

M(12) – 5 OCTOBER 2021

Ordinary Council Meeting

Minutes

The **Ordinary Meeting** of the **Alpine Shire Council** was held in on 5 October 2021 and commenced at **5:00pm**.

PRESENT

COUNCILLORS

Cr John Forsyth - Mayor

Cr Sarah Nicholas – Deputy Mayor

Cr Katarina Hughes

Cr Ron Janas

Cr Tony Keeble

Cr Kelli Prime

Cr Charlie Vincent

OFFICERS

Charlie Bird - Chief Executive Officer

William Jeremy - Director Assets

Helen Havercroft - Directors Corporate Performance

APOLOGIES

Nil

Agenda

1.	Recording and livestreaming of Council meetings	4
2.	Acknowledgement of traditional custodians, and recognition of all people	4
3.	Confirmation of minutes	4
3.1	Ordinary Council Meeting – M(10) - 7 September 2021 and Special Council Meeting SPM(11) - 21 September 2021	4
4.	Apologies	4
5.	Obituaries / congratulations.....	5
6.	Declarations by Councillors of conflict of interest.....	5
7.	Public questions.....	5
8.	Presentation of reports by officers	6
8.1	Chief Executive Officer – Charlie Bird	6
8.1.1	Contracts approved by the CEO and Acting CEO	6
8.1.2	Alpine Shire Council Annual Report 2020/21.....	8
8.2	Director Assets – William Jeremy.....	15
8.2.1	Access and Inclusion Plan.....	15
8.2.2	Tawonga Caravan Park - Sewage Rising Main and Sewage Pump Station	18
8.2.3	Mount Beauty Airport Upgrade Construction.....	21
8.2.4	Asphalt Overlay 2021-22	24
8.2.5	Resealing 2021-22	26
8.2.6	Great Valley Trail Asphalt	28
8.2.7	Dinner Plain – Construction of Bus Bay, Bus Shelter and Car Parking Bays	31
8.2.8	Alpine Better Places Harrierville and Tawonga	34
8.2.9	Funding Applications	37
8.2.10	Bushfire Council Support Fund Allocation.....	40
8.3	Director Corporate Performance - Helen Havercroft	42
8.3.1	Community Vision, Council Plan and Financial Plan.....	42
8.3.2	Instruments of Delegation	50
8.3.3	Instruments of Appointment and Authorisation - <i>Planning and Environment Act 1987</i>	54
8.3.4	Audit and Risk Committee Meeting Minutes and Recommendations.....	57
8.3.5	Permit and Registration Fee Relief for Alpine Shire Businesses.....	60
8.3.6	Planning Application P.2021.35 - 15 O'Donnell Avenue, Myrtleford.....	63
8.3.7	Planning Application P.2019.169.1 - 490 Buckland Valley Road	92
8.3.8	Planning Application P.2021.003 - 11 White Star Road, Wandiligong.....	117
9.	Informal meetings of Councillors	128
10.	General business	129

11. Motions for which notice has previously been given.....	129
11.1 Climate Emergency Declaration	129
12. Reception and reading of petitions.....	131
12.1 Petition - Upper Kiewa Valley Recreation and Community Hub	131
13. Documents for sealing.....	131
14. Confidential Report.....	132

1. Recording and livestreaming of Council meetings

The CEO read the following statement:

All council meetings are filmed with both video and audio being recorded.

In common with all narrative during council meetings verbal responses to congratulations, obituaries and question time will not be recorded in the written minutes. By submitting a question, you consent to your question being read aloud at the meeting.

The reasoning behind recording council meetings is of course to hold us more accountable and improve transparency of council's decision making to our community.

The full meeting is being streamed live on Council's YouTube channel which is "Alpine Shire Council" and will also be available on the YouTube channel shortly after this meeting.

2. Acknowledgement of traditional custodians, and recognition of all people

The Mayor read the following statement:

The Alpine Shire Council acknowledges the Traditional Owners of the land we are now on, we pay our respect to Elders, past and present.

We also acknowledge those people who have contributed to the rich fabric of our community and strive to make wise decisions that will improve the quality of life for all.

3. Confirmation of minutes

3.1 ORDINARY COUNCIL MEETING – M(10) - 7 SEPTEMBER 2021 AND SPECIAL COUNCIL MEETING SPM(11) - 21 SEPTEMBER 2021

Cr Janas

Cr Hughes

That the minutes of Ordinary Council Meeting M(10) held on 7 September 2021 and minutes of the Special Council Meeting SPM(11) held on 21 September 2021 as circulated be confirmed.

Carried

4. Apologies

5. Obituaries / congratulations

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to questions.

6. Declarations by Councillors of conflict of interest

Cr Keeble declared a conflict of interest item 8.3.5 being Permit and Registration Relief for Alpine Shire Businesses.

7. Public questions

Questions on Notice will be limited to two questions per person.

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to questions.

8. Presentation of reports by officers

8.1 CHIEF EXECUTIVE OFFICER – CHARLIE BIRD

8.1.1 Contracts approved by the CEO and Acting CEO

Cr Vincent

Cr Nicholas

That the Capital works contracts approved by the CEO and Acting CEO be noted.

<i>Contract No:</i>	<i>CQ21060</i>	<i>Process:</i>	<i>RFQ</i>
<i>Title:</i>	<i>Kerb and Channel Renewal</i>		
<i>Tenderer:</i>	<i>McPhersons Earthmoving</i>		
<i>\$ (excl. GST):</i>	<i>\$54,250</i>		

<i>Contract No:</i>	<i>Vehicle renewal</i>	<i>Process:</i>	<i>Motor Vehicle State Purchasing Contract</i>
<i>Title:</i>	<i>Supply and delivery of maternal and child health nurse pool vehicle</i>		
<i>Tenderer:</i>	<i>Wangaratta Toyota</i>		
<i>\$ (excl. GST):</i>	<i>\$48,092.89</i>		

<i>Contract No:</i>	<i>Large Plant renewal</i>	<i>Process:</i>	<i>Vendor Panel</i>
<i>Title:</i>	<i>Supply and delivery of one new truck</i>		
<i>Tenderer:</i>	<i>Tristar Truck and bus</i>		
<i>\$ (excl. GST):</i>	<i>\$60,815.70</i>		

<i>Contract No:</i>	<i>Large Plant renewal</i>	<i>Process:</i>	<i>Vendor Panel</i>
<i>Title:</i>	<i>Supply and delivery of one new wide area mower</i>		
<i>Tenderer:</i>	<i>Agpower & Transport</i>		
<i>\$ (excl. GST):</i>	<i>\$95,363.64</i>		

<i>Contract No:</i>	<i>Large Plant renewal</i>	<i>Process:</i>	<i>RFQ</i>
<i>Title:</i>	<i>Supply and delivery of one Woodchipper</i>		
<i>Tenderer:</i>	<i>Bandit Tree Equipment</i>		
<i>\$ (excl. GST):</i>	<i>\$105,845.00</i>		

<i>Contract No:</i>	<i>Footpath Renewal 2021/22</i>	<i>Process:</i>	<i>RFQ</i>
<i>Title:</i>	<i>Howitt and Centenary Park path renewal</i>		
<i>Tenderer:</i>	<i>North East Civil Construction Pty Ltd</i>		
<i>\$ (excl. GST):</i>	<i>\$136,113.05</i>		

Carried

8.1.2 Alpine Shire Council Annual Report 2020/21

File Number: 900.01

INTRODUCTION

The purpose of the report is to present Council's 2020/21 Annual Report.

Cr Nicholas

Cr Keeble

That, in accordance with s134(1) of the Local Government Act 1989, Council receives and considers the Alpine Shire Council 2020/21 Annual Report.

Carried

BACKGROUND

Content of Annual Report

Transitional provisions in s329(7)(b) of the *Local Government Act 2020*, mean that the 2020/21 Annual Report must be prepared in accordance with the *Local Government Act 1989*. From next year onwards, the development of an Annual Report, Financial Statements and Performance Statements will be governed by the *Local Government Act 2020*.

Section 131 of the *Local Government Act 1989* requires Council to prepare an Annual Report for each financial year that contains a report on the operations of the Council, an audited performance statement, audited financial statements, and a copy of the auditor's reports on the performance statement and financial statements.

The Financial Statements and Performance Statement included in the Annual Report were approved in principle at the Ordinary Council meeting held on 7 September 2021. They have been audited, endorsed by Council's Audit Committee, certified by two Councillors authorised by Council, and contain the opinion certificates (auditor's reports) from the Victorian Auditor General.

The Annual Report contains all information required by the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

ISSUES

Performance Report

This section of the Annual Report provides an overview of progress of the strategic themes outlined in the 2017-2021 Council Plan (review 2020). This is the final year of reporting against this Council Plan.

COVID-19 restrictions had the biggest impact on Council's operations during 2020/21. A summary of key achievements during 2020/21 include:

A high performing organisation

- Smooth transition to the new Local Government Act 2020, meeting legislative timelines and requirements for new guiding documentation for Council.
- Advocacy for our local community, including hosting the Victorian Legislative Council in April 2021, Victorian Governor General visit in June 2021, and inclusion of the Alpine Shire in the NSW Border Bubble imposed due to COVID-19.
- Supporting the Council elected in October 2020, including an intensive induction program.

A responsible and sustainable organisation

- The introduction of a new Customer Request Management system to improve our response and tracking of customer requests, and preparation for roll out of new business systems across the organisation.
- Receiving three awards at the MAV Technology Awards for Excellence in 2020 for our business system transformation project, in conjunction with Indigo and Towong Shire Councils.

Incredible places for our community and visitors

- Delivery of 84% of budgeted capital work expenditure, despite challenges associated with COVID-19 restrictions and lockdowns.
- Significant progress made on key works including the Great Valley Trail between Bright and Harrietville, and the Alpine Better Places projects in Tawonga and Harrietville.
- Delivery of important bridges in the Buckland and Kiewa Valleys (Bay Creek).

Infrastructure and open space that our community is proud of

- Establishment of a new multi-agency Municipal Emergency Management Planning Committee to lead municipal emergency management planning into the future.

Highly utilised and well managed community facilities

- Council signed on to the Victorian Energy Collaboration to not only save energy costs, but to ensure that 100% of the electricity used in Council buildings and facilities comes from renewable sources.
- Managing fluctuating COVID-19 restrictions with service delivery across key services such as waste, Visitor Information Centres, libraries, and swimming / sporting facilities.

A well planned and safe community

- Alpine Planning Scheme amendments to address known issues, including the Mount Beauty Aerodrome and Airpark.
- Progression towards Land Development Strategy and Bright Western Gateway plans, to inform and lead development into the future.

A thriving and connected community

- Development of a draft Events Strategy, involving community consultation to provide a framework for events held within the Shire. The strategy will be released for public exhibition in 2021/22.
- Support for businesses and events impacted by COVID-19 restrictions, including the annual funding programs for events and festivals, Dinner Plain, and community grants.
- Recovery programs implemented for the bushfire affected community, and significant funding awarded to Council to facilitate community recovery. Support of the Alpine Community Recovery Committee.

Challenges in 2020/21

Delivery of Council's capital works program and service delivery was impacted by COVID-19 restrictions. Council transitioned quickly to continue to provide services and complete capital works in line with government restrictions.

Governance Report

This section of the Annual Report contains required statutory information including:

- Council's role and administrative details;
- How Council obtains best value for ratepayers;
- Council documents available for public inspection;
- Council's compliance with relevant Act; and
- An overview of grants and funding provided by Council.

Financial Statements

The Financial Statements show Council's financial performance, financial position and cash flows against the previous year.

In summary, Council ended the 2020/21 year with a surplus of \$4.7m, which was \$2.5m higher than the \$2.2m surplus projected in the 2020/21 Annual Budget (the Budget).

The higher result was primarily due to the receipt of \$3.5m in additional grant income; additional non-monetary contributions of \$1.0m arising from completed subdivision developments; a revaluation of the Bright and Myrtleford Holiday Parks by \$0.5m; as well as lower than anticipated materials and services expenditure of \$1.1m.

This was in part offset by additional employee costs of \$0.8m, primarily due to additional Working for Victoria employee costs of \$0.7m, and an adjustment to Council's Land under Roads Asset Register of \$3.0m.

It is noted that the financial impact of COVID-19 on staffing costs was minimal as most staff stood down from closed services were redeployed. Council received additional grant income of \$1.4m for several initiatives to offset the adverse impacts of COVID-19 and provided fee relief in the form of reduced fees and charges for businesses at an estimated cost of \$0.1m.

1. Income

Altogether Council received \$35.3m in income which was \$5.3m favourable to the Budget projection of \$30.0m. Key variances to budget were as follows:

1.1 Grants - operating

Council received total operating grant income of \$8.0m which was \$3.1m favourable to budget, primarily due to the receipt of additional Working for Victoria funding of \$0.9m, 2019/20 Bushfire Recovery and Relief funding of \$0.8m; additional COVID-19 funding of \$0.5m; and \$0.2m funding to undertake a key worker housing pilot.

1.2 Grants - capital

Council received total capital grant income of \$3.0m which was \$0.4m higher than anticipated, primarily due to additional funds received for the Local Roads and Community Infrastructure Program.

1.3 Contributions - non-monetary

Council received total non-monetary contributions of \$1.2m which was \$1.0m higher than anticipated arising from completed subdivision developments.

1.4 Fair value adjustments for investment property

An external valuation of Council's investment properties resulted in the Bright and Myrtleford Holiday Parks being adjusted by \$0.5m.

2. Expenses

Overall expenses were \$30.6m which was \$2.8m higher than Budget. Key areas of variance to budget are as follows:

2.1 Employee costs

Employee costs were \$10.1m, \$0.8m higher than budgeted at \$9.3m, primarily due to additional Working for Victoria employee costs of \$0.7m.

2.2 Materials and services

Materials and services costs were \$11.5m, \$1.1m lower than the budgeted \$12.6m. Primary reasons for the decrease versus budget include:

- The reclassification of \$0.2m of operating expenses as capital expenses
- \$0.4m below budget expenditure on Bushfire Recovery related expenses due to the impact of COVID-19 restrictions
- \$0.2m below budget expenditure on the Dinner Plain bus service due to the impact of COVID-19 restrictions
- \$0.1m below budget expenditure due to delays in strategic planning projects
- \$0.2m below expenditure on kerbside collections and delays in waste management projects.

2.3 Land under Roads

A 2021 review of land under roads by Council's valuers discovered that the original valuation in June 2018 had erroneously included roads not controlled by Council. These have been removed from Council's asset register resulting in an adjustment of \$3.0m.

Performance Statement

The Performance Statement provides an overview of Council progress against key performance indicators. The Local Government Performance Reporting Framework (LGPRF) provides the basis for these indicators to enable a uniform Performance Statement across all Victorian councils.

A number of performance indicators were impacted due to COVID-19 restrictions and extended closures. Most notably:

- Utilisation of aquatic facilities has fallen as compared to the previous year, from 2.24 to 1.94 visits per capita.
- Active library members were slightly lower than in previous years, dropping from 18.4% to 16.2%, with limited "Click and Collect" services being permitted to operate throughout parts of the year.
- The percentage of critical and major non-compliance food safety notifications followed-up has fallen slightly compared to the previous year from 95.8% to 87.5%, with COVID-19 restrictions impacting on the inspection schedule. However, food safety compliance has improved overall, with fewer total notifications received as compared with the previous year.

Against the trend, Maternal and Child Health services saw an increase in participation to 81.8% as compared to the previous year of 74.3%, as Council continued to support the community, whilst working within the COVID-19 restrictions. As such, participation rates returned to the historical averages, following a drop last year due to bushfires and COVID-19 restrictions.

Council continues to make very few decisions in closed Council meetings, with a strong preference for transparent decision making in an open Council meeting.

Generally, the financial indicators show that Council is financially sustainable and that services are being delivered within expected parameters.

POLICY IMPLICATIONS

The Annual Report must be submitted to the Minister by 30 September each year as required by Section 133 of the *Local Government Act 1989*. Public notice must then be given that the Report has been prepared and can be inspected at the Council office and on the Council's website. The Report must then be considered at a meeting of the Council as soon as practicable after the Council has sent the Annual Report to the Minister as required by Section 134 of the *Local Government Act 1989*.

It is noted that from next year onwards the development of an Annual Report, Financial Statements and Performance Statements will be governed by the *Local Government Act 2020*.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A responsible and sustainable organisation

FINANCIAL AND RESOURCE IMPLICATIONS

The Annual Report containing audited Financial Statements and Performance Statement for the year ended 30 June 2021 shows that Council is financially sustainable and that Council services are being delivered within expected parameters. COVID-19 had minimal financial impact on staffing costs as a number of staff stood down from closed facilities were redeployed elsewhere.

CONSULTATION

The Audit Committee Charter states that the Committee is required to review the Annual Financial Report and consider whether it is complete, consistent with information known to Audit Committee members and reflects appropriate accounting principles. The Audit Committee was presented with the in-principle Financial Statements and Performance Statement and received a briefing from Council's auditors following their review of these documents.

CONCLUSION

Council ended the 2020/21 year with a surplus of \$4.7 million, which was higher than that predicted in the 2020/21 Annual Budget. The higher surplus result is largely attributed to the receipt of unanticipated grant income, additional non-monetary contributions arising from three large sub-division developments and revaluations for the Bright and Myrtleford Holiday Parks, as well as lower than anticipated materials and services expenditure. This was in part offset by additional employee costs, primarily due to additional Working for Victoria employee costs, and an adjustment to Council's Land under Roads Asset Register.

There was reduced take-up of selected services during the COVID-19 restrictions, impacting on selected performance indicators.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Chief Executive Officer
- Director Corporate Performance
- Manager Corporate
- Accountant
- Governance Officer

ATTACHMENT(S)

8.1.2 Alpine Shire Council Annual Report 2020/21

8.2 DIRECTOR ASSETS – WILLIAM JEREMY

8.2.1 Access and Inclusion Plan

INTRODUCTION

This report relates to the proposed adoption of the draft Access and Inclusion Plan.

Cr Hughes

Cr Janas

That Council:

- 1. adopts the Access and Inclusion Plan;*
- 2. develops an Action Plan addressing the focus areas, objectives and opportunities identified in the plan; and*
- 3. prioritises projects and programs listed in the Action Plan, identifying resources and budget required to deliver each action.*

Carried

BACKGROUND

Council plays a key role in working towards an inclusive society, increasing awareness of the positive contribution that people with disability bring to local communities and removing barriers that prevent people with disability fully participating in their local environment.

Under Section 38 of the Victorian Disability Act 2006, councils are required to prepare a Disability Action Plan, also known as an Access and Inclusion Plan, identifying actions to remove barriers and increase inclusion for, and change attitudes and practices which discriminate against, people with disability.

Council's Disability Action Plan adopted in 2011 and revised in 2014 contains out of date content.

The Access and Inclusion Plan has been developed in consultation with key internal and external stakeholders alongside the development of the new Council Plan and Municipal Public Health and Wellbeing Plan and recommends that Access and Inclusion be considered in all aspects of Council's work.

The Access and Inclusion Plan is an overarching strategic document which will be supported by the Access and Inclusion Action Plan.

Council endorsed the Draft Access and Inclusion Plan to be placed on public exhibition at the August 2021 Ordinary Council Meeting.

ISSUES

The Draft Access and Inclusion Plan was placed on public exhibition for 28 days. Eight submissions were made over the public exhibition period, summarised as follows:

- Four (4) submissions related to upgrading facilities.

- Two (2) submissions related to availability of accessible housing.
- Two (2) submissions related to measurement of outcomes.

The submissions will be addressed through actions captured in the Access and Inclusion Action Plan. It should be noted that Council can play an advocacy role with the relevant agencies in the provision of accessible housing and transport, but it is not directly responsible for the provision of either service.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A thriving and connected community

It is also consistent with the following priority of the Municipal Public Health and Wellbeing Plan:

- Socially connected and supported communities.

FINANCIAL AND RESOURCE IMPLICATIONS

Capital works projects which address actions contained within the Access and Inclusion Action Plan will be added to Council's Project Pipeline and considered as part of the normal annual budgeting processes.

Minor works can be accommodated from within existing operational budgets.

CONSULTATION

The Alpine Shire communities have been engaged throughout the development of the draft plan through:

- Telephone interviews
- Community focus groups
- Online survey
- Email correspondence

The Draft Access and Inclusion Plan was placed on exhibition for 28 days and feedback was sought through:

- Classified Advertisement
- Council's Website
- Facebook posts
- Emails to stakeholders
- Paper copies on display at Council Libraries and Offices.

CONCLUSION

The Draft Access and Inclusion Plan was placed on public exhibition. Feedback received through this process has been considered, and can be addressed through the Action Plan that will be developed following adoption of the Plan. It is recommended that Council adopts the Access and Inclusion Plan.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Acting Manager Community Development

ATTACHMENTS

8.2.1 Draft Access and Inclusion Plan

8.2.2 Tawonga Caravan Park - Sewage Rising Main and Sewage Pump Station

File Number: CT21076

INTRODUCTION

The report relates to the award of a Contract for the Tawonga Caravan Park Sewage Rising Main and Sewage Pump Station Construction.

Cr Keeble

Cr Prime

That Council awards Contract No. 2107601 'Tawonga Caravan Park Sewage Rising Main and Sewage Pump Station Infrastructure Construction' to Longford Civil Pty Ltd for the lump sum price of \$560,356 + GST.

Carried

BACKGROUND

The works as tendered and recommended for award are required as part of a larger package of overall works for the Tawonga Caravan Park Upgrade.

The Engineering works for the project have been procured by Council and completed in coordination with North East Water (NEW). NEW has provided technical approval for the project and the detailed engineering, including entering into a formal Mains Extension Developer Agreement. The Developer Agreement documents the respective responsibilities and obligations on NEW, Council, and Council's appointed engineering consultant.

In developing the engineering design for the project, consideration has been given to the technical requirements of NEW and the proposed capacity expansion plans for the Caravan Park, which includes increasing the number of sites from the current 136 to 299 progressively over the next 10 years.

The works include two distinct components; construction of a Pump Station within the park boundaries, and the construction of a Rising Main (pipeline) external to the park boundaries. The Pump Station will remain a caravan park asset, whereas the Rising Main will become a North East Water asset.

The Invitation to Tender was advertised in the Herald Sun, and on the Tenders.net and Alpine Shire Council websites on 28 June 2021. The Tender documents were downloaded by 45 prospective tenderers with seven conforming tenders being submitted to Council.

EVALUATION

The evaluation panel consisted of the Acting Director Corporate Performance, Manager Asset Development and the Project Officer.

The key selection criteria listed in the Invitation to Tender were:

- Price
- Qualifications and previous performance
- Delivery
- Social
- Environmental Sustainability

Following the initial assessment, two tenderers were shortlisted for further evaluation. The tenderers were invited to clarify aspects of their tender, present their qualifications, and confirm their proposed methodology including their ability to meet the required timeframes.

The shortlisted tenderers were then reassessed in accordance with the selection criteria. Following the assessment of the shortlisted offers by the evaluation panel it was determined that the tender from Longford Civil best met the selection criteria.

ISSUES

The point of discharge that NEW has nominated adjacent to the Kiewa Valley Highway in Tawonga has limited capacity, and NEW is only able to accept a maximum flow rate of 1.5 litres per second. This is due to capacity constraints in NEW infrastructure. NEW has indicated that this flow rate is likely to be increased to 4.5 litres per second in the future, subject to further capital work that NEW intends to complete as part of wider upgrade of their existing local infrastructure.

To operate within this system constraint, the Pump Station design has had to include 45,000 litre holding tank capacity to address forecast wastewater flows based on the projected peak occupation of the park. Validation of this design by NEW and the final approval from NEW has taken longer than anticipated and has resulted in a delay in delivery of the project.

POLICY IMPLICATIONS

The tender was advertised and evaluated according to Council's Procurement Policy.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors

FINANCIAL AND RESOURCE IMPLICATIONS

The project budget for the Tawonga Caravan Park Upgrade is \$2.1 million, and this is fully funded by the State Government under the Crisis Committee of Cabinet Infrastructure Stimulus Fund.

There is sufficient allocation within the 2021-2022 budget to deliver the scope of works required under this Contract.

CONSULTATION

All aspects of the project including the process of connecting the park to the NEW reticulated sewer network have been communicated via the Project Control Group (PCG).

The PCG includes project representatives from Council, Regional Development Victoria and the Department of Environment, Land, Water and Planning.

Consultation has also been carried out with several external authorities including:

- North East Water
- North East Catchment Management Authority
- Fire Rescue Victoria
- Ausnet
- Aboriginal Victoria

CONCLUSION

Following a comprehensive tender evaluation assessment, interviews and reference checks, the tender from Longford Civil is considered to represent the best value option for Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

8.2.3 Mount Beauty Airport Upgrade Construction

File Number: CT21075

INTRODUCTION

This report relates to the award of a construction contract for the upgrade of the Mount Beauty Airport.

Cr Keeble

Cr Prime

That Council awards Contract No. 2107501 for the 'Mount Beauty Airport Upgrade Construction' with the asphalt option to Winslow Constructors Pty Ltd for the lump sum price of \$1,865,794.80 + GST.

Carried

BACKGROUND

Council adopted a revised masterplan for the Mount Beauty Airport in March 2011, which recommended extending the runway from 930m to 1,540m and widening from 10m to 18m.

Funding was sought from the Australian Government's Regional Airport Program (RAP) in December 2019, based on an expanded scope to have the upgrade meet the standards of a registered airport. On 13 June 2020, Council was advised that the funding application was successful.

Specialised airport design consultants were engaged in July 2020 to re-assess the funding application scope against new Civil Aviation Safety Authority (CASA) regulations. On the basis of the feedback received, the scope of the project was revised, with the key change being the decision to retain the airport with the classification 'Aeroplane Landing Area' rather than aiming for an upgrade to a registered airport. The Regional Airports Program approved the change in scope and Council entered into a funding agreement on this basis.

Detailed design was progressed between January and May 2021, and this included flood modelling which was mandated by the North East Catchment Management Authority (NECMA), as the proposed extension was considered likely to encroach onto the Kiewa River floodplain.

The Tender for the construction works was advertised in the Border Mail on 26 June, Herald Sun on 30 June and was posted on Tenders.net and the Alpine Shire Council website. The Tender documents were downloaded by 63 prospective tenderers with 10 tenders being submitted by the closing date.

EVALUATION

The evaluation panel consisted of the Acting Director Corporate Performance, Manager Asset Development, and Project Officer.

The tenders were evaluated according to the following key selection criteria listed in the Invitation to Tender:

- Price
- Qualifications and Previous Performance
- Delivery
- Social
- Environment

From an initial assessment of the tenders, it was established that the tender pricing was very competitive. This provided the opportunity to explore the option of providing a superior asphalt surface in lieu of the sprayed seal surface initially tendered. All tenderers were asked to submit an alternate price for the asphalt option. Submissions for the alternate price closed on 18 August 2021 and nine of the original tenderers responded.

Based on a detailed assessment of the tenders submitted for the alternate pricing for the asphalt surfacing, including comprehensive reference checking, it was determined that the tender from Winslow Constructors Pty Ltd with the asphalt option best met the overall requirements of the selection criteria.

ISSUES

The site has a Telstra fibre cable traversing under the proposed runway extension which needs to be relocated around the property before the runway construction works can be progressed. The work is now in progress following a decision taken at a Special Council Meeting on 21 September 2021.

The property is encumbered by an unused Government Road traversing the site, which was the subject of a separate report to the September Ordinary Council Meeting. The process of discontinuance is now in progress. The unused road is administered by the Department of Environment, Land, Water and Planning (DELWP) which has given approval for construction works to commence prior to the discontinuation of the road being finalised.

The extension of the runway will mean that the obstacle-free take-off surface of the runway will be impacted by nine large trees at the northern end of the runway. Approval to remove these trees requires a planning permit, which needs the support of DELWP and will require appropriate vegetation offsets to be established. These approval processes are underway.

POLICY IMPLICATIONS

The tender was advertised and evaluated in accordance with Council's Procurement Policy.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors

FINANCIAL AND RESOURCE IMPLICATIONS

The project budget is \$3,111,820 + GST, which is 50% funded by the Australian Government through the Regional Airports Program and 50% by Council funds.

There is sufficient budget to cover the award of this contract.

CONSULTATION

The design of the Mount Beauty Airport Upgrade project has been undertaken in consultation with the Mount Beauty Airport Management Association, representatives of the airport user groups, adjacent landowners, and relevant State Government authorities including NECMA and DELWP.

Council will continue to engage with each of these groups throughout the delivery of the construction phase of the project. Restrictions on airport operations resulting from the construction works will be managed in close consultation with the Mount Beauty Airport Management Association, with safety remaining the highest priority.

CONCLUSION

Following a comprehensive assessment, the Tender from Winslow Constructors Pty Ltd incorporating the asphalt surfacing is considered to present the best value option for Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

8.2.4 Asphalt Overlay 2021-22

File Number: CT21062

INTRODUCTION

This report relates to the award of a Contract for asphalt overlay works. Council undertakes asphalt overlaying each year as part of its local roads renewal program.

Cr Keeble

Cr Prime

That Council awards Contract No. 2106201 for "Asphalt Overlay 2021-22" to Country Wide Asphalt for the lump sum price of \$147,206.68+GST.

Carried

BACKGROUND

The 2021-22 asphalt overlay program is based in the Lower Ovens and will be carried out in Myrtleford.

Council undertakes asphalt overlay works each year by a process of overlaying existing sprayseal with asphalt to prolong the life of selected road segments. These segments are typically court bowls and carparks.

The Tender was advertised in the Border Mail, Herald Sun, local newspapers, Tenders.net and Alpine Shire Council websites on 21 July 2021. The Tender documents were downloaded by nine prospective tenderers with two conforming tenders being submitted to Council.

EVALUATION

The evaluation panel consisted of the Manager Asset Development, the Project Officer, and the Acting Director Corporate Performance.

The tenders were evaluated according to the key selection criteria listed in the Invitation to Tender:

- Price
- Qualifications and Previous Performance
- Delivery
- Social
- Environmental

The tenders were assessed in accordance with the selection criteria, and it was determined that the tender from Country Wide Asphalt best met the selection criteria.

ISSUES

Council is not aware of any issues.

POLICY IMPLICATIONS

The tender was advertised and evaluated in accordance with Council's Procurement Policy.

This recommendation is consistent with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors

FINANCIAL AND RESOURCE IMPLICATIONS

Sufficient budget has been allocated in the 2021/22 financial year to cover the award of this Contract.

CONSULTATION

External customers likely to be directly impacted during the delivery of the works will be notified in advance of the works commencing. The works schedule will be advertised on Council's website.

CONCLUSION

That a Contract be awarded to Country Wide Asphalt to undertake Council's annual asphalt overlay works in the Lower Ovens.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Development
- Project Officer

ATTACHMENT(S)

Nil

8.2.5 Resealing 2021-22

File Number: CT21063

INTRODUCTION

This report relates to the award of the 'Resealing 2021-22' Contract. Council undertakes sprayseal resealing each year as part of its local roads renewal program.

Cr Keeble

Cr Prime

That Council awards Contract No. 2106301 for "Resealing 2021-22" to Country Wide Asphalt for the lump sum price of \$434,099.10+GST.

Carried

BACKGROUND

The 2021-22 reseal program is based in the Lower Ovens area and will be carried out in Myrtleford, Merriang South, Rosewhite, Mudgegonga and Buffalo River.

The list of roads to be resealed is compiled from the annual Sealed Roads Condition Inspection program. Road segments are scored on condition and prioritised accordingly for renewal.

The Tender was advertised in the Border Mail, Herald Sun, local newspapers, Tenders.net and Alpine Shire Council website on 14 July 2021. The Tender documents were downloaded by 13 prospective tenderers with five conforming tenders being submitted.

EVALUATION

The evaluation panel consisted of the Manager Asset Development and the Project Officer. The tenders were evaluated according to the key selection criteria listed in the Invitation to Tender:

- Price
- Qualifications and Previous Performance
- Delivery
- Social
- Environmental

Following the assessment of the tenders, it was determined that the tender from Country Wide Asphalt best met all the requirements of the selection criteria.

ISSUES

The works involve a large crew and intense heavy vehicle and plant movements at multiple locations. Therefore, a high standard of traffic management and site safety is required by the contractor.

There have been issues in the past with bleeding of seals which can be caused by sealing under colder conditions. Consistent with the successful delivery of the 2020-21 program,

the delivery of the 2021-22 resealing program has been planned sufficiently early in the year to mitigate this risk.

POLICY IMPLICATIONS

The tender was advertised and evaluated in accordance with Council's Procurement Policy.

This recommendation is consistent with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors

FINANCIAL AND RESOURCE IMPLICATIONS

Sufficient budget has been allocated in 2021/22 financial year to cover the award of this Contract.

CONSULTATION

External customers directly impacted during the delivery of the works will be notified in advance of the works commencing. The works schedule will also be advertised on the Alpine Shire Council website.

CONCLUSION

That the Contract be awarded to Country Wide Asphalt to undertake Council's annual resealing works in the Lower Ovens area.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

8.2.6 Great Valley Trail Asphalt

File Number: CT21111

INTRODUCTION

This report relates to the award of a contract for the supply and laying of asphalt surfacing required for the Bright to Harrietville shared trail, known as the Great Valley Trail (GVT). This contract is for the asphalt wearing course that will be laid on the already constructed pavement along the trail between Tawonga Gap Road, Germantown and Stony Creek Road, Harrietville.

Cr Keeble

Cr Prime

That Council awards Contract No. 2111101 for the "Great Valley Trail - Supply and Lay of Asphalt containing 15% recyclable materials" to North East Civil Construction for the lump sum price of \$682,510.14 + GST.

Carried

BACKGROUND

This contract is for the surfacing of the new (16.7km long) section of shared trail (known as the Great Valley Trail) between Harrietville and Germantown. During the public consultation phase of this project, the single largest request from user groups was to provide a smooth surface finish for cycling. There are two options to achieve this; use a small, slightly rounded stone with a spray seal, or use a dense graded asphalt mix, often referred to as hot mix. Asphalt is a significantly higher quality surface and is more expensive. As a result of this feedback, Council applied for and was successful in securing \$300,000 in State Government funding from a Sustainability Victoria grant funding program aimed at encouraging the increased use of recycled products in civil infrastructure. The requirements of the grant are to use asphalt containing a proportion of target recycled materials, being glass, rubber and plastic.

The Tender was advertised in the Herald Sun on 8 September 2021, as well as on tenders.net and Alpine Shire Council websites. The Tender documents were downloaded by 19 prospective tenderers and seven responses were received by the closing date. One tenderer did not attend the mandatory site meeting nor make contact to arrange another visit. Their tender submission was included in the analysis for comparison, but is considered non-conforming.

EVALUATION

The evaluation panel consisted of the Manager Asset Development and Project Officer.

The Tenders were evaluated according to the key selection criteria listed in the Invitation to Tender:

- Price

- Qualifications and Previous Performance
- Delivery
- Social
- Environmental

Through this evaluation process it was determined that the tender from North East Civil Construction (NECC) based on 15% recycled material content best met the selection criteria.

ISSUES

A bituminous seal was included as part of the design of the trail pavement for the project from the outset. The upgrade to asphalt will deliver a significantly better user experience compared to the spray seal option. The use of recycled materials in the asphalt demonstrates Council's commitment to sustainability initiatives. There is an opportunity to promote Council's environmental choices with signage erected on the trail highlighting that the asphalt contains 15% recycled product, equating to the equivalent of approximately 350 tonnes of material which has been diverted from landfill.

The traditional proportion of recycled product in an asphalt mix is typically up to 10%. This proportion of recycled material has been approved by VicRoads for use on roads following extensive durability testing. A 15% mix includes more rubber, which adds to the flexibility of the asphalt and has been used on applications such as driveways with success. The traffic on the GVT shared trail will be mainly bicycles and pedestrians, which have an extremely low impact on the wearing surface and thus present very low risk to the surface being damaged. The tenderers proposed the 15% mix based on their experience and on their assessment of the trail during the site inspection.

POLICY IMPLICATIONS

The tender was advertised and evaluated in accordance with Council's Procurement Policy.

This recommendation is consistent with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors

FINANCIAL AND RESOURCE IMPLICATIONS

The total available budget for the Great Valley Trail is \$3,150,000, funded jointly by Alpine Shire Council, the Federal Government's "Building Better Regions Fund" and the Victorian Government, through Regional Roads Victoria, Sport and Recreation Victoria's "Local Sports Infrastructure Fund" and Sustainability Victoria's "Sustainable Infrastructure Fund".

There is sufficient allocation within the project budget to deliver the asphalt surfacing component of this project through award of this Contract.

Sustainability Victoria's contribution of \$300,000 towards this project was specifically for the construction of an asphalt surface containing recycled content.

CONSULTATION

The Taungurung Land and Waters Council has been extensively engaged, including several site visits and numerous meetings and workshops, and is strongly supportive of the Great Valley Trail project.

DELWP and Parks Victoria have inspected the entire alignment of the trail and evaluated the proposed works. They have provided their written support for the trail and these works.

The community has been extensively engaged throughout the project. The decision to apply for funding to facilitate upgrade to an asphalt surface was driven from the feedback received from the community in early engagement sessions.

All permits and approvals have been obtained for the construction of the trail.

CONCLUSION

Following a comprehensive assessment, the Tender from North East Civil Construction based on 15% recyclables content is considered to present the best value option for Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

8.2.7 Dinner Plain – Construction of Bus Bay, Bus Shelter and Car Parking Bays

File Number: CT21087

INTRODUCTION

This report relates to the award of a Contract for construction of a bus bay, bus shelters and car parking bays in Dinner Plain.

Cr Keeble

Cr Prime

That Council, subject to planning permit approval for the removal of native vegetation within the construction footprint, awards Contract No. 2108701 for 'Dinner Plain – Construction of a bus bay, bus shelters and car parking bays' to Prestige Paving Pty Ltd for the lump sum price of \$543,463.01 + GST.

Carried

BACKGROUND

In September 2020, Council secured a \$500,000 commitment from the State Government 'Bushfire Tourism and Business Fund 2020' to deliver the Dinner Plain Activation Phase 1 Project, comprising of:

- Toboggan Run and Mountain Bike Trail Hub
- Scrubbers Hut Upgrade
- Car Parking upgrades

Council's co-contribution to this project was \$900,000, funded from the Dinner Plain reserve.

In November 2020, Council received confirmation that \$140,000 of Federal Government 'Local Roads and Community Infrastructure (LRCI) Funds' had successfully been allocated to the proposed 'Dinner Plain Village - Traffic and Access Improvements' project, which includes construction of a bus bay, shelters and associated works. There is no Council co-contribution to this project.

Following discussions with Regional Development Victoria (RDV), efficiencies were identified in delivering civil components of Activation Phase 1 with the LRCI funded works - 'Dinner Plain Village Traffic and Access Improvements' as a combined tender package to reduce the need for multiple contractors and the associated duplication of site establishment costs.

The remaining works to be delivered for Dinner Plain Activation Phase 1 shall be completed through a separate procurement and tender package(s).

The Tender was advertised in the Herald Sun and Border Mail on 25 August 2021, as well as on tenders.net and the Alpine Shire Council websites. The Tender documents were downloaded by 21 prospective tenderers and one conforming submission was received by the closing date.

EVALUATION

The evaluation panel consisted of the Manager Asset Development and the Project Officer.

The tender submission was evaluated in accordance with the key selection criteria listed in the Invitation to Tender:

- Price
- Qualifications and Previous Performance
- Delivery
- Social
- Environmental

Following an assessment of the tender submission, and benchmarking against Council's in-house estimate of the cost to deliver these works, it was determined that the tender from Prestige Paving Pty Ltd meets all the requirements of the selection criteria and offers value for money for Council.

ISSUES

A planning permit application is currently awaiting approval for the removal of native vegetation within the footprint of the proposed works. The approval of the Department of Environment, Land, Water and Planning (DELWP) is required prior to construction works proceeding. To address the risk that this outstanding approval presents, it is recommended that Contract award is conditional on planning permit approval.

The window of favourable weather conditions in which to complete the proposed works is limited in Dinner Plain. The contractor has provided a tender program indicating they can complete the works within an acceptable timeframe.

POLICY IMPLICATIONS

The tender was advertised and evaluated in accordance with Council's Procurement Policy.

This recommendation is consistent with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors.

FINANCIAL AND RESOURCE IMPLICATIONS

The total combined budget for Dinner Plain Activation Phase 1 and Dinner Plain Village - Traffic and Access Improvements is \$1,540,000, which includes \$500,000 of State

Government funding, \$140,000 of Australian Government funding, and \$900,000 of Council funds.

There is sufficient allocation within the project budget to deliver the works identified in this Contract.

CONSULTATION

The scope of the Dinner Plain Activation Phase 1 Project is the result of a thorough process of engagement undertaken with the Dinner Plain community in the development of the Dinner Plain Village Detailed Concept Design Project. The designs were adopted by Council in July 2020.

A community stakeholder committee has been established to represent the community's contribution to the detailed design and delivery of proposed works in Dinner Plain. Consultation was undertaken with the community stakeholder committee to ensure the scope of works aligns with community expectations.

Extensive consultation has been conducted with a wide range of stakeholders who all support the project, including: DELWP, Mount Hotham Resort Management Board, Regional Development Victoria and the Dinner Plain Community Stakeholder Committee.

CONCLUSION

Following a comprehensive assessment, the Tender submission from Prestige Paving Pty Ltd is considered to present value for Council.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officer

ATTACHMENT(S)

Nil

8.2.8 Alpine Better Places Harrietville and Tawonga

INTRODUCTION

This report relates to the Alpine Better Places Harrietville and Tawonga project and outlines the proposed next steps for endorsement by Council.

Cr Nicholas

Cr Prime

That Council:

- 1. endorses the draft Alpine Better Places Harrietville Detailed Concept Designs, including proposed staging for the delivery of components of the project, to be placed on public exhibition for a minimum period of 28 days;*
- 2. invites public submissions on the draft Alpine Better Places Harrietville Detailed Concept Designs;*
- 3. reviews and considers any submissions received;*
- 4. considers a recommendation to adopt the Alpine Better Places Harrietville Detailed Concept Designs at a future meeting; and*
- 5. defers the finalisation of the draft Alpine Better Places Tawonga Detailed Concept Designs pending resolution of the proposed purchase of the Tawonga Scout Hall.*

Carried

BACKGROUND

The Alpine Better Places Harrietville and Tawonga project commenced in March 2020.

The key project outcomes described in the design brief include:

- Improved streetscapes, including wayfinding signage, paths, tracks or trails to better connect the town's assets and facilities, integrated landscape treatments and improved parking options; and
- Improved open space reserves, including upgraded and/or additional facilities and amenities.

The Tawonga plans were developed to focus on two key areas identified by the community in the phase one consultation:

- Creating a centralised 'focus' or heart to the township in Pioneer Memorial Park; and
- Improving the circulation and safety for pedestrians.

The Harrietville plans were developed to focus on three key areas identified by the community in the phase one consultation:

- Taware and Pioneer Parks;
- Tronoh Dredge Carpark; and
- Harrietville Community Hall.

ISSUES

Tawonga

Feedback received during community engagement on the current revision of the detailed concept designs focused on items in the following key areas:

- Pedestrian circulation and crossing points on the Kiewa Valley Highway.
- Carparking on the Kiewa Valley Highway adjacent to the Old Tawonga Store.
- Playground shade trees and natural elements.

During the third round of consultation, Council was made aware that the Tawonga Scout Hall may be available for purchase. It is currently owned by The Scouts Association of Australia Victorian Branch. Considering this information, no changes have been made to the detailed concept designs since the last round of community consultation.

Harrietville

Feedback received during community engagement on the current revision of the detailed concept designs focused on minor items in the following key areas:

- Tree species and positions.
- Bus access and movements.
- Carparking and road alignment.

No changes were made to the draft detailed concept designs as these comments will all be addressed in the detailed design phase.

Based on community feedback, the proposed staging for the delivery of the discrete components of the project is:

1. Tronoh Dredge Hole Carpark
2. Pioneer Park and Taware Park
3. Harrietville Community Hall
4. Feathertop Track Footpath

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial or resource implications associated with the public exhibition of the Draft Alpine Better Places Harrietville Detailed Concept Designs.

Subject to a separate resolution of Council presented to the October 2021 Council Meeting, Council will be submitting a funding application to the Australian Government's 'Black Summer Bushfire Recovery Program' to deliver phase 1 of the Alpine Better Places Harrietville project (Tronoh Dredge Hole Carpark).

CONSULTATION

Consultation with residents, community organisations and internal stakeholders has occurred throughout the development of the detailed concept designs.

Three rounds of community consultation have been carried out including:

July 2020 - Consultation 1 via Zoom webinar. The community provided feedback on the preliminary plans and areas of focus.

February 2021 – Consultation 2, Tawonga Memorial Hall and Harrietville Community Hall, lunch and evening sessions. The community was invited to provide comment on the draft detailed concept designs and proposed project priority list. The presentation and plans were made available online and the feedback period was open for two weeks. A further third round of consultation was supported by the community.

July 2021- Consultation 3, Tawonga Memorial Hall and Harrietville Community Hall, lunch and evening sessions. The community was invited to view and provide feedback on the third revision of the plans. The presentation and plans were made available online. The feedback period was open for five weeks.

CONCLUSION

Tawonga

It is recommended that Council defers further design work on the 'Alpine Better Places Tawonga Detailed Concept Designs' to await resolution on the proposed purchase of the Tawonga Scout Hall. The property on which the Tawonga Scout Hall is located could play a significant role in the improvements delivered through the project.

Harrietville

It is recommended that Council endorses the draft 'Alpine Better Places Harrietville Detailed Concept Designs' for public exhibition.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officers

ATTACHMENT(S)

8.2.8 Draft Alpine Better Places Harrietville Detailed Concept Design - August 2021

8.2.9 Funding Applications

INTRODUCTION

This report relates to available funding opportunities to which Council is eligible to apply and seeks Council's endorsement for funding applications to be submitted to facilitate the delivery of new and upgraded facilities.

Cr Janas moved an amendment to the original motion to include as item 1.c Myrtleford Splash Park for construction up to the value of \$2.2 million.

Cr Hughes

Cr Janas

That Council:

1. *endorses applications to the Australian Government's 'Black Summer Bushfire Recovery Fund' for the following projects, to the funding amounts indicated and noting that no co-contribution of Council funds is required:*
 - a. *Alpine Better Places Harrietteville - Tronoh Dredge Hole Carpark: \$1.1 million*
 - b. *Myrtleford Savoy Soccer Club Upgrade: \$2.0 million*
 - c. *Myrtleford Splash Park: \$2.2 million*
2. *endorses an application to the State Government's 'Building Blocks Fund' for the following project to the funding amount indicated and noting that no co-contribution of Council funds is required:*
 - a. *Mountain View Children's Centre Upgrade Concept Design: \$150,000*

Carried

BACKGROUND

Black Summer Bushfire Recovery Fund

The objective of this grant opportunity is to support the recovery efforts of communities in eligible Local Government Areas (LGAs) affected by the 2019-20 bushfires and enables them to apply for projects that address community recovery needs.

The Australian Government will directly fund successful applicants to conduct a range of projects designed to support the social and economic recovery, and restoration of the built environment in those communities.

The objectives of the grant opportunity are to:

- support recovery and resilience of communities impacted by the 2019-20 bushfires, and
- build stronger communities by supporting social, economic and built environment recovery.

The communities in both Harrietville and Myrtleford were impacted by the 2019/20 bushfires, with residents subject to multiple evaluation orders over the period of the emergency. The two projects which are nominated for funding applications have been identified as high priorities for these two communities, and delivery of these projects will significantly contribute to their social and economic recovery.

Building Blocks Grants

The State Government's 'Building Block Grants' funding program provides grants for planning and pre-construction work on kindergarten building projects that support the roll-out of three year old kindergarten across Victoria.

This grant is for applicants who will potentially wish to apply for a construction Buildings Blocks Grant once planning is complete.

Renewal of Mountain View Children's Centre in Myrtleford is identified as a high priority in Council's Project Pipeline, and this is supported by feedback from the users of the facility and by the operator, Alpine Children's Services. Feasibility and concept design work has recently been completed for an upgrade of the facility, and the Building Blocks Grant program presents an opportunity to secure funding to progress this project through the detailed design stage.

ISSUES

Based on community feedback received to date, the proposed staging for the delivery of the discrete components of the Alpine Better Places Harrietville project is as follows:

- a. Tronoh Dredge Hole Carpark
- b. Pioneer Park and Taware Park
- c. Harrietville Community Hall
- d. Feathertop Track Footpath

These priorities have not yet been formally adopted by Council. Public exhibition of the draft detailed concept designs for the Alpine Better Places Harrietville project, including the proposed staging for delivery of the project, is the subject of a separate report to the October Council Meeting.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- Incredible places for our community and visitors

FINANCIAL AND RESOURCE IMPLICATIONS

No Council co-contribution is necessary to support any of the three funding applications which are proposed through this report. The project budgets prepared for these applications include a provision to cover the cost of project managing the delivery of the projects.

CONSULTATION

The projects that have been nominated are identified as high priorities in Council's Project Pipeline. Consultation has been undertaken to ensure that the community and referral agencies are supportive of the projects which have been nominated. The projects that have been nominated have been selected based on their alignment with the funding eligibility and evaluation criteria.

CONCLUSION

Significant opportunities exist to secure grant funding to support Council's commitment to deliver new and upgraded infrastructure. There is strong community support for the project which have been proposed, and it is recommended that Council endorses the submission of funding applications as noted.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Asset Development
- Project Officers

ATTACHMENT

Nil

8.2.10 Bushfire Council Support Fund Allocation

INTRODUCTION

This report relates to the allocation of funding under a second deed of variation to the 'Council Support Fund' provided by the State Government and administered by Bushfire Recovery Victoria.

Cr Hughes
Cr Nicholas

That Council endorses the following allocation of \$800,000 received through the Council Support Fund to continue to support community recovery from the 2019/20 bushfire event and build resilience:

<i>Activity</i>	<i>Funding Allocation</i>
<i>Bushfire Recovery Team Resourcing</i>	<i>\$400,000</i>
<i>Permit and Registration Fee Relief for Alpine Shire Businesses, Commercial Tenancy Rent Relief Scheme</i>	<i>\$180,000</i>
<i>Preparedness Initiatives</i>	<i>\$80,000</i>
<i>Community Recovery Committee led Programs and Projects</i>	<i>\$80,000</i>
<i>Council led Recovery Programs and Projects</i>	<i>\$60,000</i>
<i>Total</i>	<i>\$800,000</i>

Carried

BACKGROUND

In January 2020, Council received \$1.0 million from the State Government's Council 'Support Fund' to support community recovery from the 2019/20 bushfire event.

An additional \$500,000 was provided in a deed of variation on 8 January 2021 to support further community-led recovery efforts across the Alpine Shire.

A second deed of variation and an additional \$800,000 was provided on 27 July 2021 to continue community recovery efforts, including dedicated funds for employment of recovery staff, and the development and delivery of recovery programs and projects.

ISSUES

The grant agreement requires that funded activity is delivered, and funds are expended by 31 January 2023.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A thriving and connected community.

FINANCIAL AND RESOURCE IMPLICATIONS

The second variation to the grant agreement for the Council Support Fund was received 27 July 2021, after the adoption of the 2021/22 Annual Budget. As a result, the \$800,000 income and related 2021/22 expenditure is not included in the 2021/22 Budget.

CONSULTATION

The recommended allocation of funding has been established with input from the Community Recovery Committee and engagement with a number of Council officers representing different areas of Council's activities.

CONCLUSION

The recommended allocation of funding will allow Council and the Community Recovery Committee to continue to support our communities in their ongoing recovery from the 2019/20 bushfires, and to strengthen community resilience.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Assets
- Manager Bushfire Recovery

ATTACHMENT(S)

Nil

8.3 DIRECTOR CORPORATE PERFORMANCE - HELEN HAVERCROFT

8.3.1 Community Vision, Council Plan and Financial Plan

INTRODUCTION

This report relates to the adoption of the draft Community Vision and Council Plan incorporating the Municipal Public Health and Wellbeing Plan, and the Financial Plan.

Cr Nicholas

Cr Vincent

That Council:

- notes that nine community submissions and one internal submission were received during public exhibition of the draft Community Vision 2040, Council Plan 2021-2025 incorporating the Municipal Public Health and Wellbeing Plan, and Financial Plan, with the following amendments proposed:*

<i>Section</i>	<i>Submission</i>	<i>Amendment</i>
<i>Strategic Indicators</i>	<i>4,6,8</i>	<i>Targets and trends added for some strategic indicators</i>
<i>About the Community Vision and Council Plan</i>	<i>7</i>	<i>Added wording around Council's commitment to gender equality</i>
<i>Strategic Driver 1 – For those who live and visit</i>	<i>7</i>	<i>Strategy 1.6.2 wording strengthened to include reference to Gender Impact Assessments</i>
<i>Strategic Driver 3 – For the bold protection of our future</i>	<i>7</i>	<i>Strategy 3.5.1 extended to refer to physical and mental health as well as social wellbeing</i>
<i>Strategic Driver 4 – For the enjoyment and opportunities of our lifestyle</i>	<i>Internal</i>	<i>Added Strategy 4.2.4 - Maintain a current Planning Scheme that reflects the development aspirations of the community and supports sustainable development</i>
<i>Strategic Driver 5 – For strong and informed leadership</i>	<i>Internal</i>	<i>Added Strategy 5.2.6 Maintain a skilled organisation with a positive culture</i>

<i>Section</i>	<i>Submission</i>	<i>Amendment</i>
<i>Major Initiatives</i>	<i>Internal</i>	<i>Timing for delivery of major initiatives included</i>
<i>Various</i>	<i>2, Internal</i>	<i>Corrections and clarifications</i>

- 2. adopts the updated Community Vision 2040 and Council Plan 2021-2025 incorporating the Municipal Public Health and Wellbeing Plan;*
- 3. adopts the Financial Plan; and*
- 4. acknowledges and thanks submitters and the community panel for their valuable input into the development of these plans.*

Carried

BACKGROUND

All Victorian councils are required to develop a Community Vision, Council Plan, Financial Plan, and a Municipal Public Health and Wellbeing Plan [the Plans].

The Plans will supersede the 2030 Community Vision and the 2017-2021 Alpine Shire Council Plan (incorporating the Municipal Public Health and Wellbeing Plan).

Council has maintained a Long-Term Financial Plan for many years. This has previously been an internal document used to support the development of the Budget and Strategic Resource Plans. It has not previously been adopted by Council.

ISSUES

Community Vision

Council developed a draft Community Vision in accordance with section 88 of the *Local Government Act 2020* (LGA 2020). The scope of the draft Community Vision must cover a period of at least the next ten financial years and must describe the community's aspirations for the future of the municipality. Council is proposing a Community Vision which is valid through to the year 2040.

Council Plan incorporating the Municipal Public Health and Wellbeing Plan

Council has developed a draft Council Plan for the period of four years after its general election in accordance with section 90 of the LGA 2020. The draft Council Plan lists strategic drivers, strategic objectives, strategies, strategic indicators, major initiatives and guiding legislation and plans that will collectively provide direction to Council's endeavours during its term.

The draft Municipal Public Health and Wellbeing Plan [MPHWP] is prepared in accordance with Section 26 of the *Public Health and Wellbeing Act 2008*. The draft MPHWP must be prepared within a twelve-month period after each general election of Council. Section 27 of the Act allows for the MPHWP to be incorporated into the Council Plan, which is the approach taken by Council. On 1 September 2021, the Department of Health granted approval to incorporate the MPHWP into the draft Council Plan.

Financial Plan

Council has developed a draft Financial Plan covering the next ten financial years in accordance with section 91 of the LGA 2020. The draft Financial Plan includes statements describing the financial resources required to give effect to the draft Community Vision and Council Plan and other strategic plans of the Council and provides information about the decisions and assumptions that underpin the forecasts in those statements.

CONSULTATION FOR DEVELOPMENT OF PLANS

Broad engagement was carried out with the community during March and April 2021, which included an on-line survey, three community pop-ups, workshops, and a community webinar. A total of 368 community members participated in these engagement opportunities, which focused on three key questions: Where are we now? Where do we want to be? How do we get there?

Four key themes were identified during this broad engagement, and these themes were used to frame a deliberative engagement process where Council invited interested community members to become part of a Community Panel. An expression of interest process was advertised in the local newspapers and through Council's social media channels.

The Community Panel members were selected by an independent consultant to achieve a representative group of 46 people, considering demographics of age, gender, location, homeownership and other selected social indicators and vulnerabilities across the Shire. These panel members were invited to take part in six deliberative engagement sessions during May and June 2021.

Twenty-three panel members participated in the workshops, which were used to develop strategic objectives. The strategic objectives developed by the Community Panel were then used as the basis for Council staff to develop the draft Community Vision and Council Plan.

CONSULTATION FOR SUBMISSIONS

The draft Community Vision 2040 and Council Plan 2021-2025 incorporating the Municipal Public Health and Wellbeing Plan, and the draft Financial Plan were released for public submissions at the August 2021 Council meeting.

Following the meeting, the documents were made available on Council's website, with an advertisement placed in the Myrtleford Times / Alpine Observer on 11 August 2021. A consultation campaign, accommodating applicable COVID-19 restrictions, was delivered including:

- referral to the Community Panel members.
- attendance at community group meetings.
- attendance at a community market.
- targeted community group emails.
- social media posts.

