PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3564

MASTER PLAN REPORT
APRIL 2016
CONTENTS

PART 1. EXECUTIVE SUMMARY
• Project Summary 2
• School Profiles 3
• Project Team 4

PART 2. EXISTING CONDITIONS 5
• Site Services 6-7
• Site Infrastructure 8
• Hazardous Materials 8

PART 3. SPATIAL ANALYSIS PLAN 9
• Site Context - Locality 10
• Site Context - Aerial Photo 11
• Site Context- Existing Photos 12
• Site Analysis - Planning zones 13
• Site Analysis - Planning overlays 14-15
• Site Analysis - Contour plan 16
• Site Analysis Plan 17
• Site Analysis Commentary 18
• Spatial Relationship Plan (Masterplan) 19
• Spatial Relationship Plan Methodology 20
• Spatial Relationship ESD Commentary 21
• Area Analysis - Facilities Schedules 22
• Area Analysis - Brief & Budget 23
• Area Analysis - commentary 24

PART 4. PRIORITY PROJECTS 25
• Scope 26
• Cost Planning and Management 26
• Project Delivery Strategy 27
• Project Delivery Timeframe 27

PART 5. APPENDICES 29
• Property title 30-43
• Education Specification 44-47
• Site & Spatial Relationship Plan options 48-57
• Safety in Design 58
• School Occupational Health & Safety Letter Form 05 59
• School Consultation 60-67
• Other Consultation 68-77
• School Endorsement 78-79
PART 1 EXECUTIVE SUMMARY

- Project Summary
- School Profiles
- Project Team
The Portland Bay School Masterplan Report was commissioned by DE&T in conjunction with Portland Bay School in February 2016.

The project will involve the design of a new school for Portland Bay School in accordance with DE&T Standard Entitlement Schedules. An approved Enrolment Number of 70 students is to be used for the development of the Master Plan. Portland Bay School is currently located on the corner of the Bundarra Primary School site. The existing facilities have been rated below the standard minimum requirement. The proposal is to relocate the Portland Bay School to Portland Primary School. The site at Portland Primary School has close proximity to the central business area. It is well connected to other local services such as the Community Health Centre, Preschool Day Care Centre and a large community managed garden.
Portland Bay School

Portland Bay School is a government special developmental school for students between the ages of 5 and 18 years, with an intellectual disability. The school caters for students in the Portland and district area with buses providing a door to door service for all students.

The school aims to develop students that enjoy healthy, happy and productive lives by supporting students’ academic, social, personal and interpersonal learning in a safe environment. The school operates senior and junior departments situated on the same campus and provides comprehensive individual programs in communication and literacy, mathematics, physical education, the arts and life skills.

In 2015 the enrolment reached 45 students. The school is currently situated on a tiny 0.26ha site in portable buildings.

Portland Primary School

Portland Primary School, established in 1856, has a current enrolment of around 90 students.

Existing buildings allow for spacious classrooms, each with computer banks and access to up to date technology such as Interactive Whiteboards and iPads, a well-equipped library with a bank of computers, multi-purpose room, art room, music room and LOTE room.

Expansive grassed and asphalt play areas include two basketball and two netball courts, rebound walls, oval, soccer field, undercover sandpit, two adventure playground areas and two undercover courtyards. These facilities are complemented by an outdoor learning centre with kitchen garden/orchard and pleasant flower gardens and treed areas. The location also provides the school with a unique opportunity to utilise community resources such as the town library, pool, foreshore precinct, sporting facilities and local businesses.
CLIENT
DET Infrastructure and Sustainability Division
Address: Level 2, 80 Collins St, MELBOURNE 3000
Contact: Danny Palladino (Senior Project Manager), palladino.danny.d@edumail.vic.gov.au
Phone: 03 8392 5024

Portland Bay School
Address: PO Box 317, PORTLAND Vic 3305
Contact: Steve Crossley (Principal), crossley.steve.p@edumail.vic.gov.au
Phone: 03 5523 2218

Portland Primary School
Address: PO Box 494, PORTLAND Vic 3305
Contact: Stephanie Carter (Principal), carter.stephanie.l@edumail.vic.gov.au
Phone: 03 5523 1911

ARCHITECTS
Kneeler Design P/L
Address: 2/163 Hyde Street YARRAVILLE 3013
Contact: Robert Bienvenu (Director), r.bienvenu@kneelerdesign.com.au
Phone: 03 9416 4544

ENGINEER (STRUCTURAL & CIVIL)
Perrett Simpson Consulting Engineers
Address: 10-12 Argyle Street, FITZROY 3065
Contact: Dale Simpson (Director), Dale@perrettsimpson.com.au
Phone: 03 9417 4753

ENGINEER (MECHANICAL & ELECTRICAL)
Thomas Consulting Group
Address: 177 Mansfield Road, THORNBURY 3071
Contact: Gino Thomas (Director), gino@thomasconsultinggroup.com.au
Phone: 03 9499 8060

ENGINEER (HYDRAULICS)
Clements Plumbing Consultants
Address: Suite 2, 71 Oxford Street, COLLINGWOOD 3066
Contact: Bruce Clements (Director), bruce@clementsconsulting.com.au
Phone: 03 9417 7077

LANDSCAPE ARCHITECTS
Species Landscape Architects
Address: 1085 Nepean Highway, MOORABBIN 3189
Contact: Tony Aravidis (Director), office@species.net.au
Phone: 03 9502 4742

QUANTITY SURVEYOR
TBA
PART 2 . EXISTING CONDITIONS

- Site Services
- Site Infrastructure
- Hazardous Material Summary
SITE SERVICES

The following street services are available for future connection to the site. Connections and tapping will be required. The information has been sourced via above ground inspection and information provided by Dial Before You Dig.

Diagram 1 Site Services illustrates the following:

• Electricity – Mains power (Powercor) is located via overhead wires on the north side of Henty St, with underground supply to the NW corner of the site.

• Gas – Supply (AusNet Gas) is available along the north side of Henty St in front of the site and crosses to the south side of Henty St at Blair Street.

• Telecommunications – Supply (Telstra/ NBN Co) is available along the south side of Henty St, along the front of the site.

• Water – Supply (Wannon Region Water) is available along the north side of Henty St in front of the site and crosses to the south side of Henty St at Blair Street.

• Sewerage – Discharge is available along Henty St from the NW corner of the site, in a westerly direction. Sewer discharge is also available along the south of the site, into the green link of the Primary School and into Henty St, continuing in an easterly direction.
SITE INFRASTRUCTURE

Presently, the following infrastructure exists:

• Post & wire fencing in fair condition exists to the southern and northern boundaries of the proposed site.

• Henty St has no kerb & gutter edging beyond Blair St.

• A pedestrian footpath exists along the residential properties on the northern side of Henty St, however the footpath on the southern side of Henty St, to the front of the site, terminates at Blair St. A road reserve of approximate 13m exists between the site boundary and the informal road surface edge.

• A bitumen pedestrian path exists within the site, on the eastern end of the site, leading from Henty St and linking to the rear of the existing Primary School buildings.

• Existing steps link the Primary School to the existing oval, where there is a steep change in ground level.

• A designated school crossing exists in Henty St, close to Blair St and adjacent to the path into the site.

• Several significant large trees exist across the site.

HAZARDOUS MATERIAL SUMMARY

There is currently no indication of any hazardous material on site.
PART 3 . SPATIAL ANALYSIS PLAN

• Site Context- Locality
• Site Context- Aerial Photo
• Site Context- Existing Photos
• Site Analysis- Planning Zones
• Site Analysis- Planning Overlays
• Site Analysis- Contour Plan
• Site Analysis- Site Analysis Plan
• Site Analysis Commentary
• Spatial Relationship Plan (Masterplan)
• Spatial Relationship Plan Methodology
• Spatial Relationship Plan ESD Commentary
• Area Analysis- Facility schedules
• Area Analysis- Brief & Budget
• Area Analysis- Commentary
SITE CONTEXT

DIAGRAM 2 LOCALITY PLAN
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305

Job No: 1601
SITE CONTEXT

South west corner of site

Primary School oval, looking west

Southern boundary, looking south

South-east corner of oval

Southern boundary, looking west

South-east corner of oval, looking north-west

Henty Street, looking west

Henty Street, looking east

DIAGRAM 4 - EXISTING PHOTOS
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305

Job No: 1601
Planning Property Report

Address: HENTY STREET PORTLAND 3305
Crown Description: Allot. 1 Sec. 41A TOWNSHIP OF PORTLAND
Local Government (Council): GLENEELG Council Property Number: N/A
Directory Reference: VicRoads 503 03

Planning Zone

GENERAL RESIDENTIAL ZONE - SCHEDULE 1 (GRZ1)
SCHEDULE TO THE GENERAL RESIDENTIAL ZONE - SCHEDULE 1

Diagram 5 - Planning Zones

Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

Zones Legend

- ACZ - Activity Centre
- B1Z - Commercial 1
- B2Z - Commercial 2
- B3Z - Commercial 3
- B4Z - Commercial 4
- B6Z - Commercial 6
- B7Z - Commercial 7
- C1Z - Commercial 1
- C2Z - Commercial 2
- C3Z - Capital City
- CDZ - Comprehensive Development
- D2 - Dockland
- ERZ - Environmental Rural
- FZ - Farming
- GRZ - General Residential
- GWAZ - Green Wedge A
- GWZ - Green Wedge
- INZ - Industrial 1
- INZ2 - Industrial 2
- INZ3 - Industrial 3
- LRZ - Low Density Residential
- MUZ - Mixed Use
- NFZ - Neighbourhood Residential
- P2U - Public Use - Service & Utility
- PLUZ - Public Use - Education
- PLU3 - Public Use - Health Community
- PLU5 - Public Use - Cemetery/Crematorium
- PLU6 - Public Use - Local Government
- PLU7 - Public Use - Other Public Use
- R1Z - General Residential
- R2Z - General Residential
- R3Z - General Residential
- R4Z - Rural Activity
- R5Z - Rural Conservation
- R6Z1 - Rural - Category 1
- R6Z2 - Rural - Category 2
- R1GZ - Residential Growth
- R1Z - Rural Living
- R2Z - Rural
- SUE - Special Use
- TZ - Township
- UFZ - Urban Freeway
- UGZ - Urban Growth
- —— Urban Growth Boundary

Copyright © State Government of Victoria
Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.
Read the full disclaimer at www.land.vic.gov.au/home/copyright-and-disclaimer

HENTY STREET, PORTLAND, VIC 3305

DIAGRAM 5 - PLANNING ZONES

PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305

Job No: 1601
SITE ANALYSIS

Planning Overlay

LAND SUBJECT TO INUNDATION OVERLAY (LSIO)
LAND SUBJECT TO INUNDATION OVERLAY SCHEDULE (LSIO)

OTHER OVERLAYS
Other overlays in the vicinity not directly affecting this land
HERITAGE OVERLAY (HO)

DIAGRAM 6 - PLANNING OVERLAYS
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305
Job No: 1601

Copyright © - State Government of Victoria
Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.
Read the full disclaimer at www.land.vic.gov.au/home/copyright-and-disclaimer
Designated Bushfire Prone Areas


Crown Description: Allot. 8 Sec. 41B PORTLAND (T)
Address: HENTY STREET PORTLAND 3305
Local Government (Council): GLENELG Council Property Number: N/A
Directory Reference: VicRoads 503 O3

This parcel is in a designated bushfire prone area.
Special bushfire construction requirements apply. Planning provisions may apply.

