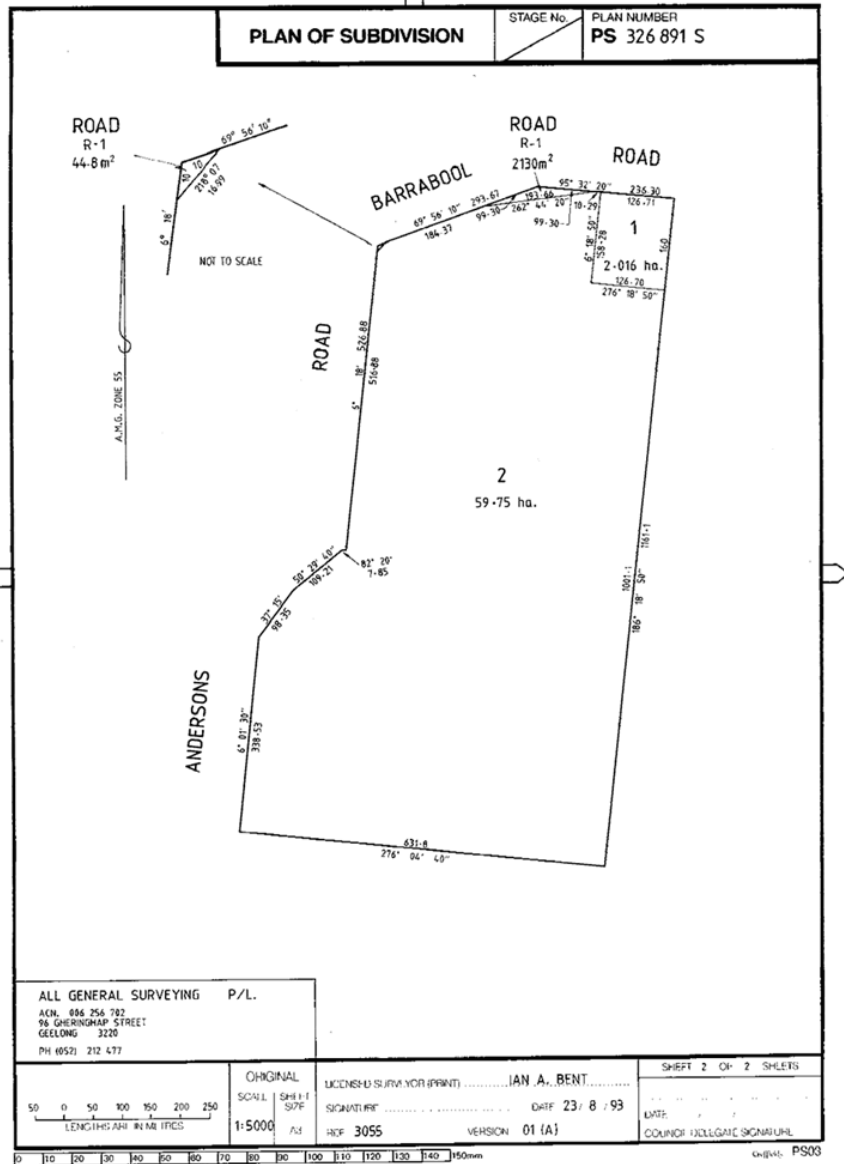
PS01

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Land Act 1958**

Page 1 of 1

VOLUME 10200 FOLIO 749

Security no : 124064296589G
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LAND DESCRIPTION

Lot 1 on Plan of Subdivision 326891S.
PARENT TITLE Volume 10183 Folio 215
Created by instrument PS326891S 11/11/1994

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
DEAN WARWICK GRIGG of 65 HONEYS RD. CERES 3221
U006658Y 18/12/1995

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE X405902R 06/04/2001
COMMONWEALTH BANK OF AUSTRALIA

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section
24 Subdivision Act 1988 and any other encumbrances shown or entered on the
plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS326891S FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 1085 BARRABOOL ROAD BARRABOOL VIC 3221

ADMINISTRATIVE NOTICES

NIL

eCT Control 15940N COMMONWEALTH BANK OF AUSTRALIA
Effective from 23/10/2016

DOCUMENT END

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PLAN OF SUBDIVISION		STAGE No. 1	LTO USE ONLY EDITION 1	PLAN NUMBER PS 326 891 S										
LOCATION OF LAND PARISH: BARRABOOL TOWNSHIP: _____ SECTION: _____ CROWN ALLOTMENT: _____ CROWN PORTION: 2 & 16 (PARTS) LTO BASE RECORD: PARISH PLAN (2085) TITLE REFERENCES: LAST PLAN REFERENCES: POSTAL ADDRESS: BARRABOOL ROAD (At time of subdivision) CERES 3221 AMG Co-ordinates (of approx centre of land in plan) E 255 700 ZONE: 55 N 5 770 600		COUNCIL CERTIFICATION AND ENDORSEMENT COUNCIL NAME: BARRABOOL SHIRE COUNCIL REF: S1521 1. This plan is certified under Section 6 of the Subdivision Act 1988. 2. This plan is certified under Section 11(7) of the Subdivision Act 1988. Date of original certification under Section 6: / / 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988. OPEN SPACE (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage: _____ Council Delegate Council Seal Date: /3/12/93 Re-certified under Section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date: / /												
VESTING OF ROADS AND/OR RESERVES		NOTATIONS												
IDENTIFIER	COUNCIL/BODY/PERSON	STAGING This is not a staged subdivision. Planning permit No.												
ROADS R-1	BARRABOOL SHIRE	DI PH LIMITATION DOES NOT APPLY												
SURVEY THIS PLAN IS BASED ON SURVEY THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No(s) IN PROCLAIMED SURVEY AREA No.														
EASEMENT INFORMATION		LTO USE ONLY												
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Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited in Favour Of										
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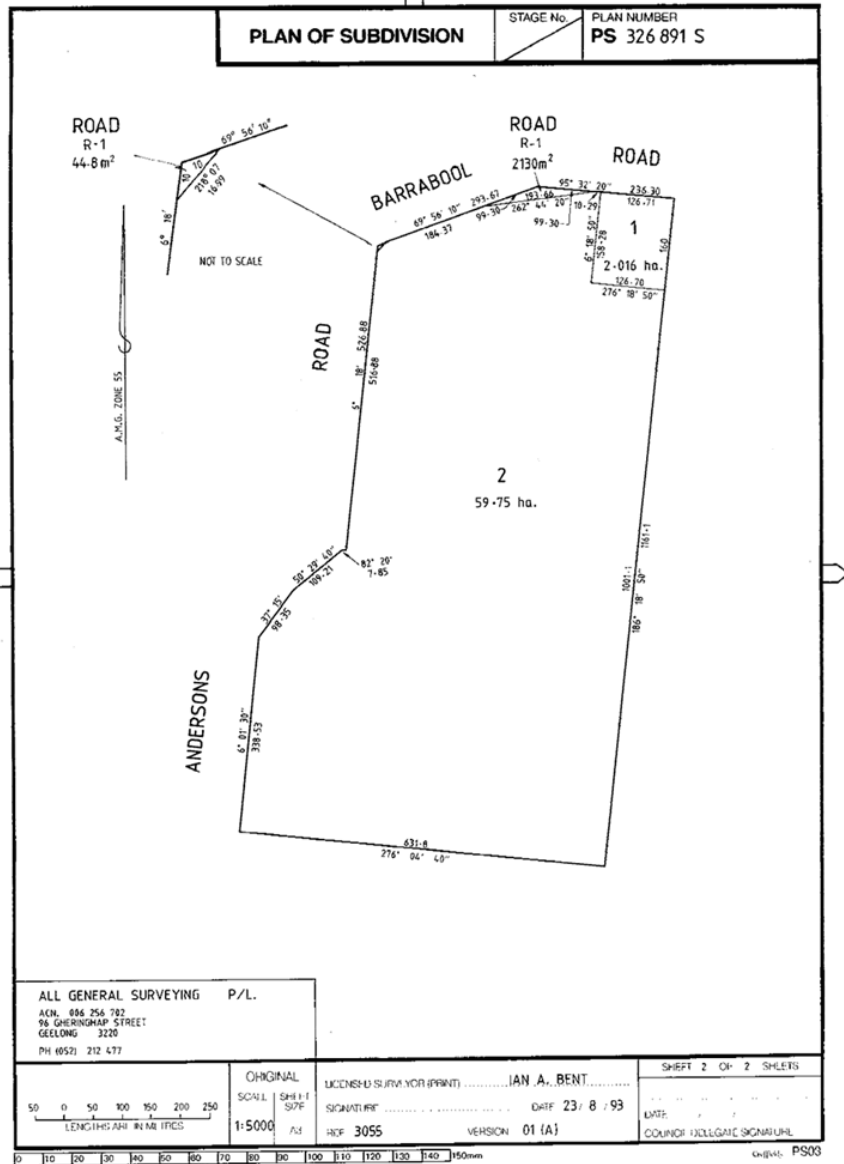
04/04/06 PS01

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APPENDIX B – Plan of Subdivision

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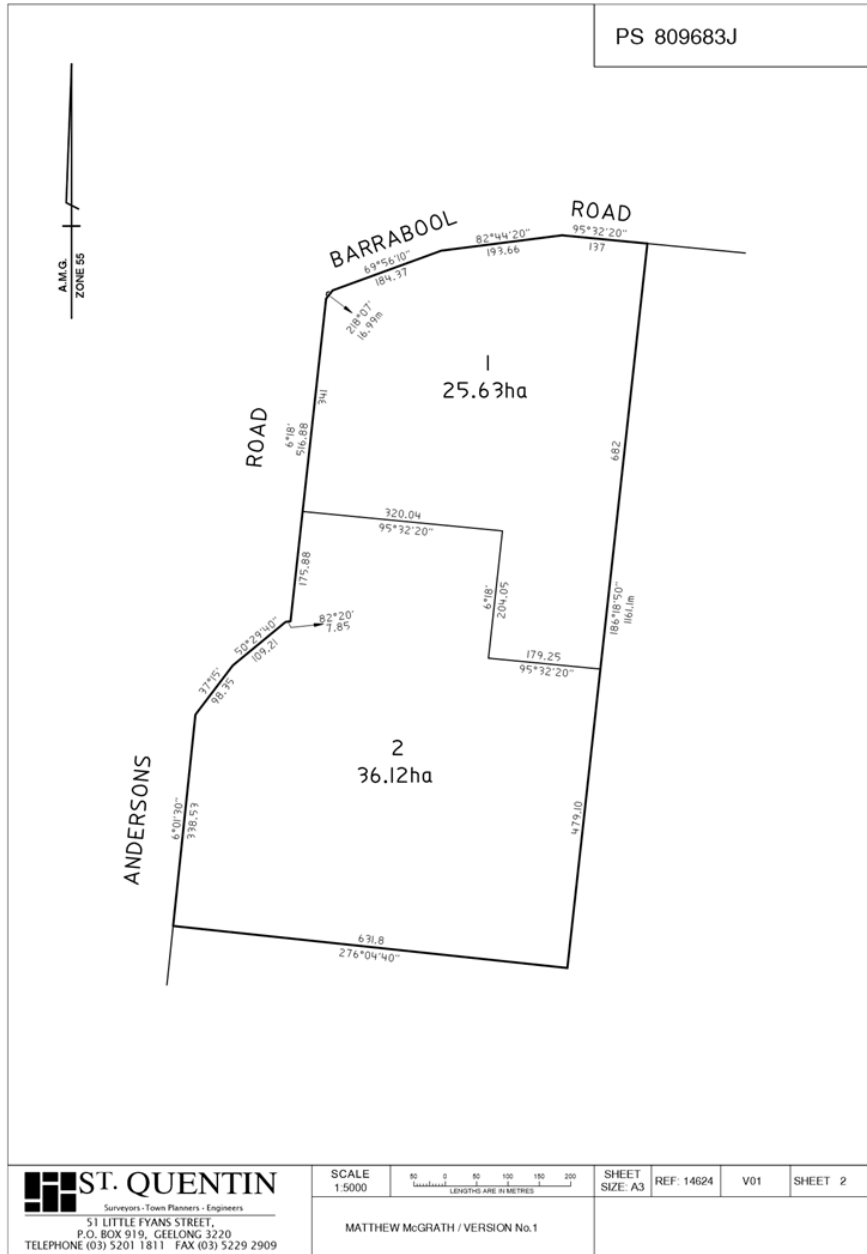
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PLAN OF SUBDIVISION		EDITION 1	PS 809683J
<p>LOCATION OF LAND</p> <p>PARISH: BARRARBOOL</p> <p>TOWNSHIP: -</p> <p>SECTION: -</p> <p>CROWN ALLOTMENT: -</p> <p>CROWN PORTION: 2 & 16 (PARTS)</p> <p>TITLE REFERENCE: VOL.10200 FOLS.749 - 750</p> <p>LAST PLAN REFERENCE: PS326891S (LOT 1 & 2)</p> <p>POSTAL ADDRESS: 45 ANDERSONS ROAD (at time of subdivision) BARRABOOL, 3221</p> <p>MGA CO-ORDINATES: E: 255 800 ZONE: 55 (of approx centre of land N: 5 771 210 GDA 94 in plan)</p>			
VESTING OF ROADS AND/OR RESERVES		NOTATIONS	
IDENTIFIER	COUNCIL/BODY/PERSON		
NIL	NIL		
NOTATIONS			
DEPTH LIMITATION Does not apply			
<p>SURVEY: This plan is based on survey.</p> <p>STAGING: This is not a staged subdivision. Planning Permit No.</p> <p>This survey has been connected to permanent marks No(s).</p> <p>In Proclaimed Survey Area No.</p>			
EASEMENT INFORMATION			
LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)			
Easement Reference	Purpose	Width (Metres)	Origin
		Land Benefitted/In Favour Of	
 ST. QUENTIN Surveyors - Town Planners - Engineers 51 LITTLE FYANS STREET, P.O. BOX 919, GEELONG 3220 TELEPHONE (03) 5201 1811 FAX (03) 5229 2909		SURVEYORS FILE REF: 14624_V01	ORIGINAL SHEET SIZE: A3
		MATTHEW McGRATH / VERSION No.1	SHEET 1 OF 2

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1.1 Planning Permit Application 17/0074 - 45 Andersons Road and 1085 Barrabool Road, Barrabool

APPENDIX 3 FARM REPORT - 45 ANDERSON ROAD AND 1085 BARRABOOL ROAD, BARRABOOL

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Farm Report

45 Andersons Road and 1085 Barrabool Road, Barrabool

Surf Coast Shire Application Number 17/0074

Commissioned jointly by

Mr Dean Grigg

1085 Barrabool Road, Barrabool,

and

Mrs Annie Cusack

45 Andersons Road,

Barrabool

prepared by

A J Forbes and Associates

Agricultural Consultants

PO Box 260

Drysdale, 3222

A J Forbes and Associates	m	0438 898
466		
Agricultural Consultants		e:
jockforbes@bigpond.com		

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15th June 2017

A J Forbes and Associates
466
Agricultural Consultants
jockforbes@bigpond.com

m 0438 898
e:

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2.2	Mr Grigg Barrabool Road	<u>4</u>
3	Proposal	<u>4</u>
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1 Summary

This report relates to a proposal at Barrabool, for two neighbours to consolidate and then re-subdivide their existing two lots.

Both lie in the Barrabool Farming Zone where the minimum subdivision is forty hectares. One lot is of 60 hectares owned by Mrs Annie Cusack; the second lot is two hectares by Mr Dean Grigg. Both land owners have a strong background in farming.

Initially Mrs Cusack's farming was based fattening steers from a related property at Camperdown. Mrs Cusack endeavoured to improve the farm income by marketing and distributing cryovac "Barrabool Beef" to restaurants, supermarkets and private consumers. She then started a free range egg business, which shared many marketing and distribution costs. While the demand for the beef and the free range eggs was strong, the high cost of beef processing on a small scale became unbearable, and the business was shut down.

Despite strong demand for the free range eggs, this business was closed down also, because of the (shared) labour, marketing and distribution costs.

Agricultural productivity on the Cusack land is now much reduced, and is currently largely comprised of hay production and stock agistment on an opportunity basis.

The current proposal is to create one lot of 36 hectares and the second lot 26 hectares, each incorporating the existing dwellings.

This will facilitate the revival and growth of her free range egg business on a sounder footing, and still allow (pro rata) the grazing to continue.

Concurrently, the newly created 26 hectare lot for Mr Grigg will also benefit, by providing infrastructure and sheep handling plant to expand his sheep enterprises, and to move further into more profitable prime lamb production.

The grazing and free range egg production are both a permitted use in the Farming Zone.

There is no history of impacts on neighbours, nor any objections to the current Application.

The sustainability of this enterprise mix is demonstrated by prior experience on this site and in this area, and confirmed by the land capability assessment in early June 2017.

The approval of this proposal is conditional on demonstrating that it will result in an increase in sustainable agricultural productivity without any adverse impacts on neighbouring properties.

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In terms of productivity, these developments increase Gross Margins threefold, from \$33347 to \$97332 -104295 per annum.

A J Forbes and Associates
0438 898 466
Agricultural Consultants
jackforbes@bigpond.com

m
e:

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2 Background

This application is a joint application between adjacent land owners; Mrs Annie Cusack of 45 Andersons Road Barrabool and Mr Dean Grigg, of 1085 Barrabool Road, Barrabool.

- Mr Grigg's Barrabool Road property is two hectares in area.
- Mrs Cusack's property at 45 Andersons Road is sixty hectares.

2.1 Andersons Road, Mrs Cusack

Mrs Annie Cusack has a history of farming experience at Camperdown, where she was involved in cattle breeding and grazing, and in free range egg production.

Ten years ago, Mrs Cusack relocated to Andersons Road, where she has remained a (very) active farmer. The farming activities at Andersons Road were based on drawing steers and heifers from the family farm at Camperdown and finishing them off by grazing and supplementary feeding of hay. At this level the site supported a stocking rate of 14-16 Dry Sheep Equivalents per hectare.

Over time, they changed the model, in order to increase their profit margin and return to the farm per se by supplying their prime beef directly to retail end markets in Geelong and elsewhere, under the brand of Barrabool Beef. This required additional supplementary feeding and additional management, and lifted the stocking rate to 20-24 DSE's per hectare.

While this resulted in strong demand, turning off ten bodies a week to prime outlets and prices significantly higher than paid on the open market, the cost of distribution proved to be excessive and the distribution business was closed down.

Concurrent with Barrabool Beef, Mrs Cusack established a free range egg business, with hens grazing the same pastures grazed by cattle. This proved to be a very compatible mix of two farming systems.

This business (Barrabool Hills Free Range Eggs) flourished, producing on average 3500 eggs per day over 300 days per year, producing 80,000 dozen eggs per annum.

The eggs were sold on line, at the farm gate and at some twenty five retail outlets across the Geelong region in conjunction with the distribution of Barrabool Beef.

Three full time people were employed between the two enterprises

The closure of Barrabool Beef significantly affected the distribution of the free range eggs and this business was then scaled back, however, Mrs Cusack is keen to pursue further the free range egg enterprise as the prime economic driver on the site, and has the skills and the market knowledge to do this.

A current opportunity exists to regenerate the free range egg business because of the continued high and increasing demand, and the contraction of local production.

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In terms of grazing, the current land use and productivity is minimal, with the only agricultural activity on the Anderson's Road property is the production in 2016 of 150 round bales off a ten hectare paddock by Mr Grigg, and cattle grazed on agistment when the opportunity arises. The demand for agistment in the current year is very low, because of fodder available from 2016, and the abundant feed in the paddock and t in 2017.

Mrs Cusack will revert to the common practice, of grazing cattle with supplementary feeding, and sending them to market. While this is a legitimate form of agricultural use, it in economic terms is a lesser adjunct to the more profitable free range egg production.

2.2 Mr Grigg Barrabool Road

Mr Grigg lives in the adjacent property at 1085 Barrabool Road. He has a family history of four generations of farming and share-farming in the Barrabool Hills. He is typical of many farmers in the area; earning additional income off-farm as a builder to supplement his agricultural earnings.

In the past he has share farmed and/or leased country for grazing sheep in conjunction with share farming crops in the area. While he enjoyed good access to breeding flocks in the area, from which to draw wethers and store lambs for both wool and prime lamb production, this model suffers from difficulties in managing sheep without reliable and timely access to good sheep yards.

Under the current proposal, Mr Grigg has the opportunity to acquire twenty five hectares immediately adjacent to his house and existing shedding. This will enable him consolidate and expand his farming business, by establishing a flock of premium fat lamb ewes on this site, and by providing more effective sheep handling assets, (such as yards etc) to improve animal husbandry practices, enabling a progression to larger flocks. This will also facilitate/improve such practices as supplementary feeding of weaner lambs, and exploit opportunities to fatten lambs when they arise.

3 Proposal

This proposal seeks to consolidate these two lots and then subdivide this into two new lots:-

- Mrs Cusack retaining her existing homestead and all the (substantial) existing poultry infrastructure, cattle yards etc (36 hectares).
- Mr Grigg's lot (of 25.6 hectares) will consolidate and improve his sheep handling and other aspects of management, and will establish the necessary infrastructure and confer some stability and longevity to his sheep enterprises. Each lot will retain the existing dwelling, and separate ownership, and will be farmed separately. The proposed re subdivision is depicted in [Figure 1](#).

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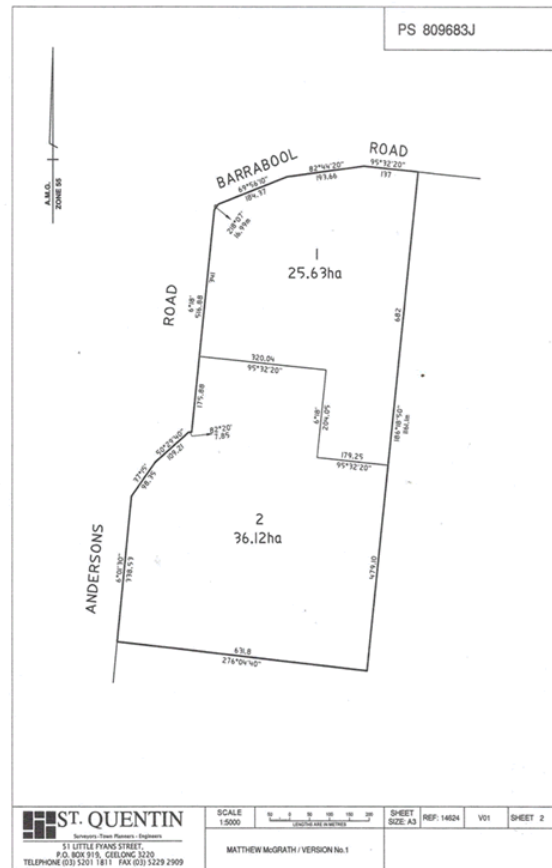


Figure 1 Proposed Re-subdivision Anderson/Barrabool Road

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4 Planning Zone & Overlays

Both sites lie within the Farming Zone of the Surf Coast Shire's Planning Scheme (refer Appendices on page 13 below).

The minimum subdivision area within the Barrabool Hills area is forty hectares.

No overlays apply on either lot.

5 Land Capability

Land Capability Assessment, and the matching of land use with land capability forms the cornerstone of good agricultural land use, and land use policy.

The Topography and soil type of the Barrabool land system is described in Victorian Resources on Line (2017) – summarized below, as

"Rolling hills with fertile soils to the west of Geelong.

...These hills are Lower Cretaceous sandstones and mudstones."

and that

"These rolling hills have been extensively cleared and only single trees remain as indicators of the former native vegetation."

"These areas have been extensively cleared for cropping and grazing, and subdivided into somewhat smaller paddocks than the less fertile areas (towards the coast) to the south."

The two properties are located on the crest of the hilly area of Barrabool. This area is described in the following table; also extracted from the VRO web site and the parent document by the Soil Conservation Authority¹ as

- *Hilly, with a convex shaping slope*
- *Soil type is a brown duplex soil of a loam texture of moderate permeability.*
- *Topsoil depth is up to a metre deep.*
- *Steeper sloped are prone to sheet erosion (but note on the farm inspection on the 5th of June 2017, no erosion of any sort was evident on the farm, nor on the surrounding areas.)*
- *Rainfall ~ 650 mm/annum*

6 Site Description

The farm of 45 Andersons Road was inspected on the 6th of June 2017.

There was no evidence of soil degradation, salinity problems or erosion. Some lower areas, show signs of localized water logging, but these areas are small and of no consequence, and were seen in a very wet winter.

¹ A Study of the Land in the Catchments of the Otway Range and Adjacent Plains; (1981) A J Pitt, Soil Conservation Authority

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The site was in good condition, and showing that the existing land management practices and agricultural use are compatible with the land's inherent capability.

No site assessment of (the two hectare) 1085 Barrabool Road was conducted.

The site characteristics relating to the property at 45 Andersons Road are described below.

- Paddocks on the property
 - six paddocks of eight hectares 48
 - two holding paddocks of four hectares, 8
 - Yards and shedding 2.5
 - Dwelling and surrounds 1.5
 - Total (Hectares) 60
- Water All paddocks have dams or troughs
- Cattle yards in fair condition, currently being refurbished
- Fences In good condition
- Electricity mains power is connected.
- Water rainwater and dams
- The site's pastures were in good condition, and showed no sign of overgrazing and or nutrient deficiencies.
- Few if any weeds of any concern were seen, apart from minor area of cape weed and thistles. Serrated tussock has been aggressively managed, with both sprays and shovel, and no areas of serrated tussock were seen.
- Free range eggs: significant infrastructure is in place and intact.

7 Farming Proposals and Productivity

7.1 Mrs Cusack

Mrs Cusack proposes to graze weaner steers and heifers for market as yearlings, and to concurrently run free range poultry for egg production.

Under the proposal, Mrs Cusack will have 36 hectares of land, which remain under the existing pasture, of which 34 hectares of grazing area outside of the existing building envelope and farm machinery shedding and poultry shedding (say two hectares).

No additional area is allocated to the existing dwelling envelope.

The current farm output is now intermittent in nature, and is anticipated that grazing steers on pasture will revert to the prior stocking rate of 14-16 DSE/Ha or lower.

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Grazing Yearling Steers for Market.

The productivity of the land is ~16 Dry Sheep Equivalents (DSEs) - or 544 DSEs over the 34 hectares of available pasture.

Yearling steers are in terms of grazing needs, equivalent to 10 DSEs/head.

This translates to a year round average carrying capacity of 54 steers on the 34 hectares of pasture on Mrs Cusack's proposed new lot.

The Gross Margin from yearling steers in 2017 is calculated as \$34.97/DSE, or \$525 per hectare.

Total Gross Margins for grazing weaner steers over 34 hectares is \$19,024 per annum.^{2,3}

Free Range Egg Production

The free range hens have access to most of this area, and they can graze in concert with cattle (or sheep). Interestingly, it has been shown that this arrangement is synergistic, and by increasing the availability of nutrients to pasture it promotes an increase in pasture production.

Mrs Cusack proposes to re-establish the free range egg production, with an initial production within two years, of 1000-2000 dozen eggs produced within two years, increasing to 3500-400 dozen over the next three years.

The indicative budget for this shows that by the end of year 2 the free range egg, the business will:-

- Produce between 1000 - 2000 dozen eggs per annum
- Employ two Full Time Equivalent staff, and the owner/manager
- Have a gross sales figure of \$180,000 per annum
- Generate a surplus payable to the owner/manager before tax, of \$62,000.
- This surplus is comprised of the owner/managers allowance and profit.

The business should be positioned to expand to the previous levels, of 3000-4000 dozen eggs within a further two-three years.

At this level of production the business employs three full time employees.

From these figures it can be seen that

- the free range eggs are the most significant profit centre .
- the area required does not impinge on the availability of land for grazing.
- the combined Gross surplus from grazing steers and free range eggs is in the order of \$81,562 per annum
- There is ample room in the market to accommodate further expansion.

² Victorian DPI Livestock Farm Monitoring Project 2017

³ NSW Primary Industries "2017 Farm Gross Margin Guide," for high rainfall areas (650 mm).

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7.2 Mr Dean Grigg

Mr Dean Grigg's family has farmed on the Barrabool Hills for three generations. He is both a builder, and a share farmer. He has prior experience in both cropping and sheep.

Mr Grigg's family links on the area produce both fine wool merinos and crossbred with British breed sires to produce fat lambs for the market. This ensures him access to quality merinos for wool production and second cross for fat lamb production.

Mr Grigg wishes to further his sheep farming by establishing a more permanent base with sheep handling facilities and infrastructure in proximity to his house at 1085 Barrabool Road.

This allows him to manage sheep more effectively, and gives him the option of farming merinos or fat lambs according to the prevailing market conditions, and enables him to better produce fat lambs to a more consistent market specification (and hence secure a market premium). Weaned store condition lambs remain on pasture and are provided with high quality supplementary hay and fodder, until market ready to market specifications faster than on pasture alone.

In this way he can draw on unfinished lambs from his own flock and from other flocks on the immediate area, and turn off more lambs in market condition in shorter time.

Alternately the area can be used to lamb down merino ewes under close observation, to ensure higher lambing percentages and fewer lamb losses from exposure and mis-mothering in share farmed areas remote from Barrabool Road.

Indicative earnings from merino sheep production are calculated for the "Grigg's lot" – of 25 hectares, based on the pre-existing stocking rate of 16 DSE/Ha

Area of Grigg's lot – of 25.6 hectares.⁴

- | | |
|---------------------------------------|----------|
| • Extant Stocking capacity in DSEs/Ha | 16 DSE's |
| • Total DSEs on 25.6 hectares | 410 DSEs |

This equates to a Gross margin for Grigg's lot of

- | | |
|-------------------------------------------|----------|
| • merino wethers (@ \$33/DSE) | \$13,517 |
| • self replacing merino ewes (@ \$50/DSE) | \$20,480 |
| • Prime lamb (@ \$39/DSE) | \$15,974 |

7.3 Comparative Productivity Summary

The total Gross Margin earnings can now be compared, to assess changes in productivity associated with the existing situation and proposed re-subdivision.

- **Option 1** **the Status Quo**

⁴ This is the 25 hectares of Grigg's lot, less one hectare for infrastructure, shed, drafting yards etc

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Mrs Cusack grazing steers alone, on the original area of 60 hectare

Gross margin is \$33,347.

- **Option 2 consolidation and re-subdivision into two lots**

Mrs Cusack's steers and free range egg production, and

Mr Grigg's prime lambs,

The aggregate Gross Margin range from \$97,332 to \$104,295 per annum.

Hence the proposal substantially increases the productivity, the employment and the viability of the areas proposed.

7.4 Farm Productivity

The Victorian DPI Livestock Farm Monitor Project 2017, notes that the production of prime lambs on good pasture, in a rainfall of 650 mm (also Barrabool's rainfall) cites the productivity at 20-24 DSE/hectare.

This is consistent with the stocking rates achieved elsewhere in the locale.

This indicates that the existing stocking rate is low, and increases in stocking rate and productivity are achievable by the improvement in management and the handling infrastructure.

The improved handling facilities will also significantly improve the level of sheep husbandry for Mr Grigg's agisted sheep in nearby areas available to him. This increased husbandry will mean better worm control through drenching, and crutching etc. These benefits accruing outside of the two subject properties has not been costed in this report, but will lead to improved productivity on these areas.

7.5 Productivity Notes

The question might be raised as to why Mrs Cusack needs to enter this proposal at all? Could she not retain the Anderson's Road property in its entirety and still gain the gross margins from the free range poultry and graze the entire property?

The following points are relevant to this question.

- The capital tied up in the sixty hectares of land generates insufficient income on which to continue with this grazing as it sole source of income, now that the Barrabool Beef marketing has ended.
- The free range egg business clearly generates most of the profit, but does not require all the area of land.
- The proposal makes available the existing fixed infrastructure, such as silos, shedding to be re-used on the site; where in contrast, this would all have to be replaced (at today's costs) if the business was re-located.

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- The proposal reduces the capital tied up in grazing land, which in turn
 - increases the viability of the free range egg business, and
 - assists in funding its re-development
 - accelerates its return to profitable levels of production
- This is consistent with the Key Issues and Influences discussed in Section 21.05-1. In particular,
- *"Demand for rural and lifestyle properties increase the price of land above its productive value, affecting farm affordability and agricultural activity."*
- Approval not only allows the re-activation of the existing free range poultry business, it also allows the grazing to continue at a level that in aggregate is comparable to the prior stocking rates.
- The re-subdivision
 - provides Mr Grigg to build a more permanent base on which to develop his sheep enterprise, and to increase the viability of share-farming sheep on other sites in the Barrabool Hills, and
 - rejuvenates Mrs Cusack's free range poultry business, while continuing to graze cattle at or above the district stocking rates.

8 Planning Issues

Given that both dwellings exist, and that there will be no additional loss of land excised by an envelope, the key planning issues in the Surf Coast Shire's Planning Scheme that are relevant to this proposal are:-

- **Section 22.01 Rural Tenement Policy**

The objectives of the Rural Tenement Policy are two-fold:

"To help effect the long term protection of the Surf Coast Shire's rural land for agricultural purposes and for the rural landscape it provides.

To provide a consistent and equitable basis for considering permit applications for the dwellings and subdivision in the rural zones."

- **Section 22.01-04 Policy Subdivision**

The key points of this Section are

- Both lots have (existing) legal frontage access to a public road
- Virtually no remnant vegetation exists on the two existing properties

- **Section 35.07-3 Subdivision**

"A Permit is required to subdivide land.

A permit may be granted to create smaller lots if any of the following apply

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- *The subdivision is to create a lot for an existing dwelling. The subdivision must be a two lot subdivision.*
- *The subdivision is the re-subdivision on existing lots and the number of lots is not increased."*

The consolidation and re-subdivision of the two existing lots of 36 hectares (Mrs Cusack) and 25.6 hectares (Mr Grigg). Thus, there is a consolidation and then re-subdivision into two lots, albeit of different area(s).

No additional dwellings are sought or created, and consequently the proposal is compliant with these two requirements in Section 35.07-3.

- **Section 35.07-5 Application requirements for a dwelling**

"Before deciding on an Application to use or subdivide land...the responsible authority must consider, as appropriate: Any regional Catchment strategy and associated plan applying to the land."

The Barrabool location is not within any prohibited Catchment areas listed by the EPA,⁵ nor are there any related overlays relating to catchment protection etc.

Also, as the stocking rates are in line with the regional average, and no cropping is foreseen, no nutrient runoff or erosion is likely to occur.

- *Whether the site is suitable for the use and whether the proposal is compatible with the adjoining land users.*

The land uses included in this Application are the same as those that have existed on this site over the years. They include grazing sheep, cattle, and free range poultry, but they will be at lower stocking rates than when Barrabool Beef was operating

No complaints have been lodged by neighbours in the past; including the period Barrabool Beef was operating, and (concurrently) when Barrabool Free Range poultry was also operating.

No objections have been lodged relating to the current Application.

⁵ Prohibited Catchments, Victorian Code for Cattle Feedlots Appendix 2: Water Supply Catchment Areas in which Feedlots are prohibited.

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9 Appendices

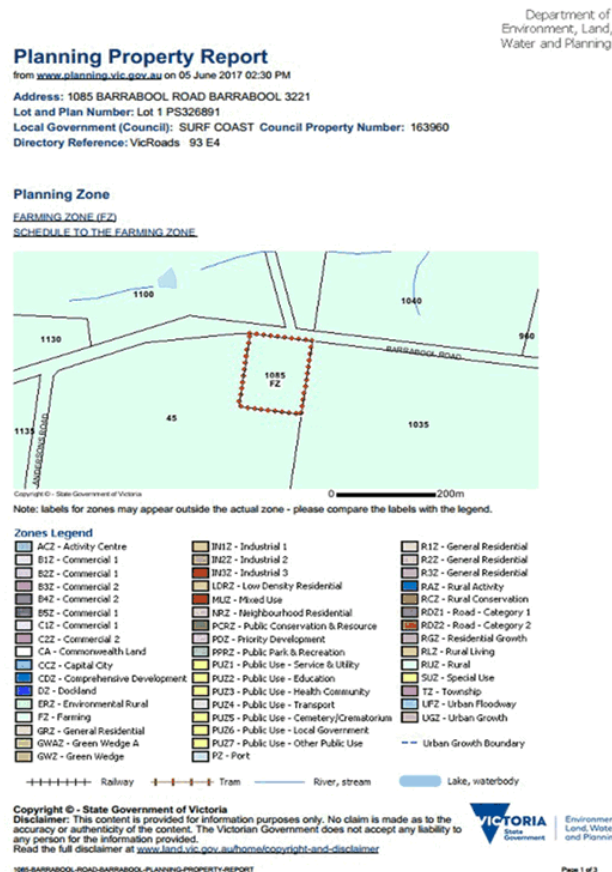
Figure 2 1085 Barrabool Road, Barrabool.

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Figure 3 45 Andersons Road, Barrabool

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Planning Property Report

from www.planning.vic.gov.au on 05 June 2017 04:58 PM

Address: 45 ANDERSONS ROAD BARRABOOL 3221

Lot and Plan Number: Lot 2 PS326891

Local Government (Council): SURF COAST Council Property Number: 3630

Directory Reference: VicRoads 93 E4

Department of
Environment, Land,
Water and Planning

Planning Zone

FARMING ZONE (FZ)

SCHEDULE TO THE FARMING ZONE



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Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

Zones Legend

ACZ - Activity Centre	IN12 - Industrial 1	R12 - General Residential
B1Z - Commercial 1	IN22 - Industrial 2	R22 - General Residential
B2Z - Commercial 1	IN32 - Industrial 3	R32 - General Residential
B3Z - Commercial 2	LD92 - Low Density Residential	RA2 - Rural Activity
B4Z - Commercial 2	MU2 - Mixed Use	RC2 - Rural Conservation
B5Z - Commercial 1	MR2 - Neighbourhood Residential	RD21 - Road - Category 1
C1Z - Commercial 1	PCR2 - Public Conservation & Resource	RD22 - Road - Category 2
C2Z - Commercial 2	PO2 - Priority Development	RG2 - Residential Growth
CA - Commonwealth Land	PPR2 - Public Park & Recreation	RL2 - Rural Living
CC2 - Capital City	PU21 - Public Use - Service & Utility	RL2 - Rural
CC2 - Comprehensive Development	PU22 - Public Use - Education	SU2 - Special Use
CD - Dooland	PU23 - Public Use - Health Community	T2 - Township
ER2 - Environmental Rural	PU24 - Public Use - Transport	UF2 - Urban Floodway
FZ - Farming	PU25 - Public Use - Cemetery/Crematorium	UG2 - Urban Growth
GR2 - General Residential	PU26 - Public Use - Local Government	
GWAZ - Green Wedge A	PU27 - Public Use - Other Public Use	
GWZ - Green Wedge	PZ - Port	

+++++ Railway - - - - - Tram --- River, stream Lake, waterbody

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**1.1 Planning Permit Application 17/0074 - 45 Andersons Road and 1085 Barrabool Road,
Barrabool**

APPENDIX 4 FURTHER SUBMISSION FROM APPLICANT - PRODUCTIVITY ISSUES

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Griggs Cusack , Barrabool Hills Application

21st September 2017

Response to Queries from the Surf Coast Shire Council

Agricultural Impacts of the Proposal?

The Council has enunciated two main concerns which influenced their decision to decline the application. These are that

- (1) **the proposal is very dependent on the skills of Mr Griggs and Mrs Cusack – who are the principals in this Application.**

The Council expressed the view, at our recent meeting, that (*paraphrased*)

- the proposal is very dependent on the skills of these two farmers, and that a change of ownership would see the productivity gains of the proposal would disappear.
- As a consequence of this risk, Council should err on the side of caution and decline the Application; primarily on the grounds that the total area of the existing property (59.6 Ha) would still be preserved and therefore productivity would be preserved also.

In response to this

- This risk applies to all farms of all sizes throughout the Farming Zone.
- The other phenomenon which occurs across land in the Farming Zone is that if it has an agricultural productive value, then some-one will utilize it.

So what happens to the land and the productivity if the proposal is approved, and then for some reason circumstances change and Mr Griggs or Mrs Cusack depart or go in a different direction?

Consider the realities of the situation:-

- The consolidation and then re-subdivision do not change one fence line; but simply change one internal fence line into a (common) boundary.
- The installation of sheep handling infrastructure (yards and races and a loading ramp etc) permit a higher level of sheep management and facilitate a permanent increase in sheep numbers across Mr Grigg's 25 hectare site.

This also provides the opportunity for Mrs Cusack to farm either sheep or cattle on her (now) 36 hectare Lot. So the opportunity to rear (more profitable) sheep on both Lots now exists, whereas before this capability did not exist.

- As a direct benefit of the infrastructure, *sheep handling efficiency per man* is also increased, and, sheep numbers on the site can be conservatively increased to the district average (20 - 24 DSE/Ha). This effectively doubles the extant stocking rate on this site.

Similarly, the improved infrastructure allows Mr Griggs to increase his numbers of sheep (share) farmed elsewhere in the locale.

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These benefits are not available under the status quo.

So what happens to the land and the productivity if the proposal is approved, and then for some reason circumstances change and Mr Griggs or Mrs Cusack depart or go in a different direction?

- Both Lots are well suited to grazing and cropping. They are of an area that can be cropped by a sharefarmer, and are also suitable for grazing based on sheep – either as a owner –farmer – or under a share-farming operation.
- In the situation where either or both Lots became vacant (as in the situation which concerns Council) there would demand from local share-farmers (such as Mr Griggs) for using the area in conjunction with other Lots nearby which are by themselves too small to farm productively).
- There are plenty of these small Lots (of ~ 40 hectares) in the Barrabool Hills, so share-farming is an effective and legitimate way to achieve agricultural viability through increases in area and returns of scale in sheep farming and cropping.

In contrast, achieving these economies of scale through purchase of adjacent holdings is not achievable because the capital value of land in this area is now well beyond economic reach of cropping and grazing enterprises.

- This has the same outcome as that of land amalgamation – which is the Planning policy Objective, and which is frequently sought and encouraged by Council planning decisions and directives.

(2) **The proposal may be an intensive industry, likely to result in adverse environmental impacts.**

- Free Range Poultry

Council is concerned that the Cusack free range egg enterprise may be an intensive industry.

This concern arises from the observation that Intensive industries “leave a lot behind” and that faeces and urine may contaminate the broader environment through runoff and may also cause odour problems.

Does the Cusack Barrabool Free Range Eggs constitute an Intensive industry?

The greater numbers of stock on a given area (ie the greater the intensity) the greater the biomass and the greater volume of effluent generated. So Flock density (measured in hens/hectare) and biomass (measured in total live-weight/hectare) are test we can use to ascertain the level of intensity.

Flock Density

Cusack Free Range Proposed Flock Numbers

Initially	2000 hens
Target no	4000 hens

Assuming the fully developed farm, hen numbers will be in the order of 4000 hens

Grazing Area 34 hectares available.

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Flock density	Barrabool Free Range Eggs	59 hens/hectare ¹ .
Free Range Flock Density	CSIRO Voluntary Code	1500 hens/hectare
	Victorian DPI 2017	10,000 hens/hectare

Clearly this is a very low stocking density- far below the CSIRO voluntary code of 1500 per hectare and the Victorian DPI recommendation of 2017, of 10,000 per hectare.

At the CSIRO voluntary code, the 4000 hens can be run on 2.6 Hectares

At the Victorian Government level of 10,000 hens/hectare, the flock of 4000 birds can be run on less than half a hectare.

Hens are grazed over a number of six hectares a paddocks in rotation. The stocking rate at any one time is therefore – even at fully developed number of 4000 birds, is 666 birds per hectare, which is only 44 per cent of the historical level of 1500 birds per hectare.

Biomass

Another way of looking at the Intensive nature of the enterprise is to measure the biomass of the birds per hectare, and compare it with the biomass of grazing animals on the site.

Grazing Biomass

This is measured in Dry Sheep Equivalents (DSE)²; - where there is sufficient feed to maintain a wether of 45 kg weight over a year. Hence DSE/hectare is the figure or index used to assess the carrying capacity of land. This then permits comparisons of current and average productivity of stocking rates and intensities.

The DSE system can be used for both sheep and cattle.

In the Farm Report (15th June 2017) the district average sustainable stocking rate is 20-24 DSE/Ha. The biomass at this carrying capacity would be 900 kg – 1080 kg/Hectare³.

Poultry Biomass

A laying hen weighs approximately one kilogram.

On the available 34 hectares of pasture – the total biomass of 4000 hens is 4000 kg

On a per hectare basis, the biomass is 114 kg/hectare.

Aggregate Biomass of ruminants and poultry

The aggregate biomass of ruminants and poultry together is between 1014-1194 kg/Ha.

	Biomass (Kg/Ha)	
Ruminant biomass	900	1080
Poultry Biomass	114	114
Total Biomass/Ha	1014	1194

This total biomass is marginally above that of the *average* stocking rate for the Barrabool Hills.

¹ one hectare is 10,000 square metres

² Vic DPI Agriculture Notes #AGS90 Sept 1997

³ Calculated at 45kg* 20 to 45kg*24

Note that sheep are ruminants, while hens are omnivores and are monogastric, so the biomass of poultry using this method is an overestimate, and the impacts on the environment will be far less.

Furthermore it has been demonstrated that free range poultry and ruminant grazing are synergistic; improving productivity in both poultry and ruminants if grazed together.

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This is well below the ruminant biomass at those farms in the top 25 per cent of stocking rates; and therefore is not Intensive by definition and has little or no added environmental impact.

Leopold Hill VCAT Finding⁴

This section refers to the findings of a recent VCAT Appeal and the VCAT Findings. The paragraphs of relevance are in the normal black font.

The relevant responses to the current Application are in red font.

Those sections *not applicable* to the current Application are recorded for completion, but are in light shade font.

What does policy say?

11 The Farming Zone seeks to provide for the use of land for agriculture and the retention of productive agricultural land. In relation to non-agricultural uses that include dwellings, the Farming Zone seeks to ensure that the use of land for agriculture is not adversely affected.

12 State planning policy places emphasis on protecting productive farmland. Clause 14.01-1 looks to ensure the use of land for agriculture (whether on the proposed development site or on adjacent land) is not lost with land use change and that land use compatibility of new development with existing uses of surrounding land is considered. These considerations extend to the impact of a proposal, such as a dwelling, on the continuation of primary production and include having regards to land values and infrastructure viability.

No land is lost from agriculture because of this Application. The only change is a realignment of the common boundary between the two properties.

The common boundary in the Application is an existing fence (with a gate between the two proposed Lots, which does not change the total area of agricultural land.

There is no adverse change in land use on the subject sites, nor on the neighbouring properties.

Indeed the realignment facilitates increases in agricultural productivity, on both the subject site(s) through

the creation of sheep handling infrastructure on Mr Griggs' lot, and on area of other Barrabool land where Mr Griggs increases his share farming activities.

The opportunity for sheep grazing on Mrs Cusacks Lot (which is currently does not have effective sheep yards

This proposed change also facilitates the recovery of the free range egg business.

There are no adverse impacts on the (existing) dwellings, nor any impacts on the land use from dwellings.

⁴ VCAT Report P1698/2015, page 6 et seq

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No adverse impacts occur on land values, infrastructure and viability. There are two positive impacts:- on free range egg production and on sheep productivity on the site and in the surrounding Barrabool farming areas.

13 This is reinforced under Clause 11.05-3 with respect to managing land use change to promote agriculture and to limit housing development in rural areas including directing housing into existing settlements, discouraging development of isolated small rural lots and encouraging the consolidation of isolated small lots in rural zones.

14 Of note in the state policy (Clause 14.01-1) is the emphasis on taking into consideration state, regional and local issues and characteristics in assessing agricultural quality and productivity.

The Application does not impinge in any way on the land capability of this site, nor adversely impact on its productivity.

15 The decision guidelines of the Farming Zone (Clause 35.07-6) provide useful questions in considering state policy directions including:

- Whether the dwelling will result in the loss or fragmentation of productive agricultural land.
The proposal does not result in a loss or fragmentation of productive agricultural land.
- Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.
Neither of the two existing dwellings will be adversely affected by the proposal; which incorporates pre-existing permitted uses on the re-aligned two sites.
- Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.
The proposal does not adversely affect the operation and expansion of adjoining agricultural uses but rather supports them, by additional sheep handling infrastructure.
- The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.
No additional dwellings are sought.

16 A useful approach to addressing the above questions are the directions provided under the local planning policies of the Greater Geelong Planning Scheme. Clause 21.07-5 relating to *Rural Areas* specifically identifies the Bellarine Peninsula as a productive rural area with highly significant landscapes based on farming that warrant protection and enhancement. It seeks to maintain rural land in large productive parcels, minimise non-farming land uses, ensuring land use compatibility and that new dwellings do not compromise productive potential of land and are associated with the productive agricultural use of land.

The Application does not compromise the productive potential of the land

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17 The above themes are played out under Clause 22.05 relating to *Agriculture, Rural Dwellings and Subdivision* whereby construction of a dwelling on a lot zoned Farming would be supported where it:

- will not result in the property being removed from agricultural production, and the primary use of the land will continue to be agriculture
The proposal is compliant with this requirement
- will not compromise existing agricultural activity on adjoining land
The proposal is compliant with this requirement
- limit the proportion of the property used for the dwelling
the proposal is compliant with this requirement;-with no change to the existing area allocated for existing dwellings
- can preserve and enhance the productive capacity of the land including addressing issues such as pest plants and animals and erosion through a management plan
The Farm Report does enhance production by increasing/improving the capability to manage sheep, both on the two Lots and in the locale. It also significantly increases productivity by the re-introduction or free range egg production.
- can be sited and designed so that it will not unduly compromise the farmed rural landscape.
The proposal results in no change to the farmed rural landscape, and is compliant with this requirement

What is the response to policy?

18 The site is a small area of land (Lot 3 is 8.4 hectares and Lot 1 is 5.9 hectares) running in a narrow north-south alignment between Portarlinton Road and Corio Bay. It is located across the road (Portarlinton Road) from the urban settlement of Leopold. The site where the two-storey dwelling is proposed (southern end of Lot 3) could be described as a being located amidst an enclave of existing dwellings in a rural setting. Land to the west is in the Rural Living Zone with an existing dwelling on the adjacent land. Similarly, land adjoining the site to the south has also been developed with a dwelling and is also in the Rural Living Zone, while land abutting to the east, although in the Farming Zone, has also been developed with a dwelling.

19 The local characteristics comprising the presence of small lots and larger rural lots with existing dwellings present a context within which the proposal for a dwelling is not out of place.

20 The evidence of Mr Forbes identified that the land is of medium fertility that would respond well to fertilisers and pasture improvement. He considered the proposed dwelling would create on on-site presence that would assist with more effective land management, re-establishment of improved pasture and improved agricultural productivity via ongoing management of water supply and animal husbandry.

