

Planning and Environment Act 1987

MURRINDINDI PLANNING SCHEME

AMENDMENT C70

PLANNING PERMIT APPLICATION 1/2019/192/1

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by Murrindindi Shire Council, which is the planning authority for this amendment.

The Amendment has been made at the request of R & B Creighton.

Land affected by the Amendment

The Amendment applies to 5 Plantation Lane, Alexandra, indicated in the following map.



The Amendment is a combined planning permit application and planning scheme amendment under section 96A of the Act.

The planning permit application applies to 5 Plantation Lane, Alexandra.

What the amendment does

The Amendment rezones the land from General Residential 1 to Low Density Residential.

The planning permit application seeks approval for the use and development of the land as a cattery.

The planning permit is attached as a separate document to this Explanatory Report.

Strategic assessment of the Amendment

Why is the Amendment required?

The amendment and planning permit application are required to:

- Rezone land to align with the zoning of nearby residential land further to the south along Plantation Lane.
- Allow a planning permit application to be made for the use of cattery under the Low Density Residential Zone. The use of cattery falls under the planning scheme definition of 'domestic animal boarding' (coming under the broader definitions of 'domestic animal husbandry' and 'animal husbandry'), which is a prohibited use under the current General Residential 1 Zone but can be considered through an application for planning permit under the proposed Low Density Residential Zone.

How does the Amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of planning in Victoria as outlined in Section 4 of the *Planning and Environment Act 1987* through:

- *Providing for the fair, orderly, economic and sustainable use and development of land:*
The proposal provides for a sound planning that facilitates both the economic and sustainable use of the subject land.
- *Balancing the present and future interests of all Victorians:*
The proposal balances and provides for both present and future interests of the landowners, Alexandra township and the general community.
- *Ensuring sound, strategic planning and coordinated action at State, regional and municipal levels:*
The proposal provides sound and coordinated planning at a local level for the Alexandra township.
- *Enabling land use and development planning and policy to be easily integrated with environmental, social, economic, conservation and resource management policies at State, regional and municipal levels:*
Social, environmental and economic policies have been considered and met at local, regional and state levels.
- *Ensure that the effects on the environment are considered and provide for explicit consideration of social and economic effects when decisions are made about the use and development of land:*
Social, environmental and economic effects have been considered and met. The proposal will not cause any adverse environmental effects and will result in positive economic benefits.
- *Facilitating development that achieves the objectives of planning in Victoria and planning objectives set up in planning schemes:*
The proposal facilitates the potential use and development of land that achieves the objectives of planning in Victoria and the strategic policy directions outlined in the Murrindindi Planning Scheme.

How does the Amendment address any environmental, social and economic effects?

The amendment has fully addressed environmental, social and economic effects and overall will result in positive outcomes for these effects for both the landowner and community.

The amendment will have no significant effect on the environment as it only amends the type of residential zoning. The proposed planning permit will not affect the environment as the proposed use is confined to be within an existing building with no works proposed that will affect the environment.

The amendment and proposed planning permit will have positive social effects as they will enhance services available to the Alexandra township and the general community.

The amendment and proposed planning permit will have positive economic benefits as they will enhance economic activity for the landowners, the Alexandra township and the general community.

Does the Amendment address relevant bushfire risk?

The amendment and planning permit application meet relevant bushfire risk.

While the Bushfire Management Overlay applies to the land affected by the amendment and planning permit application, bushfire risk will not be increased by either the proposed rezoning of the land or application. The planning permit application is only for use and no development requiring referral to the Country Fire Authority under the Bushfire Management Overlay.

Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment complies with all Minister's Directions under Section 12 of the Planning and Environment Act 1987. Specifically, the amendment has considered and complies with the following Ministerial Directions:

- Ministerial Direction 11, *Strategic Assessment of Amendments*: The amendment has been strategically assessed and justified in accordance with this direction.
- Ministerial Direction No. 15, *The Planning Scheme Amendment Process*: All process requirements to be met under the direction have been considered and met in the preparation of the amendment.
- Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the Act.

No other Minister's Direction is directly affected by the amendment.

How does the Amendment support or implement the Planning Policy Framework and any adopted planning policy?

The amendment complies with and implements the Planning Policy Framework of the Murrindindi Planning Scheme. Overall, the proposal supports and implements all existing strategic directions outlined in the framework for settlement, environment, economic, social and infrastructure issues.

How does the amendment support or implement the Municipal Planning Strategy?

The amendment complies with and implements the Municipal Planning Strategy outlined in the Murrindindi Planning Scheme. Overall, the proposal supports and implements all existing strategic directions outlined in the framework for settlement, environment, economic, social and infrastructure issues, including the following settlement strategies:

Council seeks to develop its established townships and settlements by:

- *Supporting each township as the focus of residential, commercial, community and service hub for its surrounding area.*
- *Concentrating development in locations free from environmental constraints, where environmental values are protected and the level of community safety is improved.*

The proposal complies with the Alexandra Framework Plan under Clause 02.04 (Strategic Framework Plans) which indicates the land as being within the 'township boundary', with no specific zoning being listed for the land.

The Amendment does not seek to amend any strategic directions in the Municipal Planning Strategy.

Does the Amendment make proper use of the Victoria Planning Provisions?

The amendment makes proper use of the Victorian Planning Provisions, in this case to change the zoning of the land. A rezoning of land is the only means to make this intended change.

How does the Amendment address the views of any relevant agency?

There is no specific relevant agency that has required pre-amendment / permit consultation.

As an adjoining landowner / manager, the Department of Environment, Land, Water and Planning will be directly notified of this amendment proposed planning permit and will have an opportunity to make a formal submission to it.

Does the Amendment address relevant requirements of the Transport Integration Act 2010?

Is the amendment likely to have a significant impact on the transport system, as defined by section 3 of the Transport Integration Act 2010?

The amendment is not considered to have a significant impact on the transport system. The amendment does not propose any rezoning or overlay changes that would affect the transport system.

Are there any applicable statements of policy principles prepared under section 22 of the Transport Integration Act 2010?

There are no statements of policy principles applicable under section 22 of the *Transport Integration Act 2010*.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The amendment and planning permit will have no impact on the resources and administrative costs of Murrindindi Shire. The amendment includes a proposed specific planning permit for a particular use. Fees for both the amendment and planning permit have been paid by the applicant.

Where you may inspect this Amendment

The Amendment and planning permit are available for public inspection, free of charge, during office hours at the following places:

Murrindindi Shire Council
Perkins Street
Alexandra 3714

Murrindindi Shire Council
Website: msc@murrindindi.vic.gov.au

The Amendment and planning permit can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at www.planning.vic.gov.au/public-inspection.

Submissions

Any person who may be affected by the Amendment and planning permit may make a submission to the planning authority. Submissions about the Amendment and planning permit must be received by **[insert submissions due date]**

A submission must be sent to:

Murrindindi Shire Council
PO Box 138
ALEXANDRA, VIC, 3714

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: **[insert directions hearing date]**
- panel hearing: **[insert panel hearing date]**

Planning Permit 2016/2

Form 9

PLANNING PERMIT

Permit No.	2019/192
Planning Scheme	Murrindindi Planning Scheme
Responsible Authority	Murrindindi Shire Council

GRANTED UNDER SECTION 96I OF THE
PLANNING AND ENVIRONMENT ACT 1987

ADDRESS OF THE LAND:

5 Plantation Lane, Alexandra; Crown Allotment 30J, Parish of Alexandra

THE PERMIT ALLOWS:

Use and development of the land for a cattery (domestic animal boarding) and associated works.

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

NO ALTERATION TO LAYOUT

1. The use and development allowed under this permit must be sited and constructed in accordance with the endorsed plan/s and must not be altered without the written consent of the responsible authority. The use of cattery allowed under this permit is confined to the existing shed indicated as 'proposed cattery' on the endorsed plan, to the satisfaction of the responsible authority.

WASTEWATER MANAGEMENT

2. All waste from the permitted use must be stored and disposed of in accordance with the requirements of the Environment Protection Authority and the responsible authority, to the satisfaction of the responsible authority. Prior to the commencement of the use allowed under this permit, an agreement must be in place to dispose of animal waste at the Alexandra Landfill.

GENERAL AMENITY

3. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:
 - (a) transport of materials, goods or commodities to or from the land;
 - (b) appearance of any building, works or materials;
 - (c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
 - (d) presence of vermin; or
 - (e) otherwise.

Date issued:

Signature for the
Responsible Authority _____

Planning Permit 2016/2

4. The subject land and building to be used as a cattery must be kept in a neat and tidy condition at all times with the appearance of the land and shed not adversely affecting the amenity of the locality, to the satisfaction of the responsible authority.

VEHICLE ACCESS AND CAR PARK CONSTRUCTION

5. Prior to the commencement of the use allowed under this permit, areas set aside for parked vehicles and internal driveway indicated on the endorsed plan/s must be:
 - (b) Constructed and properly formed to such levels that they can be used in accordance with the plans.
 - (c) Surfaced to an all-weather sealcoat or surfaced with crushed rock or gravel;
 - (d) Properly drained;
 - (e) Adequately defined to indicate each of the two required car spaces and internal driveway;all to the satisfaction of the responsible authority. Following construction, these works must maintained to the satisfaction of the responsible authority.
6. A minimum of two car parking spaces must be provided for the use allowed under this permit. Car parking areas and internal driveway for the use allowed under this permit must be kept available for these purposes at all times, to the satisfaction of the responsible authority.

PARKING SIGNS

7. Prior to the commencement of the use allowed under this permit, a sign/s must be provided directing drivers to the areas set aside for car parking, to be located and maintained to the satisfaction of the responsible authority.

ADVERTISING SIGNS

8. Signage indicated on endorsed plan/s must be constructed and maintained to the satisfaction of the Responsible Authority.

LIGHTING

9. Outdoor lighting, where provided, must be designed, baffled and located so that no direct light is emitted outside the boundaries of the subject land, to the satisfaction of the responsible authority.

FIRE FIGHTING

10. Prior to the commencement of the use allowed under this permit, a static tank of 5,000 litres with CFA fittings is to be provided for bushfire fighting purposes only, to the satisfaction of responsible authority in conjunction with the Country Fire Authority.

PERMIT EXPIRY DATE

11. This permit will expire if one of the following circumstances applies:
 - The development is not completed within two years of the date of this permit.
 - The use is not commenced within two years of the date of this permit.

Date issued:

Signature for the
Responsible Authority _____

Planning Permit 2016/2

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

NOTATIONS:

1. Prior to the commencement of the use of the land as a cattery, a separate agreement is required to dispose of animal waste at the Alexandra Landfill.
2. Prior to the commencement of the use of the land as a cattery, the use must be registered with Murrindindi Shire Council as a Domestic Animal Business, which must comply with the provisions of the *Domestic Animals Act 1994*, as amended.

THIS PERMIT HAS BEEN AMENDED AS FOLLOWS:

<i>Date of amendment</i>	<i>Brief description of amendment</i>	<i>Name of responsible authority that approved the amendment</i>
[date]	[full proposal]	Murrindindi Shire Council

Date issued:

Signature for the
Responsible Authority _____

IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The Responsible Authority has issued a permit. The permit was granted by the Minister under section 96I of the Planning and Environment Act 1987 on approval of Amendment No. C57 to the Murrindindi Planning Scheme.

WHEN DOES THE PERMIT BEGIN?

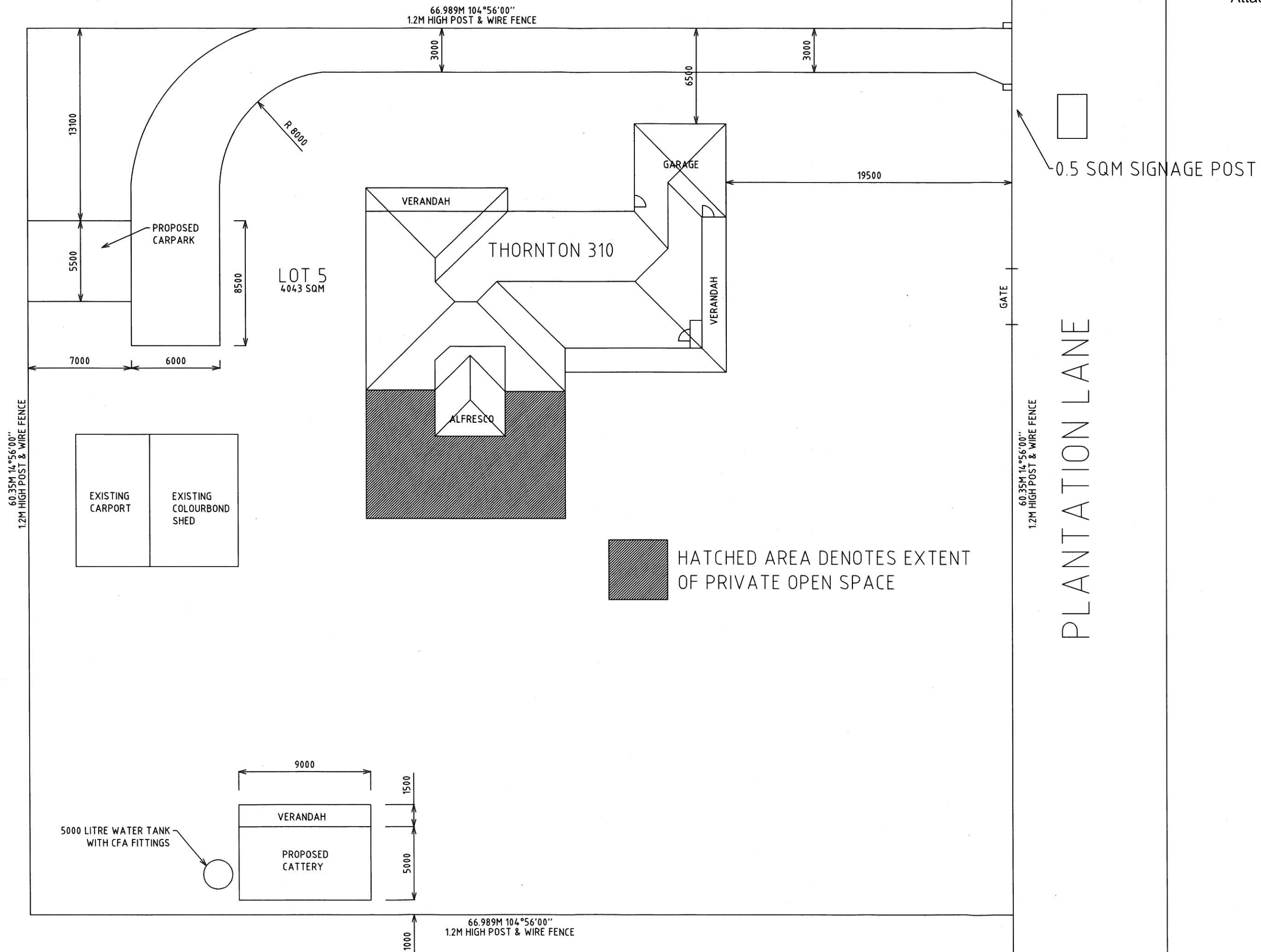
The permit operates from a day specified in the permit being a day on or after the day on which the amendment to which the permit applies comes into operation.