Designated Bushfire Prone Area Map

Bushfire Prone Area Legend

Designated bushfire prone areas as determined by the Minister for Planning are in effect from 8 September 2011, as amended by gazette notices on 25 October 2012, 8 August 2013, 30 December 2013, 3 June 2014, 22 October 2014, and 19 August 2015.

The Building Regulations 2006 through application of the Building Code of Australia, apply bushfire protection standards for building works in designated bushfire prone areas.

Designated bushfire prone areas maps can be viewed via the Bushfire Prone Areas Map Service at services.land.vic.gov.au/maps/bushfire.jsp or at the relevant local council.

Note: prior to 8 September 2011, the whole of Victoria was designated as bushfire prone area for the purposes of the building control system.

Further information about the building control system and building in bushfire prone areas can be found in the Building Commission section of the Victorian Building Authority website www.vba.vic.gov.au

Copies of the Building Act and Building Regulations are available from www.legislation.vic.gov.au

For Planning Scheme Provisions in bushfire areas visit Planning Schemes Online
For Planning Scheme Provisions for this property return to the GetReports list and select the Planning Property Report.

Copyright © - State Government of Victoria
Disclaimer: This content is based on information provided by local government and other sources and is provided for information purposes only. The Victorian Government makes no claim as to the accuracy or authenticity of the content and does not accept any liability to any person for the information provided.
Read the full disclaimer at www.land.vic.gov.au/home/copyright-and-disclaimer

Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32(2)(dc) of the Sale of Land 1962 (Vic).

DIAGRAM 7 - PLANNING OVERLAYS
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305
Job No: 1601
SITE ANALYSIS

DIAGRAM 9 - SITE ANALYSIS PLAN
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305

Job No: 1601
SITE ANALYSIS COMMENTARY

Factors influencing the site planning as indicated on Site Analysis Plan:

• Community facilities surround the site to the south and west and have existing low fencing.

• Existing pathways and steps link the Primary School buildings to Henty St and the oval. These existing traffic routes are well utilised and should remain.

• The existing oval is the only available playing field for the adjacent primary school and is to remain (to be used by both schools), influencing site availability for buildings.

• An LSIO (land subject to inundation overlay) exists across the north-west corner of the site.

• A large frontage to Henty Street provides good access for vehicles (including buses), pedestrians and bikes.

• Buffering from cold south-west winds should be considered.

• Opportunities exist for good solar access with no overshadowing from the north.

• Large established trees exist across the site and should be retained where possible.
Critical to the Masterplan are the following aspects of the design:

- Clearly defined visitor entry with administration and staff facilities at the front of the building enabling efficient use of resources and ease of visitor navigation.
- Clearly defined, yet separate, entry foyer for out-of-ours use of Multi-purpose facilities (including access to wc and Homecraft kitchen).
- Student access from bus drop-off to be independent from the main visitor entrance. A central bus drop off point is located to provide minimal traffic disruption, clear supervision and direct access to classrooms.
- Manual activities and art workshop building to be in a separate building to allow for acoustic isolation. The building is located to ensure delivery access is convenient.
- A large central courtyard provides protection from south-west winds with access and outlook from most areas, particularly learning studios and Homecrafts. Connection between interior and exterior spaces enables ease of student movement throughout the campus.
- All learning communities access direct natural light and ventilation. Junior, Middle and Senior learning areas are linked by a continuous internal path of travel.
- Innovative general learning communities allow flexibility between group work and individual learning. Teaching spaces encourage integration and regular combining of general and specialist classes.
- Retreat spaces and provision for sensory spaces are provided within learning communities to respond to sensory needs and enrich the environment for all.
- External spaces are zoned to provide secure spaces for students with optional access to unrestricted play areas. Passive and active play areas are arranged in order to minimise the use of fencing as a barrier.
- Existing sports oval retained for use by both special and primary school students. Existing Primary School access paths and links are retained and added to with a new perimeter path to the oval.
DIAGRAM 12 - ESD COMMENTARY
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305

Job No: 1601

PAGE 21
### Area Analysis

**Region:** South-Western Victoria  
**School:** Portland Bay School  
**School Number:** New SDS School  
**Total Estimated Investment (TEI):** tba  
**PROJECT COST ESTIMATE**  
**Long Term Enrolment:** 70

### Teaching - Autistic

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General Purpose Classroom</td>
<td>GPC (Home Rooms)</td>
<td>40</td>
<td>65</td>
<td>585</td>
<td>2,000.00</td>
</tr>
<tr>
<td></td>
<td>General Purpose Classroom</td>
<td>GPC Store</td>
<td>5</td>
<td>5</td>
<td>25</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>General Purpose Classroom</td>
<td>Toilet Showers</td>
<td>5</td>
<td>5</td>
<td>25</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>General Purpose Classroom</td>
<td>Homecrafts (SDS &amp; Special)</td>
<td>70</td>
<td>80</td>
<td>80</td>
<td>1,800.00</td>
</tr>
<tr>
<td></td>
<td>General Purpose Classroom</td>
<td>Toilet Shower</td>
<td>10</td>
<td>10</td>
<td>100</td>
<td>1,800.00</td>
</tr>
<tr>
<td></td>
<td>General Purpose Classroom</td>
<td>Workshop (SDS)</td>
<td>70</td>
<td>80</td>
<td>80</td>
<td>1,700.00</td>
</tr>
<tr>
<td></td>
<td>General Purpose Classroom</td>
<td>Workshop (SDS &amp; Special)</td>
<td>70</td>
<td>110</td>
<td>110</td>
<td>1,800.00</td>
</tr>
</tbody>
</table>

**Total Permanent:** 12  
**Total Relocatable:** 0  
**Total Non-Teaching:** 0

### Non Teaching

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Library</td>
<td>Library</td>
<td>70</td>
<td>70</td>
<td>70</td>
<td>1,700.00</td>
</tr>
<tr>
<td></td>
<td>Multi-Purpose Room</td>
<td>Multi-Purpose Room (SDS)</td>
<td>150</td>
<td>150</td>
<td>1,700.00</td>
<td></td>
</tr>
</tbody>
</table>

**Total Permanent:** 2  
**Total Relocatable:** 0  
**Total Non-Teaching:** 0

### Staff and Administration

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Principals Office</td>
<td>Principals Office</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Senior Personnel Office</td>
<td>Senior Personnel Office</td>
<td>12</td>
<td>12</td>
<td>12</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Consultants Room</td>
<td>Consultants Room</td>
<td>45</td>
<td>45</td>
<td>45</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Counselling/Interview Room</td>
<td>Counselling/Interview Room</td>
<td>15</td>
<td>15</td>
<td>15</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Bursars Office</td>
<td>Bursars Office</td>
<td>12</td>
<td>12</td>
<td>12</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>General Office/ Resource Area</td>
<td>General Office/ Resource Area</td>
<td>29</td>
<td>29</td>
<td>29</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Staff Centre/Lounge</td>
<td>Staff Centre/Lounge</td>
<td>56</td>
<td>56</td>
<td>56</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Staff Resource</td>
<td>Staff Resource</td>
<td>12</td>
<td>12</td>
<td>12</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Staff Work Space</td>
<td>Staff Work Space</td>
<td>81</td>
<td>81</td>
<td>81</td>
<td>1,650.00</td>
</tr>
<tr>
<td></td>
<td>Transport Entrance</td>
<td>Transport Entrance</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>900.00</td>
</tr>
<tr>
<td></td>
<td>Bus Shelter/Store</td>
<td>Bus Shelter/Store</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>800.00</td>
</tr>
<tr>
<td></td>
<td>Services/Site Store</td>
<td>Services/Site Store</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>800.00</td>
</tr>
</tbody>
</table>

**Total Permanent:** 11  
**Total Relocatable:** 0  
**Total Staff and Administration:** 11

### Amenity and Other Spaces

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Change/Shower</td>
<td>Change/Shower</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2,600.00</td>
</tr>
<tr>
<td></td>
<td>First Aid Room</td>
<td>First Aid/disabled Toilet, Shower</td>
<td>25</td>
<td>25</td>
<td>25</td>
<td>2,100.00</td>
</tr>
<tr>
<td></td>
<td>Laundry</td>
<td>Laundry</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>2,700.00</td>
</tr>
</tbody>
</table>

**Total Permanent:** 0  
**Total Relocatable:** 0  
**Total Amenity and Other Spaces:** 0

### Sub Total

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Student Toilet</td>
<td>Student Toilet</td>
<td>24</td>
<td>24</td>
<td>24</td>
<td>3,350.00</td>
</tr>
<tr>
<td></td>
<td>Staff Toilet</td>
<td>Staff Toilet</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>2,900.00</td>
</tr>
</tbody>
</table>

**Total Permanent:** 0  
**Total Relocatable:** 0  
**Total Staff and Administration:** 0

### Travel

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Travel External</td>
<td>Travel External</td>
<td>16</td>
<td>16</td>
<td>16</td>
<td>800.00</td>
</tr>
<tr>
<td></td>
<td>Engineering</td>
<td>Engineering</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>200.00</td>
</tr>
</tbody>
</table>

**Total Permanent:** 0  
**Total Relocatable:** 0  
**Total Amenity and Other Spaces:** 0

### Total Sub Total

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1893</td>
</tr>
</tbody>
</table>

### Facility Cost (Reconstruction)

<table>
<thead>
<tr>
<th>No</th>
<th>Facilities Type</th>
<th>Unit</th>
<th>m2</th>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1893</td>
</tr>
</tbody>
</table>

### External Services / Site Works

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>20%</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>5%</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>20%</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Contingency

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.0%</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>8%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Estimated Gross Project Cost

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Special Factors

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Total Special Factors

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Special Factors

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1%</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Special Factor 2

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Total Special Factors

<table>
<thead>
<tr>
<th>Rate</th>
<th>Cost/m2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2%</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

### Diagram 14 - Brief and Budget

PORTLAND BAY SCHOOL  
HENTY STREET, PORTLAND VIC 3305  
Job No: 1601
The total floor area for this project, as per the Brief and Budget, is 1895m². The building areas shown on the Spatial Relationship Plan align with this floor area entitlement and are coloured to correspond with the entitlements for particular functions as shown in the facilities schedule breakdown.

In summary:

- **Learning Studio Building:**
  - Junior, Middle & Senior Learning areas incorporate classroom learning space, withdrawal, student wc, class storage and kitchenettes.
  - Staff workspace (shared offices) has been allocated within each of the Junior, Middle & Senior Learning areas.
  - Library space has been allocated to the learning studio building in two central locations.
  - Travel entitlement area has been allocated to provide continuous access throughout this building and will provide opportunities to provide breakout and collaboration spaces in this building.

- **Workshop building:**
  - The entitled spaces for Manual Activities, Store, Art, Store and Bus Store have been provided within the footprint of this building.
  - An allocation of travel has been provided to allow for an entry foyer & separate access to each workshop.
  - An allocation of floor area has been provided for student wc in this building.

