

Community Infrastructure Planning Policy

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Endorsement	Policy Review Panel 3 November 2021
Authorisation	Council Meeting, 13 December 2021
Review date	November 2024
Responsible officer	Manager Community Planning
Policy owner	Social Planning Officer

1. Purpose

The Community Infrastructure Planning Policy describes Council’s commitment to strategically plan for community infrastructure provision in alignment with the Melton City 2041-The City We Create. This policy provides a set of agreed principles to guide consistent and sound operational decision-making regarding prioritisation, planning and design of community infrastructure.

2. Scope

The Community Infrastructure Planning Policy provides strategic direction to meet local and regional needs. It addresses the key challenges the City of Melton encounters in planning, delivering, and activating community facilities for a rapidly growing and changing population.

This policy applies to Council owned buildings and spaces that are accessed by the community including the following community infrastructure types:

- community centres: community meeting spaces, kindergartens, maternal and child health facilities (MCH)
- arts/cultural facilities
- sport and recreation facilities
- libraries
- senior-focused spaces
- youth-focused spaces.

3. Definitions

Word/term	Definition
Accessible	Community infrastructure is designed for all people, regardless of age, ability, gender, cultural background or other status.
Adaptable	The capacity of a building to accommodate effectively and economically the evolving demands of its context, thus maximising value through life. Adaptable community infrastructure is flexible and responsive to the changing needs of the community to in the long term.
Community infrastructure	Physical and related organisational structures that support individuals, and communities to meet their social needs, maximise their potential for development, and enhance community wellbeing, traditionally provided at a municipal or sub-municipal level.
Community panel	The community panel brought together 40 residents in early 2021, who were representative of the community, and reflected the diversity of locations, ages and backgrounds of the City of Melton. The community panel helped to prioritise actions in the Council and Wellbeing Plan 2021-2025, Asset Plan 2021-2031 and Financial Plan 2021-2031.

Demand management	Strategies that preference increasing the efficiency and utility of existing infrastructure before investing in new infrastructure, particularly by mediating the way raw demand is expressed.
Early provision	A policy position that prioritises access to an appropriate level of community infrastructure for a new residential community.
Environmentally Sustainable Design (ESD)	A design philosophy that prioritises reduction of the impacts of construction and use of buildings on the natural environment.
Greenfield	A description of undeveloped or agricultural land with potential for development and use for industrial or urban purposes.
Infrastructure hierarchy	A system for classifying infrastructure according to the size of the service catchment it serves.
Provision ratios	Standard to guide the level, scale and quantity of different types of infrastructure for a given population expressed as a ratio.
Service and planning catchments	A geographical area delineated around a service point (such as a town centre or a school) or larger geographies that describe the population that uses its services and the broader planning that must be undertaken to meet population need.
Sustainable	Community infrastructure is built with durable, robust materials that require minimal maintenance with the flexibility to adapt to changing population needs. The physical state meets present generation's needs without compromising the needs of future generations.

4. Policy

Council is committed to providing sufficient, equitable and sustainable community infrastructure that meets community need in the context of population growth. This policy guides operational decision-making in the context of Council adopted policies and plans on community infrastructure-related issues. To enable planning and delivery of community infrastructure, this policy fits in the context of:

Council adopted policy context:

- Municipal Strategic Statement
- Melton City 2041- The City We Create
- Council and Wellbeing Plan 2021-2025
- Asset Plan 2021-2031
- Financial Plan 2021-2031
- Creative Melton 2030: A Vision for Libraries and Arts
- Equality and Respect 2030 Strategy
- Melton a City for All People 2017-2021
- Community Engagement Policy 2021
- Environment Plan 2017-2027
- Open Space Plan 2016-2026
- Long Term Infrastructure Plan.

Funding agreements and land use planning or Victorian Government policy and funding context:

- Kindergarten Infrastructure Services Plan (KISP) 2021
- Maternal and Child Health Program
- Approved Precinct Structure Plans.

Internal operational policies, plans and tools

- Community Infrastructure Planning Tool 2021.