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- 21 Although good land management can occur without an on-site presence, I do not consider the proposed dwelling located at the southern end of Lot 3 would threaten the continuance of agricultural activity on adjoining land. Any impacts from or on the use and occupation of the proposed dwelling on or from the use of adjoining or nearby surrounding land for agriculture are buffered by the presence of other existing dwellings in the area. This view is supported by the location of the proposed dwelling on part of Lot 3, as opposed to Lot 1, which already directly abuts land to the west and south zoned and used for rural residential purposes.
- 22 My view on this would be different if the permit applicant had pursued seeking approval for a separate dwelling on Lot 1, had not offered to discard that proposal, had not offered to consolidate titles or was a proposal for a dwelling on an isolated rural lot distant from urban or rural residential areas. But this is now not the case before me.
- 23 The site has been used in the past for agricultural activity and I see no reason, with a dwelling, that such agricultural activity cannot occur in the future.
The Application is consistent with this VCAT view.
- 24 The proposed dwelling is to be located in the southern end of Lot 3 with direct access to Mountjoy Road. This location is a reasonable response to policy requiring development to avoid compromising the ability to use the balance of land for agricultural purposes. The proposed siting of the dwelling avoids disrupting the ability to use the balance of the site for agriculture, or making it difficult to actively farm the land.
- 25 Again, my views would be different in this regard if the proposal was for a dwelling located in the centre of the site or closer to Corio Bay, where it would have greater potential to disrupt the ability to efficiently utilise the land for agricultural purposes. Given the plans for the proposed dwelling are obviously generic, Council will need to be careful in assessing any changes to siting or design of the dwelling in the future to ensure that the policy directions of its planning scheme are not compromised.
- 26 The concern over land values is a recognised issue with respect to dwellings on small lots in rural areas where increases in land values attributed to dwellings used for lifestyle purposes prevent the ability of adjoining farms to consolidate. I am mindful that this would also be an issue in this case. However, the local context of this area is that rural residential development adjoins to the west and south, urban residential development occurs across the Portarlinton Road to the south and dwellings exist on land in the Farming Zone adjacent to the east and south-east.
- 27 The evidence of Mr Forbes highlighted that land values were already significantly above realistic thresholds for adjoining landowners to acquire

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the site for farming purposes. I note that the Council's 2007 Rural Land Use Strategy⁵ identified on page 7:

The current policy seeks to protect agricultural land for farming purposes and protect opportunities for its acquisition by other farmers for consolidation into their enterprise. Unfortunately, despite the current zoning and policy, demand for rural land in this area for lifestyle purposes has elevated land prices to such a level that vacant farm land is largely unaffordable for existing farmers to buy for consolidation into existing properties as land prices will exceed agricultural value. As such agricultural land use proposals often involve consideration of the ongoing viability of small lot agriculture.

The Application does not prevent the ongoing farming activities, but land values in the Barrabool area are already beyond those consistent with broadacre farming investments and land consolidation

It is interesting that, despite many rural properties being purchased and / or developed for lifestyle purposes, they are still being farmed through share farming or leasing arrangements.

28 Despite the issue with land values, I also note the Strategy's observation on page 7 that:

Although the viability of the proposed farming operation is one consideration in terms of determining the likelihood of the land use remaining farming it should not be the sole consideration. It should also be recognised that part time agriculture or agriculture that is not the primary source of income for the household can still be the primary land use.

29 In this regard, I am satisfied that the proposal for a dwelling on a consolidated area of land involving Lot 3 and Lot 1 represents an acceptable outcome. Agricultural activity would be capable of continuing on the land. The addition of a dwelling located in the general vicinity of three other nearby dwellings to the south, west and east will not result in land use conflict given the presence of these other dwellings and the existing character and nature of agricultural activity occurring in the area associated with both grazing and some cropping. My views are also supported by the requirement for the titles to be consolidated⁶ thus assisting to reduce the presence of smaller land parcels and for a land management plan that addresses vegetation and pest plants and animals.

30 It is important to note that the Farming Zone applies to land that operates as a working zone associated with agriculture and does not contain the same level of amenity protection as that associated with a residential zone. I note a condition is suggested as part of the Section 173 Agreement to include, in addition to the land management plan, an acknowledgement of such to future residents. Although such a requirement is often considered unnecessary, I consider it can only assist in clarifying what the nature of the area may be from time to time and to assist in the awareness of future residents. Mr Bitmead indicated acceptance of this condition.

⁵ This is a reference document listed in Clause 22.05.

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Clause 31 & 32 are omitted

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1.2 Planning Permit Application 16/0453 - 30A and 32 Williams Street, Lorne

Author's Title: Senior Statutory/Strategic Planner

General Manager: Ransce Salan

Department: Planning & Development

File No: 16/0453

Division: Environment & Development

Trim No: IC18/64

Appendix:

1. Order of Speakers - 6 February 2018 (D18/11771)
2. Application Amendment - Application Plans - Working Copy - 30A and 32 William Street, Lorne (D18/6442)
3. Notification - Advertising Material 29-06-17 - 30A and 32 William Street, Lorne (D17/75512)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to hear submissions relating to Planning Permit Application 16/0453 for the development of two dwellings, re-subdivision of the land into two lots and creation of carriageway easement at 30A and 32 William Street, Lorne.

Summary

An application has been received to allow development of two dwellings, re-subdivision of the land into two lots and creation of carriageway easement on the land.

Public notice of the application has resulted in eight objections from six affected properties being received with the key issues being:

- view loss from surrounding private property, including from future landscaping
- potential loss of residential amenity from overlooking
- loss of existing vegetation.

Recommendation

That Council receive and note the submissions to Planning Permit Application 16/0453 for 30A and 32 William Street, Lorne.

Committee Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Martin Duke

That Council receive and note the submissions to Planning Permit Application 16/0453 for 30A and 32 William Street, Lorne.

CARRIED 7:0

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1.2 Planning Permit Application 16/0453 - 30A and 32 Williams Street, Lorne

APPENDIX 1 ORDER OF SPEAKERS - 6 FEBRUARY 2018

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Hearing of Submissions
Tuesday 6 February 2018
5pm
Council Chambers
1 Merrijig Drive, Torquay

ORDER OF SPEAKERS

Environment & Development

1.2 Planning Permit Application 160453 - 30A and 32 Williams Street, Lorne

	Submitter Name
1.	Ian Withell (34 William Street Lorne Body Corporate)
2.	Dan Walding
3.	Jane and Peter Dyer
4.	Geoff Frost (Applicant)

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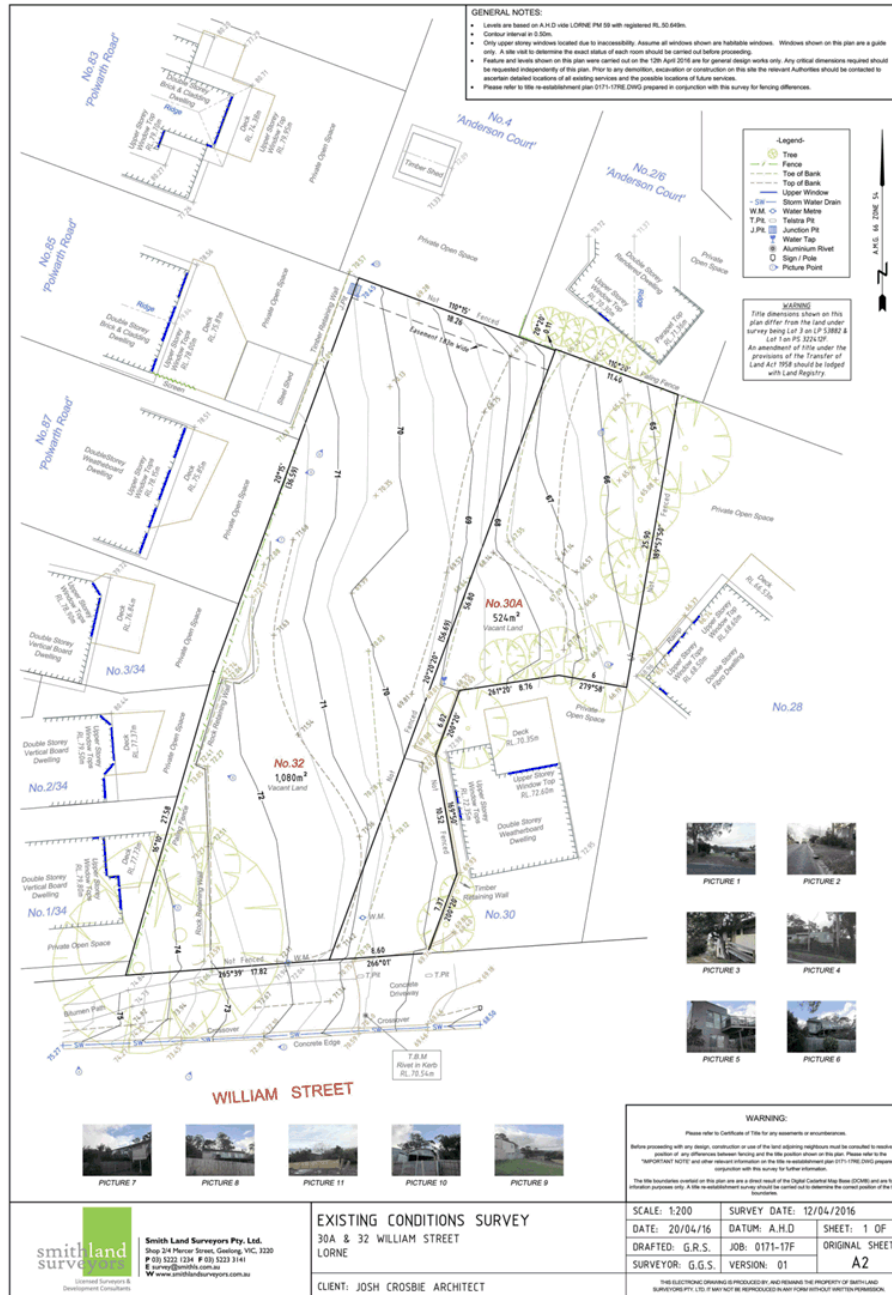
1.2 Planning Permit Application 16/0453 - 30A and 32 Williams Street, Lorne

**APPENDIX 2 APPLICATION AMENDMENT - APPLICATION PLANS - WORKING COPY - 30A AND
32 WILLIAM STREET, LORNE**

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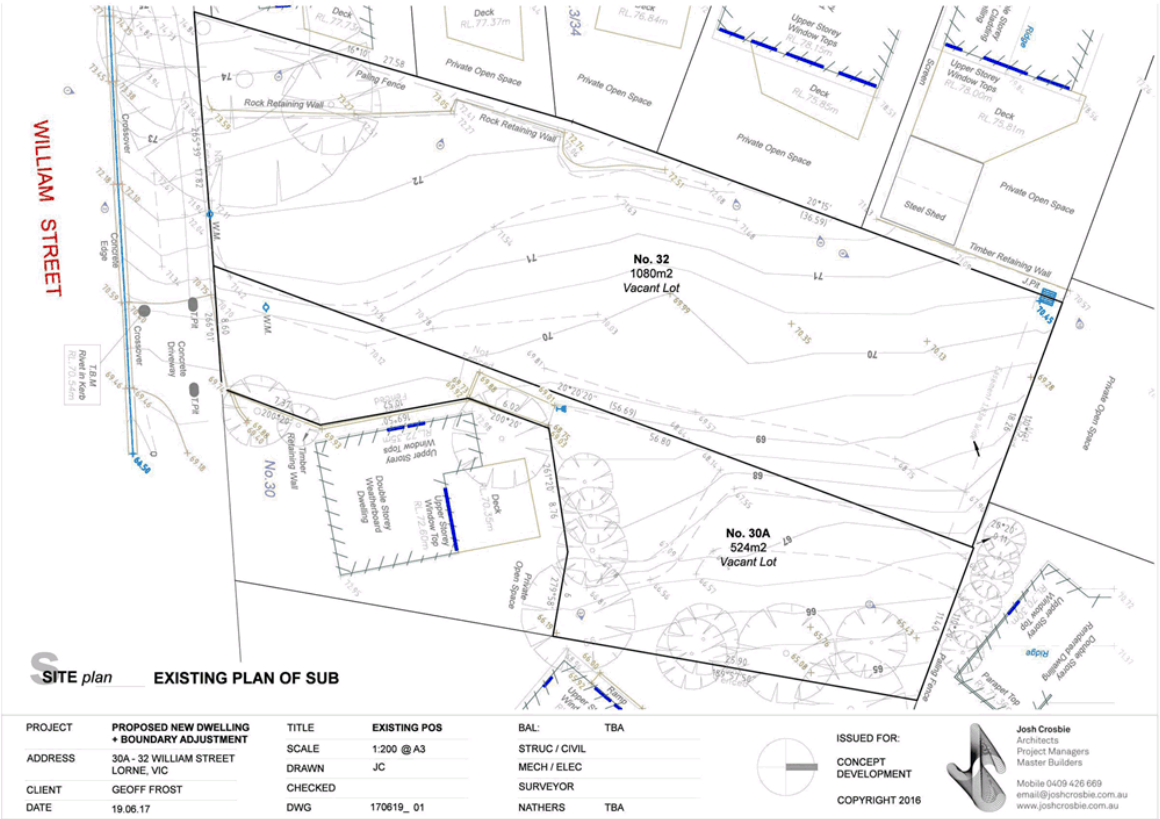
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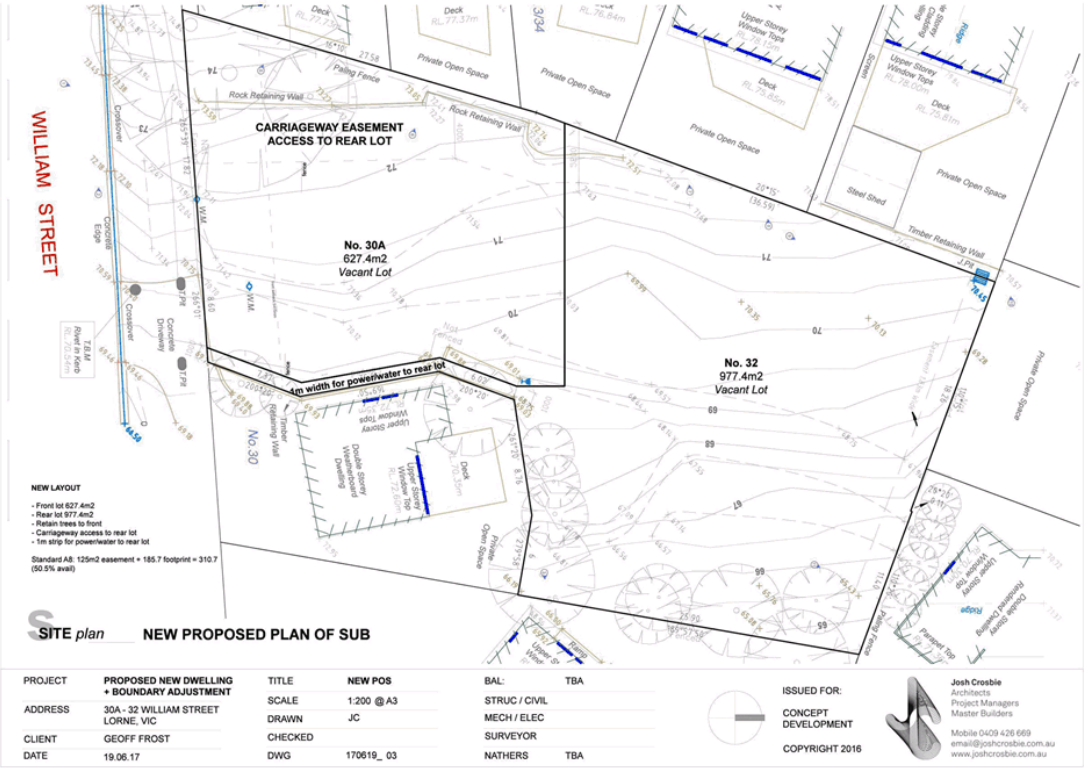
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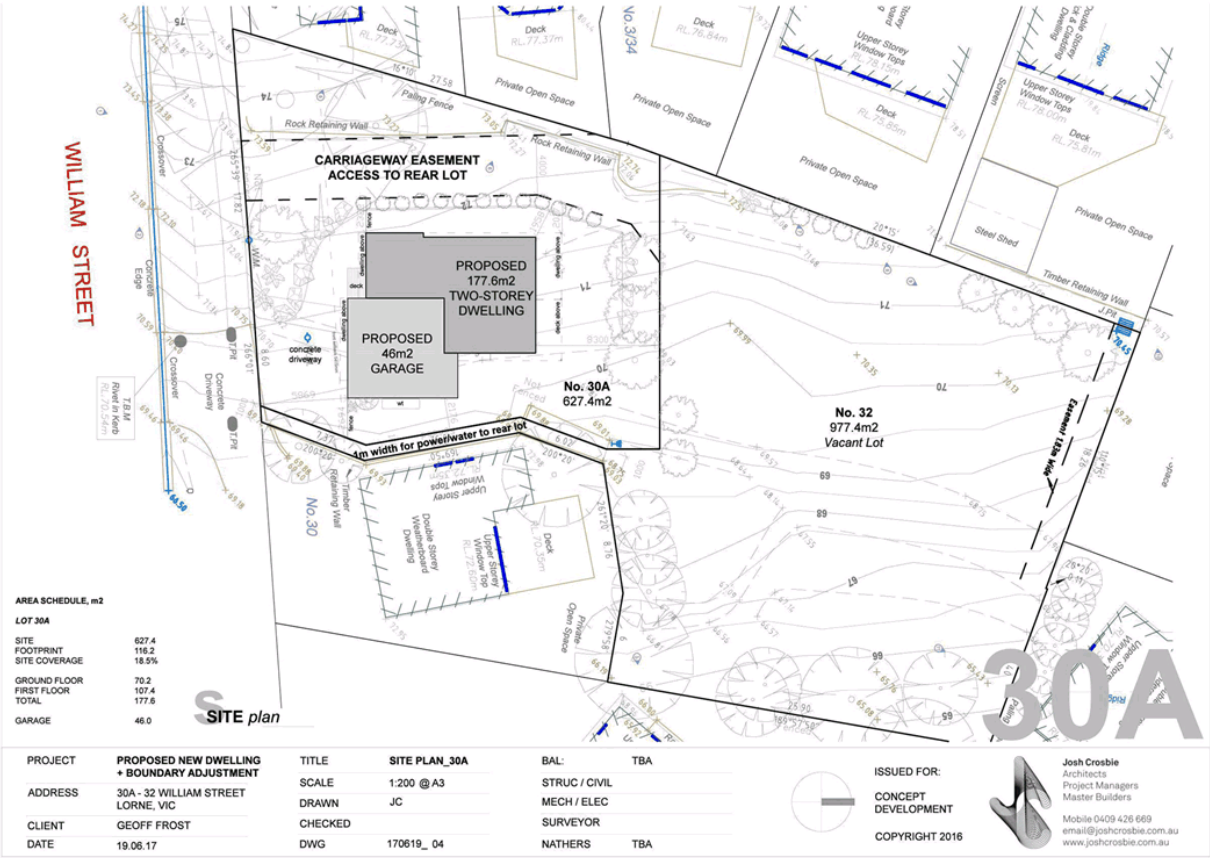
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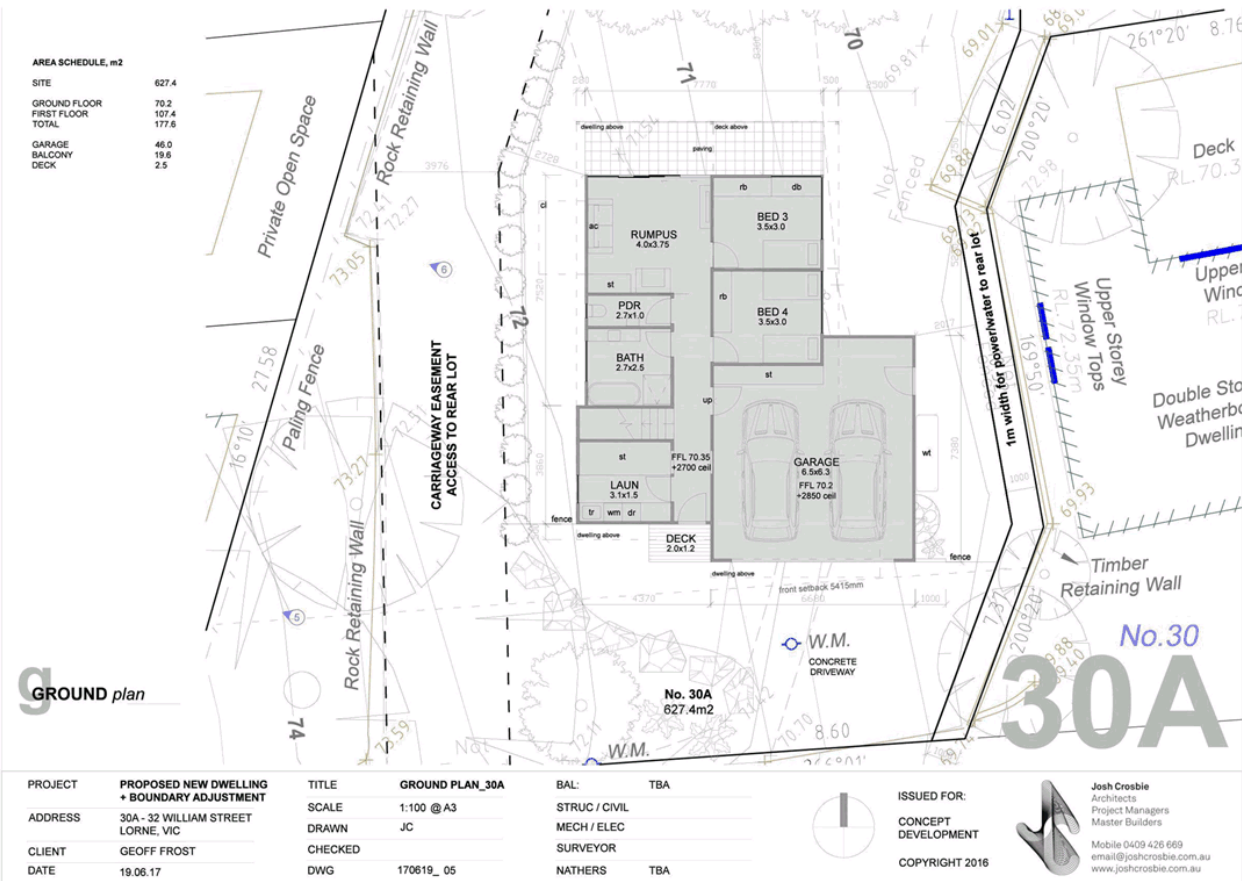
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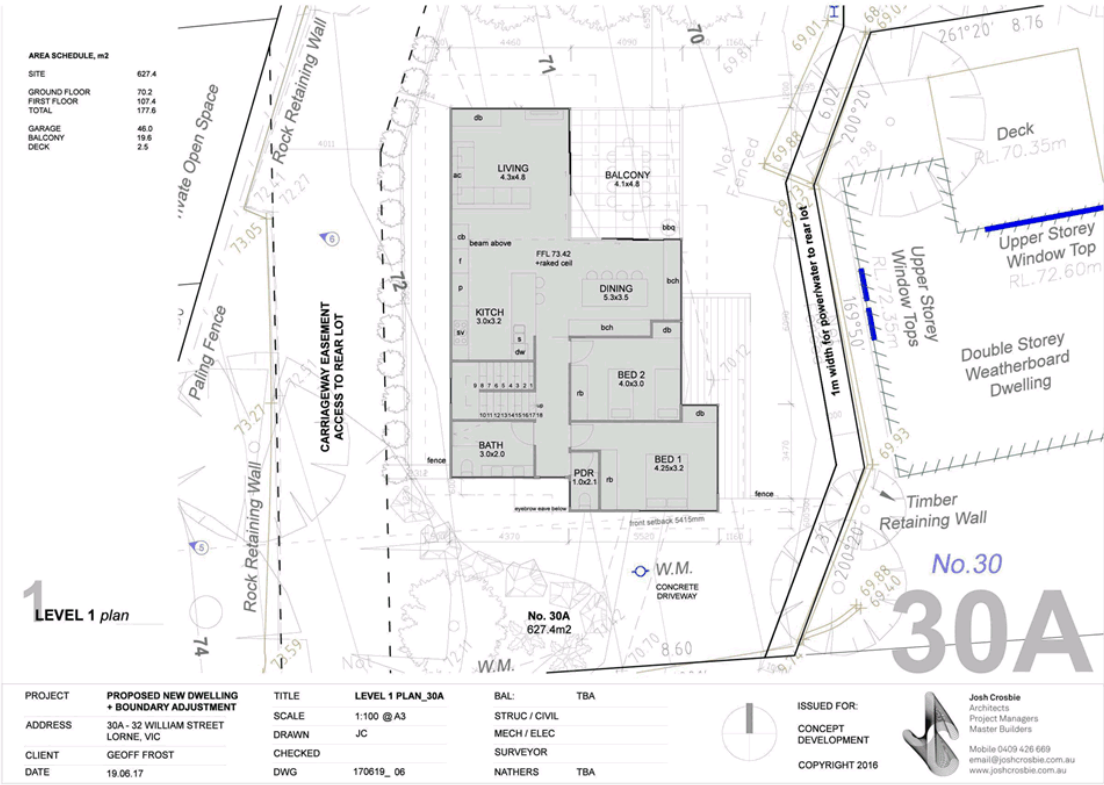
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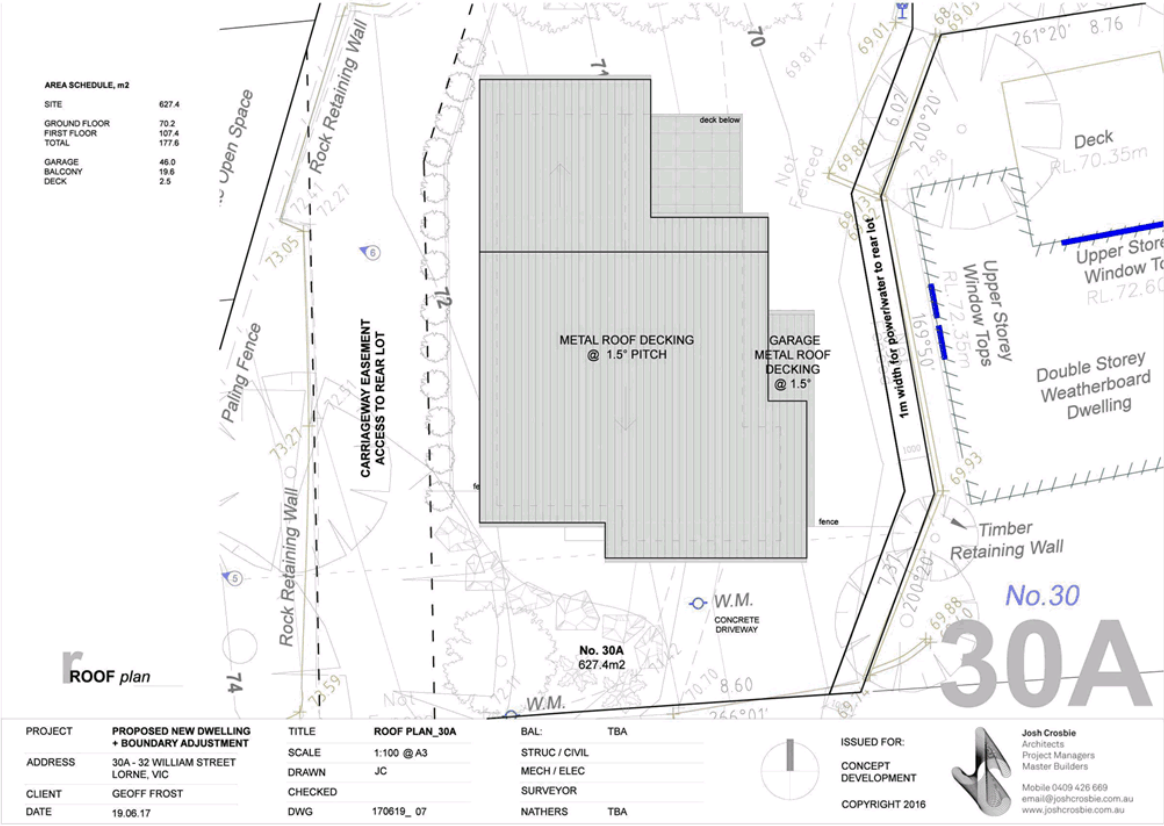
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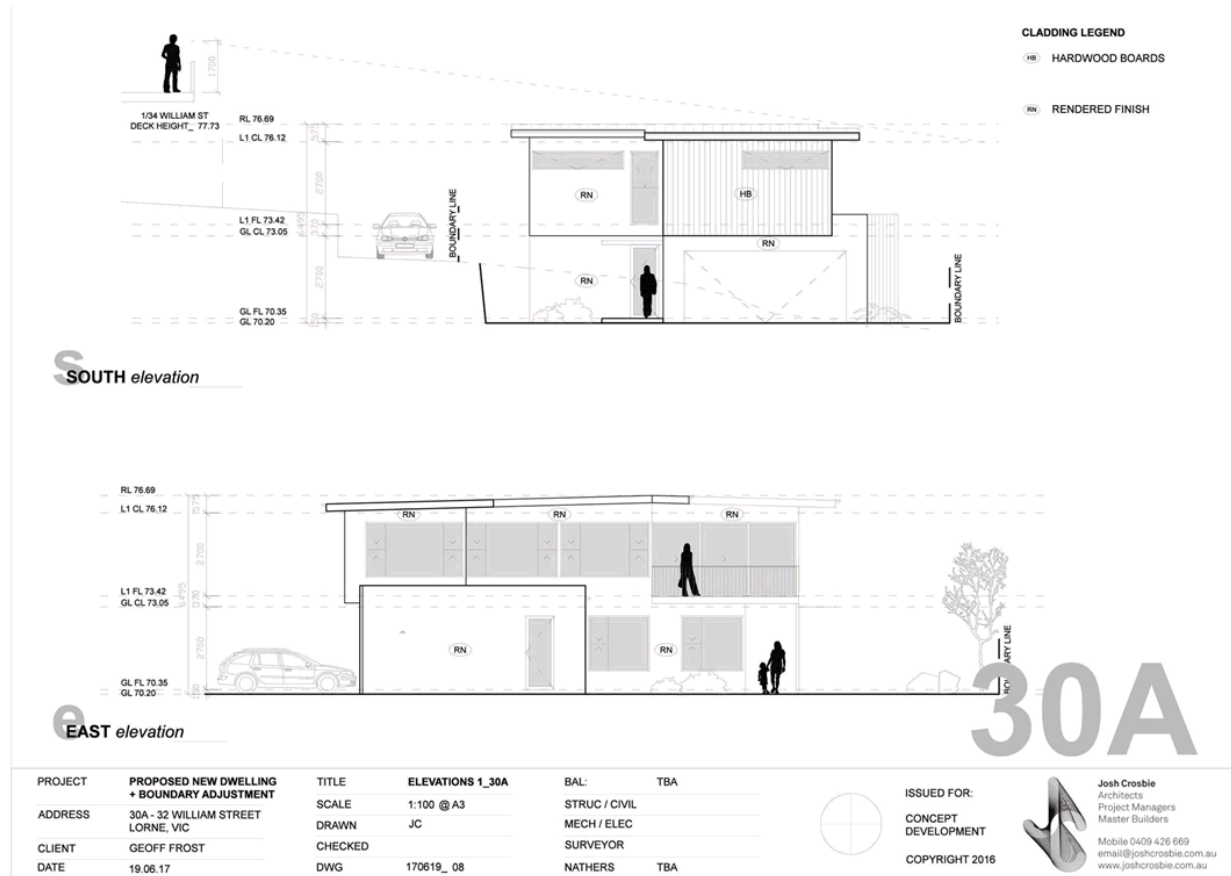
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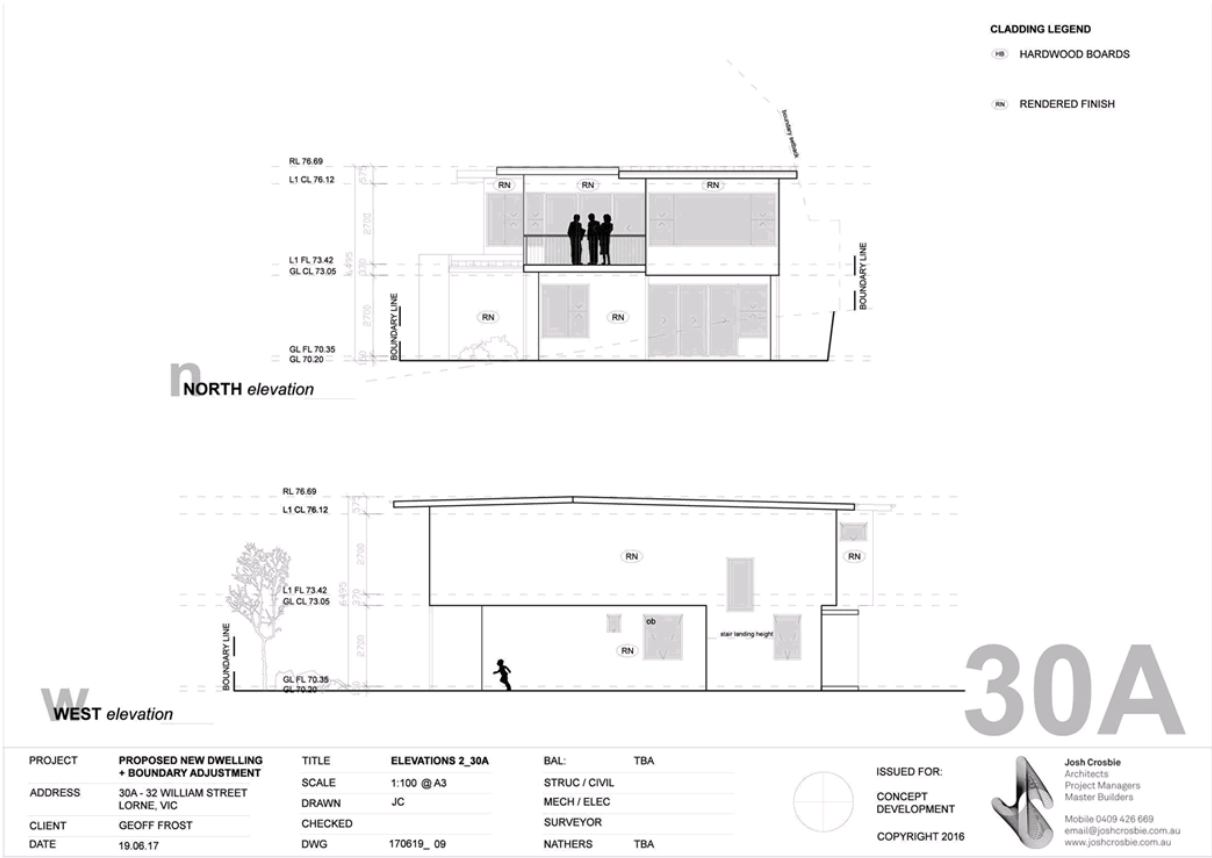
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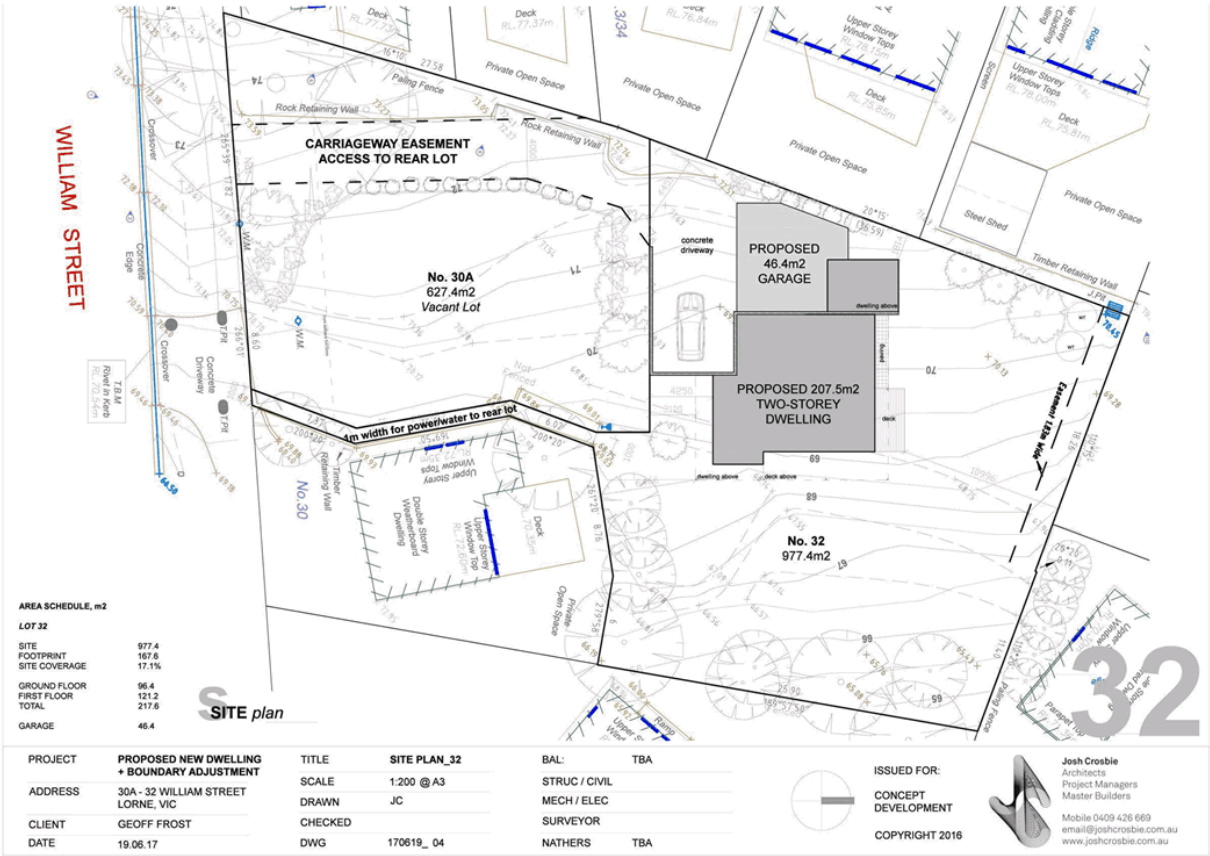
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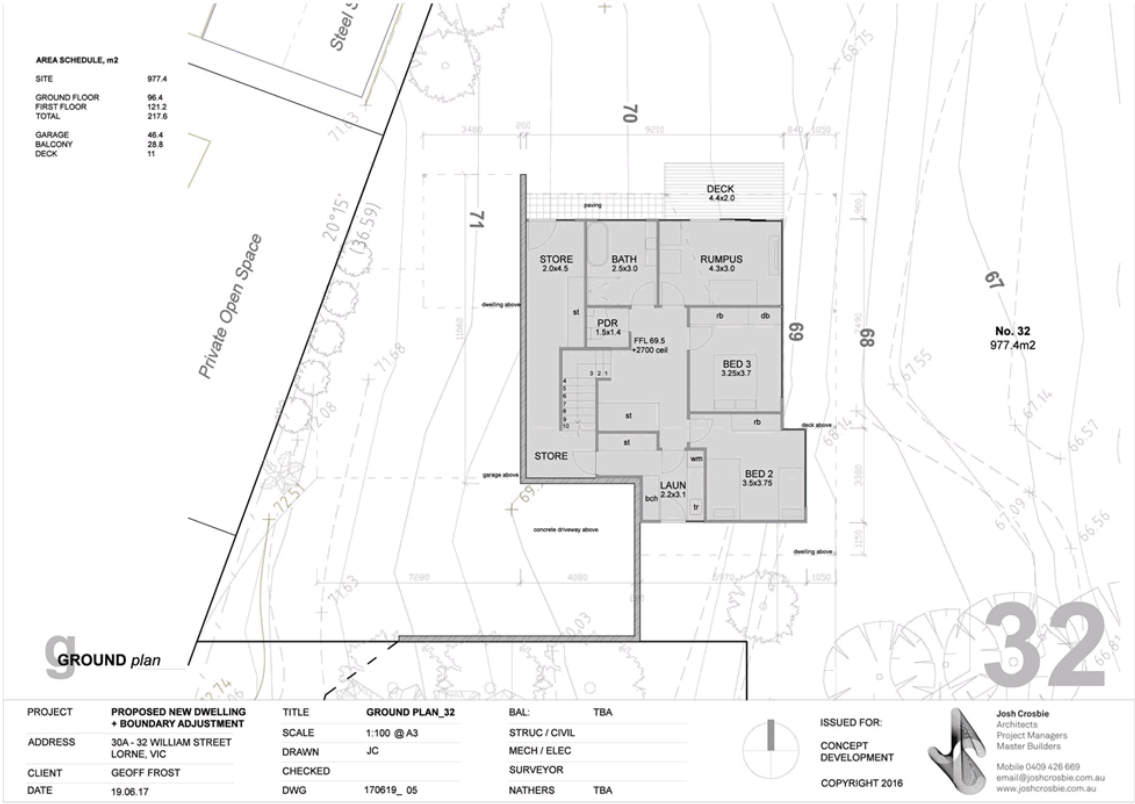
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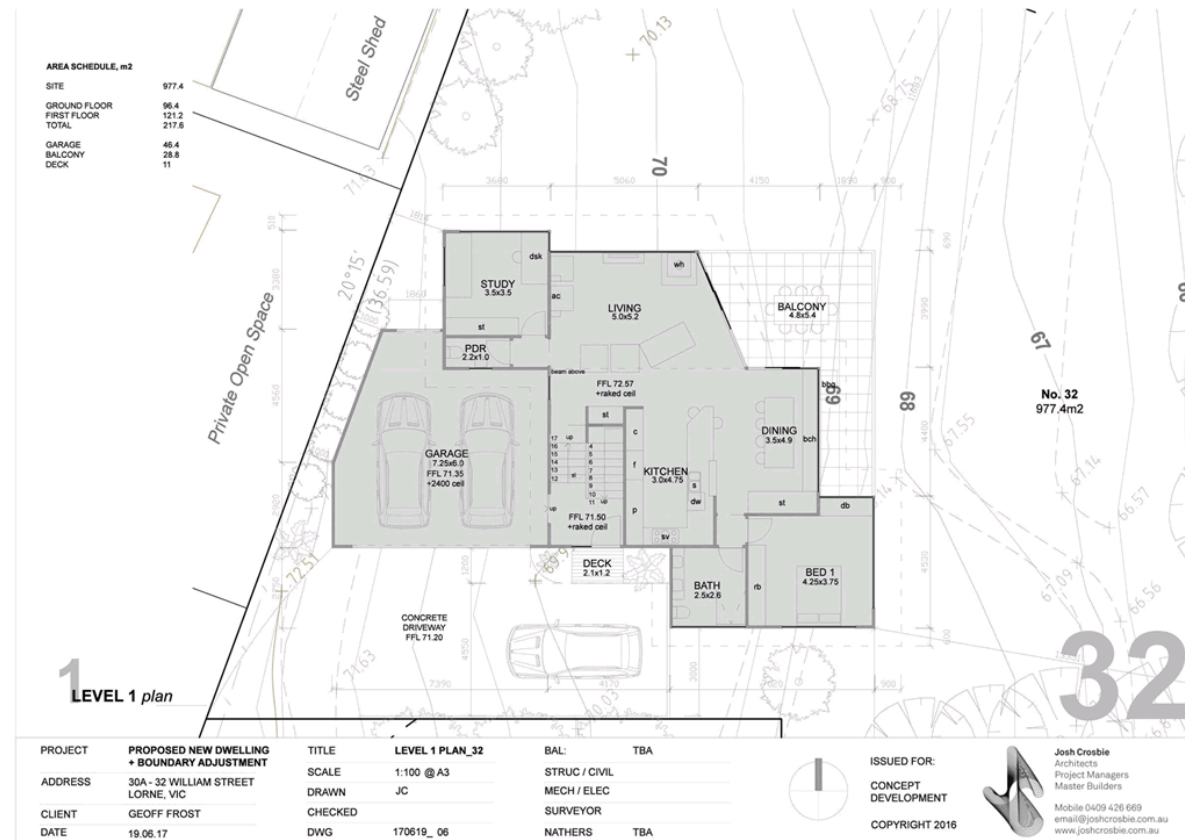
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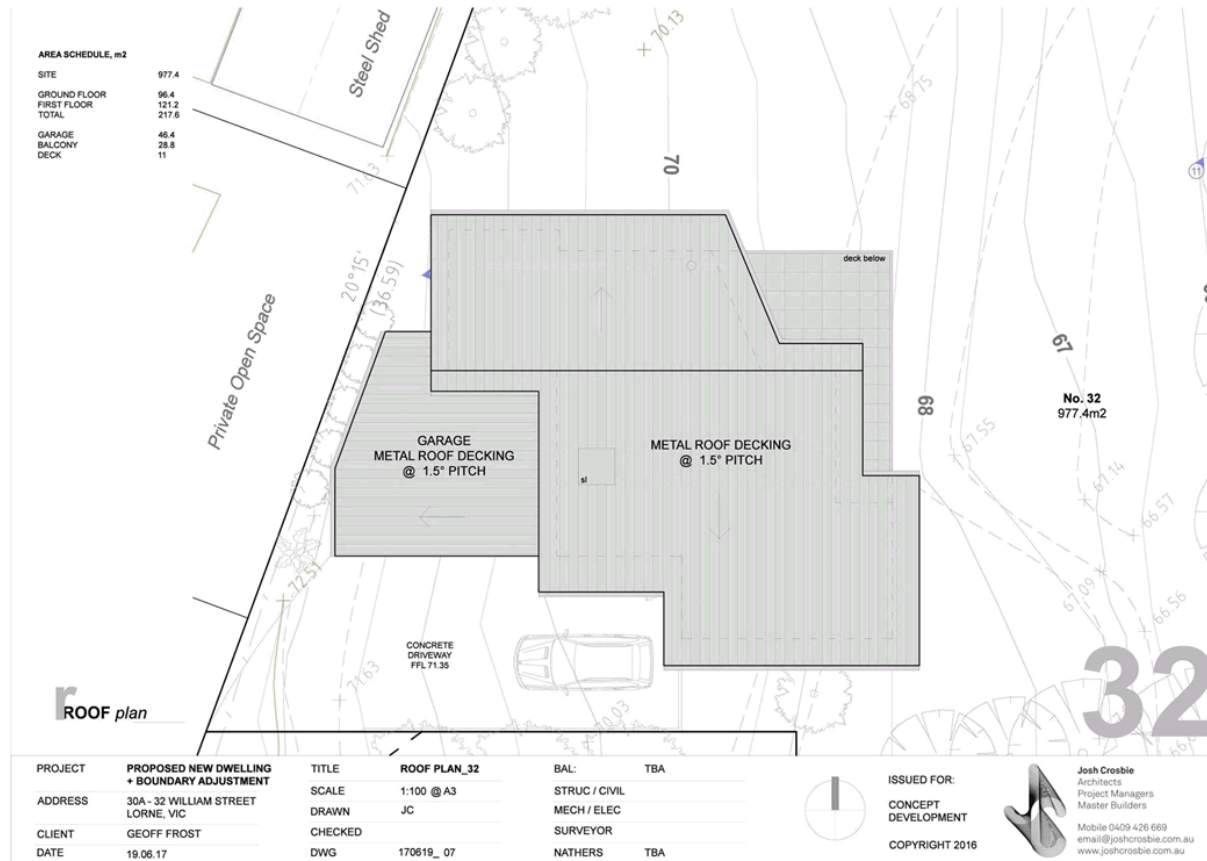
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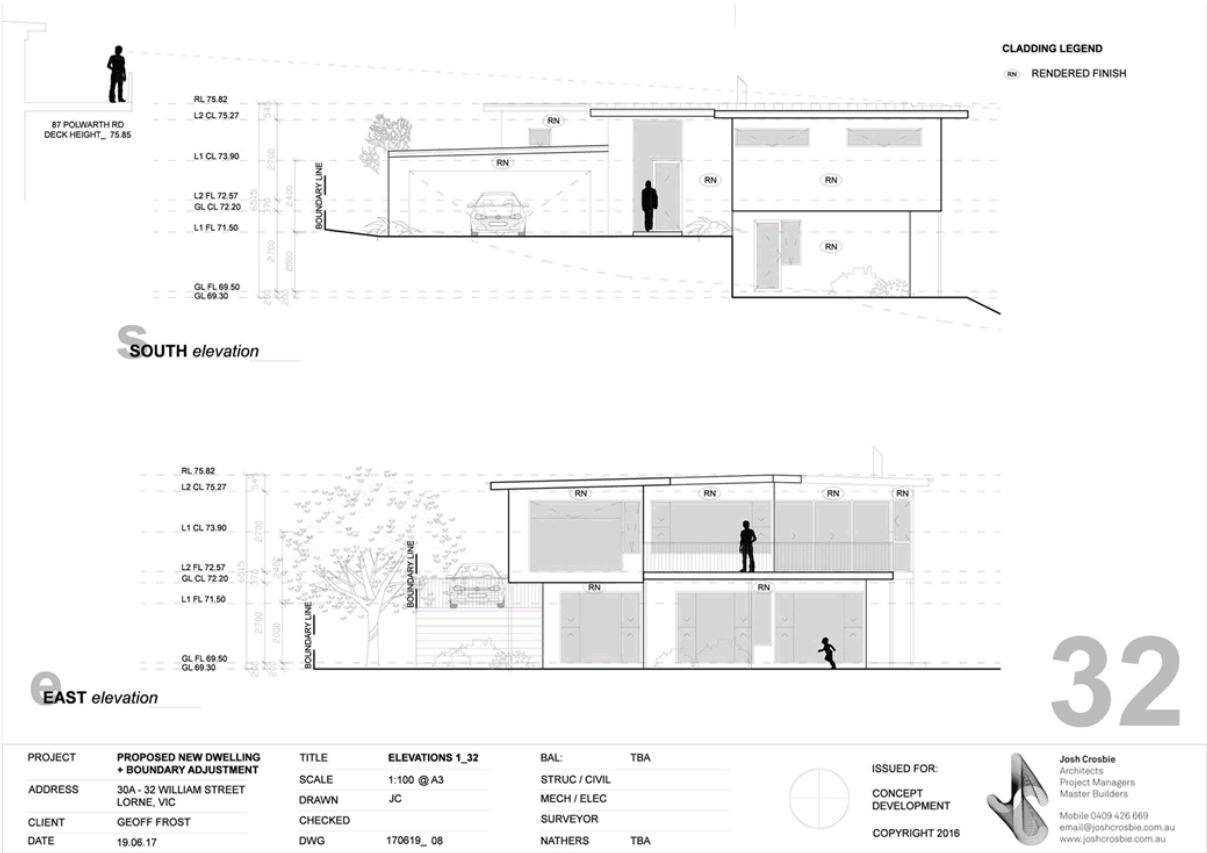
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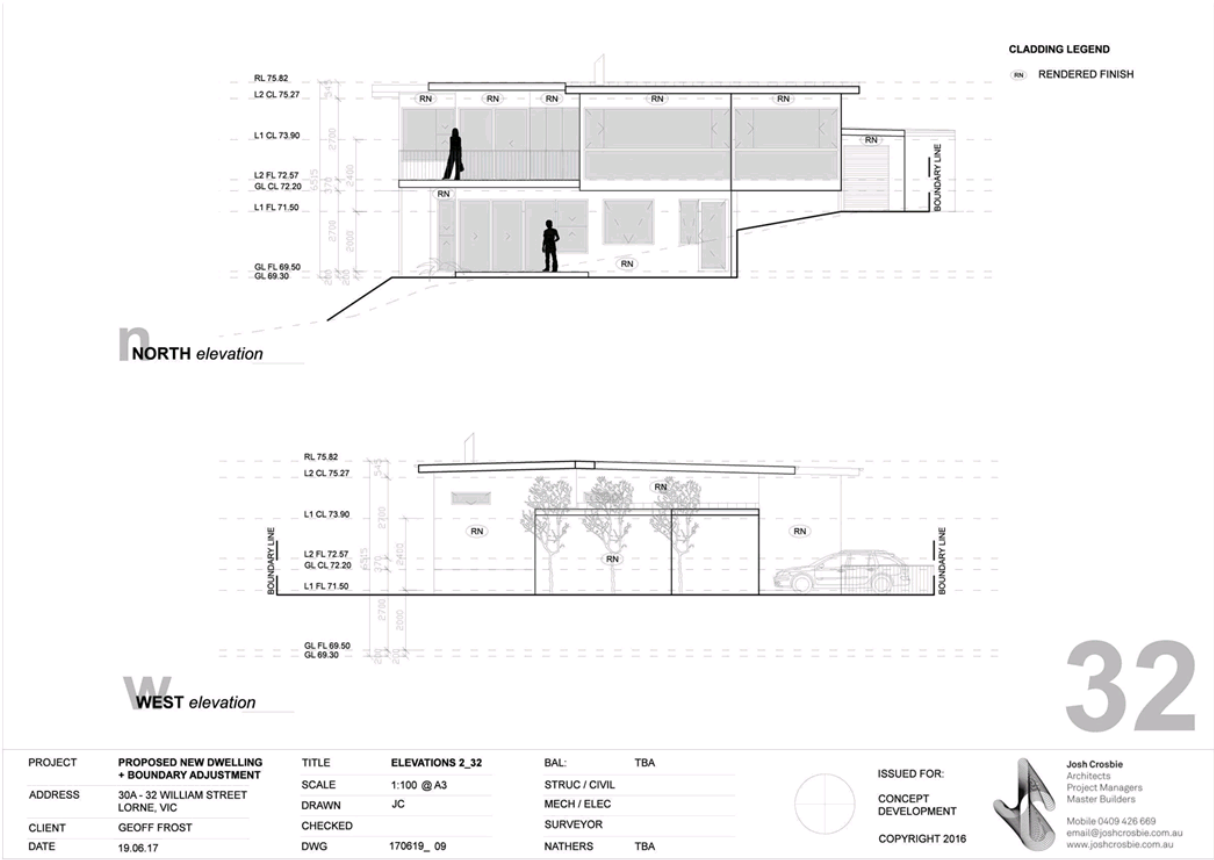
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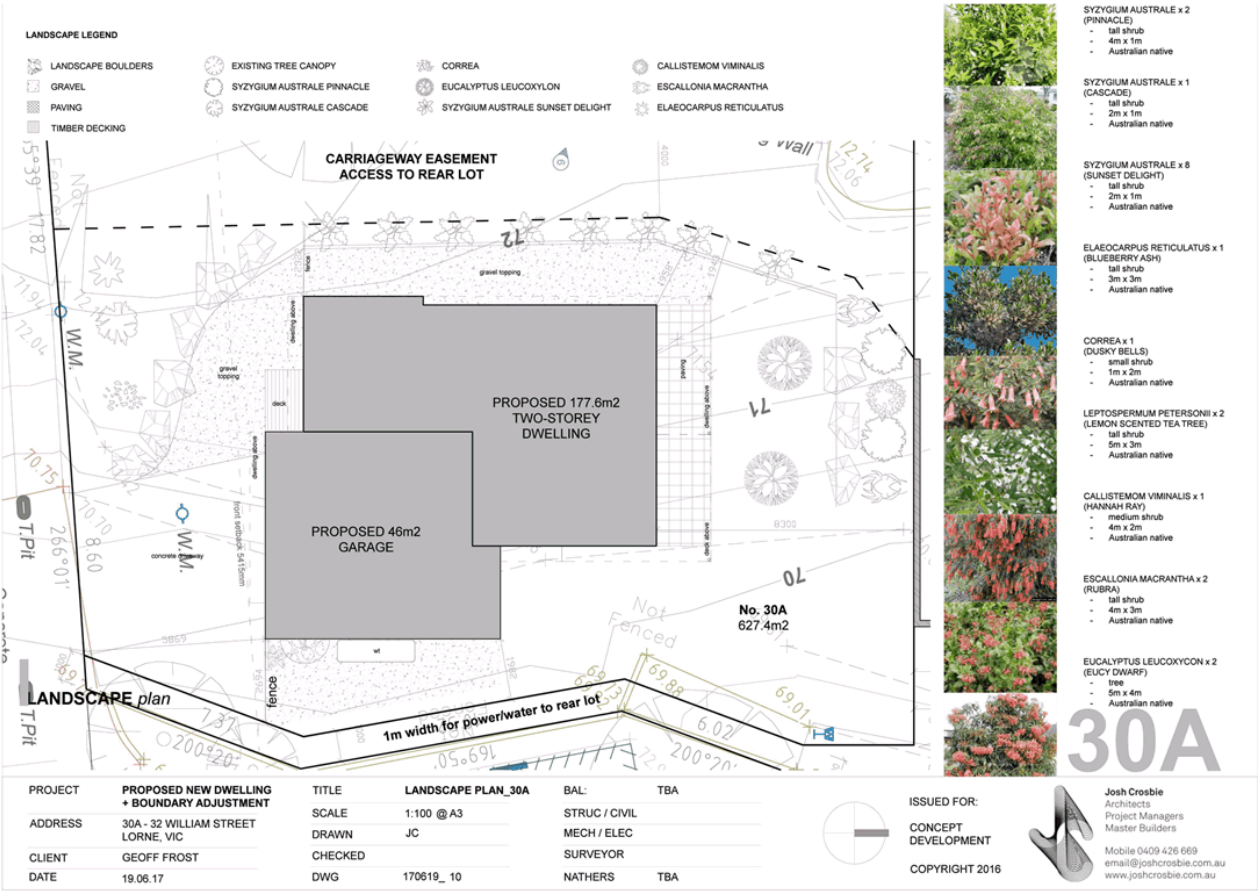
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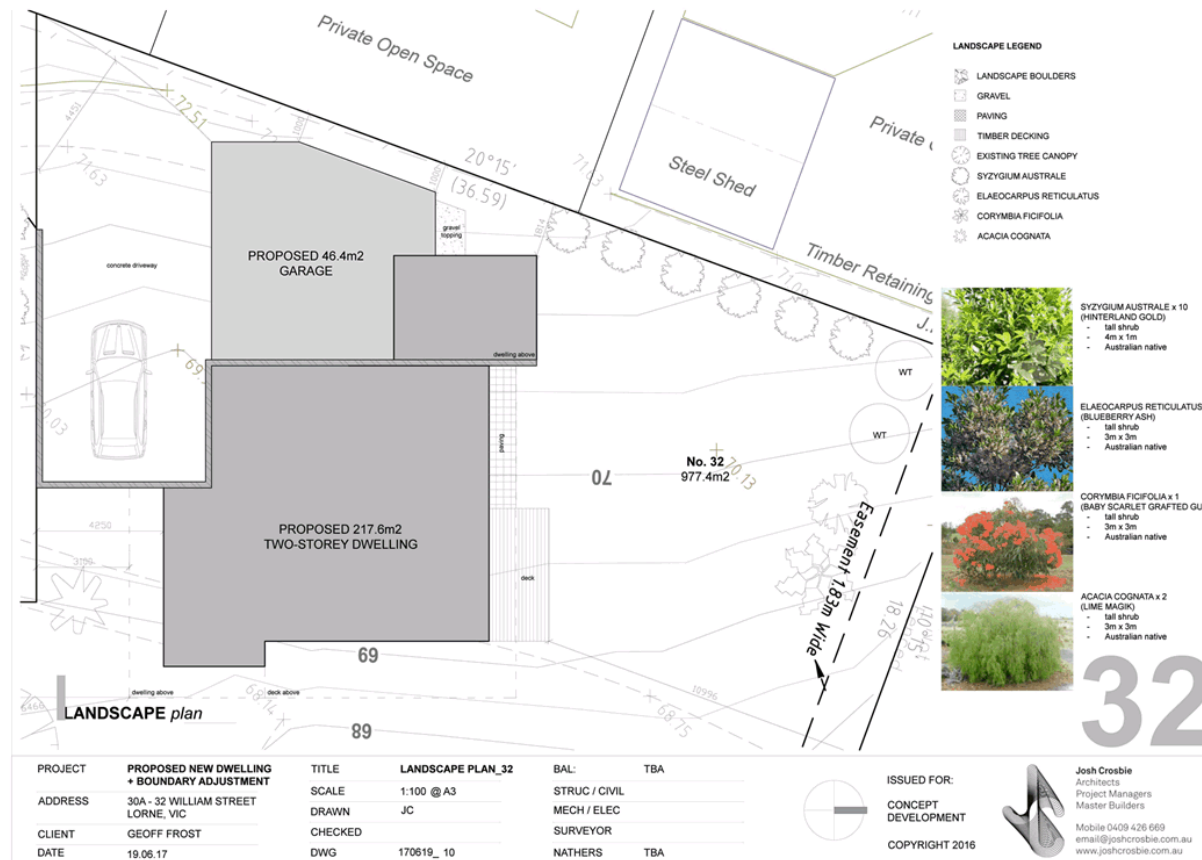
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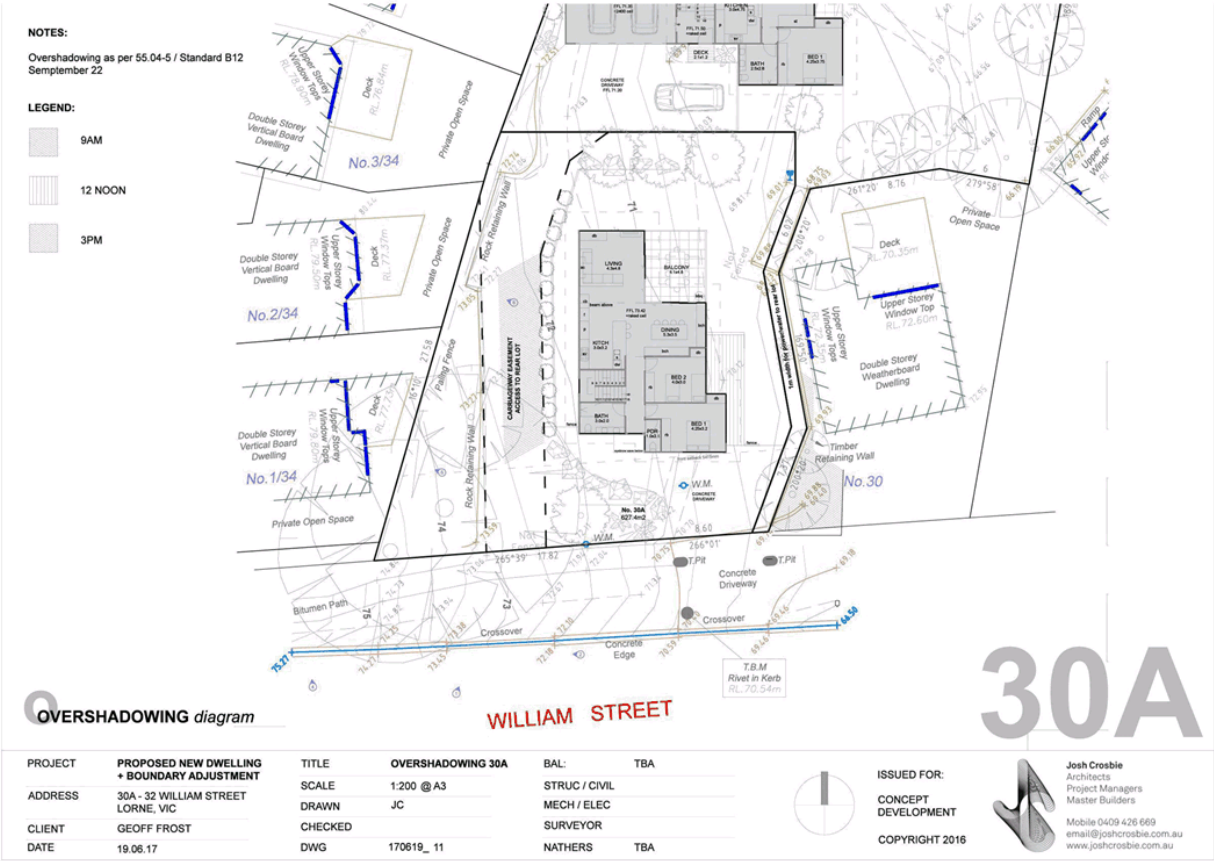
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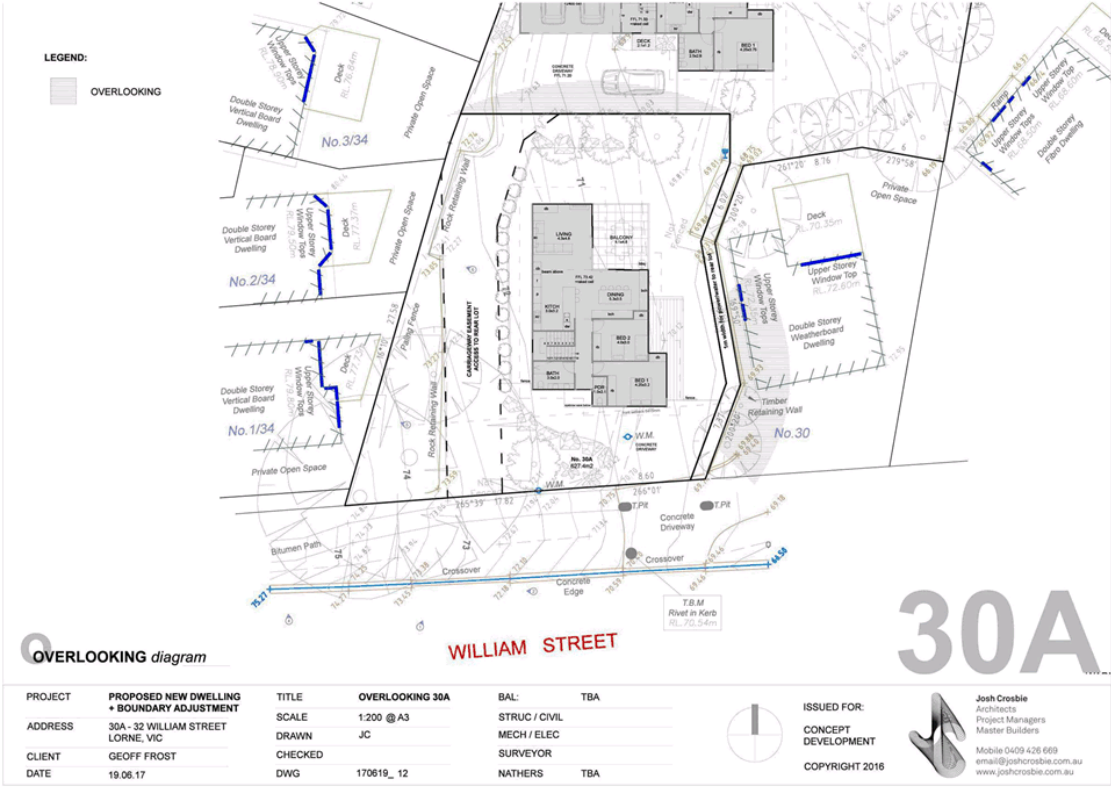
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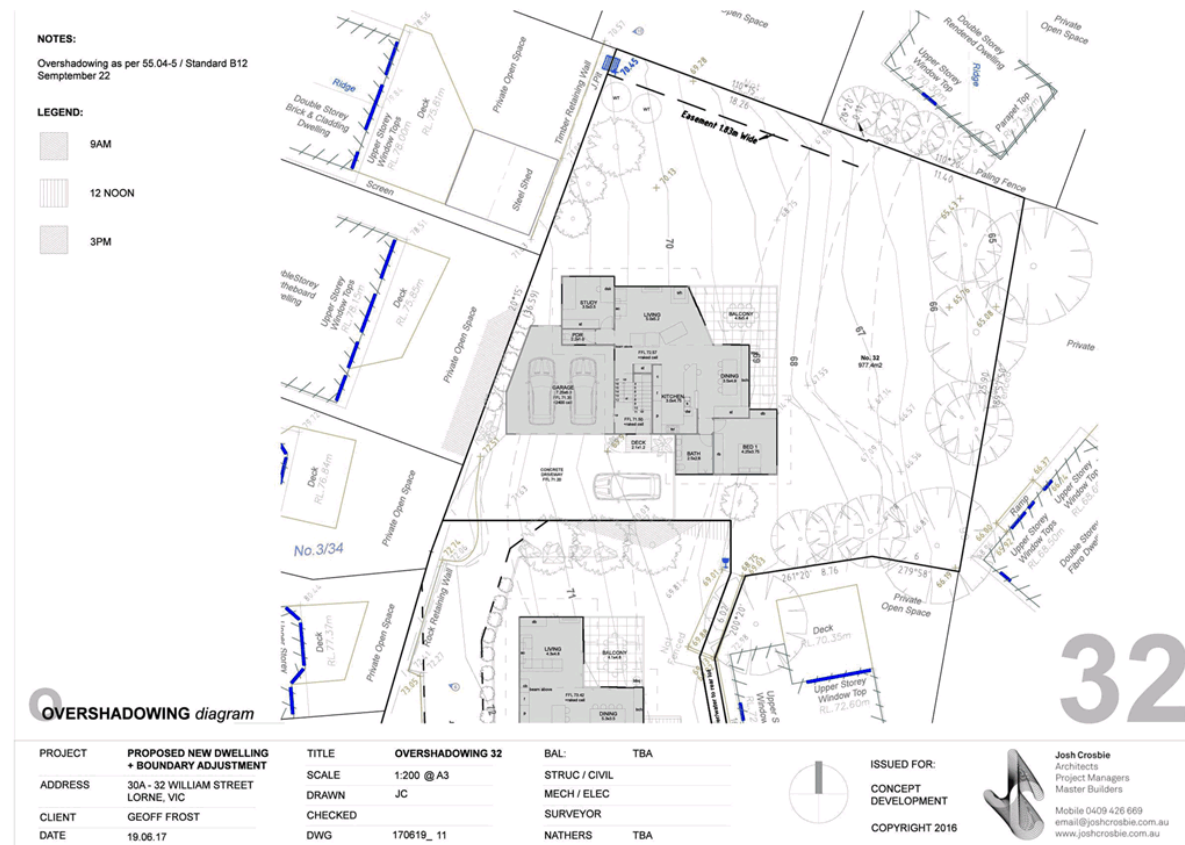
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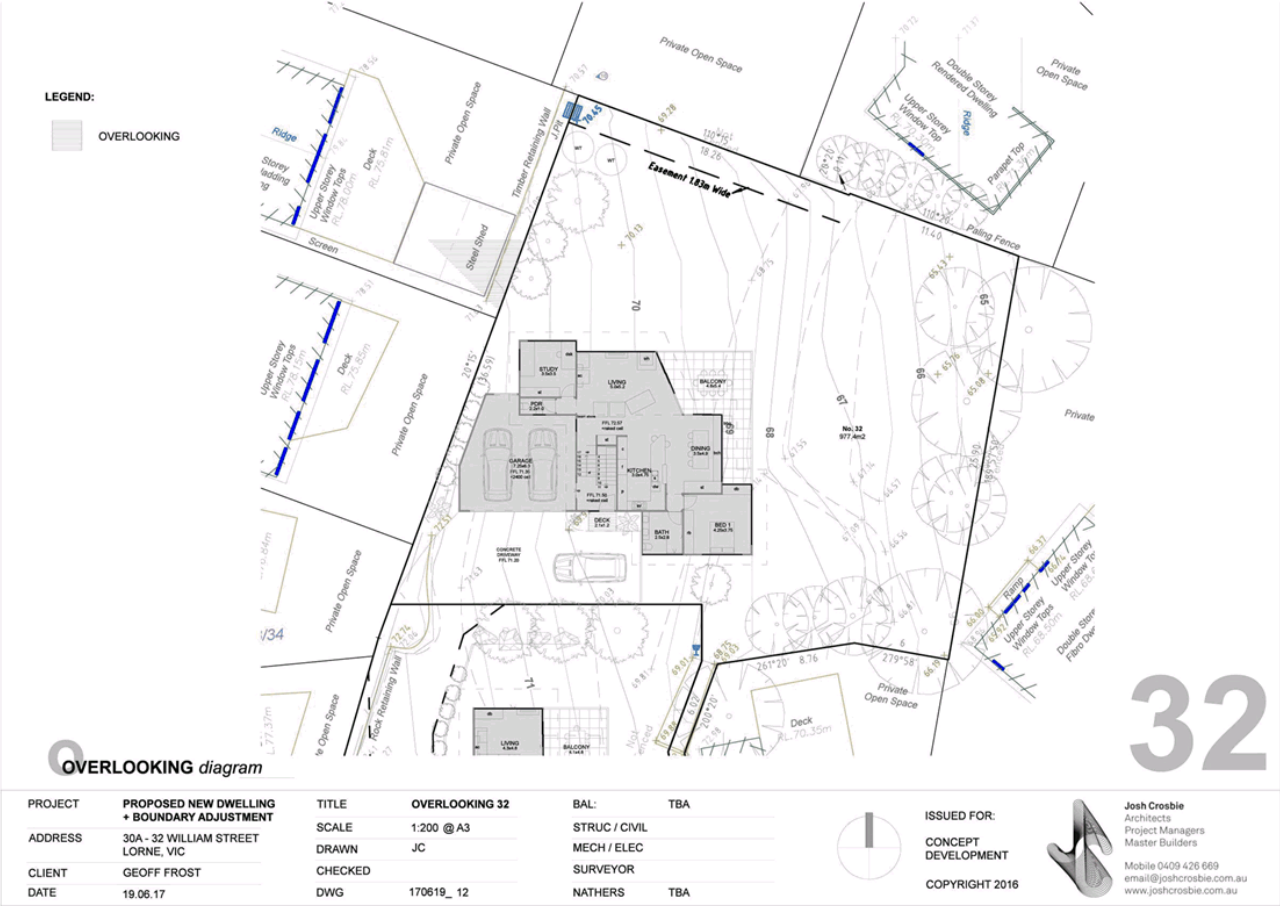
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1.2 Planning Permit Application 16/0453 - 30A and 32 Williams Street, Lorne