- **Administration Building:**
  - Areas labelled as Staff and Admin include General Office, Office Store, Bursar, Principal, Interview, Senior Personnel, Staff Lounge, Staff Resource and Services Store. Travel areas surround this to provide efficient but adequate access to all areas.
  - Consulting rooms have been provided as per the entitlement for Student Support Services.
  - Consolidated plumbing services in the administration building include First Aid, Engineering, Staff WC, Cleaner’s Store and Laundry provisions.
  - Multi-purpose room area allocated as per Brief and Budget/entitlement.
  - Homecrafts area (including store) allocated as per Brief and Budget/entitlement.
  - A stand alone bus shelter has been allocated for the Transport Entrance entitlement space.

No areas of over-entitlement exist in the Spatial Relationship Plan (Masterplan).
PART 4 . PRIORITY PROJECTS

- Scope
- Cost Planning & Management Summary
- Project Delivery Strategy
SCOPE

The scope of this project accommodates the entire relocation of Portland Bay School to the existing site of Portland Primary School. To provide the best opportunity for a cohesive school community to develop, the School Principals and School Councils support construction of the school facility without staging of the works.

COST PLANNING AND MANAGEMENT SUMMARY

The financial risks and issues associated with preparation of cost estimates for this project are listed below. Cost Plans should be tailored to provide adequate contingencies and special factor allowances to accommodate the following:

1. Commissioning of a traffic engineer’s report to investigate and make recommendation in relation to bus routes, pedestrian traffic, car parking management and intelligent technology facilitating on-site bus and car parking to support students with special needs.

2. Additional clean fill may be required as floor levels will need to be constructed above the 100 year flood level. Additional ramps may be required if this is significantly above existing natural ground level.

3. Headworks and service connection charges associated with bringing supply onto the site, in particular gas, electricity, water. Services are currently not directly available on site, but are located in Henty St and terminate some distance from the site.

4. ESD principals shall encompass thermally broken, double glazing throughout the project; automated window/ventilation openings for night purging; R4 roofing and R3.5 wall insulation; large eaves; rainwater storage for re-use as toilet flushing, irrigation and laundry plumbing; T5 & LED intelligent lighting throughout; intelligent sensors & timers for heaters and exhaust fans; improved recycling facilities throughout; water sensitive urban design including a retention system & raingarden filtration; electrical and water sub-metering.

5. Establishment of accessible outdoor play equipment and associated softfall throughout the site.

6. Establishment of circuitous, accessible paths throughout the site, particularly linking to the existing primary school.

7. Works within the road reserve (kerb and channel, pedestrian footpaths, crossovers, additional on street parking, etc).

8. As the new buildings are to be constructed in a Designated Bushfire Prone Area, all construction work will need to comply with relevant bushfire standards and building codes.
**PROJECT DELIVERY STRATEGY**

The consolidation and costing of Special Factors will occur in Schematic and Design Development stages. Specialist consultants will be engaged during these stages to advise on and minimise cost risks associated with their respective disciplines.

An appropriately qualified and experienced quantity surveyor will be engaged during all design and documentation stages to advise and prepare up to date cost plans as the project progresses.

**PROJECT DELIVERY TIMEFRAME**

<table>
<thead>
<tr>
<th>MONTH</th>
<th>MASTERPLAN PLAN PREP</th>
<th>SCHEMATIC DESIGN PREP</th>
<th>DESIGN DEVELOPMENT PREP</th>
<th>APPROVAL TO PROCEED TO TENDER</th>
<th>AWARD CONTRACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAY</td>
<td>Schematic Design (6 weeks)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>JUNE</td>
<td>Meeting 01: School &amp; DE&amp;T as required</td>
<td></td>
<td>Presentation of Design to School for approval</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting 02: School &amp; DE&amp;T as required</td>
<td></td>
<td>Submission of Design Development Report &amp; Cost Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting 03: School &amp; DE&amp;T as required</td>
<td></td>
<td>Indec Arup Review and Kneeler Design Response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>JULY</td>
<td>Design Development (6 weeks)</td>
<td>Meeting 01: School &amp; DE&amp;T as required</td>
<td>Presentation of Design to School for approval</td>
<td>Tender / Evaluation/ Contract Award</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting 02: School &amp; DE&amp;T as required</td>
<td>Meeting 02: School &amp; DE&amp;T as required</td>
<td>Submission of Design Development Report &amp; Cost Plan</td>
<td>Issue of Tender Documents to approved builders</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Meeting 03: School &amp; DE&amp;T as required</td>
<td>Meeting 03: School &amp; DE&amp;T as required</td>
<td>Indec Arup Review and Kneeler Design Response</td>
<td>Management of Tender Process &amp; Issue of Tender Evaluation Report</td>
<td></td>
</tr>
<tr>
<td>AUGUST</td>
<td></td>
<td>Presentation of Documents to School for approval</td>
<td>Submission of Tender Documents &amp; Cost Plan</td>
<td>Indec Arup review &amp; Letter of Acceptance</td>
<td>Construction (13 months)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Submission of Documents to School for approval</td>
<td></td>
<td></td>
<td>Anticipate Completion January 2018</td>
</tr>
<tr>
<td>SEPTEMBER</td>
<td></td>
<td>Indec Arup Review and Kneeler Design Response</td>
<td></td>
<td></td>
<td>Defects Liability Period 12 months</td>
</tr>
<tr>
<td>OCTOBER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOVEMBER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DECEMBER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PART 5 . APPENDICES

- Property Title
- Existing Conditions Plan - Survey
- Education Specification
- Site & Spatial Relationship Plan Options
- Safety in Design
- School Consultation
- Other Consultation
- School Endorsement
Report on a Crown Land Parcel

This is a report on the parcel from 1 October 2001. It is a statement of the current legal status of the parcel. For historical research further documentation is available through Land Victoria, 570 Bourke Street Melbourne.

Land Description
Allotment: 1  
Township: Portland  
Parish: Portland  
Section: 41A

Standard Parcel Identifier (SPI): 1-41A|PP5651

Land Parcel Boundaries

End Of Land Description Details

Status Details-
Number of Status: 1

Status: 1 of 1
Currency: CURRENT
Parcel Status: Crown land (reserved)
Reserve Purpose: HIGHER ELEMENTARY SCHOOL
Reserve Type: Temporary
Park:

Administrator  Department of Education and Training

Related instruments
Gazette  Year: 1912  Page: 3953  Number:  
Act  Year:  
Special Gazette  Date:  Page:  Number:  
Order in Council  Date: 16-SEP-1912  Volume Folio:
Reference Plan
Title Reference:
Status Remark

End Of Status Details

Native Title:
National Native Title Tribunal Determination Number: ViD6004/1998
Determination: Native Title exists
Found:  
Applies To: Whole of land parcel  Date: 30-MAR-2007

For more information go to the National Native Title Register at http://www.nntt.gov.au/

End Of Crown Land Status Report
PROPERTY TITLE

CROWN DIAGRAM

Location of Land
Parish: PORTLAND
Township: PORTLAND
Section: 41A
Allotment: 1

Standard Parcel Identifier (SPI): 1-41A/PP5651
Vicmap Parcel PFI: 45145338

PP5651_1_41A

Coordinate Position
MGA: 552230, 5755540 (5d)
Vicroads Directory Reference: 503 03 (ed. 6)

This plan has been created to assist in locating a Crown land parcel.
Warning: No warranty is given as to the accuracy or completeness of this plan.
Any derived dimensions are approximate.

Compiled from VICMAP cadastral mapping data
Date: 22/09/2009

Sheet 1 of 1 Sheets
The following Notices were gazetted on 25th September, 1912, pursuant to Orders of 16th September, 1912.

DENYON.—The temporary reservation, by Order of the 13th March, 1897, of two acres twenty-nine perches of land in the parish of Stanbrough, being part of allotment 5 of section 1, as a site for affording access to water, is about to be revoked.—(I.159) 1 (I.C.2505).

LASHMOUTH.—The temporary reservation, by Order of the 21st October, 1897, of two rods of land in the town of Lossie, being allotment 9 of section 1, as a site for a Temperance Hall, is about to be revoked.—(I.159) 1 (I.C.2610).

SNAWANK.—The temporary reservation, by Order of the 6th March, 1896, of four acres three rods thirty-nine perches of land in the parish of Swannan, being part of allotment 7 of section D, as a site for Public purposes (State School), is about to be revoked.—(I.159) 1 (I.C.2676).

TARKAGALLA.—The temporary reservation, by Order of the 12th January, 1894, of two hundred and fifty acres two rods thirty perches of land in the parish of Tarkagalla, being allotments 3, 4, and 7 of section A, as a site for Race-course and General Recreation purposes, is about to be revoked so far as regards the portion thereof hereinafter described, viz.—Sixty-eight acres, more or less: Commencing at the south-west angle of the site; bounded thence by allotment 8 bearing west and south sixty-three chains, thence by a line bearing N. 14 deg. 40 min. E., about seventy-seven chains to the Loddon River; thence by that river downwards to the south boundary of allotment 1; thence by that allotment bearing west eleven chains twenty links; thence by allotment G bearing south twelve chains sixty links; and thence by a road bearing east one chain and south twenty-five chains to the point of commencement.—(I.159) 1 (I.C.2520).

H. MCKENZIE,
Commissioner of Crown Lands and Survey.
Department of Lands and Survey, Melbourne.

COMMONS ABOUT TO BE ABBELED OR DIMINISHED.

In pursuance of the provisions contained in Division 9 of part III of the Act 1912, as amended by the Act 1912, notice is hereby given that it is the intention of the Governor in Council to abolish or diminish the commons hereinafter mentioned, viz.—.

The following Notices were gazetted on 25th September, 1912, pursuant to Orders of 16th September, 1912.

The United Towns and Farmers’ Common, of Huntly, Haughton, Goonong, Ellemere, and Nelson, is about to be diminished by deducting therefrom all lands comprised in the said Commons, other than those situated in the County of Huntly.—(I.C.2613.)

The Southgold Golf-field Common is about to be further diminished by deducting therefrom fourteen acres, more or less, of land in the parish of Nellibrongh, being allotment 479 of section C.—(I.C.2675.)

H. MCKENZIE,
Commissioner of Crown Lands and Survey.
Department of Lands and Survey, Melbourne.

REVOCATION OF THE TEMPORARY RESERVATION OF LANDS.

In pursuance of the provisions of the Land Act 1912, as amended by the Act 1912, the Governor of the State of Victoria, by and with the advice of the Executive Council thereto, has, by Orders made on the 16th day of September, 1912, revoked the temporary reservation of the lands hereinafter referred to, viz.—.

LANDS ADJOINING.—Site for Public purposes (State School). See Gazette of 4th July, 1912, page 142.

F. W. MARBOTT,
Commissioner of Crown Lands and Survey.
At the Executive Council Chamber, Melbourne, the 16th September, 1912.

COMMITTEE OF MANAGEMENT OF A RESERVE FOR PUBLIC RECREATION IN THE TOWNSHIP OF MUNCHUR.