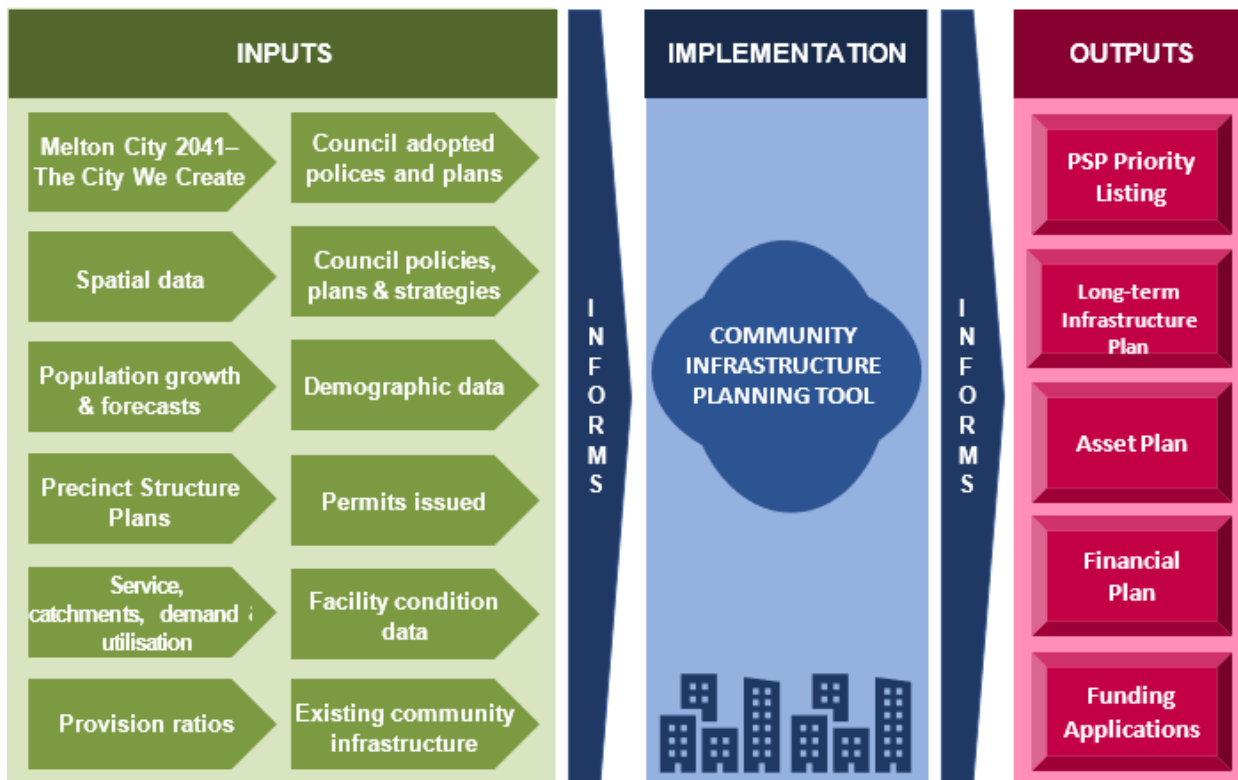


Figure 1: Community infrastructure strategic alignment, the policy’s implementation is directed by the Community Infrastructure Planning Tool which is informed by a broad range of inputs.

4.1. Guiding principles

The guiding principles for the policy mirror those in the Council and Wellbeing Plan 2021-2025, Asset Plan 2021-2031 and Financial Plan 2021-2031. These principles inform Council’s financial and asset management decisions and were shaped by the community panel to guide the long-term sustainability of Council. These principles ensure the community’s voice is at the heart of Council’s strategic planning and meet deliberative community engagement requirements under the Local Government Act 2020.

