

## APPENDIX 2. ACKNOWLEDGEMENTS

Council would like to thank the community members, stakeholders and Council staff who contributed to the development of the Mitchell Social Justice Framework 2017-2021.

Your feedback and insights into the social justice needs of the Mitchell community are invaluable in shaping the strategic direction and actions of this framework. Council looks forward to continuing to work with you to build an inclusive, equitable and well-connected Mitchell Shire.

### **Your voice is important. We want to hear from you.**

If you have any feedback or queries regarding this plan please contact us at: [community.development@mitchellshire.vic.gov.au](mailto:community.development@mitchellshire.vic.gov.au)





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## 7.2 LEARNING AND LIBRARY STRATEGY - ANNUAL UPDATE

**Author:** Kellie Vise - Manager Active Communities

**File No:** 2015/5/1

**Attachments:** 1. Year Four Action Plan Check In [In](#)

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### SUMMARY

The Mitchell Shire *Learning and Library Strategy 2014–2024* sets the strategic direction for Council's Library Services. The Strategy was established in 2014 and this is the first review of achievements and progress against the strategic objectives. The attached report provides Council with a summary of actions and achievements for all seven (7) Council Strategies. The traffic lights against each action indicates the following status for each action:

- Green Light – actions that have been completed
- Amber Light – actions that are progressing and will be delivered in the next one to two years
- Red Light – actions under review that may not be delivered depending on relevancy of the action for the benefit of the service and community.

### RECOMMENDATION

**THAT** Council notes the information provided in this report.

### BACKGROUND

The Learning and Library Strategy 2014-2024 was established to provide a strategic framework for the development and provision of library and lifelong learning services in Mitchell Shire. The library service plays an important role in providing a space and resources for community to connect, and where social, cultural, economic and educational opportunities can develop and be nurtured. The nature of libraries has significantly evolved over recent years, offering broader service than just providing books and other reference materials.

Mitchell Shire's libraries are technology and learning hubs, social connection spaces safe places and nurturing environments for a diverse range of community members. Council is focused on providing a range of lifelong learning and library services and programs which are adaptable to meet the needs of our community. Over the last 12 months, a review has been undertaken to ensure the programs and services provided in the libraries align with evolving community needs. This has been informed by a program of research and consultation with the industry and community.

LEARNING AND LIBRARY STRATEGY - ANNUAL UPDATE (CONT.)

## ISSUES AND DISCUSSION

### Learning and Library Strategy 2014-2024

The attached report provides council with a summary of progress against the outlined strategic actions.

The Learning and Library Strategy 2014-2024 identifies seven strategic priorities and the associated priority for implementation. The objectives in each one of our strategic themes are the tools in which council will measure the progression of our plans.

Strategic Theme	Strategic Objectives
Relevance	A relevant library service tailored to meet the changing needs of our community.
Access and Equity	A library service that is inclusive and equitable.
Promotion	Better promotion of library services to increase community engagement.
Flexibility of spaces	Creating activated and busy spaces for a modern library service.
Technology	A relevant technological space which will support the changing needs of our community.
Partnerships	To provide external services for the changing needs of the community in the library service space.
Staff	To meet community expectation of a staff knowledge base that will deliver a high standard of service. A commitment by council to continually upskill staff to meet changing needs of the community.

### Mitchell Library Service – Action Plan Check-In 2017

The attached Check-In report provides an overview of the actions completed under the strategy. The majority of actions are currently on track or have been finalised in the desired timeframe as shown by 19 green lights. There are three amber lights which will be finalised in the 2017-18 financial year and zero red lights.

#### Highlights for 2016-17:

- A comprehensive training program has been developed and delivered to all library staff across a broad range of library programs.
- A total of 125 more events and programs (113% increase), compared to last year, have been delivered to the community in the library
  - 168% increase of attendees

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**LEARNING AND LIBRARY STRATEGY - ANNUAL UPDATE (CONT.)**

- Programs included:
  - Baby Book Worms
  - Toddler Read and Rhyme
  - Story Time
  - Maternal and Child Health Visits – new mums program
  - 1,000 Books before School
  - School Holiday programs
  - Robotics (STEM) Program
  - Book Chat
  - Kids Club
  - Author Talks
  - Exhibitions – Writing the War at Kilmore Library
  - School Library Visits
  - Weekly Home work club
  - Cooking Classes
  - Animation
  - U3A Seymour Tech Savvy Program
  - Leggo Learners
  - Goulburn Options – animation and simple Robotics
- A total of 35 more events and programs (218% increase) delivered through outreach (outside of the library)
  - 322% increase of attendees.
  - Programs Included:
    - Home Library Service
    - The Elms Seniors Tech Savvy Program
    - Kingsgate Seniors Tech Savvy Program
    - Wallan Senior Citizens Tech Savvy Program
    - Probus Seymour Tech Savvy Program
    - The Bridge Storytime (Seymour)
    - Kilmore International School Robotics (STEM)
    - Kindergarten Visits
    - Fortnightly toddler read and rhyme at Puckapunyal
- Successful Living Libraries grant application from DELWP of \$100,000 for a new Outdoor Sensory Area at Seymour Library to support programming for that

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**LEARNING AND LIBRARY STRATEGY - ANNUAL UPDATE (CONT.)**

community including all-abilities program for Goulburn Options and the Seymour College Special School.

