



ORDINARY COUNCIL MEETING

AGENDA

22 MARCH 2017

at 6.00PM

**SENIOR CITIZENS CENTRE
APOLLO BAY**

Next Meeting: Wednesday, 26 April 2017

COPACC, Colac

COLAC OTWAY SHIRE ORDINARY COUNCIL MEETING

22 MARCH 2017

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COLAC OTWAY SHIRE ORDINARY COUNCIL MEETING

NOTICE is hereby given that the next **ORDINARY COUNCIL MEETING OF THE COLAC OTWAY SHIRE COUNCIL** will be held at the Apollo Bay Senior Citizens Centre on 22 March 2017 at 6pm.

1. I DECLARE THIS MEETING OPEN

OPENING PRAYER

Almighty God, we seek your blessing and guidance in our deliberations on behalf of the people of the Colac Otway Shire. Enable this Council's decisions to be those that contribute to the true welfare and betterment of our community.

AMEN

2. PRESENT

3. APOLOGIES

4. MAYORAL STATEMENT

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

I ask that we all show respect to each other and respect for the office of an elected representative.

All Council and Committee meetings are audio recorded, with the exception of matters identified as confidential items in the Agenda. This includes the public participation sections of the meetings.

Audio recordings of meetings are taken to facilitate the preparation of the minutes of open Council and Committee meetings and to ensure their accuracy.

In some circumstances a recording will be disclosed to a third party. Those circumstances include, but are not limited to, circumstances, such as where Council is compelled to disclose an audio recording because it is required by law, such as the Freedom of Information Act 1982, or by court order, warrant, or subpoena or to assist in an investigation undertaken by the Ombudsman or the Independent Broad-based Anti-corruption Commission.

Council will not use or disclose the recordings for any other purpose. It is an offence to make an unauthorised recording of the meeting.

5. QUESTION TIME

A maximum of 30 minutes is allowed for question time. To ensure that each member of the gallery has the opportunity to ask questions, it may be necessary to allow a maximum of two questions from each person in the first instance. Once everyone has had an opportunity to ask their initial questions, and if time permits, the Mayor will invite further questions.

Please remember, you must ask a question. If you do not ask a question you will be asked to sit down and the next person will be invited to ask a question. Question time is not a forum for public debate or statements.

1. Questions received in writing prior to the meeting (subject to attendance and time).
2. Questions from the floor.

6. TABLING OF RESPONSES TO QUESTIONS TAKEN ON NOTICE AT PREVIOUS MEETINGS

These responses will not be read out but will be included in the minutes of this meeting.

7. DECLARATION OF INTEREST

8. CONFIRMATION OF MINUTES

- **Ordinary Council Meeting of 22 February 2017.**

Recommendation

That Council confirm the above minutes.

**ORDINARY COUNCIL MEETING
REVIEW 2016 AMY'S GRAN FONDO EVENT
OM172203-1**

LOCATION / ADDRESS	Great Ocean Road and Hinterland	GENERAL MANAGER	Gareth Smith
OFFICER	Hege Eier	DEPARTMENT	Development & Community Services
TRIM FILE	F16/6678	CONFIDENTIAL	No
ATTACHMENTS	1. 2017 AGF Proposal for Apollo Bay 2. 2016 Amy's Gran Fondo - Economic Impact Assessment		
PURPOSE	To inform Council of the review completed by officers on the 2016 Amy's Gran Fondo event, including community feedback.		

1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

2. BACKGROUND

The Amy's Gran Fondo (AGF) long distance cycling event was first held in 2011. This annual mass cycling event takes over 5,500 bike riders through the Colac Otway Shire and Surf Coast Shire; on the Great Ocean Road (GOR) and the hinterland, on fully closed roads.

The AGF event consists of the Gran Fondo (120 km) ride, Medio Fondo (45km) ride, Family Fondo (7km) ride, Amy's Wall (110 metre hill top ride) and the Amy's Otway Tour (including a criterium event). The Gran Fondo and the Medio Fondo events are held in the Colac Otway Shire and Surf Coast Shire, all other events are held in the Surf Coast Shire. Until 2016 the Gran Fondo event has used the route; Lorne (start), Skenes Creek, Forrest, Barwon Downs, Deans Marsh to Lorne, but in 2016 the event course was reversed to Lorne (start), Deans Marsh, Barwon Downs, Forrest, Skenes Creek to Lorne. The Medio Fondo event course which has historically been Lorne to Apollo Bay was also reversed in 2016, with the Medio Fondo running from Apollo Bay to Lorne. The aim of this change, instigated by Colac Otway Shire, was to encourage more participants to stay in Apollo Bay.

The AGF event is delivered by the **Amy Gillett Foundation in memory of Amy Gillett**, who was killed in 2005 while she was cycling in Germany with the Australian women's cycling team. The Amy Gillett Foundation works towards making cycling safer in Australia and runs a number of safety campaigns and school education programs to educate cyclists and motorists on how to share the road safely. The GOR was one of Amy Gillett's favourite training areas. Long distance (Gran Fondo) events are popular in Europe and the AGF event is the first Australian event in which riders can qualify for the Amateur World Cycling Championships.

Event organisers wanting to close the GOR for an event are required to apply to the Inter-agency *Steering Committee for Closures of the GOR* consisting of representatives from VicRoads, Victoria Police, Surf Coast Shire and the Colac Otway Shire. Applicants must satisfy and adhere to the criteria listed in the *Guidelines for Considering the Closure of the GOR to Conduct Events. The GOR Closure Guidelines* were developed in consultation with the affected communities along the GOR and were endorsed by Council in late 2013. The guidelines allow for two closures of the Great Ocean Road per year (between Anglesea and Apollo Bay in the low season 1 May - 31 October), with an additional permit to accommodate the Great Vic Bike Ride every six years (outside the low season). This was last held in 2016.

The Expression of Interest to hold events on the GOR in the period 2018 - 2020 closed on 15 February 2017. A comprehensive review of the guidelines is due in 2018 for events to take place from 2020. Given that the Guidelines set the policy framework, this decision making is regarded as an operational matter for the interagency Steering Committee and Surf Coast Shire applies the same approach.

The AGF event is one of three events that have been granted in principle support for closures of the GOR in the period 2015 – 2017, the other events are the annual GOR Marathon (currently undergoing a name change to GOR Running Festival) and the Great Vic Bike Ride (every six years). The AGF event along with the other events listed above are in their final year of the three year period (2015 – 2017) of pre-approval to hold their event on the GOR. The AGF event is undergoing a review as there have been a number of challenges with this event in Colac Otway Shire in the past.

Events applying to close the road are required to comply with a number of conditions, including providing social, economic and environmental benefits that outweigh the impact of the event on the affected communities. Event organisers are also required to inform the affected communities about the event and associated road closures well out from the event.

Council received a number of complaints regarding the 2015 AGF event from the community in regards to insufficient road closure notification of the event, some of this being consistent with known non-delivery of mail issues by Australia Post.

As a result of the feedback the community was formally invited to write to Council with feedback in regards to the AGF event. A survey was also made available on Council's website. The survey results together with correspondence received from the Apollo Bay Chamber of Commerce in regards to the AGF event were presented to Council in November 2015.

At the November meeting Council supported the 2016 AGF event, noting that the Apollo Bay Chamber of Commerce had provided a letter of support for the event with a number of changes to be made to the 2016 event. Changes to the 2016 event aimed to reduce the impact of road closures on local residents and maximise economic return to Apollo Bay and district.

3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

A Healthy Community and Environment

Actively connects and includes people of all ages and backgrounds and promotes a healthy and vibrant community life in a clean, safe and sustainable environment.

Our Goal:

Respect cultural differences, support a diverse range of healthy and creative activities, foster community safety and promote environmental sustainability.

4. ISSUES / OPTIONS

Reversal of the 2016 AGF event course

The Apollo Bay Chamber of Commerce and the Apollo Bay Health Foundation reported that the 2016 reversal of the AGF event course had not been successful for Apollo Bay. The reversal of the event course increased the closure time of the GOR from 5 hours (6.30am to 11.30am) to 6.5 hours (9am to 3.30pm) resulting in a longer closure with a later re-opening of the GOR. This impacted afternoon business trade and caused greater inconvenience to local residents needing to travel to work and family commitments.

The anticipated economic return from riders staying in Apollo Bay for the Medio Fondo (changed to start in Apollo Bay) did not eventuate, as riders were transported by bus from Lorne to Apollo Bay on the morning of the event. The Apollo Bay Chamber of Commerce and the Apollo Bay Health Foundation's feedback in regards to the course reversal is consistent with results from the 2016 AGF survey, where approximately 83% reported that the reversal of the AGF event course was not beneficial to them or their community and approximately 80% indicated that the reversal of the Medio Fondo was not beneficial to them or their community. Approximately 74% indicated that they were not supportive of the 2016 reversed event course for future events.

The AGF event organisers reported that the reversal of the course was successful from an events perspective with riders reporting enjoying the view on the decent down Skene's Creek Road and along GOR on the return to Lorne. AGF event organisers confirmed that there were fewer medical incidents with the reversed event course and that emergency services were supportive of the reversed course.

Victoria Police has confirmed that the reversed route (as per 2016) is their preferred route, noting a number of safety concerns in regards to the pre 2016 route including a number of near fatal cardiac events on Skene's Creek Road due to riders sprinting along GOR and then making the climb up Skene's Creek Road.

The Apollo Bay Chamber of Commerce and Apollo Bay and District Health Foundation were understanding of the safety concerns from Victoria Police, but stressed that with the increased impact on Apollo Bay and district from a longer closure and later re-opening of the GOR, there was urgent need for AGF to focus on bringing much improved social and economic return to Apollo Bay and surrounds to outweigh the impact of the closures.

5. PROPOSAL

Direction for the 2017 AGF event

The AGF event is in its final year of the three year period (2015 – 2017) of pre-approval to hold the AGF event on the GOR.

The Apollo Bay Chamber of Commerce and Apollo Bay and District Health Foundation have expressed a willingness to work with the AGF event organisers to improve the outcomes for Apollo Bay and district for the 2017 AGF event.

The Apollo Bay and District Health Foundation highlighted that in the past the Surf Coast Shire has had a significantly greater economic return from the AGF event and Apollo Bay the better economic return from the GOR Marathon. However, the GOR Marathon organisers are currently working

closely with the Surf Coast Shire to develop the Lorne end of the Marathon event in order to satisfy the GOR Closure Guidelines on the Surf Coast Shire's side. Apollo Bay needs to see a similar commitment from the AGF for the 2017 event in order to support the AGF event in the future.

The AGF event organisers responded positively to this feedback and a discussion followed in regards to how AGF could work with the community to ensure better social and economic outcomes for Apollo Bay and district for the 2017 event.

Council officers, the Chamber and the Foundation have made the AGF event organisers aware of perception challenges surrounding the AGF event, acknowledging that similar challenges had been present with the GOR Marathon in earlier years, but that the Apollo Bay and District Health Foundation and the Chamber had been able to work closely with the GOR Marathon event organisers and the community to turn this around.

The AGF has been informed that as well as economic return from the event, the Foundation would like to see a family focus for the 2017 AGF event with increased events and activities in Apollo Bay and family focused entertainment on the Apollo Bay foreshore.

The Health Foundation expressed a willingness to partner with the AGF event organisers for the 2017 event and provide volunteers for the AGF event if an attractive agreement with economic return to the Apollo Bay community could be agreed upon.

In the meeting with the AGF, the Chamber, the Foundation and Council officers it was agreed that the AGF would:

- Provide a proposal to increase social and economic benefit to Apollo Bay and surrounding communities for the 2017 AGF event. Three new Apollo Bay based AGF events were discussed, including two mountain bike events and a Family Fondo to be held in and around Apollo Bay.
- Increase activities on the Apollo Bay foreshore; including free children's activities; entertainment and Children's Bike Education Workshops.
- Enhanced activation at the Medio Fondo start line, enhanced spectator experience and safe bike parking facilities on the foreshore.
- Actively promote Apollo Bay as a family destination for the 2017 event.
- Investigate how to work with the Apollo Bay Health Foundation to source volunteers and provide direct economic return to Apollo Bay and surrounds.
- Provide an independently commissioned report outlining the economic benefits from the AGF event to the Colac Otway Shire.
- Provide a copy of the AGF International Marketing Report providing evidence of destination marketing of the Colac Otway Shire in the lead up to and post the AGF event.

6. FINANCIAL AND OTHER RESOURCE IMPLICATIONS

Economic return from the AGF event to Apollo Bay and district

In line with the GOR Closure Guidelines events closing the GOR are required to provide economic, social and environmental benefits that outweigh the impact of the road closures on the affected community. At the meeting the Apollo Bay Chamber of Commerce and the Apollo Bay and District Health Foundation reported that there is no overall economic benefits to Apollo Bay and district from the AGF event. The impact of the simultaneous closure of the inland route (Forrest/Skenes

Creek Road) and the GOR on a Sunday has a severe impact on trade in Apollo Bay, in that tourist buses cannot access town on what is normally one of their busiest days of the week. The closure of both the inland route and GOR also impacts local residents needing to travel to work and other commitments.

The feedback provided by the Chamber and the Foundation is consistent with the data from Council's AGF Survey where approximately 56% of those surveyed reported that the closures had a severe impact on them, with another 15% noting that the closures had a considerable impact. Approximately 68% of business operators indicated that trade was significantly down during the AGF event and approximately 70% of overall respondents reported that they did not think the AGF event delivered economic return to Apollo Bay. A number of survey respondents noted that the closure of both the inland route and the GOR at the same time was problematic for Apollo Bay in that it creates access issues.

The AGF appointed Urban Enterprise, specialist tourism and economic consultants, to undertake an independent assessment of the economic impact of the 2016 Amy's Gran Fondo using the Input-Output (I-O) analysis, a copy of the economic impact assessment is Attachment 1. The assessment draws on event data provided by the Amy Gillett Foundation and a post completion survey which was completed by 1312 event attendees.

In summary, the assessment found that:

- Total direct event expenditure in the GOR region was \$11.6m.
- Total number of event visitors was 13,750 - for each of the 5,500 event participants there was an average of 1.5 visitors not participating in the event.
- Expenditure per visitor in the region was \$849.
- 22% of participants undertook other activities whilst in the region.
- 91% of event attendees stayed in the region overnight with many extending their stay to more than 2 nights (8% - 4 plus nights, 21% - 3 nights, 35% - 2 nights, 27% - 1 night).
- The majority of participants stayed in Lorne (61%), 4% in Apollo Bay, 2% in Wye River, 1% in Kennett River, 0% in Forest, 0% in Separation Creek.
- The majority of attendees stayed in commercial accommodation with 30% staying with friends and relatives.
- AGF had an annual direct expenditure of \$429,000 in the GOR region.

If the AGF is successful in GOR closure EOI process (Refer separate Council report) this economic assessment provides important benchmark data against which the benefits to the Colac Otway Shire can be measured.

The AGF also commissioned Jump Media and Marketing to prepare a 2016 Marketing and Communications Post Event Report, the Overview of this report is included as Attachment 2. The report details the marketing and communications undertaken by the AGF, to promote the event, the budget for which was \$47,846. This included the production of a specific road closure brochure which communicated key messages to local residents and stakeholders and promoted the discounted family entry to Surf Coast and Colac Otway Shire residents and the Community Information Sessions prior to the event which were held in Wye River, Forrest and Apollo Bay.

The local CFA units were donated \$16,000 for volunteering their time for marshalling and manning water stations.

7. RISK MANAGEMENT & COMPLIANCE ISSUES

Specific risk management and compliance issues embedded within each event application are assessed on their individual merit. This forms a significant aspect of officers consideration of issuing a permit. The 2016 route has improved safety for event participants.

8. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

All events are assessed for their environmental, climate change and waste management considerations and external agencies are consulted where applicable. The AGF event had a \$5000 bond relating to litter on the 2016 circuit.

9. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected would be consult and include:

The table below is a summary of the 71 survey responses for the 2016 AGF event. The survey opened on 3 November and closed on 16 December 2016. The survey was undertaken by Council and made available on the Councils website and advertised on

Council's facebook page, in local news sheets (including Apollo Bay & Otway Light News Sheets) and distributed by electronic mail out to over 800 Colac Otway Shire Tourism and Business operators. A summary of the survey results is as follows:

Question relating to:	Responses:	Officer Notes
Location of respondent	<ul style="list-style-type: none"> • Approximately 53% from postcode 3233 (Apollo Bay, Marengo, Skenes Creek) • Approximately 19% from postcode 3234 (Kennett River, Wye River, Separation Creek, Wongarra and surrounds) • Approximately 12% from postcodes; 3242, 3243, 3236 (Birregurra, Barwon Downs, Forrest and surrounds) • Approximately 7% from 3249, 3250 (Colac) • Approximately 7% from 3223, 3224, 3228, 3232 (Bellarine, Torquay, Lorne and surrounds) 	The majority (72%) of respondents were from Apollo Bay and communities along the Great Ocean Road.
Business	<ul style="list-style-type: none"> • Approximately 63% of respondents were business owners/operators • Approximately 69% of businesses were 	The majority (93%) of businesses responses were from businesses located along the GOR (Apollo

	<p>from Apollo Bay and surrounds</p> <ul style="list-style-type: none"> • Approximately 21% of businesses were from Wye River, Separation Creek, Kennett River and surrounds • Approximately 3% of businesses were from Skenes Creek • Approximately 6% of businesses were from Forrest, Birregurra and surrounds 	Bay, Wye River & surrounds).
Road closure notification	<ul style="list-style-type: none"> • Approximately 71% of all surveyed received written notification about the event • Out of the 28% that did not receive written notification, the majority indicated that they were notified via other channels such as print media, radio, social media & road signage 	The majority of respondents were notified about the road closures.
Notification period	<ul style="list-style-type: none"> • Approximately 73% indicated that the 2016 AGF event gave sufficient notification • Approximately 26% indicated that the 2016 AGF event did not give sufficient notification 	The majority (73%) of respondents were satisfied that sufficient road closure notification had been provided.
Preferred notification period for future events	<ul style="list-style-type: none"> • Approximately 69% would like to see notification 10 weeks out from the event. • Approximately 22% supporting notification around 6 weeks. • Approximately 8% supporting notification around 8 weeks. 	There is support for road closure notification to go out around 10 weeks out from the event. 99% support at least 6 weeks notification.
Impact of road closures	<ul style="list-style-type: none"> • Approximately 56% indicated that the road closures had a major impact on them • Approximately 15% indicated that the road closures had a considerable impact on them • Approximately 14% indicated that the road closures had some or little impact on them • Approximately 14% indicated that the road closures had no impact on them 	<p>Main concerns raised for 2016 event:</p> <ul style="list-style-type: none"> - Increased road closure time on GOR - Drop in trade/business - Loss of income - Inconvenience - unable to travel to and from work/and other commitments.
Impact on business	<ul style="list-style-type: none"> • Approximately 68% indicated that trade was down • Approximately 2% indicated that trade was up • Approximately 27% indicated that trade was about the same 	The majority (68%) of business operators/owners indicated that trade was down during the AGF event.
Reversal of the AGF course	<ul style="list-style-type: none"> • Approximately 83% indicated that the reversal of the course for the 2016 event had not been beneficial • Approximately 74% indicated that they do not support this route again for the 2017 event • Approximately 80% indicated that the reversal of the course for the Medio Fondo had not been beneficial 	<p>Main concerns raised in regards to the 2016 reversal of the course:</p> <ul style="list-style-type: none"> - Increased road closure time on GOR and later re-opening of the GOR resulted in a drop in trade/business and greater inconvenience to residents who were unable to travel to work and other commitments

		- Concerns around access issues with the inland route - Skenes Creek/Forrest Apollo Bay Road being closed at the same time as GOR
Economic return	<ul style="list-style-type: none"> Approximately 70% indicated that they do not believe the event delivers an economic return to the region Approximately 29% indicated that they believe the event delivers an economic return to the region 	The majority (70%) of respondents indicated they believe the AGF event does not provide an economic return to the region
Support for the AGF event	<ul style="list-style-type: none"> Approximately 73% indicated that they do not support the event being held in the region Approximately 26% indicated that they support the event being held in the region 	The majority (73%) of respondents do not support the event

10. IMPLEMENTATION

Following the 2016 event a meeting was facilitated by Council in Apollo Bay, to provide an opportunity for the AGF event organisers and key stakeholders, including the Apollo Bay Chamber of Commerce and the Apollo Bay and District Health Foundation, to meet to discuss the event. As noted previously, in response to this meeting a proposal was received from the AGF event organisers proposing the following arrangements for the 2017 event;

- A CycloCross event to be held in Apollo Bay on Saturday 16 September utilising the beach and parklands on the foreshore. CycloCross is a form of bicycle racing and typically take place in the autumn and winter (the international or "World Cup" season is October–February), and consist of many laps of a short (2.5–3.5 km) course featuring pavement, wooded trails, grass, sand, steep hills and obstacles requiring the rider to quickly dismount, carry the bike while navigating the obstruction and remount. CycloCross events are generally enjoyed by competitors as well as spectators.
- Amy's Gravel Fondo – Apollo Bay, Sunday 17 September. A ride for mountain and cross bikes starting and finishing in Apollo Bay taking in the hills of the Otway Ranges. Not a hard core single track event but a gravel road based ride. NB – This event will be assessed separately based on further road closures in the hinterland of the Otways.
- Apollo Bay Family Fondo – 14km return to Paradise Valley on Sunday 17 September. A family based return ride on the Barham Valley Road, a scenic flat ride along the river valley. The ride will include a food stop at the turn around and free children's activities at Apollo Bay foreshore Sunday 17 September.
- AustCycle bike skills clinics in Apollo Bay, to be held on Sunday 17 September on the foreshore in conjunction with the Apollo Bay Family Fondo.
- Increased atmosphere and free family entertainment and activities on the Apollo Bay foreshore on Sunday 17 September including: BMX Stunt Riders, Climbing Wall, AustCycle bike skills clinic and other activities.
- Enhanced activation at the Medio Fondo start line, enhanced spectator experience and safe bike parking facilities on the foreshore.
- Agreement with the Apollo Bay and District Health Foundation to pay for volunteers.

Representatives from the Apollo Bay and District Health Foundation and AGF event organisers met again after the Health Foundation received the 2017 AGF proposal. The Health Foundation has confirmed that they are supportive of the 2017 AGF proposal and confident that they can facilitate the volunteers for the 2017 event; noting that the remuneration and arrangements for the volunteers are good.

The Apollo Bay Chamber of Commerce has confirmed that the Chamber are positive towards the 2017 AGF proposal and are willing to work with the AGF event organiser to further refine the proposed AGF events for Apollo Bay.

The Foundation and the Chamber have welcomed the effort made by the AGF event organisers in working with them to develop the 2017 proposal for the Apollo Bay end of the event and hope that the partnership between the AGF event and the Foundation will assist with community perception of the event. Both groups have noted that the new events are a positive step for Apollo Bay and surrounds, but that it remains to be seen if they are successful in attracting a significant number of riders and spectators to Apollo Bay. Simultaneous closure of the inland route and the GOR at the same time has major impact upon Apollo Bay and district residents and business, and closure of both can only be justified if there is significant social and economic return from the event.

11. CONCLUSION

While the feedback received from the community through the review following the event was unresponsive of the event, the Apollo Bay and District Health Foundation and Apollo Bay Chamber of Commerce have established a positive working relationship with the AGF to improve outcomes for the 2017 event. This is a similar approach successfully applied to the GOR Marathon.

In addition, whilst the economic assessment found the benefits to Colac Otway Shire were much less than those for Surf Coast Shire, the benefits to the region were significant. It is anticipated that the range of additional activities that will be centred in and around Apollo Bay will both increase economic return and bring additional social benefit to the area for the 2017 event.

12. RECOMMENDATION

Recommendation

That Council:

- 1. Note the review of the 2016 Amy's Gran Fondo event to support the process of the Event Application for Amy's Gran Fondo 2017 to proceed through the E Team compliance process in accordance with the current GOR Closure Guidelines.***
- 2. Supports Council officers continue facilitating negotiations with the Amy's Gran Fondo event organisers to enhance the social and economic outcomes for the Colac Otway Shire.***
- 3. Endorses a further review to be carried out of the Amy Gran Fondo 2017 event to assess the impacts of the new features introduced in Apollo Bay. This review would also include another survey of businesses and residents and be presented to Council.***

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# 2017 Amy's Gran Fondo

## Apollo Bay Additions/Proposals (subject to approvals)

January 2017

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### **1 Apollo Bay Family Fondo – 14km return to Paradise Valley Sun 17 Sep**

A family based out and back ride on the Barham Valley Road, a scenic flat ride along the river valley. Food stop at the turn around. Free childrens activities at Apollo Bay

### **2 AustCycle bike skills clinics in Apollo Bay**

To be held either Saturday and/or Sunday on the foreshore in conjunction with the Apollo Bay Family Fondo

### **3 Increased atmosphere and family entertainment in Apollo Bay Sunday**

- BMX stunt riders
- Climbing Wall

### **4 CycloCross Event – Apollo Bay Foreshore Saturday 16 Sep pm**

Cyclo Cross event held utilising the beach and parklands.

### **5 Amy's Gravel Fondo – Apollo Bay Sunday**

A ride for mountain and cross bikes starting and finishing in Apollo Bay taking in the hills of the Otway Ranges. Not a hard core single track event but a gravel road based ride.

### **6 Medio Fondo**

Additional activation around the start zone, Apollo Bay bike storage and improved transfer logistics to enhance the participant and spectator experience.

### **7 Volunteer Payment Program**

Work towards a 50/50 split between CFA and Apollo Bay and District Health Foundation for our volunteer payment program.

### **8 Marketing**

Include all Apollo Bay events into the marketing plan for Amy's Gran Fondo.

# 2016 AMY'S GRAN FONDO

ECONOMIC IMPACT ASSESSMENT

FEBRUARY 2017

AMY GILLETT FOUNDATION

Urban Enterprise Urban Planning / Land Economics / Tourism Planning / Industry Software

[www.urbanenterprise.com.au](http://www.urbanenterprise.com.au)

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## EXECUTIVE SUMMARY

### SUMMARY

Amy's Gran Fondo is one of Victoria's leading participatory cycling events. The 2016 event attracted 5,500 participants and an estimated 13,750 visitors to the Great Ocean Road Region.

The economic benefit from the event is strong, with most visitors staying overnight for more than two nights and around one third of participants travelling from interstate.

In addition, the 2016 event is held in September, which is an off-peak visitation period for the Great Ocean Road Region. This means that the vast majority of visitors are travelling specifically for the event and would have otherwise not visited the region. Economic benefits are derived from expenditure in the Great Ocean Road Region by participants and visitors to the event and expenditure by event organisers, the Amy Gillett Foundation.

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*The economic impact to the Great Ocean Road Region from the 2016 Amy's Gran Fondo is estimated at \$19.3 million in regional output and contributes 166 FTE jobs to the region.*

*The 2016 Amy's Gran Fondo had an economic impact to the State of Victoria of \$30.3 million in output and contributed 219 FTE jobs.*

---

### KEY FIGURES

|                                                                                      |                |
|--------------------------------------------------------------------------------------|----------------|
| Number of Event Participants (Cyclists)                                              | 5,500          |
| Total Event Visitors                                                                 | 13,750         |
| Expenditure in Region per Visitor                                                    | \$849          |
| Proportion of Visitors from Outside of Victoria                                      | 32%            |
| Total Direct Expenditure by Event Visitors in the Great Ocean Road Region            | \$11.6 million |
| Total Direction Expenditure by Amy Gillett Foundation in the Great Ocean Road Region | \$429,000      |
| Total Economic Impact – Great Ocean Road Region (Output)                             | \$19.3 million |
| Total Economic Impact – Great Ocean Road Region (Jobs)                               | 166 jobs       |
| Total Economic Impact – State of Victoria (Output)                                   | \$30.3 million |
| Total Economic Impact – State of Victoria (jobs)                                     | 219 jobs       |

# 1. INTRODUCTION

## 1.1. ABOUT THE ECONOMIC IMPACT ASSESSMENT

The Amy Gillett Foundation has appointed Urban Enterprise, specialist tourism and economic consultants to undertake an assessment of the economic impact of the 2016 Amy's Gran Fondo.

The economic impact assessment will provide an analysis of the total jobs and output generated for the Great Ocean Road Region and the State of Victoria.

The economic impact assessment considers expenditure in the region by event participants and their friends and family and the Amy Gillett Foundation in operating the event. The assessment draws on event data provided by the Amy Gillett Foundation and a post completion survey which was completed by 1312 event attendees.

Urban Enterprise has undertaken an economic impact assessment based on the input-output analysis framework. Input-Output (I-O) analysis is a widely used technique for estimating economic impacts of an activity in a region. It examines how the industry affects an economy through its linkages between all other sectors in the industry.

The economic impact assessment examines the total economic impact to the Gross Regional Output of the region. The analysis also assesses the level of Full Time Equivalent (FTE) employment generated as a result of the expenditure. FTE employment is the estimated number of annual full time equivalent jobs supported by the economic impact.

## 1.2. ABOUT AMY'S GRAN FONDO

The Amy Gillett Foundation has been operating Amy's Gran Fondo for six years.

The 2016 Gran Fondo, which is a UCI Gran Fondo World Series Qualifier is located in and around Lorne and Apollo Bay, included the following specific events:

- 120km Wiggle Amy's Gran Fondo;
- 45km Amy's Medio Fondo;
- 7km Family Fondo;
- Amy's Wall
- Amy's Otway Criterium; and
- Amy's Otway Tour.

The event occurred over the 10<sup>th</sup> and 11<sup>th</sup> of September in 2016 and being a two-day event encourages visitors to stay the weekend in the Great Ocean Road Region.

The event has been developed to suit a broad spectrum of riders from elite road racers to families.

The 2016 event attracted 5,500 registrations across all event categories.

The direction of the course was reversed in 2016 allowing an increase in the total race distance to 120km. This had two major outcomes, the first being increased safety for riders and the second being greater economic benefit for Colac Otway Shire by enabling the Medio Fondo to start in Apollo Bay.

FIGURE 1 120KM WIGGLE AMY'S GRAN FONDO



Source: Cycling Profiles – Wiggle Amy's Gran Fondo

## 2. REGIONAL TOURISM CONTEXT

### 2.1. GREAT OCEAN ROAD REGION

The Great Ocean Road Region, is one of Victoria's premier tourism destinations, located in South Western Victoria. The Great Ocean Road attracts over five million visitors per annum, including two million domestic overnight visitors, three million domestic daytrip visitors and 200,000 overnight domestic visitors.

The region includes several primary tourism destinations and is an iconic international location.

Primary destinations within the Great Ocean Road Region include:

- Torquay;
- Anglesea;
- Lorne;
- Apollo Bay;
- Port Campbell National Park;
- Warrnambool;
- Portland/Cape Bridgewater.

The Great Ocean Road is defined in the figure below and includes the Local Government Areas of Glenelg, Moyne, Warrnambool, Corangamite, Colac-Otway and Surf Coast.

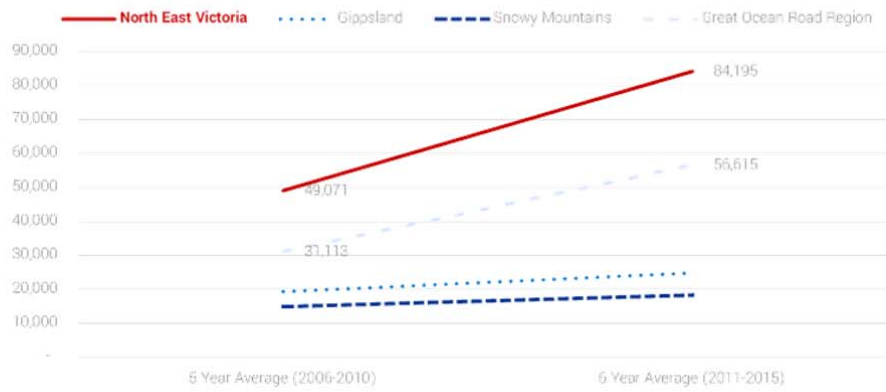
FIGURE 2 GREAT OCEAN ROAD REGION



Source: Remplan Map Builder

The Great Ocean Road region has experienced strong growth in cycle tourism, cycle visitors in the region have almost doubled from 31,113 in 2010 to 56,615 in 2016. This coincides with the period that Amy's Gran Fondo has been operating in the region and is obviously a strong driver of growth with over 5,500 participants in the ride alone. In addition to participation, the event also increases brand awareness and perceptions of the Great Ocean Road Region as a cycle destination and may encourage cycle visitation outside of the event period due to this.

**FIGURE 3** CYCLE VISITORS – GREAT OCEAN ROAD REGION



Source: National and International Visitor Survey, Tourism Research Australia, Compiled by Urban Enterprise

### 3. EVENT PROFILE

#### 3.1. OVERVIEW

This section provides an outline of Amy’s Gran Fondo event profile, including an overview of event participants, event visitors and expenditure.

#### 3.2. KEY EVENT STATISTICS

Based on information provided by the Amy Gillett Foundation and data collected from a participant survey, the following are key event statistics:

|                                                                 |                |
|-----------------------------------------------------------------|----------------|
| Number of Event Participants (Cyclists)                         | 5,500          |
| Total Event Visitors                                            | 13,750         |
| Expenditure in Region per Visitor                               | \$849          |
| Total Direct Expenditure by Event Visitors                      | \$11.6 million |
| Total Direction Expenditure by Amy Gillett Foundation in Region | \$429,000      |

#### 3.3. PARTICIPANT PROFILE

A survey was conducted post event completion of participants, which had over 1312 completed responses. The below profile utilises information from the survey conducted late in 2016.

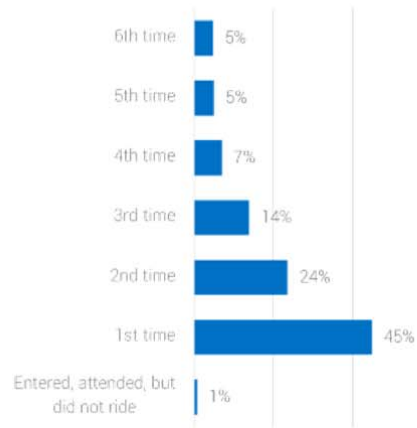
The large survey sample of participants provides a margin of error of 3.5% at the 99% confidence interval. This means that we can be 99% confident that the responses provided are within 3.5% of the actual results.

This represents a statistically significant sample.

#### PREVIOUS ATTENDANCE

More than half of the attendees of Amy’s Gran Fondo had attended previously. This highlights high satisfaction of attendees to the event, demonstrated by return visit.

FIGURE 4 NUMBER OF TIMES PARTICIPATED IN AMY’S GRAN FONDO

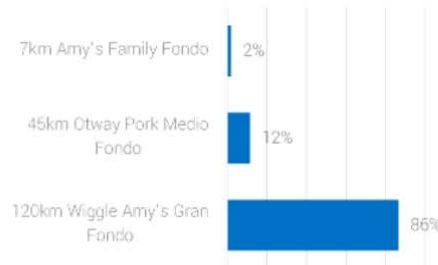


Source: Post Completion Survey, Amy Gillett Foundation

#### EVENT TYPE

The most popular event recorded by survey respondents was the 120 km Wiggle Amy’s Gran Fondo. 86% of respondents participated in this event.

FIGURE 5 ATTENDANCE BY EVENT TYPE



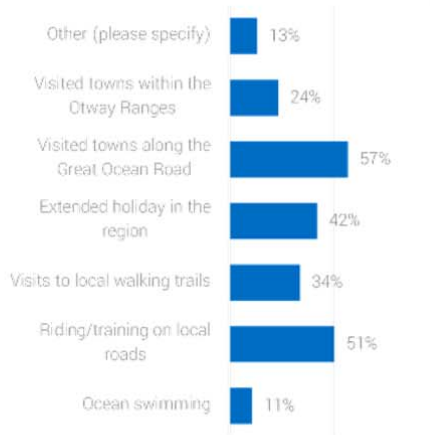
Source: Post Completion Survey, Amy Gillett Foundation

### OTHER ACTIVITIES

22% of Amy's Gran Fondo participants undertook other activities whilst in the region for the ride.

Key activities included visiting other towns in the region, additional cycling on local roads, walks and ocean swimming.

**FIGURE 6 OTHER ACTIVITIES UNDERTAKEN WHILST IN THE REGION**

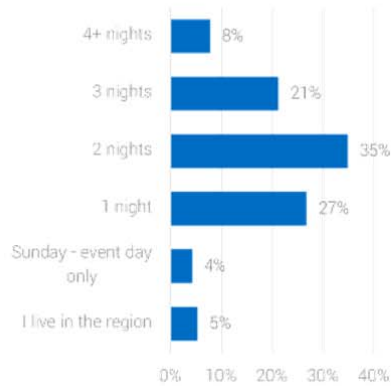


Source: Post Completion Survey, Amy Gillett Foundation

### NUMBER OF NIGHTS STAY

91% of event attendees stayed overnight in the region, with many extending their stay to more than 2 nights.

**FIGURE 7 NUMBER OF NIGHTS STAY BY PARTICIPANTS**



Source: Post Completion Survey, Amy Gillett Foundation

### TRAVEL PARTY

Travel parties for Amy's Gran Fondo were large, with only 10% travelling alone. There was quite a large spread in travel party sizes, with 22% travelling as a couple and 22% travelling with more than seven people.

The large travel party size is attributed to clubs and large recreational cycling groups travelling together for the event.