**APPENDIX 3 NOTIFICATION - ADVERTISING MATERIAL 29-06-17 - 30A AND 32 WILLIAM STREET,
LORNE**

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Request for Amendment to an Application for a Planning Permit



Office Use Only

Receipt Code 230

Receipt Number

Date received

Contact Details

Did you lodge the original Planning Permit application? ☐ Yes ☒ No

First Name* GEOFF

Last Name* FROST

Company Name (if applicable) SUPERCOOL (AUSTRALIA) PTY LTD

Street/Postal Address 13 SEAVIEW RISE

Suburb* JAN JUC

Post Code* 3228

Phone

Mobile* 0422 393 197

Email* Frostybycode@hotmail.com

Are you lodging this request on behalf of someone else (applicant contact/representative)? ☐ Yes ☒ No

Address to Which the Application Applies

Choose the type of formal land description*

☐ Street Address ☒ Lot/Plan ☐ Crown Allotment ☐ Other

Street Address 30A AND 32 WILLIAM ST

Suburb* LORNE

Post Code* 3232

Amendment Details

Planning application number* 16/0453

What amendments are to be made to the application?

While the overall design of each dwelling is largely unchanged, the major changes from the previous application are:

- The boundary realignment is now believed to be orderly and meet planning standards.
- A carriageway easement through the front lot (No. 30A) has been created to provide access to the rear lot (No. 32).
- A separate 1m wide utilities easement for power and water has been created to service No. 32.

SURF COAST SHIRE

26 JUN 2017

PLANNING
DEPARTMENT

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Application for a Planning Permit

Office Use Only			
Receipt Code		Receipt Number	
Date received			

- Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the Planning and Environment Act 1987. If you have any concerns, please contact Council's planning department.
- Questions marked with an asterisk (*) are mandatory and must be completed.
- If the space provided on the form is insufficient, attach a separate sheet.

The Land (Complete the Street Address and one of the Formal Land Descriptions)

Street Address			
Unit No	Street No	Street Name	
	30A	WILLIAM ST	
Suburb	LORNE	Post Code	3232
Formal Land Description (complete either A or B) - This information can be found on the certificate of title.			
A	Lot No	<input type="checkbox"/> Lodged Plan <input type="checkbox"/> Title Plan <input checked="" type="checkbox"/> Plan of Subdivision	No
	3		53882
OR AND LOT 1 / PS 322412F			
B	Crown Allotment No	Section No	
Parish/Township Name			

The Proposal

You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

For what use, development or other matter do you require a permit?

CONSTRUCTION OF 2 DWELLINGS - EACH ON OWN LOT BUT WITH REALIGNMENT OF BOUNDARY BETWEEN THEM REQUIRED.

Provide additional information on the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

Three hard copies of all supporting documents must be provided. Plans must be drawn to an identified and useable scale (ie 1:100, 1:200) and if plans are A2 size or larger an A3 reduction should also be provided. Documents should include suitable identifiers (ie title, drawing number, date, sheet number).

Estimated cost of development for which the permit is required

Cost \$	\$1.2m.	You may be required to verify this estimate. Insert '0' if no development is proposed (eg. change of use, subdivision, removal of covenant, liquor licence)
---------	---------	-------------------------------------------------------------------------------------------------------------------------------------------------------------

Existing Conditions

Describe how the land is used and developed now*
(eg. vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.)

2 VACANT LOTS.

Provide a plan of the existing conditions. Photos are also helpful.

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Title Information

Encumbrances on title

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

☐ Yes ☐ No ☒ Not applicable (no such encumbrance applies)

Provide a full, current copy of the title for each individual parcel of land forming the subject site. (The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', eg. restrictive covenants.)

Contact Person (the person to contact regarding this application)

First Name*	JOSH	Last Name*	CROSBIE
Company Name (if applicable)	JOSH CROSBIE ARCHITECTS Pty Ltd.		
Street/Postal Address	PO Box 182		
Suburb*	LORNE	Post Code*	3232
Phone		Mobile	0409426669.
Email	EMAIL@JOSH CROSBIE.COM.AU.		

Applicant Details (the person who wants the permit)

☒ Same as contact person

First Name*		Last Name*	
Company Name (if applicable)			
Street/Postal Address			
Suburb*		Post Code*	

Owner Details (the person or organisation who owns the land)

☐ Same as contact person

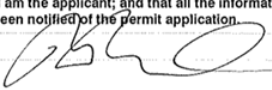
First Name*		Last Name*	
Company Name (if applicable)	SUPERCool (AUSTRALIA) PTY LTD.		
Street/Postal Address	12 MAUD RD.		
Suburb*	DRMANA.	Post Code*	3936.

Declaration (This form must be signed by the applicant)

Has there been a pre-application meeting with a Council Planning Officer? ☐ Yes (with whom?): ☒ No

Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

☒ I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature  Date 5/10/16.

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**REGISTER SEARCH STATEMENT (Title Search) Transfer of
Land Act 1958**

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VOLUME 10378 FOLIO 386

Security no : 124062686205Y
Produced 05/10/2016 04:49 pm

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 322412F.
PARENT TITLE Volume 09239 Folio 840
Created by instrument PS322412F 22/04/1998

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
SUPERCOOL (AUSTRALIA) PTY LTD of 12 MAUD ROAD DROMANA VIC 3936
AM753502X 06/05/2016

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS322412F FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 30A WILLIAM STREET LORNE VIC 3232

DOCUMENT END

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<p>Location of Land Parish: LORNE Township: LORNE Section: _____ Crown Allotment: 43 Crown Portion: _____ LTO Base Record: CHART 3 (3015) Title Reference: VOL.9239 FOL.840 Last Plan Reference: LOT 1 ON LP 122110 Postal Address: 30 WILLIAM STREET (at time of subdivision) LORNE, 3232 AMG Co-ordinates E 758 700 Zone: 54H (of approx. centre of land in plan) N5729 800</p>		<p>Council Certificate and Endorsement Council Name: SHIRE OF WINCHELSEA Ref: S 759 This plan is certified under section 6 of the Subdivision Act 1988. This plan is certified under section 11(7) of the Subdivision Act 1988. Date of original certification under section 6: _____ This is a statement of compliance issued under section 21 of the Subdivision Act 1988: OPEN SPACE (i) A requirement for public open space under section 18 of the Subdivision Act 1988 has/has not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage: _____ Council delegate _____ Council seal _____ Date: / / 2018 Re-certified under section 11(7) of the Subdivision Act 1988 Council Delegate _____ Council Seal _____ Date: / /</p>													
<p>Vesting of Roads and/or Reserves</p>		<p>Notations</p>													
<p>Identifier _____</p>		<p>Staging This is/is not a staged subdivision Planning Permit No. 93/001</p>													
<p>Depth Limitation DOES NOT APPLY</p>		<p>Survey This plan is/is not based on survey This survey has been connected to permanent marks no(s) In Proclaimed Survey Area No. _____</p>													
<p>Easement Information</p>															
<p>Legend: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)</p>															
<table border="1"> <thead> <tr> <th>Easement Reference</th> <th>Purpose</th> <th>Width (Metres)</th> <th>Origin</th> <th>Land Benefitted/In Favour Of</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>					Easement Reference	Purpose	Width (Metres)	Origin	Land Benefitted/In Favour Of						<p>LTO use only</p> <p>Statement of Compliance/Exemption Statement</p> <p>Received <input checked="" type="checkbox"/></p> <p>Date 16 / 4 / 2018</p> <p>LTO use only</p> <p>PLAN REGISTERED</p> <p>TIME 11:50</p> <p>DATE 22 / 4 / 2018</p> <p>K. O'Shea Assistant Registrar of Titles</p> <p>Sheet 1 of 2 Sheets</p>
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefitted/In Favour Of											
<p>TONY JEAVONS SURVEYS P.O. BOX 196 APOLLO BAY, 3233 PHONE 052 376 757 BH. 376 409 AH.</p>			<p>LICENSED SURVEYOR (PRINT) ANTHONY H. JEAVONS SIGNATURE _____ DATE 12 / 11 / 92 REF 00423A VERSION _____</p>												
<p>DATE / /</p>			<p>COUNCIL DELEGATE SIGNATURE _____ Original sheet size A3</p>												

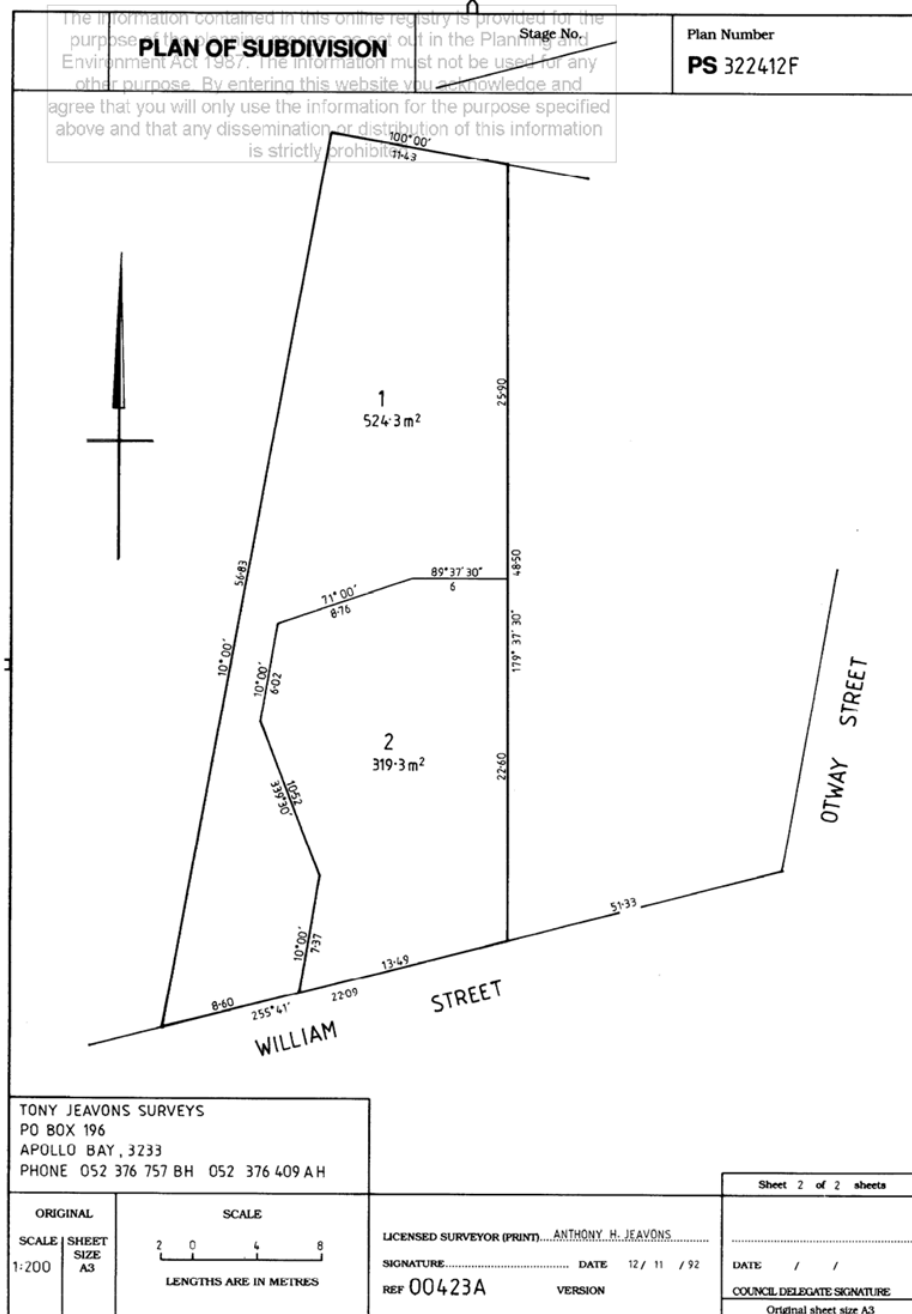
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**REGISTER SEARCH STATEMENT (Title Search) Transfer of
Land Act 1958**

Page 1 of 1

VOLUME 08401 FOLIO 124

Security no : 124062685889S
Produced 05/10/2016 04:35 pm

LAND DESCRIPTION

Lot 3 on Plan of Subdivision 053882.
PARENT TITLE Volume 04436 Folio 102
Created by instrument B419490 14/05/1962

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
SUPERCOOL (AUSTRALIA) PTY LTD of 12 MAUD ROAD DROMANA VIC 3936
AM753502X 06/05/2016

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE LP053882 FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 32 WILLIAM STREET LORNE VIC 3232

DOCUMENT END

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**PLAN OF SUBDIVISION OF
PART OF CROWN ALLOTMENTS 42 & 43
PARISH AND TOWNSHIP OF LORNE**

LP 53882
EDITION 1
PLAN MAY BE LODGED 19-6-61.

COUNTY OF POLWARTH

Scale = FEET TO AN INCH =

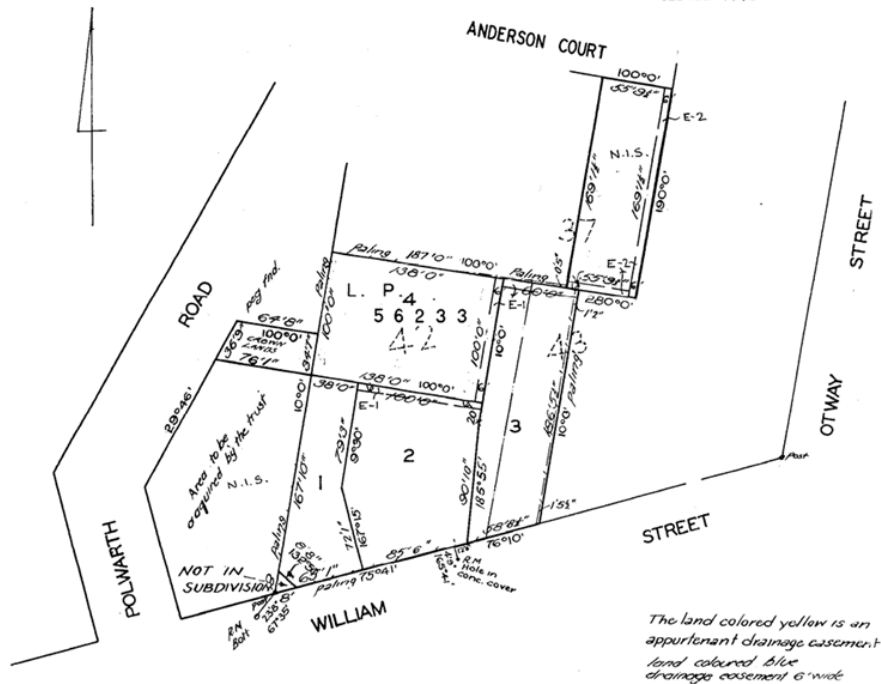
C.T. V.4436 F.102

COLOUR CODE

E-1=BLUE
E-2=YELLOW

THE LAND COLOURED BLUE
IS APPROPRIATED OR SET
APART FOR EASEMENTS OF
DRAINAGE

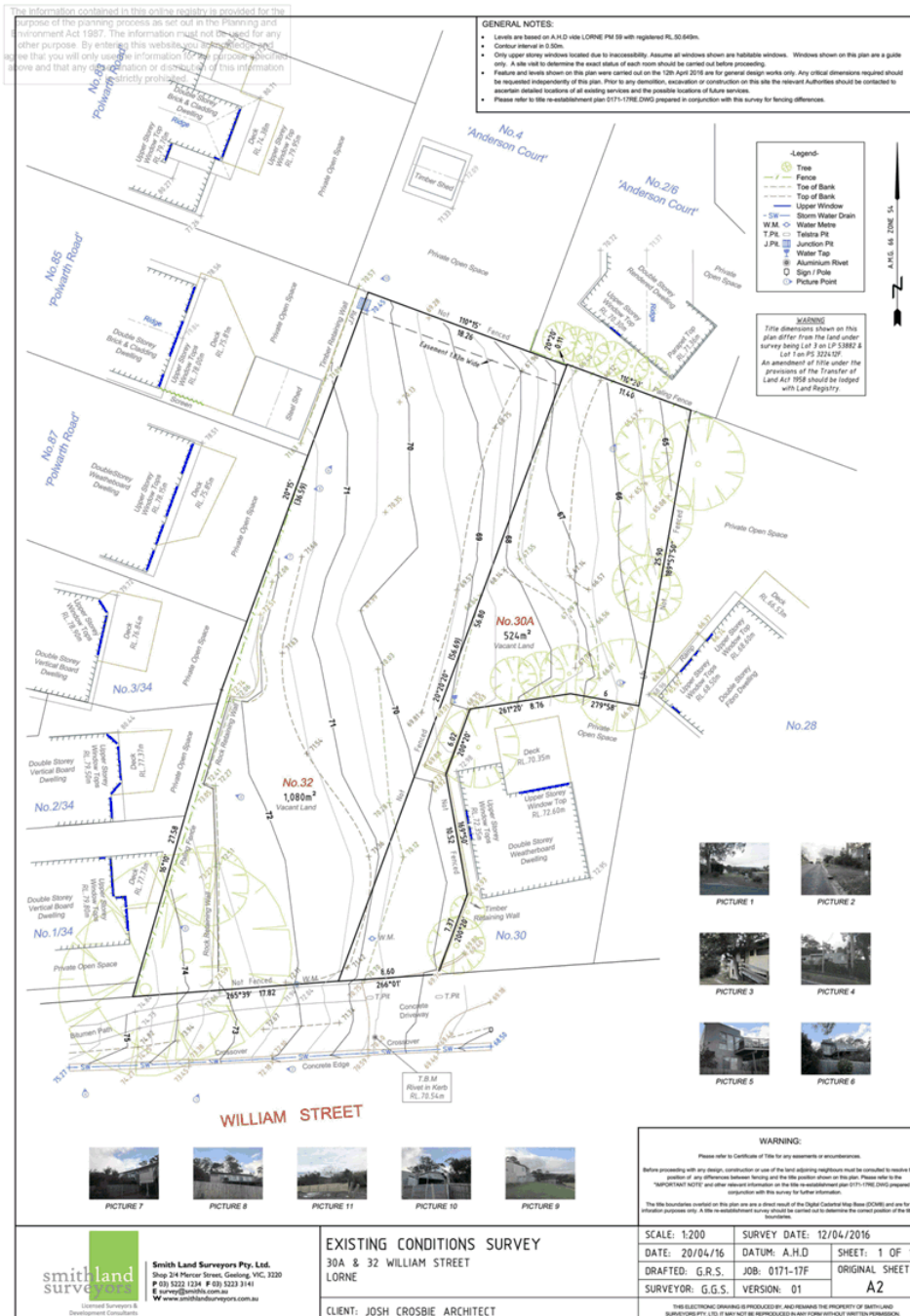
THE LAND COLOURED YELLOW
IS AN APPURTENANT EASEMENT
SEE VOL. 4436 FOL. 102.



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AMENDED PLANNING PERMIT APPLICATION
NUMBER 16/0453

PROPOSED DOUBLE-STOREY DWELLING
ON VACANT LAND

AT 30A WILLIAM STREET, LORNE 3232

23 June 2017

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23 June 2017

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INTRODUCTION

PROPOSAL

This application seeks approval to carry out the following works on vacant land:

- Construct a new 177.6m² double-storey residential dwelling, with 23.1m² decking
- Construct a 46.0m² two car garage with sealed access-way to William Street
- Realign the boundary between 30A and 32 William St.

ZONE

This site is within General Residential Zone - Schedule 1 (GRZ1)

LOCAL GOVERNMENT
Surf Coast Shire Council

PLANNING OVERLAYS

Neighbourhood Character Overlay (NCO2)
Significant Landscape Overlay (SLO)
Design and Development Overlay – Schedule 12 (DDO12)

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54.01 NEIGHBOURHOOD AND SITE DESCRIPTION AND DESIGN RESPONSE

54.01-1 Neighbourhood and site description

The preferred neighbourhood character for Lorne is derived from the positive natural elements of the existing character and is consistent across the township. Filtered views of the ocean, coast and hinterland are a special feature of this town, with these views most often determining the built forms' orientation and design. Buildings are nestled within the native bushland and tree canopy. They sit discreetly and are generally low in scale. Buildings range from classic older beach houses through to modern coastal designs that utilise simple built forms, a diverse range of natural, visually lightweight materials, extensive use of glass and building colours that are subtle, neutral and unobtrusive. Driveways and car parking are recessive in the streetscape. Front fences are limited as buildings are generally screened and blended with vegetation.



Image 1: Site Map, 30A William Street, Lorne

William Street ascends steeply from the iconic Great Ocean Road to the peak of the hill overlooking Lorne's township and the ocean. It connects the foreshore, main shopping strip, football oval and recreational reserve, and industrial precinct - all whilst accessing spectacular and expansive views of the Surf Coast, from Aireys Inlet lighthouse to the Lorne pier.

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No. 30A William Street is toward the higher end of the street. The dwellings along this strip range from classic 1960 and 1970's original beach houses through to modern coastal designs. Most dwellings are double-storey with living spaces and decks on the upper level facing east to optimise ocean views. Almost all of the roof forms are flat roofs with low pitches and metal sheet roofing. Dwellings are largely screened and blend with the surrounding vegetation, therefore very few properties have front fences. Most surrounding buildings are residential, primarily occupied as holiday homes.

As part of this application, approval is sought to realign the existing boundary between No. 30A and No. 32 William St. Both lots are vacant and have the same owner. The existing boundary between No. 30A and No. 32 runs NNE for 56.7m from William St, with No. 32 being a regular shaped block of 1,080m² situated above No. 30A which is a very irregular block of 524m² carved out of the side and rear of No. 30. There are no trees or shrubs on the existing No. 30A.

As shown in Image 2 below, the unformed irregularly shaped driveway of No. 30A sidles No. 30 William St to the east which is a simple double-storey dwelling with weatherboard cladding and a flat roof. As No. 30 is orientated to the east with just two obscured windows to non-habitable rooms puncturing its western façade, privacy is maintained between No. 30 and the subject site.



Image 2: Existing 30A crossover and unformed driveway sidling No. 30.

As shown in Image 3 below, the existing rear land of No. 30A shares an unfenced east boundary with No. 28 William St and a simple post and wire fenced south boundary with No. 30 William St. The north boundary (not shown) has a paling fence shared with No. 2/6 Anderson Court whose dwelling is completely hidden behind a high Lilly Pilly hedge.

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Image 3: 30A William St existing rear land, fenced S boundary with No. 30 and unfenced E boundary with No. 28

No. 30A currently has a very irregular unformed 160m² driveway which is 8.6m wide at William St narrowing to only 2.4m wide before opening to the rear area of 364m² which falls away steeply to the east. Such a subdivision of No. 30A from No. 30 would not be approved under current planning regulations. Indeed, it is highly questionable whether a habitable house could be built on such a small and sloping parcel of land and meet current planning regulations and overlays, let alone whether it would be worth anyone's effort and expense. It is also doubtful whether the driveway, which at its narrowest is only 2.4m wide for 6.0m, could be constructed to be navigable.

54.01-2 Design response

The current owner bought the land believing that such a negative and unproductive situation for No. 30A could be turned into a positive one by realigning the boundary between Nos. 30A and 32 to run from west to east. No. 30A would comprise all the 627.4m² of land fronting William St, while No. 32 would comprise all the 977.4m² of land to the rear (including the problematic rear land of the existing No. 30A). Under this realignment, the owner seeks to build only two modest dwellings on the highest land, providing each with significant views in a very treed setting. This is seen as greatly adding amenity to No. 30A without comprising that of No. 32 or unreasonably, that of neighbouring properties. It not only adds value for the owner, but also for the town by providing business and employment with the proposed front dwelling being available for short term rental. It also supports moves by government at all levels to discourage residential blocks being left vacant for extended periods (as would have been very likely for No. 30A under the existing subdivision).

Access to the rear property, No. 32 will be provided by a carriageway easement across the land of No. 30A between the 30A dwelling and its west boundary. An upper crossover already exists and, due to its previous use as a driveway many years ago, the proposed 4m wide carriageway is already largely formed as a relatively flat driveway for its 27.5m length. This option is seen as being the least disruptive to the surrounding area and importantly enables the two large gums trees in the large raised garden bed in the

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By contrast, access to No. 30A will be via the existing lower crossover (as shown in Image 2 above). Consideration was given to utilising the higher carriageway easement, which had the benefit of placing the garage and house entry for No. 30A more at the level of the upper living areas. However, it was too difficult to fit a double garage in at the higher level along with the second bedroom (which is imperative to take maximum advantage of the views). The proposed design has an acceptable building balance between lower and upper levels (thereby minimising the building's imprint) and satisfactorily utilises a large lower level shaded space as a garage that does not have any views and which otherwise could not have been used productively. Also, if higher up the block, the garage could not be built over without significantly increasing existing building height and compromising view sharing objectives. These were seen as compelling arguments given that the lower crossover is already fully formed.

The proposed double-storey dwelling at 30A William Street is a simple geometric form orientated to take advantage of both the direct northern sunlight accessed by the site, and the expansive views of the ocean, coastal shoreline, natural bushland and the picturesque township of Lorne to the east. The proposal utilises the existing lower crossover shared with No. 30 and situates the dwelling below the predominant tree canopy which is integral to the preservation of the preferred neighbourhood character of the area. The proposed dwelling and its placement ensure a design very respectful of the existing vegetation and existing amenity to adjoining properties.

Under the boundary realignment, No. 30A will share its western boundary with the three units 1-3 / 34 William St (refer Image 4 below). These double-storey weatherboard clad units are all of a very similar size, form and appearance. A timber fence and concrete retaining wall exist along the boundary together with landscaping works and the proposed gravel carriageway easement.



Image 4: 30A proposed W boundary with 1-3 34 William St, also showing retaining wall to relatively flat proposed carriageway easement. Unit 3 is hidden behind the bushes on the right.

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All three of these units, 1-3 access their best views from their second storey balconies and habitable rooms, which are set at 77.73m, 77.37m and 76.84m AHD respectively. By cutting further into the already excavated ground and keeping the building height of No. 30A to only 6.49m, the roof at its highest point is 76.69m, or a significant 1.04m below the primary viewing areas for Unit 1. This combined with the low pitched hipped roof and the siting of the 30A dwelling towards William St has achieved the neighbourhood character objective of a reasonable sharing of views. Both Units 2 and 3 are situated such that their views of the significant landscape features defined in NCO2 are unaffected by the proposed development at No. 30A.

Great consideration has ensured there is no proposal for tree removal from the site, whilst the proposed building height and setbacks have avoided any overlooking and overshadowing issues and should alleviate any view sharing concerns. The building's footprint is just 116.2m², thereby achieving 18.5% site coverage on the full 627.4m² site.

The proposed building materials include hardwood boards and cladding rendered for a smooth texture to the remaining dwelling in unobtrusive colours. Extensive glazing and a low pitched roof with sweeping eaves will also provide the dwelling with a lightweight appearance, whilst maximizing access to natural light, passive solar gain and cross-ventilation opportunities.

Please see Appendix A for architectural plans.

54.02 NEIGHBOURHOOD CHARACTER

54.02-1 Neighbourhood character objective

The proposed dwelling respects and contributes to the preferred neighbourhood character of the Lorne Residential Area. This development continues to blend with the natural vegetation using subtle, neutral and unobtrusive colours and materials.

No native trees are to be removed in this proposal. Extensive landscaping works to the site will enhance and reinstate the preferred character of a tall canopy treed setting with recessive buildings - particularly on the subject site, which has previously been cleared of most vegetation.

The access way and car parking to the site utilises the existing lower crossover and has a recessive and informal appearance.

Great care has been taken to ensure that the existing amenity to surrounding properties is maintained in an area where view sharing is very important.

The design response is certainly appropriate to the neighbourhood character and site.

Standard A1 is satisfied.

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54.02-2 Integration with the street objective

Whilst the proposed dwelling is oriented towards the east and north, the double storey height glazed entry and protruding timber form make a lovely contribution to the streetscape of William St. A variety of natural and unobtrusive materials make up the front façade of the building, including hardwood cladding and smooth rendered panels. The area between the dwelling and the street allows for extensive landscaping works, creating a denser bushland setting to better compliment the character of the town and soften the appearance of the building from the street.