- Library staff assisted OKFM Radio Station in a successful grant application to enable community participation in radio content development at the Kilmore Library. This will be delivered in late 2017.
- The entire library collection has been reviewed. Our supplier is now profiling, covering and cataloguing 80% of the collection, saving considerable staff time to put books on shelves and meet members requirements
- Designated Youth Zone created at the Wallan Library including relevant collection, space, furniture, bean bags and a PlayStation/TV. This plays host to a kids club two days per week and is fully patronized.
- School library service provision with an all abilities program accessible at Seymour, engaging approximately 760 students and participants.
- Providing support for school library services in Wallan and Wandong.

In 2018, a mid-term review of the Learning and Library Strategy will be undertaken to refresh the priorities to ensure emerging trends and needs are incorporated.

**CONSULTATION**

This strategic plan was developed in close consultation with internal and external stakeholders. This process allows for the review of current initiatives and evaluation of the successes and challenges, experiences, as well as development of new initiatives for the current year of the plan.

A survey of Library Service was undertaken earlier in 2017, to evaluate current satisfaction with library services and ascertain what our customers would like to see in the future. In total 133 customers contributed both in hard copy at our sites and on the Engaging Mitchell portal.

**Results from the survey indicated:**

Members and Visitors most value:

- Staff
- Access, variety and borrowing of books
- Access, variety to all other resources
- Internet and computer access
- Inter-library loans

Members and visitors said the library service could be improved in the following ways:

- Expanded opening hours
- Improved catalogue
- Change in holds shelf procedure
- Increase in quiet spaces and seating areas
- Improved internet collection and quality

## LEARNING AND LIBRARY STRATEGY - ANNUAL UPDATE (CONT.)

All suggested library service improvements are now under review.

A digital survey is currently underway which is surveying our tech focused customers regarding e-resources within our service. Our statistics indicate a 29% increase in e-resource use, this is an evolving area where future investment will be needed.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

The implementation of the Check-In Report document for the Learning and Library Strategy 2014 - 2024 is the responsibility of the Manager Active Communities and Coordinator Customer and Library Services and is coordinated within existing resources.

**SUSTAINABILITY IMPLICATIONS (SOCIAL AND ENVIRONMENTAL)**

The Learning and Library Strategy 2014-2024 outlines a range of strategies that are supporting and enhancing the social and environmental sustainability of the Mitchell Shire and its community

**CHARTER OF HUMAN RIGHTS IMPLICATIONS**

The rights protected in the *Charter of Human Rights and Responsibilities Act 2006* were considered in preparing this report and it's determined that the subject matter does not raise any human rights issues.

**OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

**CONCLUSION**

The attached Check-In Report and Library Services 2017 Survey results are provided to council as an initial update on actions and achievements for the strategies outlined in the Learning and Library Strategy 2014-2024: Years One - Four.

It is the intention that a full review of the Learning and Library Strategy will be completed in 2018.

# **MITCHELL SHIRE COUNCIL**

## **Council Meeting Attachment**

### **ADVOCACY AND COMMUNITY SERVICES**

**18 SEPTEMBER 2017**

**7.2**

#### **LEARNING AND LIBRARY STRATEGY - ANNUAL UPDATE**

**Attachment No: 1**

**Year Four Action Plan Check In**

# Learning and Library Strategy 2014 - 2024

## Year Four of the Action Plan - Check-in

● Completed and delivered  
● In progress and will be delivered  
● Under review, may not be delivered