WHEN DOES A PERMIT EXPIRE?

1. A permit for the development of land expires if—
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development requires the certification of a plan of subdivision or consolidation under the Subdivision Act 1988 and the plan is not certified within two years of the issue of a permit, unless the permit contains a different provision; or
 - the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within 5 years of the certification of the plan of subdivision or consolidation under the Subdivision Act 1988.
2. A permit for the use of land expires if—
 - the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit; or
 - the use is discontinued for a period of two years.
3. A permit for the development and use of land expires if—
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development or any stage of it is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit; or
 - the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development: or
 - the use is discontinued for a period of two years.
4. If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in section 6A(2) of the Planning and Environment Act 1987, or to any combination of use, development or any of those circumstances requires the certification of a plan under the Subdivision Act 1988, unless the permit contains a different provision—
 - the use or development of any stage is to be taken to have started when the plan is certified; and
 - the permit expires if the plan is not certified within two years of the issue of the permit.
5. The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT REVIEWS?

- In accordance with section 96M of the Planning and Environment Act 1987, the applicant may not apply to the Victorian Civil and Administrative Tribunal for a review of any condition in this permit.



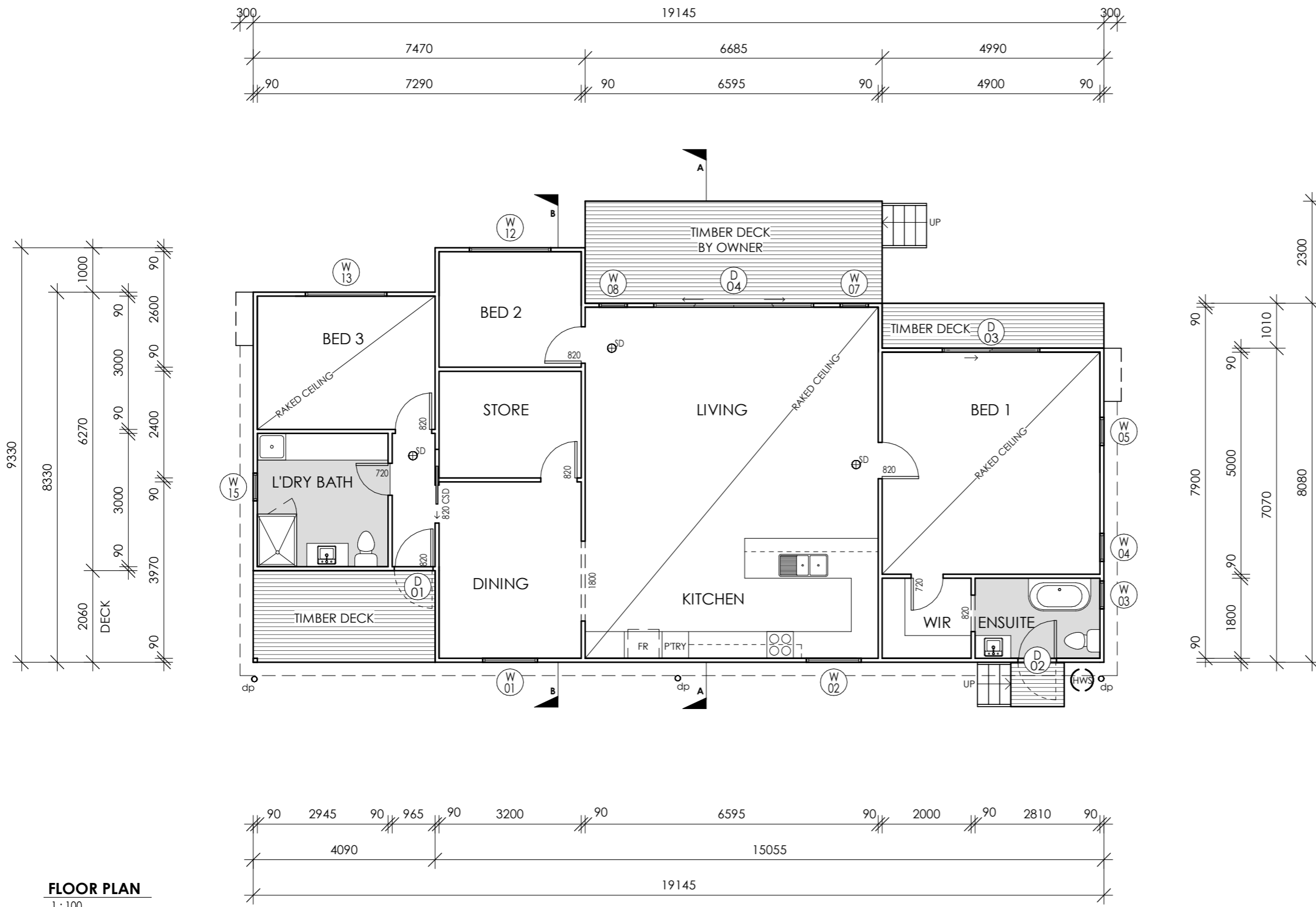
GENERAL NOTES

SITE LAYOUT
5 PLANTATION LANE
ALEXANDRA, VIC, 3715

DATE	25 OCT 2019
DRAWN	JC
SCALE	1:250 (A3)

REV

1



FLOOR PLAN
1:100

LEGEND

- ⊕SD -SMOKE DETECTOR (HARD WIRED)
- ⊕ -EXHAUST FANS
- MB - METER BOX
- ⊙ - LP GAS BOTTLE
- _{dp} - DOWN PIPE
- (HWS) - ELECTRIC HOT WATER SERVICE
- LPG HW - LPG GAS HOT WATER SERVICE
- CND - SPLIT SYSTEM CONDENSER
- S/S - SPLIT SYSTEM HEAD
- T - EXTERNAL TAP

TOILET DOORS

TOILET DOORS ARE TO BE FITTED WITH REMOVABLE HINGES, OR TO SWING OUT, OR BE SLIDING WHERE THEY ARE WITHIN 1200mm OF THE PAN.

THERMAL INSULATION

- CEILINGS R 4.0
- FLOORS R 1.5
- EXTERNAL WALLS R 2.0

SMOKE ALARMS

SMOKE DETECTORS SHALL BE INSTALLED ON ENTRY LEVEL IN ACCORDANCE WITH **AS 3786-1993 & BCA PART 3.72**.

NEW SMOKE ALARMS MUST BE CONNECTED DIRECTLY TO CONSUMER MAINS POWERS WHERE CONSUMER MAINS POWER IS SUPPLIED TO THE BUILDING.

THE B.C.A. REQUIRES THE INTERCONNECTION OF SMOKE ALARMS WHERE MORE THAN ONE ALARM IS REQUIRED TO BE INSTALLED.

AREAS		
AREA	m ²	Sq
HOUSE	146.43	15.76
FRONT DECK	15.38	1.66
REAR DECK	8.43	0.91
BED 1 DECK	5.04	0.54
	175.27	18.87

THE BUILDER AND SUBCONTRACTOR TO VERIFY ALL EXISTING CONDITIONS, RELEVANT LEVELS AND DIMENSIONS ON-SITE PRIOR TO COMMENCING ANY BUILDING WORKS OR PREFABRICATION. THIS DRAWING SHALL BE READ IN CONJUNCTION WITH ANY STRUCTURAL ENGINEERING COMPUTATIONS OR STRUCTURAL DRAWINGS. ALL MATERIALS & METHODS OF CONSTRUCTION SHALL COMPLY WITH RELEVANT SAA CODES, BCA & LOCAL COUNCIL BY-LAWS. WRITTEN DIMENSIONS MUST BE PRIORITIZED OVER SCALED DIMENSIONS AT ALL TIMES AND MUST BE CONFIRMED ON-SITE PRIOR TO THE COMMENCEMENT OF ANY WORK. PLEASE REPORT ANY DISCREPANCIES TO THE CONSULTANT FOR CORRECTION.

7 BUXTON-MARYSVILLE ROAD
BUXTON VIC 3711
PH: (03) 5774 7066

SWENRICK
CONSTRUCTIONS (VIC) PTY LTD

CDB-U50108

REV No.	DATE:	REVISION:	CHECKED BY:
AM-1	29.10.19	EFFLUENT AREA TO LCA	

TOWN PLANNING			
DRAWN BY: SW	SHEET No: 01 OF 03	DATE: 29/10/2019	SCALE: 1:100
PROPOSED:		CLIENT:	
NEW DWELLING			
JOB ADDRESS:		SHEET NAME:	
511 FALLS ROAD, STRATH CREEK VIC 3658		FLOOR PLAN	

WINDOW SCHEDULE

No.	ROOM	SIZE	REMARKS
01	DINING	1027 x 1210	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
02	KITCHEN	1027 x 1210	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
03	ENSUITE	1543 x 610	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
04	BED 1	1543 x 610	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
05	BED 1	1543 x 610	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
06	BED 1 O/HEAD	514 x 2170	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
07	LIVING	2057 x 610	ALUM FIXED, D/GLAZED 5/8/5, 5mm TOUGHENED
08	LIVING	2057 x 610	ALUM FIXED, D/GLAZED 5/8/5, 5mm TOUGHENED
09	O/HEAD	514 x 610	ALUM FIXED, D/GLAZED 5/8/5, 5mm TOUGHENED
10	O/HEAD	514 x 3575	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
11	O/HEAD	514 x 610	ALUM FIXED, D/GLAZED 5/8/5, 5mm TOUGHENED
12	BED 2	1543 x 1810	ALUM AWNING MULTI TRANSOM, D/GLAZED 5/8/5, 5mm TOUGHENED
13	BED 3	1543 x 1810	ALUM AWNING MULTI TRANSOM, D/GLAZED 5/8/5, 5mm TOUGHENED
14	BED 3 O/HEAD	514 x 1810	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED
15	L'DRY / BATH	1543 x 610	ALUM AWNING, D/GLAZED 5/8/5, 5mm TOUGHENED, OBSCURED

BAL 29 NOTES

CONSTRUCTION REQUIREMENTS – REFER **AS 3959-2018** FOR FULL REQUIREMENTS

- ROOF TO BE FULLY SARKED WITH GAPS GREATER THAN 3mm TO BE SEALED WITH STEEL OR ALUMINIUM MESH WITH A MAX APETURE OF 2mm.
- WINDOWS SHALL BE ALUMINIUM AWNING WITH 5mm TOUGHENED GLASS
- OPENABLE SASHES TO HAVE FLYSCREENS WITH ALUMINIUM MESH
- EXTERNAL DOORS TO BE ALUMINIUM FRAME AND SOLID CORE DOOR WITH ALUMINIUM MESH FLYSCREEN DOORS
- SLIDING DOORS TO BE ALUMINIUM FRAME WITH 6mm TOUGHENED GLASS AND ALUMINIUM MESH FLYSCREEN DOORS
- SUBFLOOR CLADDING TO AS3959-2018 7.4.1

EXTERNAL DOOR SCHEDULE

No.	ROOM	SIZE	REMARKS
01	DECK	2105 x 850 (820 Door)	ALUM FRAME, 35mm SOLID CORE DOOR
02	ENSUITE	2105 x 850 (820 Door)	ALUM FRAME, 35mm SOLID CORE DOOR
03	BED 1	2110 x 2170	ALUM SLIDING, D/GLAZED 6/6/6, 6mm TOUGHENED
04	LIVING	2110 x 3575	ALUM BI-PARTING, D/GLAZED 6/6/6, 6mm TOUGHENED

WINDOWS

ALL WINDOWS SHALL CONFORM TO **AS 2047 - 2014**

ALL GLAZING TO **AS 1288 - 2006 & BCA PART 3.6**
GLAZING WITHIN 2000mm OF FFL IN BATHROOMS OR ENSUITES IS TO BE GRADE A SAFETY GLASS.

ALL SIZES SHOWN ARE NOMINAL AND SHOULD BE COMPARED TO MANUFACTURES STANDARD SCHEDULE BEFORE CONSTRUCTION COMMENCES AND BE CHECKED ON SITE PRIOR TO MANUFACTURING.

