



ORDINARY MEETING OF COUNCIL

Notice is hereby given of the
Ordinary Meeting of Council to be held at
the James Young Room, Lerderderg Library, 215 Main Street, Bacchus Marsh on
Wednesday 6 December 2017,
commencing at 5:00 p.m.

Members:

Cr. Paul Tatchell (Mayor)	Central Moorabool Ward
Cr. John Keogh (Deputy Mayor)	East Moorabool Ward
Cr. David Edwards	East Moorabool Ward
Cr. Tonia Dudzik	East Moorabool Ward
Cr. Jarrod Bingham	East Moorabool Ward
Cr. Tom Sullivan	West Moorabool Ward
Cr. Pat Toohey	Woodlands Ward

Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Mr. Danny Colgan	General Manager Social and Organisational Development

Rob Croxford
Chief Executive Officer

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1. OPENING OF MEETING AND PRAYER

Almighty God be with us as we work for the people of the Shire of Moorabool.

Grant us wisdom that we may care for the Shire as true stewards of your creation.

May we be aware of the great responsibilities placed upon us.

Help us to be just in all our dealings and may our work prosper for the good of all.

Amen

2. ACKNOWLEDGEMENT TO COUNTRY

We respectfully acknowledge the traditional owners of this land, their spirits and ancestors.

3. RECORDING OF MEETING

As well as the Council for its minute taking purposes, the following organisations have been granted permission to make an audio recording of this meeting of Council:

- The Moorabool News; and**
- The Star Weekly**

4. PRESENT**5. APOLOGIES****6. CONFIRMATION OF MINUTES****6.1 Ordinary Meeting of Council – Wednesday 1 November 2017**

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 1 November 2017.

6.2 Special Meeting of Council - Statutory and Annual Appointments Meeting – Wednesday 8 November 2017

Recommendation:

That Council confirms the Minutes of the Special Meeting of Council – Statutory and Annual Appointments meeting, held on Wednesday 8 November 2017.

7. DISCLOSURE OF CONFLICT OF INTEREST

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest (section 77A and 77B). The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 set out the requirements of a Councillor or member of a Special Committee to disclose any conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

Definitions of the class of the interest are:

- a direct interest
 - (section 77A, 77B)

- an indirect interest (see below)
 - indirect interest by close association
(section 78)
 - indirect financial interest
(section 78A)
 - indirect interest because of conflicting duty
(section 78B)
 - indirect interest because of receipt of gift(s)
(section 78C)
 - indirect interest through civil proceedings
(section 78D)
 - indirect interest because of impact on residential amenity
(section 78E)

Time for Disclosure of Conflicts of Interest

In addition to the Council protocol relating to disclosure at the beginning of the meeting, section 79 of the Local Government Act 1989 (the Act) requires a Councillor to disclose the details, classification and the nature of the conflict of interest immediately at the beginning of the meeting and/or before consideration or discussion of the Item.

Section 79(6) of the Act states:

While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a special committee must:

- (a) leave the room and notify the Mayor or the Chairperson of the special committee that he or she is doing so; and
- (b) remain outside the room and any gallery or other area in view of hearing of the room.

The Councillor is to be notified by the Mayor or Chairperson of the special committee that he or she may return to the room after consideration of the matter and all votes on the matter.

There are important reasons for requiring this disclosure immediately before the relevant matter is considered.

- Firstly, members of the public might only be in attendance for part of a meeting and should be able to see that all matters are considered in an appropriately transparent manner.
- Secondly, if conflicts of interest are not disclosed immediately before an item there is a risk that a Councillor who arrives late to a meeting may fail to disclose their conflict of interest and be in breach of the Act.

8. PUBLIC QUESTION TIME

The aim of Public Question Time is to provide an opportunity for the public to ask general questions at Council Meetings requiring routine responses. Public Question Time is conducted in accordance with Section 6.9 of the Council's Meeting Procedure Local Law No. 9.

Questions must be in writing on the form provided by the Council and submitted by 5.00pm on the day before the meeting. Members of the public can contact a Councillor and raise a question which the Councillor will submit on their behalf.

A question will only be read to the meeting if the Chairperson or other person authorised for this purpose by the Chairperson has determined that:

- i) the person directing the question is present in the gallery;
- ii) the question does not relate to a matter of the type described in section 89(2) of the Act (for confidential matters);
- iii) the question does not relate to a matter in respect of which Council has no power to act;
- iv) the question is not defamatory, indecent, abusive or objectionable in language or substance;
- v) the question is not a repetition of a question already asked or answered (whether at the same or an earlier meeting); and
- vi) the question is not asked to embarrass a Councillor, member of Council staff or member of the public.

A Councillor or Council officer may:

- i) immediately answer the question asked; or
- ii) elect to have the question taken on notice until the next Ordinary meeting of Council; at which time the question must be answered and incorporated in the Agenda of the meeting under Public Question Time; or
- iii) elect to submit a written answer to the person asking the question within 10 working days.

Responses to public questions answered at the meeting, will be general in nature, provided in good faith and should not exceed two minutes. These responses will be summarised in the minutes of the meeting.

Public Question Time does not substitute for other forms of communication with or other formal business procedures of the Council.

9. PETITIONS

No petitions have been made to Council for consideration as part of this Agenda.

10. PRESENTATIONS / DEPUTATIONS

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Presentations or deputations are required to be conducted in accordance with the requirements contained within the **Presentation/Deputations Protocols and Procedural Guidelines**.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item. No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

List of Persons making Presentations/Deputations other than in relation to a planning item listed on the agenda:

Item No	Description	Name	Position
-	-	-	-

List of Persons making Presentations/Deputations to a planning item listed on the agenda:

Individuals seeking to make a presentation to the Council on a planning item listed on the agenda for consideration at the meeting will be heard by the Council immediately preceding consideration of the Council Officer's report on the planning item.

Item No	Description	Name	Applicant/ Objector
-	-	-	-

11. OFFICER'S REPORTS

11.1 CHIEF EXECUTIVE OFFICER

No reports for this meeting.

11.2 GROWTH AND DEVELOPMENT

11.2.1 Planning Permit PA2017100– Use and development of the land for a place of assembly and outdoor shooting range

Application Summary:	
Permit No:	PA2017-100
Lodgement Date:	16 June, 2017
Planning Officer:	Mark Lovell
Address of the land:	Crown Allotments 133, Parish of Balliang 392 Moretons Road Balliang East
Proposal:	Use and development of the land for a place of assembly and outdoor shooting range.
Lot size:	115.20 hectares.
Why is a permit required	Clause 35.07-1 - Farming Zone - Use of land for a place of assembly and an outdoor shooting range Clause 35.07-4 Farming Zone - Works associated with a use in Section 2 Clause 52.06 – Car Parking
Why is this application being presented to Council?	Previous application was determined by Council and seven objections have been received on the current application.
Public Consultation:	
Was the application advertised?	Yes.
Notices on site:	Yes.
Notice in Moorabool Newspaper:	No.
Number of Objections:	Seven objections.
Consultation meeting:	No meeting held as the issue with gun shoot noise is still unresolved from the prior planning application for the same site. There is no change to the noise levels generated by the gun shots except that the days and operating times are reduced.

Policy Implications:	
Strategic Objective 2:	Minimising Environmental Impact
Context 2B:	Natural Environment
Strategic Objective 3:	Stimulating Economic Development
Context 3A:	Land Use Planning
Victorian Charter of Human Rights and Responsibilities Act 2006	
<p>In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.</p>	
Officer's Declaration of Conflict of Interests	
<p>Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.</p> <p><i>Manager – Robert Fillisch</i></p> <p>In providing this advice to Council as the Manager, I have no interests to disclose in this report.</p> <p><i>Author – Mark Lovell</i></p> <p>In providing this advice to Council as the Author, I have no interests to disclose in this report.</p>	
Executive Summary:	
Application Referred?	The application was referred to DELWP, EPA, Melbourne Water, AusNet Services and Council's Infrastructure section
Any issues raised in referral responses?	Yes, Melbourne Water raised some concerns with the impact on a nearby waterway. The applicant has provided the additional information.
Preliminary Concerns?	No.
Any discussions with applicant regarding concerns	No.
Any changes made to the application since being lodged?	No.
VCAT history?	No.
Previous applications for the site?	PA2016132 was issued 19 August, 2016 for the development of a shed ancillary to an existing dwelling.

	Planning application PA2016155 was refused on 1 February, 2017 for the development and use of the land for an outdoor shooting range and associated earthworks.
General summary (Pro's/Con's of the proposal)	<p>The applicant has restricted the shooting range component of the application to reduce amenity impacts to nearby residents and now includes a place of assembly which will have minimal noise and other associated impacts.</p> <p>The applicant has provided adequate on site car parking to meet current and future demand due to the large land area available.</p>
Summary Recommendation:	
That, having considered all relevant matters as required by the Planning and Environment Act 1987, Council issue a Notice of Decision to grant a permit for the use and development of the land for a place of assembly and an outdoor shooting range at Crown Allotments 133, Parish of Balliang otherwise known as 392 Moretons Road, Balliang East.	

Background

Council at its Ordinary Meeting of Council on 1 February, 2017 resolved to issue a refusal to grant a planning permit for the development and use of the land for an outdoor shooting range and associated earthworks. The grounds of refusal were:

1. The proposal does not comply with Clause 13.04 (Noise Abatement) of the Moorabool Planning Scheme by not ensuring minimal noise impacts with surrounding sensitive land uses.
2. The proposal does not comply with Clause 14.01 (Agriculture) of the Moorabool Planning Scheme, by adversely impacting upon the continuation of primary production on adjacent or nearby land.
3. The shooting range is incompatible with the surrounding land uses due to the hours of operation.
4. The proposed use does not represent the orderly planning of the area.

There was no appeal lodged against this decision with VCAT. The applicant instead has lodged a fresh planning application.

What are the differences between the original application and the current application now being considered by Council?

The previous proposal involved seven days a week shooting up to 10.00pm at night. The current operation proposes:

- Two (2) days a week non-shooting place of assembly (social club);
- Two (2) days a week shooting up to 6.00pm using sub sonic ammunition; and
- Three (3) days a week shooting up to 6.00pm using normal ammunition.

The applicant proposes to construct a perimeter reflection mound 2 metres in height and 6 metres in width. The mounds will be vegetated. The applicant also proposed an internal reflection mound in an arc formation located in the

north-east corner of the site. These mounds are designed to further limit noise impacts and screen the site from public view.

The shooting range moves further to the north, to create 1 kilometre separation distance with the dwelling at 444 Moretons Road, Balliang East.

Public Notice

The application was notified to adjoining and surrounding landowners by mail and by placing a large notice on site for a period of fourteen days. Notification included the owners and occupiers within the boundaries of Wyndham City Council located to the east of the subject land and within the boundaries of the City of Greater Geelong located to the south of the subject land.

Summary of Objections

The objections received are detailed below with officer's comments accompanying them:

Objection	Any relevant requirements
Impact on Moretons Road/Balliang Creek Crossing on Sharkeys Road/Traffic Management	
Officer's response – The site is accessed by a local Council roadway that are constructed with gravel. Ongoing maintenance and removal of pot holes will still be a Council requirement. The applicant anticipates a small number of shooters at any one time with number of around a dozen shooters. This should not adversely affect the daily usage of the roadways.	
Impact upon on livestock/ farming businesses in the area/Biosecurity	
Officer's response – Subject to restrictions to shooting hours, livestock should not be adversely affected. EPA has also consented to the applicant subject to conditions	
Acoustic report results/ request further testing	Clause 13.04-1 Noise Abatement
Officer's response – Several objections have questioned the accuracy of the noise readings recorded by the acoustic engineer and have requested to be present when testing is undertaken. A comprehensive acoustic report was submitted with the application which tested a total of 70 gunshots at two locations. The proposal is considered acceptable despite exceeding the maximum requirement at location 1 with reference to EPA Guideline 'Noise from Outdoor Shooting Ranges'.	
Cumulative impact of second shooting range/ there is already an existing shooting range	
Officer's response - Cumulative effect of two shooting ranges side by side with excessive hours of operation was a valid concern in the previous the planning application. Reducing the shooting days, reducing the shooting times and restrictions to the type of ammunition will lead to an acceptable arrangement.	
Winchelsea Gun Club Inc. had a recent refusal issued by Surf Coast Shire Council.	
Officer's response – Each shooting range has been assessed on its own planning merits and based on its own site context.	
Geelong Sporting Clays conduct competitive events on the Bullmore property and adequately services the needs of the shooting fraternity in the area.	
Officer's response – There are no planning restrictions on competing venues or attracting members from two shooting clubs in the similar location. This is not a valid planning ground.	

Proposal

It is proposed to use the north-east corner of the property for an outdoor shooting range. The shooting range is proposed to consist of a fixed traps line area with reclamation mound, two shooting bunkers that total 100 metres in length and 100 metres in width with dirt side walls and 2 metres high bulka bag walls. The place of assembly would be contained in a clubroom that would be 20 metres in width and 34 metres in length with an external decking area 6 metres in width and 34 metres in length. The clubrooms are proposed to be an open plan area with male and female toilets. No elevation plans of the clubroom have been provided at this stage. Ammunition will be stored in a transportable shipping container. There is a large car park area located to the north of the proposed clubroom.

The place of assembly (social club) would operate seven (7) days a week from 10.00am to 10.00pm on Monday to Saturday and 12.00pm to 10.00pm on Sunday. The shooting use will operate from Wednesday to Saturday 10.00am to 6.00pm and Sunday 12.00pm to 6.00pm. The applicant accepts that no shooting activities will be permitted outside of the shooting times and the clubrooms will only be used as a social gathering of club members.

The clay targets proposed to be used as part of this use are made of biodegradable products while projectiles will be made of brass, lead, and steel. Lead and steel will be used in the shot gun ammunition.

The operator is Balliang East Shooting Range Inc. and is described as a not for profit club.

Site Description

The subject site is located on the western side of Moretons Road, south of Sharkey Road, Balliang East. The lot is triangular in shape with a maximum length of 1854 metres and a maximum width of 1204.40 metres for a total land area of 115.2 hectares. The site is comprised of two detached residential dwellings with associated outbuildings and farm shedding concentrated in the south-east part of the site. The site has a relatively flat topography. There are some established trees covering the dwellings. The site has been used as a sheep farming property.

There is a major electricity transmission line transversing through the south-east corner of the site and is protected by an easement on title. The southern boundary of the property is Balliang Creek which connects into Little River.

The property is located in the south-east corner of the municipality, with the adjacent properties to the south within the City of Greater Geelong and the adjacent properties to the east within Wyndham City Council.

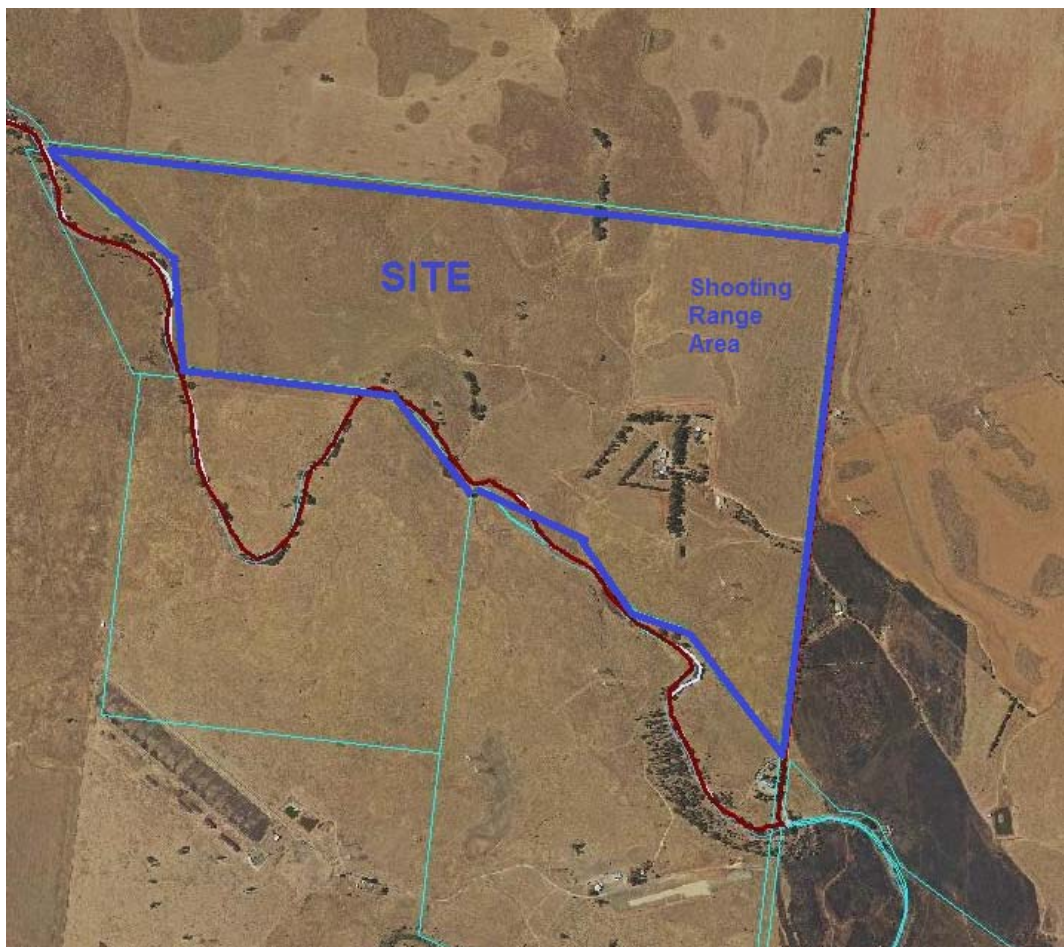
The site and surrounds are located within a Farming Zone while the properties to the east are located within a Rural Conservation Zone.

Surrounding properties are comprising of grazing and livestock farms with scattering of detached shed buildings and residential dwellings. The distance to the nearest dwellings are approximately 850 metres to the south and 2.5 kilometres to the north.

The property to the immediate south comprises of an outdoor shooting range and a residential dwelling. The outdoor shooting range was initially refused by Council (City of Greater Geelong) and then VCAT on review (VCAT reference 2000/041857). A further application was made to use the land for an outdoor shooting range confined to a particular individual with a limited hours of operation, limited number of shooters and restrictive expiry dates which was granted a permit on review by VCAT (VCAT reference P1768/2002). There were two further application for review to alter permit conditions (VCAT references P1681/2012 and P816/2013).

Locality Map

The map below indicates the location of the subject site and the zoning of the surrounding area.



The red line is the municipal boundary.

Planning Scheme Provisions

Council is required to consider the Victoria Planning Provisions and give particular attention to the State Planning Policy Framework (SPPF), the Local Planning Policy Framework (LPPF) and the Municipal Strategic Statement (MSS).

The relevant clauses are:

- Clause 11.07-1 Regional Victoria
- Clause 13.04-1 Noise Abatement.
- Clause 14.02-1 Catchment Planning and Management.
- Clause 14.01-1 Protection of Agricultural Land
- Clause 17.01-1 Business
- Clause 21.02-3 Water and Catchment Management.
- Clause 21.03-2 Urban Growth Management
- Clause 21.04-2 Agriculture.
- Clause 21.05-2 Water Supply.

The proposal complies with the relevant sections of the SPPF and LPPF, with the exception of the clauses outlined in the table below:

SPPF	Title	Response
Clause 13.04-1	Noise Abatement	The proposal can have the potential to cause noise impacts. Subject to conditions to control the hours of operation and construction of reflection mounds around the entire shooting range should limit noise emissions to adjacent properties to an acceptable level.

Zone

The site is located in a Farming Zone under the Moorabool Planning Scheme.

The purpose of the Farming 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 provisions.

The decision guidelines under general issues has the following objectives:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- Any Regional Catchment Strategy and associated plan applying to the land.
- The capability of the land to accommodate the proposed use or development, including the disposal of effluent.
- How the use or development relates to sustainable land management. Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.

- How the use and development makes use of existing infrastructure and services.

Overlays

The subject site is in the Environmental Significance Overlay Schedule 2 and partly in Environmental Significance Overlay Schedule 7, the provisions of Clause 42.01 apply.

The purpose of the overlay is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To identify areas where the development of land may be affected by environmental constraints.
- To ensure that development is compatible with identified environmental values.

Under Part 2 of Schedule 2 of the overlay has the following environmental objectives to be achieved.

- To protect the habitat significance of vegetation.
- To provide for appropriate development of land within 100 metres of either side of a waterway.
- To prevent pollution and increased turbidity of water in natural waterways.
- To prevent increased surface runoff or concentration of surface water runoff leading to erosion or siltation of waterways.
- To conserve existing flora and fauna habitats close to waterways and to encourage generation and regeneration of habitats.

Under Part 2 of Schedule 7 of the overlay has the following environmental objectives to be achieved.

- To prevent a decline in the extent and quality of native vegetation and native fauna habitat of the Victorian Volcanic Plain.
- To enhance the environmental and landscape values of the area.
- To avoid the fragmentation of contiguous areas of native vegetation or native fauna habitat.
- To ensure that any use, development or management of the land is compatible with the long-term conservation, maintenance and enhancement of the grasslands.
- To avoid the destruction of habitat for native fauna resulting from the modification of land form and disturbance of surface soils and rocks.
- To enable areas of environmental significance, due to their native vegetation or habitat values, to be identified.

Under Clause 42.01-2 a planning permit is required to carry out works.

Particular Provisions

52.06 Car parking

An Outdoor Shooting Range is not listed in the use table of Clause 52.06-5. Under Clause 52.06-5A states where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority.

Before deciding that a plan prepared under Clause 52.06-7 is satisfactory, the responsible authority must consider, as appropriate:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.
- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.
- The provision of parking facilities for cyclists and disabled people.
- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.
- The measures proposed to enhance the security of people using the parking area particularly at night.
- The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.
- The workability and allocation of spaces of any mechanical parking arrangement.
- The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.
- The type and size of vehicle likely to use the parking area. Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.
- The need for the required car parking spaces to adjoin the premises used by the occupier/s, if the land is used by more than one occupier.
- Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).
- The relevant standards of Clauses 56.06-2, 56.06-4, 56.06-5, 56.06-7 and 56.06-8 for residential developments with accessways longer than 60 metres or serving 16 or more dwellings.
- Any other matter specified in a schedule to the Parking Overlay

The use of land would also include a place of assembly where the car parking requirement is 0.3 spaces to each patron. The applicant has stated in their written submission that will have 200 members which equates to a car parking rate of 60 spaces. The large land available can easily provide all of the parking spaces on site. The applicant has nominated a large car park area to the north of the clubrooms assessed by the internal single lane driveway. The plans will need to nominate 60 spaces and that number should also adequately service the combined place of assembly and the outdoor shooting range uses. This will be addressed through the submission of revised plans.

Discussion

Use of the land

The use of firearms by farmers is a typical activity on farming zoned land to manage livestock and remove vermin. The zoning of the land does not prohibit an outdoor shooting range where a number of shooters can operate at the one site using specific ammunition in a controlled environment. The issue is to examine the location of the site in relation to sensitive land uses such as dwellings and impact it will have on surrounding land uses. The site is an open field without natural barriers such as screen trees and is readily visible and exposed from a public roadway, Moretons Road. There are scattering of dwellings in the area such as Sharkeys Road to the north and Moretons Road to the south.

The adjacent southern property has planning permission issued by the City of Greater Geelong for an outdoor shooting range.

The applicant proposes a reflecting mounds along the entire shooting range to a height of two metres. This will create a visual barrier from the public realm and assist in reducing noise impacts.

This current application compared to the previous refusal on the same parcel of land is less intensive and contains a more passive use with the place of assembly. The predominant use of the land would be a place of assembly in the form of a social club. This activity is confined to a detached clubroom that is well separated from nearby dwelling on adjacent properties. The large car park area and toilet facilities will ensure the use does not affect the amenity of the surrounding area. The shooting use is restricted to five days a week, is restricted with the type of ammunition used on certain days and is restricted to daylight hours. The shooting use subject to conditions which are enforced can be an acceptable use on farming zoned land without adversely impacting surrounding farming businesses or surrounding dwellings that are scattered in Balliang East.

Development works

The mounds can be vegetated and DELWP has provided a listing of suitable plant species. There will be a permit condition that works are maintained including the removal of any evasive weed species. The perimeter mound would create a visual barrier for surrounding properties that have an outlook to the site.

The clubrooms are proposed to be located to the north of the two existing dwellings on the land and will have no impact upon the Moretons Road frontage due to the large separation distance. The applicant would be required to submit revised plans as no elevation plans of the clubrooms have been provided at this stage.

Noise Impacts.

The applicant has provided an acoustic report prepared by Renzo Tonin Associates. The report acknowledges there is no legislation covering noise controls on shooting ranges. There is an EPA Guideline called 'Noise from Outdoor Shooting Ranges' which is designed to assist Councils and the EPA when assessing noise complaints and provides recommended noise levels.

The acoustic report determined that the adjacent dwelling to the south was a commercial property however noise readings were taken which showed 48db(a)l², which is 3db above the recommended maximum requirement of 45db for a planned shooting range. The reading taken to the north showed noise levels where within the acceptable levels to the dwelling at 320 Sharkey Road at 34db(a)l² or 11db below the recommended maximum level. The acoustic report acknowledged the reading were taken on open ground and would be reduced with the proposed mounds along the shooting range borders. With the southern adjacent property containing an operating shooting range, the exceedance by 3db as specified by the EPA Guidelines is considered acceptable. There should be on going noise monitoring and results taken every twelve months to ensure noise levels do not exceed 48db(a)l² to the south. This can be enforced by permit conditions that requires results to be provided to Council each year and for these results to be publicly available if they need to be reviewed by any interested parties. The site provided it is managed correctly and in accordance with all of the proposed permit conditions can complement the surrounding land uses and not create negative amenity impacts including to residents that are located on farming zone land. Subject to conditions, the proposed place of assembly and an outdoor shooting range use with restricted operating hours is appropriate for this area.

Car Parking

Due to the lot size, the required 60 bays can be accommodated on the site. There will be requirement for revised plans to show more detailed car parking plans that ensure car space and internal accessways comply with design standard 1 and 2 of Clause 52.06-9.

General Provisions

Clause 65 – Decision Guidelines have been considered by officers in evaluating this application.

Clause 66 - stipulates all the relevant referral authorities to which the application must be referred.

Referrals

The following referrals were made pursuant to s.55 of the Planning and Environment Act 1987 and Council departments were provided with an opportunity to make comment on the proposed development plan.

Authority	Response
Melbourne Water	Consent with conditions
EPA	Consent with conditions
AusNet	Consent
DELWP	Consent with conditions
Infrastructure	Consent with conditions
Environmental Health	Consent with conditions

Financial Implications

There are no financial implications

Risk and Occupational Health and Safety Issues

The recommendation of approval of this use and development does not implicate any risk or OH & S issues to Council.

Communications Strategy

Notice was undertaken for the application, in accordance with s.52 of the Planning and Environment Act 1987, and further correspondence is required to all interested parties to the application as a result of a decision in this matter. All submitters and the applicant were invited to attend this meeting and invited to address Council if desired.

Options

An alternative recommendation would be to refuse the application on the ground that it does not comply with the planning scheme provisions and creates an unacceptable amenity impacts including noise to nearby properties.

Refusing the application may result in the applicant lodging an application for review of Council's decision with VCAT.

Conclusion

The proposed place of assembly and an outdoor shooting range with restricted hours of operation and other restrictions to the type of ammunition will ensure the amenity of surrounding properties is not adversely affected by the uses. It is recommended should Council grant approval permit conditions be imposed to ensure the proposed uses are operated correctly and there will be a requirement for ongoing noise monitoring to prevent noise emissions exceeding an agreed level. It is recommended that Council approve this application subject to the recommended conditions below.

Recommendation:

That, having considered all matters as prescribed by the Planning and Environment Act, Council issue a Notice of Decision to Grant a Permit, application number 2017-100 for the use and development of the land for a place of assembly and outdoor shooting range at Crown Allotments 133, Parish of Balliang otherwise known as 392 Moretons Road, Balliang East subject to the following conditions:

Amended plans

1. **Before the use and/or development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application or some other specified plans but modified to show:**
 - a) **Remove any light tower area from the shooting bunkers**
 - b) **Elevation plans of the clubrooms**

- c) **Dimensioned car spaces and accessways in accordance with Clause 52.06 of Moorabool Planning Scheme. The car park area must allow for the parking of 60 vehicles.**
- d) **An approved Melbourne Water SEMP in accordance with condition 33 contained herein.**
- e) **A Farm Management Plan that outlines how the sheep stock will be maintained, location on the land, measures to prevent access to the shooting range, and measures to prevent contamination of stock from the shooting range activity.**
- f) **Waste Management Plan generally in accordance with the plan submitted with the application documents but modified to include a section covering record keeping of the volumes and types of shooting waste generated and modified to state that broken clay targets will be removed and disposed of at an approved facility and not left to biodegrade on the land.**
- g) **Complaint investigation and handling procedure which includes the procedures for responding to complaints, notifying relevant parties, and process to investigate and engage external consultants and/or experts to the satisfaction of the Responsible Authority.**

Unless otherwise approved in writing by the Responsible Authority, all buildings and works are to be constructed and or undertaken in accordance with the endorsed plans to the satisfaction of the Responsible Authority prior to the commencement of the use.

Hours of operation

- 2. **The place of assembly (non shooting) use must only operate Monday to Saturday 10.00am to 10.00pm and Sunday 12.00pm to 10.00pm.**
- 3. **The shooting use can only operate Wednesday to Thursday 10.00am to 6.00pm using sub ammunition loads only and Friday to Saturday 10.00am to 6.00pm and Sunday 12.00pm to 6.00pm using normal ammunition. No special shooting events beyond these times will be permitted.**
- 4. **No shooting may take place on any day where a Total Fire Ban has been declared or is in force.**

Amenity

- 5. **The subject use and development must operate in accordance with the recommendations of the current approved acoustic report at all times.**
- 6. **The amenity of the area must not be detrimentally affected by the use or development, through the:**
 - a) **Transport of materials, goods or commodities to or from the land;**
 - b) **Appearance of any building, works or materials;**
 - c) **Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;**
 - d) **Presence of vermin; and**

e) Any other way.

- 7. Unless with the written consent of the Responsible Authority, on each anniversary of the issue of the permit, the owner must submit an updated acoustic report demonstrating that gun shoot noise levels does not exceed 48db(a)l² or to an approved level determined by the Responsible Authority, from two locations to the nearest to the dwellings at 444 Moretons Road and 320 Sharkeys Road.**
- 8. Any shooting activity on the land must be organised in association with and carried out under the supervision of a registered shooting club or shooting association, to the satisfaction of the Responsible Authority.**
- 9. Before any shooting activity commences, the reflection mounds around the shooting range perimeter must be completed to the satisfaction of the Responsible Authority.**
- 10. No shooting activity can be conducted beyond the mounded perimeter of the shooting range.**
- 11. Unless with the written consent of the Responsible Authority, no more 200 persons may occupy the entire site at any one time.**
- 12. A secondary containment system must be provided for liquids which if spilt are likely to cause pollution or pose an environmental hazard, in accordance with the EPA Publication 347 Bunding Guidelines or as amended.**
- 13. Stormwater contaminated with waste must not be discharged beyond the boundary of the premises.**
- 14. No environmental weeds shall be planted on the site or allowed to invade the site to the satisfaction of the responsible authority.**
- 15. The site must be maintained to the satisfaction of the Responsible Authority.**
- 16. Waste including spent ammunition must be removed in accordance with the approved Waste Management Plan.**
- 17. All complaints about the use of land as a place of assembly and outdoor shooting range must follow the approved complaints investigation and handling procedure.**

Infrastructure

- 18. Prior to the use commencing, the proponent must submit a Traffic Management Plan to the Responsible Authority for approval, detailing the measures to control the flow of traffic entering and exiting the site. The TMP should also include a plan showing the locations and types of advanced warning and directional signs on the approaches to the site.**

19. **The existing crossing on Moretons Road must be upgraded to a two lane rural standard vehicle crossing with culvert to the satisfaction of the Responsible Authority.**
20. **Storm water drainage from the proposed buildings and impervious surfaces must be retained and disposed of within the boundaries of the subject land to the satisfaction of the Responsible Authority. Overflows from on-site storage systems must be directed away from any waste water disposal areas.**
21. **Sediment discharges must be restricted from any construction activities within the property in accordance with relevant Guidelines including Construction Techniques for Sediment Control (EPA 1991).**
22. **Unless otherwise approved by the Responsible Authority there must be no buildings, structures, or improvements located over proposed drainage pipes and easements on the property.**
23. **Prior to the commencement of the development and post completion, notification including photographic evidence must be sent to Council's Asset Services department identifying any existing damage to council assets. Any existing works affected by the development must be fully reinstated at no cost to and to the satisfaction of the Responsible Authority.**
24. **Any existing works affected by the development must be fully reinstated at no cost to and to the satisfaction of the Responsible Authority.**
25. **Prior to the use commencing, the car park areas must be constructed with an all-weather surface, markings and drainage to the satisfaction of the responsible authority, and shall incorporate the following:**
 - i. **Parking bays and aisle widths of the car park shall comply with Australian Standard AS 2890.1:2004 Off-Street car parking. Disabled Parking bays shall comply with Australian Standard AS2890.1:2009 Off-Street Parking for People with Disabilities.**
 - ii. **The parking areas shall be provided with an all-weather surface and associated drainage.**
 - iii. **Kerbing of a minimum height of 150mm must be provided between landscaped areas and areas provided for parking and the passage of vehicles.**
26. **The building shall be provided with disabled access in accordance with the provisions of AS1428 – Design for Access and Mobility.**

Environmental Health:

27. **An onsite waste water management system must be installed for the clubrooms.**
28. **The wastewater management system including all effluent must be wholly contained within the property boundaries at all times.**

29. The effluent disposal area must be kept free of buildings, driveways, vehicular traffic and services trenching.
30. All setback distances must be adhered to as dictated by Table 5 of the Code of Practice, Onsite Wastewater Management, EPA Publication Number 891.4
31. The owner will maintain all drainage lines at all times to divert surface water and subsurface water clear of the effluent disposal field.
32. Noise levels must comply with the EPA guidelines 'Noise from outdoor shooting ranges', publication number 1508 October 2012.

Melbourne Water

33. Melbourne Water requires that the applicant submit a Site Environmental Management Plan (SEMP) with detailed map for Melbourne Water approval; including:
 - a) Treatment areas for sediment control within the development site, including details of how the sediment controls prevent sediment laden soil entering the waterway; and
 - b) Treatment areas for sediment control within the development site, including details of how the sediment controls prevent sediment laden soil entering the waterway;
 - c) An exclusion zone for the Balliang Creek. The exclusion zone is required to mitigate the effects of the proposed development on the local hydrology, geomorphology and/or ecological values of the waterway.
34. Prior to the endorsement of plans Melbourne Water requires the application to be viewed by the Environmental Protection Authority (EPA) and the response to be submitted to Melbourne Water for review.

Environment Protection Authority

35. Nuisance dust must not be discharged beyond the boundaries of the premises.
36. A secondary containment system must be provided for liquids which if spilt are likely to cause pollution or pose an environmental hazard, in accordance with the EPA Publication 347 Bunding Guidelines or as amended.
37. Stormwater contaminated with waste must not be discharged beyond the boundary of the premises.
38. Any fill material brought onto the subject land must meet the specifications contained in EPA publication IWRG621, Soil Hazard Categorisation and Management 2009 or as amended.
39. Construction and post-construction activities must be in accordance with EPA Publication 275 Construction Techniques for Sediment Pollution Control 1991 or as amended.

Permit Expiry

40. This permit will expire if one of the following circumstances applies:

- a) The development and the use are not started within two years of the date of this permit; and
- b) The development is not completed within four years of the date of this permit. Council may extend the periods referred to if a request is made in writing before the permit expires or in accordance with the timeframes as specified in Section 69 of the Planning and Environment Act 1987.

Environmental Health Note:

A permit to install must be installed for the onsite wastewater management system

DELWP Note:

Any re-vegetation of the subject site (including reflection mounds) should consist of plants from the following native species list:

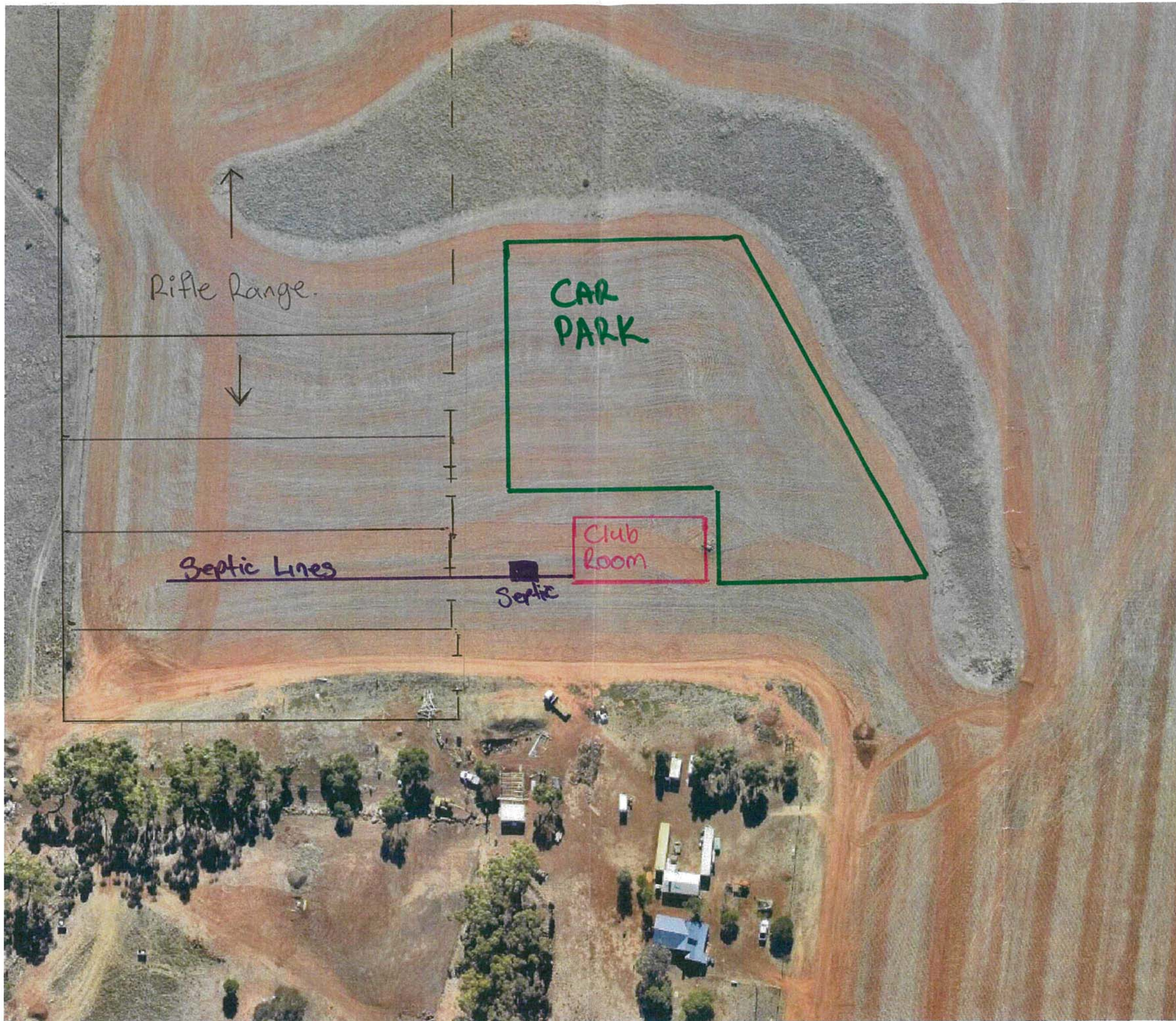
Scientific Name	Common Name
<i>Acacia acinacea s.l.</i>	Gold-dust Wattle
<i>Acacia implexa</i>	Lightwood
<i>Acacia mearnsii</i>	Black Wattle
<i>Acacia melanoxylon</i>	Blackwood
<i>Acacia pycnantha</i>	Golden Wattle
<i>Acacia verniciflua s.l.</i>	Varnish Wattle
<i>Allocasuarina luehmannii</i>	Buloke
<i>Allocasuarina verticillata</i>	Drooping Sheoak
<i>Bursaria spinosa</i>	Sweet Bursaria
<i>Carpobrotus modestus</i>	Inland pigface
<i>Dianella revoluta s.l.</i>	Black-anther Flax-lily
<i>Einada hastata</i>	Saloop
<i>Einadia nutans</i>	Nodding saltbush
<i>Enchylaena tomentosa</i>	Ruby Saltbush
<i>Eucalyptus leucoxylon</i>	Yellow Gum
<i>Eucalyptus melliodora</i>	Yellow Box
<i>Eucalyptus microcarpa</i>	Grey Box
<i>Eucalyptus polyanthemos</i>	Red Box
<i>Melicytus dentatus s.l.</i>	Tree Violet
<i>Rhagodia parabolica</i>	Fragrant Saltbush
<i>Rytidosperma caespitosum</i>	Common Wallaby-grass
<i>Solanum laciniatum</i>	Kangaroo Apple

Report Authorisation

Authorised by:

Name: Satwinder Sandhu 
 Title: General Manager Growth and Development
 Date: Thursday, 16 November 2017

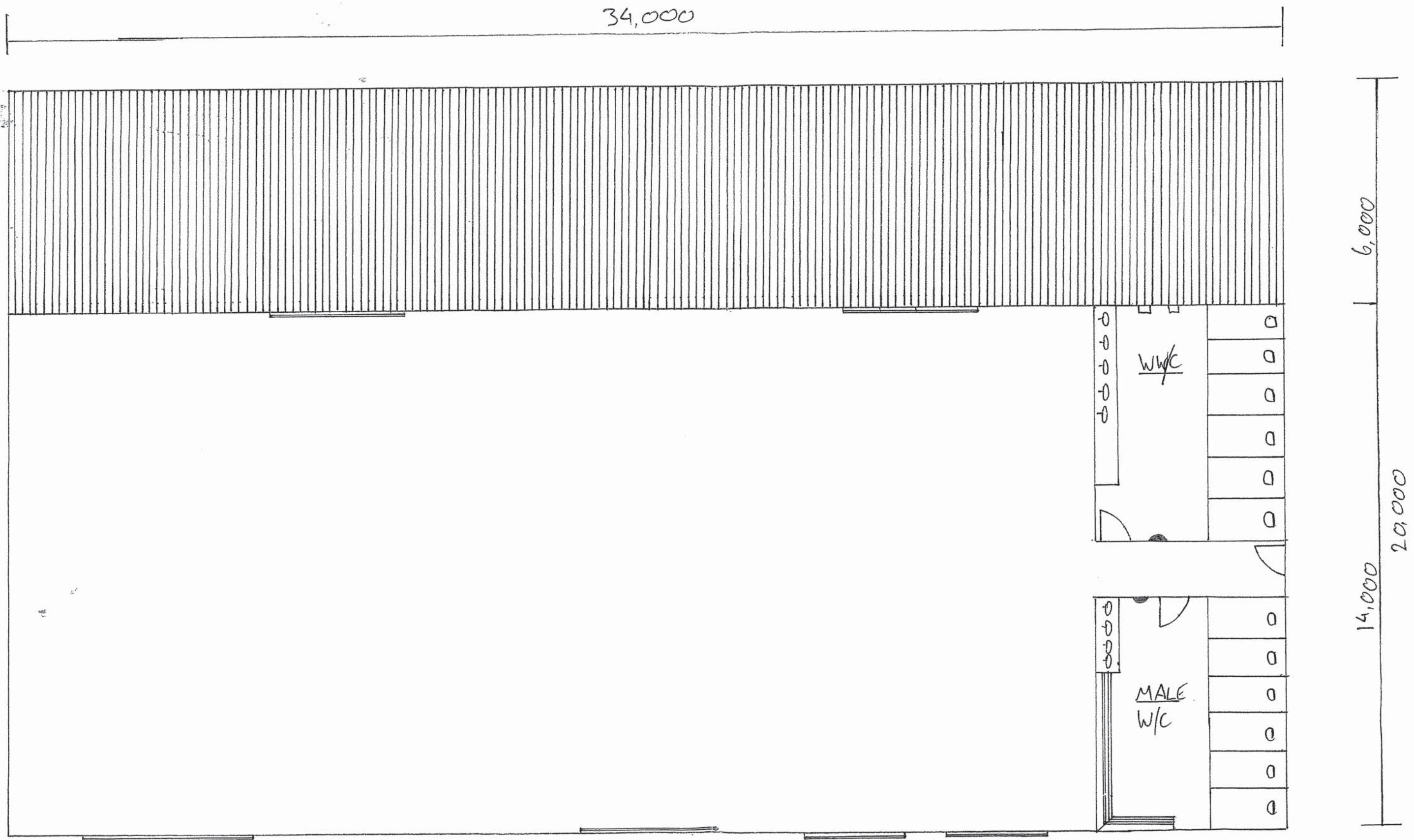
Attachment - Item 11.2.1



point 11
A3 siteplans.



- Scale
- Reflection Mounds.
- Internal Road Ways.
- Reclamation Mound.
- Fixed Traps.
- Shooting Ranges.



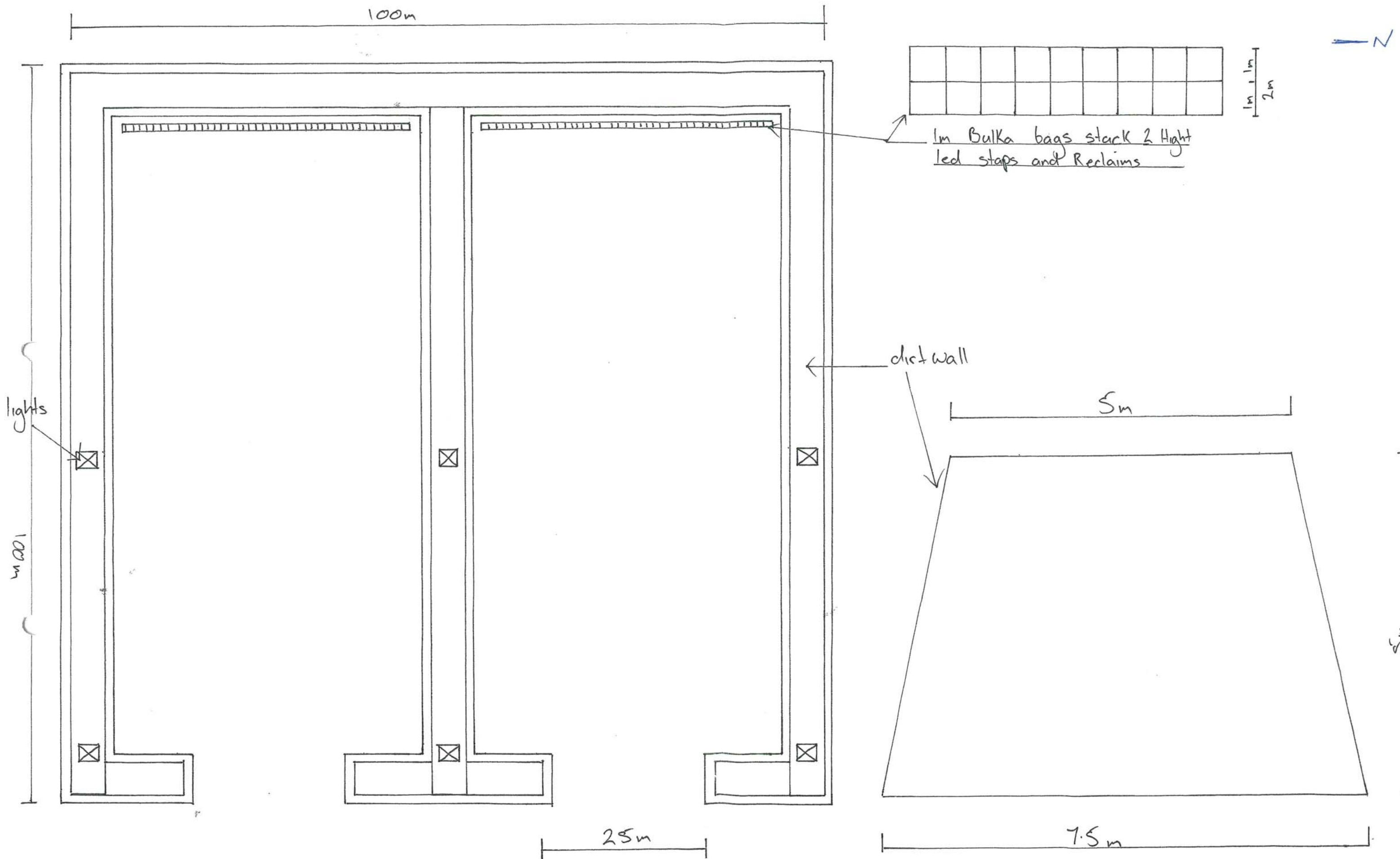
Club rooms

Notes

Lot No 392 M

1 of 2

point 11



Shooting range
Point II,

Notes

lot No 392

2 of 2

11.2.2 Municipal Fire Management Plan

Introduction

File No.: 02/13/020
Author: Cherie Graham
General Manager: Satwinder Sandhu

Background

Moorabool Shire Council's Municipal Fire Management Planning Committee (MFMP), which is a sub-committee of the Municipal Emergency Management Planning Committee (MEMPC) is required to develop an integrated Fire Management Plan.

In December 2011, Council endorsed the first fire management plan for Moorabool Shire Council which had been developed using the Integrated Fire Management Planning Process (IFMP). This Plan was endorsed for the 2011 - 2014 period.

Moorabool's Municipal Fire Management Plan 2014 - 2017 was reviewed by the Fire Management Planning Committee and after being endorsed at the MEMPC meeting on 10 February 2015, was adopted by Council at the April 2015 Ordinary Meeting.

The Municipal Fire Management Plan 2017-2020 was endorsed by both the MFMP and MEMPC meetings held on 14 November 2017.

The Municipal Fire Management Plan (MFMP) is a risk based plan that has regard to social, economic, built and natural environment aspects of fire and guides participants involved in fire management activities. The Plan has been reviewed and updated using the Victorian Fire Risk Register (VFRR) principles.

The review has been undertaken using the Planning Guide and the guidance of Part 6A of the Emergency Management Manual Victoria (EMMV).

For Municipalities such as Moorabool in the Country Area of Victoria (as defined by the CFA Act), the MFMP must meet the requirements of a Municipal Fire Prevention Plan (MFPP) under the Act.

Moorabool Shire Council's Municipal Fire Management Plan has been continually reviewed by the Fire Management Planning Committee and Emergency Management Planning Committee during the 2014-2017 period to ensure that it is current and meets audit requirements.

The previous plan has been updated during its 3 year life cycle as per the updates table below to ensure that it is current and meets legislation.

Version Control Table

Version Number	Date of Issue	Author(s)	Brief Description of Change
2	Dec 2014	Moorabool Shire	Full Version 2014-2017
2	April 2015	Moorabool Shire	Adopted at the Ordinary Meeting of Council 1 April 2015
2.1	November 2015	Moorabool Shire	Updated Workplans, Fire Access Tracks
2.2	December 2016	Moorabool Shire	Updated Workplans, Fire Access Tracks.

Proposal

The Municipal Fire Management Plan partner agencies contributing to the development and cited on the endorsement page (ii) include CFA, Central Highlands Water, Western Water, Department of Environment, Land, Water and Planning (DELWP) and VicRoads.

The Plan includes a paragraph as to how partner agencies/stakeholders that are not members of the MFMPC are aware of and committed to undertaking any tasks allocated to them in the MFMP.

Moorabool Shire Council is required to adopt the Municipal Fire Management Plan (MFMP) as a sub-plan of the Municipal Emergency Management Plan (MEMP).

The Municipal Fire Management Planning Committee (MFMPC) members discussed the Plan at the November meeting and any minor adjustments were made by committee members.

The Municipal Emergency Management Planning Committee (MEMPC) met the later that same day, 14 November 2017 and endorsed the Plan for forwarding to Moorabool Shire Council for adoption.

The Draft Plan was provided to the Regional Strategic Fire Management Planning Committee on the 15 November 2017 where they endorsed the Plan.

For Councils wholly or partly within the Country Area of Victoria, the Municipal Fire Management Plan (MFMP) as adopted by Council will be deemed to meet the requirements for a municipal fire prevention plan under Section 55A (1) of the Country Fire Authority Act, provided that it complies with Section 55A (2).

Section 55A(2) states that a municipal fire prevention plan/fire management plan **must contain the following provisions in accordance with the regulations:**

- (a) Identifying areas, buildings and land use in the municipal district which are at particular risk in case of fire; and
- (b) Specifying how each identified risk is to be treated; and
- (c) Specifying who is to be responsible for treating those risks; and

- (ca) Identifying all designated neighbourhood safer places in the municipal district or if no places have been designated recording that fact; and
- (cb) Identifying any places in the municipal district that are community fire refuges within the meaning of section 50A; and
- (d) Relating to any other matter prescribed for inclusion in the plan.

Section 55A(2) and sub sections relate to the information that is contained in the following Appendices within the Municipal Fire Management Plan.

Appendix A Asset Risk Management Register

- A.1 Multi Agency Bushfire Asset Risk Management Register
- A.2 Structure Fire Risk Management Register
- A.3 Hazardous Materials Incident Risk Management Register

Appendix B Multi Agency Work Plan

- B.1 Multi Agency Bushfire Work Plan
- B.2 Multi Agency Structure Fire Work Plan
- B.3 Multi Agency Hazardous Materials Incident Work Plan

Appendix C Statutory Audit Obligations

- C.1 Hazard Trees Identification and Notification Procedures
- C.2 Community Information Guides (CIGs)
- C.3 Neighbourhood Safer Places – Places of Last Resort
- C.4 Community Fire Refuges

Appendix E Maps

- E.1 Municipality Map
- E.2 Strategic Fire Breaks Map and Table

Whilst it is recommended that the MFMP be adopted by Council, it should be noted that the detailed activities contained within the appendices may require modification from time to time. Due to the dynamic nature of the activities, it is suggested that Council enable these modifications to be made and overseen by the MEMPC Committee and its sub-committee being the FMPC.

Policy Implications

The 2017 - 2021 Council Plan provides as follows:

Strategic Objective 4 Improving Social Outcomes

Context 4B Community Connectedness and Capacity

The Municipal Fire Management Plan adoption is consistent with the 2017-2021 Council Plan.

Financial Implications

The program of activities contained in the MFMP (2017 - 2020) commits Council and Council resources to a range of fire prevention treatments and mitigation actions which are achievable within the limits of Councils budget.

Risk & Occupational Health & Safety Issues

The purpose of the Moorabool Municipal Fire Management Plan is to provide structure and accountability in mitigating the effect of bushfire, grassfire, residential and industrial fires in the community.

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Victorian Fire Risk Register	Review and mitigation options provided	High	Mitigation and Prevention activities undertaken by integrated agencies

Community Engagement Strategy

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Collaborate	MFMP (local brigades and agency staff)	Meetings	Local Committee	2014-2017	Revised Plan
Inform	Community	Media Release advising new plan adopted Website	Newspapers Plan on Website	Early 2018	Informed community

Communications Strategy

The community will be advised of Councils endorsement of the revised plan on the Council website and with emailed versions to local Group Officers of CFA and committee members. Regional Committees will also be provided with a copy and it will be included on the Emergency Management Victoria (EMV) document gathering website.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

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

Author – Cherie Graham

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

Conclusion

Considering the impact of fire on the Moorabool Shire Council community the Moorabool Shire Council Municipal Fire Management Plan and Appendices are presented to Council for adoption (see attached).


Recommendation:

That Council:

1. **Adopts the Moorabool Shire Council Municipal Fire Management Plan 2017 - 2020.**
2. **Authorises the Municipal Emergency Management Planning Committee (MEMPC) to make any changes to the appendices within the Plan as required.**

Report Authorisation

Authorised by:

Name: Satwinder Sandhu 
Title: General Manager Growth and Development
Date: Thursday, 16 November 2017

Attachment - Item 11.2.2



Municipal Fire Management Plan 2017 – 2020

Moorabool Shire

Version 3
Adopted _____



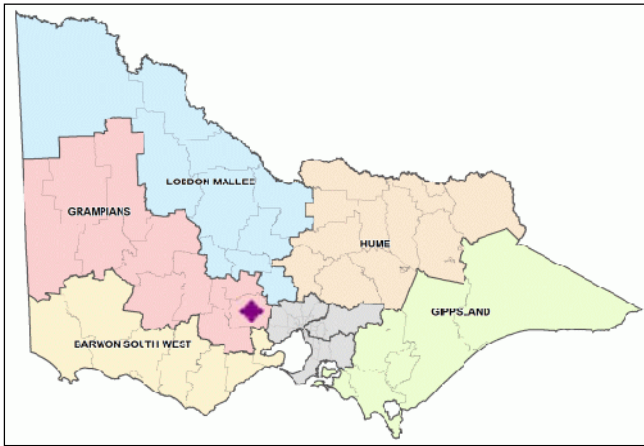
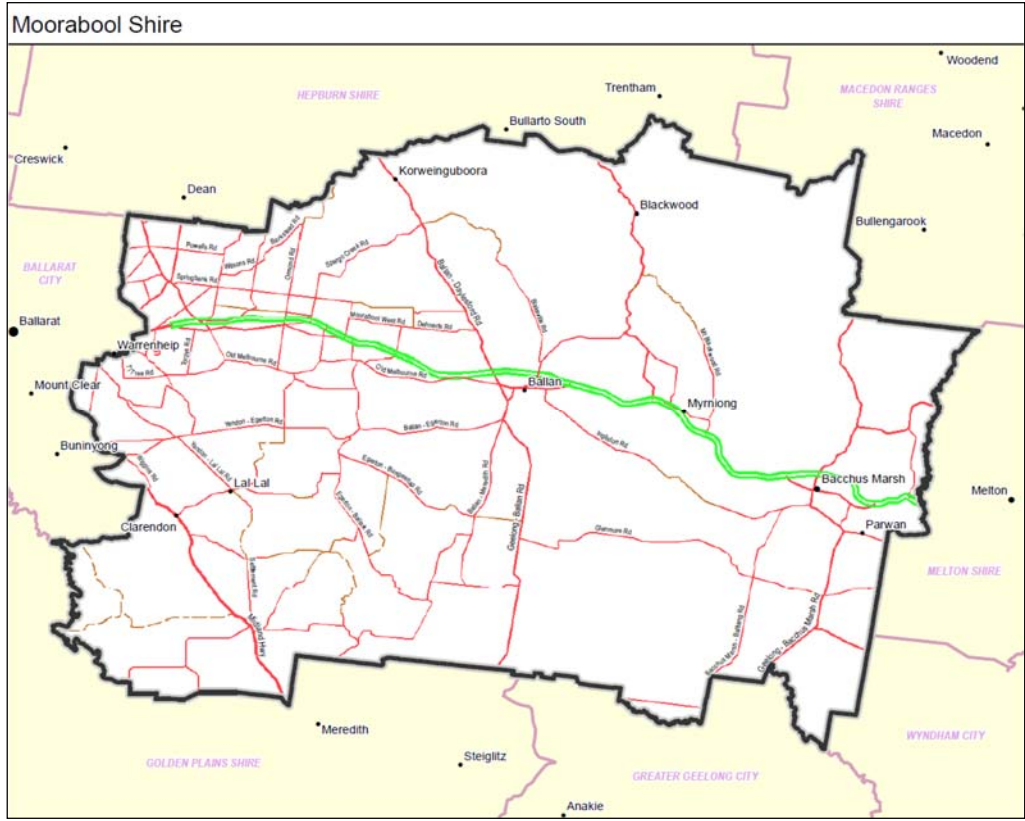


Figure 1: Map of Fairer Victoria Boundaries and the Moorabool Shire Boundary

Foreword

The third iteration of the Moorabool Shire Municipal Fire Management Plan (MFMP) is focused on bushfire risk as a regional priority, and now includes structure fire and hazardous materials incident risks. The VFRR has been extensively updated since the first version and included in the appendices.

The Moorabool Shire Municipal Fire Management Planning Committee (MFMP) will continue to work through a defined risk assessment and review process in relation to the Before, During and After preparations for fire using consistent processes and tools as they become available.

The Moorabool Shire acknowledges and thanks all those who have contributed to the production of this plan and those who have been willing to commit their time and considerable expertise, both as members of the Moorabool Shire MFMP and those who supplied agency specific information for this publication.

Context Statement

This version of the MFMP has been endorsed as a plan to enable and inform organisational and agency planning. It is recognised that strategies and deliverables outlined in this plan will develop further over the next three years with incremental versions of the plan to be produced and endorsed by the Municipal Emergency Management Planning Committee over this period.

All comments should be forwarded to:

Moorabool Shire Council
PO Box 18
Ballan Vic 3342

Version Control Table

Version Number	Date of Issue	Author(s)	Brief Description of Change
Version 2	Dec 2014	Moorabool Shire	Full Version 2014 - 2017
Version 2	April 2015	Moorabool Shire	Adopted Ordinary Meeting of Council 1 April 2015
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Version 2.2	December 2016	Moorabool Shire	Updated Workplans, Fire Access Tracks
Version 3	November 2017	Moorabool Shire	Full version Review 2017-2020

Disclaimer - Hardcopies of this document are considered uncontrolled. Please refer to the Moorabool Shire website for the latest version.

Authorisation

This integrated Municipal Fire Management Plan 2017-2020 was adopted as the Moorabool Shire's MFMP.

This Plan was endorsed through a formal motion by the Moorabool Shire MFMPC at their meeting on 14 November 2017 for which the Chair of the committee will sign for and on behalf of all members of the Moorabool Shire MFMPC.

Signed: _____

Date:

Cherie Graham
Chair MFMPC

Plan endorsed by:
Municipal Fire Management
Planning Committee

Signed: _____

Date:

Cherie Graham
Chair MEMPC

Plan endorsed by:
Municipal Emergency
Management Planning
Committee

Signed: _____

Date:

Rob Croxford
Chief Executive Officer
Moorabool Shire

Plan adopted by Council.

Partner agencies and other stakeholders with actions assigned to them in this plan and who are not members of the Moorabool MFMPC, are represented on Grampians RSFMPC and have reviewed and commented on the Moorabool MFMP which was noted by the Grampians RSFMPC.



All agencies will be accountable for their respective activities, responsibilities and components within the Plan.

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Appendices

Appendix A Asset Risk Management Register

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Appendix D Engagement and Communications Strategy

Appendix E Maps

- E.1 Municipality Map
- E.2 Strategic Fire Breaks Map and Table
- E.3 Community Fire Refuge Roads

Appendix F Terminology

Appendix G Acronyms

Appendix H List of Tables

Appendix I Bibliography

1 Introduction

This integrated Municipal Fire Management Plan (MFMP) is risk based, has regard to the social, economic, built and natural environment aspects of fire and guides participants involved in fire management activities. It is consistent with the Municipal Emergency Management Plan (MEMPC) to ensure that the linkages across fire Preparedness, Prevention, Response and Recovery (PPRR) programs are consistent and holistic. The plan also contains appropriate reference to other uses of fire, including agricultural, ecological and cultural applications, and replaces the existing Municipal Fire Management Plan (MFMP).

Authority for this plan is derived from the *Emergency Management Act 1986* (the Emergency Management Act and the Emergency Management Act 2013, which provides that a Municipal Emergency Management Planning Committee (MEMPC) must give effect to any direction or guideline issued by the Co-ordinator in Chief (Section 21 (5)). In the country area of Victoria, a MFMP prepared and endorsed in compliance with guidelines contained within *Part 6A of the Emergency Management Manual Victoria*, will be deemed to fulfil Section 55A of the *Country Fire Authority Act 1958* (the CFA Act).

The purpose of this integrated MFMP is to chart the planned and coordinated implementation of measures designed to minimise the occurrence, and mitigate the effect of bushfire, grass fire, residential and industrial fires in the community.

The Fire Management Plan framework is designed to operate under existing fire and emergency management legislation and therefore does not replace existing statutory roles and responsibilities. The framework aims to support and enhance statutory requirements through government and agencies working together.

The third version of the Moorabool Shire's integrated MFMP seeks to achieve consistent and effective fire management planning within the Municipality through commitment to cooperation, including sharing and building of collective knowledge and experience at municipal and regional levels.

Critical to the success of Fire Management Planning is the ongoing building and maintaining of relationships across government, the private sector and the broader community. Participation, support and cooperative decision making by all these sectors working in collaboration to develop fire PPRR strategies, programs and plans for all types of fire risk, and meeting the needs of local communities are all essential for effective implementation of fire management planning.

This Moorabool Shire MFMP is an integrated plan combining plans from the Municipality, the Department of Environment, Land, Water and Planning (DELWP), Country Fire Authority (CFA), VicRoads and other key stakeholders.

1.1 Core Membership of the Moorabool Shire Municipal Fire Management Planning Committee

Membership of the Moorabool Shire Municipal Fire Management Planning Committee (MFMPC), as appointed by the MEMPC, will comprise of representatives from key agencies and organisations, including:

- Municipal Council
- Country Fire Authority (CFA)
- Department of Environment, Land, Water and Planning (DELWP)
- Victoria Police
- VicRoads
- Western Water
- Barwon Water
- Central Highlands Water
- SES
- Other members as required.

1.2 Role of the Municipal Fire Management Planning Committee

Provide a municipal level forum to build and sustain organisational partnerships, generate a common understanding and shared purpose with regard to fire management, and ensure that the plans of individual agencies are linked and complement each other.

The Moorabool Shire's MFMP functions under Section 55 of the CFA Act are:

- Plan the burning or clearing of firebreaks;
- Advise the appropriate authorities as to the existence of and steps to be taken for the removal of fire hazards within the area;
- Advise and make recommendations to the municipal council in the preparation of its MFPP and MFMP;
- Recommend to CFA or to the appropriate authorities (as the case may require) any action which the committee deems necessary or expedient to be taken for reducing the risk of an outbreak of fire or for suppressing any fire which may occur within the area;
- Advise the fire prevention officer concerning the removal of fire hazards under Section 41 of the CFA Act;
- Refer to the Regional Strategic Fire Management Planning Committee (RSFMPC) for consideration of all matters which in the opinion of the MFMP should be so referred; and
- Carry out such other functions as are conferred or imposed upon MFMP by regulations made upon the recommendation of the Authority.

The role of the MFMP as per the Moorabool Shire Council's MFMP Terms of Reference are:

- Plan for fire management and develop a fire management plan for the Moorabool Municipal footprint in a manner that coordinates fire management activities and acts as a conduit to the community.
- Make recommendations to the MEMPC on fire management planning issues.
- Monitor, review and report on the delivery of the Municipal Fire Management Plan.
- Advocate to the Regional Strategic Fire Management Planning Committee for municipal fire management needs.
- Work with Municipal Emergency Planning and Recovery Committees to align planning activities.
- To share knowledge and create an environment of continuous improvement.
- Develop and maintain interagency partnerships.

The preparation of this MFMP has involved the experience of agencies and authorities charged with responsibilities for fire management, local CFA brigades and community consultation. This collaboration has ensured the development of a holistic and integrated approach to fire management across all land users, and that the strategies adopted were based on practical local knowledge and common sense.

A further role of the Grampians RSFMPC is to ensure that any risks that cross municipal boundaries are treated in a seamless and consistent manner, regardless of land tenure.

2 Engagement and Communications

2.1 Stakeholder Analysis

Stakeholders involved in fire management planning in Moorabool Shire have been categorised into three groups according to their chosen levels of participation in integrated fire management planning and their information requirements.

This stakeholder analysis informed the development of a communications and engagement strategy which will develop a shared understanding of how communications will occur, when communications will occur and why communications will occur. This will increase efficiencies, reduce duplications and provide consistent messaging through the implementation of IFMP in the Moorabool Shire. (Refer to Appendix D – Engagement and Communications Strategy).