Theme	Goal	Total actions	Status	Key Outcomes
<b>Undertake a strategic review of the library collection.</b>	Relevant collection at all library sites. Targeted acquisitions and disposals.	3	<div style="display: flex; flex-direction: column; align-items: center;"> <span>3</span> </div>	<ul style="list-style-type: none"> <li>Total collection reviewed with the intent to review on a six monthly basis.</li> <li>Supplier now profiling, covering and cataloging 80% of the collection.</li> <li>Robust book weeding program to dispose of unwanted books at all branches.</li> </ul>
<b>Review opening hours.</b>	Opportunity to review opening hours to meet community needs.	1	<div style="display: flex; flex-direction: column; align-items: center;"> <span>0</span> </div>	<ul style="list-style-type: none"> <li>Results from Mitchell Shire Library Survey 2017 indicate customers in Broadford are seeking extended opening hours on weekends. Further discussions to now be initiated.</li> </ul>
<b>Internal promotion of life long learning through Council's own activity.</b>	Identify programs which are appropriate to library staff skill base. Train staff with appropriate skill set. Full implementation of programs into the library service for 2016/2017.	3	<div style="display: flex; flex-direction: column; align-items: center;"> <span>3</span> </div>	<ul style="list-style-type: none"> <li>New programs identified including Wallan Senior Citizens, The Elms and Kingsgate outreach, Robotics courses, Simultaneous Storytime, Weekly Homework Club, Animation (Seniors and Children), Book Chat and Tech Saavy classes. A total of 125 more events delivered at our libraries. 113% increase in events with 168% increase of attendees. A total of 35 more events delivered externally with 218% increase in external events with 322% increase of attendees.</li> <li>Library staff identified and upskilled to deliver new library programs. Entire team is now facilitating programs throughout the Shire.</li> <li>125 new internal program sessions were delivered in 2016/2017.</li> </ul>
<b>Implement Radio Frequency Identification at all library sites.</b>	To obtain capital funding.	1	<div style="display: flex; flex-direction: column; align-items: center;"> <span>1</span> </div>	<ul style="list-style-type: none"> <li>Capital funding confirmed in 2017/2018 Budget.</li> </ul>



# Learning and Library Strategy 2014 - 2024

## Year Four of the Action Plan - Check-in

● Completed and delivered  
● In progress and will be delivered  
● Under review, may not be delivered

Theme	Goal	Total actions	Status	Key Outcomes
<b>Obtain external funding for community assets and infrastructure.</b>	Successful grant application.	1	1	<ul style="list-style-type: none"> <li>Successful Living Libraries grant application 2016/17 from DELWP for \$120,000 Outdoor Sensory Area project at Seymour Library.</li> </ul>
		0		
		0		
<b>Seymour Library</b>				
<b>Review take up of Literacy activities.</b>	Identify activities which build upon the literacy programs for student integration.	1	1	<ul style="list-style-type: none"> <li>Four Special Education classes initiated in partnership with Seymour Special School and Goulburn Options. Total attendees approximately 760.</li> </ul>
		0		
		0		
<b>Formalise relationships with learning partners.</b>	Reconnect with community partners to support lifelong learning.	1	1	<ul style="list-style-type: none"> <li>Working in partnerships with local Primary and Secondary schools, Kindergartens, U3A, Probus, Seymour Flexible Learning Centre, Goulburn Options and The Bridge Seymour.</li> </ul>
		0		
		0		
<b>Review appropriateness of technology access.</b>	Provide a flexible technology space. Initial discussions with community regarding appropriate space for Military collection.	2	0	<ul style="list-style-type: none"> <li>Working in consultation with community, the RSL and Council to initiate relocation of the Military collection to a more accessible location.</li> <li>Seymour RSL have received grant funding to construct a space which will also house the Military collection. Once built, the Military collection will be relocated to this space.</li> </ul>
		2		
		0		



# Learning and Library Strategy 2014 - 2024

## Year Four of the Action Plan - Check-in

	Completed and delivered
	In progress and will be delivered
	Under review, may not be delivered

Theme	Goal	Total actions	Status	Key Outcomes
Collection review.	Initial purchasing of Dyslexic based literature.	1	1 0 0	 <ul style="list-style-type: none"> <li>Initial purchase of approximately 200 books for the Seymour site. Expected to launch September, 2017.</li> </ul>
Revitalise outdoor space to accommodate more activities.	Obtain funding.	1	0 1 0	 <ul style="list-style-type: none"> <li>Successful Living Libraries grant application for Outdoor Sensory Area. Project to be completed by December, 2017.</li> </ul>
<b>Broadford Library</b>				
Increase floor space for more tech space.	Create space with priority spending on bench space and mobile shelving.	2	2 0 0	 <ul style="list-style-type: none"> <li>Mobile shelving unit purchased in children's area to create space when facilitating children's library programs.</li> <li>High tech benches, stools and other seating purchased to encourage study and technology use.</li> </ul>
Partnership opportunities with formal education sector.	Increased interaction with Broadford Primary School to encourage lifelong learning.	3	3 0 0	 <ul style="list-style-type: none"> <li>We have developed a partnership with Broadford Primary School.</li> <li>Full robotic and coding programs being offered to Years 3 and 4 students.</li> <li>School library now closed. Entire school visiting site for an initial library program.</li> <li>Working closely to ensure collection support.</li> </ul>



# Learning and Library Strategy 2014 - 2024

## Year Four of the Action Plan - Check-in

	Completed and delivered
	In progress and will be delivered
	Under review, may not be delivered