The following table shows the external materials and their colours:

Area	Material	Colour
Roof	Colorbond steel	Colorbond Wallaby
Fascias and spoutings	As specified	Colorbond Wallaby
Windows (S face)	Powder coated aluminium	Colorbond Wallaby
Windows (other)	Powder coated aluminium	Colorbond Dune
Wall (above garage front)	Hardwood timber cladding	Natural stain
Walls (S face, L2, part-L1)	Rendered board	Caveman (Dulux P14A7)
Walls (recessed L1)	Rendered board	Fitzroy Crossing (Dulux RB33)
Garage door	Steel	Colorbond Wallaby



Wallaby

Caveman

Dune

Fitzroy Crossing

The dwelling integrates with the street very well.

Standard A2 has been satisfied.

54.03 SITE LAYOUT AND BUILDING MASSING

54.03-1 Street setback objective

The front setback in this proposal is 5.4m from the street. This is the average distance of the street setbacks of the two adjoining dwellings.

Standard A3 has been satisfied.

54.03-2 Building height objective

The proposed roofline has a maximum height of 6.49m, which is significantly less than the allowed maximum height of 7.5m.

Standard A4 has been satisfied.

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Planning Application 30A William St, Lorne 3232 23 June 2017
54.03-3 Site coverage objective distribution of this information is strictly prohibited.

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The site area of 627.4m² adjusted for the carriageway easement of 113m² is 514.4m². The proposed footprint is 116.2m², giving an adjusted site coverage of 22.6%.

NCO2 allows a maximum site coverage of 35%.

Standard A5 has been satisfied.

54.03-4 Permeability objectives

The impervious areas comprise the roof (166.7m²) and the concrete driveway (31.5m²) giving a total impervious area of 198.2m².

The site's permeable area is therefore 429.2m² or 68.4% of the site's area, which comfortably exceeds the permeability requirement of at least 20%.

Standard A6 has been satisfied.

54.03-5 Energy efficiency protection objectives

Extensive glazing to the proposed dwelling's northern and eastern facades, coupled with the open plan design ensures solar access to southward areas of the dwelling for passive solar gain.

All glazing on the proposed dwelling is double glazed and the high glazing to floor area ratio will ensure that excellent natural light and ventilation are achieved.

Best practice bulk insulation will be used in all envelope elements: R2.1 to the subfloor, R5.0 for the roof, and R2.5 for the walls.

Energy efficiency opportunities for neighbouring properties will not be affected.

Standard A7 has been satisfied.

54.03-6 Significant trees objectives

The area not available for planting vegetation is 296.3m², comprising the building's ground floor, garage, carriageway, front deck, rear paving and side walkway. Therefore, the area available for planting is 331.1m² or 52.8% of the site's area, comfortably above the required minimum of 50%.

The rear yard contains an area of 123m² with a width of 8.3m that could be available for planting vegetation, including canopy trees as shown on the Landscape Plan. This excludes an adjoining area of 31m² also available for planting to the east of the dwelling. Therefore the requirement of an area of 100m² with a minimum dimension of 8m available for vegetative landscaping that includes canopy trees has been met.

Standard A8 has been satisfied.

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The proposal includes a 46.0m² double-car garage that is recessed within the front façade of the dwelling, accessed from the existing crossover.

Standard A9 has been satisfied.

54.04 AMENITY IMPACTS

54.04-1 Side and rear setbacks objective

All side and rear setbacks are compliant with Standard A10.

Standard A10 is satisfied.

54.04-2 Walls on boundaries objective

No walls on boundaries are proposed.

Standard A11 has been satisfied.

54.04-3 Daylight to existing windows objective

No existing habitable room windows are compromised by the proposed works. The proposed dwelling provides all existing windows on abutting properties with more than the minimum requirement of 3m² clear to the sky.

Standard A12 has been satisfied.

54.04-4 North-facing windows objective

Sunlight to existing north facing windows is not being reduced with this proposal.

Standard A13 has been satisfied.

54.04-5 Overshadowing open space objective

As shown in appendix A, no existing SPOS or habitable rooms will be overshadowed.

Standard A14 is satisfied.

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As shown in appendix A, no existing habitable room windows will be overlooked.

The proposed north-facing deck on the first floor is 9.1m from the existing deck of no. 30 William Street. A mature gum tree and other dense plantings provide extra privacy here also.

Standard A15 is satisfied.

54.05 ON-SITE AMENITY AND FACILITIES

54.05-1 Daylight to new windows objective

All proposed glazing provides adequate natural light to each habitable room. A minimum of 10% floor area is achieved in all habitable spaces.

Standard A16 is satisfied.

54.05-2 Private open space objective

The proposed dwelling has 180m² of private open space to the sides and rear of the dwelling, which is 28.6% of the site. This is a sufficient area for reasonable recreational and service needs of residents and exceeds the minimum requirement of 40m² or at least 20%.

Standard A17 is satisfied.

54.05-3 Solar access to open space objective

Adequate private open space is located to the north (rear) of the dwelling, maximising solar gain.

Standard A18 is satisfied.

54.06 DETAILED DESIGN

54.06-1 Design detail objective

The design of the proposed double-storey dwelling at 30A William Street respects the preferred neighbourhood character of the General Residential Zone of Lorne.

The building form is diverse with a multitude of natural materials, articulated forms and expansive eaves encouraged to display the Surf Coast style. The proposed dwelling is visually lightweight by using a low, pitched steel roof form and an extensive use of glass. The proposed building colours are subtle, neutral and unobtrusive. A natural palette of materials and textures includes hardwood timber cladding, render, aluminium window frames and decks. This replicates the surf coast style of dwellings typical to the Lorne residential area.

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The design's sensitivity to the natural site ensures it does not exceed building footprint regulations, nor dominate the low density residential setting. Importantly, the design of two dwellings each with small imprints on such a relatively large block ensures that Lorne's informal, open, spacious character created by the dominance of vegetation, low scale buildings and a lack of front fencing is retained.

This proposal does not exceed building height or building setback requirements, whilst the overall building height remains below the existing second-storey deck height of adjacent properties.

The proposed landscaping works to the dwelling will provide a denser bushland setting to the site, better complementing the character of the town and softening the appearance of the building from the street and adjoining properties.

Standard A19 is satisfied.

54.06-2 Front fences objective

No front fence is proposed.

Standard A20 is satisfied

SIGNIFICANT LANDSCAPE OVERLAY (SLO)

No trees are required to be removed in this proposal.

Please see Landscape Plan for schedule of native plantings, Appendix A.

DESIGN AND DEVELOPMENT OVERLAY – SCHEDULE 12 (DDO12)

The subdivision in this proposal has ensured that lot sizes are sufficient to accommodate adequate vegetation, including substantial trees, buildings that meet the preferred neighbourhood character, and provide space for wildfire management requirements.

The proposed boundary realignment between Nos. 30A and 32 ensures 30A is greater than 550m². As such, the proposal remedies the situation where No. 30A currently has a total area of only 524m² and such a difficult and restricted building area as to render any future development of the existing site highly unlikely.

The objectives of DDO12 are satisfied.

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APPENDIX A

ARCHITECTURAL PLANS

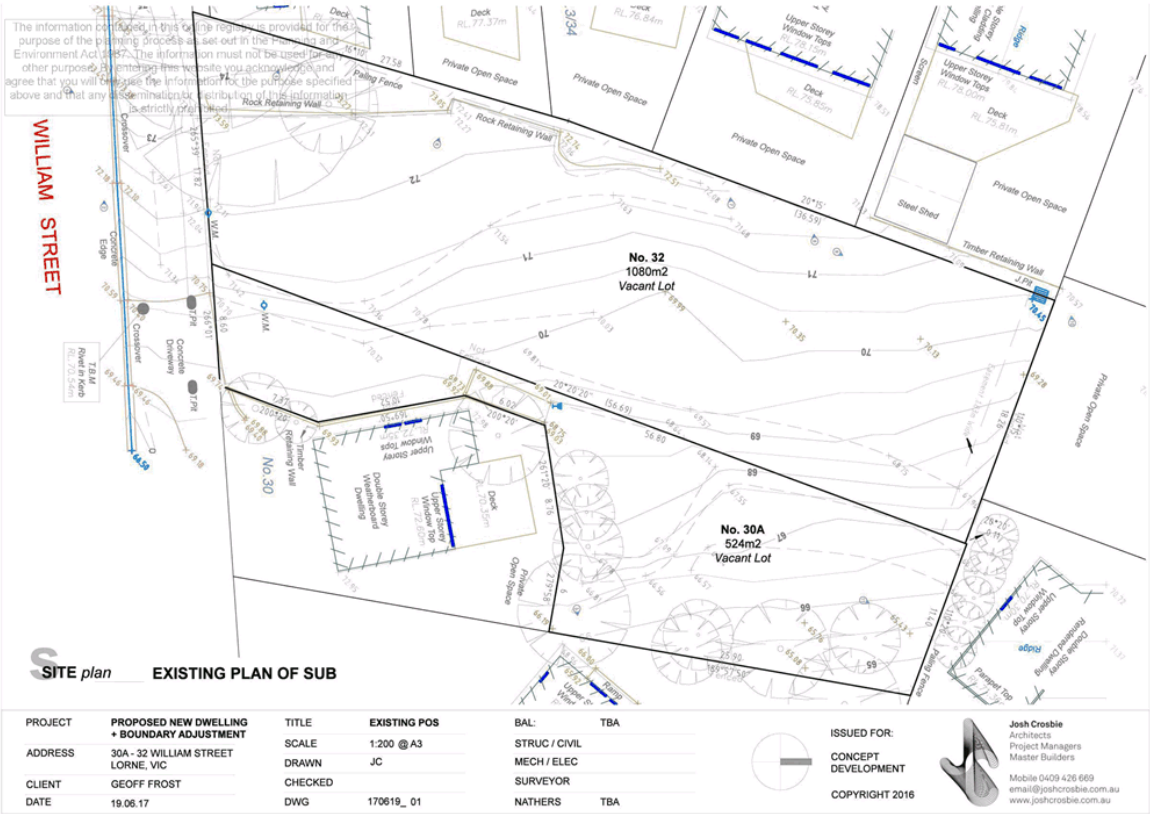
The architectural plans are attached.

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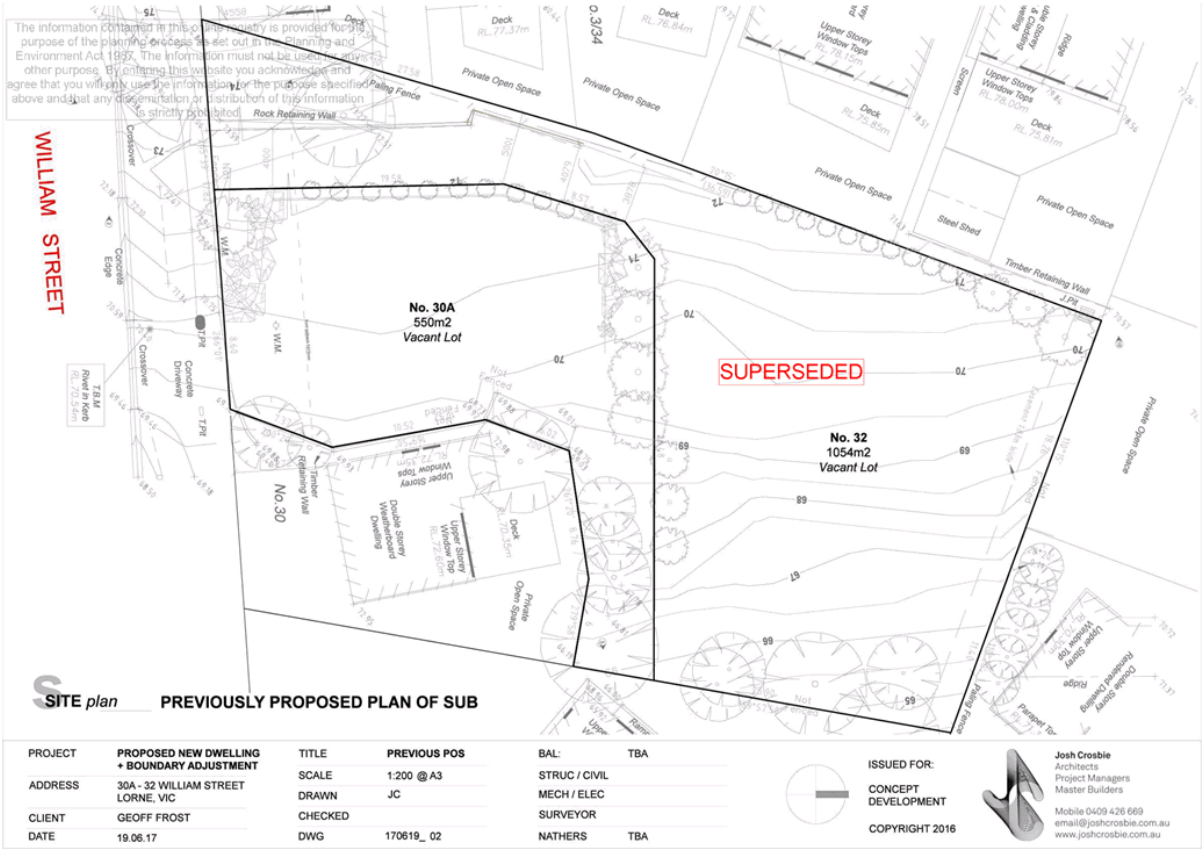
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PROPOSED DWELLING AT
30A WILLIAM STREET
LORNE, 3232 VIC

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03_NEW PROPOSED PLAN OF SUBDIVISION
04_SITE PLAN
05_GROUND FLOOR PLAN
06_FIRST FLOOR PLAN
07_ROOF PLAN
08_ELEVATIONS 1
09_ELEVATIONS 2
10_LANDSCAPE PLAN
11_OVERSHADOWING DIAGRAM
12_OVERLOOKING DIAGRAM

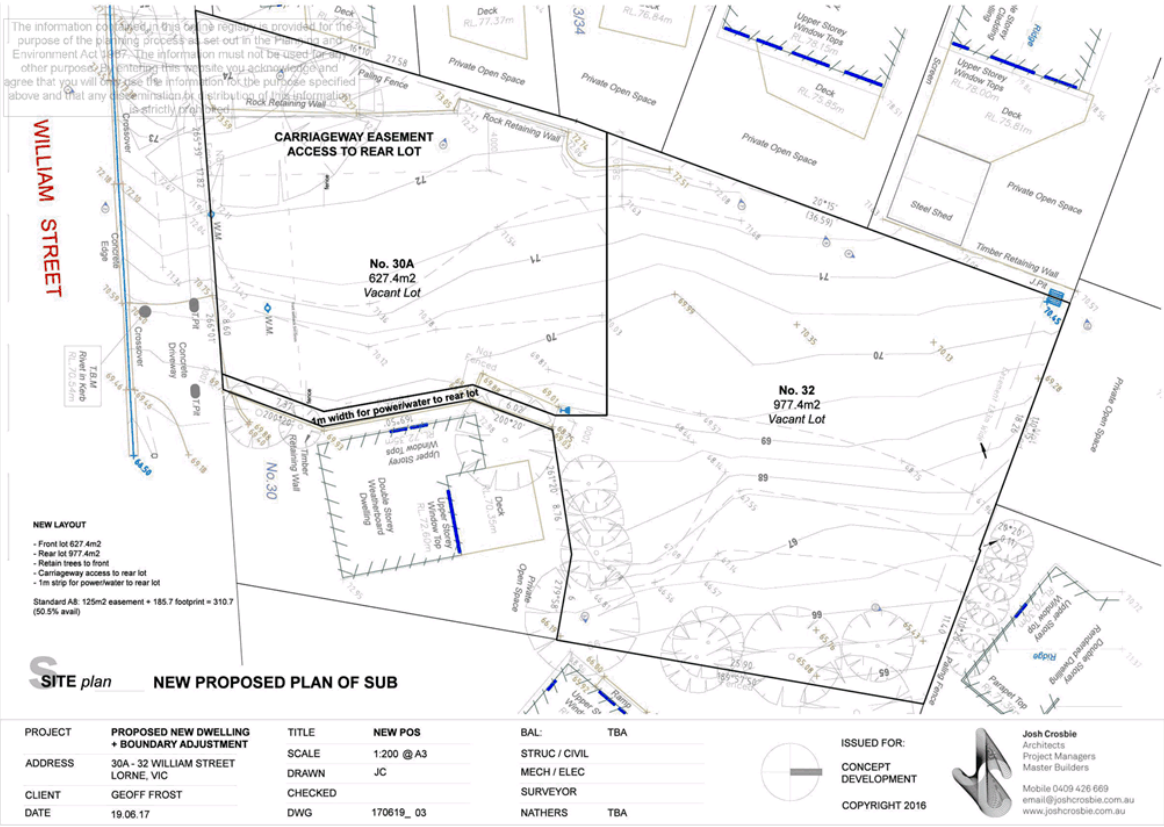
 **Josh Crosbie**
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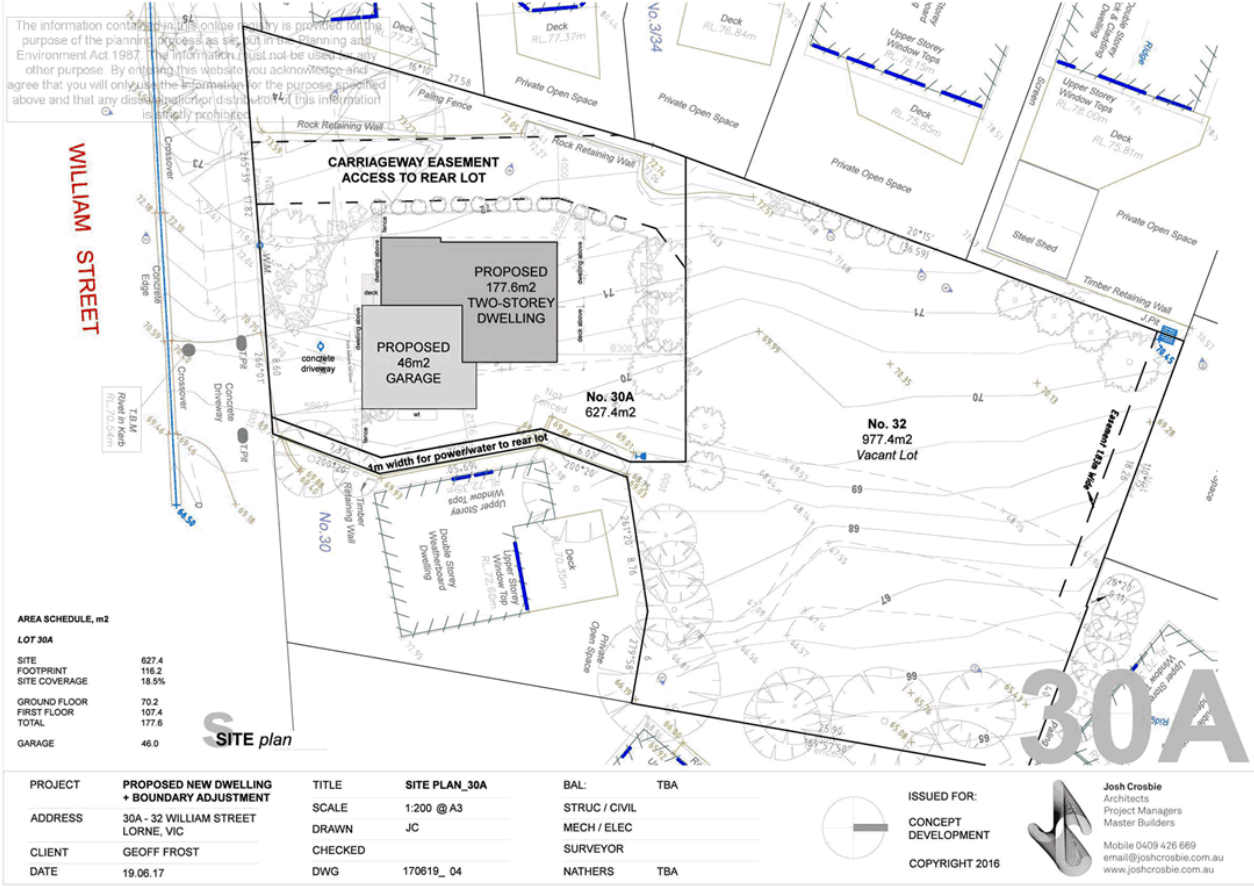
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The ground plan for No. 30A shows a building with the following layout:

- Garage:** 6.5x8.3, FFL 70.2, +2850 cell.
- Living Area:** RUMPUS 4.0x3.75, PDR 2.7x1.0, BATH 2.7x2.5, BED 3 3.5x3.0, BED 4 3.5x3.0.
- Other Rooms:** LAUN 3.1x1.5, DECK 2.0x1.2.
- Setbacks:** Front setback 5415mm, side setbacks 4370mm and 1000mm.
- Easements:** Rock Retaining Wall, Private Open Space, Carriageway Easement Access to Rear Lot.
- Other Features:** W.M. CONCRETE DRIVEWAY, Upper Storey Window Tops, Double Storey Weathered Dwelling.

PROJECT	PROPOSED NEW DWELLING + BOUNDARY ADJUSTMENT	TITLE	GROUND PLAN_30A	BAL:	TBA
ADDRESS	30A - 32 WILLIAM STREET LORNE, VIC	SCALE	1:100 @ A3	STRUC / CIVIL	
CLIENT	GEOFF FROST	DRAWN	JC	MECH / ELEC	
DATE	19.06.17	CHECKED		SURVEYOR	
		DWG	170619_05	NATHERS	TBA

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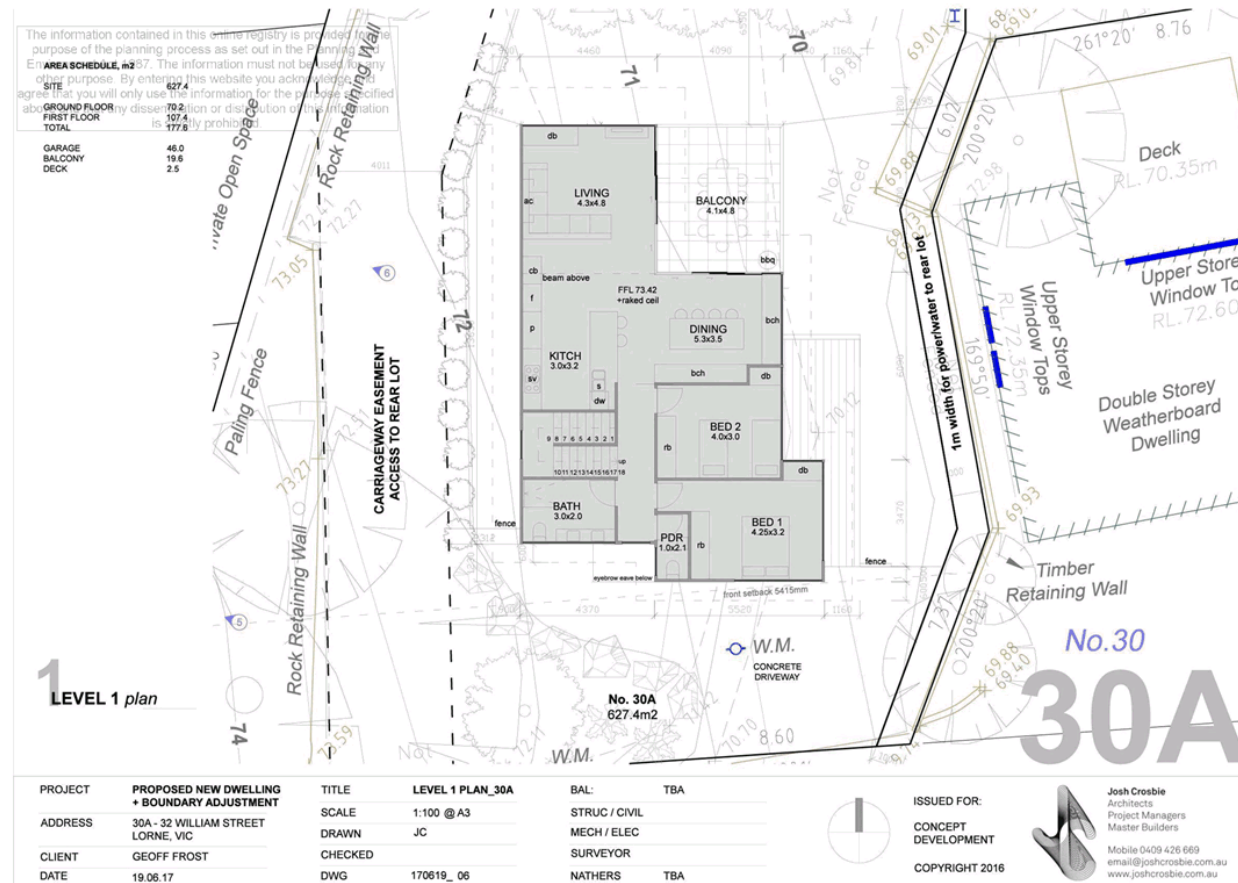
No. 30A
 627.4m2

No. 30
 30A

JOSH CROSBIE
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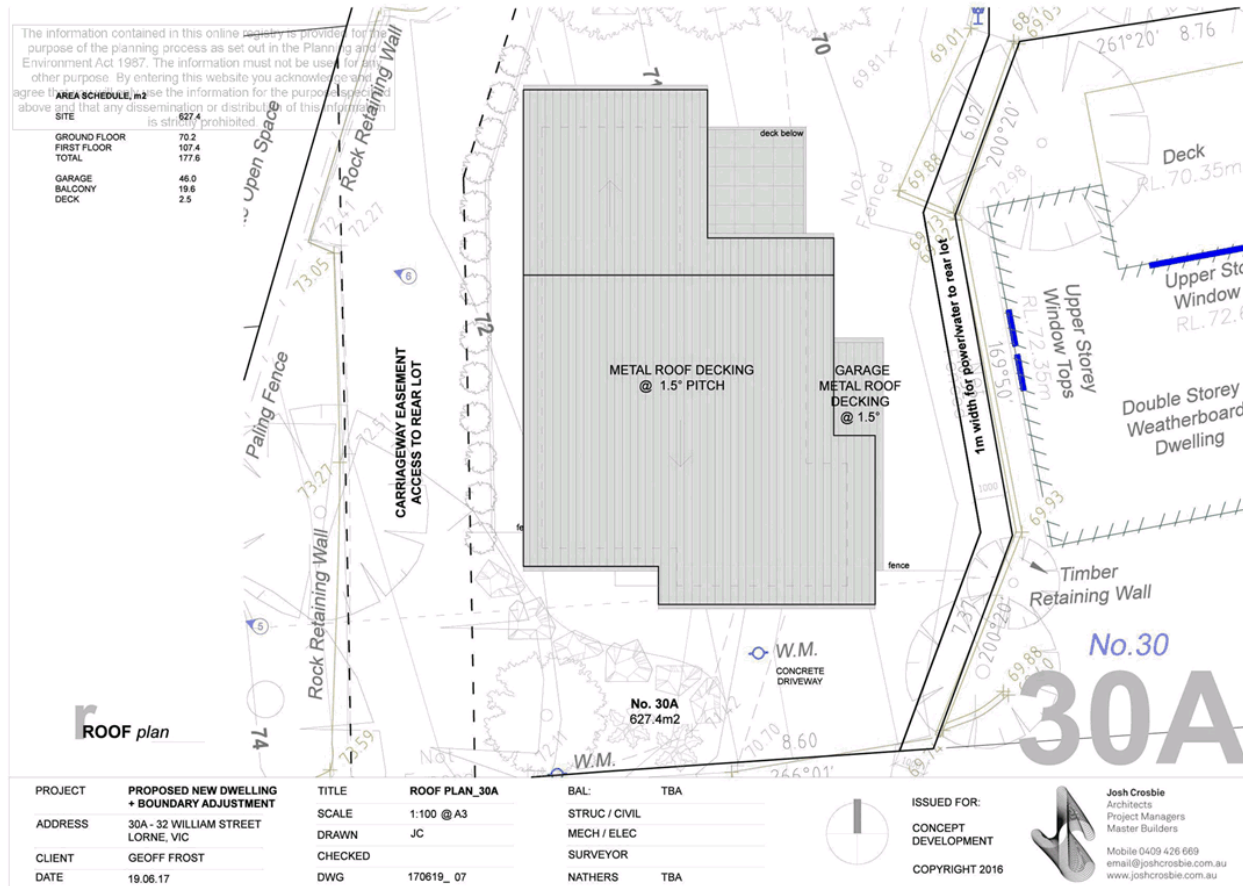
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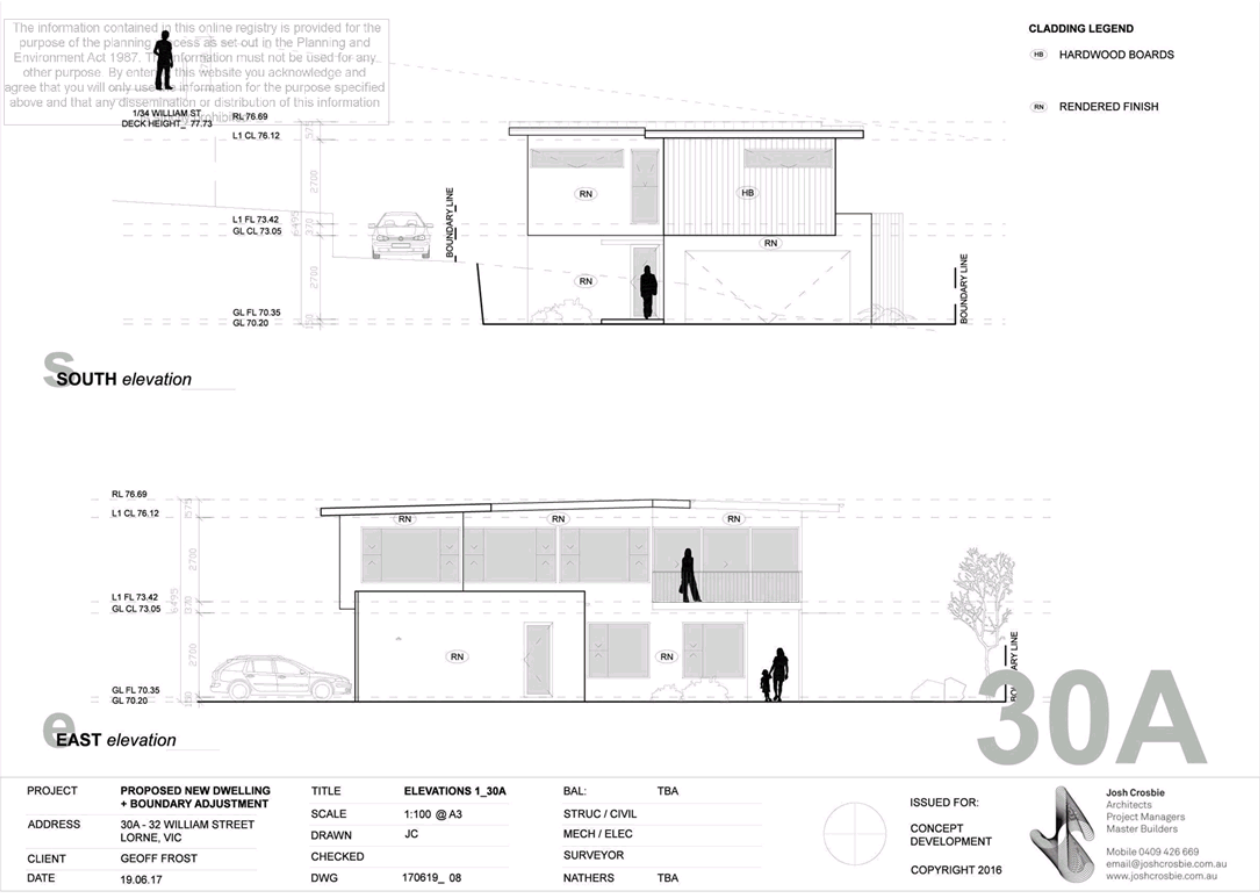
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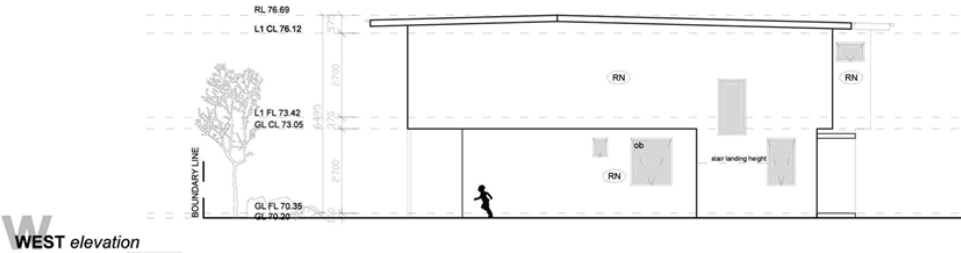
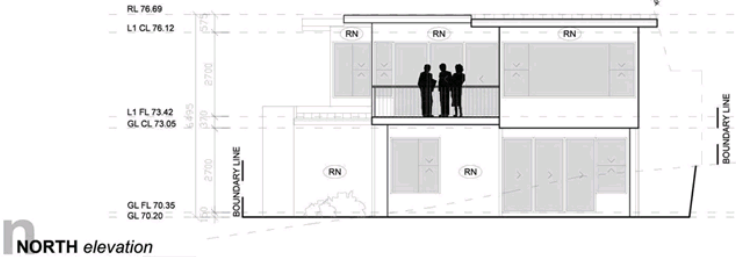
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CLADDING LEGEND

HB HARDWOOD BOARDS

RN RENDERED FINISH



30A

PROJECT	PROPOSED NEW DWELLING + BOUNDARY ADJUSTMENT	TITLE	ELEVATIONS 2_30A	BAL:	TBA
ADDRESS	30A - 32 WILLIAM STREET LORNE, VIC	SCALE	1:100 @ A3	STRUC / CIVIL	
CLIENT	GEOFF FROST	DRAWN	JC	MECH / ELEC	
DATE	19.06.17	CHECKED		SURVEYOR	
		DWG	170619_09	NATHERS	TBA



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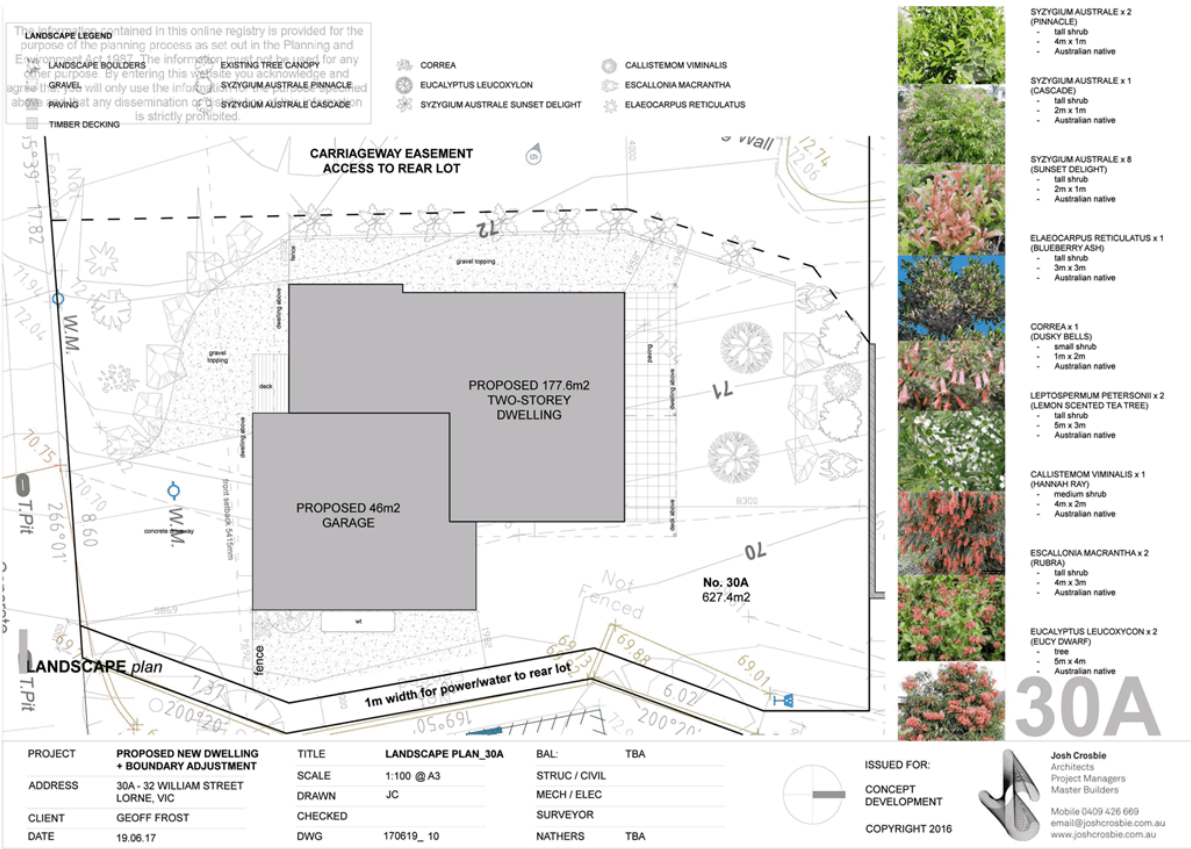


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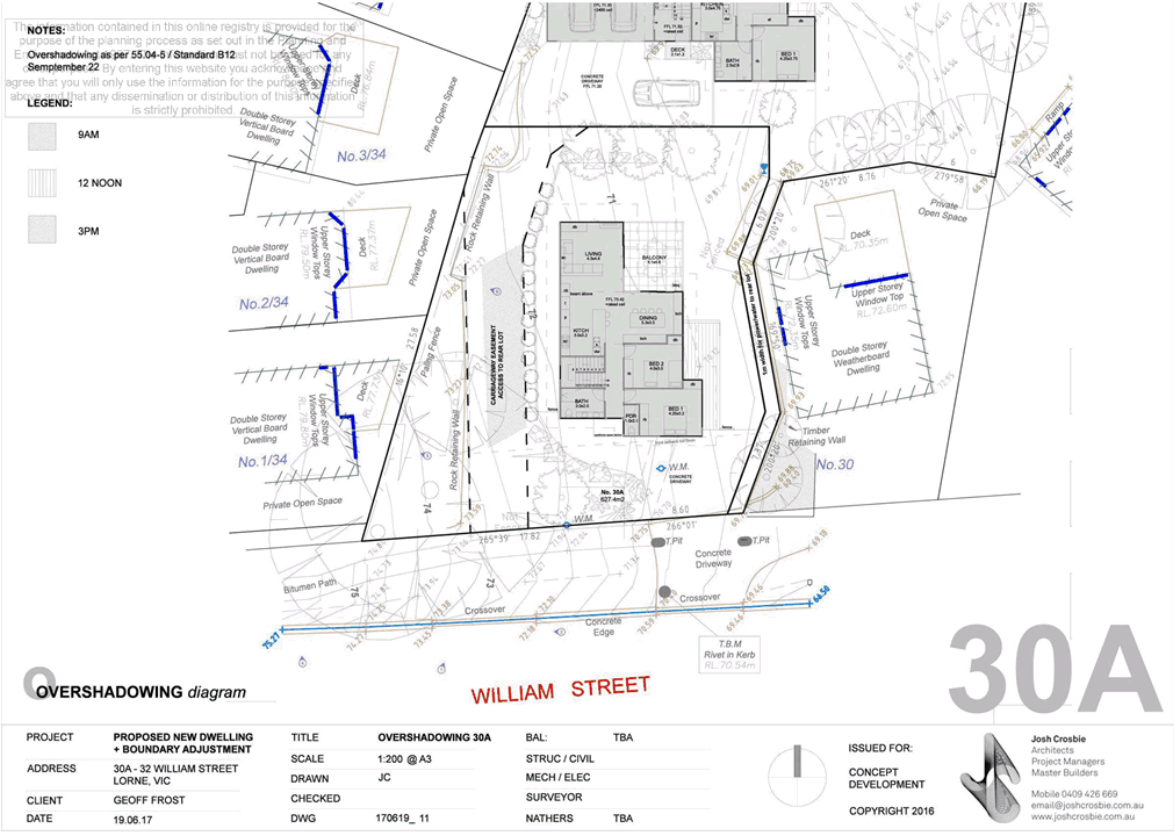
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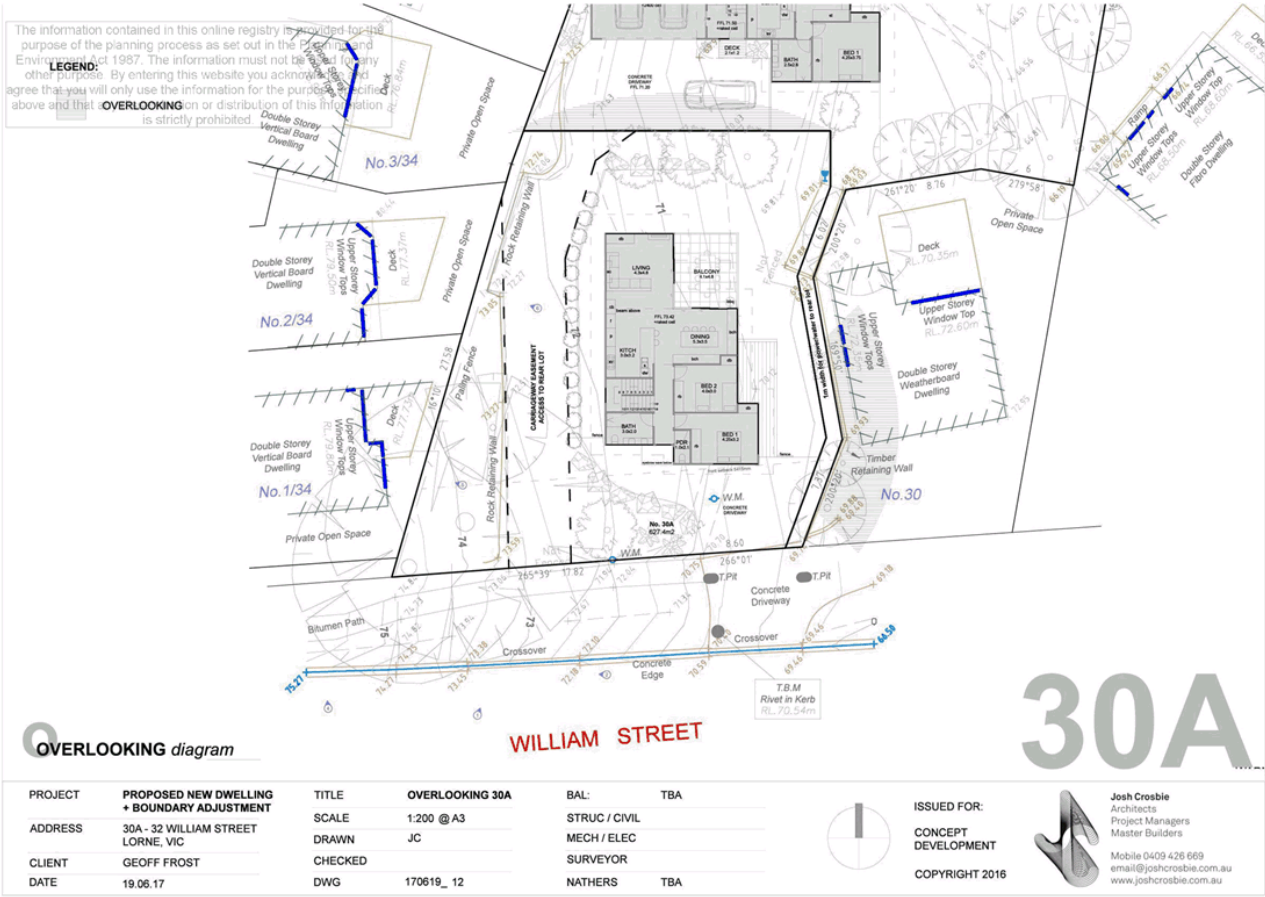
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AMENDED PLANNING PERMIT APPLICATION
NUMBER 16/0453

PROPOSED DOUBLE-STOREY DWELLING
ON VACANT LAND

AT 32 WILLIAM STREET, LORNE 3232

23 June 2017

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Planning Application - 32 William St, Lorne 3232 - 23 June 2017

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INTRODUCTION

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PROPOSAL

This application seeks approval to carry out the following works on vacant land:

- Construct a new 217.6m2 split-level residential dwelling, with 40.0m2 of decking.
- Construct a 46.4m2 two car garage and storage area with access-way to William Street.
- Realign the boundary between 30A and 32 William St.

ZONE

This site is within General Residential Zone - Schedule 1 (GRZ1)

LOCAL GOVERNMENT

Surf Coast Shire Council

PLANNING OVERLAYS

Neighbourhood Character Overlay (NCO2)
Significant Landscape Overlay (SLO)
Design and Development Overlay – Schedule 12 (DDO12)

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54.01 NEIGHBOURHOOD AND SITE DESCRIPTION AND DESIGN RESPONSE

54.01-1 Neighbourhood and site description

The preferred neighbourhood character for Lorne is derived from the positive natural elements of the existing character and is consistent across the township. Filtered views of the ocean, coast and hinterland are a special feature of this town, with these views most often determining the built forms' orientation and design. Buildings are nestled within the native bushland and tree canopy. They sit discreetly and are generally low in scale. Buildings range from classic older beach houses through to modern coastal designs that utilise simple built forms, a diverse range of natural, visually lightweight materials, extensive use of glass and building colours that are subtle, neutral and unobtrusive. Driveways and car parking are recessive in the streetscape. Front fences are limited as buildings are generally screened and blended with vegetation.



Image 1: Site map, showing proposed lot 32 William St, Lorne, including 1m wide utilities easement.

William Street ascends steeply from the iconic Great Ocean Road to the peak of the hill, overlooking Lorne's township and the ocean. It connects the foreshore, main shopping strip, football oval and recreational reserve, and industrial precinct - all whilst accessing spectacular and expansive views of the Surf Coast, from the Aireys Inlet lighthouse to the Lorne pier.

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The existing vacant lot at No. 32 William St (seen in Image 2 below) is at the higher end of the street, with a relatively flat site for the area. The dwellings along this strip range from classic 1960 and 1970's original beach houses through to modern coastal designs. Most dwellings are double-storey with living spaces and decks on the upper level facing east to optimise ocean views. Almost all of the roof forms are flat roofs with low pitches and metal sheet roofing. Most dwellings are largely screened and blend with the surrounding vegetation, therefore very few properties have front fences. Most surrounding buildings are residential, primarily occupied as holiday homes.



Image 2: Existing vacant lot, 32 William St, showing crossover.

As part of this application, approval is sought to realign the existing boundary between No. 30A and No. 32 William St. Both lots are vacant and have the same owner. The existing boundary between No. 30A and No. 32 runs NNE for 56.7m from William St, with No. 32 being a regular shaped block of 1,080m² situated above No. 30A which is a very irregular block of 524m² previously carved out of the side and rear of No. 30 William St. It is highly questionable whether a habitable house could be built on the small and sloping parcel of rear land of No. 30A and meet current planning regulations and overlays. It is also questionable whether, at its narrowest, its 2.4m wide driveway could be constructed to be navigable.

By realigning the boundary between Nos. 30A and 32 to run from west to east, No. 30A would comprise all the 627.4m² of land fronting William St, while No. 32 would comprise all the 977.4m² of land to the rear (including the problematic rear yard of the existing No. 30A). Under the realignment, the owner seeks to build only two modest dwellings across the highest land, providing each with significant views in a very treed setting. This is seen as greatly adding amenity to No. 30A and resolves its considerable town planning issues, without comprising the amenity of No. 32 or neighbouring properties.

Access to No. 32 will be provided by a carriageway easement across the land of No. 30A between the 30A dwelling and its west boundary. As shown in Image 2, the crossover already exists and, due to its previous use as a driveway many years ago, the proposed 4m wide carriageway is already largely formed as a relatively flat driveway for its 27.5m length. This option is seen as being the least disruptive to the surrounding area and importantly enables the two large gums trees in the large raised garden bed in the

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SW corner to be retained without any compromise. The existing rock retaining wall of the raised bed and concrete boundary retaining wall would form the upper western edge of the carriageway easement.

Since No 32 otherwise has no frontage of its own to William St, in order to provide utilities (water and power) to No. 32, it will be necessary to create a 1m wide easement sidling the west boundary of No. 30 William St (as drawn in Image 1). This area is shown in Image 3 below.



Image 3: A 1m wide utilities easement will sidle the west boundary of No. 30 William St (shown above) and form the east boundary of the proposed No. 30A.

Under the proposal, the west boundary of No. 32 (shown in Image 4 below) will continue to be shared with No. 3/34 William St and Nos. 87 and 85 Polwarth Rd.



Image 4: The unit 3/34 William St and houses Nos. 87 and 85 Polwarth Rd will continue to share the west boundary of No. 32 William St.

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The foreground of Image 4 shows the bulk of the rear land of the existing No. 30A William St and how it falls steeply away to the east. Under the proposal, this land will form part of No. 32.

No. 3/34 William St (seen in Image 5 below) abuts the gravel carriageway easement proposed along the western boundary of No. 30A William St and also the proposed concrete driveway along part of the western boundary of No. 32. The double-storey weatherboard clad dwelling accesses its best views from the east facing second storey habitable rooms and deck, set at a height of 76.84m.

No. 87 Polwarth Road (also seen in image 5 below) is a double-storey weatherboard dwelling, with east-facing second-storey habitable rooms, deck and backyard. The finished height of the balcony is 75.85m.

A timber fence separates both properties from the subject site.



Image 5: The unit 3/34 William St and house 87 Polwarth Rd share the west boundary of No. 32 William St.



Image 6: 85 Polwarth Rd has a steel shed and timber retaining wall along the west boundary of No. 32.

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No. 85 Polwarth Road (seen in image 6 above) is a double-storey brick and cladding dwelling, with an east-facing second-storey balcony and backyard. The finished height of the balcony is 75.81m. A steel shed and high timber retaining wall are set back 1m from the west boundary line of No. 32.

As shown in Image 7 below, the north boundary of No. 32 will continue to be shared with Nos. 4 and 2/6 Anderson Court. No. 4 Anderson Court is a single-storey brick and cladding dwelling set toward its street frontage at Anderson Court. Its large block, expansive rear yard, timber shed and paling fence separate it from No. 32. No. 2/6 Anderson Court is a double-storey rendered dwelling with an overall building height of 71.36m and is orientated to the northeast, away from the dwelling in this proposal. Its privacy is assured by the existing paling fence and large Lilly Pilly screen on its side of the boundary.



Image 7: Nos. 4 and 2/6 Anderson Court lie to the north of No. 32, separated by a paling fence.



Image 8: The existing rear land of 30A William St and its unfenced E boundary with No. 28 and fenced S boundary with No. 30 will become part of No. 32 William St.