- distribution of printed collateral.

Submissions closed on 9 September 2021, with a total of nine submissions from the community and one collated internal submission (from Council) being received by the closing date. Submitters were invited to present their submissions in person to a committee of Councillors - three community submitters chose to do so at a hearing on 14 September 2021.

A summary of submissions is as follows:

#	Submission summary	Council response
1	Support for volunteers <ul style="list-style-type: none"> • Insurance for non-profit groups • Remove facility fees for non-profit groups 	No change to draft Plans: Council officers will work with community groups to investigate potential cost saving measures. This action is in accordance with strategies in the draft Council Plan.
2	<ul style="list-style-type: none"> • Recognition of Alpine Health's role in MPHWP • Changes to ALPINE values • General grammatical updates 	Changes made to draft Plans: Many of the suggested wording changes are made in the draft Council Plan.
3	<ul style="list-style-type: none"> • Objective 3.1 - Review climate change and its impacts on health in MPHWP • Indicators - encourage additional measures to be included relating to health and wellbeing such as those on pg. 19-21 • Will the community be invited to provide feedback on the MPHWP Action Plan? 	No change to draft Plans: The document is considered to adequately reflect the alignment between climate change impacts and health. Additionally, the measures referred to are largely external to Council, and will be collected by other entities for Council's reference. The related Action Plan will be a flexible document that rapidly responds to conditions and feedback. It is not intended to be formally placed on public exhibition.

#	Submission summary	Council response
4	<ul style="list-style-type: none"> • Measure and report how changes in population growth and demographics provide demand signals for education, waste and health services. • Measure and report progress for services, particularly health, planning and building services • Manage continued growth in demand for Council services by including an increase in FTE to provide service levels. Report annually. 	<p>Changes made to draft Plans:</p> <p>Targets and trends are now included in the draft Council Plan for some strategic indicators and will be reported quarterly to the public through Council's quarterly performance reporting regime. Council's website now includes a link to the 'Know Your Council' performance measure website for Victorian councils.</p> <p>Staffing resources will be implemented in accordance with Council's Workforce Plan, which will be developed by December 2021. Council's draft Financial Plan will be amended to indicate that its human resources will be reflective of its Workforce Plan.</p>
5	<ul style="list-style-type: none"> • Focus on LGBTIQ+ equality and prioritise the following: • Advocacy to challenge discrimination, and support access and inclusion of community members • Implement an LGBTIQ+ action plan • Achieve Rainbow Tick accreditation for Council services 	<p>No change to draft Plans:</p> <p>The document is inclusive of all community groups. It would not be appropriate to specifically emphasise a particular cohort.</p>

#	Submission summary	Council response
6	<ul style="list-style-type: none"> Indicators give no baseline and success or COVID impact - suggest targets Suggest Indicators for each sub-level - i.e. for 1.1, 1.3-6 and so-on through doc How will education / health be managed with increasing population? How will Council mitigate stress on resources with no increase in FTE over the next 10 years? 	<p>Changes made to draft Plans:</p> <p>Targets and trends are now included in the draft Council Plan for some strategic indicators and will be reported quarterly to the public through Council's quarterly performance reporting regime. Council's website now includes a link to the Know Your Council performance measure website for Victorian councils.</p> <p>Staffing resources will be implemented in accordance with Council's Workforce Plan, which will be developed by December 2021. Council's draft Financial Plan will be amended to indicate that its human resources will be reflective of its Workforce Plan.</p>
7	<ul style="list-style-type: none"> Encourage Council to include Gender Equality obligations in the 'about' section of the plan. Strengthen 1.6 to "Collaborate with local and regional partners....." Strengthen MPHWP Priority 2 and Objective 3.5.1 "Lead community education....." Link MPHWP priority 4 to Objective 3.4 	<p>Changes made to draft Plans:</p> <p>The suggested wording changes have been made to the strategies in the draft Council Plan.</p>
8	<ul style="list-style-type: none"> Indicators do not always represent the actions outlined. Need to be strengthened - eg engagement with youth / traditional owners / volunteers, but no matching Indicators. Key Worker Housing Pilot project - fails to address AirBnB property issue. 	<p>Changes made to draft Plans:</p> <p>Targets and trends have now been included in the draft Council Plan for some strategic indicators to provide rigour around the achievement of Council's Strategic Objectives.</p> <p>As the draft Council Plan is a high-level document, reference to specific industries will be included in detailed strategies and policies.</p>

#	Submission summary	Council response
9	Needs more detail as a framework for delivery of Objectives. <ul style="list-style-type: none"> • 4.1 townships and landscapes need more distinction between localities across Shire • 4.2 goals should be tied to the growth in each township • 4.5 needs to include bike / walking paths (as distinct from open spaces) 	Changes made to draft Plans: Descriptions of township characteristics and landscapes will be included in township structure plans and strategic planning documents. As the draft Council Plan is a high-level document, reference to specific localities or infrastructure is more appropriately included in detailed strategies and policies.
Internal	Submissions from staff including improving connectivity with Alpine Planning Scheme, grammatical improvements, and other minor updates.	Changes made to draft Plans: Many of the suggested wording changes made in the draft Council Plan.

POLICY IMPLICATIONS

The draft Community Vision, Council Plan, and Financial Plan have each been prepared in accordance with the requirements of the *Local Government Act 2020*. The Municipal Public Health and Wellbeing Plan has been prepared in accordance with the *Public Health and Wellbeing Act 2008*.

The recommendations are in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A high performing organisation

FINANCIAL AND RESOURCE IMPLICATIONS

The Financial Plan outlines the resources necessary to deliver the strategies and major initiatives described in the Council Plan in support of achieving the Community Vision.

Projects and services to be delivered in the 2021/22 financial year have been budgeted in the 2021/22 adopted budget. Projects and services to be delivered in subsequent financial years will be subject to the normal annual budgeting processes.

CONCLUSION

Detailed deliberative engagement has been conducted with the community, Councillors and staff in the development of the draft Plans. By placing the draft Plans on public exhibition, the wider community is provided with the opportunity to contribute to the proposed direction before the final documents are presented to Council for formal adoption.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Corporate
- Project Officer

ATTACHMENT(S)

- 8.3.1.a. Draft Community Vision 2040 and Council Plan 2021-2025, incorporating the Municipal Public Health and Wellbeing Plan.
- 8.3.1.b. Draft Financial Plan

8.3.2 Instruments of Delegation

File Number: Delegations Register

INTRODUCTION

Instruments of Delegation are an important way for Council to ensure its officers hold the appropriate legislative powers required for the various Acts and Regulations that Council administers. This report updates Council's Instruments of Delegation to the Chief Executive Officer and to staff, to ensure that they are reviewed within 12 months of the general election, as required by the *Local Government Act 2020*.

Cr Janas

Cr Keeble

That Council:

1. *notes that a review of Instruments of Delegation has been undertaken in accordance with s11(7) of the Local Government Act 2020, with the following actions required:*
 - a. *No Instruments of Delegation have been made to members of Delegated Committees, and hence there are no instruments of this type to review; and*
 - b. *The Instrument of Delegation from Council to the Chief Executive Officer and Instrument of Delegation from Council to Members of Council staff are being updated to ensure that current legislative powers, duties, and functions are delegated to the appropriate staff.*
2. *exercises the powers conferred by section 11(1)(b) of the Local Government Act 2020, so that:*
 - a. *There be delegated to the person holding the position, acting in or performing the duties of Chief Executive Officer the powers, duties and functions set out in attachment 8.3.2(a) "S5 - Instrument of Delegation from Council to the Chief Executive Officer" (instrument S5), subject to the conditions and limitations specified in that instrument;*
 - b. *Instrument S5 be signed and sealed at the appropriate stage of this meeting;*
 - c. *Instrument S5 comes into force immediately the common seal of Council is affixed to the instrument;*
 - d. *On the coming into force of instrument S5, all previous delegations to the Chief Executive Officer are revoked;*
 - e. *The duties and functions set out in instrument S5 must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.*
3. *exercises the powers conferred by the legislation referred to in attachment 8.3.2(b) "S6 - Instrument of Delegation from Council to Members of Council staff" (instrument S6), so that:*

- a. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in instrument S6, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument;*
- b. Instrument S6 be signed and sealed at the appropriate stage of this meeting;*
- c. Instrument S6 comes into force immediately the common seal of Council is affixed to the instrument;*
- d. On the coming into force of instrument S6, all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked; and*
- e. The duties and functions set out in instrument S6 must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.*

Carried

BACKGROUND

Many legislative Acts and Regulations provide Council with specific powers, duties or functions. To enable Council as an organisation to run smoothly, many of these powers, duties and functions are delegated to the Chief Executive Officer (CEO), who can then further sub-delegate these duties to staff. This ensures that decisions are made on a timely basis, without the need for every legislative decision being presented to a Council meeting.

Council's S5 Instrument of Delegation to the CEO passes on Council's powers directly to the CEO. For instances where decisions are required that are not within the CEO's delegation, these must be presented directly to Council - for example, where a purchase exceeds the CEO's financial delegation of \$150,000 including GST.

Where legislation allows it, the CEO then sub-delegates specific legislative duties to staff, via a separate Instrument.

Some legislation does not allow sub-delegation via the CEO, so Council must delegate these powers directly to staff using the S6 Instrument of Delegation to Council Staff.

ISSUES

Local Government Act 2020

On 1 May 2020, the power to delegate Council powers, duties and functions moved from the *Local Government Act 1989* (LGA 1989) to the LGA 2020. Council re-issued Instruments of Delegation to the CEO and Staff under s11(1)(b) of the LGA 2020 on 1 September 2020. The CEO's delegation was subsequently re-made on 6 July 2021 to ensure that powers delegated to Council under the *Environment and Protection Act 2017* were able to be passed on to staff.

Section 11(7) of the LGA 2020 requires that councils review all delegations made under s11 within 12 months of a general election. Council is able to delegate its power to either members of a Delegated Committee, or directly to the CEO. In the case of Alpine

Shire Council, no Delegated Committees have been created by Council, and hence there are no committee delegations to review. Council has already reviewed the CEO delegations in July 2021, which meets the requirements of s11(7), but is providing this report to ensure that staff delegations are also updated by the required timeframes.

Update of Instruments

Council subscribes to the Maddocks Delegations and Authorisations service, where templates are provided to allow Council and the CEO to delegate their powers directly to staff.

By updating the Instrument of Delegation to CEO at this time, this ensures that the CEO can delegate the relevant powers, duties and functions available at the time of signing. This ensures that any legislative changes that have occurred since the S5 Instrument was last signed, are now able to be passed on to the CEO. No changes to the content of the Instrument of Delegation to the CEO has been made since it was last adopted.

The S6 Instrument of Delegation to Council Staff has been updated to reflect the legislative changes since it was last adopted in September 2020, and to update and include staff titles that may have changed or been added in the previous 12 months.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A high performing organisation

FINANCIAL AND RESOURCE IMPLICATIONS

Council has an annual subscription for Maddocks delegations and authorisations service that is allowed for in Council's annual budget. Appropriate delegations and authorisations allow Council and Council staff to operate effectively within legislative frameworks.

CONSULTATION

No external consultation is required. Council to CEO delegations have been discussed with the relevant Manager, Director and CEO.

CONCLUSION

A review and update of the Instruments of Delegation to the CEO and to Staff ensures that Council has complied with the review requirements of s11(7) of the LGA 2020. The review also ensures that appropriate delegation of Council's powers, duties and functions available at the time of signing has been passed on to the CEO and Staff.

Council has not issued any Instruments of Delegation to Delegated Committees, hence there are no Instruments to review.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

8.3.2.a. S5 - Instrument of Delegation from Council to the Chief Executive Officer

8.3.2.b. S6 - Instrument of Delegation from Council to Members of Council Staff

8.3.3 Instruments of Appointment and Authorisation - *Planning and Environment Act 1987*

File Number: Delegations register

INTRODUCTION

Instruments of appointment and authorisation are an important means of Council ensuring that its officers are appropriately authorised under the relevant Acts that Council administers. This report provides for a change in title for an officer with planning responsibilities.

Cr Nicholas

Cr Keeble

That Council exercises the powers conferred by section 147(4) of the Planning and Environment Act 1987, so that:

- 1. the following members of Council staff referred to in attachment 8.3.3 "S11A – Instrument of Appointment and Authorisation – Planning & Environment Act 1987" (the instrument) be appointed and authorised as set out in the instrument;*
 - a. Director Corporate Performance; and*
 - b. Planning Officer.*
- 2. the instruments come into force immediately the common seal of Council is affixed to the instrument, and remains in force until Council determines to vary or revoke them*
- 3. on the coming into force of the instrument, the previous "S11A – Instrument of Appointment and Authorisation – Planning and Environment Act 1987" for the following members of Council staff, as dated, be revoked;*
 - a. Director Corporate Performance (Acting), dated 6 July 2021.*
- 4. the instruments be signed and sealed at the appropriate stage of this meeting.*

Carried

BACKGROUND

Council staff involved in planning roles require current and accurate authorisations to fulfil their duties. Council has appointed a new Director Corporate Performance and a new Planning Officer, requiring new Instruments of Appointment and Authorisation under the *Planning and Environment Act 1987*. Following the permanent appointment of the Director Corporate Performance, the authorisation for the Acting Director Corporate Performance can be revoked.

ISSUES

Authorised Officers

Authorised officers have statutory powers under relevant legislation. In the case of Council's staff in the Planning department, the attached Instruments of Appointment and Authorisation under the *Planning and Environment Act 1987* mean that they are authorised officers for the purposes of that Act.

While Council may delegate its powers, duties or functions to staff, so that a delegate acts on behalf of the Council, staff appointed as authorised officers have their own statutory powers under the relevant Act.

Planning and Environment Act 1987

Section 188(1)(b) of the *Planning and Environment Act 1987* specifies that "a planning authority ... may by instrument delegate any of its powers, discretions or functions under this Act to an officer of the authority". However, Section 188(2)(c) specifically prevents an officer from further sub-delegating any duty, function or power. Therefore, as the responsible authority, Council must authorise staff directly using the "S11A – Instrument of Appointment and Authorisation – Planning and Environment Act 1987", rather than via the Chief Executive Officer.

Maddocks Delegations and Authorisations Service

Council utilises the delegations and authorisations service provided by law firm Maddocks. This is a template system used by many councils and provides a detailed way of ensuring that appropriate delegations and authorisations are given to Council staff. All of the relevant legislation affecting local government, including Acts and regulations and the sections that relate to the powers, duties and functions of Council are outlined within the template and the relevant officer is allocated accordingly.

POLICY IMPLICATIONS

Ensuring authorisations are kept up to date ensures that Council's planning staff can undertake their statutory roles.

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A well planned and safe community

FINANCIAL AND RESOURCE IMPLICATIONS

Council has an annual subscription to the Maddocks delegation and authorisation service that is provided for in Council's annual budget. There are no other financial implications associated with these instruments of appointment and authorisation.

Appropriate authorisations allow Council and Council staff to operate effectively and within legislative frameworks.

CONSULTATION

The relevant staff and Director have been consulted during the preparation of the IoAAs. There is no requirement to consult the community in the preparation of these instruments.

CONCLUSION

The appropriate appointment of authorised officers to enforce the *Planning and Environment Act 1987* is required to ensure that Council officers can undertake their statutory roles.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Corporate
- Governance Officer

ATTACHMENT(S)

- 8.3.3.a. S11A – Instrument of Appointment and Authorisation – *Planning & Environment Act 1987* – Director Corporate Performance
- 8.3.3.b. S11A – Instrument of Appointment and Authorisation *Planning & Environment Act 1987* – Planning Officer

8.3.4 Audit and Risk Committee Meeting Minutes and Recommendations

File Number: 0900.06

INTRODUCTION

The purpose of the report is to present the minutes of the Audit and Risk Committee meetings No.2021/22-1 held on 30 July 2021 and No.2021/22-2 held on 7 September 2021.

Key items presented to and considered by the Audit and Risk Committee (Committee) at these meetings included:

- 2020/21 annual self-assessment of performance.
- Closing report by the External Auditors on the 2020/21 annual audit.
- 2020/21 annual financial and performance statements.

Cr Vincent
Cr Nicholas

That Council:

- 1. receives and notes the minutes of Audit and Risk Committee Meeting No.2021/22-1 held 30 July 2021*
- 2. receives and notes the minutes of Audit and Risk Committee Meeting No.2021/22-2 held 7 September 2021*

Carried

REPORT

Audit and Risk Committee Meeting No.2021/22-1, 30 July 2021

Welcome to new members

The Committee extended a welcome to new independent member Julie Guest, appointed to the Committee by Council in July 2021.

Annual self-assessment of performance

The Audit and Risk Committee Charter requires the Committee to undertake a self-assessment of its performance each year. An online survey has been made available to Committee members since 2017 and was again provided in this format for the 2020/21 survey.

Feedback was again very positive with members satisfied with the overall performance of the Committee concluding that it is functioning well. Members were satisfied with the information they received to be assured that Council's financial controls and reporting,

risk management framework, and compliance processes are in place and effective. The relationship between members and management is positive and productive.

Audit and Risk Committee Meeting No.2021/22-2, 7 September 2021

External Auditor

Council's External Auditors, Phil Delahunty, Partner, and Blessing Mendosa, Chartered Accountant, of RSD Audit, Bendigo attended the video conference meeting to discuss the Victorian Auditor General's Office (VAGO) Audit, Year Ending 30 June 2021.

The Committee received and noted the VAGO Closing Report on the 2020/2021 Financial and Performance Statements of Council.

2020/2021 Annual Financial and Performance Statements (Draft)

Each year Council is required to prepare an Annual Financial Report containing financial statements that are audited according to Australian Accounting Standards. The financial statements show Council's financial performance, financial position, and cash flows against the previous year and comprise a balance sheet and statements of income, changes in equity, cash flows and capital works.

The annual performance statement is a specific requirement of the Local Government Act and is generated from indicators and measures from the Local Government Performance Reporting Framework. It consists of six sustainable capacity indicators, 12 service performance indicators, and 12 financial performance indicators – all of which are subject to audit.

The Committee considered and endorsed for Council approval in principle the draft Financial and Performance Statements for the year ended 30 June 2021.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A responsible and sustainable organisation

CONCLUSION

The Audit and Risk Committee, being satisfied with the detail provided in its agendas and the officer reports, submits the minutes of its meetings No.2021/22-1 held on 30 July 2021 and No.2021/22-2 held on 7 September 2021 to Council for noting.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Corporate
- Health, Safety and Risk Officer

ATTACHMENT(S)

8.3.4.a. Minutes of Audit and Risk Committee Meeting No.2021/22-1, 30 July 2021

8.3.4.b. Minutes of Audit and Risk Committee Meeting No.2021/22-2, 7 September 2021

Cr Keeble declared a conflict of interest with item 8.3.5 Permit and Registration Fee Relief for Alpine Shire Businesses and was moved from the virtual meeting into a waiting room at 6.08pm.

8.3.5 Permit and Registration Fee Relief for Alpine Shire Businesses

INTRODUCTION

This report relates to fee relief for Alpine Shire businesses in 2021/22.

Cr Janas
Cr Vincent

That Council:

- 1. adopts a fee of zero dollars (\$0.00) for registrations and permit applications applicable under the Food Act 1984, Public Health and Wellbeing Act 2008, Residential Tenancies Act 1997 and Community Local Law 2019 for the 2021/22 financial year;*
- 2. approves a refund of any fees already paid under the Food Act 1984, Public Health and Wellbeing Act 2008, Residential Tenancies Act 1997 and Community Local Law 2019, in the 2021/22 financial year; and*
- 3. notes that the fee relief, estimated to total \$132,000, will be fully funded from the State Government's 'Local Councils Outdoor Eating and Entertainment Package' and 'Council Support Fund'.*

Carried

BACKGROUND

Council adopts fees for a range of regulatory functions each year as part of the annual budget process. This includes registration fees for food premises, caravan parks, health and beauty businesses as well as footpath advertising, trading and dining permits.

These fees are generally set by legislation or are benchmarked against other councils. Fees levied for registrations/permits under the *Food Act 1984, Public Health and Wellbeing Act 2008, Residential Tenancies Act 1997* and *Community Local Law 2019* for the 2021/22 financial year are detailed as attachment 8.3.7 - Summary of registration and permit fees for 2021/22. Fees are exempt from GST.

The impacts of the fires and the ongoing restrictions of COVID19 are significant for businesses of the Alpine Shire, particularly tourism and retail related businesses.

Council has received State Government funding that can be utilised to support the waiving of fees for this financial year.

ISSUES

Estimated value of fee relief

The proposed fee relief includes the following components, based on the current number of registered premises, permits issued and the actual and estimated fees levied for the full financial year.

Registrations	Estimated value
<i>Food Act 1984</i>	\$105,000
Public Health and Wellbeing Act 2008	\$13,000
<i>Residential Tenancies Act 1997</i>	\$1,000
Community Local Law 2019 business permits	\$13,000
Total	\$132,000

It is noted that there may be additional premises that will register over the course of the year. As such, the total amount of fees for the current financial year is likely to be higher than the amounts listed above.

New Applications

Businesses would still be required to obtain permits / registration as per the normal requirements; however, no fees would be payable under *the Food Act 1984, Public Health and Wellbeing Act 2008, Residential Tenancies Act 1997* and the Community Local Law 2019.

Refund of fees already paid

Permits and registrations already paid under the *Food Act 1984, Public Health and Wellbeing Act 2008, Residential Tenancies Act 1997* and the Community Local Law 2019 would be refunded.

Fees for registration under the *Food Act 1984, Public Health and Wellbeing Act 2008, Residential Tenancies Act 1997* are levied by calendar year, so the refunded registration would apply to the 2021 calendar year.

Local Laws permits are renewed every financial year, so the refunded permit fees would apply to the 2021/22 financial year.

It is recommended that refunds are issued by cheque. Council has records of all businesses that have paid fees. Cheques can be raised and sent to the businesses. It is anticipated that fees could be refunded within one month following approval by Council.

POLICY IMPLICATIONS

The recommendation is in accordance with the following Strategic Objective of the Council Plan 2017-2021:

- A well planned and safe community

FINANCIAL AND RESOURCE IMPLICATIONS

Council has received funding from the State Government through the 'Local Councils Outdoor Eating and Entertainment Package' as well as bushfire recovery funding received from State Government through the Council Support Fund administered by Bushfire Recovery Victoria. These funds have been made available in response to the

2019/20 bushfire events and the COVID19 pandemic. The intention of both streams of funding is to assist community and businesses directly or indirectly affected by the fires to recover and provide hospitality businesses with an opportunity to continue to trade during the restrictions of the COVID19 pandemic by enabling businesses to expand dining outside off premises.

The costs of the proposed fee relief will be completely offset by State Government funding.

CONSULTATION

The following Council officers have been consulted in the preparation of this report:

- Director Assets
- Manager Building and Amenity
- Acting Manager Economic Development
- Acting Manager Community Development
- Accountant

CONCLUSION

Council has received funding from the State Government in response to the 2019/20 bushfire event and impacts of the COVID19 pandemic. The use of this funding to enable Council to waive fees will support local businesses which have been directly and indirectly affected by the bushfires and the ongoing restrictions of the COVID19 pandemic.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Building and Amenity

ATTACHMENT(S)

8.3.5 Summary of registration and permit fees for 2021/22

Cr Keeble was readmitted into the virtual meeting at 6.13pm.

8.3.6 Planning Application P.2021.35 - 15 O'Donnell Avenue, Myrtleford

<i>Application number:</i>	<i>P.2021.35</i>
<i>Proposal:</i>	<i>Three (3) Lot Subdivision with Common Property and Buildings and Works for the Construction of Three (3) Dwellings</i>
<i>Applicant's name:</i>	<i>Brenda Clissoid (Andrews Homes)</i>
<i>Owner's name:</i>	<i>Lollie Investments Pty Ltd</i>
<i>Address:</i>	<i>15 O'Donnell Avenue, Myrtleford</i>
<i>Land size:</i>	<i>Approximately 1109sqm</i>
<i>Current use and development:</i>	<i>The site contains a single storey dwelling with vehicle access from O'Donnell Avenue on the northern side of the lot.</i>
<i>Site features:</i>	<i>The site is an irregular rectangular shape. The site slopes down from the middle of the north-eastern lot boundary to western corner by approximately 1.75 metres with an average slope of approximately 5.38%.</i>
<i>Why is a permit required?</i>	<i>Clause 32.08-3 - Subdivision (GRZ) Clause 32.08-6 - Construction and extension of two or more dwellings on a lot (GRZ)</i>
<i>Zoning:</i>	<i>General Residential Zone (GRZ)</i>
<i>Overlays:</i>	<i>None</i>
<i>Restrictive covenants on the title?</i>	<i>None</i>
<i>Date received:</i>	<i>31 August 2021 (amended plans)</i>
<i>Statutory days:</i>	<i>20 days at 20 September 2021</i>
<i>Planner:</i>	<i>James Trimble</i>

Cr Janas
Cr Vincent

That a Notice of Decision to grant a planning permit be issued for a three (3) lot subdivision with common property, and buildings and works for the construction of (3) dwellings accordance with the conditions outlined in Attachment 8.3.6.a. and for the following summarised reasons:

1. *The proposal generally meets the relevant provisions of the:*
 - a. *State and Local Planning Policy Framework*
 - b. *General Residential Zone*
 - c. *Particular provisions including 52.06 Car Parking, 53.01 Public Open Space Contribution and Subdivision, 55 Two or more Dwellings on a lot and Residential Buildings, and 56 Residential Subdivision*
 - d. *Decision Guidelines at Clauses 65.01 and 65.02.*
2. *The proposal provides for urban infill in a centrally sited location within the township of Myrtleford.*
3. *The proposal provides an appropriate design and respects the existing and desired neighbourhood character.*

Carried

PROPOSAL

The proposed involves two components being a three (3) lot subdivision with common property and buildings and works for the construction of three (3) dwellings.

Three (3) lot subdivision with common property

The smallest lot size is 219sqm and the largest lot has an area of 367sqm. The common property has an area 308sqm, a minimum width of 4.15 metres, and 10.75 metres of frontage to O'Donnell Avenue. Lot 1 has 14.96 metre frontage to O'Donnell Avenue. All lots can accommodate a building envelope measuring 10 metres by 15 metres.

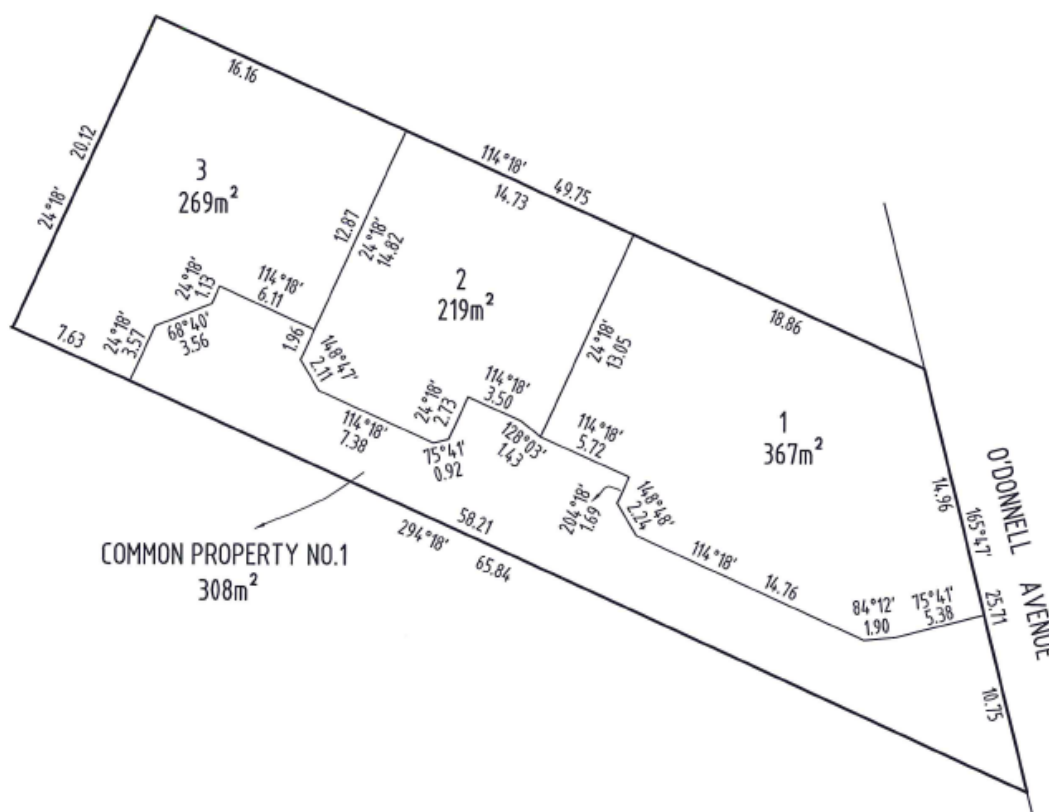
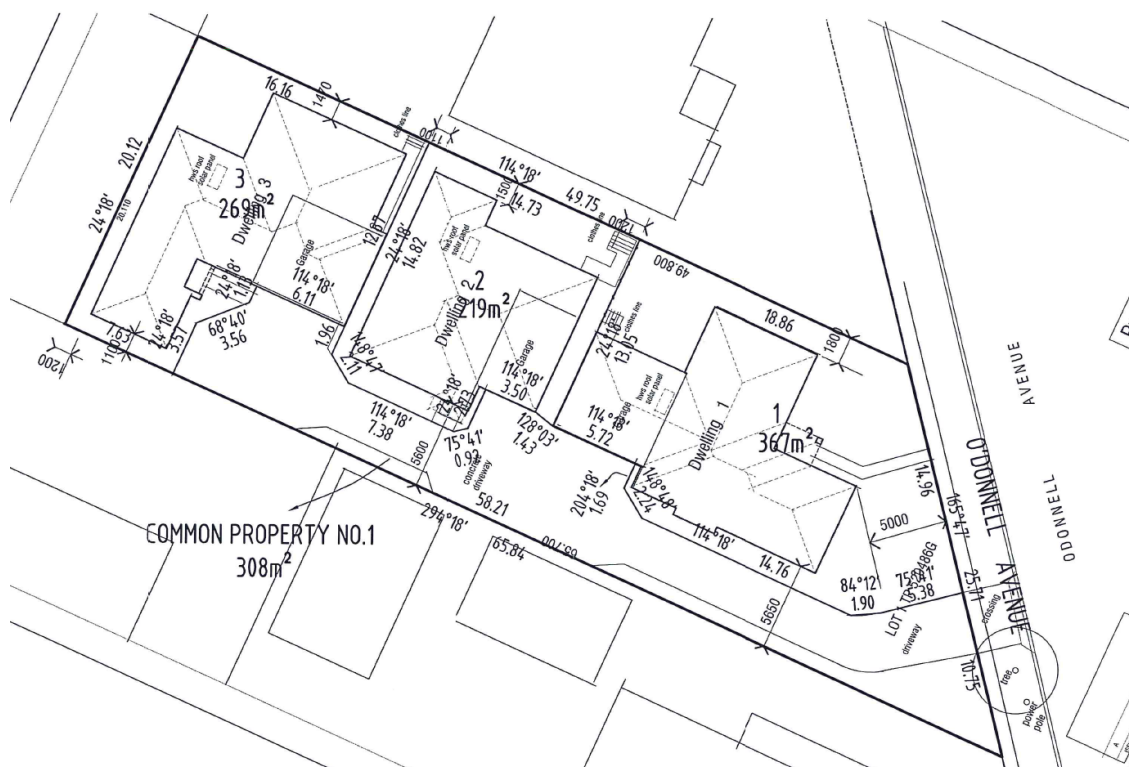


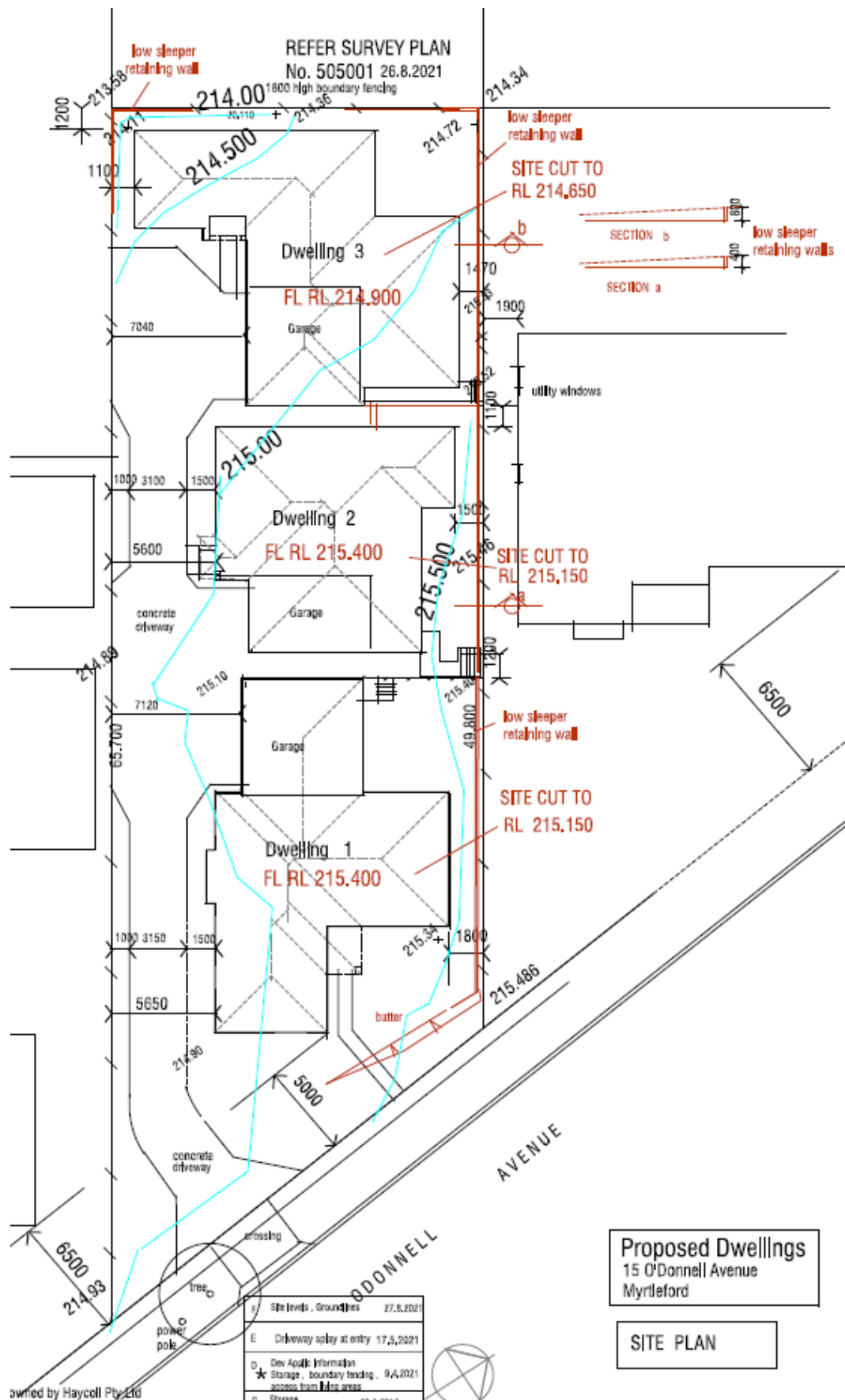
Figure 1: Shows the subdivision layout on site.

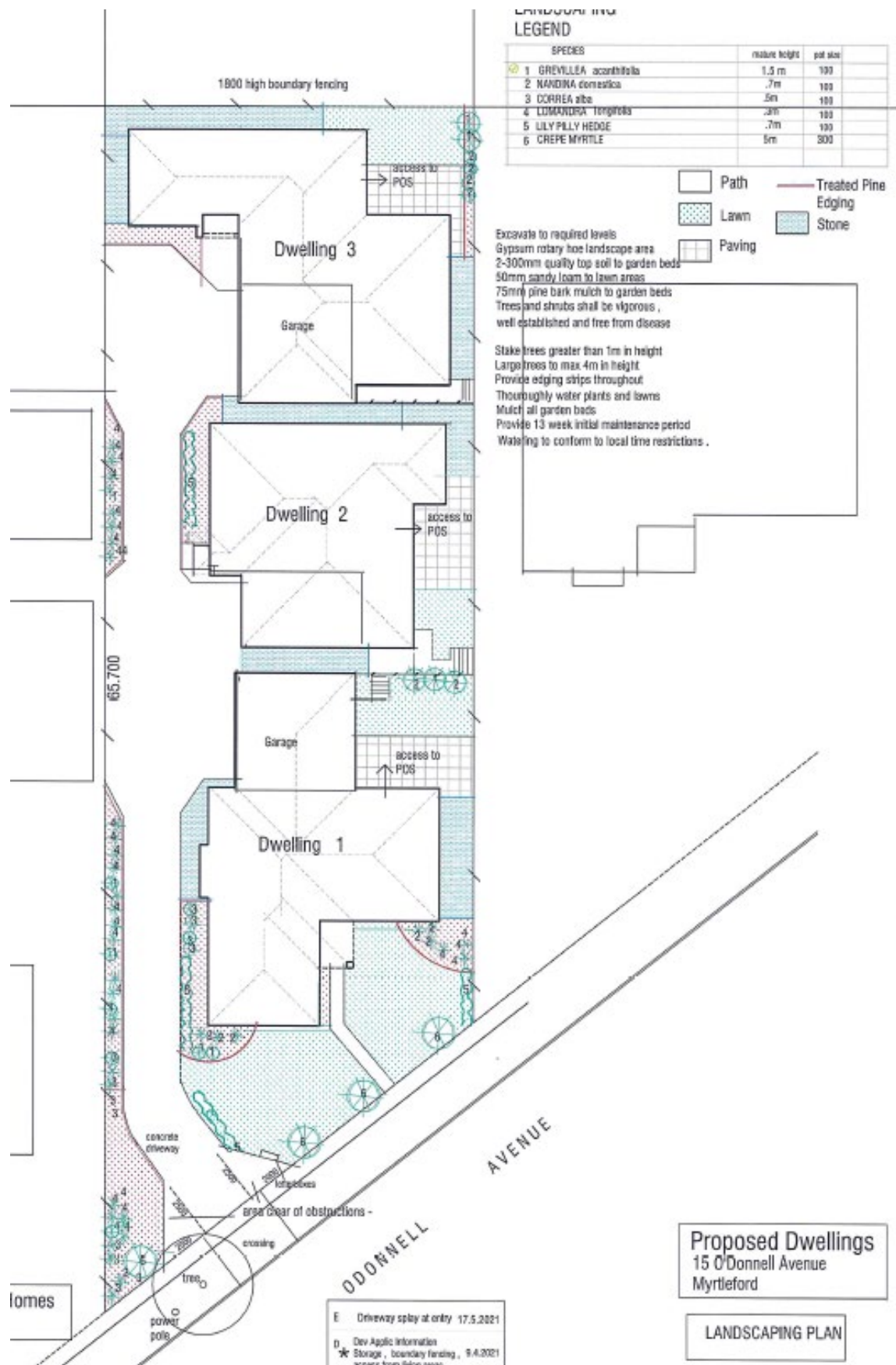
Buildings and Works for the construction of three (3) dwellings

All dwellings are single storey. The dwelling on proposed Lots 1 and 3 has a double garage, open plan living dining kitchen, 3 bedrooms, 2 bathrooms, and a separate laundry. The new dwelling on proposed Lot 2 has a single garage, open living dining kitchen, 2 bedrooms, 2 bathrooms and a separate laundry.

No boundary walls are proposed. A minimum 5 metre setback is proposed from O'Donnell Avenue, a minimum 1.47 metre setback is proposed from adjoining 17 O'Donnell Ave, a minimum 1.2 metre setback is proposed from the rear lot boundary adjoining 7 Kneebone Court, and a minimum 1.1 metre setback is proposed from adjoining common property at the end of Kneebone Court. A communal bin storage area and letterboxes are proposed in Lot 1 within the street setback area. Maximum 0.8 metre high retaining walls are proposed in the western corner of the site. 1.8 metre high boundary fencing is proposed.





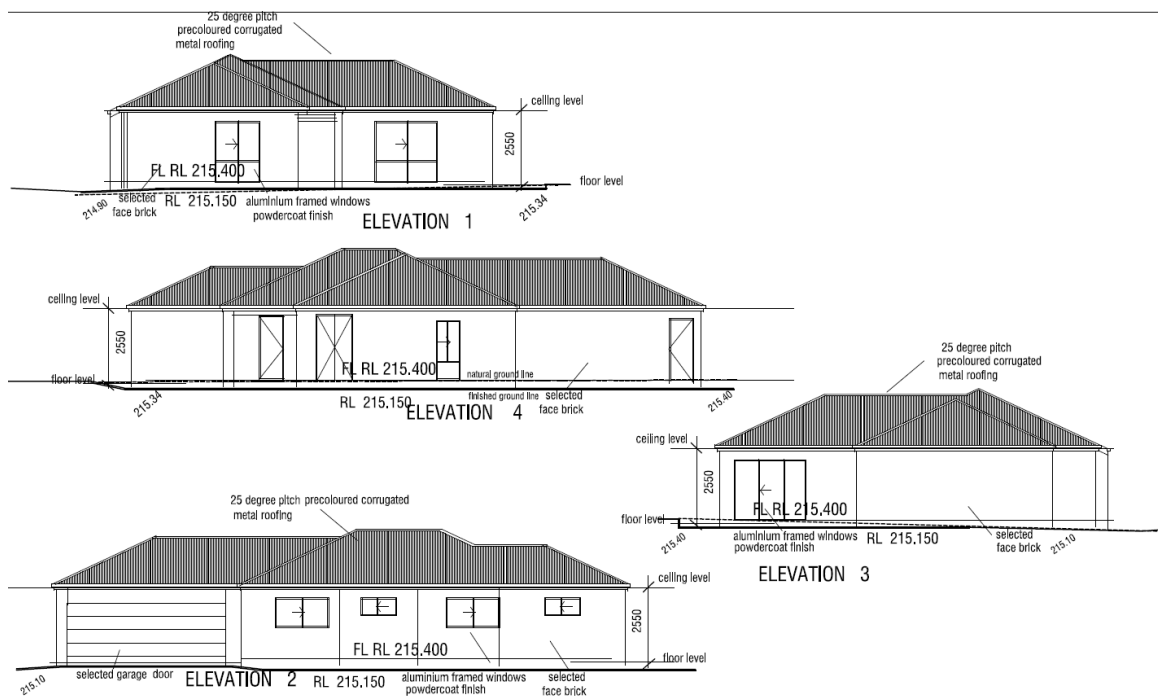
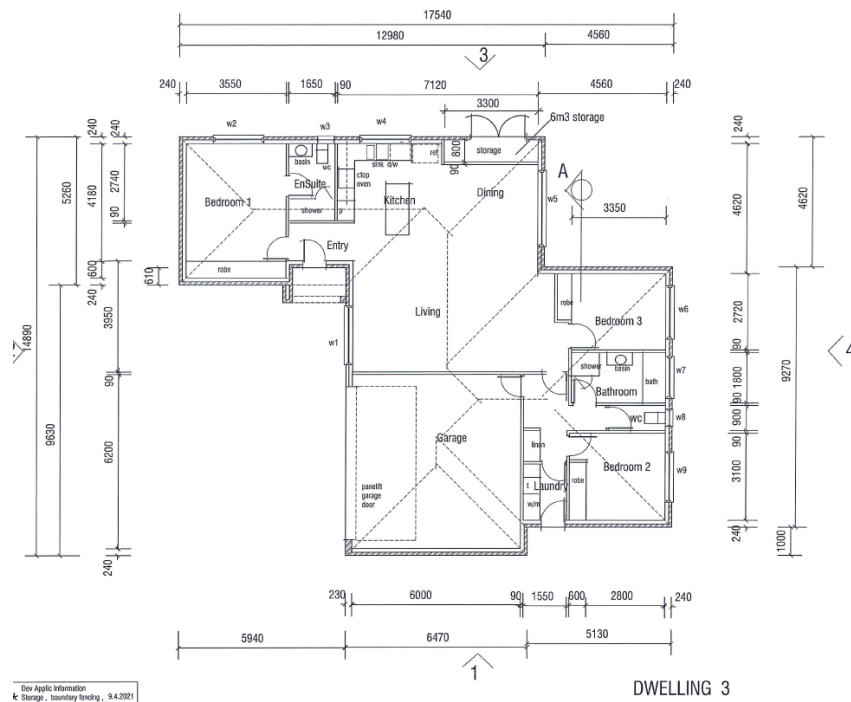


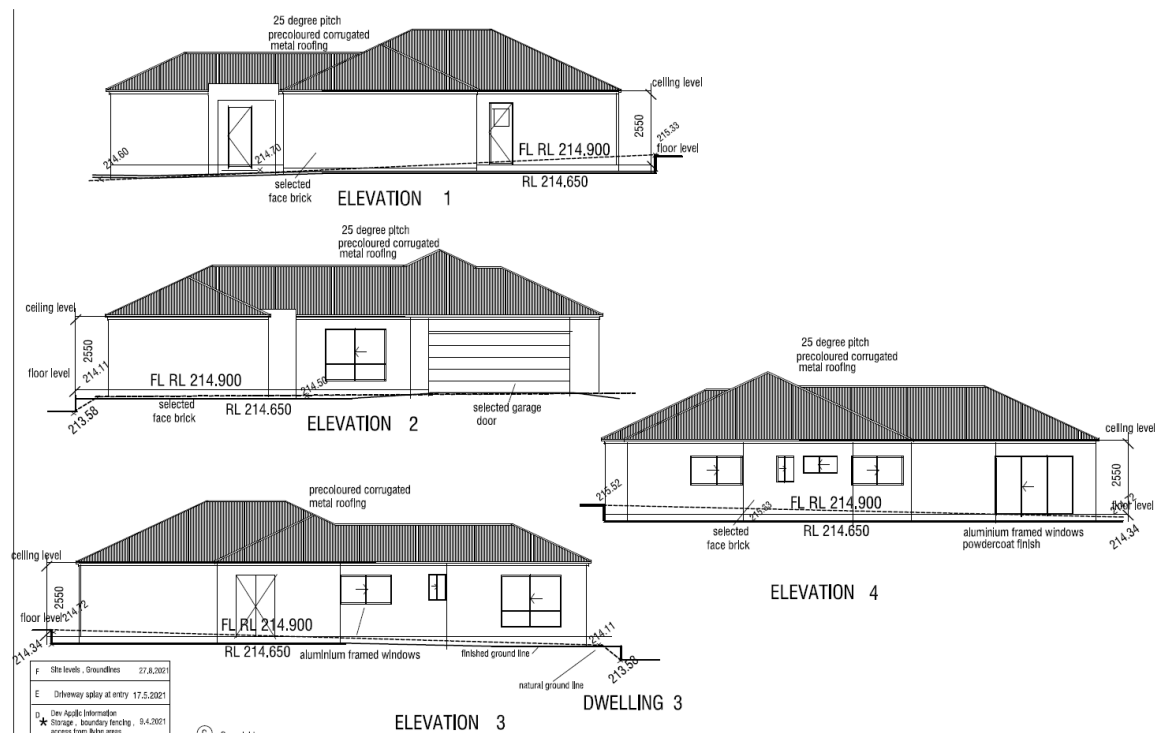
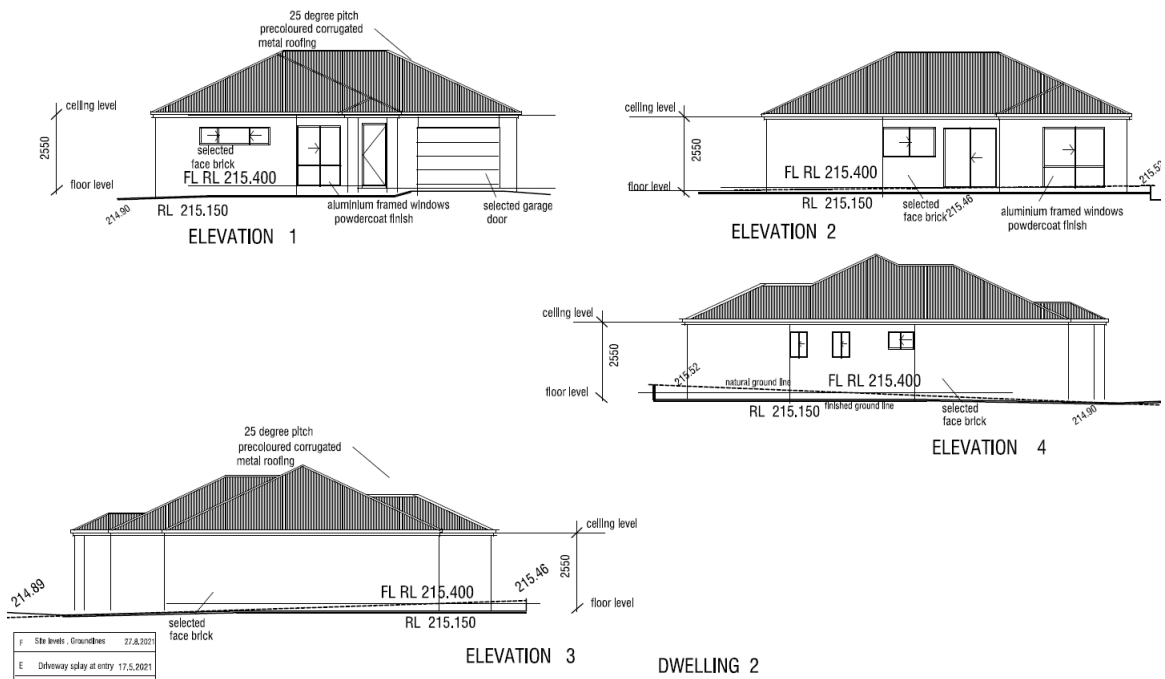


DWELLING 1



DWELLING 2





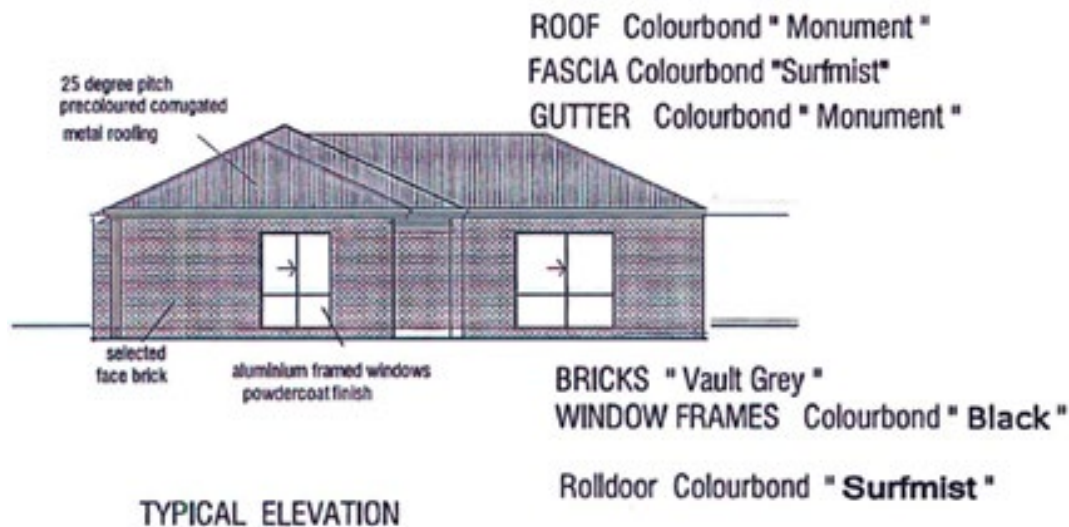


Figure 2: Shows the buildings and works layout on site.

SUBJECT LAND AND SURROUNDS

The site has a total area of approximately 1109sqm and is an irregular rectangular shape. The site slopes down from the middle of the north-eastern lot boundary to western corner by approximately 1.75m with an average slope of approximately 5.38%. The site contains an existing single storey dwelling and vegetation. Vehicle access to the existing dwelling is from O'Donnell Avenue on the northern side of the lot.

Surrounding land is zoned GRZ, excluding 20 O'Donnell Ave which is zoned Public Use Zone – Health and Community and contains the Myrtleford Library, Cundy Park, a playground and a skatepark. Lot sizes within 5 sites, north of Duke Street and east of Lawrence Street, range from approximately 186sqm at 2/9 Kneebone Court to 1250sqm at 19 O'Donnell Avenue. The majority of these sites contain a single dwelling. The site abuts common property at the end of Kneebone Court at the rear of the site.

There is a street tree, partially constructed crossover, footpath and constructed kerb and channel in the verge abutting the site.



Figure 3: Subject land.

PUBLIC NOTIFICATION

The application was advertised in accordance with Section 52 of the *Planning and Environment Act 1987*. Notice of the application was sent to surrounding landholders and occupiers. A sign was displayed on the subject land. Three (3) objections were received and maintained. The matters raised in the objections have been summarised as follows:

1. Setback to close to Kneebone Court
2. Will negatively impact on land and house value.
3. Will result in negatively changing the character of the area
 - a. Front fencing should be provided to align with the character of the area
4. Overdevelopment of the site
5. Lack of appropriate onsite landscaping
 - a. Lack of landscaping along back fence near Kneebone Court -should be provided to assist in adding privacy and minimise noise impacts

6. No onsite visitor car parking
 - a. Lack of adequate on street car parking
7. Street setback to O'Donnell Ave is inappropriate
 - a. Inconsistent with existing character of the area
 - b. Will create additional negative overshadowing impacts
 - c. Should maintain existing setback on the site
8. Additional noise impacts
 - a. Wall facing onto Kneebone Court, should have features to minimise noise impacts.
 - b. Request for windows facing into back yard of Kneebone Court to be double glazed
 - c. Fencing along Kneebone Court should be higher to assist in reducing noise impacts
 - d. Request for fence between 15 and 17 be boxed and capped wooden construction (at the developers expense) to minimise noise impacts
9. Overlooking impacts
 - a. Wall facing onto Kneebone Court, should have features to enhance privacy
 - b. Request for windows facing into back yard of Kneebone Court to have obscure glazing
 - c. Fencing along Kneebone Court should be higher to assist in adding privacy
 - d. Request for fence between 15 and 17 be boxed and capped wooden construction (at the developers expense) to add privacy
 - e. Unclear if all boundaries are to be fenced to prevent overlooking

The applicants response is summarised as follows:

1. The proposed dwellings meet the requirements of the planning scheme relating to setback/s to the rear lot boundaries.
2. There have been many VCAT cases that have determined that land values are not a valid planning consideration.
3. Neighbourhood Character
 - a. The proposal meets the purpose of the Alpine Planning Scheme, where policy provides direction that planning should facilitate well-located, integrated, and diverse housing that meets community needs, such as diverse housing that offers choice and meets changing household needs by widening housing diversity through a mix of housing types. The Local Planning Policy objective identifies that the majority of urban growth should be directed in the Shire to Bright, Porepunkah, Myrtleford etc It also identifies that redevelopment and intensification of existing urban areas by providing for higher density development should be encouraged. There are also strategies that identify to provide for a range of housing choice that is affordable, accessible and meets community needs such as the proposal. The proposal is supported by policy.

- b. The proposal satisfies the requirements of the Alpine Planning Scheme, where the negative impacts are assessed through the Clause 55 and 56 Assessments. The proposal satisfies all the standards with the only exception being the front setback which is required to be varied.
 - c. There is no requirement in the planning scheme that requires a front fence. In actual fact front fences are generally discouraged as no front fence provides for passive surveillance to the street.
- 4. The proposal generally meets the standards of Clause 55 with the only exception being a variation to the front setback which is varied at 5 metres. The site coverage is less than 60% and it also meets the side and rear setbacks, garden area requirements and therefore it is considered that the three (3) dwellings are not an overdevelopment of the site.
- 5. Landscaping
 - a. No landscaping is required as the rear boundary fence will provide for sufficient privacy.
 - b. The proposal provides for limited landscaping, including that it meets the garden area requirement of the General Residential Zone.
- 6. The proposal meets the Alpine Planning Scheme requirements of Clause 55.03-10. No visitor car parking is required for a development of three (3) dwellings.
- 7. The proposal requires one variation to the street setback of 5 metres. It is acknowledged that the setbacks along O'Donnell Avenue are not uniform and varies greatly along the avenue. It is noted that 23 O'Donnell Avenue is setback approximately 4 metres with No 11 O'Donnell Avenue being setback 5 metres, and therefore the proposed setback of 5 metres is not out of place and considered acceptable in this instance.
- 8. Noise impacts
 - a. The proposed colorbond fence will assist with minimising noise.
 - b. The 1.8 metre fence is considered satisfactory and is the normal standard height for residential fencing
- 9. Overlooking
 - a. The proposal meets the overlooking standard of Clause 55
 - b. There is no requirements for the windows to be double glazed or have obscure glazing as the overlooking standard has been met in accordance with Clause 55.
 - c. The proposed colorbond fence will assist with providing privacy and minimising noise.
 - d. The 1.8 metre fence is considered satisfactory and is the normal standard height for residential fencing

The assessing officer's response is provided as follows:

- 1. Setback to Kneebone Court
 - a. The site does not directly abut Kneebone Court, however, does abut a common property accessway at the end of Kneebone Court. Clause 55.04-1 includes a

standard setback requirement of 1m from the lot boundary abutting the common property accessway at the end of Kneebone Court. The proposal complies with this requirement.