The Committee of Management of a Reserve for Public Recreation in the Township of Munchur hereby appoint the following persons to be members of that Committee:

George Thompson, and Arthur Roberts, to be Members of the Committee of Management of the Reserve for Public Recreation in the Township of Munchur, in the County of Cardinia, for the term of twelve years; and

H. MCKENZIE, President.
JNO. MAGGIBORN, Member.

COMMITTEE OF MANAGEMENT OF A RESERVE FOR PUBLIC RECREATION IN THE TOWNSHIP OF VARRAGAN.

The Committee of Management of a Reserve for Public Recreation in the Township of Varragan hereby appoint the following persons to be members of that Committee:

George Murray, and Thomas O’Tullo, to be Members of the Committee of Management of the Reserve for Public Recreation in the Township of Varragan, for the term of twelve years; and

H. MCKENZIE, President.
JNO. MAGGIBORN, Member.
Report on a Crown Land Parcel

This is a report on the parcel from 1 October 2001. It is a statement of the current legal status of the parcel. For historical research further documentation is available through Land Victoria, 570 Bourke Street, Melbourne.

Land Description

| Allotment: | 8           | Section: 41B |
| Township:  | Portland    |             |
| Parish:    | Portland    |             |

Standard Parcel Identifier (SPI): 8-41B\PP5651

Land Parcel Boundaries

End Of Land Description Details

Status Details-

Number of Status: 1

Status: 1 of 1

Currency: CURRENT

Parcel Status: Crown land (reserved)

Reserve Purpose: EDUCATION PURPOSES

Reserve Type: Temporary

Park:

Administrator    Department of Education and Training

Related instruments

Gazette   Year: 1996   Page: 1308   Number: G20

Act Year: Number:

Special Gazette Date: Page: Number:

Order in Council Date: 21-MAY-1996

Reference Plan: OP113304

Title Reference: Volume Folio:

Status Remark:

End Of Status Details

Native Title:

National Native Title Tribunal Determination Number: VID6004/1998

Determination: Native Title does not exist

Found:

Applies To: Whole of land Date: 30-MAR-2007

parcel

For more information go to the National Native Title Register at http://www.nntt.gov.au/

End Of Crown Land Status Report
22nd August, 1994.

LICTED SURVEYOR'S REPORT

Plan Number:

RS-5698

Surveyor's Name:
Roger John Whyte.

Crown Description of Land:
COUNTY OF NORTHERN TOWNSHIP & PARISH OF PORTLAND.

Municipality:
City of Portland.

Titles:
Vol. 5416 Fol. 652 Vol. 6397 Fol. 393
Vol. 5502 Fol. 276

Appurtenant Easements and Abutments:
As per Township Plan.

Encumbrances:
None known to Titles. Sewerage easements need to be created for existing sewerage installations.

Survey Information Used:

Survey Information Perused:

Purpose:
Crown Grant to City of Portland.

Datum Relationships: Bearings have been adopted in accordance with AMG Zone 54 using PM's 251 & 252 verified using PM's 240 & 241.

The following relationships have been established with previous surveys:

Add 1'02"20' to LP 14081, A-782 and AP 61412F by comparison with survey marks shown in AP 61412F.

Add 1'06"00' to RP 14351 by comparison with occupation as shown in RP 14351.

Add 1'06"20' to LP 15207, LP 25630 & LP 70691 by comparison with survey marks shown in LP 15207.

Add 1'04"20" to RP 762 vide Railway Survey Ref. E.O. 84/878 dated 30/10/1985 Ref. 0467 by comparison with survey marks shown in that survey.


Occupation:
See the Abstract of Field Notes for relevant comments.

Old Survey Marks:
No survey marks were found from R-762, LP 14081, and A-782.
Survey marks were found from AP 61412F, LP 15207, Survey Ref 0467 and Survey Ref. E.O. 84/878.

Need for Amendment of Title:
The existing Titles are based on old surveys, hence the need for amendments of title. The adoptions made do not adversely affect any adjoining titles.

Alignments and Boundaries Adopted:

a) HENRY STREET.

alignment of Henry Street was adopted by re-establishing the alignment shown in LP 14081. This alignment was re-established by projecting the alignment shown in LP 14081 which is the same as shown A-782. LP 14081 and A-782 were tied together and on the same datum, the occupation defining the lots on LP 14081 verified this adoption extremely well. The road width to the occupation at Palmer Street and at Blair Street were similar to that shown in LP 14081. The road widths to the alignment of Henry Street shown in survey by K.W. Porter resulted in a deficiency of 0.09 at Blair Street and an excess of 0.22 at the Government Road.

b) PALMER STREET.

alignment of Palmer Street was established by adopting the alignment shown in LP 14081 and A-782, this resulted in the occupation being up to 0.54 off the alignment at Julia Street.
c) JULIA STREET. (Government Road)
The alignment of Julia Street between Palmer and Blair Street was established by adopting the alignment shown in LP 14081. The remaining alignment of Julia Street was fixed by adopting the southwest corner of Crown Allotments 18 as shown on LP 14081 and making it parallel with the alignment shown in LP 25430, this resulted in an excess of 0.99 between the alignments.

d) GOVERNMENT ROAD.
The alignment of the unmade Government Road was established by re-establishing boundaries shown in R-762 and Railway survey Ref E.O. 84/878. As no survey marks were found from R-762, the Railway survey was used to define adopted boundaries as shown in R-762. By maintaining the adoption at the intersection of Julia Street and the Government Road as shown in R-762 and adopting the alignment of Renty Street West as shown in the Railway survey Ref E.O. 84/878 and maintaining litho angle of 106°50' the alignment of the Government was established. The distance of the Renty Street West alignment agreed with the occupation as shown in AP 43411 and Railway Survey Ref E.O. 84/878. As the occupation along this Government Road does not exist today, I have shown the occupation on the Railway Survey and the adoptive name, the occupation in 1985 supports the adoptive name.

e) WESTERN BOUNDARY OF CROWN ALLOTMENT 1 SECTION 41-
This boundary was established by apportioning the excess between the fixed Crown Boundaries. See the Abstract of Field Notes.

f) NEW BOUNDARIES.
The new boundaries were adopted in accordance with Job instructions.

**Proof that the Survey is correct:**
(a) Boundaries have been setout from a closed surround traverse and field measurements checked in accordance with our fieldwork Check List under our Quality Procedures.
(b) Connections are verified by good comparisons with previous surveys.
(c) Closures and mathematical checks of Plan and Abstract of Field Notes have been carried out in accordance with our Check Lists under our Quality Procedures.

**Land in Proclaimed Survey Area:** Yes N°. 38
The land is within Proclaimed Survey Area N°. 38 and the requirements of the Survey Co-ordination Act 1958 have been met by connection to the permanent marks indicated on the Abstract of Field Notes.

**Placement of Permanent Marks and Reference Marks:**
For the purpose of this survey sufficient marks have been placed and shown on the abstract of field notes.

Roger J. Whyte L.I.
LICENSED SURVEYOR.
MUNICIPAL DISTRICT OF THE GOLDEN PLAINS SHIRE COUNCIL

DEREEL—Preservation of species of native plants, 117.8 hectares being Crown Allotment 39A, Parish of Deree as indicated by hatching on plan hereunder—(D 172[P]) (Rs 9895).

MUNICIPAL DISTRICT OF THE WEST WIMMERA SHIRE COUNCIL

HARROW—Public Recreation, 2 hectares, more or less being Crown Allotment 13, Section 4, Township of Harrow, Parish of Harrow as indicated by hatching on plan hereunder—(H 48[4]) (Rs 1733A).

MUNICIPAL DISTRICT OF THE ARARAT RURAL CITY COUNCIL

LEXINGTON—Conservation of an area of natural interest, 2.023 hectares being Crown Allotment 39A, Section A, Parish of Lexington as indicated by hatching on plan hereunder—(L 39[6]) (Rs 10, 305).

MUNICIPAL DISTRICT OF THE GLENELG SHIRE COUNCIL

PORTLAND—Education purposes, 3764 square metres being Crown Allotment 8, Section 41B, Township of Portland, Parish of Portland as shown on Certified Plan No. 113304 lodged in the Central Plan Office—(Rs 5698).

MUNICIPAL DISTRICT OF THE NORTHERN GRAMPIANS SHIRE COUNCIL

STAWELL—Conservation of an area of natural interest, 5.319 hectares, being Crown Allotment 4, Section H, Parish of Stawell as indicated by hatching on plan hereunder—(3499[1]) (Rs 7335).

MUNICIPAL DISTRICT OF THE CAMPSASPE SHIRE COUNCIL

TURRUMBERY NORTH—Preservation of species of native plants, 42.98 hectares
Native Title Determination Details

VCD2007/001 - Gunditjmara - Part A

<table>
<thead>
<tr>
<th>Tribunal file no.</th>
<th>VCD2007/001</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Court file no(s)</td>
<td>VDH004/1998, VDH055/2016</td>
</tr>
<tr>
<td>Short name</td>
<td>Gunditjmara - Part A</td>
</tr>
<tr>
<td>Case name</td>
<td>Lavett on behalf of The Gunditjmara People v State of Victoria</td>
</tr>
<tr>
<td>Determination type</td>
<td>Claimant</td>
</tr>
<tr>
<td>State or Territory</td>
<td>Victoria</td>
</tr>
<tr>
<td>Legal process</td>
<td>Consent</td>
</tr>
<tr>
<td>Determination outcome</td>
<td>Native title exists in parts of the determination area</td>
</tr>
<tr>
<td>Representative A/TSI body area(s)</td>
<td>Victoria</td>
</tr>
<tr>
<td>Local government area(s)</td>
<td>Glenelg Shire, Moyne Shire, Southern Grampians Shire</td>
</tr>
<tr>
<td>Determination date</td>
<td>30/03/2007</td>
</tr>
<tr>
<td>Dates of effect</td>
<td>30/03/2007</td>
</tr>
</tbody>
</table>

Application(s) affected by the determination

<table>
<thead>
<tr>
<th>Short name</th>
<th>Date filed</th>
<th>Application type</th>
<th>Application status</th>
<th>NNTT file no</th>
<th>Federal Court file no</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gunditjmara</td>
<td>30/03/1998</td>
<td>Claimant</td>
<td>Determined</td>
<td>VCD999/007</td>
<td>VDH004/1998</td>
</tr>
<tr>
<td>Gunditjmara Part A</td>
<td>30/03/2006</td>
<td>Claimant</td>
<td>Determined</td>
<td>VCD2006/001</td>
<td>VDH055/2016</td>
</tr>
</tbody>
</table>

Educational Directions

School Context
Portland Bay School is a government special development school for students with an intellectual disability between the ages of 5-18 years, serving the western district community around Portland, Victoria.

The school aims to develop students that enjoy healthy, happy and productive lives by supporting students’ academic, social, personal and interpersonal learning in a safe environment.

The school operates senior and junior departments situated on the same campus and provides comprehensive individual programs in communication and literacy, mathematics, physical education, the arts and life skills. Some of our specialist programs include bike education, work experience, horse riding, community service, sailing, cooking, gymnastics, camps, swimming, art and motorheads.

In 2015 the enrolment reached 45-students. The school provides a door-to-door bus service for all students.

