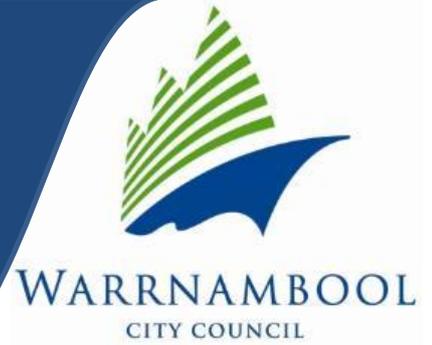


# MINUTES

ORDINARY MEETING

WARRNAMBOOL CITY COUNCIL

5.45PM - MONDAY 4 SEPTEMBER 2017



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**VENUE:**

Reception Room  
25 Liebig Street  
Warrnambool

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**COUNCILLORS**

Cr. Kylie Gaston (Mayor)  
Cr. Robert Anderson  
Cr. Sue Cassidy  
Cr. Tony Herbert  
Cr. Peter Hulin  
Cr. Michael Neoh  
Cr. David Owen

Copies of the Warrnambool City Council's Agendas & Minutes  
can be obtained online at [www.warrnambool.vic.gov.au](http://www.warrnambool.vic.gov.au)

**Bruce Anson**  
**CHIEF EXECUTIVE**

## **AUDIO RECORDING OF COUNCIL MEETINGS**

All Open and Special Council Meetings will be audio recorded, with the exception of matters identified as confidential items in the agenda. This includes public participation sections of the meeting. Audio recordings of meetings will be made available for download on the internet via the Council's website by noon the day following the meeting and will be retained and publicly available on the website for 12 months following the meeting date. The recordings will be retained for the term of the current Council, after which time the recordings will be archived and destroyed in accordance with applicable public record standards. By participating in Open and Special Council meetings, individuals consent to the use and disclosure of the information that they share at the meeting (including any personal/sensitive information), for the purposes of Council carrying out its functions.

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**MINUTES OF THE ORDINARY MEETING OF THE WARRNAMBOOL CITY COUNCIL HELD IN THE RECEPTION ROOM, WARRNAMBOOL CIVIC CENTRE, 25 LIEBIG STREET, WARRNAMBOOL ON MONDAY 4 SEPTEMBER 2017 COMMENCING AT 5.45PM**

**PRESENT:** Cr. Kylie Gaston, Mayor/Chairman  
Cr. Robert Anderson  
Cr. Sue Cassidy  
Cr. Tony Herbert  
Cr. Peter Hulin  
Cr. Michael Neoh  
Cr. David Owen

**IN ATTENDANCE:** Mr Bruce Anson, Chief Executive  
Mr Peter Utri, Director Corporate Strategies  
Mr Scott Cavanagh, Director City Infrastructure  
Ms. Vikki King, Director Community Development  
Mr Andrew Paton, Director City Growth

**1. OPENING PRAYER**

Almighty God  
Grant to this Council  
Wisdom, understanding and Sincerity of purpose  
For the Good Governance of this City  
Amen.

**ORIGINAL CUSTODIANS STATEMENT**

I wish to acknowledge the traditional owners of the land on which we stand and pay my respects to their Elders past and present.

**2. APOLOGIES**

Nil.

**3. CONFIRMATION OF MINUTES**

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**MOVED: CR. ANDERSON**

**SECONDED: CR. CASSIDY**

**That the Minutes of the Ordinary Meeting of Council held on 7 August 2017 be received.**

**CARRIED – 7:0**

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**4. DECLARATION BY COUNCILLORS & OFFICERS OF ANY CONFLICT OF INTEREST IN ANY ITEM ON THE AGENDA**

Pursuant to Sections 77, 78 and 79 of the Local Government Act 1989 (as amended) direct and indirect conflict of interest must be declared prior to debate on specific items within the agenda; or in writing to the Chief Executive Officer before the meeting. Declaration of indirect interests must also include the classification of the interest (in circumstances where a Councillor has made a Declaration in writing, the classification of the interest must still be declared at the meeting), i.e.

- (a) direct financial interest
- (b) indirect interest by close association
- (c) indirect interest that is an indirect financial interest
- (d) indirect interest because of conflicting duties
- (e) indirect interest because of receipt of an applicable gift
- (f) indirect interest as a consequence of becoming an interested party
- (g) indirect interest as a result of impact on residential amenity
- (h) conflicting personal interest

A Councillor who has declared a conflict of interest, must leave the meeting and remain outside the room while the matter is being considered, or any vote is taken. Councillors are also encouraged to declare circumstances where there may be a perceived conflict of interest.

Nil.

## **5. REPORTS**

### **5.1 REPORT ON EFFICIENCIES AND IMPROVEMENTS**

#### **PURPOSE**

***To provide Councillors with an update on gains in operational efficiencies and improvements.***

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#### **EXECUTIVE SUMMARY**

- Council continues to investigate ways in which it can deliver services more efficiently to the community.
- With cost-shifting from the Victorian and Commonwealth governments and rate capping imposed on local government Councils have had to save money through either cutting services, changing the way services are delivered and/or working smarter.
- Over several years, an average rate increase of about 4.5 per cent helped maintain the standard of services provided to the Warrnambool community.
- Despite the limitations of the rate cap, over the past two financial years Council has maintained services and standards by reviewing operations and introducing efficiencies. Operating expenditure increases have fallen from 4.69 per cent in 2014-2015 to 2.91 per cent in 2016-2017 and a budgeted 1.16 per cent over 2017-2018.
- This report informs Council of a range of activities undertaken to deliver services more efficiently and to improve services.
- Examples of this include changes to fuel purchasing, mobile telephone plans, energy efficient lighting.
- The report is indicative and not an exhaustive list of efficiency gains. – refer **Appendix A**.
- Council will continue to seek efficiencies in its operations and will report back to Council on this.

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**MOVED: CR. NEOH**  
**SECONDED: CR. OWEN**

**That the report be received.**

**CARRIED – 7:0**

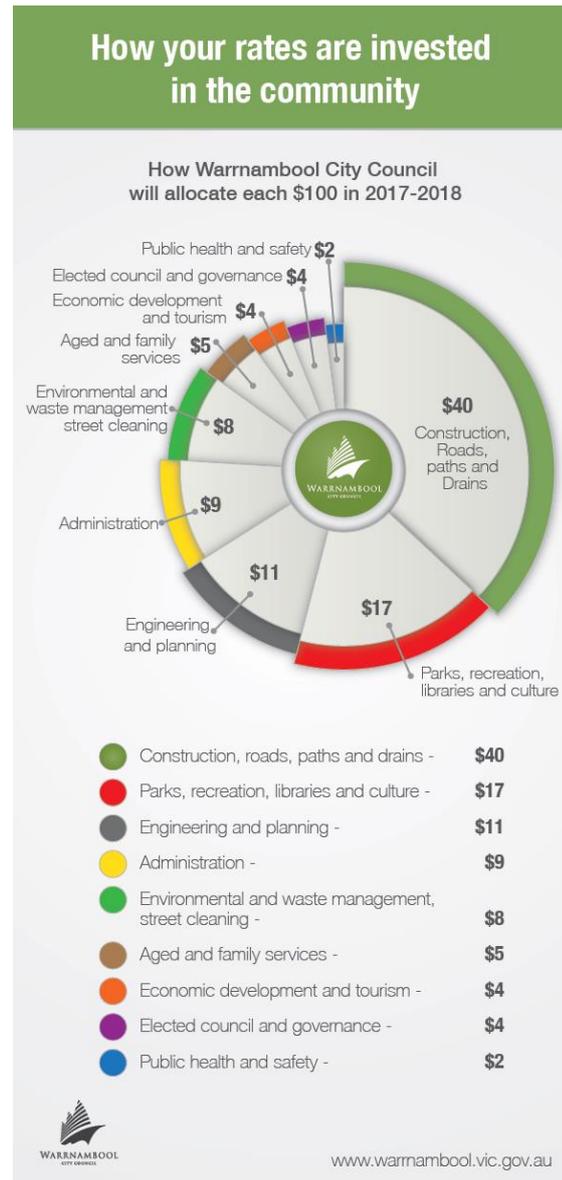
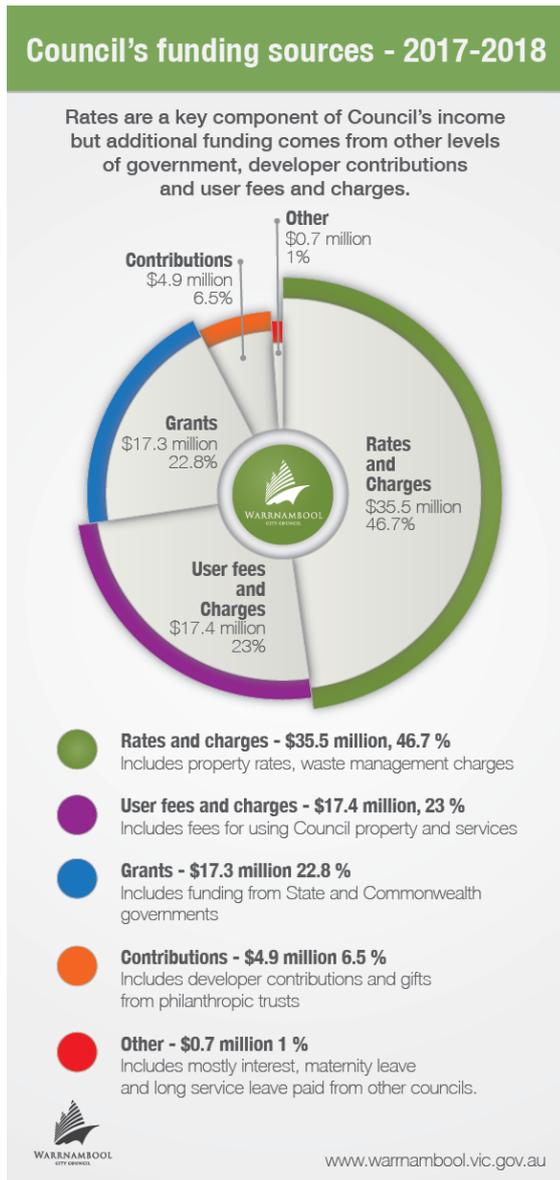
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#### **BACKGROUND**

The Efficiencies and Improvements Report describes in brief the financial challenges facing local government and how these are being addressed by Council staff.

Over a number of years Council has encouraged staff to be constantly considering ways in which to deliver services more efficiently with a view to embedding this approach into everyday management.

With municipal rates and charges comprising less than 50 per cent of Council's overall budget (see illustration), it is imperative that funding is used prudently and that Council continues to obtain grants and other recurrent funding sources from other levels of government.



In recent times efficiencies and savings have been delivered through the introduction of newer road rehabilitation techniques such as using foamed bitumen and cement stabilisation, the use of mobile technology by Local Laws officers and achieving better results with new contracts for services such as cleaning.

In some instances an initial additional financial outlay is required to achieve savings in the longer term. As an example, lights at the Warrnambool Stadium were upgraded to LED (Light Emitting Diode) technology at a cost of about \$200 per light. However this investment is likely to pay for itself within three years through savings in electricity costs.

Staff will continue to look for smarter ways to provide services and ensure that the best possible value is provided with available funds.



WARRNAMBOOL  
CITY COUNCIL

Smarter service, better service



**2017 efficiencies and improvements report**



[www.warrnambool.vic.gov.au](http://www.warrnambool.vic.gov.au)

Connect to Council    



## Warrnambool City Council continues to be committed to finding better ways to deliver services to residents and visitors to Warrnambool.

Over several years, an average rate increase of 4.5 per cent helped maintain the standard of services provided to the community.

Over the financial years 2015-2016 and 2016-2017 Warrnambool City Council has worked within a rate cap imposed on local government by the Victorian Government. In that period, despite the limitation of the cap, Council was able to maintain services and standards by reviewing operations and introducing efficiencies.

Operating expenditure increases have fallen from 4.69 per cent in 2014-2015 to 2.91 per cent in 2016-2017 and a budgeted 1.16 per cent over 2017-2018.

Local Government has had to contend with cost-shifting from the Victorian and Commonwealth governments. This has occurred in home and community care services, library funding and maternal and child health services. The responsibilities of Local Government have also expanded in areas including emergency management and collection of the State Government's fire services levy.

Council also absorbed over \$600,000 in revenue as a result of the freeze on indexation of the Commonwealth's Financial Assistance Grants. This freeze was applied over three years from 2014-2015 to 2016-2017.

To address the challenges of rate capping, cost-shifting and to provide value for ratepayers Warrnambool City Council staff continue to investigate how the delivery of services to residents can be improved.

The Council has also committed in its Council Plan to retaining core services for the community where feasible.

This can involve the introduction of new technology, streamlining processes and moving some activities into the digital sphere.

Councils across Australia raise approximately 3.5% of the total taxation collected by all levels of Government in Australia. In addition Councils are entrusted with the maintenance of more than 30% of the all Australian public assets including roads, bridges, parks, footpaths and public buildings. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels.

The examples of working smarter provided in this document include instances where cost-savings have been delivered, where a service has been enhanced to benefit ratepayers or a combination of both. Where savings have been achieved they are directed towards the maintenance of assets including roads, footpaths and community facilities.

This document is not an exhaustive list of the efficiencies and savings delivered by staff but is indicative of the initiatives and activities undertaken by staff to provide better value to ratepayers in the delivery of Council services.

# Smarter service, better service

## Industrial road rehabilitation with foamed bitumen

A new product – foamed bitumen - is being tested at three locations in Warrnambool: sections of Albert Street, Coghlan's Road (east of Caramut Road) and all of Wannan Street.

Foamed bitumen is a cost-effective technique new to the South West.

Used by a number of metropolitan councils, it results in a stronger road without the requirement for more costly deepening of the road base. The process involves combining air, water and bitumen with existing road materials to produce a hard asphalt base layer surface to a depth of 150mm.

Using existing road pavement depths and materials means a reduction in costs and time to complete a road upgrade.

Using more conventional techniques would require the removal and deepening of the road base to achieve the same strength.

The \$542,000 project has provided roads strong enough to cope with a greater volume of vehicles, and heavier vehicles.

The work was undertaken by Stabilised Pavements of Australia with local subcontractors providing traffic control, sealing work and cartage of materials.

The upgrade was jointly funded by the Council and the Federal Government through the Better Roads Program.

### Cost saving example

Conventional rehabilitation of Coghlan's Road	\$138/sqm
Foamed bitumen	\$86.90/sqm
Saving	\$51.10 (37%)



### Road rehabilitation with cement stabilisation

Road stabilisation is a road rehabilitation technique introduced in Warrnambool over the past three years. The technique involves the digging, crushing and reusing of existing road building material. Cement is added to the material before it is used to build a road base then sealed. The more traditional road replacement method involves digging up of the old road, removing old road building material and starting “from scratch”. The stabilisation technique being tested is efficient, costs less and extends the life of an existing road before a complete rebuild is required. Each road building project is different with many variables to consider including traffic loads and traffic speeds. The seal applied to the road base can also be different. Asphalt may be used while in other roads a bitumen and stone seal is applied.

Cost saving example	
Conventional rehabilitation of Staffords Road,	\$127sqm
Cement stabilisation	\$80.37sqm
<b>Saving</b>	<b>\$46.63sqm (36.7%)</b>



### Looking after the vaccines which look after people

Council delivers the immunisation program that protects the community from diseases including tetanus, whooping cough, mumps and measles. Vaccines must be kept in dedicated refrigerators prior to being used.

In the past, when there was a loss of mains electrical power, staff were required to quickly transfer vaccines to Warrnambool Base Hospital until power was restored. At times this occurred while immunisation staff were delivering immunisations – or in the middle of the night. This year battery back-up systems were fitted to Council's vaccine-storing refrigerators.

This means there is at least 48 hours of back-up power for the refrigerators and the precious vaccines – typically enough time for the mains electrical supply to be restored. Staff members not paid to be on-call were getting called, often in the middle of the night, to take action to preserve the vaccines.

State Government funding was used to fix a problematic issue.

**Diligence of staff in the past saved stored vaccines worth up to \$15,000.** We now have a permanent solution that does not rely on immunisation staff being available in Warrnambool, around the clock, 365 days a year.

### Saving time in Local Laws

In the past when the Local Laws team came across a dog at large they would have to return to the office to check registration and to obtain the dog owner's contact details. Local Laws officers now have a “rugged” laptop which allows them to access the Council database while they are in the field.

This has saved a considerable amount of time and allows Local Laws officers to spend more time in the field, rather than in the office. Council now recovers unpaid parking fines through the Infringements Court.

Prior to using the Court to recover the fines the rate of recovery was low.

The anticipated returns from the Infringements Court and the cost of using the court are now being modelled.



### Mowing the mountain – Ventrac tractor

This highly manoeuvrable tractor with mower attachment allows outdoor staff to mow safely on slopes with an incline up to 30 degrees. Previously these areas had to be mown manually, or not at all. The purchase of the tractor has allowed us to redeploy other resources to enhance the maintenance standards of other public spaces. The new mower, which was \$20,000 less than a direct replacement for the existing mower, addressed safety concerns with working along steeper inclines.

#### Brush cutting costs for the below areas prior to the Ventrac:

1. Nicholson Street Bank \$2701.00
2. Dennington Overpass, opposite Woolworths and the Bike Path \$2701.00
3. Kennedy and Granter Streets \$1200.00
4. Jamieson Street Bank \$2086.00
5. Japanese Garden Bank \$3601.00
6. Harris Street Reserve Bank \$6706.00
7. Lyndoch Ave \$894.00
8. Derby Street \$2235.00
9. Fletcher Jones \$894.00
10. Verdon Street \$894.00

**Total without Ventrac: \$23,912.00**

#### Cost of Brush Cutting now with the Ventrac:

1. Nicholson Street Bank \$894
2. Dennington Overpass, opposite Woolworths and the Bike Path \$2701.00
3. Kennedy and Granter Streets \$596.00
4. Jamieson Street Bank \$1341.00
5. Japanese Garden Bank \$596.00
6. Harris Street Reserve Bank \$3353.00
7. Lyndoch Ave \$894.00
8. Derby Street \$2235.00
9. Fletcher Jones \$894.00
10. Verdon Street \$894.00

Plus cost of Ventrac mowing for all 10 areas: \$5,451 includes internal plant cost

**Total with Ventrac: \$19,849.00**

**Annual saving: \$4,063.00**

### Aligning Community Engagement Activities:

Combining community engagement activities under the banner of the W2040 community plan to inform the review of the Warrnambool Health and Wellbeing Plan, Active Warrnambool Strategy and Housing Diversity Study has saved approximately \$15,000 in staff time and engagement promotion to date.

It has also been a more efficient and effective process to ask the community to be involved and participate in a major engagement process rather than a series of separate exercises.

Using consistent survey questions which inform current strategy development, along with many future strategies, plans and service planning, and repeating these over time, is building a rich source of data and evaluation into the future.

The learnings from robust community engagement processes like W2040 provide a strong foundation for Council policy and strategy in the years to come - saving officer time in repeating one-off engagement activities for the next five to 10 years. W2040 engagement learnings will also be valuable to many community organisations which can use this free information to better meet the needs of the community.

### Connecting Warrnambool

Connect Warrnambool is an online space dedicated to building a more informed, aware, involved and connected community. It is a place for community groups, clubs and organisations to connect with each other, and with residents; to share information, ideas, resources and projects.

Designed in house by Warrnambool City Council, Connect is an adaptable and community driven database of community groups, clubs and organisations hosted on a website.

It provides a searchable database of Warrnambool's clubs, groups and organisations for use by the community.

Council officers and other approved agencies can use the database as a communication tool for direct email contact with clubs and organisations in 21 categories and subcategories (eg arts, sport & recreation, education, environmental, community, service, health & fitness, multicultural, indigenous, etc).

All profiles are now fully managed by the organisations themselves, and reminders regarding regular updates are fully automated.

The database is available to emergency and government agencies (including Council) to locate community assets, equipment, skills and other resources (eg marquees, temporary furniture, equipment, registered kitchens, first aiders, volunteers etc.)

Connect Warrnambool consolidates Council's calendars and has been designed to require event organisers to input their own event information – staff time has been reduced from about three hours per week to re-type information from an event form to 30 minutes per week to check and approve entries.

Emailing Warrnambool's clubs and groups is now a quick and efficient process and can be done via the Connect Warrnambool database saving about one hour per week.

Connect Warrnambool Facebook has delivered a low cost communications channel for Council and community to use. Connect Warrnambool's Facebook page attracts 10,000-plus engagements each month at no cost or very little cost. This is a new, largely free communications opportunity for all Council teams and the community has reduced advertising costs for Council events and campaigns.

### Improved customer-focus at AquaZone

The Council-owned and operated aquatic centre, AquaZone, has focused on providing a more convenient service for its members.

#### This has included the creation of a members' online portal which allows Aquazone members to:

- update their details
- make payments
- buy products and services
- book programs
- access program information including skills and competencies
- suspend memberships

The portal has placed control of membership details firmly in the hands of members and significantly decreased the administration task for Aquazone staff. Memberships can also be bought online.

Other improvements at Aquazone include:

- The Learn to swim program expanded from 40 weeks to 45 weeks. The enhanced service has also increased the income by 13 per cent. Overall the swim school accounts for approximately 20 per cent of AquaZone's income.

- Change of payment option to only direct debit which has decreased administration in processing upfront payments at reception and managing outstanding debtors.
- Transfer of paper-based administration of the learn-to-swim program to digital. Instructors now use iPads to register attendances, skill levels and access student information. The tablets have decreased instructor administration time by 60 hours annually.

Online sales of memberships and visit passes:  
Business process management

#### The transfer of AquaZone's business processes from paper-based to digital has:

- minimised double handling of data entry
- allowed for easier reporting and analysis of processes
- automated workflows



### eNotices

Council provides ratepayers with the option to receive their rates notice electronically.

The "eNotices" provide a complete digital package, from a Council-branded eNotice website to electronic delivery of notices.

Between May 2017 and end of June 2017 1476 ratepayers have registered for this services with an annual saving of \$5,824 in postage costs. It is hoped by the end of 2017 to have over 3,000 registrations

From August 2017, all eNotices will have unique reference number which will allow customers to more easily sign on to self-manage their accounts with Council.

From the website, users will be offered a more engaging experience of eNotices, giving them even more self-management tools for their account.

Ratepayers will be able to change their own contact details including email addresses and mobile numbers; they will also be able to access an archive of previous notices.



## Enhanced IT support for our kindergartens

Kinder enrolments for 2018 are being taken online. This puts the input of family and child data in the hands of the people who “own” that information.

Smart TVs are being installed at kindergartens and connected to the network to complement the delivery of kindergarten programs

The connection of all Council kindergartens to the corporate network provides better connections with kindergarten staff to their Council colleagues and other digital services such as the intranet.

## Employee Self-Service (ESS)

**Council staff can now use any device anywhere, anytime to:**

- Submit timesheets;
- Request leave; and,
- View current and archived pay slips.

ESS has also eliminated double handling of work where an employee completed a paper based timesheet or leave application which was then manually keyed into the payroll system. Employees now enter timesheets and leave applications electronically directly into the system. The payroll unit is now able to focus on more value-added or proactive activities, which enables them to resolve potential issues prior to them being processed. Providing a better service to our employees and eliminating re-work.

## Mapping time saver

Mapping of weeds by outdoor staff is now done on a “rugged” laptop which eliminates the need to transcribe

paper records to a computer. Information on the type of weeds, the size and the GPS location of infestations is recorded.

This information is then displayed on an interactive map, which provides an overall snapshot of the weed problem facing the foreshore.

When weeds are treated, environment staff record the technique used so the effectiveness of various treatments on different weed species can be easily deduced over months and years.

The system is based on MapInfo software, which Council IT staff customised to suit the needs of the environment team.

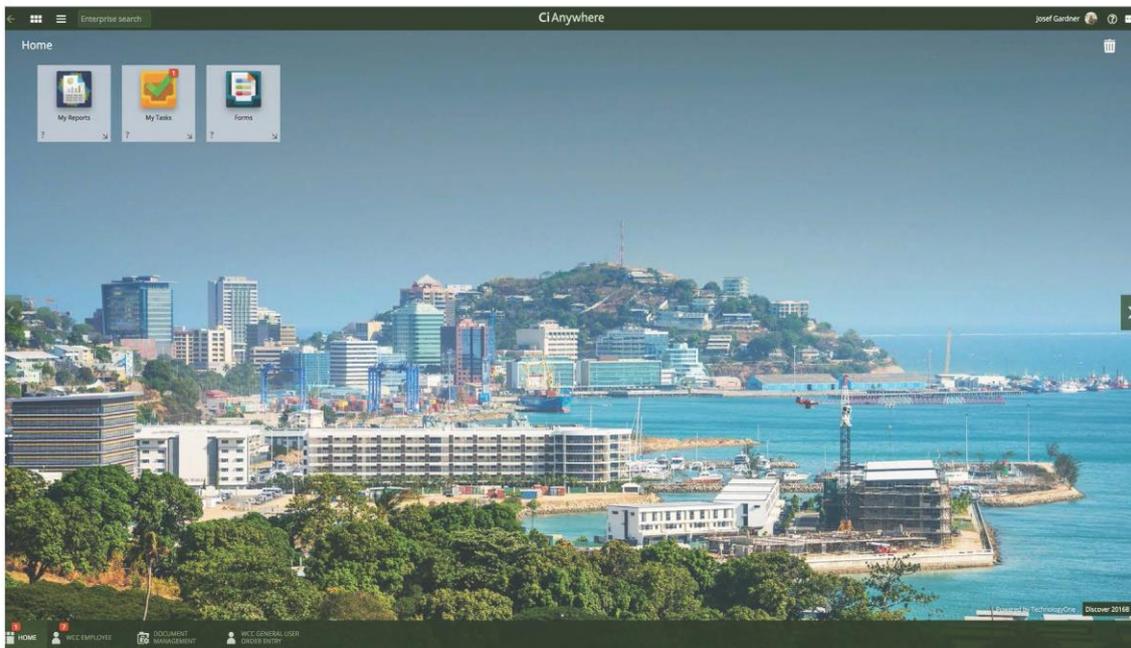
Logging relevant details in the field is done in minutes and makes planning and evaluating weed management over the approximately 100ha of foreshore and beyond easier.

The system has the potential to be adapted to map and chart the success of the native vegetation planting.

## Paper saver

New software allows for improved electronic distribution of Council meeting agendas and minutes to Councillors and the Management Executive Group. This system also allows other documents to be shared and for Councillors to collaborate on the preparation of documents.

From November 21, 2017, when the electronic distribution was introduced, to July 31, 2017, an estimated 68 reams of paper (34,116 pages) have been saved as a result of this approach. This equates to a saving of about \$400 plus a number of hours of officer time dedicated to printing and collating. The reams of paper, if stacked in a pile, would reach 3.6m in height.





### A safer working environment

A “SafeTCard” for lone workers – such as Local Laws officers - in potentially dangerous environments is being tested.

#### This includes:

- a duress button with recording capability;
- a “worker down” function incorporating two-way communications
- capacity to notify a supervisor and/or emergency services
- geo-fencing capability (alerts are triggered if a worker enters or leaves a particular location)

### Healthier, safer

Council restructured its Health and Safety Unit with the establishment of Health and Safety Partners within the City Infrastructure and Community Development directorates. A Return to Work Coordinator was also introduced. The result has been a 75 per cent reduction in standard claims over the past year, a 31 per cent reduction in the cost of claims and a saving of \$220,000 on the WorkCover premium.

### Greener high profile locations

Installing irrigation to lawn and garden areas at the Pavilion and Banyan Street roundabouts will ensure these high profile areas remain green and well-presented throughout the year. These projects will complement irrigation works in Lake Pertobe.

Digital staff performance system and more automation Council introduced an electronic (Tech One) staff performance development system. This has resulted

in the seamless collection of training and professional development outcomes previously collected manually using spreadsheets. The mobile system is accessible off-site.

Tech One also allows for more efficient processing of annual pay increments and Enterprise Agreement pay. This happens instantly and previously required three days from a Human Resources Officer.

### Learning online

My Training portal allows staff to access training opportunities electronically with the system featuring an improved manager/supervisor approval process. The Human Resources Unit is also making more use of the intranet to create greater awareness of training opportunities and to create easier access to important training-related applications.

### Breaking down the barriers

Fences along public land managed by Council require time to maintain. The fence may need painting or repair and extra time is required to cut grass and vegetation along a fence. The outdoor staff recently removed a superfluous fence at Cannon Hill Car Park. The fence served no purpose other than to define the edge of a slope. Many hours of labour which were spent brush-cutting around the fence have now been redeployed to higher priority work.

### A better deal on fuel

Council re-negotiated its fuel card contract and is now using the Victorian Government contract which will achieve annual savings of \$20,000.

### Managing our vehicle fleet

Through TechOne a report on monthly vehicle fuel consumption is being produced. This will lead to better understanding of the consumption incurred by each vehicle and allow us to analysis fuel consumption patterns and drill into vehicle usage and to try to create savings and efficiencies with better fleet management.

### Better phone plans

Set-up automated reporting to review mobile phone plans and usage enabling us to align the phone plans to most cost effective which is achieving annual savings of \$13,000.

### Better banking deal

Council has entered into a joint procurement process with three other Councils for transactional banking services. The increased scale of the joint tender achieved annual savings of \$10,000 over our current contract.

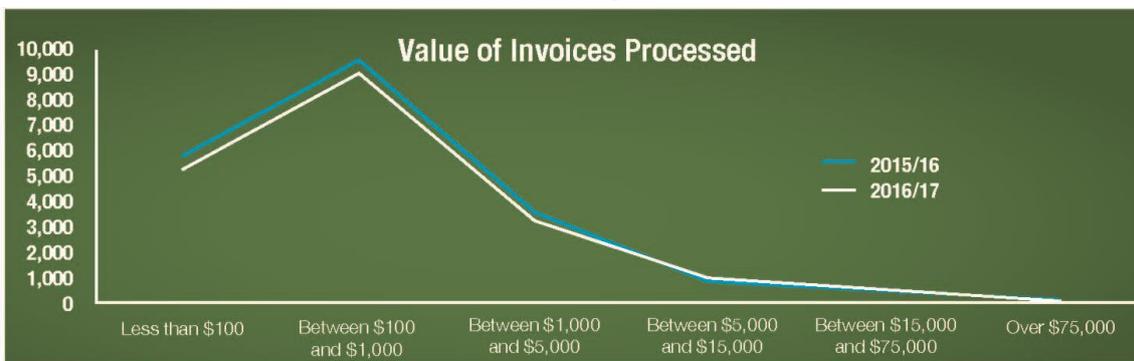
### From manual to automatic

Invoices from our utilities provider are now electronically uploaded into Technology One. The process will now takes minutes to run where previously it was almost two days of manual processing. Over the course of a year we receive about 600 such invoices. This electronic upload will equate to a time saving of about 14 days per year and a processing cost saving estimated at \$45,000.

### Taking action on transactions

Higher utilisation of purchase cards for low value purchases. Purchase cards have a lower processing cost to Council of around \$15 per transaction vs \$75 per transaction for invoices with purchase orders. The number of invoices processed in 2016/17 has reduced by 1,305 which is offset in the increase in credit usage from 14% of total transactions to 23% of total transactions. Based on the processing cost per transaction, this represents an efficiency saving of \$78,300. The volume of invoices under \$1,000 has dropped by almost 14% which equates to 1,009 invoices in a year.

This can be seen from the graph below.



### Automatic banking

Automation of banking across a number of standalone sites such as Aquazone, Stadium and the Holiday Parks. We have integrated the separate cash receipting systems at these sites so that they can automatically process in Technology One. This has saved significant manual work in keying these figures into Technology One.

### Automatic monthly finance reports

Automation of monthly financial reporting packs for managers and service managers. Through Technology One each manager/service manager receives an email with a link to a number of key financial reports which assists them in managing their business. These reports are produced through a report scheduler which takes one click from a finance staff to run and then it produces 324 reports and sends emails to 46 managers/service managers.

### Automatic loan payments

Automation of the Treasury function within Technology One. This will push across loan payments into Accounts Payable when they are due. This reduces what was once a manual process and also eliminates the risk of a loan not being paid on time due to staff members being away. It is also accrues interest income and interest expense on a monthly basis which provides more accurate financial statements.

### Better finance reports for Councillors

Updated and revised the Monthly Finance report to Councillors and Council directors. The report provides more comprehensive information including profit & loss statement, balance sheet, top 5 and bottom 5 performing services, capital expenditure and funding analysis, debtors report, treasury report, FTE report and a procurement analysis report.

### Financial guidance

Each department has a dedicated finance partner to assist in any financial enquiries/issues that the department has. This leads to the finance partner having a better insight and understanding on the operations of the department and is able to help inform on better financial outcomes for the department and Council.



### Real-time financial information for kinders

A new TechOne dashboard was developed for kindergartens to give them a real-time comparison on actual versus budgeted finances. This is assisting with managing consumables within their business.

### Planning for the longer term

A Long Term financial model was developed in TechOne to show the financial sustainability of the Council over a 15 year period. The model includes all services, expenditure types and produces a full set of accounting financial statements and indicators. It also allows Council to quickly run various business scenarios and assess the impacts to Council's financial long term sustainability indicators.

### Improved business support - Warrnambool-China Bureau

The bureau leverages Victorian Government funding to provide an avenue through which the potential for business relationships with China can be explored and benefits to the region maximised. The model developed by Warrnambool City Council has attracted the attention of other councils including the City of Sydney.

### Customer service awards

Administration of the customer service awards previously involved monthly presentations, which each presentation requiring a considerable amount of administrative support. The awards have been rejigged with monthly winners now receiving their awards at an annual gala event. The annual event will give the awards more prestige and the chance for recipients to be acknowledged by a wider audience, while the time taken to administer the awards has been substantially reduced.

### Monthly business networking

A review of Club Wednesday by the Economic Development Unit will see the event evolve from a social and business network event to an event that more proactively explores creativity, entrepreneurship and boosting business performance. This will be launched later in 2017.