2. The impacts of the proposal on land and house values is not a relevant planning consideration.
3. Neighbourhood Character Impacts
 - a. The area considered to form the existing neighbourhood character was all lots with the same zoning, within 5 sites in all directions, north of Duke Street and east of Lawrence Street. Lots within this area range from approximately 186sqm at 2/9 Kneebone Court to 1250sqm at 19 O'Donnell Ave. The subject site has an area of approximately 1109sqm with a minimum proposed lot size of 219sqm.
 - b. Respecting character does not mean preventing change. The neighbourhood character standard is not intended to result in the replication of existing building stock or stop change. In simple terms, respect for the character of a neighbourhood means that the development should try to 'fit in'.
 - c. The level of density proposed is similar that existing within the area.
 - d. The site is within the identified Medium Density Residential Opportunity for Myrtleford in local planning policy 21.07-2.
4. Overdevelopment
 - a. This is a subjective matter.
 - b. Refer to comments at point 3. above in relation to neighbourhood character.
 - c. The proposal complies with the standard at clause 55.03-3 with site coverage being less than 60% of the current lot area.
5. Onsite landscaping
 - a. Clause 55.03-8 includes objectives and standards relating to landscaping. Subject to conditions the proposal is considered to comply with these provisions.
6. Visitor Car Parking
 - a. There is no requirement for the proposal to include visitor car parking however there is an objective within clause 55.03-10 within the scheme which states - To provide convenient parking for resident and visitor vehicles.
 - b. There is no formal on street car parking in the O'Donnell Ave verge abutting the site.
7. Setback to O'Donnell Ave
 - a. Clause 55.03-1 within the scheme includes objectives and standards relating to street setbacks. The proposal does not comply with the standard at B6 relating to street setbacks. The proposal is considered to meet the relevant decision guidelines and objective with existing dwellings at 11 and 23 O'Donnell Ave in close proximity of the site having a minimum street setback of approximately 4 metres, the minimal visual impact of the reduced street setback with the front wall of dwelling 1 being at an angle to the street lot boundary, and the proposed

setback not resulting in the loss of any significant vegetation within the current street setback area.)

8. Noise Impacts

- a. The proposal is not considered to result in substantial additional adverse noise impacts.
- b. Suitable conditions could be included to ensure compliance with the noise provisions of clause 55.04-8

9. Overlooking impacts

- a. Clause 55.04-6 within the scheme includes standards in relation to overlooking. Within the standard it is stated 'This standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary'.
- b. Where the relevant standard is met, a proposal is considered to meet the relevant associated objectives.
- c. The plans for consideration indicate single storey development only.
- d. The plans for consideration indicate 1.8m high boundary fencing above proposed retaining walls.
- e. Suitable conditions would be included to ensure the above standard is complied with, should the application be supported.

An in person and online planning forum was held on Thursday, 15 July 2021.

REFERRALS

Referrals / Notice	Advice / Response / Conditions
Section 55 referrals:	Country Fire Authority - Conditional consent North East Water - Conditional consent Ausnet - Conditional consent Goulburn Murray Water - Conditional consent
Internal referrals:	Alpine Shire Council Arborist Department - No concerns Alpine Shire Council Engineering Department - Conditional consent

PLANNING ASSESSMENT AND RESPONSE TO GROUNDS OF OBJECTION

All applicable policy and decision guidelines can be found in Attachment 8.3.6.b.

State Planning Policy Framework

The following State Planning Policy Framework (SPPF) gives support to the proposal.
11.02-1S - Supply of urban land

The proposal provides additional supply of land for residential uses and will assist in ensuring that sufficient land is available to meet forecast demand.

15.01-3S - Subdivision design

The proposal assists in providing a range of lot sizes to suit a variety of dwellings and household types to meet the needs and aspirations of different groups of people.

16.01-1S - Housing Supply

The proposal increases the proportion of housing in designated locations in established urban areas (including under-utilised urban land) and reduces the share of new dwellings in greenfield, fringe and dispersed development areas.

Local Planning Policy Framework

The following Local Planning Policy Framework (LPPF) give support to the proposal.

21.03-1 - Townships and villages

The proposal directs urban growth in the Shire to Myrtleford.

21.06-1 – Infrastructure

The proposal supports the consolidation of the Shire's population in the main towns and some villages so as to make effective use of existing infrastructure, as it maximises the use of existing infrastructure and limits the need for new infrastructure by consolidating growth in towns with reticulated services by encouraging higher density development.

21.07-2 – Myrtleford

The proposal supports residential growth in areas already zoned for residential development.

The site is within the identified medium density residential opportunity area.

Zoning

The subject land is zoned General Residential Zone. The proposal is consistent with the purposes and decision guidelines of the General Residential Zone for the following reasons:

- It respects the neighbourhood character of the area.
- It encourages a diversity of housing types and housing growth particularly in locations offering good access to services and transport.
- The pattern of subdivision and its effects on the spacing of buildings is appropriate subject to conditions.

The minimum garden area requirement of clause 32.08-4 does not apply to the proposal, as the site is within a designated medium density housing area in Local Planning Policy 21.07-2 - Myrtleford.

Particular Provisions

Clause 52.06 Car Parking

Pursuant to the requirements of this clause dwellings 1 and 3 must be provided with at least 2 car parking spaces and dwelling 2 must be provided with at least 1 car parking

space, which meet the minimum dimension requirements of Table 2. Conditions have been included to ensure compliance, should the application be supported.

Clause 53.01 - Public Open Space Contribution and Subdivision

Pursuant to the requirements of this clause a public open space contribution is required as no new public open space is proposed onsite. A suitable condition has been included should the application be supported.

Clause 55 - Two or more Dwellings on a lot

The application complies with all standards within the clause 55 provisions, subject to conditions, excluding standard B6 relating to street setbacks.

The proposed street setback does not meet the requirements of standard B6 relating to street setbacks, therefore the relevant decision guidelines and objectives must be considered. The proposal is considered to meet the relevant decision guidelines and street setback objective with existing dwellings at 11 and 23 O'Donnell Avenue in close proximity of the site having a minimum street setback of approximately 4 metres, the minimal visual impact of the reduced street setback with the front wall of dwelling 1 being at an angle to the street lot boundary, and the proposed setback not resulting in the loss of any significant vegetation within the current street setback area.

A detailed assessment of the proposal against the provisions of clause 55 is contained on the planning file - reference no. P.2021.35.

Clause 56 - Residential Subdivision

The application must meet the requirements of clause 56. A detailed assessment of the proposal against the provisions of clause 56 is contained on the planning file – reference no. P.2021.35. The application is considered to meet the relevant requirements of this clause, subject to conditions.

General Provisions

Clauses 65.01 and 65.02 of the Alpine Planning Scheme provides the general decision guidelines that must be considered before deciding on an application. A detailed assessment of the proposal against the provisions of Clauses 65.01 and 65.02 is contained on the planning file – reference no. P.2021.35. The proposal is generally in accordance with the decision guidelines.

CONCLUSION

The application is considered to be consistent with the Alpine Planning Scheme and should be approved for the following summarised reasons:

1. The proposal generally meets the relevant provisions of the:
 - a. State and Local Planning Policy Framework
 - b. General Residential Zone

- c. Particular provisions including 52.06 Car Parking, 53.01 Public Open Space Contribution and Subdivision, 55 Two or more Dwellings on a lot, and 56 Residential Subdivision.
 - d. Decision Guidelines at Clause 65.01 and 65.02.
2. The proposal provides for urban infill in a centrally sited location within the township of Myrtleford.
3. The proposal provides an appropriate design and respects the existing and desired neighbourhood character.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Planning and Amenity
- Planning Coordinator
- Planning Officer

APPENDICIES

- 8.3.6.a. Conditions
- 8.3.6.b. Policy and decision guidelines

Appendix 8.3.6.a. CONDITIONS

Amended Plans

1. Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The plans must be generally in accordance with the plans submitted with the application but modified to show:
 - a. No fencing higher than 1.5 metres within 3 metres of the O'Donnell Avenue boundary.
 - b. The common property access handle having a minimum width of 6 metres.
 - c. The bin storage area and letter boxes not being sited within the 2 metre by 2.5 metre visual truncation areas at the entrance to the accessway off O'Donnell Avenue and wholly contained within the proposed common property area.
 - d. Dwelling 2 being provided with a 6 cubic metre externally accessible secure store space.

Endorsed Plans

2. The layout of the site and the size of the proposed buildings and works must be generally in accordance with the endorsed plans which form part of this permit. The endorsed plans must not be altered or modified (whether or not to comply with any statute statutory rule or local law or for any other reason) without the consent of the responsible authority.
3. The layout of the subdivision as shown on the endorsed plan must not be altered or modified (whether or not in order to comply with any statute, statutory rule or Local Law, or for any other reason) without the prior written consent of the Responsible Authority.

Landscaping Works

4. Before the occupation of the dwellings commence or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.
5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

Defect identification - Council's Assets Condition Report

6. Prior to commencement of construction, the owner or developer must submit to the responsible authority a written report and photographs of any prior damage to public infrastructure. Listed in the report must be the condition of any kerb and channel, footpath, seal, streetlights, signs and other public infrastructure fronting the

property and abutting at least two properties either side of the development. Unless identified with the written report, any damage to infrastructure post construction will be attributed to the development. The owner or developer of the subject land must pay for any damage caused to the responsible authorities assets/public infrastructure caused as a result of the development permitted by this permit.

Tree Protection During Construction

7. Before the development (including demolition) starts, a tree protection zone fence must be erected around the existing street tree from the base of the trunk to define a 'Tree Protection Zone'. The fence must be constructed of (star pickets and chain mesh or similar) to the satisfaction of the responsible authority. The tree protection fence must remain in place until construction is completed. The tree protection zone fencing is to be installed in accordance with Australian Standard AS 4970.

Regulation of Activities in Tree Protection Zone

8. No vehicular or pedestrian access, trenching or soil excavation is to occur within the Tree Protection Zone without the written consent of the responsible authority. No storage or dumping of tools, equipment or waste is to occur within the Tree Protection Zone.

Street Tree

9. No excavation is allowed within the drip line of any existing street tree unless otherwise approved by the responsible authority. This permit does not authorise the applicant to remove, trim or otherwise damage street trees within the vicinity of works. Should a tree be damaged, all replacement or arborist's costs shall be borne by the applicant.
10. Existing street trees must not be removed, without the prior written consent of the responsible authority.

Construction Site Storage Area

11. An area for the storage of construction materials must be designated prior to the arrival of equipment and materials onsite. Wherever possible, disturbed areas should be used rather than areas of good quality indigenous vegetation and significant stands of trees. At the completion of construction all excess materials must be removed and the site should be regenerated to the satisfaction of the responsible authority.

Mailboxes

12. Mailboxes must be provided and located for convenient access as required by Australia Post.

Garbage Storage

13. Provision must be made on the land for the storage and collection of garbage and other solid waste. This area must be screened from public view to the satisfaction of the responsible authority.

Boundary fencing

14. Prior to the occupation of the dwellings hereby approved boundary fences along the lot boundaries behind the front walls of the dwellings must be a minimum of 1.8 metres high above the finished ground level(s) within the site within the 9 metre cone of vision of any approved ground floor habitable room window which overlooks any existing habitable room window or secluded private open space.

Vehicle Manoeuvring

15. All car parking spaces and driveways must be designed to allow all vehicles to drive forwards both when entering and leaving the property.

External Materials and Colours

16. The external materials of the building(s) including the roof must be constructed in materials of muted colours, to the satisfaction of the responsible authority. No materials having a highly reflective surface shall be used. For the purposes of this condition 'highly reflective' includes but is not limited to unpainted zincalume.

Vehicle Access Points

17. The vehicle access points must have a corner splay or area at least 50 per cent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, (excluding the proposed letterboxes as indicated on the endorsed plans) to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height.

Construction of Car parking

18. Prior to occupancy of the approved buildings the car parking spaces, access lanes, driveways and associated works shown on the plan must be:
 - constructed and available for use in accordance with the plan approved by the responsible authority
 - formed to such levels and drained so that they can be used in accordance with the plan
 - treated with an all-weather seal or some other durable surface
- all to the satisfaction of the responsible authority.

Noise Sources

19. Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings, to the satisfaction of the responsible authority.

Subdivision Conditions

Existing Structures

20. Prior to issue of a statement of compliance under the Subdivision Act 1988, existing buildings and works on all proposed lots must be demolished and removed from site to the satisfaction of the Responsible Authority.

Common Property

21. Prior to the issue of a statement of compliance, the submission and approval of a to scale and dimensioned plan and report identifying:
- a. The common area to be owned by the body corporate, including any streets and open space;
 - b. The reasons why the area should be commonly held;
 - c. Lots participating in the body corporate;
 - d. The proposed management arrangements including maintenance standards for streets and open spaces to be commonly held.

Telecommunications

22. The owner of the land must enter into an agreement with:
- a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
 - a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
23. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:
- a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
 - a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can

demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

General

24. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunications services to each lot shown on the endorsed plan in accordance with that authority's requirements and relevant legislation at the time.
25. All existing and proposed easements and sites for existing or required utility services and road on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
26. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of the Act.

Covenants

27. No covenants shall be created over the subject land without the further consent in writing of the responsible authority.

Payment in lieu of open space provision

28. Prior to the issue of the Statement of Compliance under the Subdivision Act 1988, the applicant or owner must pay to the responsible authority a sum equivalent to five per cent of the site value of all the land in the subdivision.

Driveway Construction Requirements

29. Prior to issue of the Statement of Compliance under the Subdivision Act 1988, the common property driveway as shown on the endorsed plans must be:
 - a. constructed of concrete or surfaced with an all-weather seal coat; and
 - b. drained in accordance with an approved drainage plan;
30. to the satisfaction of the responsible authority.
31. The driveway must be constructed and drained to prevent diversion of flood or drainage waters, and maintained in a continuously useable condition to the satisfaction of the responsible authority.

Alpine Shire Engineering Conditions

Urban Drainage Works

32. Prior to issue of a Statement of Compliance under the Subdivision Act 1988 or occupancy of the approved buildings (whichever occurs first), all stormwater and surface water discharging from the site, buildings and works must be conveyed to the legal point of discharge by underground pipe to the satisfaction of the responsible authority. No effluent or polluted water of any type may be allowed to enter the Council's stormwater drainage system. The legal point of discharge for this

site is the underground drainage pipe on O'Donnell Avenue. All roof water from buildings and surface water from paved areas must be collected and discharged to the legal point of discharge to avoid any nuisance discharge to adjacent land, to the satisfaction of the responsible authority.

Drainage Discharge Plan

33. Prior to issue of certification of the Plan of Subdivision or the commencement of buildings and works authorised by this permit (whichever occurs first), a properly prepared drainage discharge plan with computations must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of this permit. The plans must be drawn to scale with dimensions. The information submitted must show the details listed in Council's Infrastructure Design Manual and be designed in accordance with the requirements of that manual. The information and plan must include:
- a. details of how the works on the land are to be drained and/or retarded
 - b. connection points for drainage for each lot (for subdivisions only)
 - c. underground pipe drains conveying stormwater to the legal point of discharge for each allotment
 - d. measures to enhance stormwater discharge quality from the site and protect downstream waterways, including the expected discharge quality emanating from the development and design calculation summaries of the treatment elements
 - e. a maximum discharge rate from the site is to be determined by computation to the satisfaction of the responsible authority or 37 lit/sec/ha
 - f. the provision of gross pollutant and/or litter traps installed at the drainage outfall of the development to ensure that no effluent or polluted water of any type may be allowed to enter the Council's stormwater drainage system
 - g. the details of the incorporation of water sensitive urban design designed in accordance either "Urban Stormwater Best Practice Environmental Management Guidelines" 1999
 - h. maintenance schedules for treatment elements
34. Prior to issue of a Statement of Compliance under the Subdivision Act 1988 or occupancy of the approved buildings (whichever occurs first), all works constructed and carried out must be in accordance with the endorsed plans to the satisfaction of the responsible authority.

Urban Vehicle Crossing Requirements

35. Prior to issue of a Statement of Compliance under the Subdivision Act 1988 or occupancy of the approved buildings (whichever occurs first), vehicular crossings shall be constructed in accordance with the endorsed plan(s) to the satisfaction of the responsible authority, and shall comply with the following:
- a. Standard vehicular crossings shall be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing shall be

- removed and replaced with concrete kerb and channel and landscaping to match into the surrounding profile with 100mm topsoil and reseeding.
- b. Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense
- c. Crossings shall be constructed of plain grey concrete and be generally in accordance with IDM drawing SD240

Prior to Commencement of Construction

- 36. Before any road/drainage works associated with the subdivision/development start, the following items must be satisfied:
 - a. Issue of the certified Plan of Subdivision
 - b. Approval of the construction plan
 - c. An on-site meeting with officers of the municipality, the contractor and the developer or the developer's consultant to discuss matters such as roadside management, construction techniques, sedimentation controls, vegetation clearing controls and vegetated areas to be barricaded off prior to and during construction

Vehicle Turning

- 37. All car parking spaces must be designed to allow vehicles to drive forwards when entering and leaving the property. A turning template is to be shown on the approved drawings which clearly indicates a B85 vehicle is capable of achieving the required movements.

Construction Management Plan

- 38. Soil erosion control measures must be employed throughout the construction stage of the development to the satisfaction of the responsible authority.
- 39. Prior to the commencement of construction, a construction management plan shall be submitted to and approved by the responsible authority. The plan must outline how issues such as mud on roads, dust generation and erosion and sediment control will be managed, on site, during the construction phase. Details of a contact person/site manager must also be provided, so that this person can be easily contacted should any issues arise. Management measures are to be in accordance with EPA guidelines for Environment Management, "Doing It Right On Subdivisions" Publication 960, September 2004.

No Mud on Roads

- 40. Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being

carried onto public roads and footpaths from the subject land, to the satisfaction of the responsible authority.

Ausnet Conditions

41. The plan of subdivision submitted for certification must be referred to AusNet Electricity Services Pty Ltd in accordance with Section 8 of the subdivision Act 1988.
42. The applicant must –
 - a. Enter into an agreement with AusNet Electricity Services Pty Ltd for the extension, upgrading or rearrangement of the electricity supply to lots on the plan of subdivision. A payment to cover the cost of such work will be required.
 - b. Provide electricity easements internal and external to the subdivision in favour of AusNet Electricity Services Pty Ltd to service the lots on the plan of subdivision and/or abutting lands as required by AusNet Electricity Services Pty Ltd. The provision of reserves for electricity substations may also be required.

Country Fire Authority Conditions

Hydrants

43. Prior to the issue of a Statement of Compliance under the Subdivision Act 1988 the following requirements must be met to the satisfaction of the CFA:
 - a. Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.
 - b. The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority.

Note –CFA’s requirements for identification of hydrants are specified in ‘Identification of Street Hydrants for Firefighting Purposes’ available under publications on the CFA web site (www.cfa.vic.gov.au)

North East Water Conditions

1. That prior to works commencing pursuant to the permit, the applicant enters into a Developer Works Agreement with North East Water that requires it to construct, at the applicant’s cost, works necessary to provide a water supply service to the proposed subdivision to the satisfaction of North East Water, in accordance with its policies and requirements applicable from time to time.
2. That prior to works commencing pursuant to the permit, the applicant enters into a Developer Works Agreement with North East Water that requires it to construct, at the applicant’s cost, works necessary to provide a sewerage service to the proposed subdivision to the satisfaction of North East Water, in accordance with its policies and requirements applicable from time to time.

3. That the applicant pays a new customer contribution determined in accordance with North East Water's policy for development charges applicable to the water supply system currently servicing the area in which the subject land is located.
4. That the applicant pays a new customer contribution determined in accordance with North East Water's policy for development charges applicable from time to time towards North East Water's sewerage and disposal systems servicing the area to which the permit applies.
5. Easements must be provided over sewerage infrastructure to the satisfaction of North East Water.
6. The applicant must enter into an agreement with North East Water for any proposed structures or works over or near a North East Water easement or asset in accordance with North East Water requirements.
7. That in constructing any private water services, the applicant ensures that such services do not traverse property boundaries and are independently supplied from a point of supply approved by North East Water.
8. That the plan of subdivision be referred to North East Water when submitted for certification pursuant to Section 8 of the Subdivision Act 1988.
9. That North East Water's consent is sought by the Responsible Authority prior to issuing a Statement of Compliance under the Subdivision Act 1988.

Expiry Condition

10. This permit will expire if one of the following circumstances applies:
 - a. The buildings and works are not started within two (2) years of the date of this permit.
 - b. The buildings and works are not completed within four (4) years of the date of this permit.
 - c. The plan of subdivision is not certified within two (2) years of the date of this permit.
 - d. The registration of the subdivision is not completed within five (5) years of the date of certification of the plan of subdivision.
11. The responsible authority may extend the time if a request is made in writing before the expiry of the permit or within 6 months afterwards.

END OF CONDITIONS

Planning Notes

12. This permit does not authorise approval under the Building Act. It is the responsibility of the applicant to determine if a building permit is required for the proposed buildings and works.
13. A road opening/crossing permit must be obtained from the responsible authority prior to working in or occupying the road reserve with construction equipment or materials. Applications may be accessed from the Alpine Shire Council website.

14. It is recommended that, at an early date the applicant commences negotiations with AusNet Services for a supply of electricity in order that supply arrangements can be worked out in detail, so prescribed information can be issued without delay (the release to the municipality enabling a Statement of Compliance with the conditions to be issued).
15. Arrangements for the supply will be subject to obtaining the agreement of other Authorities and any landowners affected by routes of the electric power lines required to supply the lots and for any tree clearing. Prospective purchasers of lots on this plan should contact this office to determine the availability of a supply of electricity. Financial contributions may be required. For all enquiries please email: subdivisions@ausnetservices.com.au.
16. The fire hydrant requirements referenced above are required to ensure compliance with the subdivision requirements (Clause 56.09-3) of Clause 32.08-3 for subdivisions of three or more lots.
17. CFA does not consent to the Certification of the Plan of Subdivision and Statement of Compliance for Subdivision at this stage.

Appendix 8.3.6.b.

POLICY AND DECISION GUIDELINES

All of the below mentioned relevant planning considerations from the Alpine Planning Scheme may be viewed at the following link: <https://planning-schemes.delwp.vic.gov.au/schemes/alpine>.

State Planning Policy Framework

The State Planning Policy Framework (SPPF) provides relevant direction to the proposal at the following clauses:

- 11.01-1S Settlement
- 11.02-1S Supply of urban land
- 13.01-1S Natural hazards and climate change
- 13.02-1S Bushfire planning
- 14.02-1S Catchment planning and management
- 15.01-2S Building design
- 15.01-3S Subdivision design
- 15.01-5S Neighbourhood character
- 16.01-1S Housing supply
- 16.01-2S Housing affordability
- 18.02-4S Car parking
- 19.03-2S Infrastructure design and provision
- 19.03-3S Integrated water management

The Local Planning Policy Framework (LPPF) provides relevant direction to the proposal at the following clauses:

- 21.03-1 Townships and villages
- 21.03-4 Built form and heritage
- 21.04-4 Environmental risk
- 21.04-6 Catchments and waterways
- 21.06-1 Infrastructure
- 21.07-2 Myrtleford
- 22.01-1 Battle-axe blocks policy
- 22.04-1 Infrastructure
- 22.04-4 Urban stormwater management

Zone

The subject land is zoned General Residential Zone.

Particular Provisions

- 52.06 Car Parking
- 53.01 Public Open Space Contribution and Subdivision
- 55 Two or more Dwellings on a lot and Residential Buildings
- 56 Residential Subdivision

General Provisions

Clauses 65.01 and 65.02 within the Alpine Planning Scheme provides the general decision guidelines.

8.3.7 Planning Application P.2019.169.1 - 490 Buckland Valley Road

Application number:	<i>P.2019.169.1</i>
Proposal:	<i>Use and Development of the Land for Group Accommodation (Development of three short term accommodation cabins)</i>
Applicant's name:	<i>Nick Vlahandreas, Mountain Planning</i>
Owner's name:	<i>Aisha Nominees Pty Ltd</i>
Address:	<i>490 Buckland Valley Road, Buckland.</i>
Land size:	<i>9.967 hectares</i>
Current use and development:	<i>Agricultural and residential</i>
Site features:	<i>The subject site is located on the western side of Buckland Valley Road. The site is legally described as Lot 2 on Plan of Subdivision 812578M and has a total area of 9.967 hectares. The site currently contains a single storey dwelling and garage/shed/carport. The site is currently used as an olive plantation associated with the production of olive oil. Part of the site is also used for horse grazing. Access is afforded to the site via an existing crossover located on Buckland Valley Road, and an all-weather driveway.</i>
Why is a permit required?	<i>Farming Zone Clause 35.07-1 (FZ) A permit is required for a Section 2 use - accommodation Farming Zone Clause 35.07-4 (FZ) A permit is required for buildings and works associated with a Section 2 use. Significant Landscape Overlay Clause 42.03-2 (SLO4) A permit is required to construct a building or to construct or carry out works. Bushfire Management Overlay Clause 44.06-2 (BMO) A permit is required to construct a building or to construct or carry out work associated with accommodation (including a dependent person's unit).</i>
Zoning:	<i>Clause 35.07 – Farming Zone</i>
Overlays:	<i>Clause 42.03 – Significant Landscape Overlay – Schedule 4 Clause 44.06 – Bushfire Management Overlay</i>

<i>Restrictive covenants on the title?</i>	<p><i>Section 173 Agreement AJ534698A – The owner covenants and agrees that the land that surrounds the land the subject of this agreement is zoned Farming under the Scheme and accepts that the owners of the adjoining and surrounding land retain a right to farm, and as such may be subject to the seasonal agricultural practices of the adjoining agricultural land such as noise, odours, spray drift, etc, that may impinge on the Land the subject of this Agreement. Such usages on the adjoining land may include the use of helicopters and gas guns, and the like, provided that their use is in accordance with any regulation, code of practice or law administered by a public authority, eg., the Alpine Shire Council policy for Control of Noise from Scare (sic) Guns under the Health Act, 1958.</i></p> <p><i>Section 173 Agreement AQ344043B – relates solely to the neighbouring Lot 1 preventing the use of the land for a dwelling.</i></p>
<i>Date received:</i>	<i>16 December 2019</i>
<i>Statutory days:</i>	<i>126</i>
<i>Planner:</i>	<i>Rhiannon Biezen</i>

Cr Hughes
Cr Nicholas

That a Notice of Decision to grant a planning permit be issued for the Use and Development of the Land for Group Accommodation (Development of three short term accommodation cabins) in accordance with the conditions outlined in Appendix 8.3.7.a. for the following reasons:

- 1. The proposal generally meets the relevant provisions of the:*
 - a. State and Local Planning Policy Framework;*
 - b. Farming Zone;*
 - c. Particular provisions including clause 52.06 Car Parking, 52.29 Land Adjacent to a Road in Road Zone - Category 1 and 53.02 Bushfire Planning;*
 - d. Decision Guidelines at Clause 65.01.*
- 2. The proposal's potential to limit the operation and expansion of adjoining and nearby agricultural uses can be managed.*

Carried

PROPOSAL

The proposal involves the Use and Development of part of the land at 490 Buckland Valley Road for Group Accommodation (in the form of three short term accommodation cabins) which is supported by the planting of an additional 900 olive trees.

Group Accommodation

‘Land, in one ownership, containing a number of dwellings used to accommodate persons away from their normal place of residence’.

Each cabin will contain:

- a) a kitchen sink;
- b) food preparation facilities;
- c) a bath/shower; and
- d) a toilet and wash basin.

Therefore, each cabin is defined as a dwelling and is proposed to be used for short term accommodation.

Buildings and Works

Three cabins are proposed as part of this application, two of which are to be newly constructed and located centrally. The third cabin will be located within the existing shed further south towards the dwelling. The two new cabins were originally proposed to be located towards the southern boundary however their siting was amended to the proposed central location following consultation with direct neighbour to the south who raised concerns regarding the proximity of the cabins to the shared boundary.

The minimum setbacks proposed are 64.6m from Buckland Valley Road, 15 metres between cabin 1 and 2 and 38 metres from the western boundary for the two newly constructed cabins. The southernmost cabin, contained within the existing shed structure, is located approximated 120m from the southern boundary.



Figure 2: Shows the development layout on site.

Each cabin will contain 2 bedrooms, 1 bathroom, open plan lounge/dining/kitchen, two uncovered deck areas and a single carport. Each new cabin will have a floor to ceiling height of 2.5 metres and an overall height of 3.5 metres. Each unit will have a total floor area of 56.52 sqm including the two (2) external decks. External material and colour details have been not provided. The provided images and details listed on the plans indicate the cabins will be constructed of Colorbond cladding in Monument and merbau decking for the decks. Figure 2 below shows the submitted plans.

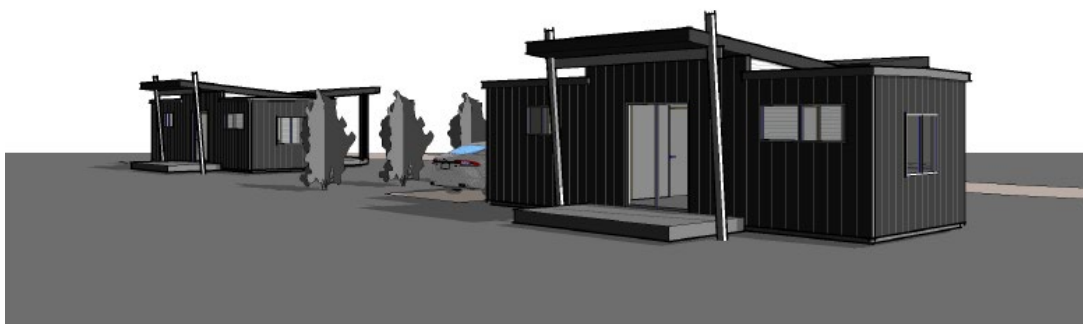
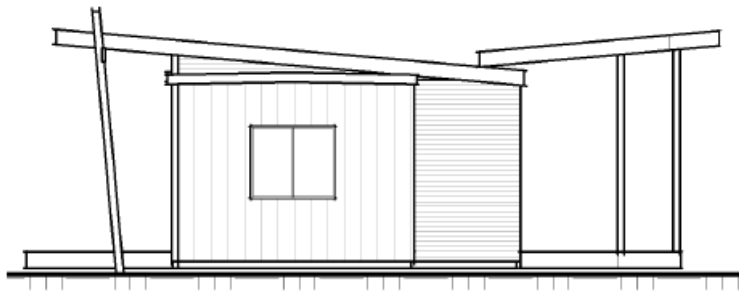
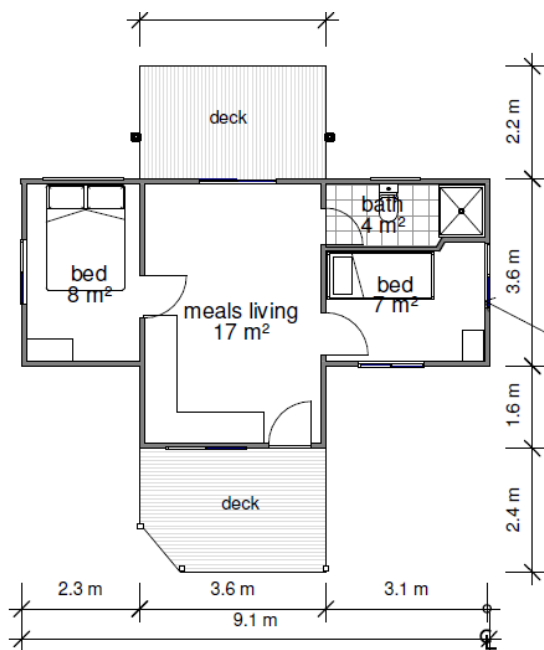


Figure 2 Details the proposed cabins to be constructed

The bedsit located within the existing shed near the dwelling will be open plan, contain two (2) beds, kitchen/dining/lounge bathroom and carport. The shed is constructed of cement sheeting and Colorbond iron for the roof. The bed sit will have a total are of 41 sqm. Figure 3 below shows the submitted plans for the bedsit studio.

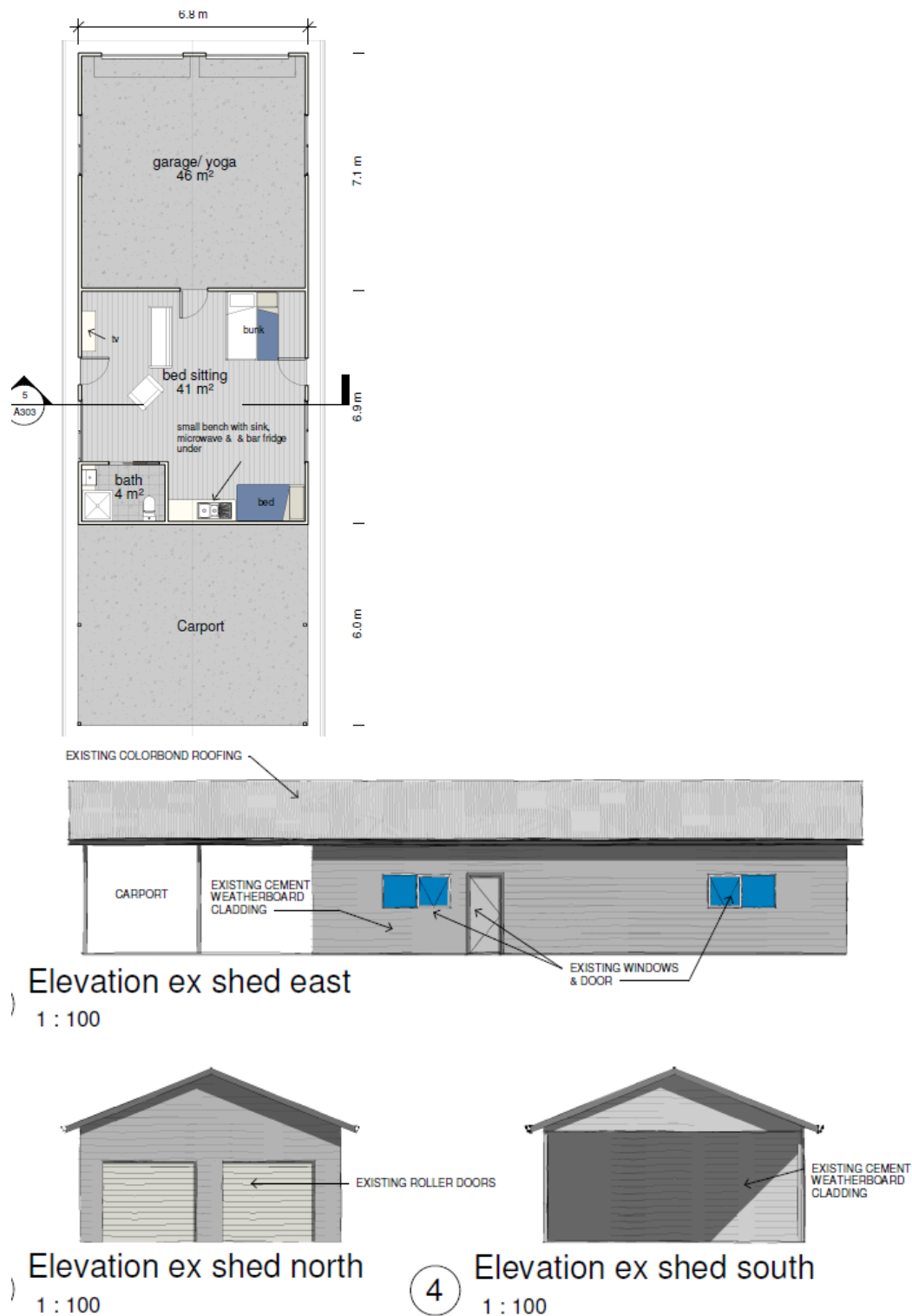


Figure 3 Details the proposed bedsit plans

SUBJECT LAND AND SURROUNDS

The subject site is located on the western side of Buckland Valley Road. North and south of the subject land are land holdings currently under grape, apple and nut production.

East of the site is currently grazed and west is the Buckland River with Mount Buffalo National Park beyond it.

The site has a total area of 9.967 hectares and currently contains a single storey dwelling and garage/shed/carport with part of the site used for the growing of olives with a secondary use for horse grazing. Access is afforded to the site via an existing crossover located on Buckland Valley Road, and an all-weather driveway.



Figure 4 Show the subject land

Adjoining and surrounding lots are all located within the Farming Zone. Lots surrounding the site are all of a varying sizes compared to the subject site. The predominant land use in the area is agriculture, Figure 5 show the broader surrounding area context.

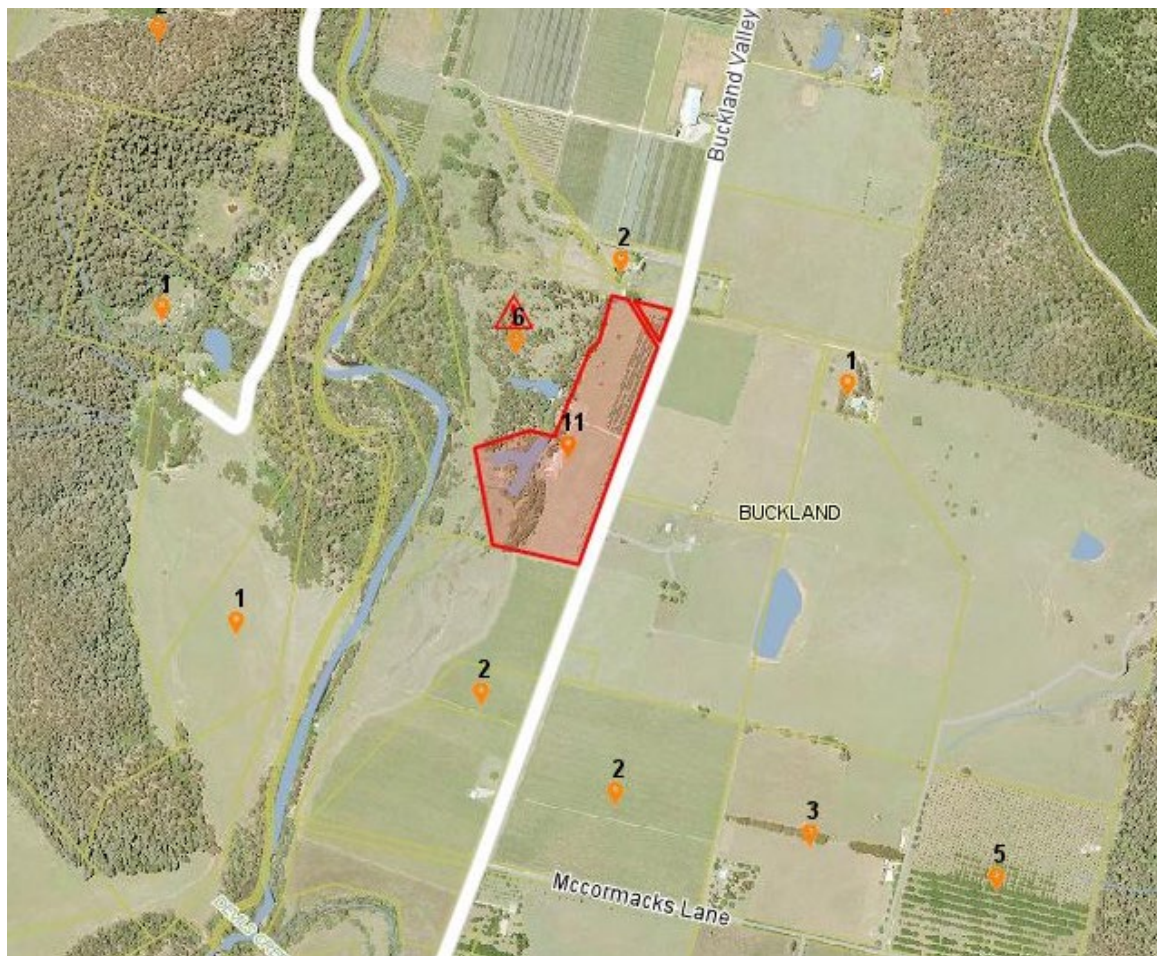


Figure 5 Shows the surrounding context of the subject land

PUBLIC NOTIFICATION

The application was advertised in accordance with Section 52 of the *Planning and Environment Act 1987*. Notice of the application was sent to eight (8) surrounding landholders and occupiers. A sign was displayed on the subject land.

The application was publicly notified for 14 days with letters and a sign onsite. One (1) objection was received and maintained.

A summary of the matters raised on the objection is provided below:

The objector identified agreement AJ534698A is registered under Section 173 of the Planning and Environment Act on the title of the subject site and it states:

The owner covenants and agrees that the land that surrounds the land the subject of this agreement is zoned Farming under the Scheme and accepts that the owners of the adjoining and surrounding land retain a right to farm, and as such may be subject to the seasonal agricultural practices of the adjoining agricultural land such as noise, odours, spray drift, etc, that may impinge on the Land the subject of this Agreement. Such usages on the adjoining land may include the use of helicopters and gas guns, and the like, provided that their use is in accordance with any regulation, code of practice or law administered by a public authority, eg., the Alpine Shire's policy for Control of Noise from Scare Guns under the Health Act, 1958."

Alpine Shire Local Law states that any scare gun must be positioned a minimum of 300m away from any dwelling on adjoining property without a permit.

Concern was raised by the applicant that this will lead to conflicts between landowners due to the placement of scare guns in relation to the cabins and the ability for the objector to farm his vineyard and is inconsistent with various provisions within the Alpine Planning Scheme.

The applicant's response to matters in the objection is provided below:

The applicant for the permit (Mountain Planning) proposed locating the scare gun on the applicants land therefore removing any potential local law compliance issues as well as assisting with keeping birds off the vineyard property. The condition on the issued permit would read as follows:

"The land owner must allow the location of bird scare guns on the subject land when reasonably required to assist with agriculture in accordance with any applicable local law to the satisfaction of the Responsible Authority."

The assessing officer's response to matters in the objection is provided below:

Whilst, on the whole, the Planning Department is supportive of the proposed use and development of the subject site the potential conflict between the non agricultural use and productive farm land is a significant consideration. The condition suggested by the permit applicant is however not considered suitable given the owner of the adjoining vineyard would have minimal control and access to the equipment. It is considered that a more suitable approach would be to issue the owner of the vineyard with a permit to allow scare guns across the full extent of the property, this would be supported by the current S173 agreement on the title of the subject site which recognises the location of the site within an active agricultural area and lawful agricultural practices are to be expected.

REFERRALS

Referrals / Notice	Advice / Response / Conditions
Section 55 referrals:	Country Fire Authority - No objection, subject to conditions. Goulburn Murray Water - No objection, subject to conditions. North East CMA- No objection, subject to no conditions.
Internal / external referrals:	Alpine Shire Health Department - No objection, subject to conditions. Alpine Shire Engineering Department - No objection, subject to conditions.

PLANNING ASSESSMENT AND RESPONSE TO GROUNDS OF OBJECTION

All applicable policy and decision guidelines can be found in Appendix 8.3.7.b.

State and Local Planning Policy Framework (PPF)

Clause 13.01-1S - Natural hazards and climate change main objective is to minimise the impacts of natural hazards and adapt to the impacts of climate change through risk-based planning.'

Clause 13.02-1S - Bushfire planning has the objective to strengthen the resilience of communities and prioritise and protect human life.

Clause 14.01-1S - Protection of agricultural land has the objective to protect the state's agricultural base by preserving productive farmland.

Relevant strategies

In considering a proposal to use, subdivide or develop agricultural land, consider the:

- Impacts on the continuation of primary production on adjacent land, with particular regard to land values and the viability of infrastructure for such production.
- Compatibility between the proposed or likely development and the existing use of the surrounding land.
- Balance the potential off-site effects of a use or development proposal (such as degradation of soil or water quality and land salinisation) against the benefits of the proposal

As discussed earlier the application received an objection on behalf of the vineyard operator to the immediate south of the subject site. The objection raised concerns that the operation of the vineyard will be detrimentally affected through the restrictions contained in the Alpine Shire Local Law requiring a permit to use scare guns within 300m of a dwelling.

It is considered that this concern can be managed through the issuing of a scare gun permit and the acceptance through the inclusion of a S173 agreement that the proposed use is located within an active agricultural area and lawful farm practices are to be expected.

Clause 14.01-2S - Sustainable agricultural land use of the PPF objective is to encourage sustainable agricultural land use.

The existing agricultural component of the site will be retained and strengthened through the planting of an additional 900 olive trees. The proposed cabins will be located away from the activities to ensure the land remains productive and can carry on and expand these agricultural activities. As discussed, earlier concerns from the adjoining land owner regarding potential impacts on the operating of their scare gun can be controlled through the issuing of a local laws permit and the existing S173 agreement on the subject land which recognises the agricultural operations within the area.

Clause 14.02-1S - Catchment planning and management of the PPF aims to assist the protection and restoration of catchments, water bodies, groundwater, and the marine environment.

The subject site is located within the located within declared water supply catchment (Ovens River – Wangaratta). The application was referred to North East CMA who consented to the application although did note that Councils Environmental Health

Department ensure that the onsite wastewater management system is suitably designed, located and sized to comply with the EPA Victoria's Code of Practice Onsite Wastewater Management, Publication number 891.4, July 2016, inclusive of Table 5 recommended setback distances from the waterway. The application included an LCA, prepared by SJE Consulting dated May 2021. The application was also referred to Councils Environmental Health Department who conditioned the permit for the applicant to undertake the recommendations set out in the LCA prepared by SJE Consulting dated May 2021.

Clause 15.01-6S - Design for rural areas of the PPF aims to ensure development respects valued areas of rural character.

The design and siting of the cabins is considered appropriate for the subject site and will have minimal impact upon the surrounding landscape due to the significant setbacks from boundaries. In addition the existing screening provided by the existing olive groves combined with the small footprint and height, being a maximum of 2.9 metres, proposed colours and materials of a muted tone and colours will ensure that the development will blend into the existing landscape and environment.

Clause 17.04-1S - Facilitating tourism of the PPF objective is to encourage tourism development to maximise the economic, social and cultural benefits of developing the state as a competitive domestic and international tourist destination.

The proposed use facilitates an additional offering to the tourism industry in the area whilst protecting the environmental and landscape values of the land and surrounding area. Rural based tourism is encouraged in this area through the Rural Land Strategy. The proposed use will increase visitation and length of stay for visitors to the area whilst value adding to the existing agriculture venture.

Local Planning Policy Framework

Clause 21.04-4 Environmental Risk of the MSS further notes that Alpine Shire has a unique landscape with a number of environmental risks that need to be considered when planning for growth. It states that development should be managed in areas at risk from bushfire.

The site is located within a Bushfire Management Overlay and bushfire risk has been considered as part of the application. A Bushfire Management Statement has been prepared which has assessed the risk and includes ongoing mitigation measures set out within Bushfire Management Plans for the proposed development. The Country Fire Authority has also conditioned for the development to prepare a Bushfire Emergency Plan which will include requirements to close during days of Fire Danger Rating of Code Red and Extreme.

Clause 21.04-6 - Catchments and waterways aims to ensure development does not have a detrimental impact upon the quality of the Alpine Shire's catchments and waterways.

See comment above under Clause 14.02-1S.

Clause 21.05-1 – Tourism aims to:

- Enhance and expand the tourism industry, while protecting the environmental, landscape and cultural values of the Shire and the lifestyle of its residents.

- Facilitate the growth of rural based tourism in a manner that builds on and complements the agricultural industry and environmental assets.
- Encourage a diverse range of tourist activities and facilities in appropriate locations to meet changing visitor needs.
- Generate increased visitation, yield, length of stay, and visitation dispersal, both geographic and seasonal
- Ensure that the stimulation of tourism by development and promotion is carried out within the constraints of public land management objectives to preserve and protect the natural environment, and conserve flora and fauna.
- Minimise the negative impact that tourism can have on the built and natural environment within the Shire.

21.05-3 – Agriculture aims to:

- Maintain a viable and sustainable agricultural industry to support the municipal economy and wellbeing.
- Maintain and protect strategically significant agricultural land for production.
- Facilitate rural industries and value adding in rural areas that support the agricultural sector.
- Support rural based/agri-tourism in appropriate locations.
- Support value adding and rural dependent enterprises.
- Encourage alternative forms of sustainable agriculture that increase farm viability.
- Recognise the mineral potential within the Shire and its impact on the environment and community.
- Recognise the agricultural importance of the highly productive valley floors and to protect such land from inappropriate development and land use especially residential expansion.
- Recognise the environmental significance of remote rural areas and to protect such land from inappropriate development and land use.
- Acknowledge the various rural precincts identified across the Shire and that a one-size-fits-all approach will not necessarily deliver preferred land use outcomes.

The proposal is considered to support agriculture through the planting off an additional 900 olive trees along with the retain of the original trees. The cabins will be located away from the proposed use to ensure the land remains productive and can carry on these agricultural activities. Any issued permit will include a condition requiring the planting of the 900 olive trees prior to the accommodation use commencing on the site. Figure 6 below shows the proposed Olive Grove expansion.



Figure 6 shows the submitted farm plan proposing to expand the existing olive orchard

Clause 22.02-3 - Landscapes - this policy applies to all applications for buildings and works within significant landscapes and view sheds including land on significant hilltops and ridgelines.

Policy basis

- The natural landscape of the Shire is an important asset that requires protection from inappropriate use and development. Apart from extensive views across pastoral landscapes to the treed slopes and hilltops beyond, there are also many views of significance from numerous various scenic lookouts and vantage points across public land to the valley floors stretched out below. A number of these landscapes have been classified by the National Trust of Victoria while the Australian Alps are one of ten recognised National Landscapes. The visual and environmental implications of inappropriate development along these natural features can readily destroy the significance, attractiveness and environmental qualities of the area.'

It is considered that due to the location on site combined with the scale of the proposed cabins there will be minimal. The materials used in the construction of the cabins will be a combination of Colorbond and timber, it is considered the appearance will sit comfortably within the existing landscape. The location of the cabins is considered appropriate for the subject site as the site is relatively flat, they are well setback within the boundaries.

Clause 22.03-1 - Tourist use and development, contains the following relevant objectives:

- *Encourage tourist facilities to locate in areas with an adequate level of support services and facilities.*
- *Encourage tourism development related to agricultural and other rural based industries, while minimising the loss of rural land and potential for land use conflicts with current or potential agricultural production.*

The proposal originally sought to locate all the new buildings south of the existing dwelling. Following the identified concern with this location and the potential conflict due to operation of the neighbouring vineyard the application was amended to locate the new builds centrally on the subject land. This adjustment has seen the mitigation against future potential conflicts with surrounding land uses whilst still ensuring the agricultural direction of the subject land isn't affected.

22.03-2 - Agriculture

The relevant policy and objectives of this policy are:

- Prevent land use conflicts between agricultural uses and sensitive uses and ensure that use and development in the Shire is not prejudicial to agricultural industries or the productive capacity of the land.
- Use and development of agricultural lands will ensure the long term sustainable management of the natural resources and environment that support the agricultural use of land

The existing agricultural use relating to the growing of olives within the subject site will still occur and strengthened further through the planting of an additional 900 olive trees. A condition will be included on any issued permit requiring the planting of the trees prior to the issuing of a building permit for the proposed use to ensure that the agricultural output of the subject land benefits from the proposal.

Zoning

The subject land is zoned Farming Zone. The purpose of the zone as relevant to the application is:

- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.

The provision and retention of agricultural land is at the heart of the purpose of the farming zone along with ensuring that non agricultural uses do not adversely affect the use of land for agricultural. The group accommodation is sufficiently integrated into the working olive production farm, this association with the agriculture conducted onsite supports the proposal. Furthermore, the development is ancillary in scale to the agriculture (olive production) being the conducted onsite which is also set to be further expanded ensuring agriculture remains the dominate land use. This outcome is supported by the direction of the Farming zone.

In considering the subject application it is considered that an ability to manage the use of scare guns through the issuing of a local law permit when required combined with the planting of the additional 900 olive trees will ensure future amenity concerns or land use conflicts are managed.

Significant Landscape Overlay – Schedule 4

The proposed cabins will be located behind the increased number of olive trees which will provide screening from the road and surrounding properties. The cabins are approximately 2.9m in height with a flat roof. As discussed earlier the scale, design and location of the cabins will allow the proposal to sit comfortably within the Natural Trust listed landscape.

Bushfire Management Overlay

The land is covered entirely by the Bushfire Management Overlay. There is a planning permit trigger for the proposal at clause 44.06-2. The application was referred to the Country Fire Association (CFA) for comment. Consent was provided. The application is considered to meet the relevant requirements of the Bushfire Management Overlay.

Particular Provisions

Clause 52.06 - Car Parking

The car parking requirements of Clause 52.06 do not include a requirement for the proposed use therefore the provision of car parking spaces must be to the satisfaction of responsible authority. Each cabin includes two bedrooms and is provided with a single carport which is considered generally sufficient however should the situation arise the site is of sufficient size to allow additional car parking.

General Provisions

Clause 65.01 of the Alpine Planning Scheme provides the general decision guidelines that must be considered before deciding on an application. A detailed assessment of the proposal against the provisions of Clause 65.01 is contained on the planning file – reference no. P.2019.169. The proposal is generally in accordance with the decision guidelines.

CONCLUSION

The application is considered to be consistent with the Alpine Planning Scheme and should be approved for the following summarised reasons:

1. The proposal generally meets the relevant provisions of the:
 - a. State and Local Planning Policy Framework;
 - b. Farming Zone;
 - c. Significant Landscape Overlay – Schedule 4 and the Bushfire Management Overlay.
 - d. Particular provisions including 52.06 Car Parking and 53.02 Bushfire Planning;

- e. Decision Guidelines at Clause 65.01.
- 2. The proposal is compatible with adjoining and nearby land uses and has minimal potential to limit the operation and expansion of adjoining and nearby agricultural uses, subject to conditions.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director of Asset Development
- Manager of Planning and Amenity
- Statutory Planning Coordinator
- Planning Officer

APPENDICIES

- 8.3.7.a Conditions
- 8.3.7.b. Policy and decision guidelines

Appendix 8.3.7.a. Conditions

1. Endorsed Plans

The layout of the site and the size, levels, design and location of buildings and works shown on the endorsed plans must not be modified for any reason without the prior written consent of the Responsible Authority.

2. Establishment of Orchard

Prior to the issue of a building permit for the construction of the two new cabins the proposed olive orchard expansion must be established in accordance with the endorsed plan.

3. Section 173 Agreement Required

Prior to the comment of use the owner must enter into an Agreement with the Responsible Authority under Section 173 of the *Planning and Environment Act 1987* to provide the following:

- a. The 500 Koroneiki and 400 Kalamata trees shown on the Site Master Plan dated 24 May 2021 have been planted prior to commence of use for group accommodation.
- b. The planted trees referred to in 3a. are thereafter maintained to the satisfaction of the responsible.
- c. The owner acknowledges that the subject land is located in a rural area where there is agricultural activity where there may be adverse amenity impacts from noise, odour, dust, chemicals, light, etc. from time to time.
- d. In the event that the owner makes the cabins authorised by this permit available to accommodate persons away from their normal place of residence, the owner is obliged to notify any occupier of the cabin/s as far as is reasonably possible, that the property is located in a rural area where agricultural activity takes place from time to time and that adverse amenity impacts may be experienced.

The cost of the preparation and review of the Section 173 Agreement and its registration on the title of the land must be borne by the owner of the land.

4. Development Use

Occupants of the approved Group Accommodation approved under this permit must only use the premise on a short-term basis. Any occupant of the approved premises must not reside onsite for any more than 60 days in a calendar year unless otherwise approved by the responsible authority.

5. External Building Colour Reflectivity

The external materials of the building(s) including the roof must be constructed of materials of muted colours to enhance the aesthetic amenity of the area. No materials having a highly reflective surface shall be used. For the purpose of this clause "highly reflective" shall include unpainted aluminium, zinc or similar materials.

Construction Requirements

6. Silt fencing material or straw hay bales (staked and keyed into the ground surface) must be placed at the bottom of the construction area prior to the commencement of construction to prevent storm water runoff entering a drainage line. Batters steeper than 2:1 (horizontal: vertical) must have a layer of straw over the entire batter to retain the topsoil.
7. An area for the storage of construction materials must be designated prior to the arrival of equipment and materials onsite. Wherever possible, disturbed areas should be used rather than areas of good quality indigenous vegetation and significant stands of trees. At the completion of construction all excess materials must be removed and the site should be regenerated to the satisfaction of the Alpine Shire.

Car Parking

8. Car parking areas must be well lit and clearly signed to the satisfaction of the responsible authority.
9. No less than 2 car space(s) must be provided on the land for the use and development, including spaces clearly marked for use by disabled persons (if required).
10. Areas set aside for car parking, and movement of vehicles as shown on the endorsed plans must be made available for such use and must not be used for any other purpose.
11. Prior to the commencement of use authorised by this permit, the area(s) set aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:
 - constructed to an appropriate standard, and treated to prevent dust generation;
 - properly formed to such levels that they can be used in accordance with the endorsed plans;
 - drained;
 - line marked to indicate each car space and all access lanes;
 - clearly signed directing drivers to the area(s) set aside for car parking. (Such signs are to be sited and maintained to the satisfaction of the responsible authority, and not exceed a display area of 0.3 square metres);all to the satisfaction of the responsible authority.