The school is situated on a tiny 0.26ha site in portable buildings. The school enrolment has grown from 6 when it opened in the early 90’s and is currently 45-students. If current trends continue the school will reach 70-students during the next 10-years.

The school includes 14% aboriginal students, 7% in out of home care and an SFO (Student Family Occupation) index of 0.8274 and a SFOE (Student Family Occupation and Education) index of 0.7542. Lots of our students have experienced trauma in their lives so it is important we provide a safe, calm and predictable environment for learning.
School Purpose

Philosophical Statement
The Portland Bay School believes education should help students lead happy and fulfilling lives as good community citizens.

Mission Statement
The Portland Bay School’s mission is to deliver students high quality individual education that prepares students to achieve their maximum potential.

Student Values

<table>
<thead>
<tr>
<th>Learning to be a learner</th>
<th>Learning to be respectful</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Good learners" /></td>
<td><img src="image" alt="Respect" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning to be responsible</th>
<th>Learning to be safe</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Children" /></td>
<td><img src="image" alt="Think, Stop, Stay safe" /></td>
</tr>
</tbody>
</table>

Schoolwide Positive Behavior Support (SWPBS) is a framework for creating safe and orderly learning environments in schools, while improving the social-emotional outcomes for students. It is a proactive approach that relies on research based practices, including developing clear behavioral expectations, teaching these expectations, acknowledging appropriate behavior, consistently correcting inappropriate behavior, and using behavioral data to systematically solve problems. SWPBS is built on a three tiered model that provides additional behavioral supports to students who are not responding to tier 1 strategies.

Additional values important to the school include:

- Mutual Obligation: That students contribute to their benefits. E.g. fundraise for camps or wash buses to work off a new school jumper.

- Tolerance of all cultures and beliefs.
EDUCATION SPECIFICATION

Staff
The school currently employs 35 full-time staff which is made up of 7 full-time staff and 28 part-time staff. Staff includes 1 principal, 7 teachers, 20 education support staff, 6 bus drivers and 1 cleaner.

In addition to the above school values, the school values these personal qualities in staff:
- Fairness
- Innovation and Initiative
- Teamwork
- Calmness

Student Achievement
Currently students are working towards the following AusVels levels in English:

<table>
<thead>
<tr>
<th>Level</th>
<th>No. of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>2</td>
</tr>
<tr>
<td>B</td>
<td>1</td>
</tr>
<tr>
<td>C</td>
<td>4</td>
</tr>
<tr>
<td>D</td>
<td>5</td>
</tr>
<tr>
<td>Foundation</td>
<td>6</td>
</tr>
<tr>
<td>Level 1</td>
<td>13</td>
</tr>
<tr>
<td>Level 2</td>
<td>11</td>
</tr>
<tr>
<td>Level 3</td>
<td>2</td>
</tr>
<tr>
<td>Total</td>
<td>44-students</td>
</tr>
</tbody>
</table>

Key Improvement Strategies

Achievement
There is a strong emphasis on literacy and communication throughout the school but in particular for the 5-12 year old students. Students from 13-18 years focus on life skills, work experience and community access while still pursuing literacy and communication goals.

Improvement: We would like 60% of our students to complete a formal qualification before they finish at the school i.e. VCAL, VET or certificate courses

Engagement
The school has a strong commitment to SWPBS and will continue implementing this framework. The school has strong tier 1 strategies in place which sets a large part of the school culture. The school has implemented a lot of tier 3 strategies. These are individual interventions based on the need of specific students.

Improvement: The school would like to develop its tier 2 strategies which are targeted interventions for groups of students who need a little more guidance than the tier 1 strategies provide.

Well-being
The school has strong health and physical education programs that develop student health and well-being. There is a strong emphasis on fitness, exercise and active recreation activities.

Improvement: That 50% of our students participate in organised sport or recreation activities out of school hours. This will involve changing our students’ and their families’ attitude to sport and recreation so that they choose to participate.
Productivity
The value of mutual obligation means that students have a responsibility to contribute to some of their welfare benefits. Some of the programs that operate at school include gardening, cleaning, washing school buses and reading to younger students, in exchange for help to purchase school uniforms and free access to breakfast and lunch ingredients.

Improvement: The school would like to move into enterprise education to model to students some of the roles they could fill in the work force after they finish school. There are opportunities for students to complete some functions that are currently contracted out such as ground maintenance, bike shop repairs, some cleaning functions (e.g. replace soap in soap dispensers), barista coffee making and event catering.
SITE LAYOUT - OPTIONS

ADVANTAGES:
- Consolidation of building (ESD & travel advantages)
- Separation of senior students
- Courtyard not fully enclosed
- Bus drop off/ student entry central
- Visitor entry close to street frontage
- Possible link to community gardens
- Separate car/ bus entry

DISADVANTAGES:
- Loss of Primary School oval
- Manual Activities attached to classroom building
- 3 vehicle entry/ exit points
- Limited solar access to learning areas
- No continuous link/ travel through facility
- Senior areas ideally closer to Admin

DIAGRAM 15 - OPTION A (PREFERRED OPTION)
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305
Job No: 1601
ADVANTAGES:
- Consolidation of building (ESD & travel advantages)
- Opportunities for good solar access to learning areas
- Courtyard not fully enclosed
- Bus drop off/ student entry central
- Possible link to community gardens
- Consolidated bus/ car entry

DISADVANTAGES:
- Loss of Primary School oval
- Separate student entry from bus drop off required
- Manual Activities attached to classroom building
- No continuous link/ travel through facility
- Office areas ideally closer to Admin
ADVANTAGES:
- Manual Activities not attached to classroom building
- Opportunities for good solar access to learning areas & admin
- Bus drop off/ student entry central
- Possible link to community gardens
- Consolidated bus/ car entry
- Possible after hours use of Multi-purpose

DISADVANTAGES:
- Loss of Primary School oval
- Several separate buildings (travel, maintenance, etc)
- Separate student entry from bus drop off required
- Courtyard not clearly defined
- No continuous link/ travel through facility

DIAGRAM 17 - OPTION C
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305  Job No: 1601
SITE LAYOUT - OPTIONS

ADVANTAGES:
- Manual Activities not attached to classroom building
- Bus drop off/ student entry central
- Possible after hours use of Multi-purpose

DISADVANTAGES:
- Loss of Primary School oval
- Opportunities for good solar access to some learning areas, not admin
- Several separate buildings (travel, maintenance, etc)
- Separate student entry from bus drop off required
- Courtyard not encompassing mulit-purpose
- No continuous link/ travel through facility

DIAGRAM 18 - OPTION D
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305
Job No: 1601
ADVANTAGES:
- Manual Activities not attached to classroom building
- Separate student & visitor entry points
- Possible link to community gardens
- Possible after hours use of Multi-purpose

DISADVANTAGES:
- Loss of Primary School oval
- Several separate buildings (travel, maintenance, etc)
- Limited solar access to learning areas & admin
- No continuous link/ travel through facility
Following the school’s preference for Site Layout Plan Option A, further schemes were considered (revisions 01, 02 & 03) aimed at resolving the disadvantages presented in Option A, whilst retaining the advantages presented in this scheme. Option A, Revision 03 was further refined to produce the Spatial Relationship Plan (Masterplan).

ADVANTAGES:
- Retain consolidated building
- Retain defined courtyard, not fully enclosed
- Buildings not encroaching on existing primary school oval
- Visitor entry visible from Henty St
- Continuous travel/ link through learning areas
- Possible link between Multi-purpose & oval; possible after hours access to Multi-purpose facilities
- Consolidated vehicle entry/ exit (car & bus to utilise same driveway crossovers)
- Separation of Manual Activities from learning areas

DISADVANTAGES:
- Junior learning areas have limited access to external play
- Limited solar access to junior learning areas
- Courtyard opens on to carpark
- No separation of visitor entry & student bus drop off
- Student entry not clearly defined, constrained by carpark
- Building surrounded to north & west by carpark & access driveways

**DIAGRAM 20 - OPTION A (REVISION 01)**
PORTLAND BAY SCHOOL
HENTY STREET, PORTLAND VIC 3305
ADVANTAGES:
- Retain consolidated building
- Retain defined courtyard, not fully enclosed, protected from south west
- Buildings not encroaching on existing primary school oval
- Visitor entry close to Henty St but close to bus access driveway
- Continuous travel/ link through learning areas
- Possible link between Multi-purpose & oval
- Consolidated vehicle entry/ exit (car & bus to utilise same driveway crossovers)

DISADVANTAGES:
- Senior learning has limited access to external areas
- Limited solar access to senior learning areas
- No separation of visitor entry & student bus drop off
- Building surround to north & west by carpark & access driveways
- After hours access to Multi-purpose facilities not clearly defined
- Manual activities attached to learning studios
ADVANTAGES:
- Retain consolidated building
- Retain defined courtyard, not fully enclosed
- Buildings not encroaching on existing primary school oval
- Visitor entry visible from Henty St
- Continuous travel/ link through learning areas
- Possible after hours access to Multi-purpose facilities
- Consolidated vehicle entry/ exit (car & bus to utilise same driveway crossovers)
- Separate student bus drop-off & visitor entry points
- Good solar access to most areas

DISADVANTAGES:
- Manual activities attached to learning studios
- Possible link between Multi-purpose and oval is preferred

Option A, Revision 03 was further refined to produce the Spatial Relationship Plan (Masterplan). The disadvantages noted above were resolved, whilst retaining the advantages of this scheme.
OPTION A (Revision 3) was further refined to produce the Draft Masterplan presented to Portland Bay School and Portland Primary School on 19.04.2016.
The following amendments, requested by the School, were made to the Masterplan after the presentation and discussion of the Draft Masterplan (19.04.2016):

- Laundry located with Manual Activities
- Fencing to play areas and courtyard
- Sealed bike path to continue for full perimeter of sports oval

Subsequent to the above revisions, DET advised that the Masterplan is to allow for 8GPC learning areas, not the 9GPC allowed for in the Masterplan to date. The Masterplan has been further revised to reflect this advice.
For the purposes of this document, Workplace Users include teaching staff, teaching aides, administrative staff, cleaning and maintenance contractors.