*The research shows that for every one participant there were on average an additional 1.5 visitors not participating in the event.*

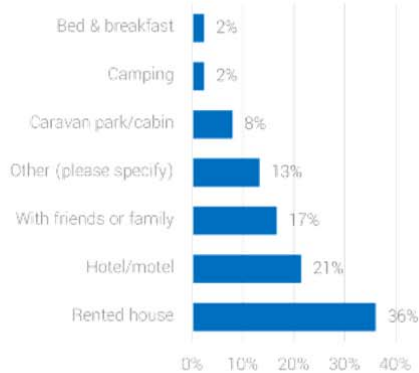
*Based on event attendance of 5,500, we can estimate that the number of non-participants were 8,250, meaning that the event generated a total of 13,750 visitors to the Great Ocean Road Region.*



### ACCOMMODATION TYPE

The clear majority of attendees who stayed overnight stayed in commercial accommodation with only 30% either staying with friends and relatives and in their own property.

**FIGURE 8** ACCOMMODATION OF PARTICIPANTS



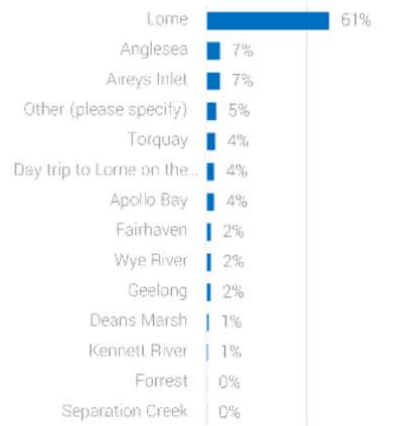
Source: Post Completion Survey, Amy Gillett Foundation

### LOCATION OF STAY

The clear majority of participants stayed in Lorne overnight (61%). The remaining 39% of visitors were stayed across the Great Ocean Road Region, including 2% who stayed in Geelong.

*The location of overnight stay with most visitors staying in the Great Ocean Road Region, confirms a strong flow on benefit of the event to the region, with accommodation and food expenditure likely to be generated within the Great Ocean Road Region.*

**FIGURE 9** LOCATION OF OVERNIGHT STAY



Source: Post Completion Survey, Amy Gillett Foundation

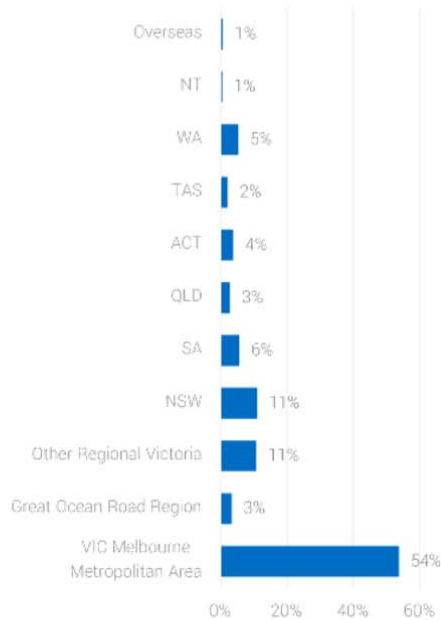
### VISITOR EXPENDITURE

The average expenditure per visitor is \$849 to Amy's Gran Fondo, this covers expenditure within the Great Ocean Road Region and includes travel, accommodation and food.

As a point of comparison, Urban Enterprise undertook a similar study for the Winton V8 Supercars Event, where average spend per visitor was \$483 per person. The higher yield from the Amy's Gran Fondo Event visitors is likely due to a longer length of stay, with some visitors staying more than four nights, a higher socio economic demographic and attraction of more visitors from outside the region, including interstate.

### ORIGIN OF PARTICIPANT

54% of participants reside in the Melbourne Metropolitan Area, with a further 11% from regional Victoria. The event has a high level of interstate attendance with 32% residing from outside of Victoria. An additional 1% reside overseas and 3% live within the Great Ocean Road Region.



### 3.4. AMY GILLETT FOUNDATION EXPENDITURE

The Amy Gillett Foundation has an annual expenditure for Amy's Gran Fondo of \$941,810. Of this \$429,400 is spent within the Great Ocean Road Region.

**TABLE 1** EXPENDITURE BY AMY GILLETT FOUNDATION IN REGION

| ITEM                                                | \$               |
|-----------------------------------------------------|------------------|
| AGF Programs                                        | \$4,820          |
| Catering                                            | \$41,131         |
| Communications and Technology                       | \$89,885         |
| Infrastructure and Logistics                        | \$77,443         |
| Marketing and Promotions                            | \$10,000         |
| Traffic Management                                  | \$76,827         |
| Accommodation                                       | \$38,689         |
| Meals                                               | \$2,425          |
| Vehicles                                            | \$15,712         |
| Venue                                               | \$7,984          |
| Workforce costs (including \$20,000 for volunteers) | \$26,984         |
| Electronic Signage Project Deans Marsh-Lorne Road   | \$37,500         |
| <b>Total AGF expenditure within the region</b>      | <b>\$429,400</b> |

Source: Amy Gillett Foundation

## 4. ECONOMIC IMPACT ASSESSMENT

### 4.1. DIRECT EXPENDITURE IMPACTS

Drawing on information collected from the Amy Gillett Foundation and a survey of 1,312 participants, the following provides a summary of direct expenditure, within the Great Ocean Road Region derived from Amy's Gran Fondo.

Amy's Gran Fondo generated \$11.67 million in direct expenditure within the Great Ocean Road Region in 2016. This includes expenditure for event development, management and operation and expenditure by event visitors.

**TABLE 2** DIRECT EXPENDITURE – GREAT OCEAN ROAD REGION

|                                                                  |                 |
|------------------------------------------------------------------|-----------------|
| Total Direct Expenditure by Event Visitors                       | \$11.6 million  |
| Total Direct Expenditure by the Amy Gillett Foundation in Region | \$429,000       |
| Total Direct Expenditure                                         | \$11.67 million |
| Total Direct Jobs Generated                                      | 119 Jobs*       |

*\*Jobs generated is provided through input-output modelling for the Great Ocean Road Region which has identified one tourism job (retail, accommodation, transport, hospitality sectors) per \$97,435 in direct expenditure.*

### 4.2. INDIRECT IMPACTS

#### INDIRECT IMPACTS – GREAT OCEAN ROAD REGION

Indirect expenditure has been estimated using input-output modelling which shows the flow on benefits within the Great Ocean Road Region of the direct expenditure above.

The flow on (indirect) benefits generated by Amy's Gran Fondo to the Great Ocean Road Region are estimated at \$7.7 million and 47 jobs.

**TABLE 3** INDIRECT EXPENDITURE – GREAT OCEAN ROAD REGION

|                               |                |
|-------------------------------|----------------|
| Total Indirect Expenditure    | \$7.70 million |
| Total Indirect Jobs Generated | 47 Jobs*       |

*\*Jobs generated is provided through input-output modelling for the Great Ocean Road Region which has identified one flow on job per \$161,511 in indirect expenditure.*

#### INDIRECT IMPACTS – VICTORIA

Indirect expenditure has been estimated using input-output modelling which shows the flow on benefits within the State of Victoria of the direct expenditure above.

The flow on (indirect) benefits generated by Amy's Gran Fondo to the State of Victoria are estimated at \$18.67 million and 100 jobs.

**TABLE 4** INDIRECT EXPENDITURE - VICTORIA

|                               |                 |
|-------------------------------|-----------------|
| Total Indirect Expenditure    | \$18.67 million |
| Total Indirect Jobs Generated | 100 jobs        |

*\*Jobs generated is provided through input-output modelling for the State of Victoria which has identified one flow on job per \$185,423 in indirect expenditure.*

### 4.3. TOTAL ECONOMIC IMPACT

#### TOTAL ECONOMIC IMPACT – GREAT OCEAN ROAD REGION

The 2016 Amy's Gran Fondo had a total economic impact to the Great Ocean Road Region of \$19.3 million in regional output and 166 FTE jobs.

**TABLE 5** TOTAL ECONOMIC IMPACT – GREAT OCEAN ROAD REGION

|                                                        |                |
|--------------------------------------------------------|----------------|
| Total Output (Direct and Indirect Expenditure)         | \$19.3 million |
| Total Jobs Generated (Direct and Indirect Expenditure) | 166 jobs       |

#### TOTAL ECONOMIC IMPACT – STATE OF VICTORIA

The 2016 Amy's Gran Fondo had a total economic impact to the State of Victoria of \$30.34 million in output and 219 FTE jobs. This is based on flow on impacts from expenditure within the State of Victoria.

**TABLE 6** TOTAL ECONOMIC IMPACT – STATE OF VICTORIA

|                                                        |                 |
|--------------------------------------------------------|-----------------|
| Total Output (Direct and Indirect Expenditure)         | \$30.34 million |
| Total Jobs Generated (Direct and Indirect Expenditure) | 219 jobs        |



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**ORDINARY COUNCIL MEETING  
OTWAY DISTRICT STRATEGIC FIRE MANAGEMENT PLAN 2017-2020  
OM172203-2**

|                           |                                                                                                 |                        |                                  |
|---------------------------|-------------------------------------------------------------------------------------------------|------------------------|----------------------------------|
| <b>LOCATION / ADDRESS</b> | Otway District                                                                                  | <b>GENERAL MANAGER</b> | Gareth Smith                     |
| <b>OFFICER</b>            | Stewart Anderson                                                                                | <b>DEPARTMENT</b>      | Development & Community Services |
| <b>TRIM FILE</b>          | F16/6678                                                                                        | <b>CONFIDENTIAL</b>    | No                               |
| <b>ATTACHMENTS</b>        | 1. Otway District Strategic Fire Management Plan 2017-2020 FINAL                                |                        |                                  |
| <b>PURPOSE</b>            | To present the Otway District Strategic Fire Management Plan 2017-2020 to Council for adoption. |                        |                                  |

### 1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

### 2. BACKGROUND

The current Municipal Fire Management Plan which covers Colac Otway Shire was adopted by Council in 2015. A new, more strategic fire management plan has been developed for an expanded area of the Otway District in collaboration with Surf Coast and Corangamite Shires.

In accordance with legal and policy requirements, Colac Otway Shire Council convenes a Municipal Fire Management Planning Committee as a sub-committee of the Municipal Emergency Management Planning Committee. Across Victoria, these committees are responsible for developing MFMPs and ensuring implementation of actions and monitoring effectiveness.

The new Otway District Strategic Fire Management Plan (the Plan) is attached as Attachment 1. The Plan takes an integrated, landscape scale approach to fire management, extending across the footprint of three shires and replaces the existing MFMPs of each municipality. The Plan describes how Council, fire agencies, relevant authorities and organisations collaborate and contribute to minimising the social, economic and environmental impact of significant fires within the Otway District across private and public land.

The Plan has been approved by the Municipal Fire Management Planning Committee and the Municipal Emergency Management Planning Committee for all three of the neighbouring municipalities. The Plan has been developed in accordance with the process prescribed by Emergency Management Victoria and meets the requirements of the *Country Fire Authority Act 1958*.

### 3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

#### **A Healthy Community and Environment**

Actively connects and includes people of all ages and backgrounds and promotes a healthy and vibrant community life in a clean, safe and sustainable environment.

*Our Goal:*

Respect cultural differences, support a diverse range of healthy and creative activities, foster community safety and promote environmental sustainability.

As outlined in this report, Council has a legal responsibility under the *Country Fire Authority Act 1958* to have a current version of the Plan in place.

#### **4. ISSUES / OPTIONS**

The responsibility for preparing, implementing and reviewing the Plan rests with Municipal Fire Management Planning Committees which are comprised of representatives from fire and land management agencies. It is Council's role to facilitate the preparation of the plan and to adopt the plan once it has been endorsed by the relevant committees. It is important to note however, that adoption of the Plan will not result in any additional responsibilities for Council. While the development of the Plan is facilitated by Council, the delivery of actions that flow from it are the responsibility of the Municipal Fire Management Planning Committees to manage and monitor in terms of effectiveness.

As previously stated, the Plan has been endorsed by the Colac Otway Shire Municipal Fire Management Planning Committee and the Municipal Emergency Management Planning Committee. It has also been reviewed by the Barwon South West Regional Fire Management Planning Committee and is being placed before each Council for adoption. Surf Coast Shire Council endorsed the Plan in January 2017 and Corangamite Shire Council will consider the Plan in March 2017.

The Plans purpose is to enhance integration, coordination and effectiveness of fire risk reduction and community fire safety activities across the three shires and across all fire management agencies, groups and communities. The Plan's development has been informed by a robust risk analysis and identifies a set of strategic directions which will guide the development of annual work plans targeted at achieving the eleven objectives. This new, more integrated approach will help the committees work more collaboratively across the Otway District to better manage the risk of fire that does not respect municipal boundaries.

The Plan does not operate in isolation. It is part of a planning framework which guides fire management at the State, Regional, Landscape and Municipal level. It accords with the direction set through related plans and policies (as detailed within the body of the Plan), applying and adapting relevant elements at a District scale.

The new Plan is a strategic level document which provides strategic directions. As part of the development of this Plan, a prioritised list of actions was prepared for each strategic direction. This document is referred to as the Work Programming Guide within the body of the Plan. Further development of the Work Programming Guide will be undertaken following adoption of the Plan; each Municipal Fire Management Planning Committee will determine its own priorities and accountabilities for delivery of actions to achieve the strategic directions of the Plan.

Under the adopted planning model and in accordance with its strategic directions, this Plan is part of a tiered approach to fire management planning; one strategic plan across the three Shires provides higher-order objectives and directions, and this is coupled with a suite of future subsidiary plans. Key amongst those is the development of community based township bushfire safety plans for high risk towns. These township plans are a critical component of the overall planning framework and will take fire management planning to a local level where agencies and councils will work in partnership with communities to understand the local fire risks, and identify local solutions to local problems.

#### **5. PROPOSAL**

To adopt the Otway District Strategic Fire Management Plan 2017 to 2020.

## 6. FINANCIAL & OTHER RESOURCE IMPLICATIONS

Financial implications for Council directly associated with adoption of this plan are minimal as there are few accountabilities for Council – it requires the development of work plans for each Municipal Fire Management Planning Committee along with the development of identified subsidiary plans. However, it does establish expectations for delivery of actions, once these are determined. It is important to note that this plan is a multiagency plan and therefore delivery accountabilities will be spread across a number of agencies. A key platform of this Plan is interagency collaboration, including the direction of fire risk resources to the achieving the greatest risk reduction benefit. Council currently funds a range of fire risk reduction works through existing Council funds and through grant funds allocated by the State Municipal Emergency Resource Program which is shared across the three Councils.

## 7. RISK MANAGEMENT & COMPLIANCE ISSUES

Authority for this Plan is derived from the *Emergency Management Act 1986* and from the *Country Fire Authority Act 1958*. The Plan incorporates the requirements for municipal fire management planning as prescribed in the Emergency Management Manual Victoria (EMMV) as well as that for municipal fire prevention planning required by the *Country Fire Authority Act 1958* (section 55A). The EMMV applies the provisions of the *Emergency Management Act 1986* which states that a municipal emergency management planning committee must give effect to any direction or guideline issued by the Minister.

The Plan is prepared and endorsed in accordance with the guidelines in Section 6a of the Emergency Management Manual Victoria (EMMV), which includes direction on municipal fire management planning committees, suggested terms of reference, the planning process, content of the plan, endorsement and audit procedures. In addition, the State Bushfire Plan 2014 describes the role of Municipal Fire Management Planning Committees which are responsible for developing and publishing Municipal Fire Management Plans, along with ensuring implementation of the actions detailed in the plans, and monitoring the effectiveness of those actions.

## 8. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

There are no environmental impacts resulting from the Plan. The Plan prescribes that protection of high value environmental and cultural assets and ecosystem resilience must be a feature of any fire management work.

## 9. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected in this case would be informing the general public and engaging key agencies directly in the Plan's implementation. Engagement for the development of this Plan has been undertaken primarily through the Project Steering Group, and the Municipal Fire Management Planning Committees of the Colac Otway Shire, Surf Coast Shire and Corangamite Shire. The engagement associated with developing the Plan has been focused on agencies participating in the Municipal Fire Management Planning Committee.

The Project Steering Group was comprised of representatives of the following organisations:

- Department of Environment, Land, Water and Planning
- Country Fire Authority – Districts 6 and 7

1.

- Victoria Police



- VicRoads
- Department of Health and Human Services
- Parks Victoria
- Corangamite Shire
- Colac Otway Shire
- Surf Coast Shire

2.

It is important to note that it is Council’s role to facilitate the preparation of the Plan and to adopt it once endorsed by the relevant committees. Council is not being recommended to put the document on exhibition for a six week period to seek public comment. While the development of the Plan is facilitated by Council, the delivery of the actions that flow from it are the responsibility of the Municipal Fire Management Planning Committees to manage and monitor. Therefore, the general community would have a limited ability to contribute to the Plan. However, the general community’s input will be very valuable for developing plans at the township level. As a result a comprehensive community engagement program will be developed and implemented when the agencies undertake bushfire planning in high risk towns. This will ensure that people living in high fire risk towns are directly involved in developing fire plans that identify local solutions to local problems.

## 10. IMPLEMENTATION

Subject to the Plan is adopted, the Municipal Fire Management Planning Committee and the Municipal Emergency Management Planning Committee will be advised and the document will be placed on the Council website and made publicly available.

## 11. CONCLUSION

The existing Colac Otway Municipal Fire Management Plan has been reviewed in accordance with the process prescribed by Emergency Management Victoria. The review was undertaken by the multi-agency Municipal Fire Management Planning Committees for Colac Otway, Corangamite and Surf Coast Shires to enable the development of a more strategic fire management plan that covers a broader landscape which has a shared fire risk. All relevant committees from the three municipalities have endorsed the Otway District Strategic Fire Management Plan 2017-2020, as attached, for referral to Council for adoption. A decision by Council to adopt the new Plan will ensure Council meets its legal/policy responsibility to have an endorsed fire management plan.