Noise

12. No external sound amplification equipment or loudspeakers are to be used for the purpose of announcement, broadcast, playing of music or similar purpose.

Garbage

13. Provision must be made on the land for the storage and collection of garbage and other solid waste. This area must be graded, drained and screened from public view to the satisfaction of the responsible authority.

External Lighting

14. All external lighting provided on the site must be suitably baffled so that no direct light is emitted beyond the boundaries of the site and no nuisance is caused to adjoining properties, to the satisfaction of the responsible authority.

Security Alarms

15. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service.

Mandatory Bushfire Condition

16. The bushfire mitigation measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

Environmental Health Conditions

17. An application must be made for a Permit to Install a Septic Tank System to the satisfaction of Council's Environmental Health Officer prior to a building permit being issued in accordance with the requirements of the Building Act 1993. The septic system must comply with the Code of Practice – onsite Wastewater Management Publication 891.4 and AS1546.1 to 1546.4 and generally be in accordance with the Land Capability Assessment (Project. 400052) Revision 1 - May 2021 from SJE Consulting.

-End of Environmental Health Conditions-

Engineering Department Conditions **Drainage**

Rural Drainage Works

18. Prior to occupation of the buildings, all stormwater and surface water discharging from the site, buildings and works must be retained and treated on site to the satisfaction of Alpine Shire Council. No effluent or polluted water of any type will be allowed to enter council's stormwater system or the natural waterways. Once treated to the satisfaction of the responsible authority, the stormwater shall be conveyed to the legal point of discharge, the existing lagoon on the property, to the satisfaction of the Alpine Shire Council.

Drainage Discharge Plan

19. Prior to commencement of use, a properly prepared drainage discharge plan with computations must be submitted to, and approved by, Alpine Shire Council. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The information submitted must show the details listed in Council's Infrastructure Design Manual and be designed in accordance with the requirements of that manual.

The information and plan must include:

- details of how the works on the land are to be drained and/or retarded.
- connection points for drainage for each cabin
- drains conveying stormwater to the legal point of discharge from each cabin
- measures to enhance stormwater discharge quality from the site and protect downstream waterways

20. Prior to commencement of use, all works constructed or carried out must be in accordance with those plans - to the satisfaction of Alpine Shire Council.

Vehicle Crossings

Rural Crossings

21. Prior to /commencement of use, vehicular crossings shall be constructed in accordance with the endorsed plan(s) to the satisfaction of the Alpine Shire Council, and shall comply with the following:

- standard vehicular crossings shall be constructed at right angles to the road to suit the proposed driveways, and any existing redundant crossing shall be removed and reinstated to match into the surrounding profile.
- Any proposed vehicular crossing shall have satisfactory clearance to any pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense;
- crossings are to be concrete or have a bituminous seal applied where they abut a sealed road. If the road is unsealed the crossing may remain an unsealed crushed rock pavement. Dimensions and roadside drainage treatments are to be generally in accordance with IDM drawing SD255.

No Mud on Roads

22. Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the Alpine Shire Council.

-End of Engineering Department Conditions-

Country Fire Authority Conditions –

Bushfire Management Plan

23. The Bushfire Management Plan (BMP) prepared by Mountain Planning, drawing rev B dated 24/05/2021 must be endorsed to form part of the permit and must not be altered unless otherwise agreed in writing by the CFA and the Responsible Authority.

Bushfire Emergency Plan

24. Before the development is occupied or the use commences, a bushfire emergency plan (BEP) to the satisfaction of the Responsible Authority and CFA must be submitted to and endorsed by the Responsible Authority. The BEP must clearly describe the proposed emergency management arrangements and should address the following matters:

- Premises details
 - Describe property and business details.
 - Identify the purpose of the BEP stating that the plan outlines procedures for:
 - **Closure of premises** on any day with a Fire Danger Rating of Code Red & Extreme
 - **Evacuation** (evacuation from the site to a designated safer off-site location).
 - **Shelter-in-place** (remaining on-site in a designated building).
- a. Review of the BEP*
- Outline that the plan must be reviewed and updated annually prior to the commencement of the declared Fire Danger Period.
 - Include a Version Control Table.
- b. Roles & Responsibilities*
- Detail the staff responsibilities for implementing the emergency procedures in the event of a bushfire.
- c. Emergency contact details*
- i. Outline organisation/position/contact details for emergency services personnel
- d. Bushfire monitoring procedures*
- i. Details the use of radio, internet and social networks that will assist in monitoring potential threats during the bushfire danger period.
 - ii. Describe and show (include a map) the area to be monitored for potential bushfire activity.
- e. Action Statements – trigger points for action*
- i. Prior to the Fire Danger Period
 - A. Describe on-site training sessions and fire equipment checks.
 - B. Identify maintenance of bushfire protection measures such as vegetation management (including implementation of protection measures required by any endorsed Bushfire Management Plan).
 - ii. Closure of premise during forecast Fire Danger Rating of Code Red & Extreme days
 - A. Outline guest notification procedures and details of premises closure (including timing of closure).

iii. Evacuation

- A. Identify triggers for evacuation from site. For example, when evacuation is recommended by emergency services.
- B. Details of the location/s of the offsite emergency assembly location.
- C. Transport arrangements for staff and guests including details such as:
- D. Number of vehicles required
- E. Name of company providing transportation
- F. Contact phone number for transport company
- G. Time required before transportation is likely to be available
- H. Estimated travelling time to destination
- I. Actions after the bushfire emergency event

iv. Shelter-in-place

- A. Show the location and describe the type of shelter-in-place.
- B. Triggers for commencing the shelter-in-place option.
- C. Procedures for emergency assembly in the shelter-in-place building.

Premises closure

25. The use of the Group Accommodation Building approved under this permit and the use of the cabins must not operate after 10.00am on any day with a declared Fire Danger Rating of Code Red & Extreme.

-End of CFA Conditions-

Goulburn Murray Water Conditions -

26. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
27. All wastewater requiring disposal to land must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must be an EPA approved system, installed, operated and maintained in accordance with the relevant EPA Code of Practice and Certificate of Conformity. Peak and intermittent flow must be managed to the satisfaction of Council's Environmental Health Department.
28. The wastewater disposal area must be at least 100m from the nearest waterway, 60m from any dams, 20 metres from any bores and 40 metres from any drainage lines.
29. The wastewater disposal area must be kept free of stock, buildings, driveways and service trenching and must be planted with appropriate vegetation to maximise its performance. Stormwater must be diverted away. A reserve wastewater disposal field of equivalent size to the primary disposal field must be provided for use in the event that the primary field requires resting or has failed.

-End of Goulburn Murray Water Conditions-

Expiry

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

- a. the development is not started within two (2) years of the date of this permit.
- b. the development is not completed within four (4) years of the date of this permit.
- c. the use has not commenced within four (4) years of the date of this permit.

The responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or within six (6) months afterwards.

End of Conditions -

Planning Notes:

1. A road opening/crossing permit must be obtained from the Alpine Shire Council prior to working in or occupying the road reserve with construction equipment or materials. Applications may be accessed via the following link [Work on Council land permit](#), or from the Alpine Shire Council website.
2. This permit does not authorise approval under the Building Act. It is the responsibility of the applicant to determine if a building permit is required for the proposed buildings and works.
3. This permit does not authorise the removal of any native vegetation from the site.
4. Unless no permit is required under the planning scheme, no sign must be displayed without a further permit.

Appendix 8.3.7.b.

POLICY AND DECISION GUIDELINES

All of the below mentioned relevant planning considerations from the Alpine Planning Scheme may be viewed at the following link: <https://planning-schemes.delwp.vic.gov.au/schemes/alpine>.

State Planning Policy Framework

Clause 13.01-1S - Natural hazards and climate change
Clause 13.02-1S - Bushfire planning
Clause 14.01-1S - Protection of agricultural land
Clause 14.01-2S - Sustainable agricultural land use
Clause 14.02-1S - Catchment planning and management
Clause 15.01-6S - Design for rural areas
Clause 17.04-1S - Facilitating tourism

Local Planning Policy Framework

Clause 21.04-4 Environmental Risk
Clause 21.04-6 - Catchments and waterways
Clause 21.05-1 – Tourism
Clause 21.05-3 – Agriculture
Clause 22.02-3 - Landscapes
Clause 22.03-1 - Tourism
Clause 22.03-2 - Agriculture

The subject land is zoned Farming Zone pursuant to the Alpine Planning Scheme. The purpose of the zone and applicable decision guidelines can be found at the following link: https://planning-schemes.api.delwp.vic.gov.au/schemes/vpps/35_07.pdf?_ga=2.10116725.1793305565.1621219198-1986562058.1620805910

Overlays

The planning permit application must address the objective of the Significant Landscape Overlay - these provisions plus the schedule number 4 for the Buckland Valley can be found at the following links:

https://planning-schemes.api.delwp.vic.gov.au/schemes/vpps/42_03.pdf?_ga=2.75627733.1793305565.1621219198-1986562058.1620805910
https://planning-schemes.api.delwp.vic.gov.au/schemes/alpine/ordinance/42_03s04_alpi.pdf?_ga=2.120339656.1793305565.1621219198-1986562058.1620805910

Particular Provisions that Require, Enable or Exempt a Permit

Clause 52.06 Car Parking
Clause 52.03 Bushfire Planning

General Provisions

Clause 65 of the Alpine Planning Scheme provides for the general decision guidelines applicable to all application, see: https://planning-schemes.api.delwp.vic.gov.au/schemes/vpps/65_01.pdf?_ga=2.22109819.1793305565.1621219198-1986562058.1620805910

8.3.8 Planning Application P.2021.003 - 11 White Star Road, Wandiligong

<i>Application number:</i>	<i>P.2021.003</i>
<i>Proposal:</i>	<i>Use of land as a restaurant, sale and consumption of liquor and display of business identification signage</i>
<i>Applicant's name:</i>	<i>Nick Vlahandreas, Mountain Planning</i>
<i>Owner's name:</i>	<i>Lynne Frances O'Donnell</i>
<i>Address:</i>	<i>11 WHITE STAR ROAD, WANDILIGONG VIC 3744</i>
<i>Land size:</i>	<i>2.206 hectares</i>
<i>Current use and development:</i>	<i>Recently ceased operating a restaurant without a permit</i>
<i>Site features:</i>	<i>The subject land is the former Wandiligong Maze site, located on the south western side of White Star Road, to the west of the Wandiligong settlement. The site contains a primary building towards the south-east corner of the land, with an approximate roof area of 300sqm, with an ancillary gazebo and decking area to the north. The former hedge maze has been removed from the site in 2019. A minigolf area exists to the western boundary of the site, amongst some established vegetation.</i>
<i>Why is a permit required?</i>	<i>Clause 35.07-1 – A permit is required to use land for a Restaurant Clause 52.05-14 requires a permit for display of business identification signage in Category 4 - Sensitive areas with a total display area of up to 3 sqm. Clause 52.27 – A permit is required to use land to sell or consume liquor if the hours of trading allowed under a licence is to be increased.</i>
<i>Zoning:</i>	<i>Clause 35.07 – Farming Zone</i>
<i>Overlays:</i>	<i>Clause 42.03 – Significant Landscape Overlay – Schedule 3 Clause 43.01 – Heritage Overlay Schedule 83 Wandiligong Township Clause 44.06 – Bushfire Management Overlay</i>

<i>Restrictive covenants on the title?</i>	<i>Section 173 Agreement AG829270Y 22/10/2009 Pertains to the subdivision approved in 2009 and has no impact upon the use of the subject site.</i>
<i>Date received:</i>	<i>12 January 2021</i>
<i>Statutory days:</i>	<i>25</i>
<i>Planner:</i>	<i>Rhiannon Biezen</i>

Cr Vincent moved an alternative motion which was seconded by Cr Hughes.

Cr Vincent

Cr Hughes

That Council issues a Notice of Decision to Grant a Permit with appropriate conditions.

Carried

Cr Keeble called for a division:

For the motion: Cr Nicholas, Cr Prime, Cr Forsyth, Cr Vincent and Cr Hughes.

Against the motion: Cr Keeble and Cr Janas.

The motion was carried.

PROPOSAL

Retrospective planning permission is sought to use the land at 11 White Star Road, Wandiligong as a restaurant, along with associated signage and to allow the sale and consumption of liquor in conjunction with the use of the site as a restaurant.

The application proposes an overall capacity of 120 patrons with seventy (70) seated within the proposed restaurant area and fifty (50) externally located seats across the outdoor decking area and within the outdoor rotunda. The application is also proposing the selling of alcohol for consumption on the premises.

The operating hours being proposed are:

- Monday to Sunday: 10.00 am to 6.00 pm
- Good Friday and ANZAC Day: 12.00 pm (noon) to 6.00 pm

The signage proposed through the application is currently in situ. One sign is located on the front fence of the subject site next to the driveway, with a further sign located at the corner of White Star Road and Grenvilles Road.

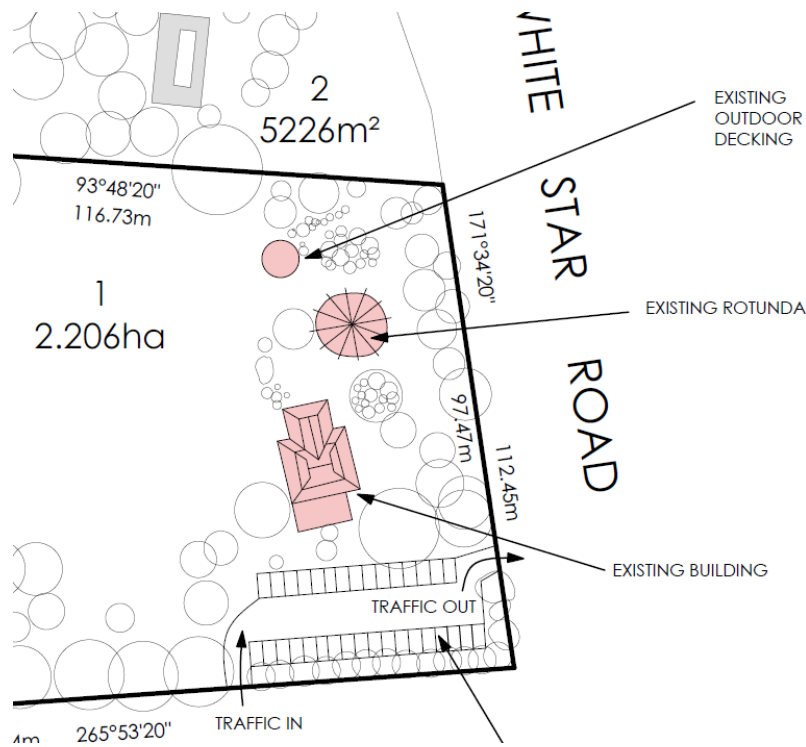


Figure 3: Proposed site layout.



Figure 4: Proposed red line plan

SUBJECT LAND AND SURROUNDS

The subject site is located to the west of the Wandiligong township within other land zoned as Farming zone. The site formally the Wandiligong Maze contains an existing building in the south-east portion of the land, with an ancillary gazebo and decking areas to the north. A minigolf area exists to the western boundary of the site, amongst some established vegetation.

Land to the south across Grenvilles Road is used for animal grazing, with the wider area including a variety of land uses. The Alpine Park is located to the north of the site further along White Star Road.

PUBLIC NOTIFICATION

The application was advertised in accordance with Section 52 of the Planning and Environment Act 1987. Notice of the application was sent to 11 surrounding landholders and occupiers with a sign also displayed on site. 11 objection and 17 letters/emails of support were received.

A summary of the objections is as follows:

Noise

The amplified noise levels from the subject site is an issue that has been highlighted by many of the objectors and has been a consistent issue since the property opened without planning permission in December 2020. Many of the objectors state that they have approached the operators on several occasions where the noise levels have increased above the EPA noise abatement levels. The increased noise levels have occurred after the proposed closing time of 6.00 pm and into the night. The objectors are concerned that should a permit be issued this problem will continue.

Carparking/Traffic

Since the consultation meeting between the objectors and the applicant, a revised plan has been submitted showing the amount of car parking spaces required by Clause 52.06. The originally proposed 33 spaces located in the south east corner of the site are retained along with an additional 35 spaces on the site of the former maze.

Consequences of liquor consumption

A number of objections to the application relate to the consequences of the inappropriate serving of alcohol.

Operating without a permit

The current operators have been operating their business without the appropriate planning permits. The operators were made aware on several occasions by Council's Planning Enforcement Officer that they could not operate without valid planning approvals and the required liquor licence. The operators have ignored Council's orders and have continued operations during the permit process.

REFERRALS

Referrals / Notice	Advice / Response / Conditions
Section 55 referrals:	Goulburn Murray Water - No objection, subject to conditions.
Internal / external referrals:	Alpine Shire Council Environmental Health Department - No objection, subject to conditions. Alpine Shire Council Engineering Department - No objection, subject to conditions.

PLANNING ASSESSMENT AND RESPONSE TO GROUNDS OF OBJECTION

All applicable policy and decision guidelines can be found as appendix 8.3.8.

State Planning Policy Framework

The following State Planning Policy Framework (SPPF) is considered of relevance to the application.

13.07-1S - Land use compatibility

This policy seeks to protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.

In order to manage land use compatibility the policy seeks to

- Ensure that use or development of land is compatible with adjoining and nearby land uses.
- Avoid locating incompatible uses in areas that may be impacted by adverse off-site impacts from commercial, industrial and other uses.
- Avoid or otherwise minimise adverse off-site impacts from commercial, industrial and other uses through land use separation, siting, building design and operational measures.

The strategies listed above ensure a commercial use such as a restaurant does not cause detrimental impact to the amenity of adjoining and surrounding land uses.

It is considered that a use of this nature result will create amplified noise, increased levels of traffic unsuitable for the location and effects of the over consumption of alcohol. This has proven the case during the period of unlawful use which has occurred on the subject site and reflected in a number of objections received to the application.

It is recognised that certain amenity impacts are to be expected with the Farming Zone however none of the issues experienced and further anticipated, should a permit be issued, are impacts associated with agriculture.

It is considered that a more suitable location for a restaurant which creates these known impacts would be a commercially zoned site in a town centre.

14.01-1S – Protection of agricultural land

Agricultural production is considered to be one of the most significant industries within the municipality and as such agriculturally zoned land should be protected. It is

considered that using the site for a commercial purpose which has no demonstrated link to agriculture is inconsistent with the intention of this policy.

14.01-2S Sustainable agricultural land

The importance of the agricultural sector to the municipality is a common thread throughout the Alpine Planning Scheme and its maintenance and protection must be supported. The proposal is considered contrary to the objective and strategies of this policy as it will entrench a non-agricultural use with no link or benefit to agriculture within the farming zone. The application has failed to demonstrate how the proposal will lead to a sustainable agricultural outcome for the site, only creating a use which has previously demonstrated detrimental impacts for the adjoining area.

17.02-1S Business

The application has provided no reasoning why this proposed use must be undertaken on the subject site. This policy directs commercial ventures such as the proposed restaurant to existing commercial centres rather than in an area zoned for farming.

17.04-1S - Facilitating Tourism

This policy looks to ensure tourism facilities have access to suitable transport and are compatible with and build on the assets and qualities of surrounding activities and attractions. It is considered that the reliance on private car to access the site suggests that this is a location which does not have suitable transport provision. Given the location is in an identified farming area with a lack of alternative transport options and the past compliance issues it is considered that the proposal is not compatible with its surroundings. It is felt that a commercially zoned site within a settlement centre would be a more appropriate location for a use of this nature.

Local Planning Policy Framework

The following Local Planning Policies are considered of relevance of the application.

21.05-1 – Tourism

This policy recognises the benefits of tourism need to be balanced against the potential negative impacts on local communities such as loss of amenity, pressure on infrastructure as well as potential pressure on land in remote and environmentally sensitive locations which has potential to compromise the natural environment, scenic views, landscape values and agricultural activities.

The policy calls for the support of rural based tourism which can be accommodated without compromising agricultural, rural or environmental assets.

Approval of the application would entrench a non-agricultural use within the farming zone. It is considered that the proposal has demonstrated negative amenity impacts on its surroundings without having the benefit of complementing either the local environment or agriculture.

21.05-3 – Agriculture

This policy identifies agriculture in the form of beef cattle, milk, fruit and nut production, cut flowers, hay production, hops and grapes is a major contributor to the economy of the municipality. The proposed restaurant will not provide for the use of land for agriculture and will formalise a currently unlawful, non-agricultural use on the site and further fragmenting the area's agricultural base. As discussed earlier, the proposed use of a restaurant with known amenity impacts would be better suited to a commercially zoned area.

21.07-7 – Wandiligong

This policy specific to Wandiligong aims to recognise and protect the distinct landscape setting and heritage attributes of Wandiligong as well as ensuring future development within the town leads to improved levels of infrastructure respecting the town's historic semi-rural look and feel, recreation and open space values.

It is considered that through the detrimental amenity impacts created by the unlawful use of the land as a restaurant, the proposal has demonstrated that it will adversely impact the look, feel and values previously experienced by the area.

22.03-1 - Tourist use and development

A key objective within this policy is to encourage tourism development related to agricultural and other rural based industries, while minimising the loss of rural land and potential for land use conflicts with current or potential agricultural production.

Whilst it is recognised that the site has previously been used a tourist establishment in the form of a maze, a use that no longer exists in the Planning Scheme, it must be recognised that the use proposed in this application is for a restaurant. It is considered the restaurant use represents a significant intensification on the site in terms of numbers, trading hours, noise, alcohol consumption to the previously permitted maze use.

The policy discusses encouraging tourism which is related to agriculture and other rural industries, this is an application which has not demonstrated any relationship to agriculture or rural industry.

Zoning and land use

The subject land is located within the Farming Zone. The purpose of which is:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.
- To provide for the use and development of land for the specific purposes identified in a schedule to this zone.

The proposed use will not provide the use of land for agriculture nor encourage the retention of productive agricultural land. There has been no demonstration that the application will not impact nearby agricultural uses with all indications through the consultation process that the proposal creates non-agricultural impacts such as noise, trespassing and excessive alcohol consumption.

Whilst it is recognised that the proposal will provide employment, there has been no demonstration that these jobs support the local community or that this use and its employment opportunities could not be provided elsewhere on a more suitably zoned location.

Relevant considerations in determining the application found in the decision guidelines of the Farming Zone are:

- How the use or development relates to sustainable land management.
- Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.
- How the use and development makes use of existing infrastructure and services.
- Whether the use or development will support and enhance agricultural production.

The application is not considered to be representative of sustainable land management or of an appropriate use of agricultural land. The use will neither support nor enhance agricultural production. As identified through the objections and the complaints made to Council during the unlawful use of the land, the amenity impacts caused by the use suggests the use is not compatible with adjoining land uses.

Overlays

Significant Landscape Overlay – Schedule 3

As no building and works are proposed, a planning permit is not required under this overlay and will no longer form part of this assessment.

Heritage Overlay

As no building and works are proposed, a planning permit is not required under this overlay and will no longer form part of this assessment.

Bushfire Management Overlay

As no building and works are proposed, a planning permit is not required under this overlay and will no longer form part of this assessment.

Particular Provisions

Clause 52.05 – Signs

Pursuant to Clause 52.05 14 the location of the subject site is within a 'sensitive area' which applies a maximum limitation towards signage and only allows business identification signage up to 3m², anything over being prohibited.

One sign is located along front fence of the subject site next to the driveway and another located at the corner of White Star Road and Grenvilles Road.

Through the application, only dimensions of the sign on the White Star Road/Grenvilles Road corner have been provided. The sign measures 2metres by 98cm therefore on its own would be permissible with a permit, however given the unknown dimensions of the second sign it cannot be established whether signage meets the intention of this provision.

Clause 52.06 - Car Parking

Pursuant to Clause 52.06-5 a restaurant is required to provide 0.4 car spaces per patron. As the site has a total of 120 patrons permitted, forty-eight (48) car spaces are required to be provided onsite. The applicant provided an amended plan showing 68 spaces with 35 of these spaces located on the area of the former maze. Council's Engineering Department has reviewed the proposed car parking provision and should a permit be issued, the areas identified for car parking would be required to be sealed, line marked,

drained and illuminated. Whilst these actions are considered necessary by Council's Engineering Department, further sealing and illuminating of the area would be inconsistent with the character of the area and a further illustration of the unsuitability of the proposed use in this location.

Clause 52.27 – Licenced Premises

The proposed restaurant requires a planning permit to sell and consume liquor. In order to assess this element of the application, the following decision guidelines are required to be considered:

- The impact of the sale or consumption of liquor permitted by the liquor licence on the amenity of the surrounding area.
- The impact of the hours of operation on the amenity of the surrounding area.
- The impact of the number of patrons on the amenity of the surrounding area.
- The cumulative impact of any existing licensed premises and the proposed licensed premises on the amenity of the surrounding area.

In the change from the previous use of the site as a tourist maze to the current unlawful use as a restaurant, the surrounding landowners and occupiers have experienced detrimental impacts to their amenity resulting from the unlawful use which included the consumption of alcohol. The application is proposing to accommodate up to a maximum of 120 patrons across serving hours which span Monday – Sunday 10.00 am to 6.00 pm and on Anzac Day and Good Friday 12pm (noon) – 6.00 pm. It is considered given the site's location within an identified agricultural area remote from a settlement centre and alternative transport links that the proposal is inappropriate for the surrounding area.

General Provisions

Clause 65.01 of the Alpine Planning Scheme provides the general decision guidelines that must be considered before deciding on an application. The following are considered of relevance in the subject application:

- The purpose of the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the environment, human health and amenity of the area.

Approving this application would entrench a non-agricultural use with no demonstrable benefits to agriculture within the Farming Zone. Such an application fails to find support in the key clauses of the Alpine Planning Scheme and the State and Local Planning Policy Framework. It is considered that the approval of a commercial use of this nature, with its associated amenity impacts, in this location is not be reflective of orderly planning.

CONCLUSION

The application is considered to be inconsistent with the Alpine Planning Scheme and the planning application should be refused on the following summarised grounds:

1. The use is not consistent with the purpose of the Farming Zone;

2. The proposal is inconsistent with the Planning Policy Framework in relation to agricultural land and rural development, specifically Clauses 14.01-1S and 14.01-2S which aim to manage development in rural areas to protect and enhance agriculture;
3. The use is inconsistent with policy at Clause 13.07-1S land use compatibility;
4. The proposal is inconsistent with the Local Planning Policy Framework in relation to agricultural land, specifically Clauses Clause 21.05-3 and 22.03-2;
5. The proposal is inconsistent with the requirements of Clause 52.05 – Signs and Clause 52.27 Licensed Premises; and
6. The use does not constitute orderly and proper planning.

DECLARATION OF CONFLICT OF INTEREST

In accordance with section 130 of the *Local Government Act 2020*, and Chapter 7 section A6 of Council's Governance Rules, the following officers declare that they have no interests to disclose in providing this report.

- Director Corporate Performance
- Manager Planning and Amenity
- Planning Officer

APPENDICIES

8.3.8 Policy and decision guidelines

Appendix 8.3.8

POLICY AND DECISION GUIDELINES

All of the below mentioned relevant planning considerations from the Alpine Planning Scheme may be viewed at the following link: <https://planning-schemes.delwp.vic.gov.au/schemes/alpine>.

State Planning Policy Framework

- 13.07-1S - Land use compatibility
- 14.01-1S – Protection of agricultural land
- 14.01-2S Sustainable agricultural land
- 17.02-1S Business
- 17.04-1S - Facilitating Tourism

Local Planning Policy Framework

- 21.05-1 – Tourism
- 21.05-3 – Agriculture
- 21.07-7 – Wandiligong
- 22.03-1 - Tourist use and development

Zone

- 35.07 - Farming Zone

Particular Provisions

- 52.05 - Signs
- 52.06 - Car Parking
- 52.27 - Licenced Premises

General Provisions

- 65.01 - Decision Guidelines

9. Informal meetings of Councillors

Introduction

In accordance with Chapter 8, section A1 of Council's Governance Rules, if there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting, or Community Asset Committee meeting;

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are tabled at the next convenient Council meeting, and are recorded in the minutes of that Council meeting.

Cr Keeble

Cr Janas

That the summary of informal meetings of Councillors for September 2021 be received.

Carried

Background

The written records of the informal meetings of Councillors held during the previous month are summarised below. Detailed records can be found in Attachment 9.0 to this report.

Date	Meeting
7 September	Briefing Session
14 September	Hearing of Submissions
21 September	Briefing Session
28 September	Briefing Session

Attachment(s)

- 9.0 Informal meetings of Councillors – September 2021

10. General business

Refer to Alpine Shire Council's website www.alpineshire.vic.gov.au; for its YouTube live-streaming recording for responses to general business.

11. Motions for which notice has previously been given

In accordance Council's Governance Rules, Chapter 3, Part F, Section F11 Cr Nicholas and Cr Vincent submitted the notice of motion - Climate Emergency Declaration.

Before item 11.1 was considered, Cr Janas moved an alternative motion.

Cr Janas

Cr Prime

To set the notice of motion (item 11.1) aside for a period of one month.

Carried

Cr Nicholas called for a division

For: Cr Janas, Cr Hughes, Cr Prime and Cr Forsyth

Against: Cr Nicholas, Cr Vincent and Cr Keeble

The motion was carried.

Councillors requested that officers present a report relating to recommendation 3 in the notice of motion (item 11.1) to the November Council meeting, and that the notice of motion be re-considered at that meeting.

11.1 CLIMATE EMERGENCY DECLARATION

INTRODUCTION

A climate emergency declaration is a call for immediate and urgent action to reverse global warming and we seek to add the Alpine Shire Council's voice to that global call.

Across the Alpine Shire we are witnessing the effects of climate change, for example:

- Larger, more intense, and more frequent bushfires.
- Shortened natural snow seasons, higher snow line and less accumulated snow.
- Longer and more intense drought, the Millenium Drought 1996 – 2010.
- Extreme rainfall events, flash flooding and summer flooding.

The changes that we are already experiencing have critical repercussions on living, work and play in the Alpine Shire. Agriculture, horticulture, businesses, residents, visitors, flora, fauna and ecological systems are all affected.

The Alpine Shire Council's excellent, thorough, and responsible corporate Climate Action Plan identifies the need to develop and implement emissions reduction strategies for the

wider community. This will help to engage and mobilise communities towards substantial greenhouse gas emission reduction.

This motion sanctions Alpine Shire Council to work within its legislative, financial and leadership capacity to facilitate and activate climate change mitigation strategies across the municipality and accelerate the opportunities already recognised to reduce greenhouse gas emissions. Actions that will help to keep Alpine Shire beautiful and thriving!

RECOMMENDATION

That Council:

1. *Recognises that the world is in a state of climate emergency that requires urgent and sustained action by all levels of government, including local government and that it is possible to minimise detrimental outcomes by undertaking comprehensive climate-sensitive action;*
2. *Embeds climate-sensitive actions as described in the Alpine Shire Climate Action Plan 2021 into day-to-day operations, emergency management planning, procurement, financial processes, risk management and all future strategies and reviews, as a priority;*
3. *Provides a report at the November Council meeting identifying the resources required to develop a roadmap for a community climate action plan. Considering the following but not limited to;*
 - a. *Establish actions Council has in the pipeline as well as other actions Council can take to increase the capacity of the entire municipal community to mitigate climate change.*
 - b. *Determine the requirements to develop a shire wide and community supported emissions reduction target.*
 - c. *Investigate feasibility of local carbon sequestration and offsets.*
 - d. *Engage and collaborate with community and other partners for the delivery of mitigation initiatives.*
4. *Advocates to the Australian and Victorian Governments to resource Local Governments and communities to empower transition to low carbon economies.*

12. Reception and reading of petitions

12.1 PETITION - UPPER KIEWA VALLEY RECREATION AND COMMUNITY HUB

Cr Keeble

Cr Prime

- 1. That the petition to support the development of the Upper Kiewa Valley Recreation and Community Hub (UKVRCH) at Mount Beauty Golf Course be considered at this Council Meeting; and*
- 2. That Council notes the community support for the Hub, which is located on land owned by the Mount Beauty Golf Club.*

Carried

13. Documents for sealing

Cr Vincent

Cr Hughes

That the following documents be signed and sealed.

- 1. S5 - Instrument of Delegation from Council to Chief Executive Officer*
- 2. S6 - Instrument of Delegation from Council to members of Council Staff*
- 3. S11a - Instrument of Appointment and Authorisation - Director Corporate Performance*
- 4. S11a - Instrument of Appointment and Authorisation - Planning Officer.*
- 5. Section 173 Agreement – Jeff and Maree Anne McKee
Lot 1 on Plan of Subdivision 203280B Volume 9684 Folio 194
Conditions 11 and 12 of Planning Permit 2020.60 for a Two Lot Subdivision at
82 Station Street, Porepunkah.
The Agreement has been prepared for the purposes of an exemption from a
planning permit under Clause 44.06-2 (Bushfire Management Overlay) of the
Alpine Planning Scheme.
The Agreement also provides for the floor levels of any dwelling on Lot 2 to the
satisfaction of the responsible authority.*
- 6. Telstra Corporation Limited Lease of land contained in Certificate of Title
Volume 10747 Folio 552 for land located at 1 Tower Road, Dinner Plain.*
- 7. Contract CQ 21074 in favour of North East Civil Construction for the Dargo
High Plains Road - Preliminary Site Establishment.*

Carried

14. Confidential Report

Cr Vincent

Cr Keeble

That, in accordance with the provisions of s66(2)(a) of the Local Government Act 2020, the meeting be closed to the public for consideration of confidential information defined by s3 of the Local Government Act 2020, as it deals with Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

Carried

The meeting was moved in camera at 7.08p.m.

There being no further business the Chairperson declared the meeting closed at 7.15p.m.

.....

Chairperson

CELEBRATING
30
YEARS
1989-2019

urban
enterprise
planning
economics+tourism

ALPINE SHIRE EVENTS STRATEGY

FINAL REPORT

ALPINE SHIRE COUNCIL | NOVEMBER 2021



www.urbanenterprise.com.au

AUTHORS

Mike Ruzzene

(Director)

Jonathan Rochwerger

(Senior Associate)

Madeleine Hornsby

(Consultant)

FILE

Alpine Shire Events Strategy_Final Report 4 Nov

VERSION

1

DISCLAIMER

Neither Urban Enterprise Pty. Ltd. nor any member or employee of Urban Enterprise Pty. Ltd. takes responsibility in any way whatsoever to any person or organisation (other than that for which this report has been prepared) in respect of the information set out in this report, including any errors or omissions therein. In the course of our preparation of this report, projections have been prepared on the basis of assumptions and methodology which have been described in the report. It is possible that some of the assumptions underlying the projections may change. Nevertheless, the professional judgement of the members and employees of Urban Enterprise Pty. Ltd. have been applied in making these assumptions, such that they constitute an understandable basis for estimates and projections. Beyond this, to the extent that the assumptions do not materialise, the estimates and projections of achievable results may vary.

COPYRIGHT

© Copyright, Urban Enterprise Pty Ltd, 2021

This work is copyright. Apart from any uses permitted under Copyright Act 1963, no part may be reproduced without written permission of Urban Enterprise Pty Ltd.



L1 302-304 Barkly St, Brunswick VIC 3056

+61 3 9482 3888 urbanenterprise.com.au

CONTENTS

EXECUTIVE SUMMARY	1
1. INTRODUCTION	5
1.1. BACKGROUND	5
1.2. REPORT STRUCTURE	5
1.3. DEFINITIONS	6
PART A. BACKGROUND RESEARCH AND ANALYSIS	7
2. PROJECT CONTEXT	8
2.1. INTRODUCTION	8
2.2. ABOUT ALPINE SHIRE	8
2.3. TOURISM CONTEXT	10
2.4. STRATEGIC AND POLICY CONTEXT	11
3. EVENTS PROFILE	13
3.1. INTRODUCTION	13
3.2. EVENTS PROFILE	13
3.3. ECONOMIC AND COMMUNITY IMPACTS	15
4. EVENT INFRASTRUCTURE	17
4.1. INTRODUCTION	17
4.2. EVENT INFRASTRUCTURE AUDIT	17
5. EVENT RESOURCING AND SUPPORT	19
5.1. INTRODUCTION	19
5.2. ALPINE SHIRE COUNCIL	19
5.3. STAKEHOLDER PARTNERSHIPS	20
6. CHALLENGES AND OPPORTUNITIES	21
6.1. INTRODUCTION	21
6.2. CHALLENGES AND OPPORTUNITIES	21
PART B. FUTURE DIRECTIONS	22
7. STRATEGIC EVENT FRAMEWORK	23
7.1. INTRODUCTION	23
7.2. VISION	23
7.3. STRATEGIC OBJECTIVES	23
7.4. STRATEGIC DIRECTIONS	24
8. EVENT APPROVAL AND FUNDING FRAMEWORK	31
8.1. INTRODUCTION	31
8.2. IDENTIFIED EVENT IMPACTS AND CONSIDERATIONS	31
8.3. EVENT CATEGORISATION AND PERMITTING CONDITIONS	32
8.4. EVENT FUNDING	34
APPENDICES	36
APPENDIX A CONSULTATION PROCESS AND OUTCOMES	36

FIGURES

F1. ALPINE SHIRE	9
------------------	---

TABLES

T1. ALPINE SHIRE EVENTS SECTOR CHALLENGES AND OPPORTUNITIES	2
T2. PROJECT DEFINITIONS	6
T3. ALPINE SHIRE VISITATION 2019	10
T4. EVENT VISITOR BENCHMARKING 2019	11
T5. COUNCIL EVENT FUNDING	19
T6. ALPINE SHIRE CHALLENGES AND OPPORTUNITIES	21
T7. EVENT TYPOLOGIES	24
T8. ALPINE SHIRE EVENTS POLICY RECOMMENDATIONS	28
T9. EVENT IMPACTS AND CONSIDERATIONS	31
T10. EVENT CATEGORISATION AND PERMITTING CONDITIONS	32
T11. EVENT FUNDING ELIGIBILITY CRITERIA	35

EXECUTIVE SUMMARY

INTRODUCTION

Alpine Shire Council (Council) has engaged Urban Enterprise to prepare the *Alpine Shire Events Strategy* (Strategy). This document is intended to be a blueprint for Council to guide decision making, forward planning and strategic direction for events within the Alpine Shire (Shire). This Strategy, including future directions and recommendations, is subject to review after four years.

This Strategy, therefore, identifies the needs and priorities of the community and provides a clear and realistic framework for Council to guide the future delivery of events. The outcome of this is to ensure the sustainability of the events sector whilst delivering the best possible outcomes for the Alpine Shire community.

The events sector has been significantly disrupted due to the impacts of COVID-19 and bushfires. As such, data relating to the events sector reflects pre-2020 economic conditions. This Strategy, therefore, supports short-term recovery of the sector and opportunities for growth following the easing of restrictions.

EVENTS PROFILE

The Shire has a strong and popular events sector, averaging 107 tourism and community events p.a. and attracting around 170,000 attendees¹.

The events calendar is heavily concentrated in the Bright and surrounds region, which attracts 51% of total events and 64% of total attendees. This generally includes events being held during peak periods of high-visitation (e.g. public holidays, weekends). As a result, this creates congestion (and market saturation), leading to reduced resident amenity, and even safety issues within Bright, creating the need to disperse events across the Shire and spread out the events calendar across non-peak visitation periods.

The events sector also aligns with the branding and product strengths of the area, driven by nature-based events, sport and outdoor recreation. Whilst these are key drivers of visitation, there are opportunities to develop a more diverse range of event types, particularly *Arts and Culture* and *Food and Beverage* events. These events typically attract high-yielding lifestyle leader visitor markets and may provide higher contribution to the economy.

ECONOMIC AND COMMUNITY IMPACT ASSESSMENT

Events held within the Shire attracts an average of around 122,000 event visitors p.a. from outside the Shire and generates \$22.6 million in visitor expenditure p.a.², which directly supports 138 jobs within the Shire³. In addition to the economic benefits, there are numerous important social and community benefits, including:

- Developing a sense of community and increasing community engagement;
- Promoting civic pride and cultural identity;
- Revitalisation of local areas and improving liveability;
- Contributing to the resilience of local economies; and
- Improving the tourism 'brand' of the Shire.

These community benefits need to be measured against some of the potential disbenefits of the events sector, including the impact to resident amenity and liveability, particularly in Bright which hosts most larger events.

¹ This information is based on a three-year average from 2016-17 to 2018-19 (based on information provided by Alpine Shire Council)

² This assumes that daytrip visitors (24%) spend an average of \$112 per person, while overnight visitors (76%) spend an average of \$208 per trip (over one night).

³ The economic impact is calculated using the input-output method (developed by REMPLAN and calculated by Urban Enterprise). This method is based on the interdependencies and relationship between industry sectors and is widely used across the public and private sector to estimate the direct and flow on economic impacts of a project or activity to an economy (using industry multipliers for Victoria).

EVENT INFRASTRUCTURE

A total of 69 event venues were audited based on information provided by Council, stakeholder consultation and desktop research. Around one-third of these venues are located in the Bright area, which requires a diverse range of high-quality venues to support the large number of events in the township.

Over half the audited facilities are outdoor venues only, which caters to the large proportion of outdoor and nature-based events. However, this presents issues in terms of seasonality as these venues can only host events during warmer (peak) months. In addition, many of these venues (as identified by stakeholders) require significant upgrades in terms of quality, supporting infrastructure and, in some cases, size.

There is also a gap in the provision of high-quality 'all-weather' indoor venues, which would allow for a larger range of events to occur during off-peak times, particularly the colder winter months.

Whilst Bright is well supported with outdoor event venues, Mount Beauty is identified as having limited dedicated outdoor event spaces to cater for larger events.

EVENT RESOURCING AND SUPPORT

As outlined in the newly adopted Council Plan, the Alpine Shire is committed to "promote and facilitate events across the Alpine Shire" as this supports economic growth and liveability outcomes for residents.

More specifically, Council supports the management and delivery of the events sector through its events funding program and support services including the provision of event approvals. In the 2020-21 financial year, Council approved around \$160,000 in financial sponsorship and logistics support to 39 events. Whilst over the past four financial years, Council has provided an average of around \$200,000 p.a. to the sector.

Council has a challenging role in providing support to the events sector, as it must consider the strategic direction of the events calendar, utilising limited resources to deliver a large event portfolio and meet community expectations. Council should, therefore, consider introducing alternative revenue sources (e.g. event venue hire fees) to help fund events and grow the overall budget.

CHALLENGES AND OPPORTUNITIES

The following summarises the key challenges for the events sector, based on the background research, and subsequent opportunities to improve the delivery and management of events in the Shire.

T1. ALPINE SHIRE EVENTS SECTOR CHALLENGES AND OPPORTUNITIES

Challenges	Opportunities
<ul style="list-style-type: none"> Lack of event diversity (e.g. event type and size). Calendar congestion during peak visitation periods Concentration of events in the Bright area Limited indoor 'all-weather' venues to hold large events. Lack of suitable facilities and poor supporting infrastructure and accommodation. Lack of direction/events policy for delivery and planning. Poor industry awareness of funding and available support. Inconsistent process for event approvals and funding. Mitigating the environmental impact of events. Competing with other regional destinations for events and visitors. No standardised assessment to measure the impact of events. 	<ul style="list-style-type: none"> Adopt a more consistent and effective event permit application and approval process. Adopt a more consistent and effective event funding approval process. Develop clear and coherent event guidelines and policy. Implement a more strategic approach to event attraction to diversify and enhance the calendar. Prioritise investment and advocacy to upgrade existing and develop new event infrastructure. Encourage seasonal and geographic dispersal of events. Spreading the economic benefits of events to smaller townships outside Bright. Promote environmental consideration of event procedures. Align the events sector to the local product strengths and the regional product pillars⁴. Increase collaboration with organisers to build capacity.

⁴ Includes the following product strength of the High Country tourism region: Cycling, Food and Beverage, Snow, Nature-based tourism and Arts and Culture.

STRATEGIC EVENT FRAMEWORK

The strategic framework for event delivery and management in the Shire sets the vision, objectives and guiding directions for the sector.

Vision

Develop a sustainable events sector that generates positive economic outcomes across the Shire, aligns with community values and maintains the region's natural assets.

A sustainable events sector will ensure alignment to economic, community and environmental outcomes. Achieving this balance, by considering all three categories, is critical to ensuring the needs of relevant stakeholders are met, including Council, the community and industry.

Strategic Objectives

1. Encourage the delivery of safe, compliant and self-sustaining events.
2. Provide a clear and transparent system for determining Council event approvals and funding.
3. Support events that foster community development, engagement and contribute to health and wellbeing and align with the strategic objectives of the Council Plan.
4. Stimulate economic activity across the Shire and encourage the geographic and seasonal dispersal of events.
5. Support event visitation and promote the area as a destination to stay, explore and invest.
6. Minimise the environmental impact of events.

Strategic Directions and Strategies

The following directions have been developed in response to issues, opportunities and needs of the events sector. These guide the future delivery and management of events and inform the strategies and recommendations to be delivered by Council.

Strategic Direction 1: Enhance and Diversify Events	
Description	Enhance and diversify events, whilst maintaining sustainability in the sector, in order to achieve positive economic and community outcomes and minimise impact on the environment.
Outcomes	<ul style="list-style-type: none"> • Diversify event typologies and event size • Align events to the local brand and regional product pillars • Maximise visitor yield • Provide a sustainable program of events (balancing tourism and community events) • Monitor and mitigate environmental impacts
Strategies	<p>Strategy 1.1: Deliver a diverse calendar of events</p> <p>Strategy 1.2: Attract major and significant tourism events</p> <p>Strategy 1.3: Increase collaboration with the Alpine Resorts</p>

Strategic Direction 2: Deliver Improved Event Facilities and Supporting Infrastructure	
Description	Improve the variety and quality of event infrastructure, including indoor and outdoor venues to provide for a diverse range of events.
Outcomes	<ul style="list-style-type: none"> • Upgrade existing event facilities and infrastructure • Deliver strategic infrastructure to support the vision and objectives for the sector (e.g. indoor venues, supporting visitor accommodation) • Increase awareness of available facilities and infrastructure
Strategies	<p>Strategy 2.1: Improve existing event infrastructure</p> <p>Strategy 2.2: Promote utilisation of event infrastructure</p> <p>Strategy 2.3: Develop new strategic event infrastructure</p>

Strategic Direction 3: Support Event Delivery and Management	
Description	Provide efficient and effective support to improve the sustainability of the events sector and enhance the delivery and management of events in the Shire.
Outcomes	<ul style="list-style-type: none"> • Encourage event dispersal (geographically and seasonally) • Use Council policy and funding levers to influence the direction of the events sector • Improve the efficacy of the event approvals process to meet stakeholder needs • Increase industry capacity and resilience • Improve awareness of event support (financial and non-financial) • Increase event promotion • Standardise the assessment of events to inform decision-making
Strategies	<p>Strategy 3.1: Develop an Alpine Shire Events Policy and Events Management Procedure</p> <p>Strategy 3.2: Establish new event funding criteria and funding allocations</p> <p>Strategy 3.3: Build industry capacity</p> <p>Strategy 3.4: Improve the efficiency of the approvals process</p> <p>Strategy 3.5: Support industry awareness of events</p> <p>Strategy 3.6: Review event staffing resources</p>

EVENT APPROVAL AND FUNDING FRAMEWORK

An Event Approval and Funding Framework has been developed by Council to help achieve the above strategic objectives, strategies and outcomes for the events sector. This forms Council policy in permitting and funding future events in the Alpine Shire (to be implemented from 1 July 2022) and is a key lever for Council to improve event delivery and management.

The framework is summarised in Section 8 of this document. Each event will be subject to specific permitting and funding approval conditions dependent on the characteristics of the event.

1. INTRODUCTION

1.1. BACKGROUND

Alpine Shire Council (Council) has engaged Urban Enterprise to prepare the *Alpine Shire Events Strategy* (Strategy). This document is intended to be a blueprint for Council to guide decision making, forward planning and strategic direction for events within the Alpine Shire (Shire). This Strategy, including future directions and recommendations, is subject to review after four years.

Events are a vital part of the region's livelihood, providing a range of economic and social benefits for both residents and visitors. However, over recent years the Shire has experienced significant growth in the events sector, which averages over 100 tourism and community events p.a. and attracting around 170,000 attendees⁵. Despite this growth, there are several challenges for Council, including the lack of strategic direction to manage events, as well as utilising limited resources to deliver the event portfolio and meet stakeholder expectations.

This Strategy, therefore, identifies the needs and priorities of the community and provides a clear and realistic framework for Council to guide the future delivery of events. The outcome of this is to ensure the sustainability of the events sector whilst delivering the best possible outcomes for the community.

The events sector has been significantly disrupted due to the impacts of COVID-19 and bushfires. As such, data relating to the event sector reflects pre-2020 economic conditions. This Strategy, therefore, supports short-term recovery of the sector and opportunities for growth following the easing of restrictions.

1.2. REPORT STRUCTURE

The Strategy includes the following components:

- **Project context** – a summary of government policies and strategies relevant to the events sector, as well as an overview of the Alpine Shire event tourism sector.
- **Events profile** – an assessment of the Shire's events sector, including event typology, attendees, location and calculating the sector's economic and community impacts. This information is used to identify gaps and opportunities for future delivery of events.
- **Event infrastructure** – an overview of the available facilities and infrastructure used to host tourism and community events, including type of venues and location.
- **Events resourcing** – an overview of the level of resources and support provided by Council and other stakeholders to manage and deliver events in the region.
- **Strategic framework** – outlining the vision, objectives and strategic directions to guide event management and delivery. This includes the key strategies and recommendations for Council to help achieve the agreed vision and objectives for the sector.

⁵ This information is based on a three-year average from 2016-17 to 2018-19 (based on information provided by Alpine Shire Council)

1.3. DEFINITIONS

For the purpose of this Strategy, the following definitions and classifications apply.

T2. PROJECT DEFINITIONS

Term	Definition
Event	An event is defined as a facilitated or planned public occasion.
Tourism Event	A tourism event is where the majority of attendees travel to the event from outside the Shire. In these instances, the event is the 'main' driver of visitation to the region.
Community Event	A community event is where the majority of attendees are residents of the Shire.
Event Attendees	Event attendees refers to the total number of persons attending an event, including locals and visitors.
Event Visitors	Event visitors are defined as those visiting from outside of the Shire for the purpose of attending an event.
Event Sector Sustainability	A sustainable events sector focuses on achieving <u>economic</u> , <u>community</u> and <u>environmental</u> outcomes for the Shire. More practically, this includes the development of an events calendar that generates economic growth, aligns with community values and helps maintain the natural environment.
High Country	The High Country is a defined tourism region in Victoria's north-east, which includes seven shires – Alpine, Benalla, Indigo, Mansfield, Murrindindi, Towong and Wangaratta – and the three major alpine resorts of Falls Creek, Mt Buller and Mt Hotham. The region is represented by a regional tourism board (Tourism North-East), charged with the long-term and overarching strategic vision and direction for the High Country region, ensuring a platform for future tourism growth.
Regional Product Pillars	This refers to the strategic product strengths and tourism drivers for the High Country region (as identified by Tourism North-East): <ul style="list-style-type: none"> • Cycling; • Food and Beverage; • Snow; • Nature-based tourism; and • Arts and Culture.

The background image shows a festival or fair with several white peaked tents. A crowd of people is visible, some wearing blue tracksuits. In the background, there are trees and mountains under a clear sky. A tall street lamp is on the left. The text 'PART A: BACKGROUND RESEARCH AND ANALYSIS' is overlaid in large, bold, dark blue letters. The text 'PART A:' is underlined. The text 'BACKGROUND RESEARCH AND ANALYSIS' is in a larger font size. The background image is slightly faded to make the text stand out.

PART A: BACKGROUND RESEARCH AND ANALYSIS

2. PROJECT CONTEXT

2.1. INTRODUCTION

This section includes contextual information to support development of (and influence) the Strategy. This includes an overview of the Shire and its visitor economy, as well as key policies and strategies that will influence the strategic direction of the report.

2.2. ABOUT ALPINE SHIRE

Alpine Shire Local Government Area (LGA) covers around 4,788 square kilometres and is located in Victoria's north-east, approximately 300km north-east of Melbourne, 50km south of Albury-Wodonga and 40km south-west of Wangaratta. The Shire is accessible via key transport routes including the Kiewa Valley Highway and the Great Alpine Road.

In 2019, the estimated resident population of the LGA was 12,814, with the population concentrated in the towns of Bright, Myrtleford, Mount Beauty, Harrietville and Porepunkah.

There are also two major alpine resorts – Falls Creek and Mount Hotham – that are located within the municipal borders but fall outside the Shire boundaries (and managed under their own Resort Management Boards). These drive visitation to the Shire, particularly during the winter months, and provide significant contributions to the Shire's tourism industry in terms of flow-on spend.

2.2.1. SUB-REGIONAL APPROACH

There are several key townships within the Shire that influence the level of residential, employment and economic growth. In addition, the townships provide a variable contribution to tourism and the events sector, meaning the priorities and needs of the community (and industry) are likely to vary across the Shire.

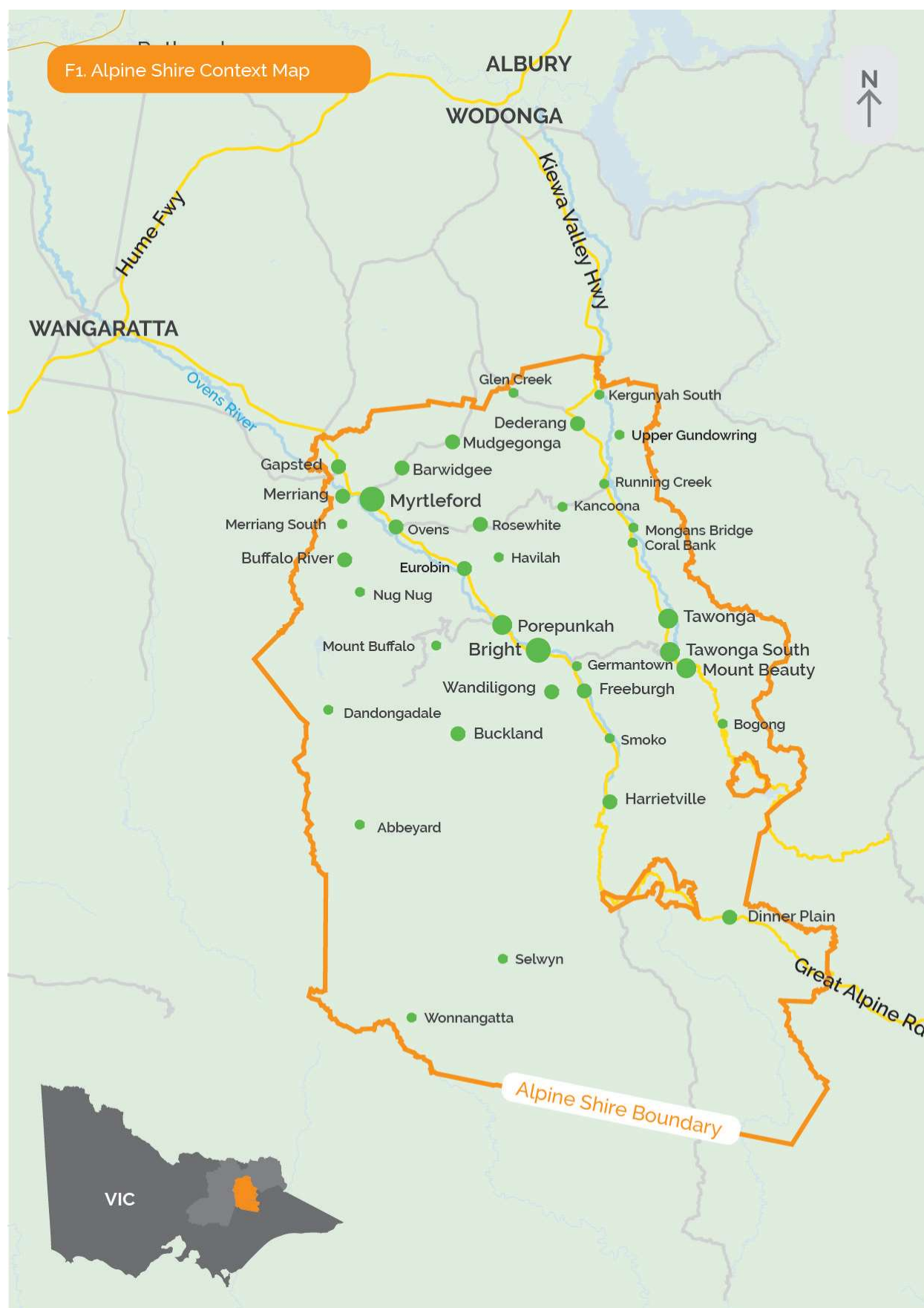
Therefore, it is necessary to provide analysis and strategic direction at a **township** level, which disaggregates the Shire into the following key township areas (based on Council's local tourism regions)⁶:

- Bright and surrounds;
- Harrietville and surrounds;
- Mount Beauty and surrounds;
- Myrtleford and surrounds;
- Dinner Plain; and
- Other towns as specified.