<table>
<thead>
<tr>
<th>WORKPLACE HEALTH AND SAFETY RISK</th>
<th>RISK MITIGATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sanitary Requirements</td>
<td>Compliance with BCA</td>
</tr>
<tr>
<td>Means of Egress</td>
<td>Compliance with BCA</td>
</tr>
<tr>
<td>Fire Safety</td>
<td>Compliance with BCA &lt;br&gt;Engagement of Certified consultant</td>
</tr>
<tr>
<td>Structural Compliance</td>
<td>Compliance with BCA &amp; AS &lt;br&gt;Engagement of Certified Consultant</td>
</tr>
<tr>
<td>Natural Light and Ventilation</td>
<td>Compliance with BCA &amp; AS</td>
</tr>
<tr>
<td>Car Parks</td>
<td>Compliance with BCA &amp; AS &lt;br&gt;Siting of Car Parks to Perimeter to minimize vehicle travel across the site.</td>
</tr>
<tr>
<td>Storage of Hazardous Substances</td>
<td>Compliance with BCA and AS</td>
</tr>
<tr>
<td>Asbestos Removal</td>
<td>Compliance with BCA and AS</td>
</tr>
<tr>
<td>Manual Handling</td>
<td>Adequate Storage; &lt;br&gt;Majority of Storage at a height between shoulders and knees to avoid use of ladders.</td>
</tr>
<tr>
<td>Noise Control and Protection</td>
<td>NA</td>
</tr>
<tr>
<td>Confined Spaces</td>
<td>N/A</td>
</tr>
<tr>
<td>Heights</td>
<td>Install anchor points to roof to avoid falls during maintenance</td>
</tr>
<tr>
<td>Clean Air</td>
<td>Environmentally friendly / non hazardous construction materials; &lt;br&gt;Correctly vented heaters and flues;</td>
</tr>
<tr>
<td>High Risk work or Hazardous Activities</td>
<td>N/A</td>
</tr>
<tr>
<td>Traffic Safety</td>
<td>Separation of pedestrian and vehicular access and circulation; &lt;br&gt;Provision of pedestrian barriers at bus drop-off and pick-up.</td>
</tr>
<tr>
<td>Water Tanks</td>
<td>All water tanks sealed</td>
</tr>
<tr>
<td>Playground Hazards</td>
<td>Engagement of Landscape Consultant; &lt;br&gt;Design of all outdoor surfaces, soft and hard landscaping, and play equipment to relevant safety standards.</td>
</tr>
</tbody>
</table>
School Occupational Health and Safety Letter

School and campus name: PORTLAND BAY SCHOOL
School No: 5282
Address: 812 EDGAR ST, PORTLAND
Project: PORTLAND BAY SCHOOL DELOCATION

Project milestone (please check the applicable milestone):
☐ Asset Management Plan (Stage 1) MASTERPLAN
☐ Schematic Design
☐ Design Development
☐ Tender Documentation

SCHOOL COUNCIL DECLARATION:
☐ School representatives have contributed to the identification of hazards and risks and to the control measures to be implemented to eliminate or reduce these. This has included an assessment of the hazards and risks associated with the maintenance, repair, servicing and cleaning of the completed buildings and structures.
☐ The school council has considered the designs presented in the report, drawings and related documentation prepared by the Project Manager and the Principal Design Consultant from an occupational health and safety perspective and is satisfied, so far as is reasonably practicable, that the designs will provide a workplace that will be safe and without risk to health.

Signed for and on behalf of the school council of Portland Bay School

By: Stephen Crossley
Name: Stephen Crossley
Position: Principal
Signature: 
Date: 21/4/16

Guidance on a school’s responsibilities (client’s responsibilities) under Section 28 of the Occupational Health and Safety Act is provided in Designing Safer Buildings and Structures, 1st Edition, December 2005 published by WorkSafe Victoria. This document also defines what is "reasonably practicable" in the context of safety in design.

Document owner: Indco-Arup Portfolios Management Team on behalf of the Portfolio Standards Unit, Infrastructure and Sustainability Division, DET
SCHOOL CONSULTATION

The following is a Schedule of Meetings for this project.

A copy of the minutes follows:

1. Meeting 01  02.03.2016 Design Consultant/Client meeting
2. Meeting 02  02.03.2016 Student and Staff Workshop (Portland Bay School)
3. Meeting 03  16.03.2016 Design Consultant / Client meeting
4. Meeting 04  16.03.2016 Student and Staff Workshop (Portland Primary School)
5. Meeting 05  19.04.2016 Design Consultant / Client meeting Masterplan Approval
Ideas for our new school!

- 2 big playgrounds (junior & senior)
- Animal area: horses, cats, fish, guinea pigs, chooks.
- Near large garden
- Large carpark for parents and staff
- Large undercover area for buses
- Private work areas for staff and students
- Large undercover area with benches ... court yard
- Library - quiet reading area
- More playground activities for wheelchairs
SCHOOL CONSULTATION      MEETING 02

welcome to Portland Bay School

we learn for fun and make friends

Welcome to the New Port Land Bay School
SCHOOL CONSULTATION

MEETING 03

**Pros**

- Gap Courtyard
  - Seniors Separate
  - Learning Life Skills
- Workshop etc.
  - Off Separate
- Use of Community Gardens Facility
- Classrooms Still Have Own Cooking/ Laundry Areas
- Emergency Exits are Good

**Cons**

- Workshop Attached to Main Building
- Home Craft to Workshop
- No Visiting Specialist Visitors Area, Small Areas
- Quiet Room
- Corridors Passage Way Not Right Through

**Need Open Discussion**

- Re-Fencing of Separate Areas/Shared School Boundary
- Junior Area Enclosed

- Visitor Entrance
  - Student Entrance (Separate)

- Flip Option A
  - To Be Closer
  - Area to Visitors Car Park
  - Seniors to Side
  - Other Primary School

- Consider the Bus Route with
  - The Pedestrian Walk & School Crossing
  - 8:30am - 3pm
  - Peak Times

- Visitor Park Close to Main
How do you get to school?

Mum drives one

On the plan:
1. Show your favourite playspace.
2. Show your least favourite space (may be inside or outside).
3. Where do you go at recess when it's hot?
4. Where do you go at recess when it's raining?
How do you get to school?

On the plan:

1. Show your favourite playspace.
2. Show your least favourite space (may be inside or outside).
3. Where do you go at recess when it's hot?
4. Where do you go at recess when it's raining?
12 April 2016

Glenelg Shire Council
Planning Department
PO Box 152
Portland
VIC 3305

Attention: Planning Department

PORTLAND BAY SCHOOL - Request for Planning Information

We are currently working on a Masterplan for Portland Bay School on behalf of the school and the Department of Education and Training. It is proposed that the existing special school is to be relocated from its current location to new facilities on the site of Portland Primary School.

As a part of the masterplanning process we would like the council to confirm in writing the planning requirements for this project. We acknowledge that information obtained to date shows the Henty St portion of the site (existing Portland Primary School sports fields) to be covered by PPRZ and GRZ zoning, LSIO and Bushfire Prone Area overlays and native title.

If you have any queries regarding the master planning process please contact our office.

Regards,

Claire Carson
Hi Claire

Thank you for sending through the additional information. It is an exciting project that will be very beneficial for Portland.

Firstly, abbreviated from Page 266, Victoria Government Gazette, 10 February 1988:

- Planning schemes shall not be binding on the use and development of land carried out by or on behalf of the Minister for Education.

This essentially covers use and development for public schools. As you noted, some of the land is Public Park and Recreation Zone, and some General Residential 1 Zone. There is also a Land Subject to Inundation Overlay on part of the land (see planning property report here). Regardless, due to the above exemption no planning permits would be required for the use and development as you have submitted. The general objectives of planning in Victoria must still be adhered to (set out in Section 4(1) of the Planning and Environment Act 1987.

While no Planning Permit is required, you are welcome to speak to our Building Unit about any building requirements. Our Building Unit can of course offer their services to issue a Building Permit as Building Surveyors.

Wannon Water are the reticulated sewer and water provider and should also be contacted. I believe that a sewer connection is available at the northern and southern sides of the land, although I am not sure about water.

I have briefly discussed the proposed masterplan with our Assets & Infrastructure team (Chris Saunders, head engineer) who can provide further information on drainage (legal point of discharge) and road condition/provision if you need it. To provide some early information:

- We discussed that Henty Street would require road widening and footpath construction. That section of road is outdated and too narrow for predicted traffic.
  - Those works would require Council endorsement of the design plans and Works Within Road Reserve and Asset Protection permits.
- Drainage on this site is reasonably challenging:
  - The open drain in Henty Street can remain as is, but it would be worth investigating at this stage whether or not this is a hazard - and whether it would be better as kerb and channel.
  - A stormwater drain may need to run inside your southern and western boundaries, capturing run-off and draining to the northwest corner. (because of the slope of the land from the south, down to your site, there can be an excess of water in rain events)
    - The legal point of discharge can be into the Henty Street table drain (which drains west to Fawthrop Lagoon).
      - This would most likely require underground tank storage and water detention on-site, so that outflow to the table drain is at ‘pre-development flow rate’.
  - The plan indicates a bus drop-off lane: we would suggest that the traffic impacts (turning space, parking etc) are considered. Vehicles driving Henty Street to this site will have no other turn-around space than what is provided on-site.

It is not our place to provide comment on the school crossing at Henty Street, but whether this is fit for purpose might need to be looked at.

If you have any other questions I can help you with feel free to contact me again.

Kind Regards

Billy Greenham | Strategic Planner
Glenelg Shire Council | PO Box 152
PORTLAND VIC 3305 | www.glenelg.vic.gov.au
(03) 5522 2200 | bgreenham@glenelg.vic.gov.au
OTHER CONSULTATION- GLENELG SHIRE CONSULTATION

32.06 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as GRZ, R1Z, R2Z or R3Z with a number (if shown).

Purposes
To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
To encourage development that respects the neighborhood character of the area.
To implement neighborhood and residential character guidelines.
To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.
To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Table of uses

Section 1 - Permit not required

<table>
<thead>
<tr>
<th>Use</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation (other than Adults)</td>
<td>Must be no more than 2 people</td>
</tr>
<tr>
<td>Bed and breakfast</td>
<td>No more than 10 people may be accommodated away from their normal place of residence.</td>
</tr>
<tr>
<td>At least 1 car parking space must be provided for each 2 people able to be accommodated away from their normal place of residence.</td>
<td></td>
</tr>
<tr>
<td>Dependent person’s unit</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
<tr>
<td>Dwelling (other than Bed and breakfast)</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
</tbody>
</table>

General Residential Zone Page 1 of 1

32.06.1 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as GRZ, R1Z, R2Z or R3Z with a number (if shown).

Purposes
To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
To encourage development that respects the neighborhood character of the area.
To implement neighborhood and residential character guidelines.
To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.
To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Table of uses

Section 1 - Permit not required

<table>
<thead>
<tr>
<th>Use</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation (other than Adults)</td>
<td>Must be no more than 2 people</td>
</tr>
<tr>
<td>Bed and breakfast</td>
<td>No more than 10 people may be accommodated away from their normal place of residence.</td>
</tr>
<tr>
<td>At least 1 car parking space must be provided for each 2 people able to be accommodated away from their normal place of residence.</td>
<td></td>
</tr>
<tr>
<td>Dependent person’s unit</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
<tr>
<td>Dwelling (other than Bed and breakfast)</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
</tbody>
</table>

General Residential Zone Page 1 of 1

32.08 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as GRZ, R1Z, R2Z or R3Z with a number (if shown).

Purposes
To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
To encourage development that respects the neighborhood character of the area.
To implement neighborhood and residential character guidelines.
To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.
To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Table of uses

Section 1 - Permit not required

<table>
<thead>
<tr>
<th>Use</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation (other than Adults)</td>
<td>Must be no more than 2 people</td>
</tr>
<tr>
<td>Bed and breakfast</td>
<td>No more than 10 people may be accommodated away from their normal place of residence.</td>
</tr>
<tr>
<td>At least 1 car parking space must be provided for each 2 people able to be accommodated away from their normal place of residence.</td>
<td></td>
</tr>
<tr>
<td>Dependent person’s unit</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
<tr>
<td>Dwelling (other than Bed and breakfast)</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
</tbody>
</table>

General Residential Zone Page 1 of 1

32.08.1 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as GRZ, R1Z, R2Z or R3Z with a number (if shown).