## 12. RECOMMENDATION

### Recommendation

#### *That Council:*

- 1. Adopt the Otway District Strategic Fire Management Plan 2017-2020 to come into effect on 1 April 2017 for a period of three years.***
- 2. Place the new Otway District Strategic Fire Management Plan 2017-2020 on the Council website and circulate the document to all members of the Municipal Fire Management Planning Committee and Municipal Emergency Management Planning Committee.***

~~~~~

Strategic fire management plan

Otway District 2017 – 2020

Shires of Corangamite, Colac Otway and Surf Coast



Version Control Table

Version	Release Date	Author	Changes
1.0	4 November 2016	Cheryl Nagel and Peter Ashton	First complete working draft of plan for review of Steering Group
1.1	9 November 2016	Cheryl Nagel and Peter Ashton	Draft refined throughout and provided to Project Control Group for review
1.2	10 November 2016	Cheryl Nagel and Peter Ashton	Draft updated to include Project Control Group direction and provided to members of all three MFMPs for review and endorsement, specifically: <ul style="list-style-type: none"> • Moved aim and objectives to front • Reduced section on vulnerable people • Created new section of strategic direction headlines from action table • Minor text refinement
1.3	11 November 2016	Cheryl Nagel and Peter Ashton	Actions removed from document with strategic directions headlines retained, under direction of project control group. Other minor updates.
1.4	15 November 2016	Cheryl Nagel and Peter Ashton	Minor adjustments following further direction of the project control group. Submitted to each MFMP and MEMPC for endorsement.
1.5	21 November 2016	Cheryl Nagel and Peter Ashton	Minor adjustments to incorporate MFMP and MEMPC review, minor editing and formatting improvements. Submitted to the Barwon South West Regional Fire Management Planning Committee for review
2			
3			

Front cover photograph – Fire approaching Wye River on Christmas day 2015; Andrew Hack

Context statement

This is the first version of a strategic fire management plan across the three Otway Shires. It replaces and supersedes the Municipal Fire Management Plans of Corangamite Shire, Colac Otway Shire and Surf Coast Shire which all have an expiry date of March 2017.

Comments on this Plan are welcome and should be sent to:

Otways Bushfire Planning Collaboration
c/- Surf Coast Shire Council
PO Box 350 Torquay Vic, 3228

Or otwaybushfireplanning@surfcoast.vic.gov.au

Map of the planning area



Figure 1 The three shires that make up the Otway District and which constitute the planning footprint; their location in south west Victoria

Foreword

This Strategic Fire Management Plan for the Otway District fire risk landscape advances integrated fire management across the footprint of the Corangamite, Colac Otway and Surf Coast Shires. It describes how Councils, fire agencies, relevant authorities, groups and communities will share the responsibilities, and work together to reduce fire – risk, impacts, consequences and increase resilience. Taking a risk-based approach, the Objectives and Strategic Directions of this plan assist in treating current fire risks and also mandate the future development of subsidiary plans that get to the real detail of risk management and mitigation at township scale.

This plan is quite different to the three municipal fire management plans that it replaces. The plan is aspirational, describing what we would ideally like to achieve with fire management over the long term, while understanding that it will take some time to achieve. The plan has a defined term of three years; however the vision for this plan stretches well beyond. This approach will ensure a continuum, short and long term, of the many varied risk treatments required to meet the challenges faced by a fire risk landscape with a history of numerous, and sometimes destructive fires in bushland, grasslands, peri-urban and structural environments.

The plan focusses on enhanced collaboration between agencies, and with communities; it embeds ways for community aspirations to influence fire management and at the same time build greater community resilience. Many objectives and actions of the plan can only be achieved through agencies and communities working more closely together regardless of land tenure and traditional agency delineations.

A robust landscape risk analysis is employed by this plan which underpins its content. The plan seeks to ensure finite agency and community resources are allocated to best effect – to address the highest risks and achieve the best possible results for all of our communities. The plan seeks to foster cooperative learning and development and to then effectively apply learnings to achieve greater risk reduction and more resilient communities.

The responsibility for Fire Management Planning, including implementation at Municipal level is legislatively vested in Municipal Fire Management Planning Committees. These committees recognise the need for shared planning, shared learning and shared responsibility in order to get meaningful results for our communities in this fire prone landscape.

In commending this plan to the attention of all agencies and communities affected by it, I acknowledge the substantial works and efforts already undertaken in the furtherance of fire risk management in the Otway region and look forward to working cooperatively toward giving effect to this plan to reach even greater and safer outcomes for us all.

Mark Gunning

Chair, Steering Group – Otway District Strategic Fire Management Plan

Authorisations and endorsements

In authorising this plan, each Council adopts elements of the plan that pertain to that Council only.

This plan was adopted by each Council in partnership with the committees described in below:

Plan adopted by **Council**:

Corangamite Shire Council
.....

Colac Otway Shire Council
.....

Surf Coast Shire Council
24 January 2017

Plan endorsed by each **Municipal Fire Management Planning Committee**:

Corangamite Shire, date
17 November 2016

Colac Otway Shire, date
14 November 2016

Surf Coast Shire, date
14 November 2016

Plan endorsed by each **Municipal Emergency Management Planning Committee**:

Corangamite Shire, date
21 November 2016

Colac Otway Shire, date
17 November 2016

Surf Coast Shire, date
21 November 2016

Plan reviewed and endorsed by **Barwon South West Regional Fire Management Planning Committee**

Andrew Morrow
Chairperson

28 November 2016
Date

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Introduction

Overview

This Strategic Fire Management Plan for the Otway District (the Plan) extends across the footprint of the three Shires – Corangamite, Colac Otway and Surf Coast. It describes how agencies and councils will work together and with communities to reduce fire risk, impacts and consequences and to build community resilience.

The Otway District is recognised as being one of the highest bushfire risk areas in Australia and the world (Bradstock 2010). The factors that make up that risk include: extensive and highly flammable vegetation, rugged terrain and occasional extreme weather, combined with the proximity of houses to the bush, the nature of house construction and limited road access. Traversing the three Shires, the Otway ranges are a key bushfire risk and a regional priority for risk management (Barwon South West Regional Fire Sub Committee 2016)

Fire has long been a part of the Otway District landscape. As history shows, there is considerable potential for devastating bushfires¹, and effective management of that risk is needed to minimise bushfire impacts.

Figure 2 Victoria's Black Thursday 1851; Oil on canvas by William Strutt 1864



Within the three-shire footprint, this plan describes how agencies involved in fire management will work together, and with communities to achieve more effective fire risk reduction and help communities become safer and more resilient.

In the context of a thorough understanding of landscape risk and the benefits of integrated risk mitigation, this plan predominantly focusses on reducing fire risk for private and municipal land and assets within towns and on the wildfire interface. It also addresses risk to critical infrastructure and community values. Taking a risk based approach, this plan promotes shared responsibility for planning and action. While bushfire is the major risk addressed in this plan, structural and chemical fire risk are considered to a lesser extent.

¹ The term bushfire is used throughout this plan to describe wildfire in grasslands, heathlands, woodlands and forest.

Plan purpose and aim

The *purpose of this plan* is to enhance integration, coordination and effectiveness of fire risk reduction and community fire safety activities across the three shires and across all fire management agencies, groups and communities.

Through this enhancement, the aim and objectives of this plan will be more effectively achieved.

The *aim of this plan* is to reduce the risk to life and community values from the threat of fire, and facilitate the development of resilient and fire adapted communities which have an increased capacity to recover from fire.

About this plan

Planning for the three Shires together acknowledges that while each Shire has unique attributes, there are some commonalities in landscape and fire risk. It recognises that bushfires and grassfires in this district can and do cross municipal boundaries. Planning for the district will enhance the integration, coordination and effectiveness of bushfire risk reduction activities across the landscape and across emergency management agencies; that it is achievable is an acknowledgment of the maturity of the partnerships developed between the councils and agencies.

It is intended that this Plan recognise and provide guidance to the extensive work already undertaken in fire management and planning across the three shires, but not duplicate it. Its role is to enhance integration, coordination and effectiveness of fire management and planning.

Key parts of this Strategic Fire Management Plan define its [purpose, aim and objectives](#), and describe the [strategic directions](#) to outline how agencies will work together and with communities to deliver the plan.

Fire management prescriptions are provided at three scales:

- landscape
- township
- household/ property.

Four themes are used to group objectives, directions and actions:

- safer communities,
- enhanced protection of assets,
- better sharing of knowledge, responsibilities and resources
- impacted communities recover and thrive.

This plan has been built on a detailed examination of the bushfire risk across the District, and a much less developed understanding of what communities' value and want to protect. Delivery of this plan will help fill that knowledge gap so that the future development of subsidiary plans and reviews of this plan can be better informed and targeted to meet community needs.

This Plan is part of a tiered approach to fire management planning; one strategic plan across the three Shires provides higher-order objectives and directions, and this is coupled with a suite of future subsidiary plans – to be developed with communities – that get to the detail of township risk, risk mitigation and community bushfire resilience.

Authority and term

This Strategic Fire Management Plan meets all of the requirements for a Municipal Fire Management Plan (MFMP) and fulfils the requirements for a Fire Prevention Plan for each Shire. It replaces the

former Municipal Fire Management Plans of each. This plan constitutes a landscape bushfire strategy as described in the State Bushfire Plan 2014, and is a sub-plan of each Shire's Municipal Emergency Management Plan.

The plan has been prepared under the provisions of the *Emergency Management Act 1986* (Section 20)² and *Country Fire Authority Act 1958*³. The Emergency Management Manual Victoria (EMMV), which applies the provisions of the Emergency Management Act 1986, provides for an Emergency Management Planning Committee to appoint a Fire Management Planning Committee. The Fire Management Planning Committee then takes responsibility for the preparation of the Municipal Fire Management Plan, and for monitoring, review and reporting on the delivery of that plan. Fire Management Planning Committees have been appointed for all three Otway District shires.

This Strategic Fire Management Plan – Otway District has been prepared and endorsed in accordance with the guidelines provided in the EMMV, which includes guidance on municipal fire management planning committees, suggested terms of reference, and the planning process, along with content of the plan, endorsement and audit procedures. This Plan constitutes a sub plan of each Council's Municipal Emergency Management Plan.

This plan will extend for three years from the date it is adopted by each Council.

Plan development

The responsibility for preparing Fire Management Plans rests with Municipal Fire Management Planning Committees (MFMPs), which consist of representatives from fire and land management agencies including DELWP, Parks Victoria, CFA, Local Government, Victoria Police, VicRoads, water authorities and DHHS. Taking an innovative approach, the MFMPs of each of the three Otway District Shires agreed on a new model for municipal fire management planning, resulting in one strategic fire management plan being produced for the three shires (Figure 3). This new model for planning was supported by relevant emergency management agencies and committees.

The three MFMPs established one Steering Group to oversee the development of the plan, with membership drawn primarily from the Committees. Data for the risk analysis was sourced primarily from DELWP, the Councils and the ABS. Risk analysis for the plan was undertaken by Council and DELWP staff, and drafting of the plan was undertaken by Council staff funded through the State Government Municipal Emergency Resource Program.

Development of the purpose, aim and objectives and directions/actions

Development of the purpose, aim and objectives and directions/actions for this Strategic Fire Management Plan was guided by the Project Steering Group⁴ and informed by a program logic exercise undertaken by that Group. The aim, objectives and directions/actions of this plan have been developed to reduce the risk, impacts and consequences of fire on important community values and assets. As our understanding of priorities for protection increases and the detailed understanding of the nature of the risk

² The Emergency Management Act 1986, prescribes that Councils must appoint an Emergency Management Planning Committee and must have a Municipal Emergency Management Plan. Under the Emergency Management Manual Victoria (EMMV) – which applies the provisions of the Emergency Management Act 1986 – specific hazard plans can be developed as sub plans to the Municipal Emergency Management Plan where the hazard is deemed a priority risk.

³ Under the Country Fire Authority Act 1958, Councils must have a fire prevention plan, and for councils within the Country Area of Victoria, a fire management plan prepared in accordance with the EMMV is deemed to satisfy the requirements for a municipal fire prevention plan.

⁴ The Project Steering Group consists of members nominated from the Municipal Fire Management Planning Committees of each of the three shires and includes the project team.

to values grows, the plan objectives and actions will be refined. Often this refinement will be described in subsidiary plans, such as township bushfire safety/resilience plans.

Relationship with other planning

This plan does not operate in isolation – it is nested within a planning framework which guides fire management at the State, Regional, Landscape and Municipal level. It accords with the direction set through related plans and policies listed below and indicated in figure 3, applying and adapting relevant elements at a District scale. It will contribute towards achieving the broader aims and objectives of these related documents. Key guidance or support applied to this plan includes:

- **Safer Together** – (Department of Environment Land Water and Planning 2016). This Victorian Government Policy seeks to ensure that fire and land management agencies partner with locals to find the most effective mix of actions to reduce bushfire risks and impacts for communities across private and public land in the highest risk areas.
- **Barwon South West Regional Strategic Fire Management Plan 2016** (Barwon South West Regional Fire Sub Committee 2016) states that its primary aim is to protect human life from the risk of fire (p3), and identifies a further aim to continue to develop greater community led planning and community resilience.
- **Barwon Otway Strategic Bushfire Management Plan 2015** (Department of Environment and Primary Industries 2014) explains the risk-based, public land fuel management strategy DELWP will use to minimise the impact of major bushfires on people, property, infrastructure and economic activity, while maintaining and improving the resilience of natural ecosystems. Working with communities and stakeholders to understand what they want to protect is a feature of this plan.
- **State Bushfire Plan 2014** (Emergency Management Victoria 2014) states that the objective of all bushfire management activities in Victoria is to reduce the impact and consequences of bushfire on human life, communities, essential and community infrastructure, the economy and the environment.
- **Victorian Emergency Management Reform White Paper 2012** (State Government of Victoria 2012) gives priority to building community resilience and community safety.
- **Emergency Management Manual Victoria** guides the preparation of municipal fire management plans.
- **Municipal Emergency Management Plans** of the three Shires.
- Former **Municipal Fire Management Plans** of the three Shires have been reviewed and valuable actions which are either incomplete or ongoing in nature have been carried over to the new plan.

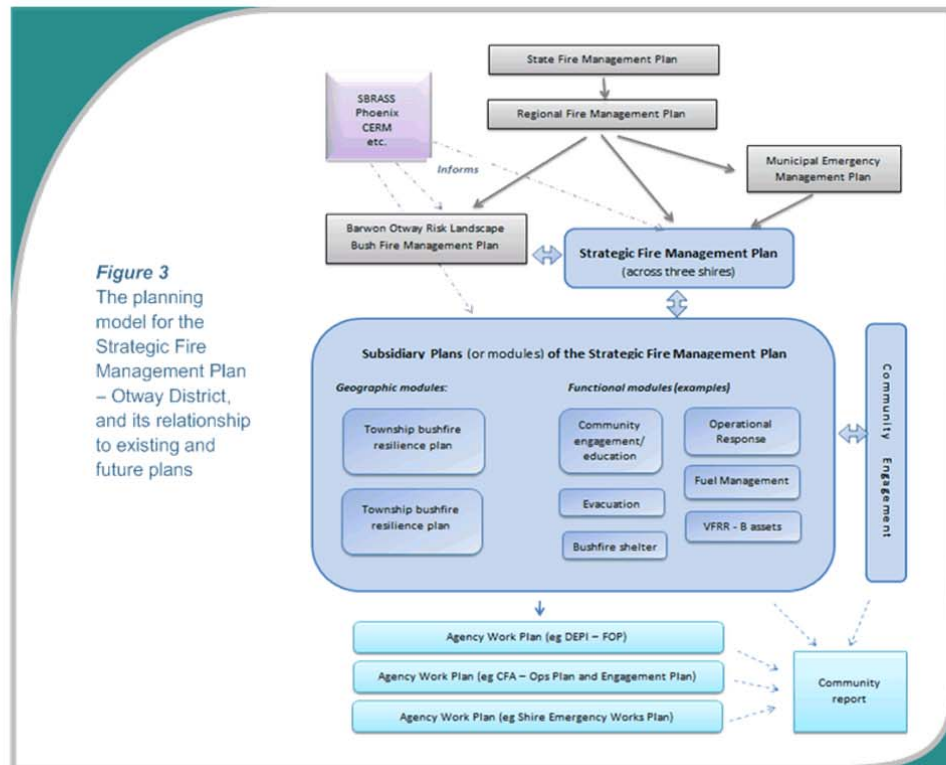
The planning model takes a tiered approach; the strategic plan provides higher order objectives and strategic directions, and this is coupled with a suite of subsidiary plans that get to the detail of township risk, risk mitigation and community bushfire resilience.

Subsidiary plans

This strategic plan gives direction for the future development of subsidiary plans, such as township bushfire safety/resilience plans for high risk communities which are a critical component of the overall planning framework. These local plans seek to foster greater community involvement and ownership, acknowledging that the building of trust and partnerships through the process of developing a plan can be more valuable than the produced plan. Community based bushfire planning at the township and settlement scale involves agencies and specialists work in partnership with communities to identify *what*

is important to protect and *how* community values will be protected. This approach takes fire management planning to a new level. It emphasises the need to both plan and work together, and empowers communities to make informed decisions on bushfire risk. It is community based planning at the township and settlement scale that can achieve the greatest bushfire risk reduction and community benefit.

Figure 3 outlines the planning model and its relationship with other plans – current and future.



Special relationship with the Barwon Otway Strategic bushfire management plan

In 2014, the Department of Environment and Primary Industries (now the Department of Environment, Land, Water and Planning (DELWP)) released the Barwon Otway bushfire risk landscape Strategic bushfire management plan which primarily outlines the fuel management strategy DELWP delivers on public land to minimise the impact of major bushfires on people, then environment, property and economic activity (Department of Environment and Primary Industries 2014). In that plan, the DELWP has assessed that fuel management undertaken on public land has brought the overall bushfire risk to Otway towns down from a notional 100% to about 65% – this remaining risk is termed the residual risk.

The Otway District Strategic Fire Management Plan is a sister plan to the Barwon Otway plan, but with a smaller footprint⁵ It primarily focuses on reducing the residual risk through targeting works in townships and at the wildfire interface, protecting critical assets and working with communities.

⁵ DELWPs Barwon Otway strategic bushfire management plan includes the local government areas of the City of Greater Geelong and the Borough of Queenscliffe

Working with communities, this Plan considers risk reduction on private and municipal land, in the context of that done on public land. In this way it can be considered a mirror image of DELWP's plan. Ultimately, it is envisaged that future revisions of each plan could combine them into one.

Risk analysis within both plans draws heavily on the intensive bushfire modelling work undertaken by DELWP across the Barwon-Otway risk landscape. Using Phoenix⁶ Rapidfire bushfire simulation software, some 10,000 simulated fires were modelled across the landscape and the data analysed to inform the township risk rating within this plan. More detail on the risk analysis is provided in the section on the [risk based planning approach](#).



Relationship with statutory planning – planning overlays that consider fire

Councils have mapped Bushfire Prone areas throughout each Shire and have updated the Planning Schemes to include Bushfire Management Overlays. These maps can be found at <http://services.land.vic.gov.au/landchannel/jsp/map/PlanningMapsIntro.jsp>

Other planning overlays apply to various parts of the State that may influence fire management. The overlays and their conditions apply to all authorities and organisations and it is advisable that fire suppression agencies assist their members to become familiar with those that influence fire suppression management in the Otway District. For the information of Incident Controllers or Incident Management teams these overlays and the conditions that they may apply can be found on the Department of Environment Land, Water and Planning website at:

<http://planningschemes.dpcd.vic.gov.au/schemes/corangamite>

<http://planningschemes.dpcd.vic.gov.au/schemes/colacotway>

<http://planningschemes.dpcd.vic.gov.au/schemes/surfcoast>

⁶ Phoenix RapidFire is a sophisticated bushfire simulation tool developed by Melbourne University, DELWP and the Bushfire CRC and used to model bushfire risk in Victoria. Phoenix uses information about weather, topography, vegetation and fire history to simulate (and predict) the spread and impact of bushfires. It helps us to understand bushfire behaviour – including flame height, ember density, spotting distance, convection column strength and intensity. – See more at: <http://www.delwp.vic.gov.au/safer-together/science-and-technology#sthash.7YiRiIR.dpuf>

Governance and approval process

The MFMP Committees of Corangamite, Colac Otway and Surf Coast Shires established one multi-agency and multi-shire Steering Group to guide the development of the Plan, and the Steering Group reported back to the MFMP Committees. The project governance and approval model for this plan is shown in Figure 5.

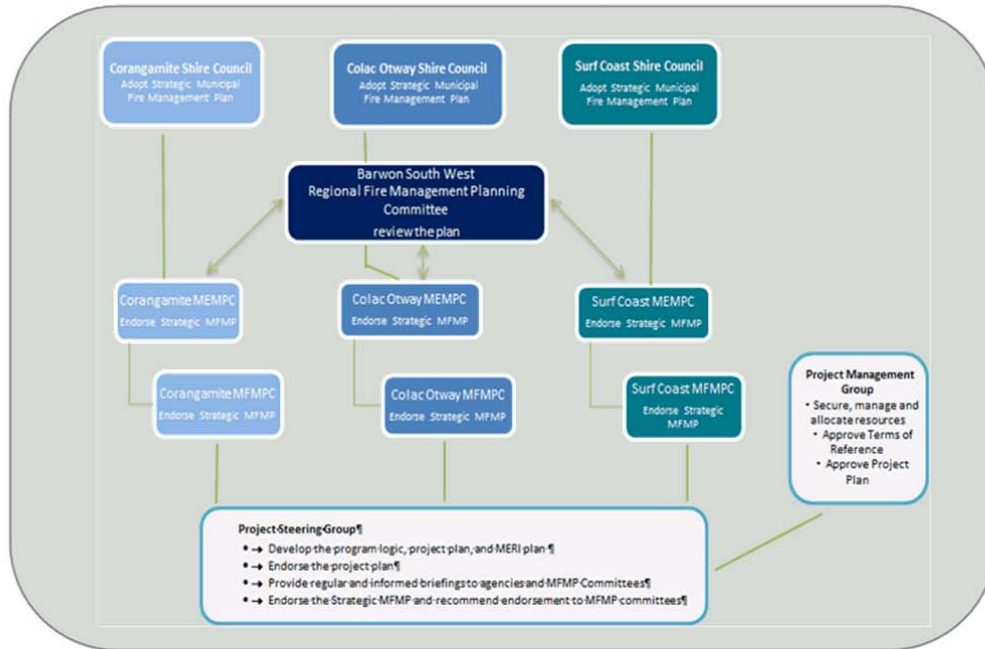


Figure 5 Governance and approval model for the development of the Strategic Fire Management Plan

Approvals

The Plan has been endorsed by the plan Steering Group, the three multiagency Municipal Fire Management Planning Committees and the Municipal Emergency Management Planning Committees of each of the three Shires. The plan has also been reviewed by the Barwon-South West Regional Fire Management Committee and has been adopted by each of the three Councils.

Engagement process

Engagement for the development of this plan has been undertaken primarily through the Project Steering Group, and the Municipal Fire Management Planning Committees of the Surf Coast Shire, Colac Otway Shire and Corangamite Shire. The Steering group is comprised of representatives of the following organisations:

- Department of Environment, Land, Water and Planning
- Country Fire Authority – Districts 6 and 7

- Victoria Police
- VicRoads
- Department of Health and Human Services
- Parks Victoria
- Corangamite Shire
- Colac Otway Shire
- Surf Coast Shire

The Municipal Fire Management Committees for each Shire are responsible for the development and implementation of this plan, and have been engaged throughout the process from the model concept, the project plan preparation and approval, and the drafting and development of this plan.

Extensive community engagement at the township level will be undertaken in the preparation of the township bushfire safety/resilience plans, which are subsidiary plans to this. Township plans will adopt the principles of community based planning and as such will maximise community empowerment in determining what communities want to protect and how community values will be protected.

The engagement associated with this plan has been focused on agencies participating in the MFMPC. Community engagement will more meaningful at the township level and a comprehensive engagement program will occur in the future preparation of township plans.

A draft of this plan is available for comment on the website of each Council:

- Corangamite Shire – <http://www.corangamite.vic.gov.au/index.php/emergency>
- Colac Otway Shire – <http://www.colacotway.vic.gov.au/My-property/Fire-and-emergencies>
- Surf Coast Shire – [http://www.surfcoast.vic.gov.au/My_Community/Emergencies and Safety](http://www.surfcoast.vic.gov.au/My_Community/Emergencies_and_Safety)

Objectives of this plan

The aim and objectives of this plan must be read in conjunction with the plan purpose and aim.

Plan Purpose: enhance the integration, coordination and effectiveness of fire risk reduction and community fire safety activities across the three shires and across all fire management agencies, groups and communities.

Plan Aim: reduce the risk to life and community values from the threat of fire, and facilitate the development of resilient and fire adapted communities which have an increased capacity to recover from fire.

As with all plan development work, some plan objectives can be partly achieved through the process of developing the plan (particularly those which focus on collaboration), but many objectives can only be achieved through plan implementation. In the case of this strategic plan, some objectives can only be fully met through the development and implementation of the identified subsidiary plans as described in the plan [strategic directions](#).

The objectives of this plan seek to protect that which is recognised as important in the context of fire risk. Successful delivery of the strategic directions and actions of this plan will achieve these objectives.

The 11 objectives of this plan are grouped under four themes, acknowledging that many objectives relate to more than one theme:

- safer communities,
- enhanced protection of assets,
- better sharing of knowledge, responsibilities and resources
- impacted communities recover and thrive.

In delivering these objectives this plan recognises that it is starting from a well-developed base; agencies and communities have already progressed many of these objectives, and this plan is about supporting, continuing and enhancing that work as well providing some new directions.

Safer communities

1. Reduce the residual risk to life and communities from the threat of fire in the Otway district landscape through a focus on risk in townships and settlements, at the wildfire interface, and for important community assets, road corridors, critical infrastructure and the regional economy. In undertaking this task:
 - a. priority will be given to identified high bushfire risk communities and vulnerable people in each Shire,
 - b. communities will help identify the values and assets which are important to protect,
 - c. informed community appetite for risk and risk mitigation measures will drive the approach,
 - d. a shared responsibility model will be applied.

2. Assist communities to better understand their bushfire risk, including the nature of that risk and available mitigation options, so they can make informed decisions about their response.
3. Facilitate the development of bushfire resilient communities and fire adapted townships – which are both less impacted by fire and have better capacity to recover.

Enhanced protection of assets

4. Ensure priority is given to the protection of designated critical assets and assets and values identified by communities as important to protect.
5. Contribute to reducing impacts of bushfire on the regional economy, including regional tourism and the Great Ocean Road, and agricultural and manufacturing enterprises and assets.
6. In undertaking bushfire works including planning, fire preparedness, response and recovery activities, be cognisant of and avoid or minimise impacts on cultural values, high value environmental assets and ecosystem resilience and functioning.

Better sharing of knowledge, responsibilities and resources

7. Strengthen and build the partnership approach between agencies and with communities so that agencies and communities are working together and are better connected.
8. Build community and agency capacity to reduce risk, increase resilience and recover from impacts.
9. Learn from each fire event, increase our fire knowledge and improve pathways for that knowledge to inform community and agency decisions and actions for fire management (reduce the gap in knowledge and its application).
10. Ensure resources are targeted to the range of actions that deliver the most effective results in reducing risk and facilitating the development of resilient and bushfire adapted communities (or simply, in achieving the aim and objectives of this plan).

Impacted communities recover and thrive

11. Support and enhance existing recovery planning and processes and strengthen linkages between fire management and fire recovery.

About the planning area

Overview

For the purposes of this plan, the combined area of the Shires of Corangamite, Colac – Otway and Surf Coast shires is known as the Otway District. Located in the south west of Victoria, the District occupies a footprint of over 9,400 square kilometres, with Corangamite Shire accounting for 4,400, Colac–Otway Shire 3,400 and Surf Coast Shire 1,560, and this constitutes the footprint of this plan. Together, the three shires have a population of some 62,541 people.

Figure 6
The Otway District
planning footprint



Table 1 Land area and population of each Shire in 2016

Shire	land area	population
Corangamite	4,407 sq km	15,671
Colac Otway	3,433 sq km	21,000
Surf Coast	1,569 sq km	25,870

Landscape

The Otway District encompasses a rich tapestry of natural and cultural values which are the backbone of a vibrant regional lifestyle and economy. From the extensive fertile grasslands of the volcanic plains and the unique Stony Rises, to the forests, woodlands and heathlands of the Otway ranges and the iconic coastline, there is outstanding natural diversity and wealth. For thousands of generations Aboriginal people have occupied the area creating this cultural landscape, often shaping the landscape through the use of fire.

Significant features of the District include:

- The iconic coastline from Torquay to Peterborough with its sandy beaches, rocky headlands, estuaries and bays, and the internationally renowned cliffs and stacks of the 12 Apostles.
- Internationally and locally significant Indigenous cultural values; including landscapes, places, artefacts and songlines, extending back some 60,000 years and through to the present day.
- The tourism icon of the Great Ocean Road and the coastal holiday towns from Torquay to Port Campbell including Aireys Inlet, Lorne, Wye River, Apollo Bay and Cape Otway
- Productive agricultural land supporting forestry, cropping, grazing, dairy and niche agriculture.
- National Parks including the Great Otway National Park and Port Campbell National Park, protecting landscapes, cultural values and important native species and communities of plants and animals, while providing visitors and locals with valuable nature based recreation experiences.
- Waterways and estuaries, including internationally significant wetlands and valuable rivers and streams.
- The nationally significant Victorian Volcanic Plains – expansive volcanic plains, scoria cones and ephemeral wetlands supporting important and threatened grassland communities, and providing productive agricultural land.
- Lake Corangamite – the largest natural lake in Victoria.
- The impressive Otway Range – with its rivers, gorges and waterfalls and extensive remnant forests, interspersed with picturesque townships and settlements.



Figure 7
Cliffs and sea stacks of
the Port Campbell
coastline

(photo:
<http://visit12apostles.com.au>

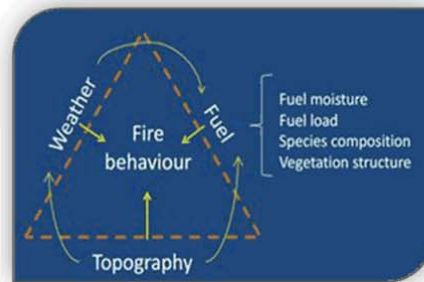
Environment

Environmental factors have a substantial influence on bushfire behaviour, which, in turn influences the bushfire risk; these are:

- **Vegetation** (fire fuel) – amount, type and availability to burn – including fuel flammability (ignitability, combustibility and sustainability), moisture content, structure, arrangement, height and connectivity,
- **Topography** – elevation, aspect, slope, terrain ruggedness and influences on aridity,
- **Climate and weather** – including temperature, relative humidity, wind speed and direction and atmospheric instability, along with underlying conditions (such as long term dryness) and the timing of weather events such as wind changes.

The nature of these factors and how they interact place a significant proportion of the Otway District in an extreme risk category for bushfire.

Figure 8
The bushfire
behaviour
triangle



Vegetation

The District is home to spectacular and high value native forests, woodlands, heathlands and grasslands. Large areas of the District support agricultural and horticultural enterprises including grazing, cropping and forestry.

Forested vegetation extends across some 25 percent of the District, commonly in large tracts on and around the Otway ranges and foothills, extending from Bellbrae in the east to Port Campbell in the west. Heathlands are scattered through foothills of the ranges and in patches along the coast, and notably in the dryer environment around Anglesea and the wetter area around Carlisle River.



Figure 9
Wet forests of the
Otway Ranges

(photo:
Parks Victoria)

Dry eucalypt forests and woodlands are generally found at the foothills of the range and interspersed between heathland areas. The District also contains numerous plantations, consisting mainly of introduced pine and blue gum, which are generally located in wetter environments. Wet eucalypt forests, through to rainforests are generally found along the central part of the main ridge through the Otways, and in associated gullies and south facing slopes. Patches of forested areas also occur away from the main association and some of these will have a bearing on fire risk for some settlements.

Extensive grasslands and cropping land dominate in the north and west, and the south west is home to one of the State’s most productive dairying areas – the Heytesbury, established through clearing of forest under a former soldier settlement scheme. Grasslands including native, grazing and cropping lands make up about 70% of the district and for the majority of its range is located north of the forested lands.

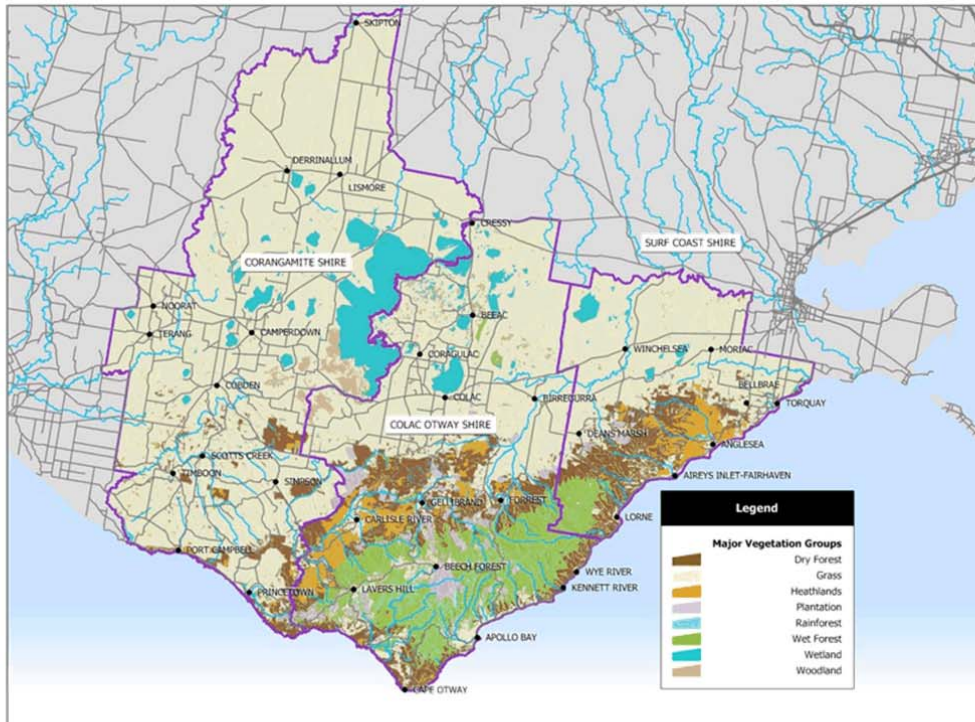


Figure 10 Major vegetation groups of the Otway District

Distinctive bushfire risk profiles are associated with the different vegetation types across the District. From the dry heathlands in the east, to the woodlands and wet forests of the central and western Otway ranges, and to the extensive grasslands beyond – the three Shires share a number of similar environmental features. This in turn, presents corresponding similarities in the bushfire risk profiles. Notably, this part of Victoria is considered amongst the highest bushfire risk areas in Australia and internationally (Bradstock 2010).

Topography

The ranges, rising to a height of near 600 metres at Mount Sabine, predominantly have distinct north and south facing aspects, which are dissected by numerous ridges and gullies. The main ridge of the range becomes less distinct in its northwest and westerly extent where the land is characterised by undulating country, where the landform is characterised by broad areas of basalt plains that are occasionally dissected by low valleys and interspersed with extinct volcanoes. These fertile volcanic plains support high value native grasslands, and large areas have been modified and developed into productive grazing and cropping land.

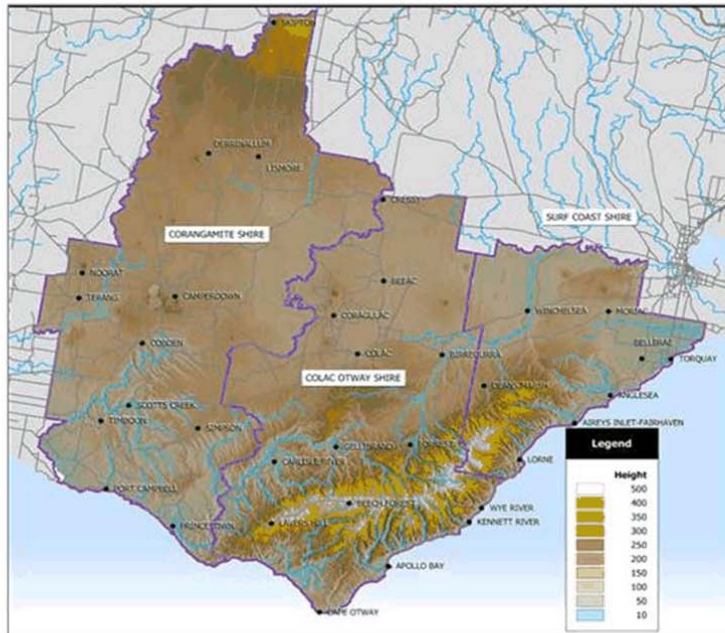


Figure 11
Elevation within
the Otway District
– height (m)
above sea level

District elevation
highlighting the
distinctive Otway
Range and
foothills, and
showing the
volcanic plains.

Terrain has a significant influence on bushfire behaviour and risk. Not only does it influence the type of vegetation occurring and its moisture content, terrain ruggedness can provide extra energy for a bushfire, and long uphill fire runs can be associated with increased fire spread and intensity, along with the potential for unusual fire behaviour and ember storms.

Figure 12
Stony Rises



Rainfall

Rainfall of the district shows similar variation to the topography. The area of highest rainfall receives approximately 2,000mm annually, and this occurs in the highest parts of the range near Lavers Hill. The annual average rainfall then drops away to the north and east of the ranges and reduces to below 500mm in some areas. As you move west from the main part of the range into the undulating country the rainfall remains relatively high in the 800 – 1000 mm range.

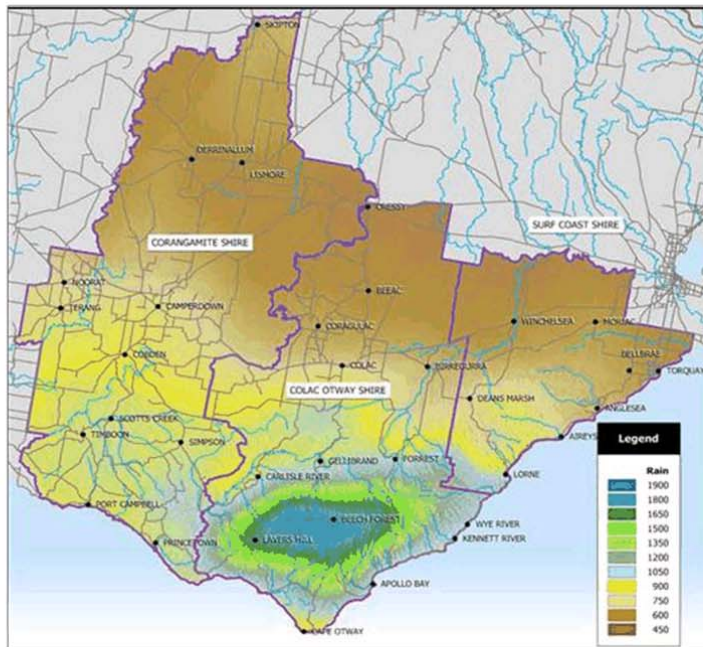


Figure 13
Annual rainfall
(mm)

Environmental influences on fire behaviour and risk

It is this complex make up of vegetation, terrain and weather that plays a major part in defining the fire risk in the Otway District. An understanding of these factors contributes to defining the risk environment across the landscape and for each settlement or towns and also plays an important role in determining which management strategies will be most valuable.

Figure 14 Wye River- Jamieson Track fire suppression

photo
Andrew Hack



People and demographics

In understanding fire risk and determining the best range of actions to reduce that risk, it is important to understand relevant aspects of the people of the District. There are a number of human factors that can both increase and decrease fire risk. In this section, we look at those elements that have a bearing on bushfire risk.

Population

The population of the region is forecast to grow from around 65,000 in 2015 to 84,000 in 2036; nearly 20,000 more permanent residents.

Table 2 Population across the District in 2016 and forecast to 2036

Population						
	Population Density (persons per hectare)	Census 2011 Population	Population 2015 *	2026	2036	Total change
Surf Coast Shire	0.17	25,874	28,941	36,381	43,763	+17,088
Colac Otway Shire	0.06	20,343	20,255	22,280	23,725	+2,918
Corangamite Shire	0.04	16,370	15,671	16,485	16,594	+68
3 Shires		62,587	64,867	75,146	84,082	
Victoria						

Source: .id Consulting Profile, based on ABS Census 2011 * Australian Bureau of Statistics Cat.3128

Dwellings and households

Around one third of all dwellings in the region are not permanently occupied; in Surf Coast shire this is 42%. Additional bushfire risk is associated with this pattern of residency. Part time residents of the District may find it difficult to access the education and engagement programs offered by agencies and councils to help people understand reduce their risk. Further, the work required to maintain properties at an optimal bush risk standard can be more challenging if people visit infrequently.

Table 3 Comparison of the number of dwellings and households across the three shires, where households are those with permanent residents.

Dwellings and households					
	Dwellings	Households	Average household size	Unoccupied dwellings	
				No.	% of all dwellings
Surf Coast Shire	16,671	9,632	2.6	7,000	42.0
Colac Otway Shire	11,320	8,179	2.4	3,092	27.3
Corangamite Shire	7,674	6,401	2.4	1,224	16.0
3 Shires	35,665	24,212		11,316	31.7
Victoria			2.6		10.8

Source: .id Consulting Profile, based on ABS Census 2011

Visitation and part time populations

Part time populations are significant in the district including holiday home residents, seasonal visitors, event populations and day trippers. During peak visitation periods, the overnight population of Surf Coast Shire is estimated to increase to over 85,000 and Colac Otway Shire to around 48,600. This does not include day trippers to the area. Some coastal towns experience an 8 fold increase or more in numbers over the holiday season, which also coincides with the fire danger period – for example, Aireys Inlet and Wye River.

This large seasonal population increase can result in significant challenges for emergency management. Township facilities, including roads, can be over-capacity, and in the event of a fire, any evacuation is likely to involve very larger numbers of people on a very limited road network, which could easily become blocked. While some regular visitors to the district may have a good understanding of bushfire risk with effective plans in place to reduce that risk, most will not.

Table 4 Peak overnight population for Surf Coast, Colac Otway and Corangamite Shires, 2013/14