### In-house graphic and website design

Having an in-house graphic designer along with a website designer and multimedia producer allows Council to build and manage all its websites and to be "self-sufficient" in meeting graphic design requirements. This saves an opportunity cost in excess of \$170,000 annually in communications.

### Fun4Kids

In 2017 Fun4Kids moved from a seven-day to a five-day event with more flexible ticketing options including, for the first time, a night pass. A review of the marquee installation on the Civic Green was conducted and resulted in cost savings. The Fun4Kids experience was enhanced with the addition of a second site – Flagstaff Hill Maritime Village.

This initiative led to a large number of Fun4Kids visitors enjoying the upgraded Flagstaff Hill site.

Ultimately the festival was delivered within budget.

### Cleaning contract

A renegotiation of the cleaning contract has saved \$170,000 annually while still delivering the same level of service.

### Events made easier

Council's response to and support of event applications has been streamlined. All event applications and associated permits have been centralised through the events team.

### Better booking and banking at Surfside Holiday Park

Surfside Holiday Park updated its booking system and integrated with its EFTPOS payments. These actions have proven to be a great time saver for staff at Surfside and the Finance Department. Before this integration many hours were spent balancing the EFTPOS and booking system banking. The new system also allows Surfside to send text messages to guests with emergency info or visitor services.



### Steam power

Surfside Holiday Park researched and procured a steam weed control unit. This more environmentally sound method of eliminating weeds has proven effective while reducing reliance on chemical herbicides. The steam weed control unit can be used in all weather, around the public and around the sensitive coastal environment.

### Leading on food and fibre

Council led the establishment of the Great South Coast Food and Fibre Council in early 2017 and the appointment of an Executive Officer to grow the value and capacity of the Great South Coast's food and fibre industry

### Bright lights, smaller bills

Council continues to save on power costs through the Great South Coast Smart Lighting Project where some 90% of the region's mercury vapour lights were replaced with efficient LED lights (including 1,902 LEDs installed in Warrnambool with \$100,000+ savings per year).

A light replacement program at Warrnambool Stadium has slashed the facility's electricity bill by about a third.

Electricity costs comprise 85 per cent of the stadium's total utility costs with court lighting accounting for 80 per cent of power use.

A gradual replacement of metal halide lights with LED units began in 2012 with the main replacement of 110 lights taking place in April 2016.

The cost of the 110 LED units, including installation, was about \$200 each, after the sale of energy efficiency certificates generated through the Victorian Government's Victorian Energy Efficiency Target program.

The system is expected to pay for itself in three years.

Year	Stadium power cost	Court lights upgraded to LED
2010/11	\$32,112.00	
2011/12	\$31,509.00	
2012/13	\$31,793.00	6 of 126
2013/14	\$ 31,605.00	18 of 126
2014/15	\$30,290.00	24 of 126
2015/16	\$30,195.00	
2016/17	\$19,963.00	134 of 134 Additional 8 lights installed in Val Bertrand Stadium to improve lighting

## Skills and labour

Council continues to provide a Regional Certifying Body Service to Great South Coast municipalities requiring certification for employer-sponsored visa nominations.

## Sustainability

An energy audit at the Civic Centre demonstrated Council has made reductions of over 20 per cent in its energy use through low cost energy efficiency actions. This has included the installation of LED lighting throughout the building.

## Private sector steps up

Recommendations of the Building Services Review will be implemented in 2017 which includes a reduced presence in the building permit market (a role already predominantly played by private sector providers) and an increased Council focus on meeting statutory reporting and general enforcement obligations. These changes will result in the net cost savings for the Building Services Branch.

## Staff review

The City Strategy and Development Branch has undergone an extensive review of staff position descriptions which has resulted in material cost savings in banding structures of staffing positions.

## In-house strategising

Council has made greater use of in-house resources rather than external consultancies to develop strategies.

Examples include the Warrnambool Economic Development and Investment Strategy and the Open Space Strategy.

### Other strategies currently being undertaken or completed in-house include:

- Planning Scheme Re-write – including the Municipal Strategic Statement (recognised across the State as the benchmark Planning Scheme);
- Housing Diversity Strategy;
- Land Supply Monitoring and Analysis;
- Advertising Signage Policy;
- Environmental Significance Overlay Review;
- Native Vegetation Management Plan Review;
- Environment Sustainability Strategy Review;

Strategic projects have been undertaking a 'bottom up' community engagement focus which results in early buy in by the communities affected, therefore, leading to better planning outcomes and less planning panel time.

Staff have also produced background reports for various strategies which inform funding applications such as the Future Urban Growth Area, Allansford, Housing Diversity Strategy, North Wangoom Road, Logans Beach Framework Plan and the aforementioned projects.

Internal project management of strategic projects including managing any external consultants is undertaken which achieves a more efficient delivery of each project. Another South West shire has in the past hired external project managers to manage external consultants, adding more cost and a layer of administration.

## Statutory Planning efficiency

Warrnambool City Council is among the leading Victorian municipality in terms of processing days for planning applications.

Pre-application meetings with potential applicants are encouraged to achieve better outcomes, saving time and costs.

Early and timely discussions between applicants and objectors are carried out to mediate outcomes which may avert Victorian Civic and Administrative Tribunal (VCAT) scenarios.

In the event matters progress to VCAT, submissions and VCAT hearing presentations are prepared in-house by the Statutory Planning Team.

Sharing of the Heritage Advisory Service with Moyne Shire has achieved a streamlined and more efficient cost model for the provision of the service.

On-going improvement platforms are regularly convened to improve processes with applications, such as the Development Control Project Team. This includes the regular updating of the Statutory Toolkit.

The recent introduction of VicSmart has led to the team responding to VicSmart applications in a timely manner.

The SPEAR system is used for processing subdivisions under the Subdivision Act. This is an electronic data base that provides referrals to external and internal agencies.

Significant applications are placed on Council's website for the public to view.

# Efficiencies and improvements in the pipeline

**Contract Payments system** – to remove paper records, speed up and achieve more consistent contract payments.

**VendorPanel (procurement system)** – to remove paper records, speed up and achieve more consistent quote and tender processes.

**Project Management Framework** – improve use of staff time in managing projects and achieve more consistent project management outcomes.

**Corporate Asset Management System Review** – gaps in functionality have been identified and would likely remove need for additional software subscriptions.

**Project Appraisal System** - provide increased transparency around the population and ranking of the long term financial plan, as well as determination of the discretionary capital expenditure budget.

**Enterprise Program Management Solution** - Excel reporting currently managed by the Manager Infrastructure Projects which takes two days per month to maintain along with weekly 90-minute Capital Works Working Group Meetings to gather data, taking away from the capacity of the individual to perform other duties.

**Infrastructure Condition Assessments annual allocation** – this would help control the Council's asset renewal gap and help maintain the standard of Council's services.

**Transport Services Strategy** - framework for transport services planning for the Warrnambool and regional community and to inform various plans on infrastructure needs and integration to optimize infrastructure investment.

**Integrated Water Management Strategy** - designed to complement Victorian, regional and local agency water programs for improved water management across the city.

## **5.2 ACTIVITIES & INITIATIVES 2016/17 – JUNE QUARTER YEAR END**

### **PURPOSE**

***This report provides information on progress in achieving the Activities and Initiatives set down for 2016/17 as part of the Budget process.***

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### **EXECUTIVE SUMMARY**

In order to achieve the objectives established in the Council Plan, a set of Activities and Initiatives are developed for each year of the four-year plan.

Funding allocations to deliver the Activities and Initiatives are outlined in Council's annual Budget and in 2016-2017 there were 158 Activities and Initiatives identified. These actions and initiatives are representative the broad range of the work that is undertaken by Council on behalf of the community.

Council is now reporting to the Community at the Action and Initiative level to provide more information as to the sorts of activity occurring in Warrnambool on behalf of our community

The introduction of this report, along with changes to our financial reports is a small representation of Council's commitment to improving its transparency to the community.

This attached report provides a series of summaries of actions and initiatives. The report details where activities are up to and details milestones and significant events in the progress to completion across a range of actions and initiatives.

At year end 89.2% of the program has been fully completed, 9.5% are behind schedule and 1.3% have been withdrawn due to changes in circumstance or funding.

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**MOVED: CR. CASSIDY**  
**SECONDED: CR. HERBERT**

**That this report be received.**

**CARRIED – 7:0**

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### **BACKGROUND**

The 2013-2017 Council Plan is the principle planning and directional document of the Council and details the Council strategic objectives and strategies over a 4 year period.

As part of the Annual Budget process Council is required to set down the Activities and Initiatives (A&I's) that are to be funded and demonstrate how these A&I's will contribute to achieving the strategic objectives specified in the Council Plan.

This report details the implementation status of the Activities and Initiatives ('A&I's'). Each action has a quick indicator of the current status.

With the development on the New Council plan 2017 -2021 and its proposed adoption (scheduled for Council's adoption in June 2017) Council will further refine how it reports to the community on a quarterly basis into the new financial year.

 On Schedule

 Behind Schedule

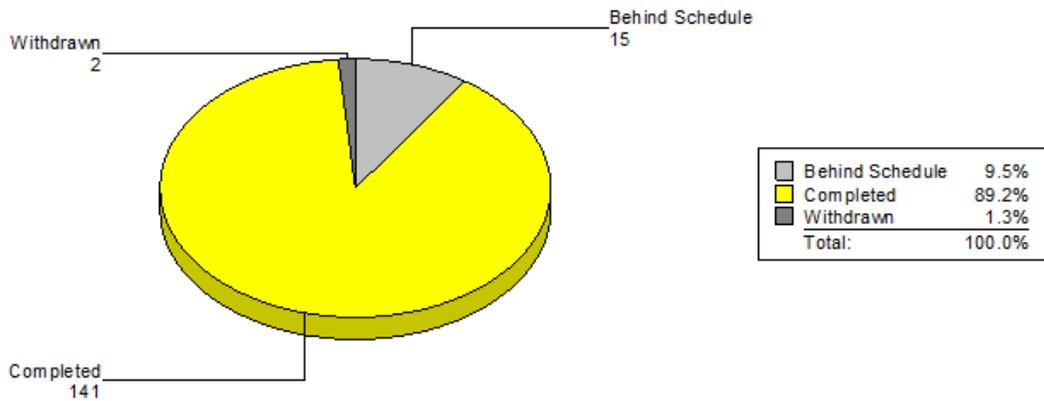
 Completed

 Withdrawn

## 2016/17 ACTIVITIES AND INITIATIVES OVERVIEW

The report provides summary comments as to the progress of the 2016/17 A&I's. A copy of the 158 A&I's and indicators, as at 30 June 2017, is attached as **Appendix A** to this report.

As the graph below indicates 89.2% have been completed, 9.5% of the A&I's are behind schedule and 1.3% have been withdrawn.



## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



### Activities & Initiatives 2016 - 2017 -

#### 1 A LEADING REGIONAL CITY

**1.01** Strategy: Govern as a well-planned, researched, accountable, strategic and sustainable Council.

**1.01.01** Strategic Indicator: Ensure statutory compliance with the Local Government Act by delivering all actions in Council's compliance checklist.

✓ 100% **1.01.01.01** Ensure Councils statutory compliance requirements are met and reported in the Local Governance Performance Reporting Framework.

**Reporting Officer:** Peter Utri

**Completion Date:** 30/06/2017

**Report:** Reporting Submitted to Local Government Victoria For LGPRF.

✓ 100% **1.01.01.02** Ensure Councils Annual Report is completed and lodged to meet statutory compliance.

**Reporting Officer:** Peter Utri

**Completion Date:** 30/06/2017

**Report:** The Annual report has been completed, Audited and submitted to the Minister for Local Government. The Annual report has been prepared for Council ratification and distribution to the Public

✓ 100% **1.01.01.03** Facilitate the conduct of the 2016 general elections of Council.

**Reporting Officer:** Anne-Maree Neal

**Completion Date:** 30/06/2017

**Report:** Council's Caretaker Policy was updated and adopted in line with the legislative timeline and LG Act requirements. Administrative caretaker procedures activated and operational across Council during the caretaker period for 2016 elections. VEC contract actioned in line with the agreed service plan. Council elections were successfully undertaken.

**1.01.02** Strategic Indicator: Deliver strategic outcomes as outlined in Council Plan.

✓ 100% **1.01.02.01** Report quarterly on Council Plan achievements.

**Reporting Officer:** Peter Utri

**Completion Date:** 30/06/2017

**Report:** The years reporting has been completed with the annual statutory report in preparation for development and publication

**1.01.03** Strategic Indicator: Achieve a "low risk" financial sustainability rating by the Victorian Auditor General.

✓ 100% **1.01.03.01** Ensure the annual budget is structured and finances are managed to achieve low risk financial sustainability.

**Reporting Officer:** David Harrington

**Completion Date:** 30/06/2017

**Report:** Council's annual budget is structured to meet the low risk financial sustainability target and was adopted by Council on 22nd of June 2017.

**1.02** Strategy: Advocate for the city and the Great South Coast region.

**1.02.01** Strategic Indicator: Recognise the Great South Coast Regional Plan and its cross-over with the Council Plan and focus on advocacy efforts accordingly.

✓ 100% **1.02.01.01** Advocate for Councils priority projects for the city and to maximise funding opportunities in accordance with the Advocacy Plan.

**Reporting Officer:** Nick Higgins

**Completion Date:** 30/06/2017

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- Report:** Continued the production and update of advocacy documents and media releases to support Council advocacy efforts on priority projects.
- 1.02.02** Strategic Indicator: Develop and implement an Advocacy Plan for Warrnambool.
- ✓ 100% **1.02.02.01** Review and update Councils Advocacy Plan.  
**Reporting Officer:** Nick Higgins  
**Completion Date:** 30/06/2017  
**Report:** Plan updated.
- 1.03** Strategy: Enhance community engagement and transparency in Council activities.
- 1.03.01** Strategic Indicator: Ensure community engagement and communication initiatives provide a range of options for community involvement.
- ✓ 100% **1.03.01.01** Continue the range of community engagement initiatives particularly in relation into Councils major projects.  
**Reporting Officer:** Nick Higgins  
**Completion Date:** 30/06/2017  
**Report:** Communications Unit continued to assist with support in relation to major projects including the city centre renewal and Flagstaff Hill upgrade.
- 1.04** Strategy: Deliver efficient and effective Council services.
- 1.04.01** Strategic Indicator: Provide excellent customer service and implement the Customer Service Strategy and Charter.
- ✓ 100% **1.04.01.01** Expand the range of e-business services available for Councils customers.  
**Reporting Officer:** Glendon Dickinson  
**Completion Date:** 30/06/2017  
**Report:** Project control group identified services and items available for inclusion with priorities established. Smart Form program identified as possible initial target has been handed to the Business Improvement Group as a project under this task. Considered complete for 2016/2017
- ⊖ 0% **1.04.01.02** Complete review of Council's Customer Service Strategy.  
**Reporting Officer:** Glendon Dickinson  
**Completion Date:** 30/06/2017  
**Report:** Review of the current strategy to identify outstanding issues has been scheduled to 2017/2018 due to current workloads within the unit. It is now estimated to be completed by end September 2017.
- ✓ 100% **1.04.01.03** Expand payment facilities at various Council sites.  
**Reporting Officer:** Glendon Dickinson  
**Completion Date:** 30/06/2017  
**Report:** Ongoing discussions held with Finance, IT and Community Services regarding the role out of Corporate Receipting. Facility now live at Archie Graham. Promotion program to be discussed with Communications Unit for 2017/2018. Target to complete other sites ie Art Gallery in 2017/2018. Considered complete for 2017/2018
- 1.04.02** Strategic Indicator: Support staff to be innovative and efficient in the delivery of services and consider collaborative and resource sharing opportunities.
- ✓ 100% **1.04.02.01** Embed the Innovation and Efficiency Program across Council.  
**Reporting Officer:** Nick Higgins  
**Completion Date:** 30/06/2017

**Activities & Initiatives 2016 - 2017**  
**Action Status with Revisions/Reports**



- Report:** Council and staff remain committed to seeking efficiencies and improvements in the way services are delivered to the community. A report on efficiencies and improvements achieved over the past 12 to 18 months is being prepared.
- 1.04.03** Strategic Indicator: Implement the annual Service Review program and Continuous Improvement principles.
- ✓ 100% **1.04.03.01** Progress to the next stages of the service planning project.
- Reporting Officer:** Darren Barber  
**Completion Date:** 30/06/2017
- Report:** We have developed a new template for A&I and business planning. This is currently being implemented to clearly identify KPI and business unit achievement. The Business Improvement Group is currently researching Corporate Performance Reporting systems for implementation across council. This will utilise service planning, business plan and A&I data for clear and concise reporting across council.
- 1.04.04** Strategic Indicator: Consistent review of strategic risk in Council decision making.
- ✓ 100% **1.04.01.02** Commence Stage 1 of the Tree Asset Audit for all council trees.
- Reporting Officer:** Glenn Reddick  
**Completion Date:** 30/06/2017
- Report:** Stage one of a 3 stage program has commenced. Completed December 2016.
- ✓ 100% **1.04.04.01** Report annually to Council on the Risk Management Framework and review of Council's strategic risks.
- Reporting Officer:** Anne-Maree Neal  
**Completion Date:** 30/06/2017
- Report:** Annual report on Risk Management Framework and strategic risks presented to Council September 2016
- ✓ 100% **1.04.04.03** Ensure Warrnambool Regional Airport is maintained and operated in accordance within the applicable Manual of Standards including obstacle control.
- Reporting Officer:** Glenn Reddick  
**Completion Date:** 30/06/2017
- Report:** Airport reporting is operating 100% within the Manual of Standards. Although this action is completed it is an ongoing requirement for the airport to be operated in accordance with the Manual of Standards
- 1.04.05** Strategic Indicator: Utilise technological advances to improve service delivery and recognise staff innovations and input into new ideas and change processes.
- ↓ 75% **1.04.05.01** Implement the upgraded electronic data records management system.
- Reporting Officer:** Peter Newell  
**Completion Date:** 30/06/2017

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



			<p><b>Report:</b> WIS-Bang Stage 3 ECM is progressing but is now behind schedule. Data conversion is being tested; * Last component is failing with "Out of memory" error - Tech1 investigating * BluePoint URL links have not been accommodate - Tech1 investigating * 113,000 BluePoint documents found to not have valid folder information. 90,000+ have now been resolved. * Load of connected content is taking much longer that first anticipated. Test load is now complete and analysis is under way.</p> <p>"Champions" have been involved in testing and review of training. End user training is ongoing. Due to delay in go live some amount of refresher training will be require.</p>
✓	100%	<b>1.04.05.02</b>	<p>Directly connect "remote" offices to Council's network including childcare centres and kindergartens.</p> <p><b>Reporting Officer:</b> Peter Newell <b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> PCs for kinders and childcare centres have been delivered. 1/3 have been installed and final configuration set up. All sites are scheduled to be completed by end of school holidays = 14/7/17</p>
↓	25%	<b>1.04.05.03</b>	<p>Complete a review and upgrade of Children and Family Services software.</p> <p><b>Reporting Officer:</b> Tina McLeod <b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> The project timelines pushed out to 17/18 budget due to limited capacity of the IT team to deliver. Interim measures have been put in place to continue reporting obligations for the short term.</p>
		<b>1.04.06</b>	<p>Strategic Indicator: Implement and promote environmentally sustainable practices.</p>
✓	100%	<b>1.04.06.01</b>	<p>Work in partnership with organisations and community for Ride to Work and Walk to Work events.</p> <p><b>Reporting Officer:</b> Paul Cugley <b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> All programs undertaken for the year.</p>
✓	100%	<b>1.04.06.02</b>	<p>Identify and cost infrastructure options to implement sustainable transport links between Deakin University and the City Centre.</p> <p><b>Reporting Officer:</b> Paul Cugley <b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> Identified issues need to meet with Deakin Uni to discuss</p>
		<b>1.05</b>	<p>Strategy: Manage our resources responsibly.</p>
		<b>1.05.01</b>	<p>Strategic Indicator: Implement an accountable, sustainable budget and financial strategy.</p>
✓	100%	<b>1.05.01.01</b>	<p>Coordinate, prepare and have adopted Council's Annual Budget and Strategic Resource Plan and update Council's Long Term Financial Plan.</p> <p><b>Reporting Officer:</b> David Harrington <b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> Council adopted the annual budget and strategic resource plan on the 22nd of June 2017. Council's long term financial plan has been updated based on the adopted budget.</p>

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



- ✓ 100% **1.05.01.02** Prepare Councils Annual Financial Statements and lodge with the Minister by 30 September.  
**Reporting Officer:** David Harrington  
**Completion Date:** 30/06/2017  
**Report:** Annual Report completed and submitted to the Minister for Local Government before the 30 September 2016 deadline.
- 1.05.02** Strategic Indicator: Implement processes to ensure Council's research, partnerships and advocacy activities maximise grant funding opportunities to achieve maximum outcomes for the Warrnambool community.
- ✓ 100% **1.05.02.01** Seek grant funding opportunities to maximise outcomes for the Warrnambool community.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Grant funding program information circulated across the organisation through EasyGrants Newsletters. Regular engagement with State and Federal departments regarding funding opportunities.
- 1.05.03** Strategic Indicator: Implement strategies that ensure Council can attract and retain suitable qualified and experienced staff.
- ✓ 100% **1.05.03.01** Implement a Council-wide corporate training calendar.  
**Reporting Officer:** Darren Barber  
**Completion Date:** 30/06/2017  
**Report:** An updated training calendar for 2017 has been completed and marketing of the program across the organisation has commenced for this calendar year.
- ✓ 100% **1.05.03.02** Promote participation in Councils Learning and Development Plans.  
**Reporting Officer:** Darren Barber  
**Completion Date:** 30/06/2017  
**Report:** A communication strategy has been developed to promote learning and development opportunities across Council for 2017. This training calendar will form part of a new training portal as part of the shared services with local municipalities.
- 1.05.04** Strategic Indicator: Promote an open and inclusive workplace culture where individuals are supported to reach their potential.
- ✓ 100% **1.05.04.01** Develop an environment where staff have access to internal professional development opportunities that supports career progression (eg. acting roles, secondments, internal leadership programs, managers forum and internal mentors).  
**Reporting Officer:** Darren Barber  
**Completion Date:** 30/06/2017  
**Report:** The corporate training calendar incorporates professional development for the next 12 months including leadership opportunities - Management Challenge, XLP, Emerging Leaders and Leadership GSC. Numerous opportunities arise over the year for secondment and acting roles at all levels of the organisation.
- ✓ 100% **1.05.04.02** Implement a staff performance assessment process utilising an IT platform.  
**Reporting Officer:** Darren Barber  
**Completion Date:** 30/06/2017  
**Report:** Implementation of the system has now been completed as per the expected completion date of 30 June 2017.
- 1.05.05** Strategic Indicator: Comply with the requirements of Council's Asset Management Plan.

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



- ✓ 100% **1.05.05.01** Develop, review and update Asset Management Plan/s as guided by the Asset Management Improvement Plan including an audit of assets.  
**Reporting Officer:** John Finnerty  
**Completion Date:** 30/06/2017  
**Report:** Review of Asset Management Plans is underway with the Bridges Plan now adopted by Council and the Pathways Plan is very close to being ready to present to Council. This Action remaining ongoing as the remaining plans are reviewed.

**1.06** Strategy: Foster regional collaboration and coordination to improve social, economic and health outcomes for residents living across the Great South Coast.

**1.06.01** Strategic Indicator: Strengthen Council's contribution to Great South Coast initiatives and projects.

- ✓ 100% **1.06.01.01** Contribute to the major review of the Great South Coast Group.  
**Reporting Officer:** Peter Utri  
**Completion Date:** 30/06/2017  
**Report:** The review of the Great South Coast Group has been undertaken and a series of recommendations on the structure of the pillars and the group have been put forward for implementation.

- ✓ 100% **1.06.01.02** Advocate for Council's priority projects within the Great South Coast Group.  
**Reporting Officer:** Peter Utri  
**Completion Date:** 30/06/2017  
**Report:** Review complete. Great South Coast Group reformed under new guise and meeting regularly. Warrnambool is playing an important role in establishing regional priorities and is advocating on a number of issues to other levels of government via this group.

**1.06.02** Strategic Indicator: Support, advocate and contribute to the Great South Coast Regional Plan.

- ✓ 100% **1.06.02.01** Ensure Councils priority projects are included in the Great South Coast Regional Advocacy Plan.  
**Reporting Officer:** Andrew Paton  
**Completion Date:** 30/06/2017  
**Report:** Council is represented on the GSC Board and GSC Regional Partnerships.

**1.06.03** Strategic Indicator: Improve service co-ordination across the region.

- ✓ 100% **1.06.03.01** Explore shared services opportunities with neighbouring municipalities.  
**Reporting Officer:** Peter Utri  
**Completion Date:** 30/06/2017  
**Report:** Council was successful in attaining a grant of \$75,000 in a joint initiative with Corangamite and Moyne shires to prepare a business case and plan for the development of Joint enterprise system platform. All three Councils currently operate on a Tech one enterprise system and the opportunity exists to have a single IT system operate across the three municipalities. This project will fund the development of how this could happen the form it would need to take governance structures and legal implications of such a shared service.

## 2 A SUSTAINABLE CITY

**2.01** Strategy: Aim to be a leading recycler and environmentally sustainable organisation.

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



	<b>2.01.01</b>	Strategic Indicator: Implement purchasing programs and retrofitting buildings for sustainable energy as outlined in Council's Climate Change Action Plan.
✓	100%	<p><b>2.01.01.01</b> Implement priority actions from the Civic Precinct Smart Buildings project.</p> <p><b>Reporting Officer:</b> Lauren Schneider</p> <p><b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> Actions from the Civic Precinct Smart Buildings project are implemented each year as subject to budget funding.</p>
✓	100%	<p><b>2.01.01.02</b> Incorporate demonstrable sustainability measures into Council's Building maintenance program.</p> <p><b>Reporting Officer:</b> Paul Wickson</p> <p><b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> A number of energy saving measures have been introduced including solar panels on various buildings, solar lighting, water tanks and energy saving measures such as low energy lighting and appliances. Although this action is completed, efforts are ongoing</p>
⊖	0	<p><b>2.01.01.03</b> Increase utility efficiency through the implementation of trend monitoring software at the Lighthouse Theatre.</p> <p><b>Reporting Officer:</b> Michael Frawley</p> <p><b>Completion Date:</b> 30/06/2017</p>
	<b>2.01.02</b>	Strategic Indicator: Continue to improve staff knowledge and awareness of sustainability initiatives that reduce Council's carbon footprint through Council's Green Environment Team.
✓	100%	<p><b>2.01.02.01</b> Adopt guidelines on alternative design considerations and materials that will deliver more sustainable infrastructure.</p> <p><b>Reporting Officer:</b> Paul Cugley</p> <p><b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> IDM Sustainable Infrastructure Guidelines Adopted by Council on 3 July 17</p>
✓	100%	<p><b>2.01.02.02</b> Allocate funding to facilitate sustainability projects and initiatives relevant to Council operations through Council's Green Environment Team.</p> <p><b>Reporting Officer:</b> Lauren Schneider</p> <p><b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> Green Environment Team Grants are available on a yearly basis subject to budget funding. The 2017/18 grants program is currently open for submissions.</p>
✓	100%	<p><b>2.01.02.03</b> Implement staff education and development in sustainability initiatives and practices through Council's Green Environment Team.</p> <p><b>Reporting Officer:</b> Lauren Schneider</p> <p><b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> The Green Environment Team continues to successfully implement sustainability education and development for staff and Council buildings.</p>
	<b>2.01.03</b>	Strategic Indicator: Implement works that protect our natural environment and biodiversity.
⬇	35%	<p><b>2.01.03.01</b> Implement a staged beach access renewal and risk mitigation program.</p> <p><b>Reporting Officer:</b> Rohan Mckinnon</p> <p><b>Completion Date:</b> 30/06/2017</p> <p><b>Report:</b> Worm Bay Road beach access is scheduled for full replacement. Concepts have been developed and working group established to guide implementation. A design consultant has been appointed to prepare the design of the access system. Works planned for 2017 / 2018</p>

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- ✓ 100% **2.01.03.02** Undertake and promote biodiversity enhancements in accordance with the Revegetation Policy and Guidelines 2016.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Council is continuing to implement the Revegetation Policy and Guidelines. The Natural Environment Project Team, facilitated by City Sustainability, enables a coordinated and strategic approach across the municipality.
- ✓ 100% **2.01.03.03** Oversee the management and implementation of the Middle Island Project.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Council continues to oversee the implementation of the Middle Island Project. This includes coordinating the Middle Island Working Group, seeking ongoing funding and assisting with the project.
- ✓ 100% **2.01.03.04** Prepare a Vegetation Precinct Plan for the Warrnambool Foreshore in accordance with State Government Guidelines.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The Warrnambool Coastal Vegetation Plan is currently under review and is at the auditing stage.
- 2.01.04** Strategic Indicator: Work in partnership with local businesses, organisations and the community to promote and implement environmentally sustainable initiatives.
- ✓ 100% **2.01.04.01** Facilitate Smart Living and Building Design Workshops.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The Smart Living and Building Design program is being developed for the 2017/2018 year.
- ✓ 100% **2.01.04.02** Facilitate the Community Development Fund for sustainability and environmental projects.  
**Reporting Officer:** Kristyn McCaskill  
**Completion Date:** 30/06/2017  
**Report:** Community Development Fund 2016/2017 funded 4 sustainability and environment projects.
- 2.02** Strategy: Protect, enhance and improve access to our coastal reserves and waterways.
- 2.02.01** Strategic Indicator: Adopt and implement key initiatives from the Coastal Management Plan and Vegetation Management Plan.
- ✓ 100% **2.02.01.01** Implement beach access renewal and risk mitigation program.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Council was unsuccessful in an application to the State Government's Coastal Risk Mitigation funding for implementation of the Coastal Access Capital Works Program 16/17.
- ✓ 100% **2.02.01.02** Seek funding to assist in implementation actions of the Coastal Management Plan and Vegetation Management Plan.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Council was unsuccessful in its funding application to State Government's Coastal Risk Mitigation Program for the implementation of its Coastal Access Audit Capital Plan. Council was successful in gaining funding through the Climate Change Fund to undertake Stage 1 of a Local Coastal Hazard Assessment.

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- ✓ 100% **2.02.01.03** Implement the Moyjil-Point Ritchie Conservation Management Plan to guide the protection and management of the site.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The Moyjil Project Committee has commenced implementation of priority actions set out in the Conservation Management Plan. High priority actions include seeking funding for the design and construction of stair access and cultural links to nearby cultural sites for interpretation and education.
- 2.02.02** Strategic Indicator: Undertake programs that enhance the health of our rivers and wetland systems.
- ✓ 100% **2.02.02.01** Support the MAD for the Merri Committee and host the Warrnambool & District Landcare Network Facilitator.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Council continues to support the MAD for the Merri Committee and host the Warrnambool & District Landcare Network Facilitator.
- ✓ 100% **2.02.02.02** Support the community in undertaking appropriate and valuable restoration projects along our rivers and wetlands.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Council is continuing to support community projects along our waterways. This is being undertaken through support of the Warrnambool District Landcare Facilitator role and through the implementation of Council's Revegetation Policy and Guidelines.
- 2.02.03** Strategic Indicator: Review the combined needs of all users of lady bay including safer boating facilities and provide for a sustainable future.
- ↓ 50% **2.02.03.01** Progress masterplan for safer boating facilities in preparedness for funding application.  
**Reporting Officer:** Rohan Mckinnon  
**Completion Date:** 30/06/2017  
**Report:** Functional design for the Port of Warrnambool safer boating facilities has been completed and funding application submitted to the State Government for consideration. The funding application for safer boating facilities was unsuccessful. The Foreshore Precinct Framework Plan is nearing exhibition which provides context of the proposed Port of Warrnambool facilities with regards to the surrounding area and uses. A funding application will need to be made this year.
- ✓ 100% **2.02.03.02** Implement priority actions from the Coastal Management Plan relating to access points along the coast.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The implementation of the Coastal Management Plan in relation to access points along the coast is underway through the Coastal Access Capital Works Program.
- 2.03** Strategy: Promote sustainable transport systems.
- 2.03.01** Strategic Indicator: Implement key actions from Council's Sustainable Transport Strategy.
- ✓ 100% **2.03.01.01** Implement works programs consistent with the Sustainable Transport Strategy for pedestrians and bicycles.  
**Reporting Officer:** Paul Cugley  
**Completion Date:** 30/06/2017

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- Report:** Works completed in 16/17
- ✓ 100% **2.03.01.02** Monitor and report to Council usage data for key sustainable transport routes.  
**Reporting Officer:** Paul Cugley  
**Completion Date:** 30/06/2017  
**Report:** Data has been collected. Currently Developing Draft PPN Mapping to identify key routes to be reported to Council
- ✓ 100% **2.03.01.03** Implement the Healthy Moves Program and support local walking and cycling groups.  
**Reporting Officer:** Paul Cugley  
**Completion Date:** 30/06/2017  
**Report:** 2016 Healthy Moves program has been completed. 2017 Program has commenced with 10 schools
- 2.03.02** Strategic Indicator: Pursue funding to implement key actions relating to sustainable transport as outlined in the City Centre Revitalisation Plan including rail, bus, cycling and trails initiatives.
- 2.03.03** Strategic Indicator: Advocate for renewal of the Warrnambool Railway Precinct to facilitate improved traffic flow, parking and accessibility and implement actions from the Railway Station Precinct Plan.
- ✓ 100% **2.03.03.01** Establish the Railway Precinct Carpark facility.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** MOU with VicTrack has been executed. Design work under way.
- 2.04** Strategy: Create natural and open space environments in Warrnambool.
- 2.04.01** Strategic Indicator: Adopt and implement an Open Space Strategy for Warrnambool.
- ✓ 100% **2.04.01.01** Seek funding and allocate resources to implement actions from Open Space Strategy.  
**Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017  
**Report:** Funding is being sought on an on-going basis for open space initiatives to implement the Open Space Strategy actions.
- 2.04.02** Strategic Indicator: Ensure new growth areas in Warrnambool cater effectively for the public open space needs of residents in accordance with growth area structure plans and the Warrnambool Open Space Strategy.
- ✓ 100% **2.04.02.01** Align open space requirements from new developments with Councils Open Space Strategy, structure plans and development plans.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The Open Space Strategy is considered during the assessment and preparation of development plans and structure plans on an on-going basis.
- 2.04.03** Strategic Indicator: Improve accessibility to Warrnambool's parks and open spaces by improving linkages, trails etc. and ensuring adequate infrastructure in local neighbourhoods in accordance with the Warrnambool Open Space Strategy.
- ✓ 100% **2.04.03.01** Implement Councils Small Infrastructure projects to improve linkages within the municipality.  
**Reporting Officer:** David Harrington  
**Completion Date:** 30/06/2017  
**Report:** The 2016/17 projects have been prioritised and allocated. The delivery of these projects has been passed to the relevant business manager to implement.