Principles	Key considerations
1. Community-focused 2. Community voices	<ul style="list-style-type: none"> Community infrastructure is at the heart of the community, contributing to a sense of place, social connection and community pride. Design form and function of community infrastructure is people-focused and meets the purpose and functional requirements of the intended community users. The proposed infrastructure type aligns with population characteristics of its service and planning catchments. Decision-making about community infrastructure incorporates appropriate and purposeful levels of community engagement and participation.
3. Equity and inclusion 4. Health and wellbeing	<ul style="list-style-type: none"> Community infrastructure will be accessible, welcoming and socially inclusive, taking into account the diverse needs of our community with regard to gender, Culturally and Linguistically Diverse (CALD) background, Aboriginal &/or Torres Strait Islander people and people with disability. Equitable provision of community infrastructure across the municipality is based on an established hierarchy, service levels and provision ratios.

	<ul style="list-style-type: none"> • Community infrastructure is planned and designed to promote health and wellbeing to residents. • Community infrastructure is staged according to demand management principles, balanced against the need for appropriate levels of early provision in isolated Greenfield developments • Community infrastructure is safe and perceived to be safe.
5. Leadership 6. Quality	<ul style="list-style-type: none"> • Community infrastructure planning will be based upon agreed service levels and standards consistent with Council's service plans, strategic goals and core activities. • Achieve optimal community outcomes for infrastructure while maintaining responsible financial management. • Decision making is consistent, transparent and evidence-based, directing the City's resources where there is maximum benefit. • Need and standard is identified using evidence-based approaches, a range of data sources and regulatory requirements. • A focus on quality materials, fit-for-purpose and local procurement in all aspects of design, interfacing with users' experiences.
7. Innovation 8. Integrated	<ul style="list-style-type: none"> • Adaptable facilities that can take up new technologies and respond to changing community priorities in the future. • A collaborative whole-of-Council approach is taken to the planning and delivery of community infrastructure. • Community infrastructure is interconnected and multi-functional, either co-located with or close to other compatible uses.
9. Sustainability	<ul style="list-style-type: none"> • Community infrastructure promotes efficient use of resources and considers the long-term costs of maintenance and conservation. • Adequate supply of suitable land to preserve opportunities for future generations. • Infrastructure is designed and constructed and/ or upgraded to comply with Environmentally Sustainable Design (ESD) principles in support of achieving carbon.

4.2 Community infrastructure hierarchy

Community infrastructure is classified according to the following hierarchy, relating to the size of service catchments.

Level	Description
1	The lowest level of community infrastructure that caters to a service catchment of up to 10,000 residents primarily through community centres and district-level sports facilities.
2	The middle level of community infrastructure that caters to a service catchment of up to 20,000 residents primarily through larger community centres.
3	The largest level of community infrastructure that caters to a service catchment of up to 60,000 residents. Infrastructure takes the form of facilities for specific cohorts eg. youth, seniors and can include libraries, civic centres and large/regional leisure and recreation facilities.

5. Monitoring and review

Council commits to monitoring processes, performance measurement and review to understand the overall level of success of the policy and associated community infrastructure planning. This will occur every three years.

6. Responsibility /Accountability

6.1	Manager Community Planning <ul style="list-style-type: none">Responsible for chairing the Project Control Group to oversee community infrastructure planning.
6.2	Social Planning Officer <ul style="list-style-type: none">Responsible for developing and reviewing this Policy and related items in the Community Infrastructure Plan.
6.3	All Council officers and contractors <ul style="list-style-type: none">Responsible for adhering to this Policy.

7. References and links to legislation and other documents

Name	Location
<i>Melton City 2041- The City We Create</i>	https://www.melton.vic.gov.au/Council/About-the-City/Community-vision
<i>Council and Wellbeing Plan 2021-2025</i>	https://www.melton.vic.gov.au/Council/About-Council/Council-Plans-and-Budget
<i>Financial Plan 2021-2031</i>	https://www.melton.vic.gov.au/Council/About-Council/Council-Plans-and-Budget
<i>Asset Plan 2021-2031</i>	https://www.melton.vic.gov.au/Council/About-Council/Council-Plans-and-Budget
<i>Local Government Act 2020</i>	www.legislation.vic.gov.au
<i>Charter of Human Rights and Responsibilities Act 2006</i>	www.legislation.vic.gov.au
<i>Planning and Environment Act 1987</i>	www.legislation.vic.gov.au
<i>Gender Equality Act 2020</i>	www.legislation.vic.gov.au