Area	Permanent Population 2013	Population Holiday Homes	Population Caravan Parks, Cabins & Camping Sites	Population Hotels, Motels, Apartments, Units & B&Bs	Peak Overnight Population	Permanent to peak multiplier
Total Surf Coast Shire	27,920	39,989	14,065	3,435	85,409	3.1
Total Colac Otway Shire	20,452	17,420	8,730	1,960	48,562	2.4
Corangamite Shire	15,971	13,061	4,543	10,789	44,365	2.7

Source: Economic Indicators Bulletin, City of Greater Geelong, 2013 prepared for G21 Councils (Surf Coast and Colac Otway shires), and Corangamite Shire

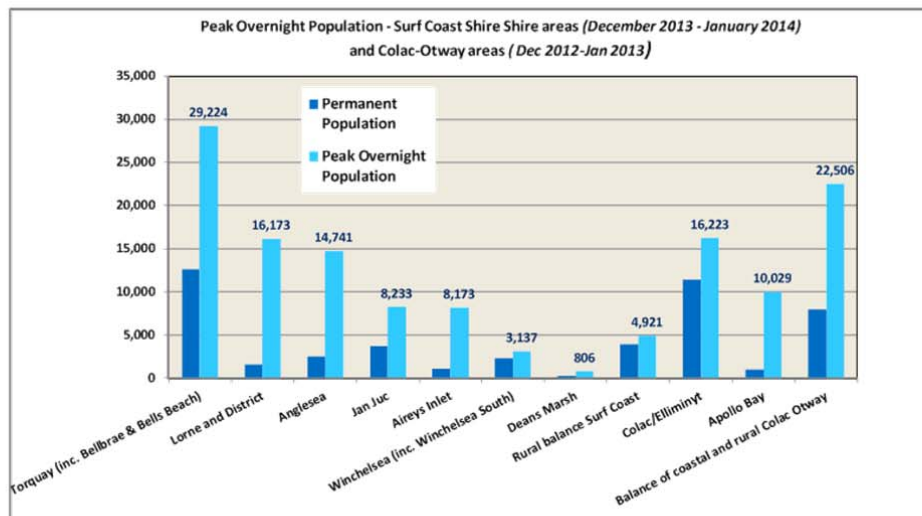


Figure 15 Peak overnight population for selected towns in the Surf Coast and Colac Otway Shires

Demographics of fire risk of susceptible populations

It is well recognised that dealing with an emergency such as a bushfire is very demanding, and when people in this situation, need to provide support to others, the success of dealing with the emergency can be significantly compromised. Young people, some older people and people with disabilities require extra support during an emergency. Disadvantaged people may also be at greater risk.

There are around 11,000 people aged 65 years and over living in the region currently and this number will nearly double by 2036. There are also more the 3,000 households with children under 15 years of age.

Table 5 Summary of age characteristics for the three shires

Age characteristics									
	Median Age	Population 65 years and over, 2011		Population 65 years and over, 2036		Children under 15 years		Households with young children (under 15 years)	
		No.	%	No.	%	No.	%	No.	%
Surf Coast Shire	40	3,760	14	10,049	23	5,535	21.4	1,970	20.5
Colac Otway Shire	42	3,853	19	5,776	24	3,855	19.0	1,160	14.2
Corangamite Shire	43	3,147	19	4,752	29	3,409	20.8	990	15.5
3 Shires		10,760		20,577		12,799		3,130	
Victoria	37		14				18.7		16.8

Source: .id Consulting Profile, based on ABS Census 2011

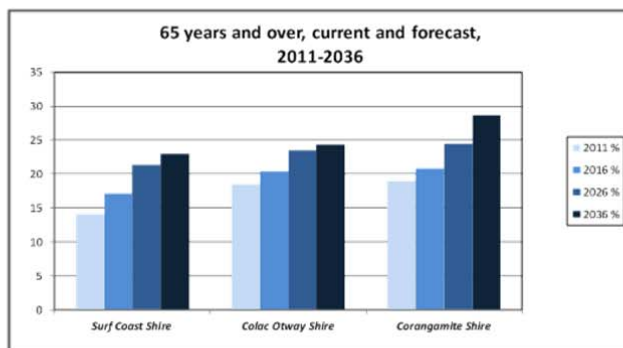


Figure 16 The increase in the number of people over 65 years forecast to 2036

Current and forecast age structure for the Otway District shires, 2011-2036

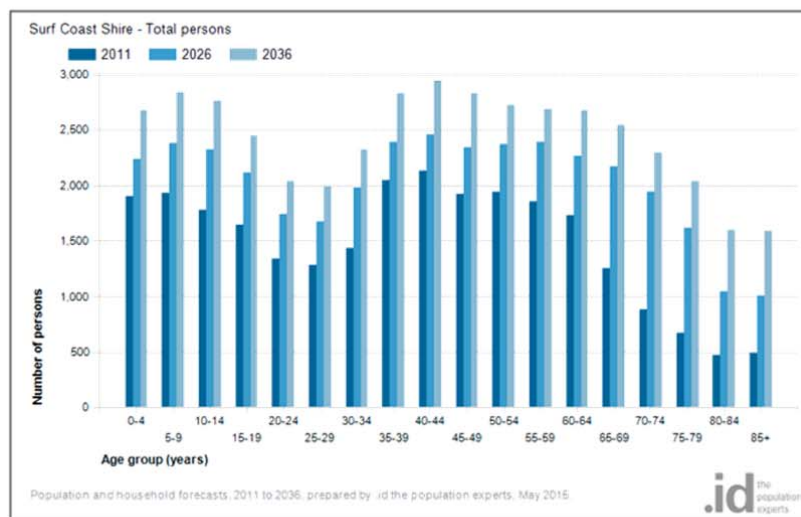


Figure 17 Surf Coast Shire forecast age structure – 5 year age groups

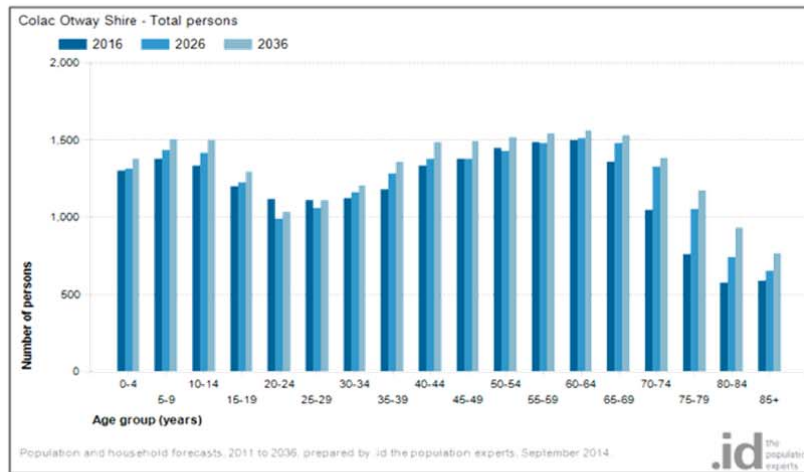


Figure 18 Colac Otway Shire forecast age structure – 5 year groups

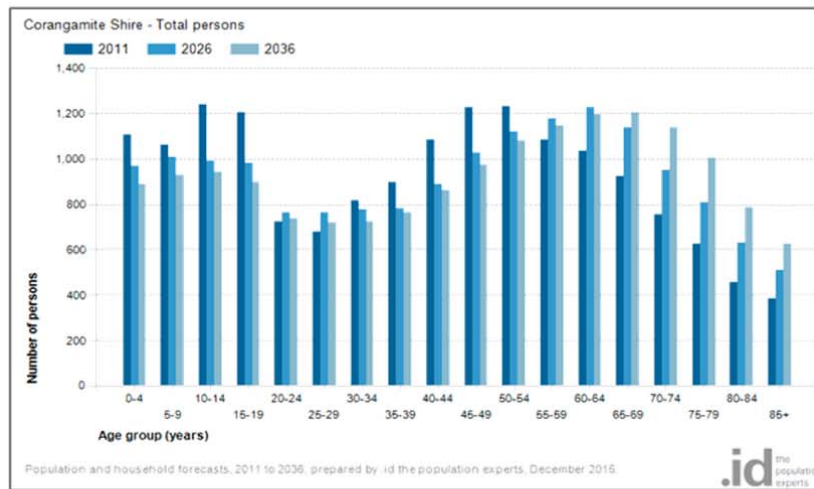


Figure 19 Corangamite Shire forecast age structure – 5 year age groups

Table 6 Disadvantage and need for assistance characteristics across the three shires

Key characteristics									
	Need for assistance		SEIFA index of disadvantage	Households with no internet connection		Households with no car		No qualification	
	No.	%		No.	% of all hc	No.	%	No.	%
Surf Coast Shire	869	3.4	1067	1,419	14.7	296	3.1	7,430	36.5
Colac Otway Shire	1225	6.0	965	2,382	29.1	525	6.4	8,494	51.5
Corangamite Shire	900	5.5	986	1,923	30.0	319	5.0	7,035	54.2
3 Shires	2994			5,724		1140	4.7	22,959	46.1
Victoria			1010		19.1		8.3		43.9

Source: .id Consulting Profile, based on ABS Census 2011

Vulnerable people

The Department of Health and Human Services (DHHS) is the designated lead agency to improve the safety of vulnerable people in emergencies by supporting emergency planning and preparedness (State of Victoria 2015). The DHHS Vulnerable people in emergencies policy (State of Victoria 2015) encourages personal and community emergency planning for vulnerable people because they are likely to require more time or assistance to respond safely to emergencies. The policy defines a vulnerable person as "someone living in the community who is frail, and/or physically or cognitively impaired; and unable to comprehend warnings and directions and/or respond in an emergency situation" (State of Victoria 2015).

The policy prescribes that where there is recognised bushfire risk, specific bushfire planning should be undertaken in addition to basic personal emergency planning, and that funded agencies have a responsibility to support vulnerable people to undertake this planning. Other agencies and groups also support vulnerable people. For example the Red Cross has developed a range of resources to assist emergency preparation, including materials targeting seniors and people with a disability – <http://www.redcross.org.au/emergency-resources.aspx>.

Councils have a further role to maintain a register of vulnerable people and to maintain a list of local facilities where vulnerable people are likely to be situated, (State of Victoria 2015). The Municipal Emergency Management Plan of each Council contains further information on support to vulnerable people in each shire.

Susceptible people

In addition to people who are recognised as vulnerable and possibly included on the vulnerable people register, this District also has a large number of people who are more susceptible to bushfire risk. These include tourists and visitors, older and younger people, people from non English-speaking backgrounds and those that are disadvantaged. The scale of susceptible people is described in the earlier sections on demographics, and it is considerable. The risk analysis undertaken for this plan incorporates an assessment of susceptibility for each locality. The objectives, directions and actions acknowledge this challenge and provide specific approaches to reduce risk for susceptible people and for facilities that support susceptible people.

Figure 20 Lorne Beach
December 2015
– view of the convection
column of the Wye River-
Jamison Creek bushfire

Of note, many beach-goers
do not appear to be
responding to the
approaching fire threat.

Image by Sal Buchanan,
Permission pending



Case Study – Fairhaven; changing demographics, changing bushfire risk

This case study examines the implications of township and demographic changes on bushfire risk

We often look to the past to give us an understanding of what may happen in the future, and this approach has been used to explore some aspects of bushfire risk for coastal communities of the surf coast.

In 1983, the Ash Wednesday bushfires destroyed some 700 houses between Lorne and Anglesea. While it is possible that a similar fire could again impact these coastal towns, it is useful to understand that the towns have changed since 1983 and there is potential for bushfire impact to be considerably greater.

In this case study we look at the settlement of Fairhaven and how changed demographics and town planning have altered the risk profile. While Fairhaven has been selected in this instance, several towns along the surf coast have experienced similar changes and parallels can be drawn.

Key bushfire risk factors explored in this example include:

- number and density of houses,
- distance of houses to the bush, and
- proximity of houses to each other.

Overall increase in the number of houses

At the time of the Ash Wednesday fires, there were some 200 houses in Fairhaven, and by 2016 this number increased to over 500. Figure 21 shows this increase in the number and density of houses in Fairhaven.

The extra risk associated with having more houses, a higher population, and the potential for increased house loss is self-evident. However two other factors play an important role in bushfire and house loss in this town.



Figure 21 Dwellings in Fairhaven following Ash Wednesday fire

Red dots indicate houses that were burnt during the Ash Wednesday fire of 1983 and yellow dots indicate houses that remained intact. Blue dots represent houses that have been built since 1983, which are in addition to the houses re-built on the red-dot sites.

Distance between houses and the bush

The distance from a house to the bush is a key bushfire risk factor. Using the house loss ratios experienced in Fairhaven from the 1983 fire as they relate to the distance of a house to the bush, a theoretical house loss potential was developed for current house locations. This helps us consider the bushfire risk implications of an increased number of houses in close proximity to the bush.

Figure 21 and figure 22 (over page) show the change since 1983 in the number of houses in Fairhaven located in close proximity to the bush. Figure 2 compares the number of houses lost in Ash Wednesday to the potential for house loss today under a similar fire situation, assuming all other risk factors are equal with conditions that existed in the Ash Wednesday fire.

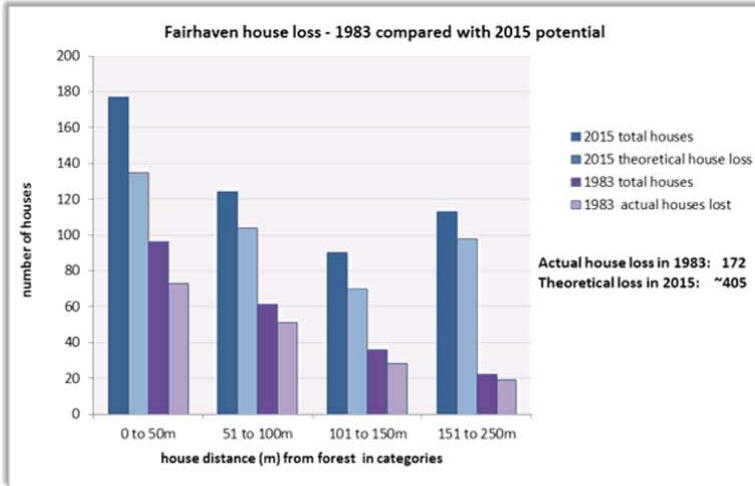


Figure 22 Fairhaven house loss in 1983 compared with 2015 potential

This compares the number of houses lost in the Ash Wednesday fires against the potential for house loss in 2015 under a similar fire scenario, due to changes in the proximity of houses to the bush (only).

In the Ash Wednesday fire, 172 houses were lost at Fairhaven. As at 2015, it is estimated that 405 houses in Fairhaven are close enough to the bush to be destroyed by a fire similar to that of Ash Wednesday.

House to house ignition

Another key bushfire risk factor has changed considerably since 1983, and this could further increase house loss for towns like Fairhaven. House to house ignitions can occur when houses are located relatively close together. As experienced in the Wye River/ Separation Creek fire on Christmas day 2015, this can be a significant house loss factor.

Learnings from the Wye River/Separation Creek fire show that much of the house loss in these towns was

due to house to house ignitions – where one house became involved in the fire and the heat or flames from that house fire ignited a neighbouring house. Houses located closer than 12 metres have an increased chance of ignition from a neighbouring house (Leonard et al. 2016). Figure 3 compares the approximate distance between houses in Fairhaven in 1983 and in 2015, and we can see that many more houses are within 12 metres of each other – 57% in 1983 increasing to 85% in 2015.

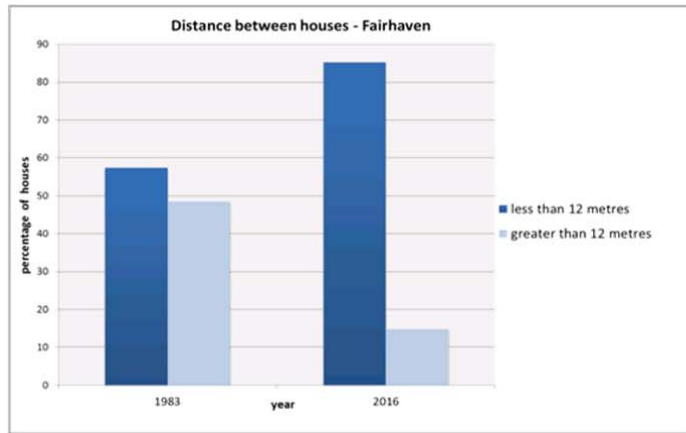


Figure 23 Changes in the distance between houses (approximate) in Fairhaven, between 1983 and 2015

Implications

The pattern of increasing house numbers and density, along with locating houses close to the bush and to each other needs to be understood as a bushfire risk factor across towns of the Otway coast, as it has the potential to result in significantly greater house loss.

This is critical, as evidence collected about bushfire impacts in Australia over time show a strong correlation between house loss and life loss – generally for every 17 houses lost, one life is lost (Blanchi et al. 2012).

Bushfires in the Otway district

Bushfire history

Fire has had a long association with the Otway ranges and the surrounding plains, so much so that the majority of plant species now present have developed adaptations to survive fire, and in many cases rely on its occurrence for their ongoing survival. We know from the diary extracts of early sailors that smoke and fire in the area was commonly reported. "In March 1802, the French explorer Nicolas Baudin, sailing westwards along the Victorian coast from Wilson's Promontory, passing Cape Otway saw smoke in the distant inland and later saw fire burning on top of a rise on the shore" (Blainey 2013).

Figure 24
'Aborigines using fire to hunt kangaroos', Joseph Lycett, c1820. National Library of Australia



The role that Aboriginal people played in shaping the vegetation through the use of fire and the evolution of fire adapted plants takes this fire history back many thousands of years. What is difficult to define is, if or how, the type of fire has changed since indigenous people managed the landscape. Some speculate that although there was much fire in the landscape for thousands of years, the intensity of those fires may have been less than what we commonly see today. In part, this is likely to be due improved response efforts – as a community we have become very good at suppressing all but the large and intense fires, and as a result this is the type of fire we now commonly associate with the term bushfire. Another consideration is that a change in fire regime and intensity could have led to a change in vegetation structure and fuel availability, providing a positive feedback loop for the development of large uncontrollable fires.

It is likely that large uncontrollable fires were also a feature of the landscape before the European settlers arrived. The presence of Mountain Ash in the higher regions of the Otway ranges may tell a story. This species occurs in areas that are generally wetter and dry out less often than the surrounding foothills and plains, however, the species has developed a regeneration strategy that requires at least one episode of reasonably intense fire during a three to four hundred year time period; suggesting that intense fires did extend into the less fire prone areas.

It is difficult to fully understand fire regimes and intensity of the past and how it may have changed over the millennia, however, it is worth considering when we consider the part fire will play in our communities in the future.

Whilst the recent fire history has at times been devastating to our modern way of life, there has been a distinct change in how fire is viewed and used in the last 200 years. Interestingly, indigenous people often view fire as a life-giver; an essential tool for their survival in this landscape. Conversely, later arrivals to this land tend to view fire through a lens of devastation and loss.

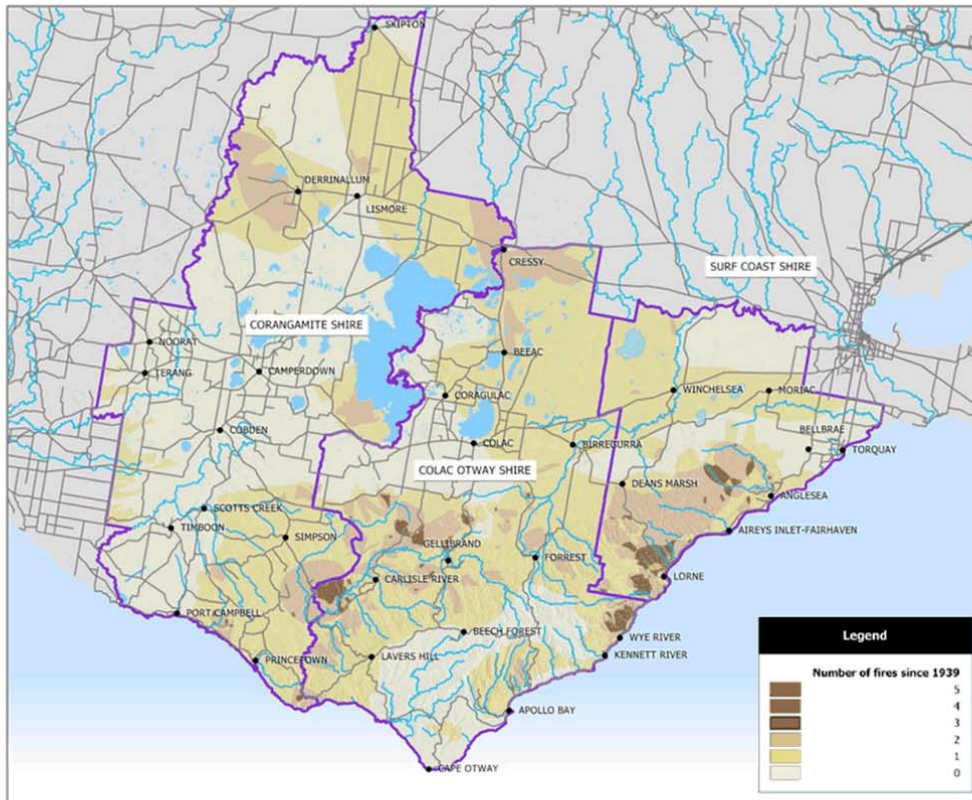


Figure 25 Wildfire history of the Otway District since 1939

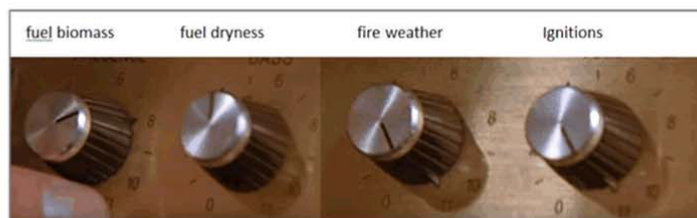
The map indicates that approximately half of the area of the District has experienced at least one wildfire in the past 77 years, and some areas have been impacted by five wildfires (note that our capacity to systematically map wildfire has evolved over time, becoming more thorough around 1990). As may be expected, the Otway ranges have generally experienced a higher frequency of wildfire, with the areas inland of Anglesea, Aireys Inlet and Lorne, and near Carlisle River having the highest wildfire frequency. Significant wildfires have also occurred in areas of grassland to the north of the ranges. This map does not include planned burns.

A full list of significant wildfires in the District since records began is included in Appendix B. The list shows us that over the past 166 years large fires have been reasonably common across the landscape. These fires have been in response to different bushfire drivers and in the section below we will investigate these drivers and explore how they may have changed over time. We will consider implications for the future, acknowledging that what we can learn from the past may only tell us part of the story about what is likely to occur in the future.

How fires behave

Understanding how bushfires behave and how that influences the risk profiles for localities within the District is an integral part of understanding risk, and more importantly for building and communicating effective risk mitigation measures. The factors described in this section are based on a model put forward in; *A biogeographic model of fire regimes in Australia: current and future implications* (Bradstock 2010), where the key hierarchical bushfire drivers are identified as fuel biomass, fuel moisture/dryness, fire weather and ignitions. These are described below for our biogeographic area, including how each plays a part in the underlying risk.

These components – *fuel biomass (amount), fuel dryness, fire weather, and ignition* – can be thought of as dials (or switches); as soon as the dial is above 0 for all components at the same time, a bushfire can occur. As each of the dials are turned up, the greater the contribution that component plays in the behaviour of the fire. If any one of the dials is turned off, a bushfire will not occur.



Fuel Biomass

To have any fire you need fuel, and for a bushfire, vegetation is commonly the fuel. This is the reason that fuel is at the head of the hierarchy. As discussed in the landscape section, there is a range of fuel types within the District, however at its most basic form the main fuel components are the grassland fuels which make up the majority of the planning area, and forest-type fuels covering about 25% of the District. Each community or asset is located in proximity to one or both of these broad fuel types, and the fuel type will underpin nature of the bushfire risk.

The greater the fuel load, and the more flammable the species, and the more favourable the structure of the fuel to burn – the further this fuel biomass dial is turned up and the greater its contribution to fire behaviour.

Factors associated with fuel biomass have some commonalities across the planning area; including:

- the majority of the fuel burns readily when available and
- the district has very large connected areas of both grassland and forest fuels, with the only major disruptions to this being the lake systems and the larger towns.
- many people in our communities live in close proximity to connected fuel and this is a major driver of the risk profile for each locality.

The grassland and forest fuel types also have attributes unique to each:

- different responses to climate result in different amounts of fuel present at any given time.
- fire intensity, rate of spread, and production of embers are all related to the fuel type.

The combination of these factors and the fuel load are important aspects in understanding risk and mitigation. The conclusion of this brief examination of fuel biomass is that this District has sufficient connected fuel to carry large, fast and intense fires across most of the District.

Fuel moisture

The next component to consider is the fuel moisture or dryness. Each fuel type (vegetation) has a different cycle of drying in response to the rainfall (long and short term), terrain and the structure of the vegetation. Drying cycles can be viewed at two levels and different fuels are susceptible in varying degrees to these influences. The first is the short term cycle based on the rainfall over recent periods, as this influences growing cycles and the moisture content of live vegetation and dead ground fuels. We have however, seen a number of devastating fires occur when not only short term drying of fuel occurs, but long term moisture deficits (consecutive dry years) are also in play leading to a drying of heavier forest fuels which then become more available to burn with the fire front. As the vegetation dries out the further this dial is turned up. Understanding when these drying cycles occur allows us to understand when fuel dryness/moisture component raises the potential bushfire risk.

Fire weather

When the elements of fuel biomass and fuel moisture together allow for conditions which could support a large scale damaging fire (ie are both above 0 on the dial), we then need to examine the next factor – fire weather. Bushfires can only exist in the presence of a weather stream that promotes intense fire and reduces our ability for suppression. In general terms, the aspects of weather that promote devastating fire include the temperature, humidity, wind strength and the atmospheric stability. The combination of these factors will define the potential of a fire. The [Fire Danger Rating](#) system, drawn from the Forest Fire Danger Index is a very useful way of understanding how weather influences fire risk.

Ignition

Finally, to have any fire there must be an ignition source. Analysis of ignitions in the district shows that they are widespread and generally are not a limiting factor to the development of devastating fire. That said, they are also an element for which fire mitigation strategies can be very important. Ignition control strategies currently employed by emergency services can be effective in reducing ignition probability.

Figure 26 below shows a relative probability of ignition model developed by DELWP and the Otway District Bushfire Planning Collaboration for the Otway District for the purpose of refining bushfire modelling. This approach was adopted following examination of previous work which found that anthropogenic ignitions (caused by humans) were correlated with population density (Gill and Williams 1996), and on the understanding that human ignitions account for some 95% of all ignitions in the District.

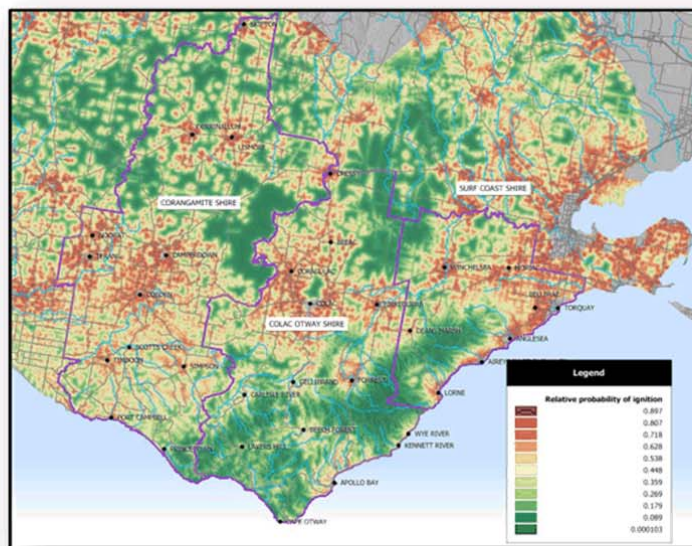


Figure 26 Relative probability of ignition

The model used a logistic regression function to spatially express ignition probability in association with population centres and different road classes. Historic ignitions selected for the modelling were based on ignitions that had the potential to become bushfires, independent of season.

The location of an ignition has an important role in the potential spread of a fire and its impact, and therefore the effect on communities. This is demonstrated through the use of modelled house loss emanating from different ignition points as shown in Figure 27 below.

Figure 27 maps the location of ignitions which result in fires that cause house loss. Red indicates areas of fire ignition which generate the greatest modelled house loss, through to white, which indicate the areas of lowest house loss. It is based on analysis of the 10,000 modelled Phoenix Rapidfire simulations using a fire weather steam similar to Black Saturday.

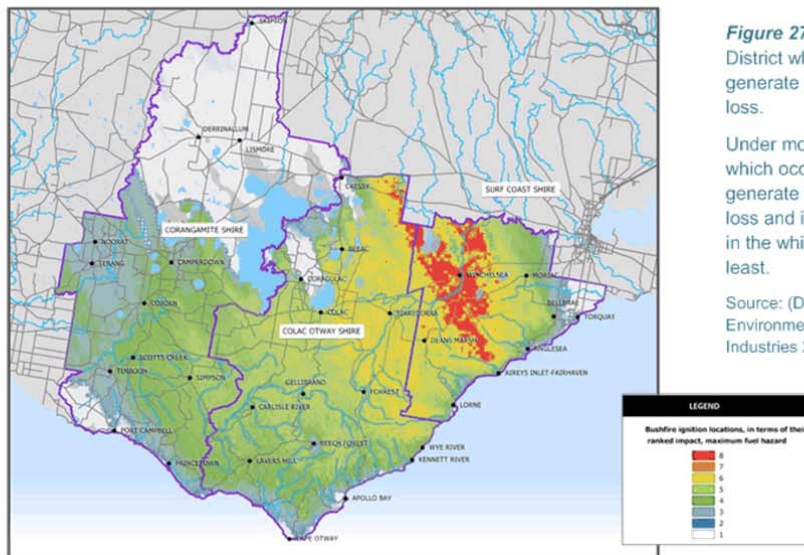


Figure 27 Locations in the District where fire ignitions generate modelled house loss.

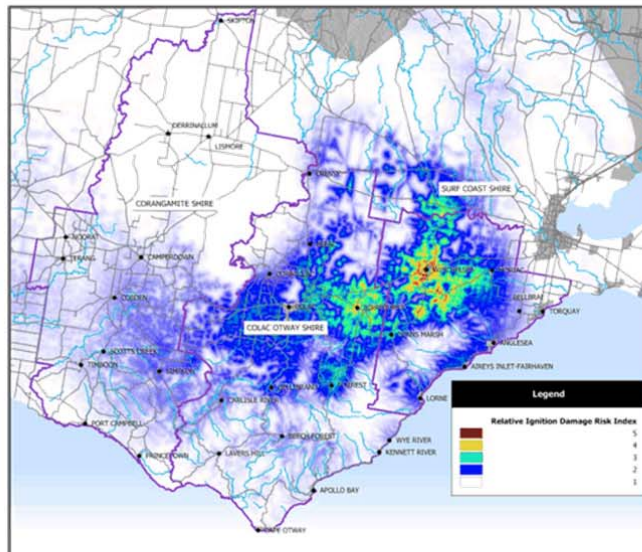
Under modelling, ignitions which occur in the red areas generate the greatest house loss and ignitions occurring in the white generate the least.

Source: (Department of Environment and Primary Industries 2014)

Figure 28 below is a simple combination of the relative ignition probability (figure 27) and the potential damage (house loss) from an ignition location (figure 27). It serves to highlight areas in the District where both ignition probability is highest and potential house loss is highest showing us the higher risk areas for ignition.

Figure 28 Relative ignition damage risk index (house loss)

Note – the production of maps in this section is limited by the information available as inputs to modelling and by the modelling tool itself. They are based on the best info available at the time, acknowledging that accuracy will improve over time.



Case Study – Wye River and Separation Creek house loss learnings

This case study examines some aspects of house loss in Wye River and Separation Creek resulting from the 2015 Christmas day fire; it explores the importance of township and domestic fuels in the bushfire risk equation, and provides insights into how impacts from the recurrence of a similar fire could be reduced.

Understanding a township's individual characteristics and how they influence its bushfire risk profile is critical; it allows us all to determine the most effective ways of tackling risk to transition towns to being more fire adapted and resilient and in the face of future emergencies. The 2015 Christmas day bushfire that impacted the communities of Wye River and Separation Creek, as devastating as it was, allow us to examine the factors which contributed to the higher than expected house loss which occurred.

This case study, drawn from the house loss surveys and the report describing the house loss findings (Leonard 2016), looks at three of the key factors:

- township ground fuel,
- town steepness and,
- storage of household items.

Township ground fuel

Generally, we might expect a fire front to travel through bush and reach a town to cause damage by direct flame contact, radiant heat and ember attack. However in the case of the 2015 Separation Creek and Wye River fire this did not occur. Instead, embers generated from the main fire started a relatively small number of spot fires within the town which then developed and spread through the fine ground fuels of the town (mainly leaves, twigs and low vegetation).

These ground fires generally travelled against the prevailing wind, back towards the main fire under the influence of the slope and the pull of winds generated by the convection column of the main fire. Often only about 40cm high, the ground fires were then able to ignite susceptible heavier fuels such as houses and structures, and in turn, they were able to ignite close neighbouring houses and structures.

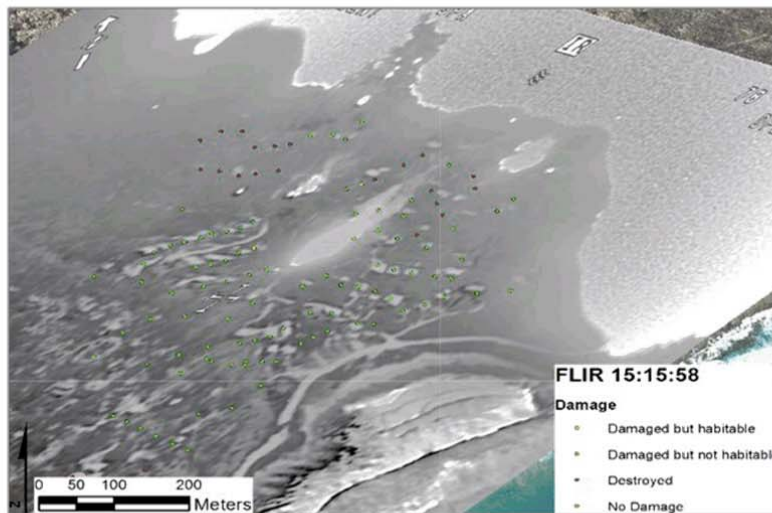


Figure 29 FLIR (forward looking infrared) image showing spot fires in Separation Creek (source: cited in (Leonard 2016))

We can see from figure 29 – an infrared image of the fire at 3:16 pm on Christmas day – a number of ember generated fires had developed within Separation Creek (light areas indicate fire), and were travelling back toward the main fire front. This highlights the first of the characteristics that contributed to the loss;

the townships consisted of a largely connected fine fuel layer that allowed fire spread throughout the town and ultimately right up to the structures. The towns essentially burnt from within experiencing limited impact from the fire front itself (Leonard 2016).

Terrain steepness – retaining walls and under-house storage

There are a number of compounding features associated with the steepness of the towns' terrain which increase their vulnerability, and here we will look at two.

- Retaining walls for slope stabilisation, by necessity are a feature of both towns. Commonly, these are built of timber – some of pine and some of hardwood figure 30 – and by their nature are in contact with the ground and associated fine fuels.
- The slope of the towns dictate that many of the houses are largely elevated, which allows for storage of heavy fuel items under the building as can be seen in figure 31.



Figure 30 Remains of a retaining wall near a house



Figure 31 Heavy fuel stored under a house

These two features enabled the surface fire to easily transition from burning fine ground fuels to ignition of heavier fuel – the retaining walls, items stored under or near buildings, and directly to the buildings; all contributing to house loss.

In addition, many houses did not have ember-proof under-floor areas, and this allowed access for embers which ignited fuel under the house, generating enough heat and flame contact to ignite the house above.

Learning

While there are other elements that contributed to house loss, the three factors briefly discussed in this case study are distinctive features of Wye River and Separation Creek – they serve to remind us that individual towns need individual solutions.

The learning from this is multifaceted: it teaches us not only about future risk mitigation in these towns, but more importantly, how understanding the hazard is critically important and how developing bespoke solutions for each township **with their communities** is the future of fire management and a focus of the strategic directions and actions of this fire plan.

Risk-based planning approach

This plan takes a risk based approach so that collectively, we can determine how to best direct our efforts and resources to minimise the impacts and consequences of fire on the things we all value. To achieve this we need a detailed understanding of the risk. In this section we focus on bushfire risk – which is the likelihood of bush fire causing damage.

Risk analysis across the District was undertaken in the lead up to the preparation of the plan. From this work several key risk criteria were selected as important measures of risk and were used to rank bushfire risk across all localities in the District:

- Bushfire simulation modelling – using Phoenix Rapidfire⁷ modelling, data generated by DELWP from 10,000 simulated fires were assessed to determine for each town a broad range of fire-township interactions. From the analysis we selected the following elements to represent bushfire risk:
 - the frequency that modelled fires reached the town.
 - the potential scale of impact – we examined for each locality: average number of houses lost, total number of houses lost and number of times the fire impacted more than 20% of the town.
- The influence of landscape topography and vegetation on the potential for unusual fire behaviour and intense ember drops on each town (termed drop-zone).
- Access and proximity of each town to a large, open and permanently low-fuel space for last resort bushfire shelter – often a wide accessible beach.
- The relative need each town has for assistance due to age (younger or older) and disability.
- The relative degree to which tourism is a feature of each town, understanding that tourists are likely to be more vulnerable and large visitor numbers can pose additional risk – eg traffic issues.

This analysis is the basis of the risk profiles presented in tables 7 to 10 below, and a more detailed description of each risk element is provided below. A table showing the modelled risk of all localities within the District, along with a more detailed description of risk elements is included as appendix C.

Identifying bushfire risk in the Otway District

A number of complementary approaches to identifying risk need to be considered in making determinations on priorities and treatments. They include bushfire modelling analysis and fire history examination, along with specialist and local knowledge.

The Victorian Bushfire Risk Profiles Report (Department of Environment and Primary Industries 2013) released by DELWP's predecessor in 2013, presented a method of using Phoenix Rapidfire modelling to

⁷ Phoenix RapidFire is a sophisticated bushfire simulation tool developed by Melbourne University, DELWP and the Bushfire CRC and used to model bushfire risk in Victoria. Phoenix uses information about weather, topography, vegetation and fire history to simulate (and predict) the spread and impact of bushfires. It helps us to understand bushfire behaviour – including flame height, ember density, spotting distance, convection column strength and intensity. – See more at: <http://www.delwp.vic.gov.au/safer-together/science-and-technology#sthash.7YiRiIR.dpuf>

test a number of different landscape fuel (vegetation) management scenarios – or planned burning – against a scenario in which there was no fuel management. Modelled house loss was used as a measure of bushfire risk. Not only could the different fuel management scenarios be compared against each other, a risk reduction value could now be estimated; that is, the amount of risk reduced by each planned burn scenario could now be assessed and compared.

This risk reduction value helped us understand the benefit of proposed DELWP and CFA fuel reduction (broad scale planned burn) programs, and just as importantly it gave us an understanding of how much bushfire risk remains to be tackled using other risk reduction strategies. This component of the risk remaining after planned burning is known as the *residual risk*.

Bushfire risk profiles for District localities

Having a robust understanding of the nature of risk is the critical foundation for determining the best strategies and actions to reduce that risk. It is the basis from which agencies and communities can direct their efforts and resources to the most effective solutions.

The following series of tables show the relative bushfire risk of localities within the District, determined through application of the methodology summarised above, and detailed below. The first table takes a district wide approach, and subsequent tables are shire by shire. All risk ratings are ranked scores from 1 to 10 (except bushfire shelter which is 1 to 5), and those emanating from Phoenix are the risk of house loss, determined spatially. Importantly, evidence over time demonstrates that there is a strong correlation between house loss and life loss resulting from bushfire impacts (Blanchi R 2012).

It is important to note, that the bushfire risk analysis presented in these tables is undertaken through modelling, and while we have used the best tool and the best data available at the time of writing this plan, it is still modelling and must be treated as such. Other factors, such as fire history and local knowledge also need to be considered. For example, Pomborneit is an example of a locality which has experienced a number of fires which due to access are difficult to suppress.

Understanding the tables

The tables present a number of ways of looking at relative bushfire risk between localities in the District, and can be used to inform various lines of enquiry – depending on what you are most interested in. For example, you may want to know how often a modelled fire reaches the locality, but this will not indicate the degree of impact. Likewise, impact can be explored in a number of ways; from the average number of houses lost over the 10,000 modelled fires, to the relative number of times house loss in a locality exceeds 20% of the houses – which is likely to have a substantial impact on community as well as the individual house-holders.

It is difficult, and not particularly useful, to provide an overall risk ranking between localities as there are many ways of defining the risk. However, generally the higher the locality is on this table, the greater the overall risk. Values in the table are heat mapped to provide a quick visual reference – green is lower risk while red is higher. A worthwhile way to use these tables is to examine the full risk profile of each town in which you have an interest.

Working through the tabulated township risk profile, the first 5 columns represent information extracted from the work undertaken by DELWPs Barwon Otway Risk Landscape team to present different aspects of exposure and consequence. Outputs as derived during that process and have been given a relative ranking based on a number between 1 and 10, with 10 being the highest risk or consequence. Further information on the method can be sourced in the Victorian Bushfire Risk Profiles Report (Department of Environment and Primary Industries 2013).

Table 7 Bushfire risk profiles – relative and ranked risk for localities across the District – 60 localities

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large low fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
LORNE	sc	2744	9	10	6	5	9	1	5	10
WYE RIVER	co	396	6	4	9	6	7	3	3	10
BENWERRIN	sc	57	8	1	8	10	8	5	2	5
LAVERS HILL	co	208	7	2	7	7	10	5	2	6
FERGUSON	co	32	7	1	7	7	8	5	5	6
FORREST	co	345	7	2	7	7	7	5	1	7
KENNETT RIVER	co	199	6	2	8	5	6	3	3	10
BARRAMUNGA	co	171	8	1	4	9	8	5	2	3
WEEAPROINAH	co	29	6	1	9	8	9	5	1	1
AIREYS INLET	sc	1309	3	7	3	2	6	3	6	8
BELLS BEACH	sc	95	5	2	10	5	5	3	4	7
SEPARATION CREEK	co	147	4	2	8	5	7	3	2	9
ANGLESEA	sc	3484	6	5	2	2	8	1	8	8
BEECH FOREST	co	353	10	1	5	6	9	5	3	3
WYELANGTA	co	193	8	1	4	8	10	5	2	1
CHAPPLE VALE	co	124	7	1	4	7	10	5	4	1
GELLIBRAND	co	360	9	1	4	5	8	5	5	5
MOUNT SABINE	co	10	6	1	4	8	10	5	1	2
CARLISLE RIVER	co	396	10	1	4	8	7	5	1	2
TANYBRYN	co	73	6	1	5	8	7	5	1	2
GREY RIVER	co	14	3	1	7	4	7	3	3	9
JAN JUC	sc	2124	5	8	3	2	4	1	3	7
KAWARRAN	co	202	7	1	6	5	6	5	3	4
BELLBRAE	sc	509	6	2	4	5	3	5	6	4
JOHANNA	co	153	5	1	5	4	6	3	4	8
BIG HILL	sc	44	4	1	6	4	8	3	2	7
SKENES CREEK NORTH	co	32	4	1	9	5	6	5	1	2
EASTERN VIEW	sc	81	5	1	5	4	7	3	1	8
YUJULONG	co	122	5	1	5	5	9	5	2	1
KENNEDYS CREEK	c	78	6	1	2	6	6	5	4	2
TIMBOON	c	825	8	2	2	3	4	5	7	4
APOLLO BAY	co	2532	6	3	1	1	7	1	6	9
BARWON DOWNS	co	276	7	1	3	5	5	5	4	1
PORT CAMPBELL	c	620	7	1	2	2	6	1	5	10
GELLIBRAND LOWER	c	83	4	1	2	4	6	5	4	4
BARONGAROOK	co	260	5	1	4	4	5	5	5	1
GLENAIRE	co	151	5	1	2	3	7	5	5	3
JANCOURT	c	19	3	1	3	4	3	5	8	2
WONGARRA	co	81	5	1	6	5	6	3	1	2
FAIRHAVEN	sc	608	2	3	2	2	6	3	2	8
MOGGS CREEK	sc	203	2	2	3	2	6	3	3	8
PENNYROYAL	sc	99	4	1	4	3	5	5	3	5
GHERANG	sc	179	5	1	5	4	5	5	3	1
SKENES CREEK	co	406	3	2	3	2	6	3	4	6
WENSLEYDALE	sc	97	5	1	4	3	7	5	3	2
IRREWILLIPE EAST	co	74	6	1	4	6	0	5	4	1
CAPE OTWAY	co	52	3	1	1	1	8	5	1	10
BOONAH	sc	27	4	1	4	4	7	5	1	1
HORDERN VALE	co	62	2	1	2	2	9	5	2	4
IRREWILLIPE	co	146	8	1	4	4	0	5	5	1
SCOTTS CREEK	c	168	7	1	2	3	3	5	5	2
CARPENDEIT	c	97	6	1	4	5	0	5	3	1
JANCOURT EAST	c&co	131	8	1	3	4	3	5	2	1
PRINCETOWN	c	260	7	1	2	3	0	3	4	7
TORQUAY	sc	8395	4	2	1	0	2	1	10	7
WAARRE	c	13	4	1	3	4	4	5	1	1
GLENFYNE	c	85	5	1	2	3	4	5	3	1
MARENGO	co	379	3	1	1	1	5	1	4	9
MURROON	co	92	3	1	2	2	7	5	3	1
PARAPARAP	sc	106	5	1	3	4	0	5	4	1
WINCHELSEA SOUTH	sc	111	3	1	3	3	4	5	3	1
DEANS MARSH	sc	265	4	1	2	2	6	5	2	2
SIMPSON	c	377	10	1	2	1	0	5	5	4

A complete list of the ranked assessment of all localities within the District is included as Appendix B.

Table 8 Corangamite Shire – bushfire risk profiles – relative and ranked risk assessed for localities

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large low fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
KENNEDYS CREEK	c	78	6	1	2	6	6	5	4	2
TIMBOON	c	825	8	2	2	3	4	5	7	4
PORT CAMPBELL	c	620	7	1	2	2	6	1	5	10
GELLIBRAND LOWER	c	83	4	1	2	4	6	5	4	4
JANCOURT	c	19	3	1	3	4	3	5	8	2
SCOTTS CREEK	c	168	7	1	2	3	3	5	5	2
CARPENDEIT	c	97	6	1	4	5	0	5	3	1
JANCOURT EAST	c&co	131	8	1	3	4	3	5	2	1
PRINCETOWN	c	260	7	1	2	3	0	3	4	7
WAARRE	c	13	4	1	3	4	4	5	1	1
GLENFYNE	c	85	5	1	2	3	4	5	3	1
SIMPSON	c	377	10	1	2	1	0	5	5	4
COBRICO	c	72	4	1	1	2	0	5	7	1
COWLEYS CREEK	c	26	4	1	2	2	3	5	3	1
COORIEMUNGLE	c	227	9	1	2	1	0	5	4	2
CAMPERDOWN	c	2149	2	1	1	0	0	5	9	3
CURDIEVALE	c	112	5	1	1	3	0	5	2	2
TERANG	c	1410	5	1	1	0	0	5	8	2
CURDIES RIVER	c	23	4	1	2	3	0	3	2	3
SKIPTON	c	459	2	1	1	1	0	5	6	3
NEWFIELD	c	52	5	1	2	3	0	3	2	2
PETERBOROUGH *	c	497	3	1	1	2	0	1	2	8
GLENORMISTON NORTH	c	68	2	1	1	2	0	5	4	2
TIMBOON WEST	c	34	4	1	1	3	0	5	2	1
BOORCAN	c	93	3	1	1	2	0	5	4	1
ELINGAMITE NORTH	c	58	5	1	1	2	0	5	3	1
LARRALEA	c	22	2	1	1	2	0	5	4	1
BRUCKNELL	c	74	5	1	1	0	3	5	3	1
DIXIE	c	75	3	1	1	1	0	5	5	1
ELINGAMITE	c	35	3	1	1	0	3	5	4	1
HEYTESBURY LOWER	c	34	3	1	1	3	0	5	1	1
NAROGHD	c	58	3	1	1	2	0	5	3	1
BOSTOCKS CREEK	c	62	2	1	1	2	0	5	3	1
BOOKAAR	c	121	3	1	1	1	0	5	4	1
GARVOC	c	251	3	1	1	2	0	5	2	1
NOORAT	c	196	3	1	1	0	0	5	5	2
DERRINALLUM	c	366	4	1	1	0	0	5	4	2
ECKLIN SOUTH	c	138	6	1	1	1	0	5	2	1
GNOTUK	c	55	2	1	1	1	0	5	4	1
KOIORA	c	139	2	1	1	2	0	5	2	1
COBDEN	c	1083	5	1	1	0	0	5	3	2
LISMORE	c	470	3	1	1	0	0	5	3	3
MANNERIM	c	77	1	1	1	0	0	5	6	1
NOORAT EAST	c	13	1	1	1	2	0	5	2	1
PAARATTE	c	20	5	1	2	1	0	5	1	1

* Peterborough as a locality contains only 60 properties within Corangamite Shire, the remainder are in Moyne Shire.

Table 9 Colac Otway Shire bushfire risk profiles – relative and ranked risk assessed for localities

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large low fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
WYE RIVER	co	396	6	4	9	6	7	3	3	10
LAVERS HILL	co	208	7	2	7	7	10	5	2	6
FERGUSON	co	32	7	1	7	7	8	5	5	6
FORREST	co	345	7	2	7	7	7	5	1	7
KENNETT RIVER	co	199	6	2	8	5	6	3	3	10
BARRAMUNGA	co	171	8	1	4	9	8	5	2	3
WEEAPROINAH	co	29	6	1	9	8	9	5	1	1
SEPARATION CREEK	co	147	4	2	8	5	7	3	2	9
BEECH FOREST	co	353	10	1	5	6	9	5	3	3
WYELANGTA	co	193	8	1	4	8	10	5	2	1
CHAPPLE VALE	co	124	7	1	4	7	10	5	4	1
GELLIBRAND	co	360	9	1	4	5	8	5	5	5
MOUNT SABINE	co	10	6	1	4	8	10	5	1	2
CARLSLE RIVER	co	396	10	1	4	8	7	5	1	2
TANYBRYN	co	73	6	1	5	8	7	5	1	2
GREY RIVER	co	14	3	1	7	4	7	3	3	9
KAWARREN	co	202	7	1	6	5	6	5	3	4
JOHANNA	co	153	5	1	5	4	6	3	4	8
SKENES CREEK NORTH	co	32	4	1	9	5	6	5	1	2
YUULONG	co	122	5	1	5	5	9	5	2	1
APOLLO BAY	co	2532	6	3	1	1	7	1	6	9
BARWON DOWNS	co	276	7	1	3	5	5	5	4	1
BARONGAROOK	co	260	5	1	4	4	5	5	5	1
GLENAIRE	co	151	5	1	2	3	7	5	5	3
WONGARRA	co	81	5	1	6	5	6	3	1	2
SKENES CREEK	co	406	3	2	3	2	6	3	4	6
IRREWILLIPE EAST	co	74	6	1	4	6	0	5	4	1
CAPE OTWAY	co	52	3	1	1	1	8	5	1	10
HORDERN VALE	co	62	2	1	2	2	9	5	2	4
IRREWILLIPE	co	146	8	1	4	4	0	5	5	1
JAN COURT EAST	c&co	131	8	1	3	4	3	5	2	1
MARENGO	co	379	3	1	1	1	5	1	4	9
MURROON	co	92	3	1	2	2	7	5	3	1
GERANGAMETE	co	122	6	1	3	4	0	5	2	1
PETTICOAT CREEK	co	10	2	1	3	2	6	3	1	4
WATTLE HILL	co	16	2	1	2	3	6	5	1	1
BARONGAROOK WEST	co	164	6	1	2	1	4	5	4	1
SUGARLOAF	co	17	2	1	3	2	6	5	1	1
SOUTH PURRUMBETE	co	83	4	1	1	2	0	5	4	4
BUNGADOR	co	53	5	1	3	3	0	5	2	1
YEODENE	co	92	4	1	3	3	0	5	2	1
COLAC EAST	co	248	1	1	1	0	0	5	10	2
BIRREGURRA	co	665	3	1	1	0	0	5	6	4
SWAN MARSH	co	129	5	1	2	1	0	5	3	2
YEO	co	80	2	1	1	0	4	5	4	1
EURACK	co	55	1	1	1	0	0	5	8	1
PIRRON YALLOCK	co	124	1	1	1	0	3	5	4	2
BEEAC	co	348	1	1	1	0	2	5	5	1

Table 10 Surf Coast Shire bushfire risk profiles – relative and ranked risk assessed for localities

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large low fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
LORNE	sc	2744	9	10	6	5	9	1	5	10
BENWERRIN	sc	57	8	1	8	10	8	5	2	5
AIREY'S INLET	sc	1309	3	7	3	2	6	3	6	8
BELLS BEACH	sc	95	5	2	10	5	5	3	4	7
ANGLESEA	sc	3484	6	5	2	2	8	1	8	8
JAN JUC	sc	2124	5	8	3	2	4	1	3	7
BELLBRAE	sc	509	6	2	4	5	3	5	6	4
BIG HILL	sc	44	4	1	6	4	8	3	2	7
EASTERN VIEW	sc	81	5	1	5	4	7	3	1	8
FAIRHAVEN	sc	608	2	3	2	2	6	3	2	8
MOGGS CREEK	sc	203	2	2	3	2	6	3	3	8
PENNYROYAL	sc	99	4	1	4	3	5	5	3	5
GHERANG	sc	179	5	1	5	4	5	5	3	1
WENSLEYDALE	sc	97	5	1	4	3	7	5	3	2
BOONAH	sc	27	4	1	4	4	7	5	1	1
TORQUAY	sc	8395	4	2	1	0	2	1	10	7
PARAPARAP	sc	106	5	1	3	4	0	5	4	1
WINCHELSEA SOUTH	sc	111	3	1	3	3	4	5	3	1
DEANS MARSH	sc	265	4	1	2	2	6	5	2	2
BAMBRA	sc	126	3	1	2	2	4	5	3	2
BARRABOOL	sc	108	3	1	2	1	4	5	4	1
GNARWARRE	sc	131	2	1	1	0	4	5	4	1
WINCHELSEA	sc	1353	4	1	1	0	0	5	7	1
BUCKLEY	sc	125	3	1	1	1	0	5	4	1
WURDIBOLUC	sc	62	3	1	1	0	3	5	3	1
MORIAC	sc	317	2	1	1	0	0	5	6	1
MOUNT MORIAC	sc	154	2	1	1	1	0	5	4	1
FRESHWATER CREEK	sc	227	3	1	1	1	0	5	2	2
MOUNT DUNED	sc	665	2	1	1	0	0	5	5	1
INVERLEIGH	sc	818	3	1	1	0	0	5	2	3
MODEWARRE	sc	159	3	1	1	0	0	5	4	1
BREAMLEA	sc&g	134	1	1	1	0	0	3	1	6
OMBERSLEY	sc	79	3	1	1	0	0	5	3	1
CONNWARRE	sc	543	1	1	1	0	0	5	3	1

Future refinement

This work to better understand and define bushfire risk will be continually refined, primarily through the Barwon Otway Risk Landscape team working in partnership with research institutions, Councils, CFA and others. Where feasible and beneficial, elements of this risk profile will be made spatial and this will add value to operations and community engagement activities.