The locational context of the Shire and key townships are illustrated in Figure F1.

⁶ <https://www.alpineshire.vic.gov.au/community/tourism-and-events/tourism>

F1. ALPINE SHIRE



Source: Urban Enterprise 2021

2.3. TOURISM CONTEXT

Tourism (including tourism-related events) plays a key role in driving the economy, contributing \$163 million in output (15% of total) and 807 jobs (19% of total) p.a.⁷. The visitor economy directly supports the *Accommodation and Food Services* industry, and *Retail Trade*, as well as providing indirect benefits to a broad range of other service industries and businesses within the supply chain.

Alpine Shire received around 850,000 visitors in 2019, driven by the domestic market. Visitors are drawn to the Shire for numerous reasons, with the following product and experience strengths providing strong motivation for visitation:

- Events and festivals;
- Nature-based assets (inc. national parks, alpine resorts, etc.);
- Cycling tourism (aligning with the 'Ride High Country' brand); and
- Food and beverage (e.g. wine and beer).

As shown in Table T3, event visitors to the Shire totalled almost 80,000 in 2019, which only includes visitors where the primary purpose of visit was to attend an event. This visitor market is a relatively high proportion of total visitation (9.4%) and, therefore, provides a significant contribution to the visitor economy in terms of visitation (and subsequent visitor spend).

Therefore, it is important that the events sector is managed efficiently and effectively to ensure it continues to provide value to the tourism industry and the economy more broadly.

T3. ALPINE SHIRE VISITATION 2019

	All Visitors		Event Visitors		Event Visitors as % of total
	No.	%	No.	%	
Daytrip	331,674	39%	20,889	26%	6.3%
Domestic Overnight	508,342	60%	57,900	73%	11.4%
International	12,047	1%	1,036	1%	8.6%
Total Visitors	852,063	100%	79,826	100%	9.4%

Source: Tourism Research Australia (TRA), National Visitor Survey (NVS) and International Visitor Survey (NVS), 2019 YE Dec.

Note: Event visitors provided by TRA data does not include all event attendees, as it excludes residents as well as 'incidental' visitors that may not list events as the primary purpose of visit (e.g. existing visitors to the region, travellers accompanying event participants, etc.). This leads to undercounting of event visitors.

BENCHMARKING EVENT VISITATION

Table T4 benchmarks the number and proportion of event visitors against three competing Victorian tourism regions with identified strengths in the events sector.

It shows that, relative to these regions, the Alpine Shire performs favourably in terms of proportion of event visitors, which demonstrates its strong and popular events sector.

⁷ Economy ID, 2020 (represents the 2018-19 year)

T4. EVENT VISITOR BENCHMARKING 2019

	Geelong and the Bellarine	Yarra Valley and the Dandenong Ranges	Phillip Island	Alpine Shire
Event Visitation	702,319	397,293	135,626	79,826
Total Visitation	6,427,688	6,989,966	2,657,628	852,063
Proportion of Event Visitors	10.9%	5.7%	5.1%	9.4%

Source: TRA, NVS and NVS, 2019 YE Dec

2.4. STRATEGIC AND POLICY CONTEXT

In 2018, Council commissioned the development of an *Events Delivery Review*, which provided an overview of the Shire's events sector and outlined opportunities for improvements. This led to a number of recommendations that were subject to further review and are subsequently examined in this Strategy, including:

- *Council pursues continued growth in events, with a focus on bolstering events held outside peak periods, the use of towns other than Bright, and the use of Alpine Events Park.*
- *Council invests in undertaking community consultation to understand community tolerance and community thresholds for event delivery in each key township.*
- *Council works closely with external approval agencies to develop succinct joint guidelines (Event Principles) to consistently manage events through the Shire.*
- *Establish a competitive application process for events held during peak periods in Bright.*
- *Introduce criteria to prioritise funding for applicants who demonstrate their event is held outside of peak periods, at Alpine Events Park, or in a town other than Bright.*
- *Council develops and implements a fee schedule for use of community buildings, facilities, parks and open space.*

In addition, the following local, regional and state-wide strategies and policies have been examined to determine the implications for event development in Alpine Shire.

- The Alpine Shire Economic Development Strategy 2021;
- The Alpine Shire Community Vision 2040;
- The Alpine Shire Council Plan 2021-2025;
- The Hume Regional Growth Plan;
- Victoria's High Country Destination Management Plan;
- The North East Victoria Cycling Optimisation Masterplan; and
- Victoria's 2020 Tourism Strategy.

At a local level, Council's Economic Development Strategy and other policy documents focus on the achievement of *sustainable* economic growth, which also balances the needs of the community and the environment. In the context of the events sector, this includes development of the events calendar to foster economic prosperity, whilst also promoting liveability outcomes and preserving the region's natural assets.

The regional policies focus on leveraging the strength of cycle tourism and, more specifically, achieving positive outcomes for the Shire by expanding the cycling events program.

At the State level, Victoria's 2020 Tourism Strategy highlights that events play an important tourism role in Victoria in terms of regional dispersal, generating visitor expenditure and encouraging year-round visitation.

2.4.1. AUSTRALIAN EVENTS AND TOURISM CONTEXT

Until recently, Australia and the state of Victoria, had experienced a period of sustained visitor economy growth. There has been a dramatic shift in the tourism landscape both nationally and internationally as a result of the unprecedented 2019-20 bushfire season and COVID-19 pandemic. The full extent and impact of these events is yet to be determined.

A recent analysis produced by Austrade⁸ forewarns that the pandemic is likely to have a 'widespread and long-lasting impact on tourism'. The key factors most likely to have a damaging impact on Australia's visitor economy includes escalation of travel restrictions, sharp reductions in air capacity, social distancing, self-quarantine and restrictions on non-essential travel.

These impacts will be acutely felt across the events sector, with larger events requiring long lead times to plan and organise, and limited flexibility regarding date, number of attendees (for social distancing purposes) or location changes. This could subsequently impact the visitor economy of regional areas, as regional events are often used as promotional tools to attract visitation during the off-peak season.

Ensuring mechanisms are in place to support and assist industry during the significant rebuilding period will be key to re-establishing a vibrant visitor economy and events sector for the region. This should include prioritising improvement of Councils events resourcing and support frameworks to enable event operator training and development to occur while events themselves are unable to be conducted. This will be explored further in later sections of this report.

⁸ Coronavirus Analysis and Insights Note, Austrade, 2020

3. EVENTS PROFILE

3.1. INTRODUCTION

A profile of the Alpine Shire events sector was prepared for this report, including an analysis of the type of event, location and attendance. The purpose of this is to provide a holistic understanding of the sector, identify strategic gaps and opportunities for improving the future management and delivery of events. The events profile was developed using the following assumptions and data:

- Unless otherwise indicated, the data is presented as a three-year average covering the period 2016-17 to 2018-19⁹;
- Both tourism and community events are included in the profile;
- Events that were held more than once annually were counted overall as one event (the exception being for event seasonality and attendance, where each occurrence of the same event was counted separately for each month and total attendance aggregated); and
- For events where attendance and/or visitation figures were not available, no estimate was provided (and this represents a gap in the data).

A snapshot of the events sector is illustrated at the end of this section.

The information presented in this section is drawn from events data provided by Council and supported by desktop research, event organiser surveys and stakeholder input. Whilst this information is comprehensive, it is not an exhaustive list of all events and, as such, some small-scale events are excluded from the analysis.

3.2. EVENTS PROFILE

NUMBER OF EVENTS AND ATTENDANCE

The Shire hosts an average of **107 events p.a.**, which includes one-off events, annual events, seasonal and monthly events (counted as one event for the purposes of this assessment). These events attract, on average, around **170,000 attendees p.a.**, which includes both local residents and visitor markets.

Using survey data to estimate the number of visitors as a proportion of total attendees, it is estimated that, on average, there were a total of **122,000 event visitors p.a.** from outside the Shire.¹⁰ Overall, the number of attendees is significant in relation to the number of Shire residents and visitors to the region. As a result, there is risk of overcrowding in some of the townships, which could have a negative impact on resident amenity as well as the environment.

In addition to the events that are hosted within the Shire, it is important to identify the list of events occurring within the Alpine Resort boundaries, including Falls Creek and Mount Hotham. Whilst these are not under the direct influence of Council, these should be considered when reviewing the future management of events to avoid any duplication or conflicts with events within the Shire. Based on an audit conducted by Urban Enterprise, there are 14 significant events held across both alpine resorts, which are predominantly sport and outdoor recreation events.

Therefore, there is an opportunity for Council to collaborate with the Resort Management Boards to ensure events are coordinated across multiple jurisdictions to avoid duplication or congestion. This could also benefit Council by leveraging visitors to the resorts and encouraging dispersal to the Shire, which can promote increases in visitor expenditure and flow-on economic benefits.

⁹ The event schedule for 2019-20 was excluded due to disruptions caused by the bushfires and COVID-19 pandemic

¹⁰ This assumes that 30% of attendees to community event are visitors; and 75% of attendees to other tourism events are visitors; This figure is greater than TRA data as it includes all visitors that attend events, not just those who list events as the primary purpose of visit.

EVENTS BY LOCATION

There is a high degree of variability in terms of the number of events by location (i.e. township). The events calendar is driven by the Bright township, which hosts over 55 events p.a., which equates to over half the events held in the Shire (51%). This is followed by the other major township areas of Myrtleford (18%) and Mount Beauty (15%). There are also 8 events (7%) held in multiple locations, which have not been attributed to a single township as the impact is shared across the Shire, with the balance being in the Harrierville (4%) and Dinner Plain (4%) areas.

As such, Bright attracts the majority of event attendees to the Shire (64% of total attendance), with the next most popular location being Myrtleford (22%).

The events sector is heavily concentrated in Bright, which creates pressure on existing infrastructure and services due to the high volume of events and attendees. Developing and/or re-locating events to other locations could help to alleviate the pressure off Bright, promote visitor dispersal and maintain the amenity of residents.

EVENTS BY TYPE

Events in the Shire have been categorised by genre (using Council categories), with the data showing that the sector is driven by **Nature and Recreation-based events**, leveraging the Shire's natural assets and product strengths. This includes Sport and Outdoor Recreation events (35% of events and 34% of attendees) and Cycling events (15% of events and 8% of attendees). When aggregated, these types of events generate 50% of all events and almost half of all attendees (42%).

In terms of event occurrence, this is followed by Arts and Culture events¹¹ (15% of events and 16% attendees), Community events (14% of events and 6% attendees) and Markets (12% of events and 28% of attendees).

The sector is driven by nature-based and recreation event-types, which should be a key focus for Council to help strengthen and consolidate the events calendar. However, with consideration given to the location and timing of events, there are opportunities to diversify the events calendar, focusing on attracting events that attract high-yielding visitor markets (e.g. Arts and Culture, Food and Beverage).

SEASONALITY OF EVENTS

The busiest times for events are across the **Autumn** (33% of total events) and **Spring** (27%) shoulder seasons, driven by the months of April (13%), March and October (11%).

This is followed by the Summer seasons (25% of total events), with most events occurring in January (11%); while the Winter months (15%) held the lowest number of events – with the fewest events held in July (4%).

Autumn is the dominant event season, which also makes it the busiest in terms of events held and number of attendees, which is attributed to school holidays and cooler weather making outdoor and recreation events more appealing.

However, to avoid market saturation and encourage seasonal dispersal (during off-peak visitation periods), there is an opportunity to host more events during the slower winter months and/or during the shoulder months of February and September. This is key to creating a more sustainable event sector and providing greater economic and social benefits to the Shire.

EVENTS BY SIZE

The size of events, which is represented by attendance figures, is categorised according to Council's *Event Funding Program Guidelines*. The data obtained from Council shows that, on average, over half of all events (59%) attract less than 1,000 attendees, followed by medium scale of between 1,000 to 5,000 attendees (36%). However, there are very few significant events with greater than 5,000 attendees (5%).¹²

¹¹ Includes heritage events and Indigenous events,

¹² Note: the totals do not equal the average number of events as some events missing attendance data.

Therefore, there are opportunities to identify and attract more large-scale and significant events, as these events generate the greatest level of visitation, provide substantial economic benefits and help promote the region as a visitor destination. However, consideration should be given to the location and timing of these large-scale events, so they do not adversely impact resident amenity or the environment (through congestion or over-crowding).

3.3. ECONOMIC AND COMMUNITY IMPACTS

ECONOMIC IMPACT OF EVENTS

The events sector delivers significant economic benefits to the Alpine Shire as a result of increased visitation and visitor expenditure. Drawing on existing tourism data (Section 2.3), the 122,000 event visitors from outside the Shire generates an estimated **\$22.6 million in visitor expenditure p.a.¹³, which directly supports 138 jobs within the Shire¹⁴.**

When disaggregated by event type, Markets, Food and Beverage and Arts and Culture events have a greater *relative* impact in terms of output and employment *per event*, as these events typically attract high-yielding lifestyle leader visitor markets. Understanding the varying impacts of event typologies for the local economy will help shape Council's focus for future event attraction and promotion.

COMMUNITY IMPACT OF EVENTS

Events provide destinations with exposure and create community engagement, in order to enhance liveability and favourability¹⁵. The development of events can create a range of social and community benefits for the local community, including:

- **Events build communities and connect people** – Linking people through social events builds health, confidence and self-esteem, which can have significant positive impacts on both individuals and communities and strengthen their engagement and resilience. Events can also be a mechanism to deliver important messages to residents, share information and knowledge;
- **Increases community engagement** – Community events can increase community engagement through participation, as well as the use of volunteers to assist in the delivery of events.
- **Promoting diversity** – Participation in multicultural arts and culture events leads to the promotion of trust, recognition and acceptance.
- **Civic pride and cultural identity** – Events provide opportunities for individuals and groups to generate pride through public celebrations and local festivals.;
- **Contributing to the resilience of local economies** – Investment in events and required infrastructure contributes to the local economy by promoting the region as a desirable visitor destination and assists in attracting high skilled and educated workers to communities.¹⁶

However, the community benefits – whilst important – need to be measured against some of the disbenefits when considering the future management of events, particularly the **impact on resident liveability**. Tourism events, through increased traffic and pedestrian congestion, can reduce amenity and create safety issues associated with over-crowding.

Although events generally provide a positive economic and social impact, consideration should also be given to community and business needs. This will influence the future management and delivery of events.

¹³ This assumes that daytrip visitors (24%) spend an average of \$112 per person, while overnight visitors (76%) spend an average of \$208 per trip (over one night).

¹⁴ The economic impact is calculated using the input-output method (developed by REMPLAN and calculated by Urban Enterprise). This method is based on the interdependencies and relationship between industry sectors and is widely used across the public and private sector to estimate the direct and flow on economic impacts of a project or activity to an economy (using industry multipliers for Victoria).

¹⁵ Tourism and Transport Forum, 2014

¹⁶ Creative Victoria, The Arts Ripple Effect: Valuing the Arts in Communities

Alpine Shire Events Profile

NUMBER OF

107
Events p.a.

170,000
Attendees p.a.

122,000
Visitors p.a.

ONGOING ECONOMIC IMPACT

\$22.6 MILLION Visitor Expenditure

138 Jobs Created

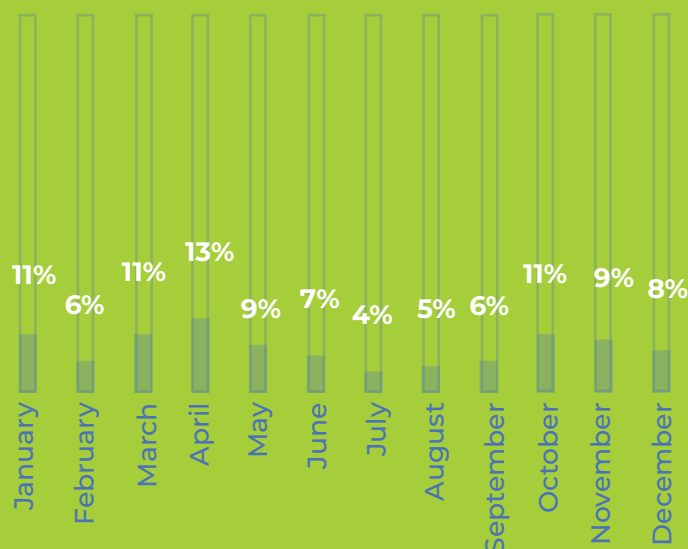
EVENTS BY LOCATION

	Number of Events	% of Total Events
Bright and Surrounds	55	51%
Myrtleford and Surrounds	20	18%
Mount Beauty and Surrounds	16	15%
Multiple	8	7%
Harrietville and Surrounds	4	4%
Dinner Plain	4	4%

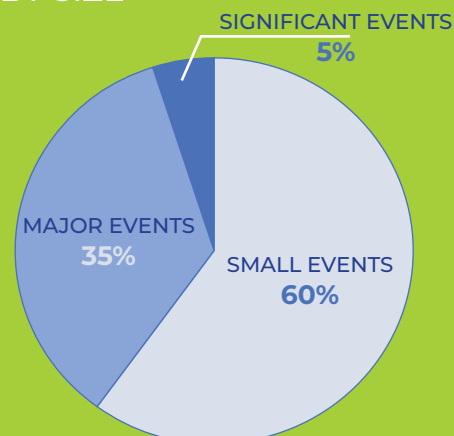
EVENT TYPE

	% of Events	% of Attendees
Sport and Outdoor Recreation	35%	34%
Arts and Culture	15%	16%
Cycling	15%	8%
Community	14%	6%
Market	12%	28%
Food and Beverage	6%	7%
Snow	3%	1%

EVENTS BY MONTH



EVENTS BY SIZE



Small Events: Up to 1,000 attendees
Major Events: 1,000-5,000 attendees
Significant Events: over 5,000 attendees

Note: the information compiled in this section is sourced from Council's event database and derived by Urban Enterprise. All data is presented as a three-year annual average from 2016-17 to 2018-19.

4. EVENT INFRASTRUCTURE

4.1. INTRODUCTION

The following provides an overview of the available facilities and infrastructure used to host tourism and community events. The information presented below is based on an audit of venues identified as currently hosting tourism and community events. This is drawn from Council's events database, supplemented by survey results and desktop research.

Note: whilst this audit is comprehensive, it may exclude smaller venues not included in Council's database.

4.2. EVENT INFRASTRUCTURE AUDIT

A snapshot of the events sector is illustrated at the end of this section, with key points to note as follows:

- A total of **69 event venues** were identified across the Shire;
- Most facilities are **outdoor venues only (35 or 51%)**, while around 40% are indoor venues. However, a further six venues can be utilised for both indoor and outdoor events; and
- **39 venues (57%) are managed by Council**, while the remaining are 'non-council' facilities (i.e. DELWP, Committees of Management, private, community organisations, not-for-profits, clubs, etc.).

EVENT VENUES BY LOCATION

The audit demonstrates that the majority of event venues and facilities are located in Bright (22 or 32%), closely followed by the Myrtleford (19 or 28%) and Mount Beauty (17 or 25%) areas. With the balance being in Harrietville, Dinner Plain and other areas.

It is important that the Bright area has a sufficient number of quality and fit-for-purpose venues to support over 50 events held across the year. With venues concentrated across Bright and Myrtleford, additional event infrastructure should be considered in other areas of the Shire to encourage event dispersal.

EVENT VENUES BY TYPE

The most common facility type (27 or 39%) is outdoor reserves, gardens or parks, comprising over one-third of the audited venues. This capitalises on the large number of outdoor recreation and nature-based events but has limitations in terms of seasonality and the cost of providing temporary infrastructure. Other popular venues include community based facilities such as halls (16 or 23%) and sporting clubs/showgrounds (6 or 9%).

Private operators of accommodation, restaurants and cafes (7 or 10%) are also responsible for hosting a number of events in the Shire. These are generally used by the community for private (and smaller) functions.

This analysis highlights gaps in conferencing facilities and purpose-built 'all-weather' venues that allows for events to occur during off-peak times, particularly the colder winter seasons, as well as night-time. There is also a lack of large-scale indoor performance venues to host one-off music concerts or festivals.

SUPPORTING VISITOR ACCOMMODATION

In order to attract overnight visitors to tourism events held within the Shire, particularly for multi-day events, there needs to be sufficient quantity and quality of accommodation. The total capacity (at a given point in time) of holiday beds and camping sites across the Shire is 25,301. However, this is concentrated around the Bright area (62%), which includes accommodation in nearby Porepunkah, reflecting the strong events calendar in this area.

It is important that there are sufficient accommodation options (and bed capacity) to attract high-yielding overnight visitors to events. Having relatively limited capacity in other towns across the Shire will impact the ability to host larger tourism events and promote visitor dispersal.

Alpine Shire Events Infrastructure

NUMBER OF EVENT VENUES



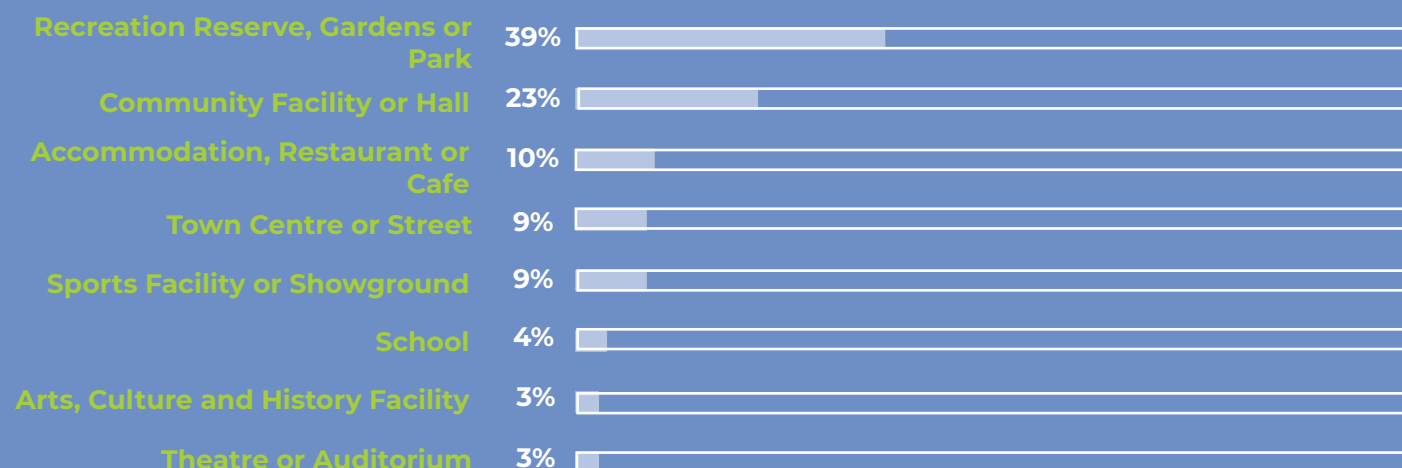
EVENT VENUES BY LOCATION

	Number of Venues	% of Total Venues
Bright and Surrounds	22	32%
Myrtleford and Surrounds	19	28%
Mount Beauty and Surrounds	17	25%
Harrietville and Surrounds	6	9%
Dinner Plain	4	6%
Other	1	1%

SUPPORTING VISITOR ACCOMMODATION

	Total Holiday Beds / Camping Sites	% of Total
Bright and Surrounds	15,660	62%
Harrietville and Surrounds	3,200	13%
Myrtleford and Surrounds	2,388	9%
Mount Beauty and Surrounds	2,289	9%
Dinner Plain	1,392	6%
Other	372	1%

EVENT VENUES BY TYPE



Note: the information compiled in this section is sourced from Council's events and accommodation database and derived by Urban Enterprise.

5. EVENT RESOURCING AND SUPPORT

5.1. INTRODUCTION

This section provides an overview of event resourcing and support for the events sector within Alpine Shire. It focuses primarily on the support provided by Council to facilitate the management and delivery of events.

The level of resourcing, and types of support provided by Council, is reviewed in subsequent sections of this Strategy to ensure alignment with the strategic needs of Council and the community.

5.2. ALPINE SHIRE COUNCIL

ROLES AND RESPONSIBILITIES

The importance of the events sector is recognised by Council in the *Council Plan 2021-2025*, which notes Council's commitment to "promote and facilitate events across the Alpine Shire" as this promotes economic growth and liveability outcomes for residents. Council plays a critical role in supporting and managing event delivery, including:

- Facilitate community groups to deliver community events;
- Facilitate groups and commercial operators to deliver small to major tourism events;
- The planning and delivery of civic events;
- Financial support via the event funding program; and
- Logistics support including waste management advice, bin supply, traffic management, etc.

This is administered and provided by the events team, which comprises 1.6 FTE in staff resources (spread across three part-time positions). The events team is supported by other areas in Council, including Facilities Asset Maintenance.

EVENT SUPPORT

The level of event funding provided by Council is shown in Table T5, which averages around \$200,000 over the past four financial years. For the most recent 2020-21 financial year (prior to the impacts of the COVID-19 pandemic and bushfires), Council approved around \$160,000 for 39 events, which includes financial sponsorship and logistics support.

T5. COUNCIL EVENT FUNDING

2017-18	2018-19	2019-20	2020-21
\$198,700	\$254,960	\$199,950	\$163,744 ¹⁷

Source: Alpine Shire Council, 2020

In order to be eligible for funding, applicants must apply through the event funding annual process and complete relevant documents as required (e.g. emergency management plan, traffic management plan, etc.).

The process for event funding is comprehensive and involves multiple stakeholders and guidelines. This process needs to be efficient and effective in order to improve the delivery of events and meet the needs of relevant stakeholders (inc. Council).

¹⁷ Council's events budget is being supplemented in the short-term by State and Federal Government recovery packages. For example, the 2020-21 events budget includes an additional \$100,000 in 2020-21 as part of the State Government 'Local Government Bushfire Recovery Funding'

5.3. STAKEHOLDER PARTNERSHIPS

In addition to Council's role, there are a range of non-Council organisations that have various levels of responsibility for operating and supporting events in the Alpine Shire. Existing key partnerships with regards to event attraction, development and funding include:

- **Tourism North-East** – Tourism North-East is the regional tourism board and provides assistance to Council in terms of product development, marketing, and promotional strategies. More specifically, Tourism North-East can work collaboratively with Council with respect to coordination of a complementary events calendar that aims to keep visitors in the region for longer and increase visitor yield.
- **Visit Victoria and Department of Jobs, Precincts and Regions** – These are the State Government bodies that administer the Regional Events Fund (REF), with Visit Victoria being a key partner in promotion and strategic planning for the tourism sector.
- **Creative Victoria** – Creative Victoria provides a range of grants targeted towards the arts sector which may be able to be accessed for arts-based events and activations in the Shire.
- **Local Tourism Organisations and industry event operators** – These groups play an important role in attracting, promoting and assisting the delivery of events. This includes business support, assisting organisers with the application process and providing amenity for attendees (e.g. accommodation, retail, food, etc.).

Council influence and support is enhanced through collaboration with relevant stakeholders that can assist in the delivery and management of events.

6. CHALLENGES AND OPPORTUNITIES

6.1. INTRODUCTION

The following summarises the challenges and opportunities for the events sector, which is used to inform the strategic event framework and strategic directions for Council. This is drawn from a combination of the background research and consultation with key community and industry stakeholders (note: the consultation process and findings are summarised in Appendix A).

6.2. CHALLENGES AND OPPORTUNITIES

Table T6 lists the key challenges facing the events sector and subsequent opportunities to improve the delivery and management of events in the Shire.

T6. ALPINE SHIRE CHALLENGES AND OPPORTUNITIES

Challenges
<ul style="list-style-type: none"> • Lack of event diversity (e.g. event type and size). • Calendar congestion during peak visitation periods creating pressure on local infrastructure. • Concentration of events in the Bright area impacting resident amenity. • Limited indoor 'all-weather' venues and spaces to hold large events. • Lack of suitable facilities and poor supporting infrastructure and accommodation. • Lack of strategic direction and policy for event delivery and planning. • Poor industry awareness of funding programs and available support. • Inconsistent process for event approvals and funding. • Mitigating the environmental impact of events. • Competing with other regional destinations for events and visitors. • No standardised assessment to measure the impact of events.
Opportunities
<ul style="list-style-type: none"> • Adopt a more consistent and effective event permit application and approval process. • Adopt a more consistent and effective event funding approval process. • Develop clear and coherent event guidelines and policy to direct the future of the events sector. • Implement a more strategic approach to event attraction in order to diversify and enhance the calendar. • Prioritise investment and advocacy to upgrade existing and develop new event infrastructure. • Encourage seasonal and geographic dispersal of events. • Spreading the economic benefits of events to smaller townships outside Bright. • Promote environmental event procedures to minimise the impact on the natural environment. • Align the events sector to the local product strengths and the regional product pillars. • Increase collaboration with industry and organisers to increase awareness and build capacity.



PART B: FUTURE DIRECTIONS

7. STRATEGIC EVENT FRAMEWORK

7.1. INTRODUCTION

This section provides a strategic framework to support event delivery and management in the Shire. The aim of this section is to set the vision, objectives and directions for the sector.

7.2. VISION

Drawing on the strategic needs of the Shire, the vision of the Alpine Shire Events Strategy is to:

Develop a sustainable events sector that generates positive economic outcomes across the Shire, aligns with community values and maintains the region's natural assets.

A sustainable events sector will ensure alignment to economic, community and environmental outcomes. Achieving this balance, by considering all three categories, is critical to ensuring the needs of relevant stakeholders are met, including Council, the community and industry.

7.3. STRATEGIC OBJECTIVES

The project vision is supported by the following key objectives, which will inform future event development. This draws on existing Council objectives and includes relevant amendments and additions based on the strategic needs of the Shire.

1. Encourage the delivery of safe, compliant and self-sustaining events.
2. Provide a clear and transparent system for determining Council event approvals and funding.
3. Support events that foster community development, engagement and contribute to health and wellbeing and align with the strategic objectives of the Council Plan.
4. Stimulate economic activity across the Shire and encourage the geographic and seasonal dispersal of events.
5. Support event visitation and promote the area as a destination to stay, explore and invest.
6. Minimise the environmental impact of events.

7.4. STRATEGIC DIRECTIONS

The following strategic directions have been developed to help Council achieve the vision and objectives for the events sector. These provide the areas of focus for the events sector and help inform the strategies and recommendations to be delivered by Council. The strategies and recommendations for each of these directions are also detailed below.

STRATEGIC DIRECTION 1: ENHANCE AND DIVERSIFY EVENTS

Enhance and diversify events, whilst maintaining sustainability in the sector, in order to achieve positive economic and community outcomes and minimise the impact on the environment.

The Alpine Shire has a strong events calendar, attracting over 100 tourism and community events annually that attracts around 170,000 attendees (including residents and visitors to the Shire). However, there remain gaps and opportunities to further enhance the sector including growing existing events, as well as attracting new and diverse events that align with the regional product pillars of the High Country.

STRATEGY 1.1: DELIVER A DIVERSE CALENDAR OF EVENTS

It is important that Council consolidates existing and supports new event types to diversify the calendar. This will ensure Council maintains its competitive advantage in the events sector, whilst also providing new recreation options for residents and attracting new visitor markets to the Shire. A diverse events calendar will include a combination of tourism, community and business events, as shown in the table below.

T7. EVENT TYPOLOGIES

Event Type	Description	Rationale
Tourism	Includes the following holiday/leisure event types: <ul style="list-style-type: none"> • Cycling. • Food and Beverage (e.g. wine and beer). • Snow. • Nature-based tourism (inc. sport and recreation). • Arts and Culture. 	These event types align with the Shire's product strengths and the Tourism North-East product pillars, which are economic drivers for the region.
Community	Includes Markets and Civic events.	These events promote community benefits and provide recreational activities for residents and visitors.
Business	Includes conferences, seminars and business retreats.	Business events attract high-yielding markets and drive off-peak/mid-week visitation.

Source: Urban Enterprise, 2021

KEY RECOMMENDATIONS

It is recommended that Council sets targets for tourism events as follows:

- **Maintain the current proportion of Nature-based events (inc. Sport and Outdoor Recreation, Snow and Cycling), which accounts for around 50% of total events. These event categories align with the Shire's competitive advantages, which includes high-quality nature-based assets and outdoor recreation activities.**
- **Increase the current proportion of Arts and Culture (15%) and Food and Beverage (5%) events to greater than 20% of total events, as these event types attract high-yielding lifestyle leader visitor markets and will promote resident amenity.**

Council will influence the number of tourism events through event approvals and funding (which is discussed in the approval and funding framework in Section 8).

STRATEGY 1.2: ATTRACT MAJOR AND SIGNIFICANT TOURISM EVENTS

The majority of events in the Shire (60%) are small/community events that attract fewer than 1,000 attendees (and a small proportion of visitors). In contrast, only 5 events p.a. (5%) are large-scale or 'significant' tourism events – mostly held in Bright – that attract over 5,000 attendees.

Attracting a higher proportion of large-scale tourism events is a key action as this will support the events sector, attract visitors and generate significant economic benefits to the Shire. However, consideration needs to be given to the location (to avoid overcrowding) and timing (to avoid calendar congestion) of these events.

KEY RECOMMENDATIONS

- **Council adopts the recommended event categories (see approval and funding framework in Section 8).**
- **Council facilitates and/or advocates for an increase in the proportion of large-scale or significant tourism above the existing proportion of 5%. This includes consideration of event permitting and funding conditions outlined in Section 8.**

STRATEGY 1.3: INCREASE COLLABORATION WITH THE ALPINE RESORTS

The Alpine Resorts – Falls Creek and Mount Hotham – provide a substantial contribution to regional events, particularly outdoor and cycling events, which are typically held in off-peak winter months. This provides an opportunity for Council to leverage the benefits from these events and collaborate with the resort management boards (RMB) to:

- Link existing outdoor recreation and cycling events in the resorts to surrounding towns within the Shire (e.g. Alpine Classic);
- Attract new events that incorporate both the resorts and destinations within the Shire; and
- Ensure events are coordinated across jurisdictions to avoid duplication and congestion, ensuring the benefits are maximised (for Council and RMB).

This will help promote dispersal of events to other towns, and across off-peak periods, promoting economic benefits to the Shire.

KEY RECOMMENDATION

Collaborate with the Alpine Resorts RMB to coordinate events across jurisdictions.

STRATEGIC DIRECTION 2: DELIVER IMPROVED EVENT FACILITIES AND SUPPORTING INFRASTRUCTURE

Improve the variety and quality of event infrastructure, including indoor and outdoor venues to provide for a diverse range of events.

Improvement in event infrastructure is needed to support the project vision and strategic needs of the Shire. More specifically, the current stock of event infrastructure is a barrier to event development due to:

- The quality and suitability of existing facilities and supporting infrastructure;
- A lack of venues across the Shire (outside Bright), which restricts the dispersal of events to other townships;
- A lack of contemporary indoor venues, which prevents many events from being held during off-peak winter months in 'all-weather' facilities; and
- A lack of contemporary large-scale accommodation across the Shire to support visitor capacity for large tourism events and encourage overnight stays to multi-day events.

In addition, the existing stock requires ongoing improvement to ensure it is fit-for-purpose and meets the needs of residents and visitors. As a result, strategic investment in existing and new event infrastructure is needed to address these barriers and support the sustainable growth of the sector.

STRATEGY 2.1: IMPROVE EXISTING EVENT INFRASTRUCTURE

Ongoing issues with existing infrastructure are impacting the delivery of events in the Shire. It is critical that Council supports the improvement of infrastructure by ensuring venues are fit-for-purpose, adequate facilities are available, and consideration is given to environmentally sustainable design (e.g. energy efficiency, water usage, etc.).

This includes improvements to both indoor and outdoor venues in terms of safety (e.g. fencing), amenities (e.g. toilets, water, lighting), waste management and accessibility. Improving the existing stock of event infrastructure will enhance the experience for attendees, reduce set-up costs for organisers and attract new events to the Shire.

KEY RECOMMENDATION

Complete a detailed quality audit of existing event infrastructure (both Council and non-Council owned) across the Shire and identify/prioritise infrastructure improvement requirements.

STRATEGY 2.2: PROMOTE UTILISATION OF EVENT INFRASTRUCTURE

The consultation found that existing infrastructure used for events is underutilised. In addition, many organisers are unaware of the available venues or facilities within the Shire that could be used to help deliver events.

To overcome this issue, Council is developing a **venue directory** that will provide an overview of Council venues and facilities across the Shire. The directory will be supported by a **facilities module** that provides an online booking system for Council-owned facilities and venues.

Implementing and publishing this directory (and facilities module) is a key action that could support event delivery for existing organisers and attract new events to the Shire. To increase the effectiveness of the directory, specific facilities information for different event typologies should also be included (e.g. wedding venues, indoor arts and cultural venues, sport and outdoor recreation facilities, conference venues, etc.).

KEY RECOMMENDATIONS

Finalise the delivery of the venue directory and facilities module to become a guide for:

- **Existing organisers by helping source and book appropriate equipment (e.g. lighting, seating, etc.); and**
- **Prospective organisers looking to deliver a new event in the Shire, by listing the relevant event infrastructure and venues that can be utilised.**

STRATEGY 2.3: DEVELOP NEW STRATEGIC EVENT INFRASTRUCTURE

The infrastructure audit identified several events infrastructure gaps in the Shire, including location of venues, the need for more indoor venues and provision of dedicated outdoor venues with appropriate supporting infrastructure.

These gaps are key barriers to event development, as well as improving the sustainability of the sector. Therefore, it is vital that Council supports development of event infrastructure in strategic locations, which will require a combination of private and public investment. This includes the following opportunities that were identified as a result of the infrastructure audit and consultation outcomes.

1. A dedicated outdoor events space in Mount Beauty.

- Investigate the potential to develop purpose-built infrastructure at an existing outdoor venue in Mount Beauty. This could include provision of built infrastructure (e.g. lighting, toilets, amphitheatre, etc.) to support ongoing event delivery in the township.
- Encouraging outdoor events in Mount Beauty aligns with the area's unique setting and natural assets. These works would help facilitate additional events in the township (inc. existing and new events) and support event dispersal outside of Bright.

2. Development of a contemporary conferencing and business events venue

- This will support the attraction of the high-yielding business market – through conferences and business events – which will help generate economic outcomes sustainably, as this market typically drives off-peak visitation (e.g. mid-week and/or winter).
- To ensure sufficient capacity and support overnight stays, this venue should include supporting accommodation in an integrated facility. A contemporary facility that provides a high level of amenity and aligns with the Shire's unique strengths (e.g. nature) will help attract the metropolitan business market.

3. Support the development of a large-scale indoor venue

- A large-scale indoor and 'all-weather' facility is needed in the Shire to:
 - Facilitate the attraction of large and diverse event types that are impacted by inclement weather (e.g. arts and culture, food and beverage events);
 - Allow (new and existing) events to occur during off-peak winter months; and
 - Support night-time events in the Shire, which could stimulate the night-time economy.

4. Promote investment into high-quality visitor accommodation

- In order to support large tourism events across the Shire and attract high-yielding visitor markets, new and contemporary branded visitor accommodation is needed. This could include a well-recognised accommodation brand such as Accor, Vibe, Quest, etc.
- Development of large and high-quality accommodation will increase the value of the visitor economy (by generating yield) and enhance the visitor experience (inc. event visitors).
- This is also recognised as a key opportunity in the *Alpine Shire Economic Development Strategy* to help support the tourism industry.

KEY RECOMMENDATIONS

- **Support the development of new strategic event infrastructure through the preparation of a feasibility study and/or investment prospectus, highlighting preferred locations, the financial/economic benefits and identifying potential funding sources.**
- **To attract accommodation investment:**
 - **Complete an accommodation audit to identify the gaps in commercial accommodation, focusing on large scale and high-quality facilities;**
 - **Investigate potential locations for suitable accommodation, including in the key towns of Bright, Myrtleford and Mount Beauty; and**
 - **Prepare a feasibility study that investigates the viability of visitor accommodation, as well as a prospectus, to attract private investment.**

STRATEGIC DIRECTION 3: SUPPORT EVENT DELIVERY AND MANAGEMENT

Provide efficient and effective support to improve the sustainability of the events sector and enhance the delivery and management of events in the Shire.

Council's ongoing commitment to support the events sector includes facilitation of community events, overseeing the application process as well as supporting the industry through ongoing training and funding.

However, as the strategic needs of the Shire evolves, and the economic landscape changes in response to the COVID-19 and bushfire 'shocks', the level of Council support should adapt accordingly.

This will be reflected in the types of support and use of resources provided by Council, to ensure the expectations of community and industry stakeholders are met. Within all this, Council's focus should be on delivering more efficient and effective support and ensuring the sector has adequate resources and assistance to deliver events.

STRATEGY 3.1: DEVELOP AN ALPINE SHIRE EVENTS POLICY AND EVENTS MANAGEMENT PROCEDURE

An overarching Events Policy will help establish Council's guidelines and values for the events sector. This is a critical document that will provide clarity for community, Council and event organisers to:

- Enable consistent delivery and management of events; and
- Ensure the events sector aligns with the strategic needs of the Shire.

An events policy is a key policy document to help achieve Council's **vision** and provide **strategic direction** to ensure the events sector balances community, economic and environmental outcomes. An indicative guideline for what the policy will include, based on the specific needs of the Shire, is outlined in Table T8 (note: the policy will include and be informed by the *Event Management Procedure* currently being developed by Council to achieve consistent project management practices).

T8. ALPINE SHIRE EVENTS POLICY RECOMMENDATIONS

Table of Contents	Description/Examples
1. Purpose	<ul style="list-style-type: none"> • To outline the key <u>principles</u> and <u>values</u> of events in the Shire. • To provide <u>direction</u> for the delivery and management of events.
2. Definitions	<ul style="list-style-type: none"> • Definitions for event types and event categories.
3. Scope of Policy	<ul style="list-style-type: none"> • Policy inclusions/exclusions.
4. Event Policy	<ul style="list-style-type: none"> • Strategic Objectives. • Roles and Responsibilities (Council, Organisers, etc.). • Event Management Procedure (under development). • Decision-Making Framework (e.g. approvals and funding criteria). • Environmental Guidelines and Practices. • Relevant Legislation and Compliance. • Administrative Requirements (e.g. fees and rates).
5. Policy Review	<ul style="list-style-type: none"> • Outline date and schedule of ongoing policy reviews.
Other/Appendices	E.G. Annual event budget, listing funded events, Events calendar, etc.

Source: Urban Enterprise, 2021

KEY RECOMMENDATIONS

Develop an Alpine Shire Events Policy and Events Management Procedure that is used by Council to:

- **Outline a consistent and transparent approach to event delivery and management;**
- **Improve decision-making and provide clear parameters to guide the event approvals process (see approval and funding framework in Section 8); and**
- **Provide the community and organisers with an understanding of Council's vision and objectives.**

STRATEGY 3.2: ESTABLISH NEW EVENT FUNDING CRITERIA AND FUNDING ALLOCATIONS

The recommended funding criteria and funding allocations for different event tiers is detailed in the approval and funding framework in Section 8. This is based on a review of the *Alpine Shire Event Funding Program Guidelines* (2020-21) and is intended to align the funding framework with the event sector vision and objectives.

Development of more consistent and quantifiable criteria will improve the efficacy and transparency of the funding process and will be a core component of future event policies. This is a key requirement to better support delivery of events that have received Council approval and are seeking Council funding.

The proposed funding allocations for each tier will streamline the funding process for Council, whilst maintaining the current (and recommended) level of financial support (i.e. average of \$200,000 p.a.). This will allow Council to continue the strategic growth of the events calendar and use its existing funds more efficiently to meet the long-term needs of the Shire. This will also allow for more discretionary use of Council funds to attract large tourism events.

KEY RECOMMENDATION

- **Establish and implement new funding criteria and funding allocations for each event category (see approval and funding framework in Section 8).**
- **Include the new funding criteria/allocations as part of future Council events policies.**

STRATEGY 3.3: BUILD INDUSTRY CAPACITY

To help improve industry capacity and capability, Council needs to enhance its level of industry support, including ongoing training, mentorship and support tools/resources provided to industry. This is a key role for Council to help grow the skillset of organisers, ensure events are managed safely and successfully and promote the delivery of financially self-sustaining events.

More specifically, industry requires the following levels of support from Council, which could be best provided through the development of an online **toolkit** focusing on:

- Information relating to risk and emergency management procedures;
- Supporting documentation/permit application requirements and relevant contacts;
- Environmentally-friendly and waste management practices (and checklist);
- Building awareness of the funding programs and support available to organisers;
- Writing grant applications and securing sponsorships;
- Marketing events; and
- Creating a budget.

KEY RECOMMENDATION

- **Establish a toolkit for current and potential event operators.**
- **Deliver the toolkit through ongoing video tutorials/FAQs; workshops, and recorded event management workshops.**

STRATEGY 3.4: IMPROVE THE EFFICIENCY OF THE APPROVALS PROCESS

Consultation with industry identified the need for Council to improve the efficiency of the approvals process, making it easier for existing and new operators to apply for (and receive) approvals. As mentioned above, Council is working towards improving the consistency of the approval process through the development of an *Event Management Procedure*. This will be supported with the upcoming rollout of the *Alpine Events Permit Module* (in progress), which is an online system to make it easier for Council and organisers to view, manage and report on event permits.

The successful completion of the procedure document and implementation of the online module – including training both Council and industry to use it effectively – is crucial to improving the efficiency of the approvals process. This will provide consistency in event management and help facilitate the delivery of compliant events.

KEY RECOMMENDATION

Completion and delivery of the *internal* Event Management Procedure and the online Events Permit Module to improve the efficiency of the approval process.

STRATEGY 3.5: SUPPORT INDUSTRY AWARENESS OF EVENTS

Increasing awareness of upcoming events to industry will encourage collaboration and provide opportunities for businesses within the hospitality sector (inc. retail, food services, accommodation) to support events.

Council has the opportunity to facilitate this through a range of measures, including:

- Provision of a seasonal calendar of upcoming events to relevant businesses in the hospitality industry;
- A more comprehensive online calendar of events provided on Council's website;
- Ongoing industry communication (e.g. email to relevant businesses within Council's CRM database); and
- Scheduled workshops/information sessions for businesses at key points throughout the year (i.e. quarterly).

This would help increase the level of industry support (inc. servicing visitors) and contribute to the success of tourism events.

KEY RECOMMENDATION

Adopt and implement measures to increase industry communication and enhance awareness of events.

STRATEGY 3.6: REVIEW EVENT STAFFING RESOURCES

To deliver this Strategy and improve the delivery and management of events, Council must perform a range of tasks, including industry support, facilitating event approvals, assessing funding applications and reviewing funding criteria.

Therefore, to deliver the recommendations adopted in this document, Council may need to engage additional temporary staffing resources. This ensures there are sufficient resources for event attraction, as well as assisting industry with event delivery and management.

KEY RECOMMENDATION

- **Review staffing requirements to achieve the recommendations and actions identified in this Strategy.**
- **Engage additional staffing resources on an 'as needs' basis.**

8. EVENT APPROVAL AND FUNDING FRAMEWORK

8.1. INTRODUCTION

An event approval and funding framework was developed by Council to help achieve the strategic objectives, strategies and outcomes identified in the Strategic Events Framework (Section 7). This section helps form Council's policy in permitting and funding future events in the Alpine Shire (to be implemented from 1 July 2022) and is a key lever for Council to improve event delivery and management.

This includes an overview of event categories, permitting conditions and funding conditions to ensure each proposed new event aligns with agreed objectives and outcomes for the events sector.

8.2. IDENTIFIED EVENT IMPACTS AND CONSIDERATIONS

To help determine the most appropriate categorisation for each event, the anticipated *social*, *environmental* and *economic* impact of the event will be identified, and the potential beneficial and detrimental impacts of the event will be considered.

Key considerations include but are not limited to those listed in Table T9.

T9. EVENT IMPACTS AND CONSIDERATIONS

Impact Type	Considerations
Social impact	<p>Beneficial:</p> <ul style="list-style-type: none"> Extent to which the local community participates in or spectates at the event, and the opportunities this brings for improved social cohesion and community development. Degree of community consultation and engagement of the local volunteer base in the planning and delivery of the event. Contribution of the event towards the objectives of Council's Municipal Public Health and Wellbeing Plan. <p>Detrimental:</p> <ul style="list-style-type: none"> Impact on the free flow of vehicular and pedestrian traffic through the CBDs of our major towns and on key arterial roads, resulting in increased emergency response times and reducing accessibility for residents and visitors. Risk factors associated with the event including alcohol consumption and associated antisocial behaviour. Monopolisation of key public open spaces by event infrastructure to the detriment of informal family events and other social gatherings.
Environmental Impact	<p>Beneficial:</p> <ul style="list-style-type: none"> Demonstration of commitment to best practice in sustainable event management/sustainable tourism. <p>Detrimental:</p> <ul style="list-style-type: none"> Poor practices around waste separation at events. Littering. Use of single use items and plastic. Increased incidence of free-camping and associated waste-management issues when managed accommodation is at capacity.
Economic Impact	<p>Beneficial:</p> <ul style="list-style-type: none"> Economic input to Alpine Shire businesses. Capacity to drive increased visitation, particularly overnight and off-peak. Profile, brand alignment and marketing reach of the event. <p>Detrimental:</p> <ul style="list-style-type: none"> Costs associated with event impact on Council infrastructure and open spaces.

Source: Alpine Shire Council, 2021

8.3. EVENT CATEGORISATION AND PERMITTING CONDITIONS

Based on event impacts and considerations (described above), as well as a range of other identified characteristics, events will be categorised as *Signature, High Impact, Medium Impact, Low Impact* and *Private – Low Impact*.

The following guidelines and conditions (see Table T10) will be applied to establish the event category and determine whether an event fulfils the minimum requirements to be permitted to proceed. Event organisers will be required to nominate – within their event application – the category within which they consider their proposed event best fits, and the basis for this assessment. Council will retain the discretion to reallocate events to a different category from that which was applied under.

T10. EVENT CATEGORISATION AND PERMITTING CONDITIONS

Event Type	Key Characteristics	Permitting Conditions
Signature Event <i>One-off event likely to exceed 6,000 attendees</i>	<ul style="list-style-type: none"> • Are events of International or National significance • Generate state-wide, national and/or international publicity • Capacity to attract, interstate and international visitation • An event that has potential to have significant social, environmental and economic impact for the community (refer Table T9). • The event requires complex road closures and/or traffic management. May also include large infrastructure builds. • Expected to be a one-off event • Event attendance likely to exceed 6,000 people 	<ul style="list-style-type: none"> • Subject to a resolution of Council or decision taken under CEO delegation as appropriate.
High Impact Event <i>Event exceeding 6,000 attendees</i>	<ul style="list-style-type: none"> • Are events of National or State significance • An event that has potential to have significant social, environmental and economic impact for the community (refer Table T9). • The event requires complex road closures and/or traffic management. May also include large infrastructure builds. • Typically contributes greater than \$5million into the local and regional economy. • Event attendance exceeding 6,000 people including a large proportion of interstate visitation. 	<ul style="list-style-type: none"> • Applications must be received minimum of 6 months prior to the date of the planned event • Not permitted over public holiday weekends • Not permitted to run in a township CBD over school holidays if road closures required. • Not permitted to run in Howitt Park and/or Centenary Park in Bright. • Mandatory referral to Risk Assessment Panel

Event Type	Key Characteristics	Permitting Conditions
Medium Impact Event <i>Event exceeding 1,000 attendees</i>	<ul style="list-style-type: none"> Are events of State or Regional significance An event that has potential to have considerable social, environmental and economic impact for the community (refer Table T9). The event requires: some road closures and/or traffic management to change traffic conditions. Typically contributes greater than \$1million into the local economy. Event visitation exceeding 1,000 people with the potential to attract interstate visitation but primarily attended by intrastate visitors 	<ul style="list-style-type: none"> Applications must be received a minimum of 12 weeks prior to the date of the planned event. Applications for events anticipating 2,000+ people must be received a minimum of 6 months prior to the date of the event. Not permitted in CBD over school holidays or public holiday weekends if road closures required Not permitted in Howitt Park and/or Centenary Park in Bright (if patronage exceeds 500 people at a time). Discretionary referral to risk assessment panel.
Low Impact Event <i>Event attracting up to 1,000 attendees</i>	<ul style="list-style-type: none"> Are events of Regional or Local significance An event that has reasonable social, environmental and economic impact for the community (refer Table T9). The event requires: no road closures but may require some changed traffic conditions (e.g. reduced speed) Visitation up to 1,000 people with the potential to attract interstate visitation but primarily attended by intrastate visitors. 	<ul style="list-style-type: none"> Applications must be received minimum of 6 weeks prior to the date of the planned event Not permitted in a township CBD over school holidays or public holiday weekends if road closures required Not permitted in Howitt Park and/or Centenary Park in Bright (if patronage exceeds 500 people at a time).
Private – Low Impact Event <i>Event attracting up to 200 attendees</i>	<ul style="list-style-type: none"> An event that has low impact on community amenity and Council managed land The event does not impact traffic conditions, does not require portable toilets or trailers, and there are no food or alcohol sales. Could be a wedding, family celebration etc. Visitation of 50 to 200 people 	<ul style="list-style-type: none"> Applications must be received a minimum of 10 working days prior to the date of the planned event.

Source: Alpine Shire Council, 2021

8.4. EVENT FUNDING

The following criteria will be applied to applications when assessing levels of funding for permitted events. This assessment is independent to the event permitting process and determines an event's eligibility for funding only. Weightings for each of the criteria will be included in the annual Event Funding Guidelines. Event organisers must comply with Council's event funding application process and associated timeframes, including provision of all required documentation by the timelines specified.

This process designates funding for permitted events according to '*Tiers*', which are based on specific criteria and determine the maximum level of funding that can be provided. This tiered system provides flexibility for the range of event types (i.e. high/medium/low impact) to receive different levels of funding based on meeting certain criteria, which also distinguishes between a 'tourism' or 'community' event (where relevant).

Table T11 (overleaf) details the eligibility criteria and funding allocations for each Tier, which will be applied to funding applications to determine the level (and duration) of funding.

T11. EVENT FUNDING ELIGIBILITY CRITERIA

Tier	Determining Criteria	Funding
Signature Events	<ul style="list-style-type: none">• Likely to be a one-off major tourism event with the capacity to attract intrastate, interstate and/or international visitation• Of international or national significance• Delivers substantial community, economic and tourism benefits• Generates state or national profile for the region	<ul style="list-style-type: none">• Subject to a resolution of Council or decision taken under CEO delegation as appropriate.
Tier 1	<ul style="list-style-type: none">• A large-scale tourism event• Event has the capacity to attract intrastate and interstate visitation• Of national or state significance• Delivers significant social, economic, environmental and/or cultural-wellbeing outcomes	<ul style="list-style-type: none">• The maximum funding (cash sponsorship plus the monetary value of logistics support) will not exceed \$10,000 provided for up to 3 years• Cash sponsorship will be offered to events being delivered over school holidays or over public holiday weekends where they encourage tourism dispersal to areas outside of Bright
Tier 2	Medium to large scale events that offer one or more of the following attributes:	
	<p><u>Tourism Events:</u></p> <ul style="list-style-type: none">• Have the capacity to attract interstate and intrastate visitation but primarily appeals to local audiences (from North-East Victoria).• Are of regional significance• Provide economic and environmental outcomes• Sustainability Actions	<p><u>Community Events:</u></p> <ul style="list-style-type: none">• Events that celebrate local identity and culture and provide a range of community benefits including participation, wellbeing and community connectivity• Offers opportunities for community engagement and connectivity• Participation opportunities for local groups• Sustainability Actions• Offers community health and wellbeing through participation
Tier 3	<ul style="list-style-type: none">• Smaller-scale community events that offer one or more of the following attributes:• Event may attract intrastate visitation (from North-East Victoria) but are primarily focussed on local community.• Events that provide community benefit including participation, wellbeing and community connectivity• Events for special interest groups.	<ul style="list-style-type: none">• The maximum amount of funding (cash sponsorship plus the monetary value of logistics support) will not exceed \$2,000

Source: Alpine Shire Council, 2021

APPENDICES

APPENDIX A CONSULTATION PROCESS AND OUTCOMES

OVERVIEW

To inform development of the Strategy and future directions for events, extensive stakeholder engagement has been undertaken to ensure that the strategy reflects community values meets stakeholder expectations. The engagement approach included a combination of:

- Workshops with a community reference group and two business and event organiser reference groups (over two phases – project commencement and discussion paper);
- Meetings with key government, Council and industry stakeholders to help inform the project vision and objectives;
- Listening posts with community members; and
- Surveys of community representatives and event organisers, including:
 - 86 responses from the community survey, representing a cross-section of residents, to identify community aspirations and key issues facing the community in relation to events; and
 - 37 responses from event organisers to identify issues facing the events sector and opportunities for event enhancement and development.

The following provides a summary of the key consultation outcomes, focusing on the issues and opportunities raised by the community, local industry and event organiser stakeholder groups.

Please note: the information in this section is a summary of the key points raised, which were obtained from detailed meeting minutes and survey findings.

COMMUNITY FEEDBACK

The events calendar

Residents see the events calendar as too congested, with a number of events held over consecutive weekends – particularly in Bright – and causing overcrowding of town centres (and reducing amenity). As such, locals tend to avoid towns hosting large tourism events, as local infrastructure (i.e. roads) and services are overwhelmed by visitors from outside the region.