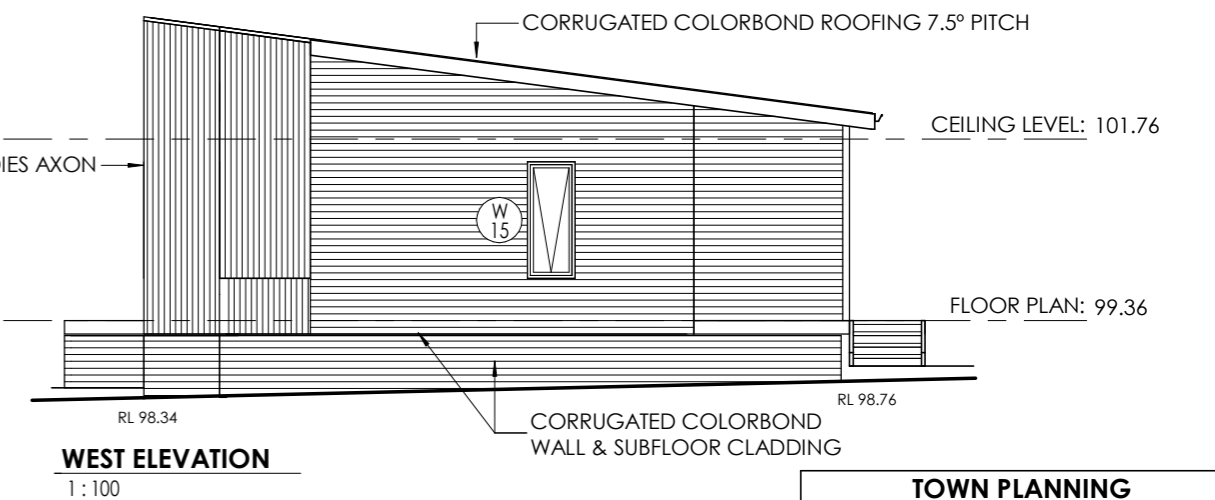
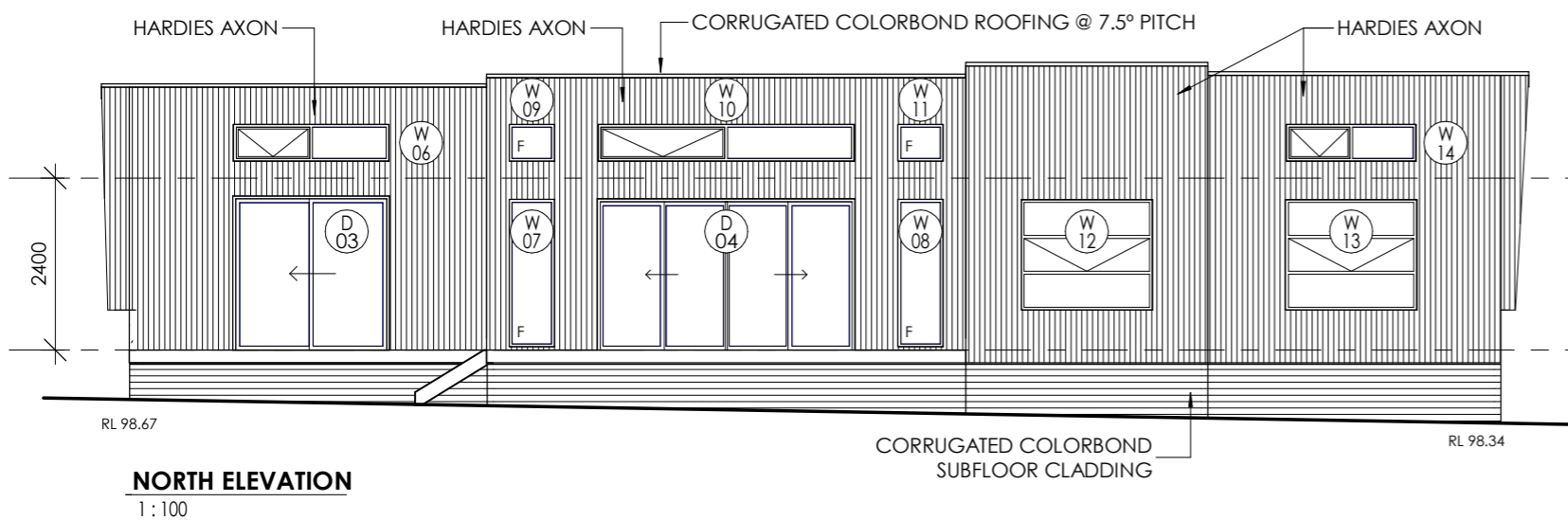
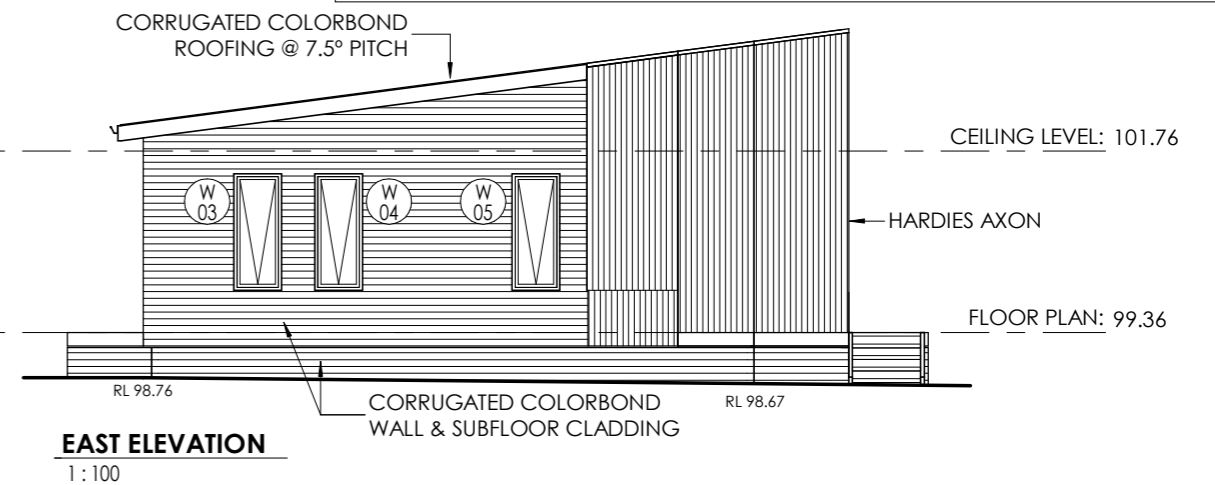
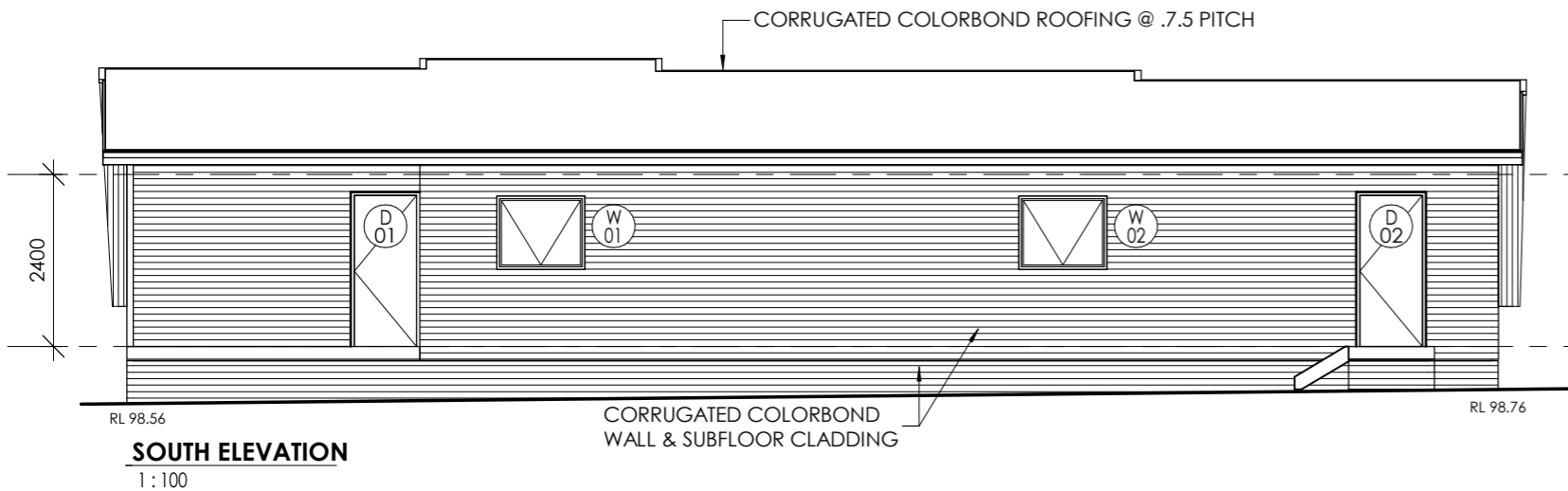
FIT ALUMINIUM MESH FLYSCREENS - 10 OFF

DOORS

FIT FLYDOORS WITH ALUMINIUM MESH TO DOORS - 5 OFF

SCHEDULE OF FINISHES

- CLADDING: JAMES HARDIES AXON
: JAMES HARDIES MATRIX
: CORRUGATED COLORBOND
- SUB-FLOOR: CORRUGATED COLORBOND
- ROOF: CORRUGATED COLORBOND
- WINDOW FRAMES: ALUMINIUM FRAMES POWDER COATED
- FASCIAS: COLORBOND
- GUTTERS: COLORBOND GUTTERS
- WATER TANK: NON-COMBUSTIBLE TANK



THE BUILDER AND SUBCONTRACTOR TO VERIFY ALL EXISTING CONDITIONS, RELEVANT LEVELS AND DIMENSIONS ON-SITE PRIOR TO COMMENCING ANY BUILDING WORKS OR PREFABRICATION. THIS DRAWING SHALL BE READ IN CONJUNCTION WITH ANY STRUCTURAL ENGINEERING COMPUTATIONS OR STRUCTURAL DRAWINGS. ALL MATERIALS & METHODS OF CONSTRUCTION SHALL COMPLY WITH RELEVANT SAA CODES, BCA & LOCAL COUNCIL BY-LAWS. WRITTEN DIMENSIONS MUST BE PRIORITIZED OVER SCALED DIMENSIONS AT ALL TIMES AND MUST BE CONFIRMED ON-SITE PRIOR TO THE COMMENCEMENT OF ANY WORK. PLEASE REPORT ANY DISCREPANCIES TO THE CONSULTANT FOR CORRECTION.

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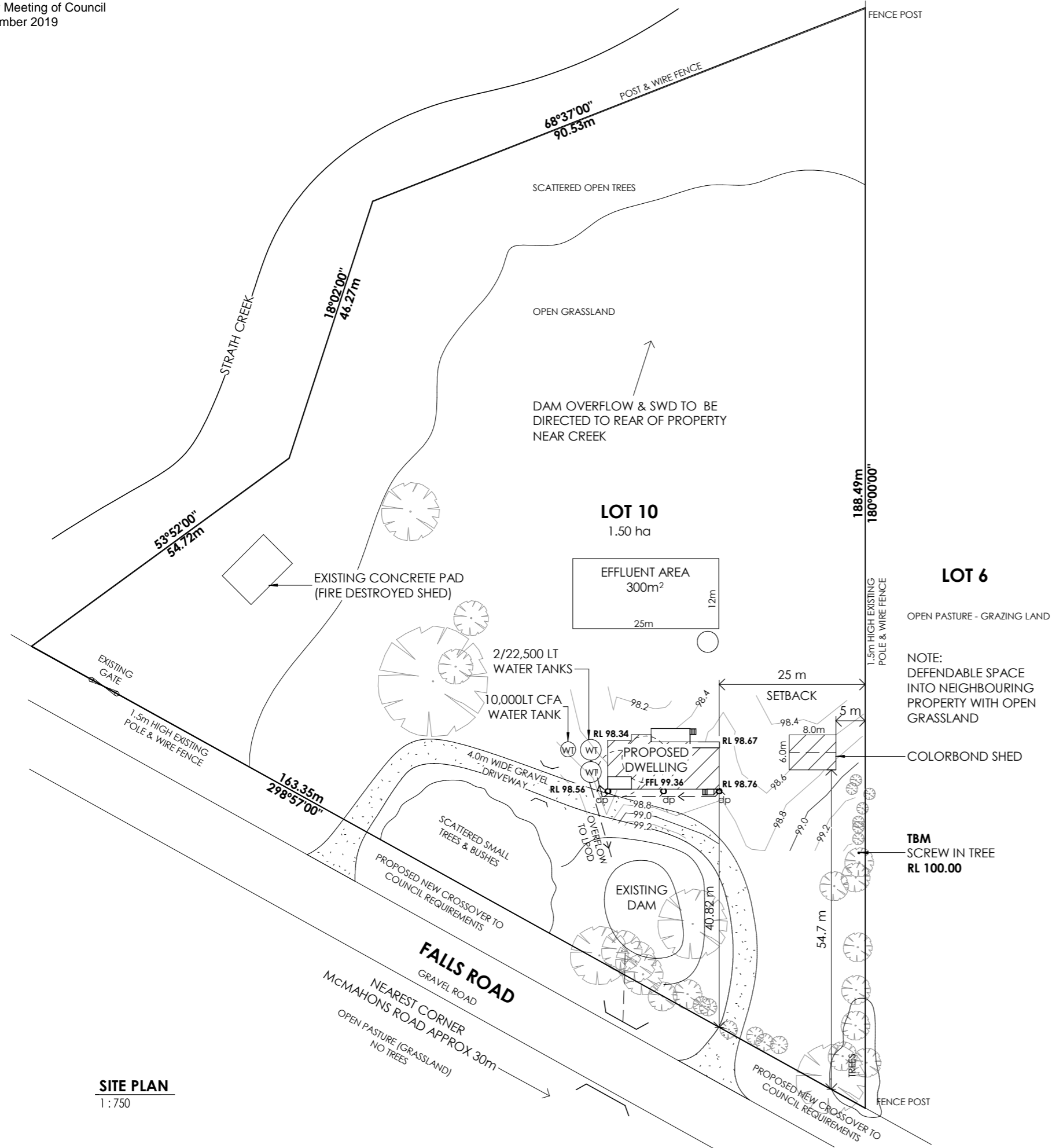
REV No.	DATE:	REVISION:	CHECKED BY:
AM-1	29.10.19	EFFLUENT AREA TO LCA	

DRAWN BY: SW	SHEET No: 02 OF 03	DATE: 29/10/2019	SCALE: 1 : 100
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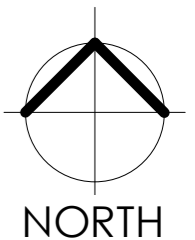
TOWN PLANNING	
CLIENT:	SHEET NAME:
	ELEVATIONS

SITE NOTES

- ALL STORMWATER TO BE TAKEN TO THE LEGAL POINT OF DISCHARGE TO THE RELEVANT AUTHORITIES APPROVAL.
- 90mm DIA. UPVC STORMWATER LINE LAID TO A MINIMUM GRADE OF 1:60 AND CONNECTED TO THE LEGAL POINT OF STORMWATER DISCHARGE PROVIDE INSPECTION OPENINGS AT 900mm C-C AND AT EACH CHANGE OF DIRECTION.
- THE COVER TO UNDERGROUND STORMWATER DRAINS SHALL BE NO LESS THAN 300mm UNDER SOIL, 50mm UNDER PAVED OR CONCRETE DRIVEWAYS, 75mm UNDER REINFORCED CONCRETE DRIVEWAYS.
- 90mm DOWNPIPES ARE REQUIRED TO BE PROVIDED AT 12.0m MAXIMUM SPACING AND ARE TO BE CONNECTED TO THE APPROVED POINT OF DISCHARGE TO THE SATISFACTION OF THE RELEVANT BUILDING SURVEYOR.
- PROVIDE 90mm DIA. AG DRAIN WITH AGGREGATE BACKFILL OR SIMILAR TO THE BASES OF ALL EXCAVATIONS, CONNECTED TO LEGAL POINT OF DISCHARGE VIA SILT PITS.
- ALL SITE CUTS MUST BE SUPPORTED BY SUITABLE RETAINING WALL, OR A BATTER WITH A MINIMUM OF 45° ANGLE (UNLESS SPECIFIED OTHERWISE AS PER LANDSLIP INFORMATION) AND ARE TO BE MINIMUM OF 90mm FROM FACE OF BUILDING AND 300mm FROM ANY BOUNDARY. CONFIRM ON SITE.
- ALL EXISTING UNDERGROUND SERVICES MUST BE LOCATED PRIOR TO EXCAVATION FOR NEW PIPE LINES.
- EXISTING SERVICE PIPES MUST NOT BE DISCONNECTED OR DISTURBED WITHOUT APPROVAL FROM ENGINEER.
- STORMWATER DRAINS SHALL BE AT 90mm AT A GRADE OF 1:60 UNLESS NOTED OTHERWISE
- ALL PIPE JUNCTIONS SHALL BE WITH A 45° JOINT.
- ALL UPVC PIPES SHALL CONFORM TO AS 1260 "UNPLASTICISED P.V.C (UPVC) PIPES AND FITTING FOR SEWERAGE APPLICATIONS" PART 1 TO 5.
- THE PROPOSED RESIDENCE IS TO BE SET OUT AS PER THE NOMINATED DIMENSIONS WHICH MUST BE WITHIN NOMINATED BUILDING ENVELOPE.