2.2 Communications Objectives

The achievement of fire management objectives and the success of fire management outcomes will be dependent on effective communications in all planning and implementation phases. The objectives of the communications plan will be to:

- Build a collaborative approach to integrated fire management planning;
- Identify internal communication flows within organisations;
- Ensure that communication across agencies is effective in developing a shared understanding of the issues and key responsibilities and that all agencies deliver a consistent message to the community and their stakeholders;
- Support a greater commitment to IFMP;
- Build resilient relationships and sound networks between key stakeholders;
- Consult with communities so that local knowledge is captured in the planning process that the communications plan supports;
- Foster better communication and planning between the agencies and local communities; and
- Achieve greater consistency from all levels of government on key policy issues.

2.3 Communication and Engagement Principles

The Moorabool Shire MFMP recognises the value of local knowledge and the unique contribution the community can make to the MFMP planning process.

Effective community engagement in fire management planning is required to:

- Promote acceptance, understanding and joint problem solving;
- Raise knowledge and skills of fire management through participation;
- Produce plans that support community and organisational expectations; and
- Incorporate community and organisational needs into the development of plans.

2.3.1 Stakeholder and Community Consultation and Engagement

A stakeholder and community engagement strategy sets out the time specific consultation program, which featured:

- Community information sessions;
- Stakeholder briefings; and
- Online engagement programs.

2.3.2 Communications

An extensive communications plan for the initial plan was developed and supported the consultation program and raised awareness among the general community about the role of the MFMP and Community Information Guides.

2.3.3 Submissions

Submissions from local agencies are reviewed annually.

2.3.4 Key Engagement Process to Develop the Municipal Fire Management Plan

Figure 1 below describes the key engagement process involved in the development of the MFMP.

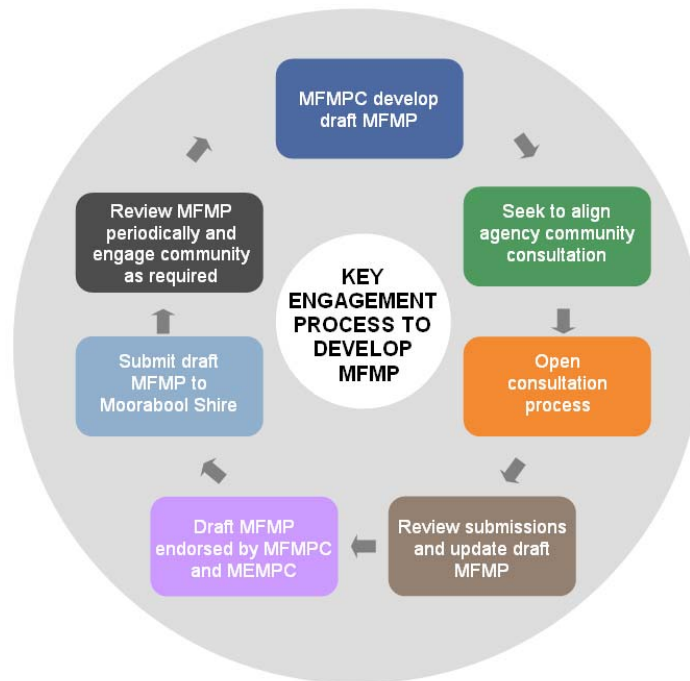


Figure 1: Key Engagement Process to Develop MFMP

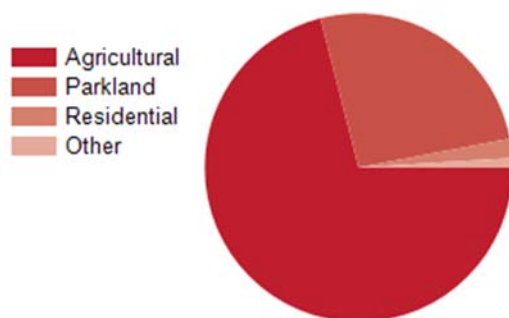
3 Environmental Scan

3.1 Location and Tenure

Moorabool Shire covers an area of approximately 2,110 square kilometres and is located in the Central Highlands region of Victoria, about 80 kilometres west of the western urban/rural fringe of the Melbourne metropolitan area. Moorabool Shire is bounded by Hepburn Shire Council in the north, Macedon Ranges Shire Council in the north-east, the Melton Shire Council in the east, the Wyndham City Council in the south-east, the Greater Geelong City Council and Golden Plains Shire Council in the south, and the Ballarat City Council in the west.

Moorabool features 18 localities, hamlets and towns that have a population less than 100 and includes the towns and rural districts of Bacchus Marsh, Ballan, Balliang (part), Balliang East, Barkstead, Barrys Reef, Beremboke, Blackwood, Blakeville, Bolwarrah, Bullarook (part), Bullarto South (part), Bunding, Bungal, Bungaree, Buninyong (part), Cargerie, Clarendon, Claretown, Clarkes Hill, Coimadai, Colbrook, Dales Creek, Darley, Dunnstown, Durham Lead (part), Elaine, Fiskville, Glenmore, Glen Park (part), Gordon, Greendale, Grenville (part), Hopetoun Park, Ingliston, Korobeit, Korweinguboora (part), Lal Lal, Leigh Creek, Lerderderg, Long Forest, Maddingley, Meredith (part), Merrimu, Millbrook, Mollongghip (part), Morrisons (part), Mount Doran, Mount Egerton, Mount Wallace, Myrniong, Navigators, Parwan (part), Pentland Hills, Pootilla, Rowsley, Scotsburn (part), Spargo Creek, Springbank, Trentham (part), Wallace, Warrenheip (part), Wattle Flat (part) and Yendon.

Land use



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

3.2 Our Traditional Owners

Moorabool MFMPC acknowledges the Indigenous history of Moorabool Shire. The land was traditionally occupied by and connected to a number of Aboriginal communities, most notably the Wada Wurrung (also known as Wathaurong) Tribe and Woi Wurrung Tribe which extends north east, and we respect the spirits of their ancestors among us.

3.3 Natural Environment

The Shire is environmentally diverse with topography that is characterised by great ranges, plains and rugged river gorges. These landforms provide spectacular scenery and a great variety of plants and animals. Boasting many significant areas of flora and fauna including the Wombat State Forest in the north, Brisbane Ranges National Park in the south, Lerderderg State Park in the east, Werribee Gorge State Park centrally located in the Shire and a number of regionally significant reserves. 74% of the Shire is made up of water catchment, state forest or national park.

Some of the many reservoirs in the Shire are the Lal Lal, Bostock, Pykes Creek, Moorabool and Korweinguboora. The Shire also includes three major rivers, the Werribee, Lerderderg and Moorabool.

3.4 Land Use

Moorabool Shire is predominantly a rural area, but also has substantial forests, waterways (including water catchments and storages) and rural residential areas. Most of the northern area is rural, with a large portion being forest. Much of the rural area in the Shire is used for agricultural purposes, including horticulture, sheep and beef farming, timber production and more recently, viticulture. There is also some mining.

3.5 Climate and Bushfire Season

The climate in the Moorabool area is dominated by warm dry summers and cool wet winters. In recent years there has been a significant decrease in average spring and autumn rainfalls. The bushfire season generally runs from December to April.

Prevailing weather conditions associated with the bushfire season in the Moorabool Shire area are warm to hot north westerly winds accompanied by high temperatures and low relative humidity followed by a cool south westerly change.

Under the State Government climate change projections, Moorabool Shire can expect:

- To be hotter with the greatest increases in temperature expected in summer;
- To be drier with greatest decreases in rainfall expected in spring; and
- To have fewer rainy days but increasing rainfall intensity.

3.6 Population and Demographics

Settlement of the area dates from the 1830s, with growth from the 1850s due to the discovery of gold in Buninyong, Gordon and nearby Ballarat. Townships in Bacchus Marsh and Ballan grew as stopping points for coaches from Melbourne on their way to the goldfields, with Bacchus Marsh now the retail centre of the Shire. Significant development has occurred in and around Bacchus Marsh and Ballan in recent decades, particularly from the early 1990s.

According to the .id organisation, the estimated official population of Moorabool Shire in 2016 was 32,311. More than half the population lives in Bacchus Marsh and surrounds (18,585). The Shire's second largest population can be found in and around Ballan (3,010). The remaining population is distributed throughout the large number of small towns, hamlets and farming areas within the Shire.

The majority of people who relocate to Moorabool Shire are young families seeking a semi-rural lifestyle. Moorabool's demographic reflects this trend.

3.7 History of Fire and Ignition Causes

A summary of major fires is as follows:

Month / Year	Fire Name
December 2015	Scotsburn Fire
February 2013	Mt Warrenheip (Bungaree) Fire
February 2013	Yendon Fire
February 2009	Muskvale Fire
January 2008	Morrisons Fire
January 2006	Anakie Fire
February 1997	Creswick Fire
February 1983	Ash Wednesday Fires (Greendale)
January 1983	Greendale

Table 3: Moorabool Shire Bushfire History

Stubble burning practices can also lead to grassland fire but with required attendance any outbreaks have similarly not progressed to major fires.

Significant Structure Fire

There has been only one significant structure fire within the Moorabool Shire which is the St Brigids Catholic Church, Inglis Street, Ballan in 2009.

3.8 Future Fire Management Implications

Future vulnerabilities will include larger landholdings managed by consortiums and serviced by contractors leading to declining populations in the broad acre cropping areas. This demographic combined with an aging population has seen previously robust communities devolve to more populated centres. This occurrence will potentially lead to delayed suppression activities.

Removal and harvesting of Blue Gum plantations and transition of land back to broad acre farming could transfer fire risk from forest to grass fire, leading to an increase in incidents due to greater human activity level on this land resulting in more frequent ignitions, faster moving, longer running grass fires.

An increase in individuals purchasing land for rest and relaxation purposes has resulted in more absentee land owners. These land owners traditionally have less understanding of fuel and fire management requirements, have little engagement with the community, and live externally to the municipality. This limits their capacity and ability to undertake regular fuel management works and participate in local community networks.

4 Municipal Fire Management Objectives

4.1 Objectives/Outcomes

The primary objectives of the Moorabool Shire MFMP are to:

- ***Effectively manage and reduce the risk of fire, with a view to protecting life and property and with due regard to our natural environment; and***
- ***Align and integrate existing fire management planning and practices across agencies and the community.***

The Moorabool Shire MFMP is a strategic and operational document that identifies communities and assets at risk through an Environmental Risk Scan incorporating Council's existing MFMP and MEMP, using the Victorian Fire Risk Register (VFRR) tool to identify assets at risk from bushfire and treatments currently applied to mitigate risk. The latest review was conducted in November 2017.

The Moorabool Shire MFMP, as for each municipality throughout the state which is subject to the risk of fires, is required to prepare and submit a draft MFMP to the MEMPC for their endorsement prior to submission to Council for its endorsement.

The intention of this MFMP is to minimise the occurrence, and mitigate the impacts of bush, grass and structure fire and hazardous materials incidents in the community in accordance with the IFMP framework.

4.2 Strategic Directions

The plan addresses both public and private land across the PPRR continuum. The MFMP will be reviewed and updated annually to ensure it incorporates any new strategies, programs and tools developed to meet Council, agencies and community needs and expectations.

Adopting the principles of continuous improvement, the strategic direction of the MFMP aligns directly to the *State Strategic Directions for Fire Planning in Victoria (2013)* which articulates the vision of future fire management in Victoria as fire management with desired outcomes:

- ***Active participation of community, the sector and government, working together in fire management planning to reduce the destructive impact of fire on communities and the environment;***
- ***Communities that are resilient to the effects of fire; and***
- ***Greater understanding of the fire sector within the community and***
- ***Healthy natural, social, built and economic environments.***

Also considered in the ongoing development of the fire management plan are the following broad strategy documents which can be accessed through the CFA and Emergency Management Victoria's websites at www.cfa.vic.gov.au, www.justice.vic.gov.au, and www.emv.vic.gov.au.

- ***"Living with fire"***- Victoria's Bushfire Strategy provides Victoria with clear direction to meet future bushfire challenges.
- ***"Bushfire Safety Policy Framework"*** (Emergency Management Victoria).
- ***"Making Victoria Fire ready"*** (Implementing Governments response to 2009 Victorian Bushfire Royal Commission (VBRC)).

The primary aim of the MFMP is to create greater community awareness and communicate fire management information more effectively. Ultimately, the community will share responsibility for implementing the strategies contained within the plan and create a safer municipality through undertaking the following tasks:

- Ensure that plans and actions are in place (that responsible authorities are advised of actions which the Committee deem necessary) for minimising the risk of an outbreak of fire or for suppressing any fire that may occur within the area (Section 55 of the CFA Act);
- Develop programs that are relevant to the community;
- Measure fire safety outputs to assess the reduction in community vulnerability to fire;
- Engage community groups and businesses in ongoing dialogue about fire mitigation solutions including fire prevention activities; and
- Liaise with other agencies and committees to ensure integration and consistency of purpose.

4.3 Links to Other Business Planning and Programs

Important linkages are:

- Strategic Directions for Fire Planning Victoria (2013)
- Grampians Regional Strategic Fire Management Plan V2 (2011)
- Moorabool Shire Municipal Emergency Management Plan
- DELWP Fire Protection Plan
- DELWP Fire Operation Plan
- DELWP Safer Together
- Powercor Bushfire Mitigation Strategy
- SP Ausnet Bushfire Mitigation Strategy
- Vic Roads – Roadside Fire Management
- CHW Fire Prevention Plan
- Plantation Fire Mitigation Plans
- Neighbouring Municipalities Municipal Fire Management Plans
- CFA Operational Plans and Brigade Pre Plans
- Other CFA Plans

Other linkages occur through alignment to organisational business planning cycles, agreed data sharing protocols and common risk assessment methodologies.

5 Fire Risk Management Strategies

5.1 Risk Assessment Methodologies

5.1.1 Analysis and Prioritisation of Municipal Bushfire Risk

To determine the bushfire risk within the Moorabool Shire, assessment was undertaken using the environments contained within the Victorian Fire Risk Register (VFRR) process.

The VFRR application is a systematic process that identifies assets at risk from bushfire and assesses their level of risk on a consistent state wide basis using ISO:31000 2009 Risk Management.

The VFRR data provided the starting point to assess the effectiveness of existing treatments and determine residual risk levels for the purpose of developing further mitigation treatments as required (refer to Appendix A.1).

5.1.2 Alignment to Regional Bushfire Risk Objectives

The plan also references treatments for the six priority risks in relation to bushfire as determined by the Grampians RSMPC using the VFRR risk assessment process. The table below identifies the priority risks as articulated in the Grampians Regional Strategic Fire Management Plan (RSFMP) (aligned to the asset classes and subclasses contained within the VFRR tool).

Bushfire		
Grampians RSMPC Priority	VFRR Asset Class	VFRR Asset Sub Class/es
1. Urban Interface	Human Settlement	<ul style="list-style-type: none"> ▪ Residential ▪ Other ▪ Special Fire Protection
2. Power Supply 3. Communications 4. Water Supplies and Catchments 5. Transport	Economic	<ul style="list-style-type: none"> ▪ Agriculture ▪ Commercial ▪ Infrastructure ▪ Tourist & recreational ▪ Mines ▪ Commercial forests ▪ Water catchments
6. Natural Environment	Environmental	<ul style="list-style-type: none"> ▪ Locally Important ▪ Endangered ▪ Vulnerable
	Cultural Heritage	<ul style="list-style-type: none"> ▪ Aboriginal Significance ▪ Non Indigenous ▪ Other

Table 5: Bushfire Priority with VFRR Asset Classes and Sub Classes

5.1.3 Treatment of Municipal Bushfire Risk

In developing this plan the MFMP has considered the State priorities as the municipal fire management priorities. They are:

- Protection and preservation of life, including community warnings;
- Educated and informed communities;
- Protection of critical infrastructure and community assets that support community resilience;
- Protection of residential property as a place of primary residence;
- Protection of assets supporting individual livelihoods and economic production that supports individual and community financial sustainability; and
- Protection of environmental and conservation values that consider the cultural, biodiversity, and social values of the environment.

Following the State priorities, the municipal fire management plan aims to reduce the number and the severity of fires within the municipality with the intent of creating a more fire resilient community.

The State priorities are underpinned by the primacy of life, the protection of property, the economy and the environment. These priorities inform and are integrated into the primary fire risk management strategies used in this plan, which are:

- Community education and engagement;
- Hazard reduction;
- Preparedness; and
- Regulatory controls.

There are a number of State wide and municipal treatments that have been identified for each fire risk management strategy, which can be used by agencies to reduce the risk and effect of fire on the community. The generic State wide and municipal wide treatments include:

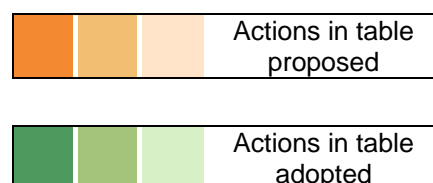
- Community education programs;
- Community education and engagement activities;
- Public awareness – multi media communications;
- Powerline hazard tree identification, management and reporting;
- Fire hazard inspection program and issue of notice;
- Compliance and enforcement of legislation;
- Bushfire management overlays;
- Building code of Australia;
- Permits to Burn; and
- Local laws.

To effectively reduce community vulnerability to fire requires more than inter-agency effort alone. It requires the facilitation of a more self-reliant and self-aware community who have the knowledge, motivation and capacity to manage the risks to reduce the threat of fire in their own communities as an active partner with fire management agencies.

The key objectives and outcomes sought through the implementation of the primary fire risk management strategies for bushfire are outlined below:

Community Education and Engagement				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
1. To build capacity and knowledge, resilience and understanding of the dangers of bushfire. 2. To provide the tools and education opportunities for community and individuals to better prepare and understand the risks of bushfire. 3. To build awareness and understanding of the role of fire in the environment.	For the Plan duration – 2017-2020	<ul style="list-style-type: none"> ▪ Community education programs ▪ Agency Integrated Community engagement activities ▪ Bushfire awareness training ▪ Multimedia communications ▪ Victoria Bushfire Information Line ▪ Tourism fire safety campaigns ▪ Increase legislative and regulatory awareness ▪ Increased awareness of planning controls ▪ Targeted education campaign regarding the use and role of fire in the environment 	<ul style="list-style-type: none"> ▪ To be proactive and seek information ▪ To be involved in community education and engagement programs 	<ul style="list-style-type: none"> ▪ All agencies will review and evaluate programs and participation of community as part of the review process of the MFMP.

Table 6: Bushfire - Community Education and Engagement Fire Risk Management Strategy



Hazard Reduction

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To strategically reduce fuel to minimise impact, intensity and spread of bushfire.</p> <p>2. To pre plan and establish strategic points to effectively combat and manage structure fire activity.</p>	For the Plan duration – 2017 - 2020	<ul style="list-style-type: none"> ▪ Slashing program ▪ Burn program ▪ Spraying program ▪ Pruning program ▪ Use appropriate incident modelling tools to identify potential impacts to communities, such as the phoenix modelling tool 	<ul style="list-style-type: none"> ▪ Private property hazard reduction: <ul style="list-style-type: none"> - Cleaning gutters - Slashing - Mowing - Ploughing - Grazing - Fuel reduction burns 	<ul style="list-style-type: none"> ▪ Shared responsibility between agencies and individuals to minimise fire hazards.

Table 7: Bushfire - Hazard Reduction Fire Risk Management Strategy



Figure 2: DELWP Fuel Reduction Burn

Preparedness				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
1. To understand appropriate actions to reduce risk and impact of bushfire, initiatives include: <ul style="list-style-type: none"> - Ignition prevention - Risk identification and treatment - Resource preparation - Response planning - Operational restrictions - System testing - Security of water supply 	For the Plan duration – 2017 - 2020	<ul style="list-style-type: none"> ▪ VFRR process ▪ Establishment of Incident Control Centres ▪ Code red days ▪ Powerline inspections ▪ Community Information Guides ▪ Neighbourhood Safer Places – Places of Last Resort ▪ Fire breaks ▪ Emergency Management Plan ▪ Evacuation Plans ▪ Brigade Pre Plans 	<ul style="list-style-type: none"> ▪ Personal bushfire preparedness plans ▪ Daily readiness ▪ Practise / rehearse plans 	<ul style="list-style-type: none"> ▪ All agencies regularly evaluate preparation and readiness to respond to fire. ▪ Strengthened capacity for agencies to provide an integrated response. ▪ Measurable reduction of the impact of bushfire.

Table 8: Bushfire - Preparedness Fire Risk Management Strategy

Regulatory Controls				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
1. To implement regulation aimed to reducing risk and impact of bushfire. 2. To create and maintain effective linkages between planning functions to better inform proposed residential developments.	For the Plan duration – 2017 - 2020	<ul style="list-style-type: none"> ▪ Fire hazard inspections ▪ Total fire bans ▪ Planning schemes ▪ Fire danger period ▪ Building codes ▪ Enforcement of fire hazard notices ▪ Response to planning applications 	<ul style="list-style-type: none"> ▪ Comply with regulations 	<ul style="list-style-type: none"> ▪ Compliance with regulatory controls. ▪ Appropriate residential development.

Table 9: Bushfire - Regulatory Controls Fire Risk Management Strategy

In addition, there are a range of site-specific plans to reduce specific risks within the municipality that are required by other legislation.

Details of specific strategy treatments and activities to treat assets identified at risk from bushfire and broader fire risk in the Moorabool Shire are listed in Appendices A and B respectively.

5.1.4 Analysis and Prioritisation of Municipal Structure Fire Risk

The MFMPC undertook analysis of assets at risk from structure fire using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. ISO: 31000 2009 was also applied to produce a municipal risk profile to determine the risk level for the municipal footprint.

Structure Fire: Is defined as any uncontrolled fire inside, on, under or touching a building or structure that needs to be extinguished

The risk analysis process was conducted on asset sub class categories rather than individual assets, due to the generic nature of their classification and treatments. Further risk analysis was undertaken where an individual asset within any of the sub classes was identified as a significantly different or higher risk within that category,

Current treatments for these risks were then identified and analysed to determine their relevance and effectiveness.

Identified treatment gaps or issues requiring further information and research, form the basis for further fire management planning activities that the MFMPC will need to undertake and include in their MFMP work plan in the future.

It should also be recognised that a range of strategies and treatments exist which are applied consistently state wide and throughout municipalities to reduce the occurrence and impact of structure fires. These include:

- Provisions in the Victorian Building Act
- Provisions in the Victorian Planning Scheme
- Provisions in the Building Code of Australia (BCA)
- Compliance and enforcement of legislation
- Council Essential Safety Measures (ESM) Procedures and audit inspections
- Industry guidelines
- Standards (i.e. electrical safety)
- Engineered controls (i.e. sprinkler systems, monitored fire alarms etc.)
- Fire service response, planning and training
- Staff training
- Event permits and event management plans
- Targeted education programs
- Public awareness programs – multimedia communications

5.1.5 Structure Fire Risk Management Objectives

Priority risks for structure fire incidents within the Moorabool Shire have been defined by the Moorabool Shire's MFMPC and are set out in the tables below. The tables identify Asset Sub Classes using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. These methodologies were applied to produce a risk profile to determine the risk level as well as current treatments for the municipality.

Structure Fire		
Grampians RSFMP Priority	VFRR Asset Class	Proposed Asset Sub Class/es
1. Houses Accommodation Places of public gathering Infirm, assisted living	Human Settlement	<ul style="list-style-type: none"> ▪ Residential <ul style="list-style-type: none"> - High Density - Urban - Interface Living - Rural - Motels & Other Accommodation ▪ Public Assembly <ul style="list-style-type: none"> - Entertainment & Leisure & Conference Venues - Institutions - Hotels/Nightclubs ▪ Healthcare <ul style="list-style-type: none"> - Hospitals & Medical Centres - Special Care Facilities
2. Retail Commercial Businesses Industrial Infrastructure	Economic	<ul style="list-style-type: none"> ▪ Commercial & Industrial <ul style="list-style-type: none"> - Retail/Business – Joined or Contiguous - Retail/Business – Separate Structures - Industrial - Infrastructure
3. Buildings of significant Heritage or cultural value	Cultural Heritage	<ul style="list-style-type: none"> ▪ Heritage Listed and Locally Significant Structures

Table 10: Structure Fire Priority with Asset Classes and proposed Sub Classes

5.1.6 Treatment of Municipal Structure Fire Risk

The key objectives and outcomes sought through the implementation of the primary fire risk management strategies for structure fires are outlined in the tables below:

Community Education and Engagement				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> To build capacity and knowledge, resilience and understanding of the dangers of structure fire. To provide the tools and education opportunities for community and individuals to better prepare for and understand the risks of structure fire. 	For the Plan duration – 2017-2020	<ul style="list-style-type: none"> Community education programs Community engagement activities Multimedia communications Increase legislative and regulatory awareness Increased awareness of planning controls 	<ul style="list-style-type: none"> To be proactive and seek information To be involved in community education and engagement programs 	<ul style="list-style-type: none"> All agencies will review and evaluate programs and participation of community as part of the review process of the MFMP.

Table 11: Structure Fire - Community Education and Engagement Fire Risk Management Strategy

Hazard Reduction				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> To strategically reduce impact and intensity of structure fire. To pre plan and establish strategic points to effectively combat and manage structure fire activity. 	For the Plan duration – 2017 - 2020	<ul style="list-style-type: none"> Conduct fire safety inspections Buildings constructed according to the Building Code of Australia Use appropriate incident modelling tools to identify potential impacts to communities, such as the plume modelling tool 	<ul style="list-style-type: none"> Installation of sprinklers, smoke detectors, fire blankets and fire extinguishers Comply with regulations 	<ul style="list-style-type: none"> Agencies and individuals working towards minimising the loss and damage caused by structural fires in the community.

Table 12: Structure Fire - Hazard Reduction Fire Risk Management Strategy

Preparedness

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To understand appropriate actions to reduce risk and impact of structure fire, initiatives include:</p> <ul style="list-style-type: none"> - Ignition prevention - Risk identification and treatment - Resource preparation - Response planning - System testing - Security of water supply 	For the Plan duration – 2017-2020	<ul style="list-style-type: none"> ▪ Emergency Management Plan ▪ Brigade Pre Plans ▪ Fire Sprinkler/ Extinguisher Installation & Maintenance 	<ul style="list-style-type: none"> ▪ Maintenance of sprinklers, smoke detectors and fire extinguishers ▪ Building/staff fire drills 	<ul style="list-style-type: none"> ▪ All agencies and individuals to regularly evaluate preparation and readiness to respond to fire. ▪ Measurable reduction of impact on structure fire.

Table 13: Structure Fire - Preparedness Fire Risk Management Strategy



Figure 4: Installation of Fire Extinguisher and Fire Blanket in Kitchen

Regulatory Controls

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To implement regulation aimed to reduce risk and impact of structure fire.</p> <p>2. To create and maintain effective linkages between planning functions to better inform proposed residential developments.</p>	For the Plan duration – 2017-2020	<ul style="list-style-type: none"> ▪ Conduct fire safety inspections ▪ Planning schemes ▪ Building codes ▪ Response to planning applications 	<ul style="list-style-type: none"> ▪ Comply with regulations 	<ul style="list-style-type: none"> ▪ Compliance with regulatory controls. ▪ Appropriate residential development.

Table 14: Structure Fire - Regulatory Controls Fire Risk Management Strategy

5.1.7 Analysis and Prioritisation of Municipal Hazardous Materials Incident Risk

The MFMPC undertook analysis of assets at risk from hazardous materials Incidents using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. ISO: 31000 2009 was also applied to produce a municipal risk profile to determine the risk level for the municipal footprint.

HAZMAT (Hazardous Materials): is defined as any event involving an uncontrolled or unwanted release of hazardous substances that may threaten life or property. HAZMAT incidents include substances that may be flammable, combustible, corrosive, poisonous, oxidising, radioactive, explosive or otherwise harmful chemicals or materials

The risk analysis process was conducted on asset sub class categories rather than individual assets, due to the generic nature of their classification and treatments. Further risk analysis was undertaken where an individual asset within any of the sub classes was identified as a significantly different or higher risk within that category,

Current treatments for these risks were then identified and analysed to determine their relevance and effectiveness.

Identified treatment gaps or issues requiring further information and research, form the basis for further fire management planning activities that the MFMPC will need to undertake and include in their MFMP work plan in the future.

It should also be recognised that a range of strategies and treatments exist which are applied consistently state wide and throughout municipalities to reduce the occurrence and impact of hazardous materials incidents. These include:

- Compliance and enforcement of legislation
- Council Essential Safety Measures (ESM) Procedures and audit inspections
- Industry guidelines
- Fire service response, planning and training
- Staff training
- Event permits and event management plans
- Targeted education programs
- Public awareness programs – multimedia communications

5.1.8 Hazardous Materials Incident Risk Management Objectives

Priority risks for Hazardous Material Incidents within the Moorabool Shire have been defined by the Moorabool MFMP and are set out in the tables below. The tables identify Asset Sub Classes using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. These methodologies were applied to produce a risk profile to determine the risk level as well as current treatments for the municipality.

Hazardous Materials Incident		
Grampians RSFMP Priority	VFRR Asset Class	Proposed Asset Sub Class/es
1. Housing Accommodation Places of public gathering Infirm, assisted living	Human Settlement	<ul style="list-style-type: none"> ▪ Residential <ul style="list-style-type: none"> - High Density - Urban - Interface Living - Rural - Motels & Other Accommodation ▪ Public Assembly <ul style="list-style-type: none"> - Entertainment & Leisure & Conference Venues - Institutions - Hotels/Nightclubs ▪ Healthcare <ul style="list-style-type: none"> - Hospitals & Medical Centres - Special Care Facilities
2. Retail Commercial Businesses Industrial Infrastructure	Economic	<ul style="list-style-type: none"> ▪ Commercial & Industrial <ul style="list-style-type: none"> - Retail/Business – Joined or contiguous - Retail/Business – separate structures - Industrial - Transport
3. Chemical incident affecting the environment	Environmental	<ul style="list-style-type: none"> ▪ Flora & Fauna, Land, Water & Air Quality
4. Buildings of significant Heritage or cultural value	Cultural Heritage	<ul style="list-style-type: none"> ▪ Heritage Listed and Locally Significant Structures

Table 15: Hazardous Materials Incident Priority with Asset Classes and proposed Sub Classes

5.1.9 Treatments of Municipal Hazardous Materials Incident Risk

The key objectives and outcomes sought through the implementation of the primary risk management strategies for hazardous materials incidents are outlined in the tables below:

Community Education and Engagement				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> To build capacity and knowledge, resilience and understanding of the dangers of hazardous materials incidents. To provide the tools and education opportunities for industry and individuals to better prepare and understand the risks of hazardous materials incidents. 	For the Plan duration – October 2017-2020	<ul style="list-style-type: none"> Community information in response to incidents Increase legislative and regulatory awareness Increased awareness of planning controls Shelter in place program 	<ul style="list-style-type: none"> To be proactive and seek information Follow shelter in place instructions when/if required 	<ul style="list-style-type: none"> All agencies will review and evaluate programs and information dissemination as part of the review process of the MFMP.

Table 16: Hazardous Materials Incident – Community Education and Engagement Fire Risk Management Strategy

Hazard Reduction				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> To strategically reduce impact of hazardous materials incidents. To pre plan and establish strategic points to effectively combat and manage hazardous materials incidents activity. 	For the Plan duration – 2017-2020	<ul style="list-style-type: none"> To provide advice to industry and community in relation to appropriate compliance with the Acts, Regulations, and Code of Practice for the Storage and Handling of Dangerous Goods Use appropriate incident modelling tools to identify potential impacts to communities, such as the plume modelling tool Brigade Pre Plans Pre Incident Response Plans Traffic route restrictions for hazardous materials loads 	<ul style="list-style-type: none"> Appropriate storage and handling of chemicals Follow Chemical Material Safety Data Sheets Comply with regulations and standards 	<ul style="list-style-type: none"> Agencies and individuals working towards minimising the loss and damage caused by mishandling or spillage of chemicals.

Table 17: Hazardous Materials Incident - Hazard Reduction Fire Risk Management Strategy

Preparedness

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To understand appropriate actions to reduce risk and impact of hazardous materials incidents, initiatives include:</p> <ul style="list-style-type: none"> - Ignition prevention - Risk identification and treatment - Response planning - System testing 	For the Plan duration – 2017-2020	<ul style="list-style-type: none"> ▪ Emergency Management Plans ▪ Evacuation Plans ▪ Pre Incident Response Plans ▪ CFA and Worksafe inspections ▪ Written advice 	<ul style="list-style-type: none"> ▪ Maintenance and testing of fire safety equipment ▪ Emergency procedures for dangerous goods fire, spills and leaks ▪ Correct signage and labelling of chemicals ▪ Testing and exercising of Emergency Management Plans 	<ul style="list-style-type: none"> ▪ All agencies and individuals to regularly evaluate preparation and readiness to respond to fire. ▪ Measurable reduction of impact on hazardous materials incidents.

Table 18: Hazardous Materials Incident - Preparedness Fire Risk Management Strategy

Regulatory Controls

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To implement regulation aimed to reducing risk and impact of hazardous materials incidents.</p>	For the Plan duration – 2017-2020	<ul style="list-style-type: none"> ▪ Planning schemes ▪ Building codes ▪ Comply with legislation ▪ Appropriate training for chemical use and handling ▪ Environmental Protection Authority referrals to CFA 	<ul style="list-style-type: none"> ▪ Comply with legislation and regulations ▪ Seek written advice where appropriate 	<ul style="list-style-type: none"> ▪ Compliance with regulatory controls. ▪ Appropriate industrial development.

Table 19: Hazardous Materials Incident - Regulatory Controls Fire Risk Management Strategy

5.2 Community Information Guides

A key recommendation from the Report from the 2009 VBRC was the development of Community Information Guides (CIG's) for high risk communities across Victoria. The priority given for these plans is the protection of life.

The VFRR risk assessment process was also used to inform decisions relating to identified high risk towns and Community Information Guides, including identification of designated Neighbourhood Safer Places – Places of Last Resort

CIG's are established for high risk communities and are regularly reviewed. Should the risk in a particular area be modified by land clearing or development, CIG's may be updated, the area covered changed or the CIG withdrawn.

CIG's for specific locations in the Moorabool Shire can be found in Appendix C.2 – Community Information Guides.

5.3 Neighbourhood Safer Places – Places of Last Resort

Neighbourhood Safer Places – Places of Last Resort (NSP – PLR) are an area or premise that may, as a last resort, provide some sanctuary from the life threatening effects of a bushfire (for example direct flame contact or radiant heat).

Details of the specific locations of NSP – PLR within the Moorabool Shire can be found in Appendix C.3 – NSP – PLR.

5.4 Strategic Fire Break Definitions

Strategic Fire Suppression Lines - will have the vegetation managed from fence line to fence line where practicable. Grass will be slashed to a height of 100mm or less and elevated fine fuels will not surpass a 'high' fuel hazard rating as assessed in the Overall Fuel Hazard Assessment Guide –DELWP.

Fire Control Lines - will have the vegetation managed 3 metres behind the guideposts where practicable. Vegetation will be slashed to a height of 100mm or less

Priority Egress/Access Roads (PEAR) - The primary function of PEAR will be to determine what treatments are required along the nominated road to maintain access and egress to an isolated community prior to or after a bushfire event.

All priority roads in the municipality will be assessed and treated in accordance with the VicRoads Road Bushfire Risk Assessment Guideline 2011.

CFA Brigade Fire Prevention Works - Brigade works may enhance Strategic Fire Suppression Lines and Fire Control Lines; however the implementation is not compulsory and will be subject to seasonal conditions and Brigade resource availability.

5.5 Community Fire Refuges

A community fire refuge is a designated building open to the public that has been;

- purpose-built or modified in accordance with the performance requirements specified by the relevant provisions set out in Ministerial Direction No.4 under the Project Development and Construction Management Act (1994) as determined by the Building Commission
- designated as a community fire refuge in accordance with Part III of the Country Fire Authority Act 1958

Community fire refuges are one of a number of contingency shelter options that will offer protection during the passage of a bushfire event and must be used as a last resort when other plans have failed.

Details of the specific locations of Community Fire Refuges can be found in see Appendix C.

5.6 Individual Bushfire Risk Treatments

Following amendments made to the Victorian Planning Provisions in November 2011, guidelines have been produced that allow property owners to clear vegetation on their properties to reduce the threat of bushfire to their homes.

The 10/30 and 10/50 rules enable clearing around existing buildings used for accommodation (legally erected before 18 November 2011).

For new buildings, clearing for bushfire protection will be considered through the planning permit process.

5.6.1 Vegetation Management Rights

Native vegetation is important to many Victorians and its removal is carefully regulated by the planning system. A vegetation management right called the '10/30 rule' is part of a suite of measures to help Victorians in areas at risk from bushfire prepare their properties.

The 10/30 rule simplifies the right to clear native vegetation around a home for bushfire protection without obtaining a planning permit.

The right allows landowners to clear without a planning permit:

- Any vegetation, including trees, within 10 metres of their home on their property;
- Any vegetation (except for trees) within 30 metres of their house on their property; and
- Any vegetation either side of their property boundary fence to a combined maximum width of 4 metres (with consent of the neighbouring landowner).

The '10/50 rule' enables all landowners in areas **within the Bushfire Management Overlay** to undertake the following measures for bushfire protection on their property:

- Any removal, destruction or lopping of any vegetation within 10 metres, of an existing building used for accommodation; and
- the removal, destruction or lopping of any vegetation, except trees, within 50 metres of an existing building used for accommodation.

5.6.2 Local Laws and Permit to Burn

Under the Moorabool Shire's Local Laws, a fire may not be lit or remain alight in the open air without a permit, and the requirements of the Fire Danger Period and Total Fire Bans must be complied with (for further details on permit conditions refer to Moorabool Shire's General Local Law 2010, Part 2, Section 21).

During the declared Fire Danger Period, limited permits may be obtained by individuals to conduct a fuel reduction or stubble burn within the municipality. These permits are issued by the Municipal Fire Prevention Officer under authority of the CFA Act. These permits contain stringent conditions that must be complied with.

Further information may be obtained from Moorabool Shire's website www.moorabool.vic.gov.au.

5.6.3 Inspection of Private Properties and Issue of Notices

The Moorabool Shire will conduct fire hazard inspections within the municipality, concentrating on high risk areas identified in the VFRR review. Fire prevention notices will be issued on land considered to be a fire risk.

5.6.4 Planning Permits

When applications are lodged with the Moorabool Shire for permits under the Planning and Environment Act 1987 for the subdivision of land or the construction of buildings in areas of high fire risk, The Moorabool Shire may give consideration to the following documents in determining any such application, and also refer the application to the relevant fire agencies for comment.

- Relevant guidelines for assessing applications on land in bushfire-prone areas;
- Moorabool Planning Scheme
- Building Act 1993 and the Building Regulations 2006.
- Other relevant documentation"

5.7 Cross Boundary Arrangements

The Moorabool Shire MFMP seeks to ensure risk environments that cross municipal and regional boundaries are treated in a seamless manner with regard to risk assessment and treatments. In part, this is achieved through a collaborative approach and the use of consistent processes and tools.

The Moorabool Shire municipal area shares borders with Pyrenees, Hepburn, Moorabool and Golden Plains Shires. It is the shared responsibility of these MFMP's to ensure that risks contiguous across these borders are planned for in a consistent and seamless manner.

Clear linkages to existing organisational cross boundary agreements and Memorandums of Understanding (MOU) between agencies dealing with Preparedness, Response and Recovery activities and resource allocation arrangements are also vital.

To ensure that shared risk is appropriately addressed, MFMPs will be considered by the RSFMPC to make certain that they address risks shared across municipal and agency boundaries in a consistent and seamless manner.

Current identified cross boundary and contiguous risk from bushfire for the Moorabool Shire municipal area includes:

Risk	Adjacent Municipality	Strategy
Wombat State Forest/ Lerderderg State Park and adjacent private bushland	Hepburn/ Macedon Ranges	Ensure alignment of planning and prevention activities in relation to these risks are discussed and coordinated with relevant municipalities. Ensure that these arrangements and plans are included in relevant MFMP's.
Brisbane Ranges (Public & Private land)	Golden Plains/City of Greater Geelong	
Pyrites (Public & Private land)	Macedon Ranges/Melton	

Table 20: Moorabool Shire Cross Boundary Risks

It is also recognised that agencies and municipalities have existing planning relationships across multiple boundaries and that these planning arrangements need to be considered when developing future plans.

Moorabool Emergency Management and Fire Management Staff are members of the Central MEMEG and South West MEMEG, that ensures networking and planning across these bushlands continues.

A map identifying the Moorabool Shire is provided at Appendix E – Maps.

6 Plan Reporting, Review and Improvement

6.1 Legislative Responsibilities

The Moorabool Shire has a legislative responsibility under the Emergency Management Act to develop a MEMP, and under the CFA Act, to develop and implement a MFPP. The MFPP is a sub plan of the MEMP and is prepared by the MFMPC.

For councils wholly or partly within the country area of Victoria, the MFPP as adopted by council will be deemed to meet the requirement for a MFPP under Section 55A (1) of the CFA Act, provided that it contains the provisions as set out in Section 55A (2) of the CFA Act.

6.2 Plan Endorsement and Adoption

The Moorabool Shire MFMPC is the custodian of the MFPP pursuant to current legislative arrangements.

The MFMPC shall draft a MFPP and seek endorsement, of the draft plan from the committee and, where appropriate, non-committee members with responsibilities and accountabilities under the plan. After appropriate stakeholder and community consultation and engagement, including perusal by the Grampians RSMFPC, the Plan will then be endorsed through a formal motion by the Moorabool Shire MFMPC at a meeting, at which the Chair of the committee will sign on behalf of all members of the Moorabool Shire MFMPC.

Following this process, the MFMPC will recommend the MFPP to the MEMPC for endorsement.

Once endorsed by the MEMPC, the plan will be sent to the Grampians RSMFPC for comment, prior to recommendation to council for consideration and adoption.

6.3 Plan Reporting

Each MFMPC reports to their respective MEMPC on a regular basis determined through their meeting cycles on the progress of the committee and associated works.

Any issues requiring advocacy or elevation to regional or State level are reported through to the Grampians RSMFPC for further action.

A process and supporting tool for agencies to report back into their respective MFMPC against the actions contained within each MFPP's Appendix B1 (Multi Agency Bushfire Work Plan) has been developed.

Guidelines for monitoring, reporting and reviewing of plans are currently being reviewed at the State level.

6.4 Plan Audit

For councils wholly or partly within the Country Area of Victoria, the MFPP will also be audited under Section 55B of the CFA Act.

In the country area of Victoria, the MFPP must incorporate the provisions of Section 55A (2) of the CFA Act relating to fire risks and their treatment and will be deemed to meet the requirement for a MFPP under Section 55A (1) of the CFA Act.

6.5 Plan Amendment and Review

This plan expires in December 2020 and has a three year lifespan based around current audit requirements contained within Section 55B of the CFA Act. It is acknowledged that audit process and planning cycles may change as the IFMP framework and planning processes evolve in the future.

Structure fire risk and hazardous materials incident risk elements have been addressed in this update of the plan. Other elements requiring annual update include the provision of Neighbourhood Safer Places-Places of Last Resort as they are established and Community Information Guides as they are developed.

The Moorabool Shire MFMP will be reviewed and amended as follows:

- 1 All appendices require annual review to ensure currency and relevance in association with the MEMP;
- 2 Following significant incidents if required;
- 3 As directed by the State or Regional Fire Management Planning Committees; or
- 4 As required by legislation.
- 5 As further works are completed by the MFMPC.

Appendices

Asset Risk Management Register

- A.1 Multi Agency Bushfire Asset Risk Management Register**
- A.2 Municipal Structure Fire Risk Management Register**
- A.3 Municipal Hazardous Materials Incident Management Register**

APPENDIX A.1 - MULTI AGENCY BUSHFIRE ASSET RISK MANAGEMENT REGISTER

MOORABOOL SHIRE

<u>VFRR ASSET CLASS</u>	<u>VFRR ASSET SUB CLASS</u>
Human Settlement	Residential
	Other
	Special Fire Protection
Economic	Agriculture
	Commercial
	Infrastructure
	Tourist and Recreational
	Mines
	Commerical Forests
	Drinking Water Catchments
Environmental	Locally Important
	Endangered
	Vulnerable
Cultural Heritage	Aboriginal Significance
	Non Indigenous
	Other

Human settlement localities are listed alphabetically from the VFRR asset sub class, with assets sorted geographically to the nearest locality where possible. Outer lying assets and municipal wide assets (infrastructure) are at the end of the register.

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
Bacchus Marsh - 54038		Susceptible to fire from wombat state forest via ember attack running into grassland from Nth	H		Likely	Minor	M		4	
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
Bald Hill Communications Tower - 54227			VH		Likely	Major			2A	
				Multiple Fuel Management Regime						
				Routine Asset Site Maintenance						
Grant Street SPS - 54247			H		Likely	Moderate			3A	
				Slashing Programme						
Lerderberg Park Road WPS - 54242			H		Likely	Moderate			3A	
				Slashing Programme						
Station Street SPS - 54238			H		Likely	Moderate			3A	
				Slashing Programme						
Vance CI SPS - 54241			H		Likely	Moderate			3A	
				Slashing Programme						
Bacchus Marsh CDB - 54056			L							
				Fire Plug Installation & Maintenance						
				Strategic Fire Breaks						
Ballan - 54031		Fire from Nth on high danger days	M		Likely	Minor	M		4	
				Slashing Programme						
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
Ballan City Gas Gate - 54208			L		Unlikely	Minor			NA	
				Routine Asset Site Maintenance						
Blackwood and Barry/ Simmons Reef - 54004		Fire spreading from neighbouring forested land from the Wombat State Forest from the Northwest, West or Southwest.	E		Likely	Catastrophic	H		1B	
				Burn Programme				Community Information Guide		
				Fire Access Tracks & Roads						staff awareness training 103
				Fire Plug Installation & Maintenance						possible evacuation plan
				Bushfire Preparedness Plan						
				Priority Egress/Access Roads						
				Community Information Guides						
				Slashing Programme						
				Community Fire Refuge Roads						
Blackwood Mineral Springs Caravan Park - 54023			E		Likely	Catastrophic			1B	
				Bushfire Preparedness Plan						
Blackwood Special School Camp - 54028			E		Likely	Catastrophic			1B	
				Bushfire Preparedness Plan						
Blackwood Mobile Base Station - 54205			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
				Powerline Hazard Tree ID, Management & Reporting						
Blackwood WTP - 54204			VH		Almost Certain	Moderate			2c	
				Multiple Fuel Management Regime						
Blue Mountain Communications and FireTower - 54229			VH		Likely	Major			2A	
				Other Fuel Hazard Management (incl. grazing)						
				Routine Asset Site Maintenance						
				Powerline Hazard Tree ID, Management & Reporting						
Bungaree - 54033		Fire from Nth on high danger days	M		Likely	Minor	L		4	
				Fire Access Tracks & Roads						
Dales Creek - 54002			E		Likely	Catastrophic	H		1B	
				Burn Programme						

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
				Bushfire Preparedness Plan						
				Priority Egress/Access Roads						
				Community Information Guides						
				Neighbourhood Safer Places - Places of Last Resort						
				Community Fire Refuge Roads						
Darley North - 54054	Fire out of Lerderderg	H		Strategic Fire Breaks	Likely	Moderate	M		3A	
				Burn Programme						
				Slashing Programme						
				Fire Access Tracks & Roads						
				Community Information Guides						
				Bushfire Preparedness Plan						
				Neighbourhood Safer Places - Places of Last Resort						
Dunnstown - 54034	Fire from grassland to north on high fire danger days	M		Strategic Fire Breaks	Likely	Minor	L		4	
				Fire Access Tracks & Roads						
Kryal Castle - 54228		L		Other Fuel Hazard Management (incl. grazing)	Unlikely	Minor			NA	
Mount Warrenheip Mobile Base Station - 54211		M		Routine Asset Site Maintenance	Likely	Minor			4	
Elaine - 54035	Fire from Nth on high danger days	H		Strategic Fire Breaks	Likely	Moderate	L		3A	
				Fire Access Tracks & Roads						
				Static Water Supply						
				Bushfire Preparedness Plan						
Gordon - 54029	Fire out of private bush to Nth	VH		Strategic Fire Breaks	Almost Certain	Moderate	M		2C	
				Fire Access Tracks & Roads						
				Community Information Guides						
				Neighbourhood Safer Places - Places of Last Resort						

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
Greendale - 54003		Fire spreading from neighbouring forested land from the Wombat State Forest from the Northwest or West.	E		Likely	Catastrophic	H		1B	
				Burn Programme				Fire Access Tracks & Roads		
				Strategic Fire Breaks				Static Water Supply		
				Fire Access Tracks & Roads						
				Fire Plug Installation & Maintenance						
				Bushfire Preparedness Plan						
				Priority Egress/Access Roads						
				Community Information Guides						
				Neighbourhood Safer Places - Places of Last Resort						
				Community Fire Refuge Roads						
Hopetoun Park - 54008		No threat from bushfire	VH		Likely	Major	M		2A	
				Fire Access Tracks & Roads						
Lal Lal - 54015		Fire from west or sth west from Lal Lal State Forest	E		Likely	Catastrophic	H		1B	
				Burn Programme						
				Fire Access Tracks & Roads						
				Community Information Guides						
Lal Lal PS - 54021			E		Likely	Catastrophic	M		1B	
				Operations Restrictions						
				Bushfire Preparedness Plan						
				Fire Plug Installation & Maintenance						
				Staff Fire Awareness Training						
Lal Lal Falls - 54601			L		Unlikely	Minor	L			
Long Forest - 54007			E		Likely	Catastrophic	H		1B	
				Burn Programme						
				Operations Restrictions						
				Fire Access Tracks & Roads						
				Priority Egress/Access Roads						
				Community Information Guides						
Mt Egerton - 54013		Fire from surrounding bush in nth west or sth west	VH		Likely	Major	M		2A	
				Burn Programme						
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
				Community Information Guides						
Mt Egerton PS - 54022			VH		Likely	Major	M		2A	
				Bushfire Preparedness Plan						
				Fire Plug Installation & Maintenance						
				Staff Fire Awareness Training						
Myrniong - 54005		Susceptible to fire running into grassland from Nth	H		Likely	Moderate	M		3A	
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
				Community Information Guides						
Wallace - 54032		Fire from Nth on high danger days	M		Likely	Minor	L		4	
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
Balliang East - 54051			VH		Likely	Major	M		2A	
				Fire Access Tracks & Roads						
Balliang East PS - 54020			E		Likely	Catastrophic	H		1B	
				Operations Restrictions						
				Bushfire Preparedness Plan						
				Fire Plug Installation & Maintenance						
				Staff Fire Awareness Training						
Barkstead - 54048		Fire spreading from neighbouring forested land from the Wombat State Forest from the Northwest, West or Southwest.	E		Likely	Catastrophic	H		1B	
				Burn Programme						
				Fire Access Tracks & Roads						
				Priority Egress/Access Roads						

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
Beremboke - 54045		Grass fire from north or fire out of Brisbane ranges to south west	E		Likely	Catastrohpic	H		1B	
				Burn Programme						
				Fire Access Tracks & Roads						
				Community Information Guides						
Camerons Road Camp - 54027			E		Almost Certain	Catastrohpic	M		1A	
				Bushfire Preparedness Plan						
Blakeville - 54047		Fire spreading from neighbouring forested land from the Wombat State Forest from the Northwest, West or Southwest.	E		Likely	Catastrohpic	H		1B	
				Burn Programme						
				Fire Access Tracks & Roads						
				Community Information Guides						
Coimadai - 54043			E		Likely	Catastrohpic	H		1B	
				Burn Programme						
				Fire Access Tracks & Roads						
				Static Water Supply						
				Priority Egress/Access Roads						
				Community Information Guides						
Coimadai PS - 54018			H		Likely	Moderate	M		3A	
				Operations Restrictions						
				Bushfire Preparedness Plan						
				Fire Plug Installation & Maintenance						
				Staff Fire Awareness Training						
Raymond Hader Hostel - 54040			VH		Likely	Catastrohpic	H		1B	
				Bushfire Preparedness Plan						
Gisborne Road - 54044			E		Likely	Catastrohpic	H		1B	
				Burn Programme						
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
				Priority Egress/Access Roads						
Korweinguboorra and Spargo Creek - 54049		Fire spreading from neighbouring forested land from the Wombat State Forest from the Northwest, West or Southwest.	E		Likely	Catastrohpic	H		1B	
				Burn Programme						Check out plantation issues
				Fire Access Tracks & Roads						
				Bushfire Preparedness Plan						
				Priority Egress/Access Roads						
				Community Information Guides						
Daylesford to Leonardshill 22KV Transmission Line - 54258			H		Almost Certain	Minor			3D	
				Operations Restrictions						
				Routine Asset Site Maintenance						
				Powerline Hazard Tree ID, Management & Reporting						
North Freeway / Gordon - 54046		Fire spreading from neighbouring forested land from the Wombat State Forest from the Northwest, West or Southwest.	E		Likely	Catastrohpic	H		1B	
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
				Community Information Guides						
				Burn Programme						
				Neighbourhood Safer Places - Places of Last Resort						
Morrisons - 54053		Fire out of plantations to north & nth east	VH		Likely	Major	H		2A	
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
				Burn Programme						
Mount Blackwood Road - 54042		Susceptible to fire from wombat state forest via ember attack running into grassland from Nth	E		Unlikely	Catastrohpic	H		1B	
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
Mount Blackwood Communications Tower - 54235			VH		Likely	Major			2A	
Mount Doran - 54050		Fire from North out of Lal Lal State Forest & adjacent private bush	E		Likely	Catastrophic	H		1B	
				Burn Programme						
				Fire Access Tracks & Roads						
Myrning WTP Work Station - 54055			H		Likely	Moderate	L		3A	
										Follow up - is it human settlement?
Pentland Hills - 54052			E		Almost Certain	Major	M		1C	
				Strategic Fire Breaks						
				Fire Access Tracks & Roads						
Rowsley and Glenmore - 54041		Impact from fire to north on high fire danger days & sth west	VH		Likely	Major	M		2A	
				Strategic Fire Breaks						
				Static Water Supply						
				Fire Access Tracks & Roads						
Lady Northcote Camp YMCA - 54024			E		Likely	Catastrophic	H		1B	
				Bushfire Preparedness Plan						
Burnbrae Lodge - 54025			VH		Likely	Major	H		2A	
				Bushfire Preparedness Plan						
Glen Park PS - 54057		Fire to north from grassland, possible ember attack from west	H		Likely	Moderate	M		3A	
				Bushfire Preparedness Plan						
				Fire Plug Installation & Maintenance						
				Staff Fire Awareness Training						
Narmbool Discovery Camp and Lodge - 54030			E		Likely	Catastrophic	H		1B	
				Bushfire Preparedness Plan						
Sunnystones Country Retreat - 54026			E		Likely	Catastrophic	H		1B	
				Bushfire Preparedness Plan						
Ararat Rail Line - 54225			VH		Almost Certain	Moderate			2C	
				Routine Asset Site Maintenance						
Bacchus Marsh City Gas Gate - 54206			L		Unlikely	Minor			NA	
				Routine Asset Site Maintenance						
Bacchus Marsh Gisborne Road - 54215			H		Almost Certain	Minor			3D	
				Multiple Fuel Management Regime						
Bacchus Marsh Airport - 54207			L		Unlikely	Minor			NA	
				Slashing Programme						
BATS-BETS 220KV Transmission Line - 54212			H		Likely	Moderate			3D	
				Routine Asset Site Maintenance						
				Operations Restrictions						
				Bushfire Preparedness Plan						
				Powerline Hazard Tree ID, Management & Reporting						
				Compliance Enforcement of Legislation						

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
BATS-TGTSTransmission Line - 54216			H	Routine Asset Site Maintenance Operations Restrictions Bushfire Preparedness Plan Powerline Hazard Tree ID, Management & Reporting Compliance Enforcement of Legislation	Likely	Moderate			3A	
Ballarat to Bacchus Marsh 66KV Transmission Line - 54203			VH	Routine Asset Site Maintenance Compliance Enforcement of Legislation Bushfire Preparedness Plan Operations Restrictions	Almost Certain	Moderate			2C	
Bacchus Marsh Zone Substation - 54201			VH	Operations Restrictions Routine Asset Site Maintenance	Almost Certain	Moderate			2C	
Ballan Channel - 54254			M	Routine Asset Site Maintenance	Likely	Minor			4	
Bolwarra Weir - 54231			L	Routine Asset Site Maintenance	Unlikely	Minor			NA	
Bostock Reservoir - 54232			H	Multiple Fuel Management Regime	Likely	Moderate			3A	
Bostock Channel - 54251			L	Routine Asset Site Maintenance	Unlikely	Minor			NA	
Brooklyn to Bacchus Marsh 66KV Transmission Line - 54202			VH	Routine Asset Site Maintenance Compliance Enforcement of Legislation Bushfire Preparedness Plan Operations Restrictions	Almost Certain	Moderate			2C	
Daylesford to Mollinghip 22KV Transmission Line - 54257			H	Routine Asset Site Maintenance Compliance Enforcement of Legislation Bushfire Preparedness Plan Operations Restrictions	Almost Certain	Minor			3D	
Djerriwarrh Reservoir - 54236			H	Multiple Fuel Management Regime	Likely	Moderate			3A	
Geelong Ballan Road - 54214			H	Multiple Fuel Management Regime Bushfire Preparedness Plan	Almost Certain	Minor			3D	
Geelong Rail Line - 54226			H	Other Fuel Hazard Management (incl. grazing)	Almost Certain	Minor			3D	
Korweinguboora Reservoir - 54230			H	Multiple Fuel Management Regime	Likely	Moderate			3A	
Lal Lal WTP - 54209			E	Multiple Fuel Management Regime	Almost Certain	Major			1C	
Merrimu Reservoir - 54237			H	Multiple Fuel Management Regime	Likely	Moderate			3A	
MLTS-BATS 220KV Transmission Line 1 - 54256			VH	Routine Asset Site Maintenance Operations Restrictions Bushfire Preparedness Plan Powerline Hazard Tree ID, Management & Reporting Compliance Enforcement of Legislation	Almost Certain	Moderate			2C	

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
MLTS-BATS 220KV Transmission Line2 - 54255			VH		Almost Certain	Moderate			2C	
				Routine Asset Site Maintenance						
				Operations Restrictions						
				Bushfire Preparedness Plan						
				Powerline Hazard Tree ID, Management & Reporting						
				Compliance Enforcement of Legislation						
Myrnoing WTP - 54240			H		Likely	Moderate			3A	
				Routine Asset Site Maintenance						
Myrnoing Trentham Road - 54213			H		Almost Certain	Minor			3D	
				Multiple Fuel Management Regime						
Parwan South RWP - 54249			H		Likely	Moderate			3A	
				Routine Asset Site Maintenance						
SYTS-MLTS 500KV Transmission Line 1 - 54223			H		Likely	Moderate			3A	
				Routine Asset Site Maintenance						
				Operations Restrictions						
				Bushfire Preparedness Plan						
				Powerline Hazard Tree ID, Management & Reporting						
				Compliance Enforcement of Legislation						
SYTS-MLTS 500KV Transmission Line 2 - 54224			H		Likely	Moderate			3A	
				Routine Asset Site Maintenance						
				Operations Restrictions						
				Bushfire Preparedness Plan						
				Powerline Hazard Tree ID, Management & Reporting						
				Compliance Enforcement of Legislation						
Wallace City Gas Gate - 54210			L		Unlikely	Minor			NA	
				Routine Asset Site Maintenance						
Western HWY - 54220			VH		Almost Certain	Moderate			2C	
				Bushfire Preparedness Plan						
				Slashing Programme						
Yankee Flat Road - 54217			H		Almost Certain	Minor			3D	
				Bushfire Preparedness Plan						
				Slashing Programme						
Hardwood Plantations - 54233			E		Almost Certain	Major			1C	
				Burn Programme						
				Other Fuel Hazard Management (incl. grazing)						
Softwood Plantations - 54234			E		Almost Certain	Major			1C	
				Burn Programme						
				Other Fuel Hazard Management (incl. grazing)						
Bourkes LN WPS - 54259			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
Pentland Hills WPS - 54260			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
Dicksons WT - 54261			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
Underbank Basin and WPS -54262			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
Maddingley WT - 54263			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
Barramundi DR SPS - 54264			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
The Avenue of Honour SPS - 54265			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
Hopetoun Park SPS - 54266			M		Likely	Minor			4	
				Routine Asset Site Maintenance						
Riverview DR SPS - 54267			M		Likely	Minor			4	
				Routine Asset Site Maintenance						

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
Parwan South WT - 54268			M	Routine Asset Site Maintenance	Likely	Minor			4	
Wilkie WT - 54269			M	Routine Asset Site Maintenance	Likely	Minor			4	
Gisborne RD WT - 54270			M	Routine Asset Site Maintenance	Likely	Minor			4	
Mt Blackwood RD WT - 54271			M	Routine Asset Site Maintenance	Likely	Minor			4	
Bences RD WT and WPS - 54272			M	Routine Asset Site Maintenance	Likely	Minor			4	
Dodemaide CRT WT - 54273			M	Routine Asset Site Maintenance	Likely	Minor			4	
Merrimu WPS - 54274			H	Routine Asset Site Maintenance	Likely	Moderate			3A	
Long Forest RD WT and WPS - 54275			M	Routine Asset Site Maintenance	Likely	Minor			4	
Poosum Trail Track SPS - 54276			M	Routine Asset Site Maintenance	Likely	Minor			4	
Browns WT - 54277			M	Routine Asset Site Maintenance	Likely	Minor			4	
St Andrews WAY SPS - 54278			M	Routine Asset Site Maintenance	Likely	Minor			4	
Swans RD WT and WPS - 54279			M	Routine Asset Site Maintenance	Likely	Minor			4	
Darley High Basin and WPS - 54280			M	Routine Asset Site Maintenance	Likely	Minor			4	
Mt Steiglitz Ballan Clear WPS - 54282			H	Routine Asset Site Maintenance	Likely	Moderate			3A	
AgriPac Grain Site - 54283			M	Routine Asset Site Maintenance	Likely	Minor			4	
Montagues Cold Storage - 54284			M	Routine Asset Site Maintenance	Likely	Minor			4	
Lady Northcote Rec Camp - 54602										
Greystones Homestead - 54603										
Blacksmiths Cottage/shop - 54604										
House 10 Gisborne Rd - 54605										
Bacchus Marsh Express - 54606										
House 6 Gisborne Rd - 54607										
Police Station and Old Lock Up - 54608										
Bacchus Marsh Courthouse - 54609										
Millbank - 54610										
Ellerslie - 54611										
The Manor House - 54612										
Ave of Honour - 54613										
Hopetoun Catholic Cemet - 54614										
Former Leahy's Residence - 54615										
Baker House - 54616										
Wheeler's Tramway - 54617										
Former Brinds Distillery - 54618										
Gordon Railway Stn - 54619										

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS			ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK			
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)					
Portland Flat Rd Bridge - 54620									
Rothbury - 54621									
Lal Lal iron mine & Smelting - 54622									
Rail Bridge and Embankment - 54623									
Aust Beam Wireless Transmitting Stn - 54624									
St Brendan's PS - 5450597			H	Likely	Moderate			3A	
Bungaree PS - 5450598			H	Likely	Moderate			3A	
Wallace and Dist Kinder - 5450599			H	Likely	Moderate			3A	
Gordon PS - 5450600			VH	Almost Certain	Moderate			2C	
Bacchus Marsh Grammar & OSHC - 5450602			H	Likely	Moderate			3A	
Bacchus Marsh Montessori Preschool - 5450611			H	Likely	Moderate			3A	
Myrning PS and OSHC - 5450617			H	Likely	Moderate			3A	
Lake Dewar loge YMCA - 5450618			H	Likely	Moderate			3A	
Ballan & Dist Preschool - 5450619			VH	Likely	Major			2A	
St Michaels PS Springbank - 5450623			H	Likely	Moderate			3A	
St Mary's School - Clarkes Hill - 5450624			H	Likely	Moderate			3A	
Barrys Reef Camp Site - 5452046			E	Likely	Catastrophic			1B	
Werribee Gorge - 5452126			E	Likely	Catastrophic			1B	
Myrning PS OSHC			H	Likely	Moderate			3A	
Pykes Creek Reservoir - 5451754			VH	Likely	Major			2A	
Merrimu Reservoir - 5451755			VH	Likely	Major			2A	
Pykes Creek Diversion Tunnel - 5451758			VH	Likely	Major			2A	
Moorabool SWSC - 5451770			VH	Likely	Major			2A	
Railway Weir - 5451949			L	Unlikely	Minor			NA	
Lerderderg Weir - 5452306			VH	Likely	Major			2A	
Goodmans Creek Diversion Weir - 5452307			VH	Likely	Major			2A	
Goodmans Creek Tunnel - 5452308			VH	Likely	Major			2A	
Ballan Weir - 5452309			H	Likely	Moderate			3A	
Lerderderg River Diversion Tunnel - 5452310			VH	Likely	Major			2A	
Pykes Ck Res Wkshop Office - 5452311			VH	Likely	Major			2A	
Bacchus Marsh Irrigation District Diversion - 5452312			VH	Likely	Major			2A	
Merrimu Reservoir Control Room - 5452321			VH	Likely	Major			2A	
Gordon Mobile Site - 5453102			M	Likely	Minor			4	

ASSET DESCRIPTION	& ID NUMBER	LIKELY SCENARIO	RISK RATING	EXISTING MULTI AGENCY TREATMENTS	LIKELIHOOD	CONSEQUENCE	RESIDUAL RISK	ADDITIONAL RECCOMENDED TREATMENTS	TREATMENT PRIORITY	ADDITIONAL RECCOMENDED TREATMENT COMMENTS
				Generic Treatments for all Human Settlement Building Code of Australia Community Education & Engagement Activities Community Education Programmes Compliance Enforcement of Legislation Fire Hazard Inspection Program & Issue of Notices Powerline Hazard Tree ID, Management & Reporting Public Awareness - Multi Media Communications Strategic Fire Breaks (Control Lines Only)						
Anthony's Cutting Mobile Site - 5453103			H		Likely	Moderate			3A	
Pentland Hills Bridge Mobile Site - 5453104			M		Likely	Minor			4	

APPENDIX A.2 - STRUCTURE FIRE RISK MANAGEMENT REGISTER

MOORABOOL SHIRE

VFRR ASSET CLASS

PROPOSED ASSET SUB CLASS

Human Settlement

RESIDENTIAL

High Density
Urban Living
Interface Living
Rural Living
Motels and Other Accommodation
Caravan Parks
Camps

PUBLIC ASSEMBLY

Entertainment, Leisure & conference Venues
Institutions
Hotels / Night Clubs

HEALTHCARE

Hospitals and Medical Centres
Special Care Facilities

Economic

COMMERCIAL & INDUSTRIAL

Retail/Business - joined or contiguous structures
Retail/Business - separate structures
Industrial
Infrastructure