Purposes
To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
To encourage development that respects the neighborhood character of the area.
To implement neighborhood and residential character guidelines.
To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.
To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Table of uses

Section 1 - Permit not required

<table>
<thead>
<tr>
<th>Use</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation (other than Adults)</td>
<td>Must be no more than 2 people</td>
</tr>
<tr>
<td>Bed and breakfast</td>
<td>No more than 10 people may be accommodated away from their normal place of residence.</td>
</tr>
<tr>
<td>At least 1 car parking space must be provided for each 2 people able to be accommodated away from their normal place of residence.</td>
<td></td>
</tr>
<tr>
<td>Dependent person’s unit</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
<tr>
<td>Dwelling (other than Bed and breakfast)</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
</tbody>
</table>

General Residential Zone Page 1 of 1

32.08.1 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as GRZ, R1Z, R2Z or R3Z with a number (if shown).

Purposes
To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
To encourage development that respects the neighborhood character of the area.
To implement neighborhood and residential character guidelines.
To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.
To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Table of uses

Section 1 - Permit not required

<table>
<thead>
<tr>
<th>Use</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation (other than Adults)</td>
<td>Must be no more than 2 people</td>
</tr>
<tr>
<td>Bed and breakfast</td>
<td>No more than 10 people may be accommodated away from their normal place of residence.</td>
</tr>
<tr>
<td>At least 1 car parking space must be provided for each 2 people able to be accommodated away from their normal place of residence.</td>
<td></td>
</tr>
<tr>
<td>Dependent person’s unit</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
<tr>
<td>Dwelling (other than Bed and breakfast)</td>
<td>Must be the only dependent person’s unit on the lot.</td>
</tr>
</tbody>
</table>
OTHER CONSULTATION - GLENELG SHIRE CONSULTATION

32.08-5 Exemptions

Requirements of Clause 54 and Clause 55

A schedule to this zone may specify the requirements of:

- Standards A3, A5, A6, A10, A11, A17 and A20 of Clause 54 of this scheme.
- Standards B6, B8, B9, B10, B11, B18, B22 and B52 of Clause 55 of this scheme.

If a requirement is not specified in a schedule to this zone, the requirement set out in the relevant standard of Clause 54 or Clause 55 applies.

32.08-6 Exemptions

Buildings and works associated with a Section 2 use

- A permit is required to construct a building or carry out works for a use in Section 2 of Clause 52.

32.08-7 Maximum building height requirement for a dwelling or residential building

The maximum height of a building used for the purpose of a dwelling or residential building must not exceed the building height specified in a schedule to this zone.

This does not apply to:

- An extension of an existing building that exceeds the specified building height, provided that the extension does not exceed the existing building height.
- A building which exceeds the specified building height for which a valid building permit was in effect prior to the introduction of this provision.

If no building height is specified, the requirement set out in the relevant standard of Clause 54 and Clause 55 applies.

32.08-8 Application requirements

An application must be accompanied by the following information, as appropriate:

- For a residential development of four stores or less, the layout, orientation, size and dimensions of the proposed buildings and works, and the proposed landscaping.
- For an application for subdivision, the site and street configuration, size and dimensions of the proposed buildings and works, and the proposed landscaping.

General Residential Zone

Nonresidential use and development

- Whether the use or development is compatible with residential use.
- Whether the use generally serves local community needs.
- The scale and intensity of the use and development.
- The design, height, setback and appearance of the proposed buildings and works.
- The proposed landscaping.
- The provision of car and bicycle parking and associated accessways.
- Any proposed loading and refuse collection facilities.
- The safety, efficiency and amenity effects of traffic to be generated by the proposal.

32.08-11 Advertising signs

Advertising sign requirements are at Clause 52.10. This zone is in Category 5.

32.08-9 Notes

Refer to the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement, for strategies and policies which may affect the use and development of land.

Check whether an overlay also applies to the land.

Other requirements may also apply. These can be found at Particular Provisions.
OTHER CONSULTATION - GLENELG SHIRE CONSULTATION

36.02 PUBLIC PARK AND RECREATION ZONE

36.02.1 Use

Section 1 - Permit not required

<table>
<thead>
<tr>
<th>Use</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developed outdoor recreation</td>
<td>Must be conducted by or on behalf of the public land manager. Must not be an existing Crown land under the CrownLand Management Act 1986. Must not be containing or bulk burning.</td>
</tr>
</tbody>
</table>

Any use listed in Clause 36.02.1 must meet the requirements of Clauses 36.2.1.

<table>
<thead>
<tr>
<th>Contractor's depot</th>
<th>Must be either of the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Helpdesk Office</td>
<td>A use conducted by or on behalf of a public land manager or Parks Victoria under the relevant provisions of the Local Government Act 1989, the Parks and Open Space Act 1995, the National Parks Act 1975, the National Parks Act 1980, the Water Industry Act 1894, the Water Act 1899, the Marine Act 1999, or the Crown Land (Reserves) Act 1987.</td>
</tr>
</tbody>
</table>

Any use not in Section 3 must be in a developed outdoor recreation area.

36.02.2 Section 2 - Permit required

<table>
<thead>
<tr>
<th>Use</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developer's depot</td>
<td>Must be associated with the public land area.</td>
</tr>
</tbody>
</table>

Subject to the conditions set out in Clause 36.02.1.


36.03-4 Exemption from notice and review

An application to subdivide land which is consistent with an incorporated plan is exempt from the notice requirements of Section 36.02(1)(a), (b) and (c), if it satisfies the requirements of Section 36.02(2) of the Act.

36.03.5 Decision guidelines

Before deciding on an application to use or subdivide land, consider a building or construct or carry out works, it is in addition to the decision guidelines in Clause 36.1, where the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The zoning of any public land manager or other relevant land manager having responsibility for the use or management of the land or adjacent land.
- Whether the development is appropriately located and designed, including in accordance with any relevant use, design or siting guidelines.

36.04.6 Exemption from notice and review

An application to subdivide land which is consistent with an incorporated plan is exempt from the notice requirements of Section 36.02(1)(a), (b) and (c), if it satisfies the requirements of Section 36.02(2) of the Act.

36.04.7 Decision guidelines

Before deciding on an application to use or subdivide land, consider a building or construct or carry out works, it is in addition to the decision guidelines in Clause 36.1, where the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The zoning of any public land manager or other relevant land manager having responsibility for the use or management of the land or adjacent land.
- Whether the development is appropriately located and designed, including in accordance with any relevant use, design or siting guidelines.

36.04.8 Exemption from notice and review

An application to subdivide land which is consistent with an incorporated plan is exempt from the notice requirements of Section 36.02(1)(a), (b) and (c), if it satisfies the requirements of Section 36.02(2) of the Act.

36.04.9 Decision guidelines

Before deciding on an application to use or subdivide land, consider a building or construct or carry out works, it is in addition to the decision guidelines in Clause 36.1, where the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The zoning of any public land manager or other relevant land manager having responsibility for the use or management of the land or adjacent land.
- Whether the development is appropriately located and designed, including in accordance with any relevant use, design or siting guidelines.

36.07.7 Use and development of land identified in a schedule

Land identified in a schedule in this zone may be used and developed in accordance with the schedule or the specific criteria contained in an incorporated document corresponding to the schedule, provided any condition in the schedule or incorporated document is complied with.

36.08.8 Advertising signs

Advertising signs requirements are at Clause 36.03. This zone is in Category 4 - unless a different requirement is specified in the schedule to this zone.

Note: Refer to the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement, for strategies and policies which may affect the use and development of the land.

Check whether any overlay also apply to the land

Other requirements may also apply. These can be found at particular provisions.
OTHER CONSULTATION- GLENELG SHIRE CONSULTATION

44.04 LAND SUBJECT TO FLOOD OVERLAY

Section 4.03 of the planning scheme map to LBO with a number (if shown).

Purpose

To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

To identify land in flood storage or flood fringe areas affected by the 1 in 100 year flood or any other area identified by the floodplain management authority.

To ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the floodplain and floodplain management and will not cause any significant rise in flood level or flow velocity.

To apply any declaration under Division 4 of Part 10 of the Water Act, 1989, where a declaration has been made.

To protect water quality in accordance with the provisions of relevant State Environment Protection Policies, particularly in accordance with Clauses 33 and 35 of the State Environment Protection Policy (Waters of Victoria).

To ensure that development maintains or improves fish and wildlife habitat, waterway protection and flood plain health.

44.04.1 Buildings and works

A permit is required to construct a building or to construct or carry out works, including:

- A fence
- Roadways
- Bicycle pathways and tracks
- Public utilities
- A domestic swimming pool or spa and associated mechanical and safety equipment if associated with one dwelling or a hut
- Rainwater tanks with a capacity of less than 4000 litres
- A pergola or verandah, including an open-sided pergola or verandah in a dwelling with a finished floor level not more than 800mm above ground level and a maximum building height of 2 metres above ground level
- A deck, including a deck in a dwelling with a finished floor level not more than 800mm above ground level
- A non-subsidiary dwelling access ramp

This does not apply:

- If it is a schedule to this overlay specifically states that a permit is not required
- To flood mitigation works carried out by the responsible authority or floodplain management authority
- To the following works in accordance with plans prepared to the satisfaction of the responsible authority:
  - The laying of underground service, water and gas mains, oil pipelines, underground telephone lines and underground power lines provided they do not alter the topography of the land

44.04.2 Subdivision

A permit is required to subdivide land.

44.04.3 Application requirements

Local floodplain development plan

If a local floodplain development plan has been developed for the area and has been incorporated into this scheme, an application must be consistent with the plan.

44.04.4 Exemption from notice and review

An application under this overlay is exempt from the notice requirements of Section 52(1)(a), (b) and (c), the decision requirements of Section 94(1), (2) and (5) and the review rights of Section 83.2(1) of the Act.

44.04.5 Referral of applications

An application must be referred to the relevant floodplain management authority under Section 33 of the Act unless in the opinion of the responsible authority, the proposed works or requirements or conditions previously agreed in writing between the responsible authority and the floodplain management authority.

44.04.6 Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies
- Any local floodplain development plan
- Any comments from the relevant floodplain management authority
- The existing use and development of the land
- Whether the proposed land or development could be located on flood-free land or land with a lower flood hazard outside this overlay
- The susceptibility of the development to flooding and flood damage
- The potential flood risk to life, health and safety associated with the development
- Flood risk factors to consider include:
  - The frequency, duration, extent, depth and velocity of flooding of the site and surrounding areas
- The flood warning time available
- The danger to the occupants of the development, other floodplain residents and emergency personnel if the site or structure is flooded
- The effect of the development or rediverting or extracting floodwater, channelisation or drainage works and the effect of the development on reducing flood storage and increasing flood levels and flow velocities;

44.04.7 Implications of development

- The erosion of embankments or power lines provided they do not involve the construction of works or piers
- To post and wire and post and rail fencing

Names:

Refer to the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement, for strategies and policies which may affect the use and development of land.