Theme	Goal	Total actions	Status	Key Outcomes
<b>Kilmore Library</b>				
<b>Identify opportunities to transfer tasks to make space.</b>	Librarian tasks outsourced to James Bennett to create space for a more streamlined Swift Consortium daily workflow.	2	2 0 0	 <ul style="list-style-type: none"> <li>80% of the collection is now fully profiled by supplier.</li> </ul>
<b>Host regular events, activities and exhibitions.</b>	To host three events at the Kilmore site.	1	1 0 0	 <ul style="list-style-type: none"> <li>Successfully hosted the State Library Poetry Slam Final, Writing the War exhibition, new and innovative school holiday programs and facilitating school exhibitions.</li> </ul>
<b>Delivery of technology focused programs.</b>	Increase technology programs.	1	1 0 0	 <ul style="list-style-type: none"> <li>Seven new tech programs with 808 residents in attendance.</li> </ul>
<b>Partnership opportunities with formal education sector.</b>	Increased interaction with Primary and Secondary schools to encourage lifelong learning.	3	3 0 0	 <ul style="list-style-type: none"> <li>We have successfully built partnerships with all Kilmore schools.</li> <li>Full robotic and coding programs are being offered to Years 3 and 4 students.</li> <li>Working in partnerships to deliver library programs in schools and on site. Volunteering opportunities and School Community Service hours opportunities in library service for Secondary students from Kilmore International School and Assumption College.</li> </ul>



# Learning and Library Strategy 2014 - 2024

## Year Four of the Action Plan - Check-in

	Completed and delivered
	In progress and will be delivered
	Under review, may not be delivered

Theme	Goal	Total actions	Status	Key Outcomes
<b>Reconnecting with community groups.</b>	Increased interaction and partnerships.	2	2 0 0	<ul style="list-style-type: none"> <li>Connected with Senior Citizens, U3A, Kilmore Historical Society, The Elms and Kingsgate community. Both library and outreach programs being facilitated.</li> <li>Working in partnership with OKFM to enable radio station to obtain a funding opportunity. Kilmore site to host OKFM grant initiative in late 2017.</li> </ul>
<b>Wallan Library</b>				
<b>Create a Youth Space.</b>	Create a "Youth Dedicated Zone".	1	1 0 0	<ul style="list-style-type: none"> <li>Designated Youth Zone created including relevant collection space, furniture, bean bags and a PlayStation/TV.</li> </ul>
<b>New library programs - specific to site.</b>	Implementation of a "Kids Club & Homework Club".	2	2 0 0	<ul style="list-style-type: none"> <li>Kids Club on a Friday afternoon is fully booked - a second program is now being offered on a Wednesday afternoon. Homework Club on Saturday morning, facilitated by a volunteer, is fully booked. Overall, approximately 40 in attendance.</li> </ul>
<b>Partnership opportunities with formal education sector.</b>	Increased interaction with local Primary School to encourage lifelong learning.	1	1 0 0	<ul style="list-style-type: none"> <li>School library is now closed. Entire school visiting site for an initial library program. Approximately 100 students visiting library site on a fortnightly basis. Working closely with school to ensure collection support.</li> <li>Investigating future needs and options with DET.</li> </ul>



# Learning and Library Strategy 2014 - 2024

## Year Four of the Action Plan - Check-in



- Completed and delivered
- In progress and will be delivered
- Under review, may not be delivered

Theme	Goal	Total actions	Status	Key Outcomes
<b>Collection review.</b>	Initial purchasing of ELS (English as a Second Language) literature.	1	<div style="display: flex; flex-direction: column; align-items: center;"> <span>0</span>  <span>1</span> <span>0</span> </div>	<ul style="list-style-type: none"> <li>Initial purchase of approximately 200 books for the Wallan site. Expected delivery October, 2017.</li> </ul>
<b>Beveridge</b>				
<b>Ensure library is included with all planning of a future site in Beveridge.</b>	Library Services included with the consideration of supporting infrastructure.	1	<div style="display: flex; flex-direction: column; align-items: center;"> <span>1</span>  <span>0</span> <span>0</span> </div>	<ul style="list-style-type: none"> <li>Library Services provision options included in the final plans for the Greater Beveridge Community Centre.</li> </ul>
<b>Initial connection with the Beveridge community.</b>	Provide space at Wallan Library for community groups.	1	<div style="display: flex; flex-direction: column; align-items: center;"> <span>1</span>  <span>0</span> <span>0</span> </div>	<ul style="list-style-type: none"> <li>Beveridge Playgroup meeting weekly in library space, with up to ten families attending.</li> </ul>



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DOMESTIC WASTEWATER MANAGEMENT PLAN AUDIT OUTCOMES (CONT.)