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



- 2.04.04** Strategic Indicator: Mitigate growth area impacts on existing residential locations.
- ✓ 100% **2.04.04.01** Acknowledge the infrastructure needs of existing residential neighbourhoods and balance with the needs of new growth areas.  
**Reporting Officer:** Scott Cavanagh  
**Completion Date:** 30/06/2017  
**Report:** Continuing to assess and implement plans for existing and new infrastructure. Existing infrastructure programs include footpath and road safety.
- Infrastructure renewal funding gap of \$2 - \$3 M per annum is restricting ability to maintain existing service quality and standards.
- Major infrastructure includes Simpson Street Drainage and Russells Creek Floodwalls.
- 2.05** Strategy: Increase access to sustainability initiatives for the community and Council.
- 2.05.01** Strategic Indicator: Promote and facilitate opportunities for the community to take advantage of National, State and local environmental initiatives.
- ✓ 100% **2.05.01.01** Seek funding to explore the feasibility of waste to energy technology for Warrnambool.  
**Reporting Officer:** Glenn Reddick  
**Completion Date:** 30/06/2017  
**Report:** Funding was sought through the Federal Governments Jobs and Innovation initiative. Unfortunately the application was not successful
- 2.05.02** Strategic Indicator: Seek the support of appropriate agencies to ensure the Warrnambool community has access to contemporary and innovative sustainability programs.
- ✓ 100% **2.05.02.01** Facilitate the Sustainable Living Festival.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The Sustainable Living Festival 2017 occurred on 24 and 25 February. This years festival included the introduction of the Schools Day and the Roubaix (sustainable transport). The festival provided an opportunity for engagement with the local community on environmental and sustainable practices, events, groups and products.
- ✓ 100% **2.05.02.02** Quarterly distribution of the Smart Living Newsletter including any information for opportunities for grants or rebates.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Ongoing. Council publishes the Smart Living Newsletters quarterly. The newsletter provides information on upcoming events, current projects and upcoming funding opportunities.
- 2.06** Strategy: Balance financial viability with environmental sustainability.
- 2.06.01** Strategic Indicator: Implement plans and strategies that improve Warrnambool's environmental sustainability and achieve efficiency gains.
- ✓ 100% **2.06.01.01** Implement the bore and irrigation project at Brierly Reserve.  
**Reporting Officer:** Rohan Mckinnon  
**Completion Date:** 30/06/2017

**Activities & Initiatives 2016 - 2017**  
**Action Status with Revisions/Reports**



- Report:** Detailed Irrigation plans have been prepared, for the Western oval, quotations have been sought for the installation of the New bore to access groundwater and to decommission the old bore. Bore works are planned to commence on site September 2017. A tender has been advertised for the installation of the irrigation systems. An request for quotes will be advertised for electrical upgrade works necessary to power the new systems, and Powercor are to provide a quote for electrical upgrade works, All works are scheduled to be completed November 2017
- ✓ 100% **2.06.01.02** Seek funding to implement Council's Climate Change Action Plan.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Council's Climate Change Action Plan 2012 will be reviewed in 2017/2018. Funding opportunities for implementation of the plan is ongoing.
- ✓ 100% **2.06.01.03** Review Councils Environmental Sustainability Strategy.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** Councils Environmental Sustainability Strategy is currently under review and development of the next Environmental Sustainability Strategy underway during 2017/18. An engagement plan is currently being developed.
- ✓ 100% **2.06.01.04** Participate in the Climate Resilient Communities of the Barwon South West Project with the aim of embedding climate change adaptation in council operations.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The Climate Resilient Communities of the Barwon South West Project is continuing. A Climate Change Adaptation Plan has been developed and will be incorporated into the Climate Change Action Plan and other relevant plans and policies as appropriate.
- 2.07** Strategy: Manage Council assets in a sustainable manner.
- 2.07.01** Strategic Indicator: Review and update Council's renewal funding model to ensure Council adequately funds asset replacement and maintenance while considering Council's risks.
- ✓ 100% **2.07.01.01** Review and update Council's 10 Year Capital Works Renewal Plan, incorporating renewal, upgrade and new projects.  
**Reporting Officer:** John Finnerty  
**Completion Date:** 30/06/2017  
**Report:** This has been updated, and will continue to be refined through the development/review of Asset Management Plans. 15 year renewal gap is in excess of \$50M and annual shortfalls approximately between \$2-\$3M.
- ✓ 100% **2.07.01.02** Develop an Asset Accounting Policy providing guidance for capitalisation, depreciation and valuations.  
**Reporting Officer:** John Finnerty  
**Completion Date:** 30/06/2017  
**Report:** Policy completed and presented to Audit and Risk Committee
- ✓ 100% **2.07.01.03** Participate in the Climate Resilient Communities of the Barwon South West Project with the aim of embedding climate change adaptation in council operations.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



**Report:** Warrnambool City Council is part of the Climate Resilient Communities of the Barwon South West Project. A Climate Adaptation Plan has been developed and will be integrated into the Climate Change Action Plan 2012 and other relevant plans and policies as appropriate, this will facilitate embedding climate change adaptation within Council operations.

### 3 A LIVEABLE CITY

**3.01** Strategy: Improve community health, wellbeing and safety.

**3.01.01** Strategic Indicator: Work in partnership with others across the Great South Coast to address the significant health and wellbeing issues that impact on our communities.

✓ 100% **3.01.01.01** Advocate for resources to address regional health and wellbeing priorities.

**Reporting Officer:** Lisa McLeod

**Completion Date:** 30/06/2017

**Report:** WCC has successfully attracted funding for key priority areas including promoting water as the drink of choice and change to walking behaviours.

**3.01.02** Strategic Indicator: Work in partnership with the local community to address the significant health and wellbeing issues that impact the Warrnambool community as outlined in the Warrnambool Health and Wellbeing Plan 2013 - 2017.

✓ 100% **3.01.02.01** Review and evaluate the Warrnambool Health and Wellbeing Plan 2013 - 2017.

**Reporting Officer:** Lisa McLeod

**Completion Date:** 30/06/2017

**Report:** The review of the plan is on track to be completed by October, with a draft available in August.

✓ 100% **3.01.02.02** Engage with partners and the community to commence development of the Warrnambool Health and Wellbeing Plan for 2017 - 2021.

**Reporting Officer:** Lisa McLeod

**Completion Date:** 30/06/2017

**Report:** Engagement to inform the review of the Health & Wellbeing Plan was undertaken as part of the Warrnambool 2040 Community Plan Phase 1 engagement from April to June.

✓ 100% **3.01.02.03** Embed the Healthy Achievement Standards within Early Years Settings.

**Reporting Officer:** Tina McLeod

**Completion Date:** 30/06/2017

**Report:** Complete. The Healthy Achievement Standards have been successfully integrated into all Early Years services well received by all the families involved

**3.01.03** Strategic Indicator: Implement the Municipal Road Safety Strategy to improve road safety in the community.

✓ 100% **3.01.03.01** Identify and implement road safety improvements (minor works) in accordance with the Road Safety Audits.

**Reporting Officer:** Paul Cugley

**Completion Date:** 30/06/2017

**Report:** Projects and works identified for implementation upon available funding.

✓ 100% **3.01.03.02** Review Blackspot and TAC funding opportunities with VicRoads.

**Reporting Officer:** Paul Cugley

**Completion Date:** 30/06/2017

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



			<b>Report:</b>	Review of projects has been undertaken. Following projects have been submitted for funding Blackspot Timor and Kelp St Intersection TAC Koroit St Pedestrian Crossing City Centre Speed Reduction and Traffic Calming
	<b>3.01.04</b>		Strategic Indicator: Work with the CFA to promote fire safety and implement the Municipal Fire Prevention Plan.	
✓	100%	<b>3.01.04.01</b>	Implement actions from the Municipal Fire Prevention Plan.	
			<b>Reporting Officer:</b>	Glenn Reddick
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	All actions have been implemented.
	<b>3.01.05</b>		Strategic Indicator: Maintain a contemporary Municipal Emergency Management Plan.	
↓	60%	<b>3.01.05.01</b>	Finalise documentation for the Municipal Flood Emergency Plan.	
			<b>Reporting Officer:</b>	Glenn Reddick
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	The draft plan has been circulated to emergency management agencies for review.
✓	100%	<b>3.01.05.02</b>	Complete annual review of the Municipal Emergency Management Plan.	
			<b>Reporting Officer:</b>	Glenn Reddick
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	The plan has been reviewed and updated
	<b>3.01.06</b>		Strategic Indicator: Participate in regional community safety initiatives.	
✓	100%	<b>3.01.06.01</b>	Review emerging road safety and traffic management issues in consultation with Victoria Police and VicRoads.	
			<b>Reporting Officer:</b>	Paul Cugley
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	Works complete meetings held during last 12 months
✓	100%	<b>3.01.06.02</b>	Complete a review of the Warrnambool Road Users Plan.	
			<b>Reporting Officer:</b>	Paul Cugley
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	Internal review of Current Users Plan has been completed. Funding to update plan has been successful and project will commence in the coming months.
<b>3.02</b>			Strategy: Develop and support sport and recreation activities to promote healthy lifestyles and community wellbeing.	
	<b>3.02.01</b>		Strategic Indicator: Increase participation in sport and recreation programs.	
↓	60%	<b>3.02.01.01</b>	Complete the East Parks project.	
			<b>Reporting Officer:</b>	Russell Lineham
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	Tender for the lighting component has been awarded and construction will commence in July 2017. Design for park infrastructure is complete and works to be programmed.
✓	100%	<b>3.02.01.02</b>	Deliver the Active Hub initiative in different parts of the City.	
			<b>Reporting Officer:</b>	Lisa McLeod
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	A series of 15 Active Hubs were delivered during "ACTIVE Autumn" in April and May.
✓	100%	<b>3.02.01.03</b>	Grow the usage of the Connect Warrnambool website and Facebook page by 10%.	

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



			<b>Reporting Officer:</b>	Lisa McLeod
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	Since Sept 2016 the number of registered clubs and groups has grown from 198 to 212 clubs and groups, From September 2016 to June 2017 Facebook Page has grown from 3500 to 4600+ likes and averages 8000 engagements* per month (likes, clicks & shares).
✓	100%	<b>3.02.01.04</b>		Grow overall participation in sport and aquatic programs at Council operated facilities by 3%.
			<b>Reporting Officer:</b>	Russell Lineham
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	The focus was on achieving growth targets at Gymnastics (Warrnambool Stadium) and Learn to Swim (AquaZone), Both programs achieved over 8% growth in registered participants.
		<b>3.02.02</b>		Strategic Indicator: Implement initiatives and review the Warrnambool Recreation Plan 2007 - 2017.
✓	100%	<b>3.02.02.01</b>		Develop the 2017 - 2027 Sport, Recreation and Physical Activity Strategy.
			<b>Reporting Officer:</b>	Kim White
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	The first stage of consultation occurred in conjunction with Warrnambool 2040 engagement from April to June. Tenders for the project advertised in June.
↓	50%	<b>3.02.02.02</b>		Complete the following community infrastructure projects; East Warrnambool Neighbourhood Parks, Brierly Reserve Master Plan Stage 2 (bore reestablishment and oval irrigation), Dennington Recreation Reserve Pavilion Redevelopment and Friendly Societies Park Sport Ground Lighting Redevelopment.
			<b>Reporting Officer:</b>	Kim White
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	The 4 projects are at various stages of development, and construction for the 4 will all commence in the 2nd half of 2017
✓	100%	<b>3.02.02.03</b>		Complete the Lake Pertobe Master Plan and develop an implementation plan.
			<b>Reporting Officer:</b>	Kim White
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	The third stage of consultation was completed in May. The draft master plan is currently being prepared.
		<b>3.02.03</b>		Strategic Indicator: Develop a Strategic Plan for the future use of Reid Oval.
✓	100%	<b>3.02.03.01</b>		Complete the Reid Oval Development Plan and commence planning for its implementation.
			<b>Reporting Officer:</b>	Kim White
			<b>Completion Date:</b>	30/06/2017
			<b>Report:</b>	The plan was endorsed by Council in February. A bid of \$100,000 to commence the detailed design process is being considered as part of the 2017/18 budget.
<b>3.03</b>				Strategy: Develop and support cultural activities that provide opportunities to celebrate, engage and participate in creative and artistic endeavours.
		<b>3.03.01</b>		Strategic Indicator: Increase participation in Council's cultural programs.
↓	50%	<b>3.03.01.01</b>		Support ongoing Creative Victoria funding partnership by developing audience development strategies and plans for the Lighthouse Theatre and Warrnambool Art Gallery.
			<b>Reporting Officer:</b>	Russell Lineham
			<b>Completion Date:</b>	30/06/2017

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



			<b>Report:</b> Both services are working on their audience development plans using template documents recently supplied by Creative Victoria
✓	100%	<b>3.03.01.02</b>	Complete the Museum Accreditation Program for the Warrnambool Art Gallery. <b>Reporting Officer:</b> Russell Lineham <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Stage 1 of the process is complete: Accreditation reports submitted and first inspection held. WAG will undertake the second and further stages of the process in 2017/18
		<b>3.03.02</b>	Strategic Indicator: Work with local networks and organisations to promote cultural development across Warrnambool through the Creative Warrnambool Network.
✓	100%	<b>3.03.02.01</b>	Work with local networks and organisations as part of the Creative Warrnambool Network. <b>Reporting Officer:</b> Russell Lineham <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Council continues to work with the Creative Arts Network and staff, and also provides additional support in helping artists within our sub-region to update the Arts Atlas
		<b>3.03.03</b>	Strategic Indicator: Strengthen partnerships and support cultural initiatives of the Warrnambool community.
↓	80%	<b>3.03.03.01</b>	Work in partnership with Local Aboriginal groups to increase the interpretation of local stories and places for the enrichment of community and tourism understanding and respect. <b>Reporting Officer:</b> Andrew Paton <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Engagement occurring with Local Indigenous Groups to inform the renewal of the Flagstaff Hill Maritime Village precinct, including a Welcome to Country initiative.
		<b>3.04</b>	Strategy: Invest in and create opportunities for children and young people to reach their potential and participate fully in society.
		<b>3.04.01</b>	Strategic Indicator: Work in partnership to address low levels of educational attainment across the region by implementing the Great South Coast Beyond the Bell Regional Action Plan.
✓	100%	<b>3.04.01.01</b>	Support the Beyond The Bell Warrnambool LAG with both backbone support and officer participation for Great South Coast Educational Attainment Project ("Beyond the Bell"). <b>Reporting Officer:</b> Vikki King <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Backbone support in place at the Local Area Group, and representation is in place at all 3 levels of the BTB Organisation. Membership has increased 10 fold, and funding & actions rolling out
		<b>3.04.02</b>	Strategic Indicator: Work with the local community to address low levels of educational attainment across Warrnambool by leading the implementation of the Great South Coast Beyond the Bell Warrnambool Community Action Plan.
✓	100%	<b>3.04.02.01</b>	Review and implement the Warrnambool Community Action Plan for Beyond the Bell. <b>Reporting Officer:</b> Vikki King <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Beyond the Bell has been advised that the organisation has been funded by the State Government for the next 3 years for a total of \$1 million dollars, achieving the first stage of BTBs Strategic Plan

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- 3.04.03** Strategic Indicator: Work to improve the integration and effectiveness of Council programs driving improvement in educational attainment across the City.
- ✓ 100% **3.04.03.01** Continue to participate in the local and regional Early Year's Alliance(s).  
**Reporting Officer:** Tina McLeod  
**Completion Date:** 30/06/2017  
**Report:** Complete. Participation from Early Years staff through the GSCEYN and the Child Family Alliance monthly; meetings held from governance to practitioner level.
- ✓ 100% **3.04.03.02** Continue to deliver the Indigenous Language in Preschools Project.  
**Reporting Officer:** Tina McLeod  
**Completion Date:** 30/06/2017  
**Report:** Indigenous language is integrated; helping revive and reclaim local language, develop cultural competence, and enhances cultural identity for our Indigenous students.
- ✓ 100% **3.04.03.03** Review the Early Years Client Journey Project and establish an action plan.  
**Reporting Officer:** Tina McLeod  
**Completion Date:** 30/06/2017  
**Report:** The findings of the review are now informing the next stage of focus for the Beyond The Bell Local Area Group's Social Wellbeing, and Early Year's Literacy working groups.
- ✓ 100% **3.04.03.04** Continue to work in partnership with the Schools Network to assist the community with kinder and school readiness.  
**Reporting Officer:** Tina McLeod  
**Completion Date:** 30/06/2017  
**Report:** Kinder and school readiness information sessions have now been held in conjunction with the Warrnambool & District Schools Network, which finalises the program
- 3.05** Strategy: Take the next steps to improving the quality of public library services in Warrnambool.
- 3.05.01** Strategic Indicator: Advocate for a new joint use Library and Learning Centre for Warrnambool.
- ✓ 100% **3.05.01.01** Progress the business case for the Joint Use Library and Learning Centre.  
**Reporting Officer:** Russell Lineham  
**Completion Date:** 30/06/2017  
**Report:** Brief for Business Case developed. Funding for project confirmed. Tender for Business Case to be advertised July.
- ✓ 100% **3.05.01.02** Participate and drive strategy with Corangamite Regional Library Corporation.  
**Reporting Officer:** Russell Lineham  
**Completion Date:** 30/06/2017  
**Report:** Council representatives on the Corporation Board have been actively engaged in developing the Corporation's Library Plan for the next four years
- 3.06** Strategy: Deliver high quality community services that strengthen client health and wellbeing.
- 3.06.01** Strategic Indicator: Achieve external accreditation in all Community Services areas against relevant legislation and industry standards.
- 3.07** Strategy: Promote an inclusive, connected, diverse and resilient community.

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- 3.07.01** Strategic Indicator: Celebrate volunteer participation throughout the Warrnambool community.
- ✓ 100% **3.07.01.01** Support local volunteer involving organisations to recognise and celebrate volunteerism.  
**Reporting Officer:** Richard Stone  
**Completion Date:** 30/06/2017  
**Report:** Volunteer Connect organised and delivered a program that recognised volunteers as part of Volunteer week in May 2017.
- 3.07.02** Strategic Indicator: Address the high levels of family violence within our community by promoting improved gender equity in aspects of community life.
- ✓ 100% **3.07.02.01** Implement the actions of the Great South Coast Prevention of Violence Against Women and Children Strategy.  
**Reporting Officer:** Lisa McLeod  
**Completion Date:** 30/06/2017  
**Report:** Council participation on the Regional Strategy Working Group is progressing local actions. Council will partner with other organisations to deliver a '16 days of Action' Campaign in November/December 2017.
- ✓ 100% **3.07.02.02** Participate in the Everybody's Business Action Plan to reduce violence against women with disabilities.  
**Reporting Officer:** Richard Stone  
**Completion Date:** 30/06/2017  
**Report:** Everybody's Business Actions are currently being implemented. Executive group currently completing and submitting funding applications to fund outstanding (unfunded) actions
- 3.07.03** Strategic Indicator: Develop a more inclusive approach to community planning and development that encompasses Community accessibility, Positive ageing, Cultural diversity, People and places.
- ✓ 100% **3.07.03.01** Work in partnership with clubs, groups and other stakeholders to build their capacity and grow inclusive, active living program in the City by 10%.  
**Reporting Officer:** Richard Stone  
**Completion Date:** 30/06/2017  
**Report:** On track. Councils community programs area has established partnerships with a number of community groups which has created and increased opportunities for older residents to participate in physical and social activity.
- ✓ 100% **3.07.03.02** Work within existing networks and alliances to support the development of a more inclusive community.  
**Reporting Officer:** Richard Stone  
**Completion Date:** 30/06/2017  
**Report:** Council's Rural Access program and Volunteer Connect have completed their 16/17 work plans which implements projects that build inclusive communities.
- ✓ 100% **3.07.03.03** Develop a Council 2016 - 2025 Disability Action Plan.  
**Reporting Officer:** Richard Stone  
**Completion Date:** 30/06/2017  
**Report:** Disability Action Plan developed and adopted
- 3.08** Strategy: Ensure community, recreation and cultural services and facilities are responsive to changing community needs and expectations.
- 3.08.01** Strategic Indicator: Undertake comprehensive reviews of current Community Services to ensure quality and efficiency.
- ✓ 100% **3.08.01.01** Implement the recommendations from Councils NDIS Readiness Project.

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



**Reporting Officer:** Richard Stone  
**Completion Date:** 30/06/2017  
**Report:** Complete

**3.08.02** Strategic Indicator: Review strategy for open space planning.  
✓ 100% **3.08.02.01** Implement recommendation from the adopted Open Space Strategy.

**Reporting Officer:** Jenny Emeny  
**Completion Date:** 30/06/2017  
**Report:** Strategy is progressing as per the schedule. A three year progress report went to Councillor briefing at the end of June.

**3.09** Strategy: Support events that deliver economic, social, environmental and cultural outcomes for the community.

**3.09.01** Strategic Indicator: Review Council's strategic approach to events.  
✓ 100% **3.09.01.01** Review Council's strategic direction for tourism and events investments aligned to community well-being goals.

**Reporting Officer:** Andrew Paton  
**Completion Date:** 30/06/2017  
**Report:** The development of a new Events Strategy has commenced.

✓ 100% **3.09.01.02** Review, maintain and expand the events program in line with the current 5 year Warrnambool City Council Event Strategy.

**Reporting Officer:** David McMahon  
**Completion Date:** 30/06/2017  
**Report:** Development of a new Events Strategy has commenced.

✓ 100% **3.09.01.03** Deliver the 2016 Fun4Kids program within budget, evaluate, measure and revisit the vision, goals, sustainability and strategic objectives for the future.

**Reporting Officer:** Kim Griffith  
**Completion Date:** 30/06/2017  
**Report:** Event delivered, increase in local community attendance, decrease in ticket sales from 2015 event. Review & development of the nextEvents program underway

✓ 100% **3.09.01.04** Develop Events and Visitor Strategy for Warrnambool City Council.

**Reporting Officer:** David McMahon  
**Completion Date:** 30/06/2017  
**Report:** The development of a new Events Strategy has commenced.

### 4 A CITY OF GROWTH

**4.01** Strategy: Encourage creativity and innovation in urban design and development.

**4.01.01** Strategic Indicator: Promote and deliver sustainable design workshops to the community.

✓ 100% **4.01.01.01** Facilitate Toolbox Talk sessions which promote sustainable design and use of sustainable materials and techniques.

**Reporting Officer:** Julie Perry  
**Completion Date:** 30/06/2017  
**Report:** A date and topics for the next Toolbox Talk night is to be scheduled.

✓ 100% **4.01.01.02** Plan for the Building Design Recognition Award for end of 2017 through the City Landscape Development Advisory Committee.

**Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- Report:** The new Environment and Planning Advisory Committee had its first meeting. The design awards will be placed on the agenda for consideration.
- 4.01.02** Strategic Indicator: Promote and revise Warrnambool City Council Statutory Building service.
- ✓ 100% **4.01.02.01** Discharge legal obligations in the provision of building services, education and information.
- Reporting Officer:** Julie Perry  
**Completion Date:** 30/06/2017
- Report:** The provision of City Building Services is ongoing and in accordance with the Building Control Act.
- 4.01.03** Strategic Indicator: Promote city renewal through building projects that are innovative and add to diversity of uses.
- ↓ 75% **4.01.03.01** Work with landowners, businesses and community and seek funding to upgrade selected laneways in the City Centre.
- Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017
- Report:** Streetscape concepts and design drafts completed on some laneways. Funding options for implementation being investigated.
- ✓ 100% **4.01.03.02** Introduce and promote City Renewal Building Facade Upgrade and Access Grant Scheme to facilitate shop owners/operators to improve street presentation of their buildings and to provide all abilities access.
- Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017
- Report:** Communication with stakeholders has started and will be strengthened by media communication and next round of engagement to promote the scheme.
- 4.01.04** Strategic Indicator: Complete and implement the Warrnambool Heritage Gap Study and promote heritage developments.
- ✓ 100% **4.01.04.01** Renew Heritage Advisory Service.
- Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017
- Report:** The Heritage Advisory Service is being maintained by the City Strategy and Development Branch.
- ↓ 40% **4.01.04.02** Review Heritage Strategy.
- Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017
- Report:** The review of the Heritage Strategy is currently underway and is progressing in-house.
- 4.01.05** Strategic Indicator: Prepare a Housing Diversity Strategy to ensure housing growth in established areas occurs in the right way and in appropriate locations.
- ✓ 100% **4.01.05.01** Complete the Housing Diversity Strategy.
- Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017
- Report:** The first phase of consultation has occurred through the W2040 phase 1 consultation. The Housing Diversity Strategy is progressing and is being undertaken in-house.
- 4.02** Strategy: Invest in planning and infrastructure for growth areas.
- 4.02.01** Strategic Indicator: Deliver roads, drainage and community infrastructure commitments as outlined in structure plans for growth areas.

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



- ✓ 100% **4.02.01.01** Facilitate and promote land and infrastructure development in accordance with Structure Plans and Development Plans for the growth areas.  
**Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017  
**Report:** Growth area implementation and infrastructure provision is on-going. Engagement with developers and landowners occurs on a regular basis.
- 4.02.02** Strategic Indicator: Ensure infrastructure development, renewal and maintenance plans address current and forecast community needs.
- ✘ 25% **4.02.02.01** Implement Stage 2 of the Simpson Street tunnel upgrade.  
**Reporting Officer:** Rohan Mckinnon  
**Completion Date:** 30/06/2017  
**Report:** Council has entered into an agreement with Warrnambool racing club to locate the retention stormwater basin and stormwater harvesting system in the centre of the racetrack. Council will also need to enter into a licence with DELWP for the on track facilities. A consultant has been engaged to design Stage 2 works. The first phase of the works has been completed with the creation of a new box culvert under the racecourse. The consultant is preparing functional designs for the racecourse retention basin, stormwater harvesting system and diversion drains. The detailed design works are delayed at present whilst the potential impacts of the diversion and retention system on Russell Creek are assessed a suitable discharge scheme incorporated into the design.
- ✓ 100% **4.02.02.02** Deploy resources to focus on the premium quality presentation of high profile areas.  
**Reporting Officer:** Glenn Reddick  
**Completion Date:** 30/06/2017  
**Report:** Resources are now in place to raise the standards of presentation in high profile areas. This is evidenced by an improvement in presentation in a number of areas including gateway entrances, Lake Pertobe, Bluehole and a number of others. Although this action is completed, efforts will be ongoing.
- 4.03** Strategy: Support and promote economic development in Warrnambool with a focus on job creation and investment.
- 4.03.01** Strategic Indicator: Engage strongly with local key industries and the small business sector to support their long term sustainability.
- ✓ 100% **4.03.01.01** Continue investment in Councils primary tourism assets through the Surfside Holiday Park Development Plan and Flagstaff Hill Maritime Village Renewal Plan.  
**Reporting Officer:** David McMahon  
**Completion Date:** 30/06/2017  
**Report:** A \$3 million (\$2 million funded by the State Government) renewal of the Flagstaff Hill Maritime Village precinct is presently under way. Capital works towards upgrading toilet and shower blocks at the Holiday Parks is well advanced.
- ✓ 100% **4.03.01.02** Participate and drive reform in visitor services along the Great Ocean Road region.  
**Reporting Officer:** Andrew Paton  
**Completion Date:** 30/06/2017  
**Report:** Council is presently participating in a review of its Visitor Services as part of a Great Ocean Road Regional Tourism initiative.

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



- ✓ 100% **4.03.01.03** Undertake Business Visitation Program across key economic precincts in our City.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Business Visitation Program in the Industrial precinct completed Dec 2016. An initiative to consult startup and home based businesses to begin March 2017. Intensive business engagement occurring with City Centre businesses during the renewal works program.
- ✓ 100% **4.03.01.04** Deliver the Annual Warrnambool Business Festival.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** 2016 Small Business Festival ran throughout August 2016, facilitating 28 events in Warrnambool and attended by more than 700 people.
- 4.03.02** Strategic Indicator: Contribute to the Great South Coast Food and Fibre Action Plan and promote the economic opportunity to relevant Warrnambool businesses.
- ✓ 100% **4.03.02.01** Assist with securing resources to implement the Great South Coast Food and Fibre Action Plan.  
**Reporting Officer:** Andrew Paton  
**Completion Date:** 30/06/2017  
**Report:** State Government and industry funding has been secured. The recruitment of an Executive Officer has occurred and members of the GSC food and fibre council have been appointed.
- ✓ 100% **4.03.02.02** Promote business delegations and economic prospects including the Changchun Warrnambool economic Partnership Program.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Warrnambool : China Bureau launched January 2017 supporting 35 individual businesses across the region to date with a delegation planned for 12 persons in September 2017
- 4.03.03** Strategic Indicator: Promote Warrnambool's competitive advantages to potential investors.
- ✓ 100% **4.03.03.01** Update the Investment Prospectus promoting Warrnambool's attributes to potential investors.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Descriptions of major projects and Investments are being placed on Council's Economic Profile section of the website to promote activity occurring across the City and region.
- ✓ 100% **4.03.03.02** Implement City Wide Housing Strategy priority actions  
**Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017  
**Report:** Key priority actions include:- Housing Diversity Strategy, land supply monitoring, industrial buffers study and the structure planning for the future urban growth area are underway.
- 4.03.04** Strategic Indicator: Deliver skilled migration and jobs initiatives that assist filling regional job vacancies.
- ✓ 100% **4.03.04.01** Provide a certification service for employer sponsored visa nominations as the Great South Coast's Regional Certifying Body (RCB).

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



**Reporting Officer:** Philip Hoggan

**Completion Date:** 30/06/2017

**Report:** Warrnambool City Council performs the Commonwealth Gazetted Regional Certifying Body (RCB) role for the Great South Coast group of Councils (including Glenelg and Colac-Otway Shire Councils). The RCB receives and assesses employer submissions for skilled positions nominated under the Regional Sponsored Migration Scheme (RSMS) Subclass 187 Visa. The RCB recommends those nominations to the Department of Immigration & Border Protection that show the nominating business to be operating lawfully, legally and profitably and the nominated position to be one in current skilled shortage for our region. First half 2017 nominations have continued to equal or exceed levels not seen since the 2008-2013 skilled migration program-supported period. In this quarter a further eighteen (18) nominations have been processed, bringing total YTD nominations to thirty-seven (37) representing 120% of the total nominations received for all of 2016.

**4.03.05** Strategic Indicator: Support and promote economic development in Warrnambool with a focus on job creation and investment.

✓ 100% **4.03.05.01** Develop, analyse and circulate up-to-date economic and demographic data for investors and businesses in our City.

**Reporting Officer:** Shaun Miller

**Completion Date:** 30/06/2017

**Report:** Access to economic data and the city's major projects have been made available online.

✓ 100% **4.03.05.02** Promote and facilitate investment in the Warrnambool Regional Airport Business Park and other employment precincts in Warrnambool.

**Reporting Officer:** Shaun Miller

**Completion Date:** 30/06/2017

**Report:** Promoted the Aviation Park in a number of areas including a presence at the Avalon Airshow 2017. Construction of a new 1,200 m2 hangar adjacent to the HEMS4 facility has been completed.

**4.03.06** Strategic Indicator: Seek alliances that improve our city's connection to the latest available communication technologies.

✓ 100% **4.03.06.01** Engage with "digital" business champions in our City to promote the capacity and capability of businesses towards accessing next generation broadband.

**Reporting Officer:** Shaun Miller

**Completion Date:** 30/06/2017

**Report:** Council assisted the NBN Co community relations manager to link with local businesses and industry during the NBN rollout.

**4.03.07** Strategic Indicator: Create an economic strategy in partnership with industry that builds on Warrnambool's key strengths and drivers.

✓ 100% **4.03.07.01** Implement Surfside Development Plan.

**Reporting Officer:** Andrew Paton

**Completion Date:** 30/06/2017

**Report:** Capital works for the renewal of a number of toilet and shower blocks at Holiday Parks have occurred during the 2016/17 financial year.

✓ 100% **4.03.07.02** Seek to develop visitor economy priority project (both private and public sector) to align to State Government Visitor Economy economic pillar.