Check the requirements of the land which applies to the land.

Other requirements may also apply. These can be found in Particular Provisions.
SCHEDULE TO THE LAND SUBJECT TO INUNDATION OVERLAY

1.2 Permit requirement

- A permit is not required for the following buildings or works:
  - A living or outbuilding, including sheds, including replacement of an existing outbuilding provided:
    - the footprint no larger than 20 square meters; and
    - the total footprint of existing outbuildings does not exceed 20 square meters.
  - A lighting pole.
OTHER CONSULTATION- GLENELG SHIRE CONSULTATION

44.66-1

BUSHFIRE MANAGEMENT OVERLAY

SHOWN ON THE PLANNING SCHEMA MAPS A MDW AND MWD WITH A NUMBER IN SHOWN.

Purpose

This implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement. and local planning policies. To ensure that the development of land preserves the principles of human life and strengthens community resilience to hazards. To identify areas where the bushfire hazard warrants bushfire protection measures to be implemented. To ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.

Permit requirement

Subdivision

A permit is required to subdivide land. This does not apply if a schedule to this overlay specifically states that a permit is not required.

Buildings and works

A permit is required to construct a building or construct or carry out works associated with the building or works. In all cases including:

- Accommodation (including a Dependant person's unit)
- Child care centre
- Education centre
- Hospital
- Industry
- Leisure and Recreation
- Office
- Place of assembly
- Retail premises
- Timber production

This does not apply to any of the following:

If a schedule to this overlay specifically states that a permit is not required.

A building or works consistent with an agreement under Section 173 of the Act, proposed in accordance with all conditions of permit issued under the requirements of Clause 44.66.3.

An alteration or extension to an existing building, (including a dwelling), if less than 50 per cent of the gross floor area of the existing building.

- An alteration or extension to an existing building (including a dwelling and a dependent person's unit) that is less than 50 per cent of the gross floor area of the existing building.
- A building or works ancillary to a dwelling if the following requirements are met:
  - The combined floor area of all buildings ancillary to the dwelling does not exceed 150 square metres.
  - The building or works are located more than 10 metres from any existing building intended for Accommodation.

- A building or works ancillary to a timber production provided the buildings or works are not within 150 metres of Accommodation or land used for residential or non-residential purposes.

Requirement of Clause 52.47

An application to construct a building, construct or carry out works or to subdivide land under the requirements of Clause 52.47 shall be subject to fees specified in the schedule to this overlay. Different fees for approved extra or additional features or decision guidelines to those not set out in Clause 52.47.

Mandatory condition

Subdivision

A permit which causes a lot for a single dwelling on land used for residential or non-residential purposes must include the following conditions:

- Before the statement of compliance is issued under the Subdivision Act 1969 the owner must enter into an agreement with the responsible authority under Section 173 of The Planning and Environment Act 1987. The agreement must:

  - A statement that it has been prepared for the purpose of an exception from a planning permit under Clause 44.66.3 of the "insert name of applicable planning scheme" Planning Scheme.
  - Incorporate the plan prepared in accordance with Clause 52.47 of this planning scheme and approved under this permit.
  - State that a dwelling is being constructed on the land in accordance with the planning permit that the bushfire mitigation measures set out in the plan incorporated into the agreement must be implemented and maintained in accordance with the responsible authority on a continuing basis.

The land owner must pay the reasonable costs of the preparation, execution and registration of the Section 173 Agreement.

This does not apply:

If a schedule to this overlay specifies that a Section 173 Agreement is not required.

If the relevant responsible authority in writing the preparation of an agreement under Section 173 of the Act is not required for the subdivision.

For the subdivision of the land into lots containing an existing dwelling or out parking areas.

A permit to subdivide land must include any condition specified in a schedule to this overlay.

Buildings and works

A permit to construct a building or construct or carry out works must include the following condition:

- 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 in a satisfactory condition by the owner or person in control of the premises.

- The owner of a building or works referred to in this condition must ensure that the bushfire mitigation measures are maintained in accordance with the conditions of permit issued under this overlay.

- If a dwelling is being constructed in accordance with planning permit ( "insert name of applicable planning scheme") Planning Scheme, the dwelling must be constructed on the same land as the dwelling.

- Available for use by the occupants of the dwelling at all times.

- Maintained in accordance with the requirements of the building permit issued for that private bushfire shelter.

The land owner must pay the reasonable costs of the preparation, execution and registration of the Section 173 Agreement.

A permit to construct a building or construct or carry out works must include any condition specified in a schedule to this overlay.

Referral of applications

An application must be referred under Section 33 of the Act to the person or body specified in the relevant authority in Clause 44.03, unless a schedule to this overlay specifies otherwise.

Notice and review

An application for this overlay is exempt from the notice requirements of Section 52(9) of the Act, but the notice requirements of Section 52(15) and (22) and the review rights of Section 66(1) of the Act, unless a schedule to this overlay specifies otherwise.

A schedule to this overlay may specify that notice be given to any person or body in accordance with Section 52(12) of the Act.

Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 53.67 and Clause 6.7, the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement, for strategies and policies which may affect the use and development of land.

- Any other matters specified in a schedule to this overlay.

Note: Refer to the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement, for strategies and policies which may affect the use and development of land.

Check the requirements of the Act which applies to the land.

Other requirements may also apply. These can be found at Particular Provisions.
# Process List

**Project Name:** PORTLAND BAY SCHOOL  
**Project Location:** HENTY ST, PORTLAND  
**Date:** 12-Apr-2016

<table>
<thead>
<tr>
<th>QUESTION</th>
<th>ANSWER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the proposed activity, or all the proposed activities, exempt?</td>
<td>No</td>
</tr>
<tr>
<td>Are you undertaking a High Impact Activity as listed in the Aboriginal Heritage Regulations?</td>
<td>Yes</td>
</tr>
<tr>
<td>Is the activity for or associated with a purpose for which the land was being lawfully used prior to 28 May 2007?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Answer:** ON THE BASIS OF THE ANSWERS YOU HAVE ENTERED YOU ARE NOT REQUIRED BY THE REGULATIONS TO PREPARE A CULTURAL HERITAGE MANAGEMENT PLAN FOR THIS PROJECT
### OTHER CONSULTATION - DIAL BEFORE YOU DIG

**Job No 10471216**

**Contact Details**
- **Contact:** Ms Claire Carson
- **Company:** Kneeler Design
- **Address:** 2/163 Hyde Street, Yarraville VIC 3013

**Caller Details**
- **Caller Id:** 1415196
- **Phone:** 0394164544
- **Mobile:** Not Supplied
- **Fax:** Not Supplied
- **Email:** c.carson@kneelerdesign.com.au

---

### Dig Site and Enquiry Details

**WARNING:** The map below only displays the location of the proposed dig site and does not display any asset owners’ pipe or cables. The area highlighted has been used only to identify the participating asset owners, who will send information to you directly.

<table>
<thead>
<tr>
<th>Seq. No.</th>
<th>Authority Name</th>
<th>Phone</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>51764381</td>
<td>AusNet Gas Services Pty Ltd</td>
<td>1800088208</td>
<td>NOTIFIED</td>
</tr>
<tr>
<td>51764378</td>
<td>Glenelg Shire</td>
<td>0355222365</td>
<td>NOTIFIED</td>
</tr>
<tr>
<td>51764383</td>
<td>NBN Co, VicTas</td>
<td>1800626762</td>
<td>NOTIFIED</td>
</tr>
<tr>
<td>51764379</td>
<td>Powercor - Warrnambool</td>
<td>132206</td>
<td>NOTIFIED</td>
</tr>
<tr>
<td>51764380</td>
<td>Telstra VICTAS</td>
<td>1800653935</td>
<td>NOTIFIED</td>
</tr>
<tr>
<td>51764382</td>
<td>Wannon Region Water Corporation</td>
<td>1300926666</td>
<td>NOTIFIED</td>
</tr>
</tbody>
</table>

**User Reference:** Not Supplied

**Working on Behalf of:**
- Other

**Enquiry Date:**
- **Start Date:** 24/03/2016
- **End Date:** 31/03/2016

**Address:**
- Henty Street
- Portland VIC 3305

**Job Purpose:** Design

**Onsite Activity:** Planning & Design

**Location of Workplace:** Private Property

**Location in Road:** Not Supplied

**End of Utilities List**

---

### Notes/Description of Works:
Not Supplied

---

### Your Responsibilities and Duty of Care

- If plans are not received within 2 working days, contact the asset owners directly & quote their Sequence No.
- ALWAYS perform an on-site inspection for the presence of assets. Should you require an onsite location, contact the asset owners directly. Please remember, plans do not detail the exact location of assets.
- Pothole to establish the exact location of all underground assets using a hand shovel, before using heavy machinery.
- Ensure you adhere to any State legislative requirements regarding Duty of Care and safe digging requirements.
- If you damage an underground asset you MUST advise the asset owner immediately.
- If you do not understand the plans or how to proceed safely, please contact the relevant asset owners.

### Asset Owner Details

The assets owners listed below have been requested to contact you with information about their asset locations within 2 working days. Additional time should be allowed for information issued by post. It is **your responsibility** to identify the presence of any underground assets in and around your proposed dig site. Please be aware, that not all asset owners are registered with the Dial Before You Dig service, so it is **your responsibility** to identify and contact any asset owners not listed here directly.

**Asset owners highlighted by asterisks (*) require that you visit their offices to collect plans.**

**Asset owners highlighted with a hash require that you call them to discuss your enquiry or to obtain plans.**

---

**Lodge Your Free Enquiry Online - 24 Hours a Day, Seven Days a Week**
SCHOOL LETTER OF ENDORSEMENT

Portland Bay School
312 Edgar St, PO Box 317, Portland, Victoria, 3305
Ph: 0355 23 2218                 Fax: 0355 21 7839
portland.bay.schooledumail.vic.gov.au

21/4/16

Robert Bienvenu
Kneeler Design Architects
2/163 Hyde St
Yarraville
Victoria 3013

Dear Robert,

Thank-you for attending our school council meeting on April 19, 2016 and presenting your Masterplan Report for new facilities at Portland Bay School.

At this school council meeting, which included a quorum of members, the following motion was carried unanimously:

The Portland Bay School Council endorses the Masterplan Report presented by Kneeler Design Architects at the school council meeting on 19/4/16.

We look forward to working towards bringing this masterplan to fruition.

Yours Sincerely,

Debra Robinson
President

Stephen Crossley
Principal

CC:
Danny Palladino: Department of Education, Infrastructure and Sustainability Division
Lynne Sutton: Department of Education, South West Victoria Region
Stephanie Carter: Portland Primary School
To whom it may concern,

At our school council meeting held on Wednesday April 27th, we moved the following motion unanimously:

The Portland Primary School Council endorses the Masterplan by Kneeler Design as dated April 22nd, 2016. We cannot foresee any obvious OH&S issues within the Masterplan.

We are excited about the development & what it will mean for education in the local Portland community.

If you have any queries regarding the above motion please do not hesitate to contact me on 55231911.

Kind regards,

Stephanie Carter
Principal

Tony Burgess
School Council President

"Working Together for Educational Excellence"