The general view is that the events sector is driven by the pursuit of economic benefits, rather than community/social benefits. As such, more balanced support is required to provide positive impacts for residents.

This is supported by the community survey results, with 77% of respondents believing that the events sector has a negative impact on the community, including overcrowding, waste, noise pollution and environmental impacts.

Disperse events geographically and seasonally

Events are seen as too heavily concentrated within the Bright area, particularly over weekends, leading to significant congestion issues.

The community wants to disperse (or relocate) more tourism and community events across the Shire so that other local economies and communities can experience the benefits – and at the same time alleviating overcrowding in Bright.

Whilst recognising that majority of events need to be held over weekends, it was identified that:

- Fewer events should be held over long weekends/public holidays, as these times already attract a significant number of visitors; and

- More events need to be rescheduled to traditionally 'slower' months, such as winter and during school term, to facilitate year-round visitation.

Event infrastructure

The quantity and quality of event facilities and venues was raised as an issue, particularly the availability of indoor (i.e. all-weather) venues, the lack of large scale event venues and poor quality of existing facilities (e.g. toilets, lighting, etc.). In particular, sufficient lighting is needed to allow for night-time events in the Shire, which could stimulate the night-time economy and grow the potential economic benefits.

However, this was balanced with the potential negative impact of developing more (and larger) venues, which could contribute to increased congestion of towns. As such, the development of infrastructure needs to consider the community impact.

Many survey respondents listed Pioneer Park and other outdoor spaces (e.g. town centres, Mount Buffalo) as key venues that drive events, while no key indoor venues were identified.

Issues and Barriers to Event Development

When asked to identify the key barriers to a thriving event industry in the Shire, the following issues were raised (in order of frequency):

- Lack of funding for events (or in-kind support);
- Lack of suitable facilities/venues; and
- Poor marketing and promotion of events.

Council Support

In general, the community recognises that Council provides sufficient support to the events sector, with 37% of respondents listing Council's performance as positive (Extremely well or Very Well).

However, around 25% of responses were negative, arguing that Council does not provide enough support to deliver and manage events.

In terms of improving this level of support and developing the event sector, many residents identified the need for Council to:

- Improve communication and consultation with community;
- Adopt a more strategic focus to the events calendar that balances tourism and liveability; and
- Increase the focus on community and grassroots events.

Other key points raised by the community includes:

- More diversity in the types of events is required to meet resident demand, particularly food and beverage, as well as arts and culture events;
- There is a lack of event promotion and communication to residents, leading to poor awareness of local events occurring across the Shire;
- The environmental cost of events also needs to be considered, particularly the impact on waste and open spaces; and
- Although the Shire hosts several significant events, there is potential to attract more of these 'iconic' events, particularly cycling events that leverages the cycling assets of the region.

BUSINESS AND EVENT ORGANISER FEEDBACK

Following engagement with local businesses and event organisers, the following feedback was provided.

Event support and resources

Event organisers identified the need for additional support from Council and other organisations (e.g. Tourism North-East) to facilitate the delivery of events, particularly in response to the impacts of the bushfires and COVID-19 pandemic. This includes:

- Clear direction and leadership that provides guidance for organisers to safely run events in response to social distancing restrictions;
- A consistent and effective funding structure that supports the continuation of existing events and allows new events to become established;

- A more streamlined approvals process, which currently requires multiple application forms from different organisations. Organisers felt that more guidance is also needed to navigate this process, and that the process should be simple and easy to follow;
- Improvements in communication between event organisers and Council, which could be facilitated through a centralised directory of resources/guidelines;
- Greater collaboration between event organisers, to avoid event duplication, expand the support network and identify opportunities for local businesses to support event visitation; and
- More coordinated marketing and promotion of key events in the region – using both traditional and social media platforms.

Despite these areas for improvement raised, majority of survey respondents (79%) felt that Council provides a supportive role for the events sector.

In terms of resources, most event organisers (69%) obtain outside (i.e. non-Council) funding to help run the event, particularly private sponsorship. This indicates that the current level of Council funding (or in-kind support) may need to be reviewed to ensure sufficient resources are provided to deliver events.

Event infrastructure provision

Event organisers found that the general quality of event infrastructure and facilities requires improvement (in terms of capacity, outdated facilities, etc.), and that an infrastructure audit is needed to identify gaps and areas for improvement.

It was also recognised that there is variability in the level and quantity of event-related infrastructure across the Shire, which affects the ability of smaller towns to host events. This includes appropriate venues (e.g. all-weather), amenities (e.g. lighting, toilets) and supporting infrastructure (e.g. accommodation/transport) – each of which is needed to host tourism events; attract visitors and promote visitor stays in the region.

This results in majority of tourism events being held in larger towns such as Bright and Myrtleford, whilst smaller towns such as Mount Beauty are limited in

the ability to host large events (or multiple events at the same time). This has flow-on effects to local economies, as it constrains the level of event visitation and visitor expenditure.

As such, many event organisers found that the lack of suitable indoor facilities (21% of respondents) and the lack of suitable outdoor facilities (5% of respondents) as key issues facing event development in the Shire.

In addition, a lack of high quality visitor accommodation was identified as a barrier to support large-scale tourism events, as well as multi-day events, which constrains the level of visitation.

Issues and barriers to event growth

When asked to identify the barriers to a thriving event industry, the following key points were raised (in order of frequency):

- Financial resourcing and funding (inc. accessing funding);
- Marketing and promotion costs;
- Lack of suitable facilities; and
- Government regulation, including obtaining relevant approvals from Council (and other organisations).

More specifically, when addressing the issue of accessing Council funding or in-kind support, most organisers were either: not aware of the availability of funding; or the application process was too onerous.

These issues identified by event organisers are focused on funding and finance and should be addressed by Council to alleviate some of the key barriers to event development.

Event development opportunities

In terms of the potential to develop and grow the sector, around 70% of event organiser responses had not planned on running any new events in the near future. This could be attributed to the uncertainty surrounding the tourism industry, following the bushfires and impact of COVID-19.

However, many potential significant events were identified as a possibility to be hosted in the Shire, particularly sport and recreation events that leverages the region's natural assets and aligns to existing product strengths.

Use of volunteers

Volunteers are seen as a crucial component of event delivery, with 94% of survey respondents utilising volunteers to support events. In some cases this included upwards of 100-150 volunteers per event.

However, it was agreed that the sector in general could better utilise volunteer support, including:

- A central directory of volunteers that could be accessed by organisers;
- Council developing a volunteer register; and
- Council promoting the benefits of increased volunteerism, such as improving community engagement, connections, etc.



Alpine Sport and Active Recreation Plan



2021-2033

Disclaimer

The information contained in this report is intended for the specific use of the within named party to which it is addressed ("the communityvibe client") only. All recommendations by communityvibe are based on information provided by or on behalf of the communityvibe client and communityvibe has relied on such information being correct at the time this report is prepared. communityvibe shall take no responsibility for any loss or damage caused to the communityvibe client or to any third party whether direct or consequential as a result of or in any way arising from any unauthorised use of this report or any recommendations contained within.

Draft Report Date: October 2021

Prepared by



Funded by:



This plan has been jointly funded by the Victorian State Government in partnership with Alpine Shire Council.

Wendy Holland

Director

Communityvibe

PO Box 421

Strathdale Vic 3550

Ph: 0438 433 555

E: wendy@communityvibe.com.au

W: www.communityvibe.com.au

Contents

1.0 Executive Summary.....	1
2.0 Introduction	5
2.1 Purpose of the Plan	5
2.2 Alpine Shire	5
2.3 Methodology.....	7
2.4 Recent achievements and works under-way.....	7
3.0 Sport and active recreation benefits	8
4.0 Sport and active recreation trends	9
5.0 Planning framework.....	12
5.1 Vision.....	12
5.2 Planning principles	12
5.3 Four Pillars and objectives	12
6.0 People	13
6.1 Alpine Shire residents	13
6.2 How much physical activity do people need to do?	15
6.3 Victorian participation rates in physical activity	16
6.4 Adult physical activity participation rates in Alpine Shire	17
6.5 What activities would local residents like to do	18
6.6 Barriers to participation.....	19
6.7 Council role	20
6.7.1 Activate places and spaces	22
6.7.2 Improve accessibility.....	23
6.7.3 Provide and promote free / low-cost sport and active recreation opportunities	23
6.7.4 Increase female participation	24
6.7.5 Support volunteers	24
6.7.6 Improve information.....	25
7.0 Places	26
7.1 Existing places and spaces	26
7.2 Issues and opportunities	29
7.2.1 Facility audit observations	29
7.2.2 Community demand for places and spaces	29
7.3 Key directions.....	31

7.3.1 Aquatics.....	31
7.3.2 Footpaths and shared trails	31
7.3.3 Murray to Mountains Trail.....	31
7.3.4 Play spaces	32
7.3.5 Public toilets.....	32
7.3.6 Environmental sustainability	32
7.3.7 Impact of climate change.....	33
7.3.8 Sport and recreation facilities incorporating Municipal Emergency management.....	33
7.3.9 Pioneer Park (Bright) Master Plan	35
7.3.10 Dinner Plain Village Master Plan.....	35
7.3.11 Mount Beauty Sports Precinct Master Plan.....	35
7.3.12 McNamara Recreation Reserve (Myrtleford) Master Plan.....	36
7.3.13 Sport and recreation facility improvements.....	36
8.0 Partners.....	37
8.1 Sport and active recreation clubs	37
8.2 DELWP and Parks Victoria.....	39
8.3 Alpine Health and Gateway Health.....	39
8.4 Sport North East and State Sporting Associations	40
8.5 Schools	40
8.6 Private sector	41
8.7 Neighbouring Local Government Authorities	41
9.0 Processes.....	42
9.1 Tools, policies, strategies and procedures.....	42
9.1.1 Community Directory.....	42
9.1.2 Asset Database.....	42
9.1.3 Other tools	42
9.1.4 Action Plan	43
9.2 Implementation and evaluation	43

1.0 Executive Summary

Alpine Shire is blessed with an abundance of beautiful outdoor settings where both local residents and visitors enjoy cycling, hiking, kayaking, skiing, horse riding, swimming, paragliding, running, fishing, dragon boat racing and many other active recreational pursuits. It also features a diversity of sporting facilities and community spaces, providing opportunities for activities such as basketball, yoga, tennis, AFL football, netball, skate boarding, dancing, lawn bowls, croquet, cricket, gymnastics, bocce, soccer, golf and baseball.

Alpine Shire Council recognises the significant benefits that can be achieved through participation in sport and active recreation, including improved physical and mental wellbeing, the development of strong social connections, increased demand from local businesses to supply goods and services and greater appreciation of the natural environment. The provision of inclusive, accessible and diverse sport and active recreation pursuits also enhances liveability and has definitely played a role in attracting new residents to move to Alpine Shire to live.

This Sport and Active Recreation Plan provides a strategic framework to guide Council's investment in sport and active recreation over the next 12 years to ensure that its resources have the greatest impact on positively contributing to the health and wellbeing of the community and promoting liveability and social connections.

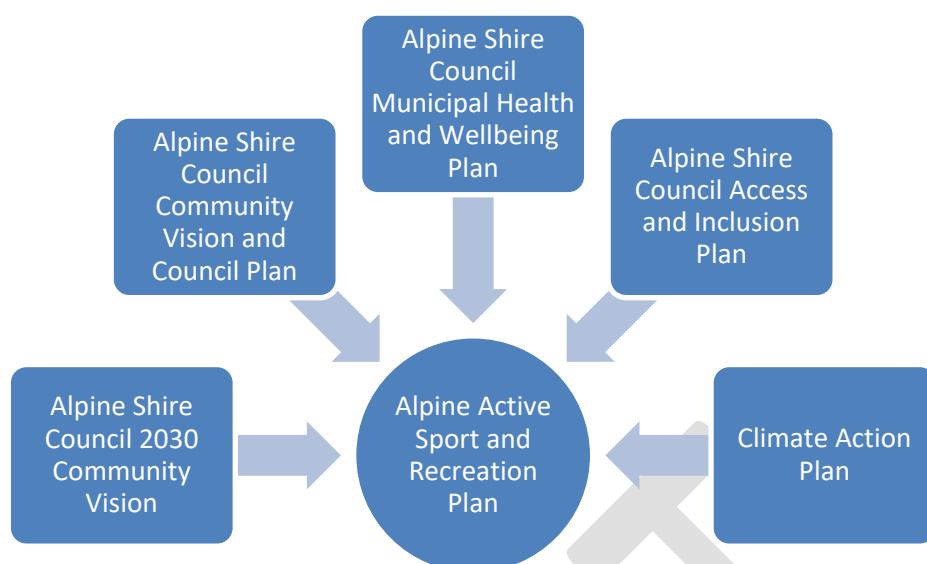
Alpine Shire Council is also mindful of some of the challenges that it is currently facing and may continue to experience over the next 12 years. These challenges include:

- a high percentage of people who are overweight or obese
- growing mental health issues
- proximity to forests and potentially devastating bushfires
- the existing and ongoing impact of COVID-19.
- the impact of climate change
- high levels of tourism impacting the use of open space and recreation facilities.

In order to prepare the Sport and Active Recreation Plan, the following activities were undertaken:

- assessed various plans and documents to understand the strategic directions of Alpine Shire Council and other key stakeholders such as Sport and Recreation Victoria
- analysed demographic data and projections
- undertook an audit of all facilities to assess condition and identify opportunities for improvements
- assessed physical activity trends and participation data
- engaged with 757 members of the community through online engagement, surveys, listening posts and social media engagement
- engaged with 90 stakeholders (e.g. sports club representatives, State Government representatives, school students, etc).

The Sport and Active Recreation Plan is supported by a strong evidence base and aligns closely with the strategic directions contained within Alpine Shire Council's plans and visions:



To guide Alpine Shire’s work in the sport and active recreation sector, the following vision has been devised:

“Active, connected and liveable communities”

Supporting the vision are eight planning principles. Everything Alpine Shire Council does in the sport and active recreation area will be guided by these principles:

Principle	What it means to us
Evidence-based	Any proposed facility developments / upgrades will be supported by demonstrated need (feasibility studies for large projects) and any programs or services will be implemented based on evidence of need or evidence of likely benefits to the community.
Promotes physical activity, liveability and connections	Any proposed facility developments / upgrades, programs or services will: <ul style="list-style-type: none"> • result in maintaining or increasing physical activity levels; and / or • help to create a more liveable community; and / or • encourage opportunities for social connections between people.
Sustainability	Any proposed facility developments / upgrades, programs and services will: <ul style="list-style-type: none"> • consider environmentally sustainable design principles and materials as part of their construction or development; and / or • be financially sustainable to develop, operate and maintain wherever possible; and / or • support Council’s Climate Action commitment to reduce greenhouse gas emissions through avoiding / reusing, improving efficiency, using onsite renewable energy, purchasing renewable energy or offsetting residual emission.

Principle	What it means to us
Equity	<p>Any facility developments / upgrades, programs or services are designed to ensure:</p> <p>equity of provision across Alpine Shire (based on the appropriate level of provision for towns and areas, i.e. larger towns with larger catchments are more likely to be able to support facilities, programs or services for more specialised or 'regional level' sport and active recreation activities); and / or</p> <p>equity for people who may be traditionally disadvantaged (e.g. First Nations people, Culturally and Linguistically Diverse people, people with disabilities, females and older adults).</p> <p>Note that whilst equitable distribution of facilities and activities is a principle, sometimes it makes sense to have a larger facility in a town for other reasons, e.g. it already exists there, there is significant regional use of that facility in that location, there is a culture of the activities supported by that type of facility locally, etc.</p>
Accessible and inclusive	Any facility developments / upgrades, programs or services are designed to increase access for all abilities and be inclusive of everyone regardless of abilities, age, gender, cultural background and socio-economic status.
Multi-purpose and adaptable	Facilities can be used in multiple ways by more than one group (unless a regional level single-purpose facility or a facility that has no option for sharing with others due to specialisation of infrastructure); and / or facilities, programs or services can be adapted to meet changing needs.
Optimises usage of existing assets	Any facility developments / upgrades, programs or services are designed to better use existing facilities, programs or services rather than necessarily developing new ones (unless need is clearly demonstrated).
Partnerships and collaborations	Wherever possible, facility developments / upgrades, programs and services will be developed in partnership with other organisations to maximise the use of limited resources and to improve outcomes.

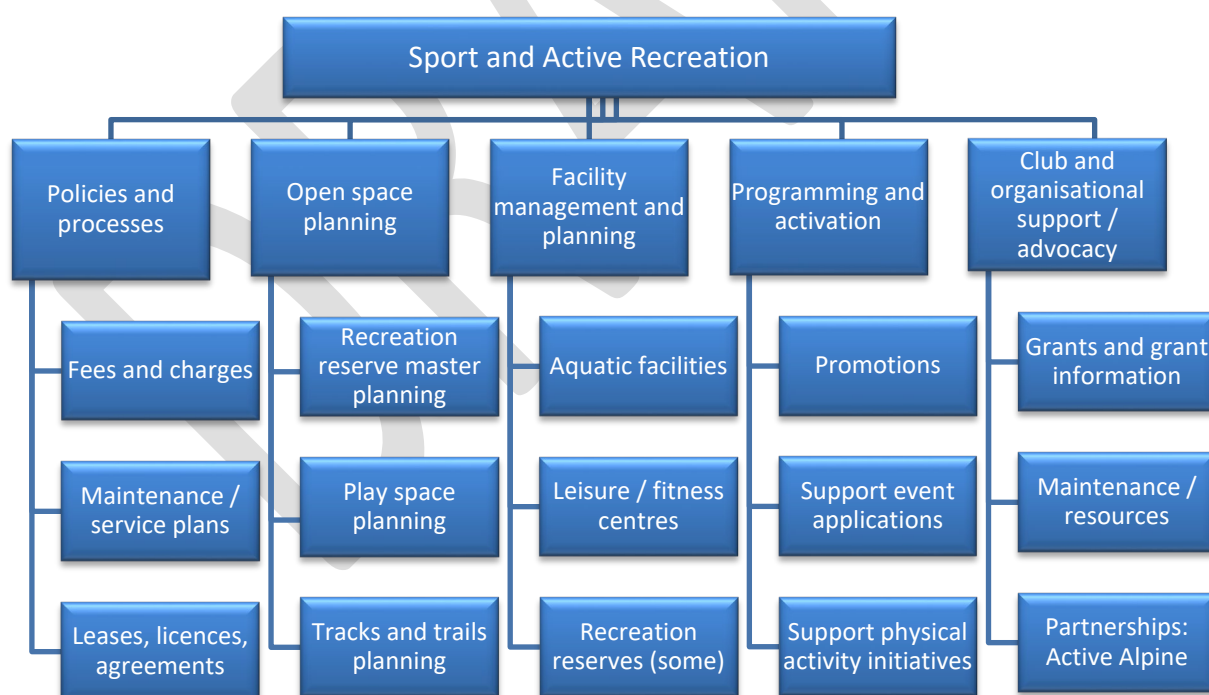
From the planning principles, four key pillars have been developed, each with a clear objective:

People	Places	Partners	Processes
To encourage and support increased participation in physical activity by the community.	To provide a diversity of quality and accessible sport and active recreation places and spaces for the community.	To work in partnership with community organisations, government agencies and the private sector to facilitate sport and active recreation opportunities for the community.	To provide a strategic framework to guide Council's decision making and investment in relation to sport and active recreation.

Each objective features a number of actions which are detailed in the action plan. These actions are likely to focus on projects such as the following:

- **Undertaking an aquatics options analysis including determining the feasibility of developing aquatic facilities in Bright**
- **Assessing the feasibility of developing a second oval at Pioneer Park in Bright**
- **Developing accessible and intergenerational play spaces**
- **Undertaking master planning of recreation reserves in Bright, Mount Beauty and Myrtleford**
- **Improving active recreational opportunities such as installing outdoor fitness equipment in parks**
- **Supporting clubs and volunteers**
- **Considering emergency response plans when upgrading facilities**
- **Improving paths, tracks and trails for recreational purposes**
- **Developing planning tools and frameworks to assist Council to make sport and active recreation investment decisions.**

Guided by the Sport and Active Recreation Plan, Alpine Shire Council will focus on the following areas over the next 12 years:



2.0 Introduction

2.1 Purpose of the Plan

The purpose of this plan is to establish an evidence base and to identify opportunities that will enable Alpine Shire Council to increase participation in physical activity levels, particularly by people who are currently not sufficiently active to achieve health benefits. It also aims to provide guidance to improve places and spaces where people take part in physical activity. However, Council cannot achieve increased participation and improved facilities on its own. It is reliant on establishing and maintaining effective relationships with a broad array of partners including clubs / organisations, government agencies, the health sector and the private sector, and will require some external resources. Its strategies and actions will be clear with defined outcomes and will be guided by evidence of need and a variety of tools to ensure equity and transparency.

2.2 Alpine Shire

Alpine Shire is situated in the north-east of Victoria, approximately 300 kilometres north-east of Melbourne and 50 kilometres south of Wangaratta. Its main towns are Bright, Myrtleford and Mount Beauty.

Alpine Shire covers 4,790 square kilometres. Only 8% of this land is made up of towns, villages and farms. The remaining 92% of land is public land, including parts of the Alpine National Park and all of Mount Buffalo National Park. Two of the state's major ski resorts (Falls Creek and Mt Hotham) are surrounded by Alpine Shire but managed by the Alpine Resorts Victoria. Alpine Shire is home to the alpine village of Dinner Plain.

Alpine Shire has a rich and diverse history. The Taungurung peoples have a Land Use Agreement that includes a part of Alpine Shire. A number of other Traditional Owner groups have an interest in Alpine Shire and a rich cultural connection with the alpine area.

Alpine Shire became a centre for gold mining in the 1850's and saw an increase in population and visitors to the area once roads were opened up to extract timber for the post-war housing boom in Melbourne.

The region has a strong agricultural focus and is known for its beef cattle farming, grape growing, hops, maize, nuts and fruit. It is also a popular tourist destination and attracts visitors for snow sports, cycling, hiking, camping, four-wheel driving, fishing, aerial sports, autumn leaves, festivals, markets, exhibitions, wineries, breweries and quality food. Tourist numbers expand the local population numbers significantly at key times of the year and also create greater demand on local sport and active recreation facilities.



2.3 Methodology

In order to gather the evidence base to determine priorities for community programs, services and facilities the following activities occurred:

Assessed the current situation	Undertook community engagement with 757 participants	Undertook stakeholder engagement with 90 participants
<ul style="list-style-type: none"> Identified participation levels and trends Reviewed 12 relevant strategies Prepared a demographic analysis Audited and photographed all of the sport and active recreation facilities in Alpine Shire. 	<ul style="list-style-type: none"> Undertook a community survey (199 responses) Undertook online feedback with the community (504 unique site visitors – 100 comments from 60 unique stakeholders) Held 2 community listening posts (20 attendees) Received social media feedback (34 responses and 44 likes). 	<ul style="list-style-type: none"> Undertook a club survey (42 responses) Held 11 key stakeholder meetings with clubs, Government agencies, etc (36 attendees) Surveyed State Sporting Associations, schools and neighbouring LGAs (8 responses) Received written submissions and phone calls from stakeholders (4 participants).

2.4 Recent achievements and works under-way

Alpine Shire Council undertakes a range of works annually to upgrade and maintain sport and active recreation assets. Some recent highlights include:

- Upgrade and expansion of the Myrtleford Indoor Stadium
- Upgrade of McNamara Recreation Reserve netball and tennis facilities
- Upgrade of Mount Beauty Skate Park
- Upgrade of pavilion at Pioneer Park in Bright.

A selection of current projects include:

- The Great Valley Trail between Bright and Harrietville
- Dinner Plain Activation (a portion of which is related to public sport and active recreation opportunities)
- The Alpine Better Places program in Harrietville and Tawonga (includes park upgrades, trail works, etc)
- Pioneer Park jumps track.

3.0 Sport and active recreation benefits

Whilst individuals benefit from sport and recreation from a health and wellbeing perspective and greater connections within their community, the whole community benefits from a greater sense of community cohesion, economic opportunities, improvement to the environment, reduction in crime and a more liveable and vibrant community. Some of the benefits that can occur through participation in sport and active recreation are:

Social Benefits	Health Benefits
<ul style="list-style-type: none"> • Greater sense of community • Stronger, more self-reliant communities • Greater social and friendship networks • Improved liveability of an area • Reduction in anti-social behavior and vandalism • Helps to develop shared attitudes, values and codes of behavior in the community (cohesion) • Breaks down barriers between different sectors of the community. 	<ul style="list-style-type: none"> • “Protects against cardiovascular disease, hypertension, type 2 diabetes, osteoporosis, musculoskeletal impairments, obesity, some cancers and poor mental health.”¹ • Improved balance and coordination, resulting in fewer falls • Stronger muscles, joints and bones • Improved confidence and self-esteem • Improved body image • Improved motor skills • Less likely to suffer from depression and anxiety • Greater sense of achievement • Reduced stress levels • Higher energy and concentration levels • Reduction in incidence and severity of illness and disability • Increased life expectancy – physical inactivity causes an estimated 16,000 premature deaths a year.²
Environmental Benefits	Economic Benefits
<ul style="list-style-type: none"> • Encourages a greater appreciation and awareness of the natural environment (i.e. develops environmental stewardship) • Encourages the protection of areas of conservation or cultural heritage value • Reduces carbon emissions, air pollution and noise pollution (through activities such as active transport, e.g. walking and cycling in place of vehicular transportation) 	<ul style="list-style-type: none"> • Attracts visitors and generates tourism • Attracts businesses and creates employment • Creates higher market value of properties near public open space • Improvements to local business viability through sale of sport and recreation equipment, services and programs • Lower health care costs - physical inactivity costs the Australian economy \$805 million annually - \$640m in direct costs (healthcare expenditure) and \$165m in indirect costs (loss in productivity) (2013 figures)³ • Fewer days off work - productivity loss due to physical inactivity is estimated at 1.8 working days per worker per year.⁴

¹ VicHealth (2015) Promoting equity in physical activity: An evidence summary

² Ibid

³ Eoin Blackwell (2017) Physical Inactivity is Costing Australia Nearly \$1 Billion a Year: *HuffPost* 29 July 2017 https://www.huffingtonpost.com.au/2016/07/28/physical-inactivity-is-costing-australia-nearly-1-billion-a-yea_a_21441164/

⁴ Ibid

4.0 Sport and active recreation trends

The sport and recreation landscape is constantly changing. The table below describes some of the trends currently occurring in the industry which we need to be aware of when planning facilities, programs and services in the future:

Trend	Details
Liveability	<i>Quality sport, recreation and open spaces are seen as one of the key tools used by Local Government Authorities and property developers to attract new residents to come and live in a town and to improve the liveability of towns.</i>
Individual lifestyle activities	<i>There has been a movement away from many traditional organised sports such as football, cricket, netball and tennis to more individual or small group non-organised activities, e.g. walking, gym workouts, fitness classes, cycling, swimming, running, skiing, rock climbing, white water rafting, stand up paddle boarding and personal training.</i>
Growth of female participation in specific sports	<i>There has been significant growth across sports by females in Victoria in AFL, soccer and cricket. This growth is accompanied by the need to find suitable sports grounds and change facilities for training and games.</i>
Events and tourism	<i>There has been greater demand on sporting facilities and public open spaces such as parks for special events, e.g. music festivals, sports tournaments, markets, festivals, weddings, fun runs and cycling events. These can create a positive economic impact for the municipality.</i>
Programming	<i>There is a growing focus by Local Government on providing or facilitating programs in open spaces to attract greater levels of participation in physical activities, e.g. summer activities and Park Run.</i>
Dog parks	<i>There has been an emergence of off leash dog parks in response to the desire to connect with other dog walkers and the desire for dogs to socialise with one another.</i>
Playgrounds	<i>There has been greater investment in developing destination play spaces in open space areas, designed to attract people from both within and outside municipalities. Within these play spaces there may be a greater focus on providing quality landscaping and more natural spaces which utilise loose materials, rocks and logs.</i>
Water play	<i>Many municipalities are developing splash parks or water play areas for children (such as the water play area in Bright). These spaces can feature dry riverbeds, fountains, sprays, etc.</i>
Outdoor fitness equipment	<i>There has been a growth in the installation of outdoor fitness equipment in public open spaces in recent years, either clustered together in one location or spread along a linear pathway.</i>
Active transport and linkages	<i>There is a greater focus on ensuring that sport, recreation and open space areas are connected to existing walking / cycling networks.</i>

Trend	Details
Accessibility and inclusion	<i>There is greater awareness of the need to ensure that people of all ages and all abilities can safely and easily utilise areas of open space. Universal Design Principles and Disability Discrimination Act (DDA) requirements provide guidance in this area. Infrastructure to encourage participation by people of all abilities includes ramps, unisex toilets with change tables, single story buildings to allow for wheelchair access and Braille signs.</i>
Planning	<i>Master planning of recreation reserves and open spaces has occurred to ensure that needs of all existing and casual users are considered in the long term – including the linking of cycling / walking paths, development of play spaces, landscaping and BBQ / picnic facilities and formalised parking.</i>
Multi-purpose design and diversity	<i>Parks and open spaces are being used for a variety of different purposes including sport, markets and festivals; hence spaces need to be as multi-purpose as possible to cater for community needs and may include the need for additional power outlets for food trucks or performances.</i>
Safety	<i>There is a greater awareness of safe design when it comes to sport and recreation facilities, parks and open spaces to ensure safety and perceived safety issues do not act as a barrier to usage. Clear sight lines, lighting, vegetation that can be seen through, passive surveillance and shade are all tools that can be used to improve safety.</i>
Sustainability	<i>There has been a greater focus on the development of environmentally responsible practices such as solar hot water, recycled water systems, double glazed windows, wetlands, community gardens, synthetic surfaces, use of recycled materials and use of locally sourced materials to reduce the impact of facilities / spaces and their users on the environment and to potentially reduce operating costs of facilities.</i>
Climate change	<i>There is a greater focus on climate-proofing areas of open space as much as possible to reduce water usage, provide shade and to retain some green space during periods of low rainfall.</i>
Community gardens	<i>There has been an increase in the number of community gardens in towns in areas of public open space where people come together to garden together and increase their access to affordable fruit and vegetables.</i>
Food and coffee	<i>There has been a growing trend for Local Government Authorities to develop a café or restaurant in some open spaces or encourage food trucks to visit these sites.</i>
Community hubs	<i>There has been a trend to co-locate several sporting facilities to form recreation precincts to maximise limited resources and to cross- market activities.</i>
Management and maintenance	<i>Local Government Authorities and clubs are focusing on more effective planning, management and maintenance, including understanding whole of life costs of infrastructure, i.e. construction, management, activation, maintenance and replacement. Asset renewal gaps are increasing across the State and sport and active recreation projects must be considered against all other service area priorities.</i>

Trend	Details
Modified versions of existing sports	<i>A variety of traditional sports have developed a modified version (or several modified versions) of their game to keep older players playing longer, to involve children at an earlier age or to attract new participants, e.g. pickleball (a form of tennis played on a smaller court), cardio tennis, walking soccer, walking netball, AFL 9's, T20 cricket.</i>
Creating pandemic-safe locations	<i>Parks, reserves and open space are viewed by many people as safer places to recreate than indoor sport and recreation facilities following the COVID-19 pandemic. To ensure that these spaces continue to play an important role, it will be important to ensure that they are able to meet the requirements of a world where social distancing, hand washing, etc will become the new norm. This could impact the size and layout of social facilities in pavilions / hubs, the need for soap and hand sanitizer in toilets or near playgrounds, waiting spaces that can accommodate a line of people 1.5m apart, etc.</i>

DRAFT

5.0 Planning framework

A workshop with Council staff reviewed information gathered in the research and consultation phase and identified eight key planning principles to guide the provision of sport and active recreation in Alpine Shire Council over the next 12 years. From these planning principles, a vision has been developed. This vision aligns with the direction of Alpine Shire's Council Plan and Community Vision, Municipal Health and Wellbeing Plan and Access and Inclusion Plan and is a summary of the goals inherent to these strategies, i.e. goals around liveable communities.

Four key focus areas have also been identified, each with an objective and numerous actions. Each of these aspects when combined, provides a framework to inform Council and the broader community of the types of facilities, programs and services Alpine Shire Council will invest in over the next 12 years to achieve an active, connected and liveable community.

5.1 Vision

Alpine Shire Council's vision for sport and active recreation is:

"Active, connected and liveable communities"

5.2 Planning principles

The eight planning principles that support the vision and guide sport and active recreation provision in Alpine Shire are outlined in the executive summary. They include:

1. Evidence based
2. Promotes physical activity, liveability and connections
3. Sustainability
4. Equity
5. Accessible and inclusive
6. Multi-purpose and adaptable
7. Optimises usage of existing assets
8. Partnerships and collaborations

5.3 Four Pillars and objectives

The four pillars that this plan focuses on, and their related objectives, are:

People	Places	Partners	Processes
To encourage and support increased participation in physical activity by the community.	To provide a diversity of quality and accessible sport and active recreation places and spaces for the community.	To work in partnership with community organisations, government agencies and the private sector to facilitate sport and active recreation opportunities for the community.	To provide a strategic framework to guide Council's decision making and investment in relation to sport and active recreation.









6.0 People

To encourage and support increased participation in physical activity by the community.

6.1 Alpine Shire residents

Anecdotal evidence indicates that the exodus of many families from Melbourne during and after COVID-19 in 2020 has resulted in an increase in young families moving to Alpine Shire for an improved lifestyle. This demographic shift may change the face of towns and the demand for certain sport and active recreation opportunities in the future; however, formal data is not yet available to fully support what is being observed.

The following table provides an overview of the Alpine Shire community based on the last available Australian Bureau of Statistics Census⁵ from 2016:





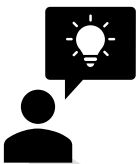


<p>Current population</p>  <p>12,337</p>	<p>Females</p>  <p>49.2%</p>	<p>Males</p>  <p>50.8%</p>	<p>Projected population of Alpine Shire by 2036</p>  <p>13,510</p> <p>(a growth rate of 0.3%)⁶</p>
<p>Median age</p>  <p>49 years of age (compared with 37 years of age for Victoria)</p>	<p>20-39 year olds (as a % of population)</p>  <p>15.7% (compared with 28.8% for Victoria)</p>	<p>People over 65 (as a % of population)</p>  <p>24.4% (compared with 15.6% for Victoria)</p>	<p>Aboriginal and Torres Strait Islander (as a % of population)</p>  <p>0.8% (compared with 0.8% for Victoria)</p>

⁵ Australian Bureau of Statistics 2016 Census QuickStats (Alpine Shire):

https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA20110?open=document

⁶ DELWP (2019) Victoria in Future:

https://www.planning.vic.gov.au/__data/assets/pdf_file/0032/332996/Victoria_in_Future_2019.pdf

<p>People born in Australia</p>  <p>76.5% (compared with 64.9% for Victoria)</p>	<p>Top countries of birth (other than Australia)</p>  <p>England, Italy, New Zealand, Germany and Netherlands</p>	<p>Languages spoken at home other than English</p>  <p>Italian, German, French, Mandarin and Greek</p>	<p>Median household weekly income</p> <p>\$</p> <p>\$1,002 (compared with \$1,419 for Victoria)</p>
<p>Those with a Bachelor degree or above</p>  <p>15.4% (compared with 24.3% of Victorians)</p>	<p>Top 5 occupations</p>  <p>Managers, technicians and trades workers; professionals; labourers; and community and personal service workers</p>	<p>Top 5 industries of employment</p>  <p>Accommodation, hospitals (except psychiatric); cafes and restaurants; supermarket and grocery stores; and beef cattle farming (specialises)</p>	<p>Average number of motor vehicles per dwelling</p>  <p>1.9 (compared with 1.8% for Victoria)</p>

Based on the 2016 Census, in comparison with Victoria, Alpine Shire has:

- a higher proportion of older adults
- a lower proportion of 20-39 years olds
- a lower median household income.

Consequently, consideration needs to be given to:

- Ensuring that provision is made to encourage participation in physical activity by the growing number of older adults through opportunities such as: walking and cycling (e.g. off road trails and dog parks), aquatic activities (swimming, aqua aerobics and hydrotherapy), softer playing surfaces (e.g. synthetic / cushioned hard courts as opposed to asphalt), modified activities (e.g. walking soccer), exercise programs in halls (e.g. yoga and pilates), specific fitness programs designed to maintain health and wellbeing (strength training and chair exercise classes) and gentle exercise classes outdoors (e.g. tai chi).
- Acknowledging that it may be difficult to field sports teams requiring players in the 20-39-year age bracket in some areas due to low numbers in this age cohort, or conversely,

providing improved sport and active recreational opportunities in Alpine Shire to attract greater numbers of people in this age cohort.

- Keeping program / participation fees as affordable as possible in recognition of lower than state average income and the potential financial impact of COVID-19 on the community (especially for people who were reliant on industries hit hard by lockdowns, e.g. tourism related businesses).

6.2 How much physical activity do people need to do?

The Australian Government's Department of Health and Ageing has published National Physical Activity Guidelines⁷ for Australians to provide an overview of the minimum amount of physical activity required to enhance health. Guidelines have been produced for a variety of age groups.

Age	Minimum Amount of Physical Activity Required to Enhance Health
0-1	Babies should be encouraged to take part in physical activity from birth, particularly supervised floor-based play in safe environments.
1-2	Toddlers should be physically active every day for at least three hours, spread throughout the day. Toddlers should include some energetic play in their day, e.g. running, twirling, jumping, dancing or skipping.
3-5	Pre-schoolers should be active for at least three hours each day, spread throughout the day. They should take part in one hour of energetic play (e.g. running, kicking, throwing, jumping, dancing or skipping).
5-17	Children and young people should do at least 60 minutes each day of moderate to vigorous physical activity that makes the heart beat faster (e.g. football, netball, swimming, dancing). At least 3 days per week, children and young people should incorporate vigorous activities and activities that strengthen muscle and bone in the 60 minutes (e.g. running, yoga, lifting weights, sit-ups). Children and young people should also do several hours of various light physical activities each day (e.g. walk to school, go to a park, help around the house).
Adults 18-64	Adults should be active most days, preferably every day. Each week, adults should do either: <ul style="list-style-type: none"> • 2.5 to 5 hours of moderate intensity physical activity – such as a brisk walk, golf, mowing the lawn or swimming • 1.25 to 2.5 hours of vigorous intensity physical activity – such as jogging, aerobics, fast cycling, soccer or netball • an equivalent combination of moderate and vigorous activities.
Adults 65 and over	People aged 65 years and over, should do at least 30 minutes of moderate intensity physical activity on most, preferably all, days.

⁷ Australian Government – Department of Health and Ageing website: http://www.health.gov.au/internet/main/publishing.nsf/Content/health-pubhlth-strateg-phys-act-guidelines#rec_0_5. Updated 6 May 2021.

6.3 Victorian participation rates in physical activity

According to Ausplay data⁸, the top 10 participation activities for adults and the top 10 participation activities for children in Victoria in between July 2019 and June 2020 (partially during COVID-19 restrictions) were as follows:

Adults aged 15+		Children 0-14 years of age	
Activity	%	Organised out of school activities	%
Walking (recreational)	43.6%	Swimming	33.0%
Fitness/Gym	39.2%	Basketball	12.4%
Swimming	18.3%	Australian Rules Football	11.5%
Athletics, track and field (includes jogging and running)	17.1%	Dancing (recreational)	10.6%
Cycling	15.3%	Gymnastics	10.4%
Yoga	6.8%	Football/Soccer	9.7%
Bushwalking	5.8%	Netball	9.4%
Basketball	4.7%	Tennis	5.6%*
Football / soccer	4.4%	Cricket	4.2%*
Australian Football	4.3%	Athletics, track and field (includes jogging and running)	4.0%*

*Estimate has relative margin of error between 50% and 100% and should be used with caution.

The emphasis for adults is far more on individual non-structured activities. The children's survey specifically focussed on organised sport outside of school hours, so it is not possible to ascertain the popularity of unstructured activities.

VicHealth⁹ notes that in relation to physical activity in Victoria, there are some participation trends concerning children, young people and women that need to be addressed and turned around:

Children 5-12 years of age	Young people 12-17 years of age	Women
<ul style="list-style-type: none"> Children's lifestyles are becoming increasingly sedentary, with 4 out of 5 children (5–17 years) not meeting the recommended 60 minutes of physical activity every day. Globally, today's children may be the first generation to have a shorter life expectancy than their parents. 	<ul style="list-style-type: none"> Participation in physical activity halves during adolescence (down from an average of 120 minutes to just over 60 minutes a day). Sport participation levels drop suddenly at around age 15. Physically active children and youth are more socially active, have reduced symptoms of 	<ul style="list-style-type: none"> 3 out of 5 women aren't sufficiently active to gain health benefits from their activity. Females participate in sport at only half the rate of males. Barriers to participation in sport and physical activity are higher for women and girls.

⁸ Sport Australia. Ausplay Survey 2019-2020:

<https://www.clearinghouseforsport.gov.au/research/news/feed/smi/release-of-2019-20-ausplay-data>

⁹ VicHealth (2018) Physical Activity Strategy 2018-2023

Children 5-12 years of age	Young people 12-17 years of age	Women
<ul style="list-style-type: none"> By 2025, it is estimated that one in three Australian children will be overweight or obese. 	<ul style="list-style-type: none"> depression and anxiety, and perform better at school. The transitions to and from secondary school are key life stages at which to influence behaviours that establish lifelong healthy habits. 	

6.4 Adult physical activity participation rates in Alpine Shire

Data contained within the Victorian Population Health Survey (2017)¹⁰ states that:

- 45% of adults in Alpine Shire are insufficiently active to achieve health benefits, compared with 44% of Victorians.
- 59% of local residents are overweight, compared with 51% of Victorians
- 26% of local residents are obese, compared with 19% of Victorians
- Combined, 85% of local residents over 18 years of age or over are either overweight or obese, compared with 70% of Victorians.

Of those who filled out a community survey, more than half of the people who responded to the survey (53%) are active for more than 7 hours per week, with a further 9% stating that they are active for 7 hours per week. Only 2% of survey participants were active for less than 2 hours each week.

Through the community survey undertaken as part of the plan, Alpine Shire adults identified the following 10 most popular activities that they currently participate in (note that the survey respondents may not be a representative sample of the community as their participation in the survey was voluntary and not randomly selected). These figures are compared with a survey asking the same question in 2012 as part of the previous Recreation and Open Space Plan (2013).

Rank	Activity	Number of survey respondents in 2021 n = 199	% in Alpine Shire in 2021	% in Alpine Shire in 2012
1	Bushwalking	148	74%	7%
2	Walking	142	71%	63%
3	Gardening	126	63%	Not recorded
4	Cycling - recreational	108	54%	35%
5	Skiing / snowboarding	94	47%	16%
6	Swimming	90	45%	15%
7	Mountain bike riding	82	41%	5%

¹⁰ Victorian Population Health Survey 2017: <https://www2.health.vic.gov.au/public-health/population-health-systems/health-status-of-victorians/survey-data-and-reports/victorian-population-health-survey/victorian-population-health-survey-2017>

Rank	Activity	Number of survey respondents in 2021 n = 199	% in Alpine Shire in 2021	% in Alpine Shire in 2012
8	Canoeing / kayaking	73	37%	3%
9	Exercise classes	64	32%	11%*
10	Gym / weight training	63	32%	11%*

*2012 survey combined gym / fitness

Alpine Shire survey respondents show a similar pattern to Victorian trend data in that they have an increased likelihood of engaging in informal, individual physical activities as opposed to organised sporting activities. This trend highlights the need to consider both active recreation activities alongside structured sporting opportunities.

A comparison of 2012 survey results, 2021 survey results and Victorian rates in 2020 around participation in traditional organised sports shows a significant increase in participation in most sports in 2021 (at least once during the previous 12 months) in Alpine Shire, but a fairly consistent participation rate in basketball, AFL and netball. Note that there were only 199 surveys completed in 2021 (much of the feedback received was from other online sources where current physical activity participation data was not requested), compared with 488 surveys in 2012, so results provide an indicator but may not be representative of the whole community.

Sport	% of participants in 2021 (n=199)	Victorian participation rate in 2020	% of participants in 2012 (n= 488)
Golf	14%	5%	6%
Lawn bowls	12%	2%	<2%
Cricket	12%	2%	2%
Tennis	11%	4%	7%
Soccer	10%	3%	3%
Athletics	9%	6%	<2%
Table tennis	9%	<1%	<2%
Basketball	7%	4%	5%
AFL football	7%	3%	6%
Netball	5%	3%	5%

There was insufficient data from children to make any statements about the most popular activities.

6.5 What activities would local residents like to do

According to the community survey, the most desired activities by survey respondents from Alpine Shire include:

- Swimming (all year round preferably) (7%)
- Gym / weight training / strength classes (6%)
- Dancing – bush, rumba, older adults and children's (4%)
- Cycling – recreational (e.g. rail trail) (4%)
- Mountain bike riding (3%)
- Water exercise classes (3%)

- Rock climbing (indoors and outdoors) (3%)
- Exercise classes (3%)
- Boxing / Muay Thai Kick Boxing (3%)
- Lawn bowls (2%)
- Martial arts / karate (2%)
- Soccer (2%)
- Tai chi (2%).

6.6 Barriers to participation

The key to increasing physical activity levels amongst local residents is to address barriers to participation:

Factors such as lack of time; cost of activities; poor health; lack of motivation; inability to access childcare; fear of being judged; and lack of confidence or self-esteem are key factors that limit participation in physical activity by individuals .	At an organisational or club level , factors that may limit participation include lack of inclusive and welcoming policies and practices; lack of information about opportunities available; inadequate facilities (e.g. for female participation); lack of opportunities that meet the desired level of participation (e.g. lack of social / informal sport opportunities); poor quality coaching / instruction; and clubs or organisations that do not respond to the cultural needs of certain groups.
At a community level , lack of suitable facilities; inadequate facilities, paths and areas of open space as a result of poor planning; and lack of activation can have a negative impact on physical activity. So too can communities that are based around cars as the major form of transport; lack of public transportation; and communities where people do not feel connected to each other.	At a societal level , participation can be limited if people don't feel that facilities and areas of open space are safe; if they feel that spectators will make it unpleasant to participate; if it is more enjoyable to spend leisure time using technology; and if there is a concern that participation as a participant or support person may lead to litigation.

Through the community survey, local residents told us that they would be more likely to participate in sport and active recreation if:

- Their desired activities were available locally or close to home (54%)
- Facilities they want to use are available at times that suit their needs and if facilities are of a higher quality (11%)
- They had more time (9%)
- Their health and fitness levels were improved (3%)
- They had the skills and confidence to participate in their desired activities (1%)
- There was easy access to facilities and locations from their homes (1%)
- More dogs were on leads in public spaces (1%).

Research undertaken by Active Alpine¹¹ adds several other barriers including seasons and weather; cost; lack of paths; lack of motivation; pain and safety. Additional barriers from VicHealth include history of being inactive, peer support, negative parental attitudes, stranger danger, ready access to electronic media and limited public transport.¹²

In terms of trail use, community survey respondents stated that they would ride a bike or walk more often if:

1. Missing sections on paths / tracks / trails were eliminated (38%)
2. Verges on roads were widened for cyclists to use (26%)
3. There were more toilets along trails or at trail heads (23%)
4. Paths / tracks / trails were better maintained (22%)
5. There were more shared off-road paths / tracks / trails (22%)
6. Paths / tracks / trails were wider (22%)
7. There was more information / maps available (20%)
8. There were more marked on-road bike lanes (18%)
9. There was more shade (17%)
10. There was more signage / improved wayfinding (16%).

To ensure that we can increase participation in physical activity by local residents, we need to address key issues such as activation of spaces, improving accessibility, reducing barriers to participation, ensuring activities are affordable, supporting volunteers and providing more information about what is available.

6.7 Council role

Alpine Shire Council currently provides, manages, maintains and promotes sport and active recreation programs, services and facilities as a community benefit. It currently undertakes the following roles:

- **Strategic planning** – undertake, facilitate or support strategic planning for sport and active recreation programs, services and facilities, e.g. assisting with recreation reserve master plans, developing policies and linking various tracks and trails to one another. This planning will help Council to achieve its health and wellbeing targets and will help to address community sport and active recreation needs both now and in the future.
- **Provision of facilities** – provide a range of places and spaces where physical activity can occur in the community. These places and spaces include formal sports facilities such as ovals and hardcourts, through to shared trails, swimming pools and playgrounds.
- **Management and maintenance of facilities** – manage and maintain sport and active recreation assets owned by Alpine Shire Council, including swimming pools, parks, playgrounds, some shared trails and some sports facilities.
- **Promotion of sport and active recreation opportunities** – promote clubs / organisations and sport and active recreation programs and events via Council's promotional tools, e.g. website, social media, newsletter, new resident's kit, etc.

¹¹ Active Alpine Group (2020) Action Plan July 2020-June 2021

¹² VicHealth (2016) Physical Activity and Sedentary Behaviour Evidence Summary

- **Club / organisational support** – provide support to clubs / organisations through mechanisms such as sports facility maintenance grants, community grants, information provision, advice, promotion of activities / events, etc to enable clubs / organisations to deliver a diversity of sport and active recreation opportunities in the community.
- **Partnership development** – establish and maintain effective partnerships with relevant groups, organisations and government agencies to collaboratively deliver sport and active recreation opportunities for residents and visitors to the region, e.g. Active Alpine.
- **Advocacy** – advocate to State and Federal Government and other relevant agencies on behalf of clubs / organisations and the community for improved sport and active recreation facilities, programs or services that can be added to the project pipeline and reviewed as and when funding becomes available.

Council performs its various roles (described above) in active recreation and sport across a range of existing business areas and initiatives. Some of the specific practices we want to continue to deliver, or to provide a greater focus on to support residents' participation in active recreation and sports, are identified in the table below. These practices demonstrate the philosophies that underpin Council's approach. The table below identifies existing actions and underpinning philosophies. The sub-headings that follow on in this section highlight actions that Council will seek resourcing to put in place to further develop the activities highlighted in this table.

Policies and processes
<ul style="list-style-type: none"> • Investigate allocating resources to sport and active recreation planning, facility management, promotion, club support, partnership development and advocacy. • Continue to update existing tools, policies, strategies and processes as required. • Participate in formal and informal regional sport and recreation networks to share information with neighbouring Local Government Authorities. • Support the implementation of existing plans with a sport and active recreation focus, e.g. the Dinner Plain Village Detailed Designs plan. • Continue to update the Asset Database as new information becomes available or conditions change.
Open space planning
<ul style="list-style-type: none"> • Continue to provide several free public places and spaces such as parks, playgrounds, shared trails, outdoor fitness equipment, pump tracks, etc for sport and active recreation participation by local residents.
Facility management and planning
<ul style="list-style-type: none"> • Promote universal design and compliance to Disability Discrimination Act (DDA) requirements in facilities. • Ensure that all sport and active recreation facility developments, upgrades and renewals incorporate Environmentally Sustainable Design principles (playing surface, clubrooms / change rooms and surrounds). • Design any facility developments or upgrades to include consideration of needs to respond to potential climate change impacts. • Ensure that consideration is given to the development of female change facilities in pavilions.
Programming and activation
<ul style="list-style-type: none"> • Promote female participation in sport and active recreation. • Support initiatives by partner organisations that increase participation. • Continue to promote clubs / organisations through Council's Community Directory and expand the level of information available about each club / organisation.

- Promote private sector sport and active recreation organisations that deliver physical activities for local residents in Council's Community Directory.
- Seek opportunities to work with private sector providers of sport and active recreation to deliver physical activities at events and activities as appropriate.
- Promote initiatives and programs from partner organisations that are designed to improve accessibility by people (particularly under-represented communities) to sport and active recreation.
- Monitor the impact of potential participation barriers and implement measures to improve accessibility as required.

Club / organisational support

- Encourage multi-use of facilities and the delivery of additional activities by clubs / organisations (e.g. social / modified activities) as an add-on to their traditional offerings.
- Continue to support clubs / organisations to purchase small items of equipment, develop new programs, train volunteers, etc. through the Community Grants program.
- Work in partnership with Sport North East and relevant State Sporting Associations to bring additional resources to Alpine Shire to support clubs / organisations and local residents to deliver physical activity opportunities and to be more active.
- Establish or enhance working relationships with schools throughout the municipality to enable discussions about shared facility planning to help reduce duplication and to maximise asset usage.
- Explore opportunities to better support clubs and their volunteers in relation to issues such as governance, planning, policy development, programming, information and advice regarding grant applications.
- Continue to support Alpine Shire Council's economic and community development team to implement the Active Alpine initiative in partnership with Alpine Health, Gateway Health and Sport North East.
- Promote any government initiative that provides funding or training for potential coaches / sports administrators locally.
- Commit to nominating sport and active recreation volunteers to awards programs in the region to recognise and reward them for their service.
- Continue to liaise with clubs and organisations to understand their specific issues and needs and provide support or advocacy as appropriate.

The following key directions have been identified in order to help increase participation in physical activity by residents of the Alpine Shire.

6.7.1 Activate places and spaces

In order to increase usage of places and spaces such as parks, playgrounds or sporting facilities, it is important to provide infrastructure to support comfort and enjoyment for users. Such infrastructure may include:

- shade in parks, playgrounds and along shared trails to enable people to visit more frequently and for longer periods, without the risk of exposure to the sun's damaging rays
- seats and picnic tables in parks, playgrounds, along shared trails and at recreation reserves to enable people to rest, watch children play and meet up with family and friends
- lighting on well-used shared trails (or on sections of well-used trails) to enable people to walk or cycle in the early morning or just after sunset more safely

- lighting at key sports facilities, e.g. some tennis courts, to enable people to play twilight sport or to train for certain sports
- wayfinding signage to enable people to better find their way to key locations within or between towns – potentially including information about the time it would take to walk or cycle to a particular location to encourage this form of active travel (rather than using a car)
- informal equipment such as outdoor fitness equipment or a basketball / netball ring to provide an additional opportunity within a park to encourage more people to use that space
- public art in parks to create a sense of community place and pride and to reflect community history, culture or artistic expressions.

It is also important that facilities are designed in such a way as to be multi-use and flexible, e.g. hard courts be used for sports such as netball and tennis, but also for a learn to ride area for children or a space to race model cars. Even within the sport itself, it is important to provide a diversity of activities or levels that will attract people to use a facility outside its traditional hours, e.g. rock up netball or cardio tennis or pickleball on a weeknight in addition to traditional competition based netball or tennis.

6.7.2 Improve accessibility

Accessibility can mean many things. It can refer to the improvement of physical access to a building and the user's experience whilst there through ramps, hearing loops, change facilities for people with disabilities and Braille signage. Or it may include greater access to spaces such as sports fields or pavilions that organisations were previously not permitted to use, or not permitted to use at certain times. It may also mean reducing some of the barriers to participation such as lowering the cost of activities, providing transportation to the activity, providing equipment free of charge for the activity or providing childcare, for example.

A current priority of the Victorian State Government and VicHealth is to increase access to people from under-represented communities to sport and active recreation, e.g. females; Aboriginal and Torres Strait Islanders; people with a disability; LGBTIQ+ community; culturally and linguistically diverse people; people from low on low incomes or experiencing socio-economic disadvantage; and disengaged youth.¹³

To ensure that under-represented communities have equitable access to sport and active recreation opportunities in Alpine Shire, accessibility issues need to be addressed.

6.7.3 Provide and promote free / low-cost sport and active recreation opportunities

One of the key barriers to participation in physical activity is cost. The weekly income of Alpine Shire households is lower than the Victorian average and the impact of COVID-19 on many of the tourism businesses in Alpine Shire has been significant. Feedback from clubs indicates that post-COVID, there are less people returning to organised sport. This in part may be due to cost. It is therefore important that a variety of free or low-cost sport and active recreation opportunities are provided for or promoted to residents of Alpine Shire.

¹³ Victorian State Government (2017) Active Victoria. A strategic framework for sport and recreation in Victoria 2017-2021: https://sport.vic.gov.au/_data/assets/pdf_file/0018/55602/download.pdf

Active Alpine Group's recently launched Park Run in Myrtleford and the State Government's *Active April* and *This Girl Can* are all examples of free programs aimed at increasing people's access to sport and recreation activities. The State Government has also recently launched a Get Active Kids Voucher Program¹⁴ which provides up to \$200 towards the cost of membership, sports equipment or uniforms for under-represented groups experiencing barriers to participation in sport and recreation. Sport North East has a sports library¹⁵ in Wangaratta from which local residents can borrow equipment such as Nordic walking poles, yoga mats and bocce sets.

Similarly, the provision of outdoor fitness equipment, the Bright Water Park, pump tracks, skate parks, playgrounds, fishing platforms, boat ramps and shared trails are all examples of free facilities that encourage participation in physical activity.