SITE PLAN
1 : 750



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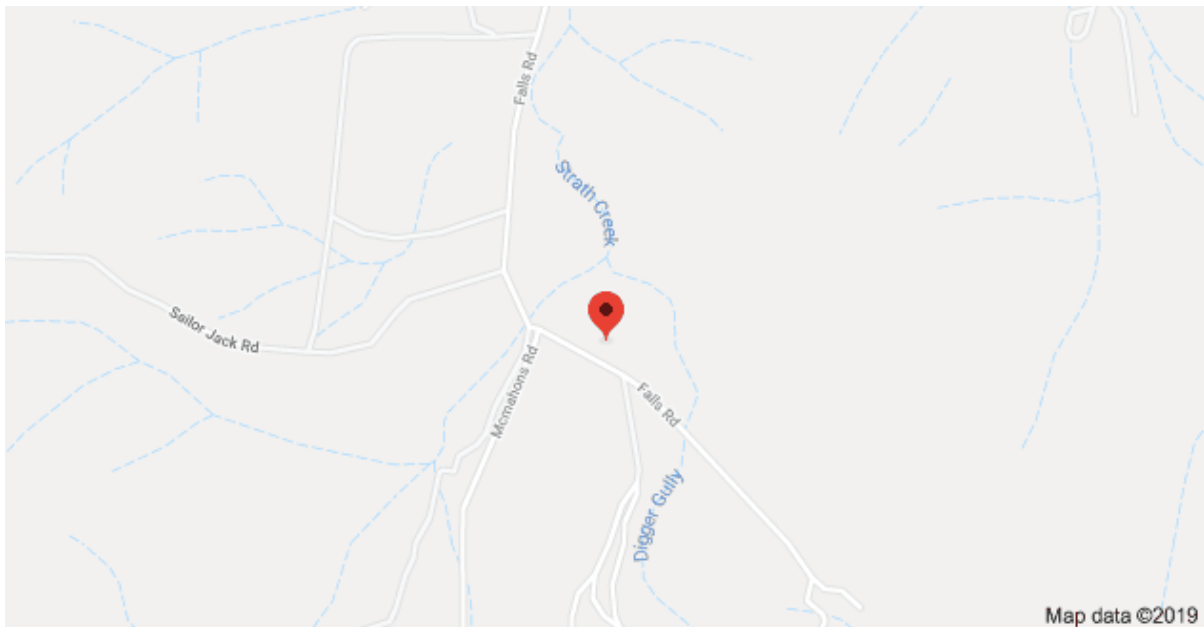
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REV No.	DATE:	REVISION:	CHECKED BY:
AM-1	29.10.19	EFFLUENT AREA TO LCA	

TOWN PLANNING			
DRAWN BY: SW	SHEET No: 03 OF 03	DATE: 29/10/2019	SCALE: 1 : 750
PROPOSED: NEW DWELLING		CLIENT:	
JOB ADDRESS: 511 FALLS ROAD, STRATH CREEK VIC 3658		SHEET NAME: SITE PLAN	

Farm Management Plan

Property Owner:



Property Address: 511 Falls Road Strath Creek 3658

Current and Intended use of property

The property is currently vacant land. Previous dwelling was lost in 2009 bushfires. The property will be used for residential purposes with a permaculture-based market garden and integrated food forest.

Soil Type

As per the Land Capability Assessment performed in July 2019, the soils on the site appear to be relatively uniform across the site and geotechnical drilling revealed Silts (ML) (grading to Clayey SANDS (SC) / CLAYS (CL).

Fencing

The site is currently surrounded by post and wire fencing, which is in poor repair as it was damaged in the 2009 bushfires. This fencing will be removed. Fencing will be installed as per the attached diagram on page 6. Fencing indicated in red, around the food forest, will be of wire mesh, 3m in height and supported by treated pine posts. The food forest will be covered by animal-safe netting. Fencing indicated in green, surrounding the market garden and domestic area, will be 1.2m high wire mesh, topped with two/three strands of electric fencing polytape. The remainder of the block will have no permanent fencing, although temporary tree guards will be installed to protect plantings of hedging plants and native revegetation areas.

Water Access & Storage

Reticulated water is not available in the district. Stored collected rainfall will be used to meet domestic water needs.

A bore will be installed in a suitable location, if feasible, to support domestic water needs.

A Water supply with an effective capacity of 10,000 is to be established on the site for firefighting purposes, as indicated on the planning application, and which meets the following requirements:

- Be stored in an above ground tank constructed of concrete or metal
- Have all fixed above ground water pipes and fittings required for firefighting purpose be made of corrosive resistant metal.
- Include a separate outlet for occupant use
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of the relevant fire authority.
- Be located within 60 metres of the outer edge of the approved building
- The outlet/s of the water tank must be within 4m of the accessway and unobstructed.
- Incorporate a separate ball or gate valve (65 millimetre BSP) and coupling (64mm CFA 3 threads per inch male fitting)
- Any pipework and fittings must be a minimum of 65 millimetres (excluding CFA coupling)

Livestock on property

There are no livestock currently on the property, nor is there a future plan to run any form of commercial livestock on the property. Poultry (ducks, chickens and geese) will be present on the property for insect pest control and domestic use. A small number of goats may be used on a temporary basis for weed removal; these will be contained using mobile electric fencing.

Services available to the property

An 3200L A&A Worm Farm Waste System (Poly Tank) system, incorporating an 18m² sand filter and a 299m² sub-surface disposal area is proposed to be installed, as indicated on the site plan below.

Rainwater tanks, 2 x 22,500L, will be installed to capture rainwater from the house and shed for potable use, in addition to a separate 10,000L tank for firefighting use.

Electricity will be supplied through an off-grid 9kW solar system with supporting battery bank and generator.

Property Access

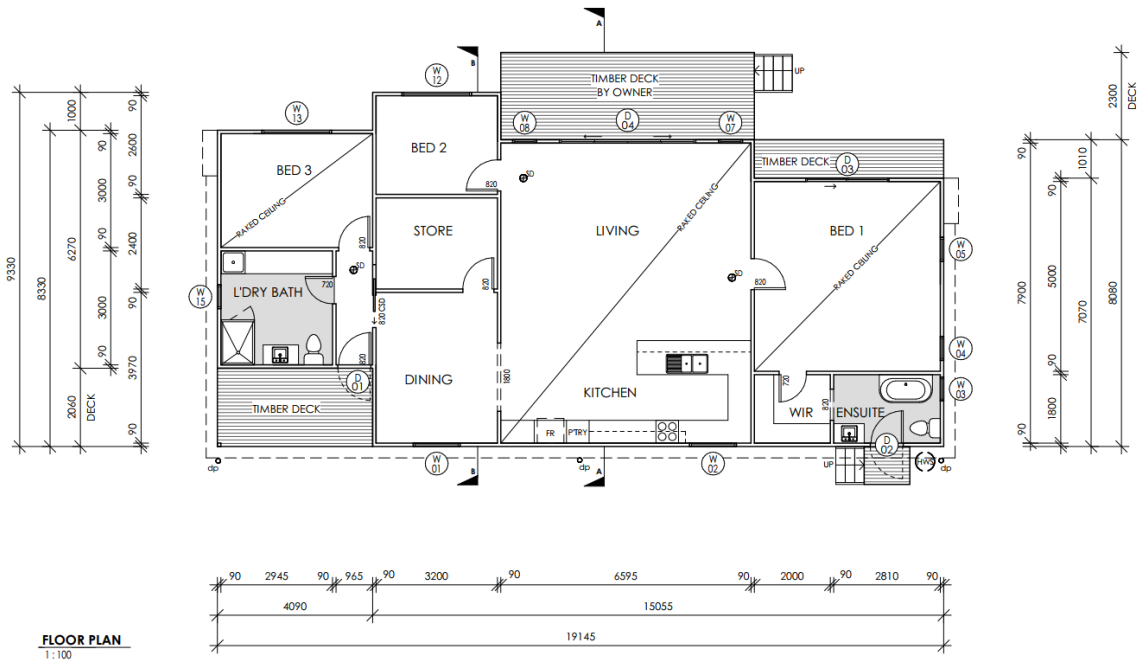
There is currently no driveway on the property.

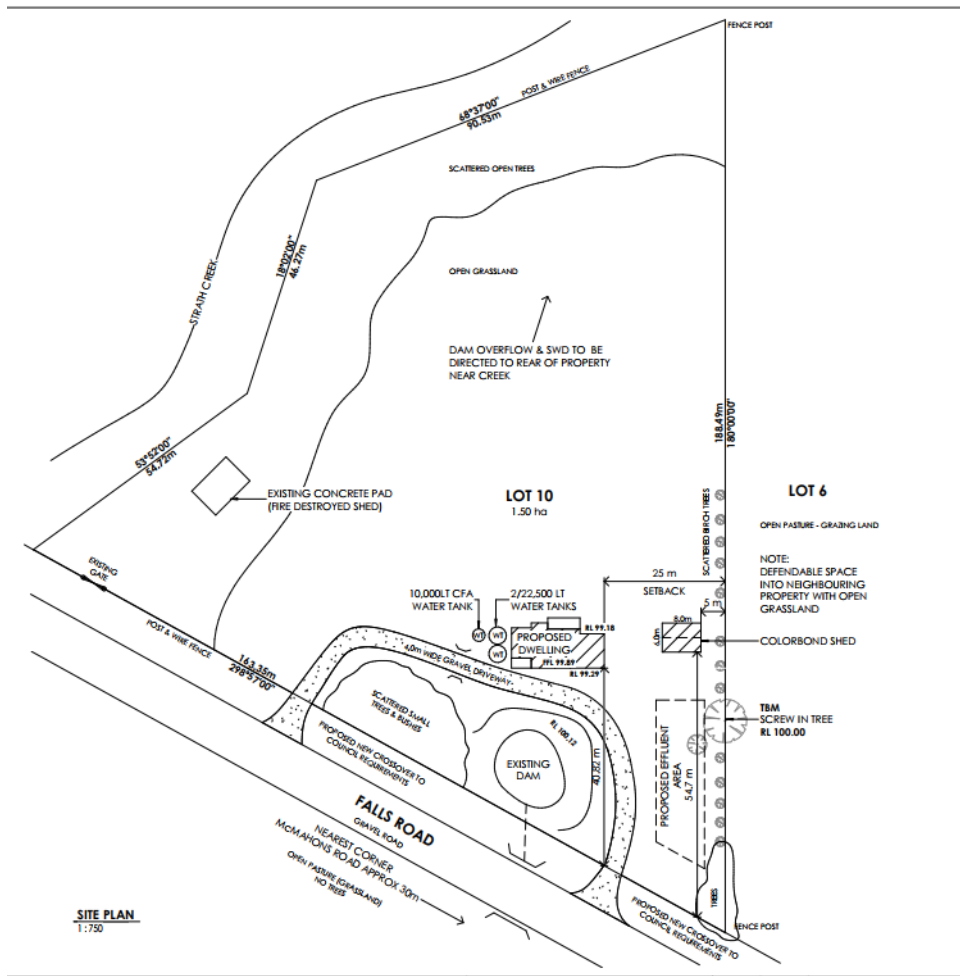
It is proposed to install a 4m wide gravel driveway as per the plan below, which will meet all requirements for access by firefighting vehicles.

Any other access paths internal to the property will be designed for foot traffic and powered light tipping barrow (Rat Barrow), with such paths requiring no excavation and being topped with woodshavings.

Proposed buildings and other improvements

- Proposed 145m² 3 bedroom dwelling as per plan below.
- Proposed 48m² shed as per plan below





There are no other improvements planned for the property at this point in time.

Protection/enhancement of areas of native vegetation

As permaculture practitioners, protection and enhancement of native vegetation is central to any farm planning. All mature native trees will be retained, and none are included in the areas of the land proposed to be used for agricultural purposes. The north-easterly section of the property, adjacent to the creek bed and currently marked as 'scattered open trees' on the site plan above, will be replanted with native and endemic vegetation, with preference given to species which provide habitat for native animals, and threatened flora species. Resources used to support plant selection will include the 'Plants in Your Patch' booklet, produced by the Murrindindi Shire Council, the online revegetation guide provided by the Goulburn Broken Catchment Management Authority, and the Strath Creek Landcare Group. Revegetation plantings will be protected with heavy duty tree guards or temporary fencing, as required.