**Activities & Initiatives 2016 - 2017**  
**Action Status with Revisions/Reports**



			<b>Reporting Officer:</b> Andrew Paton
			<b>Completion Date:</b> 30/06/2017
			<b>Report:</b> Manager Visitor Economy appointed to align with the State Government's Visitor Economy Strategy and associated potential funding streams.
✓	100%	<b>4.03.07.03</b>	Implement priority actions from the Warrnambool Economic Development & Investment Strategy (2016 - 2020). <b>Reporting Officer:</b> Shaun Miller <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Economic Development and Investment Strategy (2016-2020) endorsed by Council. Implementation plan and progress to be reported to Council.
		<b>4.03.08</b>	Strategic Indicator: Work with Great Ocean Road Regional Tourism (GORRT) to implement regional priorities and local Destination Action Plans.
✓	100%	<b>4.03.08.01</b>	Continue to leverage exposure and visitation intention for Warrnambool through GORRT strategic marketing. <b>Reporting Officer:</b> Andrew Paton <b>Completion Date:</b> 30/06/2017 <b>Report:</b> New Visit Warrnambool website and toolkit launched in conjunction with Great Ocean Road Regional Tourism Board.
		<b>4.03.09</b>	Strategic Indicator: Engage with the State Government regarding tourism opportunities on Crown Land, in particular Flagstaff Hill.
✓	100%	<b>4.03.09.01</b>	Complete and launch Flagstaff Hill Maritime Village Renewal Plan through Stage 1 funding. <b>Reporting Officer:</b> David McMahon <b>Completion Date:</b> 30/06/2017 <b>Report:</b> \$2.95 million Flagstaff Hill Maritime Village Redevelopment is scheduled to be completed in the 2016/17 financial year.
↓	50%	<b>4.03.09.02</b>	Further develop prospectus for private investment to Flagstaff Hill Maritime Village precinct aligned to Flagstaff Hill Maritime Village Renewal Project. <b>Reporting Officer:</b> David McMahon <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Follow-up occurring from the previous Flagstaff Hill Expression of Interest process to attract private investment on-site. Ongoing discussions with State Government regarding tourism opportunities on Crown Land.
		<b>4.03.10</b>	Strategic Indicator: Develop key strategies to support Deakin Warrnambool student numbers and its connectivity with Warrnambool.
✓	100%	<b>4.03.10.01</b>	Develop initiatives that support growth in enrolments at the Warrnambool Campus in partnership with the Warrnambool Tertiary Education Provider. <b>Reporting Officer:</b> Shaun Miller <b>Completion Date:</b> 30/06/2017 <b>Report:</b> Council is represented on the South West Advisory Group, a committee to advise Deakin Warrnambool Campus on strategies and initiatives to grow enrolments while also supported international student engagement through our Sister-City in Changchun leveraging government relationships for high exposure and support in the sister city scholarship program.
		<b>4.03.11</b>	Strategic Indicator: Create a supportive investment environment which encourages business development and local innovation and jobs growth in the region.

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



- ✓ 100% **4.03.11.01** Case-manage investment enquiries that contribute to employment opportunities or offer significant benefit to the local community.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Presently case managing a number of enquiries generated through a combination of customer requests and direct business engagement for investment proposals at existing and new sites.
- 4.04** Strategy: Manage a viable port facility.
- 4.04.01** Strategic Indicator: Identify options to provide safer boating and harbour facilities at the Port of Warrnambool, to maximise the significant tourism and commercial potential of the harbour.
- 4.04.02** Strategic Indicator: Identify funding options to implement improvements to port facilities in partnership with government.
- ↓ 75% **4.04.02.01** Develop functional design and business case for funding application/s related to the Safer Boating Facilities project.  
**Reporting Officer:** Rohan Mckinnon  
**Completion Date:** 30/06/2017  
**Report:** An application to the State Government Boating Safety and Facilities 2016/2017 Program was unsuccessful. The next round of boating safety grants is expected to open in August 2017 and a further application will be prepped and made. To improve the chance of success of the next application Council needs to complete the consultation and adopt a Foreshore Precinct Framework Plan.
- 4.05** Strategy: Deliver leading edge city planning services to the Warrnambool community.
- 4.05.01** Strategic Indicator: Implement key recommendations of the Planning Scheme Rewrite Project.
- ✓ 100% **4.05.01.01** Complete the Warrnambool Planning Scheme Rewrite.  
**Reporting Officer:** Jodie McNamara  
**Completion Date:** 30/06/2017  
**Report:** Stage 1 of the planning scheme re-write has been completed and has been implemented within the Warrnambool Planning Scheme.
- ✓ 100% **4.05.01.02** Implement recommendations of C93 Panel Report.  
**Reporting Officer:** Julie Glass  
**Completion Date:** 30/06/2017  
**Report:** The recommendations of the C93 Panel Report have been implemented in full, and Amendment C93 has been adopted by Council on 4 July 2016.
- 4.05.02** Strategic Indicator: Complete infrastructure agreements and development plans for the North East Warrnambool growth area.
- 4.05.03** Strategic Indicator: Undertake continuous improvement of the City Development Toolkit and internal processes to improve statutory planning process.
- ↓ 80% **4.03.03.01** Implement the findings from the Statutory Planning internal audit.  
**Reporting Officer:** Lauren Schneider  
**Completion Date:** 30/06/2017  
**Report:** The Statutory Planning Toolkit is currently being reviewed to reflect recent changes to the Planning Scheme and Planning and Environment Act.
- 4.05.04** Strategic Indicator: Complete review and rezoning of North Dennington growth area and adopt a development plan for the area.
- 4.05.05** Strategic Indicator: Initiate monitoring and control systems for infrastructure works in growth areas as strategic planning is completed.

## Activities & Initiatives 2016 - 2017

### Action Status with Revisions/Reports



- ✓ 100% **4.05.05.01** Report into Councils Development Control Group in line with Councils Developer Contributions Policy and Procedure document.  
**Reporting Officer:** David Harrington  
**Completion Date:** 30/06/2017  
**Report:** Ongoing reporting and compliance of Developer Contribution Plans are occurring through the Developer Control Group (DCG) and the Developer Control Project Team (DCPT).
- 4.05.06** Strategic Indicator: Complete City Centre Revitalisation Plan and growth area planning and confirm Warrnambool's urban growth boundary.
- ✓ 100% **4.05.01.01** Support Warrnambool City Centre through continuous implementation of key priority initiatives identified in the City Centre Revitalisation Plan 2012.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Stage 1 of 2 of City Centre Revitalisation commenced construction in February 2017. Stage 2 design consultation to be finalised in August 2017.
- 4.06** Strategy: Create a thriving and culturally rich City Centre supported by secondary retail precincts.
- 4.06.01** Strategic Indicator: Prioritise and implement the City Centre Revitalisation Plan.
- ✓ 100% **4.06.01.01** Commence construction of Stage 1 of the City Centre Renewal Project.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Stage 1 construction of the City Centre Renewal project commenced February 2017.
- ✓ 100% **4.06.01.02** Facilitate Liebig Street Leadership Group based on stakeholder representation.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Regular engagement occurring with the Liebig St Leadership Group including business support initiatives. Zone 2 engagement taking place with attendance from over 60 individuals from within the work zone.
- ✓ 100% **4.06.01.03** Maintain regular communication with businesses and community throughout City Centre Renewal Project.  
**Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Regular program of newsletters, social media updates, SMS and in-person engagement, trader forums and construction work tours. Liebig Street shopfront opened in Nov 2016.
- 4.06.02** Strategic Indicator: Adopt a car parking strategy as an adjunct to the City Centre Revitalisation Plan.
- ✓ 100% **4.06.02.01** Implement the City Centre Renewal - Free Parking Strategy.  
**Reporting Officer:** Ian Fitzgibbon  
**Completion Date:** 30/06/2017  
**Report:** Educational material, machine programming and signage has been developed and will be in place at 1 November for the beginning of the free parking period as per the Strategy.
- ✓ 100% **4.06.02.02** Undertake a review of disabled parking in the City Centre.  
**Reporting Officer:** Glenn Reddick  
**Completion Date:** 30/06/2017

## Activities & Initiatives 2016 - 2017 Action Status with Revisions/Reports



**Report:** The review has been undertaken and individual projects will be funded progressively through the parking fund.

- 4.06.03** Strategic Indicator: Facilitate public and private investment in the Warrnambool commercial zones.
- ✓ 100% **4.06.03.01** Work with key city centre landowners, businesses and community to prepare streetscape designs for Liebig Street between Koroit Street and Merri Street and Koroit Street between Liebig Street and Kepler Street.
- Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** Stage 1 detailed design completed.
- 4.06.04** Strategic Indicator: Grow the retail industry in Warrnambool through expansion in neighborhood activity centres, convenience centres and retail stores in the city.
- ✓ 100% **4.06.04.01** Deliver Council's Business Support Package for Stage 1 of the City Centre Renewal Project.
- Reporting Officer:** Shaun Miller  
**Completion Date:** 30/06/2017  
**Report:** In consultation with the Liebig Street Leadership Group, delivery of Council's Business Support package such as marketing and promotions, free parking, facade and access improvement grants, and advisory support workshops is underway.
- 4.06.05** Strategic Indicator: Improve pedestrian safety for all ages and abilities in the city, particularly the CBD and core retail precincts.
- ✓ 100% **4.06.05.01** Implement Safer Roads and roadside pedestrian crossing projects in Viaduct Road and Hopetoun Road.
- Reporting Officer:** Paul Cugley  
**Completion Date:** 30/06/2017  
**Report:** Both projects completed in July 2016

### **5.3 FINANCIAL STATEMENTS & PERFORMANCE STATEMENT 2016-2017**

#### **PURPOSE**

*This report seeks the endorsement of Council to approve in principle Council's Financial Statements and Annual Performance Statement.*

*It further seeks to nominate two Councillors to have the authority to sign the annual accounts and performance statement on behalf of Council, once final sign off has been received from the Victorian Auditor General's Office (VAGO).*

*This authorisation will enable Council to meet its statutory obligations for the lodgement of its Annual Statements (as part of the Annual Report) to the Minister by 30 September 2017. The Annual report will return to Council for consideration at a Council Meeting on October 2, 2017.*

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#### **EXECUTIVE SUMMARY**

The Auditor-General is responsible under the Audit Act for the audit of Council's general purpose financial reports and performance statement. These audits are conducted by contractors as agents of the Auditor-General. RSD Audit is the appointed Auditor-General's agent.

Sections 131-134 of the Local Government Act 1989 (LGA) and the Local Government (Planning and Reporting) Regulations 2014 deal with statutory procedures that govern the preparation of an Annual Report inclusive of financial statements, performance statement, report of operations and auditor's reports.

Council has a statutorily set period in which to submit its audited annual statements to the Minister of Local Government 30 September each year.

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**MOVED: CR. ANDERSON**  
**SECONDED: CR. HERBERT**

- 1. That Council, pursuant to Section 132(2) of the Local Government Act 1989 ("the Act") approve in principle the 2016-2017 financial statements which have been subject to external audit by the Auditor-General's agent, with the outcomes also having been reviewed by the Audit & Risk Committee.**
- 2. That Council, pursuant to Section 132(2) of the Act, approve in-principle the 2016-2017 performance statement.**
- 3. That Councillor Michael Neoh and Councillor Peter Hulin be authorised to certify the 2016-2017 financial statements pursuant to Section 132(5) of the Local Government Act 1989, after any changes recommended by audit have been made.**
- 4. That Councillor Michael Neoh and Councillor Peter Hulin be authorised to certify the 2016-2017 performance statement pursuant to Section 132(5) of the Local Government Act 1989.**
- 5. That the Council Meeting to consider the Annual Report be put out for public advertisement from Saturday September 16, 2017 pursuant to Section 134(b) of the Local Government Act 1989.**
- 6. That Council endorse the direction and timetable for preparation of the 2016-2017 Annual Report.**

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**CARRIED – 7:0**

## ISSUES

A timetable has been prepared to ensure legislative compliance with matters relating to the preparation and lodgement of:

- 2016-2017 Financial Statements.
- 2016-2017 Performance Statement.
- 2016-2017 Annual Report.

### 2017 Annual report Time Frame

Throughout August	Draft Financial Statements and the Performance Statement (using Local Government Performance Reporting Framework) finalised and external audit completed.
29 August	Meeting of Audit Committee to review Draft Financial Statements and Performance Statement and outcomes of external audit.
Council Meeting 4 September	Report to Council presenting Draft Financial Statements and Performance Statement including approval in principle of each of the statements and authorisation of two councillors to certify the Financial Statements and the Performance Statement. This ensures compliance with Sections 132(2), and 132 (5) of the LGA.
Approximately 8 September	Statements forwarded to the Office of the Victorian Auditor-General for review.
Approximately 14 September	After receipt of VAGO authorisation - Signed-off certifications by the Chief Executive, Principal Accounting Officer and two authorised Councillors, and then re-submit to VAGO.
16 September	Advertisement of Council Meeting to consider the Annual Report.
18 September	Receipt of the Auditor-General's Audit Reports.
30 September	Lodgement of Annual Report with the Minister.
2 October	Report to Council to consider the Annual Report (Section 134).

Council is required to pass a resolution giving its approval in-principle to the financial statements and performance statement.

In addition two Councillors are required to be authorised to certify the financial statements and performance statement in their final form after any changes recommended or agreed to by the auditor have been made, pursuant to Section 132(5) of the Local Government Act 1989. Past practice has been to have the councillor representatives on the Audit & Risk Committee approved to sign the statements.

## PREPARATION OF FINANCIAL STATEMENTS, STANDARD STATEMENTS AND THE AND PERFORMANCE STATEMENT

A meeting of the Audit & Risk Committee was held on the 29<sup>th</sup> of August 2017 to review the outcomes of the external audit, following the completion of the external audit process.

The Committee resolved as follows:

*“That the Audit & Risk Committee advise Council that is it considered appropriate for Council to give approval in principle to the 2016-2017 Financial Statements and Performance Statement”.*

The draft Financial Statements and Performance Statement are attached as **Appendix A** to this report.

The Performance Statement now reflects the outcomes of the Local Government Performance Reporting Framework.

## **ANNUAL REPORT**

In accordance with Sections 131, 132, and 134 of the Act, Council must prepare an Annual Report each year containing:

- Report of Operations.
- Audited Financial Statements.
- Audited Performance Statement.

Council must lodge the Annual Report with the Minister for Local Government by 30 September each year.

Within one month of lodging the Annual Report Council must consider the report after advertising its intention for at least fourteen days. The Annual Report is also made available to the public.

The actions presented in the timetable above will ensure that Council meets its statutory compliance requirements in relation to Financial Statements, Performance Statement and the Annual Report.

# **Warrnambool City Council**

## **Annual Financial Report**

**For the Year Ended 30 June 2017**

**DRAFT**

## Comprehensive Income Statement For The Year Ended 30 June 2017

	Note	2017 \$'000	2016 \$'000
<b>Income</b>			
Rates and charges	3	34,326	33,096
Statutory fees and fines	4	1,811	1,369
User fees	5	15,287	16,213
Grants - Operating	6	15,630	11,662
Grants - Capital	6	5,827	5,770
Contributions - Monetary	7	2,379	1,664
Contributions - Non-monetary	7	7,638	7,936
Other income	9	829	897
Share of net profits/(losses) of associates	16	36	49
<b>Total Income</b>		<b>83,763</b>	<b>78,656</b>
<b>Expenses</b>			
Employee costs	10	(31,575)	(30,013)
Materials and services	11	(25,604)	(24,331)
Bad and doubtful debts	12	(259)	(210)
Depreciation and amortisation	13	(10,936)	(10,166)
Borrowing costs	14	(492)	(601)
Other expenses	15	(784)	(743)
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	8	(2,465)	(548)
<b>Total Expenses</b>		<b>(72,115)</b>	<b>(66,612)</b>
<b>Surplus/(Deficit) for the year</b>		<b>11,649</b>	<b>12,044</b>
<b>Other Comprehensive Income</b>			
<b>Items that will not be reclassified to surplus or deficit in future periods:</b>			
Net asset revaluation increment / (decrement)	27	11,695	5,435
Share of other comprehensive income from investments in associates	16	6	3
<b>Total Comprehensive Result</b>		<b>23,350</b>	<b>17,482</b>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

## Balance Sheet as at 30 June 2017

	Note	2017 \$'000	2016 \$'000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	17	1,564	3,227
Trade and other receivables	18	4,258	3,458
Other financial assets	19	12,000	9,000
Inventories	20	180	111
Other assets	21	738	421
<b>Total current assets</b>		<b>18,740</b>	<b>16,217</b>
<b>Non-current assets</b>			
Trade and other receivables	18	87	161
Investments in associates	16	535	493
Property, infrastructure, plant and equipment	22	667,094	647,210
<b>Total non-current assets</b>		<b>667,716</b>	<b>647,864</b>
<b>Total assets</b>		<b>686,456</b>	<b>664,081</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	23	4,388	4,564
Trust funds and deposits	24	648	720
Provisions	25	6,126	5,668
Interest-bearing loans and borrowings	26	1,835	1,985
<b>Total current liabilities</b>		<b>12,997</b>	<b>12,937</b>
<b>Non-current liabilities</b>			
Provisions	25	1,370	569
Interest-bearing loans and borrowings	26	6,079	7,915
<b>Total non-current liabilities</b>		<b>7,449</b>	<b>8,484</b>
<b>Total liabilities</b>		<b>20,446</b>	<b>21,421</b>
<b>Net Assets</b>		<b>666,010</b>	<b>642,660</b>
<b>Equity</b>			
Accumulated surplus		212,914	201,134
Reserves	27	453,096	441,526
<b>Total Equity</b>		<b>666,010</b>	<b>642,660</b>

The above balance sheet should be read in conjunction with the accompanying notes.

## Statement of Changes in Equity for the Year Ended 30 June 2017

	Note	Total \$'000	Accumulated Surplus \$'000	Asset Revaluation Reserve \$'000	Other Reserves \$'000
<b>2017</b>					
Balance at beginning of the financial year		642,660	201,134	435,302	6,224
Surplus/(deficit) for the year		11,649	11,649	0	0
Other comprehensive income from investments in associates		6	6	0	0
Net assets revaluation increment/(decrement)	27(a)	11,695	0	11,695	0
Transfers to other reserves	27(b)	0	(1,002)	0	1,002
Transfers from other reserves	27(b)	0	1,127	0	(1,127)
<b>Balance at end of financial year</b>		<b>666,010</b>	<b>212,914</b>	<b>446,997</b>	<b>6,099</b>
<b>2016</b>					
Balance at beginning of the financial year		625,179	189,579	429,867	5,732
Surplus/(deficit) for the year		12,044	12,044	0	0
Other comprehensive income from investments in associates		3	3	0	0
Net assets revaluation increment/(decrement)	27(a)	5,434	0	5,435	0
Transfers to other reserves	27(b)	0	(1,275)	0	1,275
Transfers from other reserves	27(b)	0	783	0	(783)
<b>Balance at end of financial year</b>		<b>642,660</b>	<b>201,134</b>	<b>435,302</b>	<b>6,224</b>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

## Statement of Cash Flows for the Year Ended 30 June 2017

	Note	2017 Inflows/ (Outflows) \$'000	2016 Inflows/ (Outflows) \$'000
<b>Cash flows from operating activities</b>			
Rates and charges		34,500	33,152
Statutory fees and fines		1,651	1,369
User charges		15,371	16,349
Grants - operating		20,543	17,635
Contributions - monetary		2,379	1,664
Interest received		386	482
Trust funds and deposits taken		1,346	1,324
Other receipts		427	406
Net GST refund / (payment)		183	(148)
Employee costs		(31,181)	(29,856)
Materials and services		(25,331)	(25,415)
Trust funds and deposits repaid		(1,418)	(1,395)
Other payments		(1,253)	(1,306)
<b>Net cash provided by/(used in) operating activities</b>	28	<b>17,604</b>	<b>14,261</b>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment	22	(14,992)	(15,754)
Proceeds from sale of property, infrastructure, plant and equipment		711	381
Payments for investments		(32,000)	(32,000)
Proceeds from sale of investments		29,000	32,000
<b>Net cash provided by/(used in) investing activities</b>		<b>(17,281)</b>	<b>(15,373)</b>
<b>Cash flows from financing activities</b>			
Proceeds from borrowings		0	1,000
Repayment of borrowings		(1,986)	(1,760)
<b>Net cash (used in)/provided by financing activities</b>		<b>(1,986)</b>	<b>(760)</b>
Net (decrease)/increase in cash and cash equivalents		(1,663)	(3,872)
Cash and cash equivalents at the beginning of the financial year		3,227	7,099
<b>Cash and cash equivalents at the end of the financial year</b>	17	<b>1,564</b>	<b>3,227</b>
Financing arrangements	29		
Restrictions on cash and assets	17		

The above cash flow statement should be read in conjunction with the accompanying notes.

## Statement of Capital Works for the Year Ended 30 June 2017

	2017 \$'000	2016 \$'000
<b>Property</b>		
Land specialised	0	523
Land non-specialised	0	458
Land improvements	73	38
<b>Total Land</b>	<b>73</b>	<b>1,019</b>
Buildings specialised	1,534	2,387
Buildings non-specialised	69	264
Building improvements	21	385
<b>Total Buildings</b>	<b>1,624</b>	<b>3,036</b>
<b>Total Property</b>	<b>1,697</b>	<b>4,055</b>
<b>Plant and equipment</b>		
Plant, machinery and equipment	2,092	1,090
Fixtures, fittings and furniture	124	31
Computers and telecommunications	1,706	10
Paintings and exhibits	109	56
<b>Total plant and equipment</b>	<b>4,031</b>	<b>1,187</b>
<b>Infrastructure</b>		
Roads	3,900	6,985
Bridges	286	770
Footpaths and cycleways	4,613	438
Drainage	901	1,585
Recreational, leisure and community facilities	311	37
Parks, open space and streetscapes	335	460
Aerodromes	59	483
Off street car parks	17	24
Other infrastructure	48	55
<b>Total infrastructure</b>	<b>10,470</b>	<b>10,837</b>
<b>Total capital works expenditure</b>	<b>16,198</b>	<b>16,079</b>
<b>Represented by:</b>		
New asset expenditure	1,999	6,467
Asset renewal expenditure	13,327	8,070
Asset expansion expenditure	268	472
Asset upgrade expenditure	604	1,071
<b>Total capital works expenditure</b>	<b>16,198</b>	<b>16,079</b>

The above statement of capital works should be read in conjunction with the accompanying notes.

## Notes to the Financial Report for the year ended 30 June 2017

### Introduction

- (a) The Warrnambool City Council was established by an Order of the Governor in Council on 20 September 1994.  
The Council's main office is located at 25 Liebig Street Warrnambool.

### Statement of Compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

### Note Significant accounting policies

1

#### (a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AASs that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to note 1 (l) )
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to note 1(m) )
- the determination of employee provisions (refer to note 1(r) )

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

#### (b) Change in accounting policies

There have been no changes in accounting policies from the previous period.

**Notes to the Financial Report for the year ended 30 June 2017 cont'**

**(c) Committees of management**

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

**(d) Accounting for investments in associates**  
**Associates**

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

**(e) Revenue recognition**

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

**Rates and Charges**

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

**Statutory fees and fines**

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

**User fees**

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

**Grants**

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in note 6. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

**Contributions**

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

**Notes to the Financial Report for the year ended 30 June 2017 cont'**

**Sale of property, infrastructure, plant and equipment**

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

**Interest**

Interest is recognised as it is earned.

**Dividends**

Dividend revenue is recognised when the Council's right to receive payment is established.

**Other Income**

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

**(f) Fair value measurement**

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

**(f) Fair value measurement (cont.)**

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

**(g) Cash and cash equivalents**

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

**Notes to the Financial Report for the year ended 30 June 2017 cont'**

**(h) Trade and other receivables**

Short term receivables are carried at invoice amount as amortised cost using the effective interest rate method would not impact the carrying value. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

**(i) Other financial assets**

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

**(j) Inventories**

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential.

All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where Inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

**(k) Non-current assets classified as held for sale**

A non-current asset classified as held for sale (including disposal groups) is measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

**(l) Recognition and measurement of property, infrastructure, plant and equipment and intangibles**

**Acquisition**

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in Note 1 (m) have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

**Notes to the Financial Report for the year ended 30 June 2017 cont'**

**Revaluation**

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

**(l) Recognition and measurement of property, plant and equipment, infrastructure, intangibles (cont.)**

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 22 Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 3 to 5 years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

**Land under roads**

Council recognises land under roads it controls at fair value.

**(m) Depreciation and amortisation of property, infrastructure, plant and equipment and intangibles**

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Land and Artworks are not depreciated.

**Notes to the Financial Report for the year ended 30 June 2017 cont'**

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

<b>Asset recognition thresholds and depreciation periods</b>	<b>Depreciation Period</b>	<b>Threshold Limit</b>
--	----------------------------	------------------------

<b>Property</b>		<b>\$'000</b>
land	n/a	0
land improvements	20 - 200 years	5
<b>Buildings</b>		
buildings	30 - 100 years	5
building improvements	25 - 60 years	1
leasehold improvements	10 - 20 years	1
<b>Plant and Equipment</b>		
heritage plant and equipment	n/a	1
plant, machinery and equipment	3 - 40 years	1
fixtures, fittings and furniture	2 - 25 years	1
computers and telecommunications	5 - 20 years	1
library books	n/a	0
<b>Infrastructure</b>		
roads	16 - 200 years	5
bridges	30 - 200 years	5
footpaths and cycleways	15 - 65 years	5
drainage	20 - 200 years	1
recreational, leisure and community facilities	20 - 80 years	1
parks, open space and streetscapes	15 - 80 years	5
off street car parks	16 - 200 years	5
aerodromes	16 - 100 years	1
other infrastructure	20- 60 years	5

**(n) Repairs and maintenance**

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

**Notes to the Financial Report for the year ended 30 June 2017 cont'**

**(o) Impairment of assets**

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

**(p) Trust funds and deposits**

Amounts received as deposits and retention amounts controlled by Council are recognised as Trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited (refer to note 24).

**(q) Borrowings**

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

**Borrowing Costs**

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on bank overdrafts, interest on borrowings, and finance lease charges.

**(r) Employee costs and benefits**

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

**Notes to the Financial Report for the year ended 30 June 2017 cont'**

**Wages and salaries, and annual leave**

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

**Long service leave**

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current Liability - unconditional LSL is disclosed as a current liability even when the council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at :

- present value - component that is not expected to be wholly settled within 12 months.
- nominal value - component that is expected to be wholly settled within 12 months.

**(r) Employee costs and benefits**

**Classification of employee costs**

Non-current liability - conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

**(s) Leases**

**Operating leases**

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

**(t) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(u) Financial guarantees**

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised. Details of guarantees that Council has provided, that are not recognised in the balance sheet are disclosed at Note 33 contingent liabilities and contingent assets.

**(v) Contingent assets and contingent liabilities and commitments**

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a Note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of Note and presented and inclusive of the GST payable.

**(w) Pending accounting standards**

The following new AAS's have been issued that are not mandatory for the 30 June 2017 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

**Revenue from contracts with customers (AASB 15) (applies 2018/19)**

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

**Leases (AASB 16) (applies 2019/20)**

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

Council has a significant number of operating leases that will be impacted as a result of this change. This will see assets and liabilities of approximately \$900,000 recognised.

**(x) Rounding**

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars.

Figures in the financial statement may not equate due to rounding.

**Note Budget Comparison**

**2**

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of 10% and \$100,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 27 June 2016. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

**(a) Income and Expenditure**

	<b>Budget 2017 \$'000</b>	<b>Actual 2017 \$'000</b>	<b>Variance 2017 \$'000</b>	<b>2017 %</b>	<b>Ref</b>
<b>Income</b>					
Rates and charges	34,119	34,326	207	0.6%	
Statutory fees and fines	1,200	1,811	611	50.9%	1
User fees	16,528	15,287	(1,241)	(7.5%)	
Grants - Operating	12,355	15,630	3,275	26.5%	2
Grants - Capital	1,818	5,827	4,009	220.5%	3
Contributions - Monetary	623	2,379	1,756	281.9%	4
Contributions - Non-monetary	4,000	7,638	3,638	91.0%	5
Share of net profits/(losses) of associates	0	36	36	0.0%	
Other income	784	829	45	5.7%	

<b>Total income</b>	<b>71,427</b>	<b>83,763</b>	<b>12,336</b>	<b>17.3%</b>	
<b>Expenses</b>					
Employee costs	(30,518)	(31,575)	(1,057)	(3.5%)	
Materials and services	(21,978)	(25,604)	(3,626)	(16.5%)	6
Bad and doubtful debts	(102)	(259)	(157)	(153.9%)	7
Depreciation	(10,000)	(10,936)	(936)	(9.4%)	8
Borrowing costs	(595)	(492)	103	17.3%	
Other expenses	(823)	(784)	39	4.8%	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	(1,309)	(2,465)	(1,156)	(88.3%)	9
<b>Total expenses</b>	<b>(65,325)</b>	<b>(72,115)</b>	<b>(6,790)</b>	<b>(10.4%)</b>	
<b>Surplus/(Deficit) for the year</b>	<b>6,102</b>	<b>11,649</b>	<b>5,547</b>	<b>90.9%</b>	

(i) **Explanation of material variances**

**Var Explanation**  
**Ref**

- 1 Increase in town planning applications due to the changes of the fee structure under the Planning and Environment (Fees) Regulation 2016 and the Subdivision (Fees) Regulation 2016, that were not known at budget adoption, along with an increase in animal registration and parking fines.
- 2 Received first instalment of the 2017/18 Victorian Grants Commission Grant in 2016/17, that was not budgeted.
- 3 The variance relates to a number of projects that were not budgeted for, including City Centre Renewal project \$1.78m, Flagstaff Hill Redevelopment project \$1.0m, and the North Warrnambool Flood Mitigation project \$824k.
- 4 Contributions for Allansford Recreation Reserve upgrade \$314k, Regional Cities project \$270k, and Barwon South West Hazard Assessment project \$233k were received which were not budgeted.
- 5 The value of gifted assets from subdivisions was greater than budgeted due to higher levels of activity than expected.
- 6 During the year Council expensed \$3.0m of capital works including drainage repairs at non Council owned land, street lighting upgrade, Coglan Rd rebate scheme and maintenance on CBD roads.

- 7 Increase in bad debts due to the increase in the number of animal registrations and parking fines issued.
- 8 Increase in depreciation due to a reduction in useful live of pavements and increase in amount of shorter lived stabilised pavements.
- 9 Increase in net loss due to the transfer of asset ownership of the RSL Building to the RSL and the Mortlake Road culvert to Vicroads.

**Notes to the Financial Report for the year ended 30 June 2017**

(b) Capital Works	Budget 2017 \$'000	Actual 2017 \$'000	Variance 2017 \$'000	2017 %	Ref
<b>Property</b>					
Land specialised	0	0	0	0.0%	
Land non-specialised	0	0	0	0.0%	
Land improvements	0	73	(73)	0.0%	
<b>Total Land</b>	<b>0</b>	<b>73</b>	<b>(73)</b>	<b>0.0%</b>	
Buildings specialised	0	1,534	(1,534)	0.0%	
Buildings non-specialised	0	69	(69)	0.0%	
Building improvements	1,895	21	1,874	98.9%	1
<b>Total Buildings</b>	<b>1,895</b>	<b>1,624</b>	<b>271</b>	<b>14.3%</b>	
<b>Total Property</b>	<b>1,895</b>	<b>1,697</b>	<b>198</b>	<b>10.5%</b>	
<b>Plant and equipment</b>					
Plant, machinery and equipment	1,418	2,092	(674)	(47.5%)	2
Fixtures, fittings and furniture	0	124	(124)	0.0%	
Computers and telecommunications	355	1,706	(1,351)	(380.5%)	3
Paintings and exhibits	35	109	(74)	(210.5%)	
<b>Total Plant and Equipment</b>	<b>1,808</b>	<b>4,031</b>	<b>(2,223)</b>	<b>(122.9%)</b>	
<b>Infrastructure</b>					

Roads	4,183	3,900	283	6.8%	
Bridges	950	286	664	69.9%	4
Footpaths and cycleways	1,586	4,613	(3,027)	(190.9%)	5
Drainage	2,750	901	1,849	67.2%	6
Recreational, leisure and community facilities	221	311	(90)	(40.9%)	
Parks, open space and streetscapes	686	335	351	51.2%	7
Aerodromes	30	59	(29)	(95.5%)	
<b>Notes to the Financial Report for the year ended 30 June 2017</b>					
Off street car parks	356	17	339	95.2%	8
Other infrastructure	310	48	262	84.4%	9
<b>Total Infrastructure</b>	<b>11,072</b>	<b>10,470</b>	<b>602</b>	<b>5.4%</b>	
	<b>12,880</b>	<b>14,501</b>	<b>(1,621)</b>	<b>(12.6%)</b>	
<b>Total Capital Works Expenditure</b>	<b>14,775</b>	<b>16,198</b>	<b>(1,423)</b>	<b>(9.6%)</b>	
<b>Represented by:</b>					
New asset expenditure	780	1,999	(1,219)	(156.3%)	10
Asset renewal expenditure	10,454	13,327	(2,873)	(27.5%)	10
Asset expansion expenditure	0	268	(268)	100.0%	10
Asset upgrade expenditure	3,541	604	2,937	82.9%	10
<b>Total Capital Works Expenditure</b>	<b>14,775</b>	<b>16,198</b>	<b>(1,423)</b>	<b>(9.6%)</b>	

<b>Var Ref</b>	<b>Explanation</b>
1	Annual budget for Buildings were combined into building improvements, were the actuals are split over a number of categories. The reduction in total buildings is due to the deferral of public toilet renewal and reduction in improvements at the Holiday Parks.
2	Purchase of 3 new trucks that were budgeted to occur in the 2015/16 financial year.

- 3 Flagstaff Hill sound and light show renewal was undertaken, however it was budgeted to occur in the 2015/16 financial year.
- 4 Delay in the timing of the Ziegler Parade bridge construction.
- 5 City Centre Renewal project commenced during the year, however it was budgeted to occur during the 2015/16 financial year.
- 6 Simpson Street drainage upgrade did not progress as anticipated during the year.
- 7 Public open space projects did not progress as anticipated during the year including, East Warrnambool Community Parks, Dennington Recreation Reserve and Brierly Master Plan.
- 8 Railway precinct carpark development did not progress as anticipated during the year.
- 9 Livestock exchange improvements have been deferred to later years, and the ticket machine replacement program is to be undertaken in 2017/18.
- 10 During the 2016/17 financial year Council allocated more funds to new projects and asset renewal, specifically the City Centre Renewal project with a reduction in asset upgrade with the delay in the Simpson Street drainage project.