6.7.4 Increase female participation

Statewide there has been a trend for greater participation by girls and women in sports such as cricket and football. Data provided by Cricket Victoria indicates that there are a small number of girls involved in cricket blast at Mount Beauty Cricket Club and Ovens Valley United Cricket Club, but no junior girls or women's teams in Alpine Shire. Similarly, data provided by AFL Victoria indicates that girls are involved in Auskick, but as yet there are no junior or youth girls' teams and no women's teams. Girls and women who wish to play cricket and AFL football travel to Wangaratta or Wodonga to do so. However, in order to encourage more female participation and the establishment of female teams, there need to be people championing the establishment of such teams; facilities need to be accommodating for female participation (i.e. no open showers and urinals in change facilities); and female teams need to be given equitable access to sports facilities for training and matches.

6.7.5 Support volunteers

The delivery of community-based sport and active recreation opportunities in Alpine Shire is heavily reliant on the use of volunteers. A number of clubs and organisations have indicated that they are struggling to recruit and retain enough volunteers, especially coaches and people willing to serve on a committee of management. This is particularly the case following COVID-19 restrictions.

Some clubs stated that it is difficult for coaches to retain their accreditation as they are required to travel significant distances to attend training sessions to upgrade their skills. Others have stated that it is difficult to attract and retain volunteers due to the complexities of the work volunteers are required to undertake, e.g. maintaining a fleet of gliders or understanding and adhering to all of the regulations of Racing Victoria.

To ensure that community-based sport and active recreation continues to be available to local residents, the attraction, retention and rewarding of volunteers in the future will be crucial. New ways of attracting people to assist, e.g. short-term project based volunteering is one option that needs to be considered, as should new ways of operating from a governance perspective. There may be opportunities to hold training for coaches in the Hume region, as opposed to all coaches travelling to Melbourne for training. Key partners in this space include local leagues / associations, schools, Sport North East and State Sporting Associations. Alpine Shire Council may also be able to

¹⁴ Victorian State Government (2020) Get Active Victoria – Kids Voucher Program: <https://www.getactive.vic.gov.au/vouchers/>

¹⁵ Sport North East: <https://www.sportnortheast.com.au/sports-library/>

provide a volunteer portal on its website to match potential volunteers to volunteering positions. School students and retired people could be targeted through volunteer campaigns, the former to gain new experiences and skills, and the latter to share experiences and skills gathered over many years.

6.7.6 Improve information

To increase awareness of existing sport and active recreation opportunities in Alpine Shire by local residents, a diversity of communication tools (both online and hard copy) should be employed by Council, clubs and organisations, such as:

- Active use of the community directory which lists the names of sport and active recreation clubs and organisations in Alpine Shire, including venue, contact details and some information about competitions / programs, with a direct link to club / organisation websites. This needs to be regularly updated and be provided online via Council's website as well as in hard copy format at Council service centres and libraries.
- Information on Council's website and in its social media pages to promote events and activities (text and / or video).
- Information on club / organisation websites, newsletters and social media pages.
- Posters in shop windows to promote events and activities.
- Banners or signage in the street or in front of the venue.
- Letterbox drops by clubs / organisations.
- Presentations to specific target markets.
- Emails to various established networks including schools.

7.0 Places

To provide a diversity of quality and accessible sport and active recreation places and spaces for the community.

7.1 Existing places and spaces

Alpine Shire Council, Department of Environment, Land, Water and Planning (DELWP), Parks Victoria, Alpine Resorts Victoria, AGL Hydro, HVP Plantations, North East Water, Goulburn-Murray Water, North East Catchment Management Authority, schools and the private sector provide a diverse range of places and spaces where physical activity occurs within the Alpine Shire region.

Alpine Shire Council primarily provides sports fields / courts / greens, parks, playgrounds and shared trails, as well as some indoor sports facilities and swimming facilities.

The following table provides an overview of the facilities that are currently available

Town	Aerial / flying sports	Athletics	Baseball	Bocce / petanque	Bowling green	Cricket nets	Croquet green	Dance studio	Disk golf	Equestrian facilities	Fire running track	Golf course	Gun club	Gym / fitness centre	Hall	Motor sports	Mountain bike facilities	Netball courts	Indoor sports court	Outdoor fitness equipment	Oval	Path / trail	Playground	Pump track / BMX	Racecourse	River pool	Rowing / dragon boat	Skate park	Snow sports	Soccer fields	Splash park	Squash	Swimming pool	Tennis courts
Bright	X	X			X	X	X	X		X		X		X	X		X	X	X		X	X	X	X		X		X			X	X	X	
Dederang					X	X				X		X			X			X			X		X		X								X	
Dinner Plain									X						X							X	X	X									X	
Eurobin																																		
Freeburgh															X							X												
Gapsted						X									X						X	X												
Gundowring															X																		X	
Harrietville						X									X						X	X	X											
Mount Beauty	X			X			X	X			X	X			X		X	X	X	X	X	X	X	X			X	X		X			X	X
Mudgegonga															X																			
Myrtleford					X	X				X		X		X	X	X		X	X	X	X	X	X					X		X		X	X	X
Ovens																						X												
Porepunkah	X			X		X									X						X	X	X			X								X
Rosewhite															X								X											
Running Creek															X																			
Smoko																						X												
Tawonga					X								X		X	X							X											
Tawonga South																						X	X											
Upper Gundowring															X																			
Wandiligong															X						X	X	X											

In addition to the facilities listed above, there are a variety of recreational programs and activities undertaken in Alpine Shire by community organisations, health organisations and the private sector including gym, yoga, strength classes, swimming lessons, personal training, dance, martial arts, Nordic Pole Walking, in halls, indoor stadiums and parks. Etc. There is an opportunity for Alpine Shire to further support these organisations to value add to their existing offerings to help achieve positive health and wellbeing outcomes within the community.

Facilities such as ovals can also provide for a range of sport and active recreation activities such as AFL football, soccer and athletics.

Some local residents visit facilities in other municipalities, e.g. indoor aquatic centres, soccer fields, hockey fields and basketball stadiums in other locations such as Wodonga and Wangaratta. In some instances, people who live in other municipalities utilise facilities within Alpine Shire, e.g. the rail trail and mountain bike facilities.

A review of existing facility provision against industry standards¹⁶ indicates that Alpine Shire is well serviced in regard to the number of facilities provided, although there is shortfall of designated soccer fields. It is important to note that industry standards are often developed for metropolitan centres or growth areas and don't necessarily take into consideration the condition of existing facilities, their location, their distance from population centres, their layout (i.e. stand-alone facility or several facilities located together), and the geography of the surrounding area, etc. As a very basic guide, the following table provides an indication of provision in growth areas of metropolitan Melbourne:

<i>Sports facility</i>	Ratio of provision planned in growth Councils (e.g. City of Casey)	No. of facilities in Alpine Shire	Ratio of provision in Alpine Shire
<i>Athletics</i>	1 grass track: 75,000	No dedicated facilities	None
<i>Australian Rules Football</i>	1 oval: 4,250	8	1 oval:1,542
<i>Baseball</i>	1 field: 50,000	1	1 field:12,337
<i>Basketball</i>	1 facility: 8,000	3	1 court:4,112
<i>Cricket</i>	1 oval: 3,000	9	1 oval:1,371
<i>Hockey</i>	1 pitch: 100,000	0	None
<i>Lawn bowls</i>	1 facility: 15,000	4	1 facility:3,084
<i>Soccer</i>	1 field: 4,500	2	1 field:6,169
<i>Netball outdoor)</i>	1 court: 5,000	9	1 courts:1,371
<i>Netball (indoor)</i>	1 court: 5,000	3	1 courts:4,112
<i>Tennis</i>	1 court: 2,300	28 (some in very poor condition)	1 court:441

¹⁶ City of Casey (2014) Leisure Facilities Development Plan Policy: <https://www.casey.vic.gov.au/policies-strategies/leisure-facilities-development-plan-policy>

7.2 Issues and opportunities

7.2.1 Facility audit observations

Observations from the facility audit undertaken as part of the development of this plan identify a range of issues and opportunities, including:

- Varying level of standards from brand new facilities to **ageing facilities**, i.e. from Pioneer Park in Bright (excellent) to Gapsted Recreation Reserve (poor)
- **Lack of change facilities and toilets** at some sites, e.g. no female change facilities at Mount Beauty Recreation Reserve nor any change facilities at Les Peart Oval (home of junior soccer)
- **Gaps in the trail network** and opportunities to better connect towns with one another (e.g. Kiewa River Trail in Mount Beauty to Tawonga along the river) and complete the gap in the trail network from Bright to Harrietville
- Inability for some sports to grow due to **lack of access to stadium / facility space and times**, e.g. gymnastics and table tennis
- **Potential safety issues**, e.g. landing area for paragliding on both sides of the road; poor condition of rodeo grandstand in Myrtleford; road safety issues for cyclists along the Tawonga Gap Road; lack of potable water at Dederang Recreation Reserve
- **Poor wayfinding signage** to some facilities (e.g. McNamara Reserve in Myrtleford) and on some trails
- Facilities that will require an **upgrade in the near future (and considerable expenditure)**, e.g. Mount Beauty Recreation Reserve Pavilion and Myrtleford Swimming Pool
- **Various levels of accessibility** in relation to DDA compliant toilets, paths, ramps, play equipment, etc.
- **Lack of storage space** for clubs at Pioneer Park in Bright and in Mount Beauty (Dragon Boat Club, soccer and Little Athletics)
- **Lack of infrastructure that could help to further activate sites**, e.g. paths, seats, shade, picnic tables, water bubblers and play equipment

7.2.2 Community demand for places and spaces

Many of the issues identified through the audit were also identified through the community survey, online engagement and key stakeholder engagement.

The top sport and active recreation facility and trail upgrades desired by the community (from community surveys and online responses combined) are outlined in the table below. It is important to note that some of the facilities and trails identified lie outside of Council's responsibilities as a land manager.

Sport and recreation facility upgrades desired	Trail upgrades desired
Improve aquatic facilities in Myrtleford, Mount Beauty and Bright (indoors and outdoors)	Develop a pedestrian bridge at Nimmo Bridge in Myrtleford and trails to connect to Myrtleford and beyond
Upgrade Mount Beauty Skate Park - lights, shade and mini ramp	Improve walking / cycling opportunities throughout Alpine Shire (connections, loops, etc)
Upgrade and seal Mount Beauty BMX pump track	Construct a trail from Pebble Beach on the Kiewa River Trail to Damms Rd in Mount Beauty
Develop a junior sports oval on 2 nd oval at Pioneer Park in Bright for soccer, Little Athletics, junior AFL and cricket	Upgrade sections of the Murray to Mountains Rail Trail, e.g. widening trail between Bright and Porepunkah

Sport and recreation facility upgrades desired	Trail upgrades desired
Increase number of exercise classes at Bright Sports Centre	Create mountain bike tracks on Reform Hill in Myrtleford
Develop a splash park / water play facility in Myrtleford	Construct a footpath in Mummery Road, Myrtleford
Replace swing bridge in Rotary Park in Myrtleford with an accessible bridge	Improve trail connections in the township of Bright
	Improve trail maintenance in Bright
	Undertake works on the Back Porepukah Road to improve safety for road cyclists
	Complete the gap in the trail between Bright and Harrietville
	Undertake on-road cycling improvements in Bright
	Develop an epic mountain bike trail between Bright and Mount Beauty

The process for a preliminary prioritising of projects identified is discussed in further detail in the Processes section of this plan.

Note that as identified above, some of the projects listed, e.g. the development of mountain bike trails on Reform Hill falls within the responsibility of DELWP. In instances where the proposed project is the responsibility of another organisation, Alpine Shire Council will inform the relevant organisation of the community's desires.

Where the project may require external funding, but then become the management, maintenance and renewal responsibility of Council, it will be listed as a potential Council project, subject to funding availability.

7.3 Key directions

7.3.1 Aquatics

One of the greatest demands identified by the community through engagement activities was for improved aquatic facilities in Alpine Shire. Ideas ranged from indoor heated pools in each of the three largest towns, to an outdoor pool in Bright, a water park in Myrtleford and a range of other aquatic improvements such as more inflatable equipment.

While the benefits of participation in aquatic activities are recognised, e.g. improved water safety skills; improved health and fitness; and enjoyment, it can be challenging from an economic perspective to provide aquatic facilities in areas with a low population. Industry research, for example, indicates that 25m-50m indoor aquatic facilities are generally not economically viable in towns with a catchment of less than 30,000-40,000 people.

Further research therefore needs to be undertaken to determine the type of aquatic opportunities desired by the community, e.g. learn to swim, lap swimming, hydrotherapy, water aerobics or water play and to really understand what is the optimum and achievable scenario for pool allocation around Alpine Shire. As part of this research consideration should also be given to the upgrade of both Mount Beauty and Myrtleford Pools, including possible relocation if warranted.

7.3.2 Footpaths and shared trails

Walking and cycling are two of the most popular physical activities in Alpine Shire, and one of the most effective ways of encouraging more people to become more active.

Alpine Shire is renowned throughout Australia for its many high-quality walking and cycling options, including some of the most iconic bushwalks in Australia; the best rail trail in Australia; excellent mountain biking and gravel bike riding opportunities and a vast array of recreational tracks and trails of all levels for walking, cycling, trail running and horse riding. Visitors flock to the region for walking and cycling opportunities, and without a doubt, local walking and cycling opportunities will have been a key attraction for many new residents to Alpine Shire.

A wide range of suggestions were received from local residents to further upgrade footpaths, trails and on-road bike lanes in Alpine Shire, e.g. completion of missing links between Bright and Harrietville; development of new trails around Nimmo Bridge in Myrtleford and between Mount Beauty and Tawonga; widening of existing trails such as the Murray to Mountains Trail between Bright and Porepunkah; improved connections within towns (particularly between residential areas and trails), and improved safety for road cyclists along the Tawonga Gap Road.

Whilst Council used the engagement process for this Active Sport and Recreation Plan to gather some information on community needs for trails and paths, the breadth of scope of optimisation of the trail and path network for developments, upgrades and renewals of cycling and walking infrastructure needs to be focussed into a tracks, trails and footpath strategy.

7.3.3 Murray to Mountains Trail

The Murray to Mountains Rail Trail is the premier recreational trail in Alpine Shire. It connects Bright, Porepunkah, Eurobin, Ovens, Myrtleford and Gapsted to one another before travelling outside the municipality to connect to Wangaratta and Beechworth. New trails south of Bright will

enable a connection to Harrietville and Wandiligong, once better town connections are developed within Bright.

Due to the immense popularity of the Murray to Mountains Rail Trail by local residents and visitors, it can become crowded during holiday periods and on weekends. The narrow trail between Bright and Porepunkah needs to be widened to reduce potential trail conflict and to allow people to ride or walk side by side. Similarly, consideration needs to be made to further activating the site and providing for a safer, more comfortable experience by reviewing wayfinding, safety and amenities.

7.3.4 Play spaces

Play spaces provide an important place for children and families to develop physically and socially and enjoy the experience of free play. Council does not currently have a formal play strategy to guide its provision of play across the municipality. Ideally a review of the location of all play spaces needs to occur, along with an assessment of the remaining life span; size of play space; condition of play spaces; the type and diversity of play opportunities provided; the catchment of play spaces; the age range for each play space; supporting infrastructure such as paths, seats and shade; areas of over- or under-supply; accessibility; the value of play opportunities provided; and some principles to guide the provision of play. Budgets should also be established for capital works, upgrades, renewals and maintenance.

7.3.5 Public toilets

The provision of public toilets can greatly enhance usage of public open spaces and people's ability to participate in community life, particularly for families with young children or for people who may need to access toilets quickly due to ageing or health issues. Demand for additional public toilets in locations such as at the start of Kiewa River Trail was identified through consultation and demand for upgrades, improved maintenance or opening hours was also noted, particularly in some of the smaller towns in Alpine Shire such as Dederang.

Baby change facilities enable families to more easily enjoy parks and recreation reserves, knowing that safe and comfortable facilities are available for their usage. At present there are no Changing Places fully accessible public toilet facilities in Alpine Shire. These facilities incorporate change tables and hoists for people with severe or profound disabilities. The provision of one Changing Places venue in a central location in Alpine Shire would significantly improve access for people with disabilities to recreational and community spaces and would enable people with disabilities from other areas to enjoy outings in Alpine Shire. It is suggested that if such a toilet is constructed, Bright, because of its access to a range of physical activity opportunities and its high visitor numbers, would be a logical location to install the first Changing Places facility. Potentially other facilities could be established in Myrtleford and Mount Beauty in the future.

7.3.6 Environmental sustainability

A number of clubs and organisations in Alpine Shire are embracing initiatives to reduce their impact on the environment, including solar panels on the roof of the Myrtleford Bowls Club, inground irrigation systems and water tanks at various recreation reserves, passive heating and cooking in buildings, low use shower heads in change rooms, use of recycled materials in building construction, etc. Funding bodies such as Sport and Recreation Victoria require projects to incorporate

Environmentally Sustainable Design (ESD) features. By designing facilities according to ESD principles, significant benefits can be achieved including:

- Reduction in energy and therefore cheaper operating costs
- Protection and conservation of water
- Less materials going to landfill due to re-use
- Less waste
- Less pollution
- Less transportation costs and impacts by buying locally.

Council will continue to ensure that environmental sustainability options are included in design projects and funding applications for facility renewals and upgrades.

7.3.7 Impact of climate change

Alpine Shire, like the rest of the world, is being impacted by climate change. Warming temperatures and an increase in the number, duration and severity of heatwaves increases the number of extreme fire risk days and the length of the bushfire season. High temperatures can result in an increased need for cooling in sport and recreation facilities. An increase in fire risk requires the need to design facilities to withstand fire as much as possible.

High temperatures also have an impact on participation, as many activities are called off once the temperature hits 35 degrees or above to reduce the likelihood of people suffering from heat stress while playing sport. Some people are likely to stop participating in summer sports as a result of potential heat stroke and sunburn. High temperatures can also contribute to blue-green algae outbreaks, therefore impacting water sports.

Lower rainfall levels may impact the condition of playing fields and the availability of water to irrigate playing fields. Intense rainfall events may result in flooding of playing fields and buildings and the cancellation of games.

Alpine Shire Council's Climate Action Plan (2021) describes Council's commitment to net zero greenhouse gas emissions by July 2023 through avoiding / reusing, improving efficiency, using onsite renewable energy, purchasing renewable energy and offsetting residual emissions.

7.3.8 Sport and recreation facilities incorporating Municipal Emergency Management

A number of sporting groups were keen to ensure that their venues are upgraded to a standard suitable to be used as Neighbourhood Safer Places – Places of Last Resort (NSP-POLR) or Community Fire Refuges.

Fire refuges - according to Alpine Shire Council's Municipal Emergency Management Plan (MEMP), there are no designated fire refuges currently.

Neighbourhood Safer Places – Places of Last Resort - these facilities are not part of shelter in place or evacuation strategies; they are places of last resort; (where other plans have failed or cannot be followed) where a person's prospects of survival may be better than other places but cannot be guaranteed. They are places, or buildings, designated and signposted by Alpine Shire Council that

meet guidelines issued by the CFA¹⁷ and the criteria in the Municipal Neighbourhood Safer Places Plan. As of May 2021, Alpine Shire's Neighbourhood Safer Places are signposted as Bushfire Places of Last Resort at the following locations:

Alpine Shire Neighbourhood Safer Places - NSPs		
TOWN(S)	PLACE OF LAST RESORT	COORDINATES (DD)
Bright and Wandiligong	Pioneer Park Oval	-36.737131
	64/72 Coronation Avenue, Bright	146.970934
Harrietville	Harrietville Hall	-36.891763
	Great Alpine Road, Harrietville	147.063336
Porepunkah	Porepunkah Hall and oval	-36.698301
		146.911356
Dederang	Memorial Hall	-36.475587
	Kiewa Valley Highway, Dederang	147.021267
Myrtleford	Ablett Pavilion	-36.566896
	Lewis Avenue, Myrtleford	146.722146
	RC McNamara Reserve oval	-36.567486
	Lewis Avenue, Myrtleford	146.723026
Mount Beauty	Mount Beauty Sports Stadium	-36.741793
	Pool Road, Mt Beauty	147.168774
Tawonga	Tawonga Memorial Hall	-36.686769
	Kiewa Valley Highway, Tawonga	147.141023

Emergency Relief Centres - are locations such as halls where relief services, food, water, accommodation and support with counselling and finances are provided. These centres will only be

¹⁷ CFA website: <https://www.cfa.vic.gov.au/plan-prepare/your-local-area-info-and-advice/neighbourhood-safer-places>

activated and publicised once consideration has been given by the Incident Controller (in consultation with the MERC and MRM) to the prevailing circumstances and number of people needing assistance.

Community Based Relief Support Centres - are facilities where the community may gather during the watch and act phase of an emergency until people put their evacuation plan into place or move to an ERC when / if one is opened. These spaces are community-led.

7.3.9 Pioneer Park (Bright) Master Plan

Numerous sporting groups identified the need to develop a second oval or grassed playing field at Pioneer Park in the open space area adjacent to the equestrian area, along with storage space for user groups. Potential user groups of this second oval or grassed playing field include junior football, junior cricket, junior soccer, Little Athletics and senior athletics. Should this open space area be developed, consideration needs to be given to creating a multi-purpose space that is able to cater for a variety of different sports. Consideration also needs to be given to the position of the pony club arena located next to the open space area, as junior sport and pony club immediately next to each may not be compatible.

Other suggestions received for Pioneer Park include the development of additional tennis courts onsite; an additional hardcourt suitable for netball or basketball; as well as a new clubhouse for Alpine Cycling Club (it currently shares the Scout Hall at Pioneer Park). There may be opportunities to create a shared facility with storage for users of the second oval / grassed playing field and the Alpine Cycling Club.

7.3.10 Dinner Plain Village Master Plan

Dinner Plain Village Detailed Designs (2020) recommends the development of a recreation reserve and adventure trail at Dinner Plain featuring mini pump park and skate features, frisbee golf, multi court, expansion to the existing play space, pedestrian access upgrade, park infrastructure and increased amenity and infrastructure at Peashooters Run and Trail Junction (Mountain Bike Hub).

7.3.11 Mount Beauty Sports Precinct Master Plan

A variety of suggestions were received to improve the Mount Beauty Education and Recreation Precinct, including:

- An upgrade to the Mount Beauty Recreation Reserve pavilion to improve kitchen, social and change facilities (including for female players – netball and AFL football - and umpires)
- Improvements to the drainage on the Mount Beauty sports oval to enable sports to be played over winter
- Basic clubhouse / storage facilities on Les Peart Oval to cater for junior soccer, junior cricket and Little Athletics
- Storage space for Mount Beauty Dragon Boat Club's boat and equipment
- Sealing of the Mount Beauty BMX pump track
- Installation of shade sail, lights and a mini ramp for beginners at Mount Beauty Skate Park
- Sealing of the track around The Pondage to improve walking / cycling options
- Provide an improved launch ramp into The Pondage for watercraft
- Upgrade to tennis club pavilion

7.3.12 McNamara Recreation Reserve (Myrtleford) Master Plan

McNamara Reserve in Myrtleford is the home of high-level football, cricket and netball in the municipality. In order to continue to provide high-level sport and to attract skilled / elite players it is important to provide quality facilities.

The Recreation Reserve Committee of Management has undertaken some initial planning to develop a wellbeing and recovery centre on site. It also wishes to establish a second oval on land next to the reserve (which is currently privately owned).

The development of a second oval would enable all grades of football and cricket to be based at the one site (instead of operating partially at McNamara Reserve and partially at Memorial Park). Should Memorial Park become surplus to football and cricket needs, it could be repurposed for additional sport and recreation opportunities, or the land could potentially be sold to help fund the purchase of land for the second oval. There may also be an opportunity to develop an athletics running track around the perimeter of the second oval, thereby creating an opportunity for senior or junior athletics on site, particularly if additional athletic infrastructure is constructed.

It is likely that the committee will progress the planning further for the recovery and wellbeing centre and a second oval. Therefore, it is important that Alpine Shire Council stays informed of the planning works and vision created by the committee as it may impact decisions about future use of Memorial Park.

7.3.13 Sport and recreation facility improvements

Some of the key suggestions emanating from the community engagement activities undertaken include:

- improvements at some of the larger recreation reserves – Pioneer Park in Bright, Mount Beauty Recreation Reserve in Mount Beauty and McNamara Reserve in Myrtleford (which will be identified through master plans)
- aquatic improvements (which will be included in the Aquatics Option Analysis)
- play space improvements (which will be included in the play space review); and
- track / trail / path improvements (which will be included in the Footpath Strategy)
- projects that are the responsibility of another body, e.g. DELWP.

There are not sufficient resources available to undertake all of these works, and a process of justification needs to be undertaken to determine the feasibility of such developments. To assist with this prioritisation process, assessment tools will be developed as part of the implementation phase of the Sport and Recreation Plan.

Further, given that Alpine Shire is well serviced with sport and active recreation facilities, and much of Alpine Shire is within reasonably close proximity to the major centres of Wangaratta and Wodonga where regional single-purpose facilities are more likely to be developed due to their potential catchments in these centres, the focus for Alpine Shire Council should be on improving existing assets wherever possible, rather than the development of new facilities

8.0 Partners

To work in partnership with community organisations, government agencies and the private sector to facilitate sport and active recreation opportunities for the community.

Sport and active recreation opportunities are delivered or facilitated by a diverse range of partners in Alpine Shire including Council; sport and active recreation clubs and organisations; Department of Environment, Land, Water and Planning; Parks Victoria; Alpine Health; Gateway Health; Sport North East; State Sporting Associations; schools and the private sector. Collaborations between these different groups can ensure better health, social, economic and environmental outcomes are achieved and ensure that limited resources are maximised. These organisations can also help Alpine Shire achieve its health and wellbeing targets identified in the Municipal Health and Wellbeing Plan.

8.1 Sport and active recreation clubs

Sport and recreation clubs and organisations in Alpine Shire are typically run by volunteers (although some sports such as bowls, golf and football clubs may have paid administrators or maintenance staff) and provide opportunities for local residents to take part in competitions or activities. There are over 100 clubs and organisations in Alpine Shire. Of the 42 clubs and organisations who completed a survey or attended one of the workshops held, more than half (57%) believe that their membership levels will grow over the next five years. Just over one-third of clubs (36%) believe that their membership levels will remain the same and 7% believe that they will have a drop in numbers.

Clubs and organisations in Alpine Shire were significantly impacted by the bushfires and COVID-19 restrictions in 2020. During the bushfire period, many clubs ceased to offer their activities due to perceived personal safety risks; potential for property damage; poor air quality impacting people's health and ability to participate safely; and lack of people able to participate due to evacuations or fire-fighting duties.

COVID-19 restrictions also resulted in senior and junior sport being cancelled; loss of potential club revenue from membership fees, canteen fees, bar takings, gate takings, events and sponsorship (one club stated that it lost \$21,000); a slow or diminished return to activities (one organisation stated that it has lost half of its membership); the need for even more volunteers to ensure COVID-safe practices are implemented and adhered to; difficulties in attracting coaches; additional costs to ensure COVID-safe practices (e.g. hand sanitizer and extra cleaning) as well as ongoing costs (e.g. insurance) even though activities were not occurring; a decline in physical and mental health of regular participants due to activity being in recess; lack of community social connectedness activities as a result of games and social events not being held. As organised sport was essentially unavailable during COVID-19 restrictions, participation in active recreation pursuits such as walking and cycling soared and has continued to remain relatively high (although not at the peaks experienced). Some sports, such as golf, also experienced an increase in participation once some COVID physical activity restrictions were lifted and while other sports were still restricted.

Clubs and organisations are likely to feel the impact of bushfires and COVID-19 for some time and need to be supported as much as possible into the future to provide sport and active recreational opportunities for residents, who in turn, may be anxious about returning to activities which might be

subjected to continued shut downs and potentially pose a health risk if other participants attract COVID.

Clubs and organisations identified their top 10 challenges as:

1. Facilities / sports grounds - ageing facilities, facilities not meeting needs, regulations, standards or expectations (57%)
2. Volunteers - attracting and retaining volunteers for Committee of Management, working bees and running events / activities (43%)
3. Income generation - hard to access enough money through grants, sponsorship, fundraising, player fees (39%)
4. Participants - accessing enough players / participants to make up a team or to make a club or activity viable (32%)
5. Finances - cost of utilities, maintenance, insurance, affiliation, transport (32%)
6. Competition - competition from other sports or from other non-formal activities (e.g. cycling, weekend / shift work, electronic devices) (30%)
7. The cost of participating in our activity may be a barrier in terms of attracting more people (27%)
8. Events - running events / competitions / tournaments due to the time commitment required, costs to do so and COVID-19 restrictions / uncertainty (25%)
9. Time and distance - distances required by our club / organisation to travel to take part in competitions / events (25%)
10. Population changes – catering for an ageing community (23%).

The majority of clubs and organisations in Alpine Shire have plans to further develop their facilities (note that these plans may not have been endorsed by Alpine Shire and may be in the early stage of development by clubs). Some clubs and organisations operate facilities that are not within any management responsibility of Council and therefore do not require Council endorsement). These plans are included in the Background Report, however in summary their plans include:

- Improvement to club rooms / social facilities, e.g. McNamara Reserve in Myrtleford; Mount Beauty Golf Club; and Dederang Bowls Club.
- Additional storage, e.g. Mount Beauty Soccer Club, Mount Beauty Dragon Boat Club,
- Introduction of new competitions, e.g. softball at Porepunkah Panthers Baseball Club, women's horse riding clinics and competitions offered by Alpine Regional Horseman's Association, under 10's cricket competition at Ovens Valley United Cricket Club, school programs with Myrtleford Lawn Tennis Club; free self-defence classes for women from Takahashi-ha no Ryukyu - Shuri-Te Traditional Karate Do
- Installation of lighting, e.g. Myrtleford Savoy Soccer Club
- Safety improvements, e.g. North East Victorian Hang Gliding Club landing zone
- Additional shade, e.g. Mount Beauty Tennis Club
- Construction of new sport and recreation facilities, e.g. new tennis courts at Bright Tennis Club; C grade cricket oval at Dederang Recreation Reserve; new trails for Ovens Valley Horse Riders Association; indoor arena at Bright & District Pony Club
- Installation of heating and cooling, e.g. Gapsted Hall.

Clubs and organisations have also expressed their desire for more support from Alpine Shire and other relevant organisations such as Sport North East and State Sporting Associations. The type of support requested includes:

1. Information about grants that are available (79%)
2. Small grants for equipment or events (71%)
3. Assistance in preparing grants (62%)
4. Assistance with maintenance of facilities / sports grounds (57%)
5. Assistance with promotions through Shire publications and website (45%).

Some clubs and organisations also noted the need for the employment of a designated sport and recreation officer to work proactively with clubs, as well as regular meetings with Council staff.

8.2 DELWP and Parks Victoria

From a trails perspective, the Department of Environment, Land, Water and Planning (DELWP) is responsible for the management of trails on State Government land and Parks Victoria is responsible for trails on Crown Land, e.g. Mount Buffalo and Alpine National Park. Alpine Shire Council has been appointed by DELWP as the manager for some trails located close to towns.

DELWP is also the landowner of a number of recreation reserves in Alpine Shire that are used by local sport and active recreation clubs and organisations. There is a perception that clubs and organisations operating within facilities located on Crown Land do not receive the same level of resources as those based on Council-owned land. However, the Facility and Building Maintenance Policy highlights that Council does not differentiate support level based on land ownership status.

Alpine Shire Council, as the owner of a number of sport and active recreation reserves in the municipality, has an obligation to clubs and organisations that occupy these sites around issues such as safety and general maintenance of specific areas in accordance with agreements (e.g. fixing potholes on internal roads).

In the past Council has committed funds or staff resources to facilities that are not under any management responsibility of Council where there has been a clear community benefit and need, and where there are no other funding avenues available. Requests for support for asset upgrade by clubs and organisations outside of Council's responsibilities will continue to be assessed on a case-by-case basis where community benefit is clearly demonstrated.

Section 8.1, above, outlines some of the ways that Council can support clubs and organisations with information. These support activities can be extended to all clubs and organisations regardless of their facility land-status.

8.3 Alpine Health and Gateway Health

Alpine Health provides integrated Acute Health, Community Health and Community and Aged Residential Services for residents and visitors of the Alpine Shire, and has sites based in Bright, Mount Beauty and Myrtleford. Similarly, Gateway Health, with a site in Myrtleford, focuses on the provision of primary health and welfare services to people at highest risk of poor health outcomes. These organisations have offered community fitness programs such as tai chi, Nordic pole walking; and weight and strength training classes.

Each of these health organisations, along with Alpine Shire and Sport North East, has formed a health promotion collective called Active Alpine. This group has undertaken research in the region and as a result, focuses on creating supportive environments in the community to make physical activity an easier choice. Some of the barriers to participation identified through local research include cost, accessibility, lack of flexibility of clubs / organisations and lack of activation of spaces (e.g. pathways, shade, lighting, water bubblers).

Key priorities of this group are:

- Promote existing events, free, family-oriented activities and facilities
- Support development of a physical activity policy / strategy
- Support walking and cycling path connections / improvements
- Map existing informal recreation opportunities and multiple-use sporting facilities
- Support sports clubs and workplaces to build healthy environments.

Recent achievements of the collective include the establishment of Park Run in Myrtleford, plans to establish outdoor fitness equipment stations in Alpine Shire, promotion of Active April and development of a calendar of events.

8.4 Sport North East and State Sporting Associations

Sport North East (SNE) is a regional sports assembly funded by Sport and Recreation Victoria to support sport and recreation clubs in north east Victoria. The type of support available includes: information, workshops, resources and policies around issues such as governance, grants, volunteer recruitment, programming and anti-social behaviours. The Sports Library offered by Sport North East from its base in Wangaratta could potentially be replicated (at a smaller level) in a town such as Mount Beauty in Alpine Shire. This would enable local residents to hire sports equipment such as yoga mats, netballs, hula hoops, boxercise equipment, cricket bats, tennis racquets, bocce sets, volleyball nets, etc for free.

State Sporting Associations (SSAs) are the pre-eminent governing bodies for specific sports in Victoria (e.g. Tennis Victoria). SSAs are funded by Sport and Recreation Victoria and fees from affiliated clubs in areas such as Alpine Shire. Their role is to establish the strategic direction of their sport and to assist clubs and leagues / associations to grow the sport through the provision of various resources.

Both SNE and SSAs have resources and knowledge to assist local clubs / organisations to grow participation; to improve their facilities; to be more sustainable; and to lead effectively through quality governance.

8.5 Schools

From a sport and active recreation perspective, schools have a role in the promotion of healthy and active lifestyles to young people through the provision of physical education classes; organised sporting events (e.g. athletic events or inter-school sports); promotion of healthy eating via food sold in school canteens; providing opportunities for informal play during recess and lunch; and through participation in programs such as Walk to School Day. From a facility perspective, schools tend to provide grassed playing field(s); hard courts suitable for netball, basketball, tennis and other

activities such as downball; and playgrounds. Some will also provide extra facilities such as indoor sports courts.

Community access to school facilities, whilst encouraged by the State Government, is often decided upon by school councils and permission may change as council members change. Many schools also use community facilities managed by Alpine Shire Council such as ovals, courts, swimming pools and walking / cycling paths as part of their curriculum or events.

Feedback from consultations revealed that where shared school and community facilities are located on Department of Education and Training land, there is sometimes a lack of clarity around maintenance responsibilities, access, etc. Council currently has a MOU with Bright P-12 and has previously held one with Mount Beauty P-12 too.

Given the limited resources available by both Council and schools, greater access to school facilities by the community and to community facilities by schools can reduce duplication of facilities and maximise usage of existing assets.

8.6 Private sector

The private sector is increasingly becoming involved in the sport and active recreation sector in Alpine Shire, particularly in the area of health and wellbeing classes, e.g. yoga, pilates, dance, martial arts, personal training and boot camps. These organisations are generally not financially supported by Alpine Shire (as they are for-profit businesses), although like traditional sports clubs, they also help Alpine Shire Council to achieve its health and wellbeing targets and improve liveability.

Other private sector organisations such as HVP Plantations and AGL Hydro or Alpine Resorts Victoria provide spaces where physical activity occurs. HVP Plantations, for example, has provided land within its plantation for mountain bike riding and various water sports are carried out on The Pondage in Mount Beauty, which is part of AGL's suite of hydroelectric power stations throughout Victoria and NSW. A small section of the alpine region, which is managed by the Alpine Resorts Victoria, is also home to a variety of activities enjoyed by local residents, including snow skiing, snowboarding, snowshoe walking, hiking, mountain bike riding, fishing and other related activities.

8.7 Neighbouring Local Government Authorities

It is important to understand priorities and projects of neighbouring Local Government Authorities as what they may be developing could potentially impact works within Alpine Shire. The Rural City of Wangaratta, for example, has recently upgraded the Wangaratta Sports and Aquatic Centre. Works in neighbouring LGAs may negate the need to undertake certain works in towns within Alpine Shire. Conversely, works in Alpine Shire may have a broader catchment than just local residents, which in turn could help local facilities or activities become more sustainable. Partnership opportunities should be explored, particularly when considering the development of regional level facilities or activities / events that may appeal to a regional audience.

9.0 Processes

To provide a strategic framework to guide Council's decision making and investment in relation to sport and active recreation.

9.1 Tools, policies, strategies and procedures

Tools, policies, strategies and procedures can help to guide decision making, based on equitable and transparent principles. Currently Alpine Shire is guided by a variety of plans, strategies, policies and laws, including, but not limited to the following:

- Council Plan
- 2030 Community vision
- Asset management policy, strategy and plans, e.g. Open Space Maintenance Management Plan (2013-2017)
- Building and Facility Maintenance Policy
- Municipal road management plan
- Community engagement policy
- Community grants guidelines
- Event funding guidelines
- Local laws
- Various place-based reports, e.g. resilience plans, better places reports
- Strategies, e.g. Alpine Cycle Safety Strategy, Mount Beauty Footpath Strategy
- Master plans, e.g. Pioneer Park.

Through the preparation of this plan, some process gaps or process improvements have been identified. To improve future planning and investment decisions, several tools will be developed as part of the implementation phase of the plan.

9.1.1 Community Directory

Whilst there is already a community directory on Alpine Shire's website, this directory needs to be updated to ensure that information is accurate. Many of the sport and active recreation contacts in the directory were updated as part of this project. Similarly, there needs to be more information provided about each organisation such as the venue they operate from, the type of programs / competitions they run and a link to their website and social media pages.

9.1.2 Asset Database

Whilst Council has a list of its assets, the information provided is limited. As part of the development of this plan, a more comprehensive database of activities has been produced, incorporating information such as location, facilities, management, user groups, contact information, etc, as well as photos of each site. This has been produced in Excel format and will be able to be adapted for a variety of uses by Council staff.

9.1.3 Other tools

Other tools that may need to be developed or reviewed in order to guide Alpine Shire in its fair and equitable provision and facilitation of sport and active recreation opportunities include:

- Developer Contributions Policy – a policy to guide developers in terms of sport and active recreation provision in new residential areas, e.g. shared paths, play spaces, parks, etc., or a designated percentage of development cost to the provision of such facilities.
- Club contributions to capital works policy – a policy which details the expected degree of contribution required from user groups for any major capital works or facility developments.
- Club subsidisation review – a review of subsidies provided to sport and active recreation organisations to assist with maintenance costs to ensure that this amount provides an adequate level of subsidisation and is tied into club efforts to increase participation.
- Agreements – formalised agreements or Memorandums of Understanding with partner bodies detailing roles and responsibilities in the delivery of sport and active recreation opportunities and a review of any existing agreements to ensure equitable access to facilities by sport and active recreation clubs / organisations.
- Master plans – plans to guide the future development of sport and active recreation sites in terms of facility developments, connections, roadways, landscaping, signage, etc.

9.1.4 Action Plan

Each of the suggestions identified from community engagement will be assessed against weighted criteria aligned to the vision and planning principles contained within the plan, to develop a prioritised listing of actions.

9.2 Implementation and evaluation

As responsibility for sport and active recreation crosses many areas within Alpine Shire it is important that a multi-disciplinary team is established to oversee and implement this plan. It is suggested that this group meets at least twice per year to monitor actions and that once per year all actions are reviewed and modified if needed. Ideally one officer will be given the responsibility of coordinating meetings. A new sport and active recreation plan should be developed in 2033.



COUNCIL POLICY

CCTV Surveillance Cameras

Contents

1. <u>Purpose</u>	4
2. <u>Scope</u>	2
3. <u>Policy details</u>	2
4. <u>Roles and responsibilities</u>	2
5. <u>Breaches</u>	2
6. <u>Human Rights Charter compatibility</u>	2
7. <u>Supporting documents</u>	2
8. <u>Definitions and abbreviations</u>	2
9. <u>Approval</u>	2

DOCUMENT UNCONTROLLED WHEN PRINTED

Document Control		
Policy number 093	Status Final	Approved by Council
Date approved 9 November 2021	Next review date December 2025	
Directorate Corporate Performance	Department Corporate	External

REVISION RECORD

Date	Version	Revision description
13/5/2014	1.0	Draft
06/06/2014	2.0	Adopted
17/11/2017	3.0	Adopted
03/07/2018	4.0	Adopted
9/11/2021	5.0	Presented to Council for Adoption. Updated template and supporting documents.

1. Purpose

The purpose of this policy is to provide guidance for the appropriate installation and use of CCTV surveillance cameras and use of footage collected at Council owned, operated or managed sites.

2. Scope

This policy applies to all Council employees and councillors, contractors, volunteers, and representatives.

This policy and its supporting procedures apply to the installation or proposed installation of CCTV surveillance cameras on Council owned, operated or managed sites.

Where installation of CCTV surveillance cameras is proposed on sites where Council is not the sole owner, operator or manager, this policy will serve as a minimum requirement and written agreement between all parties will be required. For example: where Council owns a site but does not operate or manage its functions directly (e.g. local halls and sporting reserves), and also the reverse where Council manages or operates a site, but it is owned by another entity (for example Crown Land administered by the Victorian Department of Environment Land Water and Planning (DELWP)).

The *Surveillance Devices Act 1999* in conjunction with the *Privacy and Data Protection Act 2014*, govern the use of CCTV surveillance cameras in public areas. This policy addresses Council's requirements under these and other Acts.

The objectives of this policy are to:

- ensure the safety of Council employees, councillors and members of the public;
- protect property from theft and damage;
- discourage unlawful activity;
- improve the investigation of incidents; and
- ensure that CCTV surveillance cameras are installed following a thorough assessment.

3. Policy details

Definition of public place

For the purposes of installation and use of CCTV surveillance cameras, the Victorian Law Reform Commission has identified a 'public place' as "any place to which the public have access as of right or by invitation, whether express or implied and whether or not a charge is made for admission to the place". Under this definition, Council owned, managed or operated sites, including Council workplaces, are considered public places and as such, any use of CCTV surveillance in these areas must comply with various Victorian and Australian legislation, Australian Standards and other guidelines.

CCTV operation

The CCTV surveillance cameras will be used to capture any incidents involving threats to Council employee safety, public safety, theft, and unauthorised access to 'staff only' areas.

Installed cameras will operate for twenty-four hours a day, seven days a week. The majority of monitoring will be retrospective reviews, however there will be occasional periods of passive monitoring.

The cameras will not be used to record or monitor the daily activities of Council employees nor will they be used to assess employee performance.

All reasonable steps will be taken to ensure the identity and images of any individual captured on camera remains anonymous where lawful and practicable.

Signage must be displayed at any site where CCTV surveillance cameras are installed, and positioned below each camera within those areas, to inform Council employees, councillors and the public of the use of cameras for security purposes.

Definition of an incident

An incident is defined as an occurrence or event that could result in harm to persons, property or business operations.

An incident may occur at any time, and may involve members of the public, Council employees and/or councillors.

Camera locations

CCTV surveillance cameras must not be installed without the prior written approval of the Chief Executive Officer (CEO). An assessment must be undertaken prior to the CEO approving installation of CCTV surveillance cameras, which includes the following:

- Location;
- Primary purpose of the surveillance;
- Evidence to support the request for surveillance;
- A privacy assessment; and
- Consultation and notification requirements.

A register of CEO-approved camera locations will be maintained.

Purpose of collection

Footage recorded and retained by the CCTV surveillance cameras will be used for the sole purpose of monitoring and investigating incidents.

The primary purpose of collection is:

- incident monitoring;
- detection of any Council employee and/or public safety issues;
- detection and deterrence of theft;
- monitoring any unauthorised access to 'staff only' areas

Access to footage

Access to live streaming or recorded footage for the purposes of viewing, copying or disclosing the footage will be restricted to the following Authorised personnel: Council's CEO, Directors, Manager Facilities, and Manager Asset Maintenance. Authorised personnel may request the assistance of the Information Technology Coordinator to retrieve footage.

Use and disclosure of footage

Live streaming and recorded footage must only be used for the purposes of investigating and providing evidence of an incident.

Footage of an incident may be disclosed to a third party such as Victoria Police, and copies may be provided on the condition that the third party has an official role in investigating the incident or some other legitimate reason for requiring access to the footage.

Any request by members of the public to view records of incidents must be done through the same Freedom of Information (FOI) process as is required to access any Council record.

Storage of footage

Any recorded footage of incidents must be stored in a secure location with restricted access.

Footage must be protected from unauthorised viewing, copying, alteration, deletion and disclosure.

4. Roles and responsibilities

The following positions are responsible for

Responsibility	Role / Position
Implementation	CEO, Directors, Managers
Compliance	All employees and Councillors
Development / Review	Governance Officer Health, Safety and Risk Officer
Interpretation / Advice	Governance Officer Health, Safety and Risk Officer Information Technology Coordinator

5. Breaches

Failure to comply with this Council policy, supporting procedures or guidelines, will be subject to investigation which may lead to disciplinary action and potential legal ramifications.

6. Human Rights Charter compatibility

This policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006 [Vic]*.

7. Supporting documents

This policy should be read in conjunction with all other relevant, Council policies and procedures, as well as relevant legislative requirements.

Related Legislation

- *Surveillance Devices Act 1999 [Vic]*
- *Privacy and Data Protection Act 2014 [Vic]*
- *Public Records Act 1973 [Vic]*
- *Private Security Act 2004 [Vic]*
- *Freedom of Information Act 1982 [Vic]*
- *Evidence Act 2008 [Vic]*
- *Charter of Human Rights and Responsibilities Act 2006 [Vic]*
- *Local Government Act 2020 [Vic]*

Related Council Policies

- Employee Code of Conduct
- Information Privacy Policy (No.45)
- Health and Safety Policy (No.52)
- Risk Management Policy (No.54)
- Body-Worn Camera Policy (No.109)
- Digital Information Security Policy (No.111)
- Equal Opportunity, Discrimination, and Harassment Policy (No.112)

Related Procedures

- CCTV Surveillance Camera Operating Procedures (P93.1 and P93.2)

Other documents

- Guidelines to surveillance and privacy in the Victorian public sector (Commissioner for Privacy and Data Protection) May 2017 (currently being updated)
- Security and Privacy Surveillance Technologies in Public Places (Victorian Auditor General) September 2018

8. Definitions and abbreviations

Term	Meaning
CCTV	Closed Circuit Television
CEO	Chief Executive Officer of the Alpine Shire Council
Council	Alpine Shire Council
Council employees	Alpine Shire Council employees, volunteers, contractors
Passive monitoring	Where CCTV monitors are intermittently observed by operators
Retrospective review	Where CCTV is reviewed after an incident
Workplace	Physical location where Council employees undertake their Council duties. Relates to fixed locations only, and not where employees are required to undertake field work for their roles.

9. Approval

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 9th day of
November 2021
in the presence of:

.....
COUNCILLOR

.....
SIGNATURE

.....
COUNCILLOR

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER

.....
SIGNATURE



COUNCIL POLICY

Complaints

Contents

1.	<u>Purpose</u>	4
2.	<u>Scope</u>	4
3.	<u>Policy details</u>	4
3.1	<u>COMPLAINT CATEGORISATION</u>	4
3.1.1	<u>Level 1 complaint - First point of contact resolution:</u>	4
3.1.2	<u>Level 2 complaint - Escalation:</u>	5
3.1.3	<u>Level 3 complaint - Internal review:</u>	5
3.1.4	<u>Level 4 complaint - Access to external review:</u>	5
3.2	<u>COMPLAINT RESOLUTION</u>	5
3.3	<u>TIMELINES</u>	6
3.4	<u>RECEIVING COMPLAINTS</u>	6
3.5	<u>COMPLAINT REPORTING</u>	6
3.6	<u>PRIVACY AND CONFIDENTIALITY</u>	6
3.7	<u>REMEDIES</u>	7
4.	<u>Roles and responsibilities</u>	7
5.	<u>Breaches</u>	7
6.	<u>Human Rights Charter compatibility</u>	8
7.	<u>Supporting documents</u>	8
8.	<u>Definitions and abbreviations</u>	8
9.	<u>Approval</u>	8

DOCUMENT UNCONTROLLED WHEN PRINTED

Document Control		
Policy number 117	Status Approved	Adopted by Council
Date Approved 9 November 2021	Date of Operation 1 January 2022	Next Review Date November 2025
Directorate Corporate Performance	Department Corporate	Internal / External External

REVISION RECORD

Date	Version	Revision description
28/08/2020	0.1	First draft for key internal stakeholder and AMT review
21/09/2020	0.2	Final draft including final edits endorsed by CEO
16/02/2021	1.0	Approved by CEO
13/10/2021	1.1	Amendments to response times updated and approved by the CEO

1. Purpose

Council is committed to providing a high-quality service to all customers and community members and seeking out opportunities to improve service delivery. Where Council has failed to meet a customer's expectations the customer may wish to lodge a complaint.

Council actively encourages and welcomes feedback and maintains this policy to:

- demonstrate Council's approach to complaint handling
- provide visible and transparent information about how and where to complain
- establish a consistent and transparent complaint handling system
- establish expected timeframes for resolving complaints
- clarify the roles and responsibilities of Council staff
- ensure staff handle complaints fairly and objectively
- be accessible to everyone
- ensure there is no detriment to people who complain.

This policy supports Council's commitment to providing excellent customer service:

Care	We will listen to your needs and treat you with respect
Communicate	We will record and acknowledge an initial response to your request for service within five business days
Confirm	We will let you know the timeframes, steps and what we need from you
Carry Through	We will take ownership and follow through on our commitments.

2. Scope

This policy applies to Council staff and contractors engaged by Council.

This policy does not apply to decisions or processes that have separate statutory or other legislative appeal processes. Examples of service areas in which there are separate statutory or legislative appeal processes include but are not limited to:

- Complaints relating to a Council or Committee resolution
- Complaints relating to a planning application or decision
- Complaints relating to parking or local law infringements
- Complaints relating to building, health and food services
- Complaints relating to a Councillor when not performing their role as a Councillor
- Complaints alleging fraud, corruption, or other criminal behaviour
- Freedom of information requests
- Work related grievances from Council staff (i.e. Complaints relating to their employment)
- Complaints already reviewed by an external agency

Council recognises that the above complaints are still valid, however these will be managed separately from the complaint handling policy.

3. Commencement Date

This Policy will come into effect from 1 January 2022.

4. Policy details

4.1 COMPLAINT CATEGORISATION

The Local Government Act 2020 defines a complaint as a Communication, whether oral or in writing to the Council by a person of their dissatisfaction with:

- the quality of an action taken, decision made, or service provided by a member of Council staff, or a contractor engaged by Council;
- a delay by a member of Council staff or a contractor engaged by the Council in taking an action, making a decision or providing a service; or
- A policy or decision made by a Council or a member of Council staff or a contractor.

Council has adopted a four-tiered approach to complaint handling and has categorised complaints as follows.

4.1.1 Tier 1 complaint - First contact

A Council officer receives the complaint and is able to resolve the complaint at the time a person first contacts Council. Details of the complaint is recorded in Council's systems.

If the complaint cannot be immediately resolved the complaint is escalated to Tier 2.

4.1.2 Tier 2 complaint - Investigation

An investigation is required to be carried out by an officer with specialist expertise and should not be the person that the complaint relates to. They gather additional information and make an evidence-based decision. The officer will communicate with the complainant throughout the investigation and provide a written outcome that explains the Council's decision.

Details of the complaint and the correspondence is recorded in Council's systems.

4.1.3 Tier 3 complaint - Internal review

If a complainant believes the Council has made the wrong decision, they can request an internal review.

A senior officer conducts an independent internal review and looks at whether the complaint should have been dealt with differently. This can lead to the original decision being upheld or overturned.

Any Tier 3 complaints already with the CEO at Tier 2 but remain unresolved will be reviewed by a Director that does not manage the area where the complaint originated. The assigned Council officer then follows through to resolution and records the resolution accordingly in Council's systems.

Any complaints received at any level about the CEO will be initially escalated to the Director Corporate Performance who may, if appropriate, record the complaint as a public interest disclosure (see Public Interest Disclosure policy and related procedures) or refer the complainant to an external review body.

4.1.4 Tier 4 complaint - Access to external review

If the complainant remains unsatisfied with the process or outcome of the Tier 3 internal review, the Director Corporate Performance must then inform the customer of any external avenues through which they may pursue their complaint. These can include the Local Government Inspectorate, the Ombudsman of Victoria, Victorian Civil and Administrative Tribunal (VCAT), Independent Broad-based Anti-corruption Commission (IBAC) or other appropriate authority. The customer must then be informed that the complaint will be closed in Council's systems and this outcome recorded accordingly.

4.2 COMPLAINT RESOLUTION

The officer responsible for resolving the complaint must communicate with the complainant(s) via phone or email to advise of the outcome, including reasons for the decision made and contact information for the responsible officer. The details of this communication must be recorded against the complaint in Council's Customer Request Management system.

4.3 TIMELINES

All complaints must be responded to within the following timelines:

Initial response

All complaints received will be acknowledged by a relevant Council officer within five business days. This acknowledgement must convey who the responsible officer will be that will ultimately be handling the complaint.

Resolution

Every reasonable step must be taken to resolve complaints within 28 calendar days. For any complaint that takes longer than 28 days to resolve, the responsible officer must contact the complainant prior to the expiry of this timeframe and explain the reasons for this decision.

Complaints that remain unresolved within 28 days will be subject to review and escalated to the manager of the team where the complaint originated.

4.4 RECEIVING COMPLAINTS

Complaints can be received in numerous ways.

Mail: Alpine Shire Council
PO Box 139
Bright VIC 3741

Telephone: (03) 5755 0555

Email: info@alpineshire.vic.gov.au

In person: Alpine Shire Council Office
2 Churchill Avenue, corner Hawthorn Lane, Bright

Website: www.alpineshire.vic.gov.au
Alpine Shire Customer Portal

4.5 COMPLAINT REPORTING

The Manager Corporate will report complaints received and resolved to the Alpine Management Team to ensure that Council maintains a diligent focus on the satisfactory resolution of customer complaints and continuous improvement in complaint handling.

The Director Corporate Performance will provide regular reporting of complaints received and resolved to Councillors at Councillor Briefing Sessions.

4.6 PRIVACY AND CONFIDENTIALITY

Council staff must adhere to all Council policies regarding the handling of private and confidential information. When gathering customer information to respond to a complaint, Council staff may only use it exclusively for the following purposes:

- to manage the complaint or to address systemic issues arising from the complaint
- to share it in a de-identified format when reporting summary data to the public
- to share it with other relevant Council officers only as needed to effectively resolve a complaint or investigate complaint trends and opportunities to improve how Council handles complaints.

4.7 REMEDIES

Where it has been found that a Council decision was made in error, Council will take steps to redress the situation. Possible remedies may include:

- an apology to the affected customer(s)
- an explanation of why the error occurred and the steps taken to prevent it happening again
- a reversal of an earlier decision
- disciplinary action taken against a staff member
- providing a suitable means of redress.

4.8 OTHER COMPLAINTS

Type of Complaint	Specific Handling Procedure
Complaints about Councillors	Complaints about Councillors will be forwarded to the Director Corporate Performance and handled in accordance with the Councillor Code of Conduct
Complaints about Council Staff	Any complaints received about Council staff conduct will be handled in accordance with the Council's Employee Code of Conduct

4.9 UNREASONABLE CONDUCT

Most complainants act reasonably and responsibly in their dealings with Council. In a small number of cases some complainants, despite our best efforts to help them, behave in ways that are inappropriate and unacceptable.

Unreasonable conduct is that which because of its nature raises substantial health, safety, resource or equity issues for our organisation, our staff, contractors and other service users.

In managing unreasonable conduct, we try to ensure that:

- the complainant's expectations are clear and realistic
- we maintain firm and clear communication, either in writing or verbally
- a complainant understands what Council can do and not do in relation to the complaint, and
- we provide clear reasons for our decisions.

Council may decide to deal with unreasonable conduct in one or more of the following ways:

Who they contact

- Where a customer demonstrates unreasonable persistence or demands, it may be appropriate to restrict their access to a single staff member (a sole contact point).
- This staff member will exclusively case manage their complaint(s) and interactions with Council. This will ensure they are dealt with consistently and will minimise the chances for misunderstandings, contradictions, and conflict.

What they can raise with Council

- Where customers continue to engage in unreasonable conduct about issues that have already been comprehensively considered and/or reviewed (at least once) by Council, restrictions may be applied to the issues/subject matter the customer can again raise with Council.

When, where and how they can have contact

- A customer's telephone, written or face-to-face contact with the Council may place an unreasonable demand on time or resources because it affects the health, safety, and security of staff. It may also be behaviour that is persistently rude, threatening, abusive or aggressive. As such, Council may limit when, where and/or how the customer can interact with Council.