One example of this is the risk analysis work to stratify risk zones in townships based on house loss probabilities generated from Phoenix Rapidfire and other modelling tools, along with relevant current research. Importantly, this will provide the basis for a whole new way of approaching risk management in towns – it will identify the safer and less safe areas within a town, driving a range of decisions and risk treatments for agencies and townspeople. Risk stratification is a key feature of future [township bushfire safety planning](#).

This work will also support the VFRB (Victorian Fire Risk Register – Bushfire) and help improve the information, both in terms of understanding the risk and development of mitigation strategies for each of the listed assets.

Victorian Fire Risk Register – Bushfire

The Victorian Fire Risk Register – Bushfire, is a database of important assets requiring risk reduction action, compiled by Municipal Fire Management Planning Committees and managed by the CFA. The VFRR – B includes an extensive list of assets, their risk rating and a list of mitigation works.

This list is largely based on a group assessment of the asset and gives a good basis on which to make decisions. As future work into risk is developed and strategic directions from this and other plans provides a finer understanding of risk at specific sites, the VFRR should be reviewed to ensure the more detailed risk understanding is recorded and to maintain consistency.

This is particularly important in determining risk mitigation strategies. It is envisioned that as more detailed assessment of settlements and townships occurs that a more detailed assessment of VFRR assets will follow, and this information will be used to update the database be available information during suppression activities to aid planners and operations officers.

An example of a more detailed asset listing this is provided in the case study on Wannon Water's pumping station which illustrates the need for finer detailed analysis for some assets and for more specific mitigation measures.

Structural and chemical fire risk assessment

This Plan recognises that at the time of writing, a risk assessment for structural fire and hazardous material risk assessment in the built environment is being developed by the MFB, as project leaders, and consequently this Plan is predominately focused on bushfire risk.

The fire and hazardous material Project will include key asset identification, and other available site and incident statistical information. Once this guidance is finalised, this Plan will be updated to accommodate it. The fire and hazardous material risk assessment will give consideration to likelihood factors, such as structural and chemical fire history (number and type) across the municipalities and across the relevant industry, and the potential consequences of those occurrences (death, injury, economic and property loss).

Consideration will be given to high risk premises and assets, for example (for life risk) nursing homes, aged care facilities and institutional care facilities, (and for property loss risk) commercial and industrial premises. In terms of chemical fires, consideration will be given to high risk premises such as chemical manufacturers, or high chemical use industries, chemical transport industries, fuel suppliers and any other industry identified following a comprehensive risk assessment process.

This risk assessment will ultimately form part of the township fire safety/resilience plans; a key deliverable of this Strategic Fire Plan.

Critical assets within each Shire are listed in the Victorian Fire Risk Register – Bushfire.

Reducing Bushfire Risk

The strategy

The strategy to reduce bushfire risk in the Otway District has a number of key elements:

- A robust and detailed understanding of the risk and its nature as the basis for all planning and action.
- Understanding what is important to protect, and this includes what communities and individuals value along with what critical services and assets need to be protected for community safety and resilience – for example, telecommunications, electricity, roads, and business districts.
- Fire and land management agencies working in effective partnership and with communities, including embedding avenues for communities to shape decisions on risk appetite and mitigation.
- Growing our knowledge of fire risk and risk reduction effectiveness and sharing information across agencies, research institutions and communities.
- Targeting of resources and efforts to activities and actions that can deliver the most effective risk reduction outcomes, and for agencies, this is regardless of historical delineations.
- Increasing the capacity of agencies and communities to prepare, respond and recover.
- Building community resilience and supporting the transition to fire adapted townships.

Importantly, this work will be based on and articulate a better understanding the nature and detail of bushfire risk to life and community values – across the landscape, and specifically within the high risk towns and settlements, as this is the foundation for any successful risk reduction work.

How we will collectively go about achieving this strategy is described in the section on [strategic directions](#).

Three scales of planning and action

This plan recognises that to reduce the overall bushfire risk to things that we value, it is important to address risk at all three scales of:

- landscape
- township or settlement, and
- property or household

Having a gap at any one level creates a weak link in the chain. For example, the best planned burn program possible cannot prevent embers from a fire landing on a flammable garden near a house and burning that house down.

This Otway District Strategic Fire Management Plan is a plan to tackle the *residual risk* – that remaining after planned burning programs are delivered. This residual risk is primarily associated with townships or settlements and at the property level.

Reducing residual risk is the focus of this document and guides its strategic directions and actions. It is important to note however, that bushfire risk in this District can never be fully removed. The actions and strategic directions of this plan, seek to predominantly tackle risk at the township and property, in the context of landscape scale risk reduction

Landscape scale risk reduction

DELWP's Barwon Otway Strategic Bushfire Management Plan (Department of Environment and Primary Industries 2014) is a plan to address risk at the landscape scale, predominantly through selecting a planned burning program that maximises the reduction of risk while minimising impacts on other values. Other actions to reduce risk at the landscape scale include fire behaviour research and modelling, risk analysis, bushfire suppression and preparedness, and patrols. CFA and Parks Victoria are also involved in landscape scale risk reduction through many of these activities.

DELWP have assessed that landscape scale actions undertaken in the Otway District have reduced the overall bushfire risk from a notional 100% (no risk treatments) to approximately 65%. Further risk reduction – tackling the residual risk – can be achieved at the township and property scales.

Township or settlement scale risk reduction

In developing this Strategic Plan an exploration was undertaken into how fire management planning could be improved to deliver better community safety outcomes. This exploration highlighted opportunities for improvement in risk analysis and risk mitigation at the township or settlement scale. It further identified that a community based planning approach for high risk townships could increase community input, ownership and action. While this strategic plan is required to deliver legislative requirements, and give a mandate for higher level directions and actions, it is township scale planning that could deliver real benefits in community safety and resilience.

Activities to reduce risk at the township or settlement scale include:

- building a detailed understanding of risk within towns and at the wildfire interface
- fuel reduction on private and public land and at the wildfire interface
- bushfire and township fire suppression
- access, egress and evacuation
- public bushfire shelter options
- community engagement and education
- building community resilience and township fire adaptation
- asset protection
- research into bushfire and township/community interactions
- township level bushfire safety planning

Groups and organisations primarily involved in tackling risk at this scale include: Councils, CFA, Victoria, EMV, Police, VicRoads and local communities – groups and individuals. DELWP and Parks Victoria are involved at the wildfire interface.

The development of community based township/settlement plans is a key deliverable of this strategic plan.

Property or household scale risk reduction

Management of individual properties and assets is a critical part of reducing fire risk. Landscape and township scale risk works cannot be effective unless they are joined by that undertaken at the property level.

Activities to reduce risk at the property scale include:

- having a solid understanding bushfire risk associated with the property
- design and management of houses to avoid ember incursion and flame contact
- design and management of gardens
- having an effective and practiced household bushfire survival plan.

Identifying what's important to protect

Key to this plan is empowering communities to help identify what is important to protect and how these values or assets should be protected. To achieve this, the plan provides objectives and actions which develop and embed this approach, and it will be a feature of township scale planning.

The plan also needs to protect assets, services and values which are important for community functioning, including at a broader scale, and some of these have national or international value – all of which must be considered.

The VFRR-B asset list is the current home for recording assets requiring protection and these assets are grouped in themes of: social, built, economic, natural and cultural.

Projections for future fire risk

Climate influences

Climate change is forecast to increase the number of extreme bushfire weather events and to extend the bushfire season – both starting earlier and continuing later into the season (Clarke 2011). This effect is expected to be strongest in the forested areas of the southern states, particularly near the coast (Bradstock 2014). The projections for risk in the grassland systems across this district are likely to be less well understood as a major driving factor will be fuel biomass and its association with rainfall. Whilst predictions for increasing days of FFDI above 40 for 2100 are forecast, declining rainfall predictions may counteract this to a certain extent (Clarke 2011).

Demographic influences

Whilst it is predicted the climate factors will increase bushfire risk, the changes in communities are likely to present the greatest change to the risk profile for many of communities across the planning district. The changes in the climate risk profile are relatively slow in comparison to the changes associated with a changing community profile. This profile has changed quickly over the last 20 years and this trend is predicted to continue. It will need to be a focus of mitigation going forward.

Three major areas of change that are of particular importance are: 1) the population uniformly across the planning district are getting older, with the percentage and amount of people moving into the over 65 age bracket increasing. This will mean more people will become more vulnerable in the face of a fire threat, as the statistics have shown in the Black Saturday studies. 2) A number of communities in the district have experienced general population growth and a percentage of these have been into areas of high fire risk. 3) The projected and the current increasing use of the area by visitors may also have a significant bearing, as generally these groups have limited knowledge and understanding of bushfire and by virtue of this will also be vulnerable in the face of a major incident.

Preparedness, response and recovery influences

It can be assumed that our future response systems and hardware will continue to improve as has been seen in the past. However as our climate and population change it will be increasingly important to continue to improve both preparedness and recovery.

If we do improve our capacity in preparedness, response and recovery and continue to build resilience in our communities, it is possible that we can not only maintain current risk levels in the face of increasing environmental and social challenges, but that we can in fact reduce it.

Case Study – Wannon Water’s enhanced protection of a critical asset

This case study examines how Wannon Water took a deeper look at what’s needed to ensure a critical piece of infrastructure – the Gellibrand main pumping station – could continue to provide essential water services to communities if it is impacted by fire.

The Gellibrand Pumping Station provides the primary water supply to the extensive North Otway urban water system. Water pumped from the Gellibrand River via the pump station is transferred to more than 50,000 people, including the major regional centre of Warrnambool and several significant exporting dairy manufacturers and food processors. If the facility were to be taken off-line due to bushfire impact, the water stored in the system could only maintain this important supply for less than three weeks.

The Gellibrand pumping station is a critical asset and is recognised as being of State and National significance in the Victorian Fire Risk Register.

This case study looks at how Wannon Water systematically worked through a detailed understanding of the risk to their asset; including the potential likelihood and consequences of bushfire impact, and how the risk could be effectively mitigated.

Identifying the risk and potential impact

Wannon Water initially identified the bushfire risk to the pumping station through the Victoria Fire Risk Register process, and determined that the nature of the risk and the potential consequences required a more detailed examination. Wannon water set about fully understanding how this asset was placed in the bushfire risk landscape and how susceptible to fire it may be.

A risk assessment to test mitigation options was undertaken by DELWP using Phoenix Rapidfire modelling. This was considered along with an earlier report by Terramatrix and evidence from the Black Saturday fires in 2009, where similar facilities were impacted. Together this information built a picture of the vulnerability of the pumping station, should it face a similar bushfire situation, and the most effective mitigations options.



Figure 32 and Figure 33 Damage to a water pumping plant which occurred during the 2009 Black Saturday fires

Identifying the potential consequences

While understanding the risk posed from bushfire was the first part of the analysis, developing a detailed understanding of the potential consequence should the asset be impacted took this risk analysis to a whole new level. Factors such as the demographic and economic reliance on the facility and how the asset contributes to community function were examined.

With the importance of the asset fully understood, attention turned to an assessment of options to have the station operable following bushfire impact. Investigations included opportunities for temporary replacement, and timeframes for replacement or repair at varying levels of damage.

Developing effective tailor-made solutions

Wannon Water, armed with a comprehensive picture of the risk and consequence environment, was then able to identify and develop effective, tailor-made risk mitigation strategies and measures to provide water security for the communities they serve.

These included:

- Ember proofing vents and windows, and other bushfire attack level improvements,
- Cross tenure fuel management, including planned burning.
- Onsite fuel Management
- Wannon Water has commissioned a replica electric switchboard; multiple switchboards built within a shipping container. The shipping container can be moved and then used at a number of high risk sites.



Figure 34 and Figure 35

Examples of Gellibrand pumping station risk mitigation works:

- Ember proofing vents and windows

Learnings

This fire plan seeks to enhance the protection of assets which are valued by communities along with those that provide important community services. This work led by Wannon Water illustrates a process that could be replicated – at varying levels of detail – for many of the high value assets within the District. It would provide a much better understanding of the risk to important assets and of the potential consequences should fire impact. This would provide a sound basis from which to develop more effective, bespoke risk reduction measures.

Understanding the key limiting factors and the exposure to the ongoing use of the facility

This type of detailed analysis could be fed back into the Victorian Fire Risk Register where it is readily available to Incident Controllers for decision-making in the management of a wildfire incident, and where it can be used to inform agency fire risk mitigation works programs.

Fire management strategic directions

The strategic directions of this plan explain how fire management agencies, working together and with communities, intend to achieve the plan [aim and objectives](#). Implementation of the strategic directions in as well as the actions of the associated Strategic Action Plan will constitute delivery of this plan in accordance with its [purpose](#).

Plan Purpose: enhance the integration, coordination and effectiveness of fire risk reduction and community fire safety activities across the three shires and across all fire management agencies, groups and communities.

Plan Aim: reduce the risk to life and community values from the threat of fire, and facilitate the development of resilient and fire adapted communities which have an increased capacity to recover from fire.

Objectives and strategic directions of this plan are listed under four themes, however many relate to multiple themes. The themes are:

- safer communities,
- enhanced protection of assets,
- better sharing of knowledge, responsibilities, and resources
- impacted communities recover and thrive.

It is acknowledged that in the Otway District, we are starting from a well-developed base; agencies and communities have been working together for some time. This plan is about continuing to support and enhance existing work as well as identifying new objectives and directions.

Plan delivery

This plan outlines the purpose, aim, objectives and strategic directions. The recommended detailed actions associated with the strategic directions are listed in a separate document called the Work Programming Guide. This guide details steps that should be considered in the work plan phase. The work plan development phase will be a separate function for each of the three MFMPs. A yearly work plan will be formulated by each committee, who will determine the priorities for the financial year based on the priorities and actions in the Work Programming Guide, available resources of the partner agencies, policy direction and community need. It is critical that the work program should also be informed by risk assessments in this document and those held by the agencies. The work programming guide should also be updated on an as needs basis, but should be review annually to maintain currency.

Strategic directions

The Strategic Actions headline the full list of actions detailed in the Work Programing Guide

Table 11 Strategic directions

The strategic directions

1. Develop and implement community based Township/settlement bushfire safety plans for targeted high risk towns or settlements

A robust risk analysis will identify higher and lower risk areas within towns and settlements and is the critical foundation for all other planning. The principles of community based planning will be applied, and planners will work with communities to identify what is important to protect and to understand their risk appetite and develop a tailor made approach for each area. Township plans will embed increased protection for vulnerable and susceptible people. Development of Township or Settlement Bushfire Safety plans will be ongoing and extend over many years, and priority will be given to higher risk towns/settlements. These plans will clearly link to local CFA response plans and may also consider other hazards if relevant. Township transition plans may be incorporated – these describe how towns move from being vulnerable to fire, to being more resilient and fire adapted, and the steps required to make that shift.

2. Enhance the provision and management of public bushfire shelters

Township risk assessments combined with community based planning principles will reveal and refine the bushfire shelter needs for each town and settlement. A bushfire shelter plan will be developed to prioritise shelter needs across the landscape and within each shire. It will include a comprehensive assessment of formal and informal public shelter options, identify significant gaps and issues, and determine actions to reduce risk. Local CFA brigades and communities will be involved in this work, some of which will be undertaken as part of township/settlement bushfire safety planning.

The establishment, provision and annual assessment of Neighbourhood Safer Places-Bushfire Places of Last Resort (NSP-BPLR) is prescribed in the NSP-BPLR plans of each Council, including locations. The bushfire shelter plan will inform these plans.

3. Develop and implement a community engagement and education plan

This plan will integrate and coordinate the planning, design and delivery of engagement activities between all agencies (including local governments, CFA, Vic Pol, EMV, PV and DELWP) and across the footprint of the three shires. The plan will be locally relevant, based on a sound understanding of fire risks for each town. The package of engagement activities identified through this plan will be most relevant to local communities – including susceptible and vulnerable people, and holistically deliver community needs in a logical sequence. Agencies will together and with communities and local brigades to deliver the plan.

4. Tourist, visitor and other vulnerable groups bushfire risk reduction

Continue to identify and deliver high priority actions which reduce bushfire risk for tourists, visitors and other vulnerable or susceptible groups. Particular attention will be given to tourist events and attractions, and holiday accommodation.

The strategic directions

5. Continue to investigate and contribute to the development of evacuation planning for the Great Ocean Road Region

This direction supports work that has recently commenced through a multiagency approach to develop robust evacuation planning for the Great Ocean Road region through provision of specialist and local knowledge and to ensure linkages with other relevant work are maintained. The development of modelling is critical to this work and will be supported.

6. Continue to identify and review priorities for the protection of assets and values, and determine and review treatments

This work relies on developing a more in-depth understanding of risk and risk mitigation options for critical assets, including the application of appropriate modelling. It involves working with communities to identify assets and values which are important to protect and exploring treatment options. Importantly, asset protection work must ensure high value natural resources are protected and that ecosystem resilience and functioning is not compromised.

Planning for asset protection also includes reviewing and updating VFRR-B data.

7. Investigate the value of bringing together existing operational response planning to improve integration between agencies and across the plan landscape

Agencies will look at ways of working in collaboration and to realise opportunities to improve the current fire response arrangements. This may include coordination of patrol activities, of pre-positioning fire response resources. In addition, avenues will be provided to involve community leaders in agencies discussions and decision-making on response matters. The wide range of fire response infrastructure will be maintained and improved as required.

8. Collate, prepare and review fuel management plans and programs to ensure landscape fuel management is integrated with township and wildfire interface fuel management, and takes a tenure-complementary approach

A number of agencies, communities and landholders are involved in fuel management activities across the landscape. An opportunity exists to better understand and align this work, so that risk work is targeted and integrated, and risk reduction is maximised. This may result in a fuel management plan being developed for each shire footprint to address fuel management not already addressed through DELWP's Fire Operations Plans.

9. Construction, renewal and refurbishment of public facilities – explore and implement avenues for public buildings to model best practice in bushfire safety and fire adaptation

Opportunities exist for the construction, renewal or refurbishment of public buildings to meet best practice protocols for bushfire safety, including vegetation management, building location, design and materials, and building use. This work will examine those opportunities and make recommendations for improvements for bushfire safety.

The strategic directions

10. Statutory planning and Council strategic planning – align council planning objectives and directions with those required to meet bushfire safety requirements

Councils undertake a number of statutory and strategic planning functions, and opportunities exist for these functions to achieve improved outcomes for bushfire risk reduction, for example, Township Character Plans. There are also opportunities for planning schemes to deliver improved bushfire safety outcomes, and aspects such as settlement boundaries, housing density, vegetation requirements, and asset protection zones could be explored. Planning overlays may also need to be adjusted following fire in the landscape – for example, to address landslip matters.

11. Maximise opportunities to learn from bushfire events

Emergency events of a significant scale are relatively rare, yet they are what we all cooperatively plan and prepare for. The ability to maximise learnings from events, such as a bushfire, is critical to improving our collective ability to reduce the risk to life and community values, and to build community resilience and fire adaptability. Often, the experience of a bushfire provides the drive and capacity for better outcomes.

Achieving this direction requires an expansion of opportunities for cross agency collaboration, before, during and after a bushfire. We need to ensure that our collective bushfire science knowledge is advanced through learnings captured from each event so we can increase the capacity and capability of agencies, communities and individuals. Importantly we must ensure the learnings from bushfire events are broadly shared and used to update and inform plans and responses, and to improve engagement products and approaches.

12. Continue to identify, develop and apply best practice approaches to understand and reduce fire risk

Developing and applying best practice approaches relies on the development and maintenance of effective partnerships between agencies and councils and with research institutions. Such an approach facilitates opportunities for research to inform and improve practical fire management and vice versa. This direction supports the growth of partnerships.

A key aspect of this work is to continue to develop, refine and apply bushfire modelling to improve accuracy of assessment of bushfire risk. For example improved modelling can help us better understand how grassland risk can be more accurately considered as part of the bushfire risk profile. This direction supports the development and application of new modelling approaches, and the interpretation and sharing of outcomes.

13. Enhance the sharing of resources across agencies; before, during and after a bushfire event

Improve information flow across agencies and between agencies and communities before, during and after an event or threat. Explore opportunities to increase capacity and expertise within and between agencies, including the sharing of information, education and training.

The strategic directions

14. Identify opportunities to more effectively target fire management resources to the highest priority activities which yield the best outcomes

Taking a risk-based approach, this direction aims to focus the allocation of resources to interventions (or works) which can most effectively reduce the highest risks. For maximum effectiveness, this needs to occur both within and across agencies taking a tenure-blind and agency-blind approach. This work will also explore and apply avenues to encourage and assist communities and individuals to target their efforts to best effect.

This direction also explores opportunities to share works across private and public lands – for example, to encourage agencies and communities to work together to establish asset protection zones across public and private land on wildfire interfaces, where deemed effective.

15. Responsibilities for each agency will be clearly articulated and reported against.

To deliver this strategic direction, the Work Programming Guide will be refined – this is a separate document which provides further guidance, prioritised actions and accountabilities. Each MFMP will develop an annual work plan, guided by the Work Programming Guide, to deliver the Strategic Directions.

Each MFMP will also prepare a [monitoring, evaluating and reporting](#) plan (MERI plan) within 6 months of adoption of this plan. The three MERI plans will measure and report on the effectiveness of the delivery of this Strategic Plan.

16. Improve recovery processes

Capture and share the learnings from bushfire events, collaborate with communities, understand their experiences and respond appropriately. Use learnings from each fire event to improve relevant plans and process for use for future events.

Monitoring, evaluation and reporting

Plan outcomes and indicators of success

Once this plan and its subsidiary plans are implemented, the following outcomes are expected:

- Reduction in residual bushfire risk across the District, and particularly that for high risk areas and critical assets (residual risk is that which remains after landscape scale work – for example planned burning on public land – is undertaken).
- Increased and enhanced partnerships between agencies, research institutions, councils and communities driving more integrated and effective fire management.
- Improved capacity (skills, knowledge, capabilities) of agencies and communities to understand and reduce bushfire risk.
- More effectively targeted resources across and between agencies, councils and communities towards fire management interventions which have the greatest likelihood of reducing the highest risks (which are most likely to be successful in reducing residual risk).
- Enhanced community resilience – communities are better prepared to respond and recover from bushfire
- High risk towns and communities are more fire adapted

Monitoring, evaluation and reporting (MER) are important elements of this Plan and its implementation. Development of an MERI (Monitoring, evaluation, reporting and improvement) plan is a key action of this plan.

An effective MER framework that is an integral part of the Plan will:

- ensure programs and investment achieve the plan aim and objectives
- evaluate the effectiveness of plan objectives along with the directions and actions undertaken so they can be improved in future reviews, as required.

Monitoring and evaluating the Plan

Each Municipal Fire Management Committees will develop a MER plan within six months of the plan being adopted by the three Councils.

The MER plan will be structured around the plan aim and objectives and the themes. The MER plan will include:

- further refinement and development of the Plan indicators of success and clarity on how these will be measured and monitored,
- evaluation questions which relate to the impact, appropriateness, effectiveness, and legacy of the Plan,
- documentation of its assumptions and clarity on the relationship between plan objectives and directions/actions (program logic).

The evaluation component of the MER plan will pose questions such as:

- to what extent were the plan objectives progressed,
- to what extent were strategic directions of this plan and actions of MFMPC plans delivered,
- how effective were the implemented directions and actions,
- what reduction in residual risk occurred as result of plan implementation, and
- what increase in community resilience and township fire adaptation occurred as a result of plan implementation?

The monitoring and measurement components of the plan will provide opportunities to report the progress being made. Some of the monitoring will be relatively straight forward, for example, reporting on delivery of plan actions. Other measurements of change will be more challenging.

To enable effective monitoring and evaluation, implementation of the MER plan will require its own set of actions. Coordinated by the Otway Bushfire Planning Collaboration, the MFMPCs of each shire will collaborate to:

- define key monitoring needs to evaluate the effectiveness of fire risk management activities and the building of resilient and fire adapted communities,
- collect, collate and share data to report on the effectiveness of the Plan.

Reporting

The MER plan will report on changes to residual bushfire risk along with changes to community resilience and township fire adaptability. Reporting will take the form of:

- annual progress reports,
- periodic review to review or adjust directions, actions, accountabilities and priorities, as required,
- a full evaluation of progress and achievements by December 2021.

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Appendices

Appendix A Definitions and abbreviations used in this plan

Abbreviations

CFA	Country Fire Authority
COS	Colac Otway Shire
CS	Corangamite Shire
DEDJTR	Department of Economic Development, Jobs, Transport and Resources
DELWP	Department of Environment, Land Water and Planning
DHHS	Department of Health and Human Services
FDR	Fire danger rating
FFDI	Forest fire danger index
FLIR	Forward looking infrared
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee
MERI	Monitoring, evaluation, reporting and improvement
MFMP	Municipal Fire Management Plan
MFMPC	Municipal Fire Management Planning Committee
MFPP	Municipal Fire Prevention Plan
NSP	Neighbourhood Safer Place – Bushfire Place of Last Resort
PPRR	Prevention, Preparedness, Response and Recovery
PRPR	Primary Responsible Person Representative
RSFMP	Regional Strategic Fire Management Plan
SCS	Surf Coast Shire
RSFMPC	Regional Strategic Fire Management Planning Committee
SES	State Emergency Services
VBRC	Victoria Bushfire Royal Commission
VFRR	Victoria Fire Risk Register
WMO	Wildfire Management Overlay

Definitions

Bushfire	Unplanned fire occurring in grassland, heathland, woodland or forest
Drop Zone	An area that has the potential to experience extensive ember attack during a bushfire, due to landscape factors.
Fire Danger Rating	The Fire Danger Rating predicts how dangerous a bushfire would be if one occurred. It is strongly influenced by the Forest Fire Danger Index and the Grassland Fire Danger Index
Forest Fire Danger Index	A numeric site measure of predicted or actual environmental factors describing the degree of danger of fire in Australian forests.
Landscape	In the context of this plan it refers to the land and all it contains within the Otway Planning District, including the shires of Corangamite, Surf Coast and Colac-Otway
Residual risk	That bushfire risk remaining after broad scale planned burning is completed

Appendix B List of recorded significant fires in the District since 1851

The fires that have been included in the list below because they have been of a large size or have caused notable damage or human life loss, and had detailed information recorded as part of a historical document. Some smaller more recent fires have been included where there was potential for that fire to have caused significant damage had conditions been different; this seeks to highlight the ongoing risk.

Table 12 List of significant recorded fires in the Otway District since 1851

Date	Description of significant fires	Surf Coast	Colac – Otway	Corang-amite
1851 February 6	Black Thursday. The "Fires covered a quarter of what is now Victoria" including "The Pyrenees, the Loddon country, the Wimmera, Colac, the "far west", the Portland country, Mount Gambier, the country between Geelong and Ballarat. Not one house in ten survived in the Barrabool Hills"	✓	✓	
1881 March	Bushfires 'raged' between Colac and Gerangamete and near Birregurra and the Otway Ranges.	✓	✓	
1886 January 4-5	Otway & Heytesbury regions, including Colac		✓	✓
1889 January	Bushfires around Lorne for several days. The coach from Birregurra to Lorne 'passed through fires nearly all the way from Deans Marsh to Erskine House'.	✓		
1890 January	forest between Deans Marsh and Lorne 'ablaze for two to three days'. The fire was reported as about half a mile in width.	✓		
1891 February 14	Black Saturday' fires 'raged all over the colony', including Mount Duneed and Coast districts, and Birregurra and Winchelsea districts. The fires skirted the coast line between Jan Juc and Lorne. Jan Juc was just saved by a wind change.	✓		
1893 February 28	Bushfires 'raged with great fierceness' between Winchelsea and the Coast. Fire approached the Anglesea River and encroached on township allotments on the west side of the river	✓		
1898 February	Bushfires from Cape Otway forest extended to Anglesea, which was at one stage 'threatened with complete extinction' by the fires. The Anglesea Hotel was 'swept out of existence by the fiery fiend'. The same fire got within 'dangerous proximity to Torquay'. Lorne was also threatened.	✓	✓	
1901 February	Extensive fires reported at Birregurra and in the Geelong region. Several people lost their lives in the Birregurra fire. Jan Juc was also threatened by fire.	✓	✓	
1905 January	Extensive fires occurred throughout the Geelong area and between Jan Juc and Anglesea. Record temperatures of 107.8 – 110.5 in the shade.	✓	✓	
1908 January	Bushfires across the State, including around Jan Juc, Modewarre and Anglesea. The fire caused 'wholesale destruction' at Anglesea, with seven houses destroyed.	✓		
1912 January	Extensive fire at Aireys Inlet. Two cottages destroyed.	✓		
1914	Otway Ranges' Beech Forest and 'forest south of Colac'		✓	
1919 1 February to 1 March	"Three people died when bushfires consumed Otway forests. Bushfires were widespread for six weeks and many with 100 homesteads burnt and about 500 people left homeless." Bushfire at Anglesea, with five houses destroyed. The Lorne saw mill was destroyed.		✓	
1919 24 Nov	120,000 ha Otway Ranges and Grampians		✓	
1920	Bushfires around Anglesea (for several days), between Mount Moriac and Aireys Inlet, between Lorne and Anglesea, at Wensleydale and between Jan Juc and		✓	

Date	Description of significant fires	Surf Coast	Colac – Otway	Corang-amite
February	Anglesea.			
1926 February	Bushfires at Lorne, Eastern View, Aireys Inlet, near Jan Juc, around Wensleydale, Sections of the Great Ocean Road and in other areas throughout the State. At least 29 people died across Victoria.	✓		
1926 March	Bushfire between the Otway Coal Mine and Bamba. Fires in the Otway Ranges endangered pine plantations at Anglesea.	✓		
1931 February	Bushfire commenced near the pine plantation at Anglesea and swept through the bush between Anglesea, Bellbrae and Torquay. Extensive fire between Wensleydale and Bamba.	✓		
1932 January-February	Widespread fires. Reports of fires include: Beech Forest and Cape Otway near Lorne, Aireys Inlet & Benwerrin.	✓	✓	
1936 April	Fires in Geelong and neighbouring districts. A fire with a seven mile fire front threatened the township of Anglesea, with neighbouring pine plantations damaged. Also fires in the Otways and other parts of the State.	✓	✓	
1937 November	Bushfire threatened settlement at Eastern View and swept towards Fairhaven.	✓	✓	
1938 December	Fire burning for several days around Eastern View threatened several cottages and the golf course.	✓		
1938 February	Bushfire along the west side of Anglesea river threatened the township of Anglesea. Also fires towards Aireys Inlet, at Big Hill, Benwerrin and Pennyroyal.	✓	✓	
1939 13 January	Towards the end of a long drought, numerous fires burning separately in various parts of the state joined and peaked in severity on – "Black Friday". The fires affected almost every section of Victoria, including the Otways. "The findings of the Royal Commission that was held following the fires were highly significant in increasing fire awareness and prevention throughout Australia." Lorne was threatened and sixteen houses were destroyed. Hundreds of people sought the safety of the beach. Also fires between Aireys Inlet and Anglesea and extensive grass fire at Moggs Creek.	✓	✓	✓
1940 March	Fires in southern parts of the State, including Torquay where one life was lost, 86 houses and various buildings destroyed and heavy loss of stock and grass.	✓	✓	✓
1944 14 January – 14 February	Major fires across Western District destroyed more than 500 houses with 15-20 fatalities. Geelong was ringed by fires in Moriac, Modewarre, Bellbrae and Mount Duneed to the edge of Torquay. The townships of Derrinallum, Berrybank, Cressy as well as the areas of Vite Vite, Mingay and Duverney were severely affected by a large fire as it burnt to the south. Grass fires near Hamilton, Dunkeld, Skipton and Lake Bolac burned about 440,000 hectares in eight hours	✓	✓	✓