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As part of this proposal, the existing steeply sloping rear land of No. 30A William St will become part of No. 32 (refer Image 8 above). As such, No. 32 will share the currently unfenced east boundary with No. 28 William St and a post and wire fenced south boundary with No. 30 William St. No. 28 William St is a simple double storey fibro dwelling with a flat roof oriented to face north east (away from No. 32) and is well distanced down the slope from the proposed No. 32 dwelling. No. 30 William St is a weatherboard clad double-storey dwelling with a flat roof. It is orientated to the east with a deck at a height of 70.35m facing the lower land of No. 32, although the dwelling and deck are largely obscured by vegetation along its north boundary.

54.01-2 Design response

The proposed 217.6m² split-level dwelling at 32 William Street is an irregular geometric form orientated to take advantage of both the direct northern sunlight accessed by the site, and the expansive views of the ocean, coastal shoreline, natural bushland and the picturesque township of Lorne to the east. The dwelling has a 96.4m² ground floor, a 121.2m² second-storey and a mid-level 46.4m² garage.

The proposal includes a carriageway easement through No.30A to access William St via an existing crossover in the far southwest corner of No.30A. The south-north running gravel driveway on the carriageway easement is 4m wide and diverts around the raised garden bed in the southwest, thereby ensuring retention of the two existing mature gum trees.

Set back 1m from the west boundary, the garage is set down approximately 0.5m below natural ground height which means the overall roof height here is only approximately 0.5m above the existing timber paling fence shared with No.87 Polwarth Rd.

In order to retain the amenity, privacy and views for the dwellings beyond the western boundary, the ground floor of this proposal has been cut down into the ground by approximately 1.5m. Along the western most face of the dwelling, the roof at its highest point is 75.82m AHD or only 4.32m above ground level.

However, the critical points in terms of view sharing are those along the east faces of the dwelling. Again, the dwelling's highest point is 75.82m along the west to east hip, compared with 75.69m at the north east corner and 75.57m at the south east corner. The heights of these critical points can be compared to the heights of the decks of the neighbours to the west as follows:

Dwelling	Deck height (floor level)	Relative height of No. 32 roof at its:		
		Highest point (75.82m)	NE corner (75.69m)	SE corner (75.57m)
1/34 William St	77.73m	1.91m lower	2.04 lower	2.16m lower
2/34 William St	77.37m	1.55m lower	1.68m lower	1.80m lower
3/34 William St	76.84m	1.02m lower	1.15m lower	1.27m lower
87 Polwarth Rd	75.85m	0.03m lower	0.16m lower	0.28m lower
85 Polwarth Rd	75.81m	0.01m higher	0.12m lower	0.24m lower

The two units 1 and 2 34 William St will share no boundary with No. 32 and the distances from the centres of their decks to the highest roof point of the proposed No. 32 dwelling are 35m and 25m respectively. However, because they look over the proposed No. 32 dwelling, the comparative heights for these two units are also shown in the above table.

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As the data shows, the roof of No. 32 is variously between 1.0 and 2.1m lower than the decks of the three units, which is seen as very significant in minimising any loss of views. As noted previously, the building is already only 6.52m high at its highest point or almost 1m less than the maximum allowed height of 7.50m.


Apart from sinking the dwelling and adopting a low hipped roof structure, the proposed dwelling has been reduced in size, which along with the revised boundary realignment has enabled the roof line to its north face to be moved south west by 3 to 4m (from the October plans). This has resulted in the proposed dwelling being taken out of the line of sight of Nos. 87 and 85 Polwarth Rd in respect of their primary views of the significant landscape features of the coast and hinterland around to the Aireys Inlet lighthouse and much of the bay.

To ensure that privacy to the western neighbours is respected, the two upper level windows facing west and the narrow window facing south all have sill heights of at least 1.8m, so no overlooking occurs.

Care has been taken to allow the building's footprint to be just 167.6m², therefore achieving 17.1% site coverage on the 977.4m² site.

The proposed building material is a rendered finish painted in an unobtrusive deep bluish grey tone, reflecting the deeper tones of the bay and to a lesser extent those of some native vegetation. The following table shows the external materials and their colours:

Area	Material	Colour
Roof	Colorbond steel	Colorbond Wallaby
Fascias and spoutings	As specified	Colorbond Basalt
Windows	Powder coated aluminium	Colorbond Shale Grey
Walls	Rendered board	Deep Water (Taubmans 021)
Garage door	Steel	Colorbond Basalt



Wallaby

Basalt

Deep Water

Shale Grey

Extensive glazing and sweeping eaves will provide the dwelling with a lightweight appearance, whilst maximising access to natural light, passive solar gain and cross-ventilation opportunities.

Please see Appendix A for architectural plans.

54.02 NEIGHBOURHOOD CHARACTER

54.02-1 Neighbourhood character objective

The proposed dwelling respects and contributes to the preferred neighbourhood character of the Lorne Residential Area. This development continues to blend with the natural vegetation using subtle, neutral and unobtrusive colours and materials.

No native trees are to be removed in this proposal. Extensive landscaping works to the site will enhance and reinstate the preferred character of a tall canopy treed setting with recessive buildings, particularly on the subject site, which has previously been substantially cleared of vegetation.

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The access way and car parking to the site has a recessive and informal appearance.

Great care has been taken to ensure that the existing amenity to surrounding properties is maintained in an area where view sharing is very important.

The design response is certainly appropriate to the neighbourhood character and site.

Standard A1 is satisfied.

54.02-2 Integration with the street objective

Apart from the 1m wide utilities easement, the proposed dwelling does not share a boundary with William St and will be accessed via a 4m wide 27.5m long carriageway easement along the western boundary of 30A William St. Although the proposed dwelling at 32 William St will be barely visible from William St, the design's use of natural and unobtrusive materials and colours and extensive landscaping works complement the character of the town and soften the appearance of the building.

Sufficient space is provided for cars to turn around and exit this access way forwards.

Standard A2 has been satisfied.

54.03 SITE LAYOUT AND BUILDING MASSING

54.03-1 Street setback objective

Due to the battle-axe lot and length of the driveway created as part of the boundary realignment, the dwelling is set back approximately 31m from William St.

Standard A3 has been satisfied.

54.03-2 Building height objective

The proposed building has a maximum height of 6.52m, which is significantly below the maximum requirement of 7.5m.

Standard A4 has been satisfied.

54.03-3 Site coverage objective

The site area is	977.4m ²
The proposed footprint is	167.6m ²
The proposed site coverage is	17.1%

NCO2 requires maximum site coverage of 35%.

Standard A5 has been satisfied.

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54.03-4 Permeability objectives

The impervious areas comprise the roof (227.2m²) and the concrete driveway (70m²) giving a total impervious area of 297.2m².

The site's permeable area is therefore 680.2m² or 69.5% of the site's area, which comfortably exceeds the permeability requirement of at least 20%.

Standard A6 has been satisfied.

54.03-5 Energy efficiency protection objectives

Extensive glazing to the proposed dwelling's northern facade, coupled with the open plan design ensures solar access to southward areas of the dwelling for passive solar gain.

All glazing on the proposed dwelling is double glazed and the high glazing to floor area ratio will ensure that excellent natural light and ventilation are achieved.

Best practice bulk insulation will be used in all envelope elements: R2.1 to the subfloor, R5.0 for the roof, and R2.5 for the walls.

Energy efficiency opportunities for neighbouring properties will not be affected.

Standard A7 has been satisfied.

54.03-6 Significant trees objectives

The area not available for planting vegetation is 266.4m², comprising the dwelling, garage and driveway. Therefore, the area available for planting is 711.0m² or 72.7% of the site's area, comfortably above the required minimum of 50%.

Approximately 681m² (or 69.7% of the site) is attributable to the rear north and side east yards with minimum dimensions of 11m to the north boundary and 14m to the east boundary, respectively. Therefore the requirement of an area of 100m² with a minimum dimension of 8m available for vegetative landscaping that includes canopy trees has been met very comfortably.

Standard A8 has been satisfied.

54.03-7 Parking objective

The proposal includes a 46.4m² double-car garage.

An external car park for a single car has also been provided in the driveway.

Standard A9 has been satisfied.

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54.04 AMENITY IMPACTS

54.04-1 Side and rear setbacks objective

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All side and rear setbacks are compliant with Standard A10.

Standard A10 is satisfied.

54.04-2 Walls on boundaries objective

No walls on boundaries are proposed.

Standard A11 has been satisfied.

54.04-3 Daylight to existing windows objective

No existing habitable room windows are compromised due to these new works. The proposed dwelling provides all existing windows on abutting properties with more than the minimum requirement of 3m² clear to the sky.

Standard A12 has been satisfied.

54.04-4 North-facing windows objective

Sunlight to existing north facing windows is not being reduced with this proposal.

Standard A13 has been satisfied.

54.04-5 Overshadowing open space objective

No existing habitable rooms will be overshadowed, as shown in appendix A.

A 1.8m wide shadow will be cast over the rear east-facing yard of No. 87 Polwarth Rd, along the length of the boundary fence in the early morning only. However the existing paling fence would conceal this shadow.

The proposed building will overshadow the rear north-facing yard of No. 30A William St with an area of less than 13m², throughout the day. However, significant planting along the boundary will conceal this shadow and adequate private open space is provided to comply with Standard A14.

Standard A14 is satisfied.

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54.04-6 Overlooking objective

No existing habitable room windows will be overlooked, as shown in appendix A.
13.8m2 of overlooking is created in this proposal to the existing private open space of no. 85 Polwarth Rd, however the existing steel shed blocks this sightline.

Standard A15 is satisfied.

54.05 ON-SITE AMENITY AND FACILITIES

54.05-1 Daylight to new windows objective

All proposed glazing provides adequate natural light to each habitable room. A minimum of 10% floor area is achieved in all habitable spaces.

Standard A16 is satisfied.

54.05-2 Private open space objective

The proposed No. 32 has 681m2 of private open space to the sides and rear of the dwelling, which is 69.7% of the site. This is a sufficient area for recreational and any services that the residents need.

This comfortably exceeds the minimum requirement of 40m2 or at least 20%.

Standard A17 is satisfied.

54.05-3 Solar access to open space objective

Private open space is located to the north (rear) and east (side) of the dwelling, maximising solar gain.

Standard A18 is satisfied.

54.06 DETAILED DESIGN

54.06-1 Design detail objective

The design of the proposed split-level dwelling at 32 William St respects the preferred neighbourhood character of the General Residential Zone of Lorne.

The building form is diverse with an unobtrusive colour palette, articulated forms and expansive eaves encouraged to fit the Surf Coast style. The proposed dwelling is visually lightweight by using a low, pitched steel roof form and an extensive use of glass. The proposed building colours are subtle, neutral and unobtrusive. A natural palette of materials and textures includes: render, aluminium window frames and decks. This replicates the surf coast style of dwellings typical to the Lorne residential area.

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The design's sensitivity to the natural site ensures it does not exceed building footprint regulations, nor dominate the bushland setting. Importantly, the design ensures that the Lorne's informal, open, spacious character created by the dominance of vegetation, low scale buildings and lack of a front fencing is retained.

This proposal does not exceed building height or building setback requirements.

The proposed landscaping works to the dwelling will provide a denser bushland setting to the site, better complementing the character of the town and softening the appearance of the building from the street and adjoining properties.

Standard A19 is satisfied.

54.06-2 Front fences objective

The dwelling has no frontage to William St and hence no front fence.

Standard A20 is satisfied

SIGNIFICANT LANDSCAPE OVERLAY (SLO)

No trees are required to be removed in this proposal.

Please see Landscape Plan for schedule of indigenous plantings, Appendix A.

DESIGN AND DEVELOPMENT OVERLAY – SCHEDULE 12 (DDO12)

The subdivision in this proposal has ensured that lot sizes are sufficient to accommodate adequate vegetation, including substantial trees, buildings that meet the preferred neighbourhood character, and provide space for wildfire management requirements.

The proposed boundary realignment between Nos. 30A and 32 William St ensures that each has an area greater than 550m² and remedies the significant deficiencies in the existing lot design for No. 30A.

The objectives of DDO12 are satisfied.

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APPENDIX A

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ARCHITECTURAL PLANS

The architectural plans are attached.

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PROPOSED DWELLING AT
32 WILLIAM STREET
LORNE, 3232 VIC

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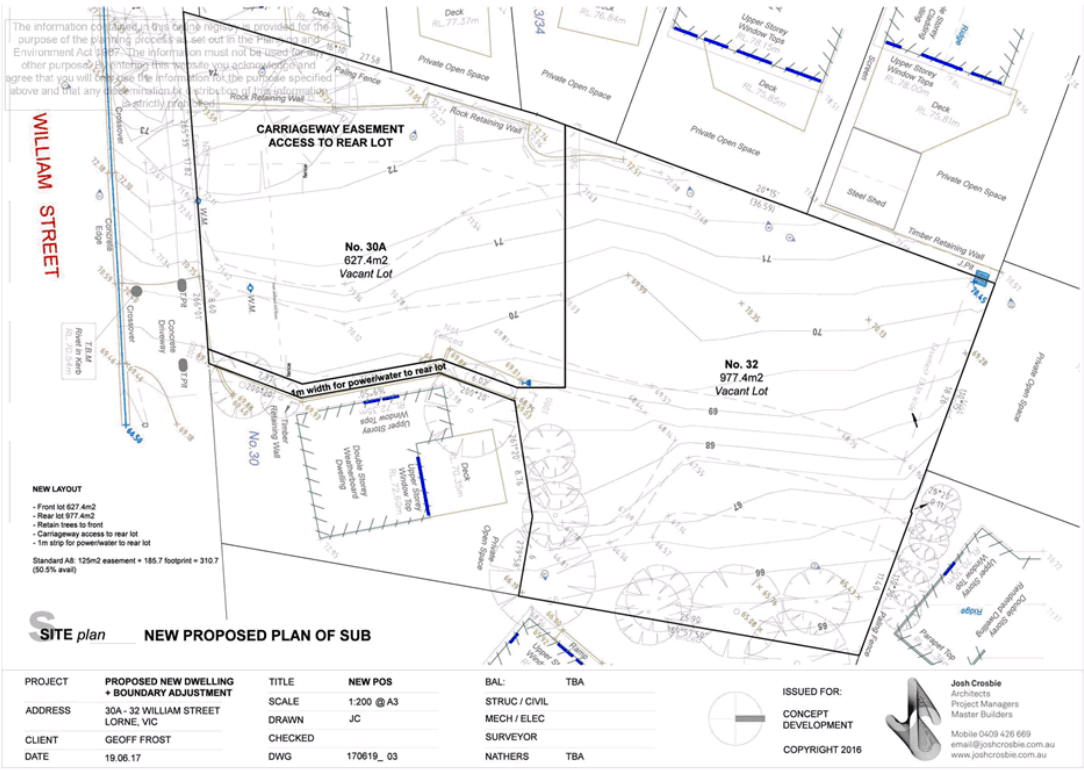
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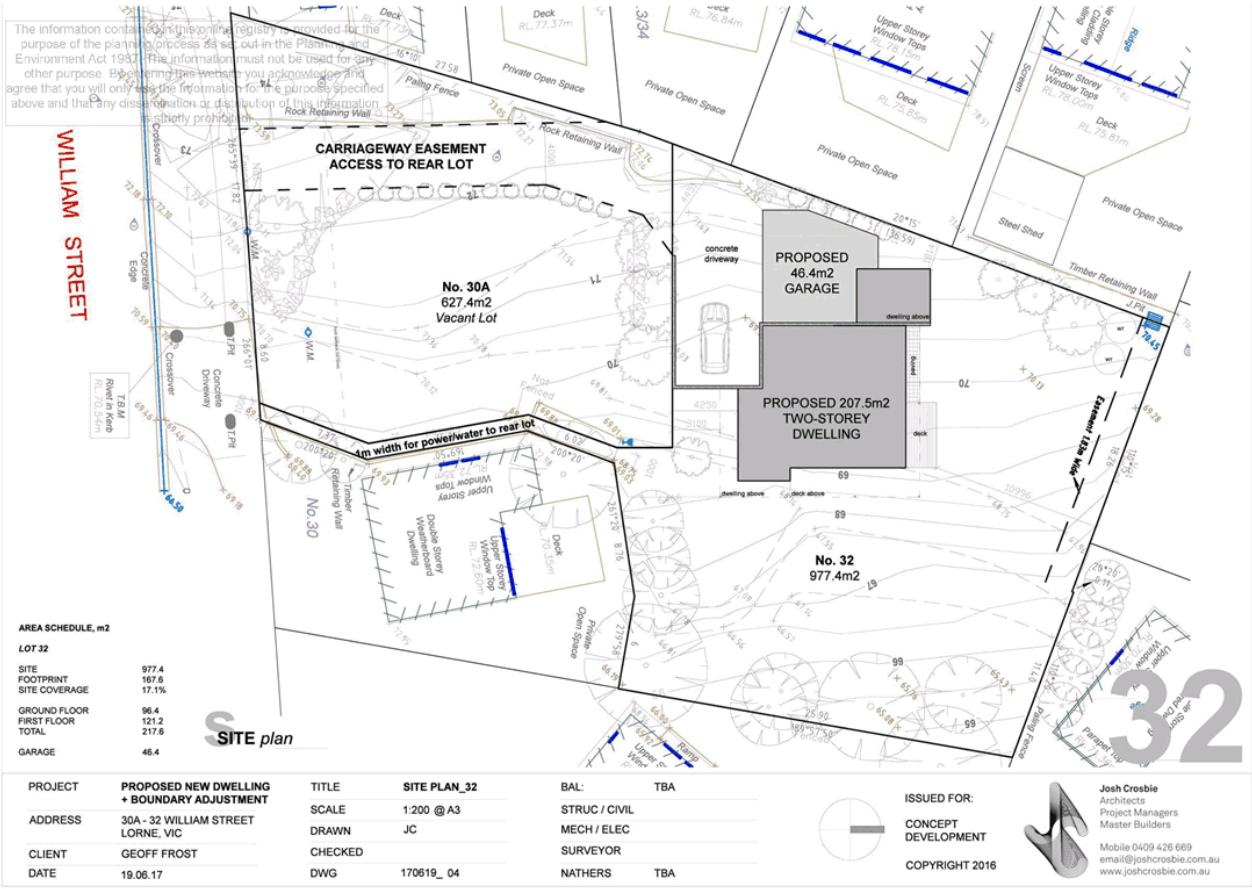
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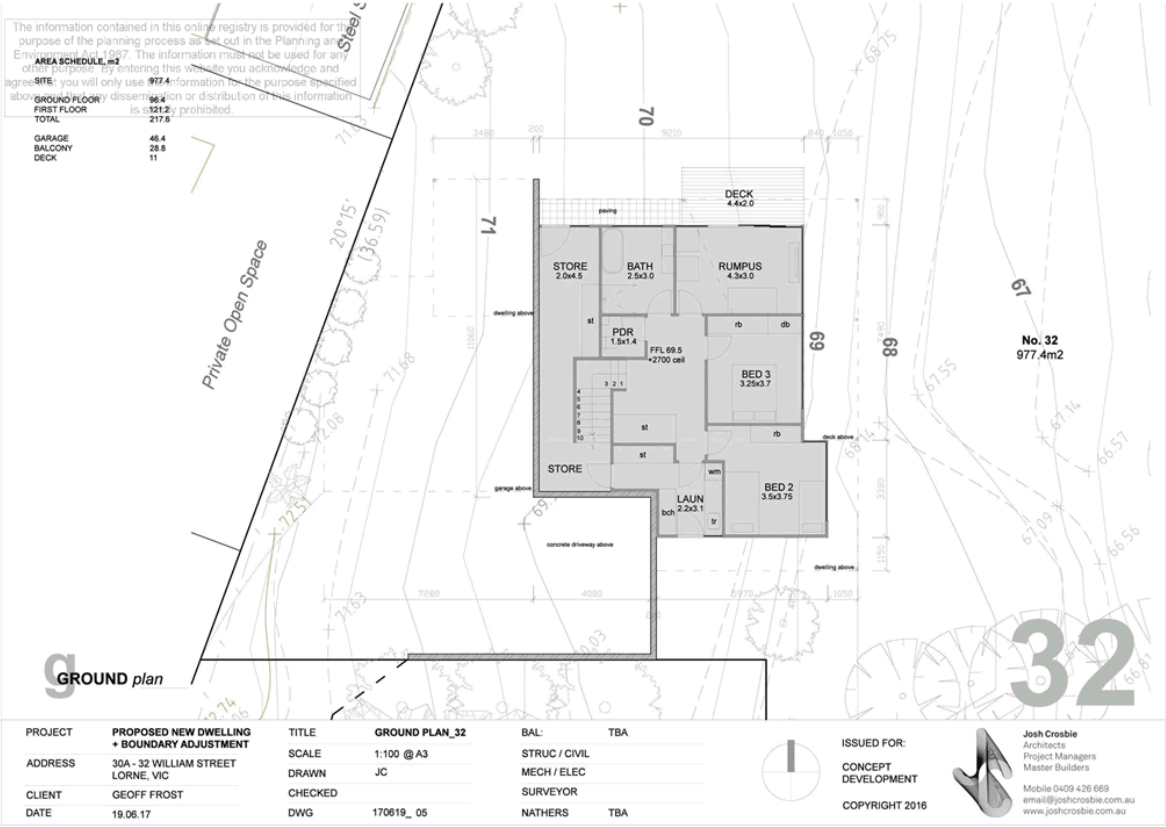
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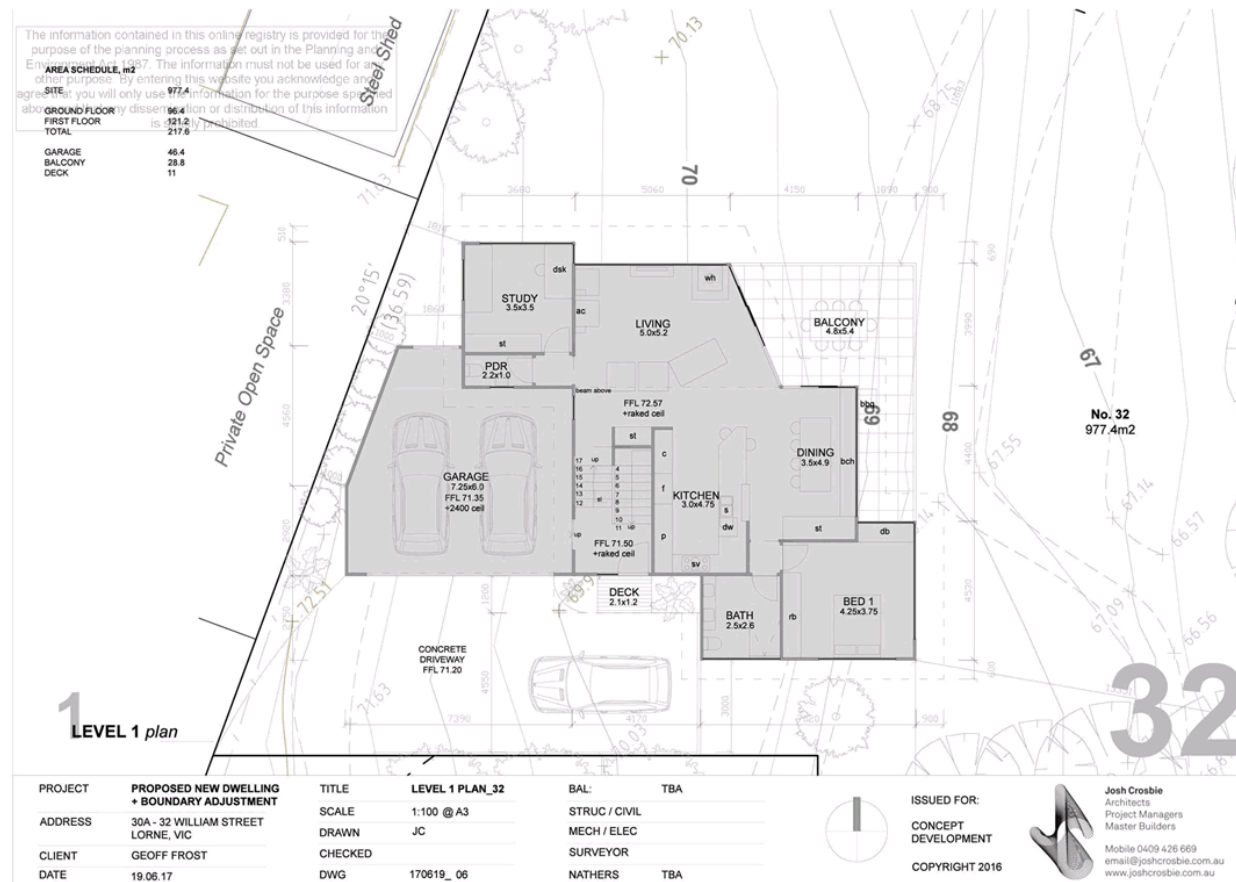
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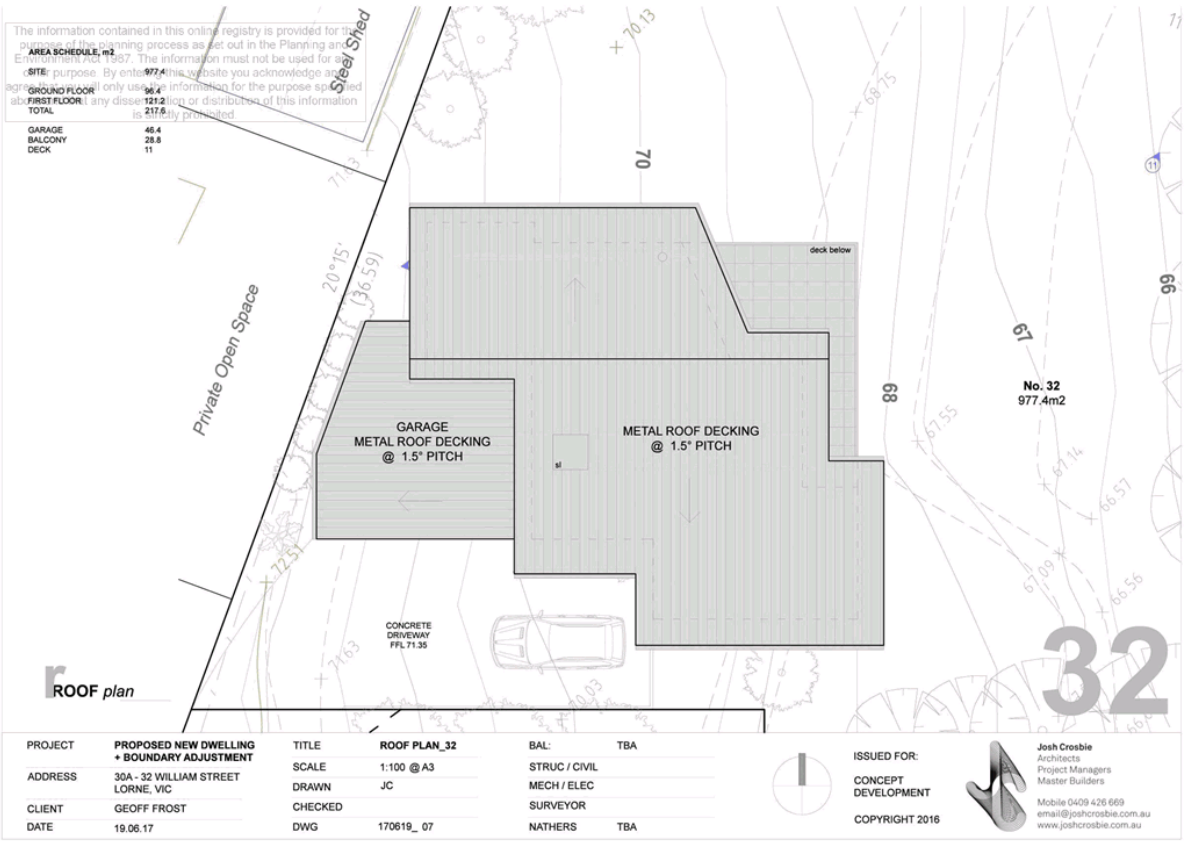
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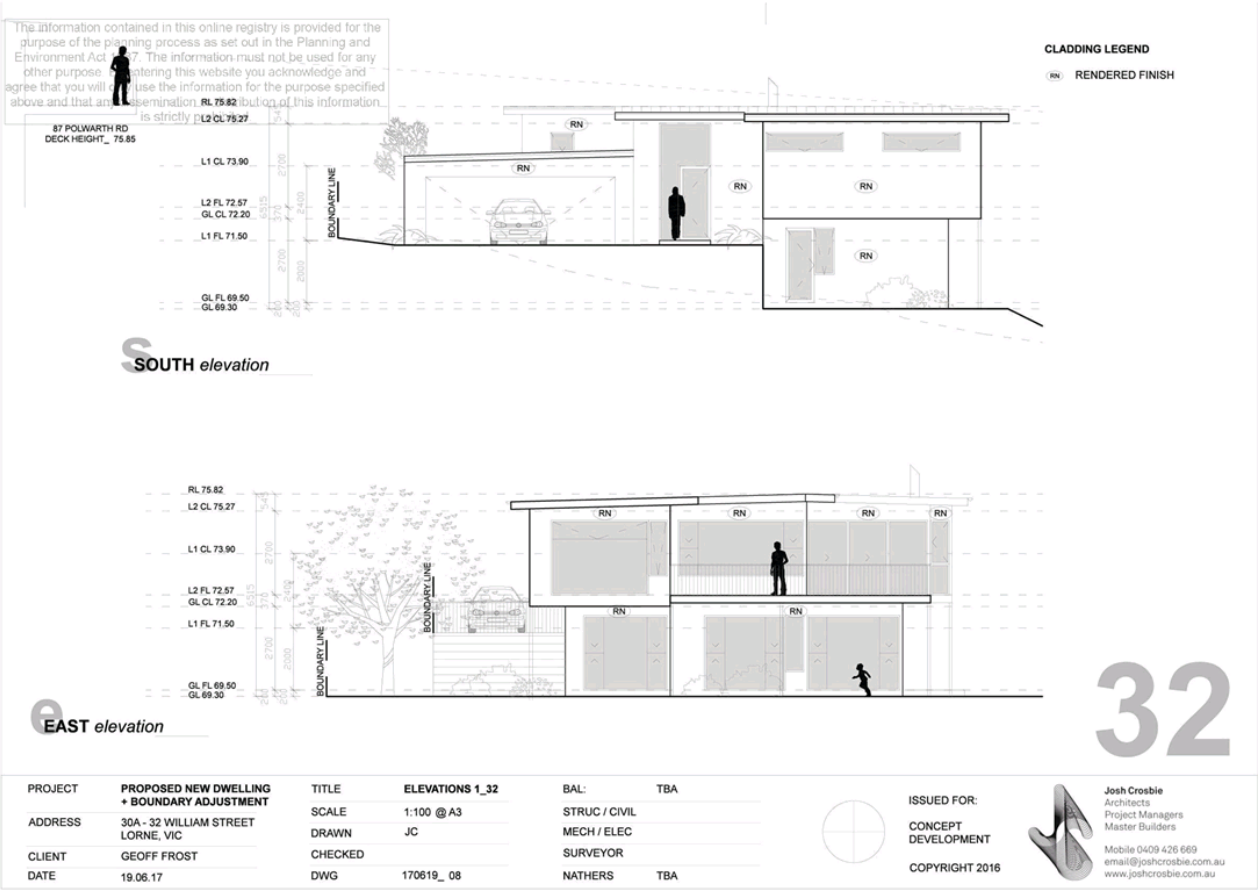
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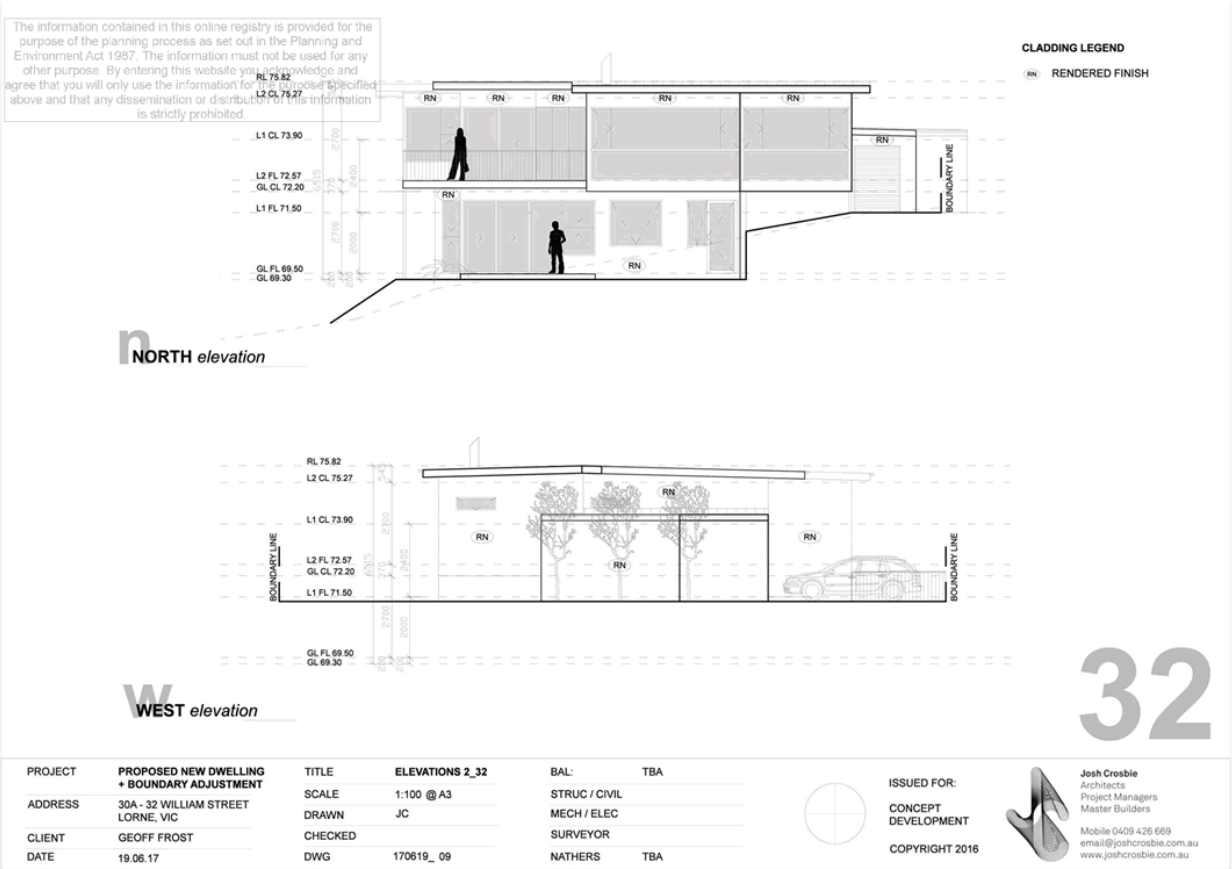
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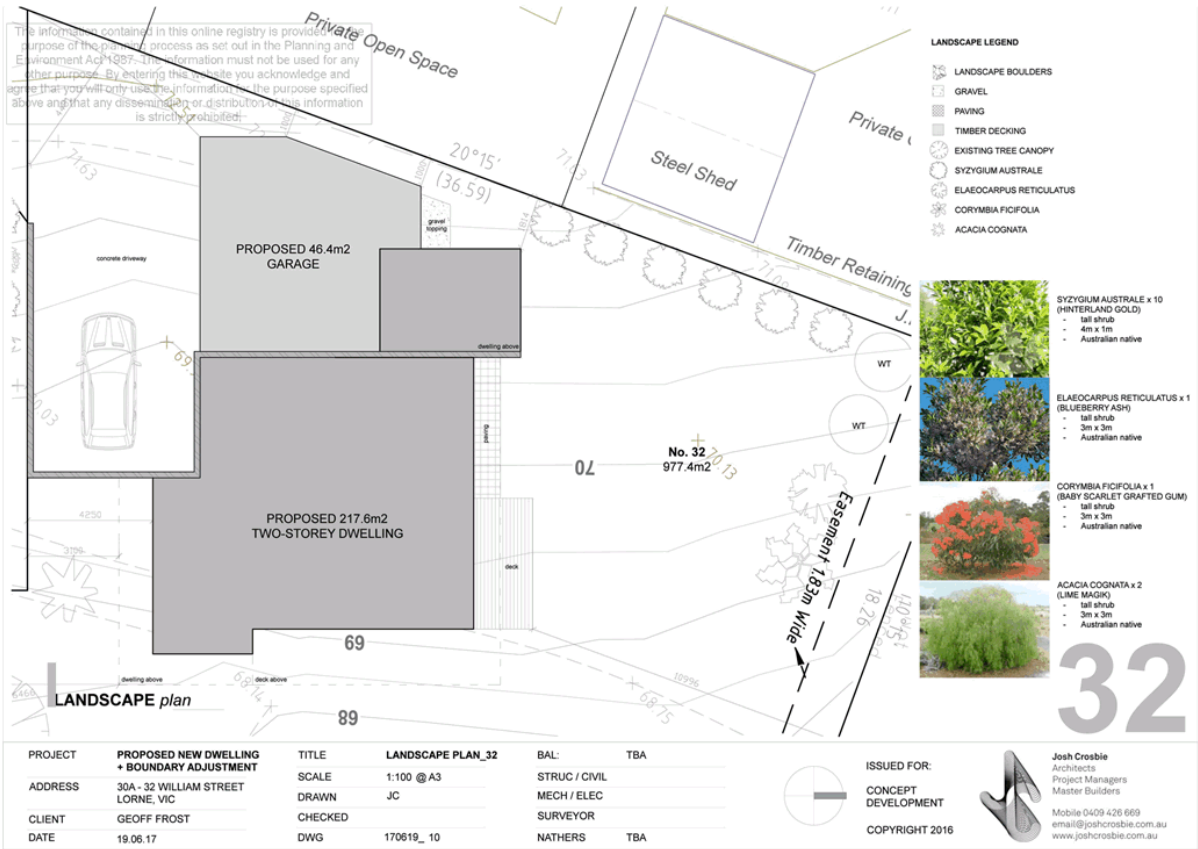
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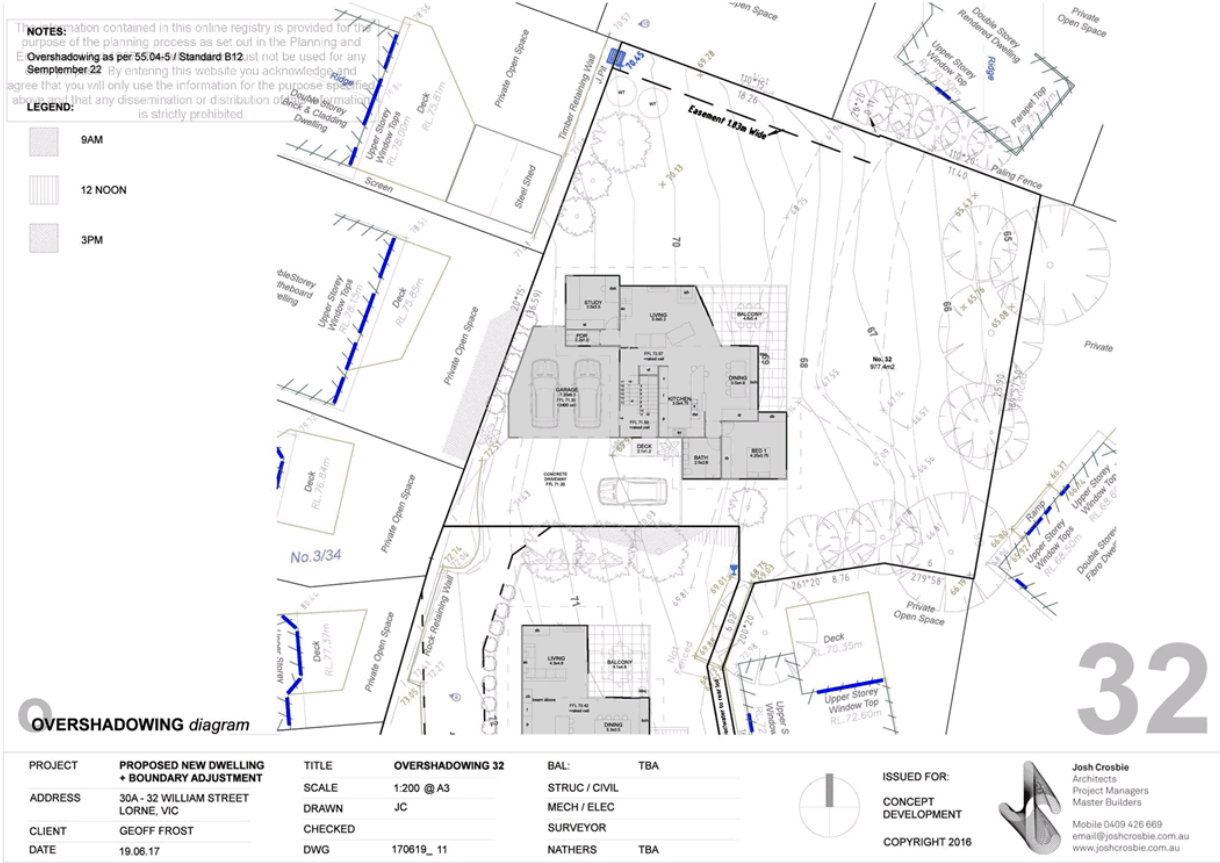
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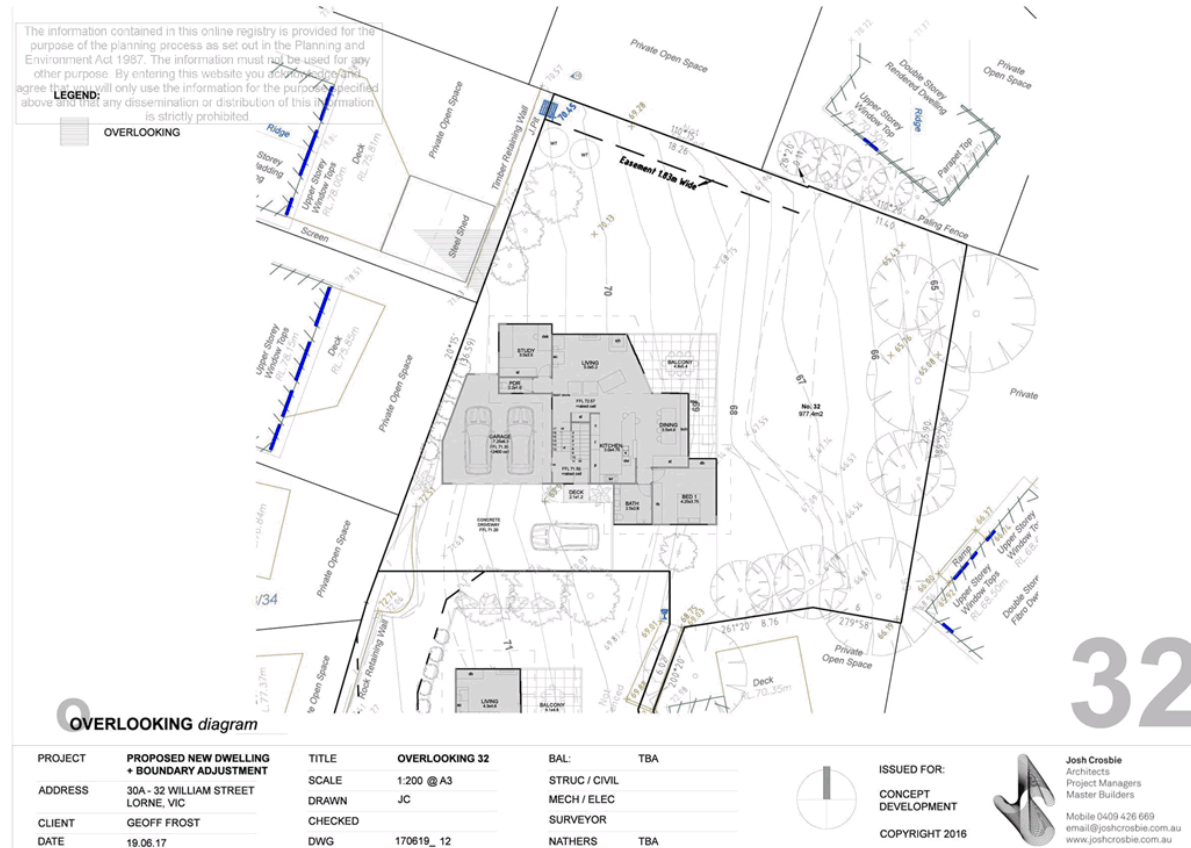


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The information contained in this online registry is provided for the
ATTACHMENT – ASSESSMENT AGAINST CLAUSE 55:

Neighbourhood Character and Infrastructure					
Neighbourhood Character	Met?	Comments	Standard B1	Met?	Comments
Design respects or contributes to the neighbourhood character.	Yes		The proposed design must respect the existing or preferred neighbourhood character and respond to the features of the site	Yes	See report
To ensure that development responds to the features of the site and the surrounding area	Yes				
Residential Policy	Met?	Comments			
To support medium densities in areas where development can take advantage of public transport and community infrastructure and services	Yes	The subject land is well placed within walking distance of community services and infrastructure. It is located proximate to the Lorne School and Stribling Reserve. The town is serviced by a community hospital and extensive retail and commercial businesses.			
Dwelling Diversity	Met?	Comments	Standard B3	Met?	Comments
To encourage a range of dwelling sizes and types in developments of ten or more dwellings	Yes		<ul style="list-style-type: none"> Different number of bedrooms. At least one dwelling self-contained on ground floor. 	NA	< 10 dwellings N/A
Integration With The Street	Met?	Comments	Standard B5	Met?	Comments
To integrate the layout of development with the street	Yes		Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility	Yes	The development site has ready access to the existing footpath network, which connects to the wider town area.
			Development should be oriented to front existing and proposed streets	Yes	The proposal will realign the boundaries of two existing lots, to allow more practical use of the land. The proposed dwelling on 30A William Street will have street frontage and the dwelling on 32 William Street will be located to the rear.
			High fencing in front of dwellings should be avoided if practicable	NA	No high front fencing proposed.

Site layout and Building Massing					
Street Setback	Met?	Comments	Standard B6	Met?	Comments
To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site	Yes		<p>Walls of buildings should be setback from streets:</p> <ul style="list-style-type: none"> If the street is Great Ocean Road, Ocean Road, Ocean Road South or Mountjoy Parade – Minimum 9m setback from front and side street. For all front street setbacks – minimum of 9m or the average of the two adjoining properties or whichever is lesser. <p>Porches, pergolas and verandahs that are < 3.6m high and eaves may encroach ≤ 2.5m into the setbacks of this standard</p>	Yes	The setback to the proposed dwelling to William Street will be 5.4 metres, which is the average of the two adjoining dwellings. Complies
				N/A	N/A
Building Height	Met?	Comments	Standard B7	Met?	Comments

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<i>To ensure that the height of buildings respects the existing or preferred neighbourhood character</i>	Yes	Information entered in this online registration process as set out in the Planning process as set out in the Environment Act 1987. The information must be used for any other purpose. By entering this website you acknowledge and agree that you will only use the information for the purpose above and that any dissemination or distribution is strictly prohibited.	The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land. If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height should not exceed 10 metres. Changes of building height between existing buildings and new buildings should be graduated.	Yes	Maximum building height for the proposed dwellings will be as follows: 30A William Street will be 6.49m. 32 William Street will be 6.52m
Site Coverage	Met?	Comments	<i>The maximum building height should not exceed 7.5m</i>	Yes	Maximum building height for the proposed dwellings will be as follows: 30A William Street will be 6.49m. 32 William Street will be 6.52m Complies
<i>To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site</i>	Yes	The calculation for site area must not include: <ul style="list-style-type: none"> Land common to, or in shared use between, two or more dwellings. Land providing vehicular access to a rear dwelling, such as in a battle-axe lot. 	Standard B8 <i>The site area covered by buildings should not exceed 35%.</i> <i>The gross floor area of all buildings must not exceed a plot ratio of 0.5 of the site area.</i>	Met?	Comments Yes BSC. 30A William Street 22.6% (with carriageway easement excluded from site area) BSC. 32 William Street 17.1% PR. 30A William Street 0.43 (with carriageway easement excluded from site area) PR 32 William Street 0.27 Complies
Permeability	Met?	Comments	Standard B9	Met?	Comments
<i>To reduce the impact of increased stormwater run-off on the drainage system</i>	Yes		<i>The site area covered by the pervious surfaces should be at least:</i> <ul style="list-style-type: none"> The minimum area specified in a schedule to the zone, or If no minimum is specified in a schedule to the zone, 20 percent of the site. 	Yes	Permeability: 30A William St. = 68.4% 32 William St. = 69.5%
<i>To facilitate on-site stormwater infiltration</i>	Yes				
Energy Efficiency	Met?	Comments	Standard B10	Met?	Comments
<i>To achieve and protect energy efficient dwellings and residential buildings</i>	Yes		<i>Buildings should be:</i> <ul style="list-style-type: none"> Orientated to make appropriate use of solar energy <i>Sited and designed to ensure that the energy efficiency of existing dwellings is maximized</i>	Yes	Both dwellings have good access to north and solar penetration to private open space areas
<i>To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy</i>	Yes		<i>Living areas and private open space should be located on the north side of the development if practicable</i>	Yes	Both dwellings have good access to north and solar penetration to living and private open space areas.
			<i>Maximise north-facing windows</i>	Yes	As above

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Open Space	Met?	Comments	Standard B11	Met?	NA
To integrate the layout of the development with any public open space provided in or adjacent to the development	Yes	Information contained in the planning process as set out in 1987. The information must be used for the purpose of the development only. By entering this website you agree that you will only use the information for the purpose above and that any dissemination or distribution is strictly prohibited.	If any public or communal open space is provided on site, it should: <ul style="list-style-type: none"> • Be substantially fronted by dwellings, where appropriate • Provide outlook for as many dwellings as practicable • Be designed to protect any natural features on the site • Be accessible and useable 	Met?	N/A
Safety	Met?	Comments	Standard B12	Met?	Comments
To ensure the layout of development provides for the safety and security of residents and property	Yes		Entrances to dwellings should be visible from the street and internal accessways	Yes	The entrance to the proposed dwelling on 30A William Street faces the street and while the rear dwelling at 32 William Street is partially hidden its entrance will be easily identified.
			Avoid planting which creates unsafe spaces along streets and accessways	Yes	The site has sufficient areas available for planting to ensure a suitable outcome can be achieved.
			Provide good lighting, visibility and surveillance of car parks and internal accessways	Yes	Complies
			Private spaces within developments should be protected from inappropriate use as public thoroughfares	Yes	Complies
Landscaping	Met?	Comments	Standard B13	Met?	Comments
To encourage development that respects the landscape character of the neighbourhood	Yes		The landscape layout and design should: <ul style="list-style-type: none"> • Protect any predominant landscape features of the neighbourhood • Take into account the soil type and drainage patterns of the site • Allow for intended vegetation growth and structural protection of buildings • In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals • Provide a safe, attractive and functional environment for residents 	Yes	No removal of native vegetation proposed.
To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance	Yes		Retain or plant trees, where these are part of the character of the neighbourhood	Yes	The site currently supports two significant remnant eucalypt specimens, which will be retained under the proposed development.
To provide appropriate landscaping	Yes		Replace any significant trees that have been removed in the 12 months prior to the application being made	Yes	The proposal will deliver sufficient space to allow planting of vegetation to achieve an outcome consistent with the preferred neighbourhood character.
To encourage the retention of mature vegetation on site	Yes		The landscape design should specify landscape themes, vegetation (location and species), paving and lighting	Yes	Landscape plans have been provided for both dwellings.
Sites, in particular the front and rear setback areas should be landscaped in a manner that places buildings in a bushland setting.	Yes		At least 50% of a lot should be available for the planting of vegetation (excludes driveways and tennis courts of all surface types).	Yes	30A William St. will provide 52.8% of the site for landscape planting. 32 William St. will provide 69.7% of the site for landscape planting. Complies
To allow landscaping that softens the appearance of buildings in the streetscape and from adjoining properties.	Yes		An area of 100sqm, with a minimum dimension of 8 metres, must be provided for vegetative landscaping that includes canopy trees.	Yes	Both dwellings provide an area of 100sqm with sufficient space to allow the planting of canopy trees.
To encourage landscaping that complements the character of the town.	Yes		A group of canopy trees should be planted on each lot with at least 2 in the front setback building area.	Yes	Two mature eucalypt specimens will be retained within the front setback and the landscape plan shows two additional canopy trees within the rear setback of 30A William Street.