5. Roles and responsibilities

The following positions are responsible for:

Role / Position	Responsibility
Customer Service Team	Typically, the first point of contact for handling complaints. The team's initial responsibility is to record the complaint and attempt to resolve the complaint. If they are unable to resolve the complaint, they will assign it to a responsible officer.
All Staff	Upon receipt of a complaint each staff member is responsible for capturing all complaint information and ensuring the complaint and its resolution is logged via the appropriate system or with the Customer Service team.
Managers and Directors	Managers and Directors are responsible for addressing issues escalated to them and recording the resolutions accordingly. This includes third-party contractor complaints where the Manager or Director is responsible for the contract relationship.
Chief Executive Officer (CEO)	The Chief Executive Officer is ultimately accountable for the complaints handling process and ensuring that all complaints are resolved as swiftly as possible.
Third Party Contractors	Complaints made to third-party contractors regarding Council should be referred to the agreed first point of contact to ensure they are recorded and actioned accordingly.

6. Breaches

Failure to comply with this policy, supporting procedures or guidelines will be subject to investigation which may lead to disciplinary action.

7. Human Rights Charter compatibility

This policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006 [Vic]*.

8. Supporting documents

This policy should be read in conjunction with all other relevant, Council policies and procedures, as well as relevant legislative requirements.

Related Legislation

- *Local Government Act 2020 [Vic]*
- *Freedom of Information Act 1982 [Vic]*
- *Privacy and Data Protection Act 2014 [Vic]*

- *Public Interest Disclosures Act 2012 [Vic]*

Related Guidelines, Operational Directives or Policies

- Council Policy No.80 Councillor Code of Conduct
- Council Policy No.92 Public Interest Disclosures
- Council Employee Code of Conduct

Related Procedures

- Complaints Handling Procedure

9. Definitions and abbreviations

Term	Meaning
Complainant	Any person or organisation who is impacted by Council decisions, actions or inactions
Customer	Any person who contacts Council
Request for Service	A request for service includes contact with the council to seek assistance, to access a new service, to seek advice, or to inform or make a report about something for which the council has responsibility. This is not a complaint.

10. Approval

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 9th day of
November 2021
in the presence of:

.....
COUNCILLOR

.....
SIGNATURE

.....
COUNCILLOR

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER

.....
SIGNATURE



COUNCIL POLICY

Planning Compliance

Contents

1. Purpose	3
2. Scope	3
3. Policy details	3
3.1 Background	3
3.2 Enforcement Action	4
3.3 Compliance Principles	4
3.4 Ethics	4
3.5 Compliance Priorities	4
3.6 Combined Matters	5
3.7 Publicity	5
3.8 Costs	5
3.9 Enforcement Factors	5
3.10 Types of Action	7
3.11 Planning Enforcement Risk Matrix	9
4. Roles and responsibilities	10
5. Human Rights Charter compatibility	11
6. Supporting documents	11
7. Definitions and abbreviations	11
8. Approval	12

DOCUMENT UNCONTROLLED WHEN PRINTED

Document Control		
Policy number 123	Status Draft	Approved by Council
Date approved 9 November 2021	Next review date November 2025	
Directorate: Corporate Performance	Building and Amenity	Internal

REVISION RECORD

MANDATORY – Use 1.0, 2.0 for adopted / approved versions and 1.1, 1.2 for drafts or revisions without change.

Date	Version	Revision description
14/7/2021	1.1	First Draft
26/10/2021	1.2	Incorporating Feedback from Internal Feedback

1. Purpose

This policy outlines Alpine Shire Council's (Council's) approach to enforcement of the *Planning and Environment Act 1987* (the Act) and the Alpine Planning Scheme (Planning Scheme).

2. Scope

This policy applies to all authorised officers of Council under the *Planning and Environment Act 1987* as it relates to the Alpine Planning Scheme.

3. Policy details**3.1 BACKGROUND**

This policy is to ratify Council's planning enforcement decision making. It sets out the principles, criteria and measures that Council will use to enforce provisions of the Act and the Planning Scheme.

The Scheme and Act regulate land uses and developments across the municipality. These activities are controlled by the provisions in the Planning Scheme, the statutory planning

process including the imposition of conditions on permits, and Victorian Civil and Administrative Tribunal (VCAT) enforcement orders.

Section 14 (a) of the Act places an obligation on Council to efficiently administer and enforce the Planning Scheme. On occasion, landowners, occupiers or people using the land fail to obtain appropriate planning approvals or fail to abide by the conditions of planning permits or provisions of the Planning Scheme. Compliance is mandatory and when breaches do occur, compliance and enforcement action must be taken.

3.2 ENFORCEMENT ACTION

The aim of all enforcement action is to achieve compliance. The method by which compliance is achieved will be by one or a combination of the following:

- verbal or written advice
- warnings
- planning infringement notices (PIN)
- prosecution heard in the Magistrates Court of Victoria
- enforcement orders obtained from VCAT
- Section 173 agreements
- injunctions granted in the Supreme Court of Victoria

3.3 COMPLIANCE PRINCIPLES

When exercising enforcement functions, Council will have regard to this policy. Council has discretion as to when enforcement is required to secure compliance and which measures are appropriate for particular situations.

3.4 ETHICS

Council's planning and compliance officers will conduct themselves in accordance with the Council's Employee Code of Conduct. Enforcement and compliance activities will be conducted lawfully, respectfully, diligently, honestly, consistently, ethically and in line with natural justice principles.

Council will act as the model litigant and will secure compliance by pursuing enforcement actions to their logical and proper conclusions. The Auditor General has published expected behaviours of councils when undertaking planning enforcement action.

3.5 COMPLIANCE PRIORITIES

Where an incident warrants a PIN and an enforcement order at VCAT, the PIN will be issued first.

Where an incident warrants prosecution in the Magistrates Court and a VCAT enforcement order, Council will usually commence the Magistrate Court action first.

3.6 COMBINED MATTERS

Where a breach of more than one law occurs, for example a Planning Offence, Local law Offence and a Building offence where Council decides to pursue all breaches in a Court then Council will combine those actions into one Court hearing and generally one person will be nominated as the informant to the Court. This will allow the accused party to answer all charges at the same time.

3.7 PUBLICITY

The use of social media plays an important tool in achieving compliance as it operates as a deterrent to non-compliance. Where Council deems it necessary for the benefit for the wider community, Council will publish the outcomes of enforcement and compliance activities either generally or as a report to specific professional associations and on its corporate website where such publication is deemed beneficial. At no time should any such publication occur if it is considered it may be harmful to a defendant and will not occur until after all matters have been lawfully heard before a Court or Tribunal of competent jurisdiction. The Chief Executive Officer is authorised to make the decision to publicise.

3.8 COSTS

Council will seek the appropriate orders to recover its full costs in undertaking compliance or enforcement actions.

3.9 ENFORCEMENT FACTORS

In determining the course of action to be taken, Council will take into consideration the following factors:

- The obligation to achieve compliance with the provisions of the Planning Scheme as reflected in the Planning and Environment Act 1987.
- Cost effectiveness

The community benefit generated by Council taking action when comparing costs of possible ongoing or increasing non compliances.
- Choosing the most appropriate enforcement path

Council will determine the most effective action applicable to the incident. The remedy may reside with other areas of Council such as, Local Laws, Building, Environmental Health or external bodies such as Victoria Police, Environment Protection Authority (EPA) or VicRoads. Council will actively cooperate with those other investigation enforcement agencies.
- Sufficient evidence to support a breach

Before considering whether Council will commit to undertaking a full investigation it will first establish if there is, on the information available, likely sufficient evidence to support a breach by way of a preliminary investigation. If there is

sufficient evidence then council may continue with the investigation, if there is not then the matter may close until other information, if any, comes forward and then matter maybe re-opened.

➤ Seriousness of the incident

Will be considered in terms of damage to the environment, level of amenity impact, such as to, neighbours, locality, municipality, State-wide or National.

➤ Prevalence

Taking into account whether the breach can occur elsewhere in the municipality. If the frequency of similar incidents is not decreasing, the level of compliance/enforcement actions may be increased.

➤ Deterrence

Consider whether the taking of action will likely decrease the frequency or severity of similar breaches by that person or others across the municipality.

➤ Intention

Take into account whether the breach was accidental, negligent, deliberate, wilful or unavoidable.

➤ Foreseeability of the breach

The contribution of any management system to the breach. The person's experience, qualifications or registrations in a related or similar area.

➤ Previous history

Previous conduct of the person in other non-compliances with any other areas of Council or with other councils.

➤ History of previous actions for similar breaches

The previous actions taken for similar incidents will be reviewed prior to determining the appropriate action for the current issue. If the frequency or severity of incidents is not decreasing, the level of compliance/enforcement actions may be increased.

➤ Level of Council or community concern

Consideration will be given to the detrimental or positive impact on Council's reputation by the taking or not taking of action.

➤ Incorporated body or natural person

Whether the breach was caused by an incorporated body or a natural person. Company Directors may have actions taken against them where it is likely they could have prevented the breach. Council will actively explore the availability of any statutory due diligence defences.

➤ Deeming provisions

The owner of a property is deemed to have committed all offences that have occurred on their property. Section 126 of the Act deems the owner responsible for all breaches that occur on the property. Council may choose not to rely on this deeming provision and institute legal proceedings against another or alternative party if appropriate to do so. Council may take action against all parties that are found to have contributed to the breach occurring.

➤ Level of cooperation

The level of cooperation and rectification actions taken will be considered. If cooperation is not given the level of enforcement action may be increased to the next level. The making of a retrospective planning application seeking to remedy the breach is not considered as cooperation, i.e. was cooperation provided at the first instance, was the breach self-reported, were rectification works undertaken without direction or was a planning amendment sought.

➤ Other aggravating or mitigating circumstances

Dependent on the prevailing circumstances these will be assessed on a case-by-case basis.

3.10 TYPES OF ACTION

Council has a number of tools available to resolve breaches. Initially, minor breaches will be resolved informally, and more significant matters may result in prosecution in the Magistrates Court or an interim enforcement order through VCAT. In ascending order, the available actions are as listed.

➤ Negotiation of compliance

In matters of minor or no amenity impact and no community concern it may be determined that verbal or emailed advice or agreements by letter will resolve the issue.

➤ Official warnings

May be issued at the officer's discretion in matters where there are minor amenity effects and no possibility of medium term or greater impacts. If a second or subsequent warning is issued for the same matter then it could be escalated to an infringement.

➤ Planning Infringement Notices (PIN)

PINs can be issued where previous requests have not been actioned or the issue causes amenity impacts on others or is of a medium impact and effect but can be reversed or is temporary. PINs may or may not contain additional measures to be undertaken to rectify the breach.

➤ Prosecution - Charges and Summons

Charges and summons may be issued where:

- a PIN remains unpaid or remediation actions unresolved. The original offence is the subject of the charges and summon
- the breach causes significant environment, amenity or social impacts
- the effects cannot be easily reversed
- the breach occurred deliberately, wilfully or negligently
- multiple breaches are present
- obstruction of Authorised officer(s) occurred
- failure to comply with an Enforcement Order in accordance with Section 133 of the VCAT Act

➤ Enforcement order through VCAT

An enforcement order will be sought from VCAT where a previous request to rectify the breach has not occurred, where PINs have been paid but remediation actions have not resolved the issue, or a prosecution has been undertaken however the breach remains.

An enforcement order is not punitive and is seen as a compliance measure.

In matters where a risk of serious amenity or long-term impacts may be realised, an interim enforcement order will be sought from VCAT.

➤ Breach of VCAT order

Council may carry out work to rectify any non-compliance and recover its costs of the action. The issue must be causing serious amenity detriment and all other actions must have been either explored and disregarded or taken and found to be ineffective.

➤ Cancel or amend a planning permit

Where there has been substantial and ongoing non-compliance with conditions of a planning permit, Council may apply to VCAT to request the permit be revoked or amended.

➤ Supreme Court County Court Injunction

The issue must be causing or is likely to cause serious amenity detriment and all other actions must have been either explored and disregarded or taken and found to be ineffective.

3.11 PLANNING ENFORCEMENT RISK MATRIX

The following compliance matrix will be used to set investigative priorities and used as guidance by compliance staff.

No.	Item	Risk Matrix	Description
1	Landscaping	M L L	<ul style="list-style-type: none"> No landscaping Landscape maintenance required Landscaping sub standard
2	Car spaces	H M M L	<ul style="list-style-type: none"> No Delineation Majority of storage in car spaces Unable to use areas designated for parking Minor storage in frontage
3	Endorsed plans	H	<ul style="list-style-type: none"> Where condition requires endorsed plans prior/before works/ development etc
4	Before development or works or demolition permit condition	H M M M	<ul style="list-style-type: none"> Before development commences a Section 173 agreement is required and has not been undertaken Before development commences etc, etc, Before demolition or development commences Before development/works commences/Tree Protection Zones/measures in place.
5	Development not in compliance	H H H M M M M L L	<ul style="list-style-type: none"> Height of building at frame stage Slab height Set back Breach of Construction Management Plan (CMP) Breach of permit condition that was requested by objectors/neighbouring properties Overlooking/window screening Minor variation to plan Minor breach of permit condition
5	Bees	H M	<ul style="list-style-type: none"> Hive causing public threat to safety (refer to Environmental Health Team) Apiary code of practice non-compliance
6	Heritage Site	H H H H	<ul style="list-style-type: none"> Breach of permit condition Activity unsure Demolition occurring without a planning permit. Installation of utility services/sheds/outbuildings
7	Amenity	M M	<ul style="list-style-type: none"> Noise, fumes, odour, dust emissions, waste, vibrations etc (If commercial premises, refer to EPA), Breach of permit condition
8	Signage	H M M M	<ul style="list-style-type: none"> Offensive signage Prohibited signage Offsite promotional signage (size) Signage requiring permit

		L	• Bunting/banners
		L	• Promotional signage
	Brothels	H	• No permit - refer to Police
		H	• Illegal use - refer to Police
			Email - LED-SICU-OIC@police.vic.gov.au
		H	• Legal brothel breaching permit conditions
9	Home Occupations	H	• Safety concern
		M	• All matters.
10	Vehicle repairs	H	• Spray painting (refer to EH)
		M	• Vehicle panel beating
		M	• Mechanical repairs
		L	• Car sales
11	Planning permit required for	H	• Use
		H	• Development
		H	• Building & works
		H	• Change of use
14	Vegetation	H	• Removal of native vegetation.
		H	• Lopping of native vegetation
		H	• Removal or lopping of a tree protected by planning permit/Local Law.
15	Land Use	H	• Boarding House (Building dept lead agency)
		M	• Education Centre/Kindergarten
		L	• Place of assembly

Planning Enforcement Response Guide	
Low (L)	60 days plus
Medium (M)	28 days
High (H)	Immediate Response

4. Roles and responsibilities

The following positions are responsible for

Responsibility	Role / Position
Manager Building and Amenity	Oversee delivery of compliance outcomes
Coordinator Compliance	Undertake compliance in accordance with this policy

5. Human Rights Charter compatibility

This policy has been assessed as being compatible with the *Charter of Human Rights and Responsibilities Act 2006 [Vic]*.

6. Supporting documents

This policy should be read in conjunction with all other relevant, Council policies and procedures, as well as relevant legislative requirements.

Related Legislation

- *Planning and Environment Act 1987*
- *Alpine Planning Scheme*
- *Infringements Act 2006*
- *Victorian Civil and Administrative Tribunal Act 1998*

Related Guidelines, Operational Directives or Policies

- Victorian Auditor General's report on Enforcement of Planning Permits

Related Procedures

- Alpine Shire Code of Conduct

7. Definitions and abbreviations

Term	Meaning
EPA	Environment Protection Authority
PIN	Planning Infringement Notice
VCAT	Victorian Civil and Administrative Tribunal
Section 173	An agreement pursuant to Section 173 of The Act

8. Approval

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 9 day of November
2021
in the presence of:

.....
COUNCILLOR

.....
SIGNATURE

.....
COUNCILLOR

.....
SIGNATURE

.....
CHIEF EXECUTIVE OFFICER

.....
SIGNATURE



COUNCIL DOCUMENT

DOMESTIC ANIMAL MANAGEMENT PLAN

2022-2026

Contents

1.	Domestic Animal Management Plan Requirements	5
1.1	Councils to Prepare Domestic Animal Management Plan	5
1.2	Introduction	6
1.2.1	Purpose and Objectives of the Plan	6
1.3	Registration and Identification	6
1.3.1	Current Situation - Domestic Animal Statistics and Data	6
1.3.2	Service Levels	8
1.4	Training of Authorised Officers	8
1.4.1	Animal Management Staffing and Operational Structure	8
1.4.2	Current and Planned Training	9
1.4.3	Our Plans	10
1.5	Our Orders, Local Laws, Council Policies and Procedures	11
1.5.1	Keeping Animals	11
1.5.2	Animal Housing	11
1.5.3	Removal of Animal Faeces	12
1.5.4	Objectionable Noises	12
1.5.5	Wandering Animals and Birds	12
1.5.6	Release from the Pound	12
1.5.7	Annual animal registration reminders	13
1.5.8	Enhanced response	13
1.5.9	Community Partnerships	13
1.5.10	Our Plans	14
1.6	Nuisance	14
1.6.1	Current Situation	14
1.6.2	Our Orders, Local Laws, Council Policies and Procedures	15
1.6.3	Council local laws	15
1.6.4	Barking Dogs	15
1.6.5	Dogs and Cats at Large	15
1.6.6	Current Education/Promotion Activities	15
1.6.7	Summary	16
1.6.8	Our Plans	16
1.7	Dog Attacks	17
1.7.1	Current Situation	17
1.7.2	Our Orders, Local Laws, Council Policies and Procedures	17
1.7.3	Current Education/Promotion Activities	18
1.7.4	Current Compliance Activities	18
1.7.5	Our Plans	18
1.8	Dangerous, Menacing and Restricted Breed Dogs	19
1.8.1	Current Situation	19
1.8.2	Our Orders, Local Laws, Council Policies and Procedures	20
1.8.3	Current Education/Promotion Activities	20

1.8.4	Current Compliance Activities	20
1.8.5	Our Plans	20
1.9	Overpopulation and High Euthanasia	21
1.9.1	Current Situation	21
1.9.2	Our Orders, Local Laws, Council Policies and Procedures	22
1.9.3	Current Education/Promotion Activities	22
1.9.4	Current Compliance Activities	22
1.9.5	Our Plans	23
1.10	Domestic Animal Businesses	24
1.10.1	Current Situation	24
1.10.2	Our Orders, Local Laws, Council Policies and Procedures	24
1.10.3	Our Plans	24
1.11	Annual Review and Reporting	24
2.	Approval	25

DOCUMENT UNCONTROLLED WHEN PRINTED

Document Control		
	Status Draft	Approved by Council
Date approved	Next review date	
Directorate Corporate Performance	Department Planning & Amenity	Internal / External External

REVISION RECORD

Date	Version	Revision description
26/3/21	V1	Draft submission to ED
30/9/21	V2	Draft submission prepared for Council review
26/10/21	V3	Draft submission prepared for Council seeking approval for community consultation

1. Domestic Animal Management Plan Requirements

Alpine Shire Council (Council) considers Domestic Animal Management an important function in collaboration with the community. To support this, Council has prepared a Domestic Animal Management Plan in accordance with the *Domestic Animals Act 1994* (The Act):

Section 68a of The Act sets out the required contents of the Domestic Animal Management Plan (DAMP) as follows:

1.1 Councils to Prepare Domestic Animal Management Plan.

1. Every council must, in consultation with the Secretary (of the Department of Jobs, Precincts and Regions), prepare at four-year intervals a domestic animal management plan.
2. A domestic animal management plan prepared by a council must:
 - a. set out a method for evaluating whether the animal control services provided by the council in its municipal district are adequate to give effect to the requirements of this Act and the regulations;
 - b. outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the council's municipal district;
 - c. outline programs, services, and strategies which the council intends to pursue in its municipal district:
 - i. to promote and encourage the responsible ownership of dogs and cats;
 - ii. to ensure that people comply with this Act, the regulations, and any related legislation;
 - iii. to minimise the risk of attacks by dogs on people and animals;
 - iv. to address any over-population and high euthanasia rates for dogs and cats;
 - v. to encourage the registration and identification of dogs and cats;
 - vi. to minimise the potential for dogs and cats to create a nuisance; and
 - vii. to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations.
 - d. provide for the review of existing orders made under this Act and local laws that relate to the council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable;
 - e. provide for the review of any other matters related to the management of dogs and cats in the council's municipal district that it thinks necessary; and
 - f. provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.

3. Every Council must:

- a. review its domestic animal management plan annually and, if appropriate, amend the plan; and
- b. provide the Secretary with a copy of the plan and any amendments to the plan.

1.2 INTRODUCTION

Domestic animals have an important role in our community. We know that many health benefits to humans occur through pet ownership. The benefits are not just physical, they can include improved emotional and psychological well-being as well. Animals are part of the community, and we recognise this in our actions and response to them in Alpine Shire.

This Domestic Animal Management Plan (DAMP) has been developed by Council in accordance with the requirements stipulated under Section 68A of the *Domestic Animals Act 1994*, as well as Council's Local Laws and relevant policies applicable to this plan. The Plan will be reviewed annually, with a major review every four years, in consultation with the Secretary of the Department of Jobs, Precincts and Regions (DJPR).

1.2.1 Purpose and Objectives of the Plan

The purpose of this plan is to provide Council and the community with a clear and concise statement as to how the Council will administer animal management through:

- Documenting processes and practices under the Council's animal management responsibilities;
- Minimising non-compliance with the *Domestic Animals Act 1994*;
- Improving community education on responsible care for domestic animals and enhancing community safety and awareness;
- Supporting stated objectives of reducing the numbers of dogs and cats being euthanised;
- Maximising proportion of domestic animals that are registered in the Alpine Shire;
- Reducing the harmful effect of companion animals on the population of native wildlife;
- Taking into account the broader community views on animal management matters;
- Complying with the relevant provisions of the Domestic Animals Act 1994.

1.3 REGISTRATION AND IDENTIFICATION

68A(2)(c)(v) of the *Domestic Animal Management Act 1994* outlines programs, services and strategies to encourage the registration and identification of dogs and cats and also addresses 68A(2)(a),(c)(i),(c)(ii),(d),(f)

1.3.1 Current Situation - Domestic Animal Statistics and Data

Table 1 constitutes known animal management data. The table shows an increase in dog registrations and a decrease in cat registrations.

Table 2 – Animal Management Data, Alpine Shire

Alpine Shire Council Key Statistics	2017/18	2018/2019	2019/2020	2020/2021
Population	12,515	12,730	12,812	12,973
Number of staff performing Local Laws including Animal	1	1	1	2.4
Hours training per officer annually	40	40		10
No. of Registered Dogs	2,516	2,060	***	2,689
No. of Registered Cats	645	503	***	466
No. of Registered Declared Dogs	6	18	18	19*
No. of Prosecutions Completed	0	0	0	0
No. of Successful Prosecutions	N/A	N/A	N/A	N/A
No. of domestic animals collected	99	64	88**	72**
No. of domestic animals reclaimed or rehomed	89	59	36**	69**
No. of domestic animals euthanized	10	5**	10*	3**

*Not all dogs declared reside in the Shire.

**Records have not captured all impounds, in mid-2021 recording methods were changed to reflect true statistics that will be reported in successive years.

***Data yet to be confirmed.

1.3.2 Service Levels

The following data provides an outline of current animal management service levels provided by Alpine Shire Council.

Table 3 – Service levels for animal management

Program Service	Service Level
Identification and registration of dogs and cats	95% of registrations received by 1 June each year
Domestic animal complaint	Respond within 24 hours and follow up within immediate action according to urgency
Dangerous dog complaint	Response within 2 hours or less during business hours
Pound open	38 hours per week by appointment only.
After hours emergency response	24 hours a day 365 days a year
Domestic animal business	Inspected and registered annually

Council's current identification and registration activities include:

- Issuing of identification tags and registration renewal notices.
- Compulsory micro-chipping of animals with first registration.
- Advertising in local papers about requirements for pet ownership and registration.
- Offering a loan cat trap for feral and wandering cats. There are several traps available for hire located at Mount Beauty, Bright and Myrtleford.

1.4 TRAINING OF AUTHORISED OFFICERS

68(A)(2)(b) of the Domestic Animal Act 1994 outlines requirements on council for the training of authorised officers to ensure that they can properly administer and enforce the requirements of Domestic Animals Act 1994 in the Council's municipal district.

1.4.1 Animal Management Staffing and Operational Structure

Domestic animal management is a function of the Local Laws section of the Alpine Shire Council. Local Laws is part of the Planning and Amenity Department which is responsible for the delivery of regulatory services. The Planning and Amenity Department comprises

building services, planning, environmental health and local laws and animal management. Line management for Local Laws service delivery is shown in figure 2.

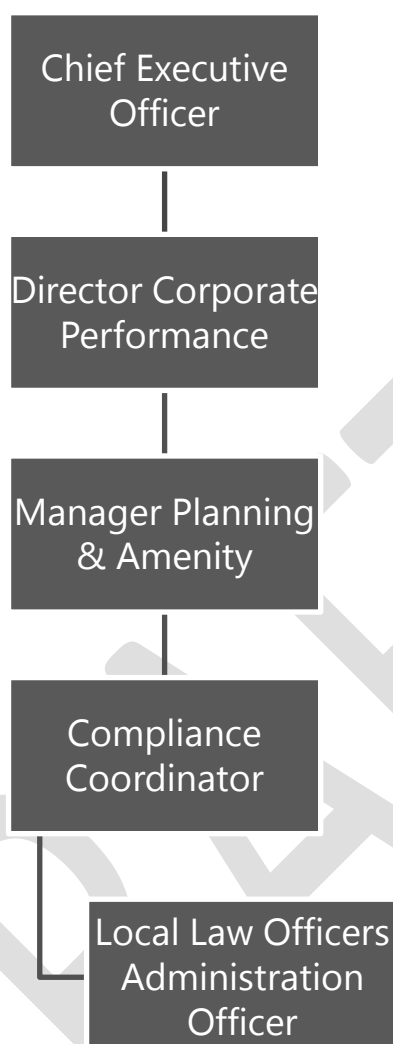


Figure 2 – Line Management of Local Laws

1.4.2 Current and Planned Training

Council has undergone some structural changes since the last Domestic Animal Management Plan was adopted. This has meant an increase in staffing levels now comprising of a Compliance Coordinator and Local Laws Rangers and administrative support.

The Local Laws Rangers have extensive experience in providing compliance functions and in handling animals, however dangerous dogs can impose additional risks. Officer Training is required obtain a Certificate IV in Animal Control and Regulation.

Council is a member of the North East Authorised Council Officers Association. Officers from across the Council's meet up twice a year, have an on-line forum to facilitate joint training and helping one another. This membership provides a valuable resource especially for smaller councils within the North East like Alpine Shire Council.

Below is a table that shows the training the Local Laws Ranger will participate in.

Authorised Officer Training	Current (2021)	Planned (state when)
Certificate IV in Animal Control and Regulation		2022
Certificate IV in Local Government (regulatory services)		2023
Department of Jobs, Precincts and Resources – training and information days	X	ongoing
Driving under emergency conditions		2022
First aid training	X	Yearly updates
Animal handling and assessment	X	
Statement taking and prosecutions		2022
Restricted dog breed training		2022
North East Authorised Council Officers Association	X	ongoing

Table 4 – Authorised officer training

1.4.3 Our Plans

Objective 1: Develop a training policy that clearly identifies minimum training requirements and any additional training needs that should be undertaken by Authorised Officers by November 2022.

Activity	When	Evaluation
Identify minimum training requirements in consultation with management and staff	August to October 2022	Documentation to be finalised and incorporated into an approved council training policy by November 2022
Identify additional training opportunities in consultation with management and staff	October 2022	Documentation to be finalised and incorporated into an approved council training program by November 2022
Create a database/spread sheet to record all Officers completed and proposed training	June 2022	Staff annual performance review, to ensure training goals have been achieved
Create a matrix of current and required skills of each officer	June 2022	Documentation to be finalised and incorporated into an approved council training policy by November 2022

Objective 2: To provide training to all authorised officers and review annually to monitor both relevancy and completion

Activity	When	Evaluation
Ensure participation in the induction program	When an Officer starts	Staff annual performance review, to ensure training goals have been reached and then log them

1.5 OUR ORDERS, LOCAL LAWS, COUNCIL POLICIES AND PROCEDURES

Council's Community Local Law 2019

Council's Community Local Law provides the guidance on responsible animal keeping and expected behaviour of animal and owner.

The following is an extract of Part 4 of the Alpine Shire Council Community Local Law 2019. A full version is available on Council's website, www.alpineshire.vic.gov.au

1.5.1 Keeping Animals

An owner or occupier of property within a residential area must not without a permit keep or allow to be kept any more in number for each kind of animal than as set out in the following table:

Type of animal	Maximum number allowed in residential areas without a permit#
Cats	2
Dogs	2

There are limits for other animals as well, see Alpine Shire Local Law

1.5.2 Animal Housing

The owner or occupier of any land on which animals are kept must provide housing, which is adequate and appropriate in the circumstances, taking into consideration:

- the type and number of animals to be kept;
- the capacity to maintain the housing in a sanitary and inoffensive condition;
- the capacity to protect neighbours from noise from animals on the land; and
- any other matters considered by Council to be relevant.

All animal housing must be maintained so that:

- all manure and other waste is removed and/or treated as often as necessary so that it does not cause a nuisance or offensive condition;
- all manure and other waste is stored in a fly and vermin proof receptacle until removed from the premises or otherwise disposed of to the satisfaction of an Authorised Officer;

- the ground surrounding the housing is drained to the satisfaction of an Authorised Officer;
- the area of land within 3 metres of the area or structure in which the animal is kept must be kept free from dry grass, weeds, refuse, rubbish, or other material capable of harbouring vermin;
- all food, grain or chaff is kept in vermin proof receptacles; and
- it is kept in a clean and sanitary manner to the satisfaction of an Authorised Officer.

1.5.3 Removal of Animal Faeces

A person in charge of an animal must:

- remove any faeces deposited by that animal on Council land or land occupied by another person;
- dispose of the animals' faeces in a manner which does not cause any nuisance or health hazard to any person or detriment to the environment; and
- carry a suitable device for the collection of excrement from that animal.

1.5.4 Objectionable Noises

An owner or occupier of land within the municipal district must ensure that all animals and birds kept on that land do not:

- habitually make an objectionable noise at unreasonable times; or
- cause a nuisance by the emission of sounds.

If an Authorised Officer is of the opinion that an animal or bird is causing a nuisance, he or she may service a Notice to Comply directing the nuisance to be abated.

1.5.5 Wandering Animals and Birds

The owner or person in charge of any animal or bird must:

- a. not allow that animal or bird to wander from where it is normally kept; and
- b. ensure that the land on which the animal or bird is kept is adequately fenced to prevent the animal or bird from being at large or escaping.

The above section is an excerpt of the Local Law, however Sections 24 and 25 of the Domestic Animals Act 1994 provide an exemption for Dogs and Cats unless Council makes an order. No such order has been made in respect to cats in the Alpine Shire. All dogs must be under effective control.

1.5.6 Release from the Pound

Council has policies for the registration of domestic animals and for animals that are taken to Council's pounds. This enables Officers to trace owners or re-home animals. The information is also used for Government reporting purposes. Most administration for the registration of animals is undertaken by Council customer service personnel.

While Alpine Shire does not have a high Socio-Economic Indexes for Areas (SEIFA) it does have areas that are low socio-economic and therefore payment plans are offered for pound release, pet registration and microchipping.

Alpine Shire offer discounted registration fees that are payable on release of an animal from the pound or during first and ongoing registration, these include;

- Pensioners are 50% discount
- Desexed animals (proof of sterilisation is required)
- Animals over 10 years old
- Animals kept for breeding by the proprietor of a domestic animal business conducted on a registered premise
- Animals registered with an Association approved by Council i.e. Feline Control Council or Victorian Canine Association (proof of current registration must be supplied in each case)
- Dogs kept for working stock
- Obedience-trained dog(s)
- Guide Dogs are free.

1.5.7 Annual animal registration reminders.

Reminders for annual animal registrations are sent each year with a follow up letter if Council has not been notified of an animal's demise or other change in circumstance.

1.5.8 Enhanced response

In 2020 the Council introduced a new customer database "Datascape" replacing the previous "Tradify" system. The use of Datascape gives enhanced logging of customer service calls and enables a greater customer interaction and response. This allows Local Laws Rangers to be able to retrieve call information and contact the complainant quickly for assessment. This therefore enables quicker action to be taken particularly in the case of dangerous dogs and potential or actual attacks or nuisance.

1.5.9 Community Partnerships

Council has renewed its Section 84Y Agreement under the Domestic Animals Act with the RSPCA (in Wangaratta) for re-homing cats and dogs. This has been a good working relationship as the Alpine Shire Ranger provides a shared service for inspecting animal cruelty cases with the RSPCA Inspector. This enables resources to be shared for the best outcome especially in a shire that has a large geographic area including the Alpine Resorts.

Council is aware that dogs and cats that are not de-sexed can be inclined to wander. In this respect Council currently works with the local vets to offer a discount in de-sexing costs when coupled with registration and microchipping during national desexing month. Both veterinarians in Alpine Shire participate in Desex Your Pet month in July. It is hoped that this initiative will encourage people to register and microchip their animals as well as having them de-sexed.

1.5.10 Our Plans

Objective 3: To maximise the number of registered and identifiable domestic animals

Activity	When	Evaluation
Follow up of animal non-renewal registration from previous year's record	June every year	Record number of animals found unregistered but still with owner, i.e. follow letters sent to owners and reminders placed on social media. Visits by Local Law Officers if resources allow.
Ensure all seized and impounded animals are registered to their owner prior to release.	Prior to every release	Review number of dogs and cats being seized and impounded who are not registered to their owner. No animal to be released unless registered and microchipped
Increase the number of registrations by 10%	Annual target	Review annual increase in registration numbers. This will take a shift in pro-active compliance.
Run an education campaign on the importance of registering and microchipping	bi-annually	Review increases in registration numbers and microchipping numbers. Use social media as the main tool to achieve compliance
Conduct a microchipping day	Selected days during one month of every year	Review increases in registration numbers and microchipping numbers.

1.6 NUISANCE

68A(2)(c)(vi) of the *Domestic Animal Management Act 1994* outlines programs, services and strategies to minimise the potential for dogs and cats to create a nuisance and also addresses 68A(2)(a),(c)(i),(c)(ii),(d),(f)

1.6.1 Current Situation

Current activities relating to nuisance animals are:

- Investigating nuisance complaints in a timely manner.
- Sending out barking dog formal complaint statements and barking dog log sheets with Statutory Declarations attached.

- The issuing of infringement notices for non-registration of animals.
- Report outcomes of prosecutions when appropriate regarding each area of nuisance to local media to raise awareness in the community of the benefits of preventing dog and cat nuisance.
- Issuing notices to comply, notices of objection, infringements where necessary and taking the matter to the Magistrates' Court.
- Providing cat traps to residents.
- Provide animal excrement bags around designated parks and streets to facilitate dog owners to clean up after their dogs.

1.6.2 Our Orders, Local Laws, Council Policies and Procedures

1.6.3 Council local laws

Part 3 of the Alpine Shire Council Community Local Law 2019 deals with the control of animals within the municipality. To minimise nuisance from domestic animals it is a Local Law that:

- No more than two dogs/cats are to be kept on a residential property without a permit: and,
- Dogs must be on a leash within a municipal reserve or within a shopping district.

1.6.4 Barking Dogs

Council has a standard operating procedure for barking dog complaints to ensure all complaints received are handled in the same consistent matter by all authorised Officers. The procedure sets out the required processes involved to investigate the complaint, liaise with the dog owner and surrounding neighbours.

Where nuisances are found to be proven pursuant to Section 32 of the Act, Council can issue notices to the dog owner to abate the nuisance, issue infringements and/or have the matter heard in the Magistrate's Court to seek an order from the Court for the owner to abate the nuisance.

1.6.5 Dogs and Cats at Large

The Local Laws department has developed a procedure for dealing with domestic animals found at large.

Repeat offenders for roaming or trespassing cats or dogs are issued with an infringement and must pay the relevant pound release fees. In circumstances where infringements have been issued to an owner and continued breaches occur Council may pursue the matter through the Magistrates' Court to seek an order from the Court to require the owner to carry out works to ensure the animal is not able to escape from the owner's premises.

1.6.6 Current Education/Promotion Activities

The following activities are regularly undertaken by Council officers to minimise animal nuisance and to educate the community:

- Providing barking dog information.
- Providing information relating to building cat enclosures.
- Information provided on Council's website.
- Providing information brochures from the relevant state government department to the public.
- Regular media releases including Facebook posts and on the Council website.
- Encouraging the de-sexing of cats and dogs to reduce wandering and creating a nuisance.
- Encouraging dog owners to seek advice from professional dog trainers and trial barking dog citronella collars.
- Promote cat trapping.

1.6.7 Summary

Education and compliance activities are centred on dealing with complaints that have been received and ensure they are dealt with quickly. Education with owners to ensure they know their animals are being a nuisance and to assist them in overcoming the issue.

1.6.8 Our Plans

Objective 4: Reduce nuisance complaints by 5% per year.

Activity	When	Evaluation
Provide education material about cat enclosures and nuisance issues to cat owners in registration information packs each year.	Ongoing	Number of booklets distributed
Assist residents with dealing with cat trespass / nuisance problems by purchasing cat cages and provide them to local residents for trapping nuisance cats	Ongoing	Number of traps purchased Numbers hired out
Reduce number of barking dog complaints	Ongoing	Number of reported incidents and response time

Objective 5: To maximise compliance with domestic animal laws, orders, and regulations to reduce animal nuisance complaints.

Activity	When	Evaluation
Review existing Council Local Laws and orders relating to dog and cat provisions, including Councils on leash areas	Ongoing	Assess public feedback and comments

Improve information about other wildlife welfare issues	Ongoing	Offer advice and information on website. Distribute brochures Direction to most appropriate agency (DEWLP)
Community education – via expos, brochures, handouts, social media, website	Ongoing	Increase in registrations and reduction in nuisance complaints
Investigate introduction of a cat curfew across the Shire	2022	Consideration of inclusion of a cat curfew

1.7 DOG ATTACKS

68A(2)(c)(iii) of the *Domestic Animal Management Act 1994* outlines programs, services and strategies to minimise the risk of attacks by dogs on people and animals and also addresses 68A(2)(a),(c)(i),(c)(ii),(d),(f)

1.7.1 Current Situation

Authorised Council Officers thoroughly investigate reports of dog attacks.

Evidence pertaining to the incident is collated to formulate a prosecution brief. This includes taking statements from all parties involved, vet/medical reports, photographs and providing a summary with recommendations.

The brief is then reviewed by the Coordinator Compliance who makes further recommendations to the Manager of Planning and Amenity in order for Council to decide on an appropriate course of action.

Possible courses of action Council can choose include:

- Infringements.
- Surrendering dog to Council for destruction.
- Menacing/Dangerous dog declaration as per the *Domestic Animal Act*.
- Prosecution in Magistrates' Court.
- Seek destruction/compensation orders by Magistrates.
- Animal Management Agreements.
- Seek mediation between parties.
- No further action.

1.7.2 Our Orders, Local Laws, Council Policies and Procedures

Council's procedure for dealing with dog attacks whether on other animals or people is clear. It depends on the severity of the attack and can start with a menacing or dangerous dog declaration, issuing of an infringement and or a prosecution in the magistrates court.

1.7.3 Current Education/Promotion Activities

Council currently undertakes the following education activities to minimise the number of dog attacks within the municipality:

- Consideration of reporting outcomes of all dog attack prosecutions to local media to raise awareness in the community of the need to report dog attacks and Council's action in relation to attacks to promote responsible pet ownership.
- Media releases relating to livestock attacks.
- Promoting the effective confinement and control of dogs; and,
- Promoting puppy socialisation and obedience training.

1.7.4 Current Compliance Activities

Dog attacks are a serious matter that is dealt with as a priority by Council staff. In dealing with dog attacks Council currently undertakes the following:

- Investigates dog attacks thoroughly.
- Seizing and holding attacking dogs pending investigation/prosecution outcome.
- Providing an afterhours service to respond to reports of aggressive or attacking dogs.
- Issuing infringements.
- Proactive declarations for Menacing or Dangerous Dogs.
- May seek prosecuting matters pursuant to the Domestic Animal Act.
- Upon conviction in a Magistrates Court may seek destruction Orders from Magistrates' Court where necessary.
- Upon conviction in a Magistrates Court may seek confinement Orders from Magistrates' Court for dogs continually found wandering or not confined to property.
- Recording data of reported dog attacks in the municipality.

1.7.5 Our Plans

Objective 6: Increase reporting of dog attacks in the community

Activity	When	Evaluation
Improve public awareness of what a dog attack is and how to report using media articles, public notices, website updates, etc.	Annually	Evaluate this activity (and overall objective) by comparing number of dog attacks reported to Council pre and post campaign.

Objective 7: Decrease the number of dog attacks across the municipality

Activity	When	Evaluation
Publicise key dog attack prevention messages (e.g. confinement of dogs to property, leash laws etc.) through media	Ongoing	Interrogate data collection records around dog attacks to allow future comparison between years

articles, mail outs, website info, social media.		
--	--	--

Objective 8: Decrease the number of dog attacks on livestock.

Activity	When	Evaluation
Run an education campaign highlighting the responsibilities of dog ownership: -Distribute booklet "Responsible ownership of working dogs"	Ongoing	Number of booklets distributed. Number of complaints received.

1.8 DANGEROUS, MENACING AND RESTRICTED BREED DOGS

68A(2)(c)(vii) of the *Domestic Animal Management Act 1994* outlines programs, services and strategies to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations and also addresses 68A(2)(a),(c)(i),(c)(ii),(d),(f)

1.8.1 Current Situation

Alpine Shire Council has the following declared dogs currently registered within the municipality.

Table 4: Registered dogs

Registered restricted breed dogs	0
Registered declared dangerous dogs	5
Registered declared menacing dogs	14

The Act defines restricted breed dogs as any one of the following breeds:

- Japanese Tosa.
- Fila Brasileiro.
- Dogo Argentino.
- Perro de Prasa Canario (or Presa Canario); and,
- American Pit Bull Terrier (or Pit Bull Terrier).

Owners of restricted breed dogs are required to abide by specific regulations, in particular; secure enclosures, warning signs on premises, having the dog muzzled in public and on a lead at all times, as defined by the Act and the *Domestic Animals Regulations 2005* (the Regulations).

Section 34A(a) of the Act states:

A dog is a dangerous dog if—

The dog is kept as a guard dog for the purpose of guarding non-residential premises.

Owners of declared dangerous dogs must abide by the same regulations as owners of guard dogs other than the perimeter fencing requirements.

Section 41A (1) of the Act states:

1. A Council may declare a dog to be a menacing dog if—
 - a. the dog has rushed at or chased a person; or
 - b. the dog bites any person or animal causing injury to that person or animal that is not in the nature of a serious injury.

Alpine Shire Council currently has fourteen declared menacing dogs within the municipality. Owners of menacing dogs must abide by conditions specified by Council namely, when the dog is outside the premises of its owner it must be leashed and muzzled at all times.

1.8.2 Our Orders, Local Laws, Council Policies and Procedures

Council must register all dangerous/menacing/restricted breed dogs with the Victorian Dangerous Dog Register (VDDR). This is a database that records all declared dogs for all relevant parties to see. Any dangerous, menacing, and restricted breed dog entered into the VDDR is declared for the life of the animal and cannot be revoked by Council. Microchip registries are also updated.

1.8.3 Current Education/Promotion Activities

These are the current activities undertaken:

- Promoting the 'Dangerous Dog Hotline' (1300-101-080).
- Media releases relating to legislation/changes/updates; and,
- Providing information relating to declared dogs.

1.8.4 Current Compliance Activities

In dealing with restricted dog breeds and menacing and dangerous dogs Council currently undertakes the following:

- Ensuring all declared dogs are registered on the VDDR.
- Conducting inspections on premises housing declared dogs to ensure compliance.
- Seizing dogs suspected of being Restricted Breed Dogs.
- Dog declarations made where applicable.
- Prosecution/Infringements issued for any determined breach.
- Assessing suspected restricted breed dogs via the gazetted standard.
- Flagging certain breeds from registration database for assessment.

1.8.5 Our Plans

Objective 9: Ensure restricted and declared dogs within the Alpine Shire are compliant and in accordance with the relevant legislation and regulations.

Activity	When	Evaluation
Random property inspections of declared dogs to ensure compliance	Annually	Review checklists as occurs
Prosecute repeat offenders or serious breaches detected	As occurs	Reduce the number of prosecutions
Educate the community about what is a declared dog	Ongoing	Review complaints received
Inspect and audit all declared dog premises annually to ensure they are following the keeping requirements	Ongoing	Number of premises inspections carried out

Objective 10: Ensure certain breeds are on the registration database for restricted breed assessment.

Activity	When	Evaluation
Assess certain breeds with the gazetted standard for potential restricted breed dogs	On-going	Number of Restricted Breeds Declared from registration database
Cross reference microchip database information for potential restricted breed dogs requiring assessment	Annually	Number of declarations compared to number of assessments

1.9 OVERPOPULATION AND HIGH EUTHANASIA

68A(2)(c)(iv) of the *Domestic Animal Management Act 1994* outlines programs, services and strategies to address any over-population and high euthanasia rates for dogs and cats and also addresses 68A(2)(a),(c)(i),(c)(ii),(d),(f)

1.9.1 Current Situation

Table 5 below provides details on the number of animals impounded, euthanized, and rehomed across three financial years within the Alpine Shire.

Table 5 - Number of Animals Euthanized, Impounded and Rehomed

Category	2017/18	2018/19	2019/2020	2020/21
Dogs impounded	55	37	37*	22*
Returned to owner	52	33	32*	17
Rehomed	3	4	1	5

Euthanized	0	0	0	0
Cats impounded	67	55	51	50*
Returned to owner	7	9	4	9
Rehomed	17	13	37	38
Euthanized	43 (incl 33 feral)	33 (incl 28 feral)	10* (incl 9 feral)	3* (All feral)

*Records have not captured all impounds, in mid-2021 recording methods were changed to reflect true statistics that will be reported in progressing years.

Dog euthanasia rates are particularly low due to high rates of dogs being returned to owners immediately upon being seized if they can be identified through micro-chipping. The increased rate of micro-chipped dogs is mainly due to the requirement of the *Domestic Animals Act 1994*, which requires all newly registered cats and dogs to be micro-chipped.

Reduced animal euthanasia rates can also be attributed to Council's agreement with the RSPCA for any seized dogs and cats to be surrendered to the RSPCA as per Section 84Y of the *Domestic Animals Act 1994*.

1.9.2 Our Orders, Local Laws, Council Policies and Procedures

Councils Community Local Law sets out how many and the type of animal that can be kept on a property and how animals should be housed. Therefore, an owner or occupier of property within a residential area must not without a permit keep or allow to be kept any more in number for each kind of animal as set out in the Community Local Law.

1.9.3 Current Education/Promotion Activities

The following education activities are undertaken by Council to minimise the number of animals impounded:

- Promoting benefits of de-sexing to decrease wandering animals.
- Promoting 'Who's for cats?' campaign.
- Promoting appropriate pet selection for the owner and accommodation; and,
- Promoting cat enclosures and build your own cat enclosures.

1.9.4 Current Compliance Activities

The following compliance activities are undertaken by Council staff:

- Cat trapping program enforcement of current legislation in relation to cats found at large.
- Investigating unregistered breeding establishments.
- Micro-chipping all unregistered impounded animals prior to release to the owner.

- Enforcing the local laws relating to prescribed number of animals on the property.

1.9.5 Our Plans

Objective 11: Encouraging de-sexing by 10% annually.

Activity	When	Evaluation
Participation in Desex Your Pet month annually in partnership with local veterinarians	Annually	Number of animals de-sexed as part of the scheme Cost to run scheme Any changes in the longer term re-proportion of de-sexed animals on pet registration database, proportion of impounded pets that are de-sexed etc.
Promote the benefits of de-sexing, via media, social media, website	Yearly (with additional educational and promotional material)	Increase in de-sexed animals known via registrations discount. This is traditionally completed in July of each year, it will be proposed to bring this forward to March of each year to coincide with the dog registration period in April to further encourage desexing.
Discount registration fees for cats and dogs that are de-sexed to encourage registration of animals over 3 months of age.	Ongoing	Number of new animals registered in category yearly

Objective 12: Develop programs to assist with compliance and management of domestic animals

Activity	When	Evaluation
Increase microchipping of animals with free microchipping and registration in conjunction with de-sexing education program	Few days over one month of the year / Desex Your Pet month	Increase in animals microchipped and registered
Work with the RSPCA to ensure we retain RSPCA services.	Ongoing	Agreement in place

1.10 DOMESTIC ANIMAL BUSINESSES

68A(2)(c)(ii) of the *Animal Management Act 1994* outlines programs, services and strategies which the Council intends to pursue in its municipal district to ensure that people comply with this Act, the regulations and any related legislation and also addresses 68A(2)(a),(c)(i),(d),(f)

1.10.1 Current Situation

The Alpine Shire Council area has three Domestic Animal Businesses (DAB). Two are boarding facilities and the other is the Municipal Pound. All these businesses are registered and inspected annually.

1.10.2 Our Orders, Local Laws, Council Policies and Procedures

Council regularly inspects authorised businesses to ensure they comply as well as inspecting new businesses to ensure registration.

1.10.3 Our Plans

Objective 13: Annually inspect and audit all registered domestic animal businesses.

Activity	When	Evaluation
Audit DAB randomly to ensure compliance	Ongoing	Number of audits compared to number of follow ups required

1.11 ANNUAL REVIEW AND REPORTING

Pursuant to section 68A of the *Domestic Animals Act 1994*, Council must prepare a Domestic Animal Management Plan (DAMP) every four years, review the plan annually, and publish an evaluation of its implementation of the plan in its annual report.

The DAMP 2022-2026 sets out how Council manages its responsibilities under the Domestic Animals Act 1994 and delivers services to enhance and promote responsible pet ownership in the community.

Council's 2022-2026 DAMP was reviewed and formally adopted by Council on *(Date to be entered.)* Key actions in the DAMP 2022-2026 were developed with input from staff and key stakeholders such as the RSPCA, customer request data, and service delivery statistics. They include:

- Documenting processes and practices under the Council's animal management responsibilities;
- Minimising non-compliance with the *Domestic Animals Act 1994*;
- Improving community education on responsible care for domestic animals and enhancing community safety and awareness;
- Supporting stated objectives of reducing the numbers of dogs and cats being euthanised;

- Maximising proportion of domestic animals that are registered in the Alpine Shire;
- Reducing the harmful effect of companion animals on the population of native wildlife;
- Taking into account the broader community views on animal management matters;
- Complying with the relevant provisions of the Domestic Animals Act 1994.
- Further initiatives in the 2022-2026 DAMP include:
 - Authorised Officer to undertake Certificate IV in Local Government (Regulatory Services) 2022.
 - Continue to renew agreement under section 84y with RSPCA in accordance with the *Domestic Animals Act 1994*.
 - Participation in the Vet discounted de-sexing month.
 - Improve use of existing systems; and
 - Further improve public awareness programs.

2. Approval

DELETE / USE AS APPROPRIATE

Adoption by Council

THE COMMON SEAL OF THE
ALPINE SHIRE COUNCIL was
hereunto affixed this 9 day of November
2021
in the presence of:

COUNCILLOR

COUNCILLOR

CHIEF EXECUTIVE OFFICER

ALPINE SHIRE COUNCIL ROADMAP OF COMMUNITY CLIMATE ACTION INITIATIVES

COMMUNITY ENGAGEMENT

Community Awareness, Education, Communication, Engagement, Innovation, Advocate

Website and Promotion

Schools Program

ESD Education

Business Education Programs

Household Education Programs

MITIGATION

Emissions Reduction

Baseline

Tracking

Determining Targets

ADAPTATION AND RESILIENCE

Risk and Opportunity Management

Adaptation

Emergency Planning

BUILT ENVIRONMENT



Household Programs and Tools	H
All Electric Buildings	M
ESD in Planning Scheme	M
Advocate Local Construction Industry	M
Embodied Carbon	L

ENERGY



Audits and Improvement Grants	H
Green Power promotion	H
Home and Business Solar and Battery	M
Micro Grid	M

WATER



Water Sensitive Urban Design	H
Stormwater Management Maintenance	H
Preservation of Ground Water	M
Recycled Water Programs	A

NATURAL ENVIRONMENT



Tree Management in Townships	H
Engage with NECMA re Riparian Zones	M
Protection of Crown Land (DELWP)	M
Engage With Traditional Owners	M
Local Carbon Sequestration	A

WASTE



FOGO Implementation	H
Diversion Target	H
Waste Reduction Education	H
Local Circular Economy	M

LAND USE



Housing Strategy	H
CASBE Membership and Engagement	H
Land Development Strategy	H
Planning Scheme Review	M

AGRICULTURE AND FORESTRY



Low emissions farming	M
Agriculture and Environmental Health	M
Ensuring Local Food System	L
Carbon Farming	A

EMERGENCY MANAGEMENT



Community Emergency Risk Assessment	H
Municipal Emergency Management Plan	H
Islandable Emergency Relief Centers	M

TRANSPORT



ZEV Uptake Leadership	H
Petition for Fast Charge Stations	H
Assess Infrastructure Requirements	M
Bushfire Resilience Education	M

KEY

ACTIONS

Govt Mandated (now or future likely) - happening anyway

Resources Available (or Partly)

Additional Resource Required but Leverage Available

Additional Staff Resource Required

Significant Capital Expenditure Required

Mitigation plain text *Resilience Italics*

PRIORITY

H - next 1-2 years

M - next 5 years

L - next 10 years

A - aspirational

EXTERNAL LEVERAGE AND FUNDING OPPORTUNITIES

Sustainability Victoria (SV)

Sustainable Upper Ovens (SUO)

Council Alliance for a Sustainable Built Environment (CASBE)

Climate Council—Cities Power Partnership (CPP)

North East Community Energy Network (NECEN)

Department of Environment, Land Water and Planning (DELWP)



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session

Date: Tuesday 5 October 2021

Location: MS Teams Meeting

Start Time: 1.30pm

Finish Time: 4.45pm

Chairperson: Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr John Forsyth	Mayor	Charlie Bird	A/Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Katarina Chalwell	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor		
Cr Tony Keeble	Councillor		
Cr Charlie Vincent	Councillor		
Cr Kelli Prime	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting**3. Items discussed**

A list of items discussed at the meeting must be included here.

Item
Councillor only time
Acknowledgement of Traditional Custodians
Short-term rental amenity impacts
Draft Domestic Animal Management Plan (DAMP)
Ordinary Council meeting agenda review
General Business
Short recess ahead of Ordinary Council Meeting at 5.00pm via Zoom



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session

Date: Tuesday 19 October 2021

Location: MS Teams Meeting

Start Time: 1.30pm

Finish Time: 5.30pm

Chairperson: Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr John Forsyth	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Katarina Chalwell	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor		
Cr Tony Keeble	Councillor		
Cr Charlie Vincent	Councillor		
Cr Kelli Prime	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting**3. Items discussed**

A list of items discussed at the meeting must be included here.

Item
Councillor only time
Acknowledgement of Traditional Custodians
Land Development Strategy
Alpine Events Strategy update
Draft Policies for review and discussion
Climate Emergency Declaration implications
General business
Election of Mayor and Deputy Mayor process (as read presentation)
Building and Planning Statistics (as read presentation)



Informal Meeting of Councillors

In accordance with Chapter 8, section A1 of Council's [Governance Rules](#), the Chief Executive Officer must ensure that a summary of the matters discussed at an Informal meeting of Councillors is tabled at the next convenient Council meeting, and recorded in the minutes of that Council meeting.

Meeting Title: Briefing Session

Date: Tuesday 26 October 2021

Location: MS Teams Meeting

Start Time: 1.30pm

Finish Time: 5.30pm

Chairperson: Charlie Bird, Chief Executive Officer

Councillor and staff attendees:

Name	Position	Name	Position
Cr John Forsyth	Mayor	Charlie Bird	Chief Executive Officer
Cr Sarah Nicholas	Deputy Mayor	Will Jeremy	Director Assets
Cr Katarina Chalwell	Councillor	Helen Havercroft	Director Corporate Performance
Cr Ron Janas	Councillor		
Cr Tony Keeble	Councillor		
Cr Charlie Vincent	Councillor		
Cr Kelli Prime	Councillor		

Councillor and staff apologies:

Name	Position

1. Conflict of interest disclosures

Disclosures of Conflicts of Interests must be made in accordance with Chapter 7, sections A3-A5 of Council's [Governance Rules](#), and recorded here.

2. Record of Councillors that have disclosed a conflict of interest leaving the meeting**3. Items discussed**

A list of items discussed at the meeting must be included here.

Item
Councillor only time
Acknowledgement of Traditional Custodians
External presentation : E79 Exploration Licence
Asset Development Contracts for Award
Draft Alpine Sport and Active Recreation Plan
Councillor feedback on policies previously presented
Property and Regulatory Systems Contract award
Planning updates: Bright Western Gateway Development & P.2021.19 32-34 Station Street Porepunkah
General business