1947 January	Wide spread fires at Anglesea. Fire leapt the Anglesea River and threatened to destroy the township. The fire raced through the centre of town and destroyed two homes, several buildings and a number of boats. Anglesea Fire Brigade building was set on fire three times. The main street was 'strewn with fallen power and telephone lines'.	✓		
1957 5 September	Fires at Anglesea and Aireys Inlet with 2,428 hectares burnt.	✓		
1961	500 acres and 300 sheep were lost at Modewarre in a deliberately lit fire.	✓		
1962 16 January	Otways (2,024 ha)		✓	
1965 21 February	Otways (12,000 ha).		✓	

Date	Description of significant fires	Surf Coast	Colac – Otway	Corang-amite
1965 March	Over 8,000 acres burnt and one house and several buildings destroyed at Big Hill – Eastern View.	✓		
1965	A large fire in the stony rises area from Convict Track on the Emu Creek to Crawford's Road at the Lismore – Skipton Road burnt about 500 Ha.			✓
1966 November	Otways – Modewarre, Wurdale, Anglesea (15,000 ha).	✓	✓	
1966 March	Bushfire destroyed 14 houses at Anglesea, with property damage of \$100,000.	✓	✓	
1968 11 January	Colac Gellibrand road, 10 miles south of Colac, Barangaroo threatened (810 ha) (11 Jan) also a fire on north side of Lorne (1215 ha) (6 Feb).		✓	
6 February	large fire in the Lorne area occupied 27 brigades for four days. Over 5,000 acres burnt and several buildings destroyed.	✓		
1969 January	Fires burnt over 2,000 hectares at both Bellbrae and Gnarwarre. Multiple fires in southern and central Victoria.	✓		
1976	A fire of about 7000 ha burnt on the east side and up to Lake Corangamite, and is believed to have caused damage at the Stoneyford Wreckers			✓
1977 12 February	<p>"Widespread fires occurred across the Western District of Victoria, mostly in grasslands This included the Cressy (Wallinduc or Werneth) fire: 42,000 ha in which 3 people lost their lives. In Cressy 10 houses were destroyed along with 2 halls, a garage and fuel depot. The State school and tennis centre at Werneth were destroyed and a large number of outbuildings.</p> <p>Large fire in the Lorne area occupied 27 brigades for four days. Over 5,000 acres burnt and several buildings destroyed.</p> <p>Pura Pura – Derrinallum area, fire burned 18700Ha of pasture, 42,200 sheep, 1291 cattle, 13 houses, 159 other buildings and 910 km of fencing. Mingay – Lismore fire burned 1800 Ha of pasture, 2000 sheep, 7 buildings and 68 km of fencing. The town of Lismore was saved by a last minute wind change. All of these fires originated from power lines.</p>	✓	✓	✓
1980 March	Fire within two kilometres of Anglesea township, with about 400 hectares burnt. Source of fire was smouldering peat moss from fire several weeks earlier.	✓		
1981 October	Fairhaven evacuated due to fire. Three houses were lost and others damaged. The fire was started by a controlled burn.	✓		
1982 January	There was a fire at the Anglesea camping ground. Twenty caravans, 13 tents, two prefabs and two annexes were destroyed.	✓		
1983 16 February	"Ash Wednesday". Over 100 fires in Victoria, with the Otway ranges severely affected. The Otway fire originated at Deans Marsh (in what is now Surf Coast Shire) and resulted in 3 deaths and around 41000 ha burnt (mainly forested country) and 729 houses lost	✓		✓
1994 November	A fuel reduction burn adjacent to Moggs escaped which resulted in 200 hectares of bush being burned, with one house destroyed and 25 damaged.	✓		
1998 March	Yeodene peat fire – repeated outbreaks over a number of years were contained close to the site, however in 1998 an outbreak escaped the site and burnt over 300 hectares, being stopped on the Barwon River flats.			✓
2001 February 2	"Wingeel Plains Fires" (2000 ha).		✓	
2002 September	Chapple Vale (786 ha).		✓	

Date	Description of significant fires	Surf Coast	Colac – Otway	Corang-amite
2005 11 January	The "Carranballac" fire destroyed large areas of crops, some stock, hay and pasture but there was no loss of human life or buildings.			✓
2006	Stony Rises fire destroyed over 3,000 ha of pasture and hay reserves during a drought season which impacted heavily on land owners' recovery from the fire (Moore's road fire)			✓
2008 December	A tanker overturned and caught on fire on the Great Ocean Road, Big Hill killing the driver causing road closure and major traffic diversions.	✓		
2009 9 February	The 2009 Black Saturday Weerite-Pomborneit fire destroyed 1500 ha of pasture, crops, fodder reserves and some infrastructure. The Geelong-Warrnambool rail line was damaged and power supplies to local residents cut.			✓
2014 February	Schoulers road fire (400ha) burnt over a number of weeks, with containment very difficult due to the stony rises terrain.			✓
2015 25 December	The townships of Wye River and Separation Creek lost 106 houses. The fire was started by lightning in inaccessible country a week prior. The total fire burnt over a number of weeks and when finally extinguished the fire had burnt 2260 hectares.		✓	

Appendix C District bushfire risk profiles

Table 13 Risk profiles for all localities within the District

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large low fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
LORNE	sc	2744	9	10	6	5	9	1	5	10
WYE RIVER	oo	396	6	4	9	6	7	3	3	10
BENWERRIN	sc	57	8	1	8	10	8	5	2	5
LAVERS HILL	oo	208	7	2	7	7	10	5	2	6
FERGUSON	oo	32	7	1	7	7	8	5	5	6
FORREST	oo	345	7	2	7	7	7	5	1	7
KENNETT RIVER	oo	199	6	2	8	5	6	3	3	10
BARRAMUNGA	oo	171	8	1	4	9	8	5	2	3
WEEAPROINAH	oo	29	6	1	9	8	9	5	1	1
AIREYS INLET	sc	1309	3	7	3	2	6	3	6	8
BELLS BEACH	sc	95	5	2	10	5	5	3	4	7
SEPARATION CREEK	oo	147	4	2	8	5	7	3	2	9
ANGLESEA	sc	3484	6	5	2	2	8	1	8	8
BEECH FOREST	oo	353	10	1	5	6	9	5	3	3
WYELANGTA	oo	193	8	1	4	8	10	5	2	1
CHAPPLE VALE	oo	124	7	1	4	7	10	5	4	1
GELLIBRAND	oo	360	9	1	4	5	8	5	5	5
MOUNT SABINE	oo	10	6	1	4	8	10	5	1	2
CARLISLE RIVER	oo	396	10	1	4	8	7	5	1	2
TANYBRYN	oo	73	6	1	5	8	7	5	1	2
GREY RIVER	oo	14	3	1	7	4	7	3	3	9
JAN JUC	sc	2124	5	8	3	2	4	1	3	7
KAWARREN	oo	202	7	1	6	5	6	5	3	4
BELLBRAE	sc	509	6	2	4	5	3	5	6	4
JOHANNA	oo	153	5	1	5	4	6	3	4	8
BIG HILL	sc	44	4	1	6	4	8	3	2	7
SKENES CREEK NORTH	oo	32	4	1	9	5	6	5	1	2
EASTERN VIEW	sc	81	5	1	5	4	7	3	1	8
YUULONG	oo	122	5	1	5	5	9	5	2	1
KENNEDYS CREEK	c	78	6	1	2	6	6	5	4	2
TIMBOON	c	825	8	2	2	3	4	5	7	4
APOLLO BAY	oo	2532	6	3	1	1	7	1	6	9
BARWON DOWNS	oo	276	7	1	3	5	5	5	4	1
PORT CAMPBELL	c	620	7	1	2	2	6	1	5	10
GELLIBRAND LOWER	c	83	4	1	2	4	6	5	4	4
BARONGAROOK	oo	260	5	1	4	4	5	5	5	1
GLENAIRE	oo	151	5	1	2	3	7	5	5	3
JANCOURT	c	19	3	1	3	4	3	5	8	2
WONGARRA	oo	81	5	1	6	5	6	3	1	2
FAIRHAVEN	sc	608	2	3	2	2	6	3	2	8

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large low fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
MOGGS CREEK	sc	203	2	2	3	2	6	3	3	8
PENNYROYAL	sc	99	4	1	4	3	5	5	3	5
GHERANG	sc	179	5	1	5	4	5	5	3	1
SKENES CREEK	oo	406	3	2	3	2	6	3	4	6
WENSLEYDALE	sc	97	5	1	4	3	7	5	3	2
IRREWILLIPE EAST	oo	74	6	1	4	6	0	5	4	1
CAPE OTWAY	oo	52	3	1	1	1	8	5	1	10
BOONAH	sc	27	4	1	4	4	7	5	1	1
HORDERN VALE	oo	62	2	1	2	2	9	5	2	4
IRREWILLIPE	oo	146	8	1	4	4	0	5	5	1
SCOTTS CREEK	c	168	7	1	2	3	3	5	5	2
CARPENDIT	c	97	6	1	4	5	0	5	3	1
JANCOURT EAST	c&co	131	8	1	3	4	3	5	2	1
PRINCETOWN	c	260	7	1	2	3	0	3	4	7
TORQUAY	sc	8395	4	2	1	0	2	1	10	7
WAARRE	c	13	4	1	3	4	4	5	1	1
GLENFYNE	c	85	5	1	2	3	4	5	3	1
MARENGO	oo	379	3	1	1	1	5	1	4	9
MURROON	oo	92	3	1	2	2	7	5	3	1
PARAPARAP	sc	106	5	1	3	4	0	5	4	1
WINCHELSEA SOUTH	sc	111	3	1	3	3	4	5	3	1
DEANS MARSH	sc	265	4	1	2	2	6	5	2	2
SIMPSON	c	377	10	1	2	1	0	5	5	4
GERANGAMETE	oo	122	6	1	3	4	0	5	2	1
PETTICOAT CREEK	oo	10	2	1	3	2	6	3	1	4
WATTLE HILL	oo	16	2	1	2	3	6	5	1	1
BAMBRA	sc	126	3	1	2	2	4	5	3	2
BARONGAROOK WEST	oo	164	6	1	2	1	4	5	4	1
SUGARLOAF	oo	17	2	1	3	2	6	5	1	1
COBRICO	c	72	4	1	1	2	0	5	7	1
COWLEYS CREEK	c	26	4	1	2	2	3	5	3	1
SOUTH PURRUMBETE	oo	83	4	1	1	2	0	5	4	4
BARRABOOL	sc	108	3	1	2	1	4	5	4	1
BUNGADOR	oo	53	5	1	3	3	0	5	2	1
COORIEMUNGLE	c	227	9	1	2	1	0	5	4	2
CAMPERDOWN	c	2149	2	1	1	0	0	5	9	3
YEODENE	oo	92	4	1	3	3	0	5	2	1
COLAC EAST	oo	248	1	1	1	0	0	5	10	2
CURDIEVALE	c	112	5	1	1	3	0	5	2	2
TERANG	c	1410	5	1	1	0	0	5	8	2
CURDIES RIVER	c	23	4	1	2	3	0	3	2	3
SKIPTON	c	459	2	1	1	1	0	5	6	3
BIRREGURRA	oo	665	3	1	1	0	0	5	6	4
NEWFIELD	c	52	5	1	2	3	0	3	2	2
PETERBOROUGH *	c	497	3	1	1	2	0	1	2	8

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large low fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
GLENORMISTON NORTH	c	68	2	1	1	2	0	5	4	2
TIMBOON WEST	c	34	4	1	1	3	0	5	2	1
BOORCAN	c	93	3	1	1	2	0	5	4	1
ELINGAMITE NORTH	c	58	5	1	1	2	0	5	3	1
SWAN MARSH	oo	129	5	1	2	1	0	5	3	2
GNARWARRE	sc	131	2	1	1	0	4	5	4	1
LARRALEA	c	22	2	1	1	2	0	5	4	1
WINCHELSEA	sc	1353	4	1	1	0	0	5	7	1
YEO	oo	80	2	1	1	0	4	5	4	1
BRUCKNELL	c	74	5	1	1	0	3	5	3	1
DIXIE	c	75	3	1	1	1	0	5	5	1
ELINGAMITE	c	35	3	1	1	0	3	5	4	1
EURACK	oo	55	1	1	1	0	0	5	8	1
HEYTESBURY LOWER	c	34	3	1	1	3	0	5	1	1
NAROGHID	c	58	3	1	1	2	0	5	3	1
PIRRON YALLOCK	oo	124	1	1	1	0	3	5	4	2
BOSTOCKS CREEK	c	62	2	1	1	2	0	5	3	1
BEEAC	oo	348	1	1	1	0	2	5	5	1
BOOKAAR	c	121	3	1	1	1	0	5	4	1
BUCKLEY	sc	125	3	1	1	1	0	5	4	1
GARVOC	c	251	3	1	1	2	0	5	2	1
NOORAT	c	196	3	1	1	0	0	5	5	2
WURDIBOLUC	sc	62	3	1	1	0	3	5	3	1
DERRINALLUM	c	366	4	1	1	0	0	5	4	2
ECKLIN SOUTH	c	138	6	1	1	1	0	5	2	1
GNOTUK	c	55	2	1	1	1	0	5	4	1
KOLORA	c	139	2	1	1	2	0	5	2	1
MORIAN	sc	317	2	1	1	0	0	5	6	1
MOUNT MORIAN	sc	154	2	1	1	1	0	5	4	1
WARNCOORT	oo	102	2	1	1	1	0	5	3	2
COBDEN	c	1083	5	1	1	0	0	5	3	2
COLAC WEST	oo	114	1	1	1	0	0	5	5	2
FRESHWATER CREEK	sc	227	3	1	1	1	0	5	2	2
LISMORE	c	470	3	1	1	0	0	5	3	3
MANNERIM	c	77	1	1	1	0	0	5	6	1
NOORAT EAST	c	13	1	1	1	2	0	5	2	1
PAARATTE	c	20	5	1	2	1	0	5	1	1
BERRYBANK	c	64	2	1	1	1	1	5	2	1
BULLAHARRE	c	13	2	1	1	2	0	5	1	1
MOUNT DUNEED	sc	665	2	1	1	0	0	5	5	1
SKIBO	C	48	2	1	1	1	0	5	3	1
TESBURY	c	49	2	1	1	1	0	5	3	1
WINGEEL	oo	26	2	1	1	2	0	5	1	1
CORAGULAC	oo	106	1	1	1	0	0	5	5	1
CORUNNUN	oo	81	1	1	1	0	0	5	5	1

Locality	LG	No. of houses in locality	Ranked likelihood of fire reaching the town	Ranked average number of houses lost	Ranked total house loss / number of houses in town	Ranked likelihood of township experiencing substantial impact (>20% house loss)	Ranked Drop zone potential	Ranked access to large fuel area (1 good, 3 poor, 5 none)	Ranked need for assistance Age/ Disability (total no. of people)	Ranked tourism factor
INVERLEIGH	sc	818	3	1	1	0	0	5	2	3
MODEWARRE	sc	159	3	1	1	0	0	5	4	1
DARLINGTON	c	106	2	1	1	0	0	5	4	1
FOXHOW	c	47	2	1	1	0	0	5	4	1
GLENORMISTON SOUTH	c	76	2	1	1	0	0	5	4	1
MINGAY	c	31	2	1	1	1	0	5	2	1
VITE VITE	c	45	2	1	1	1	0	5	2	1
BREAMLEA	sc&g	134	1	1	1	0	0	3	1	6
COLAC	oo	5402	1	1	1	0	0	5	3	2
KARIAH	c	48	3	1	1	0	0	5	3	1
LARPENT	oo	139	1	1	1	0	0	5	4	1
LESLIE MANOR	c	59	3	1	1	0	0	5	3	1
OMBERSLEY	sc	79	3	1	1	0	0	5	3	1
POMBORNEIT NORTH	c	57	1	1	1	0	0	5	3	2
TANDAROOK	c	23	1	1	1	1	0	5	2	1
WARRION	oo	155	1	1	1	0	0	5	4	1
WHOOREL	oo	26	1	1	1	1	0	5	2	1
BRADVALE	c	58	2	1	1	0	0	5	3	1
MOUNT BUTE	c	54	2	1	1	0	0	5	3	1
STONYFORD	c&co	73	2	1	1	0	0	5	3	1
ALVIE	oo	91	1	1	1	0	0	5	3	1
BALINTORE	oo	55	1	1	1	0	0	5	3	1
CONNEWARRE	sc	543	1	1	1	0	0	5	3	1
COROROOKE	oo	178	1	1	1	0	0	5	3	1
DREEITE	oo	104	1	1	1	0	0	5	3	1
ELIMINYT	oo	1377	1	1	1	0	0	5	3	1
IRREWARRA	oo	247	1	1	1	0	0	5	3	1
ONDIT	oo	101	1	1	1	0	0	5	3	1
PITTONG	c	40	1	1	1	1	0	5	1	1
POMBORNEIT	c	63	1	1	1	0	0	5	2	2
WEERITE	c	75	1	1	1	0	0	5	3	1
DUVERNEY	c	28	2	1	1	0	0	5	2	1
VITE VITE NORTH	c	37	2	1	1	0	0	5	2	1
WEERING	oo	61	2	1	1	0	0	5	2	1
CHOCOLYN	c	48	1	1	1	0	0	5	2	1
CRESSY	c&co	253	1	1	1	0	0	5	2	1
KOALLAH	c	26	1	1	1	0	0	5	2	1
NALANGIL	oo	52	1	1	1	0	0	5	2	1
POMBORNEIT EAST	c	31	1	1	1	0	0	5	2	1
WOOL WOOL	oo	38	1	1	1	0	0	5	2	1
WERNETH	c	108	1	1	1	0	0	5	1	1

* Peterborough as a locality contains only 60 properties within Corangamite Shire, the remainder are in Moyné Shire.

Table 14 Detailed explanation of risk profile table column headers

Table heading descriptor	Score Definition – all scores are mathematically ranked 1 to 10 from raw data, with the exception of access to large low-fuel area which is ranked from 1 to 5
LG	Local Government area (sc – Surf Coast Shire, cos – Colac-Otway Shire, c – Corangamite Shire)
No. Houses per town	The number of houses within the footprint of the locality.
Av number of houses lost (ranked)	An average number of houses lost, drawn from the 10,000 simulated fires run across the landscape and how many houses burnt in the total simulation.
Total house loss / number of house In town (ranked) -	This column is based on the number of houses lost as a percentage of the total number of houses in the town. This column gives us an understanding of the vulnerability of the town/ settlement. It also gives a basic understanding on how survivable the town would be to seek shelter in.
Likelihood of fire to cause substantial impact to town	This figure is a ranking based on the number of fires that impacted a township or settlement that caused more than 20% of the house to be lost. This figure gives an understanding of which places are impacted at the greatest frequency by highly damaging fires.
Ranked Drop zone potential	This analysis helps us to understand the factors that could contribute to a major ember drop zone and the potential for damaging winds associated with terrain, vegetation, and fire weather. This work is still in development, but it is worth showing the ranked scale to help inform aspects of the risk profile. Understanding the potential here may have an important role to play, as the damaging nature of these effects were evident during Black Saturday.
Ranked access to a beach or large space of low fuel -	This element was included as a beach whilst not an ideal shelter in a major bushfire does provide an option for a number of towns that in effect could reduce the life loss potential compared to a township with no access.
Ranked need for assistance Age/ Disability (total number of people) -	This column is a simple representation of the number of people in a township or settlement that have either a disability, are less than 14 years old or more than 65 years old. This represents a component of susceptible people and research from Black Saturday found that not only these people, but the carers are at great risk from a major bushfire.(Blanchi R 2012)
Ranked Tourism factor	The degree to which the usual population of the town expands during the summer months, which also coincides with higher fire danger ratings – ranked As another major component of susceptible people, in some areas tourists form a substantial proportion of the population and this leads to those areas having a higher risk.

Appendix D Drop zone analysis

Drop zone analysis is important in understanding the bushfire risk and the potential for fire storm impact on each town. It is a new way of considering the factors that have seen the phenomenon of mass ember attack on townships during a bushfire.

Following the 2009 Victorian Black Saturday fires, Dr Kevin Tolhurst (and others) examined factors that led to the catastrophic outcomes at Marysville. The influence of terrain ruggedness and its interaction with convection on the development of potential fire storms at particular locations was investigated. Dr Tolhurst found that the catastrophic outcome at some locations on Black Saturday was strongly influenced by terrain factors – relatively long runs of steep uphill slopes supporting ember-generating vegetation within about 6kms of those locations from the direction of fire. This effect has been termed *drop zone*. Dr Tolhurst is preparing a report on the drop zone concept to the CFA. At the time of undertaking the risk analysis for this plan and writing the plan this report was not available.

Using the principles and methodology of this work and in discussion with Dr Tolhurst, the Otway Bushfire Planning Collaboration undertook a finer scaled analysis drop zone risk assessment across all localities of the Otway District, using the Marysville investigation as a benchmark (Ashton and Nagel 2015). The report prepared on this work describes the process of identifying drop zone potential for Otways towns as a component of township bushfire risk assessment. Drop zone work contributes to the risk analysis of each town and is used in addition to Phoenix RapidFire modelling and other risk analysis.

Factors examined in the Otway drop zone analysis were:

- the fire direction – a north west fire run potential and a south west fire run potential were analysed separately.
- from each of these fire aspects the amount of potential uphill run was calculated, this component considered the individual length and steepness of the uphill runs (as well as combined totals).
- These factors were overlaid where they intersected forested vegetation. The main premise of these characteristics is the potential for the generation of extensive convection columns, that have the potential to carry a vast ember loads. As these columns are susceptible to breaking down as the fuel or the slope alters significantly creating a mass launch zone, that potentially becomes susceptible to other winds that can take the embers to ground as an ember storm.
- The analysis was tabulated and ranked for each town, and is presented as part of the township risk assessment spreadsheet in the risk tables in the strategic fire plan



Figure 36 Illustration of landscape assessment for drop zone potential

This was achieved through data transfer from the selected input criteria, to a series of array lines emanating from a central point in the township or settlement.

This analysis is likely to be refined in future with the further input of Dr Tolhurst and the release of his report. It was determined that this initial work undertaken in the Otways was a valuable contribution to the analysis of the risk profile of this planning area and hence is briefly described here. Further detail is available in the report (Ashton and Nagel 2015).

**ORDINARY COUNCIL MEETING
NAMING OF UNNAMED WALKWAY - 'JUDY SEEBERG WALK'
OM172203-3**

LOCATION / ADDRESS	Apollo Bay	GENERAL MANAGER	Mark Lyons
OFFICER	Daniel Fogarty	DEPARTMENT	Corporate Services
TRIM FILE	F16/6678	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	The purpose of this report is to name a walkway extending easterly from Seeberg Court, Apollo Bay as "Judy Seeberg Walk".		

1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

2. BACKGROUND

Procedures pursuant to the Office of Geographic Places Names' (OGPN) "Guidelines for Geographic Names 2010" were commenced in November 2016 to name the walkway extending easterly from Seeberg Court, Apollo Bay as "Judy Seeberg Walk".

The walkway is located in a recreation reserve created when the Seeberg Estate subdivision was undertaken. The walkway runs along the southern side of Milford Creek for a distance of approximately 275 metres.

No properties at this stage will be addressed by reference to the proposed name.

3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

The proposal meets the aims of Pillar 2 of the 2013-17 Council Plan which relates to "a planned future". It does this by naming an infrastructure feature (i.e. a walking path) that will facilitate its location by the public and emergency services.

4. ISSUES / OPTIONS

Developers of land are permitted to submit names for streets and /or features located within their subdivision. Submitted names are initially assessed by officers taking into consideration the requirements OGPN's naming guidelines.

The developer of the Seeberg Estate was given a verbal commitment to the walking path being named "Judy Seeberg Walk" in 2010 as part the development finalisation. Finalisation of the naming arrangements is now proposed in line with that original commitment. Around this time the regulations in relation to naming arrangements were enhanced with the OGPN's naming guidelines becoming a requirement for Councils to follow.

5. PROPOSAL

In accordance with the verbal undertaking given to the developer, it is proposed to name the walkway as "Judy Seeberg Walk". The proposed name commemorates Judy Seeberg, who is the spouse of the developer of the land.

Names intended to be applied to roads are required to comply the Guidelines for Geographic Names prescribed by the Office of Geographic Names. If one or more principles cannot be complied with, it will not necessarily prevent acceptance of a naming proposal.

In this case, the name complies with principles below in that the name:-

- is a plain English name
- recognises public interest by applying a name that will benefit the broader community
- ensures public safety, by accurately addressing an infrastructure feature that will facilitate location by the public and emergency services etc.
- is not duplicated elsewhere in the locality or shire (thereby not causing confusion)
- is not a directional name (e.g. north, south, east, west etc.)
- the extent of the walking path is clearly defined
- has a link to the locality (i.e. named after the developer of land in the area and in close proximity to Seeberg Court)
- are not commercial or business names
- is not discriminatory
- has been through a process of public consultation.

The proposed name does not fully meet the following principles:-

- part of principle 1(H) in that it is named after a specific individual that is still alive, or
- principle 1(K) in that it doesn't recognise or use indigenous Australian names.

However, given the previous undertaking given to the developer, which was made prior to the OGPN requirements coming into affect, it is considered the name is appropriate in this case.

Once Council has resolved to adopt the name, the OGPN will be advised.

6. FINANCIAL & OTHER RESOURCE IMPLICATIONS

There are no immediate financial or resource implications. Council may however choose to erect a sign at the ends of the walkway at some stage, which would involve some expenditure.

7. RISK MANAGEMENT & COMPLIANCE ISSUES

There are no risk management issues.

The proposal complies with relevant legislative requirements to consider the naming principles contained in the OGPN's naming guidelines.

8. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

There are no environmental and climate change considerations.

9. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected was inform and consult and included advertising the proposal in the Colac Herald and Apollo Bay newsletter in mid-November 2016 and allowing a six week period for submissions to be lodged.

No submissions were received.

As no property addresses were affected by the proposal, letters were not required to be sent to owners of properties that abut the Recreation reserve that contains the walkway.

10. IMPLEMENTATION

Once Council resolves to apply this name, the OGPN will be advised and action taken to update the State map base to show the new name on the map base.

The name is not required to be published in the Government Gazette.

11. CONCLUSION

It is proposed to name the walkway “Judy Seeberg Walk” to honour a previous agreement with the developer of the Seeberg Estate. A six week public consultation period was allowed and no submissions in relation to the name were received.

12. RECOMMENDATION

Recommendation

That Council:

- (1) having received no submissions to the proposed naming of the walkway extending easterly from Seeberg Court, along the south side of Milford Creek, Apollo Bay and having considered the naming principles contained in the Naming Guidelines 2010, resolves to name the walkway “Judy Seeberg Walk”;*
- (2) advise the Office of Geographic Places Names of the resolution.*

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**ORDINARY COUNCIL MEETING  
NAMING UNNAMED ROADS –  
'HAY STREET' ELLIMINYT AND 'DENNEY TRACK' GLENAIRE  
OM172203-4**

|                           |                                                                                      |                        |                    |
|---------------------------|--------------------------------------------------------------------------------------|------------------------|--------------------|
| <b>LOCATION / ADDRESS</b> | Elliminyt & Glenaire                                                                 | <b>GENERAL MANAGER</b> | Mark Lyons         |
| <b>OFFICER</b>            | Daniel Fogarty                                                                       | <b>DEPARTMENT</b>      | Corporate Services |
| <b>TRIM FILE</b>          | F16/6678                                                                             | <b>CONFIDENTIAL</b>    | No                 |
| <b>ATTACHMENTS</b>        | 1. Locality Map - Hay Street Elliminyt<br>2. Locality Map - Denny Track Glenaire     |                        |                    |
| <b>PURPOSE</b>            | The purpose of this report is to consider the naming of two currently unnamed roads. |                        |                    |

### 1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

### 2. BACKGROUND

Statutory procedures pursuant to clause 5, Schedule 10 of the *Local Government Act 1989* were commenced in October 2016 to name two unnamed roads, being:-

- (a) an unnamed road reserve in Elliminyt as “Hay Street”, and
- (b) an unnamed track in Glenaire as “Denney Track”.

The road reserve in Elliminyt extends easterly from Sinclair Street South (opposite Lawes St) to Armstrong Street, in the area between Irrewillipe Road and Harris Road. Naming this road reserve will facilitate accurate addressing of new residential properties that now abut the road reserve.

The proposed name commemorates the Hay family who have been long-time residents in the Colac area, have been associated with many sporting and special interest clubs and owned the Colac Aerated Waters soft drink business, that operated from Main Street, Elliminyt for many years.

The track in Glenaire extends in a south easterly direction from Sand Road, running roughly parallel to Sand Road for a distance of approximately 1.2km. It traverses two parcels of uncategorised public land and provides access to privately owned land located between the track and the coast. Naming the track will allow this land to be accurately addressed and more easily located (particularly by emergency services).

The proposed name commemorates the Denney family that were among the first European settlers in the area and still own land in this vicinity and abutting the track. The name has the support of the traditional owners, the Gadubanud people and the other abutting owner.

### 3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

The proposal meets the aims of Pillar 2 of the 2013-17 Council Plan which relates to “a planned future”. It does this by enabling properties abutting the road to be addressed to facilitate easier location by interested parties and emergency service and in the case of the Elliminyt road, allowing new residential properties to be accurately addressed.

#### 4. ISSUES / OPTIONS

Allocating a name to the road reserve in Elliminyt is required as new houses are being built abutting the road reserve and these need clear addresses.

Naming the track in Glenaire will allow the properties accessed off the track to be more accurately addressed instead of being addressed to Sand Road, which they have no physical abuttal to. This will facilitate easier location of the properties on the State map base.

#### 5. PROPOSAL

It is proposed:-

- (a) the road reserve in Elliminyt be named "Hay Street", and
- (b) the track in Glenaire be named "Denney Track".

Names intended to be applied to roads are required to comply the Guidelines for Geographic Names prescribed by the Office of Geographic Names. If one or more principles cannot be complied with, it will not necessarily prevent acceptance of a naming proposal.

In these cases, the name comply with principles 1 (A) – (J) in that the names:-

- are plain English names
- recognise public interest by applying names that will benefit to the broader community
- ensure public safety, by accurately addressing properties to facilitate location by emergency services etc.
- are not duplicated elsewhere in the locality or shire (thereby not causing confusion)
- are not directional names (eg; north , south, east, west etc)
- the extent of the road/track is clearly defined
- have a link to the locality
- whilst commemorating families, are not named after a living individual
- are not commercial or business names.

Naming principle 1(K) refers to use of indigenous names and in this case verbal support for the names was given by the local indigenous representative.

The Office of Geographic Place Names (OGPN) has indicated it supports the proposed names. Once Council has resolved to adopt the names the OGPN will be advised of this and they will arrange for gazettal of the resolution, which will give effect to the names.

#### 6. FINANCIAL & OTHER RESOURCE IMPLICATIONS

Council will be required to erect road name signs at both ends to the road reserve in Elliminyt (ie: at Sinclair St South and Armstrong St) and at the point at which the track in Glenaire deviates from Sand Road.

It is estimated these actions will cost approximately \$1,000 and there is sufficient funds available in the road maintenance budget to cover this cost.

#### 7. RISK MANAGEMENT & COMPLIANCE ISSUES

There are no risk management issues.

The proposal complies with relevant legislation (ie: clause 5, schedule 10 of the *Local Government Act 1989* and the OGPN's naming guidelines).

## 8. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

There are no environmental and climate change considerations.

## 9. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected was inform and consult and included advertising the proposal in the Colac Herald on 28 October 2016 and allowing six weeks for submissions to be lodged.

The representative of the indigenous Gadubanud people was also consulted and provided verbal support for the proposed names.

No submissions were received for either proposed name.

## 10. IMPLEMENTATION

Once Council resolves to apply these names, the resolution will be published in the Victorian Government Gazette to give legal effect to the road names. Action will also be taken to update the State map base to show the new road names on the map base.

## 11. CONCLUSION

It is proposed to name two previously unnamed roads after prominent local families. Naming of the roads will facilitate addressing of abutting properties and location of the properties. A six week public consultation period was allowed and no submissions in relation to the names were received.

## 12. RECOMMENDATIONS

### Recommendation 1

*That Council, having received no submissions to the proposed naming of unnamed road reserves, resolves in accordance with clause 5, schedule 10 of the Local Government Act 1989:-*

- 1. To name the road reserve that extends easterly from Sinclair Street South (opposite Lawes St) to Armstrong Street, Elliminyt, (in the area between Irrewillipe Rd and Harris Rd) as "Hay Street"*

### Recommendation 2

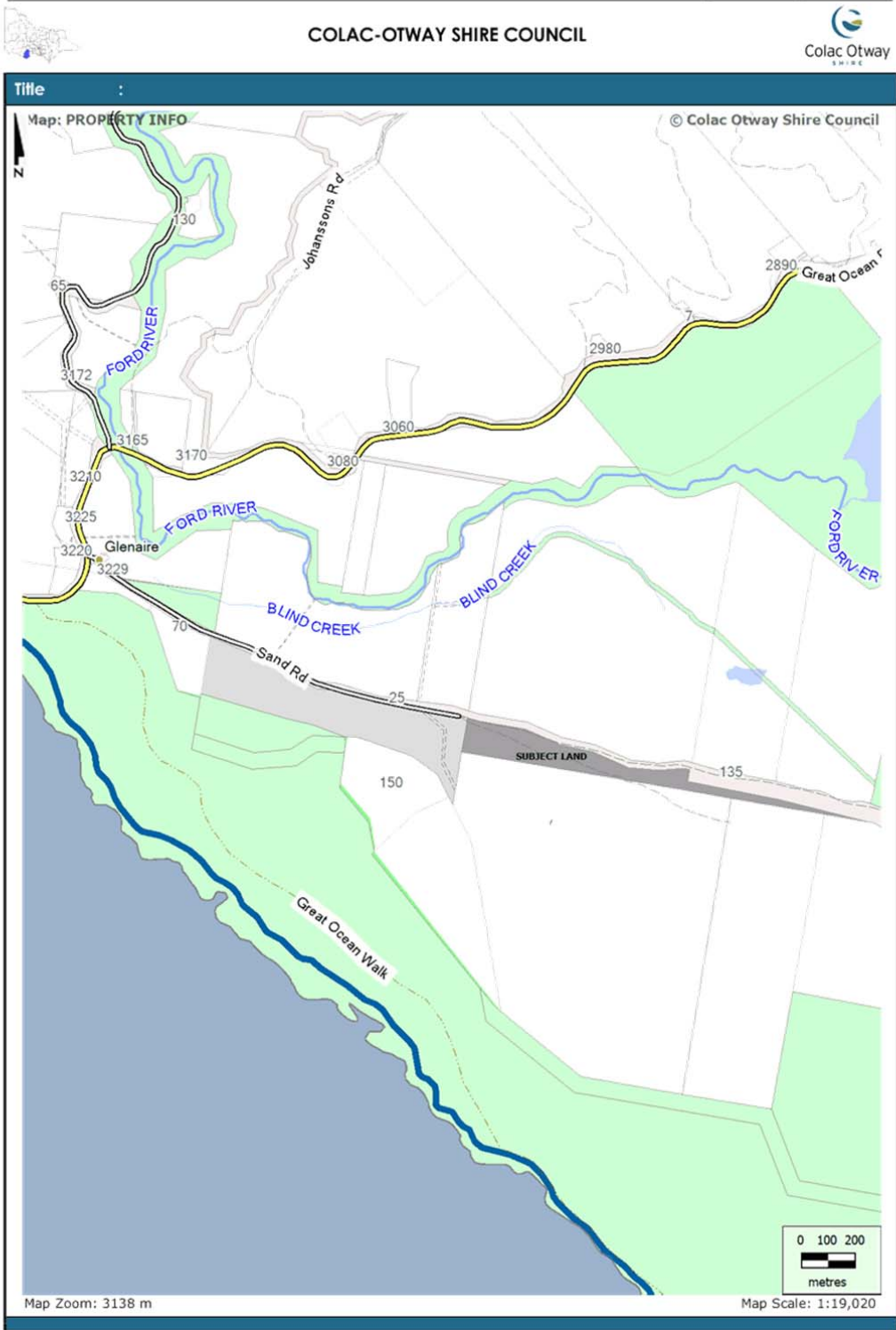
*That Council, having received no submissions to the proposed naming of unnamed road reserves, resolves in accordance with clause 5, schedule 10 of the Local Government Act 1989:-*

- 1. To name the track in Glenaire that extends in a south easterly direction from Sand Road, (running roughly parallel to Sand Road) as "Denney Track" in accordance with clause 5, schedule 10 of the Local Government Act 1989.*

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COLAC-OTWAY SHIRE COUNCIL



**ORDINARY COUNCIL MEETING
PETITION - MALHOFF ROAD
OM172203-5**

LOCATION / ADDRESS	Malhoff Road, Forrest	GENERAL MANAGER	Mark Lyons
OFFICER	Daniel Fogarty	DEPARTMENT	Corporate Services
TRIM FILE	F16/6678	CONFIDENTIAL	No
ATTACHMENTS	1. Location Map - Malhoff Road		
PURPOSE	The purpose of this report is to table a community petition requesting that Council rename Malhoff Road, Forrest.		

1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

2. BACKGROUND

A petition was received on 7 February 2017 requesting that Council rename Malhoff Road, Forrest. The petition was submitted by Ms J Cunningham (nee Curtis). A summary of the of the petition is that Malhoff Road be renamed Curtis Road, in honour of her grandfather, Tom Curtis, who ran the Forrest coach service.

The reasons for renaming the road given in the petition are:-

- the Curtis family were the only family that used the road,
- they constructed the road,
- Charles Malhoff was a convicted criminal,
- Charles Malhoff never used this road as access to his 20 acre property was located a kilometre further along Yaughar Rd,
- use of the name Malhoff is an insult to the Curtis family.

The petition is signed by 185 signatories, 43 of which are from addresses in Forrest, with the remainder being from addresses within the shire, various parts of Geelong, Melbourne and interstate. It is noted the petition is NOT signed by the current owners of the property located at the end of the road, which would be directly affected by a change of address resulting from the road name being changed.

This issue received consideration by Council throughout 2015 resulting in Ms Cunningham being advised in February 2016 the road would not be renamed. The reasons provided to Ms Cunningham were:-

- The road was named after the Malhoff family, rather than Charles Malhoff specifically.
- In addition to his daughters, Mr Malhoff had a son named August that later served in World War 1 and was wounded in action. As such, the Malhoff family did have members that made a positive contribution to society.
- The Malhoff family had an undisputed link to land in this locality and in fact, a 1910 copy of the Yaughar Parish Plan records the Malhoff family as owners of a 20 acre parcel located at the eastern end of the road reserve.
- The road name was adopted after completing a comprehensive peer review and public consultation process (which included input from the Forrest District History group) and no objection to the name was raised at that time.

- Rejection of a family name in this instance would create a precedent whereby a full family history and criminal record search would need to be provided or undertaken before any family name was considered in future road naming processes.

The road in question extends north easterly from the corner of Birregurra Forrest Road and Yaughner Road, on the northern outskirts of the Forrest township. It has a length of approximately 500 metres and provides access (and an address) to a single property (being 53 Malhoff Rd). The road was named in 2008 as part of a road naming project in which almost 200 previously unnamed roads were named. The naming process included public consultation and the consideration of submissions by a consultative committee that was established specifically for that project. The committee included two Councillors and two community representatives with the community representatives being, Paul O'Brien of the Barwon Downs Community Group and Ken Widdowson of the Forrest District History Group.

No submissions were received in relation to the Malhoff name at the time.

Mr Malhoff's criminal history from the 1890's was unknown at the time the road was named and was brought to Council's attention through local media by Ms Cunnington as justification for renaming the road.

3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

Council's Naming of Roads, Localities and Features Policy (20.2) and the Office of Geographic Places Names' (OGPN) "Guidelines apply to the naming of roads. The OGPN provide specific guidance on the process to be followed when a road might be considered for renaming.

4. ISSUES / OPTIONS

There are two options available to Council:-

1. Leave the road name unchanged as it complies with all Council policies, OGPN requirements and was subject to a significant consultation process.
2. Commence a process to consider renaming the road.

The submitter has provided reasons for their suggestion as follows:-

	Reason in Petition	Officer Comment
1	The Curtis family were the only family that used the road.	This may have been true at some stage. The 1910 Yaughner parish plan shows the Malhoff family owned land (ie: Lot 1F) abutting the road, it would seem likely that they must have used the road as well to access their property.
2	The Curtis family constructed the road	This may be true although this in itself doesn't confer exclusive right for it a road to be named after them.
3	Charles Malhoff was a convicted paedophile.	The road was not named after Charles Malhoff specifically. Mr Malhoff's actions occurred about 120 years ago. There were also other family members who lived in the area and contributed to the community.
4	Charles Malhoff never used this road as access to his 20 acre property was located a kilometre further along Yaughner Rd.	Based on the information available to Council it would seem unlikely – see comment in (1) above. The Malhoff family owned two parcels of land in this area – one abutting the road in question and one about 1 kilometre further along Yaughner Rd.

Overall, whilst the Curtis name would have been an appropriate name, it was not put forward as a name when the road naming project was undertaken and no objection to the Malhoff name was raised.

The fact the Curtis family owned land abutting the road gives them no more right for the road to be named after them than any of the four subsequent families that have owned the former Curtis property, or the Malhoff family who also owned land abutting the road.

To rename the road now would create a precedent whereby:-

- any road name based on a family name could be questioned if an unfavourable historical fact was unearthed. This is why naming arrangements only name a specific person in limited circumstances.
- it could be expected that Council would do extensive (ie: over 100 years) and costly family history/criminal record checks before using a family name for naming purposes. If Council is to reject the Malhoff name because of the criminal history of one family member from 120 years ago, we would need to standardise this as a specific step in all future naming processes.

Renaming the road would require Council to undertake the required statutory process, which involves advertising the proposal, undertaking public consultation and consideration of any submissions received. The process generally takes approximately six months to complete and would cost in the vicinity of \$ 3,000.

It would also require the current owners of the only property affected by the road name (ie; 53 Malhoff Rd) to change their address with banks, licences, insurance companies etc, thereby causing them inconvenience and possibly cost.

At present, requests are received from time to time from people wanting to commemorate their families etc. These suggestions are kept and put forward when there is an appropriate opportunity. These opportunities are rare as names for new roads created by subdivisions are generally provided by the subdivider.

Regardless, Council officers consider proposed names against the Office of Geographic Place Names' naming principles and develop a proposal to be advertised. Development of the proposal however does not currently include family history/criminal record checks. This would be a costly and time consuming process and would require specific resources and expertise to carry out this research.

5. PROPOSAL

It is therefore proposed that the petition for Malhoff Road to be renamed Curtis Road be rejected for the reasons outlined above.

6. FINANCIAL & OTHER RESOURCE IMPLICATIONS

There are financial implications if Council agrees to rename the road as the costs of undertaking advertising and public consultation will be borne by Council and are estimated at \$3,000. This cost represents an estimate of for officer time in researching and preparing the proposal, preparing reports and letters, advertising the proposal, considering submissions, and preparation and installation of new street nameplates if the renaming proceeds. This would not include the cost of undertaking a family history /criminal record check.

7. RISK MANAGEMENT & COMPLIANCE ISSUES

There are no risk management and compliance issues.

8. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

There are no environmental and climate change issues.

9. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected was inform and consult and included advertising the proposal and receiving and considering submissions made.

10. IMPLEMENTATION

Not applicable.

11. CONCLUSION

Based on all information, and while not disputing the Curtis family connection to the Forrest area, it is recommended that Malhoff Road remain unchanged for the following reasons:-

- The road name was adopted after completing a comprehensive peer review and public consultation process (which included input from the Forrest District History group) and no objection to the name was raised at that time.
- Malhoff Road was originally named in accordance with the requirements of the Office of Geographic Place Names' naming principles.
- The Malhoff family had an undisputed link to land in this locality and in fact, a 1910 copy of the Yaugher Parish Plan records the Malhoff family as owners of a 20 acre parcel located at the eastern end of the road reserve.
- The road was named after the Malhoff family, rather than Charles Malhoff specifically.
- In addition to his daughters, Mr Malhoff had a son named August that later served in World War 1 and was wounded in action. As such, the Malhoff family did have members that made a positive contribution to society. The current land owner has not objected to the current road name.

12. RECOMMENDATION

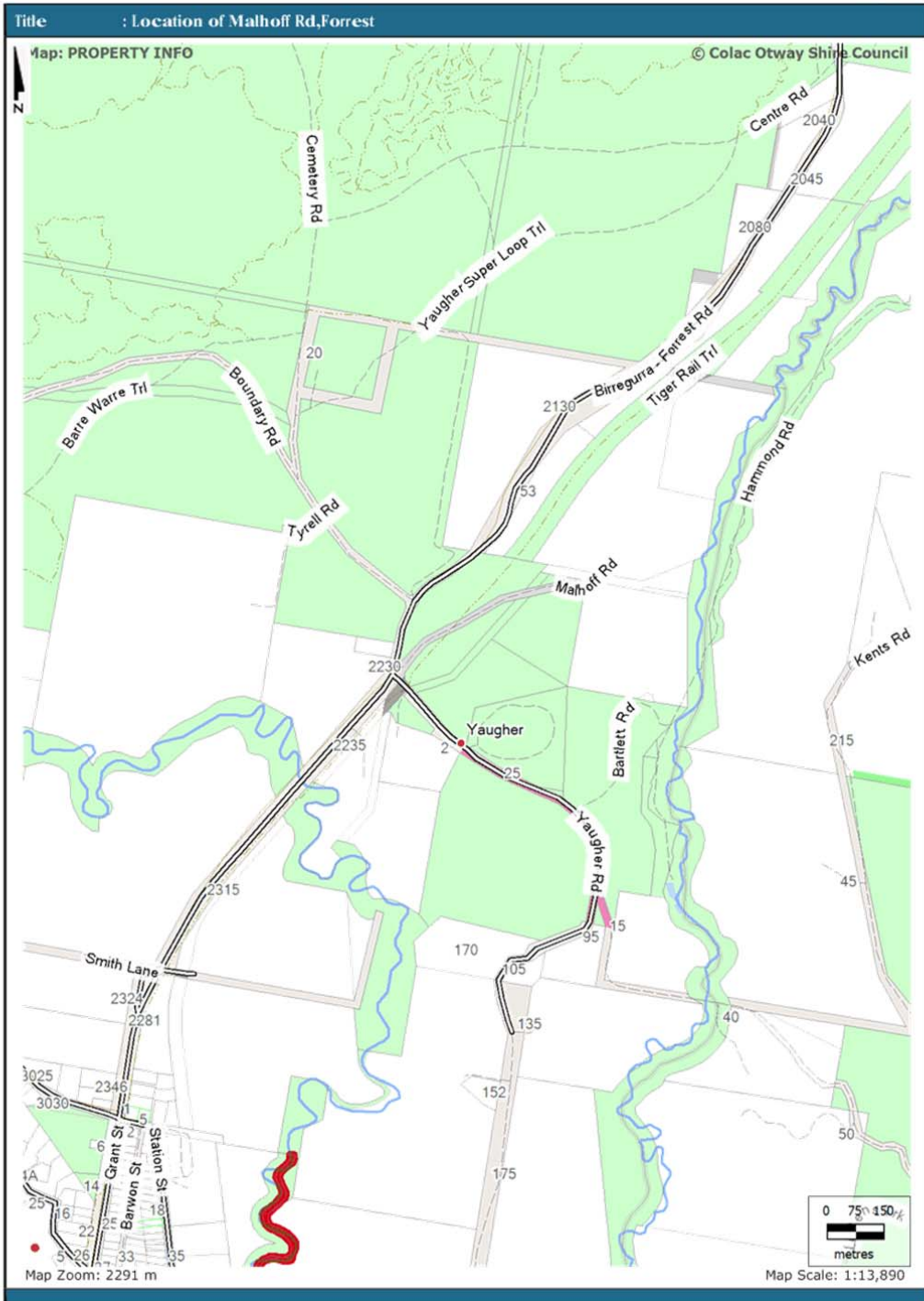
Recommendation

That Council notes the petition to rename Malhoff Road, Forrest as Curtis Road and further notes the investigations that have occurred and resolves not to initiate processes to change the road name.

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# COLAC-OTWAY SHIRE COUNCIL