Cultural Heritage

Heritage Listed and Locally Significant Structures

ASSET DESCRIPTION NUMBER & ID	LIKELY SCENARIO	LIKELIHOOD	CONSEQUENCE	RISK RATING	EXISTING TREATMENTS	ADDITIONAL TREATMENT RECOMMENDATIONS	TREATMENT PRIORITY	ADDITIONAL TREATMENT RECOMMENDATION COMMENTS
					Generic Treatments Smoke Alarms - for residential (as required) Community Education Programmes Public Awareness - Multi Media Communications National Construction Code - Building Code of Australia Compliance Enforcement of Legislation Hydrants/Fire Plugs Fire Services Response			
Urban Living - residential dwellings in urban areas	Fire starting within the residence	Almost Certain	Minor	H				
					JFAIP Program School Education Programmes			
Interface Living - rural/residential dwellings in interface areas <i>rural/residential dwellings in interface areas</i>	Fire starting within the residence and outbuildings	Almost Certain	Minor	H				
					JFAIP Program School Education Programmes			
Rural Living - dwellings and structures in rural areas <i>dwellings and structures in rural areas</i>	Fire starting within structures	Almost Certain	Minor	H				
					JFAIP Program School Education Programmes			
Motels and Other Accommodation - backpackers, guest houses, boarding houses, special accommodation including assisted accommodation	Fire starting within the building	Possible	Moderate	L				
					Monitored Fire Alarm Fire Sprinkler/Extinguisher Installation & Maintenance			
Caravan Parks	Fire starting within caravan or other buildings on site	Unlikely	Minor	L				
					Emergency Management Plans Caravan Park Fire Safety Guidelines Fire Fighting Equipment Installation & Maintenance			
Camps - school & scout camps	Fire starting within buildings	Possible	Moderate	M				
					Emergency Management Plans Fire Sprinkler/Extinguisher Installation & Maintenance Staff Fire Awareness Training			
Entertainment, Leisure & conference Venues - tourist parks, swimming pools, public halls (Council & DSE), sporting clubs, cinemas, gyms, performing art centres,	Fire starting within buildings	Possible	Major	H				
					Emergency Management Plans as required Fire Sprinkler/Extinguisher Installation & Maintenance Staff Fire Awareness Training as required CFA Brigade Pre Plans OHS Legislation Requirements			
Institutions - kindergartens & childcare facilities, primary, secondary & special schools, universities, neighbourhood houses, religious centres, government buildings, community group facilities	Fire starting within the building	Possible	Major	H				
					Monitored Fire Alarm JFAIP Program Staff Fire Awareness Training Fire Sprinkler/Extinguisher Installation & Maintenance CFA Brigade Pre Plans School Education Programmes OHS Legislation Requirements			

ASSET DESCRIPTION NUMBER & ID	LIKELY SCENARIO	LIKELIHOOD	CONSEQUENCE	RISK RATING	EXISTING TREATMENTS	ADDITIONAL TREATMENT RECOMMENDATIONS	TREATMENT PRIORITY	ADDITIONAL TREATMENT RECOMMENDATION COMMENTS
					Generic Treatments			
					Smoke Alarms - for residential (as required)			
					Community Education Programmes			
					Public Awareness - Multi Media Communications			
					National Construction Code - Building Code of Australia			
					Compliance Enforcement of Legislation			
					Hydrants/Fire Plugs			
					Fire Services Response			
Hotels / Night Clubs	Fire starting within the building	Possible	Major	H				
					Monitored Fire Alarm			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					Liquor Licensing Regulations			
					CFA Brigade Pre Plans			
					Staff Fire Awareness Training			
					Emergency Management Plans			
					OHS Legislation Requirements			
Institutions - kindergartens & childcare facilities, primary, secondary & special schools, universities, neighbourhood houses, religious centres, government buildings, community group facilities	Fire starting within the building	Possible	Major	H				
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			
					Staff Fire Awareness Training			
					DHS Accreditation			
					CFA Brigade Pre Plans			
Hospitals and Medical Centres	Minor Fire starting within the building	Possible	Moderate	M				
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			
					Staff Fire Awareness Training			
					DHS Accreditation			
Special Care Facilities - day care centres & nursing homes, hostels/hospices	Fire starting within the building	Possible	Moderate	M				
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			
					Compliance Enforcement of Legislation			
					Staff Fire Awareness Training			
Retail/Business - joined or contiguous structures - strip shopping areas & shopping centres	Fire starting within/spreading from adjoining building	Unlikely	Major	M				
					Monitored Fire Alarm			
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			
Retail/Business - separate structures	Fire starting within/spreading from adjoining building	Unlikely	Major	M				
					Monitored Fire Alarm			
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			

ASSET DESCRIPTION NUMBER & ID	LIKELY SCENARIO	LIKELIHOOD	CONSEQUENCE	RISK RATING	EXISTING TREATMENTS	ADDITIONAL TREATMENT RECOMMENDATIONS	TREATMENT PRIORITY	ADDITIONAL TREATMENT RECOMMENDATION COMMENTS
					Generic Treatments			
					Smoke Alarms - for residential (as required)			
					Community Education Programmes			
					Public Awareness - Multi Media Communications			
					National Construction Code - Building Code of Australia			
					Compliance Enforcement of Legislation			
					Hydrants/Fire Plugs			
					Fire Services Response			
Industrial - agricultural ,manufacturing, processing, quarries, freight and transport facilities, bulk storage facilities etc.	Fire starting within the building	Unlikely	Moderate	L				
					Monitored Fire Alarm			
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			
Infrastructure - minor infrastructure locations - comms, gas, power, sewerage, train station, airfields etc.	Fire starting within the building	Unlikely	Low	L				
					Monitored Fire Alarm			
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			
Critical Infrastructure - critical infrastructure locations - comms, water, gas, power, sewerage, train station, airport etc.	Fire starting within the building	Unlikely	Major	H				
					Monitored Fire Alarm			
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			
Heritage Listed and Locally Significant Structures	Fire starting within the building	Unlikely	Minor	L				
Refer to Heritage Overlay, National Trust and Heritage Victoria weblinks?					Staff Fire Awareness Training as required			
					Emergency Management Plans as required			
					Fire Sprinkler/Extinguisher Installation & Maintenance			
					CFA Brigade Pre Plans			

APPENDIX A.3 - HAZARDOUS MATERIALS INCIDENT RISK REGISTER

MOORABOOL SHIRE

VFRR ASSET CLASS

PROPOSED ASSET SUB CLASS

Human Settlement

RESIDENTIAL

High Density
Urban Living
Interface Living
Rural Living
Motels and Other Accommodation
Caravan Parks
Camps

PUBLIC ASSEMBLY

Entertainment, Leisure & conference Venues
Institutions
Hotels / Night Clubs

HEALTHCARE

Hospitals and Medical Centres
Special Care Facilities

Economic

COMMERCIAL & INDUSTRIAL

Retail/Business - joined or contiguous structures
Retail/Business - separate structures
Industrial
Infrastructure
Transport - rail, marine, road, air

Environmental

Flora & Fauna, Land, Water & Air Quality

Cultural Heritage

Heritage Listed and Locally Significant Structures

ASSET SUB CLASS & DEFINITION	LIKELY SCENARIO	LIKELIHOOD	CONSEQUENCE	RISK RATING	EXISTING TREATMENTS	ADDITIONAL TREATMENT RECOMMENDATIONS	TREATMENT PRIORITY	ADDITIONAL TREATMENT RECOMMENDATION COMMENTS
Urban Living - residential dwellings in urban areas	Chemical Spill	Likely	Insignificant	M	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			
Interface Living - rural/residential dwellings in interface areas	Chemical Spill	Likely	Insignificant	M	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			
Rural Living - dwellings and structures in rural areas	Chemical Spill	Likely	Moderate	H	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			
Motels and Other Accommodation - backpackers, guest houses, boarding houses, special accommodation including assisted accommodation	Chemical Spill	Unlikely	Low	L	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			
Caravan Parks	Chemical Spill	Rare	Low	L	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			
Camps - school & scout camps	Chemical Spill	Rare	Low	L	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			
Entertainment, Leisure & Conference Venues - tourist parks, public halls (Council & DEPI), sporting clubs, cinemas, gyms, performing art centres	Chemical Spill	Unlikely	Low	L	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			
Swimming Pools	Chemical Spill	Unlikely	Low	L	Staff Fire Awareness Training Emergency Management Plans Compliance Enforcement of Legislation CFA Brigade Pre Plans OH&S Legislations			

ASSET SUB CLASS & DEFINITION	LIKELY SCENARIO	LIKELIHOOD	CONSEQUENCE	RISK RATING	EXISTING TREATMENTS	ADDITIONAL TREATMENT RECOMMENDATIONS	TREATMENT PRIORITY	ADDITIONAL TREATMENT RECOMMENDATION COMMENTS
Institutions - kindergartens & childcare facilities, primary, secondary & special schools, universities, neighbourhood houses, religious centres, government buildings	Chemical Spill	Rare	Moderate	L				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Hotels	Chemical Spill	Unlikely	Low	L				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Hospitals and Medical Centres	Chemical Spill	Possible	Moderate	M				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Special Care Facilities - day care centres & nursing homes, hostels/hospices	Chemical Spill	Unlikely	Low	L				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Retail/Business - strip shopping areas, shopping centres & separate structures	Chemical Spill	Unlikely	Low	L				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Industrial - manufacturing, processing, quarries, mines etc.	Chemical Spill	Possible	Moderate	M				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			

ASSET SUB CLASS & DEFINITION	LIKELY SCENARIO	LIKELIHOOD	CONSEQUENCE	RISK RATING	EXISTING TREATMENTS	ADDITIONAL TREATMENT RECOMMENDATIONS	TREATMENT PRIORITY	ADDITIONAL TREATMENT RECOMMENDATION COMMENTS
Infrastructure - minor infrastructure locations - comms, water, gas, power, sewerage, train station, airport etc.	Chemical Spill	Likely	Low	H				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Critical Infrastructure - critical infrastructure locations - comms, water, gas, power, sewerage, train station, airport etc.	Chemical Spill	Rare	Major	M				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Transport - rail, marine, road, air	Chemical Spill	Likely	Major	VH				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Flora & Fauna, Land, Water & Air Quality	Chemical Spill	Likely	Major	VH				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			
Heritage Listed and Locally Significant Structures - refer to Heritage Overlay, National Trust and Heritage Victoria	Chemical Spill	Rare	Low	L				
					Staff Fire Awareness Training			
					Emergency Management Plans			
					Compliance Enforcement of Legislation			
					CFA Brigade Pre Plans			
					OH&S Legislations			

Multi Agency Work Plan

- B.1 Multi Agency Bushfire Asset Work Plan**
- B.2 Municipal Structure Fire Work Plan**
- B.3 Municipal Hazardous Materials Incident Work Plan**

APPENDIX B.1 - MULTI AGENCY BUSHFIRE WORK PLAN

MOORABOOL SHIRE

<u>VFRR ASSET CLASS</u>	<u>VFRR ASSET SUB CLASS</u>
Human Settlement	Residential
	Other
	Special Fire Protection
Economic	Agriculture
	Commercial
	Infrastructure
	Tourist and Recreational
	Mines
	Commerical Forests
	Drinking Water Catchments
Environmental	Locally Important
	Endangered
	Vulnerable
Cultural Heritage	Aboriginal Significance
	Non Indigenous
	Other

Human settlement localities are listed alphabetically from the VFRR asset sub class, with assets sorted geographically to the nearest locality where possible. Outer lying assets and municipal wide assets (infrastructure) are at the end of the work plan.

Agency Reporting Status Acronyms =		NC - Not Commenced	IP - In Progress	AR - Action Required (behind schedule but redeemable)	C - Completed	NAR - No Action Required					
DESCRIPTION & ASSET ID NUMBER	SOUTH WEST SPATIAL VISION MAP BOOK - MAP PAGE NUMBER	DELIVERABLE MULTI AGENCY TREATMENTS		TREATMENT DETAIL IN AGENCY PLAN ON WEBSITE	RESPONSIBLE AGENCY	2017-2018 Agency Report May 2018	COMMENTS	2018-2019 Agency Report May 2019	COMMENTS	2019-2020 Agency Report May 2020	COMMENTS
		TREATMENT DETAIL					2017 - 2018		2018 - 2019		2019 - 2020
Bacchus Marsh - 54038	6526	Strategic Fire Breaks	Bacchus Marsh-Balliang Rd - Refer to Appendix E.2 Western Fwy - Refer to Appendix E.2	Council VicRoads							
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO) Inspection of tracks in area	Council DELWP/FFMvic							
Pentland PS - 54019	6526	Bushfire Preparedness Plan	School Bushfire Protection Project: Bushfire attack level assessments undertaken Emergency and Evacuation plans in place	DET DET							
		Fire Plug Installation & Maintenance	Regular inspection of fire plugs	DET							
		Staff Fire Awareness Training	Evacuation Drills	DET							
Bald Hill Communications Tower - 54227	6526	Multiple Fuel Management Regime		Owner							
		Routine Asset Site Maintenance		Owner							
Dickie Street SPS - 54245	6526	Slashing Programme		Western Water							
Grant Street SPS - 54247	6526	Slashing Programme		Western Water							
Lerderberg Park Road WPS - 54242	6526	Slashing Programme		Western Water							
Masons Lane SPS - 54244	6526	Slashing Programme		Western Water							
Mc Grath Street SPS - 54246	6526	Slashing Programme		Western Water							
Riverbend Drive SPS - 54243	6526	Slashing Programme		Western Water							
Stamford Hill Tank and WPS - 54239	6526	Slashing Programme		Western Water							
Station Street SPS - 54238	6526	Slashing Programme		Western Water							
Vance CI SPS - 54241	6526	Slashing Programme		Western Water							
Bacchus Marsh CDB - 54056	6526	Fire Plug Installation & Maintenance	Brigade inspection fire plugs in area	CFA							
		Strategic Fire Breaks	Western Fwy - Refer to Appendix E.2	VicRoads							
Ballan - 54031	6440, 6524	Slashing Programme	Midlands Fire Operations Plan	DELWP/FFMvic							
		Strategic Fire Breaks	Stone Hut Lane & Ballan-Greendale Rd - Refer to Appendix E.2	Council							
		Fire Access Tracks & Roads	Western Fwy & Geelong-Ballan Rd - Refer to Appendix E.2	VicRoads							
		Routine Asset Site Maintenance	Inspection of tracks in area (MFPO)	Council							
Ballan City Gas Gate - 54208	6524										
Blackwood and Barry/ Simmons Reef - 54004	6357										

		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Fire Plug Installation & Maintenance	Inspection fire plugs in area		CHW					
		Bushfire Preparedness Plan	Assisted preparation of personal preparedness plans for vulnerable people (including emergency and rediplans)		Council					
		Priority Egress/Access Roads	Greendale -Trentham Road - Refer to Appendix E.2		VicRoads					
		Community Information Guides	Greendale -Trentham Road - Refer to Appendix E.2		Powercor					
		Slashing Programme	CIG developed for Blackwood area	Link	CFA					
			Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Community Fire Refuge Roads	Greendale-Trentham Rd - Refer to Appendix E.3		VicRoads					
			All Community Fire Refuge Roads (except Greendale-Trentham Rd) within Moorabool Shire - Refer to Appendix E.3		EMV State Govt					
Blackwood Mineral Springs Caravan Park - 54023	6441									
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Blackwood Special School Camp - 54028	6441									
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Blackwood Mobile Base Station - 54205	6441									
		Routine Asset Site Maintenance			Owner					
		Powerline Hazard Tree ID, Management & Reporting			Owner					
Blackwood WTP - 54204	6357									
		Multiple Fuel Management Regime			Owner					
Blue Mountain Communications and FireTower - 54229	6357									
		Other Fuel Hazard Management (incl. grazing)			Owner					
		Routine Asset Site Maintenance			Owner					
		Powerline Hazard Tree ID, Management & Reporting			Owner					
Bungaree - 54033	6438									
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Dales Creek - 54002	6441									
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Strategic Fire Breaks	Mt Blackwood Rd - Refer to Appendix E.2		Council					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
			Inspection of tracks in area		DELWP/FFMvic					
		Bushfire Preparedness Plan	Assisted preparation of personal preparedness plans for vulnerable people (including emergency and rediplans)		Council					
		Priority Egress/Access Roads	Greendale -Trentham Road - Refer to Appendix E.2		VicRoads					
			Greendale -Trentham Road - Refer to Appendix E.2		Powercor					
		Community Information Guides	CIG developed for Greendale & Dales Creek area	Link	CFA					
		Neighbourhood Safer Places - Places of Last Resort	Designated and maintained PLR -NSP at Greendale Egans Reserve - Greendale-Ballan Rd (entry via Bradys Lane).	Link	Council					
		Community Fire Refuge Roads	Myrniong-Trentham Rd - Refer to Appendix E.2		Pilot Project Team					
Darley North - 54054	6526									

		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Slashing Programme			DELWP/FFMvic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Community Information Guides	Inspection of tracks in area		DEDJTR					
		Bushfire Preparedness Plan	CIG developed for Darley area	Link	CFA					
		Neighbourhood Safer Places - Places of Last Resort	Assisted preparation of personal preparedness plans for vulnerable people (including emergency and rediplans)		Council					
Dunnstown - 54034	6438		Designated and maintained PLR -NSP at Darley Civic and Community Hub - Wittick St (opposite Lewis St)	Link	Council					
		Strategic Fire Breaks	Old Melbourne Rd - Refer to Appendix E.2		Council					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Kryal Castle - 54228	6438									
		Other Fuel Hazard Management (incl. grazing)			Owner					
Mount Warrenheip Mobile Base Station - 54211	6438									
		Routine Asset Site Maintenance			Owner					
Elaine - 54035	6604									
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Static Water Supply	Inspection of tracks in area		DELWP/FFMvic					
		Bushfire Preparedness Plan	Elaine Fire Shed		CFA					
Gordon - 54029	6439		Plantation Owners Plans		PV					
		Strategic Fire Breaks	Corbetts Rd & Gordon-Egerton Rd - Refer to Appendix E.2		Council					
		Fire Access Tracks & Roads	Western Fwy - Refer to Appendix E.2		VicRoads					
		Community Information Guides	Inspection of tracks in area (MFPO)		Council					
		Neighbourhood Safer Places - Places of Last Resort	CIG developed for Gordon area	Link	CFA					
Greendale - 54003	6441		Designated and maintained PLR -NSP at Gordo Community Hall - Main St (opposite Russell St)	Link	Council					
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Strategic Fire Breaks	Ballan-Greendale Rd - Refer to Appendix E.2		Council					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Fire Plug Installation & Maintenance	Inspection of tracks in area		DELWP/FFMvic					
		Bushfire Preparedness Plan	Brigade inspection fire plugs in area		CHW					
		Priority Egress/Access Roads	Assisted preparation of personal preparedness plans for vulnerable people (including emergency and rediplans)		Council					
		Community Information Guides	Greendale -Trentham Road - Refer to Appendix E.2		VicRoads					
		Neighbourhood Safer Places - Places of Last Resort	Greendale -Trentham Road - Refer to Appendix E.2		Powercor					
		Community Fire Refuge Roads	CIG developed for Greendale & Dales Creek area	Link	CFA					
Hopetoun Park - 54008	6526, 6527		Designated and maintained PLR -NSP at Greendale Egans Reserve - Greendale-Ballan Rd (entry via Bradys Lane).	Link	Council					
Lal Lal - 54015	6522		Myrniong-Trentham Rd - Refer to Appendix E.2		VicRoads					

		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Community Information Guides	Inspection of tracks in area		DELWP/FFMvic					
		Community Information Guides	CIG developed for Lal Lal area	Link	CFA					
Lal Lal PS - 54021	6522	Operations Restrictions	Closed on Code Red days	Link	DET					
		Bushfire Preparedness Plan	School Bushfire Protection Project: Bushfire attack level assessments undertaken		DET					
		Fire Plug Installation & Maintenance	Emergency and Evacuation plans in place		DET					
		Staff Fire Awareness Training	Regular inspection of fire plugs		DET					
		Staff Fire Awareness Training	Evacuation Drills		DET					
Lal Lal Falls - 54601	6522									
Long Forest - 54007	6527, 6526									
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Operations Restrictions	Reduced use of machinery etc. on TFB days		CFA					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Priority Egress/Access Roads	Long Forest Road - Refer to Appendix E.2		Council					
		Community Information Guides	CIG developed for Long Forest area	Link	CFA					
Mt Egerton - 54013	6523									
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Strategic Fire Breaks	Gordon-Egerton Rd & Yendon-Egerton Rd - Refer to Appendix E.2		Council					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Community Information Guides	CIG developed for Mount Egerton area	Link	CFA					
Mt Egerton PS - 54022	6523									
		Bushfire Preparedness Plan	School Bushfire Protection Project: Bushfire attack level assessments undertaken		DET					
		Fire Plug Installation & Maintenance	Emergency and Evacuation plans in place		DET					
		Staff Fire Awareness Training	Regular inspection of fire plugs & hydrants on school grounds		DET					
		Staff Fire Awareness Training	Evacuation Drills		DET					
Myrniong - 54005	6525									
		Strategic Fire Breaks	Mt Blackwood Rd - Refer to Appendix E.2		Council					
			Western Fwy - Refer to Appendix E.2		VicRoads					

		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Wallace - 54032	6438	Community Information Guides	CIG developed for Myrning area	Link	CFA					
		Strategic Fire Breaks	Western Fwy - Refer to Appendix E.2		VicRoads					
Balliang East - 54051	6608	Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Balliang East PS - 54020	6608	Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Operations Restrictions	Closed on Code Red days	Link	DET					
		Bushfire Preparedness Plan	School Bushfire Protection Project: Bushfire attack level assessments undertaken		DET					
		Fire Plug Installation & Maintenance	Emergency and Evacuation plans in place		DET					
		Staff Fire Awareness Training	Regular inspection of fire plugs		DET					
			Evacuation Drills		DET					
Barkstead - 54048	6355, 6439									
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMVic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Beremboke - 54045	6606	Priority Egress/Access Roads	Ballan-Daylesford Road		VicRoads					
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMVic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Camerons Road Camp - 54027	6606, 6607	Community Information Guides	CIG developed Beremboke & Mount Wallace area	Link	CFA					
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Blakeville - 54047	6440									
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMVic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Coimadal - 54043	6526	Community Information Guides	CIG developed for Korweinguboor, Blakeville & Spargo Creek area	Link	CFA					

		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Static Water Supply	Cameron's Road Coimadai		CFA					
		Priority Egress/Access Roads	Cameron's Rd, Russells Rd & Seerey's Track - Refer to Appendix E.2		Council					
		Community Information Guides	CIG developed for Coimadi area	Link	CFA					
Coimadai PS - 54018	6526									
		Operations Restrictions	Closed on Code Red days	Link	DET					
		Bushfire Preparedness Plan	School Bushfire Protection Project: Bushfire attack level assessments undertaken		DET					
		Fire Plug Installation & Maintenance	Emergency and Evacuation plans in place		DET					
		Staff Fire Awareness Training	Regular inspection of fire plugs		DET					
Raymond Hader Hostel - 54040	6442									
		Bushfire Preparedness Plan	Evacuation Drills		DET					
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Gisborne Road - 54044	6526, 6442									
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Strategic Fire Breaks	Western Fwy & Ballan-Daylesford Rd - Appendix E.2		VicRoads					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Priority Egress/Access Roads	Gisborne Road - Refer to Appendix E.2		Council					
Korweinguboora and Spargo Creek - 54049	6355									
		Burn Programme	Midlands Fire Operations Plan	Link	DELWP/FFMvic					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Bushfire Preparedness Plan	Assisted preparation of personal preparedness plans for vulnerable people (including emergency and rediplans)		Council					
		Priority Egress/Access Roads	Ballan-Daylesford Road - Refer to Appendix E.2		VicRoads					
		Community Information Guides	CIG developed for Korweinguboor, Blakeville & Spargo Creek area	Link	CFA					
Daylesford to Leonardshill 22KV Transmission Line - 54258	6439									
		Operations Restrictions			Powercor					
		Routine Asset Site Maintenance			Powercor					
		Powerline Hazard Tree ID, Management & Reporting			Powercor					

North Freeway / Gordon - 54046	6439									
		Strategic Fire Breaks	Springbank Rd & Moorabool West Rd - Refer to Appendix E.2		Council					
			Western Fwy - Appendix E.2		VicRoads					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
		Community Information Guides	CIG developed for Gordon area		Link CFA					
		Burn Programme	FOPS plan		Link DELWP/FFMvic					
		Neighbourhood Safer Places - Places of Last Resort	Designated and maintained PLR -NSP at Gordo Community Hall - Main St (opposite Russell St)		Link Council					
Morrison's - 54053	6605									
		Strategic Fire Breaks	Elaine-Morrison's Rd & Ballan-Meredith Rd - Refer to Appendix E.2		Council					
			Inspection of tracks in area (MFPO)		Council					
		Fire Access Tracks & Roads	Inspection of tracks in area		DELWP/FFMvic					
		Burn Programme	Midlands Fire Operations Plan		Link DELWP/FFMvic					
Mount Blackwood Road - 54042	6441									
		Strategic Fire Breaks	Mt Blackwood Rd - Refer to Appendix E.2		Council					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Mount Blackwood Communications Tower - 54235	6441									
Mount Doran - 54050	6522, 6604, 6523									
		Burn Programme	Midlands Fire Operations Plan		Link DELWP/FFMvic					
		Fire Access Tracks & Roads	Inspection of tracks in area		DELWP/FFMvic					
			Inspection of tracks in area (MFPO)		Council					
Myrning WTP Work Station - 54055	6525									
Pentland Hills - 54052	6525									
		Strategic Fire Breaks	Western Fwy - Refer to Appendix E.2		VicRoads					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Rowsley and Glenmore - 54041	6525									
		Strategic Fire Breaks	Glenmore Rd - Refer to Appendix E.2		Council					
		Static Water Supply	Rowsley Valley		CFA					
		Fire Access Tracks & Roads	Inspection of tracks in area (MFPO)		Council					
Lady Northcote Camp YMCA - 54024	6525									
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Burnbrae Lodge - 54025	6525									
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Glen Park PS - 54057	6436									
		Bushfire Preparedness Plan	School Bushfire Protection Project: Bushfire attack level assessments undertaken		DET					
			Emergency and Evacuation plans in place		DET					
		Fire Plug Installation & Maintenance	Regular inspection of fire plugs		DET					
		Staff Fire Awareness Training	Evacuation Drills		DET					
Narmbool Discovery Camp and Lodge - 54030	6522									
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Sunnystones Country Retreat - 54026	6526									
		Bushfire Preparedness Plan	Emergency Management Plan developed		Owner					
Ararat Rail Line - 54225	6526, 6525, 6524, 6440, 6439, 6438, 6522, 6436									
		Routine Asset Site Maintenance			Owner					
Bacchus Marsh City Gas Gate - 54206	6526									
		Routine Asset Site Maintenance			Owner					
Bacchus Marsh Gisborne Road - 54215	6526, 6442									
		Multiple Fuel Management Regime			Owner					

Bacchus Marsh Airport - 54207	6526										
		Slashing Programme		Owner							
BATS-BETS 220KV Transmission Line - 54212	6438										
		Routine Asset Site Maintenance	Routine patrol, maintenance & repairs of assets	SP Ausnet							
		Operations Restrictions	On TFB Days - risk assessment of all construction & maintenance works	SP Ausnet							
		Bushfire Preparedness Plan	SP AusNet Integrated Response & Contingency Systems	SP Ausnet							
		Powerline Hazard Tree ID, Management & Reporting	Patrol all easements, cut vegetation & maintain access tracks	SP Ausnet							
		Compliance Enforcement of Legislation	Inspection & maintenance to comply with legislative requirements	SP Ausnet							
BATS-TGTSTransmission Line - 54216	6436, 6520										
		Routine Asset Site Maintenance	Routine patrol, maintenance & repairs of assets	SP Ausnet							
		Operations Restrictions	On TFB Days - risk assessment of all construction & maintenance works	SP Ausnet							
		Bushfire Preparedness Plan	SP AusNet Integrated Response & Contingency Systems	SP Ausnet							
		Powerline Hazard Tree ID, Management & Reporting	Patrol all easements, cut vegetation & maintain access tracks	SP Ausnet							
		Compliance Enforcement of Legislation	Inspection & maintenance to comply with legislative requirements	SP Ausnet							
Ballarat to Bacchus Marsh 66KV Transmission Line - 54203	6526										
		Routine Asset Site Maintenance	Inspections, reporting & repairs for powerline assets in line with policies & procedures	PowerCor							
		Compliance Enforcement of Legislation	Inspections & maintenance to comply with legislative requirements	PowerCor							
		Bushfire Preparedness Plan	Powercor's Event Command Organisation Manual - emergency management response procedures	PowerCor							
		Operations Restrictions	Powercor's TFB Day Action Plan - bushfire mitigation strategies	PowerCor							
Bacchus Marsh Zone Substation - 54201	6526										
		Operations Restrictions		Owner							
		Routine Asset Site Maintenance		Owner							
Ballan Channel - 54252	6524, 6606										
		Routine Asset Site Maintenance		Barwon Water							
Ballan Channel - 54254	6524										
		Routine Asset Site Maintenance		Barwon Water							
Bolwarra Weir - 54231	6440										
		Routine Asset Site Maintenance		Barwon Water							
Bostock Reservoir - 54232	6524										
		Multiple Fuel Management Regime		Barwon Water							
Bostock Channel - 54251	6524										
		Routine Asset Site Maintenance		Barwon Water							
Bostock Channel - 54253	6524										
		Routine Asset Site Maintenance		Barwon Water							
Brooklyn to Bacchus Marsh 66KV Transmission Line - 54202	6608										
		Routine Asset Site Maintenance	Inspections, reporting & repairs for powerline assets in line with policies & procedures	PowerCor							
		Compliance Enforcement of Legislation	Inspections & maintenance to comply with legislative requirements	PowerCor							
		Bushfire Preparedness Plan	Powercor's Event Command Organisation Manual - emergency management response procedures	PowerCor							
		Operations Restrictions	Powercor's TFB Day Action Plan - bushfire mitigation strategies	PowerCor							
Daylesford to Mollinghip 22KV Transmission Line - 54257	6438										
		Routine Asset Site Maintenance	Inspections, reporting & repairs for powerline assets in line with policies & procedures	PowerCor							
		Compliance Enforcement of Legislation	Inspections & maintenance to comply with legislative requirements	PowerCor							
		Bushfire Preparedness Plan	Powercor's Event Command Organisation Manual - emergency management response procedures	PowerCor							
		Operations Restrictions	Powercor's TFB Day Action Plan - bushfire mitigation strategies	PowerCor							
Djerriwarrh Reservoir - 54236	6443										
		Multiple Fuel Management Regime		Western Water							
Geelong Ballan Road - 54214	6524										
		Multiple Fuel Management Regime		Owner							
		Bushfire Preparedness Plan		Owner							
Geelong Rail Line - 54226	6522										
		Other Fuel Hazard Management (incl. grazing)		Owner							
Korweinguboora Reservoir - 54230	6439										
		Multiple Fuel Management Regime		Barwon Water							
Lal Lal WTP - 54209	6523										
		Multiple Fuel Management Regime		Owner							
Merrimu Reservoir - 54237	6526										
		Multiple Fuel Management Regime		Owner							
MLTS-BATS 220KV Transmission Line 1 - 54256	6522, 6604, 6605										
		Routine Asset Site Maintenance	Routine patrol, maintenance & repairs of assets	SP Ausnet							
		Operations Restrictions	On TFB Days - risk assessment of all construction & maintenance works	SP Ausnet							

		Bushfire Preparedness Plan	SP AusNet Integrated Response & Contingency Systems	SP Ausnet						
		Powerline Hazard Tree ID, Management & Reporting	Patrol all easements, cut vegetation & maintain access tracks	SP Ausnet						
		Compliance Enforcement of Legislation	Inspection & maintenance to comply with legislative requirements	SP Ausnet						
MLTS-BATS 220KV Transmission Line2 - 54255	6522, 6520									
		Routine Asset Site Maintenance	Routine patrol, maintenance & repairs of assets	SP Ausnet						
		Operations Restrictions	On TFB Days - risk assessment of all construction & maintenance works	SP Ausnet						
		Bushfire Preparedness Plan	SP AusNet Integrated Response & Contingency Systems	SP Ausnet						
		Powerline Hazard Tree ID, Management & Reporting	Patrol all easements, cut vegetation & maintain access tracks	SP Ausnet						
		Compliance Enforcement of Legislation	Inspection & maintenance to comply with legislative requirements	SP Ausnet						
Myrnoing WTP - 54240	6525									
		Routine Asset Site Maintenance		Western Water						
Myrnoing Trentham Road - 54213	6525, 6441, 6356									
		Multiple Fuel Management Regime		Owner						
Pykes Creek Reservoir - 54248	6441, 6525									
		Multiple Fuel Management Regime		Owner						
Parwan South RWP - 54249	6526									
		Routine Asset Site Maintenance		Western Water						
SYTS-MLTS 500KV Transmission Line 1 - 54223	6608									
		Routine Asset Site Maintenance	Routine patrol, maintenance & repairs of assets	SP Ausnet						
		Operations Restrictions	On TFB Days - risk assessment of all construction & maintenance works	SP Ausnet						
		Bushfire Preparedness Plan	SP AusNet Integrated Response & Contingency Systems	SP Ausnet						
		Powerline Hazard Tree ID, Management & Reporting	Patrol all easements, cut vegetation & maintain access tracks	SP Ausnet						
		Compliance Enforcement of Legislation	Inspection & maintenance to comply with legislative requirements	SP Ausnet						
SYTS-MLTS 500KV Transmission Line 2 - 54224	6608									
		Routine Asset Site Maintenance	Routine patrol, maintenance & repairs of assets	SP Ausnet						
		Operations Restrictions	On TFB Days - risk assessment of all construction & maintenance works	SP Ausnet						
		Bushfire Preparedness Plan	SP AusNet Integrated Response & Contingency Systems	SP Ausnet						
		Powerline Hazard Tree ID, Management & Reporting	Patrol all easements, cut vegetation & maintain access tracks	SP Ausnet						
		Compliance Enforcement of Legislation	Inspection & maintenance to comply with legislative requirements	SP Ausnet						
Wallace City Gas Gate - 54210	6438									
		Routine Asset Site Maintenance		Owner						
Western HWY - 54220	6526, 6525, 6440, 6439, 6438									
		Bushfire Preparedness Plan		Owner						
		Slashing Programme		Owner						
Yankee Flat Road - 54217	6436, 6520									
		Bushfire Preparedness Plan		Owner						
		Slashing Programme		Owner						
Hardwood Plantations - 54233	6439									
		Burn Programme		Owner						
		Other Fuel Hazard Management (incl. grazing)		Owner						
Softwood Plantations - 54234	6439									
		Burn Programme		Owner						
		Other Fuel Hazard Management (incl. grazing)		Owner						
Morrabool SWSC - 54200	?									
		Routine Asset Site Maintenance		Barwon Water						
Bourkes LN WPS - 54259				Western Water						
		Routine Asset Site Maintenance								
Pentland Hills WPS - 54260				Western Water						
		Routine Asset Site Maintenance								
Dicksons WT - 54261				Western Water						
		Routine Asset Site Maintenance								
Underbank Basin and WPS -54262				Western Water						
		Routine Asset Site Maintenance								
Maddingley WT - 54263				Western Water						
		Routine Asset Site Maintenance								
Barramundi DR SPS - 54264				Western Water						
		Routine Asset Site Maintenance								
The Avenue of Honour SPS - 54265				Western Water						
		Routine Asset Site Maintenance								
Hopetoun Park SPS - 54266				Western Water						
		Routine Asset Site Maintenance								
Riverview DR SPS - 54267				Western Water						
		Routine Asset Site Maintenance								
Parwan South WT - 54268				Western Water						
		Routine Asset Site Maintenance								
Wilkie WT - 54269				Western Water						
		Routine Asset Site Maintenance								
Gisborne RD WT - 54270				Western Water						
		Routine Asset Site Maintenance								
Mt Blackwood RD WT - 54271				Western Water						
		Routine Asset Site Maintenance								

Bences RD WT and WPS - 54272				Western Water							
		Routine Asset Site Maintenance									
Dodemaide CRT WT - 54273				Western Water							
		Routine Asset Site Maintenance									
Merrimu WPS - 54274				Western Water							
		Routine Asset Site Maintenance									
Long Forest RD WT and WPS - 54275				Western Water							
		Routine Asset Site Maintenance									
Poosum Trail Track SPS - 54276				Western Water							
		Routine Asset Site Maintenance									
Browns WT - 54277				Western Water							
		Routine Asset Site Maintenance									
St Andrews WAY SPS - 54278				Western Water							
		Routine Asset Site Maintenance									
Swans RD WT and WPS - 54279				Western Water							
		Routine Asset Site Maintenance									
Darley High Basin and WPS - 54280				Western Water							
		Routine Asset Site Maintenance									
Darley Low Basin and WPS - 54281				Western Water							
		Routine Asset Site Maintenance									
Mt Steiglitz Ballan Clear WPS - 54282				Central Highlands Water							
St Brendan's PS - 5450597											
Bungaree PS - 5450598											
Wallace and Dist Kinder - 5450599											
Gordon PS - 5450600											
Bacchus Marsh Grammar & OSHC - 5450602											
Bacchus Marsh Montessori Preschool - 5450611											
Myrniong PS and OSHC - 5450617											
Lake Dewar loge YMCA - 5450618											
Ballan & Dist Preschool - 5450619											
St Michaels PS Springbank - 5450623											
St Mary's School - Clarkes Hill - 5450624											
Barrys Reef Camp Site - 5452046											
Werribee Gorge - 5452126											
Myrniong PS OSHC											
Pykes Creek Reservoir - 5451754											
Merrimu Reservoir - 5451755											
Pykes Creek Diversion Tunnel - 5451758											
Moorabool SWSC - 5451770											
Railway Weir - 5451949											
Lerderderg Weir - 5452306											
Goodmans Creek Diversion Weir - 5452307											
Goodmans Creek Tunnel - 5452308											
Ballan Weir - 5452309											
Lerderderg River Diversion Tunnel - 5452310											
Pykes CK Res Wkshop Office - 5452311											
Bacchus Marsh Irrigation District Diversion - 5452312											

Merrimu Reservoir Control Room - 5452321															
Gordon Mobile Site - 5453102															
Anthony's Cutting Mobile Site - 5453103															
Pentland Hills Bridge Mobile Site - 5453104															
Lady Northcote Rec Camp - 54602															
Greystones Homestead - 54603															
Blacksmiths Cottage/shop - 54604															
House 10 Gisborne Rd - 54605															
Bacchus Marsh Express - 54606															
House 6 Gisborne Rd - 54607															
Police Station and Old Lock Up - 54608															
Bacchus Marsh Courthouse - 54609															
Millbank - 54610															
Ellerslie - 54611															
The Manor House - 54612															
Ave of Honour - 54613															
Hopetoun Catholic Cemet - 54614															
Former Leahy's Residence - 54615															
Baker House - 54616															
Wheeler's Tramway - 54617															
Former Brinds Distillery - 54618															
Gordon Railway Stn - 54619															
Portland Flat Rd Bridge - 54620															
Rothbury - 54621															
Lal Lal iron mine & Smelting - 54622															
Rail Bridge and Embankment - 54623															
Aust Beam Wireless Transmitting Stn - 54624															

APPENDIX B.2 - MULTI AGENCY STRUCTURE FIRE WORK PLAN

MOORABOOL SHIRE

VFRR ASSET CLASS

PROPOSED ASSET SUB CLASS

Human Settlement

RESIDENTIAL

High Density
Urban
Interface Living
Rural
Short Term Accomodation

PUBLIC ASSEMBLY

Entertainment & Leisure Venues
Institutions

HEALTHCARE

Hospitals
Nursing Homes
Special Accomodation
Day Care Centres
Hostels/Hospices

VFRR ASSET CLASS

PROPOSED ASSET SUB CLASS

Economic

COMMERCIAL & INDUSTRIAL

Business Centres
Shopping Centres
Industrial Complexes

AGRICULTURAL & FARMING

Agricultural & Farming

TRANSPORT

Road
Rail
Marine
Air

Environmental

Eco Tourism Venues
Flora Parks & Reserves
Fauna Parks & Reserves

Cultural Heritage

Indigenous Structures
Heritage Listed Structures
Locally Significant Structures

TREATMENT DELIVER YEARS MARKD WITH X

DESCRIPTION & ASSET ID NUMBER	DELIVERABLE MULTI AGENCY TREATMENTS	DETAIL	RESPONSIBLE AGENCY	TREATMENT DELIVER YEARS MARKD WITH X						COMMENTS
				2017-18 COMPLETED Y/N	ADJUSTMENT NEEDED Y/N	2018-19 COMPLETED Y/N	ADJUSTMENT NEEDED Y/N	2019-2020 COMPLETED Y/N	ADJUSTMENT NEEDED Y/N	
Municipal Wide	Check the status of fire prevention/ emergency management plans for Council owned and other buildings and assist managers/trustees to prepare and maintain emergency management plans.		Council/CFA							
	Conduct fire safety inspections of high risk buildings, as identified by MFPC, CFA or MBS to address life safety issues and maintenance of essential services.		Council							
	Implement Community Safety Winter campaign.		CFA							
	Inspect fire hydrants regularly to ensure their serviceability.		CFA							
	Implement the provisions of the Wildfire Management Overlay in the Moorabool Shire Planning Scheme when assessing planning applications.		Council							
	Review the WMO in the Moorabool Shire Planning Scheme.		Council							
	Provide regular inspections of Caravan Parks and support Park owners and managers to complete Emergency Management Plans and promote fire safety.		Council							
	Community Education through a combination of media campaigns, signage and programs such as Isolated Elderly, Home Fire Safety, Fire Ready Victoria to achieve fire prevention, preparedness for structure fires and wildfires. Special focus to include farming practices, rural life stylers and weekenders. This includes provision of "On the land" booklets to new residents.		Council/CFA							
	Promote the use and maintenance of smoke alarms.		CFA							
	Provide advice to requests for assistance on Emergency Management Planning and fire safety matters.		CFA							

APPENDIX B.3 - MULTI AGENCY HAZARDOUS MATERIALS WORK PLAN

MOORABOOL SHIRE

<u>VFRR ASSET CLASS</u>	<u>PROPOSED ASSET SUB CLASS</u>	
Human Settlement	Residential	
	Public Assembly	
	Health Care	
Economic	COMMERCIAL & INDUSTRIAL	
	Business Centres	
	Shopping Centres	
	Industrial Complexes	
	AGRICULTURAL & FARMING	
	Agricultural & Farming	
	TRANSPORT	
	Road	
	Rail	
	Marine	
	Air	
	Environmental	Fauna
		Flora
Land		
Marine		
Cultural Heritage	Illegal Laboratories	
	Cultural Practices	

TREATMENT DELIVER YEARS MARKD WITH X

DESCRIPTION & ASSET ID NUMBER	DELIVERABLE MULTI AGENCY TREATMENTS	DETAIL	RESPONSIBLE AGENCY	TREATMENT DELIVER YEARS MARKD WITH X						COMMENTS
				2017-18 COMPLETED Y/N	ADJUSTMENT NEEDED Y/N	2018-19 COMPLETED Y/N	ADJUSTMENT NEEDED Y/N	2019-20 COMPLETED Y/N	ADJUSTMENT NEEDED Y/N	
Municipal Wide	Provide advice on fire safety and emergency management as required under the Dangerous Goods Regulations 2011.		CFA							

C.1 Hazard Trees Identification and Notification Procedures

Appendix C.1 - Hazard Trees Identification and Notification Procedures

Procedures for Identification and Notification of Hazard Trees

Section 86 B of the *Electricity Safety Act 1998* (Victoria) (ES Act) provides that a council must identify within its Municipal Fire Prevention Plan: procedures for the identification of trees that are hazardous to electric lines, specifying:

- (a) procedures and criteria for the identification of trees that are likely to fall onto, or come into contact with, an electric line (**hazard trees**); and
- (b) procedures for the notification of responsible persons of trees that are hazard trees in relation to electric lines for which they are responsible.

Under the ES Act, the person responsible for maintaining vegetation and clearance space around power lines is referred to as the '**responsible person**'.

The procedures outlined in this section of the Municipal Fire Management Plan seek to address the requirement detailed above.

Each responsible person should have its own internal procedure regarding the steps that will be taken when it receives notification of a potentially hazardous tree.

What is a hazard tree?

According to the ES Act, a hazard tree is a tree which 'is likely to fall onto, or come into contact with, an electric line'.

The *Electricity Safety (Electric Line Clearance) Regulations 2010* further provide that a responsible person may cut or remove such a tree 'provided that the tree has been assessed by a suitably qualified arborist; and that assessment confirms the likelihood of contact with an electric line having regard to foreseeable local conditions.'

Due to legal requirements which require a clearance space be maintained around an electric line, hazard trees are usually located outside the regulated clearance space. Despite being outside the clearance space, the tree may still have the potential to contact the line due to its size or because of a structural fault or weakness which renders part, or all, of the tree likely to contact or fall onto the line.

Who is responsible for a hazard tree?

Under the ES Act, the person responsible for maintaining vegetation and clearance space around power lines, including keeping the whole or any part of a tree clear of the line, is the responsible person.

Responsibility is allocated between distribution businesses and other owners of electricity infrastructure, land owners and occupiers for clearance of private power lines, public land managers where they are identified as the responsible person such as municipal councils, the Department of Environment Land Water and Planning and VicRoads.

Municipal councils are responsible for trees on public land within their municipalities, for which they are the land manager, where these are also within a Declared Area for the purposes of the ES Act. Primary responsibility for vegetation clearance and management within the municipality, for areas which are not within a Declared Area, will usually fall to the relevant electricity distribution company

Responsible Persons within the Moorabool Shire Council

There are a number of organisations that have responsibility for line clearance in the Moorabool Shire Council, including:

- Powercor
- VicRoads
- Moorabool Shire Council

There is only one electricity distribution business in the Moorabool Shire Council and Bacchus Marsh which is a Declared Area under Section 81 of the ES Act that is the responsibility of the Council.

Other relevant information

Responsible persons, other than private persons, must have an electric line clearance management plan in place for areas for which they have responsibility (*refer Electricity Safety (Electric Line Clearance) Regulations 2010*).

Procedures and Criteria for Identification of Hazard Trees

In the course of everyday duties, potentially hazardous trees may come to the attention of staff or volunteer members of the entities with representation on the Municipal Fire Management Planning Committee, (**the Committee**), staff of the distribution business(es) or other persons, including members of the public.

There are a range of factors which may indicate that a tree is a hazard tree. That is, a tree which is likely to fall onto, or come into contact with, an electric line. Some of these factors will be obvious when looking at the tree but many may only be apparent when the tree is assessed by a person with specific expertise and training, such as an arborist.

The following criteria may be used to assist in identifying a hazard tree:

- The size of the tree suggests that it is likely to come into contact with the electric line, for example because it appears to be encroaching or growing into the line clearance space;
- There is an excessive lean on the tree, or branches hanging off the tree and the tree is in proximity to an electric (power) line; or
- The size or appearance of the tree suggests it could come into contact with the line including under foreseeable local conditions.

If a potentially hazardous tree is identified, the notification procedure outlined below should be followed. Where a responsible person becomes aware of a potentially hazardous tree for which they have responsibility, they must follow their own applicable internal procedure and the notification procedure described below does not apply.

Procedures and Criteria for Notification of Hazard Trees

To ensure that information regarding potentially hazardous trees is captured in an efficient manner and, as appropriate, referred to the responsible person for action, the following procedure for the notification of hazardous trees should be followed:

- The person with responsibility for the highest percentage of lines within the municipality (**the primary responsible person**) is Powercor and therefore the person to whom potentially hazardous trees should be reported.
- Where any person becomes aware of, or receives a report of, a potentially hazardous tree within the municipality, this should be referred to Powercor. Where the Committee becomes aware of, or receives a report of, a potentially hazardous tree within the municipality, this must be referred to Powercor.

- Reports of potentially hazardous trees must be provided to Powercor for action as soon as practicable. Reports must include, as far as practicable:
 - The name and contact details and any relevant qualifications where known of the person making the report;
 - As much detail as possible about the location of the tree (including, where known, GPS coordinates, details of numerical/name plate on nearest pole, name of nearest road or crossroads, closest landmark, whether tree is on private land or road reserve etc.);
 - A description of the tree (including, if known, the genus and species of tree);
 - The primary reasons given for the tree being identified as potentially hazardous (including, the tree is in proximity to an electric line **and** there is evidence of structural weakness, excessive lean, appears to be encroaching into line clearance space etc.); and
 - An indication of whether or not urgent action is required.
- Powercor must take all necessary steps to advise the person responsible for the tree that it may be hazardous where they are **not** the responsible person.

Primary Responsible Person Representative

For the purposes of this part of the Plan, the primary responsible person is Powercor. Contact details for Powercor are listed below:

Agency name	Powercor
Position title of contact person	Hazard Tree Coordinator
Municipal Hazard Tree Notification Form (click on link)	https://www.powercor.com.au/media/1214/council-tree-hazard-notification-form-2011b.pdf
Telephone Number	5338 3300 (Powercor's Contractor)
Email Address	vegtech@powercor.com.au (Powercor's Contractor)
After Hours Number	13 2412 Powercor 131280 Citipower

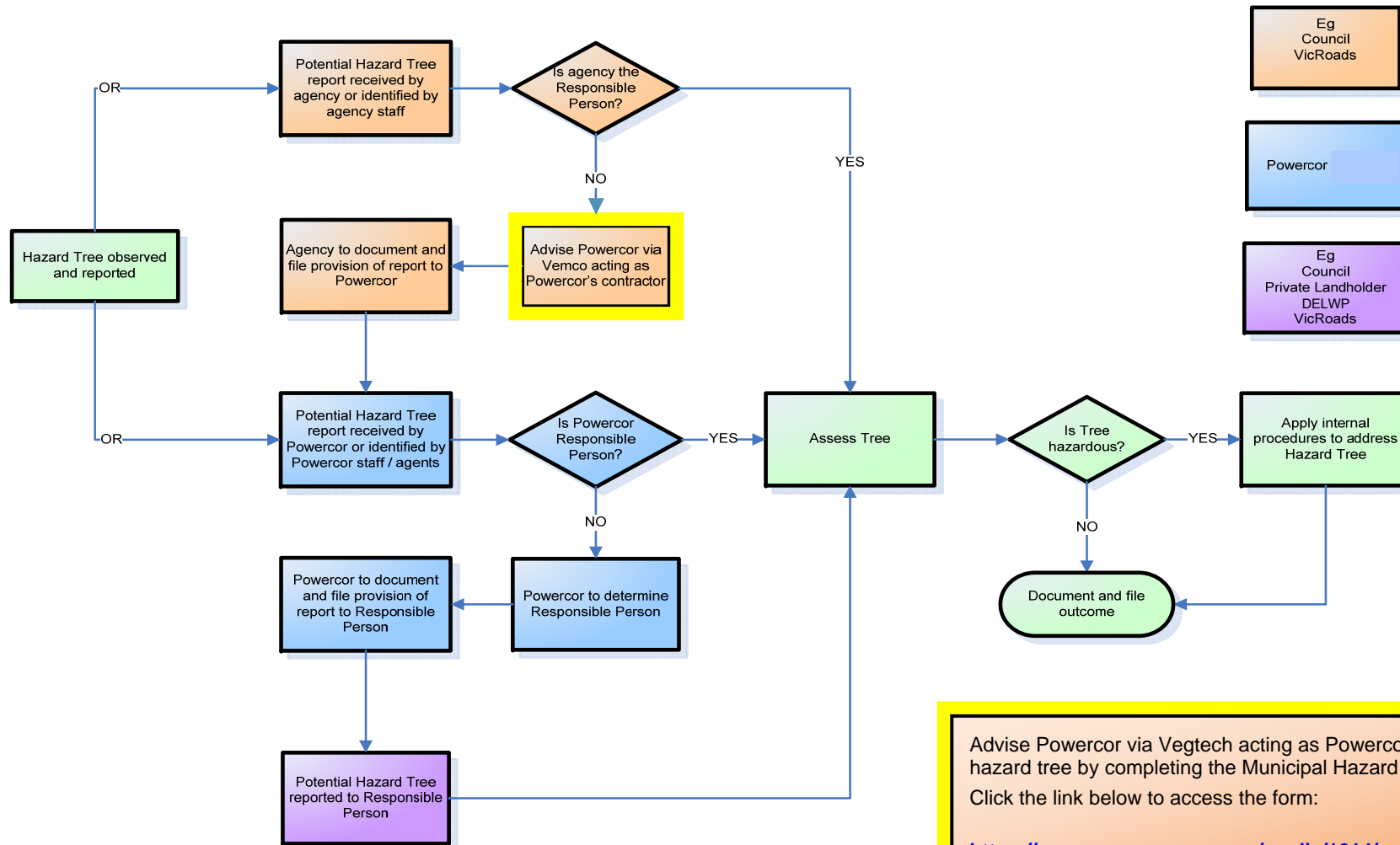
All reporting of Hazardous trees should be directed to Powercor, as the Primary Responsible Person, in the first instance.

The Moorabool Shire Council's Manager Operations will be contacted by Powercor should it be determined that the required works are to be carried out by Council. Contact details for the Moorabool Shire Council's Manager Operations are:

Agency name	Moorabool Shire Council
Position title of contact person	Manager Operations
Telephone Number	5366 7100
Email Address	info@moorabool.vic.gov.au
After Hours Number	0419 887 065

Procedures for Notification of Responsible Persons

Where a potentially hazardous tree has been reported to Powercor or another responsible person, the procedure outlined below should be followed.



Eg
Council
VicRoads

Powercor

Eg
Council
Private Landholder
DELWP
VicRoads

Advise Powercor via Vegtech acting as Powercor's contractor of a potential hazard tree by completing the Municipal Hazard Tree Notification Form. Click the link below to access the form:

<https://www.powercor.com.au/media/1214/council-tree-hazard-notification-form-2011b.pdf>

Reporting

Powercor and all responsible persons should put in place mutually agreed arrangements for the manner in which reports of potentially hazardous trees are passed on to responsible persons.

Reporting Timelines

Powercor should provide reports to the relevant responsible person as soon as practicable.

In circumstances where:

- The potentially hazardous tree is located within a high bushfire risk area (as per Section 80 of the ES Act) and the potentially hazardous tree is reported during the fire danger period declared under the *Country Fire Authority Act 1958*; or
- The report indicates that there is an imminent danger that the tree will contact or fall onto lines as a result of minor environmental changes

The potentially hazardous tree must be referred to the relevant responsible person for action as soon as possible, and by close of the next business day.

Each responsible person (other than the primary responsible person) must provide Powercor with contact details of the person (position title) to whom reports should be provided. It is the responsibility of each responsible person to ensure that Powercor is provided with up-to-date contact details.

Register

It is recommended that Powercor maintain a register in which all notifications are recorded together with the date of receipt of the notification, and when applicable the date the notification was reported to the responsible person.

It is recommended that responsible persons also maintain a register of notifications received of hazardous trees for which they are the responsible person.

Primary Responsible Person Consultation

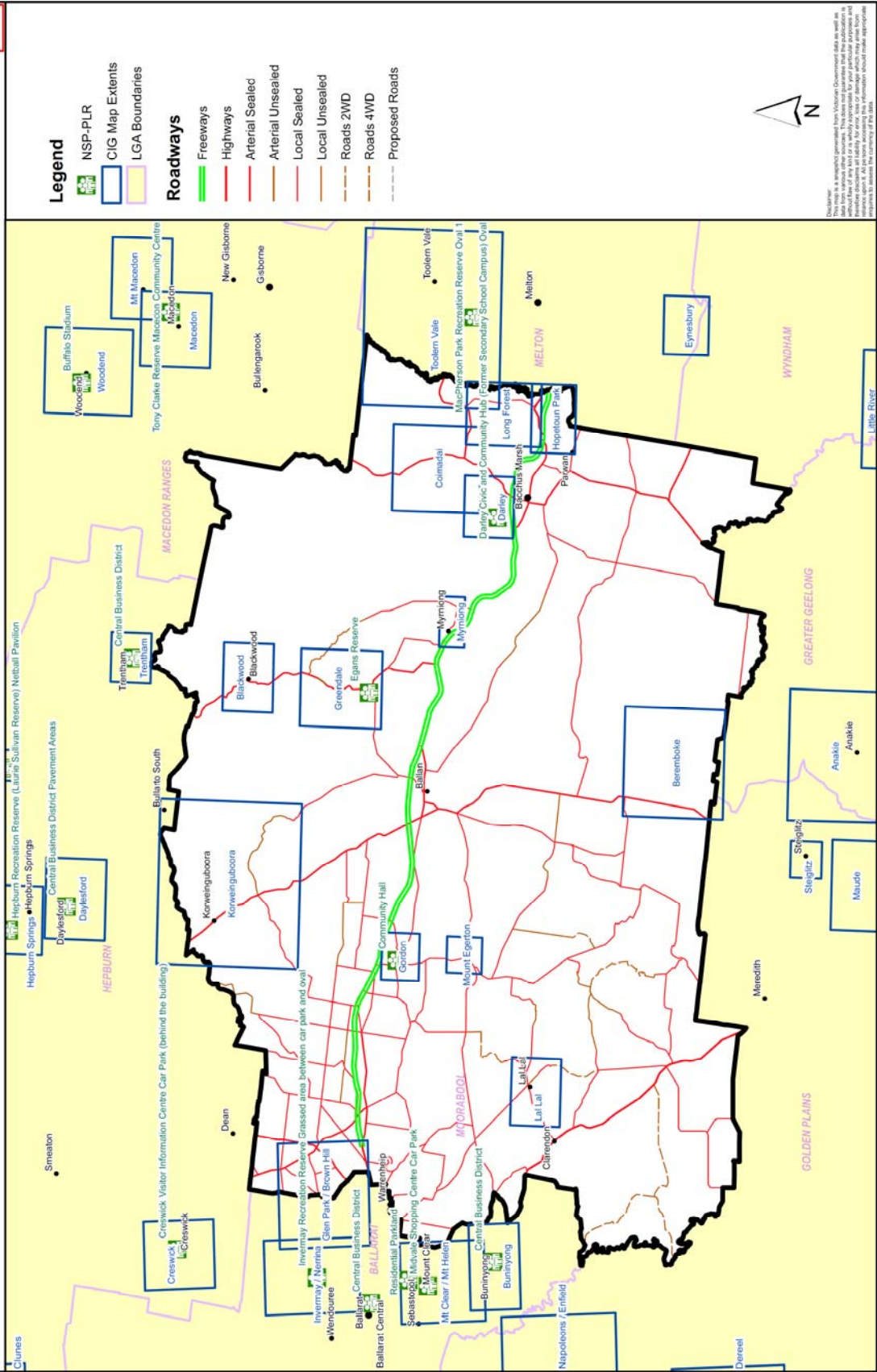
The Committee notes that Powercor as the Primary Responsible Person was consulted in relation to the development of these procedures.

Statutory Audit Obligations

C.2 Community Information Guides



Moorabool Shire



- Legend**
- NSP-PLR
 - CIG Map Extents
 - LGA Boundaries
- Roadways**
- Freeways
 - Highways
 - Arterial Sealed
 - Arterial Unsealed
 - Local Sealed
 - Local Unsealed
 - Roads 2WD
 - Roads 4WD
 - Proposed Roads



Disclaimer
This map is an unauthorised reproduction of Victorian Government data as well as other data. It is not intended to be used as a substitute for professional advice and without the aid of a surveyor or other qualified person. The Victorian Government is not responsible for any loss or damage arising from the use of this map. For more information on the Victorian Government's data policy, please visit www.vic.gov.au.

This map has been produced in the Grampians Region
Date Prepared: 27/05/2013



Currently there are eleven CIG's in the Moorabool Shire. The Municipality and CFA have a shared responsibility for the declaration and review of these CIG's.

Moorabool Shire Community Information Guides	
Township/Suburb	Responsible Agencies
Blackwood	Moorabool Shire / CFA
Greendale and Dales Creek	Moorabool Shire / CFA
Beremboke and Mount Wallace	Moorabool Shire / CFA
Coimadai	Moorabool Shire / CFA
Darley	Moorabool Shire / CFA
Gordon	Moorabool Shire / CFA
Korweinguboorra / Spargo Creek / Blakeville	Moorabool Shire / CFA
Lal Lal	Moorabool Shire / CFA
Long Forest	Moorabool Shire / CFA
Mount Egerton	Moorabool Shire / CFA
Myrningong	Moorabool Shire / CFA

Currently there are two cross boundary CIG's within the Moorabool Municipality.

Moorabool Shire Cross Boundary Community Information Guides		
Township/Suburb	Responsible Agencies	Cross Boarder Municipality
Korweinguboorra	Moorabool Shire / CFA	Hepburn Shire
Glen Park and Brown Hill	City of Ballarat / CFA	City of Ballarat

For specific details on Community Information Guides, please refer to the CFA website listed below.

<http://www.cfa.vic.gov.au/plan-prepare/community-information-guides/>

Local Emergency Planning Factors are an internal CFA working document. These documents contain information provided solely for the purpose of assisting the fire agency Incident Controller and supporting agencies. Information contained in these documents is not to be copied or provided to any other person.

Statutory Audit Obligations

C.3 Neighbourhood Safer Places – Places of Last Resort

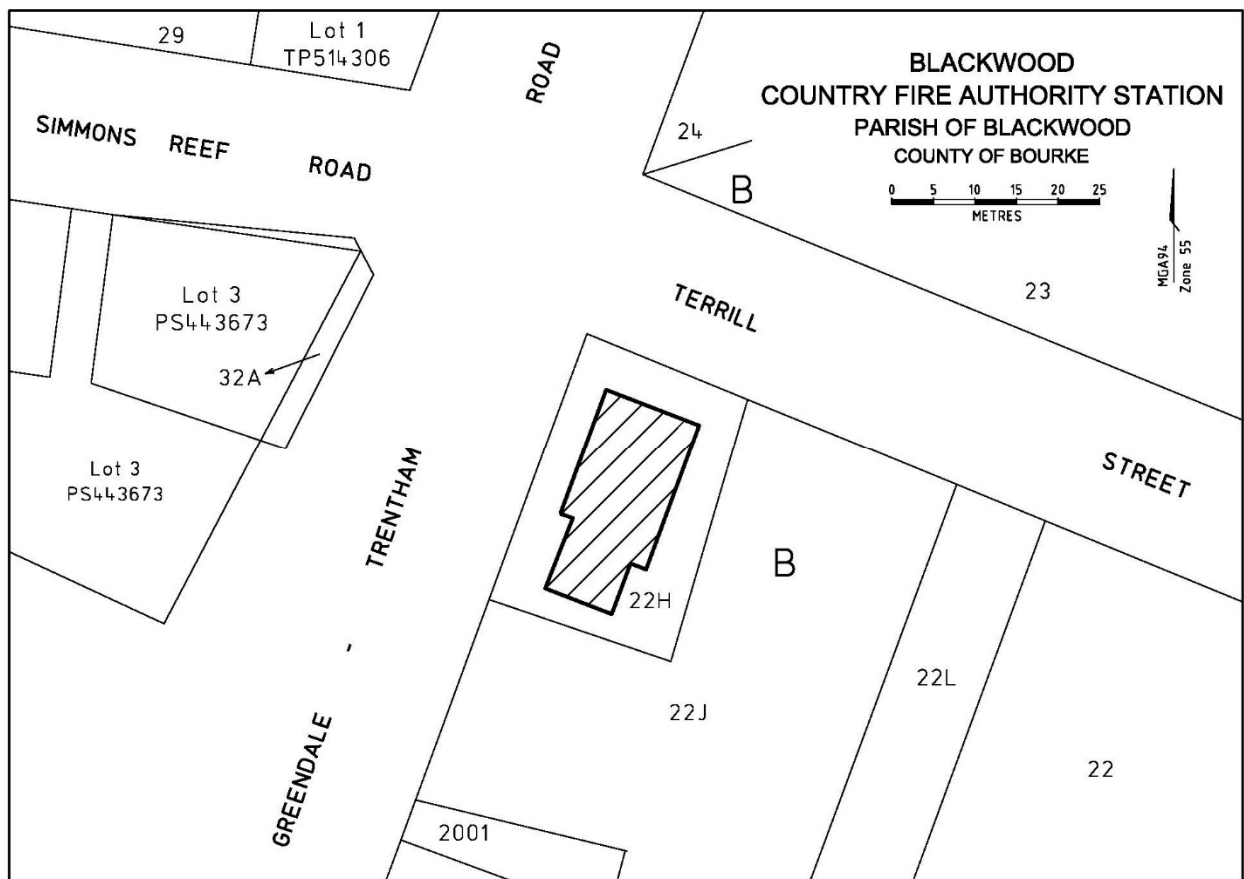
Moorabool Shire Neighbourhood Safer Places – Places of Last Resort		
Township/Suburb	Street	Location
Gordon	Main Street (opposite Russell Street)	Community Hall
Greendale	Greendale-Ballan Road (entry via Bradys Lane)	Egans Reserve
Darley	Wittick Street (opposite Lewis Street) Darley 3340	Darley Civic & Community Hub Oval

For a locality reference of the NSP-PLR in the Moorabool Shire refer to the CFA'S website;

<http://www.saferplaces.cfa.vic.gov.au/cfa/search/default.htm>

C.4 Community Fire Refuges

Municipality	Township	Name	Location	Address
Moorabool	Blackwood	Blackwood Community Fire Refuge	Blackwood Country Fire Authority (CFA) Fire Station	2 Terrill Street, Blackwood



Appendix D: Engagement and Communications Strategy

Development Moorabool Shire Municipal Fire Management Plan (MFMP)

1. Executive Summary

The Moorabool Shire Municipal Fire Management Planning Committee, responsible for developing the Plan, is committed to consulting with stakeholders and the community to develop and further inform the MFMP.

Valuing local knowledge and recognising the unique contribution communities and stakeholders can make to the MFMP guides the development of the Plan.

Effective community engagement and education is essential if the vision for the future of fire management in Victoria is to be achieved. This will occur through:

- active participation of community, the fire management sector and government, collaboratively working and planning together to reduce the destructive impact of fire on communities and the environment;
- communities that have greater resilience to the effects of fire;
- greater understanding of the fire sector within the community; and
- healthy, natural, social, built and economic environments.

The key principles guiding the communications and engagement strategy are transparency, openness and collaboration.

The opportunity to align fire planning consultation by key organisations including Country Fire Authority, Moorabool Shire, Victoria Police and the Department of Environment Land, Water and Planning is a key objective of the process.

1.1 Stakeholder Consultation

Stakeholders involved in fire management planning in the Moorabool Shire have been widely consulted and engaged throughout the planning and development of the MFMP. This is demonstrated through membership of the Municipal Fire Management Planning Committee and at a regional level through the Regional Strategic Fire Management Planning Committee.

1.2 Community Engagement

Community engagement is a high priority for all levels of government. Undertaking effective community engagement is critical to assisting agencies and communities to better plan, prepare, respond and recover from bushfires.

1.3 Communications

An extensive communications plan was developed and undertaken when developing the 2017-2020 Plan.

2. Strategic Engagement Framework

The MFMP consultation project team has adopted the best practice International Association of Public Participation (IAP2) Framework to guide its engagement activities.

The process involves analysing the key stakeholders and communities and determining their level of participation in the project to achieve best outcomes. The IAP2 model also guided the development of the Regional Strategic Fire Management Plan.

The IAP2 framework identifies five levels for engagement (on a sliding scale):



	Inform	Consult	Involve	Collaborate	Empower
Who (Full list of stakeholders page 7)	General community	Residents and business owners in high-risk fire areas and special interest groups	CFA Brigades & Volunteers	Organisations who have informed development of MFMP	Organisations who are responsible for MFMP. Members of MFMP & RSFMP
Engagement objective	To ensure MFMP engagement process assists in educating community about risk of bushfire	To seek and ensure local knowledge is captured and considered for inclusion in MFMP.	To gain input and shape MFMP and approach to community engagement	To gain stakeholder support for MFMP and identify cross communications and engagement opportunities with their respective stakeholders	To secure support and commitment for organisations to resource and participate in community engagement program
Promise to the stakeholder/ community	We will keep you informed	We will keep you informed, listen to and acknowledge concerns and aspirations and provide feedback on how public input influenced the decision	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed, and provide feedback on how public input influenced the decision	We will work with you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible	We will implement what you decide
Tools	1. Media 2. Electronic communications 3. Posters	4. Community Information Sessions 5. Stakeholder Briefings 6. Online engagement 7. Promotion through existing channels	8. Workshops/ Presentations with CFA Brigades	9. Direct email for comment on MFMP	10. One-on-one consultation 11. Formal reporting

2.1 Approach to Stakeholder Engagement

A strategic approach to managing stakeholder engagement has been 'in action' since the establishment of the Integrated Fire Management Framework. This is evidenced by the formation of the following committees:

- State Fire Management Planning Committee
- Regional Strategic Fire Management Planning Committee
- Municipal Fire Management Planning Committee.