Areas proposed for agriculture

Areas proposed for agriculture are marked on the plan on page 6 as 'Food Forest' and 'Annual Planting'. Management of all agricultural areas will be underpinned by the three permaculture ethics – care of land, care of people, and stewardship for the future. All farming will be on organic principles. Permaculture emphasises the creation of systems that are energy efficient, low cost, and highly productive, with natural systems and patterns used to enhance productivity while also improving soil, biodiversity, water efficiency and ongoing sustainability. Any waste produced on site will be utilised on site. The Food Forest will be a perennial system, whilst the annual plantings will utilise techniques such as crop rotation, green manures, composting, worm farming, sheet mulching, etc., to improve soil quality and ongoing sustainability of use.

Measures for the control of weeds and pest animals

Weeds will be controlled by utilising a range of organic methods, including:

- Goats
- Chickens
- Sheet mulching
- Manual removal
- Extensive use of groundcover planting
- Organic sprays when required

All animals will be fenced out of agricultural and domestic areas to protect plantings. It is intended that the remainder of the land be returned to the use of native fauna, with tree guards and small temporary fences protecting any plantings outside the fenced areas. Native animals will be encouraged to return to the site through habitat-enhancing measures, such as the installation of nest boxes and planting of endemic habitat plants.

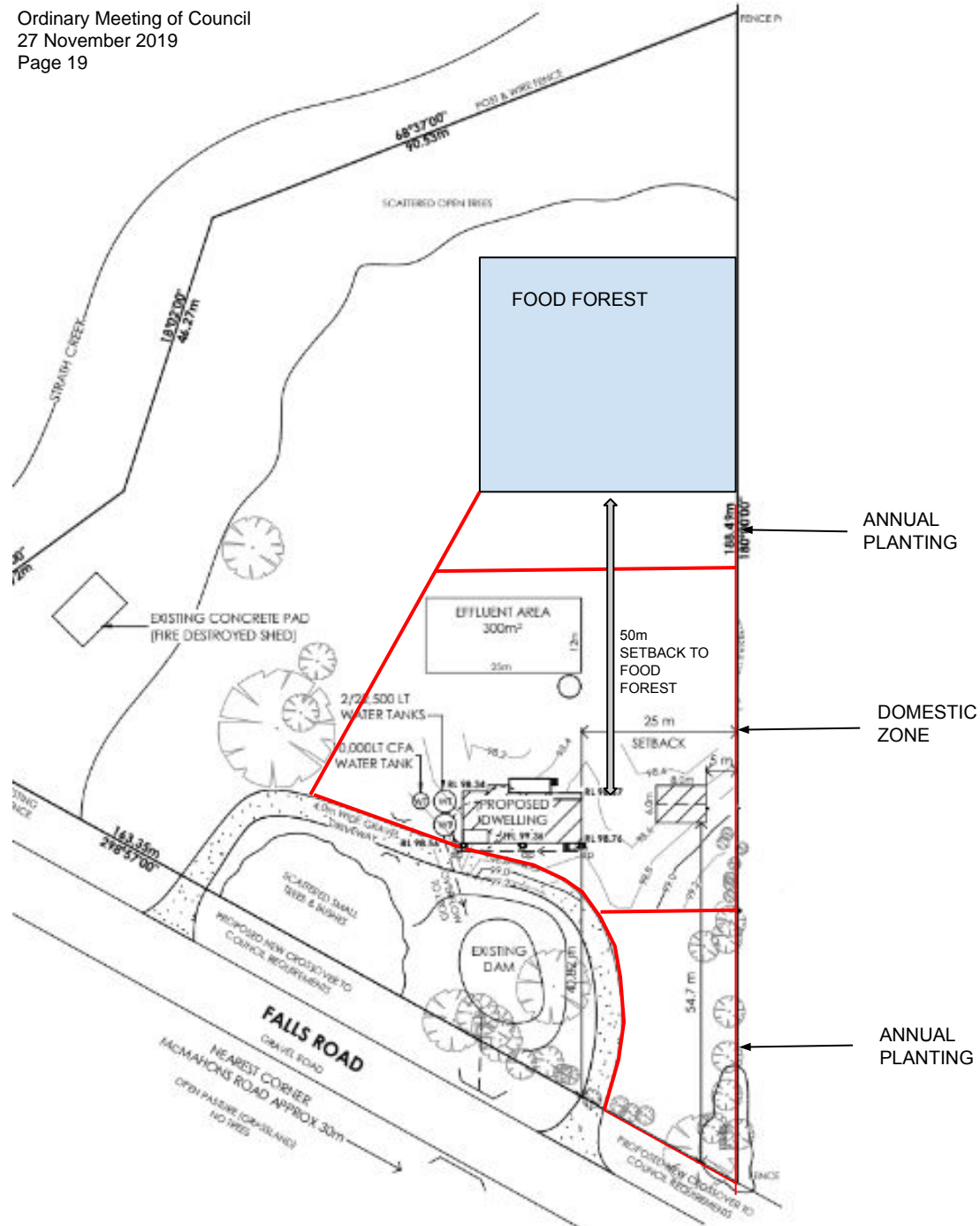
Feral animals will be discouraged from the site by allowing the farm dogs free use of the land. Any which cannot be discouraged, and which damage plantings on the site will be controlled using appropriate measures as a last resort.

Measures to control erosion

As the site is almost completely flat, it is not anticipated that erosion will be a major problem. Techniques mentioned above – sheet mulching and extensive use of groundcover planting – will assist in mitigating any issues around erosion, as will the improvement in the levels of organic matter in the soil, allowing rainfall to penetrate rather than run off the surface.

Timeline for implementation of actions required

Once approval has been given for the building of the shed and the dwelling, it is anticipated that the installation of a bore (if feasible), the solar system, the driveway, and all fencing will be completed prior to the completion of the dwelling. The septic system will be installed concurrently with the dwelling construction. Revegetation will be an ongoing project, but is intended to commence in the Spring of 2020.



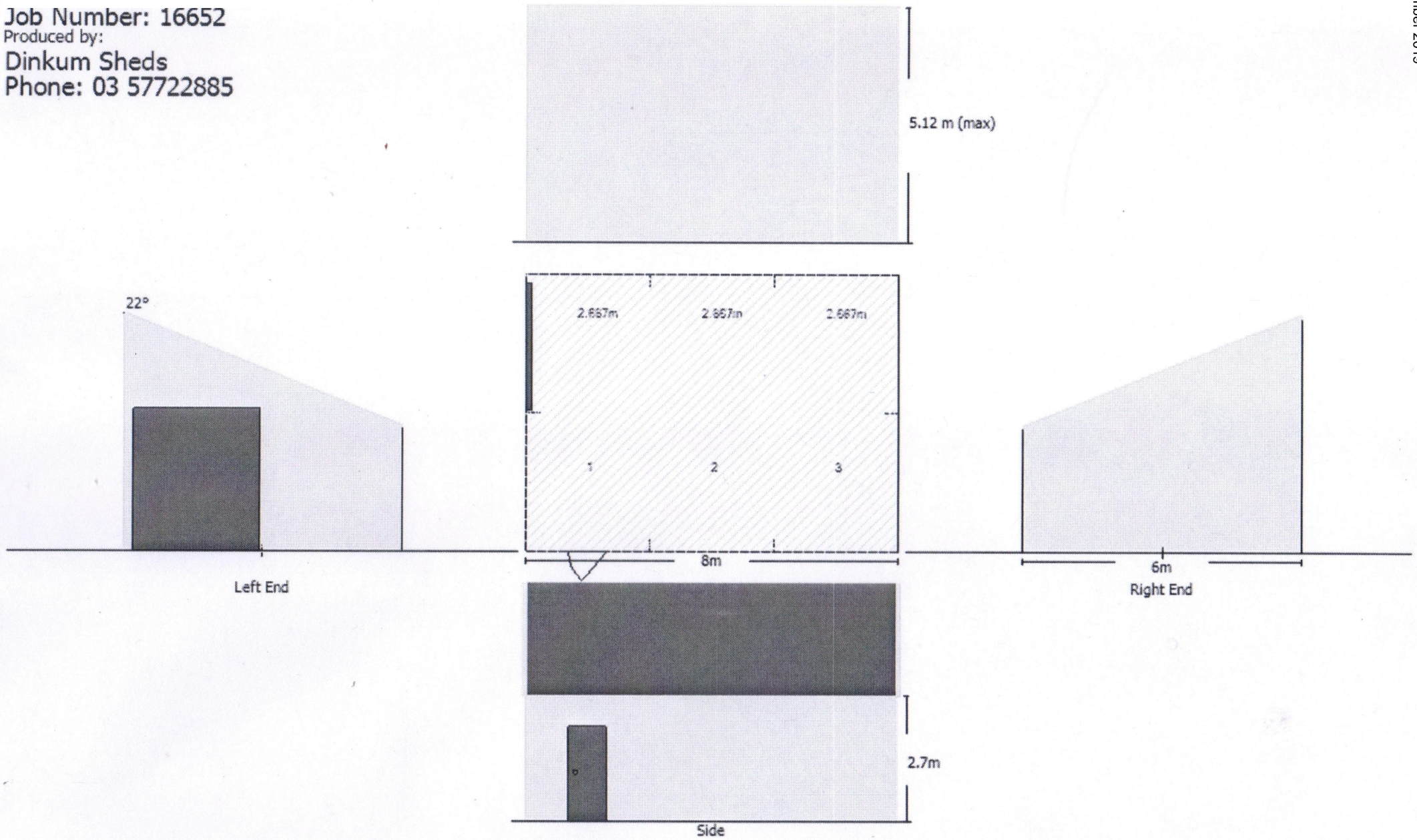
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Murrindindi Shire Council
Kindergarten Central Enrolment
2018 Development Grants
Feasibility Study
Findings and Report



Murrindindi Shire Council
Kindergarten Central Enrolment 2018
Development Grants Feasibility Study Findings and Report
██████████ Project Officer 2019

*The Murrindindi Shire Council proudly acknowledge the
Taungurung as the Traditional Owners
of this land and pay our respects to their Elders, past, present and emerging.*

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Executive Summary

Central Enrolment (CE) is a centralised kindergarten enrolment process where information is collected in one central point and distributed to the relevant kindergartens.

The Department of Education and Training (DET) states that the benefits of CE are:

1. That vulnerable families are identified early and proactively engaged in kindergarten programs such as those eligible for Early Start Kindergarten
2. Priority of access criteria are implemented consistently and transparently (see appendix 1)
3. CE allows local governments to understand demand for kinder places and plan service provision.
4. Replaces duplicated enrolments as families don't have to enrol in multiple services to ensure they get a place.

The vision held by DET reflects the goal that within 8- 10 years all local government areas deliver a central enrolment scheme for funded kindergartens providing services for the two years before starting school. At present, all kindergartens in the Shire offer funded 4 year old places and a user pays 3 year old program, unless the child is eligible for Early Start Kinder (ESK) where places are funded. With the introduction of funded 3 year old kindergarten programs being implemented in 2021 in Murrindindi, the effects of this were included in this study only in a general sense.

DET, in partnership with MAV, have committed \$5.5m over 4 years to support more councils to adopt, expand and enhance CE for kindergarten services. MSC received \$17000 to examine the feasibility of a Central Enrolment program in Murrindindi. No commitment has been given to ongoing support to provide this service.

Murrindindi Shire has 6 DET funded kindergarten services, with various management forms. Each of the major towns within the shire has a funded kindergarten currently in operation and centrally placed. At present, none of the kindergartens shares processes or resources. See below.

Service	Service Provider	Service Type	Early Years Management Service
Alexandra & District Kindergarten	Alexandra & District Kindergarten	Stand-alone	No
Eildon & District Kindergarten	Eildon Primary School	Stand-alone	No
Flowerdale Kindergarten	Mitchell Shire Council (CE)	Stand-alone	Yes
Kinglake Ranges Children's Centre	Kinglake Ranges Centre Inc.	Long Day Care	No
Marysville & District Kindergarten Ass. Inc.	Marysville & District Kindergarten Ass. Inc.	Long Day Care	No
Yea & District Children's Centre	Uniting (Victoria & Tasmania) Limited	Long Day Care	Yes

Discussions with the kindergartens and other stakeholders were via phone, face to face meetings and a survey. Information was given regarding the project, and around the concept of Central Enrolment. Questions about what models might be used were answered and discussed. One kindergarten politely declined to take any further part in the project after the initial meeting, stating that the system they had currently worked very well for them and there would be no benefit for them or their families in adopting CE. Other kindergartens were happy to fully participate in discussions.

During the discussions, kindergarten staff voiced their concerns on matters such as:

1. Loss of connection with families – the foundations of which are laid during initial contact.
2. Staff can already respond to a family's individual needs
3. Double handling – especially those services that also offer long day care.
4. All services currently have a strong relationship with MCH who are often the first contact for vulnerable families.

These appeared to be high priorities for the services, despite staff also recognising that having a CE might free up some admin time and make planning easier.

Families' responses to the survey reflected the need for the enrolment process to be simple and straight-forward, particularly because of the number of forms they are required to complete. The majority of the responses conveyed that they liked that staff were available to assist if needed, or positive contact during interactions at for example, orientation visits. This indicates that relationships are a high priority for families, too.

Kindergartens in Murrindindi provided information that they currently make available funded kindergarten places to **all** children needing them. The challenges seen by some LGA's of waiting lists and duplicate enrolments are notably absent in Murrindindi. None of the kindergartens in Murrindindi have waiting lists. Therefore, kindergartens confirm that the need to implement priority of access requirements to ensure all vulnerable children are given places first, is also absent.

Projected numbers for children requiring kindergarten do not show this changing in the foreseeable future as seen below. Most recent statistical information for Murrindindi Shire shows that:

- ❖ 116 children aged between 0-12 months are registered with the MCHN program
- ❖ 100 births were recorded 2018- 2019
- ❖ 13 births are recorded (to August) 2019- 2020
- ❖ 120 births were the highest number recorded for the Shire in recent years
- ❖ 37 children up to the age of 4 years registered with the Enhanced program, this includes those children living in Out of Home Care (OOHC) (Maternal and Child Health August 2019)

Another concern raised was the potential increase in costs to families. As there is no promise of ongoing financial support from DET or MAV for Murrindindi to provide a CE program, the cost of CE would fall to council to fund. Other LGAs have funded their programs in a variety of ways. They include:

1. The introduction of an enrolment fee
2. Increase in rates to cover cost of additional resources
3. Absorbed role into a current officer's role if additional workload warrants.