**ORDINARY COUNCIL MEETING  
COLAC LAWN TENNIS CLUB / COLAC MALLET SPORTS CLUB LEASE RENEWAL  
OM172203-6**

|                           |                                                                                                                                                                            |                        |                                   |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-----------------------------------|
| <b>LOCATION / ADDRESS</b> | 48A Church Street, Colac                                                                                                                                                   | <b>GENERAL MANAGER</b> | Tony McGann                       |
| <b>OFFICER</b>            | Ian Seuren                                                                                                                                                                 | <b>DEPARTMENT</b>      | Infrastructure & Leisure Services |
| <b>TRIM FILE</b>          | F16/6678                                                                                                                                                                   | <b>CONFIDENTIAL</b>    | No                                |
| <b>ATTACHMENTS</b>        | Nil                                                                                                                                                                        |                        |                                   |
| <b>PURPOSE</b>            | The purpose of this report is to seek Council endorsement to lease land located at 48A Church Street Colac to the Colac Lawn Tennis Club and the Colac Mallet Sports Club. |                        |                                   |

### 1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

### 2. BACKGROUND

The Colac Lawn Tennis Club (CLTC) and the Colac Mallet Sports Club (CMSC) jointly occupy Council land located at 48A Church Street Colac. The site is 1.8ha in size and includes:

- 15 grass tennis courts, 2 synthetic courts and 2 en-tout-cas courts (currently not playable)
- 2 mallet sports lawns
- Clubhouse
- Tennis tournament box
- Storage sheds

The CLTC has been in operation since 1916 with a strong history and has been a voluntary self-funding club throughout its existence. The CLTC currently has approximately 50 members and participates in the Polwarth and District Tennis Association.

The CMSC (or previous forms of croquet club/s) has been in existence since 1922 having previously occupied a number of locations in Colac, most recently the site that is now COPACC. The CMSC relocated to the current site around 20 years ago. The CMSC has 18 members.

The facilities are in good condition with the Clubhouse having undergone an extensive renovation approximately 10 years ago. The two clubs currently maintain their own respective playing facilities.

### 3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

#### **Council Plan**

This report aligns to the following Council Plan Pillars:

#### ***Good Governance***

Means we care about and are responsive to the community encourage democratic participation and involve people in decisions that affect them. We strive for excellence in financial management and council services, and always look for better ways to do things.

*Our Goal:*

Ensure transparency of governance practices, the capability of our organisation and effective resource management.

**A Place to Live and Grow**

Is a community where people feel cared for and supported; where buildings and spaces facilitate creativity, social activity and enrichment of life, and where people have access to gain the skills and education needed to reach their potential.

*Our Goal:*

Improve access to buildings, spaces, services and education to support and enable quality of life.

**4. OTHER POLICIES & STRATEGIES**

This lease agreement has been prepared in accordance with Council’s Property Leasing Policy, which outlines Council’s principles and values in relation to property management.

Consideration has also been given to the G21 Regional Tennis Strategy.

**5. ISSUES / OPTIONS**

Council has leased the land to the CLTC and CMSC for many years. The previous 5 year lease has expired and is due for renewal. Subsequent to the lease agreement, the clubs previously also entered into a management agreement to clarify shared use of the facility, particularly the Clubhouse and other common areas such as the carpark and entry. This agreement was for a 3 year period.

Council officers have met with both tenant clubs on numerous occasions to discuss lease terms. It was agreed by both clubs that the current terms of the lease are satisfactory and that the particulars of the management agreement be included into a renewed lease. The only changes made to the draft lease are:

- Simplify responsibility of the payment of electricity costs to an even 50% split.
- Include a section on communication which states that the two clubs will formally meet twice per year to discuss any relevant issues associated with joint use of the facilities. The meeting will be chaired by a representative of Colac Otway Shire.
- Car park and lawns maintenance to be split evenly between the two clubs.

The proposed key terms of the lease are as follows:

|                |                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agreement Type | Lease                                                                                                                                                                                                                                                                                                                                                                                   |
| Rent           | \$1 (ex GST) per annum per tenant if requested.                                                                                                                                                                                                                                                                                                                                         |
| Term           | 3 years                                                                                                                                                                                                                                                                                                                                                                                 |
| Option         | Nil                                                                                                                                                                                                                                                                                                                                                                                     |
| Utilities      | Electricity costs to be the responsibility of the tenants, to be shared evenly between the two clubs.                                                                                                                                                                                                                                                                                   |
| Rates & Fees   | Nil                                                                                                                                                                                                                                                                                                                                                                                     |
| Maintenance    | <b>Clubhouse Maintenance</b><br>As agreed to by the clubs and shall be proportionately funded in accordance with the following formula, based on level of use: <ul style="list-style-type: none"><li>• Colac Lawn Tennis Club 40%</li><li>• Colac Mallet Sports Club 60%</li></ul> The types of costs included in this apportionment are building, plumbing and electrical maintenance. |

|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                    | <p><b>Tennis Court Playing Area (including Tournament Box)</b><br/>The security, general maintenance and development of this area to be the responsibility of the CLTC.</p> <p><b>Mallet Sports Club Area</b><br/>The security, general maintenance and development of this area to be the responsibility of the CMSC.</p> <p><b>Car Park</b><br/>Grounds mowing and maintenance:</p> <ul style="list-style-type: none"> <li>• CLTC from 1 October to 31 March</li> <li>• CMSC from 1 April to 30 September</li> </ul> |
| Special conditions | Nil                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

A 3 year term is considered appropriate as it adheres to Council’s Property Leasing Policy. In addition, the capacity of the CLTC to continue to maintain the 15 lawn tennis courts with a declining membership is uncertain. The Colac Lawn Tennis Centre currently acts as the municipality’s regional tennis facility. The G21 Regional Tennis Strategy, adopted by Council in May 2015, recommends that Council:

*“Explore long-term redevelopment or relocation options for the Colac Lawn Tennis Club in conjunction with the Colac Indoor Tennis Centre and other existing tennis venues in Colac (inc. Colac Central Reserve and Elliminyt Tennis Courts) – consideration to be given to Colac providing a Large Community Tennis Centre to serve central, north, east and west areas of the Shire.”*

There have been initial discussions with the CLTC, Polwarth and District Tennis Association and the Colac Indoor Tennis and Sports Centre about future requirements for a regional tennis facility. Of particular importance is to also understand the future needs of the CMSC. Additional work will be undertaken in the future to further investigate the recommendation from the G21 Regional Tennis Strategy.

Based on the above information, a 3 year term is considered appropriate for this lease and is supported by both tenant clubs.

## 6. PROPOSAL

It is proposed that Council resolve to enter into a lease agreement with the Colac Lawn Tennis Club and the Colac Mallet Sports Club for use of land located at 48A Church Street Colac.

## 7. FINANCIAL & OTHER RESOURCE IMPLICATIONS

Administrative costs associated with the preparation of the Lease will be absorbed into the relevant operational budget.

The proposed rental amount (peppercorn) is in accordance with Council’s Property Leasing Policy, particularly considering the maintenance requirements of the tenant groups and limited ability to raise revenue. The amount proposed is consistent with the previous lease.

## 8. RISK MANAGEMENT & COMPLIANCE ISSUES

This Lease has been prepared in accordance with Council’s Property Leasing Policy and the provisions of the *Local Government Act 1989* will be followed to ensure that Council fulfils its statutory obligations.

The proposed Lease Agreement makes clear risk and compliance requirements of the lessees.

## 9. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

There are no considerations applicable at this point in time.

## 10. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected is ‘consult’ and ‘inform’. Council officers have engaged in positive discussions with the CLTC and the CMSC regarding the proposed terms, with both groups supportive of the terms. Council officers will continue to collaborate with the two tenant groups through biannual meetings.

## 11. IMPLEMENTATION

Council will immediately do all things required to execute this Lease upon resolution by Council. As per the *Local Government Act 1989*, Council is not required to give public notice as the proposed lease term is less than 10 years and the rental amount is less than \$50,000.

## 12. CONCLUSION

The CLTC and the CMSC have occupied land at 48A Church Street Colac for many years through a lease agreement. The lease has concluded and is due for renewal. Both clubs provide important recreational opportunities for a broad cross-section of the community. The proposed lease terms are supported by both clubs and are in accordance with Council’s Property Leasing Policy.

## 13. RECOMMENDATION

### Recommendation

#### **That Council:**

- 1. Enter into a lease agreement with the Colac Lawn Tennis Club and the Colac Mallet Sports Club for use of 48A Church Street Colac for the purpose of sporting facilities with the following terms:**

|                |                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agreement Type | Lease Agreement                                                                                                                                                                                                                                                                                                                                                                         |
| Rent           | \$1 (ex GST) per annum per tenant if requested.                                                                                                                                                                                                                                                                                                                                         |
| Term           | 3 years                                                                                                                                                                                                                                                                                                                                                                                 |
| Option         | Nil                                                                                                                                                                                                                                                                                                                                                                                     |
| Rent review    | Not applicable                                                                                                                                                                                                                                                                                                                                                                          |
| Utilities      | Electricity costs to be the responsibility of the tenants, to be shared evenly between the two clubs.                                                                                                                                                                                                                                                                                   |
| Rates & Fees   | Nil                                                                                                                                                                                                                                                                                                                                                                                     |
| Maintenance    | <b>Clubhouse Maintenance</b><br>As agreed to by the clubs and shall be proportionately funded in accordance with the following formula, based on level of use: <ul style="list-style-type: none"><li>• Colac Lawn Tennis Club 40%</li><li>• Colac Mallet Sports Club 60%</li></ul> The types of costs included in this apportionment are building, plumbing and electrical maintenance. |



|                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                    | <p><b>Tennis Court Playing Area (including Tournament Box)</b><br/>The security, general maintenance and development of this area to be the responsibility of the CLTC.</p> <p><b>Mallet Sports Club Area</b><br/>The security, general maintenance and development of this area to be the responsibility of the CMSC.</p> <p><b>Car Park</b><br/>Grounds mowing and maintenance:</p> <ul style="list-style-type: none"> <li>• CLTC from 1 October to 31 March</li> <li>• CMSC from 1 April to 30 September</li> </ul> |
| Special conditions | Nil                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

**2. Authorises for the Chief Executive Officer or delegate to complete all administrative processes necessary to execute the Lease on behalf of Council.**

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**ORDINARY COUNCIL MEETING
COLAC YACHT CLUB LEASE RENEWAL
OM172203-7**

LOCATION / ADDRESS	4 Hamilton Street, Colac	GENERAL MANAGER	Tony McGann
OFFICER	Nicole Frampton	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	F16/6678	CONFIDENTIAL	No
ATTACHMENTS	1. DELWP Delegates Authority - Approval to Lease 4 Hamilton Street Colac to Colac Yacht Club Inc		
PURPOSE	The purpose of this report is to seek Council's endorsement to enter into a new lease agreement with the Colac Yacht Club Inc. at 4 Hamilton Street, Colac.		

1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

2. BACKGROUND

The property is known as 4 Hamilton Street, Colac and described as CA70B, Parish of Colac. It is Crown Land, zoned Public Park and Recreation Zone (PPRZ). Council is the appointed Committee of Management for this parcel of land. The property has been leased to the Colac Yacht Club (Club) for many years.



Map – Colac Yacht Club – situated on the Lake Colac Foreshore.

The irregular shaped site is 10,795m² and is located on the Lake Colac Foreshore. Erected on the site includes a double storey brick veneer and hardiplank building with corrugated iron roof (clubrooms and amenities), north facing balcony, attached double lock-up garage with two separate single roller doors, asphalt hardstand surrounds and sundry shedding. At a recent valuation, the facilities were deemed to be in average condition. The Lessee is responsible for all building maintenance costs.

The Colac Yacht Club has been an active Club for many years and forms part of Colac's history. The Colac Yacht Club recently celebrated 136 years of existence. Unfortunately due to the low water levels of Lake Colac, the Club currently travels to other lakes in the region to conduct activities. This has had a detrimental effect on membership and income from membership fees.

3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

Council Plan

This report aligns to the following Council Plan Pillars:

Good Governance

Means we care about and are responsive to the community encourage democratic participation and involve people in decisions that affect them. We strive for excellence in financial management and council services, and always look for better ways to do things.

Our Goal:

Ensure transparency of governance practices, the capability of our organisation and effective resource management.

A Place to Live and Grow

Is a community where people feel cared for and supported; where buildings and spaces facilitate creativity, social activity and enrichment of life, and where people have access to gain the skills and education needed to reach their potential.

Our Goal:

Improve access to buildings, spaces, services and education to support and enable quality of life.

Other policies and strategies

This lease agreement has been prepared in accordance with Council's Property Leasing Policy, which outlines Council's principles and values in relation to property management.

The draft lease has been prepared in accordance with the Department of Environment, Land, Water and Planning's (DELWP) Leasing Policy for Crown Land in Victoria 2010. As the land on which the property is located is Crown Land, the lease follows standard agreements prepared by DELWP. The proposal to enter into a lease has been authorised by the Minister's Delegate on the 15 November 2016 in accordance with the provisions of 17D of the *Crown Land (Reserves) Act 1978*.

4. ISSUES / OPTIONS

Council has leased the land to the Club for many years. The previous five year lease has expired and is due for renewal.

A recent rent valuation conducted by Preston Rowe Paterson (accredited valuers) for the land and building suggested a rent value of \$1,024 per annum (excluding GST).

For the past three years, the Club has requested a 100% and 50% reduction in the rent following a substantial reduction in membership due to the low water levels. The Club's membership numbers have reduced from 130 to approximately 30 members. The Club requested a 100% rent exemption in 2014/15, however a 50% reduction was authorised by Council who identified that they needed rent relief, however was cautious about setting a precedence with other lessees.

Council officers have met with the Club on a number of occasions to discuss lease terms.

Whilst the rent appraisal suggests \$1,024 per annum excluding GST, officers are recommending a rent amount of \$220 per annum (including GST) based on the following:

- Prior to the low water levels of Lake Colac, the Club had a healthy membership base that allowed for the Club's investment in maintaining and developing the facilities, and payment of the annual rent. The Club is experiencing extreme financial hardship due to the dramatic decrease in membership numbers.
- The Club is heavily reliant on membership fees and fundraising to operate and fund Club activities, rent and fully maintain the buildings and associated facilities. In the last three years, membership numbers have dropped dramatically due to Lake Colac's low water levels which are causing financial strain on the Club (130 members to now having 30 members). The current members want to continue operation. Due to Lake Colac water levels the Club is unable to hold yachting activities in Colac and then subsequently conduct activities at the clubrooms. Club members are required to travel to other waterways in neighbouring Shires, thus limiting the Club's capacity to raise revenue. In the past, members have held fundraising events to raise revenue to fund safety boat maintenance. The safety boat is contracted by the emergency services if an emergency occurs.
- The recommended lease term of three years has reduced from five years to allow Council to review the discounted rent and to align with Council's Property Leasing Policy. This will allow the rental amount to be reviewed based on Club membership and revenue capacity. It will also allow for Council and the Club to monitor the Lake Colac water levels, and the implementation of the Lake Colac Foreshore Master Plan. The Club agrees to the three year term.
- The Club is responsible for all building and ground maintenance at the property. Recently the Club has completed kitchen maintenance/upgrade works and the installation of fire extinguishers. The building needs a new roof and the Club has been repairing the roof in stages. The Club is reluctant to replace the roof given the recommendations in the Lake Colac Foreshore Master Plan. Discussions have been held between the Club and the Sea Scouts to determine if a combined building could be considered in the future. The building has been vandalised on a number of occasions resulting in broken windows, which has absorbed most of the revenue raised through limited fundraising efforts.
- Insurance costs for the Club per annum are in the vicinity of \$4,500 to \$6,000. The insurance covers rescue boats, public liability, and building and contents.

Based on the above information, a three year term with a rent reduction is considered appropriate for this lease and is supported by the Club and Council's Property Leasing Policy.

The requested rental reduction of \$220 per annum (including GST) is consistent with the rental amounts charged for other properties within the Lake Colac Foreshore precinct.

The terms of the proposed lease are guided by the DELWP Leasing Policy in accordance with the provision of the *Crown Land (Reserves) Act 1978* and Council's Leasing Policy. The Club has agreed to the following terms of the lease:

Agreement Type	Lease
Lease Term	3 years
Rent	\$220 per annum (incl. GST)
Option	Nil
Rent Review	Reviewed annually with CPI%
Rates and Charges	100% Lessee
Utilities	100% Lessee
Maintenance	100% Lessee
Insurance Public Liability	\$10M

5. PROPOSAL

It is proposed that Council resolve to enter into a lease agreement with the Colac Yacht Club for use of land located at 4 Hamilton Street Colac.

6. FINANCIAL & OTHER RESOURCE IMPLICATIONS

Administrative costs associated with the preparation of the Lease will be absorbed into the relevant operational budget.

The proposed rental amount is in accordance with Council's Property Leasing Policy, particularly considering the maintenance requirements of the tenant group and limited ability to raise revenue.

7. RISK MANAGEMENT & COMPLIANCE ISSUES

The proposed lease has been authorised by the Ministers Delegate for DELWP.

This proposed action complies with the provisions of section 17B of the *Crown Land (Reserves) Act 1978*.

The Club has provided Council with a copy of the certificate of currency for their public liability insurance.

The Lease agreement mitigates risk to all parties involved including the land owner, Committee of Management, Lessee and the general public.

8. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

No environmental or climate change considerations are applicable at this point in time.

9. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected would be 'consult' and 'inform'. Council officers have engaged in positive discussions with the Club and have reached an agreement for the proposed terms.

10. IMPLEMENTATION

Council will immediately do all things required to execute this Lease upon resolution by Council. As per the *Local Government Act 1989*, Council is not required to give public notice as the proposed lease term is less than 10 years and the rental amount is less than \$50,000.

11. CONCLUSION

Land located at 4 Hamilton Street Colac has been leased to the Colac Yacht Club for many years. The current lease is due for renewal and officers have met with the Club to determine and agree on the proposed lease terms.

The Club provides an opportunity for the community to enjoy, participate in and be involved in sailing activities. The Club has many life members and a mix of male and female active members. Over the past

three years the Club has experienced a reduction in membership due to the low water levels in Lake Colac. The Club has been resilient and continues to operate yachting activities at other locations until Lake Colac's water level rise.

With consideration to the reduction in membership, Lake Colac water level and the building maintenance required, a reduced rental amount is proposed.

12. RECOMMENDATION

Recommendation

That Council:

- 1. Enter into a new lease agreement with the Colac Yacht Club Inc. for use of 4 Hamilton Street Colac for the purpose of recreational facilities with the following terms:***

Agreement Type	Lease
Lease Term	3 years
Rent	\$220 per annum (incl. GST)
Option	Nil
Rent Review	Reviewed annually with CPI%
Rates and Charges	100% Lessee
Utilities	100% Lessee
Maintenance	100% Lessee
Insurance Public Liability	\$10M

- 2. Authorises the Chief Executive Officer or delegate to execute the Lease on behalf of Council.***

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Department of Environment,  
Land, Water & Planning

Our Ref: 2014732  
Date: 17 November 2016

State Government Offices  
PO Box 103  
GEELONG VIC 3220  
03 5226 4715

Ms Jade Thomas  
Strategic Property Coordinator  
Colac Otway Shire Council  
PO Box 283  
COLAC VIC 3250

Dear Jade

**LEASE BETWEEN COLAC OTWAY SHIRE COUNCIL AND COLAC YACHT CLUB INCORPORATED OVER  
PORTION OF LAKE COLAC RESERVE AND PORTION OF WESTERN BAY RESERVE COLAC**

I refer to previous correspondence, including your email dated 30 August 2016, in relation to the grant of a new lease to Colac Yacht Club Incorporated over portion of Lake Colac Reserve and portion of Western Bay Reserve Colac.

I wish to advise that on 15 November 2016, Mr Greg Leece, Regional Manager, Land Planning & Approvals, Barwon South West Region, as delegate of the Minister for Energy, Environment and Climate Change, in accordance with the provisions of the *Crown Land (Reserves) Act 1978*, approved the grant and purpose of the lease.

It is now in order for the lease to be prepared (in triplicate), executed (by both parties) and submitted to this office for the Minister's delegate to consider approval of the terms and conditions of the lease. A draft lease is to be prepared by Council and emailed to DELWP for review prior to execution. Please note that the commencement date of the lease cannot precede the date of the approval to the granting and purpose of the lease being 15 November 2016.

Should you have any further queries regarding this matter please contact me at this office on telephone number 03 5226 4715 or email [jacqueline.giezen@delwp.vic.gov.au](mailto:jacqueline.giezen@delwp.vic.gov.au).

Yours sincerely

Jacqueline Giezen  
Property Officer  
Public Land  
DELWP Geelong

**Privacy Statement**

Any personal information about you or a third party in your correspondence will be protected under the provisions of the Privacy and Data Protection Act 2014. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002.



**ORDINARY COUNCIL MEETING  
CORANGAMITE PISTOL CLUB LEASE RENEWAL  
OM172203-8**

|                           |                                                                                                                                                              |                        |                                      |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------|
| <b>LOCATION / ADDRESS</b> | 15 Barongarook Road,<br>Barongarook West                                                                                                                     | <b>GENERAL MANAGER</b> | Tony McGann                          |
| <b>OFFICER</b>            | Lisa Loughnane                                                                                                                                               | <b>DEPARTMENT</b>      | Infrastructure &<br>Leisure Services |
| <b>TRIM FILE</b>          | F16/6678                                                                                                                                                     | <b>CONFIDENTIAL</b>    | No                                   |
| <b>ATTACHMENTS</b>        | Nil                                                                                                                                                          |                        |                                      |
| <b>PURPOSE</b>            | The purpose of this report is to seek Council endorsement to lease land located at 15 Barongarook Road, Barongarook West to the Corangamite Pistol Club Inc. |                        |                                      |

### 1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

### 2. BACKGROUND

The Corangamite Pistol Club (Club) is located at 15 Barongarook Road, Barongarook West on land owned by Council.



*Corangamite Pistol Club Locality Map*

The Corangamite Pistol Club currently has a 10 year Lease that has expired.

The Club provides an opportunity for the community to enjoy, participate and be involved in shooting activities. There is a strong community link for many members that gather at club activities and support their sport. The Club holds events and fundraising activities at the clubrooms to raise money to help maintain the grounds, buildings and facilities. However with dwindling membership numbers, the Club is finding it increasingly difficult to raise significant funds to maintain their facilities. The Club currently has 49 members.



### 3. COUNCIL PLAN / OTHER STRATEGIES / POLICY

#### Council Plan

This report aligns to the following Council Plan Pillars:

#### **Good Governance**

Means we care about and are responsive to the community encourage democratic participation and involve people in decisions that affect them. We strive for excellence in financial management and council services, and always look for better ways to do things.

#### **Our Goal**

Ensure transparency of governance practices, the capability of our organisation and effective resource management.

#### **A Place to Live and Grow**

Is a community where people feel cared for and supported; where buildings and spaces facilitate creativity, social activity and enrichment of life, and where people have access to gain the skills and education needed to reach their potential.

#### **Our Goal**

Improve access to buildings, spaces, services and education to support and enable quality of life.

#### **Other policies and strategies**

The proposed Lease Agreement has been prepared in accordance with Council's Property Leasing Policy, which outlines Council's principles and values in relation to property management.

### 4. ISSUES / OPTIONS

Council officers have discussed the Club's intentions for future use of the land and negotiated the following terms for the proposed Lease Agreement.

|                            |                                                                                                                                               |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Agreement Type             | Lease                                                                                                                                         |
| Lease Term                 | 10 Years                                                                                                                                      |
| Rent                       | \$250 per annum (incl. GST)                                                                                                                   |
| Option                     | Nil                                                                                                                                           |
| Rent Review                | Increased annually by CPI                                                                                                                     |
| Rates and Charges          | 100% Lessee                                                                                                                                   |
| Utilities                  | 100% Lessee                                                                                                                                   |
| Maintenance                | 100% Lessee. The tenant is responsible to keep all fences and gates in good repair and condition and the gates always locked when not in use. |
| Building Insurance         | 100% Lessee                                                                                                                                   |
| Insurance Public Liability | \$10M                                                                                                                                         |

An independent appraisal was undertaken for the site. Whilst the rent appraisal recommends \$2,500 per annum, officers recommend a rental amount of \$250 per annum including GST (previously \$55 per annum including GST). This is based on the club having only a modest membership base and limited financial resources due to a declining membership base and ongoing operational costs. The Club is responsible for all maintenance, building insurance, cleaning and waste removal at the property under the terms of the propose lease.

The proposed reduction in rental is supported by Council's Property Leasing Policy as the Club is classified as 'Group 2 – Not for Profit Recreation and Sporting Clubs'. The Property Leasing Policy states that "this group will pay a rental based upon a percentage of the asset value of the facility and receives a substantial discount or subsidy from a fair market rental." In addition, the Corangamite Pistol Club has made a significant capital

contribution to the land and has a limited revenue potential which are factors also considered in determining the rental subsidy.

The Property Leasing Policy recommends a preferred term of the lease of three years however indicates that a longer term lease may be negotiated where the community organisation is making, or has made, a substantial capital contribution to the construction, improvement or maintenance of the property. In this instance, the Club has made all capital improvements to the land with limited support from Council. Therefore, a longer term of 10 years is proposed to provide the club with the necessary security to be able to justify capital investment in making modest upgrades to their facilities.

The Club is supportive of the proposed terms of the proposed lease.

## **5. PROPOSAL**

It is proposed that Council resolve to enter into a lease agreement with the Corangamite Pistol Club for use of land located at 15 Barongarook Road, Barongarook West.

## **6. FINANCIAL & OTHER RESOURCE IMPLICATIONS**

Administrative and advertising costs associated with the preparation of this agreement have been met through Council's relevant operating budget.

The proposed rental amount is in accordance with Council's Property Leasing Policy, particularly considering the maintenance requirements of the tenant groups and limited ability to raise revenue.

## **7. RISK MANAGEMENT & COMPLIANCE ISSUES**

This Lease has been prepared in accordance with Council's Property Leasing Policy and the provisions of the *Local Government Act 1989* will be followed to ensure that Council fulfils its statutory obligations.

The Lease Agreement makes clear risk and compliance requirements of the lessee.

## **8. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS**

No environmental or climate change considerations are applicable at this point in time.

## **9. COMMUNITY ENGAGEMENT**

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected would be 'consult' and 'inform'. Council officers have engaged in negotiations with the Club and have reached an agreement for the proposed terms.

Public notice of Council's intention to enter into this Lease Agreement will be advertised in accordance with the *Local Government Act 1989* and Council's Community Engagement Policy. The Local Government Act allows for a 4 week exhibition period for submissions to be lodged however Council's Community Engagement Policy recommends a 6 week period. Persons will also be provided with an opportunity to be heard in support of their submission should they indicate so.

## 10. IMPLEMENTATION

Public notification of Council's intention to enter into this Lease Agreement will be advertised immediately upon resolution by Council. If submissions are received they will be presented to Council for consideration and if no submissions are received Council will execute the new Agreement.

## 11. CONCLUSION

The Club provides an opportunity for the community to enjoy, participate, and be involved in shooting activities. The Club is an important link to recreational activities in Colac and are logically and practically located out of the township of Colac. To enable the Club to maintain and improve its facilities, Council has offered security by way of a 10 year Lease.

The Club has agreed on the proposed terms outlined in this report. It is recommended that their continued tenure over the site be confirmed by way of a new Lease.

The proposed Lease including key terms have been prepared following the provisions of Council's Property Leasing Policy.

## 12. RECOMMENDATION

### Recommendation

#### *That Council:*

- 1. Enters into a new agreement with the Corangamite Pistol Club for use of 15 Barongarook Road Barongarook West for the purpose of recreation facilities under the following terms:***

|                            |                                                                                                                                               |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Agreement Type             | Lease                                                                                                                                         |
| Lease Term                 | 10 Years                                                                                                                                      |
| Rent                       | \$250 per annum (incl. GST)                                                                                                                   |
| Option                     | Nil                                                                                                                                           |
| Rent Review                | Reviewed annually plus CPI                                                                                                                    |
| Rates and Charges          | 100% Lessee                                                                                                                                   |
| Utilities                  | 100% Lessee                                                                                                                                   |
| Maintenance                | 100% Lessee. The tenant is responsible to keep all fences and gates in good repair and condition and the gates always locked when not in use. |
| Building Insurance         | 100% Lessee                                                                                                                                   |