Membership of each committee was carefully considered to ensure that effective **collaboration** could be achieved throughout the development of respective fire management plans.

This means these stakeholders have been involved in each aspect of the decision making process, including the development of alternatives, identification of assets and the prioritisation of actions with a clear understanding of the responsibilities of each stakeholder.

This strategy outlines how engagement with key stakeholders will be maintained at an INVOLVE and COLLABORATE level.

It is the intent of this strategy to enhance the engagement process.

2.2 Approach to Community Engagement

The MFMP development requires a significant level of community engagement if it is to genuinely consult with the community and initiate feedback that is meaningful to the process.

To achieve this outcome the appropriate level of engagement is CONSULT (to listen and obtain community feedback about the MFMP and TPP).

This commitment to consultation has meant that all agencies represented in MFMP will support the community consultation program and ensure that community concerns are understood and appropriately considered.

3. Engagement Aims & Objectives

3.1 Aim

Support the development of the Moorabool Shire Municipal Fire Management Plan through effective community and stakeholder engagement, ensuring local knowledge is captured and considered for inclusion in the MFMP.

3.2 Objectives

- To identify and provide meaningful engagement opportunities for community and stakeholders to understand and provide informed feedback about the MFMP.
- To provide clear, timely and relevant information to the community and stakeholders about the MFMP.
- To generate interest and attendance at community engagement events and stakeholder briefing.
- To align (where possible) consultation activities between key agencies including the Country Fire Authority, Victoria Police and Department of Environment Land Water and Planning.

3.3 Scope of Consultation

An extensive planning process using highly technical and consistent assessment models has been collaboratively undertaken using the combined expertise of fire agency personnel, to develop the MFMP.

Issues pertaining to risk assessment standards and process, government policy and legislation and government position on fire safety initiatives are not within the scope of this consultation project.

4. Positioning and Key Messages

4.1 Project Positioning:

Moorabool Shire Municipal Fire Management Plan 2017 – 2020

A collaborative approach to fire planning

4.2 Key Messages

About the MFMP Process:

- The MFMP outlines how all organisations responsible for fire planning and management in the region are working together to identify, mitigate and reduce the destructive impact of fire on our communities and environment.
- Capturing practical local knowledge is critical to the development of the MFMP.
- We are committed to listening to the community and invite feedback on the MFMP. Have we missed anything?
- How we plan, prepare, respond and recover to bushfire requires a collaborative approach by all levels of government, industry and the community.

About the risk of fire

- The risk of bushfire is real for many Victorian communities.
- You are responsible for understanding your risk of bushfire and what you can do to mitigate the risk.
- Prepare a bushfire survival plan.
- Every individual is responsible for knowing what to do and where to go in case of bushfire.
- Prepare, Act, Survive

4.3 Key engagement questions

The key questions for stakeholders and community are:

**Your local knowledge is important to us – have we missed anything?
How can we help you better prepare for bushfire?**

5. Key Stakeholders & Communities

The table below lists the Stakeholders who contributed and were consulted in the development of the Moorabool Shire MFMP.

MFMP Committee Members	MFMP contributors
Moorabool Shire CFA Central Highlands Water DELWP Western Water VicRoads	DHHS SES Parks Victoria Victoria Police Barwon Water Powercor DET DEDJTR SP Ausnet Telstra V Line VicTrack

The following table outlines key stakeholders and communities who were targeted through the MFMP consultation program.

	Inform	Consult	Involve	Collaborate	Empower
Who	General community	Residents and business owners in high-risk areas: Blackwood Greendale/Dales Creek Beremboke/Mount Wallace Coimadai Darley Gordon Korweinguboorra/ Spargo Creek/ Blakeville Lal Lal Long Forest Mount Egerton Myrniong Special interest groups: Agricultural Tourism and regional development Members of Parliament Environmental and Landcare Groups Community Groups	CFA Brigades & Volunteers	Organisations who have contributed to MFMP: Central Highlands Water Barwon Water Powercor DEDJTR Plantation Industry SPAusnet Telstra Vline VicTrack ARTC	Members of the MFMP& RSMPC: Moorabool Shire CFA DELWP DET DEDJTR Water authorities Vic Roads Victoria Police Victoria SES DHHS Parks Victoria Vic Roads Other municipal specific stakeholders

Maps

Refer to individual appendix E documents as listed below:

Appendix E.1 Municipality Map

Appendix E.2 Strategic Fire Breaks Map and Table

Appendix E.2/3 Community Fire Refuge Roads

Appendix E. 2/4 Fire Access Tracks



Legend

- NSP - PLR
- TPP Extents
- VFR - Human Settlements
- LGA Boundary

Strategic Fire Breaks

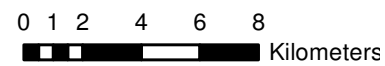
- Priority Egress Access Roads
- CFA Brigade Fire Prevention Works
- Strategic Fire Suppression Lines
- Fire Control Lines

Roadways

- Freeways
- Highways
- Arterial Sealed
- Arterial Unsealed
- Local Sealed
- Local Unsealed
- Roads 2WD
- Roads 4WD
- Proposed Roads

DSE - FOP

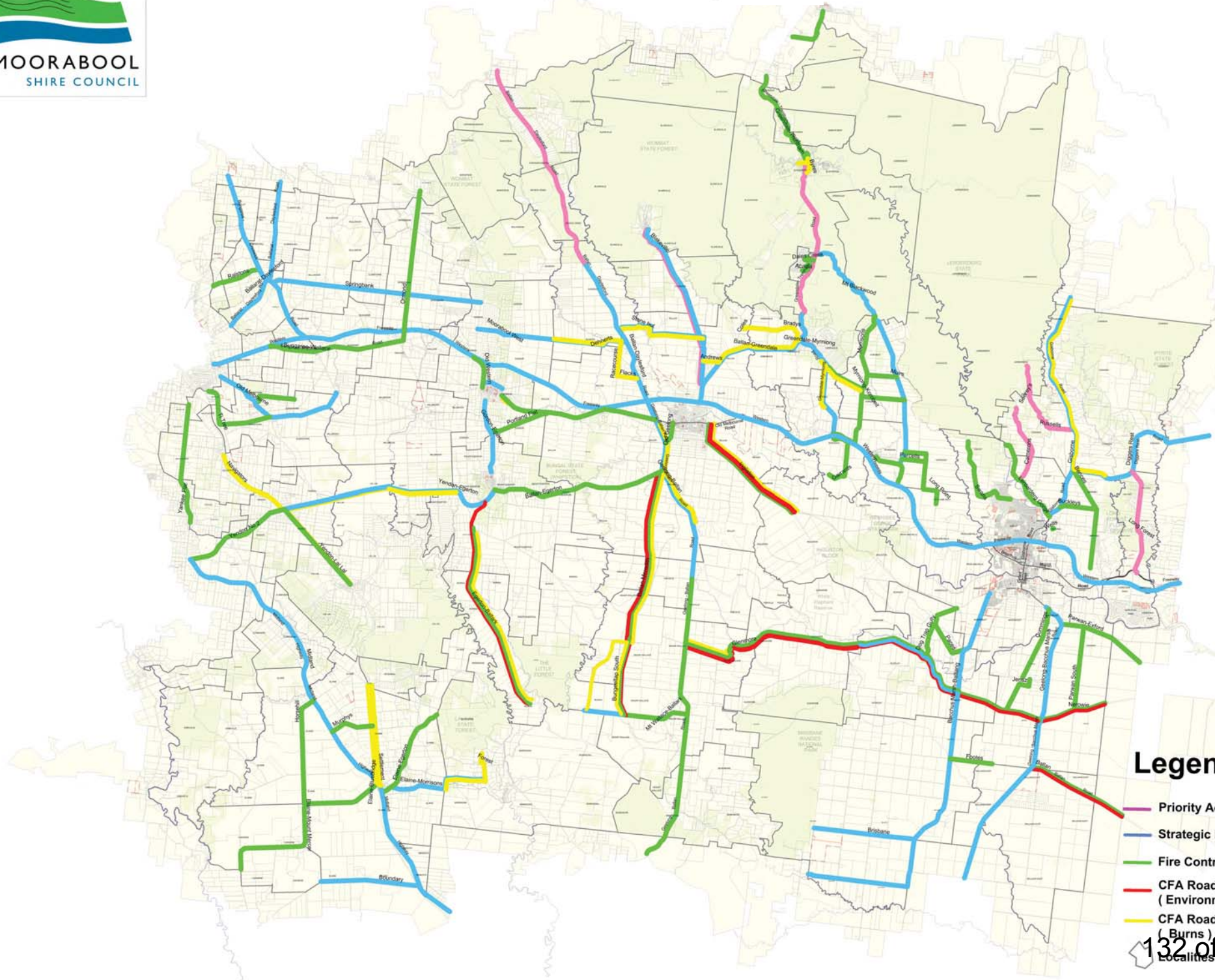
- 2011/2012
- 2012/2013
- 2013/2014



This map has been produced in the Grampians Region

Disclaimer:
This map is a snapshot generated from Victorian Government data as well as data from various other sources. This does not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for error, loss or damage which may arise from reliance upon it. All persons accessing this information should make appropriate enquiries to assess the currency of the data.

Fire Management Planning



Legend:

-  Priority Access Egress Roads
-  Strategic Fire Suppression Roads
-  Fire Control Line Roads
-  CFA Roadside Fire Prevention Works (Environmental Burns)
-  CFA Roadside Fire Prevention Works (Burns)
-  Localities

**PRIORITIES AND STRATEGIES
IDENTIFICATION AND PREPARATION OF STRATEGIC FIRE SUPPRESSION**

PRIORITY ACCESS EGRESS ROADS (Indicated in PINK on map)

ROAD	Action	Responsible Authority	Treatment
Ballan - Daylesford Rd (S. Conroy Lane to Shire Boundary)	Works in accordance with VicRoads Road Fire Risk Assessment Guidelines	VicRoads	Works in accordance with VicRoads Road Fire Risk Assessment Guidelines
Camerons Road	Tree maintenance / Slashing	MSC Road Maintenance Plan	Trimming back for safety clearance
Myrniong - Trentham Road (Greendale to Blackwood)	Works in accordance with VicRoads Road Fire Risk Assessment Guidelines	VicRoads	Works in accordance with VicRoads Road Fire Risk Assessment Guidelines
Myrniong - Trentham Road (Greendale to Shutters Avenue)	Works in accordance with VicRoads Road Fire Risk Assessment Guidelines	VicRoads	Works in accordance with VicRoads Road Fire Risk Assessment Guidelines
Long Forest Road	Tree maintenance	MSC Road Maintenance Plan	Trimming back for safety clearance
Russells Road	Tree maintenance / Slashing	MSC Road Maintenance Plan	Trimming back for safety clearance
Seerey's Track	Tree maintenance / Slashing	MSC Road Maintenance Plan	Trimming back for safety clearance
Blakeville Road	Tree maintenance	MSC	Arborist inspection and associated works to be undertaken triannually commencing in 2013 – completed June 2017

STRATEGIC FIRE SUPPRESSION ROADS

The following strategic firebreaks shall be developed and/or maintained throughout the shire (**Indicated in BLUE on the map**):

ROAD	From	To	Action	Responsible Authority	Treatment
Bacchus Marsh – Balliang Road	McCormacks Road	Shire Boundary (Wyndham)	Slashing	MSC	Full width where practicable
Bacchus Marsh - Geelong Road	Tilleys Road Bridge	Sharkeys Road (Shire Boundary)	Slashing	VicRoads	Full width where practicable
Bacchus Marsh - Gisborne Road	Lerderderg Gorge Road	Shire Boundary (Macedon Ranges)	Slashing	VicRoads	Full width where practicable
Ballan - Daylesford Road	Western Freeway Ballan	S Conroy Lane	Slashing	VicRoads	Full width where practicable
Ballan - Greendale Road	Western Freeway	High Street	Slashing	MSC	Full width where practicable
Ballarat - Daylesford Road	Shire Boundary (Ballarat)	Shire Boundary (Hepburn)	Slashing	VicRoads	Full width where practicable
Boundary Road	Bamganie Road	Midland Highway	Slashing	MSC	Full width where practicable
Blakeville Road	Ballan-Greendale Road	Georges Lane	Slashing	MSC	Full width where practicable
Brisbane Road	Bacchus Marsh – Balliang Road	Brisbane Ranges	Slashing	MSC	Full width where practicable
Bungaree - Creswick Road	Western Freeway	Shire Boundary (Hepburn)	Slashing	Vic Roads	Full width where practicable
Corbetts Road	Old Western Highway	Cartons Road	Slashing	MSC	Full width where practicable

ROAD	From	To	Action	Responsible Authority	Treatment
Denherts Road	Moorabool West Road	Ballan-Daylesford Road	Slashing	MSC	Full width where practicable
Diggers Rest – Coimadai Road	Gisborne Road	Shire Boundary (Melton)	Slashing	Vicroads	Full width where practicable
Elaine – Morrisons Road-	Elaine-Egerton Road	Morrisons Fire Station	Slashing	MSC	Full width where practicable
Geelong - Ballan Road	Western Freeway	Lennox Lane	Slashing	VicRoads	Full width where practicable
Glenmore Road	Spring Creek (Yaloak Vale)	Bacchus Marsh – Balliang Road	Slashing (if no environmental burn undertaken)	MSC	Full width where practicable (if no environmental burn undertaken) as confirmed at December 2012
Gordon – Egerton Road	Nightingale Street Gordon	Malones Road Mt Egerton	Slashing	MSC	Full width where practicable
Myrniong - Trentham Road	Ballan-Greendale Road	Pykes Creek Road	Slashing	VicRoads	Full width where practicable
High Street (Prince Stree)	Ballan-Greendale Road	Wombat State Forest boundary	Slashing	VicRoads	Full width where practicable
Midland Highway	Yendon No. 2 Road	Shire Boundary (Golden Plains)	Slashing	VicRoads	Full width where practicable
Moorabool West Road	Old Corbetts Road	Vinecombes Road	Slashing	MSC	Full width where practicable
Mt Wallace – Ballark Rd	Ballan-Meredith Road	Bungeeltap South Road	Slashing	MSC	Full width where practicable
Mt. Blackwood Road	Old Western Highway	Greendale-Trentham Road	Slashing	MSC	Full width where practicable

ROAD	From	To	Action	Responsible Authority	Treatment
Old Melbourne Road –	Dunnstown-Yendon Road	Lesters Road	Slashing	MSC	Full width where practicable
Old Melbourne Road	Dunnstown-Yendon Road	Kilarney Road	Slashing	MSC	Full width where practicable
Springbank Road	Bungaree-Creswick Road	Old Corbetts Road	Slashing	MSC	Full width where practicable
Stone Hut Lane (including Western Park Road)	Ballan-Daylesford Road	Western Park Road	Slashing	MSC	Full width where practicable
Western Freeway - Melton to Ballarat	Shire Boundary (Melton)	Shire Boundary (Ballarat)	Slashing	VicRoads	Full width where practicable
Western Park Road	Blakeville Road	Stonehut Lane	Slashing	MSC	Full width where practicable
Yendon – Egerton Road	Yendon-Lal Lal Road (rail crossing)	Ballan-Egerton Road	Slashing	MSC	Full width where practicable
Guillines Road	Kerrs Road	Rowsley-Station Rd	Slashing	MSC	Full width where practicable
Kerrs Road	East Maddingley Rd	Guillines Rd	Slashing	MSC	Full width where practicable

FIRE CONTROL LINE ROADS (indicated in GREEN on map)

ROAD	TO	FROM	TREATMENT
Acacia Avenue, Dales Creek	Dales Creek Avenue	Messmate Street	2.1 metre Roadside Maintenance Cut)
(Bacchus Marsh – Werribee Road) (from Geelong-Bacchus Marsh Rd to Shire Boundary) (VICROADS)	Geelong-Bacchus Marsh Road	Shire Boundary (Wyndham)	2.1 metre Roadside Maintenance Cut (Environmental Burn Golden Sun Moth)
Ballan-Egerton Road	Yendon-Egerton Road	Geelong-Ballan Road	2.1 metre Roadside Maintenance Cut
Old Melbourne Road	Gordon Cemetery	Geelong-Ballan Road	2.1 metre Roadside Maintenance Cut
Ballan - Meredith Road (Ballan Egerton Rd to Bungeeltap Sth Rd)	Ballan-Egerton Road	Bungeeltap South Road	2.1 metre Roadside Maintenance Cut (Environmental Burn)
Bences Road	Diggers Rest Road	end	2.1 metre Roadside Maintenance Cut
Britts-Howards Road	Old Melbourne Road	Torpys Road	2.1 metre Roadside Maintenance Cut
Buckleys Road	Gisborne Road	Bences Road	2.1 metre Roadside Maintenance Cut
Bungaree-Wallace Road (VICROADS)	Western Freeway	Ormond Road	2.1 metre Roadside Maintenance Cut
Bungeeltap South Road	Ballan-Meredith Road	Mt Wallace-Ballark Road	2.1 metre Roadside Maintenance Cut and maintain break with spray – Environmental Burn
Cowans Drive, Dales Creek	Dales Creek Avenue	141 Cowans Drive	2.1 metre Roadside Maintenance Cut
Cummings Road	Geelong-Bacchus Marsh Road	Aerodrome Road	2.1 metre Roadside Maintenance Cut
Dales Creek Avenue, Dales Creek	Greendale-Trentham Road	115 Dales Creek Ave	2.1 metre Roadside Maintenance Cut
Dog Trap Gully Road	Ironbark Road	Glenmore Road	2.1 metre Roadside Maintenance Cut
Egerton – Ballark Road (from Fergusons Lane to Egerton Bungeeltap Road)	Egerton-Bungeeltap Road	Fergusons Lane	2.1 metre Roadside Maintenance Cut and maintain break for Environmental Burn
Elaine – Blue Bridge Road, Mt Doran	Midland Highway	Clarendon-Bluebridge Road	2.1 metre Roadside Maintenance Cut
Elaine – Mt Mercer Road	Midland Highway	Meredith-Mt Mercer Road	2.1 metre Roadside Maintenance Cut
Elaine - Egerton Road	Midland Highway	Angees Road	2.1 metre Roadside Maintenance Cut
Footes Lane	Bacchus Marsh-Balliang Road	End	2.1 metre Roadside Maintenance Cut

Garrards Lane	Western Freeway	End	2.1 metre Roadside Maintenance Cut
Geelong-Ballan Road (VICROADS)	Lennox Lane	Shire Boundary (Golden Plains)	2.1 metre Roadside Maintenance Cut
Glenmore Road	Geelong-Ballan Road	Spring Creek (Yaloak Vale)	2.1 metre Roadside Maintenance Cut and maintain break for Environmental Burn
Glenmore Road	Bacchus Marsh-Balliang Road	Geelong-Bacchus Marsh Road	2.1 metre Roadside Maintenance Cut and maintain break for Environmental Burn
Grace Road	Martin Street	Greendale-Trentham Road	2.1 metre Roadside Maintenance Cut
Greendale-Trentham Road (VICROADS)	Blackwood Township	Shire Boundary (Hepburn)	2.1 metre Roadside Maintenance Cut
Horsehill Road	Midland Highway	Narmbool Road	2.1 metre Roadside Maintenance Cut
Horsehill Road South	Narmbool Road	Elaine-Mt Mercer Road	
Ingliston Road (from Ballan township to Settlement Road)	Old Melbourne Road	Ingliston-Settlement Road	2.1 metre Roadside Maintenance Cut for Environmental Burn
Jensz Road	Aerodrome Road	Glenmore Road	2.1 metre Roadside Maintenance Cut
Lerderderg Gorge Road	Gisborne Road	McKenzie Falls carpark	2.1 metre Roadside Maintenance Cut
Long Point Road	Mt Blackwood Road	Smiths Lane	2.1 metre Roadside Maintenance Cut
Martin Street, Blackwood	Greendale-Trentham Road	Grace Road	2.1 metre Roadside Maintenance Cut
Morrison Lane	Mt Blackwood Road	Myrniong-Korobeit Road	2.1 metre Roadside Maintenance Cut
Mt Wallace – Ballark Road	Bungeeltap South Road	Geelong-Ballan Road	2.1 metre Roadside Maintenance Cut
Muir Lane	Morrison Lane	Mt Blackwood Road	2.1 metre Roadside Maintenance Cut
Murphys Road	Midland Highway	Elaine-Bluebridge Road	2.1 metre Roadside Maintenance Cut
Myrniong-Korobeit Road	Old Western Freeway	Greendale - Myrniong Road	2.1 metre Roadside Maintenance Cut
Nerowie Road (to Nortons Road)	Geelong-Bacchus Marsh Road	Nortons Road	2.1 metre Roadside Maintenance Cut for Environmental Burn
Old Geelong Road, Ballan	Inglis Street	Geelong-Ballan Road intersection	2.1 metre Roadside Maintenance Cut
Old Western Highway, Myrniong	Muddy Lane	Western Freeway	
Old Western Highway, Myrniong	Greendale-Trentham Road	Myrniong-Korobeit Road	2.1 metre Roadside Maintenance Cut
Old Western Highway, Gordon	Main Street (Gordon Hotel)	Butter Factory Road	2.1 metre Roadside Maintenance Cut

Ormond Road	Western Freeway	Barkstead Road	2.1 metre Roadside Maintenance Cut
Paces lane	Dog Trap Gully Road	Bacchus Marsh-Balliang Road	2.1 metre Roadside Maintenance Cut
Parwan South Road	Parwon-Exford Road	Nerowie Road	2.1 metre Roadside Maintenance Cut
Parwan-Exford Road	Geelong-Bacchus Marsh Road	Shire Boundary (Melton)	2.1 metre Roadside Maintenance Cut
Pattinson Lane	Myrniong-Korobeit Road	Mt Blackwood Road	2.1 metre Roadside Maintenance Cut
Pine Court, Dales Creek	Off Dales Creek Avenue	end	2.1 metre Roadside Maintenance Cut
Portland Flat Road	Gordon-Egerton Road	Old Melbourne Road	2.1 metre Roadside Maintenance Cut
Purcells Lane	Mt Blackwood Road	Long Point Road	2.1 metre Roadside Maintenance Cut
Ralstons Road	Bungaree-Creswick Road	Shire Boundary (Longs Hill Road)	2.1 metre Roadside Maintenance Cut
Settlement Road, Mt Doran	Clarendon-Blue Bridge Road	Midland Highway	2.1 metre Roadside Maintenance Cut
Swans Road	Links Road	Lerderderg State Park	2.1 metre Roadside Maintenance Cut
Ti Tree Road	Tennis Court Road	Dunnstown-Yendon Road	2.1 metre Roadside Maintenance Cut
Wells Road	O'Connell Street	Lerderderg Park Road	2.1 metre Roadside Maintenance Cut
Yankee Flat Road	Ballarat-Navigators Road	Yendon No. 1 Road	2.1 metre Roadside Maintenance Cut
Yendon – Lal Lal Road	Yendon-Egerton Road	Lal Lal Falls Road	2.1 metre Roadside Maintenance Cut
Yendon No. 2 Road	Midland Highway Shire Boundary	Yendon-Lal Lal Road	2.1 metre Roadside Maintenance Cut
East Maddingley Road	Tilleys Road	Kerrs Road	2.1 metre Roadside Maintenance Cut
Tilleys Road	Geelong BMarsh Road	East Maddingley	2.1 metre Roadside Maintenance Cut

CFA Roadside Fire Prevention Works

Environmental Burns (subject to seasonal conditions and Brigade resource availability) (indicated in RED on map)

Road	Rating	Treatment	Burnt By	Environmental Status	Additional Roadside Treatment
Nerowie Rd From Bacchus Marsh Geelong Rd to Shire Boundary	High	Burn	CFA	Burn for fire prevention - Environmental Significant area	Maintenance of Break (Council environmental to arrange)
Glenmore Road Bacchus Marsh Balliang Rd to Geelong - Bacchus Marsh Road) Both Sides	High	Burn	CFA	Burn for fire prevention - Environmental Significant area (alternate sides)	Maintenance of Break (Council Environment reviewing)
Egerton - Ballark Road (from Mt Egerton Township to Fergusons Lane)	High	Burn	CFA	Burn for fire prevention - Environmental Significant area	Maintenance of Break (Council Environmental to arrange)
Ballan - Meredith Road (Ballan Egerton Rd to Bungeeltap Sth Rd)	High	Burn	CFA	Part Burn for fire prevention – Environmental Significant area	Maintenance of Break (Council Environment to arrange - Spraying Council Contractor)
Bungeeltap South Road	Medium	Burn	CFA	Burn for fire prevention - Environmental Significant area	Maintenance of Break (Council Environmental to arrange - Spraying Council Contractor)
Glenmore Road (Yaloak Vale to Geelong-Ballan Road	High	Burn	CFA	Burn for fire prevention - Environmental Significant area	Maintenance of Break (Council Environmental fund)
Ingliston Road (Ballan Township to Settlement Road)	High	Burn	CFA	Burn for fire prevention - Environmental Significant area (alternate sides)	Maintenance of Break (external)
(Bacchus Marsh – Werribee Road) (from Geelong-Bacchus Marsh Rd to Shire Boundary)	High	Burn	CFA	Burn for fire prevention where practical - Environmental Significant area – Golden Sun Moth (VicRoads Road)	Maintenance of Break (VicRoads to arrange)

CFA Roadside Fire Prevention Works – July 2017

Burns (subject to seasonal conditions and Brigade resource availability)

Location	Location Description	Brigade ID	Map	Action Type ID	Pework required
Flacks Lane	From Racecourse Rd to Ballan Daylesford Rd	BALLAN	Region 15 Mapbook 442C	Burn	Nil
Andrews Lane	Between West Park Rd and Ballan Greendale Rd	BALLAN	Region 15 Mapbook 442C	Burn	Nil
Dehnerts Rd	From Vinecombes Lane to Racecourse Rd	BALLAN	Region 15 Mapbook 442C	Burn	Nil
Ingliston Rd	Between Railway Crossing Township to Settlement Rd	BALLAN	Region 15 Mapbook 442 F	Burn	Environmental area - slash fenceline if required 2.5 metre(Council Environmental to arrange)
Stone Hut Lane	From Racecourse Rd to Western Park Rd	BALLAN	Region 15 442C	Burn	Nil
Racecourse Rd	From Flacks Rd to Dehnerts Rd	BALLAN	Region 15 442C	Burn	Nil
Ballan Grasslands	54 Haddon Drive	BALLAN		Burn	Nil - Broad Acre
Cemetery Burn	Byers Rd, Blackwood	BLACKWOOD		Burn	Nil - Broad Acre
Dales Creek	Dales Creek Avenue	BLACKWOOD/GREENDALE		Burn	Nil - Council land
Blue Bridge Rd	North From Township to Mt Doran Rd	ELAINE	Region 15 483A	Burn	Nil
Settlement Rd	North from township to Elaine Clarendon- Blue Bridge Road	ELAINE	Region 15 483A	Burn	Nil
Elaine Railway	From Elaine to Elaine - Blue Bridge Road Clarendon	ELAINE	Region 15 483 A	Burn	Nil
Ballan Greendale Rd	From Grid Point 583389 to Township Boundary (from Andrews Lane to the Greendale Township_	GREENDALE	Region 15 Map 442C	Burn	Nil

Location	Location Description	Brigade ID	Map	Action Type ID	Pework required
Coles lane	Between Darcey Tk and Lidgetts Lane	GREENDALE	Region 15 442C	Burn	Nil
Myrniong – Korobeit Road	From Hastings Rd east to the Brigade Boundary	GREENDALE	Region 15 442 D	Burn	Nil
Myrniong - Greendale Rd C138	From Speed Signs (Lacote Road) at Greendale to 300 metres south of Fowlers Lane	GREENDALE	Region 15 Map 442 D	Burn	Nil
Bradys Lane	between Greenhills Road and Egans Reserve	GREENDALE	Region 15 SV Map 6441	Burn	Nil
Morrisons Elaine Rd	From Tableland Rd to Lal Lal Rd East West (between Forest Road and Lal Lal Road)	MORRISONS & DISTRICT	Region 15 Map 483 430151	Burn	Nil
Forest Road	From Morrison/Elaine Road north/south	Morrison & District	Page 6605 551-155	Burn	Nil
Around Fire Shed	West of fire shed approx. 2 acres	Morrison & District	Page 6605 – 440-151	Burn	Nil
Yendon Lal Lal Rd	From Township to Lal Lal Clarendon Rd	MT BUNINYONG	Region 15 Map 440 6	Burn	Nil
Yendon Mt Egerton Rd	From Railway crossing to the West Moorabool river	MT BUNINYONG	Region 15 map 440 D	Burn	Nil
Navigators Rd	From Township to Navigators Parallel with railway on the west side	MT BUNINYONG	Region 15 Map 440 D	Burn	Nil
Wiggins Road	200 Wiggins Road	MT BUNINYONG		Burn	Broad acre
Mt Egerton Ballark Road	Mt Egerton Bungeeltap Road to Ferguson Lane	Mt EGERTON	Region 15 Map 442	Burn	Environmental (MSC Environmental Dept. liaising with CFA and Landcare and arranging) (Council Environmental to arrange)

Location	Location Description	Brigade ID	Map	Action Type ID	Pework required
Mt Egerton Yendon Road	From Sharrocks Road to Spreadeagle Rd	MT EGERTON	Region 15 Map 442 423310	Burn	Nil
Bungeel Tap South Rd	From Mt Wallace Ballark Rd north to Banks Rd	MT WALLACE	Region 15 Map 484 A 515189	Burn	Maintenance of Break (Spray) (Council Environmental to arrange)
Mt Wallace Glenmore Rd	Between Geelong Ballan Rd and Cut Hill (Glenmore Road)	MT WALLACE	Region 15 Map 442 560222	Burn	Nil
Ballan Meredith Rd	From Mt Wallace Ballark Road to Mt Egerton Ballan Rd on the East side	MT WALLACE	Region 15 Map 442 530230	Burn	Maintenance of Break (Spray) (Council Environmental to arrange)
Bacchus Marsh Gisborne Rd	From Diggers Rest Rd to Ratcliffe Tk	COIMADAI	Central Map 6442 761414	Burn	Nil
Ballark-Egerton Rd	From Ballan Meredith Rd to top Ballark Hill	MORRISONS& DISTRICT	Map 6605 495173 to 476178	Burn	Fenceline slash 3 m both sides Prefer to spray and burn break earlier may require Assessment to allow this (Council Environmental to arrange)
Smiths Lane	Ballan Geelong Rd to Banks Lane	MT WALLACE	Map 6524 552227 to 540231	Burn	Nil
Greendale Trentham Rd	Maddisons Lane To the Greendale Roundabout	GREENDALE			Nil
Mt Blackwood Rd	Muir's Lane to Lohs Lane	MYRNIONG	Map 6441 665375 to 663394	Burn	Nil
Muir's Lane	Morrison's Lane to Blackwood Rd	MYRNIONG	Map 6441 665375 to 651376	Burn	Nil
Myrniong Korobeit Rd	Morrison's Lane West to the Brigade	MYRNIONG	Map 6441 648367 to 634376	Burn	Nil

Location	Location Description	Brigade ID	Map	Action Type ID	Prework required
	Boundary				
Nerowie Road	Bacchus Marsh Geelong Road to Shire Boundary	PARWAN		Burn	Council environmental to do breaks (refer red section)
Parwan Rail	Parwan-Exmouth Rd	PARWAN/VLINE		Burn	
Glenmore Rd	Bacchus Marsh – Balliang Rd to Geelong-Bacchus Marsh Rd	PARWAN		Burn	Council environmental to do breaks (refer red section)

Municipal Fire Management Plan - Blackwood Community Fire Refuge – Amended endorsed 12/11/13

Treatments

Roads (Vegetation Management)

Inspect and identify roadside trees that may present a safety risk to motorists by falling across the road in high wind events tri-annually from May 2013. i.e. May 2016, May 2019 etc.

All of this works is dependent on the CFR Pilot Program Evaluation and ongoing policy and funding from the State Government.

Road Section	Road Length (m)
Myrning -Trentham Road (locally known as Greendale – Trentham Rd) Begin at Western Freeway and continue to Wightmans Track, Barrys Reef	20,313
Caravan Park Road, Blackwood - Beginning at Golden Point Road, the entire section of road to the entry of the caravan park	516
Simmons Reef Road, Blackwood - From Greendale-Trentham Road to the end of seal (entire section of sealed road)	2030
Old Golden Point Road, Blackwood - Between Greendale-Trentham Road and Golden Point Road	989
Byres Road, Blackwood - Between Old Golden Point Road and Golden Point Road	839
Terrill Street, Blackwood - Between Greendale-Trentham Road and Byres Road	201
Golden Point Road, Blackwood - Beginning at Greendale-Trentham Road, follow the road to Elgin Street which is where the sealed section ends	1414
Martin Street, Blackwood - From Greendale-Trentham Road, north to Grace Road (The entire sealed road section)	513

Grass around CFA Fire Station to be maintained at 100mm during Declared Fire Season

Grass and vegetation maintained during declared fire season.

FIRE ACCESS TRACKS
Road Management Plan Annual Inspection Report

Road Name
Barrys Road (off Bush Inn) Wattle Flat
Thomas Court Gordon
Scenic Court Gordon
Callaghans Lane Gordon
Cricket Ground Track (topend) Blakeville
Skeltons Road Scotsburn
Yuulong Road Scotsburn (undeveloped section up to Yendon No. 2)
Cockatoo Road Lal Lal
Racecourse Lane, Elaine Morrisons (off Angees Road)
Hopgoods Road Clarendon
Mystery Lane Mt Doran
All Nations Gully Mt Egerton
Long Gully Road Greendale
Wattle Gully Road Greendale
Coles Lane Greendale
Angees Road (Part DSE) Elaine/Morrisons
Greystones (Private Property Rowsley)
2010
Seerys Road, Coimadai
2011
Swans Road Darley
2012
Bradys Lane Greendale

FIRE ACCESS TRACKS
Road Management Plan Annual Inspection Report

2015
Ted Lyons Road, Navigators
Skidders Road, Blackwood

Terminology

Agencies	Refers to the agencies of the Municipal Fire Management Planning Committee. These include key agencies and organisations such as the Moorabool Shire, DELWP , CFA , HVP , Victoria Police, SES and Water Authorities.
Agency Treatments	Refer to Treatment Definition in <i>Appendix A.1 Multi Agency Bushfire Asset Risk Management Register</i> .
Assets	Anything valued by the community which includes houses, crops, stock, heritage buildings and places, infrastructure, the environment, businesses, and forests, that may be at risk from fire.
Bushfire	A general term used to describe fire in vegetation, including grass fire.
Bushfire Risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
Community Safety	Community safety is the collaborative effort by community, government and non-government groups to ensure the safety, wellbeing and stability of society. These efforts are sustained by core values of sustainability, social cohesion, security, cooperation, self-reliance and an improved physical environment. Under such a regime, safer communities are locally organised and resourced, well informed about local risks, proactive in prevention, risk averse, motivated and able to manage the majority of local issues through effective planning and action.
Fire	Comes under the definition of an Emergency. The Emergency Management Act 1986 defines 'emergency' as: "... the actual or imminent occurrence of an event which in any way endangers or threatens to endanger the safety or health of any person in Victoria or which destroys or damages, or threatens to destroy or damage, any property in Victoria or in any way endangers or threatens to endanger the environment or an element of the environment in Victoria, including, without limiting the generality of the foregoing and specific to integrated fire management and therefore includes: A fire; and An explosion, A road accident or any other accident, A disruption to an essential service ("essential service" means any of the following services: transport, fuel (including gas), light, power, water, sewerage, or a service (whether or not of a type similar to the foregoing) declared to be an essential service by the Governor in Council) from the effect or impact of fire.
Fire Management	All activities associated with the management of fire (bushfire, structural, chemical), including the use of fire to meet land management goals and objectives. In simple terms, 'fire management' is PPRR as well as use of fire for ecological, agricultural and cultural purposes.
Integrated Fire Management Planning (IFMP)	Integrated Fire Management Planning is a holistic and integrated risk based planning framework for fire management, across all land tenures and boundaries including PPRR activities.
Preparedness	All activities undertaken in advance of the occurrence of an incident to decrease the impact, extent and severity of the incident and to ensure more effective response activities.
Prevention	All activities concerned with minimising the occurrence of incidents, particularly those of human origin.

Recovery	The coordinated process of supporting emergency effected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical wellbeing.
Response	Actions taken in anticipation of, during and immediately after an incident to ensure that its effects are minimised, and that people effected are given immediate relief and support.
Risk Assessment	The overall process of risk identification, risk analysis and risk evaluation.
Risk Environments	There are four types of risk environments based on the VFRRs risk tool which are Human Settlement, Economic, Environmental and Cultural Heritage.
Risk Identification	The process of determining what, where, when, why and how something could happen.
Victorian Fire Risk Register (VFRR)	Victorian Fire Risk Register is a systematic map based process that identifies assets, assesses assets and provides a range of treatments which contribute to the well being of communities and the environment, which suffer the adverse effects of bushfire.
Vulnerability	The susceptibility of an asset or community to the impacts of fire.

Acronyms

CFA	Country Fire Authority
CHW	Central Highlands Water
CIG	Community Information Guide
DET	Department of Education and Training
DELWP	Department of Environment, Land, Water and Planning
HVP	Hancock Victorian Plantations
IFMP	Integrated Fire Management Planning
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee
MFMP	Municipal Fire Management Plan
MFMPC	Municipal Fire Management Planning Committee
MFPP	Municipal Fire Prevention Plan
NSP-PLR	Neighbourhood Safer Places – Places of Last Resort
PEAR	Priority Egress/Access Roads
PPRR	Prevention, Preparedness, Response and Recovery
RSFMP	Regional Strategic Fire Management Plan
RSFMPC	Regional Strategic Fire Management Planning Committee
VICSES	Victorian State Emergency Service
VBRC	Victoria Bushfire Royal Commission
VFRR	Victoria Fire Risk Register

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For more information visit: www.moorabool.vic.gov.au

11.2.3 Review Development Assessment Committee (DAC) Membership

Introduction

Author: Satwinder Sandhu
General Manager: Satwinder Sandhu

Background

The frequency of Ordinary Council meetings was altered in late 2013 from two meetings a month down to one meeting. Planning matters were traditionally presented to the second meeting of the month. The Development Assessment Committee (DAC) was formed as a standalone Section 86 Committee with delegated powers of Council. An additional benefit of a committee solely dealing with Statutory Planning was to provide for a less formal process for dealing with applications outside of officers delegation.

The DAC has been operating successfully in its current form since September, 2014.

Since the inception of the DAC it had been embraced by the community and positive comments have been provided on its less formal nature which makes presenting to it by stakeholders less daunting. The current Terms of Reference (TOR) are enclosed (Attachment 1).

While it has been operating successfully it is considered the committee could benefit with an increase in its membership from four to five Councillors. At the Statutory Meeting, Cr Edwards proposed an increase in number of Councillors however, due to lack of information, this matter was deferred.

Proposal

It is proposed to increase the membership from four to five Councillors.

The Council TOR for the DAC under the Sub Heading 'Membership', allows for review of the membership at each Statutory & Annual Appointment Meeting of Council. As the provision was not exercised at the Statutory & Annual Appointment meeting, a separate report has been drafted to provide further consideration of the matter.

The current format is of four Councillors of which one is the Chair. Protocol dictates the Chair should only vote in a situation where the casting vote is required to ensure an outcome. The four Councillors elected to the committee at the Statutory Special Meeting of Council were Crs Tatchell, Dudzik, Toohey and Keogh.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1C: Our Business and Systems

The proposal to increase the membership of the DAC is consistent with the Council Plan 2017 – 2021.

Financial Implications

The proposal will require the attendance of an additional Councillor to a maximum of eleven meeting per year. Any financial implications are considered to be minimal.

Risk & Occupational Health & Safety Issues

The recommendation of approval of this development does not implicate any risk or OH & S issues to Council.

Communications and Consultation Strategy

Council has not formally consulted with key stakeholders other than Councillors. The terms of reference will need to be modified and made available on Council's website.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

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

Author – Satwinder Sandhu

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

Conclusion

The DAC has been operating successfully in its current form since September, 2014.

While it has been operating successfully, it is considered the committee could benefit with an increase in its membership from four to five Councillors. The current format is of four Councillors of which one is the Chair. Protocol dictates the Chair should only vote in a situation where the casting vote is required to ensure an outcome.


Recommendation:

That Council:

1. **Increase the membership of the Development Assessment Committee from four to five Councillors.**
2. **Amend the Development Assessment Committee terms of reference to reflect the increase in membership.**
3. **Add Cr _____ to the Development Assessment Committee.**
4. **Further request the Development Assessment Committee review the terms of reference within three (3) months. Should any further changes be warranted, a further report be presented to the full Council for consideration.**

Report Authorisation

Authorised by:

Name: Satwinder Sandhu 
Title: General Manager Growth and Development
Date: Thursday, 23 November 2017

11.2.4 School Crossing Supervisors Preliminary Service Review

Introduction

Author: Andy Gaze
General Manager: Satwinder Sandhu

Background

As part of Council's commitment to continuous improvement and in light of the Victorian State Governments review into the school crossing supervisor service, an internal review of the service has been undertaken. This review has taken into account the initial findings of the State Government review and provides recommendations for council regarding the service taking into account that a further report from state government is likely in the first half of 2018.

School Crossing services have been a long standing service in many westernised countries to improve the safety of children, primarily primary school children, on their way to school. There are many different types of schemes, however the Victorian scheme is a shared service between State and Local Government. In New South Wales (NSW), the program is delivered by State Government and in South Australia (SA) parents, teachers and students volunteer to provide the service and it is arranged by each school. The Victorian program commenced in its present form in 1975 following a number of fatalities and injuries to school children at flagged crossings. The Victorian system provides considerably more crossings and supervisors than any other state, for example there are 817 crossings and 1200 supervisors in NSW whereas in Victoria there are 3029 crossings and 3155 supervisors.

It is considered that there are a number of benefits from having a School Crossing Supervisor Program. Obviously the first benefit is improved safety around schools, however other benefits include the recognition of safety and the need to be vigilant around schools as well as the recognition of school crossing supervisors as trusted and respected individuals within school communities. With improved road safety there is often a reduction in road congestion as people are confident that their children are able to safely access school. The program also provides employment for a variety of different individuals as well as potentially providing opportunities for those providing the service to interact with others in a positive environment. It has positive impacts on children and adults as they know they are safe crossing the road and potentially reduces greenhouse gas emissions as people are more likely to walk to school and as such it reduces the reliance on vehicles.

It must be noted that currently there is no compulsion on councils to provide the service, however as it is so highly praised and respected by the community and education sector any negative changes to it could have a potential for a detrimental impact on Moorabool Council and its standing in the community.

The provision of school crossings also supports many of the actions contained within Moorabool's wider strategies. As school crossings promote walking they play an important role in supporting positive health behaviours in children as well as promoting walking as a form of transport that can lead to life-long positive health outcomes. Within the Hike and Bike strategy, action 19 '....promotes health and wellbeing through the promotion of walking routes...' and action 20 '..Encourage local schools to establish of walking and riding to school buses..' . The Bacchus Marsh Integrated Transport Strategy encourages 'schools, retail and commercial operators to investigate and develop campaigns to encourage walking as a preferred mode of transport for short trips'. The draft Urban Growth Framework states 'Safe and efficient connections are key to encouraging walking and cycling as alternative travel modes. Gaps in existing areas should be closed to facilitate continuous movements between key destinations. New suburbs should provide fully integrated walking and cycling networks, particularly in and around open space and activity centres'. Council's ongoing work on the Community Infrastructure Framework has embedded within the model a strong emphasis on walkability. School crossings help facilitate these aims by allowing children and adults to walk safely to schools, see walking as a viable option of travel and can potentially assist in lifelong behavioural change that promotes walking as a sustainable and healthy alternative for short journeys.

Proposal

The proposals are based on providing safe passage to school for students through 2018/19 and seeking a long term solution to school crossing supervisor provision:

1. Continue the service as currently provided and await final confirmation from the State Government as to what they propose for the School Crossing Program including any long term funding guarantees (including eligibility criteria). The current program is fully funded within the 2017/18 budget and the funding from State Government verbally confirmed for 2018/19.
2. Complete new traffic and pedestrian counts this year (2017) for all current school crossing sites to allow for a funding application for the 2018/19.
3. Complete traffic and pedestrian counts for all primary schools in the Moorabool Shire to establish if any of the currently un-supervised schools meet the funding criteria. If the funding criteria are met provide a further report to Council regarding the provision of a crossing at the site/s.
4. Undertake a further review of the current school crossing program in 2018/19 once the findings from the State Government review in the School Crossing Program is finalised in 2018.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1C: Our Business and Systems

The proposals are consistent with the Council Plan 2017 – 2021.

Financial Implications

The school crossing service is jointly funded between Council and State Government. Initially the State Government only funded \$74,342.00 for 2017/18 which did not account to the 50/50 split. However, through working with officers within State Government, Council were able to successfully lobby for the full 50/50 split (\$111,308.50) and State Government should be thanked for supporting our current program. Continued funding for future years is not guaranteed and depends on a successful application to be submitted at the end of this year.

It is estimated that each school crossing site costs approximately \$15,000 per year to run and any reduction in funding from State Government will result in either Council needing to provide additional resources to fund the provision of the service or ceasing the service at that site.

Risk & Occupational Health & Safety Issues

The School Crossing Supervisor Service has been running within Victoria for over 40 years and not one child has died at a supervised crossing since then. The potential for injury is substantial when children, especially primary school aged children, are crossing roads and the school crossing service significantly reduces this risk. There are other risks related to the service and they are to our Crossing supervisor staff who every day place themselves in potential harms way when entering a road to stop traffic to allow the children to cross. These risks are mitigated by staff training, signage and education of the public and schools.

Communications and Consultation Strategy

Council has not formally consulted with key stakeholders, other than State Government, on this preliminary review. A communication and consultation strategy will be developed and implemented as part of the proposed future report once the State Governments review has been finalised in 2018.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

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

Author – Andy Gaze

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

Conclusion

The School Crossing Supervisor Program has been a part of Victorian School life for over 40 years. It is a jointly funded program between the Council and State Government to which council is currently committed to providing for 2018/19 as long as state government funding remains at the 50/50 level.

Recommendation:

That Council resolves to:


- 1. Continue the School Crossing supervisor service as currently provided at the following locations:**

Crossing Location	School Serviced
Patterson Street	St Bernard's Primary School
Grey Street East	Darley Primary School
Grey Street West	Darley Primary School
Gisborne Road North	Darley Primary School
Gisborne Road South	St Bernard's Primary School & Bacchus Marsh Primary School
Albert Street	Darley, Primary School
Nelson Street	Darley Primary School
Halletts Way	Pentland Primary School
Wittick Street	Pentland Primary School
Lerderderg Street	Bacchus Marsh Primary School
Labilliere Street	Bacchus Marsh College
Grant Street	Bacchus Marsh College
Inglis Street	St Brigid's Catholic Primary School
Stead Street	St Brigid's Catholic Primary School
Duncan Street	Ballan Primary School

- 2. Await final confirmation from the State Government as to what they propose for the School Crossing Program including any long term funding guarantees (including eligibility criteria).**
- 3. Complete new traffic and pedestrian counts this year (2017) for all current school crossing sites to allow for a funding application for the 2018/19.**

4. Complete traffic and pedestrian counts for all primary schools in the Moorabool Shire to establish if any of the currently unsupervised schools meet the funding criteria. If the funding criteria are met provide a further report to Council regarding the provision of a crossing at the site/s.
5. Request a further report on the School Crossing Program to be presented to Council once the State Government complete its review of the School Crossing Program which is to be finalised in 2018.
6. Write to the State Government and thank them for their contribution and supporting our current program.

Report Authorisation**Authorised by:**

Name: Satwinder Sandhu 
Title: General Manager, Growth & Development
Date: Wednesday 29 November, 2017

11.3 SOCIAL AND ORGANISATIONAL DEVELOPMENT

11.3.1 Service Review and Planning Report - Provision of Aged and Disability Services

Introduction

File No.: 02/03/013
Author: Claire Conlon
General Manager: Danny Colgan

The purpose of this report is to recommend that the Council endorse the Service Review and Planning Report – Provision of Aged and Disability Services following the public exhibition period.

Background

At its meeting held on the 6 April 2016, the Council adopted a Service Review and Planning Policy and Framework.

At its meeting held on the 1 June 2016, the Council endorsed a review of the Active Ageing and Community Access Service Unit.

At its meeting held on the 1 November 2017, the Council resolved that:

1. The Council endorse the Draft Service Review and Planning Report – Provision of Aged and Disability Services for the purpose of community exhibition for a period of four weeks including the following recommendations of the report:
 - Council continue to provide aged services in accordance with the current funding agreements in place until 2020.
 - Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements including the provision of Home Care packages to coordinate care and provide case management to eligible clients.
2. A further report be presented following the community exhibition period.
3. In accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper to deliver Aged Services in a consumer directed care (CDC) environment for consideration of the Council by June 2018.
4. A further report be presented to Council containing a business plan on expanding the brokerage and other fee for service arrangements (including people not eligible for subsidised services) from 2018-2020.
5. The Council write to the Federal Minister for Social Services, the Hon. Christian Porter MP and the Victorian Minister Housing, Disability and Ageing, the Hon. Martin Foley MP calling on them to address the shortage of disability service providers in Moorabool to ensure eligible Moorabool residents receive services under the NDIS.

A Service review has been conducted of Council's provision of Aged and Disability Services delivered through the Council's Active Ageing & Community Access Unit. The review has centred on the provision of the Commonwealth Home Support Program (CHSP) and Victorian Government Home and Community Care (HACC) Program for Younger People.

The purpose of the review was to provide an overview of the Aged and Disability services currently provided by Council and the options for Council in relation to the provision of aged and disability services from 2020. The review outlines the implications of national policy and funding changes which have been progressively implemented across Australia since 2012.

The review should inform Council's decision about the most appropriate, effective and sustainable role it can and should play into the future. However, it is unclear at this stage as to what the service system will look like beyond the 1 July 2020, when the current funding agreements expire.

Proposal

Aged Services helps frail, older people living in the community to maximise their independence. Through the delivery of timely, high quality entry-level support services taking into account each person's individual goals, preferences and choices and underpinned by a strong emphasis on wellness and re-ablement, the services help frail older people stay living in their own homes for as long as they can and wish to do so.

The current level of service provided by the Council involves the delivery of 1300 services to 650 Moorabool residents per week employing 48 staff with most of the staff being part time direct care (community support) workers, with the investment shared between Council, State and Federal Government and client fees. The Council provides services to all areas of the municipality where other providers may only provide services to certain areas of the municipality.

The Council has delivered a total of 205,480 hours of services provided across all of the service types over the past three years (2013-2016).

The Council has an agreement with the Commonwealth Government to deliver the Commonwealth Home Support Program (CHSP) and the Victorian Government to deliver the HACC Younger Persons Program and Regional Assessment Services (RAS) until the 30 June 2019. However the CHSP and HACC programs are to be extended until 30 June 2020 while further consideration of the future provision of aged care services in Australia is given by the Commonwealth Government. The Council is also funded to deliver the Building Inclusive Communities Program of the Department of Health and Human Services. The Council has for some years also been funded by the Victorian Department of Health and Human Services to deliver Community Respite Programs (weekends) for people with a disabilities. However, with the transition of clients to the National Disability Insurance Scheme (NDIS) this funding has been significantly reduced and forms part of the Victorian Governments contribution to the NDIS.

The Council is currently the predominant provider of aged care services in the Shire of Moorabool. Other services including Djerriwarrh Health Services and Ballan and District Health and Care provide services as well, however they largely complement the services provided by the Council. Council also provides services to these and many other agencies through a brokerage arrangement whereby council has an agreement to provide services on a fee for service basis.

Information obtained from Council's *Community Satisfaction Survey (2017)*, *Active Ageing and Community Access Client Satisfaction Survey (2016)* and *Meals on Wheels Survey (2016)* showed high overall satisfaction with Council's provision of services in the area of Active Ageing and Community Access. These surveys covered users and non-users of the service.

The services most valued, as listed in the *Active Ageing and Community Access Client Satisfaction Survey* were (in ranked order):

1. Domestic assistance
2. Personal care
3. Meals on wheels
4. Respite
5. Property maintenance

An aggregate summary of stakeholder feedback from the AACA certification assessment, conducted in 2016, showed high levels of satisfaction from clients and carers over the service provided by AACA with a strong commitment articulated by staff to the ongoing provision of services to clients and carers.

The Council's Age Well, Live Well & Access and Inclusion Plan (2015-2021) states that Moorabool has an ageing population, reflecting the national trend with almost 13 per cent of the population aged over 65 years in 2011. People aged 50 years and over represent just under a third (31% or 9,451 people) of the total population in 2011, which is expected to increase to 12,959 people, or 36 per cent of the total population, in 2036. Significantly, there will be almost a 90 per cent increase in population of retirement age (65+) by 2026.

An ageing population not only presents challenges for government agencies, and Council, to meet demand for services and infrastructure, but also in terms of increased incidence of chronic illness and disease as people live longer. For example, the prevalence of dementia in Moorabool is estimated to increase almost four-fold by 2050.

The Commonwealth Government is currently exploring the future arrangements for aged services through a discussion paper entitled: Future Reform – An Integrated Care at Home Program to Support Older Australians. The Commonwealth Government is considering a range of models for the home support service system post 2020.

This may include:

- greater individual client budgets;
- choice of providers;
- block funding for some types of services;
- greater consumer choice and a
- broader market of potential providers.

The Commonwealth has advised the Municipal Association of Victoria (MAV) that no firm decisions have been made as yet on the service design issues, and local governments and the MAV have the opportunity to try and influence design and service models. There is a strong case to be put for block funding for some types of community support services.

At this point, it is too early to make a decision about the role of Council in the provision of aged services beyond 1 July 2020. The future make-up of the aged care sector can be expected to be clearer once the government has considered the feedback on the discussion paper and formulated a position.

The following options have been identified in undertaking the service review:

Options	Implications
<p>Option 1</p> <p>Continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements. No defined percentage cap on Council contribution as is currently in place.</p>	<p>The cost to Council could be reduced through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements including the exploration of a commercial arm, resulting in a mixed market of self-funded and government subsidised services.</p>
<p>Option 2</p> <p>Continue needs based services with Council contribution contained within the band of 6-10 per cent of total expenditure.</p>	<p>This option would result in the provision of aged services at the current level but does not take into account variables such as population growth or the ageing population.</p> <p>This could result in demand management strategies such as a waiting list or application of additional eligibility criteria.</p> <p>The cost to Council could continue to be reduced through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements.</p>
<p>Option 3</p> <p>Withdraw from the service and do not enter into new contracts for service post 1 July 2020.</p>	<p>This option would see a significant withdrawal in existing services available to the communities of Moorabool, particularly those in more rural areas of the Shire, given the council is the predominant provider of aged services in the municipality.</p>

Feedback was sought on the draft Service Review and Planning Report – Provision of Aged and Disability Services through making it available on Have Your Say, Council's Online Community Engagement Portal; making copies available at Council's Customer Service locations; making copies available at the Lerderderg Library and the Ballan Library; providing copies to all service clients; State and Federal Government Departments; associated community groups and organisations.

At the time of finalising the report, no feedback had been received on the draft report.

It is recommended that the Council continue to provide aged services consistent with the resolution of the Council at its meeting held on September 7, 2016 and in accordance with the current funding agreements. Further that the Council continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements including the provision of Home Care packages to coordinate care and provide case management to eligible clients.

At the Ordinary Meeting held on the 7 October 2016, the Council resolved to:

- Continue to provide aged care services to people aged 65+ through the Commonwealth Home Support Program;
- Continue to provide services to people aged under 65 through the Victorian HACC Program for Younger People;
- Continue to strengthen its role in making Moorabool a more inclusive and accessible community and advocating for the needs of people with disabilities.

The Service Review and Planning report recommends:

1. That in accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper/business plan to deliver Aged Services in a consumer directed care (CDC) market based environment for consideration of the Council by June 2018.
2. That the Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements that includes a mixed market of self-funding and government subsidised services.
3. That the Council seek to become a provider of Home Care packages which includes coordinating care and providing case management to eligible clients.
4. Reviewing existing financial modelling and staffing arrangements for each Home Care service type to be undertaken to prepare for aged care servicing post 2020.
5. Pursuing funding for the Rural Access service under the proposed National Disability Insurance Scheme (NDIS) Information, Linkages & Capacity Building (ILC) arrangements.
6. That Council's Information Technology & Communications (ITC) supports the provision of efficient services, billing arrangements and reporting so we continue to build and refine the Home Care Manager system to ensure it reflects the needs of the service.

7. That Council continue to further strengthen our partnerships with local services including health and social supports that complement Council Home Care services and ensure that we can respond to the needs of Moorabool's ageing community.
8. That Council continue to support and develop volunteering opportunities that benefits both the volunteer and the Moorabool community. Volunteers play an important role in the aged and disability space in Moorabool.
9. That the 2015-2021 Age Well, Live Well and Access and Inclusion plan and plan be revised for 2020 with a focus on social support programs, consumer transport options and Friendly visiting program.
10. That a comprehensive marketing and promotional strategy be developed that highlights the Home Care services in a competitive market which leverages off Council's reputation and brand.
11. To support and lobby the realignment of assessment functions to achieve practice consistency which needs to ensure key strengths such as knowledge of local service systems, local service, local planning and development.
12. Determine whether it is a viable option to continue to provide service for HACC clients post State funding negotiations, subsequent to the NDIS roll out.

The report discusses the roll of out of the National Disability Insurance Scheme (NDIS) in Moorabool this year. The experience of the roll-out of the NDIS in Moorabool, particularly in the Western area of the municipality, has identified gaps in the provider market with some individuals assessed as eligible for the NDIS, provided a package to purchase services but unable to access service providers which reflect the "thin" market.

People that have previously been clients of council are unable to access the services that they were getting from Council prior to transitioning to the NDIS. A key issue has been the pricing structure and the cost of travel not being sufficiently factored into the price. Some providers are not servicing people in "rural and remote" areas as it is at a cost disadvantage to the service to do so.

The State Government recognises the 'thin' market in Moorabool and is continuing to fund Council to support clients as they transition to the NDIS. At this stage, the funding is going to continue until 31 December 2017 and then be reviewed again.

Policy Implications

The 2017 - 2021 Council Plan provides as follows:

Strategic Objective 4: Improving Social Outcomes
Context 4A: Health and Wellbeing.

Strategic Objective 4: Improving Social Outcomes
Context 4B: Community Connectedness and Capacity.

The Draft Report is consistent with the 2017-2021 Council Plan and the Council's Service Review and Planning Policy.

Financial Implications

The Service Review was conducted using existing budget allocations.

The Council's direct expenditure on Aged & Disability Services was \$3.07m in 2016/2017. This comprised of State and Federal Government grants of \$2.220m; Fees of \$655,930 and Council contribution of \$194,061.

Council's contribution was 6.0% of total direct costs. The remaining 94.0% was made up of Commonwealth and State Government grants, brokerage charges and client fees.

The budget for 2017/2018 is under review and subject to change as the funding is to be reconciled at the end of December to reflect the transition of clients to the National Disability Insurance Scheme which will involve a reduction in funding to Council.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Needs	Loss of Services - with the changing nature of the funding arrangements and service delivery, community members may miss out on services which has been the experience for some Council clients that have transferred to the National Disability Insurance Scheme.	High	Continued provision of services

Financial	Uncertainty of funding levels.	High (post 2020)	Generate additional revenue through increasing fee of service arrangements. Manage client number to reflect funded hours
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Community Engagement Strategy

The exhibition of the Draft Report involved:

- Have Your Say, Council's Online Community Engagement Portal
- Making copies available at Council's Customer Service locations
- Making copies available at the Lerderderg Library and the Ballan Library.
- Providing copies to all service clients; State and Federal Government Departments; associated community groups and organisations.

Communications Strategy

The outcomes of the review will be communicated through direct mail to clients, local newspapers and other communication processes including Council's Web page and the Moorabool Families and Children Facebook Site and through

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

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

Author – Claire Conlon

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

Conclusion

A Service review has been conducted of Council's provision of Aged and Disability Services delivered through the Council's Active Ageing & Community Access Unit.

The purpose of this review is to provide an overview of the Aged & Disability services currently provided by Council and the options for Council in relation to the provision of aged and disability services from 2020. The review outlines the implications of national policy and funding changes which have been progressively implemented across Australia since 2012.

The review should inform Council's decision about the most appropriate, effective and sustainable role it can and should play into the future. However, it is unclear at this stage as to what the service system will look like beyond the 1 July 2020 when the current funding agreements expire.

It is recommended that the Council continue to provide aged services consistent with the resolution of the Council at its meeting held on September 7, 2016 and in accordance with the current funding agreements. Further that the Council continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements including the provision of Home Care packages to coordinate care and provide case management to eligible clients. Further, that a directions paper/business plan be prepared for consideration by the Council on the operation of aged services post 2020.

Recommendation:

That the Council endorse the Service Review and Planning Report – Provision of Aged and Disability Services (November 2017) including the following recommendations proposed in the report:

- 1. That in accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper/business plan to deliver Aged Services in a consumer directed care (CDC) market based environment for consideration of the Council by June 2018.**
- 2. That the Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements that includes a mixed market of self-funding and government subsidised services.**
- 3. That the Council seek to become a provider of Home Care packages which includes coordinating care and providing case management to eligible clients.**
- 4. Reviewing existing financial modelling and staffing arrangements for each Home Care service type to be undertaken to prepare for aged care servicing post 2020.**
- 5. Pursuing funding for the Rural Access service under the proposed National Disability Insurance Scheme (NDIS) Information, Linkages & Capacity Building (ILC) arrangements.**

6. That Council's Information Technology & Communications (ITC) supports the provision of efficient services, billing arrangements and reporting so we continue to build and refine the Home Care Manager system to ensure it reflects the needs of the service.
7. That Council continue to further strengthen our partnerships with local services including health and social supports that complement Council Home Care services and ensure that we can respond to the needs of Moorabool's ageing community.
8. That Council continue to support and develop volunteering opportunities that benefits both the volunteer and the Moorabool community. Volunteers play an important role in the aged and disability space in Moorabool.
9. That the 2015-2021 Age Well, Live Well and Access and Inclusion plan and plan be revised for 2020 with a focus on social support programs, consumer transport options and Friendly visiting program.
10. That a comprehensive marketing and promotional strategy be developed that highlights the Home Care services in a competitive market which leverages off Council's reputation and brand.
11. To support and lobby the realignment of assessment functions to achieve practice consistency which needs to ensure key strengths such as knowledge of local service systems, local service, local planning and development.
12. Determine whether it is a viable option to continue to provide service for HACC clients post State funding negotiations, subsequent to the NDIS roll out.

Report Authorisation:**Authorised by:**

Name: Danny Colgan
Title: General Manager Social & Organisational Development
Date: Tuesday, 28 November 2017.

Attachment - Item 11.3.1

Service Review and Planning Report – Provision of Aged and Disability Services

December 2017



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Glossary

AACA – Active Ageing and Community Access	Service unit within Council.
CDC – Consumer Directed Care	A model of service delivery designed to give more choice and flexibility to consumers.
CHPHP – Central Highlands Primary Care Partnership	Voluntary alliance of 40 health, local government, welfare and human service agencies working together to improve the health and well-being of the Central Highlands region. Covers the 4 Local Governments of Moorabool, Ballarat, Hepburn and Golden Plains.
CHSP – Commonwealth Home Support Program	The CHSP is a consolidated programme providing entry-level home support for older people who need assistance to keep living independently. The CHSP consolidates the Commonwealth Home and Community Care (HACC) Program, planned respite from the National Respite for Carers Program, the Day Therapy Centres Program and the Assistance with Care and Housing for the Aged Program.
CSDA– Commonwealth/State/Territory Disability Agreement	Commonwealth State Territory Disability Agreement (CSTDA) provides the national framework for the delivery, funding and development of specialist disability services.
DHHS – Department of Health and Human Services	Victorian Government Department & lead agency that develops and delivers policies, programs and services to support and enhance the health and wellbeing of all Victorians.
HACC Services – Home and Community Care Services	<p>Provides a range of basic maintenance and home support services for the frail, elderly and disabled (and their carers) to continue living independently at home for longer. Now replaced by the NDIS, HACC PYP and CHSP in all states except WA.</p> <p>The Home and Community Care (HACC) program was previously jointly funded by the Commonwealth and State Governments under the Home and Community Care Act (Commonwealth) 1985. In Victoria, Local Governments also contribute significantly to the program.</p> <p>On 16 September 2015, the Victorian and Australian Governments signed a bilateral agreement to rollout the National Disability Insurance Scheme (NDIS) across Victoria over a three year period.</p> <p>As part of the bilateral agreement, the Victorian and Australian Governments agreed that management of the former Home and Community Care (HACC) Program will be split.</p> <p>Services for older people (people aged 65 and over and 50 and over for Aboriginal people) will be directly funded and managed by the Commonwealth Government under the Commonwealth Home Support Program. Services for younger people (people aged under 65 and under 50 for Aboriginal people) will be funded and managed by the Victorian Government under the HACC Program for Younger People.</p>
HACC PYP	The HACC Program for Younger People provides basic support and maintenance services to help people with disabilities remain living at home as independently as possible. The HACC Program for Younger People is funded and managed by the Victorian Department of Health and

	Human Services. The program is for people aged 65 years and under that are not eligible for the National Disability Insurance Scheme (NDIS)
HAS	Council is a Home Assessment Service . A Home Support Assessment may be organised if clients have aged care needs that, when addressed, enable them to remain living at home and in the community safely.
NDIA	The National Disability Insurance Agency operates the National Disability Insurance Scheme
NDIS	The National Disability Insurance Scheme is a market-style system where government funding will no longer go directly to disability service providers, but instead to the client, who can choose the providers they want. The scheme is predicated on the idea that users should be able to move from provider to provider, receiving the services they want, and how they want them – as long as these are “reasonable and necessary”.
RAS	Council is a Regional Assessment Service . Clients requesting access to Services are visited at home by a member of the Regional Assessment Service. An assessment is completed in partnership with the client and his or her carers. If the client requires support, the RAS identifies service providers with the capacity to assist. Once the client has chosen their preferred service provider the RAS sends the referral assessment and support plan to the service provider.



Executive Summary

Background

A Service review has been conducted of Council's provision of Aged and Disability Services delivered through the Council's Active Ageing & Community Access Unit. The review has centred on the provision of the Commonwealth Home Support Program (CHSP) and Victorian Government Home and Community Care (HACC) Program for Younger People.

Scope of the review

The purpose of this review is to provide an overview of the Aged and Disability services currently provided by Council and the options for Council in relation to the provision of aged and disability services from 2020. The review outlines the implications of national policy and funding changes which have been progressively implemented across Australia since 2012.

The review should inform Council's decision about the most appropriate, effective and sustainable role it can and should play into the future. However, it is unclear at this stage as to what the service system will look like beyond the 1 July 2020 when the current funding agreements expire.

Purpose and summary of current service delivery

Aged Services helps frail, older people living in the community to maximise their independence. Through the delivery of timely, high quality entry-level support services taking into account each person's individual goals, preferences and choices – and underpinned by a strong emphasis on wellness and re-ablement – the services help frail older people stay living in their own homes for as long as they can and wish to do so.

Demographic Analysis

Council's *Age Well Live Well & Access and Inclusion Plan (2015-2021)* states that Moorabool has an ageing population, reflecting the national trend with almost 13 per cent of the population aged over 65 years in 2011.