All of these solutions are problematic. Introducing an enrolment fee can be seen to be raising a barrier to attendance for vulnerable families who may not be able to afford an enrolment fee on top of term fees for kindergartens. There does not appear to be enough benefit to Council or to the community to justify an increase in rates, nor absorbing duties into a current officer's role.

Despite the small sample size of parents responding to the survey, and the small number of kindergartens involved in the study, it is clear that, with the exception of one kindergarten, there is no perceived need in the community to introduce CE in Murrindindi. Improvements suggested to problems with the current system appear relevant to individual kindergartens only and are not problematic for all kindergartens.

It is therefore recommended that:

1. Murrindindi Shire Council do not implement a Central Enrolment system at this stage.
2. Murrindindi Shire Council investigate the concept of a single brochure to publicise all funded kindergartens in the Shire.

Introduction

Enrolment in and access to a quality kindergarten program in the year prior to attending school is the right of every eligible Victorian child. Evidence shows the difference early interventions can make in shaping a child's well-being, happiness and success. Participation in quality early childhood services and education programs can significantly increase positive educational and life outcomes for children.

The Municipal Association of Victoria (MAV), the Victorian Government and Local Government are committed to ensuring the inclusion of vulnerable children in quality funded children's services, and local government – as a key provider of services and as a major owner of kindergarten facilities – plays a central role in improving quality and access at the local level.

The 2018 CE project was established as a partnership between DET and MAV as part of the Education State Early Childhood Reform Plan. A budget of \$5.5 million has been committed over four years to support more councils to adopt, expand and enhance CE for kindergarten services. Ongoing funding of \$1.1 million per annum is allocated to provide administrative support to councils running a CE scheme.

According to MAV and DET their vision for CE in Victoria, developed in consultation with key stakeholders, including a Central Enrolment Working Group is:

- CE is expanded to more Local Government Areas (LGAs) and funded kindergarten programs in Victoria, with the ultimate goal of covering all LGAs and most funded kindergarten programs
- Vulnerable families (including eligible Early Start Kindergarten children) are identified early, proactively engaged and enrolled in high-quality, funded kindergarten programs, through direct linkages with Maternal and Child Health (MCH) Services and through other innovative engagement strategies.
- CE, including priority of access criteria, are implemented consistently and transparently across all participating LGAs.
- Accurate, consistent and timely kindergarten demand data (current and future) is collected across all participating LGAs and used by councils and DET in partnership, to monitor and proactively manage capacity and utilisation of services.¹

The commitment to Early Years by the Victorian Government is reflected in the promised subsidised funding of 15 hours per week for 3 year old kindergarten places in registered service providers. The Government is investing \$5b over 10 years so that every child in the state will have access to two years of kindergarten. Victoria will be the first state in Australia to introduce a subsidised kindergarten program for all three year olds. The pilot program for the funding commences in 2020 with the rollout starting in 2021. Murrindindi is included in this 2021 rollout.² This ongoing pledge would suggest the importance of future planning within the region. The building capacity assessment of current kindergartens to provide up to 15 hours of funded 3 year old kindergarten per week was completed by Ernst and Young in June 2019. The results are not available to MSC at this time.

Discussions with kindergartens around a funded 3 year old kindergarten program and how that would affect their ability to provide services is only discussed in a general sense in this study. Apart from concerns about additional staffing required, kindergartens already offer a user pays 3 year old program and did not think the introduction of funding would be a detriment to being able to meet the needs of the families.

Murrindindi Shire Council was awarded \$17000 to complete a feasibility study into adopting a Central Enrolment program in Murrindindi. The Kindergarten Central Enrolment Development Feasibility Study Grant project in Murrindindi Shire was established in November 2018 and formally commenced in January 2019, with the project report to be completed and presented to Council by November 2019.

Of areas with a CE scheme, the greatest number of services and enrolments are in a Metropolitan or Interface council. However, councils in regional centres have the highest proportion of services covered under a CE scheme, followed by councils in rural locations. Regional centres have the highest proportion of enrolments covered under these schemes. Overall, CE schemes operate in 48 of 79 councils and 50,017 enrolments (63%) were within CE scheme in 2017. It should be noted, however, that despite more councils in regional and rural areas having CE, the numbers of services without CE still outweigh those services with CE. Not all services are managed by councils.

Area	Total number of services	% of services part of a CE scheme	Total enrolments	% of enrolments through a CE scheme
Councils with CE schemes (n=48)				
Metropolitan	1,040	47%	32,568	63%
Interface (growth)	534	50%	24,090	70%
Regional	151	74%	4,314	89%
Rural	157	63%	4,918	69%
Councils without CE schemes (n=31)				
Metropolitan	123		3,219	
Interface (growth)	72		2,026	
Regional Centre	156		5,201	
Rural	181		4,254	

SOURCE: ACIL Allen Analysis of DET Kindergarten Information Management (KIM) data 2017;ABS Remoteness Data 2011

Benefits of Central Enrolment

CE has been shown to have a positive impact on the engagement of vulnerable children in kindergarten. Between 2014 and 2016, there was an increase of 61 per cent in the number of Early Start Kindergarten (ESK) enrolments in Local Government Areas (LGAs) with CE schemes, compared to an increase of 31.6 per cent in non-CE areas.

CE assists state and local government to understand demand for kindergarten places and to plan service provision. It reduces duplicated enrolments as it removes the need for families to register or enrol in multiple services to ensure they get a place or their preferred place. Central enrolment provides an opportunity to develop a universal data platform for all families, potentially linking into the MCH Child Development Information System (CDIS), which can facilitate kindergarten registration and allocation of places.¹

Methodology

The initial phase of the feasibility study involved the following components:

- Examining relevant data and information
- Communication with other councils with and without Central Enrolment.
- Project plan developed
- Key stakeholders identified and engaged with to establish working relationships.

A range of research tools were utilised to collaborate with and obtain responses from participants and included:

- in person meetings,
- phone discussions and
- online surveys.

The flexibility of these methods allowed for greater input from a more diverse range of community members.

The initial contact with the 6 funded services was via phone calls and followed by in-person conversations. Responses were received from a few services, however, persistence returned a more positive outcome from the rest. The purpose of the introductory meetings was to explain the research project and concept of CE in addition to completing a questionnaire around operational information. Although some of the services' staff already had a general understanding of CE, the majority of staff required an explanation of the concept. To assist their understanding, another council's experience with CE was a helpful example (South Gippsland Shire Council). Further concepts connected to CE were also explored such as standardised enrolment forms and generic kindergarten brochures. The meeting also provided the opportunity to reassure transparency and integrity during the process. Each kindergarten representative responded in an encouraging manner to suggest in principal future collaboration.

The process of enrolment undertaken by families was investigated through the means of a survey. This was made available to families through the online SurveyMonkey link and in hard copy format. The survey was publicised via the Murrindindi Children's Network email list and Facebook page, as well as through MCH and supported playgroups. Kindergartens were asked to pass along the survey to their families via newsletters.

Responses and all data contained within this report has been de-identified. Stakeholders were fully informed of the purpose of the CE project and how the data collected would be utilised to inform the study for the purposes of providing a Report to MSC on completion.

Results

Service Responses

Services' staff initial responses and reactions:

- *How would it or could it work?*
- *Would it affect staff particularly in paid administrative positions?*
- *Who would pay for the process?*
- *Who would be responsible for different aspects of enrolment such as entering required data into the Kindergarten Information Management (KIM) system?*
- *Concerned that it would affect the early connections with families.*
- *When could it start?*
- *How much time would be involved?*
- *Our service has Child Care as well; does that mean there are 2 enrolments needed?*
- *This sounds good to us; we spend so much time on enrolments.*
- *How much would it cost?*
- *It might free up time for us to do our proper job.*
- *One brochure for all services would be helpful.*
- *I like the idea of simplifying the enrolment forms.*
- *It (a single brochure) would show parents all of their options at once, which might be helpful.*

Further to the early reactions, some services presented the concept to their Management Committees for a response. In one instance, the service sent a letter in which they politely declined any further involvement with the project.

Kindergarten Services Interviews /Questionnaire

During the timeframe allocated, a series of interviews took place. Of the 6 funded services invited for the purpose of an interview, 5 responded and accepted the opportunity. The purpose of the questionnaire was to gain insight into current process from the service perspective. It also provided an opportunity to self-reflect on current practises. In general, services were uncertain about the concept of CE and responses illustrate their concerns. Anecdotally, the majority of services felt that their current enrolment systems met the needs of the community.

Current Enrolment Procedures

The person responsible for or employed to conduct kindergarten enrolments is:

Not paid time	Voluntary	Paid
x 1 Process is in addition to standard employment requirement	-	x 4

How much time is allocated for the purpose of enrolments? For example : per week/ per month, concentrated around specific dates or term but very little at other times or ongoing throughout the year:

- Service 1:** 1 open day at the beginning of the year - the 2 staff can then assist families with forms, then check and follow up. This can take most of the term to complete.
- Service 2:** Ongoing throughout the year. More concentrated from July – December. No set time allocated, it is done as a part of an on – going job.
- Service 3:** A lot of time is spent at the beginning and end of the year, then spasmodically throughout the year.
- Service 4:** Concentration is in term 4 and term1 for 1 or 2 days per week. Term 2 and 3 up to 1 day per week depending on the need, as we take enrolments all year round.
- Service 5:** Administration is shared between 2 positions for an equivalent total of 7 days per week. These positions are responsible for the enrolments of children across 8 kindergarten including 1 in the Murrindindi Shire.

<i>Enrolment Policy/Procedures are available</i>	Hard copy only	Online only	Both
	x 2 services	-	x 3services

<i>Enrolments</i>	Open:	Close:
Service 1:	Always	01/06/
Service 2:	Varies	Varies
Service 3:	No response	No response
Service 4:	Ongoing	-
Service 5:	1/10/	Nil

Enrolment can take place

Service 1:	On site, online enquiry only, phone enquiry
Service 2:	On site
Service 3	On site, online, phone
Service 4	On site, in home
Service 5	On site, online

Enrolment Fees

Yes	No
x1 - \$ 30.00 new families only	x4

Additional enrolment conditions:

- All paperwork must be received before starting
- No job no play legislative requirements
- Fees for waitlist only, however rarely necessary

Please consider the following statements and respond in detail.

When thinking of your service's current enrolment process, what works well for staff and families and why?

- Personal contact
- Support with paperwork
- Approachable, friendly education to promote service
- Our enrolment pack works very well – information forms, brochures
- Being available for questions, enrolments, parent meetings
- Very flexible
- No appointment necessary
- Relationships with children and families are developed from the initial contact with the service
- We are able to offer flexibility and support based on individual needs

- Vulnerable families can be introduced to us from maternal and child health services co-located on site.
- Previously had committee of management with enrolment officer
- Currently, teacher and assistant teacher are in control of the process.

What doesn't work well - what may be the barriers or challenges?

- Volunteer enrolment officer – “We’re flat out trying to get a parent for fruit duty”, (verbal response)
- Parents returning forms on time. Which does seem impacted by the amount of information needed.
- Forms returned that do not have the information required
- Forms not being returned which impacts staffing for the following year
- Because we take the enrolments for Long Day Care as well as Kindergarten it takes time to work through the enrolments
- Often receive late enrolments – makes it challenging to set models for upcoming year. Not sure how to change this given it seems to be a local area issue.
- Waiting on fees
- Timetable for the next year

Given the opportunity/ resources what would you change and how?

- We would love to have the funding to employ somebody to take control of this process
- Might look to set specific time just for Kindergarten enrolments
- Allocate more time just for Kindergarten enrolments in a specific week
- We are starting a parent portal soon to allow parents to change their personal details and preferences online
- Create a new enrolment form that is easier to complete or condense

What are the potential benefits to staff and family of Central Enrolment for your service?

- Free staff up to be more program focused, rather than having to deal with administration

- Larger Kindergartens are able to employ staff to deal with enrolment process, maybe small rural Kindergartens should receive funding.
- I cannot see any. In fact, I think it would potentially be detrimental to relationships with families and hinder flexibility.
- May be put in contact with families we don't know about
- Cuts down on paperwork at our end
- Catch children who may fall through the cracks
- One central point of enrolment
- Enrolment would come to us in order and complete
- We have been using CE for more than 10 years

What do you see as barriers or concerns to Central Enrolment?

- Concern of lack of knowledge
- Moving forward allocation of enrolments would be detrimental
- Impact it has on paid staff administration hours
- Double handling of information and requesting family to do more paperwork especially for the service.
- Missing out on the initial contact, which starts the relationship.
- This shire is not competitive
- Our Kindergarten program is integrated within our Long Day care model
- Knowledge of the centre – options for different care arrangements (lack of knowledge)
- Most of our Kindergarten enrolments come from families already using the service so we would be doubling up on work to send their information to central enrolment.
- If there were a communication breakdown, it would cause concerns to us
- Surprise enrolments at the last minute- both ways – spaces available
- Information about enrolments would need to be given to us early to establish model for coming year. E.g. rotation model or one group

What impact can your service foresee the proposed funded 3-year-old kindergarten program will have on your service?

- Positive impact, supporting families with out of pocket costs
- Immediate impact is use of Kindergarten room 5 days a week rather than 3.
- Wages and needing more staff
- Wouldn't change enrolment process
- I hope for greater participation for 3-year-old children. We already run 6 hours of 3-year-old Kindergarten.
- Require more staff
- Would have to continue running 3 and 4 year olds together
- Increased administration

Additional Comments or feedback

- What does it look like?
- Would like to know how much or how little the Central Enrolment would do. For example, Make sure enrolment forms are completed properly, collect all data required
- How would it work? Phone enquiries/actual enrolment forms/K.I.M. /funding etc.
- Very happy to support the research into this, please contact us at any time.
- We are making other changes for the enrolment /start process: We used to have the orientation day/visits at the start of December and the parent interview the week prior to starting in January. We are now swapping those around as staff were previously finding out crucial information about a family or child but only with one week warning to prepare – e.g. a child with additional needs: Staff will now have more time to understand their requirements, possibly attend training for the specific needs of the child. They also then have more time to organise additional support if required to make the transition and ongoing involvement into kindergarten easier. If the orientation day is too early for the new children, they can forget or lose confidence in the unfamiliar space.