### 7.3 DOMESTIC WASTEWATER MANAGEMENT PLAN AUDIT OUTCOMES

**Author:** *Jo Wilson - Manager Community Strengthening*

**File No:** *WW/01/007*

**Attachments:** *Nil*

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#### SUMMARY

To inform Council of the outcomes of the Domestic Wastewater Management Audit that was completed in June 2017 and future actions required.

#### RECOMMENDATION

**THAT** Council:

1. Note the outcomes of the Domestic Wastewater Management Plan Audit.
2. Support the follow up actions for management of non-compliant systems.

#### BACKGROUND

Under Clause 32 of the State Environment Protection Policy (Waters of Victoria) (SEPP WoV) local councils are required to develop and implement a whole of Shire Domestic Wastewater Management Plan (DWMP), in consultation with relevant water authorities. The northern part of Mitchell Shire comes under the jurisdiction of Goulburn-Murray Water. The southern part of Mitchell Shire comes under the jurisdiction of Yarra Valley Water. The Mitchell Shire Domestic Wastewater Management Plan was developed in 2014. The DWMP is required to be audited every three years which includes a review of the plan as well as the auditing of properties within the Shire as designated by Goulburn-Murray Water. The actual DWMP requires full review and endorsement every five years.

Mitchell Shire currently has approximately 5,000 properties within the municipality that rely on on-site septic tank systems to manage wastewater. The DWMP identifies 'High Risk' localities within the Shire through a risk mapping analysis process of Declared Special Water Supply Catchment areas. The audit identified properties that were within close proximity to water sources and reservoirs. This includes the Eppalock Catchment and Pyalong Water Supply. The audit required testing of domestic wastewater management systems in 60-80 properties in the Pyalong and Tooboovac areas to determine level of compliance with regulatory requirements.

Kernow Environmental Services was contracted to undertake the audit and review of the DWMP. The inspection of septic tank systems commenced on the 16 May 2017 and was completed 1 June 2017.

Risk factors used to assist with identifying properties to inspect included:

- Locality;
- Size of lot;
- Age of wastewater system (if known);
- Previous reports received of septic tank systems failing in the region;

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**DOMESTIC WASTEWATER MANAGEMENT PLAN AUDIT OUTCOMES (CONT.)**

- Properties with septic tank systems that discharged 'off site'; and
- Proximity to catchment areas.

A total of 121 properties were identified through the desk top assessment. The audit is not mandatory and therefore property owners could decline to participate in the process. All of the 121 properties were visited with 64 properties having their septic tank systems inspected. A total of 56 properties in Pyalong and eight (8) properties in Tooborac received a septic tank systems inspection and assessment.

A detailed communication strategy was developed to ensure that both Council and the community were informed about the septic tank system inspection program.

A letter was sent to all identified properties advising the owner/occupier that their property would be visited to have their septic tank system inspected. An information sheet on how best to use and maintain a septic tank system was also included with the letter.

**ISSUES AND DISCUSSION**

Of the 64 septic tank systems inspected 38 properties were found to be non-compliant:

- Major Non-Compliance - 12 systems were found to be failing causing significant risk to the environment and public health.
- Minor Non-Compliance - 26 systems had minor defects.

Minor non-compliances are identified as septic tank systems that have defects that do not pose an immediate or serious risk to environment or public health. The minor non-compliances were due to:

- Septic tank not installed to ground level;
- Aerated Wastewater Treatment Systems (AWTS) not serviced regularly (Quarterly);
- Alterations to a Septic tank system without obtaining a permit from Council;
- Irrigation lines from AWTS not fixed and dedicated (lying on the top of the ground);  
or
- Septic tank not de-sludged regularly;

A total of 12 properties inspected were identified as having a failing septic tank system that presented a significant risk to the environment and public health. The issues of concern with these systems included:

- A property with a dwelling not serviced by any septic tank system (discharging on the ground);
- Absorption trenches blocked or insufficient in size causing effluent to pool at ground level or run into neighbouring properties or in stormwater drains; or
- Effluent and/or greywater discharged onto the ground instead of dedicated and approved disposal system.

Throughout the inspection program property owners were provided with advice and education on maintenance and upkeep of their septic tank system. Property owners were again offered the information sheet on domestic wastewater systems.

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**DOMESTIC WASTEWATER MANAGEMENT PLAN AUDIT OUTCOMES (CONT.)**

At the conclusion of the inspection program, letters were sent out to all property owners thanking them for participating in the inspection program and included details of Aerated Wastewater Treatment Systems (AWTS) service agents and septic tank clean out companies in the region.

A septic tank system with a major non-compliance means the property owner is in breach of the *Environmental Protection Act 1970* and the Nuisance Provision of the *Public Health and Wellbeing Act 2008*, due to the potential contamination of the environment and the health and safety of themselves and those around them.