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Access	Met?	Comments	Standard B14	Met?	Comments
To ensure the number and design of vehicle crossovers respects the neighbourhood character	NA	The information must be used for the planning process as set out in 987. The information must not be used for any other purpose. By entering this website you agree that you will only use the information for the purpose above and that any dissemination or distribution is strictly prohibited.	The width of accessways or car spaces should not exceed: • 33% of the street frontage, or • if the width of the street frontage is 20m, 40% of the street frontage specified above	Yes	< 33% of the William Street frontage will be used for access ways. Complies
			Only one single crossover for each dwelling fronting a street		Complies
			The location of crossovers should maximize the retention of on-street car parking spaces		Complies
			Minimize the number of access points to a road in a Road Zone		N/A
			Provide for access for service, emergency and delivery vehicles		Complies
Parking Location	Met?	Comments	Standard B15	Met?	Comments
To provide convenient parking for residents and visitor vehicles	NA		Car parking facilities should: • Be reasonably close and convenient to dwellings and residential buildings • Be secure • Be well ventilated if enclosed	Yes	Complies
To protect residents from vehicular noise within developments	NA		Shared accessways or car parks of other dwellings should be located at least 1.5m from the windows of habitable rooms. May be reduced to 1m where there is a fence at least 1.5m high or where window sills are at least 1.4m above the accessway	Yes	The carriageway easement will be separated from the proposed dwelling on 30A William Street by 2.322 metres Complies
			Any new undercover or enclosed carparking space should be sited behind the main building façade.	Yes	The upper level of the proposed dwelling at 30A William Street will overhang the garage by approximately 500mm and will achieve the preferred character outcome.
			Only one single-width vehicle crossover providing access to parking for a dwelling should be provided on each lot.		Complies
Parking Provision	Met?	Comments	Standard B16	Met?	Comments
To ensure that car and bicycle parking for residents and visitors is appropriate to the needs of residents	NA		Car parking for residents should be provided as follows: • 1 space/1 or 2 bedroom dwelling • 2 spaces/3 or more bedroom dwelling, with 1 space under cover Studies or studios count as bedrooms	Yes	Complies
To ensure that the design of parking and access is practical and attractive and that these areas can be easily maintained			Developments of .5 dwellings should provide visitor car parking of 1 space/5 dwellings.		Complies
			In developments of .5 dwellings, bicycle parking spaces should be provided		<5 dwellings N/A
			Car spaces and accessways should have the minimum dimensions specified in Table B2		Complies
			A building may project into the space if it is at least 2.1m above the space		N/A
			Car spaces in garages, carports or otherwise constrained by walls should have internal dimensions of .6m long and 3.5m wide for a single space and 5.5m wide a double space		Complies
			Car parking facilities should: • be designed for efficient use and management • minimise the area of hard surface • be designed, surfaced and graded to reduce run-off and allow stormwater to drain into the site • Be lit		Complies

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Amenity Impacts					
Side And Rear Setback	Met?	Comments	Standard B17	Met?	Comments
To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings	Yes		<p>A new building not on or within 200mm of a boundary should be setback from side and rear boundaries.</p> <p>A new building may be setback from the side or rear boundaries:</p> <ul style="list-style-type: none"> 1m, plus 0.3m for every metre of height over 3.6m up to 6.9m, plus 1m for every metre of height over 6.9m; and <p>Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5m into the setbacks of this standard</p> <p>Landings having an area of not more than 2sqm and less than 1m high, stairways, ramps, pergolas, shade sails and carports may encroach into the setbacks of this standard</p>	Yes	Both proposed dwellings easily achieve the required setback distances proportional to their building height.
				NA	N/A
				NA	N/A
Wall On Boundaries	Met?	Comments	Standard B18	Met?	Comments
To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings	Yes		<p>A new wall should not be located on side and rear boundaries.</p> <ul style="list-style-type: none"> A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1m of a side or rear boundary of a lot should not abut the boundary for a length of more than: <ul style="list-style-type: none"> 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot. Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater. <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property boundary.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p>	Yes	No new walls on boundaries.
				NA	NA
					N/A
			<p>The height of a new wall constructed on or within 200mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.</p>	NA	No new walls proposed on boundaries.

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Daylight To Existing Windows	Met?	Comments	Standard B19	Met?	Comments
To allow adequate daylight into existing habitable room windows	Yes		Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3sqm and minimum dimensions of 1m clear to the sky. The calculation of the area may include land on the abutting lot	Yes	Both proposed dwellings are located to provide adequate light courts to existing windows of adjoining dwellings
			Walls or carports more than 3m in height opposite an existing habitable room window should be set back from the window at least 50% of the height of the new wall if the wall is within a 55° arc from the centre of the existing window. The arc may be swung to within 35° of the plane of the wall containing the existing window Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window	Yes	Both proposed dwellings are located to provide adequate light courts to existing windows of adjoining dwellings
North Facing Windows	Met?	Comments	Standard B20	Met?	Comments
To allow adequate solar access to existing north-facing habitable room windows	Yes		If a north-facing habitable window of an existing dwelling is within 3m of a boundary on an abutting lot, a building should be setback from the boundary 1m, plus 0.6m for every metre of height over 3.6m up to 6.9m, plus 1m for every metre of height over 6.9m, for a distance of 3m from the edge of each side of the window	Yes	No north facing windows of adjoining dwellings will be affected by the proposed development.
Overshadow Open Space	Met?	Comments	Standard B21	Met?	Comments
To ensure buildings do not significantly overshadow existing secluded private open space	Yes		Where sunlight to secluded private open space of an existing dwelling is reduced, at least 75%, or 40sqm with minimum dimension of 3m, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9am and 3pm on 22 September	Yes	The development plans show that the proposal will comply with the standard
			If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced	NA	
Overlooking	Met?	Comments	Standard B22	Met?	Comments
To limit views into existing secluded private open space and habitable room windows	Yes	(Note: Standard B22 does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.6m high and the floor level of the habitable room,	A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9m (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45° angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7m above the floor level	Yes	Windows within the proposed dwellings which are located within 9 metres of adjoining secluded private open space or habitable rooms have sill height of 1.7 metres or greater and will comply with Standard B22.

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			Obscure glazing in any part of the window below 1.7m above floor level may be operable provided that there are no direct views as specified in this standard	NA	
			Screens used to obscure a view should be: • perforated panels or trellis with a maximum of 25% openings or solid translucent panels • permanent, fixed and durable • designed and coloured to blend with the development	NA	
Internal Views	Met?	Comments	Standard B23	Met?	Comments
To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development	Yes		Windows and balconies should be designed to prevent overlooking of more than 50% of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development	Yes	Complies.
Noise Impacts Objective	Met?	Comments	Standard B24	Met?	Comments
To contain noise sources in developments that may affect existing dwellings	Yes		Noise sources, such as mechanical plant, should not be located near boundaries of immediately adjacent existing dwellings	Yes	Complies
To protect residents from external noise	Yes		Noise sensitive rooms and secluded private open spaces of new dwellings and residential buildings should take account of noise sources on immediately adjacent properties	Yes	Complies
			Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms	Yes	N/A

On-Site Amenity and Facilities					
Accessibility	Met?	Comments	Standard B25	Met?	Comments
To encourage the consideration of the needs of people with limited mobility in the design of developments	Yes		The ground floor of dwellings should be accessible or able to be easily made accessible to people with limited mobility	Yes	Complies
Dwelling Entry	Met?	Comments	Standard B26	Met?	Comments
To provide each dwelling or residential building with its own sense of identity	Yes		Entries to dwellings and residential buildings should: • be visible and easily identifiable from streets and other public areas • provide shelter, a sense of personal address and a transitional space around the entry	Yes Yes	The proposed dwelling on 30A William Street will have street frontage and the dwelling on 32 William Street will be located to the rear.

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Daylight To New Windows	Met?	Comments	Standard B27	Met?	Comments
To allow adequate daylight into new habitable room windows	Yes	Planning process as set out in the required information document Act 1987. The information must be provided for the purpose. By entering this website you agree that you will only use the information for the purpose above and that any dissemination or distribution of this information is strictly prohibited.	A window in a habitable room should be located to face: • an outdoor space or a light court with a minimum area of 3sqm and minimum dimension of 1m clear to the sky, not including land on an abutting lot, or • a verandah provided it is open for at least one third its perimeter, or • a carport provided it has two or more open sides and is open for at least one third of its perimeter	Yes Yes Yes	Complies
Private Open Space	Met?	Comments	Standard B28	Met?	Comments
To provide adequate private open space for the reasonable recreation and service needs of residents	Yes		Dwelling should have private open space: • an area of 40sqm, with one part secluded at the side or rear with an area of .25sqm, a dimension of .3m and convenient access from a living room, or • a balcony of 8sqm with a width of .1.6m and convenient access from a living room, or • a roof-top area of 10sqm with a width of .2m and convenient access from a living room	Yes	Complies.
Solar Access To Open Space	Met?	Comments	Standard B29	Met?	Comments
To allow solar access into the secluded private open space of new dwellings and residential buildings	Yes		The private open space should be located on the north side of the dwelling The southern boundary of secluded private open space should be set back from any wall on the north of the space at least (2 + 0.9h) metres, where 'h' is the height of the wall	Yes Yes	Both proposed dwellings will have access to north facing private open space. Complies
Storage	Met?	Comments	Standard B30	Met?	Comments
To provide adequate storage facilities for each dwelling	Yes		Each dwelling should have convenient access to at least 6m ³ of externally accessible, secure storage space	Yes	The proposed dwellings incorporate storage space within the garages.

Detailed Design					
Design Detail	Met?	Comments	Standard B31	Met?	Comments
To encourage design detail that respects the existing or preferred neighbourhood character	Yes		The design of buildings, including: • façade articulation and detailing, • window and door proportions, • roof form, and • verandahs, eaves and parapets, should respect the existing or preferred neighbourhood character Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character	Yes Yes	Complies Complies

6.2 - APPENDIX: 1 - Community Engagement Options Paper

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Front Fences	Met?	Comments	Standard B32	Met?	Comments
To encourage front fence design that respects the existing or preferred neighbourhood character	Yes		The design of front fences should complement the design of the dwelling and any front fences on adjoining properties A front fence within 3m of a street should not exceed: <ul style="list-style-type: none"> • Streets in a Road Zone – 2m • Other Streets – 1.5m 	NA	No front fence proposed N/A
Common Property	Met?	Comments	Standard B33	Met?	Comments
To ensure that communal open space, car parking, access lanes and site facilities are practical, attractive and easily maintained	Yes		Developments should clearly delineate public, communal and private areas	Yes	Complies
To avoid future management difficulties in areas of common ownership	Yes		Common property, should be functional and capable of efficient management	Yes	Complies
Site Service	Met?	Comments	Standard B34	Met?	Comments
To ensure that site services can be installed and easily maintained	Yes		The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically	Yes	The proposal includes an easement to ensure services to the rear dwelling can be easily installed
To ensure that site facilities are accessible, adequate and attractive.			Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend with the development	Yes	Can be provided
			Bin and recycling enclosures should be located for convenient access	Yes	Located within the garage
			Mailboxes should be provided and located for convenient access	Yes	Can be provided.

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1.3 Planning Permit Application 16/0490 - 1133 Surf Coast Highway, Mt Duneed - Development of a Telecommunications Facility

Author's Title: Coordinator Statutory Planning

General Manager: Ransce Salan

Department: Planning & Development

File No: 16/0490

Division: Environment & Development

Trim No: IC18/59

Appendix:

1. Order of Speakers - 6 February 2018 (D18/11773)
2. Notification - Advertising Set Amended Application - 1133 Surfcoast Highway Mount Duneed (D17/116678)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 – Section 80C:

☐ Yes

☒ No

Reason: Nil

Status:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

Reason: Nil

Purpose

The purpose of this report is to hear submissions in relation to Planning Permit Application 16/0490 for the Development of a Telecommunications Facility at 1133 Surf Coast Highway, Mt Duneed.

Summary

An application has been received to allow a telecommunications facility on the land in the form of a 39 metre high tower with panel antennas on a turret mount. It includes an equipment cabinet and compound.

A total of nine objections have been received, with the objections focused on the visual impact of the facility and health concerns.

The application was put to Council's Planning Committee on 6 March 2017 for a decision. The application was deferred as the applicant agreed to investigate alternate locations for the telecommunications facility and some changes were made to plans. The application was readvertised and seven of the submitters provided additional comments.

Recommendation

That Council receive and note the submissions to Planning Permit Application 16/0490 for 1133 Surf Coast Highway, Mt Duneed.

Committee Resolution

MOVED Cr Carol McGregor, Seconded Cr Margot Smith

That Council receive and note the submissions to Planning Permit Application 16/0490 for 1133 Surf Coast Highway, Mt Duneed.

CARRIED 7:0

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1.3 Planning Permit Application 16/0490 - 1133 Surf Coast Highway, Mt Duneed - Development of a Telecommunications Facility

APPENDIX 1 ORDER OF SPEAKERS - 6 FEBRUARY 2018

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Hearing of Submissions
Tuesday 6 February 2018
5pm
Council Chambers
1 Merrijig Drive, Torquay

ORDER OF SPEAKERS

Environment & Development

1.3 Planning Permit Application 160490 - 1133 Surf Coast Highway, Mt Duneed - Development of a Telecommunications Facility

	Submitter Name
1.	John and Alison Muhleback
2.	Nerida Turner
3.	Andrew and Helen Robertson
4.	David Hodgkinson (Metasite – Applicant)

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1.3 Planning Permit Application 16/0490 - 1133 Surf Coast Highway, Mt Duneed - Development of a Telecommunications Facility

APPENDIX 2 NOTIFICATION - ADVERTISING SET AMENDED APPLICATION - 1133 SURFCOAST HIGHWAY MOUNT DUNEED

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Page 1 of 2

**Request for Amendment to an
Application for a Planning Permit**

Under Section 50 or 57A of the Act, the disclosure or distribution of this information is strictly prohibited.

Office Use Only	
Receipt Code	230
Receipt Number	
Date received	

Contact Details	
Did you lodge the original Planning Permit application?*	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
First Name*	David
Last Name*	Hodgkinson
Company Name (if applicable)	Metravie Pty Ltd Butcher of Optus
Street/Postal Address	1/33 Baled Crescent
Suburb*	Melbourne
Post Code*	3004
Phone	(07) 9804 5324
Mobile*	
Email*	david.hodgkinson@metravie.com.au
Are you lodging this request on behalf of someone else (applicant contact/representative)?*	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

Address to Which the Application Applies	
Choose the type of formal land description*	
<input checked="" type="checkbox"/> Street Address <input type="checkbox"/> Lot/Plan <input type="checkbox"/> Crown Allotment <input type="checkbox"/> Other	
Street Address	1133 Surf Coast State Highway
Suburb*	Mount Duneed
Post Code*	

Amendment Details	
Planning application number*	
What amendments are to be made to the application?*	
<ul style="list-style-type: none">• Reduction in height of facility.• Shallow change to cabins.• Removal of Radio communication Dishes.• Reduced land fence to turned	

SURF COAST SHIRE COUNCIL
Planning Department

06/09/2017

1 Merriljig Drive / P.O. Box 350, TORQUAY, VIC, 3228
Ph: 03 5448 1000 / Fax: 5261 0525
Email: info@surfcoast.vic.gov.au



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Page 2 of 2

Amendment Details	
Does the proposed amendment breach, in any way, a registered covenant, section 173 agreement or restriction on title?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Not applicable (no such covenant, section 173 agreement or restriction applies)
State the estimated cost of the proposed development, which includes the amendments*	<input checked="" type="checkbox"/> Unchanged from initial application <input type="checkbox"/> Changed from initial application
Has notice of the application been given (advertised)?*	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Supporting Documents	
	Plans/Letter If providing attachment electronically, please supply as: docx; jpeg; xls; doc; rtf Please supply all plans affected by the proposed changes. Please make sure that all changes are clearly highlighted on any new plans submitted, as failure to do so is likely to result in delays. Highlight the changes by using different colours, highlighter pens or bubbles around amendments etc.

Payment Details	
<input type="checkbox"/> IN PERSON	Please bring your completed registration to the Surf Coast Shire Offices. You will have the option to pay by <u>cash, cheque or credit card at the counter</u> .
<input type="checkbox"/> BY CREDIT CARD OVER THE PHONE	Please email or post the form to the office. Council will contact you within 5 working days to organise payment over the phone.

Fees:

- Amendment to application before notice is given (Section 50) – No fee
- Amendment to application after notice have been given (Section 57A) if the development cost is less than \$10,000 – No fee
- Amendment to application after notice has been given (Section 57A) all other applications – Please contact Council to determine the appropriate fee and methods of payment available.

For full details of fee requirements refer to the

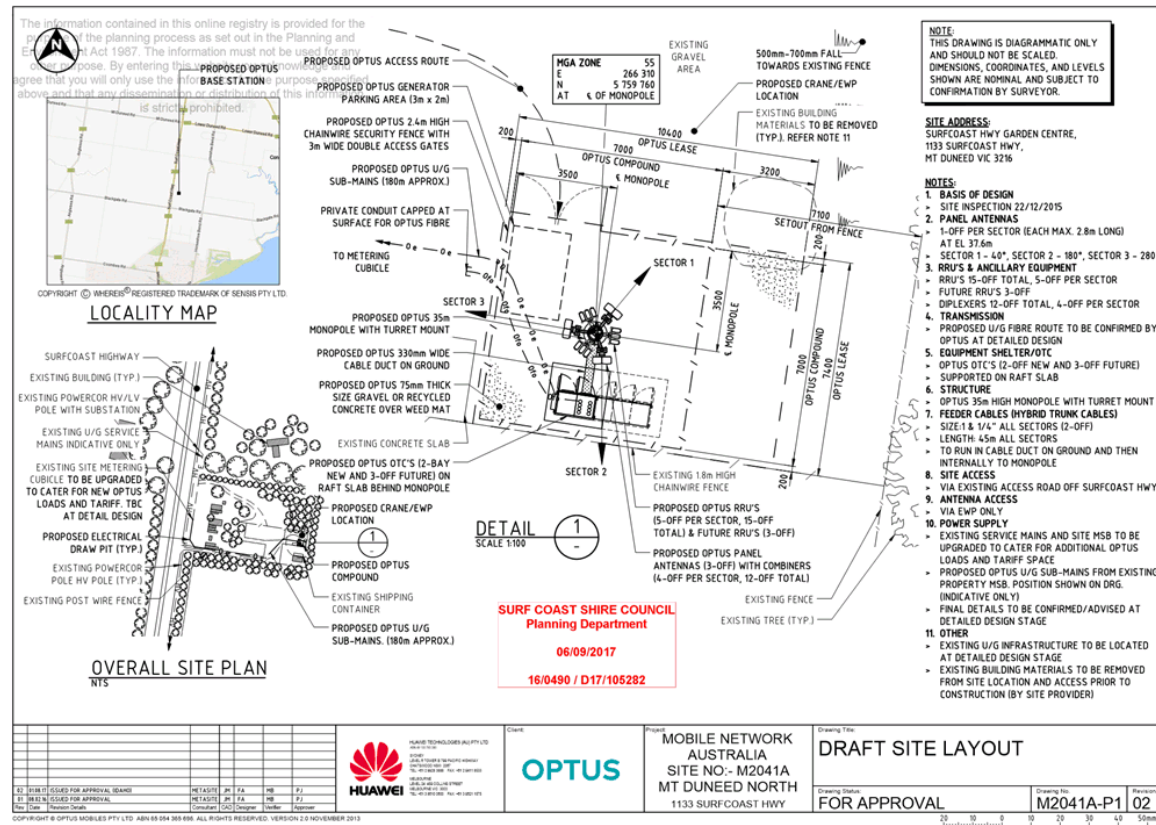
Declaration (Please select)	
<input type="checkbox"/> I am the owner OR	
<input checked="" type="checkbox"/> I have notified the owner of the proposed amendment	
I understand and acknowledge that: <ul style="list-style-type: none">• The information provided in this request is true and complete to the best of my knowledge• Surf Coast Shire Council may refuse this request if it becomes evident that any information or supporting documents provided are incomplete or false.	
<input checked="" type="checkbox"/> By ticking this checkbox I confirm that I have understood all the statements above*	
Name of person completing this request*	Date
David Henderson	30/08/2017

SURF COAST SHIRE COUNCIL
Planning Department

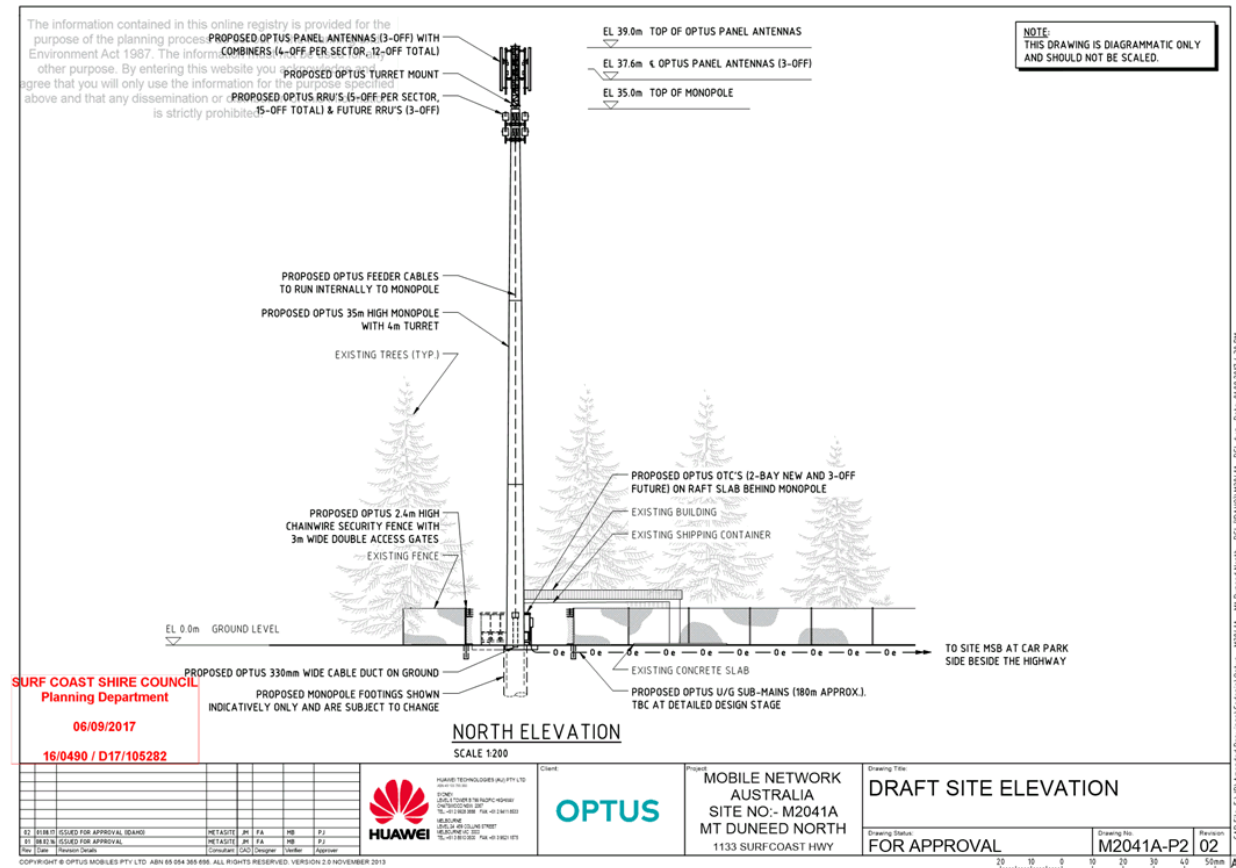
06/09/2017

1 Merrilg Drive / P.O. Box 350, TORQUAY, VIC, 3228
Ph: 03 6490 0120 / Fax: 03 6490 0525
Email: info@surfcoast.vic.gov.au





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25 OCT 2016

OFFICE: ☐ FILE COPY ☐ UPDATE COPY ☐

Planning Assessment Report

Development Application for a new mobile phone base station at;
1133 Surf Coast Highway, Mount Duneed VIC 3217
(Lot 1 on Plan of Subdivision 304093W)

Prepared on behalf of Optus Mobile Pty Ltd by Metasite Pty Ltd

Project No. M2041

September 2016

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SURF COAST SHIRE

25 OCT 2016

PLANNING
DEPARTMENT

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Document Quality Control

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This Planning Report is prepared by:

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Document Control				
Rev	Date	Status	Prepared by	Reviewed by
1.0	123/09/2016	Final	David Hodgkinson	Phil Hull

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Metasite Pty Ltd does not accept any risk or responsibility for a third party using this document, unless written authorisation is provided by Metasite Pty Ltd.

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1133 Surf Coast Highway, Mount Duneed Vic 3126

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Executive Summary

Site Address	1133 Surf Coast Highway, Mount Duneed VIC 3217 (Lot 1 on Plan of Subdivision 304093W).
Real Property Description	Lot 1 on Plan of Subdivision 304093W, Volume 10106 Folio 958
Land Title reference	Lot 1 on Plan of Subdivision 304093W. PARENT TITLE Volume 10096 Folio 167. Created by instrument PS304093W 25/03/1993
Site Area	Approximately 70 square metres on a 1.502 hectare site
Registered Owner	Christopher George Noble & Diana Jan Noble
Proposal	<p>Optus proposes to construct a new telecommunications facility at 1133 Surf Coast Highway, Mount Duneed VIC 3217. The facility will comprise of;</p> <ul style="list-style-type: none"> A new fourty (40) metre monopole to have a configuration of three (3) sectors with four (4) panel antennas per sector, twelve (12) panel antennas in total (each 2.8 metres tall max) mounted on the headframe above the monopole at 41 metres at centerline height; Two (2) 1200mm diameter radiocommunication dishes installed at 37 metres in height; Three (3) sectors with thirty six (36) Remote Radio Units (RRU's), six (6) per sector to be attached to panel antennas on the headframe at 41metres in height; Installation of one (1) equipment shelter with a floor area less than 7.5 square metres; Ancillary equipment associated with the operation of the facility, including cable trays, cabling, bird proofing, earthing, electrical works and air-conditioning equipment; The above equipment will be placed within a fenced compound with a secure access gate and will have a footprint of approx 70 square metres;
Coverage Objectives	A demonstrated need has been identified for a new telecommunications facility in the area to improve voice and data services to customers in the Mount Duneed area.
Site Selection	The site has been identified as the most appropriate location for the new facility following an extensive site selection process.
Council/Planning Scheme	Surf Coast Shire/ Surf Coast Shire Planning Scheme
Use Definition	To construct and operate a telecommunications facility.
Zone	Farming 1 Zone (FZ1)
Overlays	No Overlays

SURF COAST SHIRE

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Applicant	Optus Mobile Pty Ltd c/- Metasite Pty Ltd Contact: David Hodgkinson Phone: 03 9804 5324 Email: david.hodgkinson@metasite.com.au	
Reference No.	Our Site Reference: M2041 Mount Duneed RFNSA Reference: 3216027	

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1.0 Introduction

1.1 What is a mobile base station and how do they work?

A mobile base station is a facility that provides mobile telephone services to a geographical area. A mobile phone network is made up of base stations which operate together to provide service to users moving from place to place within the coverage area. A mobile base station typically consists of the following components: antennas, support structure, base station and transmission equipment. The antennas are connected by cable to radio equipment usually housed in a room, shelter or outdoor unit. Base stations are connected to the core network by microwave or fibre. Mobile phones work by sending and receiving low power radio signals, much like 2 way radio system. The signals are sent and received from antennas that are attached to radio transmitters and receivers, commonly referred to as mobile phone base stations. The base stations are linked to the rest of the mobile and fixed phone network and pass the signal/call on into those other parts of the network.

1.2 Benefits of mobile technology's

Mobile telecommunications play a central role in society and are becoming more deeply integrated into our day to day lives. Mobile communications networks shape how and when people communicate and how we access information on a daily basis. Today, improved connectivity means that mobile devices are used for everything from commerce and research to location-based services and social media. Individuals, families, businesses and society are all benefiting from the improved connectivity facilitated by mobile technologies.

In addition to its personal and social value, the evolution of mobile technologies has delivered significant benefits to the Australian economy by improving productivity, business management and customer engagement. Since its introduction, mobile technology has played a key role in stimulating labor productivity growth by allowing employees to be more efficient, with more productive use of time. According to Deloitte (2016), the Australian economy is approximately \$34 billion larger in 2015 that it would otherwise be due to the long-term productivity of mobile technologies.

Mobile technology's economic contribution is not limited to improving productivity. It improves connectivity and participation in the workforce. Mobile technology also provides employees with the flexibility to work from home, promoting sustainable commuting and also reducing traffic congestion. According the Australian Mobile Telecommunications Association (AMTA), two decades ago only 4% of Australians owned a mobile device. According to the Australia Bureau of Statistics, there are now over 21 million subscribers with internet access connections via a mobile handset in Australia (ABS, 2015). Mobile technology's continual development has allowed it to become the preferred channel to access the internet for most people in Australia and the rest of the world.

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1.3 Purpose of the proposal

To cater for the growing demand for mobile services, Optus has embarked on a nationwide rollout to deliver an improved, reliable telecommunications network to the Australian public. The rollout will provide improved mobile coverage and enhanced services in metropolitan, regional and rural areas throughout Australia. This rollout consists of the upgrade of existing telecommunications facilities and where required the installation of new mobile base stations to expand the coverage footprint and offer seamless mobile services.

Additional base stations are required where surrounding facilities cannot provide sufficient coverage to a target area. New facilities are also required when existing base stations are fully utilised and cannot serve additional users in the area. Optus has undertaken analysis of their mobile network in the area to supply the Mount Duneed North area and has identified areas where coverage and network quality needs to be improved. If this investment is not made, the following main issues will arise:

1. Users may have difficulty connecting to the mobile network or the call may drop out. This impacts businesses, residents, visitors to the area and the ability of the user to contact emergency services.
2. User may experience reduced data speeds, longer download times and poor network performance at busy times of the day with data intensive and time sensitive applications (e.g. newscasts, social media, mobile banking, weather forecasts, sports highlights and in this instance mainly conducting business through wireless devices).

Metasite Pty Ltd has been engaged by Huawei Pty Ltd to provide Site Acquisition, Town Planning, Design & Engineering services for Huawei's national roll-out contract with Optus Mobile Pty Ltd (Optus). This development application has been prepared by Metasite, on behalf of Optus and seeks approval to allow the installation of a new telecommunications facility at 1133 Surf Coast Highway, Mount Duneed VIC 3217 (Lot 1 on Plan of Subdivision 304093W) (the site).

Optus is currently undertaking the Long Term Evolution (LTE) upgrade of their existing mobile phone infrastructure across Australia. The overall project will improve customer experience through faster and more reliable voice and data services.

Due to increasing network demands for data, Optus has identified the need to install a telecommunications facility on the site to A demonstrated need has been identified for a new telecommunications facility in the area to improve voice and data services at Mount Duneed North.

A number of potential location options were considered before selecting the site. Each potential option was assessed against a variety of factors including colocation opportunities, proximity to sensitive land uses, planning scheme considerations, technical and coverage objectives, cost considerations, land

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tenure, visual impact and engineering/design criteria. The site was selected as the most appropriate location based on the above considerations, which are outlined in **section 2** of the report.

To provide mobile service to the surrounding area, the proposed telecommunication installation requires the installation and works outlined in the "Executive Summary" section on the previous page.

All mobile phone network operators are bound by the operational provisions of the federal *Telecommunications Act 1997* ("The Act"). This application for a planning permit is bound by the core principles and operator requirements outlined within The Act, however consent is required from Surf Coast Shire in order to undertake the prescribed development. More information regarding the legislative framework pursuant to this proposal is located within **Section 5, 6 & 7** of this report.

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2.0 Site selection

2.1 Potential candidates

A number of factors have been considered when selecting the appropriate site for the infrastructure. The factors include investigating opportunities to collocate on existing infrastructure, the proposal's proximity to existing sensitive land uses, planning scheme considerations, technical and coverage objectives, cost considerations, lease and land tenure, visual impact and engineering/design criteria.

Furthermore, the site selection process incorporates the mandatory Mobile Phone Base Station Deployment Code (C564:2011) activities which are undertaken in order to justify the proposed location of the subject site (specifically sections 4.1, 4.2 and 8 of the Deployment Code). Such considerations include preparation of a "traffic light model" and assessment against the Deployment Code's precautionary approach provisions.

A number of potential candidate sites are usually considered when selecting the most appropriate site for the infrastructure. The candidates in the area are highlighted below.

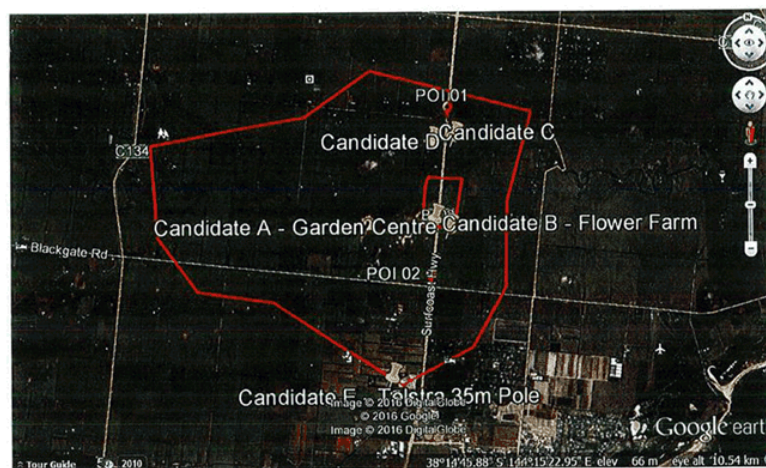


Figure 1: potential candidate locations (source: Google Earth 2016)

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A detailed analysis of each candidate has been undertaken in the below table to determine the most appropriate site location for the telecommunications facility.

Site	Address	Opportunities / Constraints
Candidate A	1133 Surf Coast Hwy, Mt Duneed, VIC 3216	Candidate A was located within the search area and there was a willing land owner to enter into an agreement. The site was located close to power and located towards the rear of the property setback from the highway. It was determined that the site would provide the optimum coverage for the intended target area
Candidate B	1170 Surf Coast Hwy, Mt Duneed VIC 3216	Candidate B location was suitable to provide adequate coverage to the area however there was no interest from land owner to enter into an agreement.
Candidate C	1030 Surf Coast Hwy, Mt Duneed VIC 3216	Candidate C location was considered not suitable to provide adequate coverage to the area and therefore discounted.
Candidate D	2 McCanns Rd, Mt Duneed 3217	Candidate D location was considered not suitable to provide adequate coverage to the area and therefore discounted.

Candidates E was not able to provide the coverage required to the intended target area at Mount Duneed and therefore not progressed, however it is proposed to be used as an additional site for further coverage to the south of the area.

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2.2 Preferred nominated candidate

The preferred site at 1133 Surf Coast Highway, Mount Duneed VIC 3217 (Lot 1 on Plan of Subdivision 304093W) was chosen as the preferred site candidate for the following reasons:

- The site is technically feasible, and can achieve Optus' coverage and capacity objectives for the area. It will provide a high quality 2G, 3G & 4G mobile and wireless broadband service, which will greatly improve access to mobile telecommunications services for customers and business as a whole and also improve voice coverage;
- The site is within a Farming Zone (FZ) land use providing which is a suitable location for the proposed telecommunications facility;
- The position of the monopole setback from the main highway mitigates visual impacts;
- The facility will not create any traffic congestion;
- The landowner is supportive of the Optus proposal and its associated benefits for increased telecommunications services in the local area;
- The site will not require the clearing of any trees;
- The site has readily available access to the electricity supply network;
- The proposed facility will not prejudice the existing or anticipated future use of the site;
- The costs associated with delivering the site and constructing the facility are considered by Optus to be reasonable;

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3.0 Site and surrounds

3.1 Site details

The subject site is located at 1133 Surf Coast Hwy, Mt Duneed, VIC 3216. The legal description of the property is Lot 1 on Plan of Subdivision 304093W, Volume 10106 Folio 958. PARENT TITLE Volume 10096 Folio 167. Created by instrument PS304093W 25/03/1993. An aerial plan demonstrating the site location and the context of the property is located within **Figure 4** below:

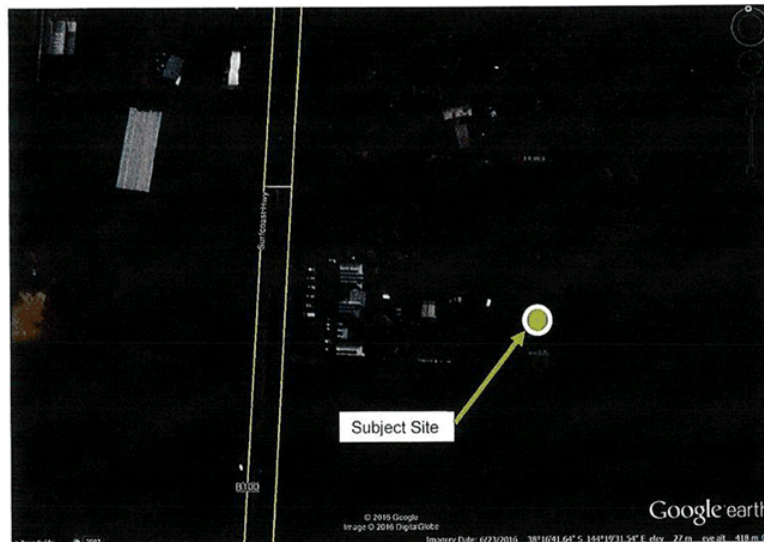


Figure 4: Subject Site (source: Google Earth 2016)

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The subject site is within the Farming Zone (FZ) and is used for a mix of commercial uses. The land is rectangular in shape and has a total area of 1.502 hectares and comprises of flat land and improved by a number of commercial low rise buildings used for commercial businesses. Large vegetation is located on the northern eastern and southern boundaries. To the rear is open gravel areas for access and storage. Access to the site is via the Surf Coast highway to an unsealed driveway with existing sealed parking areas.



Figure 5: Subject Site

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3.2 Surrounding area

To the west of the site across Surf Coast Highway is an agricultural business. To the north, east and south of the site are further agricultural or farming uses. The Surf Coast Highway is a dual carriage highway that runs north and south with some vegetation on the perimeters. The area is relatively flat with open fields for farming use.



Figure 6: Subject Site Surrounds (source: Google Earth 2016)

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4.0 Proposal

Mobile networks are like roads when traffic increases, upgrades are needed to relieve congestion and remove roadblocks. Congestion is relieved by making changes to existing base stations or adding additional base stations in areas where we may already have existing coverage. The following proposal is necessary to add base stations to provide coverage and alleviate congestion and service issues within the Mount Duneed area.

4.1 Overview

The proposed telecommunication installation requires installing the equipment outlined in the "Executive Summary" section on page 4 of this report.

As previously highlighted, Optus Mobile Pty Ltd has an obligation under the Industry Code to ensure that all suitable alternatives have been explored as part of the justification behind this development application. It is believed that proposed works as outlined above will not result in any adverse visual or environmental impact to the surrounding environs within the Mount Duneed area.

The proposal is demonstrated through the proposal plans, attached to this submission in **Appendix A**.

4.2 Transport, access and parking

Access to the facility will be obtained via an existing highway entry from Surf Coast Highway to the property along the southern boundary access driveway to the rear of the property. No formal parking is proposed, given the facility will function on a continuously unmanned basis, and will typically only require infrequent maintenance. There is sufficient space onsite for a vehicle to park during these times. The location of the access route is indicatively shown on the proposal plans attached in **Appendix A**.

Mobile phone base stations require only infrequent maintenance visits (i.e. only two (2) to four (4) times per year). Furthermore, the site will operate on a continually unmanned basis. As such, the proposal will not be a significant generator of vehicular and/or pedestrian traffic. Therefore, the proposed informal access will provide appropriate access for the infrequent maintenance inspections.

4.3 Utilities

The final power design for the site is yet to be confirmed. The indicative power design/route for the proposed facility has been outlined within the drawing package, located within **Appendix A** of this document.

The unmanned nature of the proposed mobile base station removes the need for connection to water or sewer services. Furthermore, the proposal incorporates very minimal hard surfaces and therefore will

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4.4 Construction schedule

The construction of the proposed mobile phone base station primarily consists of the following processes:

- Remediation – ensuring that the land is suitable for construction. This is inclusive of confirming existing structural assessments and the provisioning of cabling (if required).
- Installation of new equipment – reflective of the scope of works outlined within this Development Application; and
- Network Integration – Ensuring that the mobile phone base station can connect with both end users and other sites within the Optus network.

During the construction of the facility, a truck will be required to deliver necessary equipment to the site and a crane will be used to establish the facility. Traffic associated with the construction phase will be temporary in nature and will not affect existing traffic flows of the surrounding area. Should a road closure be required for the erection and installation of equipment, the appropriate approvals will be obtained from Council.

4.5 Acoustic

Air conditioners will be installed for the shelter located within the base station, which enable the equipment to stay within normal operating temperatures. The air conditioning units will emit a small amount of noise commensurate to that of domestic air conditioning units. The operation of air conditioning units from the site will not result in any adverse impact to neighboring properties, given the low noise levels generated by the air conditioners, the remote location of the proposed facility and the separation of the facility to surrounding land uses.

4.6 Environmental

The proposal has been located to minimise the disturbance required on vegetation and flora and fauna habitat. Environmental assessment is further detailed in **Section 8** of the report.

4.7 Retaining structures

The topography of the site ensures that retaining structures will not be necessary for the proposed telecommunications facility.

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5.0 Federal Regulatory Framework

The following information provides a summary of the Federal legislation relevant to telecommunications deployment.

5.1 Telecommunications Act 1997

The *Telecommunications Act 1997* (the Act) came into operation on 1 July 1997. The Act provides a system for regulating telecommunications and the activities of carriers and service providers.

This legislation establishes the criteria for 'low impact' telecommunication facilities. If a proposed facility satisfies the requirements of a 'low impact' facility, the development is exempt from the planning approval process.

Further clarification of the term 'low impact' is provided in the *Telecommunications Act 1997* and the *Telecommunications (Low Impact Facilities) Determination 1997*, which was gazetted subsequent to the Act. The *Telecommunications (Low Impact Facilities) Determination 1997* establishes certain facilities, which cannot be considered low impact facilities.

This subject proposal is for a freestanding monopole, associated antennas and equipment. Pursuant to the *Telecommunications (Low-impact Facilities) Determination 1997* **the proposed facility cannot be considered as "low-impact."** Accordingly, the proposal is not exempt from State and local planning laws and therefore the provisions of the *Planning and Environment Act 1987* and the *Surf Coast Shire Planning Scheme* are applicable.

5.2 Telecommunications Code of Practice 1997

The *Telecommunications Code of Practice 1997* (The Code) authorises a carrier to enter land, inspect land and install and maintain a facility. The Code emphasises "best practice" design, planning and installation of facilities, compliance with industry standards and minimisation of adverse impacts as much as practicable, particularly in terms of degradation of the environment and visual impact. The subject proposal is considered to comply with "best practice" given the proposal will:

- Provide improved telecommunications and wireless internet coverage to the Mount Duneed;
- Be located within a rural area distant from sensitive uses;
- Comprise of a scale configuration of a monopole that provides reduced visual impact to the area and located by utilizing part vegetation screening to reduce impact on view-lines.

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6.0 State Regulatory Framework

6.1 Planning and Environment Act 1987

The proposed telecommunications facility is not considered a low-impact facility and is therefore subject to the *Planning and Environment Act 1987* (P & E Act).

The purpose of the P & E Act is to establish a framework for planning the use, development and protection of land in Victoria in the present and long-term interests of all Victorians.

The proposed telecommunications facility is consistent with the key objectives of the P & E Act and will result in the orderly and sustainable development and use of land that will have minimal impact on natural resources and ecological processes.

6.2 State Planning Policy Framework (SPPF)

Clause 19.03-4 of the Planning Scheme is specific to 'Telecommunications' and states the intentions in relation to such developments. The specific objective for telecommunications is to facilitate the orderly development, extension and maintenance of telecommunication infrastructure.

Clause 19.03-4 lists a number of strategies on how this objective can be implemented. In particular it is stated that a Planning Scheme should not prohibit the use of land for a telecommunications facility in any zone.

Generally the clause seeks to recognise that telecommunications is an essential aspect of all modern life, to ensure no adverse impacts upon the environment relating from telecommunications facilities and to reflect the implications of the Commonwealth and State legislation specific to telecommunications facilities.

6.3 A Code of Practice for Telecommunications Facilities in Victoria

A *Code of Practice for Telecommunications Facilities in Victoria (2004)* also referred to as the 'Victorian Code of Practice' is an incorporated document in all Planning Schemes in Victoria pursuant to Clause 52.19. The purpose of this Code is to:

- Set out the circumstances and requirements under which land may be developed for a telecommunications facility without the need for a planning permit.
- Set out principles for the design, siting, construction and operation of a telecommunications facility which a responsible authority must consider when deciding on an application for a planning permit.

It aims to:

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- Ensure that telecommunications infrastructure and services are provided in an efficient and cost effective manner to meet community needs.

- Ensure the application of consistent provisions for telecommunications facilities.
- Encourage an effective statewide telecommunications network in a manner consistent with the economic, environmental and social objectives of planning in Victoria as set out in Section 4 of the *Planning and Environment Act 1987*.
- Encourage the provision of telecommunications facilities with minimal impact on the amenity of the area.

Section 4 of the Victorian Code of Practice establishes principles to be applied where relevant to the design, siting, construction and operation of any telecommunications facility, which is not exempt under Commonwealth legislation.

6.3.1 Design Response – Section 4 principles in the Victorian Code of Practice

Principle 1 – A Telecommunications Facility should be sited to minimise visual impact

The proposed facility will be located on farming land that is setback from the main Surf Coast Highway at the rear of a commercial business allotment to mitigate visual impacts. The facility is separated from any sensitive land uses within the rural landscape. Views are distant from the highway and from adjoining rural properties. The facility therefore does not significantly impact the area surrounding the site. For the reasons discussed above it has been demonstrated that the facility has been sited to minimise visual impact.

Principle 2 – A Telecommunications Facility should be co-located wherever possible.

The closest co-location opportunity is 2.6km from the centre of the search area and located outside the search area. It was determined that the site would not provide optimum coverage for the intended target area and was discounted however will be used for an additional site to provide coverage to the area further south of the highway. Therefore it was considered that a new telecommunications facility within the Mount Duneed area that will meet the coverage objectives.

Principle 3 – Health standards for exposure to radio emissions will be met

The proposal will be designed and installed to satisfy the requirements contained with Radiation Protection Standard – Maximum Exposure Levels to Radiofrequency Fields – 3kHz to 300 GHz, Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), May 2002.

An EME report has been produced for the Telecommunications Facility and is attached as **Appendix B** and which demonstrates compliance and is in accordance with this standard. The report shows that the

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maximum predicted EME will equate to 0.39% of the maximum exposure limit. This is substantially less than 1% of the maximum allowable exposure limit (where 100% of the limit is still considered to be safe).

Principle 4 – Disturbance and risk relating to siting and construction should be minimised. Construction activity and site location should comply with State environmental protection policies and best practice environmental management guidelines.

The construction area and overall compound area of the facility will have minimal disturbance to the environmental characteristics of the site. The installation of the proposed facility can be undertaken at any time without affecting the use of the site or the surrounding area due to the accessibility of the site.

Construction of the facility will be carried out in accordance with relevant Occupational Health and Safety Guidelines. Construction of the facility is unlikely to cause any disruption to adjoining properties or public access areas. Due care will be taken to ensure construction is undertaken at times least likely to cause disturbance.

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7.0 Local Government Regulatory Framework

7.1 Council Planning Scheme

As highlighted earlier in this report, the planning scheme applicable to the proposed development is the *Surf Coast Shire Planning Scheme* (the Planning Scheme).

7.2 The Municipal Strategic Statement (MSS)

Under the Planning Scheme, the proposal is identified as a Telecommunications Facility. The Surf Coast Shire Planning Scheme includes Council's Municipal Strategic Statement (MSS) to guide future development within the municipality, which is a relevant consideration in determining any permit application.

Council's MSS seeks to provide infrastructure appropriate to community needs and manage them in a sustainable way and have a strong and vibrant business community consisting of a diverse range of small, medium and large enterprises that will capitalise on the key competitive strengths of the region; and support and encourage sustainable tourism development throughout the municipality.

The MSS recognises the need to support and encourage sustainable business growth and economic development throughout the municipality and to support sustainable growth and development of existing local enterprises. The strategic direction in regards to infrastructure states the direction to promote leading edge telecommunications services to assist the region to be globally competitive.

The proposal accords with the MSS as the telecommunications facility will significantly increase the communication coverage which will allow rural enterprises, customers and tourist in the area to connect and communicate more securely. The proposal is to install modern telecommunications infrastructure which will be at the leading edge of telecommunications services.

7.3 Local Planning Policy Framework (LPPF)

There are a broad range of local policies that have relevance to this proposal under Clause 22 of the Surf Coast Shire Planning Scheme. There is no specific policies that reference infrastructure or telecommunications relative to telecommunication facilities. However it is noted that a Rural Tenement Policy protects the farm production and agriculture from development of dwellings and subdivision of land.

The proposed facility is located within farming zone however it is proposed to be located at the rear of a commercial business. The development will not change the use of the land or impeded the use of land for its current commercial purposes. The land is required to be leased to the land owner and no subdivision of land is proposed and no residential dwelling is proposed.