In response to the questions, comments and reactions from service providers.

The following information was provided to the services either during the initial stage of communication or during the interviews with service staff and could be a potential model for CE. Some of the responses given relate to understandings gained through the experiences of other shires who have previously moved to a CE model. Being mindful that case studies used are for example only and do not indicate the success of a CE scheme in the Murrindindi Shire.

Families that are seeking to enrol their child in to a service would be able to do so at a number of locations. The phrase 'no wrong door' illustrates how this can occur:

1. Enrolment forms could be available at the service, via the MCHN visits, at council offices, libraries or facilitated playgroups. Additionally, the opportunity to complete the forms online through the council website or a Parent Portal is also a possibility. The accessibility of this process will enable those families, which may otherwise be disengaged or vulnerable – to become linked in with services that offer relevant support to the children.
2. The CE officer would then receive this information and be responsible for allocating the kindergarten places following the priority of access and family preferences ensuring that the process is streamlined, transparent and fair.
3. The level of information required to register with CE is limited to the necessary details to inform priority of access. Discussion directly with the service prior to commencement ensures staff are able to pre-plan for the next intake and share concerns with the enrolment officer for future planning.
4. Following this process, the service staff will commence engaging with the family: Meet with them to collect information that is more specific regarding the family and child's needs such as interest in the Child Care Centre component of the service.
5. The service would continue to be responsible for collection of money from the family and entering the family on to the KIM data system.

The CE officer position has potential to be shared with a pre-existing administrative role. The person currently responsible for the enrolment process at the service may be utilised for alternative duties or become more effective in their formal roles. According to South Gippsland Shire Council CE scheme, existing administrative services staff maintained their hours of employment whilst alleviating their workload.

According to the CE Project Summary of Key Findings Report by ACIL Allen (engaged by DET to examine the current state of kindergarten CE in Victoria): Some councils that operate a CE scheme elect to charge families an enrolment fee to help compensate the operational costs. Across the councils that have CE schemes, the average cost per enrolment was \$154.00 per child, noting considerable variability exists in terms of both overall cost and cost per enrolment. However, there is the opinion that a fee may be a barrier for vulnerable families in accessing kindergarten and that recovering the fee may be time consuming which becomes counterproductive. In many instances, the council responsible for the scheme absorbs the costs. Historically DET have contributed financial assistance to CE scheme providers in support of the initial set up and have indicated funds are likely to be available in the future although this and any indication of an amount is unconfirmed.

Family Surveys

The process of enrolment undertaken by families was investigated through the means of a survey. This was made available to families through the online SurveyMonkey link and in hard copy format. Kindergartens promoted the survey through their newsletters. The survey was also promoted through MCN facebook page, MCH and facilitated playgroups. Questions were written to allow for information pertaining to both current enrolment and children previously enrolled. The feasibility study was focussed on the current situation regarding funded kindergarten programs for 4 year old kindergarten, therefore the inclusion of data relevant to 3-year-old attendance is limited. The parameters of the questions have at times allowed for such focus – i.e. on 3-year-old kindergarten attendance, to allow parents to provide the fullest responses possible, which in turn may contribute to future planning.

Question 1. What kindergarten does / did your child attend?

Surveys received	14
Number of different services attended:	5
Services within Murrindindi Shire:	4
Services located outside the Murrindindi Shire:	1

Spread of families across services nominated-

Service 1:	9 families
Service 2:	2 families
Service 3:	1 family
Service 4:	1 family
Service 5:	1 family

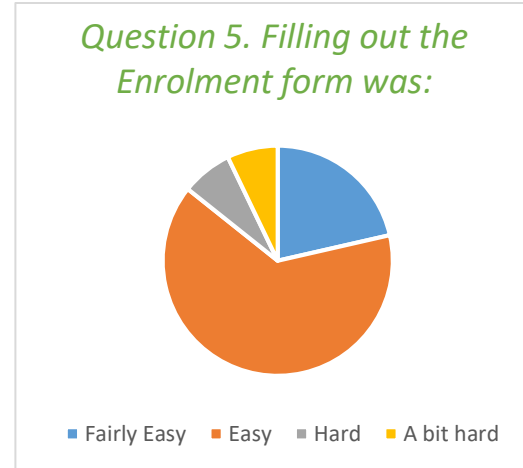
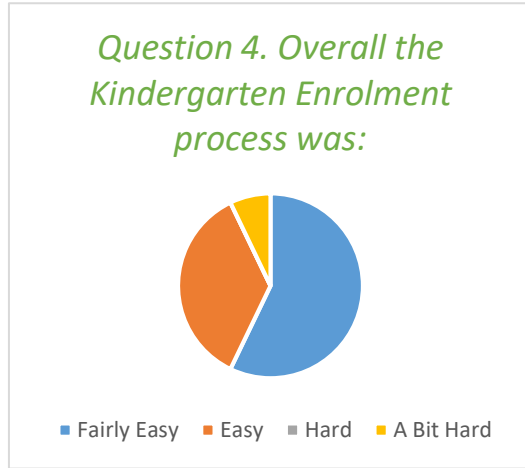
Question 2. My child attends/attended: 4 year- old kindergarten or 3-year-old kindergarten

50.00% of responses indicated 4 year- old kindergarten is/was attended and 50.00 % indicated 3-year-old kindergarten.

Question 3. Where did you find out about enrolling your child in kindergarten?

Answer choices:		
The kindergarten	66.67%	8
Other - parents/family	16.67%	2
Other – Self “we moved here mid –year”	8.33%	1
Other – Home town	8.33%	1
Maternal Child Health Nurse	8.33%	1
Community Agency	8.33%	1
Newspaper	0.00%	0

Each of the major towns within the shire has a funded kindergarten currently in operation and centrally placed, therefore the majority of families are able to locate and gain relevant information independently. Anecdotally, services and businesses within the Murrindindi (S) are frequently accessed or contacted via 'word of mouth' or the community 'grapevine'. The platforms for this include social media such as Facebook Community Pages.



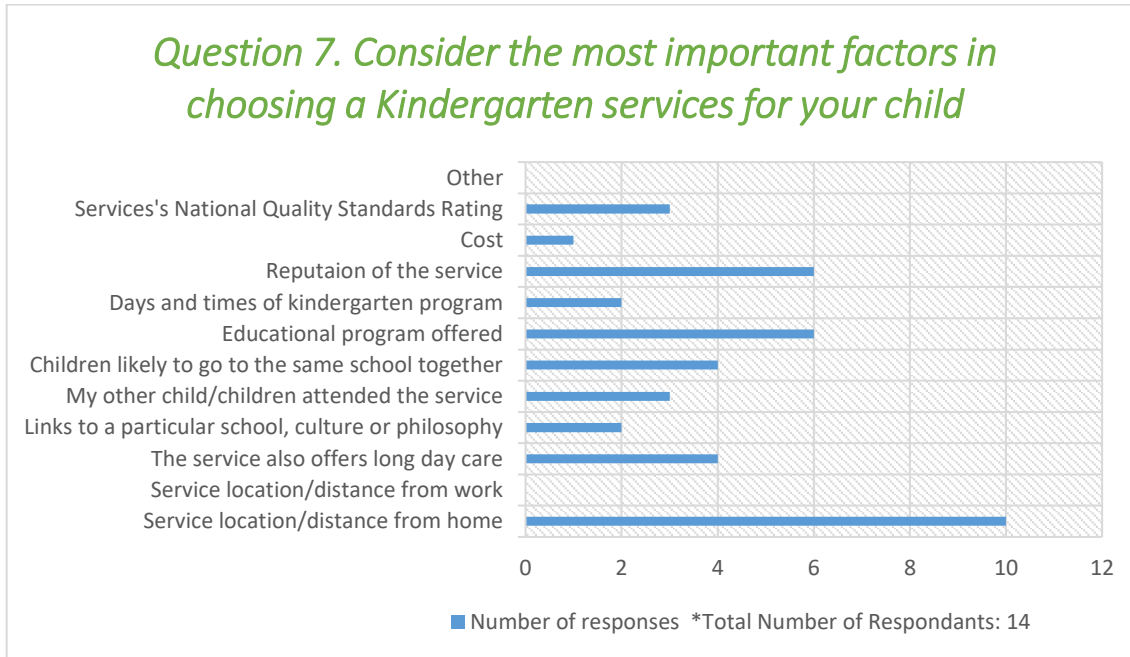
The vast majority of families (n = 8) indicated it was 'Fairly Easy' to participate in the enrolment process. The 'Filling out the enrolment form' responses were also a strong majority (n=9) within the "Easy" category. These responses were confirmation of the services' earlier comments that indicated families generally ask for assistance if needed.

Question 6. Did you need help to complete the Enrolment Form? and If yes, who provided you with assistance?

Only one family indicated they required assistance and the kindergarten staff were able to fulfil this role.

Question 7. The survey asked families to: Consider the most important factors in choosing a kindergarten services for your child, were given 12 possibilities to choose from and select the 3 most significant choices.

The chart below illustrates the clear priority shown towards "Service location/distance from home". 71.43% of the overall responses were reflected against this option.



*Question 8. What parts of the kindergarten enrolment process did you like?
Comments recorded.*

- The form was easy to fill in and I could easily have received assistance if needed
- Pretty straight forward
- Office ladies were very helpful and specified several times that if I had trouble with anything to come and see them for help
- Staff were more than willing to help complete forms when needed
- Orientation
- Kindergarten outside Murrindindi – simple, easy and straight forward. Local centre - disorganised
- Being able to speak to the educators about the program and my child's needs before enrolling
- Orientation (come and try day) – helpful staff (if need any questions answered)

- The information session that was held to explain the process
 - It was easy to find the form and drop it off
 - None, too many questions

*Question 9. Do you have any ideas to improve the enrolment process? Please share your ideas:
Comments recorded*

- 50.00% responded 'No' and the remaining families provided the following feedback:
- Some parents have no idea about everything about kinder so lots of detail about what they and their child need to do or bring to make it a great day at kinder!
- The forms. I don't understand what my husbands and my level of education has to do with enrolling our child in kinder.
- Local Service – they need to know what they're offering before the end of the year before your child starts
- An info session in the evening
- Make enrolment available to do online
- For admin to have more information about how the kinder is likely to be run earlier in the previous year. I got told come back about September we should have more information then. It was as if no one knew what was going on!
- Less repeated questions on enrolment forms

Question 10. Do you think it would be helpful to have one central point for enrolling in kindergarten in Murrindindi?

x 4 Yes x 10 No Unsure

Research tells us that CE supports and enhances the outcomes for all children particularly those in the vulnerable demographic. In addition to this, the central collection of data is an effective method when future planning of a region is being considered. MAV and DET are actively encouraging CE as the best option to enable planning for the early years across the state and expect all funded providers to be participating in CE schemes in the near future.

However, despite the relatively small numbers involved in the online survey and participants in the face to face discussions, there was a clear lack of interest in the introduction of a Central Enrolment scheme in Murrindindi. The one kindergarten already operating in a central enrolment system, while not dissatisfied with the system did not see any reason to change.

MSC are not responsible for the provision of Kindergarten services in Murrindindi and is not in a position to influence or make demands concerning the running of the kindergartens. The responses from services has illustrated that currently there is no perceived benefit in a CE scheme concept, regardless of model used. The sole exception to this is 1 service that was frustrated about the level of work currently involved with enrolment of families due to a perceived lack of support from their service provider.

During the feasibility study, kindergarten staff voiced their concerns around:

- Loss of connection with families, the foundations of which are laid during initial contact. Anecdotally, staff are very proud of their ability to respond with flexibility to families' individual needs. The availability of staff to engage with families, who require assistance with the enrolment process, has resulted in a supportive environment that is embedded in each town's culture.
- Double handling. The time required to enrol families may be varied, however service staff believe that registration with a CE scheme followed by the required enrolment at the kindergarten service was not an efficient use of time, particularly for the families.
- All services have strong relationships with their local MCHN who is often the first contact for vulnerable families. Service staff believe that due to this there is little chance of children 'slipping through the cracks'.

Families' responses reflected a need for the enrolment process to be straightforward or simple, particularly in light of the number of forms they are required to complete. The majority of responses regarding the enrolment process focussed on staff availability to assist, or interactions such as orientation visits, that illustrated the relationship between staff and families being a priority. This would suggest a firm belief in the current procedures being acceptable by the community members engaged in the enrolment process.

Other concerns raised by families included collection of personal data. Although all funded services are obligated to request certain information from families to complete the enrolment process, there would appear to be a range of rationale given to families explaining this purpose. For example, some enrolment forms explain the gathering of information pertaining to parent's education and some services' forms simply request the information. Transparency of process is beneficial for all although the request for information may be confrontational or become a barrier for access. It may be worth services considering how much information is required for a child to commence.

Irrespective of the research available to us at this time, funded kindergarten services within the Murrindindi Shire successfully provide places for all families seeking to enrol their child. The challenges such as priority of access and waiting lists to enrol in the kindergartens were notably

absent from both the services' and families' responses. Projected numbers for children requiring kindergarten do not show this changing in the foreseeable future.

If CE were to be introduced, the time for implementation is dependent on the level of participation of the services and vision of the final objective. For example: Initial steps for those services willing to be involved could include streamlining various aspects including forms, enrolment times, orientation and publicity or advertising. In some Victorian LGA's CE schemes have commenced with the 'willing' and then expanded to include all services over time as it is seen as beneficial.

Other concerns were the potential increase in costs to families. As there is no promise of ongoing financial support for Murrindindi to provide a CE scheme, the cost of CE would fall to council to fund. Depending on the model implemented, this could be a substantial cost to council to provide resources in the form of staff and appropriate IT resources. Generally, CE schemes in other Councils are ratepayer subsidised, and/or an enrolment fee introduced. Introducing an enrolment fee seems counterproductive to the aim of engaging vulnerable families.

Families welcome the flexibility offered by the services however it may be beneficial for all concerned if organisation and preparation for future sessions were able to be improved. It was apparent that families will consider travelling out of the region to access a service more suited to their specific needs and are confident to do this rather than continue utilising a service that no longer meets their requirements.