Further follow up is required with the 12 non-compliant properties to ensure that the risk to public health and safety is minimised. The following process is being proposed for follow up:

- A letter advising of the major non-conformance, actions required and advice regarding how these actions can be completed with a timeline for completion.
- Follow up telephone call offering support and advice and confirming timeframes for compliance. Every effort will be made to contact property owners to follow up the non-compliance issue.
- Site visits by Environmental Health Officers to meet with the property owner and their contractor to confirm the works that are required to be compliant
- Formal notification from the property owner when works have been completed and non-compliance rectified (including certification from a registered plumber)
- Follow up phone call and site visits at the end of the imposed timeframes where formal notification has not been received
  - Timelines may be extended due to extenuating circumstances
- Referral for enforcement under the Acts where works have not and are not likely to be completed will result in;
  - Firstly, a Provisional Improvement Notice to be issued
  - Secondly, a referral for prosecution will be made

**CONSULTATION**

All identified property owners were consulted about the audit and given information about the regulations for the upkeep of their domestic wastewater management systems. Participation in the audit was not mandatory.

**FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

Kernow Environmental Services were contracted to undertake the audit on behalf of Mitchell Shire Council.

Follow up with non-conforming property owners is outside of the current Environmental Health contract and in addition to the audit contract. Follow up work is estimated to cost approximately \$1500 per property and is not currently budgeted for in the 2017/2018 Council budget. Consideration will need to be given to recouping further expenses.

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DOMESTIC WASTEWATER MANAGEMENT PLAN AUDIT OUTCOMES (CONT.)

### **POLICY AND LEGISLATIVE IMPLICATIONS**

Identified major non-compliance in septic tank systems is in breach of the *Environmental Protection Act 1970* and the Nuisance Provision of the *Public Health and Wellbeing Act 2008*.

### **SUSTAINABILITY IMPLICATIONS (SOCIAL AND ENVIRONMENTAL)**

The upkeep of domestic wastewater management systems has significant impact on the environmental sustainability of the water catchment areas within the north area of Mitchell Shire. Mitchell Shire works closely with the Goulburn Murray Water Authority to ensure that health and safety issues are identified and addressed in a timely manner. Septic tank systems that are non-compliant may be in breach of the *Environmental Protection Act 1970* and the Nuisance Provision of the *Public Health and Wellbeing Act 2008*.

### **CHARTER OF HUMAN RIGHTS IMPLICATIONS**

The rights protected in the *Charter of Human Rights and Responsibilities Act 2006* were considered in preparing this report and it's determined that the subject matter does not raise any human rights issues.

### **OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

### **CONCLUSION**

The audit and review of the Domestic Wastewater Management Plan has been successfully undertaken by Kernow Environmental Services. Of the 121 properties that were identified to be audited with 64 property owners participated and had their septic tank systems inspected and assessed. All property owners have been provided with written information on maintenance regulations and resources for the upkeep of septic tank systems.

There were 12 properties identified as having a major non-compliance. The Mitchell Shire Environmental Health team will work with these property owners to rectify the non-compliance issues within agreed timeframes. After ongoing support and consultation, continued non-compliance will result in enforcement under the *Environmental Protection Act 1970* and the Nuisance Provision of the *Public Health and Wellbeing Act 2008*.

#### 7.4 MITCHELL HEALTH PROFILE 2017 AND MPHWP YEAR ONE ANNUAL ACTION PLAN 2017-2018

**Author:** Jaala Freer - Health and Wellbeing Officer

**File No:** CS/20/003

**Attachments:** 1. MPHWP Year One Annual Action Plan 2017-2018 [↓](#)  
2. Mitchell Shire Health Profile 2017 [↓](#)

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### SUMMARY

The Mitchell Shire Municipal Public Health and Wellbeing Plan (MPHWP) 2017-2021 was adopted by Council at the Ordinary Council Meeting on 21 August 2017. To inform the development of the MPHWP, a requirement is to examine data about local health status and health determinants relevant to our local municipality. An updated Health Profile has been developed which will align and support the MPHWP 2017-2021.

A further requirement as part of the legislation for MPHWP development incorporates an Annual Action Plan which includes key initiatives to be undertaken aligned with MPHWP priorities and strategies. This report outlines both new data trends highlighted in the Health Profile 2017, as well as the newly developed initiatives for the Year One Annual Action Plan.

### RECOMMENDATION

**THAT** Council:

1. Adopt the Mitchell Health Profile 2017, and;
2. Adopt the MPHWP Year One Annual Action Plan 2017-2018.

### BACKGROUND

The MPHWP 2017-2021 was adopted by Council at the Ordinary Council Meeting on 21 August 2017 with a purpose of identifying initiatives and programs that will be promoted and delivered to maximise the health and wellbeing of the Mitchell community.

The Health Profile 2017 provides a snapshot of data on the health status and social determinants of health as they relate to the local population of Mitchell Shire. The Health Profile delivers a vast range of data from the most current sources available as of August 2017.