Those aged 50 years and over represent just under a third (31% or 9,451 people) of the total population in 2011, which is expected to increase to 12,959 people, or 36 per cent of the total population, in 2036. Significantly, there will be almost a 90 per cent increase in population of retirement age (65+) by 2026.

An ageing population not only presents challenges for government agencies and Council, to meet demand for services and infrastructure, but also in terms of increased incidence of chronic illness and disease as people live longer. For example, the prevalence of dementia in Moorabool is estimated to increase almost four-fold by 2050.¹

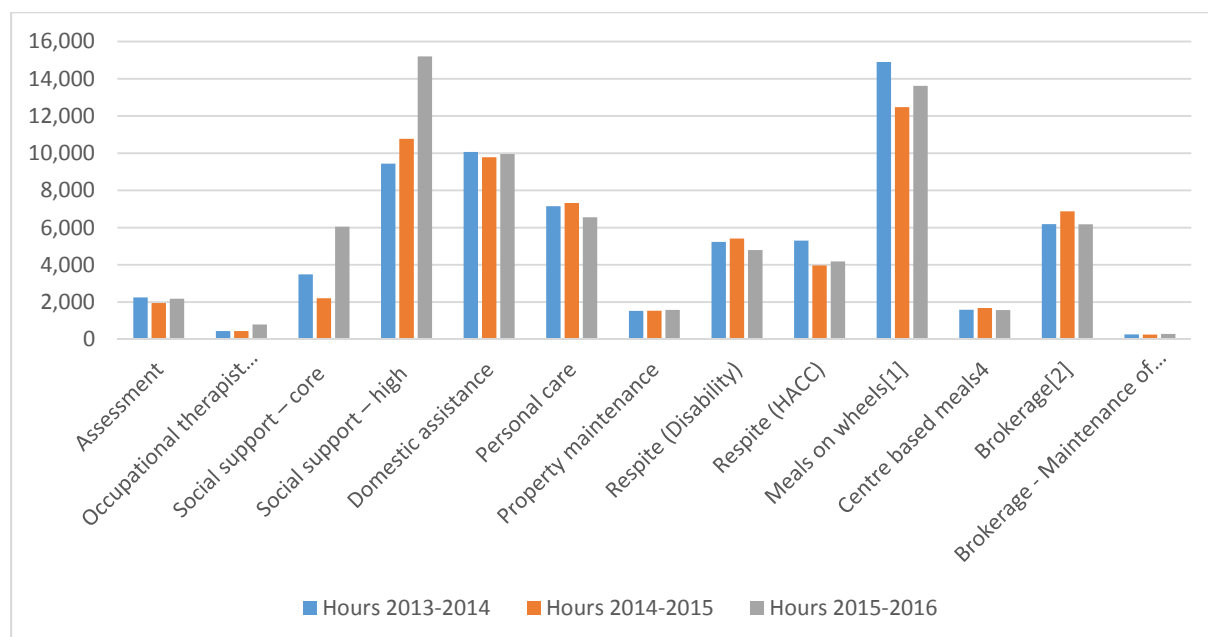
Service Levels

The current level of service provided by the Council involves the delivery of 1300 services to 650 Moorabool residents per week employing 48 staff with most of the staff being part time direct care (community support) workers, with the investment shared between Council, State and Federal

¹ *Age Well Live Well & Access and Inclusion Plan (2015-2021)*

Government and client fees. The Council provides services to all areas of the municipality where other providers may only provide services to certain areas of the municipality.

The Council has delivered a total of 205,480 hours of services provided across all of the service types over the past three years (2013-2016).



Financials

The Council's direct expenditure on Aged & Disability Services was \$3.07m in 2016/2017. This comprised of State and Federal Government grants of \$2.220m; Fees of \$655,930 and Council contribution of \$194,061. Council's contribution was 6.0% of total direct costs. The remaining 94.0% was made up of Commonwealth and State Government grants and client fees.

The budget for 2017/2018 is under review and subject to change as the funding is to be reconciled at the end of December to reflect the transition of clients to the National Disability Insurance Scheme which will involve a reduction in funding to Council.

Options

The following options have been identified in undertaking the service review:

Options	Implications
<p>Option 1: Continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements. No defined percentage cap on Council contribution as is currently in place</p>	<p>The cost to Council could be reduced through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements including the exploration of a commercial arm, resulting in a mixed market of self-funded and government subsidised services.</p>
<p>Option 2: Continue needs based services with Council contribution contained within the band of 6-10 per cent of total expenditure</p>	<p>This means the provision of aged services at the current level but does not take into account variables such as population growth or the ageing population. This could result in demand management strategies such as a waiting list or</p>

Options	Implications
	application of additional eligibility criteria. The cost to Council could continue to be reduced through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements.
<p>Option 3: Withdraw from the service and do not enter into new contracts for service post 1 July 2020.</p>	This option would see a significant withdrawal in existing services available to the communities of Moorabool, particularly those in more rural areas of the Shire, given the council is the predominant provider of aged services in the municipality.

Recommendations

The Commonwealth Government is currently exploring the future arrangements for aged services through a discussion paper entitled: Future Reform – An Integrated Care at Home Program to Support Older Australians. The Commonwealth Government is considering a range of models for the home support service system post-2020. This may include:

- greater individual client budgets;
- choice of providers;
- block funding for some types of services;
- greater consumer choice and a
- broader market of potential providers.

The Commonwealth has advised the Municipal Association of Victoria (MAV) that no firm decisions have been made as yet on the service design issues, and local governments and the MAV have the opportunity to try and influence design and service models. There is a strong case to be put forward for block funding for some types of community support services.

At this point, it is too early to make a decision about the role of Council in the provision of aged services beyond 1 July 2020. The future make-up of the aged care sector can be expected to be clearer once the government has considered the feedback on the discussion paper and formulated a position.

It is proposed that the Council continue to provide aged services consistent with the resolution of the Council at its meeting held on September 7, 2016 and in accordance with the current funding agreements.

At the Ordinary Meeting held on the 7 September 2016, the Council resolved to:

- Continue to provide aged care services to people aged 65+ through the Commonwealth Home Support Program;
- Continue to provide services to people aged under 65 through the Victorian HACC Program for Younger People;
- Continue to strengthen its role in making Moorabool a more inclusive and accessible community and advocating for the needs of people with disabilities.

It is recommended:

1. That in accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper/business plan to deliver Aged Services in a consumer directed care (CDC) market based environment for consideration of the Council by June 2018.
2. That the Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements that includes a mixed market of self-funding and government subsidised services.
3. That the Council seek to become a provider of Home Care packages which includes coordinating care and providing case management to eligible clients.
4. Reviewing existing financial modelling and staffing arrangements for each Home Care service type to be undertaken to prepare for aged care servicing post 2020.
5. Pursuing funding for the Rural Access service under the proposed National Disability Insurance Scheme (NDIS) Information, Linkages & Capacity Building (ILC) arrangements.
6. That Council's Information Technology & Communications (ITC) supports the provision of efficient services, billing arrangements and reporting so we continue to build and refine the Home Care Manager system to ensure it reflects the needs of the service.
7. That Council continue to further strengthen our partnerships with local services including health and social supports that complement Council Home Care services and ensure that we can respond to the needs of Moorabool's ageing community.
8. That Council continue to support and develop volunteering opportunities that benefits both the volunteer and the Moorabool community. Volunteers play an important role in the aged and disability space in Moorabool.
9. That the 2015-2021 Age Well, Live Well and Access and Inclusion plan and plan be revised for 2020 with a focus on social support programs, consumer transport options and Friendly visiting program.
10. That a comprehensive marketing and promotional strategy be developed that highlights the Home Care services in a competitive market which leverages off Council's reputation and brand.
11. To support and lobby the realignment of assessment functions to achieve practice consistency which needs to ensure key strengths such as knowledge of local service systems, local service, local planning and development.
12. Determine whether it is a viable option to continue to provide service for HACC clients post State funding negotiations, subsequent to the NDIS roll out.

1.0 Scope

1.1 Project Team and resources

Project Owner – Danny Colgan, General Manager Social and Organisational Development

Project Manager – Claire Conlon, Manager Active Ageing and Community Access

Project Officer – Tania Barry

Project Contributors:

- James Hogan (Finance),
- Active Ageing and Community Access staff

The review of the service has been undertaken in-house through the engagement of a temporary project officer but has been delayed due to the dynamic nature of the funding, policy and service environment and change in staffing within the Active Ageing & Community Access Service Unit. It was initially intended that the review would be completed by the 30 June 2017. It is now expected to be completed by December 2017.

1.2 Project Scope

The scope of this review includes:

- Historical and current service provision of the former Home and Community Care Services (HACC Services) now Commonwealth Home Support Program (CHSP) and Victorian HACC Program for Younger People (HACC PYP) by Council (MSC);
- Local, State and Federal policy context;
- Analysis of Council's current position;
- Options for consideration; and
- Financial implications;

The purpose of this review is to provide an overview of the Aged & Disability services currently provided by Council and the options for Council in relation to the provision of aged and disability services from 2020. The review outlines the implications of national policy and funding changes which have been progressively implemented across Australia since 2012.

The review will inform Council's decision about the most appropriate, effective and sustainable role it can and should play into the future. However, it is unclear at this stage as to what the service system will look like beyond the 1 July 2020 when the current funding agreements expire.

The Commonwealth Government is currently exploring the future arrangements for aged services through a discussion paper entitled: *Future Reform – An Integrated Care at Home Program to Support Older Australians*. The Commonwealth Government is considering a range of models for the home support service system post-2020. This may include:

- greater individual client budgets;
- choice of providers;
- block funding for some types of services;
- greater consumer choice and a
- broader market of potential providers

The future make-up of the aged care sector can be expected to be clearer once the government has considered the feedback on the discussion paper and formulated a position.

1.3 Endorsement from Council

The Council endorsed a review of the Active Ageing and Community Access Service Unit at the Ordinary Meeting of Council held on June 1, 2016.

The Ordinary Meeting of the Council held on September 7, 2016 considered a report regarding the provision of aged care and disability services within the National Disability Insurance Scheme (NDIS) environment. The Council resolved to:

- Continue to provide aged care services to people aged 65+ through the Commonwealth Home Support Program;
- Continue to provide services to people under 65 through the Victorian HACC Program for Younger People;
- Continue to strengthen its role in making Moorabool a more inclusive and accessible community and advocating for the needs of people with disabilities;
- Not register as a provider under the National Disability Insurance Scheme and;
- Work with Latrobe Community Health Services as the Local Area Coordination Service in the Central Highlands Region to support clients to transition to the National Disability Insurance Scheme and mainstream support services.

The Council's Age Well Live Well Strategy & Access & Inclusion Plan (2015-2021) outlines the Council's roles and functions in respect to health active ageing and access and inclusion for people with a disability.

2.0 What do we already know about the current service delivery?

2.1 Purpose of service.

The planning and delivery of aged and disability services is consistent with the *Council Plan 2017-2021* which has a strategic objective of Improving Social Outcomes; Context 4A: Health and Wellbeing. Enhanced community health and wellbeing is achieved through the intersection of enhanced economic, social, built and natural environments. Benefits are: local services accessible to those in need; healthier individuals and communities; reduced social isolation and exclusion; reduced anti-social behaviour; more resilient and self-reliant individuals and communities; enhanced workforce numbers and capacity.

Local governments have a statutory obligation to plan for disability access and inclusion. The Disability Act 2006 introduced major reforms aimed at improving services for people with a disability in Victoria. Under the Act, local governments, as public sector organisations, are required to prepare an action plan that reduces barriers to accessing goods, services and facilities.

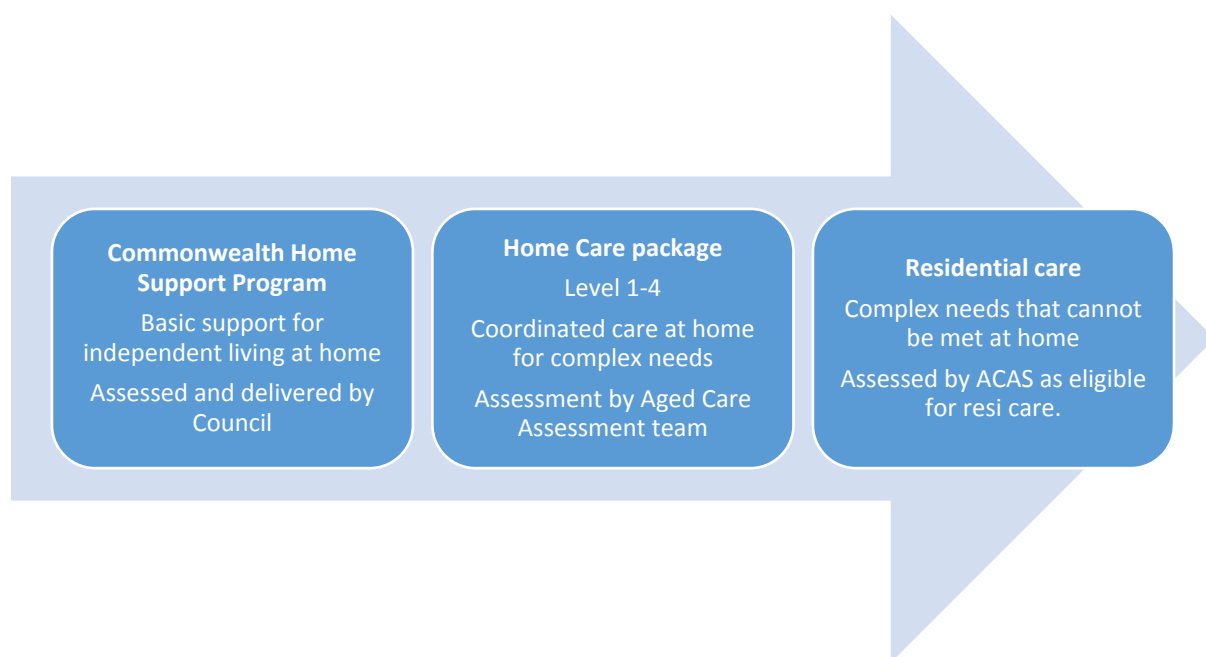
The Council is involved in supporting people with a disability in a variety of ways including the delivery of direct services and working within the communities of Moorabool to make the municipality more accessible and inclusive consistent with Council's Access and Inclusion Plan (2015 -2021).

In addition, under the Victorian Local Government Act 1989, local governments have a responsibility to improve the overall quality of life of people in the local community and to ensure that services and facilities provided by the council are accessible and equitable.

The Council has an agreement with the Commonwealth Government to deliver the Commonwealth Home Support Program (CHSP) and the Victorian Government to deliver the HACC Younger Persons Program and Regional Assessment Services (RAS) until the 30 June 2019. However the CHSP and HACC programs are to be extended until 30 June 2020 while further consideration of the future provision of aged care services in Australia is given by the Commonwealth Government. The Council is also funded to deliver the Building Inclusive Communities Program of the Department of Health and Human Services. The Council has for some years also been funded by the Victorian Department of Health and Human Services to deliver Community Respite Programs (weekends) for people with a disabilities. However, with the transition of clients to the National Disability Insurance Scheme (NDIS) this funding has been significantly reduced and forms part of the Victorian Governments contribution to the NDIS.

National Reform

The Aged care reform resulted in three tiers including Commonwealth Home Support Program, Home care packages and Residential care as outlined below.



Commonwealth Home Support Program (CHSP)

The CHSP helps frail, older people living in the community to maximise their independence. Through the delivery of timely, high quality entry-level support services taking into account each person's individual goals, preferences and choices – and underpinned by a strong emphasis on wellness and re-ablement – the CHSP will help frail older people stay living in their own homes for as long as they can and wish to do so.

In recognition of the vital role that carers play, the CHSP also supports care relationships through providing planned respite care services for frail, older people which allows regular carers to take a break from their usual caring responsibilities.

Depending on a person's needs, support services that can be provided include:

- domestic assistance – household jobs like cleaning, laundry
- personal care – help with bathing, showering or getting dressed
- home maintenance – minor general repairs and care of house or garden, for example, changing light bulbs or replacing tap washers
- home modification – minor installation of safety aids such as alarms, ramps and support rails in the person's home
- nursing care – a qualified nurse to dress a wound or provide continence advice in the home*
- social support – social activities in a community-based group setting
- transport – help getting people out and about for shopping or appointments.

Food services

- providing meals at a community centre
- helping with shopping for food
- help with making meals and storing food
- assistance with learning to cook
- delivering meals to your home.

Allied health support services

- physiotherapy (exercises, mobility, strength and balance)*
- podiatry (foot care)*
- speech pathology*
- occupational therapy (help to recover or maintain your physical ability)
- advice from a dietician (healthy eating)*
- other allied health and therapy services*

Respite care

- care while the carer takes a break

Assistance with care and housing

Support and help for people who are homeless or at risk of being homeless:

- assessment and referrals to accommodation services
- advocacy (someone to help guide a person through the process)

HACC Program for Younger People

The HACC Program for Younger People provides services for people with disabilities and their carers that are not eligible for the NDIS. Younger people are defined as those aged under 65 and aged under 50 for Aboriginal and Torres Strait Islander people. Many of Council's clients

* Service not provided by Moorabool Shire Council

have transferred to the National Disability Insurance Scheme as it is rolling out in the Central Highlands Region, including Moorabool, this year.

The HACC Program for Younger People provides basic support and maintenance services to help people with disabilities remain living at home as independently as possible. The HACC Program for Younger People is funded and managed by the Victorian Department of Health and Human Services.

The Home and Community Care Program for Younger People provides support for younger people with disabilities whose capacity for independent living is at risk.

Services are targeted to younger people with moderate, severe or profound disabilities and their unpaid carers.

The main types of HACC service are:

- domestic assistance
- personal care
- nursing*
- allied health services (such as physiotherapy, podiatry and dietetics)
- food services (delivered meals and centre-based meals)
- planned activity groups
- property maintenance
- respite services
- friendly visiting²
- transport services provided by volunteers³

Brokerage Services

The unit provides services to other agencies on a fee for service basis through brokerage arrangements. Where organisations have clients in Moorabool but are not set up to deliver service, the service contracts the council to deliver the service. Currently the service has brokerage agreements with 11 organisations from across the State. The revenue generated through the agreement works to reduce the Council contribution to the services it is contracted to deliver. Opportunities exist to build upon and expand the brokerage arrangements to provide further revenue streams.

Regional Assessment Service (RAS)

Since 1 July 2015, entry and assessment for the Commonwealth Home Support Program is through My Aged Care. Clients requesting access to Services are visited at home by a member of the Regional Assessment Service. An assessment is completed in partnership with the client and his or her carers. If the client requires support, the RAS identifies service providers with the capacity to assist. Once the client has chosen their preferred service provider the RAS sends the referral assessment and support plan to the service provider.

The Commonwealth has indicated that there may be some changes to the model and changes to the approach to support a greater focus on independence and wellness. The

* Service not provided by Moorabool Shire Council

² Contracted to Djerriwarrh Health Services

³ Djerriwarrh Health Services have this funding

Commonwealth is also looking at changes to strengthen the effectiveness of assessment arrangements in regional and remote areas.

The Federal budget in May 2017 announced funding for Regional Assessment Services (RAS) until 2020 meaning an extension to the current Regional Assessment Service contracts for a further 2 years. In Victoria DHHS has an agreement with the Commonwealth for delivery of Home Support Assessment until 30 June 2019.

DHHS does not know at this stage what the budget announcement means for RAS in Victoria beyond the term of its current agreement. DHHS are currently seeking clarity from the Commonwealth on this.

Community Respite Program

The Council is funded to provide respite support that provides short-term breaks for carers of people with a disability, while providing a positive experience for the person with a disability either in their own home or away from home. The funding from the Victorian Government for the Community Respite Program is expected to be transitioned to the National Disability Insurance Scheme as it becomes fully operational in Moorabool.

Building Inclusive Communities (BIC)

The Council is funded by the Department of Health and Human Services to deliver the Building Inclusive Communities Program. The BIC aims to improve access to local resources and supports. Initiatives have been put in place to support local communities to plan and develop strategies that increase community membership and participation for people with disabilities. The Council has a Rural Access Worker that delivers the Building Inclusive Communities in Moorabool.



2.2 Utilisation – past, current and projected i.e. is the service meeting needs of users?

The current level of service provided by the Council involves the delivery of 1300 services to approximately 650 Moorabool residents per week employing 48 staff with most of the staff being part time direct care (community support) workers, with the investment shared between Council, State and Federal Government and client fees.

Table 1.0 below shows the number of clients receiving services from the Council over the past 3 years.

Table 1.0. Number of clients who received a service per service type (2013-2016)

	2013-2014	2014-2015	2015-2016
Assessment	653	618	636
Occupational therapist assessment	100	107	147
Social support – core	67	36	49
Social support – high	104	175	155
Domestic assistance	508	492	463
Personal care	122	126	118
Property maintenance	263	240	264
Respite (Disability)	40	40	35
Respite (HACC)	45	38	36
Meals on wheels[1]	119	122	123
Centre based meals4	35	51	31
Brokerage[2]	210	235	218
Brokerage – Maintenance of Effort[3]	3	2	2
Volunteer Coordination	23	16	19
Total	2292	2298	2296

Council's Age and Disability Services benefits a wide range of individuals and organisations in addition to the clients who are direct service recipients. The service has a positive impact on the communities of Moorabool and the economy. The main beneficiaries of the services includes clients, their families and neighbours, local staff and volunteers, local businesses and transport services.

Clients and their families benefit directly from the service as it supports them to remain at home and links them into the community and with other local services and activities. The service employs more than 60 staff with the vast majority being local residents.

The following table (2.0) and chart (1.0) shows usage of each service under the previous Home and Community Care (HACC) Program over the period 2013-2016. The figures are all in service hours, unless otherwise indicated.

^[1] Refers to numbers of meals

^[2] Brokerage refers to agencies that purchase MSC service at full cost recovery.

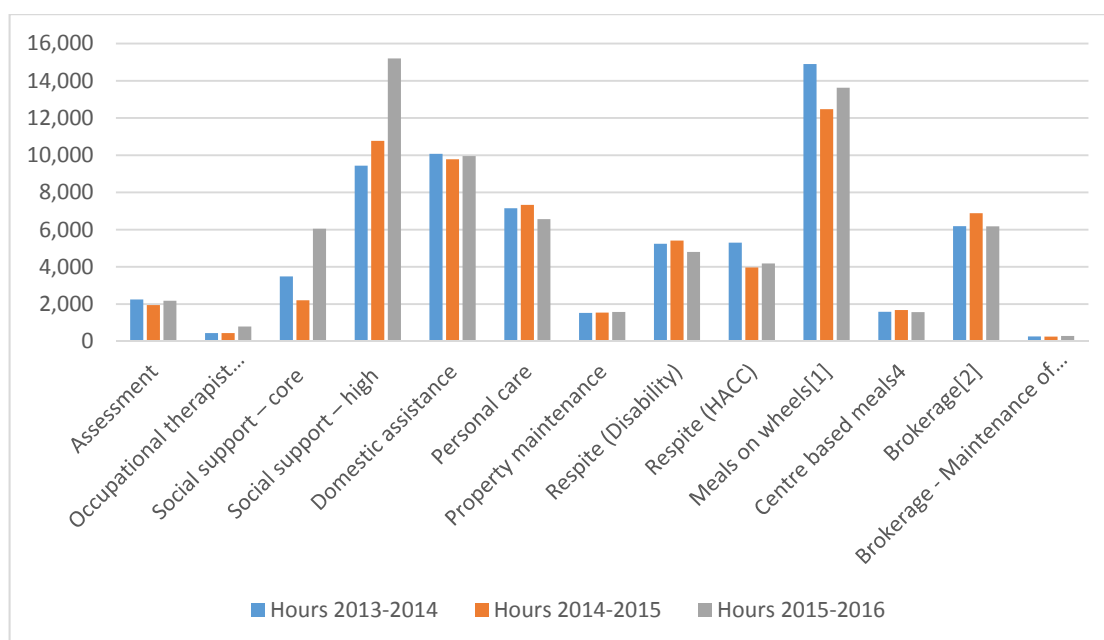
^[3] Maintenance of Effort refers to a situation where a client was receiving services from MSC, moved onto a package with another agency however retained some services at a subsidised rate.

In the past three years, the Council has delivered a total of 205,480 hours of services

Table 2.0 Home and Community Care (HACC) - Actual Service Hours by activity (2013-2016)

	2013-2014	2014-2015	2015-2016
Assessment	2,251	1,950	2,178
Occupational therapist assessment	442	441	794
Social support – core	3,488	2,206	6,050
Social support – high	9,440	10,775	15,200
Domestic assistance	10,072	9,780	9,953
Personal care	7,148	7,328	6,562
Property maintenance	1,526	1,539	1,577
Respite (Disability)	5,237	5,411	4,798
Respite (HACC)	5,299	3,970	4,181
Meals on wheels⁴	14,899	12,477	13,623
Centre based meals⁴	1,588	1,682	1,570
Brokerage⁵	6,189	6,879	6,179
Brokerage - Maintenance of Effort⁶	264	251	287
Total	67,843	64,689	72,952

Chart 1.0 Home and Community Care (HACC) - Actual Service Hours by activity (2013-2016)



The following table (3.0) and chart (2.0) shows usage of each service under the Commonwealth Home Support Program delivered by Council in 2016-2017 being the first year of the CHSP.

⁴ Refers to numbers of meals

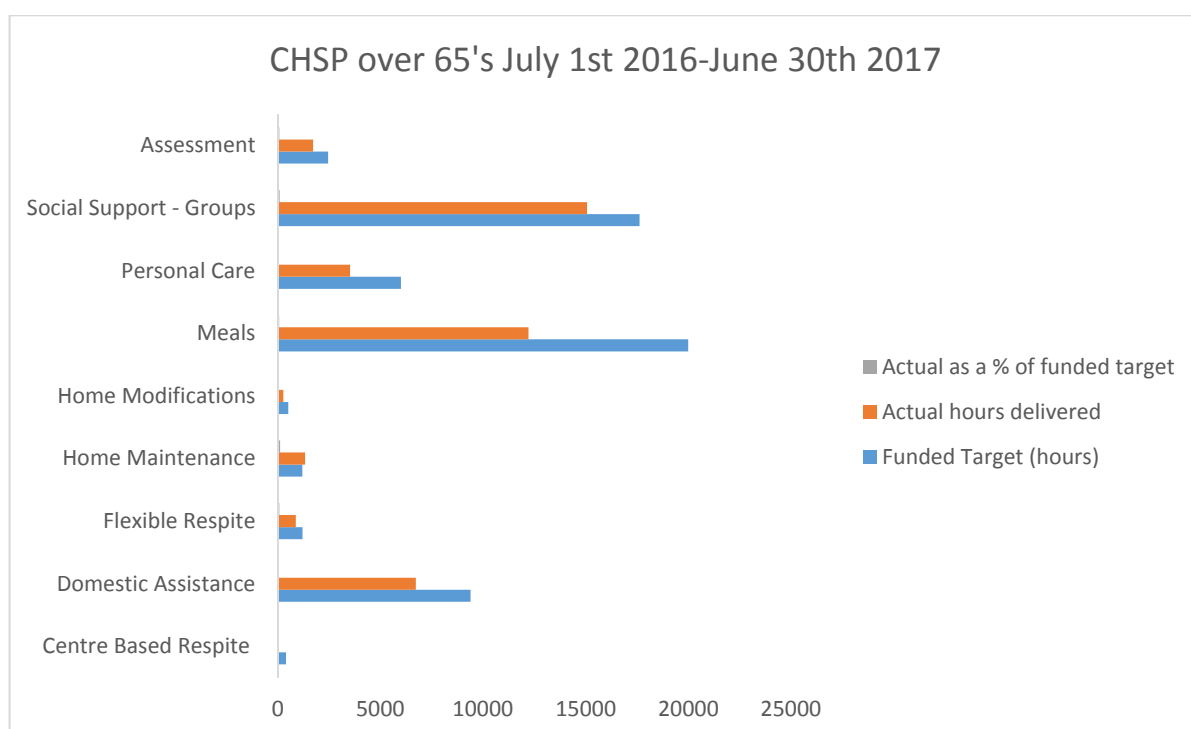
⁵ Brokerage refers to agencies that purchase MSC service at full cost recovery.

⁶ Maintenance of Effort refers to a situation where a client was receiving services from MSC, moved onto a package with another agency however retained some services at a subsidised rate.

Table 3.0 Commonwealth Home Support Program (CHSP) – Actual Service Hours by Activity - 1 July 2016 - 30 June 2017

Services delivered	Funded Target (hours)	Actual hours delivered	Actual as a % of funded target
Centre Based Respite	400		
Domestic Assistance	9,393	6725	71%
Flexible Respite	1,200	873	72%
Home Maintenance	1,192	1328	111%
Home Modifications	510	263	51%
Meals	19,997	12211	61%
Personal Care	6,000	3520	58%
Social Support - Groups	17,621	15064	85%
Assessment	2,448	1713	70%
OT	453	545	120%
Total	58,761	42, 242	77%

Chart 2.0 Commonwealth Home Support Program (CHSP) – Actual Service Hours by Activity (2016-2017)

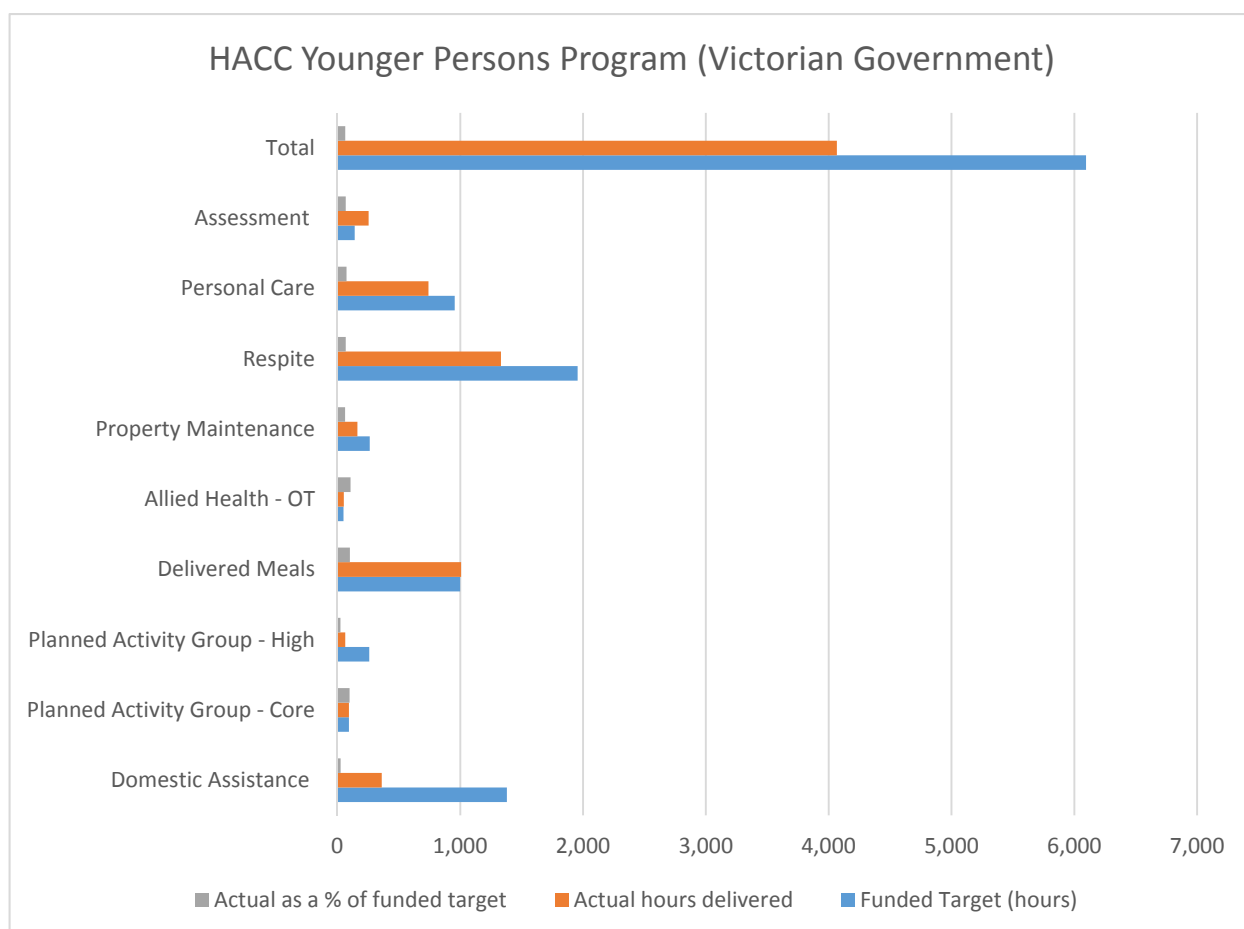


The following table (4.0) and chart (3.0) shows usage of each service under the Home and Community Care Program for Younger Persons (HACC PYP) delivered by Council in 2016-2017 being the first year of the HACC PYP.

Table 4.0 Home and Community Care Program for Younger Persons (HACC PYP) – Actual Service Hours by Activity (2016-2017)

Services delivered 1 July 2016 - 30 June 2017	Funded Target (hours)	Actual delivered hours	Actual as a % of funded target
Domestic Assistance	1,380	361	26%
Planned Activity Group - Core	94	93	99%
Planned Activity Group - High	259	64	25%
Delivered Meals	999	1007	101%
Allied Health - OT	49	52	106%
Property Maintenance	263	162	62%
Respite	1,956	1332	68%
Personal Care	955	741	74%
Assessment	376	254	67%
Total	6331	4066	64%

Chart 3.0 Home and Community Care Program for Younger Persons (HACC PYP) – Actual Service Hours by Activity (2016-2017)



2.3 Financials – past, current and projected.

The Council's direct expenditure on Aged Services was \$2.6m in 2016/2017. This comprised of State and Federal Government grants of \$2.047m; Fees of \$324,000 and Council contribution of \$259,851.

Council's contribution was 9.8% of total direct costs. The remaining 90.2% was made up of Commonwealth and State Government grants and client fees. Council's contribution has fluctuated in the past 5 years from a high of \$443,649 in 2015/2016 to \$259,851 in 2016/2017. In 2017/2018 it is forecast to be \$245,691.

Potential strategies to further reduce expenditure have been identified and include:

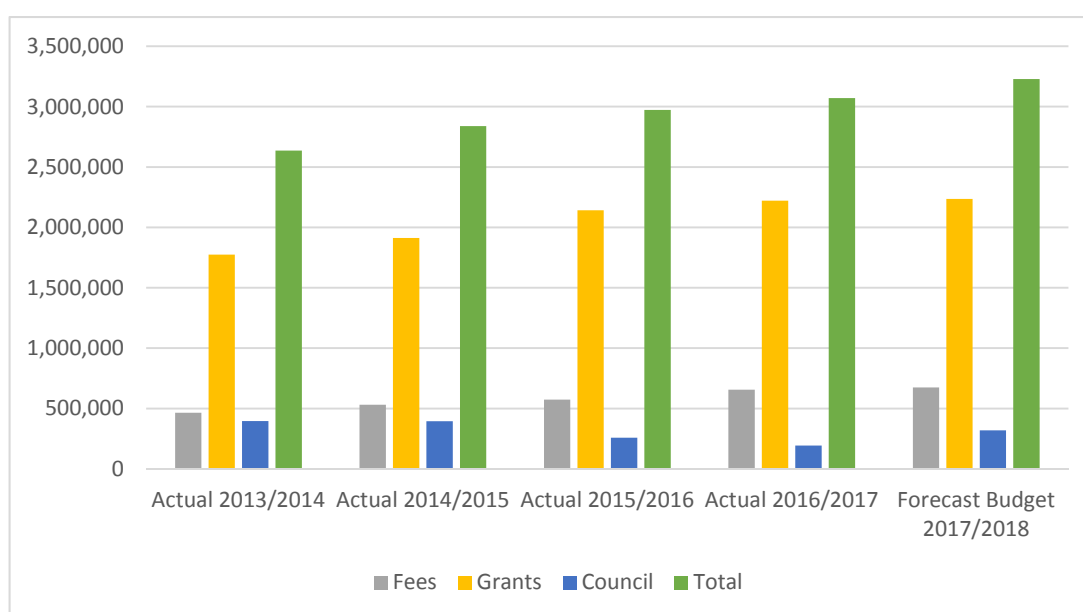
- a) Ensuring On-call reimbursement is in accordance with Council policy and EBA agreement.
- b) Consistently applied standards for staff meal allowances across the program.
- c) Revisit the rostering process through Home Care Manager to ensure split shifts are reduced and rosters are efficient and cost effective.
- d) Aim to operate the program at 95% of CHSP/HACC target and increase brokerage to offset the costs of non-client facing time including travel, staff training, supervision, uniform allowance and split shifts.
- e) Monthly finance reports are to be supplied by the revenue unit to identify and monitor outstanding accounts.
- f) Revisit the staff to client ratio numbers in social support groups to ensure we are meeting standards but not over servicing clients.
- g) Attract volunteers to assist with group programs.
- h) Cease funding external programs that are no longer block funded e.g. HACC social support groups.
- i) Balance non client facing time such as core staff training requirements and supervision time with the need to reduce the amount of admin time which is not funded.
- j) Create further efficiencies with the Home Care Manager program to ensure regular reporting on client targets and measures to make informed decisions about the uptake of clients.
- k) Market and promote the service as a provider of choice in the Moorabool Shire leveraging the positive council brand.

Table 5.0 shows the expenditure and revenue involved with service delivery over the past four years and the forecast for 2017/2018. Chart 4.0 below shows the total costs and contributions by way of grants, fees and council.

Table 5.0 Financial Analysis

	Actual 2013/2014	Actual 2014/2015	Actual 2015/2016	Actual 2016/2017	Forecast Budget 2017/2018
Expenditure:					
Employees	2,015,783	2,129,002	2,144,941	2,491,344	2,448,466
Contracts/materials	620,335	709,764	630,918	579,364	780,669
	2,636,118	2,838,766	2,775,858	3,070,708	3,229,135
Funded by:					
Fees	465,182	531,274	573,548	655,930	674,392
Grants	1,774,503	1,913,103	2,141,492	2,220,717	2,235,808
Council	396,433	394,389	258,152	194,061	318,935
	2,636,118	2,838,766	2,973,192	3,070,708	3,229,135

Chart 4.0 Total Costs and Contribution: Grants, Fees and Council



Brokerage Arrangements

The service also generates revenue through brokerage arrangements with 11 organisations whereby Council is contracted on a fee for service basis to provide services to clients of those organisations that reside in Moorabool.

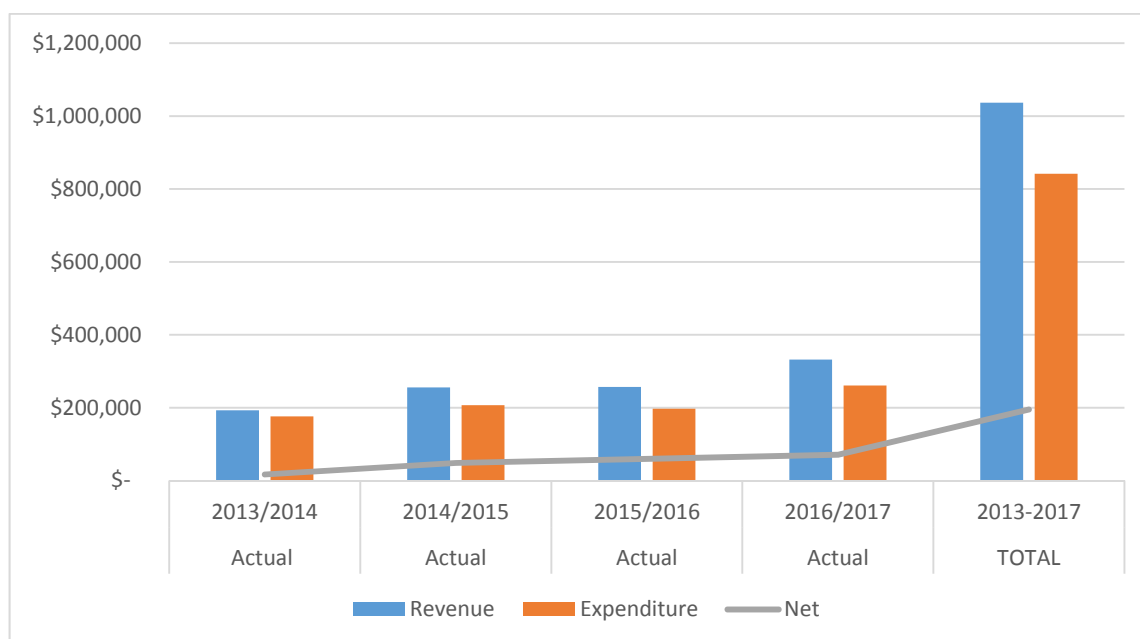
Over the period 1 July 2013- 30 June 2017, the brokerage arrangements generated a net surplus of \$195,092 which was used to offset the council contribution to the services it is contracted to provide.

The following table (6.0) and chart (5.0) shows the revenue and expenditure associated with the brokerage arrangements over the period 2013-2017. The service has forecast to generate a surplus of \$78,000 in this financial year.

Table 6.0 Brokerage Service – Income and Expenditure 2013-2107

Brokerage	Actual	Actual	Actual	ctual	TOTAL
	2013/2014	2014/2015	2015/2016	2016/2017	2013-2017
Revenue	\$ 192,818	\$ 255,391	\$ 256,753	\$ 331,757	\$1,036,719
Expenditure	\$ 176,278	\$ 206,969	\$ 197,335	\$ 261,045	\$ 841,627
Net	\$ 16,540	\$ 48,422	\$ 59,418	\$ 70,712	\$ 195,092

Chart 5.0 Brokerage Service – Income and Expenditure 2013-2107



2.4 Relationship to other services.

For aged services, Active Ageing and Community Access (AACA) have Memorandums of Understanding (MOUs) with:

- Djerriwarrh Health Services (DjHS);
- Pentland Hills Uniting Church;
- Bacchus Marsh Uniting Church.
- Hepburn Shire Council

Djerriwarrh CH Occupational Therapist co-locates with our team at the Darley site and provides assessments for Home Care services and Occupational Therapy services. The Community Health Nurse will also be co-locating with our RAS assessors to generate referrals for allied health. These colocations further strengthen the partnership between Council and the Health sector.

For aged services, AACA have contracts with:

- 11 brokerage organisations;
- BRI (Ballarat Regional Industries) – home and property maintenance;

- Private - property maintenance (lawns);
- DjHS – volunteers, meals on wheels;
- BDH&C – meals on wheels.
- Southern Cross Care-home care services to case managed clients
- Villa Maria Catholic Homes- home care to case managed clients
- St Laurence Community Programs

Moorabool Service Provider Meetings for aged and disability services:

- 15 – 20 providers per group.

Central Highlands Alliance

- Comprises all CHSP and Vic HACC PYP funded organisations (approximately 30 members).

CHSP and VIC HACC PYP Managers Meetings

- 5 LGAs and DHHS.

Local Assessment Network

- Comprises all central Highland RAS and HAS assessment services, 12 members and DHHS.

For disability services, AACA have working relationships with:

- Merrimu
- Pinarc
- Scope
- Mambourin
- Australian Unity
- Mind Australia
- E W Tipping Foundation
- McCallum Disability Services
- Ballarat Regional Industries

AACA also has a relationship with LAC (the Local Area Coordinator) for support/care planning for clients with a disability in order to transition to the NDIS, as they were successful with the tender to NDIA.



2.5 The effectiveness, efficiency and quality of the service model. Benchmarking against industry performance.

Data for HACC services had previously been collected for local government performance reporting purposes. Services were measured against the following indicators⁷:

- **Timeliness** –average number of days taken for a new client to commence the HACC service from the point of referral (new indicator for 2015/2016);
- **Service standard** – Percentage of the Commonwealth’s Community Care Common Standards expected outcomes are met⁸;

The following table benchmarks against other Councils in Victoria, as well as Councils deemed similar to Moorabool Shire⁹.

Table 7.0. Benchmarking against industry performance.

Service Indicator	Service Standard	Moorabool	Similar Councils	All Councils	% change from previous year
Timeliness		4.1 days	18.68 days	18.68 days	N/A
		88.89%	88.15%	87.09%	-0.12%
Service Cost	Cost to Council of domestic care service per hour of service delivered (new indicator for 2015/2016)	\$53.24	\$48.88	\$53.80	N/A
Service Cost	Cost to Council of personal care service per hour of service delivered (new indicator for 2015/2016)	\$33.30	\$47.98	\$50.66	N/A
Service Cost	Cost to Council of respite care service per	\$46.33	\$50.53	\$54.04	N/A

⁷ Figures are for 2015/2016

⁸ CCCCS can be found [here](#)

⁹ Information obtained from <https://knowyourcouncil.vic.gov.au/councils/moorabool/reports/summary>

Service Indicator	Service Standard	Moorabool	Similar Councils	All Councils	% change from previous year
	hour of service delivered (new indicator for 2015/2016)				
Participation	% of the municipal target population that receive a HACC service	32.67%	28.85%	26.66%	+8.03%
Participation	% of the municipal target population in relation to CALD people who receive a HACC service	18.97%	19.30%	19.15%	+46.17%

In 2016, the Victorian Government determined not to require local governments to report on HACC services as above, due to the significant changes taking place in the sector which make reporting difficult.

Council's Aged Services is rated highly by independent external audits and has an active continuous improvement program. A recent audit undertaken in September 2017, saw the unit meet all eighteen standards. The Service is effective in meeting clients' needs and are valued highly by the clients. The community satisfaction survey results show that the communities of Moorabool highly value the provision of "elderly support services" by Council. There are currently no providers in the area that could offer an equivalent service.



2.6 Benefits of the Reablement and Wellness approach

A new approach to community care has emerged in recent years, and continues to gain traction in Australia. The traditional model for community care services has a focus on illness and dependence through providing passive support for individuals. The concept of 'wellness and reablement' (or 'enablement') replaces this with a model of care centred on 'capacity building', whereby independence in performing activities of daily living is encouraged and facilitated. There is an increasing body of evidence that this shift in focus produces more favourable outcomes for consumers with improved wellness, through achieving greater independence, and consequently reducing the amount and cost of care.

Wellness is the optimisation of a person's physical and mental health and well-being. In the context of community care, wellness centres on the understanding that an individual, despite increasing frailty and decreasing health, has the capacity to improve their physical, social and emotional well-being. This is achieved through a flexible and tailored approach to delivery of care, taking into account the individual's unique set of circumstances and goals.

Reablement is closely linked, but distinct from wellness. It is the process of helping people regain, or re-learn, skills required for daily living which have been lost due to deteriorating health or advancing frailty. It is distinct from addressing specific health care issues.

Benefits to the Individual

- Increased feelings of independence, empowerment and autonomy in managing their health and abilities
- Improved physical and emotional well-being
- Improving their ability to self-care and to perform everyday activities of daily living
- Reducing the need for ongoing home care services
- Reducing the risk of falls and falls related injuries
- Avoiding hospital admission for reasons directly addressed by this program, for example, falls, medication or chronic disease mismanagement.

The Evidence

Lewin et al (2008) found consumers on a Reablement program had:

- 71% had less difficulties with Activities of daily living.
- 33% no longer needed ongoing care services; and
- 39% needed a lower level of service. (<http://www.homecarehealth.com.au/blog/2015/8/21/a-new-model-for-community-care-wellness-and-reablement>)

There are two key drivers to this approach: our understanding of the evidence base of what it is to grow old well and increasing demand.

Evidence for a 'wellness' or 'active approach' to service delivery

Underpinning the CHSP funded Home Care service are the principles of wellness and reablement. 'Wellness' refers to a state of optimal physical and mental health, especially when maintained by proper diet, exercise, and social engagement. It is not only dependent on the actions of a particular individual, but also on the dynamic relationship between people and the quality of their physical and social environment (McMurray, 2007). The concept of

wellness’ reflects a significant shift from ‘treatment’ to ‘prevention’ that has gradually occurred in health provision over the last 50 years.

Even when people are elderly and frail, there is increasing evidence that adopting strategies for ‘wellness’ can make a positive difference to them (Stuck et al., 1999; Peel et al., 2005; Seeman & Crimmins, 2001). These strategies can include exercise (including low level activities such as shopping, cooking and gardening), using aids and equipment, improving nutrition, developing new ways of coping to deal with depressed mood or stress. These strategies often result in an improvement in well-being and morale for the older person and, at least in some cases, may reduce the number of hospital admissions and subsequently delay any need for permanent institutionalisation (McWilliam, Diehl-Jones, Jutai, & Tadrissi, 2000).

2.7 Competitors and local conditions – service mapping and environmental scan

The Council is currently the predominant provider of aged care services in the Shire of Moorabool. Other services including Djerrivarrh Health Services and Ballan and District Health and Care provide services as well, however they largely complement the services provided by the Council. Council also provides services to these and many agencies through a brokerage arrangement whereby council has an agreement to provide services on a fee for service basis.

Currently, most disability services have indicated they will only service Bacchus Marsh and Ballan. It is believed this will be the trend for aged services as well.

Some clients that have been accepted for both National Disability Insurance Scheme (NDIS) and Consumer Directed Care (CDC’s) are requesting to stay with Moorabool (under CHSP) because they do not want to pay the daily participant rate under CDC – a contrast to what happened in the Barwon NDIS Trials.

2.8 Alternative service providers and models

Djerrivarrh Health Services and Ballan and District Health and Care provide services to the aged and may consider expanding their operation. Currently Council provides services on a fee for service basis for Ballan and District Care and has a working relationship Djerrivarrh Health Services in relation to their Occupational Therapy services.

2.9 Results of the Annual Community Satisfaction Survey 2016

The 2017 Community Satisfaction Survey showed a decline on the measures of elderly support services. This result is significantly below both State-wide and large rural council averages. However, while there is room for improvement on the rural and state-wide scale, elderly support services is ranked as the third best performing service that Council provides, behind waste management and appearance of public areas. This service is rated as the second most important service by residents. There was a 15 point margin where stated importance exceeds rated performance (78-63). It was recommended that Council pay particular attention to areas where this margin exceeds 10 points. Residents aged between 50-64 years appear to be most driving negative opinion in 2017, an age bracket of particular relevance to this review.

The following questions were asked in the survey:

How important should 'elderly support services' be as a responsibility for Council? 36% of respondents said this was "extremely important" (down 3% from 2016) and 42% said "very important" (down 3% from 2016).

How has Council performed on 'elderly support services' over the last 12 months? 9% of respondents said Council's performance was "very good" in this area, down 1% from 2016. 25% said Council's performance was "good", up 1% from 2016. 22% of residents said Council's performance in this area was "average". The measurements of "poor" and "very poor" in this area did not see a discernible difference between 2017 and 2016. However, those that were "unable to say" increased from 31% in 2016 to 37% in 2017.

In 2016, Meals on Wheels customers participated in a survey to ascertain general satisfaction with the service.

37% of respondents were very satisfied with the meals provided, 36.5% were both satisfied and also neutral. Of the meals provided, 20% were happy with the choice every time, 50% were mostly happy and 30% sometimes happy with the choice available. 79% of respondents said the meal portions were just right, with 10.5% saying the portions were too large and 16% saying they were too small. These figures indicate an overall satisfaction with the service.

In 2016, Council also undertook a client satisfaction survey for the Active Ageing & Community Access unit. A similar survey was undertaken in 2012/2013 which has been used for comparison.

Respondents were asked to rate various aspects of the service. The highest average ratings were provided for professionalism of Community Support Workers (92), information being kept confidential (92) and the home maintenance program (91), with ratings indicating a high and consistent level of service being provided

Most respondents (78%) reported using the domestic assistance service. Less than one in five respondents said they use personal care (18%), property maintenance (18%) and delivered meals (13%). When assessing satisfaction with these particular services, using an average rating, personal care achieved the highest rating (93%), followed by delivered meals (90%), domestic assistance (89%) and property maintenance (83%). Satisfaction with these services was slightly higher than in the 2012/2013 survey.

Respondents were asked to list the service they current receive that is most valued and why. Nearly two thirds (64%) provided a response. Domestic assistance was named by 45% of those that use it. Personal care was named by one third (33%) who use it. Meals on wheels was named by 29% who use it, respite by 22% who use it and property maintenance by 21% who use it.

Respondents were asked 'how happy are you with the services you receive?' Overall satisfaction with services achieved an average rating of 89 out of 100: an excellent result, with only 2% saying they were 'somewhat dissatisfied'.



3.0 Consistent Organisational Approach

3.1 Reference to Integrated Planning and Delivery Framework

- a. What do our previous reviews, strategies and policies tell us (policy context)?
 - i. Council adopted its *Age Well Live Well & Access and Inclusion Plan (2015-2021)* in November 2015. The Plan represents an integrated approach in that:
 - It is a ‘whole of Council’ strategy; all areas of Council have a shared responsibility to support healthy active ageing and access and inclusion for people with disabilities;
 - It is a platform for partnerships and collaboration with government departments, regional and local health and community service providers and community groups, in terms of resourcing, service planning, coordination and advocacy.

The Strategy outlines that Council has a range of roles and functions with respect to supporting healthy active ageing and access and inclusion for residents who are over 50 years of age, have a disability or carer responsibilities. These include the following:

- ✓ ***Council is a provider of services***, in particular *Home and Community Care (HACC) for frail aged and people with a disability, as well as other services and programs including disability, family and children, youth and recreation.*
- ✓ ***Council is a strategic planner***, in terms of *land use and the provision of physical infrastructure (e.g. roads) and social infrastructure (e.g. community facilities).*
- ✓ ***Council develops policies, strategies and plans*** to *determine priorities and guide allocation of resources for services and infrastructure.*

- ✓ **Council is an asset manager** of a range of buildings and facilities from which it provides services directly (e.g. libraries) or in which community groups manage on behalf of Council (e.g. community halls and recreation reserves).
- ✓ **Council plays an important community capacity building role**, through programs and activities that support social inclusion and health and wellbeing.
- ✓ As the level of government closest to the community, **Council has an important leadership and coordination role**, whereby it partners with other levels of government and not for profit sectors to mobilise resources and deliver programs and services.
- ✓ Finally, **Council plays an important role in advocating** to other levels of government on community needs and aspirations.

ii. In September 2016, Council carried resolutions regarding the provision of aged care and disability services within the National Disability Insurance Scheme (NDIS) environment. Please refer **1.3** above.

b. What are the top five key trends relating to the services?

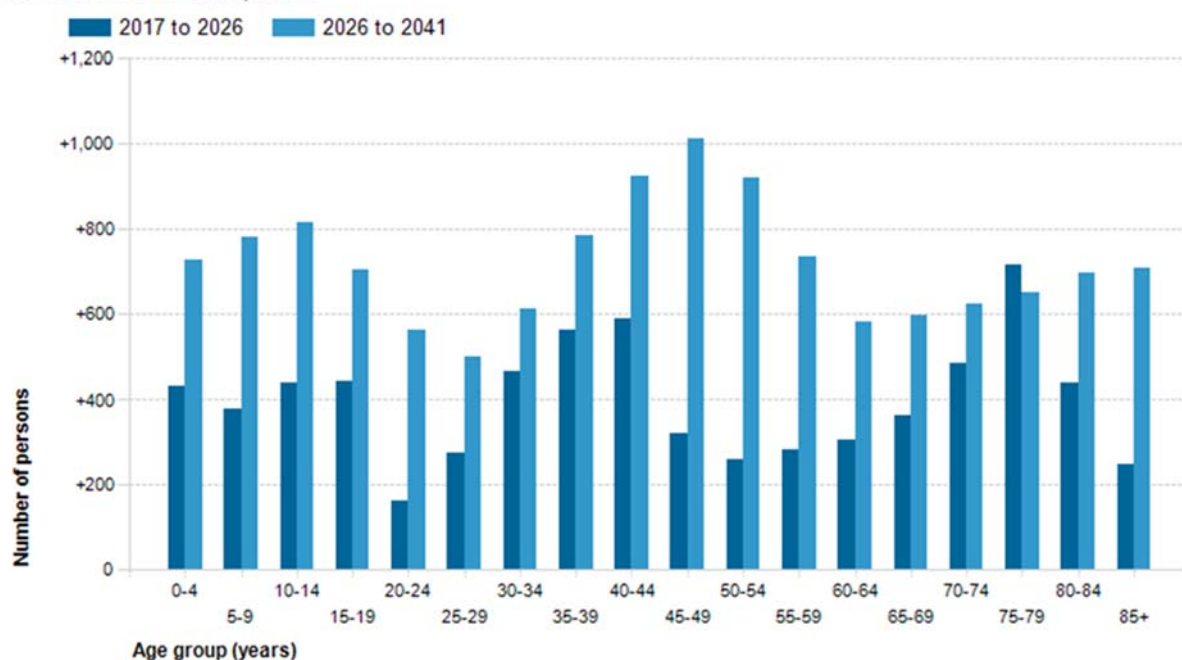
1. Ageing Population – there is a projected 88% increase in persons aged 65 years and over between the years 2016 to 2031.¹⁰

Forecast Change in age structure – 5 year age groups

The largest increase in persons between 2017 and 2026 is forecast to be in ages 75 to 79, which is expected to increase by 715 and account for 3.7% of the total persons.

Forecast change in age structure - 5 year age groups

Moorabool Shire - Total persons



Population and household forecasts, 2011 to 2041, prepared by .id the population experts, September 2015.



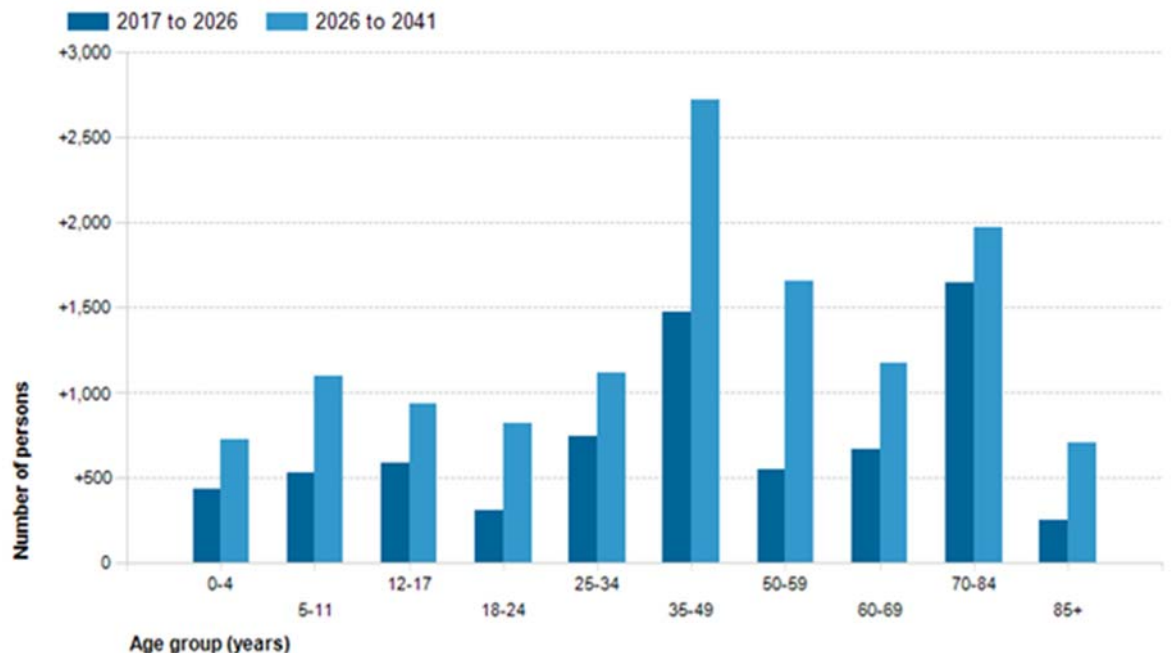
¹⁰ Victoria in Future (2015)

Forecast age structure – Service age groups

In Moorabool Shire between 2017 and 2026, the number of persons aged over 60 is expected to increase by 2,561 (36.1%) and comprise 23.9% of the total population.

Forecast change in age structure - Service age groups

Moorabool Shire - Total persons



Population and household forecasts, 2011 to 2041, prepared by .id the population experts, September 2015.



- 2. Dementia increase** – Alzheimer's Australia Victoria currently predict a 5 fold increase in the rate of dementia in Moorabool between 2017 and 2041.
- 3. Future Reform – An Integrated Care at Home Program to Support Older Australians.** The Commonwealth Government is currently examining the future provision of aged services across Australia. The Commonwealth Government is considering a range of models for the home support service system post-2020. This may include greater individual client budgets; choice of providers; block funding for some types of services; greater consumer choice and a broader market of potential providers. The Commonwealth has advised the Municipal Association of Victoria (MAV) that that no firm decisions have been made as yet on the service design issues, and local governments and the MAV have the opportunity to try and influence design and service models. There is a strong case to be put for block funding for some types of community support services.

The MAV has commissioned research with the University of New South Wales to document impacts of similar major social care reforms in other countries, as a further input to design. A number of issues raised by this research have also been raised in the NDIS context, such as:

- Block funding enables flexible and appropriate services to be made available to residents at the neighbourhood level

- There are risks in moving to an individualized contracting model for specific services, as small budgets can limit flexibility of service responses and provision of choice
- Some areas risk thin markets, where no/few new providers enter the market place due to high costs of entry or lack of business prospects
- Administrative burden and insufficient investment in care coordination can cause anxiety/stress in older groups and decision co-ordination and planning support is needed more intensively than in younger groups
- Ability to navigate systems is critical

4. **Consumer Directed Care (CDC)** is a model of service delivery designed to give more choice and flexibility to consumers. Consumers who receive a Home Care Package will have more control over the types of care and services they access and the delivery of those services, including who delivers the services and when. Unlike services provided under the CHSP, which offers basic assistance, Home Care Packages offer a higher level of support for those with more complex needs. There are still exceptions to how a HCP package works, in certain circumstances.

5. **National Disability Insurance Scheme (NDIS)** - is administered by the National Disability Insurance Agency (NDIA) and is a national approach based on insurance principles that will provide individualised support and services for people with a disability and to a lesser extent their families and carers.

“The NDIS is a market-style system where government funding will no longer go directly to disability service providers, but instead to the client, who can choose the providers they want. The scheme is predicated on the idea that users should be able to move from provider to provider, receiving the services they want, and how they want them – as long as these are “reasonable and necessary”¹¹.

The introduction of the NDIS sees a shift away from generic disability block funded programs to individualised funding responses. For example, group block funded respite funded programs will move to a personalised service that is tailored to what an individual wants and needs. Disability services will move to an open market, where any organisation can offer services as long as they are registered as an NDIS service provider.

c. What do the 2041 Urban and Rural M2041 consultations and strategies tell us?

The current population base in rural areas of Council do not have the numbers to support any additional services. Dunnstown, Wallace and Bungaree may have future potential for additional services provided they are coupled to growth. However, this is dependent on the provision of reticulated sewerage (subject to commitment by relevant water authority) to the areas to enable this residential expansion within the Environmental Significance Overlay (ESO1). Sewering would be a necessary part of any future residential re-zoning to enable population growth. This would trigger the provision of better services for the town provisionally enabling older residents to age in place more easily.

The Service Review and Planning Framework is a key component of Council’s Integrated Planning and Service Delivery Framework and is contained in Appendix 1.

¹¹ <http://theconversation.com/understanding-the-ndis-the-challenges-disability-service-providers-face-in-a-market-based-system-57737>

3.2 Demographic Analysis

- a. What does the data from the Community Infrastructure Framework tell us for 2021, 2031 and 2041?

The Community Infrastructure Framework defines Council's approach to the planning and delivery of existing and future community facilities and the services delivered through those facilities.

The Community Infrastructure Framework is a critical component of the Moorabool 2041 Growth Framework. It identifies the nature and the location of the Shire's most critical needs for community facilities and the infrastructure improvements required to meet those needs. The Framework establishes an evidence-driven, whole-of-Council approach to identifying the Shire's priority community infrastructure needs. It has been developed collaboratively across Council with ongoing input from service managers.

Data from the Community Infrastructure Plan forecasts that there will be shortfalls in meeting service needs under three infrastructure types: centre based meals, dementia programs and social support groups.

Centre based meals – For Bacchus Marsh and surrounds, maximum capacity will be reached between 2021 and 2031, meaning new meal preparation capacity will be required after 2021. Existing facilities have capacity to meet rural quantity demand up to 2041.

Dementia programs - Current provision in Bacchus Marsh and surrounds is not meeting demand. Alzheimer's Australia Vic (AAV) figures suggest a higher rate of dementia that is currently being addressed through programs (as indicated in **3.1 b** above). There is currently a shortfall of 2 facilities, increasing in line with AAV forecasts to a shortfall of 5 dementia-appropriate facilities existing by 2031 and 11 by 2041. The shortfall in 2041 is 15 facilities when the Rural East is also factored in. Ballan currently has a shortfall of 1 facility, increasing to 3 facilities by 2041. Across Ballan and the Rural West there will be a shortfall of 7 facilities by 2041. For rural areas, there is currently a shortfall of 2 facilities, increasing to a shortfall of 7 by 2041.

Social support groups – Bacchus Marsh and surrounds are currently serviced by facilities in central Bacchus Marsh. However, as population and congestion increases, facilities in Darley/Maddingley should be considered to reduce travel time and distribute groups. Most rural areas are adequately serviced, with Council investigating a new planned activity group to meet demand in the south west (Elaine and Morrisons).

- b. What does the data from your service strategies tell us for 2021, 2031 and 2041?

Council's *Age Well Live Well & Access and Inclusion Plan (2015-2021)* states that Moorabool has an ageing population, reflecting the national trend with almost 13% of the population aged over 65 years in 2011.

Those aged 50 years and over represent just under a third (31% or 9,451 people) of the total population in 2011, which is expected to increase to 12,959 people, or 36% of the total population, in 2036. Significantly, there will be almost a 90% increase in population of retirement age (65+) by 2026.

An ageing population not only presents challenges for government agencies, including Council, to meet demand for services and infrastructure, but also in terms of increased incidence of chronic illness and disease as people live longer. For example, the prevalence of dementia in Moorabool is estimated to increase almost four-fold by 2050.¹²



3.3 Council Plan and Strategic Financial Plan

- a. What does the Council Plan tell us with respect to key Council directions and issues for the next four years?

The *Council Plan 2017-2021* has a vision of vibrant and resilient communities with unique identities. The Moorabool Shire Council exists to co-design local solutions that enable the Moorabool communities to prosper now and into the future. We do this by:

- Providing good governance and leadership;
- Minimising Environmental impact;
- Stimulating economic development
- Improving social outcomes

The Council exists to be in service to the communities of Moorabool Shire.

The Council is accountable to the community and has legislative responsibilities.

The *Council Plan 2017-2021* has a strategic objective of Improving Social Outcomes; Context 4A: Health and Wellbeing. Enhanced community health and wellbeing is achieved through the intersection of enhanced economic, social, built and natural

¹² *Age Well Live Well & Access and Inclusion Plan (2015-2021)*

environments. Benefits are: local services accessible to those in need; healthier individuals and communities; reduced social isolation and exclusion; reduced anti-social behaviour; more resilient and self-reliant individuals and communities; enhanced workforce numbers and capacity.

The Council plan includes a key action in 2017-2018 to prepare a directions paper to deliver Aged Services in a consumer directed care (CDC) environment.

- b. What does the current Strategic Financial Plan (SFP) tell us in relation to the financial situation of Council, overall service growth and funding constraints?

Under a rate capped environment, Council is significantly constrained in its ability to generate future revenue growth. Additionally, loan borrowings are comparatively high and will continue to remain high in the medium term. Council must look to a number of initiatives and proposals into the future in order to remain financially viable and responsive to the needs of a growing community. As a result, Council has an active plan of service reviews, stringent cost control measures and other measures to ensure it can operate sustainably now and into the future.

3.4 Capital Improvement Program (CIP)

The draft Community Infrastructure Framework has significant findings that could potentially lead to new CIP projects relating to dementia, universal accessibility and new facility provision for centre-based meals and Social Support Groups. Please see **3.1b**, **3.2a** and **3.2b**.