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7.4 Zoning

The site is located within the Farming Zone (FZ) Schedule 1 pursuant Clause 35.07 of the Council Planning Scheme. As far as relevant to this application the purpose of this zone is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

Pursuant to Clause 35.07-1 a Telecommunications facility is a 'Section 2' use (permit required) on the condition that buildings & works meet the requirements of Clause 52.19 (refer to section 5.8 below).

In this instance a planning permit is required for buildings and works associated with the erection of a telecommunications facility.

The proposed telecommunications facility adheres to the State Planning Policy Framework and the Local Planning Policy Framework including the MSS and the local planning policies. The proposed facility will have a small footprint and be situated in a location that does not adversely affect the use of the land for agricultural purposes. The proposed facility will aid in supporting rural businesses, recreational and tourism opportunities and provide services to the local community by providing further telecommunications coverage.

7.5 Overlays

The site is not located in any Overlays pursuant to the Surf Coast Shire Planning Scheme.

7.6 Particular Provisions

Clause 52.19 of the Planning Scheme provides for development and use of all land for the purpose of telecommunications facilities. The clause is applicable for construction of or carrying out works associated with a telecommunications facility as permitted under the Telecommunications Act 1997 and other legislation.

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Clause 52.19-5 of the Planning Scheme lists the information to be submitted with any application. The required information includes a site analysis and design response explaining how the proposed facility addresses the principles of design, siting, construction and operation as contained in the Code of Practice.

The stated purpose of Clause 52.19 is generally to ensure infrastructure and services are provided in an efficient and cost effective manner, in an orderly manner throughout the state and with minimal impact upon the environment.

The principles for the design, siting, construction and operation of a Telecommunications facility as set out in A Code of Practice for Telecommunications Facilities in Victoria have been observed as set out in this planning report. The proposal will not have a detrimental effect on adjacent land and will improve their telecommunication coverage.

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8.0 Environmental Assessment

Further to the planning scheme assessment undertaken above, the proposal has addressed environmental considerations which are specific to mobile phone base station deployment, including:

- Visual considerations;
- Health and safety (i.e. electromagnetic energy);
- Heritage;
- Flora and fauna; and
- Social and economic considerations.

8.1 Visual Impact

This assessment has identified the proposed telecommunications facility as having a medium level of visual impact. The visual impact of the proposed development will vary depending on the viewing distance, number of viewers, period of view and vantage point within the surrounding areas.

Attention has been given to the design of the various elements of the telecommunications facility. In particular the design of a monopole rather than a larger three sided lattice tower and a height designed at height of 40 metres will ensure the best possible outcome to minimise the impact on views within the visual catchment of the site.

Overall it is anticipated that the proposed development will not have a significant visual impact on the surrounding area. The proposed facility will be visible however they will be distant views from adjoining rural properties and for the highway area. The location is within the farming zone to rear if property and located to rear of low buildings and will be screened by large boundary vegetation to the north and south and rear eastern boundaries.

Given the advantages to be gained by the public by receiving improved telecommunications services, it is considered that the facility provides an acceptable level of impact which outweighs any general loss of visual amenity.

8.2 EME & Health

Optus acknowledges some people are genuinely concerned about the possible health effects of electromagnetic energy (EME) from mobile phone base stations and is committed to addressing these concerns responsibly.

Optus, along with the other mobile phone carriers, must strictly adhere to Commonwealth Legislation and regulations regarding mobile phone facilities and equipment administered by the Australian Communications and Media Authority (ACMA).

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In 2003 the ACMA adopted a technical standard for continuous exposure of the general public to RF EME from mobile base stations. The standard, known as the Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2003, was prepared by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and is the same as that recommended by ICNIRP (International Commission for Non-Ionising Radiation Protection), an agency associated with the World Health Organisation (WHO). Mobile carriers must comply with the Australian Standard on exposure to EME set by the ACMA.

The Standard operates by placing a limit on the strength of the signal (or RF EME) that Optus can transmit to and from any network base station. The general public health standard is not based on distance limitations, or the creation of “buffer zones”. The environmental standard restricts the signal strength to a level low enough to protect everyone at all times. It has a significant safety margin, or precautionary approach, built into it.

In order to demonstrate compliance with the standard, ARPANSA created a prediction report using a standard methodology to analyse the maximum potential impact of any new telecommunications facility. Carriers are obliged to undertake this analysis for each new facility and make it publicly available.

Importantly, the ARPANSA-created compliance report demonstrates the maximum signal strength of a proposed facility, assuming that it's handling the maximum number of users 24-hours a day.

In this way, ARPANSA requires network carriers to demonstrate the greatest possible impact that a new telecommunications facility could have on the environment, to give the community greater peace of mind. In reality, base stations are designed to operate at the lowest possible power level to accommodate only the number of customers using the facility at any one time. This design function is called “adaptive power control” and ensures that the base station operates at minimum, not maximum, power levels at all times.

Using the ARPANSA standard methodology, Optus has undertaken a compliance report that predicts the maximum levels of radiofrequency EME from the proposed installation. The maximum environmental EME level from the site, once it is operational, this will comply with the ACMA mandated exposure limit (See Appendix B). Optus complies with the public health and safety standard by a significant margin.

Optus relies on the expert advice of national and international health authorities such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and the World Health Organisation (WHO) for overall assessments of health and safety impacts. The WHO advises that all expert reviews on the health effects of exposure to radiofrequency fields have concluded that no adverse health effects have been established from exposure to radiofrequency fields at levels below the international safety guidelines that have been adopted in Australia.

Optus has strict procedures in place to ensure its mobile phones and base stations comply with these guidelines. Compliance with all applicable EME standards is part of Optus's responsible approach to EME and mobile phone technology.

6.2 - APPENDIX: 1 - Community Engagement Options Paper

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metasite

OPTUS

8.3 Heritage

In order to determine the likelihood of the proposal impacting on any natural, physical, cultural or Aboriginal heritage, a number of searches were conducted against the relevant heritage registers. No known items of heritage significance have been found within the subject land holding.

8.4 Flora and fauna

There are no known items of Flora and Fauna significance (including endangered species) located in the vicinity of the proposal site.

No clearance of vegetation is proposed other than to establish the compound space footprint where there is a cleared agricultural field adjoining the internal access track. Extensive measures have been taken within the planning, design and procurement of the telecommunications facility to minimise the vegetation clearance required and therefore will not result in adverse environmental impact to the surrounding locality.

8.5 Social and economic benefits

Since 2007, the number of mobile phone subscriptions has exceeded the overall population of Australia. As such, consumers have an increasing expectation for a reliable, fast and cost effective mobile phone network across all areas of Australia.

In addition, the wider community has seen a general reliance on mobile phone networks for a number of uses beyond that of traditional voice calls. Australia has one of the highest penetrations of "smartphone" usage in the world. A sample study by the Digital Industry Association of Australia has estimated the usage of smartphones at rate of 76% of all mobile phone users, allowing additional services such as checking emails, social networking, e-commerce and browsing the internet. Community expectation requires the mobile phone network to support these activities in a dependable and reliable manner.

Optus has sought to ensure major improvements to their network through 24hr monitoring of network performance. Furthermore, upgrading existing infrastructure and building new telecommunication facilities are necessary to provide a sustainable mobile network which meets the community expectation. Therefore, the subject application is necessary to deliver an appropriate mobile service to the Mount Duneed area.

Further to this, mobile phone networks form a vital "first response" tool to emergency situations – hence the importance of carriers to ensure that their infrastructure can be maintained to the highest standards.

SURF COAST SHIRE

25 OCT 2016

PLANNING
DEPARTMENT

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metasite

OPTUS

9.0 Conclusion

The proposed telecommunications facility at 1133 Surf Coast Highway, Mount Duneed VIC 3217 (Lot 1 on Plan of Subdivision 304093W) will form a vital component of the Optus network. As previously highlighted, the proposed Optus mobile phone base station will both voice and data services to the Mount Duneed. Optus has identified that coverage within the specified area requires improvement to ensure ongoing service provisions to personal users and businesses who take advantage of the Optus network. The proposal will allow for the consolidation of existing infrastructure, enhanced coverage and increased data speeds for end users. The proposed facility is considered appropriate on the site given:

- The site is located within a Farming Zone which is considered a suitable location for the proposed facility. The application demonstrates compliance with all applicable planning scheme and other requirements and therefore supports the intent of the planning scheme. As such, the proposal is an appropriate use on the site;
- The location is well separated from dwellings and is appropriately separated from any sensitive land uses;
- The immediate area is vegetated providing part screening to the structure and is set back from the main highway which aids in minimizing the visual prominence of the facility within the landscape;
- The proposal will not require the clearing of any trees;
- The site is appropriately serviced and has a readily available access to the electricity supply and existing transport network;
- The proposed facility will not prejudice the existing or anticipated future use of the site;

Based on the above, the proposed application, to install a telecommunications facility at 1133 Surf Coast Highway, Mount Duneed VIC 3217 is considered appropriate for the site and warrants favorable consideration by Council subject to reasonable and relevant conditions. Should Council have any further queries regarding the subject application, please do not hesitate to contact the nominated representative outlined within this document.

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06 February 2018
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Register Search Statement - Volume 10106 Folio 958

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 10106 FOLIO 958

Security no : 124057973414X
Produced 24/11/2015 03:01 pm

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 304093W.
PARENT TITLE Volume 10096 Folio 167
Created by instrument PS304093W 25/03/1993

REGISTERED PROPRIETOR

Estate Fee Simple
Joint Proprietors

CHRISTOPHER GEORGE NOBLE
DIANA JOAN NOBLE both of 1355 BLACKGATE ROAD FRESHWATER CREEK VIC 3216
AB155059T 16/03/2002

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS304093W FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 1133 SURF COAST HIGHWAY MOUNT DUNEED VIC 3217

DOCUMENT END



Delivered from the Landata ® System by SAI Global Property Division Pty Ltd
Delivered at 24/11/2015, for Order Number 33106678. Your reference: M2041 Mount Duneed South.

SURF COAST SHIRE

25 OCT 2016

PLANNING
DEPARTMENT

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Environment Act 1987. The information must not be used for any other purpose without the written consent of the State of Victoria. You acknowledge and agree that you will only use the information for the purposes specified above and that any dissemination or distribution of this information is strictly prohibited.

PLAN OF SUBDIVISION STAGE NO. LTO use only
EDITION 1

Plan Number
PS 304093 W

Location of Land
Parish: PUEBLA
Township: _____
Section: _____
Crown Allotment: _____
Crown Portion: 53 (PART)
LTO Base Record: LITHO. PUEBLA (3421)
Title Reference: VOL. 10096 FOL. 167
Last Plan Reference: _____
Postal Address: BLACKGATE ROAD,
(at time of subdivision) MOUNT DUNEED , 3216
AMG Co-ordinates E 266500 Zone: 55
(of approx. centre of land in plan) N 5759500

Council Certificate and Endorsement
Council Name: CITY OF SOUTH BARWON Ref: 2615
1. This plan is certified under section 6 of the Subdivision Act 1988.
2. This plan is certified under section 11(7) of the Subdivision Act 1988.
Date of original certification under section 6 / /
3. This is a statement of compliance issued under section 21 of the Subdivision Act 1988.
OPEN SPACE
(i) A requirement for public open space under section 18 of the Subdivision Act 1988 has/has not been made.
(ii) The requirement has been satisfied.
(iii) The requirement is to be satisfied in Stage _____
Council delegate
Council seal
Date / /
Re-certified under section 11(7) of the Subdivision Act 1988
Council Delegate
Council Seal
Date / /

Vesting of Roads and/or Reserves
Identifier Council/Body/Person
R-1 CITY OF SOUTH BARWON

Notations
Staging This is/is not a staged subdivision
Planning Permit No. 89 / 283 C
Depth Limitation
NIL

Survey This plan is/is not based on survey
This survey has been connected to permanent marks no(s) 4 , 25
In Proclaimed Survey Area No. _____

Easement Information
Legend: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
—	—	—	—	—

LTO use only
Statement of Compliance/
Exemption Statement
Received ☒
Date 21 / 10 / 92
LTO use only
PLAN REGISTERED
TIME 9:30 A.M.
DATE 25 / 3 / 1993
Assistant Registrar of Titles
Sheet 1 of 2 Sheets

THOMS & PARTNERS PTY. LIMITED
SURVEYORS : ENGINEERS : LAND DEVELOPMENT CONSULTANTS
115 YARRA STREET, GEORONG, VIC. 3220
Telephone: (052) 93147. Fax: (052) 22 1991

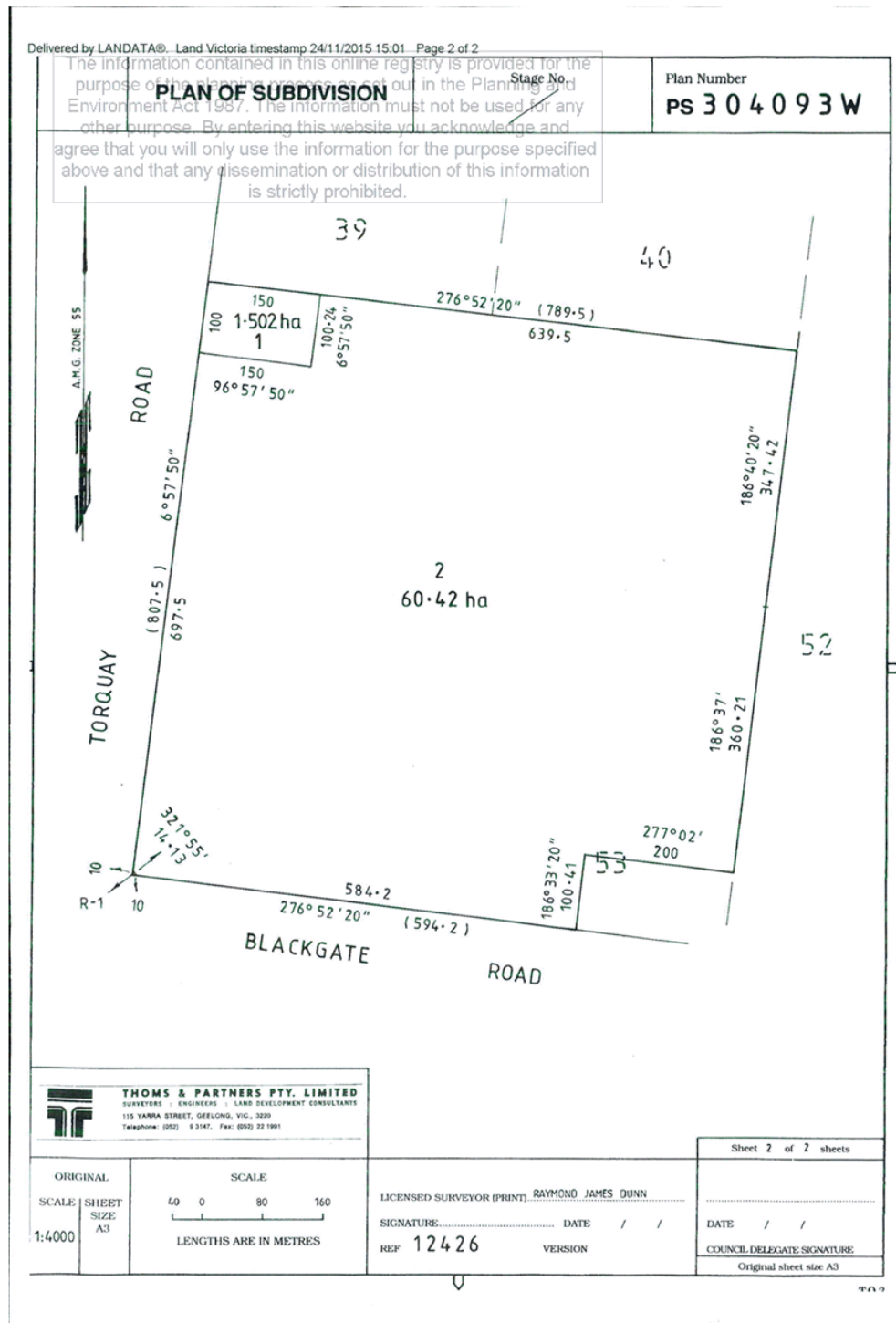
LICENSED SURVEYOR (PRINT) RAYMOND JAMES DUNN
SIGNATURE: _____ DATE 25 OCT 2015
REF 12426 VERSION _____
COUNCIL DELEGATE SIGNATURE: _____
Original sheet size A3

SURF COAST SHIRE
PLANNING DEPARTMENT

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THE BACK OF THIS FORM MUST NOT BE USED

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PLAN OF SUBDIVISION STAGE NO. LTO use only
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Plan Number
PS 304093 W

Location of Land
Parish: PUEBLA
Township: _____
Section: _____
Crown Allotment: _____
Crown Portion: 53 (PART)
LTO Base Record: LITHO. PUEBLA (3421)
Title Reference: VOL. 10096 FOL. 167
Last Plan Reference: _____
Postal Address: BLACKGATE ROAD,
(at time of subdivision) MOUNT DUNEED, 3216
AMG Co-ordinates E 266500 Zone: 55
(of approx. centre of land N 5759500 in plan)

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Council seal
Date / /
Re-certified under section 11(7) of the Subdivision Act 1988
Council Delegate
Council Seal
Date / /

Vesting of Roads and/or Reserves
Identifier Council/Body/Person
R-1 CITY OF SOUTH BARWON

Notations
Staging This is not a staged subdivision
Planning Permit No. 89 / 283 C
Depth Limitation
NIL

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This survey has been connected to permanent marks no(s) 4 , 25
In Proclaimed Survey Area No. _____

Easement Information
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Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
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Statement of Compliance/
Exemption Statement
Received ☒
Date 21 / 10 / 92
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TIME 9:30 A.M.
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Sheet 1 of 2 Sheets

THOMS & PARTNERS PTY. LIMITED
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115 YARRA STREET, GEELONG, VIC., 3220
Telephone: (052) 931427 Fax: (052) 22 1991

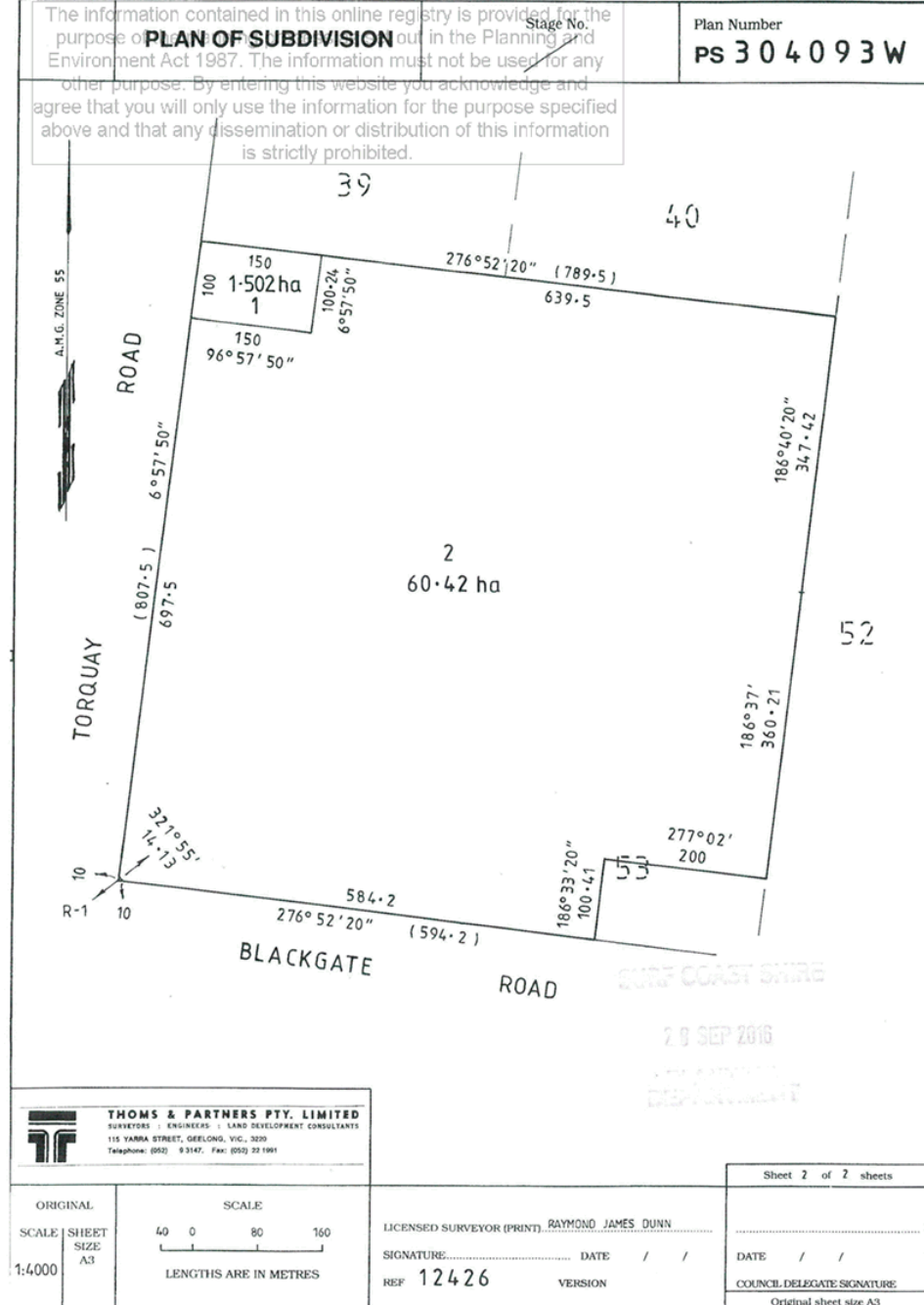
LICENSED SURVEYOR (PRINT) **RAYMOND JAMES DUNN**
SIGNATURE _____ DATE / /
REF **12426** VERSION _____
COUNCIL DELEGATE SIGNATURE _____
Original sheet size A3

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Cr Clive Goldsworthy left the meeting at 6:38pm.

1.4 Planning Permit Application 17/0405 - 30 Beales Street, Torquay

Author's Title: Senior Statutory/Strategic Planner	General Manager: Ransce Salan
Department: Planning & Development	File No: 17/0405
Division: Environment & Development	Trim No: IC18/63

Appendix:

1. Order of Speakers - 6 February 2018 (D18/11775)
2. Notification - Set for Advertising - 30 Beales Street Torquay (D17/133362)
3. Further Information - Plans - 30 Beales Street Torquay (D17/134465)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

☐ Yes

☒ No

Reason: Nil

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

Reason: Nil

Purpose

The purpose of this report is to hear submissions in relation to Planning Permit Application 17/0405 for the development of the land for two dwellings greater than 7.5 metres in height and a two lot subdivision at 30 Beales Street, Torquay.

Summary

An application has been received to develop two dwellings and to subdivide the land.

A total of 13 submissions (as at 18 January 2018) have been lodged with Council. All are objections to the application.

Submitters are largely concerned that the proposal is not consistent with the character of the immediate neighbourhood in terms of height, bulk, visual impact, height site coverage and design. Additional concerns involve the impact on on-street car parking and traffic flow and noise and overlooking concerns relating to the rooftop deck.

Recommendation

That Council receive and note the submissions to Planning Permit 17/0405 for 30 Beales Street, Torquay.

Committee Resolution

MOVED Cr Rose Hodge, Seconded Cr Margot Smith

That Council receive and note the submissions to Planning Permit 17/0405 for 30 Beales Street, Torquay.

CARRIED 6:0

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1.4 Planning Permit Application 17/0405 - 30 Beales Street, Torquay

APPENDIX 1 ORDER OF SPEAKERS - 6 FEBRUARY 2018

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Hearing of Submissions
Tuesday 6 February 2018
5pm
Council Chambers
1 Merrijig Drive, Torquay

ORDER OF SPEAKERS

Environment & Development

1.4 Planning Permit Application 170405 - 30 Beales Street, Torquay

	Submitter Name
1.	Peter Barbetti
2.	Peter Koopman (on behalf of himself and Kieron Gorman)
3.	Miles Paterson
4.	Marianne Keane
5.	Ross Pidgeon
6.	Steve Warton (Owner/Applicant)
7.	Robert Troup (Applicant)

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1.4 Planning Permit Application 17/0405 - 30 Beales Street, Torquay

APPENDIX 2 NOTIFICATION - SET FOR ADVERTISING - 30 BEALES STREET TORQUAY

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Office Use Only
Application No.: 1486.00
Date Lodged: 26 OCT 2017

Application for a Planning Permit

Planning Enquiries
Web: www.surfcoast.vic.gov.au

The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

Unit No.: 30 St. Name: BEALES STREET
Suburb/Locality: TORQUAY Postcode: 3228

Formal Land Description *
Complete either A or B.

☒ This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A Lot No.: 1 ☐ Lodged Plan ☐ Title Plan ☐ Plan of Subdivision No.: 334248L

OR

B Crown Allotment No.: Section No.:

Parish/Township Name:

The Proposal

☒ You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

☒ For what use, development or other matter do you require a permit? *

TO CONSTRUCT TWO UNITS
AND CREATE A 2 LOT
SUB DIVISION.
RT.

SURF COAST SHIRE
14 NOV 2017
PLANNING DEPARTMENT

SURF COAST SHIRE
FILE: 170405
POLICE: D17/125174
26 OCT 2017
OFFICER:
FILE COPY ☐ DUPLICATE COPY ☐

☒ Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

SURF COAST SHIRE

Estimated cost of any development for which the permit is required *

Cost \$ 975,000

☒ You may be required to verify this estimate. Insert '0' if no development is proposed. 2017

Application for a Planning Permit | Regional Council

Page 1

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Existing Conditions ONE DWELLING

Describe how the land is used and developed now
For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

☒ Provide a plan of the existing conditions. Photos are also helpful.

Title Information 1

Encumbrances on title *

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

☐ Yes (If 'yes' contact Council for advice on how to proceed before continuing with this application.)

☐ No

☐ Not applicable (no such encumbrance applies).

☒ Provide a full, current copy of the title for each individual parcel of land forming the subject site.
The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

Applicant and Owner Details 1

Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Please provide at least one contact phone number *

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Owner *

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Applicant Details:

Name: Title: MR First Name: ROBERT Surname: TROUP

Organisation (if applicable):

Postal Address: If it is a P.O. Box, enter the details here:
Unit No.: St. No.: 15 St. Name: DOMINION ROAD
Suburb/Locality: JARR JVC State: VIC Postcode: 3228

Contact information for applicant OR contact person below

Business phone: Email: uarwanthee@gmail.com
Mobile phone: 0425 707 101 Fax:

Contact person's details* Same as applicant ☐

Name: Title: First Name: Surname:
Organisation (if applicable):
Postal Address: If it is a P.O. Box, enter the details here:
Unit No.: St. No.: St. Name:
Suburb/Locality: State: Postcode:

Owner Details: Same as applicant ☐

Name: Title: MR First Name: STEVE Surname: WARTON

Organisation (if applicable): MOB: 0410 564 572 or 9311 1499

Postal Address: If it is a P.O. Box, enter the details here:
Unit No.: St. No.: 7-8 St. Name: OVENS COURT
Suburb/Locality: SUNSHINE WEST State: VIC Postcode: 3048


Owner's Signature (Optional): Date: 22/10/17
2 day / month / year

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Declaration 
This form must be signed by the applicant.
Remember it is against the law to provide false or misleading information which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant, and that all the information in this application is true and correct, and the owner (if not myself) has been notified of the permit application.

Signature:  Date: 22/10/17
day / month / year

Need help with the Application?

General information about the planning process is available at planning.vic.gov.au


Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

Has there been a pre-application meeting with a council planning officer?

☐ No ☒ Yes If "Yes", with whom?: BIANCA
Date: 5/10/17 day / month / year

Checklist

Have you:

☒ Filled in the form completely?
☒ Paid or included the application fee?  Most applications require a fee to be paid. Contact Council to determine the appropriate fee.
☒ Provided all necessary supporting information and documents?
☒ A full, current copy of title information for each individual parcel of land forming the subject site.
☒ A plan of existing conditions.
☒ Plans showing the layout and details of the proposal.
☒ Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.
☒ If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts).
☒ Completed the relevant council planning permit checklist?
☒ Signed the declaration above?

Lodgement

Lodge the completed and signed form, the fee and all documents with:

Surf Coast Shire Council
PO Box 350
Torquay VIC 3228
1 Merrijig Drive
Torquay VIC 3228

Contact information:
Email: info@surfcoast.vic.gov.au
Translation: 13 1202

Deliver application in person, by post or by electronic lodgement.

SURF COAST SHIRE

14 NOV 2017

PLANNING
DEPARTMENT

SURF COAST SHIRE

25 OCT 2017

PLANNING
DEPARTMENT

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MORE INFORMATION

The Land

Planning permits relate to the use and development of the land. It is important that accurate, clear and concise details of the land are provided with the application.

How is land identified?

Land is commonly identified by a street address, but sometimes this alone does not provide an accurate identification of the relevant parcel of land relating to an application. Make sure you also provide the formal land description – the lot and plan number or the crown, section and parish/township details (as applicable) for the subject site. This information is shown on the title.

See **Example 1**.

The Proposal

Why is it important to describe the proposal correctly?

The application requires a description of what you want to do with the land. You must describe how the land will be used or developed as a result of the proposal. It is important that you understand the reasons why you need a permit in order to suitably describe the proposal. By providing an accurate description of the proposal, you will avoid unnecessary delays associated with amending the description at a later date.

▲ Planning schemes use specific definitions for different types of use and development. Contact the Council planning office at an early stage in preparing your application to ensure that you use the appropriate terminology and provide the required details.

How do planning schemes affect proposals?

A planning scheme sets out policies and requirements for the use, development and protection of land. There is a planning scheme for every municipality in Victoria. Development of land includes the construction of a building, carrying out works, subdividing land or buildings and displaying signs.

Proposals must comply with the planning scheme provisions in accordance with Clause 61.05 of the planning scheme. Provisions may relate to the State Planning Policy Framework, the Local Planning Policy Framework, zones, overlays, particular and general provisions. You can access the planning scheme by either contacting Council's planning department or by visiting the Planning Schemes Online section of the department's website <http://planning-schemes.delwp.vic.gov.au>

▲ You can obtain a planning certificate to establish planning scheme details about your property. A planning certificate identifies the zones and overlays that apply to the land, but it does not identify all of the provisions of the planning scheme that may be relevant to your application. Planning certificates for land in metropolitan areas and most rural areas can be obtained by visiting www.landata.vic.gov.au Contact your local Council to obtain a planning certificate in Central Goldfields, Corangamite, Macedon Ranges and Greater Geelong. You can also use the free Planning Property Report to obtain the same information.

See **Example 2**.

Estimated cost of development

In most instances an application fee will be required. This fee must be paid when you lodge the application. The fee is set down by government regulations.

To help Council calculate the application fee, you must provide an accurate cost estimate of the proposed development. This cost does not include the costs of development that you could undertake without a permit or that are separate from the permit process. Development costs should be calculated at a normal industry rate for the type of construction you propose.

Council may ask you to justify your cost estimates. Costs are required solely to allow Council to calculate the permit application fee. Fees are exempt from GST.

▲ Costs for different types of development can be obtained from specialist publications such as Cordell Housing, Building Cost Guide or Rawlinsons' Australian Construction Handbook.

▲ Contact the Council to determine the appropriate fee. Go to planning.vic.gov.au to view a summary of fees in the Planning and Environment (Fees) Regulations.

Existing Conditions

How should land be described?

You need to describe, in general terms, the way the land is used now, including the activities, buildings, structures and works that exist (e.g. single dwelling, 24 dwellings in a three-storey building, medical centre with three practitioners and 8 car parking spaces, vacant building, vacant land, grazing land, bush block).

Please attach to your application a plan of the existing conditions of the land. Check with the local Council for the quantity, scale and level of detail required. It is also helpful to include photographs of the existing conditions.

See **Example 3**.

Title Information

What is an encumbrance?

An 'encumbrance' is a formal obligation on the land, with the most common type being a 'mortgage'. Other common examples of encumbrances include:

- **Restrictive Covenants:** A 'restrictive covenant' is a written agreement between owners of land restricting the use or development of the land for the benefit of others. (eg. a limit of one dwelling or limits on types of building materials to be used).
- **Section 173 Agreements:** A 'section 173 agreement' is a contract between an owner of the land and the Council which sets out limitations on the use or development of the land.
- **Easements:** An 'easement' gives rights to other parties to use the land or provide for services or access on, under or above the surface of the land.
- **Building Envelopes:** A 'building envelope' defines the development boundaries for the land.

Aside from mortgages, the above encumbrances can potentially limit or even prevent certain types of proposals.

What documents should I check to find encumbrances?

Encumbrances are identified on the title (register search statement) under the header 'encumbrances, caveats and notices'. The actual details of an encumbrance are usually provided in a separate document (instrument) associated with the title. Sometimes encumbrances are also marked on the title diagram or plan, such as easements or building envelopes.

What about caveats and notices?

A 'caveat' is a record of a claim from a party to an interest in the land. Caveats are not normally relevant to planning applications as they typically relate to a purchaser, mortgagee or chargee claim, but can sometimes include claims to a covenant or easement on the land. These types of caveats may affect your proposal.

Other less common types of obligations may also be specified on title in the form of 'notices'. These may have an effect on your proposal, such as a notice that the building on the land is listed on the Heritage Register.

What happens if the proposal contravenes an encumbrance on title?

Encumbrances may affect or limit your proposal or prevent it from proceeding. Section 61(4) of the Planning and Environment Act 1987 for example, prevents a Council from granting a permit if it would result in a breach of a registered restrictive covenant. If the proposal contravenes any encumbrance, contact the Council for advice on how to proceed.

You may be able to modify your proposal to respond to the issue. If not, separate procedures exist to change or remove the various types of encumbrances from the title. The procedures are generally quite involved and if the encumbrance relates to more than the subject property, the process will include notice to the affected party.

▲ You should seek advice from an appropriately qualified person, such as a solicitor, if you need to interpret the effect of an encumbrance or if you seek to amend or remove an encumbrance.

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Addendum

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VICTORIA
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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958
VOLUME 08182 FOLIO 476
Security no : 124068844925N
Produced 31/10/2017 08:44 am
Page 1 of 1

LAND DESCRIPTION

Lot 1 on Title Plan 334248L (formerly known as part of Crown Allotment 8 Section 5 Township of Torquay Parish of Puebla).
PARENT TITLE Volume 06620 Folio 887
Created by instrument A505104 02/04/1958

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
JUDITH ANNE CAMPBELL of 30 BEALES STREET TORQUAY VIC 3228
AB890792N 20/02/2003

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE TP334248L FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 30 BEALES STREET TORQUAY VIC 3228

DOCUMENT END

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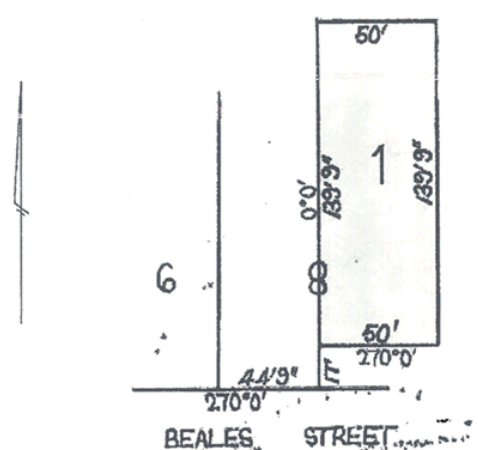
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Delivered by LANDATA® Land Victoria timestamp 24/04/2017 18:00 Page 1 of 1

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TITLE PLAN		EDITION 1	TP 334248L						
Location of Land: Parish: RUERLA Township: TORQUAY Section: 5 Cross Allotment: 8(PT) Cross Portion:		Notations							
Last Plan Reference: Derived From: VOL 9192 FOL 478 Depth Limitation: NIL		ANY REFERENCE TO MAP IN THE TEXT MEANS THE DIAGRAM SHOWN ON THIS TITLE PLAN							
Description of Land / Easement Information		THIS PLAN HAS BEEN PREPARED FOR THE LAND REGISTRY, LAND VICTORIA, FOR TITLE DIAGRAM PURPOSES AS PART OF THE LAND TITLES AUTOMATION PROJECT COMPILED: 25-02-2000 VERIFIED: MP							
									
<table border="1"><thead><tr><th colspan="2">TABLE OF PARCEL IDENTIFIERS</th></tr></thead><tbody><tr><td colspan="2">WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 5A of the Sale of Land Act 1962</td></tr><tr><td colspan="2">PARCEL 1 = CA 8 (PT)</td></tr></tbody></table>				TABLE OF PARCEL IDENTIFIERS		WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 5A of the Sale of Land Act 1962		PARCEL 1 = CA 8 (PT)	
TABLE OF PARCEL IDENTIFIERS									
WARNING: Where multiple parcels are referred to or shown on this Title Plan this does not imply separately disposable parcels under Section 5A of the Sale of Land Act 1962									
PARCEL 1 = CA 8 (PT)									
LENGTHS ARE IN FEET & INCHES Metres = 0.3048 x Feet Metres = 0.29998 x Yards		Sheet 1 of 1 sheets							

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35 BEALES STREET TORQUAY

PROPOSAL

It is proposed to construct 2 dwellings and to undertake a two lot subdivision.

The dwellings are setback 4.5 metres from the street and both are accessed directly from the street.

The dwellings are mirror imaged with a common party wall.

Both dwellings contain at ground level, a single garage and store, a laundry, powder room and open kitchen/dining/living area. First floor level consists of 4 bedrooms, three bathrooms and a living area. A roof deck is provided for each dwelling.

The maximum height of each dwelling is 7.5 metres with a small part of the roof access stair extending up to 9 metres. It is anticipated that the access stair will be not be visible from ground level.

SITE AND SURROUNDING AREA

The site is located on the northern side of Beales Street and is currently developed with a 2 storey dwelling and associated out buildings. The current is currently used as two occupancies, with one up stairs and one down stairs.

The site has a total area of 649 metres square and a frontage of 15.240 metres.

There are no easements.

The site is in an established residential.

The adjoining properties contain single 2 storey dwellings and the land behind has xxxx

PLANNING SCHEME PROVISIONS

General Residential Zone-GRZ1

Use of Land

Clause 32.08-1 No permit is required to use the land for a dwelling.

Subdivision

Clause 32.08-3 Clause 56 assessment is attached.

The existing lot complies by providing 39% garden area which is greater than the 30% required.

The subdivided lots comply as each lot is less than 400 metres squared.



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Minimum garden area requirement
Clause 32.08-4 The percentage of lot area set aside for garden area is for the existing lot is 39% which complies.

Maximum building height

Clause 32.08-9 The maximum building height is 9 metres which complies.

Design and Development Overlay – Schedule 20

Clause 43.02-2 A Planning Permit is required as the height of the new dwellings is over 7.5metres.

Particular Provisions

The following particular provisions are relevant to this application;

Clause 55 – Two or more dwellings on a lot

The development complies with the objectives of Rescode.

Clause 55 assessment is attached.

Clause 52.06 – Car Parking

A garage 3.5 metres wide and 6 metres in length has been provided.

State Planning Policy Framework

The application is consistent with the State Planning Policy Framework by:

- Providing for the consolidation of Torquay by providing for two dwellings on a lot;
- Providing for two contemporary styled dwellings in an area which has diversity of dwelling designs;
- Providing for a development which has windows orientated to the street, allowing for passive surveillance of the street network;
- Providing for north facing windows to living areas.

Local Planning Policy

Building Height

The bulk of the building height does not exceed 7.5 metres in height with a small section of the roof access stair up to 9 metres in height. This element will not be visible from the street and is designed to:

- Act as a thermal chimney to release hot air in summer without the need for air conditioning;
- Provide south light into the centre of the dwellings and in particular the ground floor through the open stair cases;

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Private Open Space

Each unit has an area of private open space of 114m² which is greater than required area of 40m².

Each unit has an area of secluded open space of 52m² which is greater than the required area of 25m².

Landscaping

The existing canopy tree in the front set back will be retained to unit B.

Another canopy trees will be planted in the front setback of unit A.

Garages

The garages for the units are set back well behind the main building facade and are visually compatible with the development.

The garages do not exceed half of the total building width.

Only a single width driveway is proposed for each dwelling.

There is ample space for a landscape strip adjacent to the side boundaries.

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55.01-2 Design response

The design response must explain how the proposed design is strictly prohibited.

Derives from and responds to the neighbourhood and site description.

Meets the objectives of Clause 55.

Responds to any neighbourhood character features for the area identified in a local planning policy or a Neighbourhood Character Overlay.

Refer Proposal document

B55.02 NEIGHBOURHOOD CHARACTER AND INFRASTRUCTURE

Standard B1

The design response must be appropriate to the neighbourhood and the site. The proposed design must respect the existing or preferred neighbourhood character and respond to the features of the site.

The proposal references the existing 60's beach vernacular which exists in the street. In particular it references the house 2 doors to the west.

Standard B2

An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

Refer to the Proposal document

Standard B3

Developments of ten or more dwellings should provide a range of dwelling sizes and types, including: Dwellings with a different number of bedrooms. At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level.

Not Applicable

Standard B4

Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available. Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads. In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.

The proposal is connected to all services.

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Standard B5
Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility. Development should be oriented to front existing and proposed streets. High fencing in front of dwellings should be avoided if practicable.

Strong pedestrian and vehicular links currently exist to the property.

Both units address the street.

55.03 SITE LAYOUT AND BUILDING MASSING

Standard B6

Walls of buildings should be set back from streets:

- ✦ At least the distance specified in a schedule to the zone, or
- ✦ If no distance is specified in a schedule to the zone, the distance specified in Table B1.

The existing garage on site is setback 3 metres from the front boundary.

The house to the east is setback 3.5 metres from the boundary.

The house to the west is setback more than 9 metres from the boundary.

It is proposed to set the proposed house back 4.5 metres from the front boundary.

Standard B7

The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.

If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height should not exceed 10 metres.

Changes of building height between existing buildings and new buildings should be graduated.

The bulk of the building height does not exceed 7.5 metres in height with a small section of the roof access stair up to 9 metres in height. This element will not be visible from the street and is designed to:

- Act as a thermal chimney to release hot air in summer without the need for air conditioning;
- Provide south light into the centre of the dwellings and in particular the ground floor through the open stair cases;
- Provide an integrated roof form to mount solar collectors;
- Provide access to the roof for maintenance and

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Standard B8

The site area covered by buildings should not exceed:

- ✦ The maximum site coverage specified in a schedule to the zone, or
- ✦ If no maximum site coverage is specified in a schedule to the zone, 60 per cent.

The Site Coverage of the proposal = 60% which complies.

Standard B9

The site area covered by the pervious surfaces should be at least:

- ✦ The minimum area specified in a schedule to the zone, or
- ✦ If no minimum is specified in a schedule to the zone, 20 percent of the site.

The Site Permeability of the proposal is = 64% which complies.

Standard B10

Buildings should be:

- ✦ Oriented to make appropriate use of solar energy. ✦ Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.

Living areas and private open space should be located on the north side of the development, if practicable.

Developments should be designed so that solar access to north-facing windows is maximised.

Both units have their living areas orientated to the north.

Standard B11

If any public or communal open space is provided on site, it should:

- ✦ Be substantially fronted by dwellings, where appropriate.
- ✦ Provide outlook for as many dwellings as practicable.
- ✦ Be designed to protect any natural features on the site.
- ✦ Be accessible and useable.

Not Applicable

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Planting which creates unsafe spaces along streets and accessways should be avoided.

Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.

Private spaces within developments should be protected from inappropriate use as public thoroughfares.

Complies

Standard B13

The landscape layout and design should:

- ✦ Protect any predominant landscape features of the neighbourhood.
- ✦ Take into account the soil type and drainage patterns of the site.
- ✦ Allow for intended vegetation growth and structural protection of buildings.
- ✦ In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.
- ✦ Provide a safe, attractive and functional environment for residents.

The proposal will provide a safe, attractive and functional environment for the residents.

Standard B14

The width of accessways or car spaces should not exceed:

- ✦ 33 per cent of the street frontage, or
- ✦ if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage.

The proposal complies.

Standard B15

Car parking facilities should:

- ✦ Be reasonably close and convenient to dwellings and residential buildings
- Be secure.

- ✦ Be well ventilated if enclosed.

Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be

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reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.

The proposal complies.

55.04 AMENITY IMPACTS

Standard B17

A new building not on or within 200mm of a boundary should be set back from side or rear boundaries:

- ♣ At least the distance specified in a schedule to the zone, or
- ♣ If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.

The proposal complies with all Side and Rear Setbacks.

Standard B18

A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary:

- ♣ For a length of more than the distance specified in a schedule to the zone; or
- ♣ If no distance is specified in a schedule to the zone, for a length of more than:
 - 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or
 - Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports, whichever is the greater

The proposal does not have any walls on boundaries.

Standard B19

Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky.

The calculation of the area may include land on the abutting lot.

The proposal complies

Standard B20

If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every

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metre of height over 6.9 metres; for a distance of 3 metres from the edge of each side of the window.

A north-facing window is a window with an axis perpendicular to its surface oriented north 20 degrees west to north 30 degrees east.

Not Applicable.

Standard B21

Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9 am and 3 pm on 22 September.

If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.

The proposal does not unduly effect the Secluded Private Open Space of the adjoining properties.

Standard B22

A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio.

Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.

Habitable room windows in the proposal do not overlook the Secluded Open Space of existing dwellings.

Standard B23

Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.

Not Applicable.

Standard B24

Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.

Noise sensitive rooms and secluded private open spaces of new dwellings and residential buildings should take account of noise sources on immediately adjacent properties.

Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.

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55.05 ON-SITE AMENITY AND FACILITIES this information is strictly prohibited.

Standard B25

The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.

Not Applicable

Standard B26

Entries to dwellings and residential buildings should:

- ♣ Be visible and easily identifiable from streets and other public areas.
- ♣ Provide shelter, a sense of personal address and a transitional space around the entry.

The entry to each unit is visible from the street and is protected from the weather.

Standard B27

A window in a habitable room should be located to face:

- ♣ An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or
- ♣ A verandah provided it is open for at least one third of its perimeter, or
- ♣ A carport provided it has two or more open sides and is open for at least one third of its perimeter.

Proposal complies.

Standard B28

A dwelling or residential building should have private open space of an area and dimensions specified in a schedule to the zone. If no area or dimensions are specified in a schedule to the zone, a dwelling or residential building should have private open space consisting of:

- ♣ An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or
- ♣ A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or ♣ A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room.

Each unit has an area of 114m2 of private open space, which complies with the objective.

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Standard B29
The private open space should be located on the north side of the dwelling or residential building, if appropriate. The southern boundary of secluded private open space should be set back from any wall on the north of the space at least $(2 + 0.9h)$ metres, where 'h' is the height of the wall.

The Private Open Space is located on the north side of the units.

Standard B30

Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.

Proposal complies.

55.06 DETAILED DESIGN

Standard B31

The design of buildings, including:

- ♣ Facade articulation and detailing,
- ♣ Window and door proportions,
- ♣ Roof form, and
- ♣ Verandahs, eaves and parapets, should respect the existing or preferred neighbourhood character.

Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.

Proposal complies.

Standard B32

The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.

A front fence within 3 metres of a street should not exceed:

- ♣ The maximum height specified in a schedule to the zone, or
- ♣ If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3.

Front fences are not being constructed for the development.

Standard B33

Developments should clearly delineate public, communal and private areas. Common property, where provided, should be functional and capable of efficient management.

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There is no common property proposed in the development.

The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.

Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development. Bin and recycling enclosures should be located for convenient access by residents.

Mailboxes should be provided and located for convenient access as required by Australia Post.

Bins will be located in the garages.

Mailboxes will be located at the front boundaries of each unit.

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30 Beales Street Torquay

Standard C12

Not applicable

Standard C13

Not Applicable

CLAUSE 56.04-2 Lot area and building envelopes.

Standard C8

The proposed development of the lots complies with Rescode.

CLAUSE 56.04-3 Solar orientation of lots

Standard C9

Both lots receive good solar access to the primary living area.

CLAUSE 56.04-5 Common area objectives.

Standard C11

There are no common areas proposed.

CLAUSE 56.06-8 Lot access objective

Standard C21

Access to the lots is unchanged.

CLAUSE 56.07-1 Drinking Water Supply

Standard C22

Not Applicable.

Clause 56.07-2 Re-used and Recycled water

Standard C23

Not Applicable

Clause 56.07-3 Waste Water Management

Standard C24

A reticulated waste water system will be provided to the boundary of both lots in the subdivision as required by Barwon Water.



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30 Beales Street Torquay

A Stormwater Management System will be provided if requested by the Council's Engineering Department.

It is proposed to relocate the Side Entry pit at the front of the property to a location which will not affect the proposed new crossover for Unit A.

Clause 56.08-1 Site Management

Standard C26

The site will be managed to prevent construction run-off onto the street during construction by having an on-site manager present at all times while work is being done on site.

Clause 56.09-1 Shared trenching

Standard 27

Reticulated services for water, gas, electricity and telecommunications will be provided in shared trenching to minimise construction costs and land allocation for underground services.

Clause 56.09-2 Electricity, telecommunications and gas objectives.

Standard C28

Electricity, telecommunications and gas services will be designed in accordance with the requirements of the relevant authority.

It is proposed to relocate the Telstra pit at the front of the property to a location which will not affect the proposed new crossover for Unit A.

It is proposed to locate the overhead power line to number 32 Beale Street so it does not affect the proposed new development.