The MPHWP Year One Annual Action Plan outlines actions that Council and partners will deliver during 2017-2018 to support the priorities and strategies identified in the MPHWP 2017-2021. Annual Action Plan results and successes will be reported to Council and Department of Health & Human Services (DHHS) each year for the duration of the four-year plan.

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MITCHELL HEALTH PROFILE 2017 AND MPHWP YEAR ONE ANNUAL ACTION PLAN 2017-2018 (CONT.)

## ISSUES AND DISCUSSION

The following details the key themes identified in the Mitchell Health Profile 2017 and the focus of actions for the Year One Annual Action Plan.

### Mitchell Health Profile 2017

- In 2017, the population of Mitchell Shire was estimated to be 43,005 according to Forecast.id.
- Over the next 20 years, Mitchell Shire's annual population growth rate will range between 3% and 4.3% with an increase of almost 50,000 people by 2036.
- The 2016 Census highlighted that 654 people living in Mitchell Shire identified as Aboriginal and/or Torres Strait Islander (ATSI) which equates to 1.6% of population. This is greater than the Victorian average of 0.8%.
- Mitchell Shire has a high proportion of people who are very high at risk of developing poor mental health outcomes (7.1%) and is well above the Victorian state average (3.9%).
- In 2015-2016 the rate of Family Violence was 2,321 per 100,000 population. This is around 40% higher than Hume and Whittlesea and 57% higher than the Victorian average (1,285).
- The rate of unemployment for Mitchell Shire was 6.09% which is similar to the Victorian average (6.1%) according to Economy.id 2017.
- The rate of mortgage stress for Mitchell Shire (9.4%) is higher than the Victorian average (7.5%).
- The proportion of households who are renting from social/community housing (2.3%) is slightly lower than the Victorian average (2.8%); however, this is not evenly distributed throughout Mitchell Shire, this is also not indicative of actual need.

Refer to Attachment Two – a full Health Profile for Mitchell Shire.

### MPHWP Year One Annual Action Plan 2017-2018

The Year One Annual Action Plan has been designed and developed in partnership with key agencies, partners and stakeholders, detailing the initiatives and programs that will be promoted and delivered to the Mitchell community. These actions are aligned with measures and timeframes achievable within the Annual Action plan. The Annual Action Plan will be evaluated through quarterly reporting from stakeholders and a half-yearly check-in report will be disseminated to Council as well as an Annual report and presentation to Council detailing achievements.

Refer to Attachment One - The MPHWP Year One Action Plan 2017-2018.

Refer to Attachment Two - A full Health Profile for Mitchell Shire.

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MITCHELL HEALTH PROFILE 2017 AND MPHWP YEAR ONE ANNUAL ACTION PLAN 2017-2018 (CONT.)

## **CONSULTATION**

The MPHWP Year One Action Plan has been developed in close consultation with internal and external stakeholders. This consultation process allowed for the development of new initiatives for the Year One Action Plan.

The consultation involved individual meetings with each stakeholder some of whom will play a key role in the delivery of the MPHWP 2017-2021.

Council officers continue to engage in ongoing discussion with stakeholders to ensure constant evaluation, prioritisation and support of the Action Plan. Formal written reporting is required quarterly from stakeholders against their assigned actions, this is a key process to forming evaluation both annually and for the lifespan of the MPHWP (four-years).

## **FINANCIAL, RESOURCE AND ASSET MANAGEMENT IMPLICATIONS**

The cost to Council of the proposed initiatives in the MPHWP Year One Action Plan is officer time and use of funds within existing budget resources.

Actions which require a commitment to resources, Council and relevant stakeholders will have assigned this in their respective budgets. Where possible, Council works closely with partner agencies to encourage collaboration to minimise costs.

Council officers continually source and apply for grant funding to resource and assist in the delivery of the MPHWP.

The implementation of the Health Profile 2017 and MPHWP Year One Action Plan will be coordinated by the Team Leader of Community Development.

## **POLICY AND LEGISLATIVE IMPLICATIONS**

As per the *Public Health and Wellbeing Act 2008*, it is a legislated requirement for all local councils to inform the MPHWP through the examination of data on health and wellbeing issues as they relate to the municipality. It is also a requirement for Annual Action Plans to be developed and aligned with MPHWP priorities and strategies.

The MPHWP 2017-2021 is closely aligned with the strategic priorities set under the Council Plan 2017-2021.

## **SUSTAINABILITY IMPLICATIONS (SOCIAL AND ENVIRONMENTAL)**

The Mitchell Health Profile 2017 and the MPHWP Year One Action Plan ensures the social sustainability of the Mitchell community is considered through a collaborative and community driven focus.

The Health Profile details data included from the social, cultural, natural, built and economic environments.