3.5 Asset Management Policy and Strategy

- a. What is the long term asset management regime?

The *Asset Management Policy* provides blanket cover on all assets, linking to the Asset Management Plan for each one of the four Asset categories: Transport Assets, Water Assets, Open Space Assets and Building Assets. This service review would be linked to Building Assets.

- b. What are the implications of the services on future reviews of Asset Management?

Community facilities will be required to deliver aged and disability services and activities. This can be largely delivered through the existing facilities although some require renewal and all ongoing maintenance.

3.6 Risk Management Framework and Register

a. What risks have been flagged that need to be addressed?

Risk	
Loss of Services	With the changing nature of the funding arrangements and service delivery, community members may miss out on services which has been the experience for some Council clients that have transferred to the National Disability Insurance Scheme
Manual handling injuries	May result from client care (e.g. loading and unloading wheelchairs on the bus, holding and transferring clients when showering or to the car, domestic duties.
Occupational violence	possible occurrence when working in isolation
Managing hoarding and squalor	staff being exposed to premises which are poorly maintained due to hoarding and squalor
Contractual and legal requirements	failure to properly monitor clients when out can lead to an individual becoming lost or harmed or harming others
Food safety and kitchen registrations	Food safety plans and kitchen registrations need to be provided for any Council facility that provides food to clients.
Hazardous substance injuries	Injuries may result from improper handling or use of chemicals/cleaning detergent.
Emergency situations	Risk of staff becoming caught in emergency situations whilst out, such as floods, fire, gas leaks or power outages.
Animal attacks	May occur if animals are not secured during a home visit.
Financial	Clients unable to pay accounts; uncertainty of HACC funding levels.
Volunteer management	Monitoring compliance, induction and risk.

b. What audits have been undertaken that will influence future priorities and direction?

Aged Services is required to undertake an audit against the Victorian Government Human Services Standard and the Commonwealth Community Care Common Standards. Further information is provided in the following section.

c. Do the services meet the requirements of external regulation and guidelines?

Certification for Human Services Standards (gazetted as the Department of Health and Human Services Standards) and ISO 9001:2008 Quality Management System Requirements – was achieved in March 2017 and expires 25 March 2019.

Accreditation against the Commonwealth Community Care Common Standards was achieved in September 2017 with all eighteen standards met. The review documents the

performance of the service against each of the expected outcomes of the Standards. Any required improvements are included in an improvement plan, approved by the reviewers.

3.7 Survey of our Customers – Community Engagement

- a. Determine the importance and value customers and non-customers place on the services. Seek and consider feedback from the community and service users about the adequacy of, and satisfaction with, the services in respect of their needs and expectations.

Information obtained from Council's *Community Satisfaction Survey (2017)*, *Active Ageing and Community Access Client Satisfaction Survey (2016)* and *Meals on Wheels Survey (2016)* showed high overall satisfaction with Council's provision of services in the area of Active Ageing and Community Access. These surveys covered users and non-users of the service.

The services most valued, as listed in the *Active Ageing and Community Access Client Satisfaction Survey* were (in ranked order):

- Domestic assistance
- Personal care
- Meals on wheels
- Respite
- Property maintenance

An aggregate summary of stakeholder feedback from the AACA certification assessment, conducted in 2016, showed high levels of satisfaction from clients and carers over the service provided by AACA with a strong commitment articulated by staff to the ongoing provision of services to clients and carers.

- b. Determine the community need for the services, additional or different services.

Organisations entering into service provision for NDIS are unlikely to be providing services to outlying areas, even though MSC provides services to every area within the LGA. This is also likely to be the case with aged services. This means clients currently receiving services will be disadvantaged by the changes. The National Disability Insurance Agency (NDIA) has commissioned an independent pricing review.

The pricing review will:

1. provide recommendations in relations to improved pricing effectiveness, including but not limited to:
 - a. National versus regional pricing;
 - b. Pricing of services with different levels of complexity;
 - c. Pricing of short stay support, and for emergency and crisis supports;
 - d. Thin and undersupplied markets, particularly in regional and remote areas;
 - e. Relative provider efficiencies (including overheads);
 - f. Adequacy of provider returns; and
 - g. Effectiveness of the Hourly Return approach used to set prices.

2. Provide recommendations in relation to the potential early de-regulation of price in more mature sub-markets and the glide path for the eventual de-regulation of price more generally.

The experience of the roll-out of the NDIS in Moorabool has identified gaps in the provider market with some individuals assessed as eligible for the NDIS, provided a package to purchase services but unable to access service providers which reflect the “thin” market mentioned above. People that have previously been clients of council are unable to access the services that they were getting from Council prior to transitioning to the NDIS. A key issue has been the pricing structure and the cost of travel not being sufficiently factored into the price. Some providers are not servicing people in “rural and remote” areas as it is at a cost disadvantage to the service to do so.

If the pricing structure is reviewed and is more consistent with the actual cost of delivery, particularly in rural and remote areas of the municipality, re-consideration may need to be given to the Council’s role as a provider in the NDIS.

Another opportunity may exist for the Council to register to provide Home Care packages. Home Care packages offer health and support services coordinated by a case manager where services are no longer sufficient to help aged people continue living in the community. The packages are available only for people who are assessed as eligible for residential care but who can continue to live at home with sufficient support.

Council already provides brokerage services at a cost recovery rate to a number of organisations that are funded to provide services to Moorabool residents but are not set up to do so. There is an opportunity to review the Council’s charge out rates for these services and to market our services to other organisations including local governments in the central highlands region. A staff number was seconded to Pyrenees Shire in 2016 to assist them with assessment and other service needs. Pyrenees Shire are apparently interested in working on future opportunities as well.

- c. Identify the community’s ability to access other services or programs that could potentially better meet their needs.

Services are available in populated areas but there has been little to no pick up in rural areas. On 27 April 2017, the State Government announced that even with the roll out of the NDIS in Victoria, it still expects to remain a service provider in some form and that has launched an EOI process to help determine areas where the Government may need to continue to provide services. Given the current environment around HACC funding, it seems likely that this may be the case with the CHSP.

On May 10, 2017, the Department of Health announced an extension of funding arrangements for CHSP until 30 June 2020, including extending funding agreements with CHSP service providers from 1 July 2019 (in Victoria). The aim is for new funding conditions to provide a greater focus on activities that support independence and wellness and provide more choice for consumers. Regional Assessment Services (RAS) funding arrangements will also be extended from 1 July 2018 with changes to some areas to support improved access, including in regional and remote Australia.

- d. Determine whether Council is the most appropriate organisation to deliver the service.

This will be determined from the entire service review and resulting recommendations and report put to Council. AACA is currently the only service provider to deliver to the total area that comprises Moorabool Shire.

3.8 Undertake a Self-Assessment.

The above review and analysis will form a basis for a self-assessment.

The AACA recertification assessment was completed in March 2016. Certification is a combination of both DHHS Standards (which requires a 100% pass rate) and ISO 9001:2008. Any major or minor conformities must be addressed in the Action Plan – Opportunities for Improvement.

DHHS standards – all criteria were identified as conforming and there were no resulting improvement actions

ISO 9001:2008 – 2 criteria were identified as non-conforming however evidence was subsequently provided and the actions closed by the Assessor in October 2016.

The Community Care Common Standards Quality Review was completed in March 2014. The review documents the performance of the service against each of the expected outcomes of the Standards. This report related to the review of the following HACC funded services: Assessment, Delivered Meals, Domestic Assistance, Personal Care, Planned Activity Group (Core and High), Property Maintenance, Respite, Service System Resourcing and Volunteer Coordination. Any required improvements must be included in an improvement plan, approved by the reviewers. All required improvements have been implemented. The triennial review will again be undertaken in August 2017.

3.9 Identify options for the future of the services

- a. Identify the most appropriate service model for ongoing delivery of the service including the use of digital technology.

Three options have been identified regarding Council's role and contribution:

Option 1: Continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements. No defined percentage cap on Council contribution as currently in place.

Option 2: Continue needs based services with Council contribution contained within the band of 6-10 per cent of total expenditure.

Option 3: Withdraw from the service and do not enter into new contracts for service post 1 July 2020.

The service has embraced technological advances to improve the efficiency of the service through HACC PAC Mobile and more recently with the introduction the Home Care Manager.

With the transition to the Commonwealth Home Support Program, the service has migrated to a new program, the Home Care Manager. The Home Care Manager will further create further efficiencies and improve compliance by eliminating paper-based administrative tasks. The software helps to simplify staff management, invoicing, payroll, assessments and reporting.



b. Identify changes to increase or decrease the level of service and opportunities for improvement.

Options	Changes that need to be made to HR	Operating costs	Maintenance costs	Infrastructure assets to meet level of service	Opportunities for additional revenues
<i>Option 1 would see the continued delivery of the existing programs and service with provision for some growth and continue to reduce the cost to council through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements.</i>	Existing Staffing levels would be maintained and possibly increased (the vast majority of staff are permanent part-time or casual)	Would increase but be partly offset through increased revenue streams	Operating costs would be maintained.	Maintained	Expansion of existing brokerage arrangements and development of additional revenue generation opportunities.
<i>Option 2 would result in the provision of aged services at the current level but does not take into account variables such as population growth or the ageing population. This could result in demand management strategies such as a waiting list or application of additional eligibility criteria. The cost to Council could continue to be reduced through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements.</i>	Staffing levels would be maintained (the vast majority of staff are permanent part-time or casual)	Would increase but be partly offset through increased revenue streams	Operating costs would be maintained.	Maintained	As per 1
<i>Option 3 would see a significant withdrawal in existing services available to the communities of Moorabool, particularly those in more rural areas of the Shire, given the council is the predominant provider of aged services in the municipality.</i>	This would result in a significant reduction in staff across the Active Ageing and Community Access service unit.	Would be significantly reduced	Operating costs would be maintained as the Council offices and Senior Citizens Centres would remain in operation.	Maintained as the Council offices and Senior Citizen centres would remain in operation.	

4.0 Recommendations

The Commonwealth Government is currently exploring the future arrangements for aged services through a discussion paper entitled: Future Reform – An Integrated Care at Home Program to Support Older Australians. The Commonwealth Government is considering a range of models for the home support service system post-2020. This may include greater individual client budgets; choice of providers; block funding for some types of services; greater consumer choice and a broader market of potential providers. The Commonwealth has advised the Municipal Association of Victoria (MAV) that no firm decisions have been made as yet on the service design issues, and local governments and the MAV have the opportunity to try and influence design and service models. There is a strong case to be put for block funding for some types of community support services.

At this point, it is too early to make a decision about the role of Council in the provision of aged services beyond 1 July 2020. The future make-up of the aged care sector can be expected to be clearer once the government has considered the feedback on the discussion paper and formulated a position.

It is recommended that the Council continue to provide aged services consistent with the resolution of the Council at its meeting held on September 7, 2016 and in accordance with the current funding agreements. Further that the Council continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements. No defined percentage cap on Council contribution as currently in place.

At the Ordinary Meeting, the Council resolved to:

- Continue to provide aged care services to people aged 65 + through the Commonwealth Home Support Program;
- Continue to provide services to people under 65 through the Victorian HACC Program for Younger People;
- Continue to strengthen its role in making Moorabool a more inclusive and accessible community and advocating for the needs of people with disabilities.

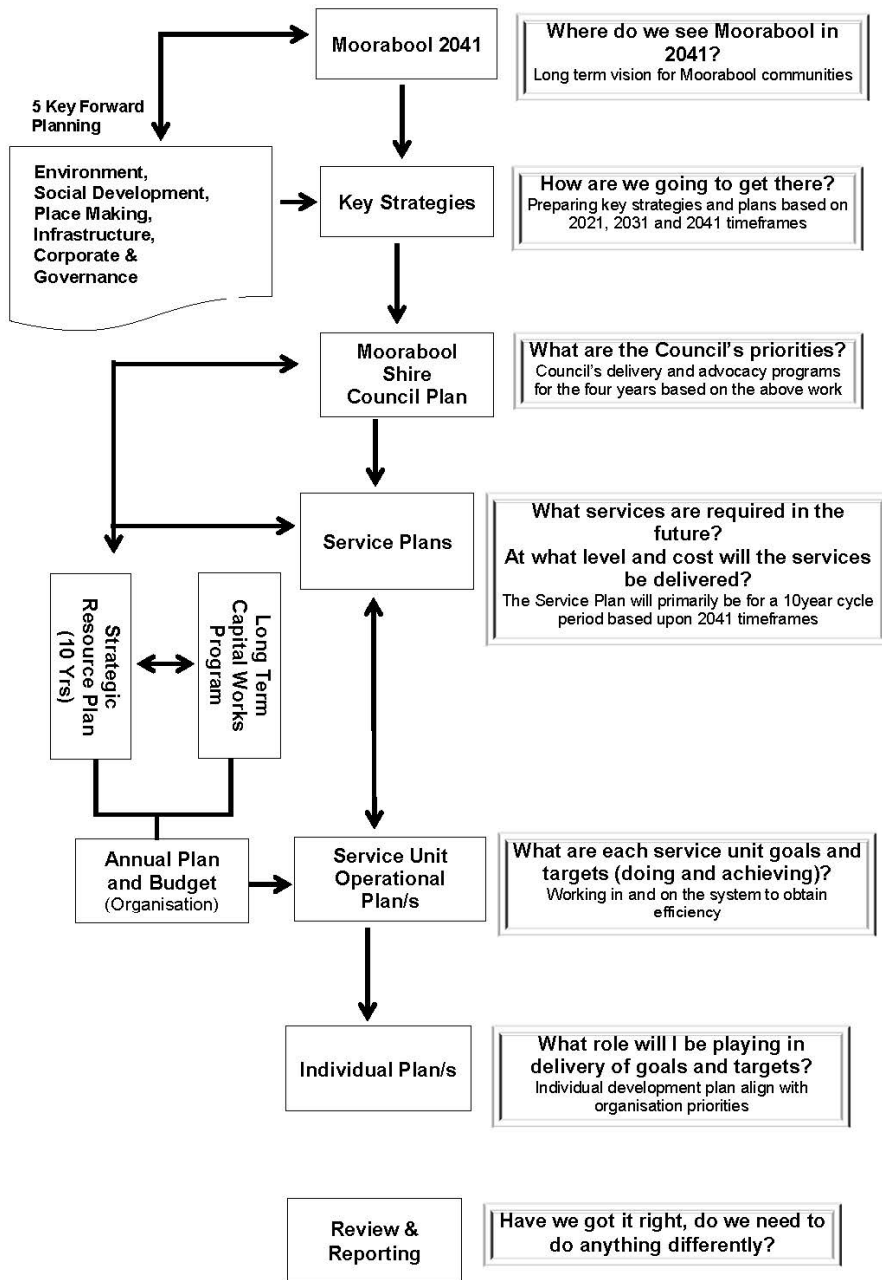
It is recommended:

1. That in accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper/business plan to deliver Aged Services in a consumer directed care (CDC) market based environment for consideration of the Council by June 2018.
2. That the Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements that includes a mixed market of self-funding and government subsidised services.
3. That the Council seek to become a provider of Home Care packages which includes coordinating care and providing case management to eligible clients.
4. Reviewing existing financial modelling and staffing arrangements for each Home Care service type to be undertaken to prepare for aged care servicing post 2020.

5. Pursuing funding for the Rural Access service under the proposed National Disability Insurance Scheme (NDIS) Information, Linkages & Capacity Building (ILC) arrangements.
6. That Council's Information Technology and Communications (ITC) supports the provision of efficient services, billing arrangements and reporting so we continue to build and refine the Home Care Manager system to ensure it reflects the needs of the service.
7. That Council continue to further strengthen our partnerships with local services including health and social supports that complement Council Home Care services and ensure that we can respond to the needs of Moorabool's ageing community.
8. That Council continue to support and develop volunteering opportunities that benefits both the volunteer and the Moorabool community. Volunteers play an important role in the aged and disability space in Moorabool.
9. That the 2015-2021 Age Well, Live Well and Access and Inclusion plan and plan be revised for 2020 with a focus on social support programs, consumer transport options and Friendly visiting program.
10. That a comprehensive marketing and promotional strategy be developed that highlights the Home Care services in a competitive market which leverages off Council's reputation and brand.
11. To support and lobby the realignment of assessment functions to achieve practice consistency which needs to ensure key strengths such as knowledge of local service systems, local service, local planning and development.
12. Determine whether it is a viable option to continue to provide service for HACC clients post State funding negotiations, subsequent to the NDIS roll out.



Moorabool Shire Integrated Planning & Delivery Framework (IPDF)



11.3.2 Community Grants Program Winter 2017

File No.:
Author: Tania Barry
General Manager: Danny Colgan

Background

The purpose of this report is to present Council with an assessment of applications received under the *Winter 2017* round of Community Grants.

Community grants totalling \$140,000 per annum are available in two separate funding rounds of \$70,000 each. The *Winter* round of the Community Grants Program opened on September 1 and closed on 29 September 2017.

At the Ordinary Council Meeting on October 4 2017, Council adopted the revised Community Grants Policy and Guidelines, incorporating the Community Development Fund, introducing a Sustainability and Environmental Engagement funding stream, a funding round change from February to March and funding round title changes. The policy will commence in 2018 and be reviewed again in early 2019. The *Winter 2017* Community Grant Program will be the final round under the current Community Grants Policy and Guidelines.

The *Winter 2017* Community Grants round was the second round where community groups were able to submit their applications online. The number of applications being submitted through the online application is continuing to grow.

Council's Community Grants program enables not for profit community groups to apply for funding under the following three program categories:

- Community Strengthening Grants: Community projects, programs and initiatives with a specific focus on connecting communities and building community capacity (\$50,000 available per round).
- Events Grants: Non-recurrent, seed funding designed to encourage and promote the development of sustainable local events (\$10,000 available per round).
- Arts Grants: Supporting local artists and organisations to use a creative approach to the development of community projects and initiatives (\$10,000 available per round).

Community groups and organisations can apply for up to \$5,000 for Community Strengthening Grants and up to \$3000 for Arts and Events Grants. Groups also need to demonstrate a cash or in-kind contribution toward the cost of their project on a ratio of \$1 for \$1 (Council \$1: Group \$1). Small Community Strengthening Projects under \$1,000 are not required to demonstrate a contribution.

The categories under the Community Grants Program recognise the diverse range of activities that community groups in Moorabool are engaged in and the areas in need of financial support from Council.

The Community Grants Program Policy Guidelines state that applicant groups must demonstrate the support of the committee responsible for management of the proposed facility/service. This includes demonstrating that proposed projects are consistent with the service or facilities' Master Plan, Strategic Plan or Business Plan.

The total amount available for this round of Community Development Grants is \$70,000.

Policy Assessment Criteria:

- Project Description and why the applicant wants to do the project – 10%
- What will this project achieve? – 20%
- Why is this project needed in your community? – 20%
- Who will be involved in the project? 15%
- How will you carry out your project? (including risk management) – 15%
- Project budget and explanation of how the group arrived at the costs? 20%

Each criterion is given a score between 0 and 10 and this score is weighted according to the criteria percentage. The maximum possible score for any application is 100.

Application Support

The Community Grants Program Policy specifies that applicant groups are encouraged to meet with a Community Development Officer prior to lodging an application. The majority of applicant groups for the *Winter 2017* round of Community Grants received support and advice from Community Development Officers.

Number of applications and amount requested

In total, 25 applications were received across the three program categories: Community Strengthening (15), Events (4) and Arts (6). A total of \$86,166 was requested with \$70,000 available (\$50,000 for Community Strengthening, \$10,000 for Events, \$10,000 for Arts). The total project value for all submissions was \$278,287.

Category	Applications Received	Amount Requested	Amount Recommended	Amount Available
Community Strengthening	15	\$56,634.00	\$40,034.47	\$50,000
Events	4	\$10,700.00	\$ 7,700.00	\$10,000
Arts	6	\$18,831.15	\$ 8,847.45	\$10,000
Total	25	\$86,165.15	\$56,581.92	\$70,000

Assessment

Assessment of applications was conducted by a panel of officers and ranked according to the extent to which the application addressed Council's policy assessment criteria.

Proposal

Based on the above process and funding criteria, it is proposed that the Council allocate the grants for the *Winter 2017* round of Community Grants as follows:

***Community Strengthening Grants:**

Groups demonstrating Council Policy criteria of, or better than, a score of 70 may be provided with funding if Council so determine.

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Ballan District Health & Care	Activities Courtyard	Refurbishing the internal courtyard in the Memory Support Unit at Ballan District Health & Care (BDHC).	\$5,000.00	\$15,823.00	\$5,000.00	84.25
The Neighbour's Place Inc.- Emergency food and hospitality centre	Building Secure Foundations	Renovation of existing outbuilding (financial support centre)	\$5,000.00	\$10,308.00	\$10,000.00	82.50
Bacchus Marsh Cricket Club	Kitchen Upgrade at Maddingley Park Rooms	Replacement of kitchen appliances	\$5,000.00	\$11,600.00	\$15,000.00	79.56
Ballan Men's Group	Drum Sander for Ballan Community Workshop	Purchase and installation of a drum sander in the Community Workshop	\$2,330.00	\$6,754.00	\$17,330.00	75.75
Gordon Drop In Centre	Gordon Drop in Centre Community Luncheon Program	Community luncheon program	\$4,100.00	\$15,285.00	\$21,430.00	74.81
Bacchus Marsh Public Hall	Bacchus Marsh Public Hall CCTV	Installation of day/night CCTV.	\$2,887.50	\$5,775.00	\$24,317.50	74.63
Ecolinc Science & Technology Innovations Centre	Digging up the Diprotodon	'Digging up the Diprotodon' education program	\$5,000.00	\$35,000.00	\$29,317.50	74.50
Bacchus Marsh Branch of the Country Woman's Association	Setting up Tea Rooms	Purchase of equipment to assist setting up Tea Rooms.	\$5,000.00	\$10,000.65	\$34,317.50	73.94

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Navigators Community Centre	Chairs and Honour Boards	Honour Boards and new chairs	\$2,781.97	\$5,563.93	\$37,099.47	73.58
Ballan Senior Citizens	New Equipment for Ballan Senior Citizens	Purchase of new tables and a commercial dishwasher.	\$2,935.00	\$5,870.00	\$40,034.47	70.31
Ballan & District Adult Riding Club	Raising the Profile and funds of Ballan and District Adult Riding Club	Hosting a dressage competition	\$3,000.00	\$7,011.60	\$43,034.47	67.25
Darley Football Netball Club	Facility Upgrade	Facility masterplan	\$5,000.00	\$10,000.00	\$48,034.47	62.81
Bacchus Marsh College	AvServe's Aviation STEM Program	Aviation Themed STEM Program for year 9 students	\$1,100.00	\$1,400.00	\$49,134.47	61.33
Bacchus Marsh Badminton Inc	Bacchus Marsh Badminton Inc Progression	Posts, & line marking for courts	\$2,500.00	\$5,000.00	\$51,634.47	56.31
Bacchus Marsh U3A	Bacchus Marsh U3A Science and Maths Group	Classes and equipment	\$5,000.00	\$10,000.00	\$56,634.47	47.25
Community Strengthening Grant Totals			\$56,634.47	\$155,391.18		

* For some applicants, funding amounts will be given upon the provision of requested, mandatory documentation

***Events Grants:**

Groups demonstrating Council Policy criteria of, or better than, a score of 70 may be provided with funding if Council so determine.

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Bacchus Marsh RSL	2018 100 year Centenary of the end of WWI Ceremony	March and Dawn Service commemoration	\$3,000.00	\$56,564.24	\$3,000.00	82.50
Coimadai Landcare	Pasture Renewal	Guest speaker and BBQ for pasture renewal	\$1,700.00	\$3,400.00	\$4,700.00	79.56
Bacchus March Football Club	Reconciliation Week: Indigenous AFL Round Event	Partnering with Bacchus Marsh Football Club to host an indigenous round of football.	\$3,000.00	\$7,500.00	\$7,700.00	70.38
Elaine Cricket Club Inc	Trivia and musical night	Trivia night	\$3,000.00	\$6,000.00	\$10,700.00	49.19
Community Event Grant Totals			\$10,700.00	\$73,464.24		

* For some applicants, funding amounts will be given upon the provision of requested, mandatory documentation

***Arts Grants:**

Groups demonstrating Council Policy criteria of, or better than a score of 70 may be provided with funding if Council so determine.

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Ballan District Health & Care	Shared Arts Shared Hearts	Linking artists, creators and arts practitioners with aged care residents.	\$3,000.00	\$7,000.00	\$3,000.00	80.38
Ballan & district Community House - Water Colour Group	The Lesley Batchelor Gallery Project	Conversion to dual purpose space	\$2,991.00	\$5,991.00	\$5,991.00	76.94
The Pottery Group	New Equipment for the new Pottery Hub at Gordon	New Equipment for the new Pottery Hub at Gordon	\$2,856.45	\$6,356.45	\$8,847.45	70.63
Indigenous Homework Club	Art Classes for the Indigenous Homework Club	Monthly art class	\$1,983.70	\$4,283.70	\$10,831.15	66.69
Steven Tandy Films	JUNK	15-minute dramatic film on alcohol and drug addiction in regional Victoria	\$3,000.00	\$20,000.00	\$13,831.15	59.75
Thrifty Minx	Ballan Friendship and Activity Group	Providing friendship and craft activities to frail elderly Moorabool Shire residents.	\$5,000.00	\$5,800.00	\$18,831.15	57.75
Community Art Grant Totals			\$18,831.15	\$49,431.15		

* For some applicants, funding amounts will be given upon the provision of requested, mandatory documentation.

Policy Implications

The 2017 - 2021 Council Plan provides as follows:

Strategic Objective 4:	Improving social outcomes
Context 4B:	Community connectedness and capacity
Actions	Community Development and Volunteer Strategies

The proposed allocation of grants under the Community Grants Winter 2017 Program is consistent with the 2017-2021 Council Plan.

Financial Implications

Consistent with the Community Grants Policy and 2017/18 budget allocation, a total of \$70,000 is available for allocation in the *Winter 2017* round:

- \$40,034.47 for Community Strengthening
- \$7,700.00 for Events
- \$8,847.45 for Arts

The total of grants being recommended for allocation in this round is therefore \$56,581.92

A total of \$13,418.08 will be carried over to Round 1 2018 (March 1 to 31).

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk rating	Control/s
Project timelines	Grant recipients exceeding prescribed timelines	Medium	-Terms and conditions agreements required to be signed by grant recipients -Scheduled monitoring of projects
Financial	Grant recipients appropriate expenditure of Council funds	Medium	- Terms and conditions agreements required to be signed by grant recipients -Grant acquittal required upon completion of projects

Community Engagement

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community Groups	Meetings with applicant groups	Various	August 2017	Applicants groups supported to submit applications

Communications and Consultation Strategy

Applicants for the Winter 2017 round of the Community Grants Program have been advised that they will be notified of the outcomes of their grant applications in December 2017.

Community Development Officers will provide feedback to unsuccessful applicant groups via phone contact. Feedback will include:

- Advice to applicant groups of the relative strengths and areas for improvement in their application
- Options for alternative funding (if applicable)
- Supporting a group to re-lodge their application in the next appropriate round of the Community Grants Program

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

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

Author – Tania Barry

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

Conclusion

Applications received under the *Winter 2017* round of Community Grants are reflective of the diverse range of activities that community groups are engaged in and the areas in need of financial support from Council. In total, 25 applications were received across the three program categories: Community Strengthening (15), Events (4) and Arts (6).

Recommendation:

1. That the Council Allocates the following grants in the Community Strengthening Grant category.

Organisation Name	Project name	Grant Total
Ballan District Health & Care	Activities Courtyard	\$5,000.00
The Neighbour's Place Inc.-Emergency food and hospitality centre	Building Secure Foundations	\$5,000.00
Bacchus Marsh Cricket Club	Kitchen Upgrade at Maddingley Park Rooms	\$5,000.00
Ballan Men's Group	Drum Sander for Ballan Community Workshop	\$2,330.00
Gordon Drop In Centre	Gordon Drop in Centre Community Luncheon Program	\$4,100.00
Bacchus Marsh Public Hall	Bacchus Marsh Public Hall CCTV	\$2,887.50
Ecolinc Science & Technology Innovations Centre	Digging up the Diprotodon	\$5,000.00
Bacchus Marsh Branch of the Country Woman's Association	Setting up Tea Rooms	\$5,000.00
Navigators Community Centre	Chairs and Honour Boards	\$2,781.97
Ballan Senior Citizens	New Equipment for Ballan Senior Citizens	\$2,935.00

2. That the Council allocates the following grants in the Community Events Grant category

Organisation Name	Project name	Grant Total
Bacchus Marsh RSL	2018 100 year Centenary of the end of WWI Ceremony	\$3,000.00
Coimadai Landcare	Pasture Renewal	\$1,700.00
Bacchus Marsh Football Club	Reconciliation Week: Indigenous AFL Round Event	\$3,000.00

3. That the Council allocates the following grants in the Community Arts Grant category

Organisation Name	Project name	Grant Total
Ballan District Health & Care	Shared Arts Shared Hearts	\$3,000.00
Ballan & District Community House - Water Colour Group	The Lesley Batchelor Gallery Project	\$2,991.00
The Pottery Group	New equipment for the new Pottery Hub at Gordon	\$2,856.45

4. That all applicants be notified in writing of the outcome of their application.
5. That Council Staff provide feedback to unsuccessful groups and provide suggestions for alternative funding (if applicable) or how the group may choose to improve and re-develop their application for submission to the next appropriate round of the Community Grants Program.

Report Authorisation:



Authorised by:

Name: Danny Colgan
Title: General Manager Social & Organisational Development
Date: Tuesday, 28 November 2017.

11.3.3 Moorabool Health and Wellbeing Plan 2017-2021

Introduction

File No.:

Author: Tania Barry

General Manager: Danny Colgan

Background

The purpose of this report is to present the Council with the Moorabool Health and Wellbeing Plan 2017-2021 for adoption, following the public exhibition period.

The Moorabool Health and Wellbeing Plan 2017-2021 (the "Plan") is a four year plan for enhancing the health and wellbeing of residents in the Shire. The Plan provides a snapshot of the health and wellbeing status of the community and an action plan in partnership with local health providers and community organisations to improve the health and wellbeing of the Moorabool community. Local agencies, health services and organisations have demonstrated a strong commitment to the development and implementation of the Plan.

At the Ordinary Meeting of Council on the November 1 2017, the Council resolved to: endorse the draft Moorabool Health and Wellbeing Plan 2017-2021 for the purposes of public exhibition for a period of four weeks; and receive a further report at the conclusion of the exhibition period for consideration of feedback and finalisation of the Moorabool Health and Wellbeing Plan 2017-2021. The draft Health and Wellbeing Plan as advertised, is contained in Attachment 11.3.3.

During the public exhibition period the following activities were undertaken to seek community feedback on the draft Plan.

- Submissions through the Have Your Say website, the Council's on-line engagement portal;
- Copies were available at Council's Customer Service locations, Lerderderg Library, Ballan Library, Early Years and all rural library sites;
- Members of the Health and Wellbeing Committee were provided with the draft Plan and asked to provide feedback;
- Community groups and Committees of Management were provided with the draft Plan and asked to provide feedback;
- State and Federal Government were provided with the draft Plan and asked to provide any feedback;
- Internal Staff were provided opportunity to comment on the draft Plan;
- The public submission process was also advertised on the Council website, Council's Facebook page and Twitter account as well as Council's website.

- **Public Submissions and feedback received (to date)**

Stakeholder	Feedback Outcome	Summary of Feedback	Comments
Have your Say Moorabool	6 submissions	Submission 1: Please consider more parks, playgrounds, walking tracks in the Darley area, specifically play areas. More walking tracks overall in the Bacchus Marsh area.	One of the actions in the four year action plan is to map walking trails and promote them on the Victoria Walks website http://www.victoriawalks.org.au/ Parks and playgrounds can be included in this mapping process and incorporated into a web format.
		Submission 2: Bacchus Marsh desperately needs an all year round indoor pool.	A project is has just commenced that will review the timing of the proposed Indoor Aquatic Centre. The project will help guide Council’s long term strategic financial plan by providing some decision making parameters. The timeframes will be based around but not limited to; population growth and triggers, community infrastructure planning principles, industry benchmarking, external funding opportunities identified and cost implications.
		Submission 3: Please ensure that strategies intended to benefit cultural diversity, in particular, are developed in meaningful consultation with people from those diverse communities as well as allies (e.g. dominant culture/white) so that there is the greatest 'buy in' possible across the community.	The draft action plan contains an action “Adopt a cultural diversity position statement” and would be developed in consultation with diverse communities .

Stakeholder	Feedback Outcome	Summary of Feedback	Comments
		<p>Submission 4: In terms of the strategy to improve health outcomes for LGBTQI people, it appears that the focus is solely on youth, in terms of partners/stakeholders to be engaged. Council could promote external services that exist to support older/elderly LGBTQI community members. I think Council should also consider how it could engage LGBTQI community members across the age spectrum which along with the gay/straight alliance could benefit not only LGBTQI youth but the adults as well.</p>	<p>The strategy and outcome proposed under LGBTQI and the focus on young people can be expanded to include people across the age spectrum.</p> <p>The focus on young people came as a result of feedback receive during the consultation process for development of the plan.</p>
		<p>Submission 5: In terms of improving language around diversity, a really simple one is ensuring that any Council document requesting information on the gender of the applicant/client etc. includes options other than male/female so that there is at least basic recognition of the existence of transgender or gender non-conforming/non-binary identifying persons in Moorabool.</p>	<p>Whilst the submission is not directly related to the health and wellbeing plan, the proposal will be considered by staff.</p>
		<p>Submission 6: In relation to harm minimisation to youth (and the broader community) around alcohol availability, consider the effectiveness of using the schedule to Clause 52.27 of the Moorabool Planning Scheme to possibly limit the number of packaged liquor outlets in Bacchus Marsh.</p>	<p>This feedback has been forwarded to the statutory planning unit at Council for consideration.</p>

Stakeholder	Feedback Outcome	Summary of Feedback	Comments
Department of Health and Human Services (DHHS)	2 recommendations	Include a paragraph on the Central Highlands agreed catchment priority/outcome for healthier eating and active living.	It is proposed that the paragraph be included on page 14 of the plan, in the 'Moorabool – a healthy community' section
		Reference the Victoria Women's Sexual and Reproductive Health Priorities 2017-2020 to help guide strategies in this priority.	It is proposed that the reference be included on page 9 of the plan, in the 'Policy context' section

Proposal

It is proposed that the Council adopts the Moorabool Health and Wellbeing Plan 2017-2021, following the public exhibition process undertaken over the last four weeks.

Policy Implications

The 2017 – 2021 Council Plan provides as follows:

Strategic Objective 4: Improving social outcomes

Context 4A: Health and wellbeing

Actions: Adopt a revised Health and Wellbeing Plan

The proposed draft *Moorabool Health and Wellbeing Plan 2017-2021* is consistent with the 2017-2021 Council Plan.

Financial Implications

The draft plan 2017-2021 contains an action plan outlining key strategies and actions to be implemented over the next four years. Actions will be implemented through a partnership funding model which may include funding from external agencies, State and Federal Government funding bodies and the Council. Council funding will be subject to approval through the Council's annual budget process.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Health and Wellbeing Plan	Council is required to develop a Health and Wellbeing Plan under the Public Health and Wellbeing Act 2008	Low	Council to develop and adopt a Health and Wellbeing Plan for the Shire.

Communications and Consultation Strategy

The following community engagement activities have been undertaken, in accordance with the Council's Community Engagement Policy and Framework:

Plan Development

Level of Engagement	Stakeholder	Activities	Outcome
Consult	Community members	'Have Your Say Moorabool' online community engagement portal	124 surveys completed

Level of Engagement	Stakeholder	Activities	Outcome
Consult	Service providers	'Have Your Say Moorabool' online community engagement portal	27 surveys completed
Consult	Early Years, Youth and Aged Services groups and programs	"Tell us about your health and wellbeing" postcards distributed	90 postcards returned
Consult	Residents	"Tell us about your health and wellbeing" postcards- Libraries, customer service, Family Services agencies, Volunteer event, Indigenous event, Disability services	
Collaborate	Key stakeholders	Establish Health and Wellbeing Advisory Committee	Advisory Committee established and has provided input into development of themes
Consult	Youth	Survey and discussions with individual groups	2 groups provided with opportunity to engage

Public exhibition period

Level of Engagement	Stakeholder	Activities	Outcome
Consult	Community	Submissions through the Have Your Say website	6 submission forms (to date)
Consult	Community	Copies were available at Council's Customer Service locations, Lerdererg Library, Ballan Library, all rural library sites and Early Years.	Residents able to view the Plan
Collaborate	Health and Wellbeing Committee	Provided with a copy and asked to provide feedback.	Feedback was asked to be submitted via the Have Your Say platform
Consult	Community groups and Committees of Management	Provided with the draft Plan and asked to provide feedback	Feedback was asked to be submitted via the Have Your Say platform
Consult	State and Federal Government	Provided with the draft Plan and asked to provide feedback	2 suggestions provided
Consult	Internal Staff	Emailed to all staff	Feedback was asked to be submitted via the Have Your Say platform
Consult	Community	Public submission process advertised on Council's website, Facebook pages and Twitter account.	No feedback to date via these platforms

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

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

Author – Tania Barry

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

Conclusion

The draft plan 2017-2021 will guide future investment and direction in improving the health and wellbeing of the communities of Moorabool for both Council and key community partners. The Plan will be implemented and evaluated by the Council's Health and Wellbeing Committee and the Committee members will be directly involved in implementing the actions in the draft plan.

Recommendation:

That Council, having advertised the proposed Moorabool Health and Wellbeing Plan 2017-2021, resolves to adopt the Moorabool Health and Wellbeing Plan 2017-2021 including the Health and Wellbeing Action Plan 2017-2021 inclusive of the following amendments:

Page	Plan	Item	Amendment
9	Health and Wellbeing Plan 2017-2021		Include on page 9 in the 'Policy context' section, a reference to the Victoria Women's Sexual and Reproductive Health Priorities 2017-2020 to help guide strategies in this priority.
14	Health and Wellbeing Plan 2017-2021		Include a paragraph on page 14 in the 'Moorabool – a healthy community' section on the Central Highlands agreed catchment priority/outcome for healthier eating and active living.

29	Health and Wellbeing Action Plan 2017-2021	Action: Promote Moorabool Shire tracks and trails on Victoria Walks website	Action: Promote Moorabool Shire tracks and trails on Victoria Walks website. Use this mapping process to include the location of parks and playgrounds.
36	Health and Wellbeing Action Plan 2017-2021	Action: Investigate interest in the establishment of a gay/straight alliance - EOI development - Progress is made dependent upon consultation results Partners / Stakeholders: MSC - Youth Young People, DET, Schools	Action: Investigate interest in the establishment of a gay/straight alliance - EOI development - Progress is made dependent upon consultation results Partners / Stakeholders: MSC - Youth People of all ages, DET, Schools

Report Authorisation:



Authorised by:

Name: Danny Colgan
Title: General Manager Social & Organisational Development
Date: Tuesday, 28 November 2017.

Attachment - Item 11.3.3(a)



DRAFT MOORABOOL MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN

2017-2021



MOORABOOL
SHIRE COUNCIL



MOORABOOL MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN

2017-2021



ACKNOWLEDGEMENTS

Moorabool Shire Council has worked with the communities of Moorabool and many organisations in the development of the draft Moorabool Municipal Public Health and Wellbeing Plan 2017–2021. We would like to thank our health and wellbeing partners, the Health and Wellbeing Advisory Committee and the communities of Moorabool for their input into the development of this plan. We look forward to working together to enhance and improve health and wellbeing in Moorabool.

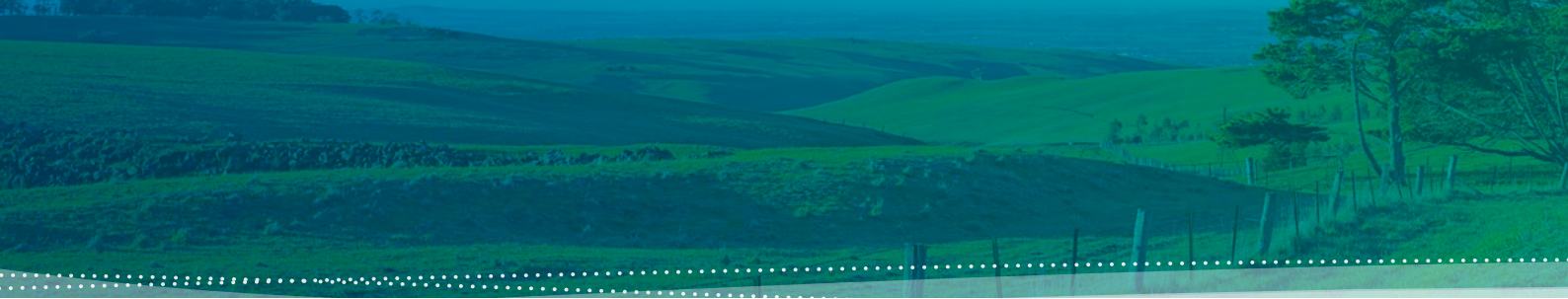
OUR STAKEHOLDERS INCLUDE:

- Moorabool Shire Council
 - » Community and Recreation Development
 - » Child, Youth and Family
 - » Active Ageing and Community Access
 - » Community Health and Safety
 - » Strategic and Sustainable Development
- Bacchus Marsh Community College
- Ballan & District Community House
- Ballan & District Health & Care
- Child and Family Services (CAFS)
- Central Highlands Primary Care Partnership (PCP)
- Darley Neighbourhood House
- Department of Justice and Regulation
- Department of Health and Human Services (DHHS)
- Djerriwarrh Health Services
- Federation University
- Highlands Local Learning & Employment Network (HLLLEN)
- North West Melbourne Primary Care Network
- Merrimu Services Inc.
- Sports Central
- Western Bulldogs Community Foundation
- Women's Health Grampians
- WRISC Family Violence
- Victoria Police



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EXECUTIVE SUMMARY

The draft Moorabool Municipal Public Health and Wellbeing Plan 2017-2021 (draft plan) is a four year plan for enhancing the health and wellbeing of residents and outlines the health and wellbeing priorities for the community over the next four years. The draft plan builds upon the strengths of the Moorabool 2013-2017 health and wellbeing plan and details strategies within the action plan that will be promoted and delivered to maximise the health and wellbeing of the communities of Moorabool.

The draft plan has been developed to align with the Moorabool Shire Council Plan 2017-2021 and the Municipal Strategic Statement to form Council's Strategic Planning Framework for the next four years. It captures and integrates relevant strategies and policy documents across Council and is in a position to direct future policy and strategy to address emerging trends across the social, built, natural, cultural and economic environments for health. The plan is also informed by local health and wellbeing data and the Victorian Public Health and Wellbeing Plan 2015-2019.

The draft plan has been developed in close consultation with local communities and through wide-ranging collaboration with key agencies, partners and stakeholders and will be driven by an annual action plan and evaluated using health and wellbeing indicators. Delivery of the action plan will be undertaken by the Health and Wellbeing Advisory Committee, resulting in Council's collective impact approach to improve the health and wellbeing of the communities of Moorabool.

There are a wide range of factors influencing health and wellbeing, such as individual, social, cultural, economic and environmental. Social, economic and environmental factors include employment and housing, social connections, conditions of work and leisure, access to transport and healthcare facilities, stress levels, income and education levels and the environment. (World Health Organisation (WHO) 2008)

A more holistic concept of health recognizes the influence of the social, economic, psychological and environmental well-being of the community on people's health [Nozick 1998]

A healthy community is not just one with an absence of disease and infirmity but one which strengthens people's protective factors such as their sense of belonging, their resilience, the availability of economic and social opportunities and a clean environment. As such, a healthy community continually creates and improves the environment and expands resources so that these prerequisites for health are addressed. The draft plan addresses these broader influences on health and aims to reduce barriers to preventative health measures, at the same time empowering individuals and communities to make positive decisions about their health.

Local government is well positioned to directly influence factors vital to health and wellbeing including sport and recreation, transport, land use, housing, urban planning, arts and culture and community development. It is through partnerships, collaboration and community involvement that health and wellbeing outcomes can be achieved.



MOORABOOL'S PROFILE

Moorabool Shire is a fast-growing peri-urban municipality nestled between Melbourne, Geelong and Ballarat. It offers residents picturesque surrounds with the vibrancy of an active, growing community.

The Shire's landscape provides an array of living options. Residents can enjoy an urban lifestyle in towns like Bacchus Marsh (45km west of the Melbourne CBD) and Ballan (70km west of the Melbourne CBD) or take advantage of Moorabool's small towns and hamlets, rural open spaces and natural surrounds.

A stunning Shire spanning more than 2,110 square kilometres, Moorabool is made up of 64 localities, hamlets and towns. More than 74% of the Shire comprises of water catchments, state forests and national parks. Moorabool boasts breathtaking landscapes, national parks, forests, gorges, mineral

springs and tourism attractions. Some of its key attractions include the Wombat State Forest, Brisbane Ranges National Park, Lerderderg State Park, Werribee Gorge State Park and the Bacchus Marsh Avenue of Honour.

Moorabool Shire is positioned along the major road and rail transport corridors between Melbourne and Adelaide. Moorabool's eastern boundary is located just 40km west of Melbourne's CBD and extends westwards to the City of Ballarat municipal boundary. The Shire straddles Victoria's Western Highway and has excellent transport access to Melbourne, Ballarat and Geelong. Bacchus Marsh is equi-distant to Melbourne and Avalon airports and close to the sea ports of Geelong and Melbourne (Moorabool Shire Council Plan, 2017-2021).



INTRODUCTION

As mentioned earlier, community health and wellbeing is not only determined by physical and psychological factors, but also by the way residents live and work, their social networks, friends and family, how leisure facilities are accessed, availability of services in the area and laws and regulations governing the community.

PUBLIC HEALTH CAN BE DEFINED AS:

‘what we, as a society, do collectively to assure the conditions in which people can be healthy?’

(Institute of Medicine, 1988)

In this way, public health has a focus on prevention rather than treatment, on populations rather than individuals and on factors and behaviours that cause illness and injury.

Council already supports and delivers a range of activities and facilities that support the health and wellbeing of the community including parks and leisure facilities, walking tracks, bike paths, playgrounds, health programs, immunisation programs, environmental health and public health awareness.

The draft plan aims to capture the health and wellbeing status of the communities of Moorabool and provide strategic direction for local health providers and community organisations to improve the health of the Moorabool community. Council has a lead role in developing the plan, however the delivery of strategies and actions are in partnership with many organisations and the community. This will ensure that a collective impact approach will be taken to improving the health and wellbeing of the community.

Many local health, community and Council services have contributed their experience, knowledge and expertise to the development of this draft plan. Partners in

health and wellbeing have committed to activities and projects which contribute to creating an environment to support and enhance the health and wellbeing of the community.

Council acknowledges and values the many partners who played a key role in developing the draft plan and resulting four year action plan and who play an important part in delivering positive health and wellbeing outcomes for the community. It is acknowledged that a healthy community is created when a diverse range of people, organisations and services collaborate together to improve health and wellbeing across the Shire. Together, a partnership approach was taken in the development of the plan.

PARTNERS IN THE PLAN INCLUDE:

- Ballan & District Health & Care
- Child and Family Services (CAFS)
- Central Highlands Primary Care Partnership (PCP)
- Department of Justice and Regulation
- Department of Health and Human Services (DHHS)
- Djerriwarrh Health Services
- Moorabool Shire Council
- Sports Central
- WRISC Family Violence
- Women’s Health Grampians
- Victoria Police

At the heart of this process is empowerment of the community – increasing people’s ownership and control of their own health and wellbeing and their personal development. Providing information and education for health and enhancing life skills enables people to exercise greater control over factors influencing their health and wellbeing.



POLICY CONTEXT

Under section 26 of the Public Health and Wellbeing Act 2008, Council is required to develop a Health and Wellbeing Plan within 12 months of a Council Election. The Health and Wellbeing Plan must be consistent with the Council Plan and the other plans including the Municipal Strategic Statement and be reviewed annually and evaluated at the end of the four year period.

The success and relevance of Moorabool's draft plan is linked to the planning and policies of the Federal and State Governments. This plan aligns with a number of important international, national, state and regional health and wellbeing frameworks and policies. Through integrated planning and provision of services and activities, the health and wellbeing of both Moorabool and the wider community will be improved.

International

Closing the gap in a generation: Health equity through action on the social determinants of health, Commission on Social Determinants of Health (2008).

The World Health Organisation (WHO) is the directing and coordinating authority for international health, responsible for providing global direction to shape international health promotion.

Federal

The National partnership agreement on preventive health. Coalition of Australian Governments

The agreement commits all parties to support Australians in reducing their risk of chronic disease by embedding healthy behaviours in the settings of pre-schools, schools, workplaces and communities, by instituting programs across smoking, nutrition, alcohol and physical activity risk factors.

Australia: the healthiest country by 2020

In 2008, the Australian Government established the National Preventative Health Taskforce to develop a National Preventative Health Strategy, which focused on the primary prevention of obesity, tobacco and harmful consumption of alcohol. Other areas of preventative health such as mental health, injury, immunisation, sexual and reproductive health, and illicit substance use were to be considered post 2009.

Our cities, our future - A national urban policy for a productive, sustainable and liveable future

The discussion paper defines the Australian Government's objectives and directions for cities,

recognising the role that local governments have in planning and managing cities, which contribute to maintaining and improving quality of life.

Environments for health framework

The framework aims to enable local councils to become leaders in promoting community wellbeing using a front-line approach to quality health planning.

State

The Victorian Public Health and Wellbeing Plan 2015–2019 has a vision for a Victoria free of the avoidable burden of disease and injury so that all Victorians can enjoy the highest attainable standards of health, wellbeing, and participation at every age. It identifies six priorities that directly affect the health and wellbeing of Victorians:

1. Healthier eating and active living;
2. Reducing harmful alcohol and drug use;
3. Improving mental health;
4. Preventing violence and injury;
5. Improving sexual and reproductive health;
6. Tobacco free living.



Physical pram walk Peppertree Walk Bacchus

Ending family violence: Victoria's plan for change details how the State Government will deliver the 227 recommendations made by Australia's first Royal Commission into Family Violence and build a new system where Victorians live free from family violence and where women and men are treated equally and respectfully. Recommendation 94 specifies that councils "report on the measures they propose to take to reduce family violence and respond to the needs of victims" when preparing their MPHWP. Moorabool Shire Council is a member of the Women's Health Grampians' CORE (Communities of Respect and Equity) Alliance and supports the plan to prevent violence against women and their children in the Grampians Region.

Victorian Gender Equality Strategy 2016 will guide actions and priorities for the government to work with the community, progressively building required attitudinal and behavioural changes to reduce violence against women and deliver gender equality.

Victoria's 10-year mental health plan drives better mental health outcomes for Victorians, focusing on prevention and better integrated services and support for those who are disadvantaged or vulnerable in the community.

Rural and Regional Health Plan

The Rural and Regional Health Plan outlines how the Victorian Government will implement the Victorian Health Priorities 2012-2022 in rural and regional areas. The purpose of this plan is to identify key actions that will drive the delivery of services in rural and regional areas that are more responsive to people's needs. The key issues identified are:

- Population growth in some areas will result in a need for more services;
- The healthcare system will be under increased pressure to address the growing prevalence of chronic disease in the community;
- Improved ability of existing community-based services is needed to deal with the impacts of population growth on the health care system;

POLICY CONTEXT (CONT)

- Innovative service models will need to be developed to address the increasing demand for health services i.e. tele-health

Impacts of Climate Change

The Victorian Climate Change Act 2011 represents the State Government's response to climate change issues and addresses both mitigation and adaptation issues. Section 14 of the Act requires certain decision makers to have regards to climate change. For MPHWP, this means considering the impacts climate change within the determinants of health. For Moorabool this may include considering the impacts of flood, heatwave on the health and wellbeing of our residents. Moorabool Shire Council currently plans for the impacts of severe weather events through Municipal Emergency Management Plan 2017-2020 and the Moorabool Shire Heatwave Plan 2015.

Better Health Plan for the West Partnership Framework 2017-2021

The Better Health Plan for the West (BHP4W) partnership was first established in 2011. It builds on the strong culture of dialogue and collaboration among health and community service providers in the west of

Melbourne (including Bacchus Marsh), and creates an opportunity for the west to be a leader among regional health partnerships in Victoria. The involvement of local government is recognised as a strength of the BHP4W, connecting health-focused organisations and community-focused local government authorities.

BHP4W has provided a collective platform for advocacy and generated significant profile as a flagship alliance. It has given individual organisations a common point of reference and facilitated regional projects. Following recent changes to the health policy landscape and a review of the BHP4W, this new framework has been developed to guide the future work of the BHP4W partnership.

Local

Moorabool 2041

Council has commenced a journey of Moorabool 2041 which is a framework aimed at documenting the opportunities, pressures and challenges facing Moorabool. The process will lead to a long-term vision to guide the development of Moorabool to retain its character and the places we love and to ensure change provides new services and opportunities for our residents.



Moorabool 2041 will be a key document to:

- Guide planning scheme content to deliver sustainable development and the protection of agricultural, environmental and cultural resources;
- Plan for the augmentation of social and physical infrastructure and identify the role for state and federal governments in closing the infrastructure gap;
- Ensure that, as the population grows, the employment and retail offer also grows to reduce the need to commute to Melbourne and Ballarat for work or personal services.

The draft plan is being informed by and will inform the Moorabool 2041 process.

The Municipal Strategic Statement (MSS) provides the vision for land use planning and development within the Shire of Moorabool. The MSS provides a snapshot

of existing and projected conditions regarding Moorabool’s people, built form and natural resources as well as regional strengths and key influences. The Statement identifies major issues, directions and strategies with zones, overlays and policies providing the means to achieving Council’s long-term objectives.

The following figure illustrates the relationship between Council’s 2041 vision, the Council Plan 2017-2021 (which sits within Council’s planning framework, see Figure 2), the Moorabool MPHWP and the MSS and how a greater impact can be achieved when applied collectively. Together, these documents consider:

- Strategic land use, development and planning;
- Population health profiles;
- Community service provision.

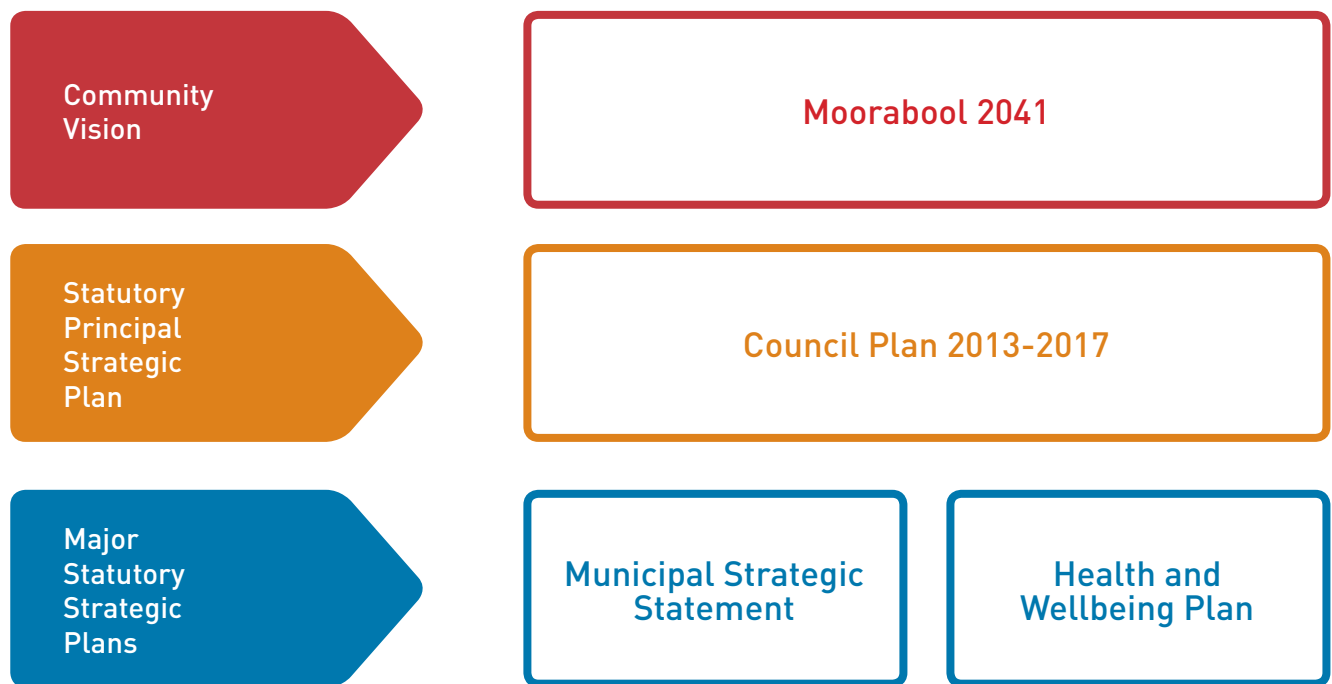


Fig 1: Planning framework

INTEGRATED PLANNING & DELIVERY FRAMEWORK (IPDF)

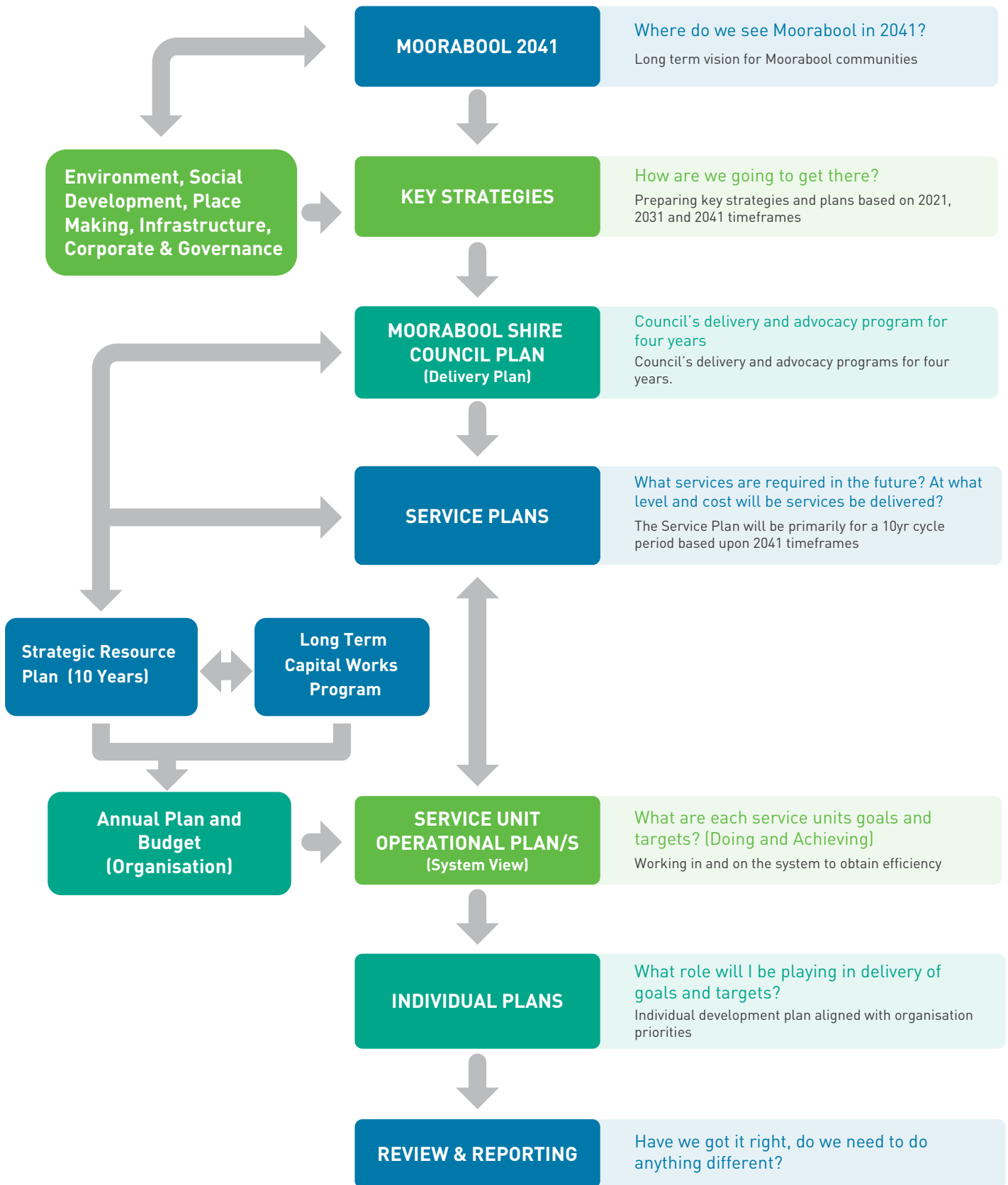


Fig 2: Council's Integrated Planning Development Framework

The draft Moorabool Health and Wellbeing Plan is a key part of Council's planning framework. It reflects Council's key directions, informs the Council Plan 2017-2021 and can provide guidance to a range of Council, strategies, policies and procedures.

There are a number of other policies, strategies and frameworks that Moorabool Shire has that contribute to community health and wellbeing. The relationship these have with community health and wellbeing is depicted in the diagram below:

2017-2021 MOORABOOL HEALTH AND WELLBEING PLAN





Council also has a leadership and advocacy role in health and wellbeing including:

- Advocating for improved health service provision in partnership with local providers;
- Accessing State and Federal Government funding to improve existing and provide new community facilities;
- Engaging the community in determining their current and future health needs and representing the community in advocating for these needs;
- Leading the way with planning for new communities, public spaces and opportunities for residents to connect with and support their local community;
- Through a holistic approach to health planning support Moorabool residents are able to access appropriate, accessible, timely services that meet their needs.



MOORABOOL – A HEALTHY COMMUNITY

There are many ways that people in Moorabool can stay healthy, active and connected to their friends, family, community and the environment. Residents and visitors can enjoy access to a variety of walking and bike paths, parks and open spaces, community gardens, sportsgrounds and playgrounds. They can also participate in and access a wide range of community, leisure and recreational facilities, services, programs and events that support healthy and active living and participation, contributing to strong health and wellbeing outcomes.

Moorabool residents face some specific challenges and issues that impact on health and wellbeing. Some of these include:

- a rapidly growing and ageing population;
- geographic isolation and lack of service providers (particularly in rural areas);
- the emergence of wind farms and potential impacts

for the community;

- lack of local employment and the prevalence of the “commuter” community;
- poor access to tertiary and vocational education and training;
- the impact of climate change;

The challenge for Moorabool Shire is to identify the underlying determinants of health and develop partnerships with other levels of government and key health agencies to ensure that everyone in Moorabool, regardless of their gender, age, culture, ability, faith, economic and social position, can enjoy a healthy and fulfilling life.

Moorabool health indicators

A snapshot of key health data is contained in the fact sheets in Appendix A.

Identifying key issues for Moorabool

Under the *Health and Wellbeing Act 2008*, Councils are also required to develop a health profile as part of their health and wellbeing planning process. The health profile for Moorabool was compiled in partnership

with the Central Highlands PCP. Data in the health profile was compiled using information from Australian Bureau of Statistics census data, in conjunction with data compiled by the Central Highlands PCP. The health profile highlighted several health and wellbeing issues for Moorabool that were also consistent with the priorities outlined in the State Government Health and Wellbeing Plan.

The health profile was presented at a partner consultation workshop to determine areas for community engagement. Issues and concerns raised by stakeholders at the workshop were used in conjunction with the health data to develop health fact sheets for community consultation. This was to ensure the data was easy to read and understand and to articulate what the data in the health profile had identified as health and wellbeing 'issues' for Moorabool. The fact sheets, as well as other key information, were provided to the community and stakeholders as part of the consultation process.

Community and stakeholders, through various engagement opportunities (including postcards, face to face and online engagement) were asked to tell us:

- What makes you happy and healthy?
- What impacts your health and wellbeing?
- What would improve your health and wellbeing?

These questions were designed to be broad in nature to elicit responses independent from the issues highlighted by the health profile data. Feedback received through this process focused on healthy eating and being active, mental health and stress, social connection, community safety, cultural identity and work/life balance. These themes were consistent with those identified by the health profile data.

Community and stakeholders were also asked to participate in a survey (online and hard copy) that more closely reflected the key issues highlighted by the health profile. The purpose of the survey was to test whether the issues highlighted by the health profile data resonated with the community and key stakeholders,

as well as providing the opportunity to raise any other issues or barriers to health and wellbeing. The feedback from this process was consistent with, and strongly reinforced, the health and wellbeing themes identified by the Moorabool health profile.

Through this process, three broad themes were identified, with related sub themes sitting within these:

1. **Healthy and active living**

- » Healthy eating
- » Increasing physical activity

2. **Improving resilience and community safety**

- » Preventing family violence and injury
- » Improving sexual and reproductive health
- » Reducing harmful alcohol and drug use
- » Improving mental health services
- » Supporting volunteers

3. **Improving education and employment opportunities**

- » Minimising the impact of the commuter community by decreasing travel
- » Increasing employment opportunities
- » Increased economic investment and job growth
- » Improved lifestyles
- » Increased community cohesion
- » Improved employment and education opportunities
- » Stimulated local economy and creating more resilient communities
- » Connect local people to local jobs

Strategies for each of the broad themes provide a focus for local action and outcomes that describe the change we wish to see as a result of implementing the strategies.

These themes also align with the *Victorian Public Health and Wellbeing Plan 2015–2019*, the Climate Change Act 2010 and reflect Council's responsibilities under the *Public Health and Wellbeing Act 2008*.



COMMUNITY ENGAGEMENT

Moorabool Shire Council is committed to undertaking best practice community engagement in the development and implementation of the draft Moorabool Health and Wellbeing Plan 2017-2021.

Consistent with the Moorabool Shire Council Community Engagement Policy, effective community engagement ensures that key stakeholders and the broader community are appropriately engaged in decision making processes. This means providing genuine opportunities for all sectors of the community to share their ideas, knowledge and experiences through the use of multiple engagement tools and techniques (workshops, committees, fact sheets and social media). It also means the provision of balanced and objective information and involves actively asking, listening and giving feedback around how key stakeholder and broader community input influenced the decision making process.

Undertaking a best practice community engagement process in the development of the draft Moorabool Health and Wellbeing Plan has reinforced Council's commitment to establishing a partnership approach to improving health and wellbeing outcomes in Moorabool. The process has been crucial for understanding health and wellbeing issues and concerns and also identifying a set of shared priorities, strategies and actions to improve the health and wellbeing of the community moving forward.

Consultation

The Moorabool Shire Community Engagement Policy supports the International Association of Public Participation (IAP2) framework for engaging the community.

MOORABOOL – A HEALTHY COMMUNITY (CONT)

LEVEL OF ENGAGEMENT	STAKEHOLDER	ACTIVITIES	OUTCOME
Consult	Community members	'Have Your Say Moorabool' online community engagement portal	124 surveys completed
Consult	Service providers	'Have Your Say Moorabool' online community engagement portal	27 surveys completed
Consult	Early Years, Youth and Aged Services groups and programs	"Tell us about your health and wellbeing" postcards distributed	90 postcards returned
Consult	Residents	"Tell us about your health and wellbeing" postcards- Libraries, customer service, Family Services agencies, Volunteer event, Indigenous event, Disability services	
Collaborate	Key stakeholders	Establish Health and Wellbeing Advisory Committee	Advisory Committee established and has provided input into development of priorities
Consult	Youth	Survey and discussions with individual groups	2 groups provided with opportunity to engage

A Community Engagement plan was workshopped with the Health and Wellbeing Committee, to identify opportunities for consultation with the community, including organisations and stakeholders.