SURF COAST SHIRE

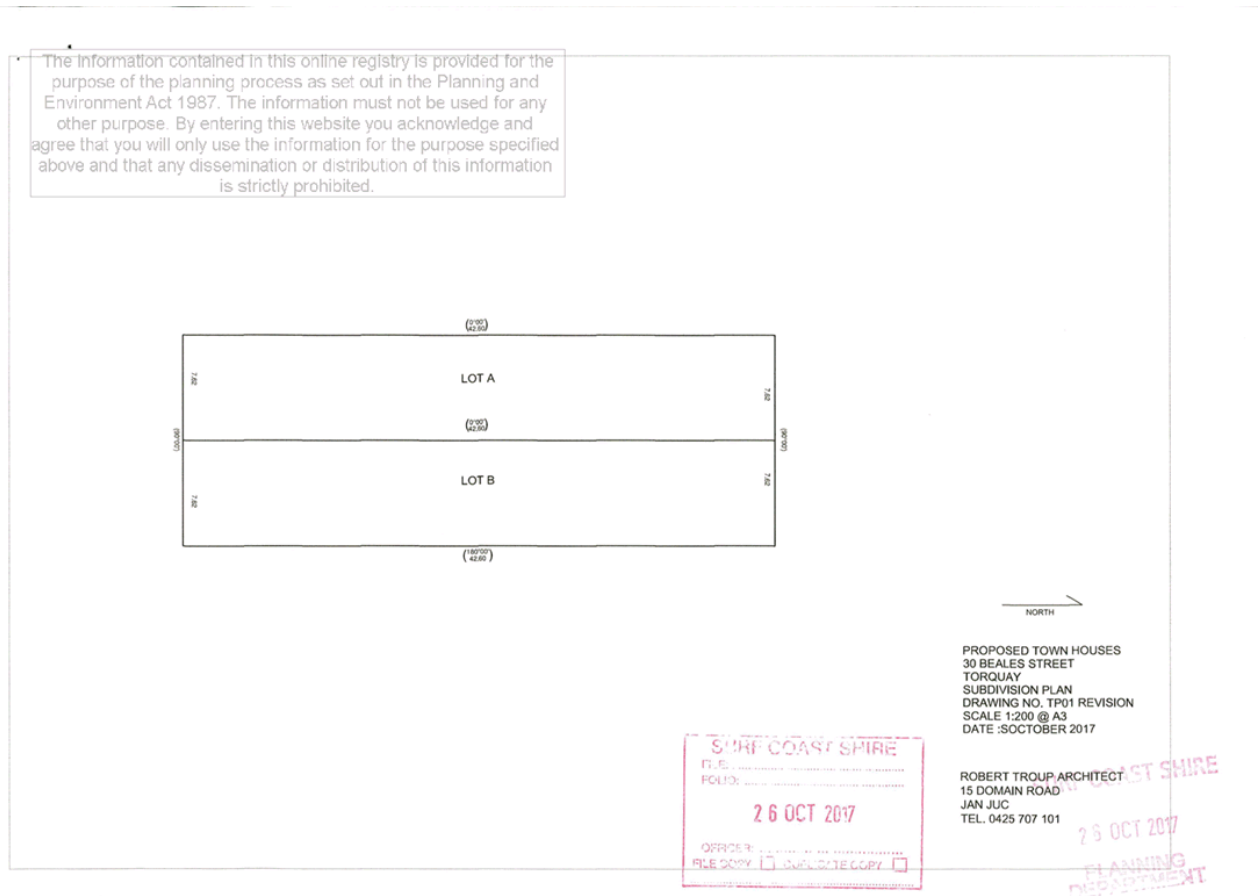
26 OCT 2017

PLANNING
DEPARTMENT

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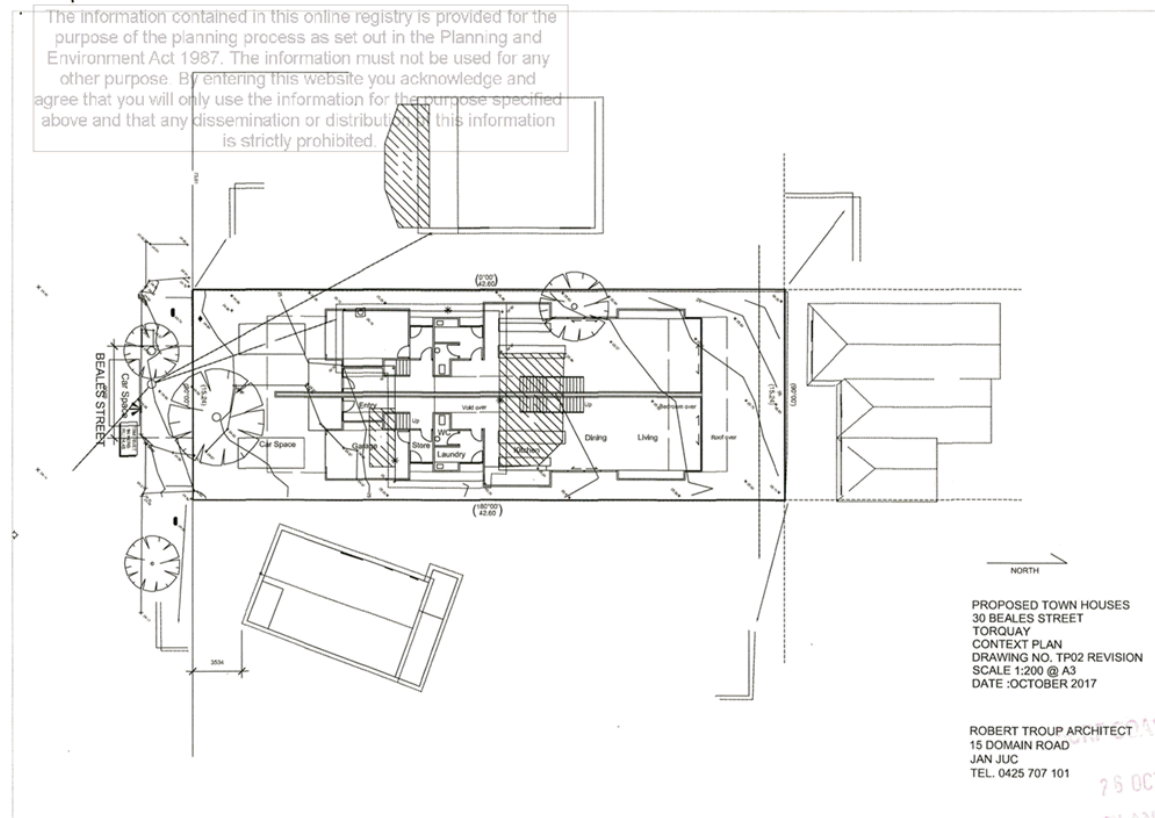
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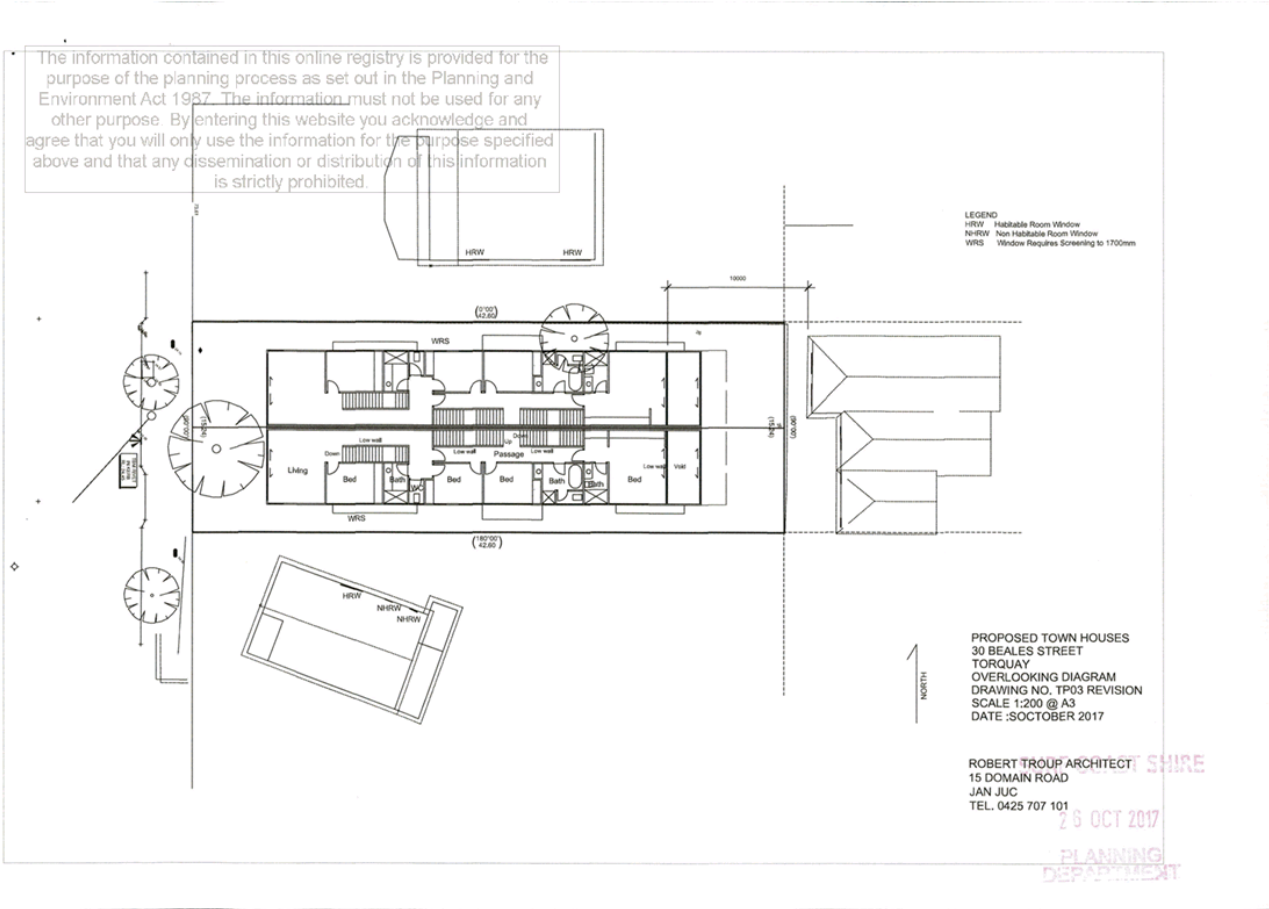


SURF COAST SHIRE
26 OCT 2017
PLANNING
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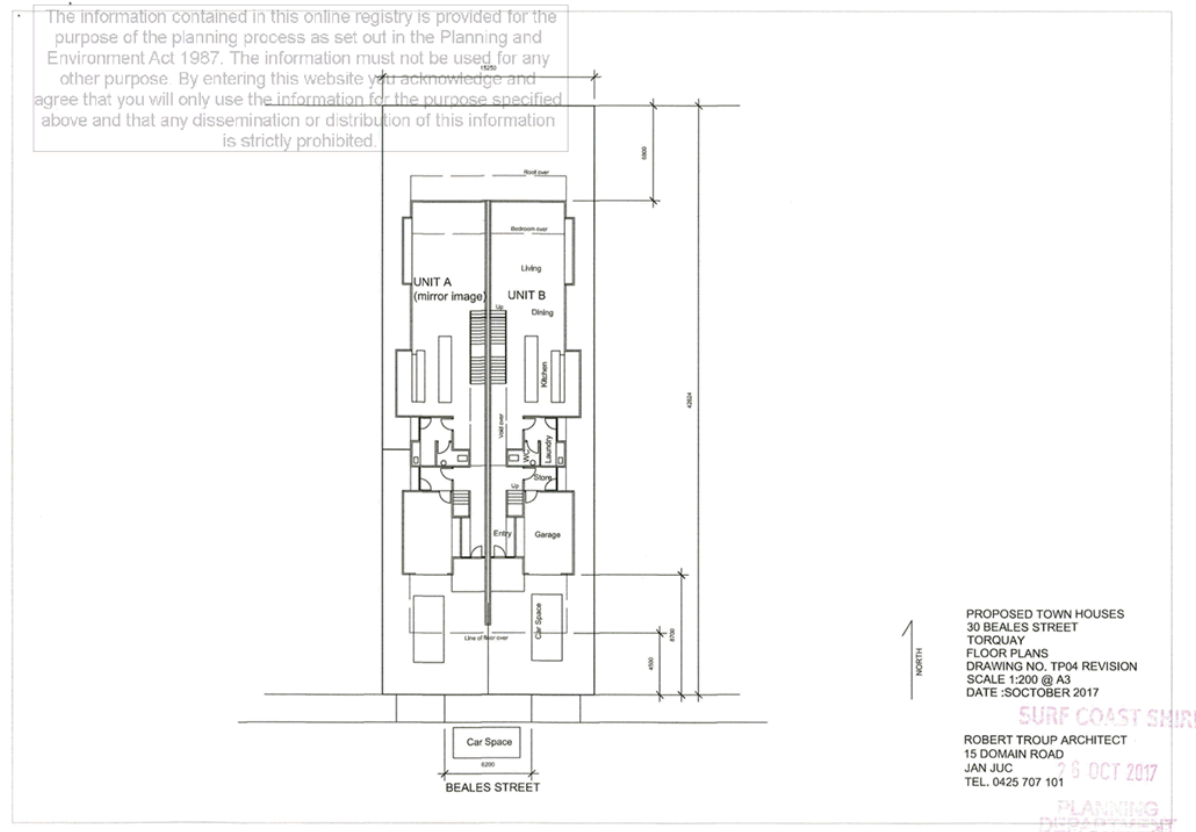
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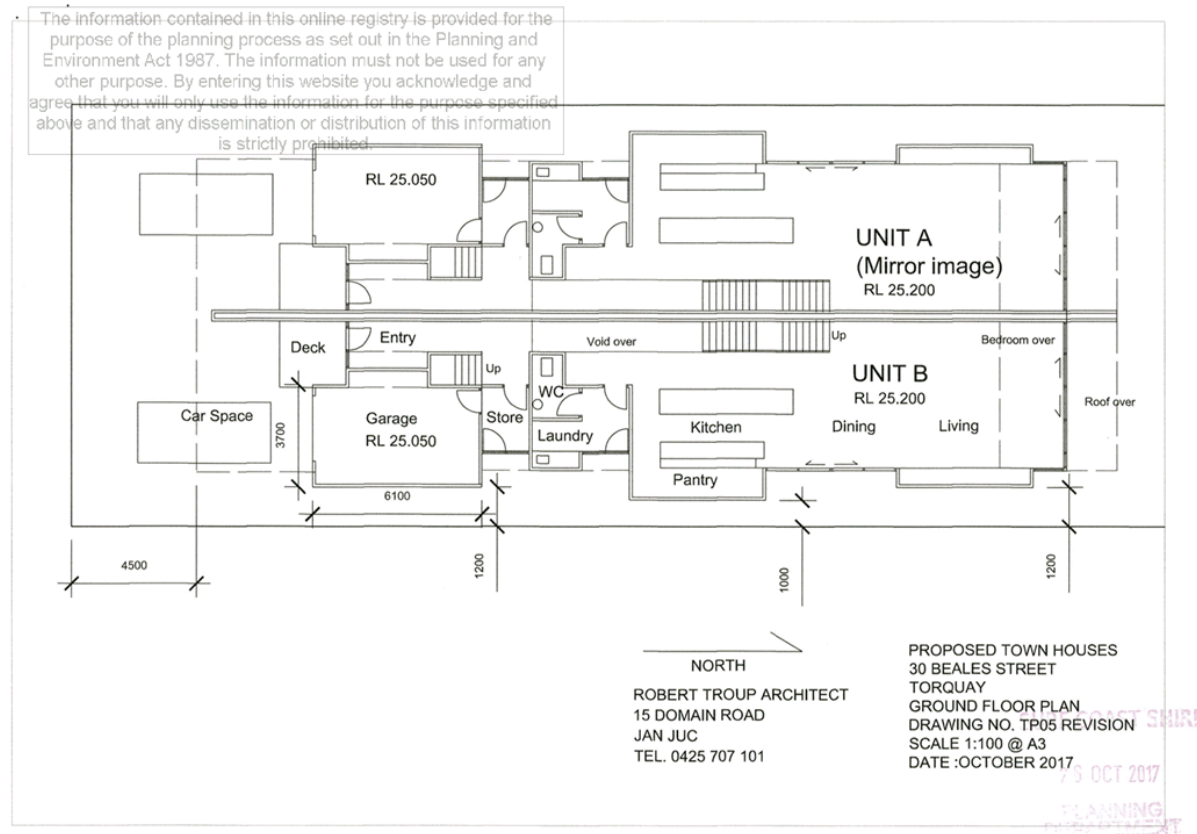
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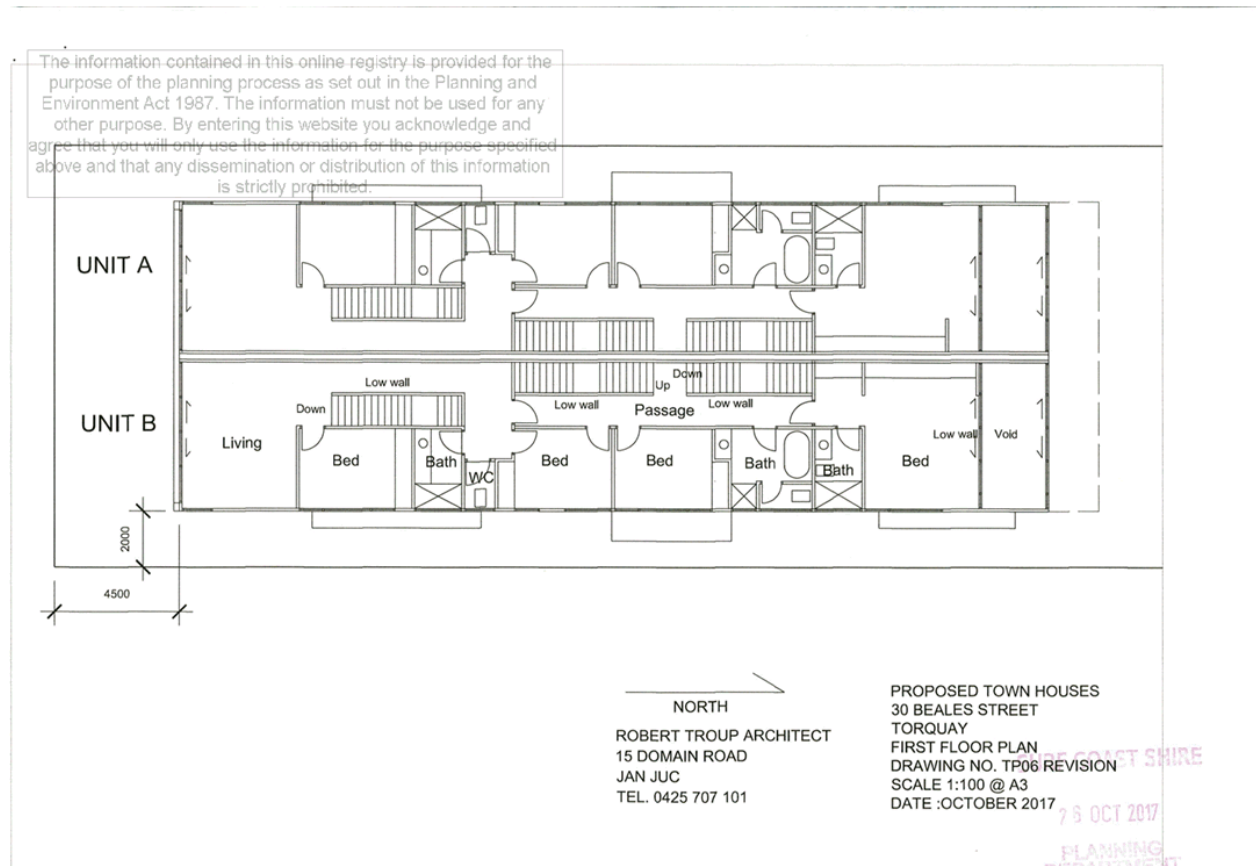
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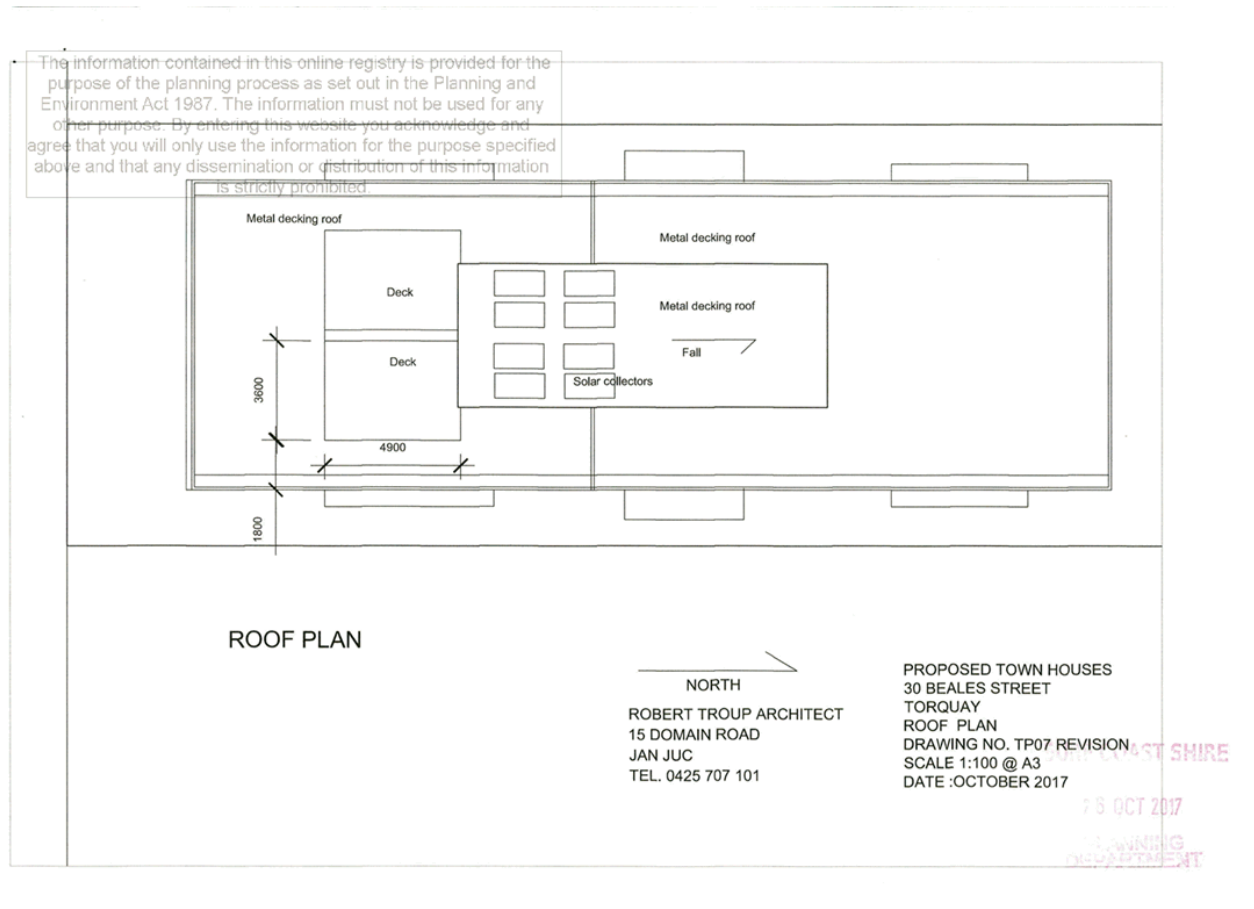
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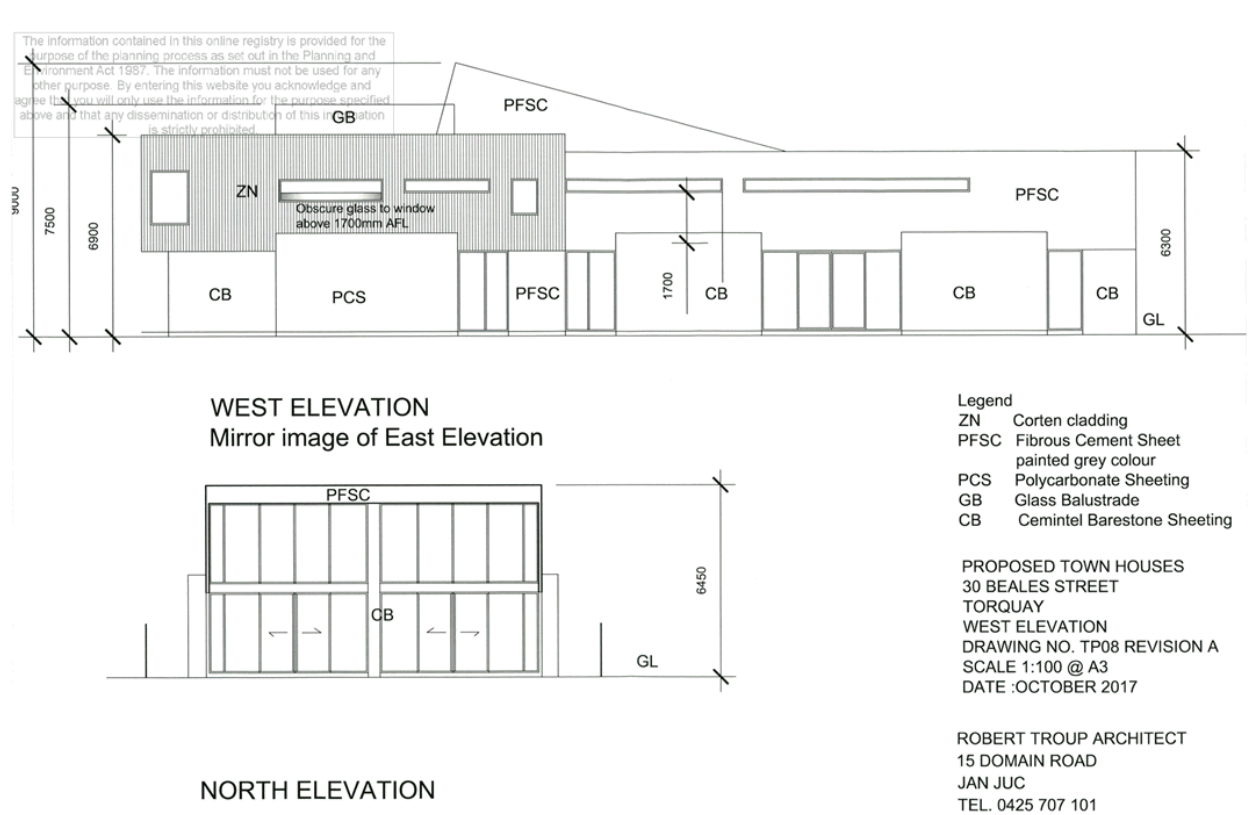
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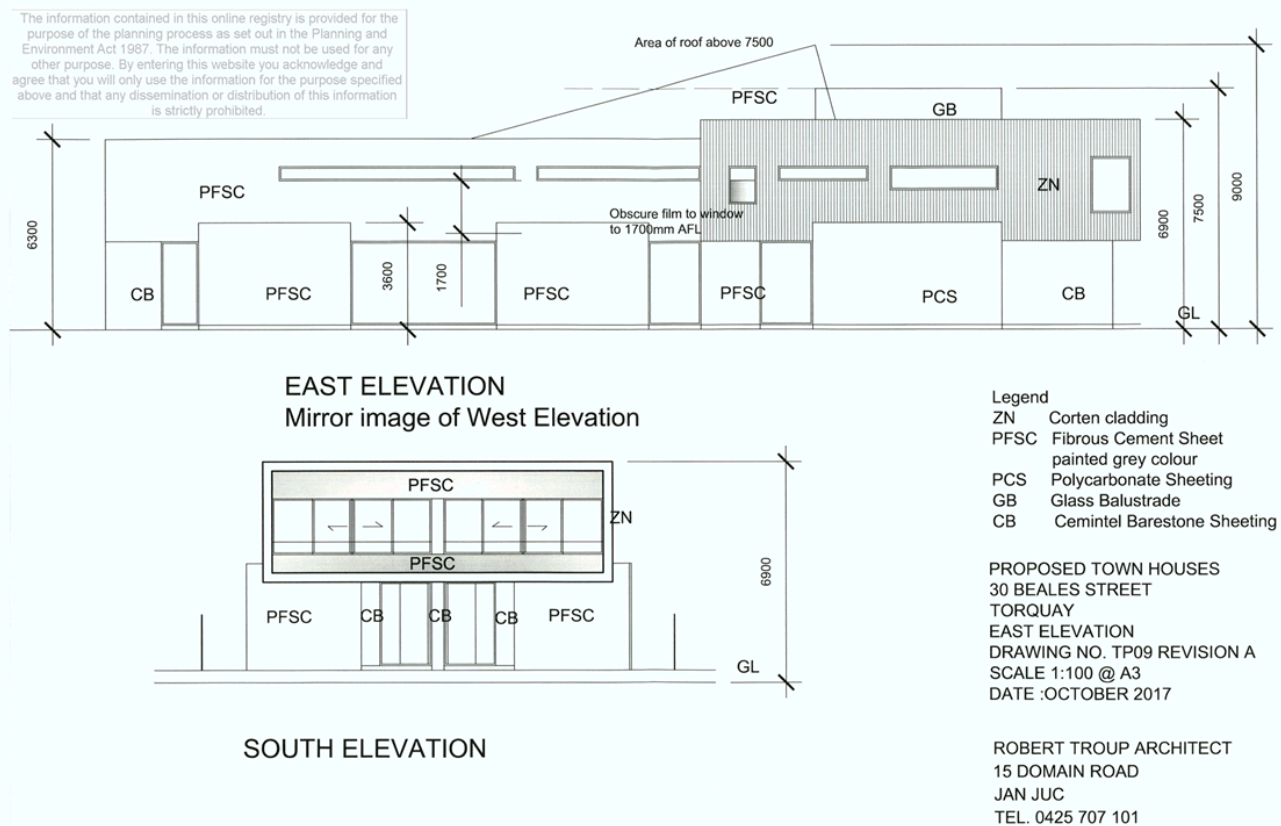
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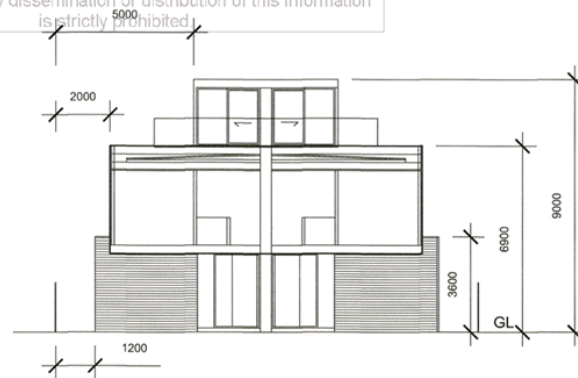


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CROSS SECTION THRU' ROOF DECK

NORTH
ROBERT TROUP ARCHITECT
15 DOMAIN ROAD
JAN JUC
TEL. 0425 707 101

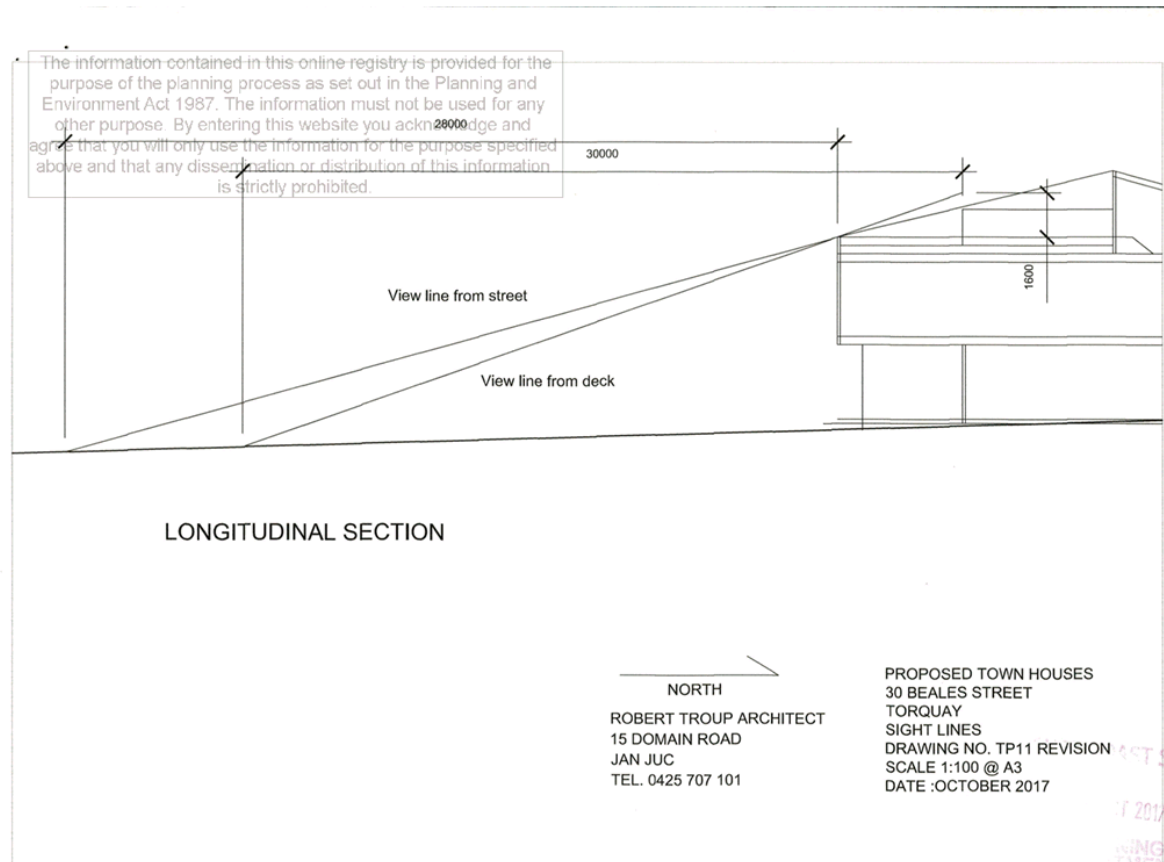
PROPOSED TOWN HOUSES
30 BEALES STREET
CROSS SECTION
DRAWING NO. TP10 REVISION
SCALE 1:100 @ A3
DATE :OCTOBER 2017

SURF COAST SHIRE
7 6 OCT 2017
PLANNING
DEPARTMENT

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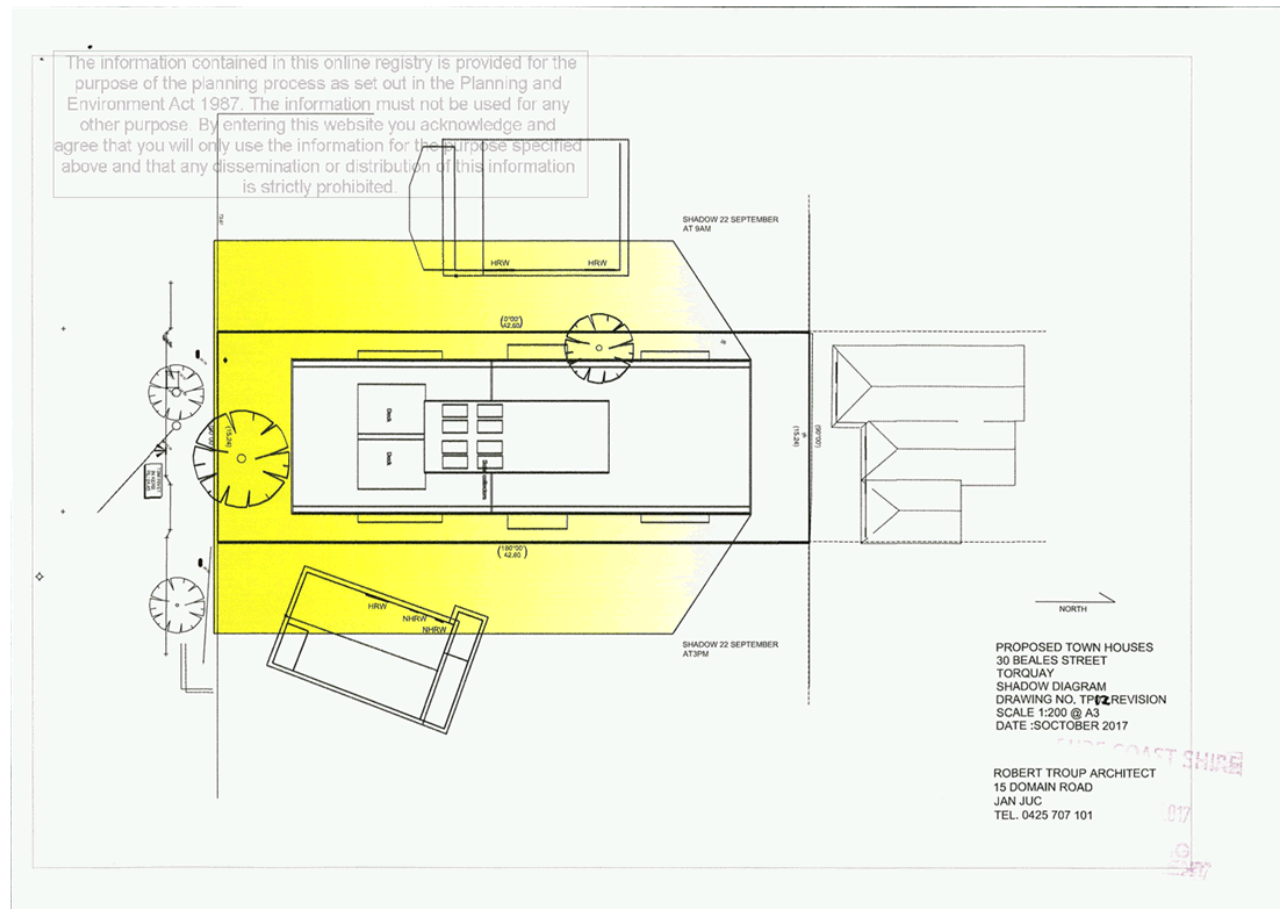
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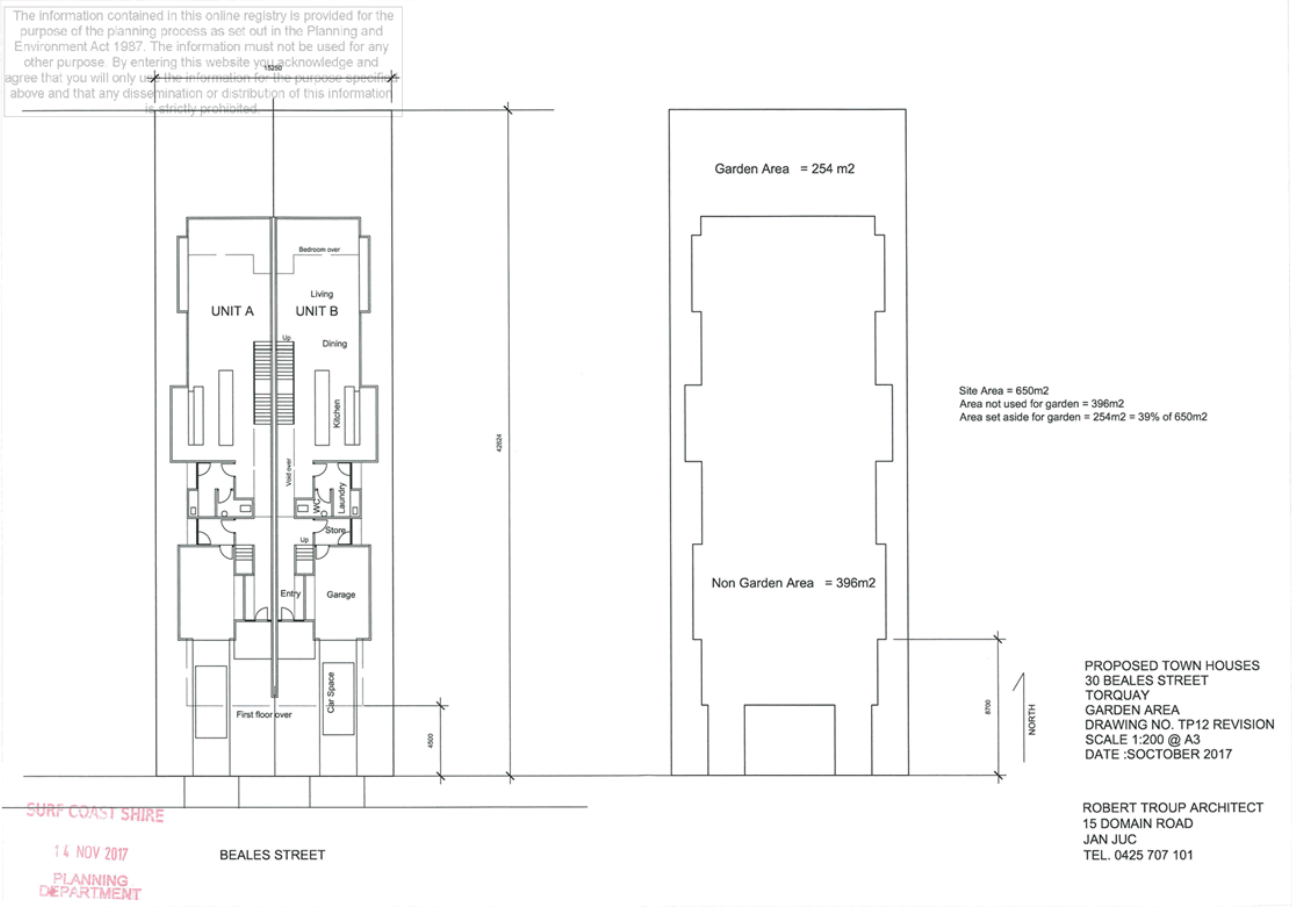




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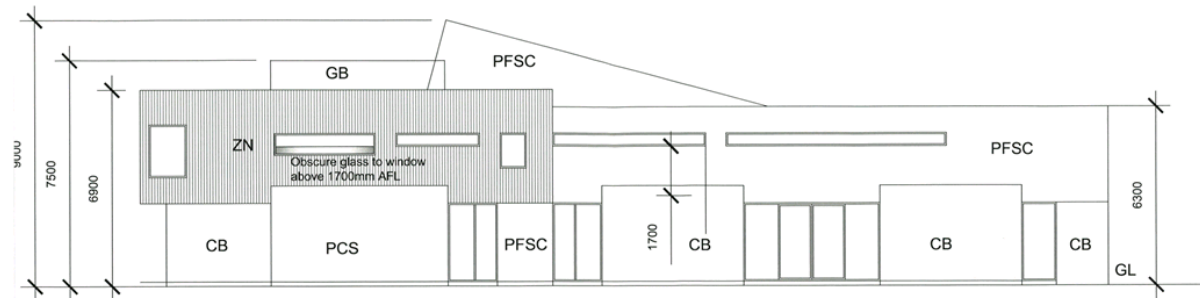
1.4 Planning Permit Application 17/0405 - 30 Beales Street, Torquay

APPENDIX 3 FURTHER INFORMATION - PLANS - 30 BEALES STREET TORQUAY

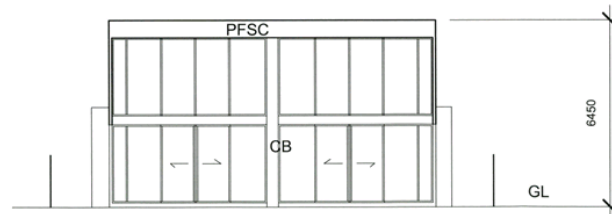
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WEST ELEVATION
Mirror image of East Elevation



NORTH ELEVATION

Legend
ZN Corten cladding
PFSC Fibrous Cement Sheet
painted grey colour
PCS Polycarbonate Sheeting
GB Glass Balustrade
CB Cemintel Barestone Sheeting

PROPOSED TOWN HOUSES
30 BEALES STREET
TORQUAY
WEST ELEVATION
DRAWING NO. TP08 REVISION A
SCALE 1:100 @ A3
DATE :OCTOBER 2017

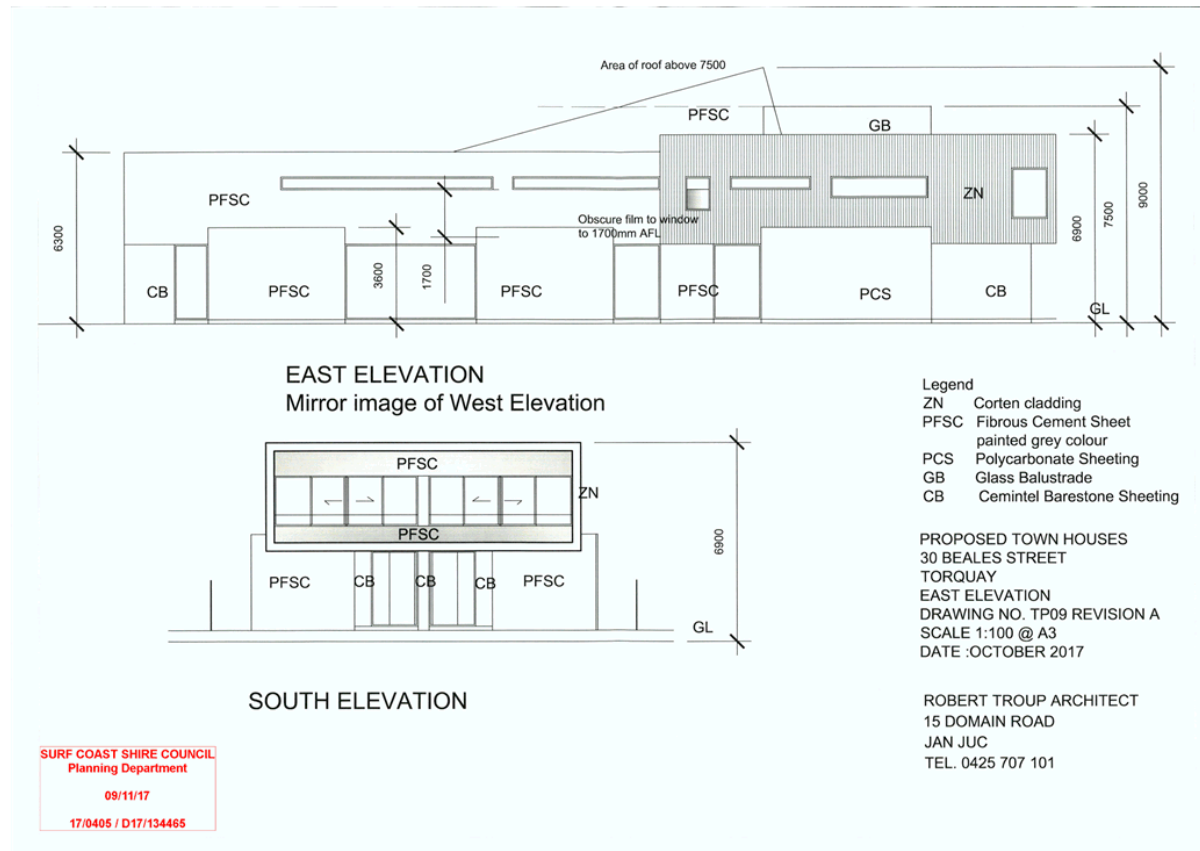
ROBERT TROUP ARCHITECT
15 DOMAIN ROAD
JAN JUC
TEL. 0425 707 101

SURF COAST SHIRE COUNCIL
Planning Department
09/11/17
17/0405 / D17/134465

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Close: There being no further items of business the meeting closed at 6.48pm.

8.3 - APPENDIX: 1 - All Abilities Advisory Committee Minutes - 1 February 2018

<p style="text-align: center;">All Abilities Advisory Committee (AAAC) Minutes Thursday 1st February 2017, 11am – 1pm Surf Coast Shire Council, 1 Merrijig Drive Torquay</p>					
<p>Present: Caroline Maplesden (Chairperson), Cr Rose Hodge, Janet Brown, Michael Chan, Richard Porter, Manny Pimentel, Damian Waight (at 12 noon, Surf Coast Shire), Kerri Deague (Surf Coast Shire)</p>					
<p>Apologies: Leone Mervin, Cr Heather Wellington, Carol Okai, Lucile Marks</p>					
Ag. No.	Issue Topic	Time	Points of Discussion Details/ Decision	Agreement/ Action/Timeframe	Responsible
1.1	Welcome, introductions and acknowledgements	5	Our meeting is being held on the traditional lands of the Wadawurrung people and we acknowledge them as Traditional Owners. We pay our respects to their Elders, past and present.		C. Maplesden
1.2	Minutes from previous meeting	2	The minutes from 14 December were submitted as final at the Council meeting on 23 January 2018.	Accepted: R Porter Seconded: J Brown Carried: All	C. Maplesden
1.3	Conflicts of Interest	2	Declaration of conflict of interest	Nil	C. Maplesden
2	Business Arising				
2.1	Pedestrian safety on footpaths, nature strips and parks	15	There are inconsistencies in the Victorian regulations relating to safety for all users on footpaths, nature strips and parks. A consistent set of guidelines relating to Personal Electric Transportation Devices (PETDs) such as Segways and skateboards is required around usage, user safety and pedestrian safety. C Maplesden proposed a working group be established amongst AAAC members and relevant Council officers, to investigate the issue in the Surf Coast Shire. A report will be submitted to Council to recommend strategies to increase the safety of all PETD users and pedestrians. The final recommendations may be submitted to the Municipal Association of Victoria to seek state-wide council support.	Action: Expressions of interest to form a working group were received from M Chan and R Porter. K Deague will seek expressions of interest from Council officers to join the working group	C. Maplesden
2.2	AAAC Terms of Reference update	20	The updated Terms of Reference for AAA Committee are due to be noted at Council meeting Tuesday 27 February. Once adopted, there will be a recruitment drive to attract more AAAC members.	Action – D Waight to incorporate suggestion that quorum is 50% of non-Council members.	D Waight

8.3 - APPENDIX: 1 - All Abilities Advisory Committee Minutes - 1 February 2018

2.3	Adult Changing Places Grant Update	15	Discussion – Seeking funding from Philanthropic sources	Action: J Brown will explore possible funding for future access and inclusion projects via philanthropic sources	J Brown
3.	New Business				
3.1	Rural Access Program Review update – Trevor Britten	20	The Rural Access Program (RAP) funding for the past decade has been non-competitive or block funded by DHHS. The introduction of NDIA has meant that all state funded RAP programs will transition to a new project funded and competitive funding framework under the Information Linkages and Capacity Building (ILC), NDIA grants. Trevor has completed an extensive review of the RAP within Council that outlines five funding options and short lists three options for Council to consider in meeting the changes in funding into the future. AAAC members' feedback is sought on the review report and feedback will be incorporated into the final draft options paper to be submitted to Council at their March meeting.	Action: K Deague to send out the draft and confidential report to AAAC members on this day post this meeting. Member feedback is due to Council by Monday 12 February	T Britten and D Waight
3.2	New meeting times in 2018	10	All members agreed at the August 2017 meeting to trial a new schedule of meeting times for 2018. The new meeting times are scheduled for every second month on the first Thursday of that month. All members have received invitations for all six 2018 meetings. See below for individual meeting times		K Deague
3.3	Council Infrastructure Priorities – Access at Moriac Pre-School.	20	Modifications are complete at the Moriac Pre-School to enable a new enrolling child to attend 3 year old kindergarten program. The child has a condition called Spinal Muscular Atrophy and has limited strength in arms and legs, and uses a wheelchair. Council's Facilities and Open Space Coordinator has coordinated the works and the feedback from the family, kindergarten staff and committee has been highly positive.		K Deague
3.4	General discussion	10	C Maplesden recommended that we commence all future meetings with a round robin format where each member can raise any noteworthy items or new resources in the space of access and inclusion		All
4.	Next meeting	2	Thursday 5 April 2018 – Council Offices		

8.3 - APPENDIX: 1 - All Abilities Advisory Committee Minutes - 1 February 2018

Ground Rules for our Meeting <ul style="list-style-type: none">• We start on time and finish on time• We all participate and contribute – everyone is given an opportunity to voice their opinions• We use improvement tools that enhance meeting efficiency and effectiveness• We actively listen to what others have to say, seeking first to understand then to be understood	<ul style="list-style-type: none">• We follow-up actions for which we are assigned responsibility and complete them on time• We give and receive open and honest feedback in a constructive manner• We use data to make decisions (whenever possible)• We strive to continually improve our meeting process and build time into each agenda for reflection
<p>2018 meeting times: 11am – 1pm first Thursday of every second month commencing February 2018.</p> <p>Thursday 1 Feb Thursday 5 April Thursday 7 June Thursday 2 August Thursday 4 October Thursday 6 December</p>	