**Notes to the Financial Report for the year ended 30 June 2017**

		<b>2017</b>	<b>2016</b>
		<b>\$'000</b>	<b>\$'000</b>
<b>Note 3</b>	<b>Rates and charges</b>		
	Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its imputed market value.		
	The valuation base used to calculate general rates for 2016/17 was \$6.183 billion (2015/16 \$6.019 billion). The 2016/17 rate in the CIV dollar was \$0.003713 (2015/16 \$0.003666).		
	Residential	18,439	17,625
	Municipal charge	4,212	4,064
	Waste management charge	4,354	4,198
	Commercial rates	4,409	4,371
	Vacant Land Rates	843	864
	Industrial rates	1,606	1,531
	Urban farm rates	399	380
	Cultural and recreational land rates	64	63
	<b>Total rates and charges</b>	<b>34,326</b>	<b>33,096</b>
	The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2016, the valuation was first applied to the rating period commencing 1 July 2016.		
<b>Note 4</b>	<b>Statutory fees and fines</b>		
	Parking fines	552	446
	Animal control	459	328
	Town planning and building	446	283
	Health and local laws	170	137
	Permits and certificates	184	175
	<b>Total statutory fees and fines</b>	<b>1,811</b>	<b>1,369</b>
<b>Note 5</b>	<b>User fees</b>		
	Property management	696	658
	Indoor aquatic centre	2,160	2,078
	Children's services	2,074	2,343
	Multi purpose sports stadiums	1,123	1,062
	Cultural centres	1,439	1,327
	Regulatory control	1,468	1,446
	Tourism and promotion	1,328	1,848
	Foreshore holiday parks	2,753	2,828
	Livestock Exchange	1,217	1,407
	Aged services fees	790	829
	Other fees and charges	239	387
	<b>Total user fees</b>	<b>15,287</b>	<b>16,213</b>
<b>Note 6</b>	<b>Grants</b>	<b>2017</b>	<b>2016</b>
		<b>\$'000</b>	<b>\$'000</b>
	Grants were received in respect of the following:		

**Summary of grants**

Commonwealth funded grants	7,530	2,985
State funded grants	13,928	14,447
<b>Total grants received</b>	<b>21,457</b>	<b>17,432</b>

**Operating Grants**

*Recurrent - Commonwealth Government*

Victoria Grants Commission - unallocated	4,406	1,415
Victoria Grants Commission - local roads	950	320
Aged services	820	240
Other	85	85

*Recurrent - State Government*

Port operations	196	96
Employment initiatives	7	25
Economic development	87	37
Family and children	5,306	4,711
Aged services	1,855	2,175
Recreation	264	155
Cultural centres	201	309
Rural access	273	290
Festivals and Events	0	19
Environmental initiatives	67	62
School crossing supervision	116	107
Pension rebate	622	600
Other	171	174

<b>Total recurrent operating grants</b>	<b>15,424</b>	<b>10,820</b>
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*Non-Recurrent - State Government*

Economic development	12	117
Family and children	89	322
Aged services	106	142
Festivals and Events	0	76
Infrastructure services	0	185

<b>Total non-recurrent operating grants</b>	<b>207</b>	<b>842</b>
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<b>Total operating grants</b>	<b>15,630</b>	<b>11,662</b>
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**Capital Grants**

*Recurrent - Commonwealth Government*

Roads to recovery	1,019	925
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*Recurrent - State Government*

<b>Total recurrent capital grants</b>	<b>1,019</b>	<b>925</b>
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*Non-recurrent - Commonwealth Government*

Infrastructure services	250	0
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*Non-Recurrent - State Government*

Infrastructure services	4,384	3,570
Recreation and culture	153	467
Environmental initiatives	22	532
Family and community	0	62
Other	0	214

<b>Total non-recurrent capital grants</b>	<b>4,808</b>	<b>4,845</b>
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<b>Total capital grants</b>	<b>5,827</b>	<b>5,770</b>
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**Unspent grants received on condition that they be spent in a specific manner**

Balance at start of year	997	2,090
Received during the financial year and remained unspent at balance date	944	877
Received in prior years and spent during the financial year	(482)	(1,970)
<b>Balance at year end</b>	<b>1,459</b>	<b>997</b>

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Note 7 Contributions</b>		
Monetary	2,379	1,664
Non-monetary	7,638	7,936
<b>Total contributions</b>	<b>10,017</b>	<b>9,600</b>

Contributions of non-monetary assets were received in relation to the following asset classes.

Land	0	418
Bridges	335	56
Roads	2,422	3,066
Drainage	3,382	1,353
Footpaths and cycleways	651	1,057
Land under roads	230	924
Specialised building	36	1,010
Paintings and Exhibits	499	0
Other	83	52
<b>Total non-monetary contributions</b>	<b>7,638</b>	<b>7,936</b>

**Note 8 Net gain/(loss) on disposal of property, infrastructure, plant and equipment**

Proceeds of Sale	711	381
Written down value of assets disposed		
R.S.L Building (transfer of ownership)	(1,302)	0
Mortlake Rd Culvert (transfer of ownership)	(733)	0
Other	(1,141)	(929)
<b>Total net gain/(loss) on disposal of property, infrastructure, plant and equipment</b>	<b>(2,465)</b>	<b>(548)</b>

**Note 9 Other income**

Interest	402	482
Infrastructure services	37	39
Recreation & cultural programs	17	15
Family and community	10	6
Reimbursements	218	188
Other	145	167
<b>Total other income</b>	<b>829</b>	<b>897</b>

**Note 10 (a) Employee costs**

Wages and salaries	26,603	25,291
WorkCover	823	711
Casual Staff	1,265	1,313
Superannuation	2,615	2,440
Fringe Benefit Tax	269	258
<b>Total employee costs</b>	<b>31,575</b>	<b>30,013</b>

**Note 10 (b) Superannuation**

Council made contributions to the following funds:

**Defined benefit fund**

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	259	264
	259	264
Employer contributions payable at reporting date	0	0

**Accumulation funds**

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	2,343	2,164
Employer contributions - other funds	13	11
	2,356	2,175
Employer contributions payable at reporting date	0	0

Refer to note 32 for further information relating to Council's superannuation obligations

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Note 11 Materials and services</b>		
Infrastructure services	7,385	6,113
Waste management	3,163	2,185
Recreation and cultural services	3,949	4,046
Children's services	1,167	1,104
Family day care	407	609
Corporate services	4,199	4,945
Tourism and promotion	2,310	2,252
Aged services	834	811
Foreshore caravan parks	649	663
Livestock Exchange	415	481
Health and local laws	688	477
Other	438	645
<b>Total materials and services</b>	<b>25,604</b>	<b>24,331</b>
<b>Bad and doubtful debts</b>		
<b>Note 12</b>		
Other debtors	259	210
<b>Total bad and doubtful debts</b>	<b>259</b>	<b>210</b>
<b>Note 13 Depreciation and amortisation</b>		
Property	1,962	1,842
Infrastructure	7,603	6,995
Plant and equipment	1,371	1,329

	<b>Total depreciation and amortisation</b>	10,936	10,166
	Refer to note 22 for a more detailed breakdown of depreciation and amortisation charges		
<b>Note 14</b>	<b>Borrowing costs</b>		
	Interest - borrowings	492	601
	<b>Total borrowing costs</b>	492	601
<b>Note 15</b>	<b>Other expenses</b>		
	Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	57	42
	Auditors' remuneration - Internal	73	64
	Councillors' allowances	235	248
	Operating lease rentals	419	387
	Other	0	2
	<b>Total other expenses</b>	784	743
<b>Note 16</b>	<b>Investment in associates</b>		
	Investments in associates accounted for by the equity method are:		
	- Corangamite Regional Library Corporation	535	493
	<b>Corangamite Regional Library Corporation</b>		
	<b>Background</b>		
	Warrnambool City Council in conjunction with Colac Otway Shire, Corangamite Shire Council and Moyne Shire Council have an interest in the Corangamite Regional Library Corporation. The Library services much of the population of the South West Victoria and Warrnambool City Council currently has a 38.5% equity interest (38.5% in 2014/15).		
	<b>Fair value of Council's investment in Corangamite Regional Library Corporation</b>	535	493
		<b>2017</b>	<b>2016</b>
		<b>\$'000</b>	<b>\$'000</b>
<b>Note 16</b>	<b>Investment in associates (cont.)</b>		
	<b>Council's share of accumulated surplus / (deficit)</b>		
	Council's share of accumulated (deficit) at start of year	(213)	(390)
	Reported (deficit) for year	36	49
	Transfers (to) / from reserves	92	125
	Movement in equity share	6	3
	Council's share of accumulated (deficit) at end of year	(79)	(213)
	<b>Council's share of reserves</b>		
	Council's share of reserves at start of year	706	831
	Transfers (to) / from reserves	(92)	(125)
	Council's share of reserves at end of year	614	706
	<b>Movement in carrying value of specific investment</b>		
	Carrying value of investment at start of year	493	441

Share of surplus/(deficit) for year	36	49
Share of asset revaluation	0	0
Distributions received	0	0
Movement in equity share	6	3
Carrying value of investment at end of year	535	493
<b>Council's share of contingent liabilities and contingent assets</b>	<b>535</b>	<b>493</b>

**Note 17 Cash and cash equivalents**

Cash on hand	30	29
Cash at bank	1,534	2,198
Term deposits	0	1,000
	1,564	3,227

Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:

- Resort and recreation reserve	422	314
- Trust funds and deposits (Note 24)	648	720
Total restricted funds	1,070	1,034
Total unrestricted cash and cash equivalents	494	2,193

**Intended allocations**

Although not externally restricted the following amounts have been allocated for specific future purposes by Council:

- Cash held to fund carried forward capital works	4,581	2,513
<b>Total funds subject to intended allocations</b>	<b>4,581</b>	<b>2,513</b>

Refer also to Note 19 for details of other financial assets held by Council.

**Trade and Other Receivables**

**Note 18**

**Current**

Rates debtors	933	1,107
Other debtors	2,828	2,036
Provision for doubtful debts	(125)	(117)
Loans and advances to community organisations	90	36
Net GST receivable	532	396
Total current trade and other receivables	4,258	3,458

**Non-Current**

Loans and advances to community organisations	87	161
Total non-current trade and other receivables	87	161
<b>Total trade and other receivables</b>	<b>4,345</b>	<b>3,619</b>

**(a) Ageing of Receivables**

At balance date other debtors representing financial assets were past due but not impaired. The ageing of the Council's trade and other receivables (excluding statutory receivables) was:

Current (not yet due)	2,489	1,790
Past due by up to 30 days	61	80
Past due between 31 and 180 days	153	107
Past due between 181 and 365 days	105	39
Past due by more than 1 year	26	20
<b>Total trade and other receivables</b>	<b>2,835</b>	<b>2,036</b>

**(b) Movement in provisions for doubtful debts**

Balance at the beginning of the year	117	117
New Provisions recognised during the year	125	117
Amounts already provided for and written off as uncollectible	(117)	(117)
Amounts provided for but recovered during the year	0	0
Balance at end of year	125	117

**Note 19 Other Financial Assets**

Term deposits	12,000	9,000
<b>Total other financial assets</b>	<b>12,000</b>	<b>9,000</b>

**Note 20 Inventories**

Inventories held for sale	180	111
<b>Total inventories</b>	<b>180</b>	<b>111</b>

**Note 21 Other Assets**

Prepayments	304	155
Accrued income	434	266
<b>Total other assets</b>	<b>738</b>	<b>421</b>

## Notes to the Financial Report for the year ended 30 June 2017

### Note 22 Property, infrastructure, plant and equipment

	At Fair Value 30 June 2016	Acquisitions	Contributions	Revaluation	Depreciation Expense	Disposal	Write Offs	Transfers	At Fair Value 30 June 2017
Land	161,366	73	230	0	(23)	(156)	0	0	161,490
Buildings	135,930	1,484	36	0	(1,939)	(1,302)	0	12	134,223
Plant and equipment	18,762	3,867	499	0	(1,371)	(245)	0	(12)	21,501
Infrastructure	328,214	6,552	6,873	11,695	(7,603)	(1,488)	0	(0)	344,243
Works in Progress	2,937	4,222	0	0	0	0	(1,521)	0	5,638
<b>Total</b>	<b>647,209</b>	<b>16,198</b>	<b>7,638</b>	<b>11,695</b>	<b>(10,936)</b>	<b>(3,191)</b>	<b>(1,521)</b>	<b>(0)</b>	<b>667,094</b>

### Summary of Works in Progress

	Opening WIP	Additions	Transfers	Write Offs	Closing WIP
Buildings	278	140	0	(201)	217
Plant and equipment	14	163	0	(14)	163
Infrastructure	2,645	3,918	0	(1,306)	5,257
<b>Total</b>	<b>2,937</b>	<b>4,222</b>	<b>0</b>	<b>(1,521)</b>	<b>5,638</b>

## Notes to the Financial Report for the year ended 30 June 2017

### Note 22

#### Property, infrastructure, plant and equipment (cont.)

	Land - specialised	Land - non specialised	Land improvements	Total Land	Buildings - specialised	Buildings - non specialised	Building Improvements	Total Buildings	Work in Progress	Total Property
<b>Land and Buildings</b>										
At fair value 1 July 2016	154,984	5,871	824	<b>161,678</b>	148,848	2,996	764	<b>152,608</b>	278	<b>314,565</b>
Accumulated depreciation at 1 July 2016	0	0	(312)	<b>(312)</b>	(16,500)	(0)	(178)	<b>(16,678)</b>	0	<b>(16,990)</b>
	<b>154,984</b>	<b>5,871</b>	<b>512</b>	<b>161,366</b>	<b>132,348</b>	<b>2,996</b>	<b>586</b>	<b>135,930</b>	<b>278</b>	<b>297,575</b>
<b>Movements in fair value</b>										
Acquisition of assets at fair value	0	0	73	<b>73</b>	1,394	69	21	<b>1,484</b>	140	<b>1,697</b>
Non-cash contributed assets	230	0	0	<b>230</b>	36	0	0	<b>36</b>	0	<b>266</b>
Revaluation increments/decrements	0	0	0	<b>0</b>	0	0	0	<b>0</b>	0	<b>0</b>
Fair value of assets disposed	(156)	0	0	<b>(156)</b>	(1,543)	0	0	<b>(1,543)</b>	0	<b>(1,699)</b>
	0	0	0	<b>0</b>	0	0	0	<b>0</b>	(201)	<b>(201)</b>
Transfers	3,145	(3,145)	0	<b>0</b>	12	0	0	<b>12</b>	0	<b>12</b>
	<b>3,219</b>	<b>(3,145)</b>	<b>73</b>	<b>147</b>	<b>(100)</b>	<b>69</b>	<b>21</b>	<b>(10)</b>	<b>(61)</b>	<b>76</b>
<b>Movements in accumulated depreciation</b>										
Depreciation	0	0	(23)	<b>(23)</b>	(1,877)	(39)	(23)	<b>(1,939)</b>	0	<b>(1,962)</b>
Accumulated	0	0	0	<b>0</b>	241	0	0	<b>241</b>	0	<b>241</b>

depreciation of disposals										
Impairment losses recognised in operating result	0	0	0	<b>0</b>	0	0	0	<b>0</b>	0	<b>0</b>
Revaluation increments/decrements	0	0	0	<b>0</b>	0	0	0	<b>0</b>	0	<b>0</b>
	<b>0</b>	<b>0</b>	<b>(23)</b>	<b>(23)</b>	<b>(1,637)</b>	<b>(39)</b>	<b>(23)</b>	<b>(1,699)</b>	<b>0</b>	<b>(1,721)</b>
At fair value 30 June 2017	158,204	2,726	896	<b>161,825</b>	148,749	3,065	785	<b>152,599</b>	217	<b>314,641</b>
Accumulated depreciation at 30 June 2017	0	0	(335)	<b>(335)</b>	(18,136)	(39)	(201)	<b>(18,376)</b>	0	<b>(18,711)</b>
	<b>158,204</b>	<b>2,726</b>	<b>561</b>	<b>161,490</b>	<b>130,612</b>	<b>3,026</b>	<b>584</b>	<b>134,223</b>	<b>217</b>	<b>295,930</b>

**Notes to the Financial Report for the year ended 30 June 2017**

**Note 22**

**Property, infrastructure, plant and equipment (cont.)**

	Plant machinery and equipment	Fixtures, fittings and furniture	Computers and telecomms	Paintings and exhibits	Work in Progress	Total plant and equipment
<b>Plant &amp; Equipment</b>						
At fair value 1 July 2016	8,496	5,506	4,041	11,012	14	<b>29,069</b>
Accumulated depreciation at 1 July 2016	(4,609)	(4,383)	(1,301)	0	0	<b>(10,293)</b>
	<b>3,887</b>	<b>1,123</b>	<b>2,740</b>	<b>11,012</b>	<b>14</b>	<b>18,777</b>
<b>Movements in fair value</b>						
Acquisition of assets at fair value	1,929	124	1,706	109	163	<b>4,031</b>
Contributed assets	0	0	0	499	0	<b>499</b>
Revaluation increments/decrements	0	0	0	0	0	<b>0</b>
Fair value of assets disposed	(1,326)	(7)	0	(24)	0	<b>(1,357)</b>
Work in progress expensed to operating result	0	0	0	0	(14)	<b>(14)</b>
Transfers	0	7	0	(20)	0	<b>(12)</b>
	<b>602</b>	<b>124</b>	<b>1,706</b>	<b>564</b>	<b>149</b>	<b>3,146</b>
<b>Movements in accumulated depreciation</b>						
Depreciation and amortisation	(986)	(99)	(285)	0	0	<b>(1,371)</b>
Accumulated depreciation of disposals	1,105	7	0	0	0	<b>1,112</b>
Impairment losses recognised in operating result	0	0	0	0	0	<b>0</b>
Revaluation increments/decrements	0	0	0	0	0	<b>0</b>
	<b>119</b>	<b>(92)</b>	<b>(285)</b>	<b>0</b>	<b>0</b>	<b>(259)</b>

At fair value 30 June 2017	9,098	5,630	5,747	11,577	163	<b>32,215</b>
Accumulated depreciation at 30 June 2017	(4,490)	(4,475)	(1,586)	0	0	<b>(10,551)</b>
	<b>4,608</b>	<b>1,156</b>	<b>4,161</b>	<b>11,577</b>	<b>163</b>	<b>21,664</b>

**Note 22**

**Property, infrastructure, plant and equipment (cont.)**

	Roads	Bridges	Foot-paths, Cycle-ways	Drain-age	Recreational, leisure and community	Parks open spaces and streetscapes	Aerodrome	Off street car parks	Other infrastructure	Works in progress	<b>Total Infrastructure</b>
<b>Infrastructure</b>											
At fair value 1 July 2016	246,789	14,994	46,385	76,292	5,118	10,274	9,900	13,787	6,548	2,645	<b>432,734</b>
Accumulated depreciation at 1 July 2016	(42,379)	(4,028)	(19,366)	(20,479)	(3,745)	(5,086)	(1,150)	(2,488)	(3,156)	0	<b>(101,876)</b>
	<b>204,411</b>	<b>10,966</b>	<b>27,020</b>	<b>55,814</b>	<b>1,373</b>	<b>5,188</b>	<b>8,750</b>	<b>11,298</b>	<b>3,392</b>	<b>2,645</b>	<b>330,859</b>
<b>Movements in fair value</b>											
Acquisition of assets at fair value	3,879	286	715	901	311	335	59	17	48	3,918	<b>10,470</b>
Contributed assets	2,422	335	651	3,382	0	0	0	83	0	0	<b>6,873</b>
Revaluation increments/decrements	0	17,703	468	0	0	0	0	0	0	0	<b>18,171</b>
Fair value of assets disposed	(640)	(812)	(54)	(595)	0	(21)	0	(18)	(37)	0	<b>(2,177)</b>
Work in progress expensed to operating result	0	0	0	0	0	0	0	0	0	(1,306)	<b>(1,306)</b>
Transfers	(290)	0	(283)	0	59	(602)	0	0	1,115	0	<b>(0)</b>
	<b>5,371</b>	<b>17,511</b>	<b>1,498</b>	<b>3,688</b>	<b>370</b>	<b>(288)</b>	<b>59</b>	<b>83</b>	<b>1,127</b>	<b>2,612</b>	<b>32,030</b>

**Movements in  
accumulated  
depreciation**

Depreciation and amortisation	(3,983)	(169)	(1,140)	(807)	(213)	(84)	(216)	(218)	(772)	0	<b>(7,603)</b>
Accumulated depreciation of disposals	323	79	28	212	0	15	0	9	24	0	<b>689</b>
Impairment losses recognised in operating result	0	(110)	0	0	0	0	0	0	0	0	<b>(110)</b>
Revaluation increments/decrements	0	(5,748)	(79)	(540)	0	0	0	0	0	0	<b>(6,366)</b>
Transfers	(146)	0	(92)	0	28	(349)	0	0	558	0	<b>(0)</b>
	<b>(3,807)</b>	<b>(5,948)</b>	<b>(1,283)</b>	<b>(1,135)</b>	<b>(185)</b>	<b>(418)</b>	<b>(216)</b>	<b>(209)</b>	<b>(191)</b>	<b>0</b>	<b>(13,390)</b>
At fair value 30 June 2017	252,161	32,505	47,883	79,980	5,489	9,986	9,959	13,870	7,675	5,257	<b>464,764</b>
Accumulated depreciation at 30 June 2017	(46,185)	(9,975)	(20,649)	(21,614)	(3,930)	(5,503)	(1,366)	(2,697)	(3,347)	0	<b>(115,266)</b>
	<b>205,976</b>	<b>22,530</b>	<b>27,236</b>	<b>58,367</b>	<b>1,559</b>	<b>4,482</b>	<b>8,593</b>	<b>11,172</b>	<b>4,328</b>	<b>5,257</b>	<b>349,499</b>

**Notes to the Financial Report for the year ended 30 June 2017**

**Note 22 Property, infrastructure, plant and equipment (cont.)**

*Valuation of land and buildings*

An independent valuation of Council's specialised buildings was performed by SPM Consultants in consultation with Councils Coordinator Strategic Asset Management Officer Mr John Finnerty. The valuation was performed using either the market based direct comparison method or depreciated replacement cost, adjusted for restrictions in use. The effective date of the valuation is 30 June 2015.

An independent valuation of Council's specialised land and land under roads was performed by Preston Rowe Paterson South West Rating (AAPI 62337). The valuation was performed using the market based direct comparison method and adjusted for restrictions in use. The effective date of the valuation is 30 June 2015.

An independent valuation of Council's non-specialised land was performed by Preston Rowe Paterson South West Rating (AAPI 62337). The valuation was performed using the market based direct comparison method and adjusted for restrictions in use. The effective date of the valuation is 30 June 2016.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interest of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000
Land	0	2,726	0
Specialised land	0	0	158,204
Land improvements	0	0	561
Heritage buildings	0	0	0
Buildings	0	3,026	0
Specialised Buildings	0	0	130,612
Buildings improvements	0	0	584
Total	0	5,752	289,961

*Valuation of infrastructure*

A valuation of infrastructure assets was performed by Mr John Finnerty, Coordinator Strategic Asset Management, with Warrnambool City Council.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

**Notes to the Financial Report for the year ended 30 June 2017**

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000
Roads	0	0	205,976
Bridges	0	0	22,530
Footpaths and cycleways	0	0	27,236

Drainage	0	0	58,367
Recreational, leisure and community facilities	0	0	1,559
Parks, open space and streetscapes	0	0	4,482
Aerodromes	0	0	8,593
Offstreet car parks	0	0	11,172
Other infrastructure	0	0	4,328
Total	0	0	344,242

*Valuation of Paintings and exhibits*

Paintings and exhibits consist of Paintings, Other Exhibits and items in the Reference Collection. The valuation was carried out by Mr Charles Nodrum, Approved Valuer for the Australian Government's Cultural Gifts Program based on market value.

	Level 1 \$'000	Level 2 \$'000	Level 3 \$'000
Paintings & exhibits	0	11,577	0
Total	0	11,577	0

*Description of significant unobservable inputs into level 3 valuations*

**Specialised land and land under roads** is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 70% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$0.12 and \$939 per square metre.

**Specialised buildings** are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$258 and \$3905 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 10 years to 115 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations ore requirements that could either shorten or extend the useful lives of buildings.

**Infrastructure assets** are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 1 year to 200 years. Replacement cost is sensitive to changes in market condition, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Reconciliation of specialised land</b>		
Land under roads	3,374	3,144
Crown land	75,144	75,143
Council freehold land	79,686	76,697
Parks and reserves	0	0
<b>Total specialised land</b>	<b>158,204</b>	<b>154,984</b>

**Notes to the Financial Report for the year ended 30 June 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Note 23 Trade and other payables</b>		
<b>Current</b>		
Trade payables	930	625
Net GST payable	137	184
Accrued expenses	3,190	3,516
Fire service liability	131	239
	<b>4,388</b>	<b>4,564</b>
<b>Note 24 Trust funds and deposits</b>		
Refundable developer deposits	542	574
Fire services levy	0	0
Contract retention amounts	0	9
Other refundable deposits	106	137
<b>Total trust funds and deposits</b>	<b>648</b>	<b>720</b>

*Purpose and nature of items*

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the State Government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

		<b>Employee</b>	<b>Landfill</b>	<b>Total</b>
		<b>\$'000</b>	<b>Restoration</b>	<b>\$'000</b>
			<b>\$'000</b>	<b>\$'000</b>
<b>Note 25</b>	<b>Provisions</b>			
	<b>2017</b>			
	Balance at beginning of the financial year	6,237	0	6,237
	Additional provisions	684	864	1,549
	Amounts used	(942)	0	(942)
	Change in the discounted amount arising because of time and the effect of any change in the discount rate	652	0	652
	Balance at the end of the financial year	6,632	864	7,496
	<b>2016</b>			
	Balance at beginning of the financial year	6,081	0	6,081
	Additional provisions	939	0	939
	Amounts used	(1,101)	0	(1,101)
	Change in the discounted amount arising because of time and the effect of any change in the discount rate	318	0	318
	Balance at the end of the financial year	6,237	0	6,237
			<b>2017</b>	<b>2016</b>
			<b>\$'000</b>	<b>\$'000</b>
<b>(a) Employee benefits</b>	<b>Employee provisions</b>			
	<b>Current provisions expected to be wholly settled within 12 months</b>			
	Annual leave		1,901	1,878
	Long service leave		468	451
			2,369	2,329
	<b>Current provisions expected to be wholly settled after 12 months</b>			
	Annual leave		221	214
	Long service leave		3,456	3,125
			3,677	3,339

	<b>Total current employee provisions</b>	6,046	5,668
	<b>Non-current</b>		
	Long service leave	586	569
	<b>Total non-current employee provisions</b>	586	569
	Aggregate carrying amount of employee provisions:		
	Current	6,046	5,668
	Non-current	586	569
	Total aggregate carrying amount of employee provisions	6,632	6,237
<b>(b) Employee benefits</b>	<b>Landfill Restoration</b>		
	Current	80	0
	Non-current	784	0
		864	0
		<b>2017</b>	<b>2016</b>
		<b>\$'000</b>	<b>\$'000</b>
<b>Note 26</b>	<b>Interest-bearing loans and borrowings</b>		
	<b>Current</b>		
	Borrowings - secured (1)	1,835	1,985
		1,835	1,985
	<b>Non-current</b>		
	Borrowings - secured (1)	6,079	7,915
		6,079	7,915
	<b>Total</b>	7,914	9,900

(1)	Borrowings are secured over councils rate revenue		
(a)	The maturity profile for Council's borrowings is:		
	Not later than one year	1,835	1,985
	Later than one year and not later than five years	4,623	5,659
	Later than five years	1,457	2,256
		7,914	9,900

<b>Note 27</b>	<b>Reserves</b>	<b>Balance at beginning of reporting period</b>	<b>Increment (decrement)</b>	<b>Balance at end of reporting period</b>
		<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
	<b>(a) Asset revaluation reserves</b>			
	<b>2017</b>			
	<b>Property</b>			
	Land	124,063	0	124,063
	Buildings	99,181	0	99,181
		223,244	0	223,244
	<b>Infrastructure</b>			
	Roads	156,007	(540)	155,467
	Bridges	3,501	11,845	15,346
	Footpaths and cycleways	0	390	390
	Drainage	21,218	0	21,218
	Recreational, leisure and community facilities	0	0	0
	Waste Management	0	0	0
	Parks, open space and streetscapes	0	0	0
	Corangamite Regional Library Corporation	706	0	706
	Artworks	1,585	0	1,585
	Other infrastructure	29,041	0	29,041
		212,058	11,695	223,753

	<b>Total asset revaluation reserves</b>	435,302	11,695	446,997
<b>2016</b>				
	<b>Property</b>			
	Land	124,035	28	124,063
	Buildings	93,774	5,407	99,181
		217,809	5,435	223,244
	<b>Infrastructure</b>			
	Roads	156,007	0	156,007
	Bridges	3,501	0	3,501
	Footpaths and cycleways	0	0	0
	Drainage	21,218	0	21,218
	Recreational, leisure and community facilities	0	0	0
	Waste Management	0	0	0
	Parks, open space and streetscapes	0	0	0
	Corangamite Regional Library Corporation	706	0	706
	Artworks	1,585	0	1,585
	Other infrastructure	29,041	0	29,041
		212,058	0	212,058
	<b>Total asset revaluation reserves</b>	429,867	5,435	435,302

The asset revaluation reserve is used to record the increased (net) value of Councils assets over time. Corangamite Regional Library Reserve recognises the fair value of revalued assets in their books.

**Notes to the Financial Report for the year ended 30 June 2017**

<b>Note 27 Reserves (cont.)</b>	<b>Balance at beginning of reporting period</b>	<b>Increment (decrement)</b>	<b>Balance at end of reporting period</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<b>(b) Other reserves</b>			
<b>2017</b>			
credit Main drainage fund	679	(612)	67
credit Committed reserve	3,953	(474)	3,479
debit Heritage restoration fund	43	1	44
debit Insurance claims reserve	90	0	90
debit Information technology reserve	131	0	131
debit Art gallery reserve	44	1	45
debit Resort and recreation reserve	314	108	422
debit Car park fund	479	244	723
debit North of the merri developer contribution reserve	363	9	372
credit Hopkins point road developer contribution reserve	128	(41)	87
debit Cell D	0	639	639
<b>Total other reserves</b>	<b>6,224</b>	<b>(125)</b>	<b>6,099</b>
<b>2016</b>			
Main drainage fund	1,187	(508)	679
Committed reserve	2,907	1,046	3,953
Heritage restoration fund	42	1	43
Insurance claims reserve	90	0	90
Information technology reserve	131	0	131
Art gallery reserve	43	1	44
Resort and recreation reserve	215	99	314
Car park fund	755	(275)	479

North of the merri developer contribution reserve	363	0	363
Hopkins point road developer contribution reserve	0	128	128
<b>Total other reserves</b>	<b>5,733</b>	<b>492</b>	<b>6,224</b>

Main Drainage Fund is maintained specifically for future major drainage works.

Committed Reserve is specifically for predetermined works and Councils small infrastructure fund.

Heritage Restoration Fund is maintained specifically to grant loans for heritage works.

Insurance Claims Reserve is maintained specifically for Council's self-insurance.

Information Technology Reserve is maintained specifically for major information technology upgrades.

Art Gallery Reserve is maintained specifically for the purchase of art pieces.

Resort and Recreation Reserve is maintained specifically for public open space works.

Car Park Fund is maintained specifically for future major car park works.

North of the Merri Developer Contributions Reserve is maintained specifically for contributions held in this growth area.

Hopkins Point Road Reserve Developer Contribution Reserve is maintained specifically for contributions held for in this growth area.

Cell D Developer Contribution Reserve is maintained specifically for contributions held for the growth area of Dales Rd & Aberline Rd.

<b>Note 28</b>	<b>Reconciliation of cash flows from operating activities to surplus/(deficit)</b>	<b>2017 \$'000</b>	<b>2016 \$'000</b>
	Surplus/(deficit) for the year	11,649	12,044
	Depreciation/amortisation	10,936	10,166
	Profit / (loss) on disposal of property, infrastructure, plant & equipment	2,465	548
	Contributions - Non-monetary assets	(7,638)	(7,936)

Share of net profit/(loss) of associates	(36)	(49)
<b>Change in assets and liabilities:</b>		
(Increase)/decrease in trade & other receivables	(590)	434
(Increase)/decrease in prepayments	(149)	120
(Increase)/decrease in accrued income	(168)	(10)
(Increase)/decrease in inventories	(69)	7
Increase/(decrease) in trust deposits	(72)	(71)
Increase/(decrease) in trade & other payables	197	(3,626)
Increase/(decrease) in provisions	1,258	157
Increase/(decrease) in accrued expenses	(201)	2,477
Net cash provided by/(used in) operating activities	17,582	14,261

<b>2017</b>	<b>2016</b>
<b>\$'000</b>	<b>\$'000</b>

**Note 29 Financing arrangements**

Bank overdraft facility	200	200
Credit card facilities	150	113
Total facilities	350	313
Used facilities	0	0
Unused facilities	350	313

**Notes to the Financial Report for the year ended 30 June 2017**

**Note 30 Commitments**

The Council has entered into the following commitments.