Have Your Say, Council's online consultation portal, was utilised to provide a survey based upon the five priority areas and reflected data collated by the Central Highlands Primary Care Partnership (CHPCP). The survey was provided electronically and in print to internal and external providers. 128 community surveys were completed, across large and small townships in Moorabool, reflecting a wide demographic including children, men and women, parents, the elderly and the indigenous population. A separate survey, using the same questions, was directed at internal and external service providers and agencies and received 27 responses.

Postcards asking the community to "Tell us about your Health and Wellbeing" provided quick and varied

responses to 3 key questions:

- I feel happy and healthy when...
- The things that impact my health and wellbeing most are...
- One thing that would improve my health and wellbeing most is...

Information gathered from the postcards provided additional information which was disaggregated, collated and added to information under each of the key priority areas.

Central Highlands PCP data and consultation data was collated and assigned to each theme. The Health and Wellbeing Advisory Committee was asked to use this data at the July workshop to decide on themes for the plan and to identify actions to address key issues identified in the consultation process. The four year action plan has been developed using these themes.

COMMUNITY ENGAGEMENT (CONT)

Community feedback

The issues and ideas raised through the community engagement process were grouped into the three themes. Feedback included:

Healthy eating and active living

- Improved access, affordability and consumption of fresh fruit and vegetables;
- Understanding of healthy food and what constitutes healthy portion size;
- Reduction in sugar sweetened beverages, and increase in water consumption;
- Access to and awareness of formal and informal recreation and open spaces;
- Greater access to physical activity for all children and youth;
- Cost and work/life balance are barriers to physical exercise;
- Improved safety and perception of safety for women to increase informal recreation including walking;

- Improved rates of breastfeeding to 6 months of age.

Improving resilience and community safety

- Service providers said people didn't know how to access services relating to harmful drug and alcohol use;
- The community and service providers agree that family violence, mental health, stress and social/peer groups are the main factors that increase the use of alcohol and other drugs;
- The majority of community responses said the internet and their GP would be used to find out about services relating to harmful drug and alcohol use;
- Our youth told us that alcohol is too accessible for the under aged;
- Our youth told us that earlier education relating to drug and alcohol use is needed in schools.
- Service providers said that the stigma of mental health issues was a barrier to people accessing services;



COMMUNITY ENGAGEMENT (CONT)

- Service providers said people not knowing how to access mental health services was a barrier;
- The majority of the community said they would find out about services regarding mental health on the internet or through their GP;
- Social isolation is impacting upon people's sense of mental wellbeing;
- The community told us volunteering has a positive impact on their mental wellbeing;
- The community told us exercise and social connection was important for their mental wellbeing;
- Our indigenous community told us that recognition and connection to culture was important for their health and wellbeing;
- Our youth told us that bullying is an issue and that more school supports are important.
- Gender equity is a major contributor to the prevention of violence against women;
- Service providers told us people who feel unsafe regarding family violence don't know where to go for help;
- Not feeling safe is a barrier to active living.
- Stigma, procrastination and not knowing about services in relation to sexual and reproductive health were barriers to access;
- Data shows a need for improved access to services relating to sexually transmitted infection prevention;
- The majority of people access information about sexual and reproductive health from their GP, the internet or friends/relatives;
- Our youth told us that more support and acceptance of the LGBTIQI community is needed;
- Our youth told us that access to services relating to sexual and reproductive health in small close knit communities is a barrier.

Improving education and employment opportunities

- Local business reported issues with finding 'work ready' entry level staff;
- Lower educational attainment limits competitiveness of the local workforce;

- There are rapidly increasing outward commuter rates;
- Opportunities to diversify the industries that residents work in need to be considered;
- Employment plays an important role in health and wellbeing.

Plan development

Moorabool Shire Council has undertaken extensive research and community consultation during the development of the draft plan and subsequent four year action plan.

REVIEW OF 2013-2017 MPHWP

The Moorabool 2013-2017 MPHWP contained strategies and actions which were worked on collectively by internal and external stakeholders to deliver improved health and wellbeing outcomes for the Moorabool community. This resulted in some adjustments to the plan over its lifespan, with modifications to relating actions.

The 2013-2017 MPHWP was reviewed in 2017 to identify improvements that could be implemented. The review identified the importance of measurable, realistic outcomes and the need to build flexibility into the plan to allow for unforeseen changes that would necessitate adaptations being made.

LITERATURE REVIEW

An extensive review of Council's policies, framework and strategies was undertaken to inform development of the five priority areas which aim to improve health and wellbeing outcomes for the community. A comprehensive review of relevant literature at the federal, state and local level was undertaken to further inform actions arising from the priorities. Benchmarking of other Councils' MPHWP was undertaken during the lifespan of the 2013-2017 plan to identify best practice regarding development and implementation of the plan.

Evaluation and reporting

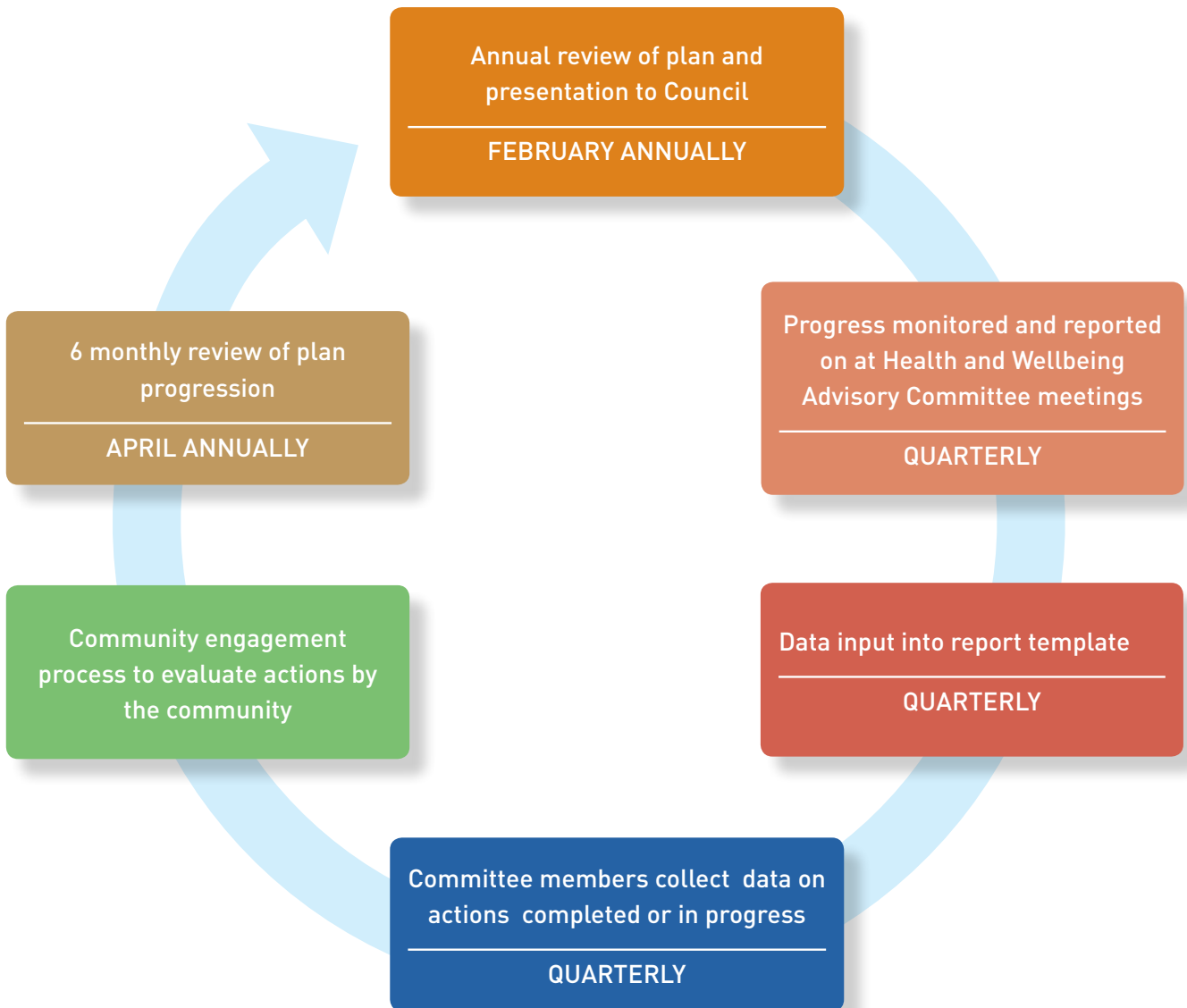
The MPHWP will be monitored and evaluated through three key steps:

- 1. Evaluation against the performance measures outlined in the action plan over 4 years. Partner organisations will report on the status on actions;
- 2. Annual review of the plan, including engagement of the community;

3. Ongoing monitoring by the Health and Wellbeing Committee.

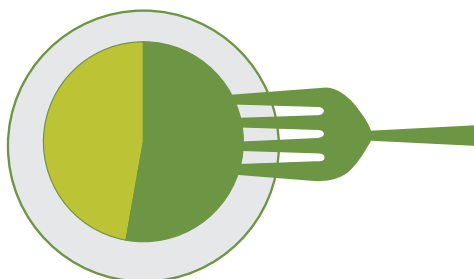
Reporting of the action plan will align with other Council reporting processes.

The following diagram provides the process for annual review of the plan and reporting to the Council.



HEALTHIER EATING & ACTIVE LIVING IN MOORABOOL

 **Above**
Vic Average
 **Below**
Vic Average



In 2014, **53%** of respondents did not eat enough fruit & vegetables to meet the Australian guidelines **Vic 48.6%**

In 2015, respondents ate an average:




1.6 serves of fruit each day **Vic 1.6**



2.4 serves of vegetables each day **Vic 2.2**



In 2015 **7.9%** ate takeaway 1-3 times a week **Vic 10.2%**

M	T	W	T	F	S	S
						

In 2014, **16.8%** of residents drank sugar sweetened soft drinks daily **Vic 11.2%**



In 2015, **4.1%** of residents did not consume any water/day **Vic 3.1%**



In 2014, **2.5%** of respondents were classified as sedentary **Vic 3.6%**

46.4% did not do sufficient levels of physical activity **Vic 50.4%**



41.4% did sufficient levels of physical activity **Vic 41.5%**

In 2015 the VicHealth survey found that:

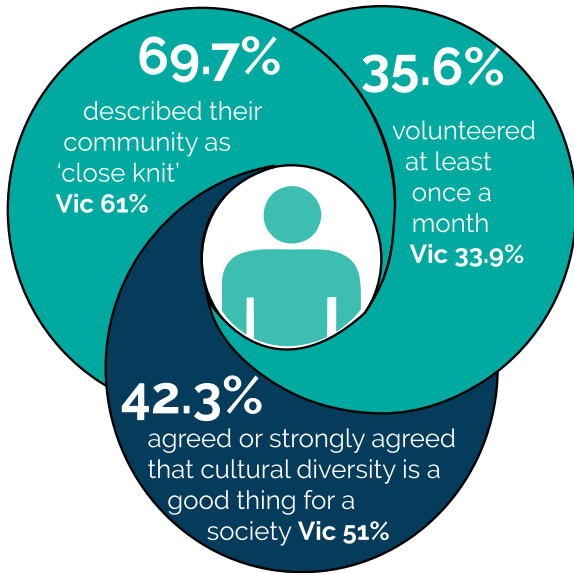
73.4% participated in non-organised physical activity **Vic 70.5%**

17.7% of residents did not do at least one session of 30 mins of physical activity per week **Vic 18.9%**

59.6% of people walked **Vic 51.2%**

40.8% did 4 or more sessions of 30 mins physical activity a week **Vic 41.3%**

IMPROVING MENTAL HEALTH IN MOORABOOL



Above
Vic Average

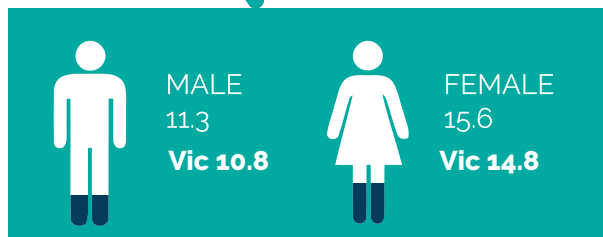
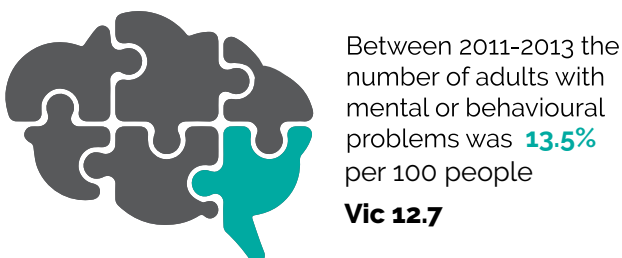
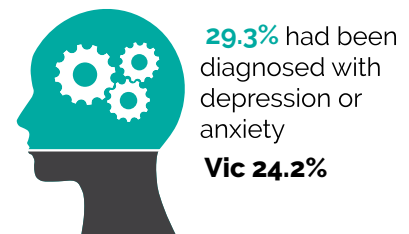
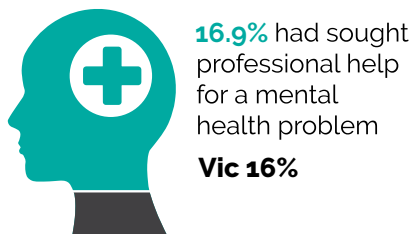
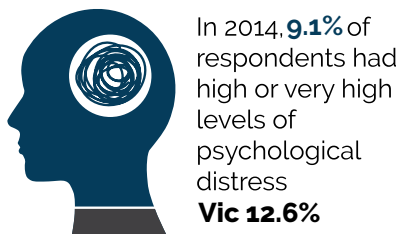
Below
Vic Average



In 2015, respondents had a resilience rating of **6.7**
Vic 6.4



5.8% of residents reported that they were dissatisfied or very dissatisfied with their life **Vic 6.6%**



Between 2009 - 2013, the rate of avoidable deaths from suicide & self inflicted injuries was **less than** the Victorian average*

Moorabool 6.6

Vic 9.4

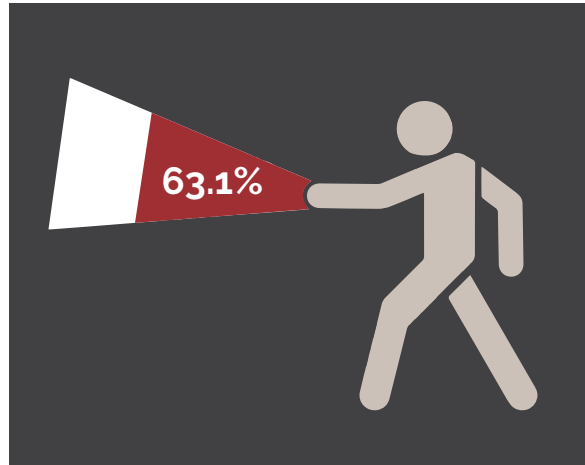


*Average annual age standardised rate per 100,000 persons (Persons aged 0 - 74 years)

PREVENTING VIOLENCE & INJURY IN MOORABOOL

 **Above**
Vic Average

 **Below**
Vic Average



Perception of safety

63.1% of respondents agreed that they felt safe walking alone after dark

Vic 55.1%

Crimes Against People

In 2015/2016 the rate of crimes against people in Moorabool was similar to the Vic average

Assault



47%
Vic 50%



51%
Vic 48%

Stalking & Harassment



21%
Vic 33%



76%
Vic 64%

Sexual Offences



14%
Vic 18%



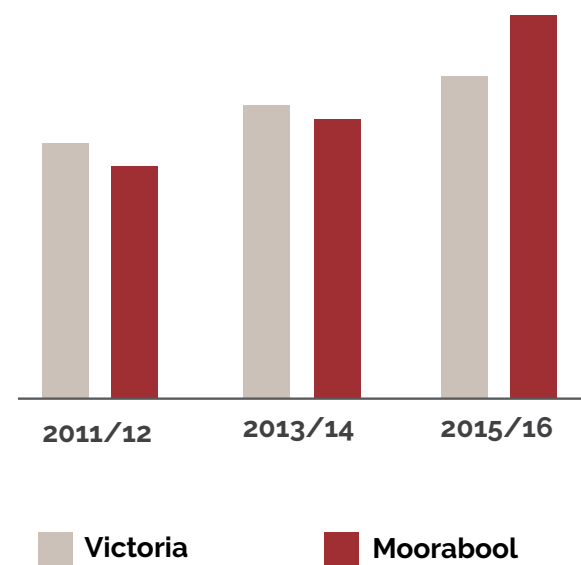
84%
Vic 80%

Family Violence

In 2013- 2015, **72%** of affected family members (victims) were female

The rate of family incidents in 2015/2016 was **higher** than the Victorian average

Family Incidents Rate



REDUCING HARMFUL ALCOHOL & DRUG USE IN MOORABOOL



Above

Vic Average



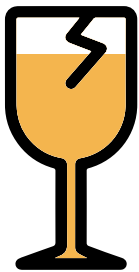
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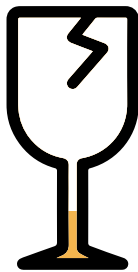


In 2015, **27.5%** of respondents agreed with the statement that 'getting drunk every now and again is OK' **Vic 27.9%**

Alcohol Related Injury



In 2014, **53.7%** were at increased risk of an alcohol related injury on a single occasion **Vic 42.5%**



In 2015, **10.2%** were at very high risk of short-term harm each month **Vic 9.2%**

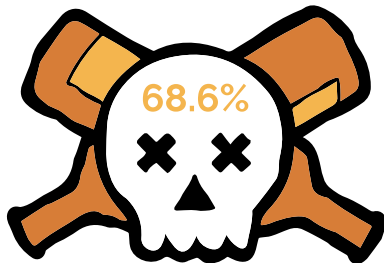


In 2012-2013 the rate of assaults that occurred in alcohol hours* was **11.4 Vic 13.1**
MALE 14.3 Vic 15.3
FEMALE 8.6 Vic 10.9
 This was less than the Victorian rate*

*rate per 10,000 population

High Alcohol hours (HAH) Fridays or Saturdays between 8pm and 6am

Life-time Risk



Life-time Risk the risk associated with high levels of alcohol consumption over time

In 2014, **68.6%** of respondents were at increased risk of alcohol related harm

Vic 59.2%

Pharmaceutical Drugs



2012/13 pharmaceutical drug related ambulance attendance rate* - **17.2 Vic 16.9**



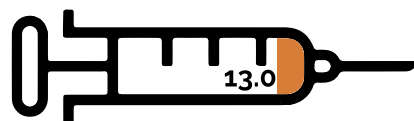
2012/13 pharmaceutical drug related hospitalisation rate* - **7.6 Vic 12.6**

*rate per 10,000 population

Illicit Drugs



2013/14 illicit drug related ambulance attendance rate* - **5.0 Vic 12.2**




2012/13 illicit drug related hospitalisations rate* - **13.0 Vic 14.4**

*rate per 10,000 population

SEXUAL & REPRODUCTIVE HEALTH IN MOORABOOL

 **Above**
Vic Average

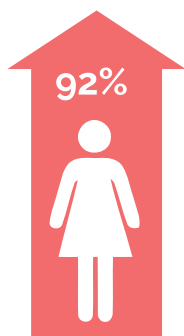
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Vic Average

Sexually Transmitted Infections



In 2013/2014 the rate of reported cases of chlamydia was similar to the Vic rate

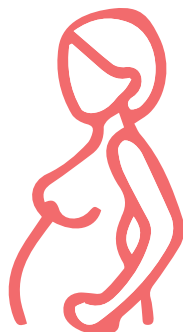
Pap test



In 2014, **92%** of women reported that they had had a pap test
Vic 83.1%



Collection data indicates that **52.3%** had a pap test in 2013/ 2014
Vic 59.2%
This was a 3.7% increase from 2009



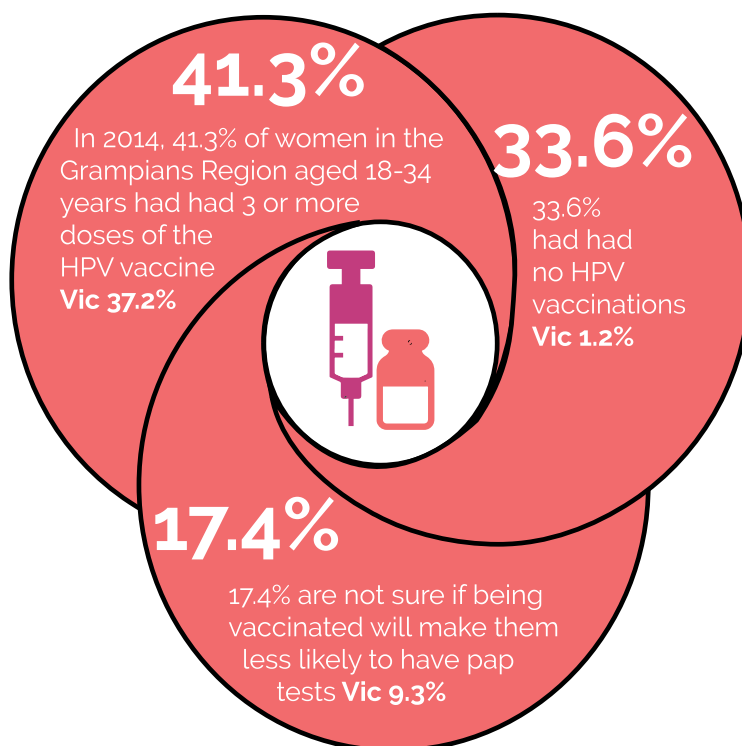
Teenage birth rate

From 2010–2014 the birth rate for females aged 15–19 years was **11.4** per 1,000

Vic 6.6

This is above the Victorian average

Human Papilloma Virus (HPV)





Moorabool Municipal Public Health and Wellbeing Plan

2017-2021

Attachment - Item 11.3.3(b)



MOORABOOL HEALTH AND WELLBEING ACTION PLAN 2017 - 2021

THEME 1 - HEALTHY AND ACTIVE LIVING

Council Plan – Strategic Objective 4 Context 4A – Health and Wellbeing

Benefits

- Local services accessible to those in need
- More resilient and self-reliant individuals and communities
- Healthier individuals and communities

Action Group Members

BCC – Ballan Community Centre

BDHC – Ballan & District Health & Care

BMC – Bacchus Marsh College

CAFS – Child and Family Services

CAMS – Child and Adolescent Mental Health Services

CHPCP – Central Highlands Primary Care Partnership

CWA – Country Women's Association

DET – Department of Education and Training

DJHS – Djerriwarrh Health Services

DNH – Darley Neighbourhood House

MSC – Moorabool Shire Council

WRISC – WRISC Family Violence Services

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	LEAD AGENCY PARTNERS & STAKEHOLDERS
Increased proportion of adults, adolescents and children who consume sufficient fruit and vegetables	Improve support and information for families to increase fruit and vegetable consumption	Cooking sessions with nutritious, cheap and easy to prepare recipes- including shared meal-cooking mentors	A 5% increase in vegetable consumption (shared central highlands agreed measure)	1	Centacare CAFS, DJHS dietician, DNH, BCC, BDHC, CWA
		Map the total number of fruit and vegetable retailers and pop ups, e.g. farmers markets, to identify current availability	Audit is completed. Areas where easy access to, and affordability of F&V are identified	1	MSC – Environmental Health CHPCP, MSC – Health Promotion Officer
		Pilot menu labelling with 2 food retailers to promote the % of vegetables in their meals- related to vegetable portion size	Rollout of project in year 3 if pilot is successful	2-3	DJHS BDHC, MSC – Environmental Health
		Engage with local growers regarding opportunities to provide fruit/veg into areas of disadvantage	A 5% increase in fruit consumption - short term data survey participants on behaviour change	1-2	MSC – Health Promotion Officer Growers, Pastoral Care, Chamber of Commerce
	Improve food security and access to healthy foods in areas of disadvantage within Moorabool	Promotion of Active Ageing and Community Access bus service to food outlets	Number of clients accessing the bus service	1	MSC - Active Ageing and Community Access
		Promote local community gardens, food swap, market gardens through a local network	Network formed	1-2	Darley Community Art Garden Ballan Community Gardens BDHC, DNH, MSC - Health Promotion Officer
		Implement a “Buy local” campaign – e.g. promotion, delivery, order, pickup	Campaign promoted	3	MSC - Economic Development Community organisations

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	LEAD AGENCY PARTNERS & STAKEHOLDERS	
Decreased proportion of adults, adolescents and children who consume sugar-sweetened beverages daily	Improve food security and access to healthy foods in areas of disadvantage within Moorabool	Edible Neighbourhoods – street installations, planted tubs, street fruit trees – council land	Areas identified, planting installed and accessible to the public	2-3	MSC – Strategic and Sustainable Development	
					MSC - Early Years Community organisations	
		Investigate opportunities to develop a Food is Free project. Implement and pilot Food is Free location in Moorabool	Action plan is developed Project piloted and evaluated	1-3	Bacchus Marsh Produce Swap Community Gardens, MEG, DNH, MSC – Health Promotion Officer	
	Implement water nudge actions within MSC operated leisure facilities	MSC to review food and drinks sold at recreation venues		A 5% decrease in sugar sweetened beverage consumption (Central Highlands shared priority) Baseline data and comparison data at leisure facilities during 2017, 2018, 2019, 2020 – impact evaluation	1	MSC –Community and Recreation Development Sports Central
					1	MSC – Community and Recreation Development MSC – Health Promotion Officer
		Work with local sports clubs to implement water nudge initiatives » Audit current water nudges and water refill options » Provide information/support to implement change	5 -10% increase in the number of clubs providing water nudge initiatives	1-2	Sports Central	
					MSC – Community and Recreation Development MSC – Health Promotion Officer	
	Develop healthy catering policy	MSC to develop a healthy catering policy for meetings and events, based on the traffic light system.	Working group developed Policy developed	1	MSC – Health Promotion Officer MSC - Organisational Development	
	Promote state wide water initiatives	Promote the H30 Challenge	Number of local signups Sports clubs promoted to	1-4	MSC - Community and Recreation Development Sports clubs	

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	LEAD AGENCY PARTNERS & STAKEHOLDERS
Decreased proportion of adults, adolescents and children who consume sugar-sweetened beverages daily	Implement water nudge in local school	Work with local secondary college to implement water nudges into their canteen	Pre/post data of school	2	MSC – Health Promotion Officer
					BMC
Increased proportion of adults, adolescents and children who are sufficiently physically active	Raise awareness and increase take up of informal and active recreation opportunities for women	Dedicated information on Council website about informal recreation opportunities	A 5% increase in walking activity Central Highlands shared priority) Pre/Post group surveys Hits on website pages	1-2	MSC – Community and Recreation Development
		Promote Moorabool Shire tracks and trails on Victoria Walks Website	Hits on website pages	2	MSC – Strategic and Sustainable Development
		MSC Early Years to provide regular monthly pram walking opportunities	Regular walks scheduled and promoted Attendance at groups	1	MSC - Early Years Services
	Identify areas where safety concerns are a barrier to participation for women	Audit recreation facilities and streets at night is conducted to assess safer access for women – Council’s fit for purpose assessments – Sports Central Audit template	Survey women using rec facilities at night – pre audit	1	MSC – Strategic and Sustainable Development
					Sports Central
	Recreation facilities including parks improve multi-use capabilities to encourage active recreation	Identify areas where fitness stations can be co-located with playgrounds, tracks or trails to increase opportunities for families to access exercise options Council consider active by design principals when planning sports grounds and reserves e.g. including walking trails linking grounds	Fitness equipment included in playgrounds	2	MSC – Community and Recreation Development
					MSC - Assets
Recreation facilities including parks encourage active recreation	Activate spaces to increase usage e.g. » Bring a friend/neighbour day for organised groups to improve take up » Pop up activities	2 activities provided	3	MSC – Community and Recreation Development	

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	LEAD AGENCY PARTNERS & STAKEHOLDERS
Increased proportion of adults, adolescents and children who are sufficiently physically active	All children and youth have access to sporting clubs and other physical activity	Consult with youth regarding what other physical activity they would like to participate in. (social sports)	Consultation completed	1	MSC - Youth
		Provide some free come and try or pop up sessions for youth identified activities Include additional active play/ physical activity at youth week event, youth football event and early years events	Informal physical activity provided at Early Years and Youth events	1-2	MSC - Youth & Early Years
		MSC and schools promote and participate in Walk to School Month in October	An increase in school children participating	1-2	MSC - Health Promotion Officer MSC - Community Health and Safety – crossing supervisors Schools
		Identify a space/opportunities for Sports Central to be located at MSC to work on strategies	Space identified Collaboration opportunities identified	1	Sports Central MSC –Youth MSC – Community and Recreation Development
		Promote library sports equipment borrowing	Number of and items borrowed	1	MSC - Library Services Sports Central
		Audit sports clubs to see what is available for different age groups – identify gaps e.g. 15-19 year old girls and all abilities/inclusion » Provide tasters to lead to a social competition if need is identified	Audit completed	2	Sports Central MSC - Community and Recreation Development
	Advocate for all children and youth to have access to sporting clubs and other physical activity	Advocacy/discussion with sports clubs and gyms regarding access for all children – reducing barriers to participation	Discussions held with major sports clubs Opportunities promoted to the community	3	MSC - Community and Recreation Development Sports Clubs, Service Clubs, Sports Access Program

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	LEAD AGENCY PARTNERS & STAKEHOLDERS
Increased proportion of adults, adolescents and children who are sufficiently physically active	Promote State Government Active campaigns	Promote Active Campaigns to the community and internally within organisations e.g. Active April, This Girl Can September, Run Against Violence	Promotion completed Participation rates	1-2	MSC –Health Promotion Officer
					MSC - Environmental Health
Proportion of Babies who are exclusively breastfeed to 6 months of age	Provide ante-natal and post-natal breastfeeding support through the Maternal and Child Health Breastfeeding Support Service	Identify current rates Work with local hospital and ante-natal service to identify opportunities for improvements to referral pathways Pilot a drop in session in addition to scheduled appointments and home visits	Increased referrals and appointments	1-2	MSC - Maternal and Child Health
					DJHS

THEME 2 - IMPROVING RESILIENCE AND COMMUNITY SAFETY

Council Plan – Strategic Objective 4 Context 4A – Health and Wellbeing

Benefits

- Local services accessible to those in need
- Reduced anti-social behaviour
- Healthier individuals and communities

Action Group Members

BDHC – Ballan District Health and Care

CWA – Country Women’s Association

DET – Department of Education and Training

GP – General Practitioner

MCH – Maternal and Child Health

MDAG – Moorabool Drug Action Group

MSC – Moorabool Shire Council

PHN- Primary Health Network

U3A – University of the Third Age

WHG – Women’s Health Grampians

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS
Reduced physical and mental health presentations and hospital admissions	Community is empowered to understand what role they can play	The community is aware of the responsible use of AOD through newsletters, website, FB e.g. Bystander	Online information is developed	1	MDAG
					MSC
Reduced physical and mental health presentations and hospital admissions	National campaigns are promoted	Participate and promote national A&D campaigns Egg Dry July, International Drug Overdose awareness day 31 August , RUOK day	National Campaigns are promoted	1	MDAG
					MSC
Best practice education delivered by experts in a range of settings	Education and Training is provided	Education and training for professionals and community members is identified	Education and Training is provided	1-2	MDAG
		Council provide Active8 (mental health program) at BMC	Number of students participating	1-4	MSC -Youth
	Facilitation and participation in reference and action groups	Continued participation by MSC on the Central Highlands Crime Prevention Reference Group.	Participation and membership	1-4	MSC
		Moorabool Drug Action Taskforce continue to play a role in education and advocacy	Participation and membership	1-4	MDAG
Schools are supported to address A&D issues	Linkages are maintained between Youth Services and Schools	MSC Youth Services establishes/ maintains strong linkages with school to support A&D issues	Networks maintained	1-4	MSC- Youth Schools
Alcohol is less accessible to the under-aged	Alcohol free zones and events are promoted	Dry Zone options for major events are encouraged and promoted Promote drug and alcohol free youth events – Freeza	Reduced supply of alcohol to under-aged	1-4	MSC - Events
					MSC- Youth
Alcohol is less accessible to the under-aged	Audit accessibility of alcohol	Council audits the concentration of alcohol outlets with a specific focus on identifying concentration in disadvantaged communities	Audit completed	3	MSC
	Alcohol based events at sporting clubs are reduced	Encourage sports groups to reduce alcohol based events Provide incentives for participation - Good Sports Program	Increase by 1-2 clubs by 2019	1-2	Sports Central MSC – Community and Recreation Development

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS
Awareness is raised in the community around Sexual and Reproductive Health	Mapping of services and service gaps	Action group to scope existing services – identify baseline, gaps and opportunities e.g., sexual, reproductive services, safe schools program, Respectful Relationships Program, Doctors with interest in Youth Health	Mapping of services is completed Services and gaps are identified	1	Action Group MSC- MCH & Youth PHN's, GP's, WHG, DJHS, BDHC
	Targeted promotion and communication	Develop a promotion and communication strategy around where you can access services- targeting specific audiences	Awareness- re-use survey respondents of community survey (H&WB plan)from Have your Say platform (MSC)	2	In partnership- Action Group MSC, DJHS, BDHC
	Advocacy	Advocate for additional services, workforce education and training, and improved referral pathways	Increase in services provided or planned	3	WHG MSC, DJHS ,BDHC
	Awareness raising	Increase awareness and use of the State-wide Unplanned Pregnancy Hotline	Usage of hotline	4	BDHC MSC, DJHS
Increased awareness of service providers in regards to sexual health of older people	Healthy ageing and sexual health	Provide education and resources that build the capacity and confidence of service providers in regards to Sexual Health of older people.	Number of education sessions/ attendance and resources provided	1-2	MSC- Active Ageing and Community Access La Trobe University & OPAL , DJHS BDHC Residential Care WHG Senior Citizens Aged care facilities U3A, CWA Men's Sheds
Increased local access to sexual and reproductive health services and information	Provide access to services related to diverse needs of the community	Doctors in Schools – Liaise with BMC Youth Services	% access of services Data on use of this service	1-2	GPs Schools, MSC Youth
Increased access to contraception and sexually transmitted infection prevention	Condom availability and condom vending machines are mapped	Investigate existing condom availability and opportunities to increase provision, targeting age groups, potential locations, accessibility and pricing	Number of venues where condoms are/are not accessible	1	MSC –Health Promotion Officer Young people
Increased access to contraception and sexually transmitted infection prevention	Condom Vending machines are installed in identified services and community spaces	Trial condom availability options e.g. -school toilets -M&F, Nurses, GP clinics, MCH services community spaces, sporting clubs Advocate for change where mapping activity has identified barriers to accessibility	Decreased rate of sexually transmitted infections Increased availability of and sales of condoms via vending machines Increased awareness of condom vending machines	1-2	WHG MSC – Maternal and Child Health, Health Services, GP's Schools

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS
Increased access to contraception and sexually transmitted infection prevention	HPV- Gardasil Vaccinations are promoted	Environmental Health work with secondary schools to increase uptake of HPV Vaccinations	Increase in complete schedule of vaccinations completed	2-3	MSC – Environmental Health
					Schools
The community has access to Mental Health services that meet their needs.	Improve access to Mental Health services in Moorabool	Map/Identify gaps in Mental Health Services within Moorabool and surrounding areas.	Services are mapped	1	MSC
The community has access to Mental Health services that meet their needs.	Advocate to Improve access to Mental Health services in Moorabool	Advocate for the provision of locally based Mental Health services and outreach programs.	Evidence of advocacy to State and Federal governments, for the provision of locally based services. Increased State and Federal government funding Increased service provision to accommodate population growth	2-4	MSC
The community are aware of available Mental Health services	Inform the community about mental health services and how to access them	Provide centralised information for mental health services that identifies referral pathways and waiting times for services.	Increased numbers of people access a greater range of mental health services across the municipality. -Service provider data	2	MSC
Improved mental health for children and their families.	Van Go project is delivered in Moorabool	Council partners with WRISC to deliver the Van Go pilot program.	Referral data and evidence of participation in therapeutic programs	1	WRISC
					MSC – Early Years & Youth
The community understands and is aware of the impact mental health has on people's lives	Address stigma associated with mental health.	Mental health awareness campaigns are promoted.	Evidence of the promotion of Mental Health awareness campaigns and their promotion in the community	1-4	DJHS
					MSC, BDHC
The community understands and is aware of the impact mental health has on people's lives	Address stigma associated with mental health.	In partnership with service providers, Council will source and facilitate Mental Health professional development sessions to increase community understanding.	Professional learning is sourced/developed and implemented across the municipality. Feedback surveys Attendance & evaluations	2-3	MSC
					CAFS ,Centacare DJHS ,BDHC CAMS,WRISC

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS
People's mental health is supported through engagement in their community	Opportunities for social and community connection are promoted.	Community group data base is available on Council's website to inform, and improve access to and community clubs, groups and experiences.	MSC Community database is updated and available to the community on Council's website. Council's website events section is utilised by the community to share information about their group, club or experience	1-2	MSC-Health Promotion Officer
					MSC – Community and Recreation Development
People's mental health is supported through engagement in their community	Opportunities for social and community connection are promoted	In partnership with service providers Council will provide, support and promote opportunities for social and community connection	Increased number of Programs and opportunities for social and community connection promoted across the municipality. -Increased usage of MSC facilities	1-4	MSC
Improved awareness and understanding of the links between mental health and holistic wellbeing	The pathways to good mental health are promoted in the community	Programs and information sessions that support the improved mental health and wellbeing of people are delivered across the municipality on a wide range of topics.	Evidence of the delivery of programs and information sessions Attendance rates	2-3	DJHS
					MSC, BDHC
We have inclusive communities	LGBTQI are supported/able to be themselves in their community	Investigate interest in the establishment of a gay/straight alliance - EOI development - Progress is made dependent upon consultation results	Community Engagement is completed	2-3	MSC - Youth
	Improved language around diversity, and implement best practice	To identify or develop an audit tool to assist service providers to develop or revise materials where language is diverse/inclusive language/materials	How often tool is used Community Focus group to provide feedback		2
Increased perception of safety for the aged, people with disabilities, women and children	Audit facilities and public spaces	Determine number of current Audits (lighting, design principles, risk) Facilitate a night walk to identify safety concerns	Increase number of audits by 10%	1	MSC - Assets
Increased perception of safety for the aged, people with disabilities, women and children	Develop Safety by design Policy	MSC to implement Safety by Design for new developments – e.g. lighting, line of sight, pathways	Developed Policy approved by Council	2-3	MSC – Sustainable and Strategic Development

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS
Increased perception of safety for the aged, people with disabilities, women and children	Develop a communication Strategy	Develop a communication strategy to improve public perception of safety	Based on the assessment of how many people feel safe. - Vic health Indicators survey 2019 - Perceptions of Safety	1-4	DJHS, WHG, Dept. of Justice
					MSC
Increased perception of safety for the aged, people with disabilities, women and children	Support Community Houses to run Know your Neighbour activities	Know Your Neighbour activities	Attendance rates at Neighbour activities -by age, gender, ability	2-3	BCC, DNH
					MSC
Increased perception of safety for the aged, people with disabilities, women and children	Investigate Safe Communities concepts	Committee to collate information around potential safe community programs and put together an action plan. e.g. Neighbourhood watch	Action plan completed with recommendations	4	H&WB Committee,
					Dept. of Justice, Victoria Police
A change in attitude in the community about Gender Equity (GE)	Organisations lead the way in modelling practices that underpin Gender Equality and GE in line with the WHG Regional CORE Plan	Review and development of Council polices to reference to gender equity where appropriate	MSC policies and practices support gender equity – e.g. sport facility user agreements Increased reference to Gender Equity in Council policies and practices.	1	MSC
					WHG
	Organisations lead the way in modelling practices that underpin Gender Equality and GE in line with the WHG Regional CORE Plan	Council to get approval for Act at Work – provided by Women’s Health Grampians	Act at work implemented Council Staff Trained	2	MSC
					WHG
	Organisations lead the way in modelling practices that underpin Gender Equality and GE	Organisations are encouraged to participate in Communities of Respect and Equity (CORE) MSC participates in the CORE Alliance	Increase in Moorabool Organisations signing up to Core	1-3	WHG
					MSC
	Support and promote programs that challenge gender equity stereotypes	Support community organisations to provide programs that challenge gender equity stereotypes -women in sport/ football - Respectful Relationships program in schools	Increased participation of women in sport 5 local schools participating in the Respectful Relationships program in 2017/18	1-3	Sports Central
					MSC, sports clubs, WHG, Darley Junior Football Netball Club , Bacchus Marsh Football Netball Club

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS	
A change in attitude in the community about Gender Equity (GE)	Support and promote prevention of violence events	Walk with Her event (funding application in process DJHS)	Registration/Attendance at events	1	DJHS MSC	
		Partner with other organisations to run White Ribbon Day activities	Attendance at White Ribbon Events Number of pledges	1-4	DJHS MSC,WHG	
		Organisations obtain Rainbow Tick accreditation	Council investigates becoming Rainbow Tick accredited. Promote and encourage sign up by other organisations	Council adopts Number of accredited organisations within Moorabool	2-3	MSC Sports groups, Community Groups, DJHS
		Moorabool is a recognised refugee welcome zone	Investigate Moorabool becoming a Refugee Welcome Zone	Council proposal developed	1-3	MSC Refugee Realities Group
Diversity and inclusion is achieved through promoting respect and equality for everyone	Adopt a cultural diversity position statement	Council develop a position statement around cultural diversity	Position Statement developed Position statement is adopted	1	MSC	
	Participation in reference group	Continued participation in Central Highlands Crime Prevention Reference Group	Continued participation and active involvement	1-4	MSC	
Reduction in crimes against people	Support Department of Justice to develop social enterprise project	MSC/Department Justice commence discussions around a social enterprise project – offenders/ training/community support	Number of repeat offenders in Moorabool Project Plan developed	1	Dept. of Justice MSC	

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS
Reduction in crimes against people	Support Department of Justice to develop social enterprise project	Social enterprise project commences in Moorabool	How much money is donated to the community	2-3	Dept. of Justice
					MSC
		Dept. Justice establish a place based one stop shop site in Bacchus Marsh	Shop front located in Bacchus Marsh established	1-4	Dept. of Justice
					MSC

THEME 3 - IMPROVING EDUCATION AND EMPLOYMENT OPPORTUNITIES

Council Plan – Strategic Objective 3

Context 3B – Investment and employment

Benefits

- Increased economic investment and job growth
- Improved lifestyles
- Decreased travel
- Increased community cohesion
- Improved employment and education opportunities
- Stimulated local economy and creating more resilient communities
- Connect local people to local jobs

OUTCOME	STRATEGY	ACTIONS	MEASURE	YEAR	PARTNERS & STAKEHOLDERS
Students are prepared and suitably skilled to facilitate entry into the workforce or to remain in education achieving higher levels of attainment	Explore opportunities to support workforce capacity	Engage with Bacchus Marsh College, Bacchus Marsh Grammar and Adult and Community Education providers to explore: <ul style="list-style-type: none"> • A 'work readiness' program for relevant students, to prepare them for fully participating in the local economy • How Council can support higher educational attainment amongst local youth and older adults. • The value of a local small business courses or entrepreneurship competitions. 	Program is established and trialled for 2 concurrent end of year 12 seasons.	2-3	MSC
					Local business Education providers Other Councils
Local residents are able to access employment opportunities within the Shire	Plan and implement a program to connect local residents to local jobs	<ul style="list-style-type: none"> • Continue to monitor employer experiences with recruitment through business networks • Assist local job service providers to network with local employers • Work with Bacchus Marsh College, community and adult education services, and major employers to connect graduating students to local jobs 	Number of residents working locally	2-3	MSC
					Local businesses
Higher levels of investment result in increased levels of educational attainment and access to improved opportunities for future development	Advocate for improved facilities and extended education and training services in Moorabool	Lobby for more focused investment in schools and identify training requirements that can be satisfied locally.	Feasibility of an education precinct is examined	2-3	MSC
					Educational providers
		Work with large training organisations to identify areas of potential for Moorabool, and the potential for an education precinct.	Forum established with local educational providers	2-3	MSC
					Educational providers
		Explore innovative partnership approaches with education providers in the wider region.	Forum established with local educational providers	2-3	MSC

11.4 INFRASTRUCTURE

11.4.1 Petition; Request in Relation to Road Safety Measures; Holts Lane, Darley

Introduction

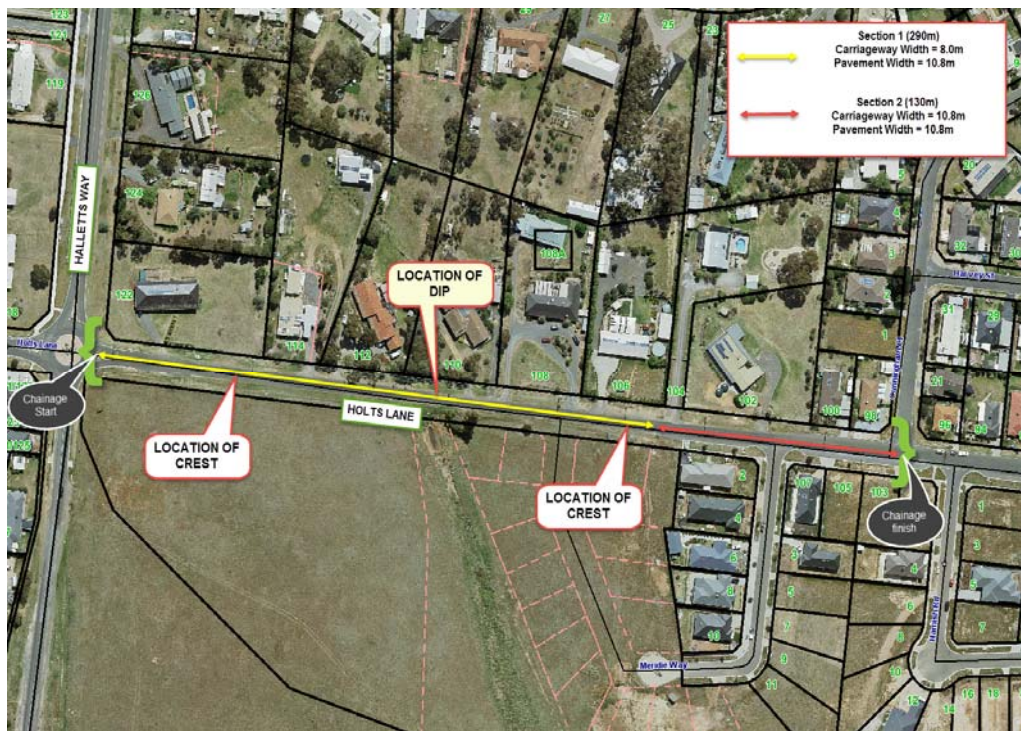
Author: John Miller
 General Manager: Phil Jeffrey

Background

At the Ordinary Meeting on Wednesday 6 September 2017, Council formally received a petition containing 11 signatures, requesting a speed reduction from 60km/h to 50km/h travelling east on Holts Lane between Hallett’s Way and Cunningham Close along with pavement double line marking and speed humps near the two crest areas of Holts Lane, Darley. At that meeting it was resolved that a further report be presented for Council’s consideration.

Proposal

Holts Lane is classified as a Local Access 1 sealed road under Moorabool Shire Council’s Road Management Plan. The requested section of Holts Lane is between Halletts Way and Cunningham Close and is aligned approximately 420m in length and having a seal width of approximately 6.0m with 1.0m shoulders on either side for 290m east of Halletts Way. This segment of road has a crest and dip as shown in the map below. The remaining 130m of the requested section has seal width of 8.0m with indented parking on one side.



The road is within a 'General Residential Zone' (GRZ) area and the southern side of Holts Lane is abutting the new Clifton Park North subdivision. The road section between Cunningham Close and No. 102 Holts Lane has 8.0m surface width and kerb and channel on south side of Holts Lane.

Travelling east on Holts Lane between Cunningham Close and Gisborne Road the road widens to approximately 12.0m and there are four (4) existing speed humps placed at approximately 200m apart along with associated Linemarking and warning signs.

Traffic Issues

Holts Lane is a two way road that connects Halletts Way with Gisborne Road. Generally, the traffic issues being experienced in Holts Lane are mainly due new residential developments in the area along with access to the Gisborne Road interchange. This has increased the traffic volume, speeding vehicles and possibly careless driving near the blind crest which is a narrow road section (6.0m seal width) with no centre linemarking thus creating safety concerns for the resident's ingress/egress from their properties on Holts Lane.

Traffic Data

The tables below shows the average daily vehicle counts and 85%ile speed (speed at which 85% of vehicles travel at or below) along Holts Lane. A map is included below showing these locations.

Date	22 June 2017
Location 1	200m east of Halletts Way
AADT (Average Annual Daily Traffic)	1050 vehicles/day
Commercial Vehicles Per Day	252 vehicles/day
85%ile speed (speed at which 85% of vehicles travel at or below)	76km/hour
Previous posted speed limit	60km/h
New posted speed limit (24/10/17)	50km/h



Developer Works

As part of the requirements for the Planning Permit issued to 'Clifton Park North' Subdivision on Holts Lane, Bacchus Marsh, the southern side abutting the development of Stage 1 & 2 has seen the following items constructed:

1. Widened asphalt surface between No. 93 & 107 Holts Lane to accommodate parking lane and bus stops.
2. The speed hump adjacent to No 90 Holts Lane has been removed and replaced with elevated raised platform pavement.
3. Barrier kerb and channel
4. Stormwater drainage
5. Street lighting
6. Nature strip
7. 1.5m wide concrete footpath
8. Street trees



Works for stage 3, on the southern side of Holts Lane abutting the development west of Meridie Way to Halletts Way will be constructed similar to the existing developments in Stage 1 & 2. The time frame for development of this stage is unknown as no development proposal has been submitted to Council.

Traffic Calming Devices

Traffic Calming is the term given to measures used to attempt to improve the safety or amenity of roads, by either reducing the volume of traffic or reducing the speed of traffic using that road. Council follows VicRoads standards, Austroads guidelines and internal procedures when considering Traffic Calming Devices.

For speed humps to be effective, the site needs to be well lit, relatively straight and flat with devices spaced at intervals between 80m to 150m apart.

It is also noted that traffic calming devices have the potential to introduce additional issues such as:

- Increase in noise and fumes next to the traffic calming structures due to braking and acceleration
- Can be uncomfortable for vehicle passengers and cyclists
- Reduction of on street parking
- Increased glare at night from car lights
- Increased maintenance costs to Council
- Slower access for emergency and service vehicles

It is important to note that traffic calming devices are not designed to control irresponsible driving behaviour.

Proposal

Following an investigation of the existing conditions and a review of traffic data as outlined above, Council has written to and received approval from VicRoads regarding reduction in speed along Holts Lane between Halletts Way and Cunningham Close from 60km/h to 50km/h.

Control items installed by Council on 24/10/17 are:

- 6 new '50km/h' signs
- 4 'New Limit' signs for 6 months

Below is the representation of the new speed limit implementation.



Further, it is recommended that linemarking be installed on Holts Lane full length between Halletts Way and Gisborne Road to formalise the carriageways and delineate the parking areas. In addition, it is recommended that new crest warning signs be installed east of Halletts Way.

It is considered that the installation of traffic calming devices are not warranted as the section east of Halletts Way due to its steep downhill geometry, sight distance and potential to create a hazard for road users.

Traffic counts on Holts Lane will continue to be monitored accordingly. Officers will also write to Victoria Police, requesting that the speed limit in the area be enforced.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1:	Providing Good Governance and Leadership
Context 1A:	Our Assets and Infrastructure
Action:	Develop an Infrastructure Policy for Traffic Calming

The proposal is consistent with the Council Plan 2017 – 2021.

Financial Implications

The installation of signs and linemarking along Halletts Way is estimated to cost \$3,500. If the recommendation is endorsed, this cost will be incurred to the operating budget.

Risk & Occupational Health & Safety Issues

There are no Risk or Occupational Health and Safety issues associated with the recommendation within this report.

Communications and Consultation Strategy

The convener of the petition will be formally notified of Council's decision following a resolution.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

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

Author – John Miller

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

Conclusion

At the Ordinary Meeting on Wednesday 6 September 2017, Council formally received a petition requesting Road Safety Measures for Holts Lane, Darley.

Following an investigation of the existing conditions and traffic data as outlined within this report, Officers have implemented a speed reduction to 50km/h. Additionally Officers recommend to install Linemarking (centreline, parking lane and edgeline) between Hallett's Way and Gisborne Road and additional warning signage in the area of the crest and dip.

However, it is considered that the installation of traffic calming devices is not warranted due to road geometry and possible hazard to motorists.

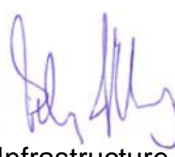
Recommendation:

That Council:

1. **Receives the report in relation to Road Safety Measures - Holts Lane, Darley**
2. **Notes the changes already implemented as part of the report (speed reduction)**
3. **Approves the installation of additional linemarking and crest warning signs for Holts Lane, Darley.**
4. **Notes the concerns of residents as outlined in the petition, however does not support the installation of additional traffic calming devices in Holts Lane, Darley at this time.**

Report Authorisation

Authorised by:

Name: Phil Jeffrey 
Title: General Manager Infrastructure
Date: Thursday, 30 November 2017

Attachment - Item 11.4.1

Elaborating Petition from Holts Lane Residents:

On behalf of the residents from Holts lane who live between 96 and 104, and general area, I thank you for the opportunity to speak to the council.

We wish to express our concern at the steady increase of traffic along our street, appreciating the new growth of housing and the development of Halletts Way. We accept our initial petition related to the housing rather than our traffic concern and apologise for inconvenience.

The major cause of concern in our residential area is the danger of the blind hill crest that is currently narrow, unmarked centrally and lacking reduced speed or warning signage in both directions.

When being approached from the western side the residential parking on the southern side, reduces the road width at the top of the hill and extremely poor road edging discourages cars from moving to the left side of the road. Yes, we acknowledge there is a 50k sign, however being a blind crest with no central road marking this takes minimal effect. We feel that with the careless driving being regularly exhibited in our neighbourhood a tragic accident is imminent.

Immediately over the hill on the north-eastern side are driveway exits for six residences. The exiting drivers have minimal vision of the oncoming traffic from the western side. This problem exists for all properties to a lesser degree as far as Cunningham Court. - 8 properties in all.

On the southern side, the exit from Meridie Way (at least eight residences) are equally concerned, as the kerbing extends further onto Holts lane. Three residents on the southern side of Holts lane can park their cars on the kerb, limiting road width also.

This dangerous situation is being enhanced daily with our community development and increased volume of traffic.

We have submitted our petition to the Council asking that improvement to this situation is made at your earliest convenience.

4 July 2017

PETITION REGARDING:

⁰⁴³
 DEVELOPMENT PA 2017403 Lot 61 PS641299s
 105 Holts Lane, Darley. VIC 3340

MOORABOOL SHIRE COUNCIL
 CENTRAL RECORDS

- 6 JUL 2017

Attention: Tom Tomkins Mooroolbool Council

File No. ~~2017-403~~⁰⁴³
 1123

We the undersigned humbly request that you make the following changes to accommodate the undersigned's concern on safe ingress/egress from properties arising as a result of the developments between Halletts Way and Cunningham Court.

To alleviate our concerns regarding safety, we see the following changes to roadworks and signage to be made as follows:

- 50 km limit from roundabout at Halletts Way instead of 60 as current.
- Middle double white line on the blind crest nearby.
- Speed hump on each side of the crest

We feel these changes are required if the development of 105 Holts Lane and blocks nearby are to proceed.

Full Name	Address	Signature
SHARON MOORE	98 HOLTS LANE, DARLEY	Sharon Moore
Katlyn Pryse	96 Holts lane,	Katlyn Pryse
Jordan Oix	107 Holts Lane	Jordan Oix
Sharon Hall	102 Holts lane	Sharon Hall
Cathy Minto	104 Holts lane	Cathy Minto
JIM MINTO	104 HOLTS LANE	Jim Minto
TERRIE AHERN	110 HOLTS LANE	Terrie Ahern
ANDREW SAMSON	114 Holts Lane	Andrew Samson
Pam Hutchinson	108 Holts Lane	Pam Hutchinson
Brendan O'Rourke	2 Meridie Way	Brendan O'Rourke
BARANAUKAS	108 HOLTS LANE	Baranaukas

VicRoads Head Office Administration
60 Denmark Street
Kew VIC 3101

Dear Vic Roads,

We attach a copy of a petition which was presented to the Moorabool Council office in Darley relating to building works on Holts Lane adjacent to proposed road works on Halletts Way.

Moorabool Council have indicated that this is a matter for VIC Roads so we are forwarding to you for you to initiate required action.

Yours sincerely,

Sharon Moore
98 Holts Lane,
Darley. VIC 3340

4 July, 2017

11.4.2 Grant Funding Opportunity – Building Better Regions Fund (Round 2)

Introduction

Author: Corinne Jacobson
General Manager: Phil Jeffrey

Background

Program Guidelines for the Round 2 of the Building Better Regions Fund (BBRF) have been released by the Australian Government. Under the BBRF, \$481.6M will be invested over four years (2017-2020) into infrastructure and community projects that will focus on creating jobs, driving economic growth and building stronger regional communities into the future.

Grants will be available through two funding streams:

- The Infrastructure Projects Stream will support projects that involve the construction of new infrastructure, or the upgrade or extension of existing infrastructure that deliver economic and social benefits to regional and remote areas.
- The Community Investments Stream will fund community building activities including, but not limited to, new or expanded local events, strategic regional plans, and leadership and capability building activities that deliver economic and social benefits to regional and remote areas.

Local Government and not-for-profit organisations are eligible to submit an application for a grant of between \$20,000 and \$10M, on a dollar for dollar basis. The BBRF focuses on rural, regional and remote communities, with projects in major capital cities not eligible under the guidelines.

Applications for Round 2 of the BBRF opened on 7 November 2017, with both the Infrastructure Projects Stream and the Community Investments Stream closing on 19 December 2017. Successful projects are required to commence within 12 weeks of execution of a funding agreement, and are required to be completed by 31 December 2020. This means that projects would need to be shovel ready prior to application.

Applying for Funding

It is important that applications focus on quantifying community benefits that will result from the project into the future. Projects will be assessed on four merit criteria, those that provide:

- The economic benefit the project will deliver to the region during and beyond the construction phase
- The social benefit the project will deliver to the region during and beyond the construction phase of the project
- The value for money offered by the project
- The project delivery – the capacity, capability and resources to deliver a strong project outcome

As the level of detail in an application is required to be commensurate with the \$ value of the project, the application process and supporting information is considerably onerous. At a minimum, an application would require the following supporting documentation:

- Project Management Plan
- Business Case
- Risk Management Plan
- Cost Benefit Analysis
- Written confirmation of all partner funding (cash or in-kind)
- Asset Maintenance/Management Plan
- Audited Financial Statements
- Letters of support from each project partner organisation

Proposal

Consideration has been given to projects within Moorabool that may attract funding. Council's advocacy document provides for the following projects:

- Parwan Employment Precinct
- Sewerage for Small Towns (Wallace and Bungaree)
- Bacchus Marsh Racecourse Recreation Reserve (BMRRR)

An analysis of the requirements for the funding stream suggests that the Bacchus Marsh Racecourse Recreation Reserve project is currently in a position to put together a competitive application. The Parwan Employment Precinct project is not sufficiently advanced for this round but may be in a position in future rounds. Similarly, the small town sewerage project requires further development and commitment from Central Highlands Water before it could be considered.

If an application for BMRRR is supported, it will require a review of the scope to eliminate any works that will have commenced with an associated review of documentation prepared for the previous BBRF application and the cost benefit analysis. For additional scope items, extra design work will need to be completed if successful and could be a variation to the current design contract for Stage 1.

There have been three previous grant applications for BMRRR through NSRF and BBRF round 1. Although unsuccessful, feedback on the previous application under BBRF revealed the application scored well in all merit criterion.

The BMRRR project has an approved budget allocation of \$4.8M in 2017/2018 and 2018/2019 for the construction of Stage 1A.

Given the above, it is proposed to submit an application for Bacchus Marsh Racecourse Recreation Reserve with a revised scope for Stage 1 and inclusion of some stage 2 components. The scope of the project is outlined below.

The project has been titled the Moorabool Regional Community Sports Hub and will meet the identified immediate active recreation needs of the community of Bacchus Marsh and its surrounds, while also enhancing the activities of existing reserve tenants. A modified Stage 1 of the development would include all elements of the original Stage 1 brief with the exception of early works which

would already have commenced construction prior to confirmation of BBRF funding and cannot be leveraged. Therefore, a revised funding breakdown is proposed as per below;

Current budget allocation	\$4.8M
Minus Early Works that won't be eligible	\$1.2M
Remainder that could be leveraged	\$3.6M
Plus Essence Development Contributions	\$0.24M
Total Leverage Amount	\$3.84M
Revised BBRF application	\$3.84M
Total Project incl BBRF and Early Works	\$8.88M

Based on this scenario, Council could leverage \$3.84M through BBRF. The funding breakdown above does not require any additional funds from Council other than allocating development contributions already received from Essence Estate. A new recommended scope of works based on the above available funds is as follows:

Early Works

- Bulk Earthworks
- Construction BMX Track (bulk earthworks)
- Construction of equestrian Cross Country Course

Remainder of Scope

- Multi-purpose field with 2 soccer pitches and a cricket field
- Sports lighting to multi use field
- Cricket practice nets x 2
- Multipurpose sports pavilion
- Construction of a gravel car park and entry road upgrade
- Paths, perimeter planting and landscaping
- Construction of sand show jumping arena (currently unfunded)
- Construction of camp drafting arena (currently unfunded)
- Pavilion for equestrian use (currently unfunded)
- Construction of a shared path to the site from Griffith St
- Extension and construction of services and utilities to the site
- Irrigation main and pump station from Werribee River
- Construction of stage 2 soccer pitches (currently unfunded)

It should be noted that the stage 2 soccer pitches would not include the proposed pavilion at this stage, which will come later, but a temporary solution could be included in the interim if necessary. Additional design work will be necessary if successful but could be dealt with as a variation to the existing stage 1 design contract. A layout of stage 1 and 2 scope is included below.



Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1A: Our Assets and Infrastructure

Action: Recreation and Leisure Strategy; Plan and construct Stage 1 of the BMRRR

The proposal is consistent with the Council Plan 2017 – 2021.

Financial Implications

The proposal uses funds already allocated to the project and attempts to broaden the scope based on maximising the leverage of dollars. Therefore there is no additional commitment of funds required from Council.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial – Inadequate matching funds to finish project	Agencies not able to match required funding.	Low	Commitment in writing from relevant agencies.

Communications and Consultation Strategy

Extensive consultation has previously occurred as part of the preparation of the Bacchus Marsh Racecourse Recreation Reserve Masterplan and current design preparation for Stage 1. The Chair of the Recreation Reserve Committee of Management will be advised of Council's resolution in relation to the submission of an application.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

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

Author – Corinne Jacobson

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

Conclusion

The Federal Government's Building Better Regions Fund (BBRF) will invest \$481.6M over four years (2017-2020) into infrastructure and community projects that will focus on creating jobs, driving economic growth and building stronger regional communities.

It is recommended that Council authorises officers to progress an application for the Bacchus Marsh Racecourse Reserve – Stage 1B and Stage 2A.

Recommendation:

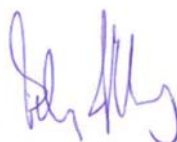
That Council:

- 1. Requests officers submit an application to Round 2 of the Building Better Regions Fund (BBRF), for the Moorabool Regional Community Sports Hub.**
- 2. Requests officers prepare supporting documentation required for the BBRF application.**

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Thursday, 30 November 2017



11.4.3 Draft Investment Policy

Introduction

Author: Steve Ivelja
General Manager: Phil Jeffrey

Background

The purpose of Council's Investment Policy and Procedure is to 'provide for the effective and responsible investment of Council's surplus cash funds to maximise earnings within approved risk parameters and to ensure security of funds within the government legislative framework.'

Council's current Investment Policy was due for review in February 2014. A review of the existing document has been undertaken, with minor edits being made in order to make the policy clearer and more succinct.

The Draft Investment Policy was presented to the Audit & Risk Management Committee on Wednesday 9 August 2017, and subsequently to Council at the Ordinary Meeting on Wednesday 1 November 2017, where the following was resolved:

That:

- 1. Council receives the Draft Investment Policy; and*
- 2. In accordance with Moorabool Shire Council Policy Protocol, Consideration of Items which affect beyond the Current Year, the Investment Policy (IS017) as attached, now lay on the table for further consideration at the next Ordinary Meeting of Council.*

Proposal

It is now recommended that Council adopt the draft Investment Policy as attached to this report.

Policy Implications

The 2017 - 2020 Council Plan provides as follows:

Strategic Objective 1: Providing Good Governance & Leadership

Context 1C: Our Business & Systems

The proposal is consistent with the 2017 – 2020 Council Plan.

Financial Implications

The Investment Policy provides for the effective and responsible investment of Council's surplus cash funds to maximise earnings within approved risk parameters and to ensure security of funds within the government legislative framework.

Risk & Occupational Health & Safety Issues

There are no risk or occupational health and safety implications associated with the adoption of this policy.

Communications and Consultation Strategy

The Investment Policy will be made available to relevant staff and the public via Council's web site.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

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

Author – Steve Ivelja

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

Conclusion

Council's Investment Policy documents current investment practices and ensures they meet the relevant standards and guidelines. A review of the existing policy has been undertaken and it is now proposed that Council adopt the updated Investment Policy as attached.

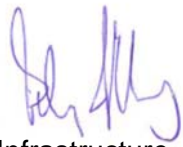
Recommendation:

That Council adopts the Investment Policy (IS017/Revision 3).

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Thursday, 30 November 2017



Attachment - Item 11.4.3

Policy No.:	IS017	Investment Policy
Review Date:		
Revision No.:	003	
Policy Manual Version No.:	003	
Adopted by:	Council	

1. Purpose

The purpose of this policy is to provide for the effective and responsible investment of Council's surplus cash funds to maximise earnings within approved risk parameters and to ensure security of funds within the government legislative framework.

The objectives of Council's investment policy are to ensure that:

- Investment decisions are based on the security of funds by limiting unnecessary exposure to risk;
- The financial yield is enhanced through prudent investment of funds whilst ensuring sufficient liquidity for the Moorabool Shire's on-going operational commitments;
- Legally restricted funds are appropriately invested so as to earn a reasonable income towards their purposes (whilst limiting unnecessary exposure to risk);
- All funds are invested in accordance with legislative and Council requirements;
- Effective internal controls exist to minimise investment risk and unauthorised appropriation of Council funds; and
- All investment transactions are appropriately authorised and documented.

2. Scope

This policy applies to all Councillors, and Council employees who make decisions regarding investments.

There are two types of Council investments that are to be invested in accordance with the Investment Guidelines stated below, these being:

- At Call Investment (Council's account for day-to-day operations and transactions). This Investment Account is operated with Council's contracted Bank – currently the Commonwealth Bank of Australia (CBA); and
- General Investment (the investment of excess funds from day-to-day operations for a short-term period).

3. Policy Statement

3.1 Standard of Prudence

The standard of prudence is to be used by investment officers when managing the overall portfolio. Investments will be managed with the care, diligence and skills that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are being reviewed and overseen regularly.

Investment Officers are to manage the investment portfolios not for speculation, but for investment in accordance with the spirit of this Policy. Investment officers are to avoid any

transaction that might harm confidence in Moorabool Shire Council. They will consider the safety of capital and income objectives when making an investment decision.

When acting under the provisions of this Policy, Investment Officers should always maintain a professional balance of risk and return and act as a steward of Council funds.

3.2 Ethics and Conflict of Interest

Investment Officers shall refrain from personal activities that would conflict with the proper execution and management of Moorabool Shire Council's investment portfolio. This includes activities that would impair the Investment Officer's ability to make impartial decisions.