| Insurance Public Liability | \$10M                                                                                                                                         |

- 2. Authorises Council officers to give public notice of the proposed lease in accordance with sections 190 and 223 of the Act for a period of four weeks.***
- 3. Determine that a 'Committee of Council' in accordance with section 223(1)(b)(i) of the Act will hear any persons who in their written submissions under section 223 of the Act have requested that they be heard in support of their submission.***
- 4. In the event that no submissions are received, Council resolves to grant the lease on the terms set out in this recommendation and authorises the Chief Executive Officer or delegate to complete all administrative processes necessary to execute the Lease on behalf of Council.***

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**ORDINARY COUNCIL MEETING
MINUTES OF THE OLD BEECHY RAIL TRAIL COMMITTEE
OM172203-9**

LOCATION / ADDRESS	Old Beechy Rail Trail	GENERAL MANAGER	Tony McGann
OFFICER	Nicole Frampton	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	F16/6678	CONFIDENTIAL	No
ATTACHMENTS	1. Meeting Minutes - Old Beechy Rail Trail Committee - 7 November 2016 - confirmed		
PURPOSE	To note the Minutes of the Old Beechy Rail Trail Committee for 7 November 2016.		

It has been previously agreed to by Council that the minutes of the Old Beechy Rail Trail Committee should be included in the Council agenda once any confidential items have been identified and the minutes have been confirmed by the Committee.

Attached are the Minutes from the meeting held on 7 November 2016.

Meetings are held every two months, commencing February of each year.

1. RECOMMENDATION

Recommendation

That Council notes the Minutes of the Old Beechy Rail Trail Committee for 7 November 2016.

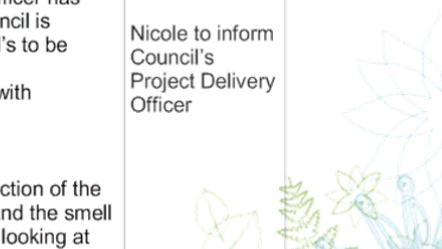
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# MINUTES

|    | ITEMS & ACTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | RESPONSIBLE OFFICER                         | ACTION DUE DATE |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|-----------------|
| 1. | <p><b>ATTENDEES</b><br/>           Tony Grogan (Chair), Tricia Jukes, Anthony Zappelli, Cyril Marriner, Noel Barry, Bernard Jordan (Bushwalking Victoria), Robert Bendon (DEWLP), Nicole Frampton (Recreation and Open Space Co-ordinator COS).<br/>           Minutes: Melanie Duvè – Arts &amp; Leisure Project Officer (COS)<br/>           Non-voting members – Nathan Swain, Ronice Knight, Sue Thomas, Philippa Bailey, Jordan Wood, Philip Dandy</p> <p>In the absence of Cr Chris Smith (Chair) the committee moved that Tony Grogan assume the chairpersons role for the meeting on 7/11/2016.<br/> <b>Moved</b> – Tricia Jukes<br/>           Seconded – Anthony Zappelli</p>                                                                                 |                                             |                 |
| 2. | <p><b>APOLOGIES</b><br/>           Craig Clifford (DELWP); Cr Chris Smith (<i>is no longer the Councillor representative to the Old Beechy Rail Trail Committee until Councillor inductions and Councillor committee appointments occur, where a Councillor will be appointed to the committee</i>).</p> <p><b>ABSENT</b><br/>           Glen Anderson (Midway)</p>                                                                                                                                                                                                                                                                                                                                                                                                     |                                             |                 |
| 3. | <p><b>CONFIRMATION OF MINUTES FROM PREVIOUS MEETING – 12 September 2016</b><br/> <b>Corrections – None</b></p> <p><b>Moved</b> – Anthony Zappelli<br/>           Seconded – Noel Barry<br/>           Carried</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                             |                 |
| 4. | <p><b>BUSINESS ARISING from previous minutes.</b></p> <ul style="list-style-type: none"> <li>• Arrange signage for reporting defects along the OBRT – discussions have been held between Council officers. The Committee to discuss at the February 2017 meeting.</li> <li>• OBRT Council website page – Business Advertising – Advice has been obtained from Council’s PR Department and the preferred option is to maintain the current arrangement, which is not to advertise business or have links from Council’s OBRT page. Council’s business directory is an alternative and businesses are encouraged to register, the directory is currently under construction and businesses can discuss their options with Council’s Economic Development Unit.</li> </ul> | <p>Nicole Frampton</p> <p>Nicole/COS PR</p> |                 |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                             |  |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|--|
|           | <ul style="list-style-type: none"> <li>Concern was raised with the quality of the map on the brochure, it is not clear to those who are not familiar with the Trail. Question raised re the accuracy of the km markers? These issues will be addressed when the brochure is due to be re-printed.</li> <li>Committee Appointments – Names of nominee's read out to Committee, a discussion regarding the process followed. Only one Colac area representative has been received, Nicole to follow up with Midway to see if they would like to nominate a representative. Round table introductions of all Members present at meeting. Discussion took place of tasks and activities the Members are encouraged to contribute to.</li> </ul> <p>Old Beechy Rail Trail Committee Nominees:</p> <ul style="list-style-type: none"> <li>Noel Barry – Friends of the Old Beechy Rail Trail</li> <li>Ronice Knight – Rotary Club of Colac</li> <li>Nathan Swain – Beech Forest and District Progress Association</li> <li>Jordan Wood – Otway Country to Coast Tourism Association</li> <li>Bob Atkins – Lavers Hill and District Progress Association</li> <li>Virginia Atkins – Lavers Hill and District Progress Association</li> <li>Philippa Bailey – Gellibrand/Kawarren Area representative</li> <li>Sue Thomas – Gellibrand/Kawarren Area representative</li> </ul> <p><b>Motion</b> – “The Old Beechy Rail Trail Committee accepts and supports the appointment of nominations received to the Old Beechy Rail Trail Committee”.</p> <p><b>Moved</b> – Tricia Jukes</p> <p><b>Seconded</b> – Noel Barry</p> <p>All in favour</p> <p>Nominations will go to the December 2016 Ordinary Council Meeting for consideration.</p> | <p>Ronice Knight</p> <p>Nicole Frampton</p> |  |
| <p>5.</p> | <p><b>CORRESPONDENCE – IN</b></p> <ul style="list-style-type: none"> <li>Email received 27/10/2016 from Rotary Club of Colac – nominating representative for the OBRT committee (as the Colac area representative).</li> <li>Email received 7/10/2016 from Bernard Jordan, Bushwalking Victoria – reporting damage to the trail following Geelong Bushwalking Club walk.</li> <li>Letter received 6/10/2016 from Noel Barry, Friends of the Old Beechy Rail Trail, re-appointment to committee.</li> <li>Email 1/10/2016 – Rail Trails Australia Spring 2016 Magazine – publication was sent out to Committee members. Discussion - If there is any information or stories that Members feel should go in the publication, please send them to Nicole.</li> <li>Various – seeking clarification and permissions for the “Chase the Dog” event on 22/10/2016</li> <li>Various – emails from Otway Country to Coast Tourism Association Member re-appointment for the OBRT</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                             |  |
| <p>6.</p> | <p><b>CORRESPONDENCE – OUT</b></p> <ul style="list-style-type: none"> <li>Email 26/10/2016 to Rotary Club of Colac inviting them to join the OBRT Committee as one of the Colac representatives</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                             |  |

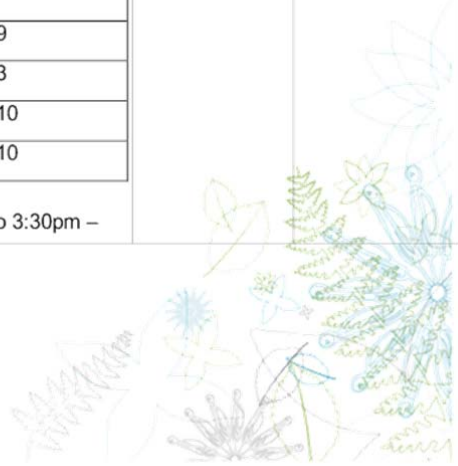


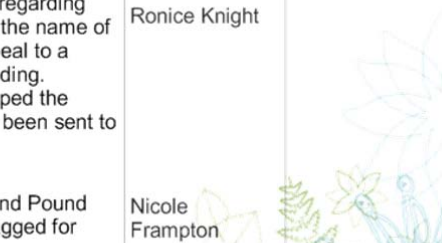
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|    | <ul style="list-style-type: none"> <li>• Various – seeking clarification and permissions for the “Chase the Dog” event on 22/10/2016</li> <li>• Various – letter and email follow up to Otway Country to Coast Tourism Association Member re-appointment for the OBRT</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                   |                                                                                      |
| 7. | <p><b>WORKS REPORT – Presented by Nicole Frampton</b><br/> <b>Works Report – Provided by COS Gellibrand Depot</b><br/>         Old Beechy Rail Trail works since last meeting (12 September 2016).</p> <ul style="list-style-type: none"> <li>• A lot of work has occurred due to recent weather events – trees, landslips, etc.</li> <li>• Due to the recent wet and windy weather a few issues arose and were rectified prior to the “Chase the Dog” event.             <ul style="list-style-type: none"> <li>• At the Wonga Road intersection, there is a tree over the trail. Work has been undertaken to make the trail safe, however Council cannot get the correct machinery in to remove the tree. The trail will be safe for cyclists however emergency vehicles will not be able to access the trail through this area due to the vehicle height (a 4wd ute is ok).</li> <li>• There has been a land slip at the 38.2 marker – Traffic hazard signs and bollards have been put in place at this area, however Council is unable to get machinery in to fix the trail. The issue here will be that emergency vehicles (if required) will not be able to get into this section and be able to turn around.</li> <li>• At the 40.8 marker (Zappelli’s paddocks) – there is a tree over the trail. There is enough clearance over the track that it will not affect bicycle riders however emergency vehicles would struggle to clear the height (a 4wd ute is ok). Unfortunately Council is unable to get the machinery into the area with the wet ground conditions to remove the tree.</li> </ul> </li> <li>• Lovat Station – suggested treatment – sub-surface agi drain construction to allow the surface storm water to be absorbed and discharged into the gully South of the Lovat Station Shelter. Will require Dial before you Dig and VicRoads permission (road reserve) and a payment of a fee and traffic management plan. Due to budget restrictions and extra works following severe weather, Council does not have a budget to undertake these works. Nicole to write to the property owner and inform them of the situation (See Friend’s Report for additional information).</li> <li>• Section of the trail abutting 5 Campiglis Rd Kawarren – shallow surface drain on the East side of the trail required to improve the saturated condition of the trail in this section.</li> </ul> <p><b>Project Report – provided by Project Delivery Officer</b></p> <ul style="list-style-type: none"> <li>• Trail Emergency Markers (EM) – Council’s Project Delivery Officer has been in contact with ESTA regarding EM’s on the OBRT. Council is waiting for ESTA to respond, hopefully with agreement for EM’s to be installed.<br/>             Committee discussion – The Friends of the OBRT can assist with installation of the EM’s when permission is received.</li> </ul> <p><b>Issues raised by Committee</b></p> <ul style="list-style-type: none"> <li>• Section near Beech Forest has a Dairy farm adjacent. This section of the trail regularly has effluent across the track making it slippery and the smell is quite offensive. Committee are aware of this issue and are looking at</li> </ul> | <p>Nicole Frampton</p> <p>Nicole to inform Council’s Project Delivery Officer</p> |  |





|               | <p>30/09/2016 is \$6,097.15. <i>Note: October bank statement has not been received.</i></p> <ul style="list-style-type: none"> <li>This amount does not include the Golden Gumboot expenses and income. The outstanding Golden Gumboot expenses requiring payment include: <ul style="list-style-type: none"> <li>Colac Herald - \$1,001</li> <li>The Otway Light - \$24</li> <li>ACE Radio - \$550</li> </ul> </li> </ul> <p><b>Motion</b> – “The Old Beechy Rail Trail Committee approves the Golden Gumboot expenses for payment”<br/> <b>Moved</b> – Tricia Jukes<br/> <b>Seconded</b> – Anthony Zappelli<br/> Carried</p> <ul style="list-style-type: none"> <li>OBRT Committee and Friends of the OBRT Bank Signatories – new signatories required for the bank accounts. This to be discussed at the February 2017 meeting when new Committee is adopted by Council.</li> <li>OBRT accounts explained to New Committee Members – Committee manage an account which covers general expenses ie brochures, promotion of events, etc; and the committee also accepts donations which are deposited into this account. Council manages the budget for Capital Work of the trail which includes maintenance.</li> </ul>                                                                                                               | <p>Tricia Jukes</p> <p>Tricia Jukes</p> <p>Tony Grogan</p> |            |           |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
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| <p>10.</p>    | <p><b>EXECUTIVE OFFICER REPORT</b></p> <p><b><u>Pedestrian Tracker Counters</u></b></p> <table border="1" data-bbox="341 997 1055 1501"> <thead> <tr> <th></th> <th>Reading</th> <th>Ped Count</th> <th>No of Days</th> <th>Peds/day</th> </tr> </thead> <tbody> <tr> <td>Colac</td> <td>6619</td> <td>561</td> <td>56</td> <td>10</td> </tr> <tr> <td>Coram</td> <td>463</td> <td>335</td> <td>56</td> <td>6</td> </tr> <tr> <td>Maggio's Rd.</td> <td>29073</td> <td>682</td> <td>56</td> <td>12</td> </tr> <tr> <td>Maxwell Rd.</td> <td>37744</td> <td>511</td> <td>56</td> <td>9</td> </tr> <tr> <td>Fry's Rd.</td> <td>Reading not provided</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Larson's Gate</td> <td>Reading not provided</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Beech Forest</td> <td>3453</td> <td>511</td> <td>54</td> <td>9</td> </tr> <tr> <td>Fairyland</td> <td>4046</td> <td>161</td> <td>54</td> <td>3</td> </tr> <tr> <td>Ditchley</td> <td>9055</td> <td>517</td> <td>54</td> <td>10</td> </tr> <tr> <td>Zappelli's</td> <td>32546</td> <td>548</td> <td>54</td> <td>10</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>Event applications <ul style="list-style-type: none"> <li>We Ride Bikes – Saturday 22 October 2016 – 10:30am to 3:30pm –</li> </ul> </li> </ul> |                                                            | Reading    | Ped Count | No of Days | Peds/day | Colac | 6619 | 561 | 56 | 10 | Coram | 463 | 335 | 56 | 6 | Maggio's Rd. | 29073 | 682 | 56 | 12 | Maxwell Rd. | 37744 | 511 | 56 | 9 | Fry's Rd. | Reading not provided |  |  |  | Larson's Gate | Reading not provided |  |  |  | Beech Forest | 3453 | 511 | 54 | 9 | Fairyland | 4046 | 161 | 54 | 3 | Ditchley | 9055 | 517 | 54 | 10 | Zappelli's | 32546 | 548 | 54 | 10 | <p>Nicole Frampton</p> |  |
|               | Reading                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Ped Count                                                  | No of Days | Peds/day  |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Colac         | 6619                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 561                                                        | 56         | 10        |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Coram         | 463                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 335                                                        | 56         | 6         |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Maggio's Rd.  | 29073                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 682                                                        | 56         | 12        |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Maxwell Rd.   | 37744                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 511                                                        | 56         | 9         |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Fry's Rd.     | Reading not provided                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            |            |           |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Larson's Gate | Reading not provided                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            |            |           |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Beech Forest  | 3453                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 511                                                        | 54         | 9         |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Fairyland     | 4046                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 161                                                        | 54         | 3         |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Ditchley      | 9055                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 517                                                        | 54         | 10        |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |
| Zappelli's    | 32546                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 548                                                        | 54         | 10        |            |          |       |      |     |    |    |       |     |     |    |   |              |       |     |    |    |             |       |     |    |   |           |                      |  |  |  |               |                      |  |  |  |              |      |     |    |   |           |      |     |    |   |          |      |     |    |    |            |       |     |    |    |                        |  |



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|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
|            | <p>Post event review</p> <ul style="list-style-type: none"> <li>Beech Forest – it was noted that there were 50 riders along the trail recently.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                            |                                                                                      |
| <p>11.</p> | <p><b>GENERAL BUSINESS</b></p> <ul style="list-style-type: none"> <li>Lavers Hill to Crowes and Melba Gully, concept plans for an off-road trail – Project Update. New Councillors will be briefed on the project at a meeting in November/December. Concerns were raised by the OBRT Committee around the \$50k to plant trees. Explanation provided that the plan is only at concept stage and this is required as part of statutory requirements. Council has to consider the cost in its entirety (without taking into consideration any donation of goods, volunteer help, etc). The Design Stage includes additional planning and permissions and will develop more detailed works and provide more accurate costs for the project.</li> <li>Golden Gumboot – 220 registrations of children. Participants were mainly locals, with only a couple of surveys completed and returned. The event received \$2500 of donated goods and services. 75-85 people attended the celebration BBQ. Only issues in conducting this year's event were that boot number 5 was continually stolen. The event budget came in with \$535 surplus.</li> <li>New DL OBRT Brochure – Discussion around what is to be included on the new brochure/pamphlet – back and front only, and will provide details of where to find information via other sources. Printing the smaller brochure is approx. 10 cents per pamphlet, which is significantly less than the full brochure. Committee discussion – add the QR scan code on the pamphlet.</li> </ul> <p><b>ACTION:</b> QR code to be created and provided to Tricia</p> <p><b>MOTION:</b> "That the Old Beechy Rail Trail Committee approves the printing of 5000 pamphlets at a cost of \$695, with funding received from the Community Funding Program for the print".</p> <p><b>Moved:</b> Noel Barry<br/><b>Seconded:</b> Anthony Zappelli<br/>All in favour - Carried</p> <ul style="list-style-type: none"> <li>Beechy Fun Run – Rotary Club of Colac has had discussions regarding the name of the event. It was resolved by the Club to change the name of the event to the "Otways Trail Run", with the hope this will appeal to a broader audience who will relate better with the 'Otway's' branding. Participation has not increased in past couple of years, it is hoped the name change will entice more participants. A submission has been sent to Council and VicPol to change the name.</li> <li>Possible development opportunity – Corner of Queen Street and Pound Road has been identified as a section of the Trail and been flagged for</li> </ul> | <p>Nicole Frampton</p> <p>Tricia Jukes</p> <p>Tricia Jukes</p> <p>Ronice Knight</p> <p>Nicole Frampton</p> |  |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
|     | <p>potential development. Committee Discussion – possible suggestions include a Station Shed, Information Hub for the OBRT. Committee expressed interest in working with Council to develop the site.</p> <p><b>ACTION: Nicole to advise Council officers that the OBRT Committee is interested in developing the site as part of the OBRT.</b></p> <ul style="list-style-type: none"> <li>• Anthony Zappelli provided details that the Otway Districts Historical Society is hosting an event at the Beech Forest Hall for a light railway members group. The ground will tour through Forrest on Saturday and the OBRT Dinmont/Devitt sites on the Sunday.</li> </ul> |  |  |
| 12. | <p>Meeting closed 12:05pm.</p> <p>Next meeting – Monday 6 February 2017 – 10am to 12.30pm.<br/>Venue – COPACC – Meeting Room 1.</p> <p>Proposed meeting dates for 2017 – 1<sup>st</sup> Monday of the even months – 10am to 12:30pm.</p> <ul style="list-style-type: none"> <li>• Monday 6 February 2017</li> <li>• Monday 3 April 2017</li> <li>• Monday 5 June 2017</li> <li>• Monday 7 August 2017</li> <li>• Monday 2 October 2017</li> <li>• Monday 4 December 2017</li> </ul> <p><i>New committee to finalise the dates once appointed.</i></p>                                                                                                                   |  |  |



**ORDINARY COUNCIL MEETING  
ASSEMBLY OF COUNCILLORS  
OM172203-10**

|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |                    |
|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------|
| <b>LOCATION / ADDRESS</b> | Whole of Municipality                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>GENERAL MANAGER</b> | Mark Lyons         |
| <b>OFFICER</b>            | Sarah McKew                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>DEPARTMENT</b>      | Corporate Services |
| <b>TRIM FILE</b>          | F16/6678                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>CONFIDENTIAL</b>    | No                 |
| <b>ATTACHMENTS</b>        | <ol style="list-style-type: none"><li>1. Assembly of Councillors - Councillor Briefing - 8 February 2017</li><li>2. Assembly of Councillors - Councillor Briefing - 15 February 2017</li><li>3. Assembly of Councillors - Council Plan Workshop - 22 February 2017</li><li>4. Assembly of Councillors - Councillor Briefing - 22 February 2017</li><li>5. Assembly of Councillors - Colac Regional Saleyards Advisory Committee - 20170224</li><li>6. Assembly of Councillors - Councillor Briefing - 1 March 2017</li><li>7. Assembly of Councillors - Councillor Briefing - 8 March 2017</li></ol> |                        |                    |
| <b>PURPOSE</b>            | To note the Assemblies of Councillors.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |                    |

### 1. DECLARATION OF INTERESTS

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

### 2. BACKGROUND

The *Local Government Act 1989* S.3 (1) defines an 'Assembly of Councillors' as:

A meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers or is likely to be:

- the subject of a decision of the Council or
- subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

The *Local Government Act 1989* S.3 (1) defines an Advisory Committee as:

Any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a Special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under S. 98 (Delegations).

### 3. CRITERIA

When considering whether or not a committee is an advisory committee, there are two key criteria to consider:

- How is it established?
- What is its advisory role?

For a committee to be considered an ‘advisory committee’ under the Act, it must be established by the Council. This generally requires a decision to establish the committee by:

- Council resolution; or
- resolution of a special committee; or
- a Council management decision.

*Local Government Act 1989* S.80 requires a written record to be made by Council Staff member:

“At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of”:

- the names of all Councillors and members of Council staff attending; and
- the matters considered; and
- any conflict of interest disclosures made by a Councillor attending.

This information is:

- to be recorded (documented);
- to be retained by the Chief Executive Officer for 4 years;
- to be made available for public inspection at the Council Offices for 12 months after the date of the Assembly of Councillors.

### **Council Agenda**

An agenda item is required to note the Assembly of Councillors.

It is a requirement that the written record of any Assembly of Councillors must be (as soon as practicable):

- reported at an ordinary meeting of the Council; and
- incorporated in the minutes of that Council meeting.

### **Written Record**

The written record of an Assembly must include at least:

- the names of all Councillors and names of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending;
- whether a Councillor who has disclosed a conflict of interest leaves the Assembly.

### **Procedure at an Assembly of Councillors**

A Councillor who has a conflict of interest at an assembly of Councillors must:

- disclose to the meeting that he or she has a conflict of interest; and
- leave the meeting while the matter is being discussed and is recalled once the discussion has concluded.

### **Staff attendance**

It is important that any meeting that is an assembly of Councillors should have at least one member of Council staff in attendance to:

- prepare the record of the Assembly;
- make recommendations about Council decisions;
- disclose any conflict of interest if applicable.

Relevant meetings in a Colac Otway Shire context that meet the reporting requirements include:

- Councillor Briefings (including pre-meeting briefings);
- Central Reserve Advisory Committee;
- Colac Livestock Selling Centre Advisory Committee;
- Friends of the Colac Botanic Gardens Advisory Committee; and
- Lake Colac Co-ordinating Committee.

#### 4. COUNCIL PLAN / OTHER STRATEGIES / POLICY

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

#### 5. ISSUES / OPTIONS

Not all gatherings or meetings at which Councillors are present will constitute assemblies of Councillors. For a meeting to be an assembly of Councillors it **MUST** be one of the two types of meetings described above.

Examples of Meetings or Committees that would **NOT** be defined as an Assembly of Councillors are:

- Ordinary Meeting of the Council;
- an Audit Committee established under S.139 of the *Local Government Act*;
- Special Committee of the Council;
- a committee or working group established by another organisation;
- chance meetings of Councillors and Council staff that are not planned or scheduled;
- meetings of other organisations such as clubs, associations, peak bodies or political parties.

#### 6. PROPOSAL

The following assemblies of Councillors have been held and are attached to this report for noting:

- |                                      |                  |
|--------------------------------------|------------------|
| • Councillor Briefing                | 8 February 2017  |
| • Councillor Briefing                | 15 February 2017 |
| • Council Plan Workshop              | 22 February 2017 |
| • Councillor Briefing                | 22 February 2017 |
| • Colac Saleyards Advisory Committee | 24 February 2017 |
| • Councillor Briefing                | 1 March 2017     |
| • Councillor Briefing                | 8 March 2017     |

#### 7. FINANCIAL & OTHER RESOURCE IMPLICATIONS

Nil

#### 8. RISK MANAGEMENT & COMPLIANCE ISSUES

The inclusion of the Assembly of Councillors report meets the compliance requirements of the *Local Government Act 1989*:

Section 80 A – requirements for an assembly of Councillors;  
Section 3 (1) – definition of an ‘advisory committee’ and ‘assembly of Councillors’.

## 9. ENVIRONMENTAL & CLIMATE CHANGE CONSIDERATIONS

Nil

## 10. COMMUNITY ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected would be to inform. This is achieved by including documentation and notification of the Assembly of Councillors that have occurred to the public at the Ordinary Council Meeting.

## 11. IMPLEMENTATION

All meetings that are defined as an Assembly of Councillors will be recorded, documented and kept by Council for 4 years. They will be reported to the next practicable Ordinary meeting of Council.

## 12. CONCLUSION

The *Local Government Act 1989* requires that records of meetings which constitute an Assembly of Councillors be tabled at the next practicable meeting of Council and incorporated in the minutes of the Council meeting. All relevant meetings have been recorded, documented and will be kept by Council for 4 years. The attached documents provide details of those meetings held that are defined as an Assembly of Councillors.

## 13. RECOMMENDATION

### Recommendation

*That Council notes the Assembly of Councillors reports for:*

- |                                             |                         |
|---------------------------------------------|-------------------------|
| • <i>Councillor Briefing</i>                | <i>8 February 2017</i>  |
| • <i>Councillor Briefing</i>                | <i>15 February 2017</i> |
| • <i>Council Plan Workshop</i>              | <i>22 February 2017</i> |
| • <i>Councillor Briefing</i>                | <i>22 February 2017</i> |
| • <i>Colac Saleyards Advisory Committee</i> | <i>24 February 2017</i> |
| • <i>Councillor Briefing</i>                | <i>1 March 2017</i>     |
| • <i>Councillor Briefing</i>                | <i>8 March 2017</i>     |

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Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Ingrid Bishop, Gareth Smith		
ATTENDEES: Cr Potter, Cr Schram, Cr Hanson, Cr Woodcroft, Cr McCracken, Cr Hart, Tony McGann, Daniel Fogarty, Mark Lyons, Sue Wilkinson, Gareth Smith, Chris Spalding, Blaithlin Butler, Glenn Capuano, Doug McNeill, Heather Johnson		
EXTERNAL ATTENDEES: Iain Lawrie, Andrew Tschaikiwsky, Tony Mazzei, Kristen Lee (Acciona)		
APOLOGIES:		
ABSENT: Cr Smith		
Declaration of Interest		
Councillor	Item	Reason
Cr Schram	Acciona – Mount Gellibrand Windfarm	Indirect interest
Cr Hart		As Telstra is the applicant and I own Telstra shares, I have an indirect financial interest – s78A
	No items were discussed at briefing that are related to this declaration of interest	
Cr Hanson		As Telstra is the applicant and I own Telstra shares, I have an indirect financial interest – s78A
	No items were discussed at briefing that are related to this declaration of interest	
Cr Hanson	Acciona – Mount Gellibrand Windfarm	Direct interest as the company has turbines located on my property
	Cr Hanson left the meeting at 3.04pm: returned at 3.33 pm	



Declaration of interests (continued)		
Officer	Item	Reason
Tony McGann	Acciona – Mount Gellibrand Windfarm	Indirect interest
12.15 pm – 1.09 pm	Mid-year budget review	Daniel Fogarty
1.09 pm – 1.52 pm	ID Profile Training Cr McCracken arrived at the meeting at 1.28 pm Cr Schram left the meeting at 1.28 pm; returned at 1.34 pm	Chris Spalding Glenn Capuano
1.52 pm – 2.23 pm	Apollo Bay Harbour Precinct Market Testing Cr Woodcroft arrived at the meeting at 2.15 pm Cr Hart left the meeting at 1.54 pm; returned at 2.05 pm	Doug McNeill Gareth Smith
2.23 pm – 2.45 pm	General Business <ul style="list-style-type: none"> Budget Workshops 	
2.45 pm – 3.04 pm	Break	
3.04 pm – 3.33 pm	Acciona – Mount Gellibrand Windfarm Due to a conflict of interest, Cr Hanson left the meeting at 3.04pm; returned at 3.33pm Cr Woodcroft returned to the meeting at 3.08 pm, following break	Doug McNeill Blaithin Butler
3.33 pm – 5.00 pm	Amendment C86 Colac Township – Economic Development, Commercial & Industrial Land Use Strategy 2016	Doug McNeill

Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith		
ATTENDEES: Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith, Stewart Anderson, Clare Malone, Ian Seuren, Greg Fletcher, Daniel Fogarty, Trevor Olsson, Nick O'Connor, Debbie Leeson-Rabie, Jonathon Brett, Ingrid Bishop, Terry Maisey, Graeme Murphy, Jenny Wood, Harry Timmermans, Doug McNeill, Simone Robertson		
EXTERNAL ATTENDEES: Nil		
APOLOGIES: Nil		
ABSENT: Cr Smith		
Declaration of Interest		
Councillor	Item	Reason
Cr Hart	Lavers Hill to Crowes and Melba Gully Off-road Trail – Final Report and Concept Plans	Direct interest
	Not discussed	
Cr Woodcroft	Fees & Charges - 1st Review – for FDC/OPASS/HACC	Indirect interest
	Cr Woodcroft left the meeting at 4.25 pm; returned at 4.30 pm	
Cr Potter	General Business	Indirect interest
	Cr Potter left the meeting at 5.39 pm; returned at 5.41 pm Cr Potter left the meeting at 6.35 pm; returned at 6.46 pm	



12.05 pm – 1.45 pm	Key Performance Indicators	
1.45 pm – 2.15 pm	Building Stronger Regions funding application	Clare Malone Stewart Anderson Ian Seuren Greg Fletcher
2.15 pm – 2.51 pm	Budget - Mid Year Review	Daniel Fogarty
2.51 pm – 3.00 pm	Council Plan Half Year Review	Trevor Olsson
3.00 pm – 3.12 pm	Break	
3.12 pm – 4.45 pm	Fees & Charges - 1st Review Cr Hart left the meeting at 4.21 pm; returned at 4.25 pm Cr Woodcroft left the meeting at 4.25 pm; returned at 4.30 pm	Daniel Fogarty Nick O'Connor Ian Seuren Stewart Anderson Debbie Leeson- Rabie Jonathon Brett Ingrid Bishop Terry Maisey Graeme Riches Graeme Murphy Jenny Wood Harry Timmermans Doug McNeill Simone Robertson Trevor Olsson



4.45 pm – 5.06 pm	Melbourne Cup Day public holiday feedback Cr Potter left the meeting at 4.53 pm; returned at 4.56 pm	Jenny Wood
5.06 pm – 5.37 pm	Amendment C86 Colac Township - Economic Development, Commercial & Industrial Land Use Strategy 2016 – Verbal (no papers) Cr McCracken left the meeting at 5.30 pm; returned at 5.33 pm	Doug McNeill
5.37 pm – 5.41 pm	General Business Confidential Contract Cr Potter left the meeting at 5.39 pm; returned at 5.41 pm	Ingrid Bishop
5.41 pm – 6.35 pm	Break Cr Potter left the meeting at 6.35 pm Cr Hanson left the meeting at 6.35 pm and did not return	
6.35 pm – 6.37 pm	Petition - Malhoff Road	Daniel Fogarty
6.37pm – 7.15 pm	General Business Confidential Contract Cr Potter returned to the meeting at 6.46 pm	
7.15 pm	Meeting closed	



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith		
ATTENDEES: Cr Hart, Cr Potter, Cr Schram, Cr Woodcroft, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith, Heather Johnson, Greg Fletcher, Ian Seuren, Daniel Fogarty, Stewart Anderson, Doug McNeill, Trevor Olsson, Clare Malone		
EXTERNAL ATTENDEES:		
APOLOGIES: Cr Hanson, Cr McCracken		
ABSENT: Cr Smith		
10.06am – 12.05pm	Council Plan Workshop	Heather Johnson Greg Fletcher Ian Seuren Daniel Fogarty Stewart Anderson Doug McNeill Trevor Olsson Clare Malone
12.05pm	Meeting closed	



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith			
ATTENDEES: Cr Hanson, Cr Hart, Cr Potter, Cr Schram, Cr Woodcroft, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith, Vicki Jeffrey, Clare Malone, Trevor Olsson, Jenny Wood, Andrew Kavanagh, Lyndal McLean			
EXTERNAL ATTENDEES: Nil			
APOLOGIES: Nil			
ABSENT: Cr Smith			
Declarations of Interest		Item	Reason
Cr Hart	Left the meeting at 4.26pm; returned to the meeting at 4.28pm	OM172202-2 Lavers Hill to Crowes and Melba Gully Off-road Trail – Final Report and Concept Plans	Direct interest as it may affect my residential amenity; proposed trail is past my home property
Cr Potter	Left the meeting at 4.52pm; returned to the meeting at 5.04pm	IC172202-2 Confidential Contract – In Committee agenda	Indirect interest
12.43pm – 1.22pm	Great Ocean Road – Expression of Interest Process 2017 Review 2016 Amy’s Grand Fondo Event		Clare Malone Vicki Jeffrey
1.22pm – 2.17pm	Procurement Overview Cr McCracken arrived at 1.29pm		Jenny Wood Andrew Kavanagh



2.17pm – 2.24pm	Break	
2.24pm – 3.04pm	Reporting to Council	Trevor Olsson
3.04pm – 3.37pm	General Business <ul style="list-style-type: none"> • Future Briefings • Project Update 	
3.37pm – 3.52pm	Break	
3.52pm – 5.04pm	<p>Council Meeting Preparation</p> <p>Having declared a conflict of interest, Cr Hart left the meeting at 4.26pm; he returned to the meeting at 4.28pm.</p> <p>Having declared a conflict of interest, Cr Potter left the meeting at 4.52pm; he returned at 5.04pm.</p> <p>Cr Woodcroft left the meeting at 4.57pm and did not return</p>	<p>Lyndal McLean</p> <p>Doug McNeill</p> <p>Jenny Wood</p>
5.04pm	Meeting closed	





Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting.

Assembly Details: Colac Saleyards Advisory Committee

Date: 24 February 2017

Time: 9.00am – 11.00am

Assembly Location: Colac Regional Saleyards, Ballarat Road Colac

(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices – Nelson Street, Apollo Bay

In Attendance:

Councillors: Cr Smith

Officer/s: Clare Malone/ Gareth Smith/ Graeme Riches

Matter/s Discussed: Saleyards operations/fees and charges

(some e.g's. Discussion s with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

Councillors:/...../.....
...../...../.....

Officer/s:/...../.....
...../...../.....

Left meeting at: No conflict of interest declared. It was discussed and all agreed they have an interest in most topics, particularly fees and charges today, to be discussed as that is the reason they are on the committee. However if there is a specific conflict of interest the person will declare it and leave the room.

Completed by:

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Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith			
ATTENDEES: Cr Woodcroft, Cr Hart, Cr Schram, Cr Hanson, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith, Ingrid Bishop, Daniel Fogarty, Ian Seuren, Greg Fletcher, Doug McNeill, Jonathan Brett, Blaithein Butler, Michael Swanson, Jade Thomas, Harry Timmermans			
EXTERNAL ATTENDEES:			
APOLOGIES:			
ABSENT: Cr Smith			
	Declaration of Interest	Item	Reason
Nil			
9.00am – 10.30am		Fees and Charges – 2 nd Review (Budget)	Daniel Fogarty Ian Seuren Jonathan Brett Greg Fletcher Harry Timmermans
10.30am – 11.50am		Budget Overview Reserves (Budget) – Attachment 1 Debt and Borrowings (Budget) – Attachment 2	Daniel Fogarty
11.50am – 11.55am		Break	
11.55am – 1.10pm		Business Improvement (Budget) – Attachment 3 Cr McCracken arrived 12.15pm	Michael Swanson



1.10pm – 1.45pm	Lunch	
1.45pm – 3.15pm	Strategic Property Management (Budget) – Attachment 4 Asset Management (Budget) – PowerPoint	Jade Thomas Tony McGann Ingrid Bishop
3.15pm – 3.25pm	Break	
3.25pm – 4.45pm	Capital Major Projects & Strategic Works - 1st Review (Budget) – Attachment 5	Daniel Fogarty
4.45pm – 5.20pm	Amended Development Plan – 6230 and 6280 Great Ocean Road, Apollo Bay (PC Item) Planning & Building Statistical Report – January 2017 (PC Item)	Doug McNeill Blaithin Butler
5.20pm – 5.30pm	General Business	
5.30pm	Meeting closed	



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith			
ATTENDEES: Cr Woodcroft, Cr Hanson, Cr Hart, Cr Potter, Cr Schram, Cr McCracken, Sue Wilkinson, Mark Lyons, Tony McGann, Gareth Smith, Daniel Fogarty, Greg Fletcher, Stewart Anderson, Blaithin Butler, Jenny Wood, Doug McNeill, Sarah McKew			
EXTERNAL ATTENDEES: Kylie Warne, Unni Menon			
APOLOGIES: Nil			
ABSENT: Cr Smith			
	Declaration of Interest	Item	Reason
	Nil		
1.03pm – 1.45pm	Regional Development Victoria		Kylie Warne Unni Menon
	Cr McCracken arrived at 1.31pm		
1.45pm – 2.56pm	Budget Consultation		Daniel Fogarty
	Cr Woodcroft left the meeting at 1.45pm; returned at 1.50pm		
2.56pm – 3.05pm	Break		
3.05pm – 4.10pm	Municipal Public Health and Wellbeing Plan 2017-2021		Greg Fletcher
	Cr Schram left the meeting at 3.35pm; returned at 3.46pm		
4.10pm – 4.19pm	Break		



4.19pm – 4.28pm	Otway District Strategic Fire Management Plan	Stewart Anderson
4.28pm – 5.03pm	<p>General Business</p> <ul style="list-style-type: none"> • Project update • Future briefings <p>Cr Potter left the meeting at 4.53pm; returned at 4.56pm</p>	
5.03pm – 5.41pm	<p>Planning Meeting Preparation</p> <p>Cr Schram left the meeting at 5.30pm and did not return</p> <p>Cr McCracken left the meeting at 5.36pm; returned at 5.38pm</p>	<p>Blaithin Butler</p> <p>Doug McNeill</p> <p>Jenny Wood</p> <p>Sarah McKew</p>
5.41pm	Meeting closed	



IN COMMITTEE

Recommendation

That pursuant to the provisions of Section 89 (2) of the Local Government Act, the meeting be closed to the public and Council move "In-Committee" in order to deal with:

<i>SUBJECT</i>	<i>REASON</i>	<i>SECTION OF ACT</i>
Minutes of In-Committee Council Meeting held on 22 February 2017	this matter deals with contractual matters; AND this matter may prejudice the Council or any person.	Section 89 (2) (d) & (h)
Great Ocean Road - Expression of Interest Process 2017	This report is being considered In Committee under the <i>Local Government Act 1989</i> Section 89 (2) (d) (f) & (h) because this matter deals with contractual matters; AND this matter deals with legal advice; AND this matter may prejudice the Council or any person.	Section 89 (2) (d) (f) & (h)