	<b>Not later than 1 year</b>	<b>Later than 1 year and not later than 2 years</b>	<b>Later than 2 years and not later than 5 years</b>	<b>Later than 5 years</b>	<b>Total</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<b>2017</b>					
<b>Operating</b>					
Recycling	387	395			782
Waste collection	799	815			1,614
Transactional Banking	14				14
Cleaning services	256	261			516
Security Services	126	128			254
Internal Audit	24				24
Meals for delivery	190	194			384
<b>Total</b>	<b>1,795</b>	<b>1,792</b>	<b>0</b>	<b>0</b>	<b>3,588</b>
<b>Capital</b>					
Information Technology	257				257
Infrastructure	185				185
Roads	4,251				4,251
Drainage	771				771
<b>Total</b>	<b>5,463</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,463</b>

	<b>Not later than 1 year</b>	<b>Later than 1 year and not later than 2 years</b>	<b>Later than 2 years and not later than 5 years</b>	<b>Later than 5 years</b>	<b>Total</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<b>2016</b>					
<b>Operating</b>					
Recycling	378	393			771
Waste collection	779	810			1,589
Cleaning services	257	261	265		783
Security Services	123	126	128		377
Internal Audit	24				24
Meals for delivery	248	252	256		755
Council Election	210				210
<b>Total</b>	<b>2,018</b>	<b>1,842</b>	<b>649</b>	<b>0</b>	<b>4,509</b>
<b>Capital</b>					
Information Technology	1,735	0	0	0	1,735
Fleet	435	0	0	0	435
Roads	50	0	0	0	50
Drainage	1,208	0	0	0	1,208
<b>Total</b>	<b>3,428</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,428</b>

**Notes to the Financial Report for the year ended 30 June 2017**

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Note 31</b>		
<b>Operating lease commitments</b>		
At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):		
Not later than one year	400	298
Later than one year and not later than five years	812	591
Later than five years	1,212	889

**Note 32 Superannuation**

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Income Statement when they are made or due.

**Accumulation**

The Fund's accumulation category, Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2017, this was 9.5% as required under Superannuation Guarantee Legislation).

**Defined Benefit**

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of the Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

**Funding arrangements**

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2016, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 102.0%. To determine the VBI, the Fund Actuary used the following long-term assumptions:

Net investment returns	6.5%pa
Salary inflation	3.5%pa
Price inflation (CPI)	2.5%pa

Vision Super has advised that the VBI at 30 June 2017 was 103.1%. The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 2016 interim actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

### **Employer contributions**

#### **Regular contributions**

On the basis of the results of the 2016 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2017, this rate was 9.5% of members' salaries (9.5% in 2015/16). This rate will increase in line with any increase to the contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

#### **Funding calls**

If the Defined Benefit category is in an unsatisfactory financial position at actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall. Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

### **Notes to the Financial Report for the year ended 30 June 2017**

#### **2016 Interim actuarial investigation surplus amounts**

The Fund's interim actuarial investigation as at 30 June 2016 identified the following in the Defined Benefit category of which Council is a contributing employer:

- A VBI surplus of \$40.3 million; and
- A total service liability surplus of \$156 million.

The VBI surplus means that the market value of the fund's assets supporting the Defined Benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2016. The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses. Council was notified of the 30 June 2016 VBI during August 2016.

**2017 Full triennial actuarial investigation**

A full actuarial investigation is being conducted for the Fund's position as at 30 June 2017. It is anticipated that this actuarial investigation will be completed in December 2017.

**Future superannuation contributions**

In addition to the disclosed contributions, Warrnambool City Council has paid unfunded liability payments to Vision Super totalling \$0 in 2016/17 year (2015/16 \$0). There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2017. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2018 are \$265,000.

**Note 33 Contingent liabilities and contingent assets**

The Council is unaware of any issues at balance date that would give rise to a contingent liability. The Council acts as guarantor in respect of bank loans provided to the following clubs and community groups:

	<b>Original Loan \$'000</b>	<b>2017 \$'000</b>	<b>2016 \$'000</b>
(i) City Memorial Bowls Club Commonwealth Bank	2,000	7	8
(ii) Warrnambool Returned Services Club Commonwealth Bank	2,900	2,634	0
	4,900	2,641	8

## Notes to the Financial Report for the year ended 30 June 2017

### **Note 34 Financial Instruments**

#### **(a) Objectives and policies**

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

#### **(b) Market risk**

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

#### ***Interest rate risk***

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes Council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

**(c) Credit risk**

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. To help manage this risk:

- Council have a policy for establishing credit limits for the entities Council deal with;
- Council may require collateral where appropriate; and
- Council only invest surplus funds with financial institutions which have a recognised credit rating specified in Council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 33.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

**(d) Liquidity risk**

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 33, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at note 26.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

**(e) Fair value**

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

**(f) Sensitivity disclosure analysis**

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are "reasonably possible" over the next 12 months:

- A parallel shift of 1% and -1% in market interest rates (AUD) from year-end rates of 2.0%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

**Notes to the Financial Report for the year ended 30 June 2017**

**Note 35 Related party transactions**

**(i) Related Parties**

**2017 2016**

**Parent Entity**

Warrnambool City Council is the parent entity.

**Subsidiaries and Associates**

Interests in subsidiaries and associates are detailed in note 16.

**(ii) Key Management Personnel**

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

<b>Councillors</b>	Councillor Kylie Gaston (Mayor)		
	Councillor Michael Neoh		
	Councillor Peter Hulin		
	Councillor Robert Anderson	31/10/2016 - 30/06/2017	
	Councillor Sue Cassidy	31/10/2016 - 30/06/2017	
	Councillor Tony Herbert	31/10/2016 - 30/06/2017	
	Councillor David Owen	31/10/2016 - 30/06/2017	
	Councillor Rob Askew	1/07/2016 - 31/10/2016	
	Councillor Jacinta Ermacora	1/07/2016 - 31/10/2016	
	Councillor Brian Kelson	1/07/2016 - 31/10/2016	
	Councillor Peter Sycopoulis	1/07/2016 - 31/10/2016	
<b>Total Number of Councillors</b>		<b>11</b>	<b>7</b>
<b>Chief Executive Officer and other Key Management Personnel</b>		<b>5</b>	<b>10</b>
<b>Total Key Management Personnel</b>		<b>16</b>	<b>17</b>

<b>(lii) Remuneration of Key Management Personnel</b>	<b>2017</b>	<b>2016</b>
<b>Total remuneration of key management personnel was as follows:</b>	<b>\$'000</b>	<b>\$'000</b>
Short-term benefits	1,309	1,338
Long-term benefits	0	53
Termination benefits	0	196
<b>Total</b>	<b>1,309</b>	<b>1,587</b>

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

	<b>2017</b>	<b>2016</b>
	<b>No.</b>	<b>No.</b>
\$0 - \$9,999	4	0
\$10,000 - \$19,999	4	2
\$20,000 - \$29,999	2	6
\$30,000 - \$39,999	0	1
\$40,000 - \$49,999	0	1
\$60,000 - \$69,999	0	1
\$70,000 - \$79,999	1	0
\$90,000 - \$99,999	0	1
\$120,000 - \$129,999	0	1
\$160,000 - \$169,999	0	1
\$190,000 - \$199,999	4	1
\$300,000 - \$309,999	1	1
\$390,000 - \$399,999	0	1
	<b>16</b>	<b>17</b>

**(iv) Transactions with related parties**

During the period Council entered into the following transactions with related parties.

<b>Councillor</b>	<b>Related Party</b>	<b>Nature of Relationship</b>	<b>Terms and Conditions</b>	<b>Aggregate Total \$'000</b>	<b>Nature of Transactions</b>
Cr Ermacora	Wannon Water	Chairperson	Commercial	477	Supply of water and sewage services
Cr Ermacora	Wannon Water	Chairperson	Commercial	(216)	Rental of Council site & contribution to joint works
Cr Askew	Leahy's Home Living Pty Ltd	Controlled Entity	Commercial	7	Supply of electrical equipment
Cr Askew	Leahy's Electrical	Child Controlled Entity	Commercial	91	Electrical repairs and maintenance
Cr Askew	Leahy's Electrical	Child Controlled Entity	Commercial	(11)	Parking permit
Cr Gaston	Ginger Kitchen	Controlled Entity	Commercial	1	Supply of food and catering services
Cr Neoh	South West Sports Assembly	Controlled Entity	Commercial	18	Training workshops and contributions to community clubs
Cr Neoh	South West Sports Assembly	Controlled Entity	Commercial	(4)	Rental of venues
Cr Cassidy	Cassign	Spouse Controlled Entity	Commercial	34	Supply and installation of signage
Cr Cassidy	Cassign	Spouse Controlled Entity	Commercial	(5)	Donation for community project
Cr Herbert	Motang Park Pty Ltd	Controlled Entity	Commercial	(88)	Developer contribution payments
Cr Owen	Warrnambool Surf Life Saving Club	Controlled Entity	Commercial	20	Contributions and support to the Warrnambool Surf Life Saving Club
Cr Owen	Warrnambool Surf Life Saving Club	Controlled Entity	Commercial	(11)	Lease and expenses of Council site

**2017**  
**\$'000**

**2016**  
**\$'000**

**(v) Outstanding balances with related parties**

The following balances are outstanding at the end of the reporting period in relation to transactions with related parties. (72) 0

**(vi) Loans to/from related parties**

The aggregate amount of loans in existence at balance date that have been made, during the reporting year guaranteed or secured by the council to a related party as follows: (2016/17 Nil). 0 0

**(vii) Commitments to/from related parties**

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows: 0 0

**Note 36 Senior Officers Remuneration**

A Senior Officer is an officer of Council, other than Key Management Personnel, who:

- (a) has management responsibilities and reports directly to the Chief Executive; or
- (b) whose total annual remuneration exceeds \$142,000.

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands:

	<b>2017</b>	<b>2016</b>
	<b>No.</b>	<b>No.</b>
Income Range:		
\$130,000 - \$139,999	0	1
\$140,000 - \$149,999	1	0
\$150,000 - \$159,999	1	1
	2	2
Total Remuneration for the reporting year for Senior Officers included above, amounted to:	294	# 285

**Note 37 Events occurring after balance date**

No matters have occurred after balance date that require disclosure in the financial report.

## Notes to the Financial Report for the year ended 30 June 2017

### Note 38 Port of Warrnambool

The Council is the Committee of Management for the Port of Warrnambool. The financial transactions have been included in Council's financial statements and are summarised below:

	<b>2017</b>	<b>2016</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Income</b>		
Grants - operating	89	96
User fees	6	6
Grants - capital	107	278
<b>Total income</b>	<b>202</b>	<b>380</b>
<b>Expenditure</b>		
Materials and services	178	213
Capital expenditure	96	118
<b>Total Expenditure</b>	<b>274</b>	<b>331</b>
<b>Profit/(Loss)</b>	<b>(73)</b>	<b>49</b>

The operation of the Port of Warrnambool is by an agreement between Warrnambool City Council and the Department of Transport, and any assets are returnable on cessation of the agreement.

## **Certification of the Financial Statements**

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.

**David Harrington, CA**  
**Principal Accounting Officer**

**Date :**  
**Warrnambool**

In our opinion the accompanying financial statements present fairly the financial transactions of Warrnambool City Council for the year ended 30 June 2017 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.

**Councillor Peter Hulin**  
**Date : 0-Jan-00**  
**Warrnambool**

**Councillor Mike Neoh**  
**Date : 0-Jan-00**  
**Warrnambool**

# PERFORMANCE STATEMENT

For the year ended 30 June 2017

## Description of Municipality

Warrnambool City Council is a municipality covering 120sqkm in south-west Victoria. It contains the city of Warrnambool, which has a population of 33,797, and the small towns of Allansford, Woodford and Bushfield.

Significant natural features include the estuaries of the Merri and Hopkins rivers and the expansive Lady Bay which in winter and spring is a nursery for southern right whales.

Warrnambool is a major regional employment base with significant dairy and meat processing factories along with a range of industries which service agricultural enterprises.

Warrnambool generates a gross regional product of about \$1.6 billion which accounts for over 20 per cent of the Great South Coast region's economic output despite the municipality covering less than one per cent of the region's total area.

It has 2,893 registered businesses and significant employment sectors include health and social assistance (14.9 per cent of those employed), retail (13.7 per cent), manufacturing (10.3 per cent), education and training (9.1 per cent), construction (8.8 per cent), accommodation and food services (8.8 per cent).

Tourism is another major driver of the city's economy with the city positioned within the Great Ocean Road region and home to the award-winning Flagstaff Hill Maritime Village. Each year more than 700,000 people visit Warrnambool.

Tertiary education providers Deakin University and South West TAFE have campuses in Warrnambool which, along with bringing students to the city, provide local people with opportunities to pursue education and vocational training without having to leave the region.

Warrnambool City Council is also a major employer and provides a range of community services and also owns and manages community assets including the aquatic centre AquaZone, Warrnambool Art Gallery, Warrnambool Stadium, the Lighthouse Theatre, Surfside Holiday Park and major tourist attraction Flagstaff Hill Maritime Village.

## Sustainable Capacity Indicators

For the year ended 30 June 2017

Sustainable Capacity		Results			Material Variations and Comments
Indicator/measure	2015	2016	2017		
<b>Population</b>					
C1	<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$1,938.09	\$1,979.91	\$2,060.83	
C2	<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$14,040.75	\$14,440.73	\$14,960.03	
C3	<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	104.69	99.24	102.11	
<b>Own-source revenue</b>					
C4	<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,404.58	\$1,534.42	\$1,474.21	
<b>Recurrent grants</b>					
C5	<i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$461.30	\$349.10	\$462.56	The increase in 2016/17 is due to the early partial payment of the 2017/18 Victorian Grants Commission funds.
<b>Disadvantage</b>					
C6	<i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	6.00	5.00	5.00	

### Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

<b>Sustainable Capacity</b> <i>Indicator/measure</i>	<b>2015</b>	<b>Results</b>		<b>Material Variations and Comments</b>
		<b>2016</b>	<b>2017</b>	
<p>"population" means the resident population estimated by council "own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants) "relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA "SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website "unrestricted cash" means all cash and cash equivalents other than restricted cash.</p>				

## Service Performance Indicators

For the year ended 30 June 2017

Services Performance Indicators		Results			Material Variations and Comments
Service/indicator/measure	2015	2016	2017		
<b>Aquatic Facilities</b> <b>Utilisation</b> AF6 <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]		6.16	7.14	6.86	
<b>Animal Management</b> <b>Health and safety</b> AM4 <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]		0.00	0.00	0.00	Nil prosecutions
<b>Food Safety</b> <b>Health and safety</b> FS4 <i>Critical and major non-compliance outcome notifications</i>  [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100		94.00%	100.00%	95.35%	From 1 July 2016, 'Critical and major non-compliance outcome notifications' will be reported by calendar year. Previously this indicator was reported by financial year. This has been implemented to better align reporting with the Department of Health and Human Services. This may result in some variances year on year.

<b>Services Performance Indicators</b>		<b>Results</b>			<b>Material Variations and Comments</b>
<i>Service/indicator/measure</i>		<b>2015</b>	<b>2016</b>	<b>2017</b>	
<b>Governance</b>					
<b>Satisfaction</b>					
G5	<i>Satisfaction with council decisions</i>  [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	50.00	51.00	51.00	
<b>Home and Community Care (HACC)</b>					
<b>Participation</b>					
HC6	<i>Participation in HACC service</i>  [Number of people that received a HACC service / Municipal target population for HACC services] x100	36.00%	34.28%	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<b>Participation</b>					
HC7	<i>Participation in HACC service by CALD people</i>  [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	13.00%	12.99%	Reporting Ceased 1 July 2016	Reporting on HACC ceased on 1 July 2016 due to the introduction of the Commonwealth Government's NDIS and CHSP programs
<b>Libraries</b>					
<b>Participation</b>					
LB4	<i>Active library members</i>  [Number of active library members / Municipal population] x100	16.00%	15.83%	15.56%	

<b>Services Performance Indicators</b>		<b>Results</b>			<b>Material Variations and Comments</b>
<i>Service/indicator/measure</i>		<b>2015</b>	<b>2016</b>	<b>2017</b>	
<b>Maternal and Child Health (MCH)</b>					
<b>Participation</b>					
MC4	<i>Participation in the MCH service</i>  [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	78.00%	74.65%	75.25%	
<b>Participation</b>					
MC5	<i>Participation in the MCH service by Aboriginal children</i>  [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	74.00%	60.00%	63.75%	
<b>Roads</b>					
<b>Satisfaction</b>					
R5	<i>Satisfaction with sealed local roads</i>  [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	53.00	49.00	49.00	
<b>Statutory Planning</b>					
<b>Decision making</b>					
SP4	<i>Council planning decisions upheld at VCAT</i>  [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	70.00%	50.00%	50.00%	

Services Performance Indicators Service/indicator/measure	Results			Material Variations and Comments
	2015	2016	2017	
<b>Waste Collection</b> <b>Waste diversion</b> WC5 Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	39.00%	38.30%	38.09%	

**Definitions**

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act

"CALD" means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"HACC program" means the Home and Community Care program established under the Agreement entered into for the purpose of the Home and Community Care Act 1985 of the Commonwealth

"HACC service" means home help, personal care or community respite provided under the HACC program

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the Home and Community Care Act 1985 of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.



Financial Performance Indicators Dimension/ <i>indicator</i> /measure	Results			Forecasts				Material Variations and Comments
	2015	2016	2017	2018	2019	2020	2021	
<p><i>Unrestricted cash compared to current liabilities</i></p> <p>[Unrestricted cash / Current liabilities] x100</p>	50.19%	60.52%	53.62%	46.98%	57.36%	65.06%	68.51%	Council is able to meet its liabilities as and when they are due. This is demonstrated by a positive working capital ratio.
<p><b>Obligations</b></p> <p><b>Asset renewal</b></p> <p><i>Asset renewal compared to depreciation</i></p> <p>[Asset renewal expense / Asset depreciation] x100</p>	81.78%	79.38%	121.86%	142.09%	133.41%	132.50%	121.66%	The variances from year to year reflect the fluctuating nature of our capital works program. Council continues to review its asset renewal strategy to ensure appropriate investment in asset renewal.
<p><b>Loans and borrowings</b></p> <p><i>Loans and borrowings compared to rates</i></p> <p>[Interest bearing loans and borrowings / Rate revenue] x100</p>	34.43%	29.91%	23.06%	25.41%	21.99%	22.01%	18.02%	Council has repaid debt during 2016/17 and has a strategy to only borrow for large intergenerational projects. Council has repaid debt during 2016/17 and has a strategy to only borrow for large intergenerational projects.
<p><i>Loans and borrowings repayments compared to rates</i></p> <p>[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100</p> <p><b>Indebtedness</b></p>	4.56%	5.32%	5.79%	5.45%	4.89%	3.82%	3.39%	

Financial Performance Indicators Dimension/ <i>indicator</i> /measure	Results			Forecasts				Material Variations and Comments
	2015	2016	2017	2018	2019	2020	2021	
<p><i>Non-current liabilities compared to own source revenue</i></p> <p>[Non-current liabilities / Own source revenue] x100</p>	20.02%	16.61%	14.95%	14.86%	13.37%	13.90%	11.34%	This is mainly impacted by the reductions in loans as Council has repaid debt during 2016/17 and has a strategy to only borrow for large intergenerational projects.
<p><b>Operating position</b></p> <p><b><i>Adjusted underlying result</i></b></p> <p><i>Adjusted underlying surplus (or deficit)</i></p> <p>[Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100</p>	-0.26%	-3.21%	-2.34%	0.74%	-1.56%	0.23%	2.06%	The underlying surplus varies from year to year and Council's objective is to have a breakeven position. During 2016/17 financial year, the useful lives of the road network have been reduced based on the current condition assessment which has increased the depreciation expense.
<p><b>Stability</b></p> <p><b><i>Rates concentration</i></b></p> <p><i>Rates compared to adjusted underlying revenue</i></p> <p>[Rate revenue / Adjusted underlying revenue] x100</p> <p><b><i>Rates effort</i></b></p> <p><i>Rates compared to property values</i></p> <p>[Rate revenue / Capital improved value of rateable properties in the municipality] x100</p>	47.81%	51.70%	50.44%	53.41%	54.49%	55.17%	55.34%	
	0.52%	0.55%	0.56%	0.57%	0.58%	0.60%	0.60%	

**Definitions**

"adjusted underlying revenue" means total income other than:

(a) non-recurrent grants used to fund capital expenditure; and

Financial Performance Indicators Dimension/ <i>indicator</i> /measure	Results			Forecasts				Material Variations and Comments
	2015	2016	2017	2018	2019	2020	2021	

(b) non-monetary asset contributions; and

(c) contributions to fund capital expenditure from sources other than those referred to above

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants

"population" means the resident population estimated by council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash.

## Other Information

For the year ended 30 June 2017

### 1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its strategic resource plan on 22 June 2017 and which forms part of the council plan. The strategic resource plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The strategic resource plan can be obtained by contacting council.

## Certification of the performance statement

For the year ended 30 June 2017

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

---

David Harrington, Chartered Accountant

**Principal Accounting Officer**

Dated: ##/##/2017

In our opinion, the accompanying performance statement of the (*council name*) for the year ended 30 June 2016 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.

---

Cr. Peter Hulin  
**Councillor**  
Dated: ##/##/2017

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Cr. Michael Neoh  
**Councillor**  
Dated: ##/##/2017

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Bruce Anson  
**Chief Executive Officer**  
Dated: ##/##/2017

## **5.4 WARRNAMBOOL FOOTBALL NETBALL CLUB – LOAN GUARANTEE**

### **PURPOSE**

***The purpose of this report is to seek Council approval to act as loan guarantor to the Warrnambool Football Netball Club.***

---

### **EXECUTIVE SUMMARY**

- Warrnambool Football Netball Club submitted a written request to address Council and present a proposal for Council to consider acting as Loan Guarantor for a proposed loan.
- The clubs strategy is to drawdown on the loan as significant reductions in their operating expenditure occur. The Council finance team recommend that the loan guarantee is split into the initial loan restructure (\$0.8m) and the club would then be required to re-submit a request for the re-development works at a later date (\$1.2m). The club would then be able to show the improved financial cashflows following these significant changes to their operating model.
- Council need to consider the impact of acting as loan guarantor and how this would affect its ability to borrow for future projects. Based on Councils current projects there would appear to be sufficient capacity to allow this loan guarantee.
- Council need to assess the level of community and economic benefit from the proposal and determine whether to impose a further community benefit obligation on the club. The current contribution to Council via their lease is under-represented in their operating performance when compared to the commercial rental value that could be generated from this building. The current lease is fixed for the next 9 years, however, this negotiation to act as loan guarantor could provide an opportunity to garner a greater share of community benefit contribution.

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**MOVED: CR. HERBERT**  
**SECONDED: CR. NEOH**

1. **That Warrnambool City Council act as loan guarantor to the Warrnambool Football Netball Club for an amount of \$0.8m which will be used to consolidate existing loans including the repayment of a loan to the Warrnambool City Council.**
2. **That Warrnambool City Council defer any decision on the proposed loan for the re-development of the facility (\$1.2m). The club will need to re-submit a request showing the impact on their cashflows of the significant changes to their operating model for consideration by Council.**
3. **That Warrnambool City Council and the Warrnambool Football Netball Club negotiate an additional amount to be allocated to community benefit. The criteria for the allocation of these funds would be the same as Councils current Community Grant Scheme.**

**CARRIED – 7:0**

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### **BACKGROUND**

Warrnambool Football Netball Club has submitted a written request on the 15<sup>th</sup> of June 2017 for Council to act as loan guarantor for a proposed loan. The club requires a loan guarantor due to having a limited capacity to borrow as they cannot offer sufficient security as the building is on Crown Land.

The proposed borrowings are to be used to consolidate existing loans (including a Warrnambool City Council loan) of approximately \$0.8m and to complete further leasehold improvements of \$1.2m.

### **ISSUES**

In determining whether to approve the loan guarantee, Council need to consider the following:

1. Capacity of Warrnambool Football Netball Club to service the proposed borrowings.
2. The impact that the loan guarantee will have on Councils borrowing strategy and long term financial requirements.
3. The level of community and economic benefit from the proposal.

## **1. Capacity to Service Loan**

By acting as loan guarantor, Warrnambool City Council would be liable for the loan if the Warrnambool Football Netball Club were to default on their obligations.

The club have provided Council with prior year financial results along with a forecast for the next two financial years. This has been reviewed by Council's finance department and presented to Councillors at a confidential meeting. There are two major changes to the operating model of the club which will result in significant improvements to the clubs cashflows. This being:

- Gaming Machine Entitlements (Licences) are valid for 10 years but are being paid off over a 5 year period. The final payment will be made in August 2017 and this will then free up significant cashflows for the next 5 years.
- The club has a contract with a gaming provider to supply and maintain the gaming machines. This contract ends in July 2018 and it is planned that the machines will then be hire-purchased at a significantly lower price.

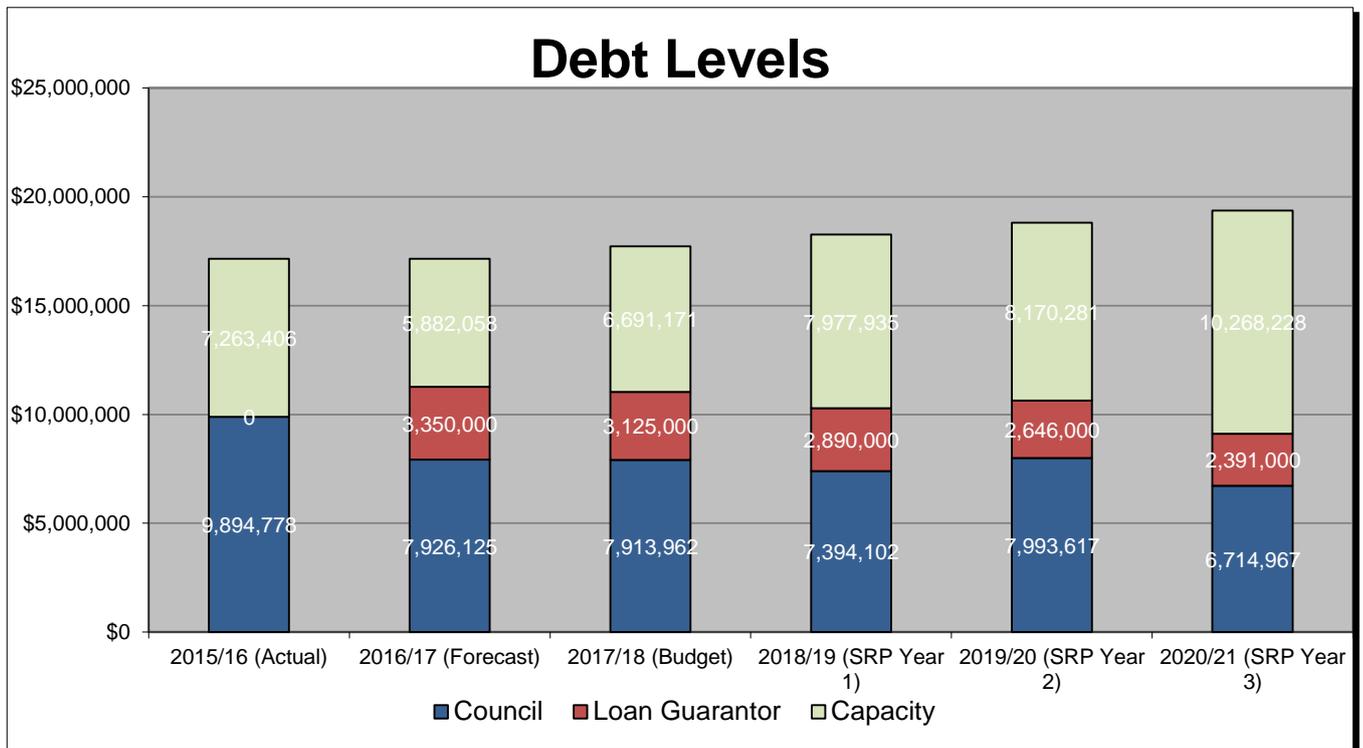
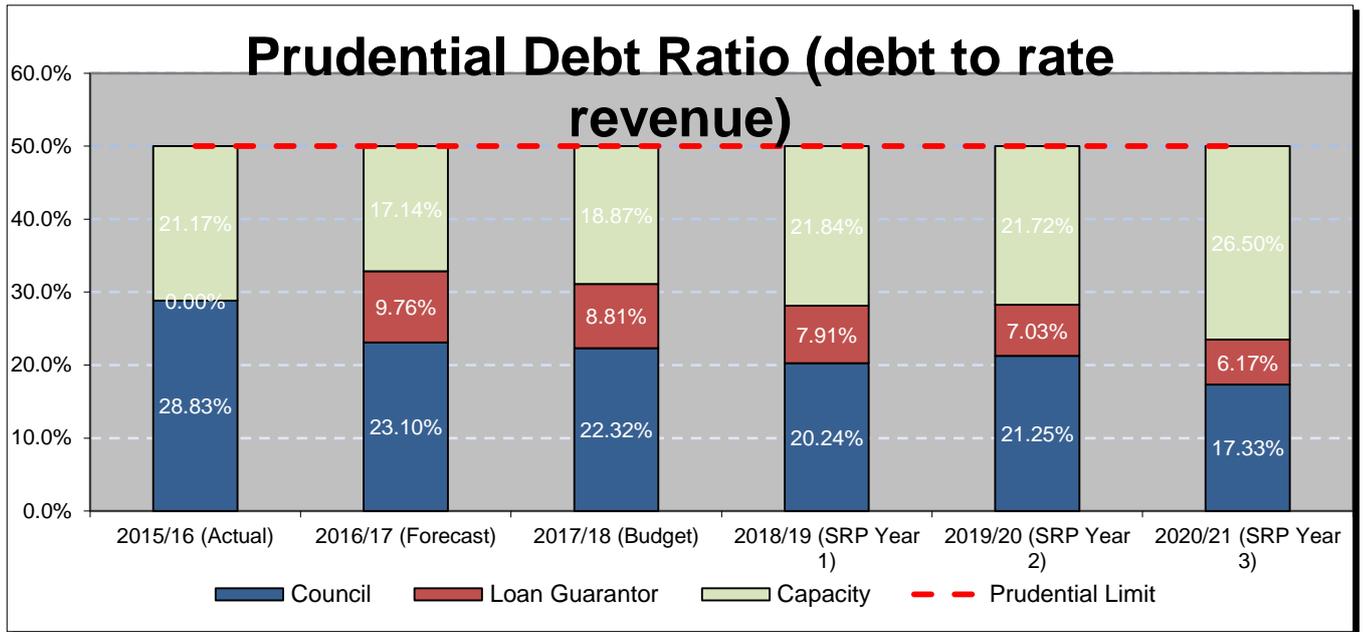
The strategy of the club is to drawdown on the proposed loan as the above changes occur with \$800k to consolidate the loan occurring in September 2017 and \$1.2m drawn down in October 2018. The Council finance team recommend that the loan guarantee is split into the initial loan restructure (\$0.8m) and the club would then be required to re-submit a request for the re-development works at a later date (\$1.2m). The club would then be able to show the improved financial cashflows following these significant changes to their operating model.

It is the opinion of Councils finance team that the Warrnambool Football Netball Club will have the capacity to service the proposed loan. This is based on the savings generated by the repayment of the Gaming Machine Entitlements and the exiting of the contract with the gaming provider.

## **2. Impact to Council**

Council needs to ensure compliance with our debt strategy which states that Council will not borrow or guarantee more than 50% of our rate income. The following charts show (in green) the % and \$dollars of funds that would be available over the next 4 year period (Strategic Resource Plan). These graphs include the recent RSL loan guarantee and the current planned borrowing for the completion of the Simpson Street Drainage project.

Any loans that Council guarantees will have an impact on the future ability of Council to borrow for its own projects.



Based on our current and projected position, there appears to be sufficient capacity to provide the loan guarantee.

### 3. Level of Community & Economic Benefit

The Warrnambool Football Netball Club employs 45 staff members and has an annual wage bill of approximately \$1.35m. They provide support and sponsorship to more than 20 local clubs and associations. They have previously supported projects such as the building of the netball change rooms, installing netball court lights and upgrade of the scoreboard (to the value of \$200,000). The proposed upgrade of the facilities would also generate local economic benefit as the club would be looking to use local suppliers and contractors.

The current community benefit contribution to Council via their lease is under-represented in their operating performance when compared to the commercial rental value that could be generated from this building. The current lease is fixed for the next 9 years, however, this negotiation to act as loan guarantor could provide an opportunity to garner a greater share of community benefit contribution.

## **5.5 FREEDOM OF ENTRY TO THE CITY**

### **PURPOSE**

***To provide information to Council on the request received for Freedom of Entry to be conferred on the 8<sup>th</sup>/7<sup>th</sup> Battalion (The Royal Victoria Regiment).***

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### **EXECUTIVE SUMMARY**

- To consider a request for granting of Freedom of Entry to the City to the 8<sup>th</sup>/7<sup>th</sup> Battalion.

### **BACKGROUND**

The Freedom of Entry to a City is a ceremonial honour, which became popular during the nineteenth century and draws some inspiration from medieval history. A military or civilian unit accorded this privilege is granted the right of entry to the city *“with swords drawn, bayonets fixed, drums beating, bands playing and colours flying”*.

This award is restricted to Australian military and civilian units that have, through their command, a significant attachment to a City. It is conferred in recognition of their achievement while on active service or overseas duty or as a mark of respect and gratitude for their efforts in the defence of Australia. Freedom of Entry is normally celebrated with a parade through the City streets. The right of Freedom of Entry is a significant honour, demonstrating trust, loyalty and a sense of community between a City and a military unit.

Warrnambool City Council has previously conferred Freedom of Entry to the crew of HMAS Warrnambool in February 1988 and this Freedom of Entry was exercised in October 2001 by the then crew of HMAS Warrnambool with a march down Liebig Street and the Mayor of the day taking the salute.

For the information of Councillors, the past history of the military activities in Warrnambool throughout the years is contained in **Appendix A**.

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**MOVED: CR. ANDERSON**  
**SECONDED: CR. CASSIDY**

**That the Council agree to confer Freedom of Entry to the City on the 8th/7th Battalion (The Royal Victoria Regiment) on Remembrance Day 11 November 2018.**

**CARRIED – 7:0**

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### **ISSUE**

A request has been received from the Warrnambool RSL Sub-branch to grant the Freedom of Entry to the City to the 8<sup>th</sup>/7<sup>th</sup> Battalion (The Royal Victorian Regiment). The suggested date for the conferral of the Freedom of Entry to the City is Remembrance Day 11 November 2018 which is the Centenary year of the last year of the Great War.

### **COMMUNITY IMPACT/CONSULTATION**

The Freedom of Entry parade would usually be held with a march down Liebig Street which would necessitate the closure of Liebig Street and associated intersections for the duration of the parade.