This Policy requires that Investment Officers disclose to the Chief Executive Officer any conflict of interest that relates to the investment portfolio.

3.3 Delegation of Authority

Authority for implementation of this Policy is delegated by the Council to the Chief Executive Officer in accordance with the Victorian Local Government Act 1989.

Authority for the day-to-day management of Council's investment portfolio is to be delegated by the Chief Executive Officer to the General Manager Infrastructure, Finance Manager and the Senior Accountant.

The Chief Executive Officer, General Manager Infrastructure, Finance Manager, and the Senior Accountant (referred to in this Policy as Investment Officers) or a person acting in any of these roles has the authority to invest surplus funds on Council's behalf in accordance with this Investment Policy.

3.4 Internal Controls

To minimise the potential for investment risk and unauthorised appropriation of Council funds, the following internal controls will apply:

- All placement and redemption of investments must be authorised by one of either The Chief Executive Officer or General Manager Infrastructure, and by one of either the Finance Manager or the Senior Accountant or a person acting in any of these roles;
- The Investment authorisation process must be carried out in accordance with any other relevant policies and procedures – such as the Accounts Payable and Electronic Funds Transfer (EFT) processes; and
- All documentation relating to investments must be obtained and stored in both a printed form and an electronic copy placed in Council's electronic records management system (Content+).
- A quarterly Investment Activity Report is to be submitted to the Audit & Risk Committee and Council as part of the Quarterly Financial Report.

3.5 Investment Guidelines

3.5.1 Authorised Investments

Council has a very conservative investment policy by investing funds in accordance with Section 143 of the Local Government Act 1989. However, the Investment Officers must also consider the prevailing international and national economic conditions when

determining the most suitable financial institution for funds investment. Investment Officers should seek advice from suitably qualified persons or Institutions if they are in doubt as to the suitability of an investment strategy or product.

This Investment Policy prohibits any investment carried out for speculative purposes, including the following:

- Derivative based investments;
- Principal only investments or securities that provide nil or negative cash flow;
- Stand alone securities issued that have underlying futures, options, forward contracts and swaps of any kind;
- Any securities issued in non-Australian currency; and
- 'Enhanced cash Funds' or similar products that fall within the definition of a Collateralised Debt of Obligation (CDO).

Where practical, funds in excess of those required for the day-to-day operations of the Moorabool Shire must be invested for a short to medium-term period (less than five years) with an Australian Prudential Regulatory Authority (APRA) Authorised Deposit Taking Institution (ADI) and in accordance with this Policy.

APRA is the prudential regulator of the Australian financial services industry. It oversees banks, credit unions, building societies, general insurance and reinsurance companies, life insurance, friendly societies and most members of the superannuation industry. Their mission is to establish and enforce prudential standards and practices designed to ensure that, under all reasonable circumstances, financial promises made by institutions that APRA supervises are met within a stable, efficient and competitive financial system. The listing of APRA Authorised Deposit Taking Institutions can be accessed at www.apra.gov.au it is the responsibility of Council Investment Officers to ensure that the current list is referred to at all times.

In recent years, the Federal Government have maintained a deposit guarantee scheme. At times this has covered deposits of up to \$1m. However, from 1 February 2012 this limit has been reduced to \$250,000.

3.5.2 Exposure and mix of investments

Wherever possible, deposits with any individual ADIs should not exceed \$1m. Deposits over \$1m with any single ADI can only be arranged with the Commonwealth Bank of Australia, the National Australia Bank, the ANZ Bank, Westpac Bank or the Treasury Corporation of Victoria, and they must be authorised by the General Manager Infrastructure.

Investment Officers are authorised to invest funds at a minimum deposit level of \$500,000. This is aimed at maximising the interest rate achieved on Council's investment.

Investment Officers should ensure that there is proper diversification and minimisation of risk by ensuring that no more than 33% of the total investment portfolio is invested with the one financial institution. Where possible no more than 25% of the total investment portfolio should be invested with the one financial institution.

Where the aggregate of the portfolio decreases, resulting in funds exceeding 33%, the Investment Officers will restructure the portfolio within a reasonable period (seven days after the existing investment matures).

In exceptional circumstances, the General Manager Infrastructure with authorisation from the Chief Executive Officer may allow variations from the Policy guidelines.

3.5.3 Investment Amount and Period

A number of factors need to be taken into consideration when determining the funds to be invested at any given time.

These include:

- The number of pay periods in the investment period;
- The number of creditor payment cycles in the investment period;
- Large receipts due to be received in the investment period (e.g. rate payment dates, significant grants or large debtors); and
- Large outlays for capital works.

To facilitate this, a forecast of cash position is to be maintained at all times.

3.5.4 Maximisation for Investment Return

Investment Officers should aim to maximise where possible, favourable returns that do not jeopardise the security of funds invested.

Interest rate quotes must be obtained from a minimum of three approved financial institutions for every investment. At least one quote must be obtained from a financial institution with a presence in the Moorabool Shire. Each financial institution will be given only one opportunity to quote per investment round and it will be assumed that each institution's first rate offer is their best offer. The Investment Officers will determine the financial institution(s) for the placement of investment funds in accordance with this Policy.

Where investment quotations meet all Policy criteria, the quote offering the highest return to Council should be accepted subject to exposure and mix of investment considerations. Further in the event of quotes being equal, that preference is given to Council's contracted bank, currently the CBA.

3.5.5 Investment term

Investments may occur at any time surplus funds are available and will have an investment period of no greater than 5 years. For year-end purposes, Investment Officers will consider the ending cash position whilst ensuring that maximum funds are being invested. Funds that are not redeemed on the 30th June must have an interest accrual recorded in the financial statements.

If sufficient funds are available for investment and a greater return can be achieved, it is acceptable for multiple investments to be undertaken with varying maturity dates (up to 5 years), depending on Council's future cash flow requirements. Clause 3.5.2 above must still be applied in this event.

3.5.6 Disclosure

It is common for financial institutions that have been unsuccessful with their interest rate quote to contact Investment Officers for details on who the successful financial institution was and the interest rate accepted. In such circumstances, only the successful interest rate can be disclosed to foster competition.

3.6 Reporting

- Investment activities and results must be reviewed on a monthly basis by the Finance Manager and reported to the General Manager Infrastructure in the form of an Investment Activity Report within five working days of the end of each month.
- The General Manager Infrastructure must provide a copy of the Investment Activity Report to the Chief Executive Officer when requested.
- A quarterly Investment Activity Report is to be submitted to the Audit & Risk Committee and Council as part of the Quarterly Financial Report.
- A register of investments must be maintained together with an investment file containing all letters of advice from financial institutions. Copies must be also included in Council's electronic records system (Content+).
- Investments will be brought to account and valued at fair value plus transaction costs directly related to the acquisition of the financial asset in accordance with the International Financial Reporting Standards (IFRS).
- Interest revenue will be recognised as it is earned.

4. Related Legislation/Policies/Guidelines

All investments shall comply with the Victorian *Local Government Act 1989* (the 'Act'), relevant regulations and guidelines, or directions issued by the Victorian Local Government Minister or Local Government Victoria.

Section 136 of the Act specifies the 'Principles of sound financial management' for local government:

- (1) A Council must implement the principles of sound financial management.
- (2) The principles of sound financial management are that a Council must:
 - (a) Manage financial risks faced by the Council prudently, having regard to economic circumstances;
 - (b) Pursue spending and rating policies that are consistent with a reasonable degree of stability in the level of the rates burden;
 - (c) Ensure that decisions are made and actions are taken having regard to their financial effects on future generations; and
 - (d) Ensure full, accurate and timely disclosure of financial information relating to the Council.

Section 143 of the Act states:

"A Council may invest any money –

- (a) in Government securities of the Commonwealth;
- (b) in securities guaranteed by the Government of Victoria;
- (c) with an authorised deposit-taking institution;
- (d) with any financial institution guaranteed by the Government of Victoria;
- (e) on deposit with an eligible money market dealer within the meaning of the Corporations Act; or
- (f) in any other manner approved by the Minister after consultation with the Treasurer either generally or specifically, to be an authorised manner of investment for the purposes of this section."

The Minister for Local Government authorised the following investments for the purposes of section 143(f) in July 2007:

- Certificates of deposit and bills of exchange;
- Investments in the Treasury Corporation of Victoria;
- Investments in managed investment schemes with a rating of AAm or AAf from Standard and Poors Australian Ratings; and
- Fixed interest securities of an Australian Authorised Deposit Taking Institution and Shares listed on the Australian Stock Exchange, subject to certain conditions. These conditions include compliance with the Prudential Statement issued by the Minister for Local Government and approval of such investments under an appropriate plan by the Department of Treasury and Finance.

5. Council Plan Reference

Strategic Objective: Providing Good Governance & Leadership
Strategic Context: Our Business & Systems
Strategic Action: Financial Sustainability

6. Review

The policy is reviewed when any of the following occur;

- The relevant legislation is amended or replaced
- Other circumstances as determined from time to time by a resolution of the council
- Any other change or update which materially impacts and alters this policy

Notwithstanding the above, this policy is to be reviewed every 4 years

7. References

Sections 136 and 143 <i>Local Government Act</i> 1989

APRA – List of Authorised Deposit-taking Institutions; Government Announcement – Guarantee of Wholesale Funding and Deposits.

11.4.4 Council Recycling; Contract and Processes

Introduction

Author: Daniel Smith
General Manager: Phil Jeffery

Background

At the Ordinary Meeting of Council on Wednesday 4 October 2017, Council put forward a Notice of Motion in relation to recycling services within the municipality as detailed below:

That following reports in the media of recycling materials being dumped in landfill, that a report be prepared by officers on our recycling contracts and processes.

CARRIED.

Overview

Moorabool Shire has 16,407 rateable properties of which approximately 12,788 receive a kerbside waste and recyclables collection service. Over half of the tenements receiving a kerbside collection service are located in the township of Bacchus Marsh. There are also street bins throughout the Shire and bins throughout Council's Parks, Reserves and Halls. Currently, there are commercial services in the Ballan Township, in the Bacchus Marsh Township and commercial services in the rural areas.

Refer to the attached Waste Collection Map which displays the coverage of the garbage and recycling service, as indicated by colours.

Moorabool Shire is a member of the Grampians Central West Waste & Resource Recovery Group. The Grampians Central West Waste & Resource Recovery Group Management Plan has been approved by the EPA and as such commits Moorabool Shire to reducing the amount of waste generated in the Shire and what is sent to landfill. Council's contractors are expected to assist Moorabool Shire Council in waste reduction initiatives.

Residents receive the following waste collection and recyclables collection service:

WASTE			RECYCLING		
URBAN	120 litre MGB	Weekly	URBAN	240 litre MGB	Fortnightly
RURAL	240 litre MGB	Fortnightly	RURAL	240 litre MGB	Fortnightly

Moorabool Shire is currently serviced by three Transfer Stations located at Ballan, Mount Egerton and Bacchus Marsh.

Moorabool Waste Management & Resource Recovery Strategy

The Waste Management and Resource Recovery Strategy, adopted by Council in June 2014, is designed as an action document that reviews management options and sets directions for future management of wastes by council over the next 5-10 years. In particular, the strategy considers growth within the Shire and actions that will be taken to improve waste management outcomes.

Recycling Contract

Visy undertakes the recycling service for Moorabool Shire, under contract C18B-2011/2012 – Collection, Removal and Disposal of Waste and Recyclables, which began in 2012 and expires in June 2019. Visy's core business is the collection, sorting, and reprocessing of recyclables.

None of the recycling collected under this contract with Visy can be disposed of at any of the Transfer Stations mentioned above.

Recycling Processes

All kerbside recyclables that Visy collects and/or processes, are sent to a Material Recovery Facility (MRF) to be sorted. This facility is owned and operated by Visy.

At the MRF, Visy employs manual hand sorters and machines that assist in the removal of contamination and separating the six material types into their categories. The categories are Paper, Cardboard, Plastic (PET, HDPE), Steel, Aluminium and Glass. Once these materials have been sorted, they are sent off to different parts of the business for reprocessing.

For example, paper and cardboard are transported to Visy's paper mill in Coolaroo, Victoria for reprocessing into 100% recycled paper reels. These sheets are then used to make the external layer of cardboard boxes which takes place at Visy's box factory in Dandenong, Victoria.

Plastic PET is sent to Visy's facility in Smithfield, New South Wales where it is used to manufacture 100% recycled food grade packaging and recycled drink bottles.

Refer to the Visy supplied diagrams which provide a pictorial process from collection to manufacture for Aluminium, Glass, Paper/Cardboard, Plastic and Steel, and also the Visy Recycling Corporate Video which provides a brief overview of their operations at: <https://www.visy.com.au/recycling/about/>

Service Report and Statistics

Visy provides Council officers with monthly reports containing various data, of which the table below may be of interest for the purposes of this report.

The below chart displays historical data on the amount of recycling collected by Visy in tonnes:

FY Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY13	246.04	218.4	237.06	254.04	245.44	246.92	351.58	262.09	298.43	241.38	296.16	208.68	3106.22
FY14	206.82	210.5	201.4	255.98	252	246.06	314.76	261.58	241.94	265.12	251.21	208.38	2915.75
FY15	164.54	215.74	240.5	288.32	226.04	307.32	288.14	243.96	279.57	237.12	214.64	246.66	2952.55
FY16	244.58	218.96	280.98	279.34	258.48	317.32	235.26	276.76	283.04	235.56	271.28	236.58	3138.14
FY17	225.54	283.56	255.68	237.26	291.48	286.02	339.82	260.64	305.8	238.4	264.2	252.78	3241.18
FY18	250.26	258.72	215.94										724.92

An audit was conducted by Visy on one truck load of recycling on 19 July 2016. Below are the results:

Material	Tonnes	% of Total
Paper	1.92	42.5%
Plastic	0.44	9.7%
Aluminium	0.04	0.9%
Steel	0.18	4.0%
Glass	1.48	32.7%
Waste	0.46	10.2%
Total	4.52	

Budget

The contract value for Visy this financial year is \$586,634.

The contract includes a rebate to Council for recyclables collected and it is budgeted that Council will receive \$146,580 this financial year from Visy for payment of recyclables recovered as part of this service. It's doubtful if this will be offered in future contracts.

Council currently charges \$48 per annum per recycling service from ratepayers, for 12,788 serviced properties.

As part of contract, Council is also allocated \$10,000 per financial year for recycling calendars, advertising etc.

Proposal

Moorabool Shire has 16,407 rateable properties of which approximately 12,788 receive a kerbside waste and recyclables collection service.

Visy undertakes the recycling service for Moorabool Shire, under contract C18B-2011/2012 – Collection, Removal and Disposal of Waste and Recyclables. The contract began in 2012 and is due to expire in June 2019.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 2: Minimising Environmental Impact

Context 2B: Natural Environment

Actions: Waste Management

The proposal is consistent with the Council Plan 2017 – 2021.

Financial Implications

There are no financial implications associated with this report.

Risk & Occupational Health & Safety Issues

There are no Risk or Occupational Health and Safety issues associated with the recommendation within this report.

Community Engagement Strategy

There is no Community Engagement Strategy associated with the recommendation within this report.

Communications and Consultation Strategy

There is no Communications and Consultation Strategy associated with the recommendation within this report.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

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

Author – Daniel Smith

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

Conclusion

Following a Notice of Motion raised at the Ordinary Meeting of Council on Wednesday 4 October 2017, this report has been prepared that provides an overview of recycling contracts and processes.

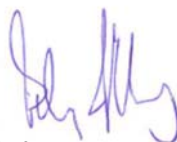
Recommendation:

That Council receives the report in relation to recycling contracts and processes.

Report Authorisation

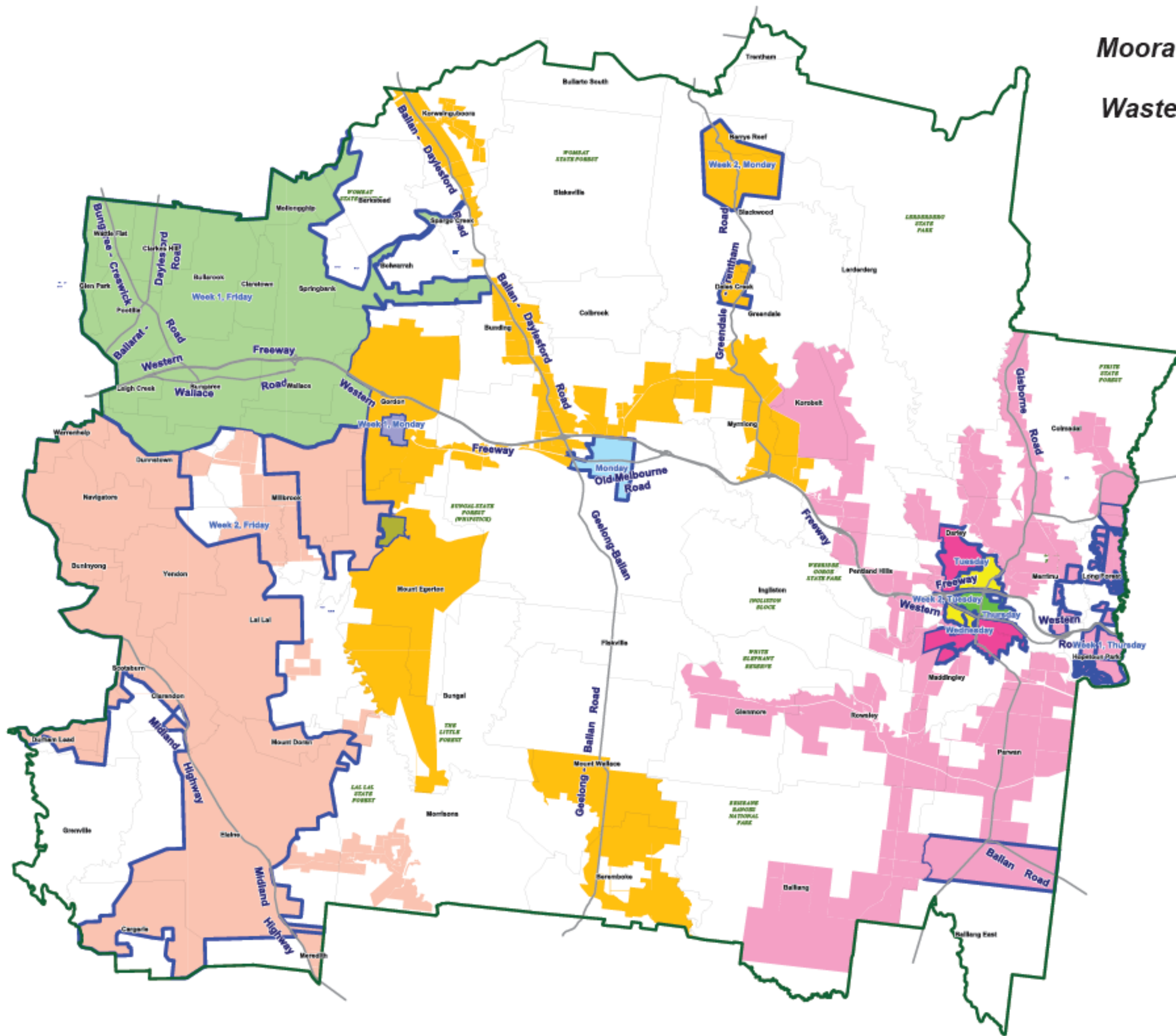
Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Thursday 30 November 2017



Attachment - Item 11.4.4(a)

**Moorabool Shire Council
Waste Collection Zones**



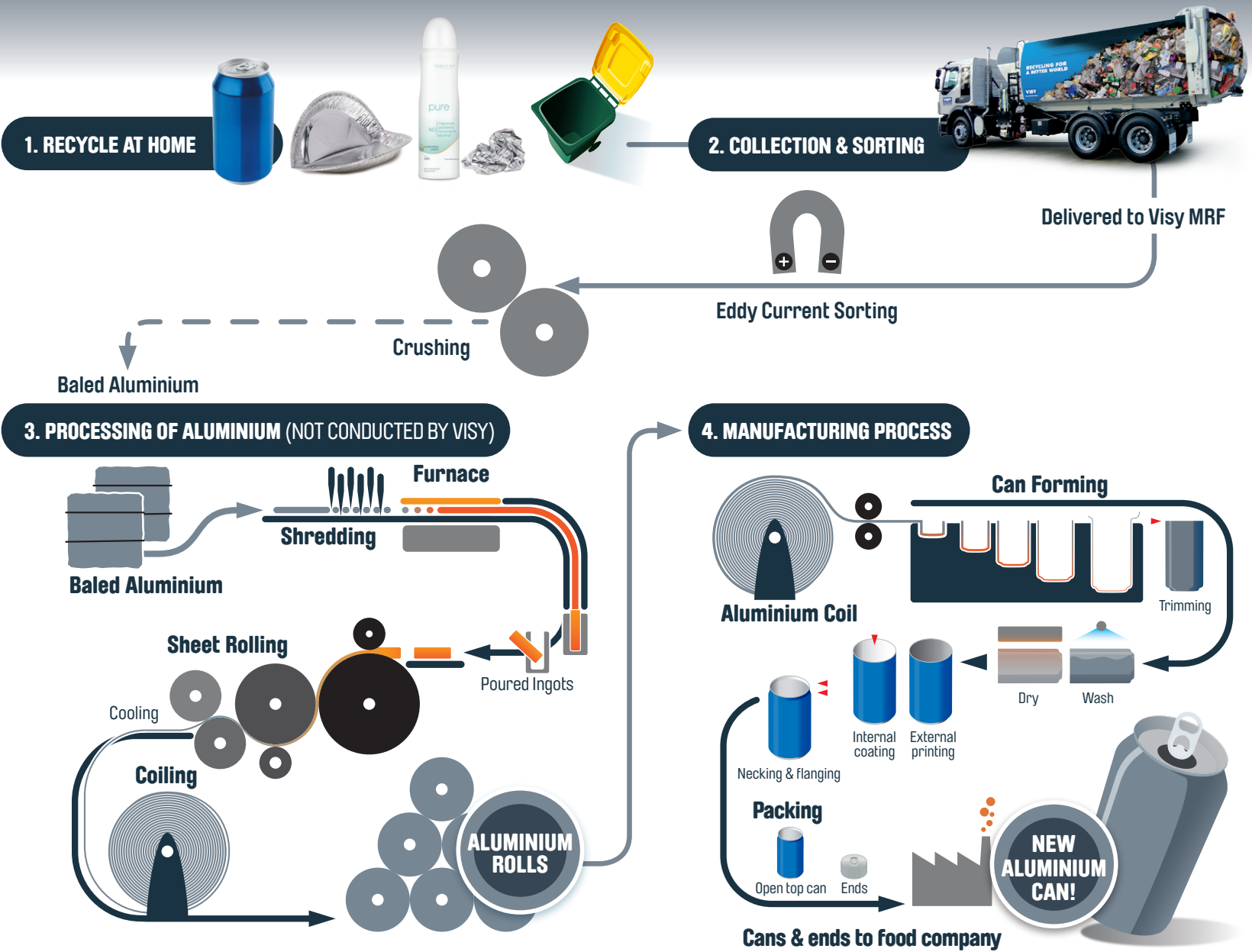
Attachment - Item 11.4.4(b)



RECYCLED ALUMINIUM IS MADE INTO NEW BEVERAGE CANS AT VISY



IT ALL STARTS WITH YOU RECYCLING RIGHT AT HOME!





GLASS BOTTLES AND JARS CAN BE RECYCLED OVER AND OVER AGAIN INTO NEW BOTTLES AND JARS



IT ALL STARTS WITH YOU RECYCLING RIGHT AT HOME!

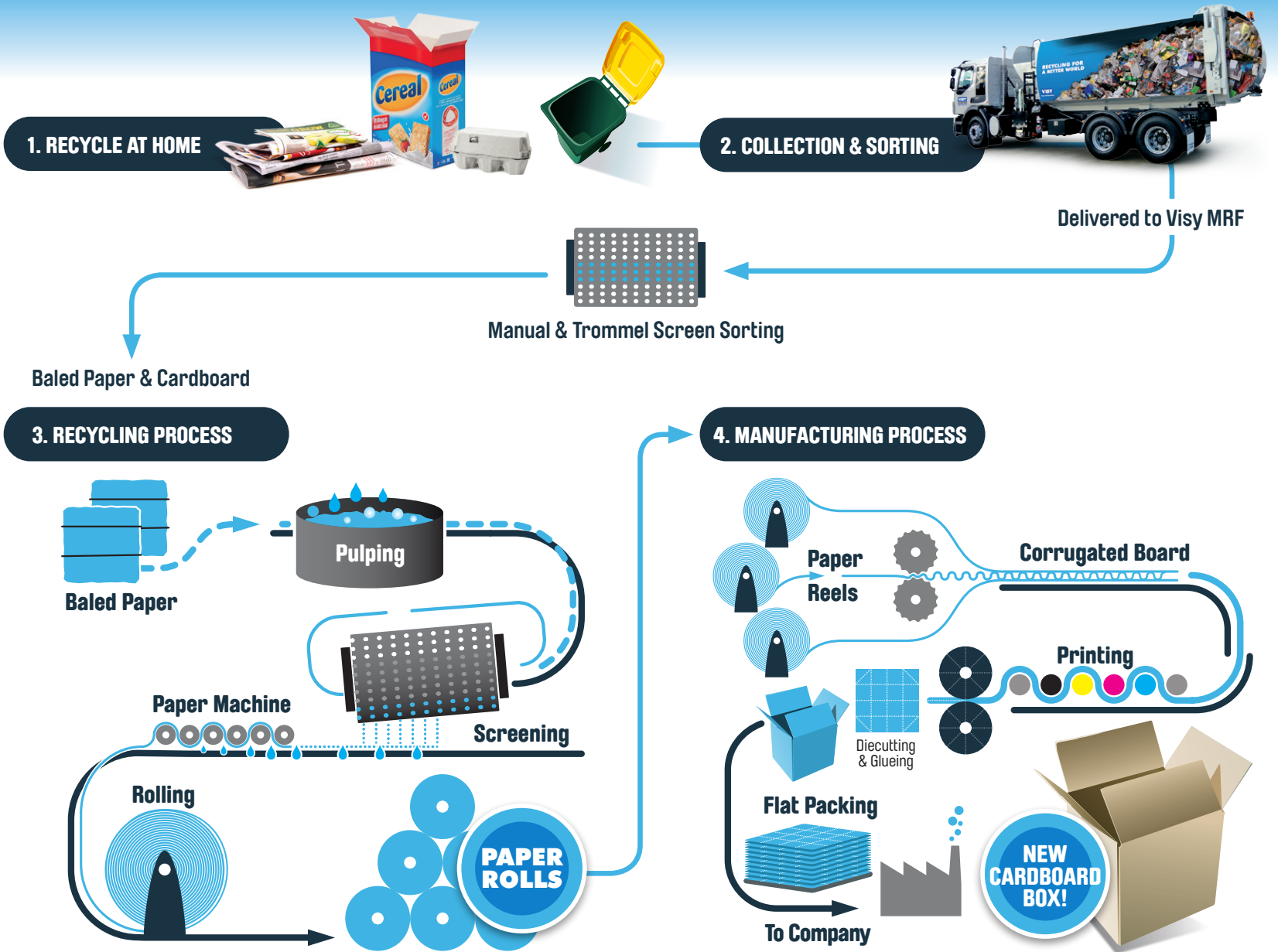


PAPER & CARDBOARD

PAPER & CARDBOARD IS MADE INTO NEW RECYCLED PACKAGING AT VISY



IT ALL STARTS WITH YOU RECYCLING RIGHT AT HOME!



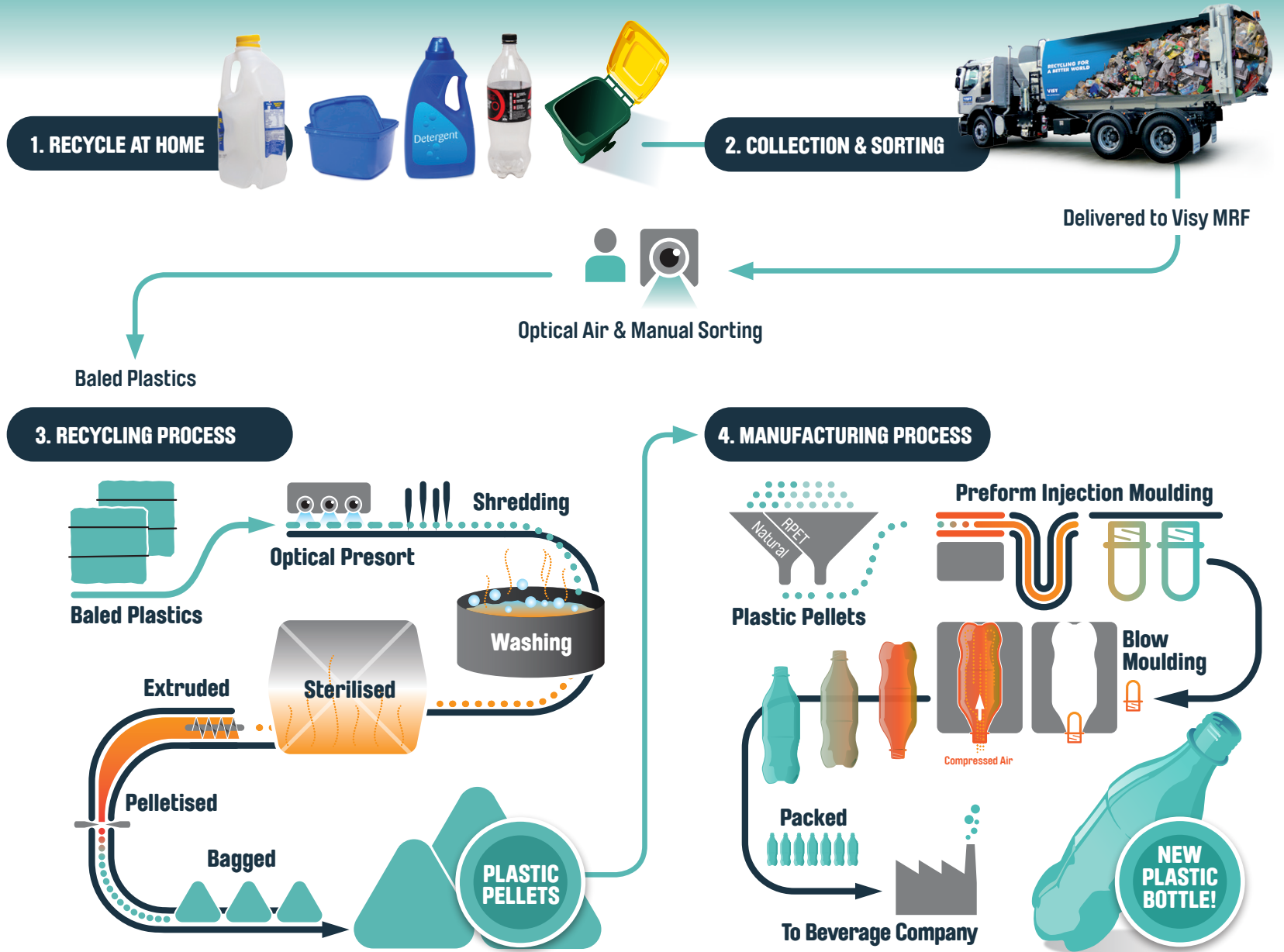


PLASTIC

**RECYCLED PLASTIC
IS MADE INTO
NEW DRINK
BOTTLES AT VISY**

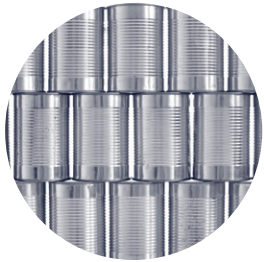


**IT ALL STARTS WITH
YOU RECYCLING
RIGHT AT HOME!**

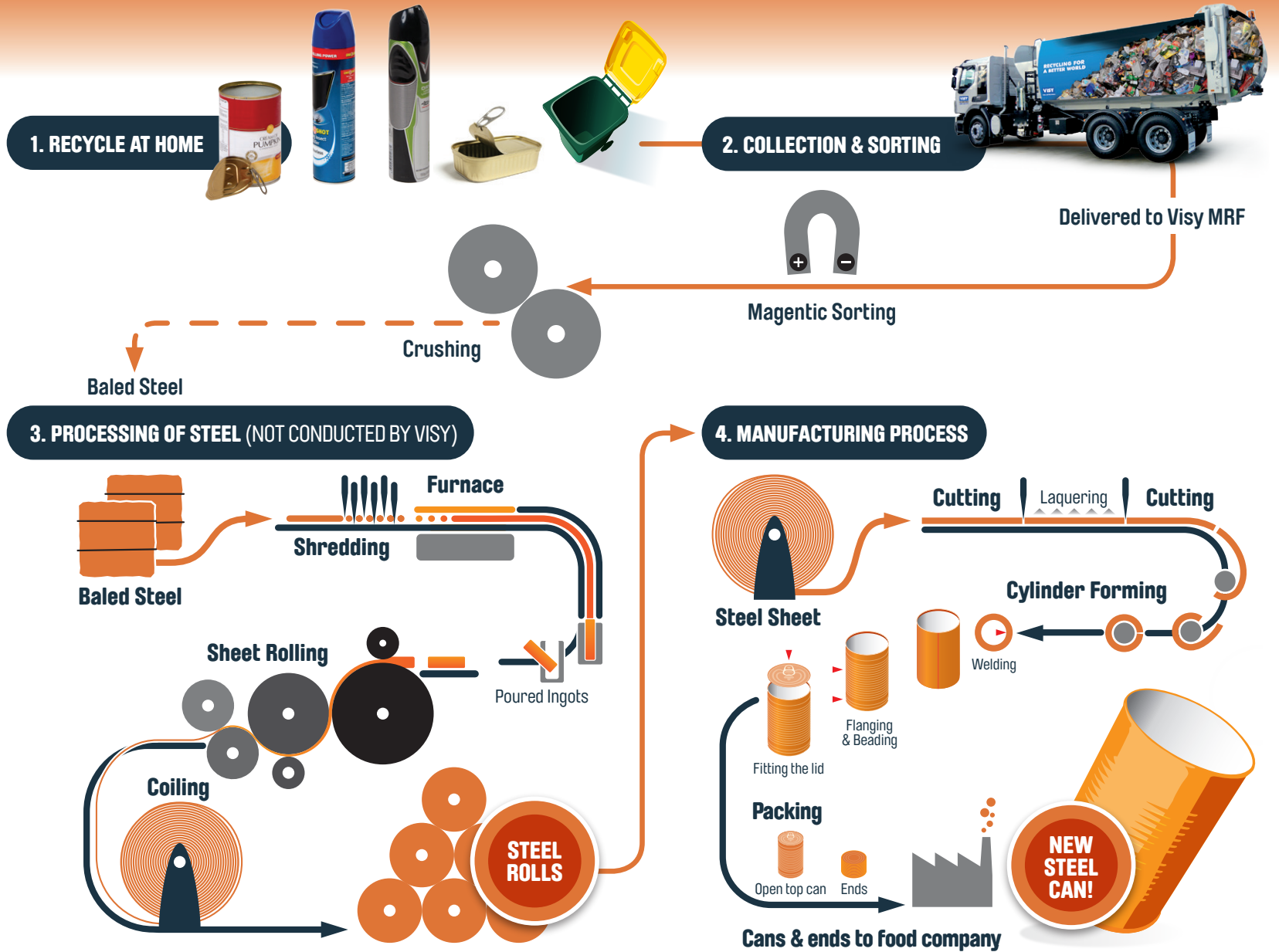




RECYCLED STEEL IS MADE INTO NEW CONTAINERS AT VISY



IT ALL STARTS WITH YOU RECYCLING RIGHT AT HOME!



12. OTHER REPORTS

12.1 Assembly of Councillors

File No.: 02/01/002

Section 76(AA) of the Local Government Act 1989 defines the following to be Assemblies of Councillors; an advisory committee of the Council that includes at least one Councillor; a planned or scheduled meeting of at least half the Councillors and one member of council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a Council function, power or duty by a person or committee acting under Council delegation.

It should be noted, an assembly of Councillors does not include an Ordinary Council meeting, a special committee of the Council, meetings of the Council's audit committee, a club, association, peak body or political party.

Council must ensure that the written record of an assembly of Councillors is, as soon as practicable –

- a) reported to the next ordinary meeting of the Council; and
- b) incorporated in the minutes of that council meeting. (s. 80A(2))

Council also records each Assembly of Councillors on its website at www.moorabool.vic.gov.au

A record of Assemblies of Councillors since the last Ordinary Meeting of Council is provided below for consideration:

- Assembly of Councillors – Wednesday 18 October 2017 – Draft Service Review and Planning Report – Aged and Disability Services
- Assembly of Councillors – Wednesday 18 October 2017 – Open Space Maintenance Management Plan
- Assembly of Councillors – Wednesday 18 October 2017 – Priority Projects and Advocacy to December 2017
- Assembly of Councillors – Wednesday 1 November 2017 – Presentation by the Grampians Central West Waste and Resource Recovery Group
- Assembly of Councillors – Wednesday 15 November 2017 – Rating Strategy Review

Recommendation:

That Council receives the record of Assemblies of Councillors as follows:

- **Assembly of Councillors – Wednesday 18 October 2017 – Draft Service Review and Planning Report – Aged and Disability Services**
- **Assembly of Councillors – Wednesday 18 October 2017 – Open Space Maintenance Management Plan**
- **Assembly of Councillors – Wednesday 18 October 2017 – Priority Projects and Advocacy to December 2017**
- **Assembly of Councillors – Wednesday 1 November 2017 – Presentation by the Grampians Central West Waste and Resource Recovery Group**
- **Assembly of Councillors – Wednesday 15 November 2017 – Rating Strategy Review**

Attachment - Item 12.1

Assembly of Councillors

Date:	Wednesday 18 October, 2017
Venue:	James Young Room, Lerderderg Library, Bacchus Marsh
Councillors:	Cr. Edwards (Mayor) Cr. Dudzik Cr. Keogh Cr. Tatchell
Officers:	Rob Croxford; Danny Colgan; Phil Jeffrey; Satwinder Sandhu
Apologies:	Cr. Bingham; Cr. Sullivan; Cr. Toohey

1. Assembly opened at: 6.05pm

2. Disclosure of Conflict of Interests - Nil

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

3. Item Notes:

Draft Service Review & Planning Report – Aged and Disability Services

Assembly closed at: 6.40pm

Signed



.....
Rob Croxford
Chief Executive Officer

Date: 18.10.17

Assembly of Councillors

Date:	Wednesday 18 October, 2017
Venue:	James Young Room, Lerderderg Library, Bacchus Marsh
Councillors:	Cr. Edwards (Mayor) Cr. Dudzik Cr. Keogh Cr. Tatchell
Officers:	Rob Croxford; Danny Colgan; Phil Jeffrey; Satwinder Sandhu; Sam Romaszko
Apologies:	Cr. Bingham; Cr. Sullivan; Cr. Toohey

1. Assembly opened at: 4.45pm

2. Disclosure of Conflict of Interests - Nil

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

3. Item Notes:

Open Space Maintenance Management Plan

Assembly closed at: 6.04pm

Signed



.....
Rob Croxford
Chief Executive Officer

Date: 18.10.17

Assembly of Councillors

Date:	Wednesday 1 November, 2017
Venue:	Council Chambers, Ballan
Councillors:	Cr. Bingham Cr. Dudzik Cr. Keogh Cr. Sullivan
Officers:	Rob Croxford; Danny Colgan; Phil Jeffrey; Satwinder Sandhu
Apologies:	Cr. Edwards (Mayor); Cr. Tatchell; Cr. Toohey

1. Assembly opened at: 4.05pm

2. Disclosure of Conflict of Interests - Nil

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

3. Item Notes:

Presentation by the Grampians Central West Waste and Resource Recovery Group

Assembly closed at: 4.37pm

Signed



.....
Rob Croxford
Chief Executive Officer

Date: 01.11.17

Assembly of Councillors

Date:	Wednesday 18 October, 2017
Venue:	James Young Room, Lerderderg Library, Bacchus Marsh
Councillors:	Cr. Edwards (Mayor) Cr. Dudzik Cr. Keogh Cr. Tatchell
Officers:	Rob Croxford; Danny Colgan; Phil Jeffrey; Satwinder Sandhu
Apologies:	Cr. Bingham; Cr. Sullivan; Cr. Toohey

1. Assembly opened at: 4.10pm

2. Disclosure of Conflict of Interests - Nil

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

3. Item Notes:

Priority Projects and Advocacy to December, 2018

Assembly closed at: 4.45pm

Signed



.....
Rob Croxford
Chief Executive Officer

Date: 18.10.17

Assembly of Councillors

Date:	Wednesday 15 November, 2017
Venue:	James Young Room, Lerderderg Library, Bacchus Marsh
Councillors:	Cr. Tatchell (Mayor) Cr. Bingham Cr. Dudzik Cr. Edwards Cr. Keogh Cr. Sullivan Cr. Toohey
Officers:	Rob Croxford; Claire Conlon; Phil Jeffrey; Satwinder Sandhu; Jacinta Erdody; Steve Ivelja; Andrew Goodsell
Apologies:	

1. Assembly opened at: 4.10pm

2. Disclosure of Conflict of Interests – Nil

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest. The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 (amended) set out the requirements of a Councillor or member of a Special Committee to disclose any interest (pecuniary or non-pecuniary) or conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

3. Item Notes:

Rating Strategy Review

Assembly closed at: 6.05pm

Signed



.....
Rob Croxford
Chief Executive Officer

Date: 15.11.17

12.2 Section 86 – Delegated Committees of Council – Reports

Section 86 Delegated Committees are established to assist Council with executing specific functions or duties. By instrument of delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the Local Government Act 1989. The Council cannot delegate certain powers as specifically indicated in Section 86(4) of the Act.

Section 86 Delegated Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 – Delegated Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Greendale Recreation Reserve	15 November 2017	Cr. Toohey
Development Assessment Committee <i>To download a copy of the minutes, go to the MSC website:</i> https://www.moorabool.vic.gov.au/my-council/council-meetings/council-committees-2017	11 October 2017 8 November 2017	Cr. Dudzik, Cr. Keogh, Cr. Tatchell, Cr. Toohey

Recommendation:

That Council receives the reports of the following Section 86 - Delegated Committees of Council:

- **Greendale Recreation Reserve Committee of Management meeting held on 15 November 2017**
- **Development Assessment Committee meeting held on 11 October and 8 November 2017**

Attachment - Item 12.2

Greendale Reserves Committee of Management

Attendees:	Phil O'Keefe, John Speed, Paul Hilder , Eddie Salwe, Nick Myrianthis,	
Apologies:		
Date & Time:	Wednesday 15 th November 2017, 7.30pm	
	Egan's Reserve Rotunda	
Issue	Action	Timeframe
Previous minutes	September 2017 minutes were confirmed	
Matters arising		
Summer Grant	Exercise equipment to be selected – Chin-up bar suggested – Phil has located a supplier & requested a quote. Garden planting under Egans sign – Paul to purchase. Sleepers required to edge. Remarking of lines on tennis courts, cricket pitch – deferred CoM to meet at Reserve Fri 22/9, 10am, to finalise garden plan and mouldings for windows. DONE – GARDEN COMPLETED, CHIN UP BAR ORDERED	
Windshield at rotunda	CoM resolved to glaze two panels adjacent to BBQ. Quote from Simon Ross \$1232 supplied & fitted for 2 panels, excluding mouldings. To be funded by summer grant. Simon Ross confirmed price of \$3283.50 inc GST 28/6 – 3 panels of glass including fitting of mouldings to suit. Eddy has located paint . Need to confirm purchase of mouldings. DONE, GLASS INSTALLED	
80 – 90 Long Gully Rd	The easement between these 2 properties, which provides access to Maddison Lane Reserve has been fenced off. Ian Waugh has referred to Governance at MSC. NO RESPONSE FROM GOVERNANCE	
	Dispenser for bags to collect dog's droppings required for Egan's Reserve . J Speed to follow up with MSC. WAITING FOR MSC TO SUPPLY / INSTALL	
	New soft fall required under play equipment at Egan's Reserve. J Speed to advise MSC. WAITING FOR MSC TO SUPPLY / INSTALL	
Locks for Egans Reserve	Eddie has supplied padlocks for the big gates at Egan's Reserve & given keys to CoM members. Padlocks to be "daisy chained" to MSC Abloy locks. Completed by Eddy. MSC Abloy key to be removed from set at Greendale Pub to prevent lock & chain being stolen. Abloy key to be kept in storeroom at toilet block. (Eddy)	
Treasurers report	Current balance \$12,828.42, plus \$10,000 in term deposit.	
	Bills to be be paid: Commercial Glazing \$3283.50, Origin \$274.03, J Speed reimbursement working bee expenses \$81, P Hilder plant purchases \$55	

Correspondence	I	
General Business -		
Egan's Reserve	New fencing wire has become detached from the splayed corner next to the roundabout. Phil has contacted contractor Peter Fry who has agreed to make repairs.	
	Evidence of a fire being lit on the concrete slab inside the Rotunda, which has cracked the concrete leaving a hole and tripping hazard in the floor. J Speed to report to MSC for urgent repairs. CoM to consider installing mock CCTV cameras or smoke alarms as a deterrent.	
	Phil was contacted by a Camper Van club about using Egan's Reserve for a one night gathering. Approved by CoM in return for donation	
Next meeting	Thursday 7/12/17, 7.30pm Greendale Pub – end of year review	
	Meeting closed 8.30pm	
	CFA = C1950Z	

Proposed for Master Plan 2016 to 2021
Table of Works

Recommendation	Priority	Cost (approx.)
Community centre / Bushfire Shelter	High	\$500,000
Replace fencing and create new main entrance	High	\$10,000
Upgrade of toilet block and new storage facility	High	\$90,000
Water reticulation system	High	\$50,000
Installation of new BBQ and seating area	High	\$15,000
Solar panels for rotunda at Egan's Reserve	High	\$10,000
Additional glazing for rotunda	High	\$2,000
Improved disabled access	Medium	\$5,000
Line marking, new basketball rings	Medium	\$3,000
Plan and implement improved vehicle parking facilities and pedestrian access	Medium	\$10,000
Extra outdoor exercise equipment	Medium	\$2000
Completion of landscaping / drainage around tennis court	Medium	\$1,000
Re-laying and marking of cricket pitch	Medium	\$1,000
Installation of shade structure over playground	Medium	\$15,000

Repaint lines tennis courts,	Medium	\$500.

Reserves managed by Greendale Reserves Committee:

- Egan's Reserve – 2.24ha corner Ballan Rd an Brady's Lane, Greendale
- 2.69ha corner LaCote Rd and Kangaroo Rd, Greendale
- 15.4ha end of Maddison Lane, Greendale
- 3.13ha Corner Dales Creek & Acacia Avenue, Dales Creek
- 0.38ha Acacia Ave, Dales Creek
- 2.04 ha Cowans Drive, Dales Creek

Bookings for Egan's Reserve			
23/09/12		Pony club	Confirmed
24/11/12	Saturday	Greendale Market	Confirmed
02/12/12	Sunday	Greendale Social Club Xmas function	Confirmed
09/12/12	Sunday	MSC – Blackwood evacuation exercise	Confirmed
15/12/12	Saturday	1 st birthday party 11.30am – 4pm	Confirmed
26/01/2013	Saturday	Family BBQ	Confirmed
28/01/13	Monday	1 st birthday party	Confirmed
17/02/2013	Sunday	– 1 st Birthday Party 12.30pm onward	Confirmed 21/1/13
15/04/2013	Sunday	Compass expeditions motorcycle tours – Gathering of past clients	Confirmed
04/05/13	Saturday	B/M Little Athletics. Cross Country 10.30am – 12. 50 kids at Egans	Confirmed
29/9/13	Sunday	Pony club,	Confirmed
24/8/13	Saturday	Birthday Party	Confirmed
23/11/13	Saturday	Kids Birthday party includes jumping castle. Gate key required	Confirmed
7/12/13	Saturday	Kids Birthday party includes jumping castle, catering, reptile show. Gate key required	Confirmed
01/03/14	Saturday		Confirmed

	Kids birthday party	
19/04/14 Saturday	Kids birthday party	Confirmed
28/9/14 Sunday	Miniature Horse show, 7am start Gate key required, will leave donation at pub	Confirmed
17/1/15	Childs first birthday, from 11am	Confirmed
25/1/15 Sunday	Miniature Horse show, 7am start Gate key required, will leave donation at pub	Confirmed
26/1/16 Monday	kids birthday party	Confirmed
25/1/15 Sunday	Kids birthday lunch 12 to 2pm Not bbqing using tables only	Confirmed
26/4/15	Greendale Social Club family event from 11am	Confirmed
18/10/15	CFA training exercises	Confirmed
Tuesdays weekly	Home school group use reserve for activities –	Confirmed
9/12/16 Friday	Ballan Child Care break up	Confirmed

12.3 Advisory Committees of Council - Reports

Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Advisory Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Advisory Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Audit and Risk Committee	08/11/2017	Cr. Dudzik Cr. Tatchell

Recommendation:

That Council receives the reports of the following Advisory Committees of Council:

- **Audit and Risk Committee meeting of Wednesday, 8 November 2017.**

Attachment - Item 12.3

AUDIT and RISK COMMITTEE MEETING

SUMMARY OF MINUTES

of the Audit and Risk Committee Meeting (1st Quarterly)
held at the James Young Room, Lerderderg Library,
215 Main Street, Bacchus Marsh on
Wednesday 8 November 2017 commencing at 9.00am

Members:	Mr. Mike Said Cr. Tonia Dudzik Cr. Paul Tatchell Ms. Linda MacRae	Chairperson (External Representative) East Moorabool Ward Councillor Central Moorabool Ward Councillor External Representative
Auditors:	Mr. Mark Holloway Mr. Martin Thompson	HLB Mann Judd (VIC) Pty Ltd Crowe Horwath
Officers:	Mr. Rob Croxford Mr. Danny Colgan Mr. Phil Jeffrey	Chief Executive Officer General Manager Social and Organisational Development General Manager Infrastructure

Rob Croxford
Chief Executive Officer

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1. OPENING OF MEETING

The Chairperson, Mr. Mike Said opened the meeting at 9.02am.

2. PRESENT

<i>Mr. Mike Said</i>	<i>Chairperson (External Representative)</i>
<i>Cr. Tonia Dudzik</i>	<i>East Moorabool Ward Councillor</i>
<i>Cr. Paul Tatchell</i>	<i>Central Moorabool Ward Councillor</i>
<i>Ms. Linda MacRae</i>	<i>External Representative</i>

In Attendance

<i>Mr. Danny Colgan</i>	<i>General Manager Social and Organisational Development</i>
<i>Mr. Steve Ivelja</i>	<i>Chief Financial Officer</i>
<i>Ms. Vanessa O'Toole</i>	<i>Manager Governance and Organisational Development</i>
<i>Mr. Chris Parkinson</i>	<i>Manager Information and Communication Technology</i>
<i>Mr. John Whitfield</i>	<i>Coordinator Governance / Minute Taker</i>
<i>Mr. Mark Holloway</i>	<i>HLB Mann Judd</i>

3. APOLOGIES

Nil.

4. CONFIRMATION OF MINUTES**4.1 Audit and Risk Committee Meeting Minutes – August 2017*****Resolution:***

Moved: Ms. Linda MacRae

Seconded: Cr. Tonia Dudzik

That the Audit and Risk Committee confirms the Minutes of the Audit and Risk Committee Meeting held on Wednesday 9 August 2017.

CARRIED.

4.2 Audit and Risk Committee Special Meeting Minutes – September 2017***Resolution:***

Moved: Cr. Tonia Dudzik

Seconded: Ms. Linda MacRae

That the Audit and Risk Committee confirms the Minutes of the Audit and Risk Committee Special Meeting held on Tuesday 5 September 2017.

CARRIED.

5. MATTERS ARISING FROM PREVIOUS MINUTES

Nil.

6. DISCLOSURE OF INTERESTS OR CONFLICTS OF INTEREST

Nil.

7. CLOSED SESSION OF MEETING TO THE PUBLIC

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. Tonia Dudzik

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss the above matter, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personal matters;*
- (b) the personal hardship of any resident or ratepayer;*
- (c) industrial matters;*
- (d) contractual matters;*
- (e) proposed developments;*
- (f) legal advice;*
- (g) matters affecting the security of Council property;*
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;*
- (i) a resolution to close the meeting to members of the public.*

CARRIED.

8. AUDIT AND RISK COMMITTEE WORKPLAN

8.1 Audit and Risk Committee Charter

Resolution:

Moved: Cr. Tonia Dudzik

Seconded: Ms. Linda MacRae

That the Audit and Risk Committee approves the updated Audit and Risk Committee Charter Matrix 2017-2018.

CARRIED.

8.2 Annual Review of actions required by the Audit & Risk Committee Charter

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. Tonia Dudzik

That the Audit and Risk Committee receives and notes the Review of the Audit and Risk Committee Charter - Matrix 2016-2017.

CARRIED.

8.3 Outstanding Audit Committee Resolutions and Audit Report Recommendations – First Quarter 2017

Recommendation:

That the Audit and Risk committee receives the updated status reports for the first quarter 2017-18 for the following groups:

- **Group 1 – Audit Committee Resolution Actions**
- **Group 2 – Internal Audit Recommendation Actions Pre August 2015**
- **Group 3 – Internal Audit Recommendation Actions Post August 2015**

Resolution:

Moved: Cr. Tonia Dudzik

Seconded: Ms. Linda MacRae

1. *That the Audit and Risk committee receives the updated status reports for the first quarter 2017-18 for the following groups:*

- ***Group 1 – Audit Committee Resolution Actions***
- ***Group 2 – Internal Audit Recommendation Actions Pre August 2015***
- ***Group 3 – Internal Audit Recommendation Actions Post August 2015***

2. ***That the Internal Audit –IT Network Security & General Controls outstanding actions; Reference Numbers NSGC2and NSGC14; be referred to the Council’s Risk Steering Committee for its reporting to the Council as risks to be tolerated until a budget to undertake the actions is allocated and further that they be marked as completed internal audit actions.***
3. ***That the Council note the importance of undertaking vulnerability assessments and penetration testing as part of its IT Network Security & General Controls.***

CARRIED.

Cr. Tatchell entered the meeting at 9.23am.

8.4 Audit and Risk Committee Meeting Dates for 2018

Recommendation:

That the Audit and Risk Committee confirms the 2017 meeting dates below:

- **Wednesday 14 February 2018**
- **Wednesday 9 May 2018**
- **Wednesday 8 August 2018**
- **Wednesday 14 November 2018**

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. Paul Tatchell

That the Audit and Risk Committee confirms the 2017 meeting dates below:

- ***Wednesday 14 February 2018***
- ***Wednesday 8 August 2018***
- ***Wednesday 14 November 2018***

and further that it recommends to Council that the proposed meeting date of 9 May 2017 be amended to 23 May 2017.

CARRIED.

9. OFFICER REPORTS**9.1 Risk Management Report - Strategic Risk Profiling – Revised November 2017****Recommendation:**

That the Audit and Risk Committee receives and notes the Risk Management – Strategic Risk Profiling – Revised November 2017 Report.

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. Paul Tatchell

- 1. That the Audit and Risk Committee receives and notes the Risk Management – Strategic Risk Profiling – Revised November 2017 Report.**
- 2. That provision be made in the Strategic Risk Profiling report for the status of implementation of Future Strategies.**

CARRIED.

9.2 Minutes of the Risk Management Steering Committee**Recommendation:**

That the Audit and Risk Committee notes the Minutes of the Risk Management Steering Committee of October 2017 as provided.

Resolution:

Moved: Cr. Tonia Dudzik

Seconded: Ms. Linda MacRae

- 1. That the Audit and Risk Committee notes the Minutes of the Risk Management Steering Committee of October 2017 as provided.**
- 2. That the results of the Business Continuity Plan testing exercise held 31 October 2017 be reported to the committee.**

CARRIED.

9.3 Elumina Software Update – Introduction across Council**Recommendation:**

That the Audit and Risk Committee receives and notes the Elumina Software Update – Introduction across Council report.

Resolution:

Moved: Cr. Paul Tatchell

Seconded: Cr. Tonia Dudzik

- 1. That the Audit and Risk Committee receives and notes the Elumina Software Update – Introduction across Council report.***
- 2. That any new risks identified or any changes to risk profiles be reported to the Risk Steering Committee on a regular basis for its information, acknowledgement and attention.***

CARRIED.

9.4 Quarterly Financial Report September 2017***Resolution:***

Moved: Cr. Tonia Dudzik

Seconded: Ms. Linda MacRae

That the Audit and Risk Committee receives the Quarterly Report – September 2017.

CARRIED.

9.5 Review of the Performance of External Auditors***Resolution:***

Moved: Cr. Paul Tatchell

Seconded: Cr. Tonia Dudzik

That the Audit and Risk Committee receives and notes the report on the review of the performance of external auditors.

CARRIED.

9.6 Council's IT Network Security (Exposure to Cyber Attacks) and ICT Strategy Development Report

Recommendation:

That the Audit & Risk Committee receives the report on Council's IT Network Security - Exposure to Cyber Attacks and ICT Strategy development.

Resolution:

Moved: Ms. Linda MacRae

Seconded: Cr. Paul Tatchell

- 1. That the Audit & Risk Committee receives the report on Council's IT Network Security - Exposure to Cyber Attacks and ICT Strategy development.***
- 2. That the Committee recognise and acknowledge the high quality of the report.***

CARRIED.

9.7 Self Evaluation Report - Commission of Enquiry into Greater Geelong City Council

Resolution:

Moved: Cr. Paul Tatchell

Seconded: Cr. Tonia Dudzik

That the Audit and Risk Committee notes and receives the Self Evaluation Report - Commission of Enquiry into Greater Geelong City Council.

CARRIED.

10. OTHER REPORTS**10.1 Compliance with Legislation and Policies*****Resolution:******Moved: Ms. Linda MacRae******Seconded: Cr. Paul Tatchell******That the Audit and Risk Committee receives the Compliance with Legislation and Policies Report.*****CARRIED.****10.2 Significant Legal Matters Update*****Resolution:******Moved: Cr. Tonia Dudzik******Seconded: Ms. Linda MacRae******That the Audit and Risk Committee receives and notes the update on Significant Legal Matters pertaining to Moorabool Shire Council.*****CARRIED.****10.3 Evaluation of Audit & Risk Committee Self-Assessment Survey*****Resolution:******Moved: Cr. Paul Tatchell******Seconded: Ms. Linda MacRae******That the Audit and Risk Committee receives and notes the Audit and Risk Committee Self-Assessment Report.*****CARRIED.**

11. INTERNAL AUDIT**11.1 Internal Audit Status Report 2017/18 – November 2017*****Resolution:******Moved: Cr. Tonia Dudzik******Seconded: Ms. Linda MacRae******That the Audit & Risk Committee receives and notes the Internal Audit Status Report – November 2017 as presented.*****CARRIED.****11.2 Internal Audit Scope – Service Review Methodology*****Resolution:******Moved: Cr. Tonia Dudzik******Seconded: Ms. Linda MacRae******That the Audit and Risk Committee, having reviewed the Internal Audit Scope for Service Review Methodology audit, approves it and notes the commencement of the internal audit.*****CARRIED.**

12. EXTERNAL AUDIT

Nil.

13. VAGO PERFORMANCE REPORTS**13.1 Public Participation and Community Engagement: Local Government Sector*****Resolution:***

Moved: Cr. Paul Tatchell
Seconded: Cr. Tonia Dudzik

That the Audit & Risk Committee receives and notes the report on the Public Participation and Community Engagement: Local Government Sector.

CARRIED.

14. CORRESPONDENCE**14.1 VAGO*****Resolution:***

Moved: Cr. Tonia Dudzik
Seconded: Cr. Paul Tatchell

That the Audit and Risk Committee receives and notes the VAGO correspondence.

CARRIED.

15. GENERAL BUSINESS

The Chairperson, Mr. Mike Said, thanked Cr. Dudzik and Cr. Tatchell for their participation and contributions to the Committee over the past twelve months.

16. MEETING CLOSURE

The meeting closed at 11.23 am.

Confirmed:Chairperson

13. NOTICES OF MOTION**13.1 Cr. Bingham: N.O.M. No. 268– Council Funding for an additional electric BBQ in Maddingley Park****Motion**

That Council:

1. Allocate a maximum of \$7,909 from the East Moorabool Development Work Funds to enable the Maddingley Park COM to purchase a new electric BBQ.
2. That the Chief Executive Officer be authorised to disburse the allocated funds subject to the following conditions:
 - a. Council approval for the installation of the BBQ being provided.
 - b. Maddingley Park CoM providing a copy of the BBQ invoice to Council.
 - c. Maddingley Park CoM providing minuted approval for expending the BBQ installation costs from their funds.

Preamble

Maddingley Park is used by families, social groups and many other members of the community, it currently provides the largest fenced passive recreation space within Bacchus Marsh and the Committee of Management (COM) have identified a need for additional electric BBQ. The CoM are not currently funded for doing capital improvements of Maddingley Park. The East Moorabool development fund is available for providing additional facilities within East Moorabool that will be used by residents and the CoM have requested that Council consider providing funds to install the additional BBQ.

The CoM have provided quotes for both the cost of purchasing the new BBQ (\$7,909 inc. GST) and installation of power conduit and power point (\$750 inc. GST). The CoM have confirmed that they are in a position to pay all costs associated with the installation of the BBQ.

Attachment - Item 13.1

Mr Rob Croxford
Chief Executive Officer
Moorabool Shire Council
PO Box 18
BALLAN VIC 3342

28 November, 2017

Ref: JB

Dear Rob,

Notice Of Motion – Council Funding for an additional electric BBQ in Maddingley Park

In accordance with the Council's Meeting Procedure Local Law No. 9-2016 – Notices of Motion, please accept this Notice of Motion for placement on the agenda of the Ordinary Meeting of Council to be held on Wednesday 6 December, 2017.

Background

Maddingley Park is used by families, social groups and many other members of the community, it currently provides the largest fenced passive recreation space within Bacchus Marsh and the Committee of Management (COM) have identified a need for additional electric BBQ. The CoM are not currently funded for doing capital improvements of Maddingley Park. The East Moorabool development fund is available for providing additional facilities within East Moorabool that will be used by residents and the CoM have requested that Council consider providing funds to install the additional BBQ.

The CoM have provided quotes for both the cost of purchasing the new BBQ (\$7,909 inc. GST) and installation of power conduit and power point (\$750 inc. GST). The CoM have confirmed that they are in a position to pay all costs associated with the installation of the BBQ.

Motion

That Council:

1. **Allocate a maximum of \$7,909 from the East Moorabool Development Work Funds to enable the Maddingley Park CoM to purchase a new electric BBQ.**
2. **That the Chief Executive Officer be authorised to disburse the allocated funds subject to the following conditions:**
 - a. **Council approval for the installation of the BBQ being provided.**
 - b. **Maddingley Park CoM providing a copy of the BBQ invoice to Council.**
 - c. **Maddingley Park CoM providing minuted approval for expending the BBQ installation costs from their funds.**



Cr Jarrod Bingham
East Moorabool Ward

13.2 Cr. Bingham: N.O.M. No. 269– Bald Hill Future Planning

Motion

That Council Officers prepare a report which includes:

- A scoping document for the project outlining potential uses i.e. scenic lookout, horing riding trails, walking tracks, picnic areas etc. and opportunities for the site and the potential resultant benefits for Council and the wider community.
- Investigate potential funding streams with Sports and Recreation Victoria, RDV and other funding bodies.

Preamble

Council is the landowner of Bald Hill located on the urban edge of Darley. The reserve is 130ha in size, with 60ha managed by Council and 70ha under a 'peppercorn' lease (\$1/year) agreement until 2027. Much of the site has been planted with Sugar Gums which are scheduled to be commercially harvested in 2027.

Due to terrain and natural features, the reserve often attracts negative activities (rubbish dumping, illegal hunting and shooting, illegal trail bike and 4wd access and dumping of cars) that require Council funds to clean up, make secure or otherwise rectify.

Currently Council has to manage and maintain this reserve which returns little or no value for local residents. While the site is not suitable for conventional uses such as active sport fields or residential development, there may be opportunities to layer and promote multiple uses upon the site for broader community benefits.

Some benefits of reimagining the site may be:

- Health and well-being improvements for local residents.
- Providing a range of activities/uses for those not involved in team sports and do not have a detrimental effect on the reserve and surrounding landowners.
- Promotion of the local area.
- Potential economic returns from attracting 'out of Shire' users.

Potential activities at the site might include:

- Strategically located lookouts to utilise the spectacular 360^o views of the valley, Bacchus Marsh and beyond (distant view of Melbourne CBD).
- Dedicated mountain bike and horse riding trails.
- 1000 steps style fitness location.
- Shared walking and cycling trails.
- Aboriginal, environmental and local heritage interpretation.

Attachment - Item 13.2

Mr Rob Croxford
Chief Executive Officer
Moorabool Shire Council
PO Box 18
BALLAN VIC 3342

30 November, 2017

Ref: JB

Dear Rob,

Notice Of Motion – Bald Hill Future Planning

In accordance with the Council's Meeting Procedure Local Law No. 9-2016 – Notices of Motion, please accept this Notice of Motion for placement on the agenda of the Ordinary Meeting of Council to be held on Wednesday 6 December, 2017.

Background

Council is the landowner of Bald Hill located on the urban edge of Darley. The reserve is 130ha in size, with 60ha managed by Council and 70ha under a 'peppercorn' lease (\$1/year) agreement until 2027. Much of the site has been planted with Sugar Gums which are scheduled to be commercially harvested in 2027.

Due to terrain and natural features, the reserve often attracts negative activities (rubbish dumping, illegal hunting and shooting, illegal trail bike and 4wd access and dumping of cars) that require Council funds to clean up, make secure or otherwise rectify.

Currently Council has to manage and maintain this reserve which returns little or no value for local residents. While the site is not suitable for conventional uses such as active sport fields or residential development, there may be opportunities to layer and promote multiple uses upon the site for broader community benefits.

Some benefits of reimagining the site may be:

- Health and well-being improvements for local residents.
- Providing a range of activities/uses for those not involved in team sports and do not have a detrimental effect on the reserve and surrounding landowners.
- Promotion of the local area.
- Potential economic returns from attracting 'out of Shire' users.

Potential activities at the site might include:

- Strategically located lookouts to utilise the spectacular 360° views of the valley, Bacchus Marsh and beyond (distant view of Melbourne CBD).
- Dedicated mountain bike and horse riding trails.
- 1000 steps style fitness location.
- Shared walking and cycling trails.
- Aboriginal, environmental and local heritage interpretation.

Motion

That Council Officers prepare a report which includes:

- **A scoping document for the project outlining potential uses i.e. scenic lookout, horsing riding trails, walking tracks, picnic areas etc. and opportunities for the site and the potential resultant benefits for Council and the wider community.**
- **Investigate potential funding streams with Sports and Recreation Victoria, RDV and other funding bodies.**



**Cr Jarrod Bingham
East Moorabool Ward**

14. MAYOR'S REPORT

To be presented at the meeting by the Mayor.

Recommendation:

That the Mayor's report be received.

15. COUNCILLORS' REPORTS

To be presented at the meeting by Councillors.

Recommendation:

That the Councillors' reports be received.

16. URGENT BUSINESS

17. CLOSED SESSION OF THE MEETING TO THE PUBLIC**17.1 Confidential Report****17.2 Confidential Report****17.3 Confidential Report****Recommendation:**

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss matters, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personnel matters;
- (b) the personal hardship of any resident or ratepayer;
- (c) industrial matters;
- (d) contractual matters;
- (e) proposed developments;
- (f) legal advice;
- (g) matters affecting the security of Council property;
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;
- (i) a resolution to close the meeting to members of the public.

18. MEETING CLOSURE