The MPHWP Year One Action Plan specifically addresses environmental sustainability through Priority Three - identifying the Goal 3.1:

*'Protect and enhance the natural environment for the use, wellbeing and enjoyment of current and future generations and reduce the impacts of climate change.'*

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MITCHELL HEALTH PROFILE 2017 AND MPHWP YEAR ONE ANNUAL ACTION PLAN 2017-2018 (CONT.)

### **CHARTER OF HUMAN RIGHTS IMPLICATIONS**

The rights protected in the *Charter of Human Rights and Responsibilities Act 2006* were considered in preparing this report and it's determined that the subject matter does not raise any human rights issues.

### **OFFICER DECLARATION OF CONFLICT OF INTEREST**

No officers involved in the preparation of this report have any direct or indirect interest in this matter.

### **CONCLUSION**

The Mitchell Health Profile 2017, provides a snapshot of data on the health status and social determinants of health related to Mitchell Shire. This profile will be a public document that can be used by Internal and External Stakeholders, partners, key agencies and community.

Adoption of the MPHWP Year One Action Plan demonstrates Council's continued commitment to working in partnerships, collaboration and through community involvement to maximise the health and wellbeing of the Mitchell community.

# **MITCHELL SHIRE COUNCIL**

## **Council Meeting Attachment**

### **ADVOCACY AND COMMUNITY SERVICES**

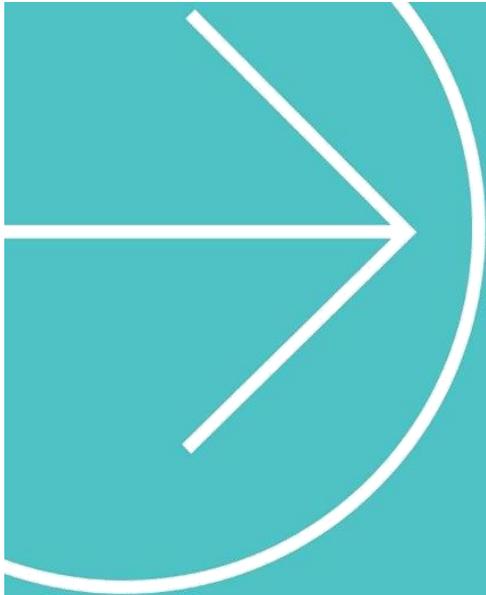
**18 SEPTEMBER 2017**

**7.4**

**MITCHELL HEALTH PROFILE 2017 AND  
MPHWP YEAR ONE ANNUAL ACTION PLAN  
2017-2018**

**Attachment No: 1**

**MPHWP Year One Annual Action Plan 2017-  
2018**



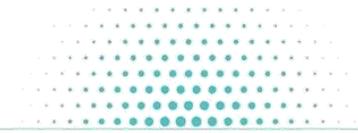
# MITCHELL SHIRE COUNCIL MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2017 – 2021

*Action Plan - Year One*



# Mitchell Shire Council Municipal Public Health and Wellbeing Plan 2017 – 2021.

## Action Plan - Year One



### Mitchell Shire Council Health and Wellbeing Priority Areas 2017 – 2021

The purpose of the Year One Annual Acton plan is to identify the initiatives to be progressed within the 2017/2018 year.

This Plan has been developed collaboratively by identified partner agencies across the Mitchell Shire and aligns closely with the Council Plan and the Municipal Strategic Statement.



- Healthy and Vibrant Communities**
  - > Increase participation in physical activity, recreation and leisure
  - > Decreased rates of obesity
  - > Decreased tobacco use in Mitchell Shire
  - > Increase in mental health services
  - > Increase rates of breastfeeding
- Safe and Resilient Communities**
  - > Decreased incidence of family violence
  - > Decrease in adults who use alcohol and drugs at harmful levels
  - > Decrease in alcohol and drug related assaults
  - > Reduced risk to health and wellbeing from natural disasters for Mitchell community
  - > Maintain a high rate of immunisations
  - > Decreased rate of sexually transmitted infections in particularly 12-17 year olds in Mitchell Shire
  - > Reduce harms associated with problem gambling
- Environmentally Sustainable Communities**
  - > Minimise impacts on the natural environment
  - > Respond to climate change
  - > Ensure that Council Policies and Plans seek to educate and engage the community to protect and enhance the natural environment
- Social, Connected and Diverse Communities**
  - > Increase in local employment within Mitchell Shire
  - > Social Justice Framework developed and implemented
  - > Increase in volunteering in Mitchell Shire
  - > Continue to promote an age-friendly community
  - > Life Stages Plan developed and implemented
- Planning and Advocating for Communities**
  - > Advocacy priorities are aligned with Government policy
  - > Liveability indicators are developed, measured and reported to the community
  - > Increased proportion of planning and development applications that incorporate the Safe and Healthy by Design Guidelines