### **FINANCIAL IMPACT**

Following the conferral of the Freedom of Entry to the City, it would be usual for the City to host a function to the Battalion, the cost of which could be met from current budgets.

### **ENVIRONMENTAL/RISK IMPACT**

N/A.

**APPENDIX A**

**WARRNAMBOOL: A SOLDIERS HISTORY**

The first volunteer force in Australia was raised in the early 1800's. They were known as Loyal Associations and originated in England where concerned citizens formed themselves into military units in response to the threat of invasion by Napoleon.

The force formed in the colony of New South Wales formed a reserve guard for the N.S.W. Corp, wearing the same uniform but distinguished by the fact that they had their hair cropped as distinct from the regular force who wore pig-tails.

Various British Regiments garrisoned the young colony and the first move to form an Australian defence force came about on November 3, 1854 when the Volunteer Act was proclaimed.

Because of lack of communications and uncertainty in the meaning of the Act many units formed at that time lacked official recognition and funding.

In August of 1855, local people met in Warrnambool to form a volunteer force. The unit was called "The Warrnambool Volunteer Rifles" and after some initial difficulties the unit started parading in the late 1850's.

By 1863 it became apparent that the Volunteer Act had its short comings and a Colonial reorganisation took place. Most units in the colony raised to that date were dispensed with. Proceedings eventually caught up to Warrnambool and "The Rifles" were disbanded.

In 1866 an artillery unit was raised, the unit was called The Warrnambool Battery, Western Artillery. The unit was commanded by Captain C.A.Cramer from 1866 until 1885.

New years eve 1868 saw the opening of the Headquarters of the unit. Called the "Orderly Room" this building was in Kepler St and it's walls still remain, forming part of the TAFE College located there now. The impressive building soon became the cultural, entertainment and military HQ for Warrnambool and district

In 1870 Lord Granville stated that the Imperial Forces presence in the colonies was no longer required and would be returned to England. Most of the forces left on August 21st 1870 but the G.O.C. and his staff did not leave until October that year. (Rumour has it that the farewells were so enjoyable that they found it hard to leave.) Later that year the last Imperial Unit formerly marched out.

The young colonial army was now on its own.

In Warrnambool the artillery unit continued on and in 1884 its name was changed to The Second Brigade the Garrison Artillery. This name was again changed to The Western Brigade Garrison Artillery. In 1885 the unit was commanded by Lt Col Folvig, who was later killed in the Boer War.

In 1886 a force called The Victorian Mounted Rifles was formed by Col Tom Price. The V M R as they were more commonly known were made up mainly of rifle club members and were located in two areas, one being the The First Battalion in Melbourne and The Second Battalion in Ballarat. Many members of the Warrnambool units served in various units in the Boer War. The V M R served as a unit with great distinction and their gallant deeds and brilliant horsemanship earned them pride of place in history.

Little change occurred over the next few years with the V M R and the Garrison Artillery dominating the area.

In 1901 with Federation sweeping changes took place within the Australian Military forces in the area

Along with Federation the Garrison Artillery was replaced by No 4 Bty Field Artillery. The guns of the unit were 4.7in naval guns on field carriages. They replaced the 90 pounder muzzle loader guns and posed quite a problem because of their weight. Bullock, heavy horse and steam traction engines were used to pull the weapons to the firing range at Lake Gilleard, east of Warrnambool. These guns were extremely accurate and the Warrnambool guns were recalled to service in WW1 where they were employed with great success in the defence of the Suez Canal. Unfortunately these guns never returned to Warrnambool.

After Federation the local V M R units were reorganised into the the 9th Australian Light Horse raised in Ballarat and the 11th A L H raised in Warrnambool. During World War 1 the local Light Horse unit was renumbered to become the 4th Australian Light Horse. This unit served with much distinction and is remembered for its part in the charge at Beersheba. This battle, the third such mounted to take Gaza , opened up the allied advance in Palestine.

Many other units were raised in the area during that conflict and the Infantry from the area found themselves in the "Blood and Bandages " The Eighth Australian Infantry Battalion and the " Mud over Blood" the 8th sister Bn The Seventh Battalion. The colour patches were the common bond of many of the pre war local militia men.

After the First World War along with the 20th later the 4th Corangamite Light Horse, many military units were raised in the Warrnambool area. Including B Coy 21st Inf Bn (The Vic Rangers). They ranged from National Service to Cadet units and at one stage in 1929 the Headquarters of the Light Horse and the 21st Infantry Battalion were based at The Orderly Room.

The great depression saw all but the Light Horse disbanded and, faced with the mechanization of warfare and the advancement of aerial weapons a decision was made to remove the horse mounted soldier from the order of battle . Because of the similarity of tasks and tactics these units formed the nucleus of the Armoured and Mechanized Cavalry units.

The Second World War saw the disbanding of the local militia as the men of Australia once more took to the battlefield. Old boundaries persisted and many of the Warrnambool and district men found themselves in the 2/7th and 2/8th Bn's. The colour patches of these two units became a common sight in the area once more.

After the end of WW2 1948 saw the re-emergence of the Citizen Military Force in Warrnambool. In that year B Squadron of the 4/19 Prince of Wales's Light Horse (Armoured) Regiment was raised in Warrnambool. The numbers designated two Western District Light Horse units of the first war. Regimental Cadets were also raised with this unit for boys 16 to 18 years old.

The unit was equipped with General Grant Tanks, these American medium tanks were armed with a 37mm turret gun a 75mm hull gun and .30 cal Browning machine gun. Live firing along the foreshore was conducted within the town boundary. Targets were moored to sea and engaged with HE and AP rounds. Many local citizens had their Saturday mornings disturbed by the clattering roar of the tanks moving to the firing ranges.

In 1952 it became apparent that maintenance of the tanks was becoming increasingly difficult so far away from the workshops in Puckapunyal. In its place the unit was replaced by the 38th Heavy Anti Aircraft unit. The 3.7in guns had their first shoot at Thunder Point.

The Anti Aircraft unit was subsequently replaced with a Bty of the 8th Medium Regiment using 5.5in guns. The Field Artillery link that existed from 1868 to 1914 was once again established. The Medium Regiment one of only two such Regiments in Australia continued until the end of 1964. Having been renamed the 10th Medium Regiment, this Regiment still serves Western Victoria.

In 1965 a reorganization saw the return of an Infantry unit to Warrnambool after a gap of 110 years.

Support Company of The Second Battalion the Royal Victoria Regiment has been stationed at the Pertobe Rd Depot since 1965. With elements of the company based in Hamilton (Assault Pioneer Pl) Portland (S F M G Pl) and Warrnambool (Mortar Pl and Coy HQ). As stated earlier many Warrnambool's soldiers in the two world wars served in the 7th and 8th Bn's and it is in keeping with tradition that the 2nd Bn RVR was renamed 8/7th Bn RVR in 1987.

Regardless of unit corps or name, the citizen soldier of the Warrnambool district has served, and with God's grace will continue to serve Australia in his chosen role, that is to attain the peace in war and ensure it in times of peace.

GLOSSARY OF MILITARY UNITS IN WARRNAMBOOL

1855	Meeting held to form Military unit in Warrnambool
1859	Warrnambool Volunteer Rifles formed
1863	Rifles Disbanded
1866	The Warrnambool Bty Western Artillery
1868	The Orderly Room opened
1870	Western Battery Garrison Artillery
1884	Second Brigade Garrison Artillery
1885	Victorian Mounted Rifles in district along with Arty
1897	Western Brigade Garrison Artillery
1901	11 <sup>th</sup> Australian Light Horse from V M R 4 Field Bty from Garrison Artillery
1909	Compulsory training
1912	10 <sup>th</sup> Australian Field Artillery
1914-18	First World War 4 <sup>th</sup> Australian Light Horse
1921	20 <sup>th</sup> Corangamite Light Horse
1921	4 <sup>th</sup> Corangamite Light Horse and B Coy 21 <sup>st</sup> Inf Bn
1929	4 <sup>th</sup> Corangamite Light Horse and HQ 21 <sup>st</sup> Inf Bn
1939-45	2 <sup>nd</sup> World War
1948	B Sqn 4/19 Prince of Wales Light Horse (Armoured)
1952	38 <sup>th</sup> H A A 8 <sup>th</sup> Mdm Rgt 10 <sup>th</sup> Mdm Rgt
1965	2 <sup>nd</sup> Bn Royal Victoria Regiment
1987	8/7 <sup>th</sup> Bn Royal Victoria Regiment

# COUNTRY VICTORIA'S OWN

150 Years of 8/7 RVR and its Predecessors

Major Neil Leckie RFD



2008

## APPENDIX 8

### Freedom of Entry to Victorian Country Cities

The military tradition of Freedom of Entry to a city or shire stems from a custom observed by British regiments marching through the streets of London. The fathers of the City of London claimed the right to forbid bodies of the armed forces from marching through the city with bayonets fixed, Colours flying and music playing, basing this claim on 'ancient privileges' which appear to have originated shortly after Charles II became King in 1660.

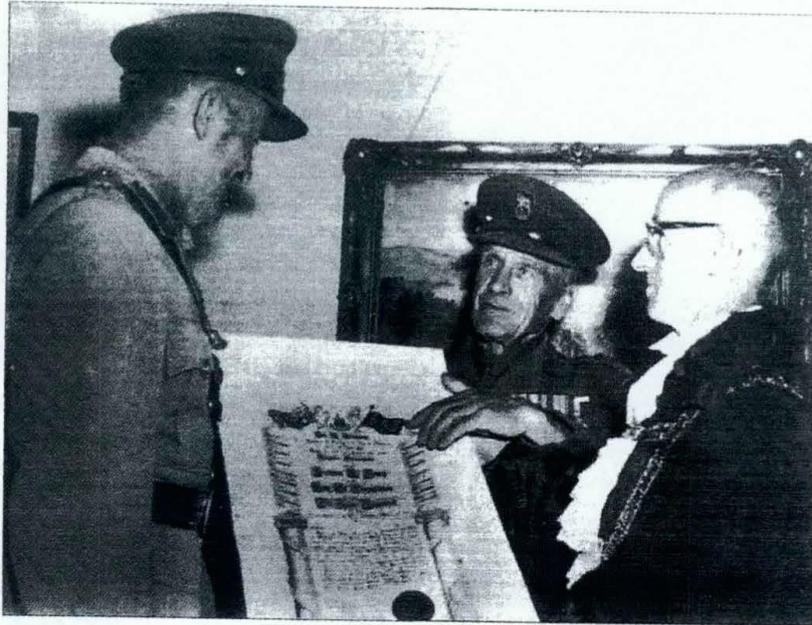
Many Australian cities and shires have adopted the custom. The privilege is usually extended to a unit that has a close association with the city or shire.<sup>1</sup> Granting Freedom of Entry allows a military unit to march through the streets with swords drawn, bayonets fixed, drums beating, bands playing and Colours flying. Freedom of Entry to six cities in Victoria has been granted to 8/7 RVR (including when it was known as 2 RVR). Two of the predecessor battalions of 8/7 RVR were also granted this privilege.

#### Shepparton (59th Battalion)

After a visit to Britain, where he learned about the ceremony of Freedom of Entry to London, the mayor of Shepparton, Councillor Lloyd Trevaskis, JP, suggested that the council offer Freedom of Entry to the local CMF infantry battalion. In an Australian first, on 23 March 1958 the 59th Battalion (Hume Regiment) became the first infantry battalion in Australia to be granted Freedom of Entry to a city when it was granted Freedom of Entry to Shepparton.<sup>2</sup> The CO was then Lieutenant Colonel Trainor and the RSM WO 1 Bolitho. A large crowd, including many from Melbourne, gathered for the parade. At the time the battalion had detachments in Shepparton, Cobram, Echuca, Deniliquin, Euroa and the surrounding districts, and a company in the Melbourne suburb of Camberwell.

The presentation was made at Deakin Reserve, Shepparton. The battalion then marched past the dais where the salute was taken by Councillor Trevaskis, the GOC Southern Command, Lieutenant General Edgar and the honorary colonel of the Hume Regiment and former CO of the 59th Battalion, Colonel Hill. The battalion marched off the reserve and was challenged by a Police superintendent mounted on a horse, before entering the streets of Shepparton. After the challenge the battalion marched to Somme Barracks.<sup>3</sup>

COUNTRY VICTORIA'S OWN



Lieutenant General Hector Edgar CBE (GOC Southern Command), the Honorary Colonel of the Hume Regiment Colonel Ernest Hill, MM, ED and the Mayor of the City of Shepparton, Councillor Lloyd Trevaskis with the Freedom of Entry to the City of Shepparton scroll.  
(8/7 RVR depot, Shepparton)

**Bendigo (38th Battalion)**

On 24 August 1958, the centenary of the formation of the BRR, the 38th Battalion (Northern Victorian Regiment) became the second Australian battalion to receive the Freedom of Entry to an Australian city, when it was granted Freedom of Entry to Bendigo. The CO was Lieutenant Colonel Scholes. At the time the battalion had detachments at Bendigo, Swan Hill, Kerang and Kyneton. The presentation was made at Bendigo.<sup>4</sup> As had occurred at the Shepparton parade, the unit band provided music, dress was 'Battle Dress Ceremonial', and Lee-Enfield .303 rifles were carried.

**Maryborough (2 RVR)**

On 30 August 1980, as part of the Golden Wattle Festival, 2 RVR was granted Freedom of Entry to Maryborough. The CO was Lieutenant Colonel Lynes, and the ARES RSM WO 1 Brian Driscoll. About 150 members participated in the ceremony. At the time the battalion had detachments at Ballarat, Bacchus Marsh, Maryborough, Mildura, Robinvale, Shepparton, Echuca, Warrnambool and Portland.

#### APPENDICES

The presentation was made at Princes Park, Maryborough, after which the battalion marched into Park Road and was challenged near Nightingale Street. After the challenge the battalion marched past the town hall, where the salute was taken by the mayor, Councillor Brian O'Halloran, and the honorary colonel of the RVR, Brigadier Grant. Other guests were Mr James Short, MHR, (representing the minister for Defence), Brigadier James Kendall, commanding the 3rd MD, and Brigadier Neale Bavington, ED, commanding the 3rd Field Force Group.

After the parade, an open day was held at the 6 Platoon depot in Goldsmith Street, and the battalion Beat the Retreat outside the town hall.<sup>5</sup> Weapons having changed since Shepparton and Bendigo granted their Freedoms of Entry, the L1A1 SLR was carried on this parade. The battalion band provided music.



With the CO, Lieutenant Colonel Lynes, the Mayor of Maryborough, Councillor Brian O'Halloran, inspects the 2 RVR Guards during the Presentation of the Freedom of Entry to the City of Maryborough.  
(Ted Lynes)

## COUNTRY VICTORIA'S OWN

### Ballarat (2 RVR)

To celebrate 125 years of citizen soldiering in Ballarat, 2 RVR was granted Freedom of Entry to Ballarat on 26 November 1983. The CO was Lieutenant Colonel James Mack, ED, and the RSM WO 1 Ken Scaysbrook. At the time the battalion had detachments at Ballarat, Bacchus Marsh, Maryborough, Mildura, Robinvale, Shepparton, Echuca, Swan Hill, Deniliquin, Numurkah, Warrnambool, Hamilton and Portland.

The presentation was made at the St Patrick's College Oval in Ballarat. Mack received the scroll from the mayor, Councillor Foo, after which the battalion marched into the Russell Street Depot. From there it was bussed to Lyons Street South, then marched down Sturt Street and was challenged near Armstrong Street. After the challenge the battalion marched past the town hall, where the salute was taken by Councillor Foo and Grant. Other guests were Mr Gordon Scholes, MHR (minister for Defence), Mr Mildren, MHR (Ballarat), Brigadier Geoffrey Cohen, commanding the 3rd MD, and Major General Cooke, commanding the 3rd Field Force Group.<sup>6</sup> The battalion band provided music.



The Battalion marches past the Town Hall in Sturt Street, Ballarat after being granted the Freedom of Entry to the City, 1983.  
(Ted Lynes)

#### APPENDICES

The battalion's birthday celebrations in 1992 included exercising the Freedom of Entry to Ballarat on 8 August. After a ceremony at Broodseinde Barracks, the B Company depot, the battalion marched down Sturt Street. The parade included the mascot, Private Lazer Ranger. As the parade neared the Town Hall it was challenged by the chief superintendent of Police. The CO claimed the right to march and the mayor took the salute. The parade was followed by a unit ball.

The right of Freedom of Entry to Ballarat was again exercised as part of the battalion's 140th birthday on 6 August 1998, under Lieutenant Colonel Barnes and WO 1 Ashley. The challenge was given on behalf of the council by the Police superintendent, Lindsay Florence, while the salute was taken by the mayor, Councillor Judy Verlin. The battalion held a ball at Ranger Barracks that evening, with over 200 in attendance. A 4th Brigade capability display was held at Ranger Barracks the next day. Dress for the parade was DPCU and, with the Colours, a complete range of weapons and equipment, such as chain saws, paving breakers and mortars was carried. The Pipes and Drums of 5/6 RVR provided music.<sup>7</sup>

During the farewell parade from Ranger Barracks, 8/7 RVR exercised its right of Freedom of Entry to Ballarat on the evening of 24 July 2001. The battalion, with the Colours and now wearing DPCU and carrying the Austeyr rifle, marched from Ranger Barracks along Curtis Street and into Peel Street before being bussed to Russell Street. It then marched through the Sturt Street gates to the temporary HQ in Broodseinde Barracks.<sup>8</sup>

A further exercise of the right of Freedom of Entry was conducted on 18 October 2003, when the battalion marched through the Arch of Victory and along Sturt Street and the Ring Road into the new Ranger Barracks. The CO was Lieutenant Colonel Haughton and the RSM WO 1 Glover. The band of the 2nd/10th Field Regiment provided music.<sup>9</sup>

#### Swan Hill (8/7 RVR)

On 17 September 1988 8/7 RVR was granted Freedom of Entry to Swan Hill. The CO was Lieutenant Colonel Ball and the RSM WO 1 Payne. At the time the battalion had detachments at Ballarat, Bacchus Marsh, Maryborough, Shepparton, Echuca, Mildura, Swan Hill, Warrnambool, Hamilton and Portland. The presentation was made in Swan Hill Showgrounds, after which the battalion marched to the challenge point near the water tower in McCallum Street. After the challenge the battalion marched past the dais outside the post office, where the salute was taken by the deputy mayor, Councillor Alf Heslop, and Cooke, the honorary colonel of the RVR. Guests included Brigadier Perry, commanding the 4th Brigade. The battalion then marched to the Showgrounds.<sup>10</sup>

#### COUNTRY VICTORIA'S OWN

The right of entry to Swan Hill was also exercised on 7 August 1999 under Lieutenant Colonel Paterson and WO 1 Ashley. The battalion marched from the Swan Hill depot into the city centre before being challenged by the Police superintendent. The parade was followed by a 4th Brigade capability display in Riverside Park on the banks of the Murray River, including improvised crossings of the river.<sup>11</sup>

#### Echuca (8/7 RVR)

On 21 October 1989 Freedom of Entry to Echuca was granted to 8/7 RVR as part of the annual Rich River Festival. The presentation was made in Victoria Park Oval in Echuca North, after which the battalion marched to Hare Street, where it was challenged outside St Mary's Catholic Church. There had been no change to the battalion's locations, CO or RSM since Swan Hill in 1988.

After the challenge the battalion marched past the dais near the old State Bank, where the salute was taken by the mayor, Councillor Janina Gawler, and Cooke. Other guests included Major General Nunn, the 3rd Division GOC, and Colonel McAloney, commanding the 4th Brigade. The battalion then marched back to Victoria Park via Pakenham and High Streets.<sup>12</sup> As with the Swan Hill presentation, the Echuca parade was in 'Polyester Ceremonial' uniform. The Pipes and Drums of 5/6 RVR provided music for the ceremonies at Swan Hill and Echuca.

#### Hamilton (8/7 RVR)

On 27 October 1990 Hamilton granted 8/7 RVR Freedom of Entry. The depot locations, CO and RSM were unchanged. The presentation was made on Melville Oval, then the battalion marched to the challenge point outside the town hall. After the challenge it marched past the dais outside the civic centre, where the salute was taken by the mayor, Councillor Tom Trimnell, JP, and Cooke. Guests included Major General Warren Glenny, RFD, ED, the 3rd Division GOC, Brigadier Phillip Davies, AM, commanding the 3rd MD, McAloney, Mr David Hawker, MHR (Wannon) and Kenna, VC. The mayor presented the scroll, which was produced by Mrs Jill Millard of Macarthur. The battalion then marched back to Melville Oval.<sup>13</sup> The battalion band provided music.

As a part of the battalion's 142nd birthday celebrations the Freedom of Entry to Hamilton was exercised on 5 August 2000 under Lieutenant Colonel Paterson and WO 1 Tyrrell. The salute was taken by the mayor, Councillor Howard Templeton, and Brigadier Ball, commanding the 4th Brigade. The parade was followed by a capability display. The Pipes and Drums of 5/6 RVR provided music.<sup>14</sup> As with the 1999 march in Swan Hill, dress was DPCU and webbing, and battalion weapons, including mortars, were carried. A static display was provided after the parade, with the support of other 4th Brigade units.

## APPENDICES

### Bendigo (8/7 RVR)

On 11 November 2006, Remembrance Day, 8/7 RVR was granted Freedom of Entry to Greater Bendigo. The CO was Lieutenant Colonel Marsh and the RSM was WO 2 Shane Armstrong. At the time the battalion had depots in Ballarat, Geelong, Laverton, Warrnambool, Mildura, Swan Hill, Shepparton and Bendigo.

The presentation was made outside the Shamrock Hotel in Williamson Street, Bendigo, after which the battalion marched to the challenge point outside the library. After the challenge the battalion marched past the dais outside the town hall, where Councillor David Jones and the honorary colonel of the RVR, Colonel Riley, took the salute. Guests included Brigadier Steven Aird, commanding the 4th Brigade. The battalion then participated in the Remembrance Day service at the Cenotaph outside the R&SL Museum.<sup>15</sup> Dress was the same as for the march into Ranger Barracks in 2003, 'Polyester Ceremonial' with Austeyr rifles. The Pipes and Drums of 5/6 RVR provided music.

### Endnotes

- 1 *Customs and Traditions 1996*, paras 1315-1317, p13-3.
- 2 Interview, Earl, 22 October 2007.
- 3 Parade Brochure 23 March 1958, Earl.
- 4 In 1942 a cartographic company was raised and based in Bendigo at *Fortuna Villa*, once the home of the gold mine magnate, George Lansell, whose son George served with the 38th Battalion AIF and commanded the 38th Battalion in 1927-28. The survey unit remained there until the disbandment of the Survey Corps in 1996, becoming the AHQ Survey Regiment in 1955 and the Army Survey Regiment in 1973. Following disbandment, it became the Defence Imagery and Geospatial Organisation as a civilian establishment (<http://rasurvey.org/>). In 1970 the AHQ Survey Regiment was granted Freedom of Entry to Bendigo. (Photographs and AWM website).
- 5 *Ballarat Courier*, undated, Parade Brochure 30 August 1980, 2 RVR R379-1-1, 19 August 1980.
- 6 Parade Brochure 26 November 1983, 2 RVR R379-1-1, 9 November 1983.
- 7 *Ranger* 1998.
- 8 *Ranger* 2001.
- 9 *Ranger* 2003.
- 10 Parade Brochure 17 September 1988, 8/7 RVR Brochure R379-1-3, 31 August 1988.
- 11 *Ranger* 1999.
- 12 Photographs, Parade Brochure 21 October 1989, Rich River Festival Brochure 1989.
- 13 Parade Brochure 27 October 1990, 8/7 RVR Instruction R379-1-5, 17 July 1990.
- 14 *Ranger* 2000.
- 15 8/7 RVR Instruction R379-1-2, 31 October 2006.

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**5.6 PETITION FOR COUNCIL – REQUEST TO REPEAL THE MOTION SUPPORTING SAME-SEX MARRIAGE AND THE RAISING OF THE RAINBOW FLAG.**

**PURPOSE**

***To receive the petition which requests Council repeal the motion carried at the Council meeting of 3 July 2017 in relation to the support for same-sex marriage and the raising of the rainbow flag.***

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**EXECUTIVE SUMMARY**

- A petition has been received with signatures representing 240 residents of Warrnambool requesting that Council repeal the motion carried at the Council meeting of 3 July 2017 in relation to the support for same-sex marriage and the raising of the rainbow flag (the resolution).
- Council's Local Law No. 1 details the procedure for Rescission Motions and the specific requirements to rescind a motion are detailed (below) in this report.
- The majority of actions to implement Council's resolution of 3<sup>rd</sup> July have been completed, with the flagpole installation works on track for final completion by 6<sup>th</sup> September 2017.
- A motion cannot be rescinded if the resolution has been actioned.

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**MOVED: CR. OWEN**  
**SECONDED: CR. ANDERSON**

**That Council:**

- 1. Receives and considers the petition seeking repeal of Council's resolution of 3 July 2017;**
- 2. Notes the requirements of Local Law No. 1 Governance in relation to rescission motions; and**
- 3. Notes Council officers' advice on the actions completed to date in relation to Council's resolution of 3<sup>rd</sup> July 2017.**

**CARRIED – 7:0**

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**BACKGROUND**

Council has received a petition (**Appendix A**) with signatories representing 240 residents of Warrnambool requesting that Council repeal the motion carried at the Council meeting of 3 July 2017 in relation to the support for same-sex marriage and the raising of the rainbow flag.

**ISSUES**

Council's Local Law No. 1 Governance details the procedure for Rescission Motions as follows:

***DIVISION 9 - RESCISSION MOTIONS***

**73. Rescission Motion**

(1) *Motions to revoke, rescind or alter a previous resolution of the Council can only be made in the following ways:*

- (a) *Notice of Motion; or*
- (b) *by recommendation contained in an Officer's report, included in the Agenda,*  
*that a previous decision be altered or revoked.*

(2) *A Councillor may propose a Rescission Motion provided:*

- (a) *it has been signed and dated;*
- (b) *the resolution proposed to be rescinded has not been acted on;*

- (c) *the effect of rescinding the resolution will not, in the opinion of the Chief Executive, place the Council at significant legal, financial or other risk, including non-compliance with statutory obligations; and*
- (d) *the Rescission Motion is delivered or sent electronically to the Chief Executive setting out:*
- (i) *the resolution to be rescinded; and*
- (ii) *the Meeting and date at which the resolution was made.*
- (3) *A resolution will be deemed to have been acted on if:*
- (a) *its content or substance has been formally communicated In Writing by the Chief Executive or his/her delegate to a person whose interests are materially affected by it; or*
- (b) *a statutory process has been commenced; or*
- (c) *all work has been commenced,*
- so as to vest enforceable rights in or obligations on the Council or any other person.*
- (4) *The Chief Executive or an appropriate Officer must defer implementing a resolution which:*
- (a) *has not been acted on; and*
- (b) *is the subject of a Rescission Motion which has been delivered or sent to the Chief Executive in accordance with sub-clause (2)(d),*
- unless deferring implementation of the resolution would, in the Chief Executive's opinion, have the effect of:*
- (c) *depriving the resolution of its usefulness or efficacy; or*
- (d) *placing the Council at significant legal, financial or other risk.*

#### **74. Rescission, If Lost**

*If a motion to rescind or alter a previous resolution is lost, an identical or similar motion may not be put before the Council for at least six (6) months from the date it was last lost, unless the Council resolves that the Rescission Motion be re-listed at a future Meeting.*

#### **75. Rescission, If Not Moved**

*If a Rescission Motion is not moved at the Meeting at which it is listed, it lapses.*

#### **76. Rescission, May Be Moved By Any Councillor**

*A Rescission Motion listed on an Agenda may be moved by any Councillor present but may not be amended.*

Pursuant to Council's resolution of 3<sup>rd</sup> July 2017 and the Local Law requirements specifically clause 73 (4), the following actions have been undertaken:

- Letters dated 5<sup>th</sup> July 2017 were sent to State and Federal Members of Parliament, the Victorian Equal Opportunity and Human Rights Commission and the Commonwealth Human Rights and Equal Opportunity Commission, advising them of Council's resolution of 3<sup>rd</sup> July and support for marriage equality, irrespective of sex or gender identity.
- Letters dated 5<sup>th</sup> July 2017 were sent to neighbouring Councils advising them of Council's resolution of 3<sup>rd</sup> July and requesting they consider support for this important human rights issue.
- Council has received a report on the project location and costs, and works have commenced with the site excavation (in front of Civic centre) now completed. The flag, flag pole and associated materials have been procured and the final works due for completion by 6 September 2017.

29 AUG 2017 

Mr Bruce Anson  
CEO Warrnambool City Council

**RE: CITIZENS REQUEST FOR REPEAL OF MOTION**

Dear Sir

On behalf of concerned ratepayer/residents of Warrnambool I tender the attached open letter and signatures for Council's urgent consideration.

The letter requests that Council's motion of 3 July 2017 in relation to support for same-sex marriage and the raising of the rainbow flag be repealed.

It would be greatly appreciated if this matter could be included in the Council agenda for September 4 2017

Yours faithfully



Jim Hanrahan - Contact Person  
86 Ardlie St  
Warrnambool 3280  
(03) 5562 4869

## Open letter to the Councillors of the City of Warrnambool

We the undersigned ratepayers of the City of Warrnambool wish to register our opposition/disagreement with the decision of the Council of 3<sup>rd</sup> July 2017 to pass a motion that: “. . . the Warrnambool City Council:

- a) Publicly supports marriage equality, irrespective of sex or gender identity.
  - b) Writes to State and Federal Members of Parliament, the Victorian Equal Opportunity and Human Rights Commission and the Commonwealth Human Rights and Equal Opportunity Commission, advising them of that support.
  - c) The Mayor writes to neighbouring Councils advising them of this motion and requests that they consider support for this important human rights issue.
  - d) Receive a report from officers on the cost to Council of erecting another flag pole to proudly fly the rainbow flag in a prominent location.”
- Marriage is not an issue that falls within the responsibility of a local Council. The marriage power in Australia rests with the federal parliament.
  - The issue of marriage is one on which there are differing views in the community. It is divisive for the Councillors to decide to publicly, and at ratepayers' expense, fly a rainbow flag in a prominent location in the City of Warrnambool as though it represents the views of the whole community.
  - The civic resources of the city are not the property of the members of Council to use as they wish to make a statement that not all ratepayers would agree with.

We ask that the motion be repealed.

## **5.7 TENDER NO. 2017055 – PROVISION OF ANIMAL SHELTER SERVICES**

### **PURPOSE**

#### ***For Council to award Tender No. 2017055***

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### **EXECUTIVE SUMMARY**

- Council has sought tenders for the provision of animal shelter services.
- Due to the highly specialised nature of this service, only one tender was received which was from the Royal Society for the Prevention of Cruelty of Animals (RSPCA).
- Following a detailed evaluation of the tender submission it is considered that this tender be awarded to the RSPCA (Victoria).

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**MOVED: CR. NEOH**  
**SECONDED: CR. CASSIDY**

#### **That Council:**

1. **Accept the tender submission from the RSPCA for Tender No. 2017055 – for the operation of Animal Shelter Services of \$328,632 (Ex GST) for year one, \$413,016 (Ex GST) for year two, and \$425,412 (Ex GST) for year three.**
2. **Accept the schedule of rates provided for specified animal shelter services.**
3. **Sign and seal the contract documents.**

**CARRIED – 7:0**

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### **BACKGROUND**

Council advertised a public tender for the provision of animal shelter services. One tender was received from the incumbent operator.

### **ISSUES**

Animal Shelter Services are a specialised service and require an operator who upholds the highest standards of care and protection.

### **CURRENT STATUS**

The existing contract for these services has expired.

### **KEY CONSIDERATIONS**

The Warrnambool pound is also utilised by the Moyne Shire Council who have a direct contracted arrangement with the RSPCA. Under the terms of the new contract Council has restricted access to third parties and now intends to negotiate a direct access agreement with Moyne Shire Council, should they be interested in continuing to access the facility.

As part of the tender analysis an assessment was undertaken to establish the likely cost for Council to bring the pound management service in house. This assessment was undertaken to ensure the single tendered offer provided best value.

### **FINANCIAL CONSIDERATION**

As the new operating rates are significantly higher than previous rates Council will need to make budget provisions in the current and future years to cover these cost increases.

### **RISK**

Council must provide animal shelter services in accordance with State legislation. Poorly managed animal shelter services could create both reputational and financial risks to Council.

## **5.8 PROPOSED NAMING OF A RESERVE 'WITHAM PARK'**

### **PURPOSE**

***To consider the naming of a Council Reserve off Goodall Street, Warrnambool.***

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### **EXECUTIVE SUMMARY**

- Council has received a proposal from the Witham family to name a Council reserve off Goodall Street 'Witham Park' in remembrance of the contributions made to the Warrnambool Community by three members of the Witham Family.
- This proposal follows a previous unsuccessful attempt to name a road 'Witham' which was unable to progress due to the similarity in sound to an existing street name 'Witton'.
- Place naming proposals and the process of review and approval must meet the State Government's requirements as out lined in 'Rules for Naming Places in Victoria'.
- The details of the naming proposal have been sent via mail to the property owners surrounding the park, which included an invitation to make a submission on the proposed naming.
- 5 submissions were received in total, 3 in support of the proposed naming, 2 submissions not supportive of the proposal one of these including a counter naming proposal, 'Kavanagh'.
- Council currently has no delegated authority in place for the naming of Places other than Streets' therefore Council is required to make the decision to approve any place names.
- Compliant with the requirements, Council could approve the currently proposed name 'Witham Park' or cease this process and consult with the community on the counter proposal 'Kavanagh Park'.

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**MOVED: CR. HULIN**  
**SECONDED: CR. OWEN**

**That Council approves the proposal to name the Open Space Reserve at 49-63 Goodall Street "Witham Park".**

**CARRIED – 7:0**

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### **BACKGROUND**

Council first received a proposal from members of the Witham family on 7 October 2015, this was in relation to the proposed naming of a laneway of Princess Street, Warrnambool. This proposal was not considered to meet the requirements of the Guidelines for Geographic Names due to the similarity to an existing street name 'Witton'.