Of further concern is the introduction of a fully funded (up to 15 hours per week) of kinder for 3 year olds beginning in Murrindindi in 2021. Currently all kindergartens in the shire offer 3-year-old kindergarten programs as a fee for service program only. Current statistics available from the MSC MCHN data suggest approximately 100 children will be eligible for the new subsidised program. All services have indicated a continuation in meeting family's needs with the planning for staffing and administration being the only noted concerns. Staff will continue to be supportive of vulnerable families in all aspects of enrolment and service provision. The importance of building relationships with parents will in turn encourage the consistent attendance of the children and assist the families in building further connections within the local community. The addition of enrolments fees may decrease the number of families taking up the option of a 3 year old kindergarten place.

For further consideration, the latest Murrindindi Early Learning Profile indicates 7 children of the overall kindergarten enrolments in 2018 identified as Aboriginal or Koorie. The Marrung Aboriginal Education Plan recognises a clear need for a continued and increased effort to improve outcomes for these children. Research indicates the funded kindergarten services show further successes through the early connection with other linked services such as MCHN and Supported Playgroups. Access and participation to these community supports along with school transition initiatives e.g. *A Positive Start to School* resource kit will result in positive outcomes for all families involved. The introduction of an enrolment fee discourages engagement of these families with the kindergartens.

Out of Home Care: "Participation in high-quality early childhood services makes a significant difference to all children's lives, especially those who are vulnerable." While children in out-of-home care (OOHC) are among the most vulnerable in our community, many are not accessing key early childhood services.³ The MAV and DHHS have worked with councils to establish local government as a central point of contact by nominating a designated OOHC contact manager in each council to identify appropriate local services for children under school age in OOHC and facilitate access to them. This includes services delivered both by councils and by other organisations. The ongoing agreement has been in place since 2014, is regularly reviewed and most recently has been updated in January 2019. Within the current calendar year, the MSC contact point has been aware of up to 15 children in OOHC. Some of these children are eligible for ESK (see *Priority of Access*

guidelines Appendix 1.), and to assist in reaching their potential should have access to high-quality local services as soon as possible. These children are already engaged with services that ensure they are offered access to kindergarten earlier.

Some suggestions around increasing accessibility of kindergartens include a single brochure to publicise all kindergarten programs in the shire. All services responded positively to this.

Benefits of this would include:

- Information such as locations, session times, service philosophy and additional services (e.g. long day care, MCHN office, Playgroups) would be readily available.
- A single brochure may encompass other Early Years support services, for example: MCHN – which is co-located in some townships – and facilitated Playgroups.
- Streamlining promotional material would be useful to increase the accessibility of funded services. This information could be made available at all the usual outlets including council offices, libraries, community houses etc. and be included in new resident's information packs.

This would need to be updated each year but will have minimal effect on staff resources as there are relatively few funded kindergartens in the Shire.

In the future, an extension to the single brochure could be to further enhance coordination between services through streamlining enrolment forms for easier use by services and families, and have them available through Council affiliated locations and websites.

Recommendations

1. That Murrindindi Shire Council do not implement a Central Enrolment system at this stage.
2. That Murrindindi Shire Council investigate the concept of a single brochure to publicise all funded kindergartens in the Shire.

References

1. Kindergarten Central Registration and Enrolment Resource Guide for Local Government revised July 2018 – Municipal Association of Victoria
2. <https://www.education.vic.gov.au/about/programs/Pages/three-year-old-kinder.aspx>
3. Fox, S and Geddes, M. (2016), 'Preschool – Two Years are Better Than One: Developing a Preschool Program for Australian 3 Year Olds - Evidence, Policy and Implementation, Mitchell Institute Policy Paper' Paper No. 03/2016. Mitchell Institute, Melbourne
Early Childhood Agreement for Children in Out-of-Home Care – DET, DHHS 2019

Literature

The following relevant literature was reviewed and utilised to substantiate key findings of the project. It provided an understanding of context within the Murrindindi Shire municipality along with service delivery responsiveness and barriers:

ACIL ALLEN CONSULTING (Report to DET November 2018)
Kindergarten Central Enrolment: Current State Analysis
2018- Current State Analysis – Summary of Key Findings
Commonwealth of Australia 2019
Australian Early Development Census (AEDC) Community Profile 2018

Centre for Community Child Health (The Royal Children's Hospital Melbourne)
Policy Brief No 18 2010: Engaging Marginalised and Vulnerable Families

DET
Early Childhood Agreement for Children in Out-of-home Care (& DHS) 2019
Kindergarten Funding Guide 2016
Murrindindi Early Learning Profile 2018
Marrung Aboriginal Education Plan 2016 – 2026 July 2016
Victorian Early Years Learning and Development Framework 2016

Mildura City Council
Research Report, Kindergarten Central Enrolment Project – Consultation Stage 2016

Municipal Association of Victoria

Kindergarten Central Registration and Enrolment Resource Guide for Victorian Local Government, Revised July 2018

Murrindindi Shire Council

The State of Murrindindi's Children, 2016

The Municipal Public Health & Wellbeing Plan 2017 – 2021

South Gippsland Shire Council

Memorandum of Understanding Central Enrolment Scheme for Funded Kindergarten

Between South Gippsland Kindergarten Service Providers and South Gippsland Shire Council (DRAFT document)

Appendices
Appendix 1.

High priority children	Process that could be used to verify need(s)
Children at risk of abuse or neglect, including children in Out-of-Home Care	<p>The child is:</p> <ul style="list-style-type: none"> • attending a three year old kindergarten program through Early Start Kindergarten (ESK) or Access to Early Learning, or is • referred by: <ul style="list-style-type: none"> - Child Protection - Child and family services (family services referral and support team, Child FIRST/integrated family services/Services Connect case worker) - Maternal and Child Health nurse, or - Out-of-Home Care provider.
Aboriginal and/or Torres Strait Islander children	As part of the enrolment process, service providers must respectfully ask families 'is your child Aboriginal and/or Torres Strait Islander?' and record this information in KIM.
Asylum seeker and refugee children	An appropriate visa identifies the child and/or parents as a refugee or asylum seeker.
Children eligible for the Kindergarten Fee Subsidy	<ul style="list-style-type: none"> • A child or parent holds a Commonwealth Health Care Card, Pensioner Concession Card, Veteran's Affairs Card, or • multiple birth children (triplets, quadruplets).
<p>Children with additional needs, defined as children who:</p> <ul style="list-style-type: none"> • require additional assistance in order to fully participate in the kindergarten program • require a combination of services which are individually planned • have an identified specific disability or developmental delay 	<p>The child:</p> <ul style="list-style-type: none"> • is assessed as having delays in two or more areas and is declared eligible for a second funded year of kindergarten • holds a Child Disability Health Care Card • has previously been approved for Kindergarten Inclusion Support Package, or referred by: <ul style="list-style-type: none"> - the National Disability Insurance Scheme - Early Childhood Intervention Service - Preschool Field Officer, or - Maternal and Child Health nurse.

The Victorian State Government publishes the Kindergarten Funding Guide, which sets out the obligations, funding criteria and requirements for service providers and EYMs, who are delivering a funded kindergarten program.

The Kindergarten Funding Guide states: If more eligible children are seeking a place at kindergarten service than there are places available, services must:

- Prioritise children based on the priority of access criteria
- Work with other local kindergarten services and the regional DET office to ensure all eligible children have access to a kindergarten place. DET -Operational Requirements p.42 – see above. ⁴.

15th March, 2019

Flowerdale Kindergarten
3377 Whittlesea-Yea Rd
Flowerdale 3717

Dear Sharon

Re: Central Enrolment Project

The purpose of this letter is to provide a statement of the common understanding and commitment to work collaboratively between the recipients representing funded kindergarten service providers and the Murrindindi Shire Council. This will support the investigation of a central enrolment (CE) scheme for funded kindergarten services in the Murrindindi Shire.

Participation in high quality early childhood education and care (ECEC) is widely acknowledged and understood by governments, service providers and families as being one of the most critical investments and decisions for a child's future. Increasing the participation in ECEC by children not currently attending from a vulnerable or disadvantaged background is a key policy direction from all levels of government.

In Victoria, both the state and local government recognise that central enrolment schemes can provide a strong lever for addressing the issue of increasing access to and participation in ECEC, particularly by vulnerable children.

The Municipal Association of Victoria (MAV) has been funded by Department of Education and Training (DET) to work with local government to improve central enrolment for kindergarten programs – primarily to improve access for vulnerable families, as an initiative under the DET Early Years Strategic Plan. To this end Murrindindi Shire Council (MSC) has received initial funding to research the viability of a CE scheme in partnership with service providers across the shire.

Central enrolment is a transparent system that enables equitable access to kindergarten places for all eligible children within a municipality (*Kindergarten Guide 2015*). It is a system where Council would take enrolments on behalf of the kindergarten, relieving the administrative burden from service providers.

Central Enrolment is aimed to:

- Simplify the process of kindergarten enrolment for Murrindindi Shire families;
- Support cluster managed and community managed kindergarten providers;
- Apply an equitable and fair process for families seeking kindergarten places; and
- Inform Council's early year's services and infrastructure planning.



Murrindindi
Shire Council

28 Perkins Street
Alexandra 3714

Ph: 03 5772 0333
Fax: 03 5772 2291

KINGLAKE
19 Whittlesea –
Kinglake Road
Kinglake 3763

Ph: 03 5786 1522
Fax: 03 5786 1515

YEA
Civic Centre
Semi Circle
Yea 3717

Ph: 03 5736 0036
Fax: 03 5797 2900

Please address all
correspondence to

PO Box 138
Alexandra VIC 3714

msc@murrindindi.vic.gov.au

www.murrindindi.vic.gov.au

ABN 83 600 647 004

WARRINDINDI developed a *Kindergarten Central Enrolment Resource Guide for Victorian Local Government (July 2015)* to support local government currently operating central enrolment schemes and to encourage more local government areas to introduce this process.

Murrindindi Shire Council has commenced their 11 month funded CE project and seeks to partner with kindergarten service providers to collaborate on the viability of CE. The initial introduction to the project has now been completed. Six funded service providers were identified and have had introductory meetings with the Project Research Officer

The next phase in the research is to conduct meetings with services together and discuss the following topics:

- Current enrolment processes including:
 - Forms
 - Information Packs
 - Enrolment Policy
 - Processes & Procedures
 - Timelines
 - Enrolment application fee
 - What works well in your community with enrolment?
- What are the barriers or challenges with enrolment for your centre?

This will be followed by an expansion on stakeholder consultation and an invitation to families and community members to meet and discuss the same points as above.

Please complete and return the following form to assist in understanding your services commitment to and interest in this project.

Yours faithfully,


Central Enrolment Project Officer



Murrindindi Shire Council Central Enrolment Project Collaboration Form

Please complete the following and return to the CE Project Officer:

CE Project Research Officer



Service Name:
Would your Kindergarten Service have a representative willing to be part of a working group for the Central Enrolment project?
What position/role are they currently in?
What level of participation they may be able to commit to?
Attend meetings
One on one conversations
Phone consultation
Written feedback



Thank you for agreeing to complete the attached questionnaire. The Central Enrolment Project Officer aims to gain

SERVICE DETAILS *

SERVICE NAME

SERVICE MANAGEMENT

PERSON COMPLETING THIS FORM

POSITION HELD

** Services will not be identified in the final report presented.*

insight into the full range of Kindergarten services currently available in the Murrindindi Shire. Your feedback will ensure the research conducted is inclusive of all key stake holders.

CURRENT ENROLMENT PROCEDURES

The person responsible for or employed to conduct kindergarten enrolments is:

_____ **Voluntary** (e.g. COM) **Paid**

How much time is allocated for the purpose of enrolments. For example: per week/ per month, concentrated around specific dates or term but very little at other times or ongoing throughout the year.

Enrolment Policy/Procedures are available	Hard copy	Online		Both
Enrolments open	Date:	Closing Date:		
Enrolment can take place	On site	In home		Online
	Phone	Other		
Enrolment Fees	Yes	\$		No

Additional enrolment conditions:

PLEASE CONSIDER THE FOLLOWING STATEMENTS AND RESPOND IN DETAIL.

What are the potential benefits to staff and family of Central Enrolment for your service?

What do you see as barriers or concerns to Central Enrolment?

What impact can your service foresee the proposed funded 3-year-old kindergarten program will have on your service?

Additional Comments or feedback

For further information please contact the Central Enrolment Project Officer [REDACTED] by email: [REDACTED]

Appendix 5. – Parent Survey



KINDERGARTEN ENROLMENT IN MURRINDINDI - PARENT SURVEY

Dear Parent/Guardian,

The council has been **exploring** the idea of Central Enrolment for Kindergartens in the Murrindindi Shire and would like your input. Your feedback and suggestions will ensure the research conducted is inclusive of all interested parties. Please take a few minutes to share your thoughts and feelings about your experience of enrolling your child in kindergarten through a simple confidential, survey. <https://www.surveymonkey.com/r/HDQX2F2>

Thank you in advance for sharing your experience and suggestions.

For further Information, contact;

Central Enrolment Project Officer

Murrindindi Shire Council: 57720

What kindergarten does/did your child attend?

2. **MY CHILD ATTENDS/ATTENDED** 4 Year Old 3 Year Old

3. **Where did you find out about enrolling your child in kindergarten?**

- The Kindergarten Other parents/family Maternal Child Health Nurse
 Newspaper Community Agency Other _____

4. **OVERALL, THE KINDERGARTEN ENROLMENT PROCESS WAS**

- Very Easy Fairly Easy A Bit Hard Very Hard

5. **FILLING OUT THE ENROLMENT FORM WAS:**

- Very Easy Fairly Easy A Bit Hard Very Hard

6. **Did you need help to complete the enrolment form?** Yes No

If yes, who provided you with assistance? _____

7. **Which of the following do you consider the most important factors in choosing a kindergarten service for your child? (Please circle top three)**

- Service location/distance from home Educational program offered
 Service location/distance from work Days and times of the kindergarten program
 The service also offers long day care Reputation of the service
 Links to a particular school, cultural or philosophy Cost
 My other child/children attended the service Service's National Quality Standards rating
 Children likely to go on to same school together Other (please specify) _____

8. **What part/s of the kindergarten enrolment process did you like?**

9. **Do you have any ideas to improve the enrolment process?** Yes No

Please share your ideas:

10. **DO YOU THINK IT WOULD BE HELPFUL TO HAVE ONE CENTRAL POINT FOR ENROLLING IN KINDERGARTEN IN MURRINDINDI?** Yes No Unsure