The laneway off Princess Street was named Dunner Place in remembrance of George Olaf Dunner, a local ANZAC who died in France during the war.

Seeking alternative naming opportunities, the representatives of the Witham family submitted a naming proposal to Council on 16 November 2016. The naming proposal requests approval from Council to name a new area of open space within the Wollaston Way development currently known as 49-63 Goodall Street.

The information below was provided by the applicant to outline the rationale behind the proposal;

*The naming proposal seeks to achieve two purposes:*

1. *Recognition of the substantial and significant contributions of our parents Mrs Betty Witham and Mr Ben Stansfield Witham and our paternal grandfather Mr Benjamin Hargreaves Witham to the Warrnambool community over many years.*
2. *Recognition of the connection of our paternal grandfather and his family including our father, to Wollaston through our grandfather having lived there on a farm for a period of approximately 18 years from 1923 to 1941, the land purchased in 1919 through the Soldier Settlement scheme which followed WW1.*

*Some Key Contributions (details in attached Achievements document)*

- *Mrs Betty Witham - 1996 Warrnambool City Council Citizenship Award, in recognition of her work in the community both in terms of her work as a highly accomplished pianist and a church organist, and her long career in nursing, welfare and other community service.*
- *Mr Ben Stansfield Witham - 2010 Local Achiever Award, Warrnambool Australia Day Citizenship Awards, for services to the community including almost 50 years with Warrnambool Legacy, over 50 years with Warrnambool Masonic Lodge and decades as a respected Warrnambool business manager.*
- *Mr Benjamin Hargreaves Witham - ANZAC Gallipoli veteran, Australian Military Medal recipient, dairy and crop farmer at Wollaston, local telephone technician manager, local lawn bowls and golf sporting champion.*

*Supporting Documents*

*Attached:*

1. *Witham Achievements - summarising the contributions of Mr Ben Stansfield Witham, Mrs Betty Irene Witham and Mr Benjamin Hargreaves Witham to the Warrnambool Community*
2. *Warrnambool Legacy Bulletin Nov 2014 - Tribute to Mr Ben Stansfield Witham - ref. p. 9*
3. *Wollaston Way Ultimate Concept Plan - plan from Rodger Constructions showing the recreation reserve - referred to as 'Passive Open Space'*
4. *Rodger Constructions - Letter of Support from the developer of Wollaston Way for the Witham naming. Note: Mr Sam Stevens, Development Manager, Land in Warrnambool, organised the letter of support and is himself strongly supportive of the naming submission.*

The attachments listed above are also attached to this report for reference.

Following receipt of the proposal, letters were sent by Council to all surrounding land owners within a 300 meter radius of the park.

5 submissions were received in total, 3 in support of the proposed naming, 2 submissions not supportive of the proposal one of these including a counter naming proposal, 'Kavanagh'.

Each of the submissions received are attached.

## **ISSUES**

The currently unnamed park on Goodall Street, Warrnambool, created as part of the Wollaston Way development is proposed to be named 'Witham Park'. The naming of the Park has no impact on property addressing and the name is considered to comply with the 'Naming Rules for Places in Victoria' under the Geographic Place Names Act 1998.

During the consultation period on the proposed naming of the park, another proposal was sent to Council. The counter proposal 'Kavanagh' is another strong proposal but despite its merits it does not provide adequate justification to outweigh the initial proposal.

## **CONSULTATION / COMMUNICATION**

The following is a summary of the submissions received following Council letters being sent to surrounding properties:

All submissions are attached, refer to attachment 5 – attachment 8.

Submission Number	Submission	Comment
1.	Proposal for an alternative name 'Kavanagh'	Submission provides an alternative naming proposal, it is highly recommended that Council consider this proposal for other public land within close proximity to the historical Kavanagh property
2.	Submission provides support for the naming proposal.	Letter of support noted
3.	Submission provides support for the naming proposal.	Letter of support noted
4.	Objection to the park naming proposal, on the basis that the Park does not need to be named and that the recognition is not justified.	Letter of objection to naming of the park as a way of recognising individuals who have contributed to the community is noted
5.	Submission provides support for the naming proposal. (see attachment 4, was received as part of the initial proposal letter)	Letter of support provided with the naming proposal is noted

## RISK

Although there is clearly support for the 'Witham Park' proposal, since the proposed naming is not unanimously supported it may draw some negative feedback, in particular from the proponents of the counter proposal 'Kavanagh', which is also a strong proposal. Council could consider alternative open space areas within close proximity of this site as they are developed with suitability for naming. To ensure that the required public process is followed; however, no assurances can be provide that such a proposal would be successful.

## **Warrnambool Witham Outline of Life and Achievements**

### **Relevant Geographic Names Victoria Guideline for geographical feature naming:**

- **Names of deceased persons where the person had a direct and long-term association with the Warrnambool area**

#### **Mrs Betty Irene Witham (nee Williams)**

Mother of Murray, Ben and Barb Witham

- 1924 Born Warrnambool. Lived in Allansford into her early adult years.
- 1968-2003 Resident 3 Victoria Street Warrnambool till her death in January 2003, aged 78.
- 1940's Nursing student at Warrnambool Base Hospital. Received the inaugural Gold Medal for her studies. Long career at Warrnambool Base: first District Nurse at Warrnambool in the 1960's. In charge of District Nursing Service, Radiology Department and Central Sterile Supply Department at various times. Finished her career as a Base Hospital Welfare Officer and worked until retirement in the 1980's.
- 1980's after retirement volunteered with Cancer Support Group in Warrnambool and Warrnambool Standard talking book program.
- 1963-1988 Warrnambool Theatre Group (now Warrnambool Theatre Company) principal rehearsal pianist and a member of the orchestra for over 30 musical productions. Her service to the company was recognized in 1981 through the conferring of Life Membership.
- 1960's Warrnambool High School rehearsal and performance piano accompanist.
- 1960's Warrnambool Eisteddfod piano accompanist for singers and musicians for several years.
- 1958-1997 Christ Church Warrnambool organist for 39 years.
- 1996 Warrnambool City Council Citizenship Award, in recognition of her work in the community both in terms of her music, and her long career in nursing, welfare and community service.
- 2000 Neighbourhood Watch Service Recognition Award.

#### **Mr Ben Stansfield Witham**

Father of Murray, Ben and Barb Witham

- 1925 Born, Warrnambool. Lived at Wollaston into his late teenage years.
- 1968-2014 Resident at 3 Victoria Street Warrnambool till his death in October 2014, aged 89.
- 1940 Swintons store customer service – commencement of working life at age 15.
- 1942 Enlisted in AIF at the age of 17 (put his age up by one year to 18 to be eligible). Served overseas in New Guinea and Borneo in the 472<sup>nd</sup> Australian Heavy Anti-Aircraft Battery.
- 1950's-1990's Warrnambool businessman – including Johnson's Transport, Fletts Plumbing, E. S. Harris Engineering. Worked into his late 70's as manager of ES Harris & Co., the company responsible for building the old Lady Bay Hotel and Sandilands to name two iconic buildings.
- 1950's (early) South Warrnambool Kindergarten establishment Working Group member.
- 1950's (late) Warrnambool Primary School No. 1743, President, School Council.

- 1965-2014 Legacy Club of Warrnambool volunteer for 49 years as a Legatee, including President (1975, 2008) and the longest serving Welfare Secretary (44 years). His was a prominent member of the inaugural Legacy Foundation of Victoria which enabled people with no defense service to become a Legacy member and was significant in developing the Foundation's role. He served the Foundation's committee for 9 years, retiring due the necessity to become a carer for his wife. He was considered a visionary by the Club for being the local Legatee who nominated and thereby enabled the first women to join Warrnambool Legacy Club. He was also the lead organiser for the 2005 Legacy National Conference held in Warrnambool. He was in his 50<sup>th</sup> year of service at the time of his death.
- 1961-2014 Warrnambool Masonic Lodge member for 53 years.
- 2000 Neighbourhood Watch Service Recognition Award. Was Founding member.
- 2010 Local Achiever Award, Warrnambool Australia Day Citizenship Awards, for services to the community.

### **Relevant Geographic Names Victoria Guideline for geographical naming:**

- **Naming a feature after local ANZACS**

#### **Mr Benjamin Hargreaves Witham**

Paternal grandfather to Murray, Ben and Barb Witham and others.

- 1895 Born Manchester, England
- 1910 Arrived in Melbourne by ship at the age of 15 with his parents.
- Lived at Leopold on arrival in Australia, then Williamstown, before moving to Warrnambool.
- Resident in Warrnambool and district until his death in 1984 aged 89.
- 1914 Enlisted 18 August in AIF (Australian Imperial Force) August. Gunner in the AIF, Field Artillery Brigade 2, Battery 5.
- 1914 Left Australia October on ship and travelled to the Middle East for training.
- 1915 Was amongst the first landing at Gallipoli on Sunday 25 April. Met and provided shelter one night for the famous ANZAC legend Simpson, and his donkey – John Simpson, a stretcher bearer.
- 1918 Returned to Australia in December following his overseas service from 1914-1918.
- 1914-1918 Military medals awarded: Military Medal for bravery. He maintained his post with his 18 pound gun against sustained enemy fire. 1914-15 Star; British War Medal; Victory Medal. For further details: <https://www.aif.adfa.edu.au/showPerson?pid=329961> or <https://www.awm.gov.au/people/rolls/R1760403/>
- 1919 Purchased a Soldier Settlement block at Wollaston of 45 acres and later acquires a further 32 acres. It was subsequently acknowledged by various commentators that the original blocks were too small for an effective farming operation.
- 1923 Married, raised family on the Wollaston property.
- After concluding he could make a living from farming he moved his parents onto the property.
- 1920's Introduces St Alban's Friesian dairy cows to the district by way of a gift of a prize St Albans Friesian bull from a Mr Jones of Leopold in recognition of Mr Witham's diligence and thoroughness in clearing Mr Jones Leopold farm land. St Alban's Friesian dairy cows gave a high volume of milk and had a high buttermilk content.

- Highly rated as a farmer by the Soldier Settlement Scheme supervisory board . As with everyone in the Great Depression years, he had a tremendous struggle to survive and provide for his family. When he purchased the land, prices were based on the then-current price of butter fat, which was 2 shillings a pound, and he and the others who survived had to pay this off when they were receiving only nine pence per pound. The milk was taken by horse and wagon to the depot in Mortlake Road, Russell's Creek to be picked up by the Nestle lorry.
- Planted a Lambertiana Cypress hedge to shelter the Wollaston house the family lived in. The hedge still exists, now silhouetted on the horizon as a wild clump of trees to the north as one drives along Wollaston Road past the area where the house was located.
- His son Ben Stansfield Witham and some of the similar aged boys in the area were required from the time they started school to milk five cows each before they went to school and the same five again when they returned. All the children walked to school at first, before they were given bicycles, turning right immediately after crossing Wollaston Bridge and around to Queen's Road.
- There was no phone, ever at the Wollaston property, and no electricity in the time the family lived there, with the nearest phone across the Wollaston Road at the home of the Wall family. Transportation was by horse and jinker until he purchased a 1926 Chevrolet utility truck.
- Grew potatoes including Snowflakes and Pontiacs varieties and peas, both for commercial purposes, taking them into Warrnambool by dray to sell. He also grew maize and turnips for cattle feed to supplement the loose hay the cows were fed when the fresh grass was not sufficient. He also made chaff for the cows.
- 1930's (approx.) To supplement the Wollaston farm income, he commenced work first with Nestle then later with the PMG (Post Master General – now Telstra, eventually working with PMG for several decades. He was in charge of several PMG technical facility locations around the district including Timboon and Koroit.
- 1941 Moved to Redford Street Warrnambool in January/February
- 1946/7 (approx.) The farm sold, except for the four and a half acres where his father lived until approximately 1954.
- 1940's-1970's Champion Warrnambool lawn bowls player and champion local golfer. Played with Warrnambool Bowls Club for decades and was skipper for many years. His successes included winning the Club Singles Championship in 1946 and at another time, the Club Fours Championship. A Warrnambool Standard article in 1983 or 1984 noted that he had played in every Warrnambool Seaside Bowls Carnival for 40 years from the Carnival's inception. He was also a dedicated golf player, playing off a low handicap of 6 well into his 80's.
- 1960's (early) Involved in laying out the Warrnambool Golf Club - plowing the ground and other tasks. His golf clubs are on display at the Club.

**Benjamin John Witham**  
**9 Devon Street**  
**West Preston Vic 3072**

**Barbara Helen Witham**  
**3 Victoria Street**  
**Warrnambool Vic 3280**

WARRNAMBOOL LEGACY

9

NOVEMBER 2014

MONTHLY BULLETIN

**VALE**



**VX124836 L/Cpl Ben Stansfield Witham, 472 Heavy Anti-Aircraft Battery  
17th April 1925 - 17th October 2014**

Ben enlisted for service in the Australian Army on 21st April 1943 and was engaged as a member of the 472nd Australian Heavy Anti-Aircraft Battery in Darwin, New Guinea and New Britain. He and L/ Harry Stanbury often chided each other about their service in Jacquinet Bay, New Britain.

He was nominated by Legatees Bill Sinclair and John Grace and became a member of the Warrnambool Legacy Club in 1965, this being the fiftieth year of his distinguished membership. The spirit of Legacy is service, and Ben embodied that spirit. Legacy was his passion. Apart from his kith and kin he regarded Legacy as his extended family. He was President of the Club in 1975 and 2008.

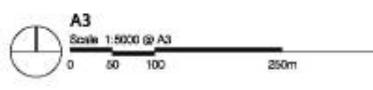
As Welfare Secretary for forty-four years he was a font of knowledge and tenacious in his pursuit to ensure the claims and needs of widows and children were achieved and satisfied. He maintained close contact with the dependants allocated to his personal care, the core activity of Legacy. Ben was a long serving member of the Board of Management (one of my earliest memories of Board meetings was the high regard and mutual respect of the senior Board members of that time, in Ben and Legatees Colin Leishman, Greg Gillespie and Gordon Maconochie). Ben was a member of the committee which organised the National Conference in Warrnambool. As a delegate for the Club he attended National Conferences in cities across Australia.

A visionary, he nominated the first women as members of the Club. Ben was also a prominent member of the Legacy Foundation of Victoria as a member of the inaugural committee in which position he was significant in developing the Foundation's role. He served on the committee for nine years and was its fourth President. It is stated that his contribution was invaluable. His commitment to Warrnambool Legacy and to the Legacy Foundation of Victoria is one to which we should aspire and hope to emulate. We are proud that he was a part of Legacy Australia, and particularly that he was a member of Warrnambool Legacy.

Two of Ben's best friends, Noel Burns and Tom Adams, presented their recollections of service together in World War Two and their enduring friendship throughout the years. "In early 1942 we were posted to 11th Battery Heavy Anti-Aircraft Artillery to defend the power station at Yallourn. Our gun site was at Brown Coal Mine village, now known as Yallourn North. We immediately became good mates - the beginning of a lifelong friendship. In 1943 the 31st Heavy Anti-Aircraft Battery was formed and we embarked for New Guinea from Townsville on

the ship "Taroona" arriving at Oro Bay, near Buna, to defend the U.S. base and airfield at Dobadura. While there Noel transferred to his brother's unit. Ben and Tom then moved on to Lae and later with 472 Heavy Anti-Aircraft Battery to Jacquinot Bay on New Britain, while there Tom was transferred to 2/14th Regiment (Field Artillery). Although separated, we always kept in touch and maintained an even stronger bond throughout all the years since - including many unit reunions. Noel was honoured to be best man at both Ben and Tom's weddings, subsequently all celebrating Ben and Betty's 25th and 50th wedding anniversaries and other milestones."

We farewell our closest friend  
A true gentleman  
We salute you Ben  
Rest in peace





Kim White  
Recreation and Youth Coordinator  
Warrnambool City Council  
PO Box 198  
Warrnambool, Victoria 3280

ATTENTION: Kim White

Dear Kim,

We understand that Warrnambool City Council have been discussing with Ben and Barb Witham the prospect of somehow honouring the Witham name within the city.

Those discussions over time have led to an in principle agreement to name the recreation reserve at Wollaston Way, abutting Goodall St, Recreation Drive and Shaw St, 'Witham Park'.

As the developers of the land we write to express our support for the proposal and would be happy to see the park given a title.

However please note the developers do not see it as their responsibility to construct any signage/plaques etc commemorating the name. This responsibility is to be worked out between WCC and the Witham family.

I would be happy to discuss this further should you feel the need to make contact.

**CIVIL CONSTRUCTION**  
RODGER CONSTRUCTIONS PTY LTD 790 Hopkins Hwy Bushfield Vic. 3281. ABN 83 418 967 354 ACN 003 296 087  
P.O. Box 493 Warrnambool Vic. 3280. Phone: 03 5565 4444 Fax: 03 5565 4454  
Email: admin@rcon.com.au

5 APRIL 2017

SCOTT CAVANAGH  
DIRECTOR CITY INFRASTRUCTURE.

JOHN FINNERTY  
COORDINATOR ASSET MANAGEMENT.

SUBJECT: PROPOSAL TO NAME OPEN SPACE ON GOODALL STREET.  
WARRNAMBOOL.

THE NAME KAVANAGH HAS BEEN ASSOCIATED WITH THE WOLLSTON ROAD AREA SINCE 1935 (SEE ATTACHED LAND ASSESSMENT.) ALTHOUGH SOME OF THE LOTS HAVE BEEN SOLD LAND IN GOODALL STREET IS STILL IN THE KAVANAGH NAME. JENNIFER PATON AND PETER KAVANAGH HOLD A SUBSTANTIAL PARCEL OF LAND, THE LAST IN THE FAMILY NAME ON WHAT IS NOW CALLED GOODALL STREET.

A BRIEF HISTORY OF THE KAVANAGH FAMILY CONNECTION TO THE AREA OVER THE LAST 82 YEARS FOLLOWS.

CHARLES AND BRIDGET (NEE FORD) KAVANAGH HAD THREE SON'S BORN AT GRASMEPE AND SPRING CREEK NEAR WARRNAMBOOL. THE THREE BROTHERS WENT ON TO ENLIST IN THE ARMY SERVING IN THE GREAT WAR 1914-1918. (SERVICE DETAILS ARE ATTACHED.)

PTE CHARLES KAVANAGH PAID THE ULTIMATE PRICE KILLED IN ACTION IN BELGIUM FIGHTING WITH THE 1ST BATTALION OTAGO REGIMENT NEW ZEALAND EXPEDITIONARY FORCE IN 1917.

IN 1935 DENIS KAVANAGH SETTLED IN THE PARISH OF TANGERY IN THE PART NOW KNOWN AS WOLLASTON ROAD. THE FAMILY NAME STILL EXISTS THERE TO THIS DAY.

UPON THE DEATH OF DENIS IN 1940 HIS SON CHARLIE TOOK OVER THE RUNNING OF THE FARM PRODUCING MANY SEASONAL VEGETABLE CROPS, DAIRY AND BEEF CATTLE AND EVERY SPRING GREW FLOWERS WHICH WERE DONATED TO THE WARRNAMBOOL BASE HOSPITAL.

SEVERAL HOUSES WERE BUILT ALONG WHAT IS NOW CALLED GOODALL STREET BY THE CHILDREN OF CHARLIE KAVANAGH.

IN 2005 A MEMORIAL GARDEN WAS PLANTED ON WHAT IS NOW A ROUNDABOUT IN GOODALL STREET, THIS GARDEN WAS PLANTED BY THE GRANDCHILDREN OF CHARLIE IN HIS, AND ALL FAMILY MEMBERS BEFORE HIM, IN THEIR MEMORY. THIS GARDEN WAS NEVER REPLACED.

UPON CHARLIE'S DEATH HIS SON PETER AND HIS PARTNER JENNIFER PATON TOOK OVER THE FARM AND DEVELOPED THE WARRNAMBOOL TROUT FARM AND LATER THE BREEDING OF MURRAY COD IN CONJUNCTION WITH DEAKIN UNIVERSITY. THIS PART OF THE PROPERTY IS NOW THE WANNON WATER FISH HATCHERY.

TODAY THE KAVANAGH FAMILY, THROUGH VARIOUS BUSINESS INVESTMENTS ARE EXTENSIVELY INVOLVED IN EMPLOYING LOCAL PEOPLE SUPPORTING THE LOCAL COMMUNITY IN EVERY POSSIBLE WAY.

WE AS A FAMILY FEEL WITH 2018 BEING THE CENTENARY OF THE END OF WWI IT WOULD BE

FITTING TO HONOUR THE KAVANAGH NAME BECAUSE OF THEIR CONNECTION TO THAT PARTICULAR PARCEL OF LAND AND THE SERVICE THE ORIGINAL THREE BROTHERS DID FOR THEIR COUNTRY.

BY PROPOSING THAT THE OPEN SPACE IN WOLLASTON WAY ESTATE BE NAMED "KAVANAGH PARK." SIT'S WELL WITH THE FAMILY HISTORY OF OWNERSHIP OF THAT PARTICULAR PARCEL OF LAND.

THERE ARE MANY STORIES REGARDING THE PAST 82 YEARS OF THE KAVANAGH NAME IN THE WARRNAMBOOL DISTRICT AND IN PARTICULAR WOLLASTON ROAD WE WOULD BE HAPPY TO MEET WITH YOU TO DISCUSS THEM.

CONTACT NAMES AND NUMBERS.

**2217 PTE KAVANAGH James**  
**57<sup>th</sup> Battalion**  
**1878 – 1921**

James was on 15 September at Spring Creek near Warrnambool Victoria, fourth son of Charles and Bridget Kavanagh. He enlisted on 15 April 1916, aged 35, single and a farm labourer. He completed his training at Broadmeadows and was assigned to the 57<sup>th</sup> Battalion on 27 July 1916. James embarked from Melbourne aboard HMAT A67 *Osova* on 1 August and he was missing when the ship left Fremantle. He sailed on HMAT A57 *Malakuta* and arrived in England early October.

He proceeded overseas on 5 December 1916 and arrived at Etaples, France the next day. In March 1917 there was heavy fighting around the small villages of Bapaume, Vaux-Vraucort and Beaumetz. James was wounded on 24 March by a sniper in Bapaume. He was admitted to the 5<sup>th</sup> General Hospital at Rouen and invalided back to England. James was admitted to the Royal Military Hospital at Netley, on the 30 March 1917. He was suffering from a serious gunshot wound to the right side of his head, with a second bullet lodged between his spine and collar bone.

After an operation, James was left totally deaf in his right ear and suffered from headaches, giddiness and insomnia. James spent almost twelve months having treatment in England, before he was invalided to Australia aboard the Hospital Ship RMS *Orantes* on 10 March 1918. James was discharged from the A.I.F on 26 June 1918. James died on 15 January 1921 at Lara, Victoria and is buried in the Eastern Cemetery Geelong.

Service Medals: British War Medal, Victory Medal.

A was tree planted in 1917. In 2013 a Callistomon – ‘King’s Park Special’—was planted by D r Bill Sykes, Member for Benalla.

**14279 PTE KAVANAGH Charles**  
**1<sup>st</sup> Battalion Otago Regiment –**  
**New Zealand Expeditionary Force.**  
**1876 – 1917**



**Killed in Action – Belgium**



Charles was the third son of Charles and his wife Bridget (nee Ford) Kavanagh. He was born at Grasmere near Warrnambool on 10 May 1876.

He was living and working as a contractor at Trentham near Wellington, New Zealand, when he enlisted in March 1916 at the age of 39 years. He named as his next-of-kin his sister Mrs Catherine McGurk of 6 St Marys Street, Wellington. Charles was a member of the New Zealand Expeditionary Force 1<sup>st</sup> Battalion, E Company, 12<sup>th</sup> reinforcements. He embarked from Wellington aboard the Troop Ship *Mauganui* on 16 June 1916, arriving two months later at Devonport, England.

On 23 August he was transferred to Sling Camp, Bulford, on the Salisbury Plain; after three days he was transferred to the Otago Regiment. He left for Etaples, France and joined his unit on 12 October. That day the New Zealand Division suffered devastating losses in the thwarted attack on Bellevue Spur at the 1<sup>st</sup> Battle of Passchendaele, Belgium. Charles was one of the 845 New Zealand soldiers who died in several hours of disastrous fighting.

Private Charles Kavanagh has no known grave and is Remembered with Honour at the Tyne Cot Memorial, Belgium.

The Memorial Plaque and Scroll as well as his service medals were sent to his sister Mrs Catharine McGurk.

In 1917 a tree was planted in Charles' memory. On 25<sup>th</sup> May 2013 a Callistomon – 'King's Park Special' – was planted in Orchid Street by Dr Bill Sykes, member for Benalla.

**290 GNR KAVANAGH Denis**  
**Siege Artillery Brigade**  
**1887 – 1940**

Denis was born 5 March 1887 at Grasmere near Warrnambool, youngest son of Charles and Bridget Kavanagh. (Denis's Birth certificate shows the surname spelt with a C – Cavanagh also on his enlistment papers). Denis was 28 years old, single and serving with the Royal Australian Garrison Artillery when he enlisted in Brisbane on 7 June 1915. He named his brother Michael as next-of-kin. He sailed from Melbourne aboard the HMAT A67 *Orsova* on 17 July 1915, arriving in England on 2 September. He proceeded overseas to France arriving at Boulogne on 25 February 1916. In July, he spent some time in hospital suffering from Typhoid fever returning to his unit in the field in August. Denis was wounded on 25 September 1917 and reported to the Australian Field Ambulance with a gunshot wound to his right arm, from there he was transferred to the 7<sup>th</sup> Canadian Hospital at Etaples and three days later was transferred again to the No. 5 Convalescent Depot at Cayeux-sur-mer where he remained until discharge to the Australian General Base Depot in Rouelles. He rejoined his unit in the field on 9 November 1917. The following April, Denis was admitted to the 56<sup>th</sup> General Hospital at Etaples, suffering from arteriosclerosis. He remained in France until 13 December 1918 when he was invalided to Weymouth Depot in England, awaiting transfer to Australia aboard HMAT A38 *Ulysses*. He arrived in Melbourne in March 1919 and was discharged two months later. In April he and Stella Morris were married in Benalla. Denis died on 8 May 1940 at Wollaston, he is buried in the Warrnambool cemetery.



Service Medals: British War Medal, Victory Medal.

In 1917 a tree memorial tree was planted. In 2013 a callistomon –'King's Park Special' - was planted in Orchid Street by Dr Bill Sykes, member for Benalla.

**STATEMENT OF LANDS COMPRISED IN ASSESSMENT.**

Name **CAVANAGH Denis.** File No. **36447**

Address **"Woolaston", Warrnambool.** Date **27.3.33.**

Parish, City, or Town.	Street, or Allotment and Section.	SUBDIVISION.		Area, or Dimensions.	Capital Value.	Unimproved Value.	Value of Improvements.
		Lot No.	Plan No.				
1	<b>Yangery.</b>			<b>30. 3. 319.</b>		<b>1080.</b>	
2	"			<b>32. 1. 202.</b>		<b>1293.</b>	
3							
4							
5				<b>1935 Total</b>		<b>2373.</b>	
6				<b>Less Progress Payments.</b>		<b>896</b>	
7				<b>Taxable Amount for 1933.</b>		<b>1477.</b>	
8							
9							

**LAND TAX BRANCH.**  
TAXATION OFFICE.  
450-460 LONSDALE STREET,  
MELBOURNE (C-1).  
T.574/430.—8849.

Your attention is directed to the instructions  
on the back of this notice, relating to the  
acquisition or sale of properties.

R. W. CHENOWETH,  
Commissioner of Taxes.

Proposal re name open space Witham Park - Eric Read & Jacinta Read

From:  
To: <wbool\_city@warrnambool.vic.gov.au>  
Subject: Proposal to name open space Witham Park  
Date: Thursday, 06 April 2017 03:39 PM

Dear Scott,

Thank you for the opportunity to comment on the proposal to name the open space on Goodall Street "Witham Park".

We would happily endorse this proposal and believe it would be a fitting tribute to the Witham family, who we recognise have substantial connections with Wollaston and the wider Warrnambool community. The Withams were well-known and respected members of the Warrnambool community and close friends of my late father John Read.

Our only concern with regard to this space is the ongoing maintenance and care of the site going forward. We would appreciate some clarification from the city as to the management plan into the future. The area is currently tidy, but during the past year it has generally been quite unkempt, with grass not regularly cut and rubbish strewn over the space.

Kind regards,

**APPENDIX 7** – Submission 2

Support for Witham Reserve - Aaron Zeunert

From:  
To: wbool\_city@warrnambool.vic.gov.au  
Subject: Witham Park Proposal  
Date: Saturday, 25 March 2017 02:08 PM

Hi Scott. I was talking to [redacted] last week saying just how nice he has planned this estate, especially the park. My kids can't wait to get home from school and get over there. I read through the rationale section a few times. After reading that I couldn't see anyone having a problem with it. If you need to count numbers for or against I am for.

Objection re Witham Park Name Proposal - Tim Beilby

From:  
To: wbool\_city@warrnambool.vic.gov.au  
Subject: Witham Park Proposal  
Date: Wednesday, 19 April 2017 01:01 PM

RE: Witham Park Proposal

Hi, I am a resident of Wollaston Way estate.

I am absolutely opposed to renaming it Witham Park for the following reasons:

1. It is not reflective of all the people who use the park on a daily basis. The park's proposed name isn't for all the kids, adults and dogs that run around TODAY having fun. Its proposed name is for a family seeking recognition.
1. Recognition is given by others. You can't self nominate for an award.
1. I have to drive past a sign every day, with 3m tall lettering that spells out VILLAWOOD at the Riverside Estate, reminding me of a notorious immigration detention centre. For that reason I challenge any land developer's authority to name anything.
1. Build your own park if you want it named after you.

I propose that the park does not require a name.

Regards,

## **5.9 DRAFT RESOURCE RECOVERY, WASTE MINIMISATION AND MANAGEMENT STRATEGY**

### **PURPOSE**

***To seek approval to release the Draft Resource Recovery, Waste Minimisation and Management Strategy for public comment.***

---

### **EXECUTIVE SUMMARY**

- The Resource Recovery, Waste Minimisation and Management Strategy (The Strategy) seeks to consolidate existing information, provide a holistic overview and set a future direction for resource recovery and waste management within the City of Warrnambool. The draft Strategy is attached (**Refer Appendix A**).
  - The document specifically introduces measures to reduce litter spread through improved equipment, education and enforcement. To undertake a food organics and garden organics trial to divert material from landfill and to work with the community to advocate for Warrnambool to be a plastic bag free city.
  - Comprehensive community consultation is imperative to the success of this strategy as it impacts every current and future resident of Warrnambool. It also affects many visitors to the city.
  - Council receives many requests and feedback related to resource recovery and waste management and it is important that the community understands and is aware that this is their opportunity to have their say.
  - The Strategy will be made available for public consultation for a period of 6 weeks.
  - Once the Strategy has been through the consultation phase and feedback considered, it will be reviewed and submitted to Council for adoption.
  - The adopted Strategy will inform a new kerbside collection service and contract which is due to be advertised by public tender in 2018.
- 

**MOVED: CR. HULIN**  
**SECONDED: CR. OWEN**

### **That Council:**

1. **Agree to release the Draft Resource Recovery, Waste Minimisation and Management Strategy for public comment.**
2. **Consider submissions in relation to the Draft Resource Recovery, Waste Minimisation and Management Strategy at a future Council meeting.**

**CARRIED – 7:0**

---

### **BACKGROUND**

The Resource Recovery, Waste Minimisation and Management Strategy (The Strategy) seeks to consolidate existing information, provide a holistic overview and set a future direction for resource recovery and waste management within the City of Warrnambool.

The strategy provides a means for the community to consider all aspects of resource recovery and waste management and how this impacts individuals, households, the community, our economy and the environment.

It is the first time that Council has attempted to consolidate its resource recovery and waste minimisation directions and activities into a single document.

The strategy seeks to draw together the roles played by many community groups, private businesses and statutory bodies who partner with Council.

## **ISSUES**

The need for a consolidated, considered, forward thinking document that provides clarity, consistency, rationale and direction about resource recovery and waste management, is imperative for meeting the expectations of residents and visitors to this “cosmopolitan city by the sea”.

Once the Strategy has been through a consultation process and feedback considered, it will be reviewed and submitted to Council for adoption.

The adopted Strategy will inform the kerbside collection service contract which is due to be advertised by public tender in 2018.

## **CONSULTATION / COMMUNICATION**

Comprehensive community consultation is imperative to the ultimate success of this document as it impacts every current and future resident of Warrnambool. It also affects many visitors to the city. Council receives many requests and feedback relating to resource recovery and waste management and it is important that the community understands and is aware that this is their opportunity to have their say.

It is proposed to release the Strategy for public comment for a period of 6 weeks. Consultation will be in the form of a media releases, Council’s website, C2C, social media, newspaper advertisement on Council’s Notice Board, radio advertisements, a listening post in a central CBD location and an online survey.

Any submissions received will be assessed and will inform the content of the final Strategy which will be reported to Council prior to seeking Council adoption of the Strategy.

This Strategy is intended to be used to inform decisions about resource recovery, waste minimisation and management in Warrnambool. It will provide guidance and certainty to the community about aspects of waste management, whilst providing an aspirational vision for the future.

## **TIMING**

Following adoption of The Strategy for public release, it will be available for public comment for 6 weeks.

## **FINANCIAL CONSIDERATION**

The costs of preparing the Strategy and the consultation process are contained within the budget of City Infrastructure.

## **RISK**

The risks associated with the project are reputational, financial and operational.

It is imperative to conduct an effective community consultation process to ensure the community is informed and participates in the process.



## Warrnambool City Council

# Resource Recovery, Waste Minimisation and Management Strategy

**2017-2021**



[www.warrnambool.vic.gov.au](http://www.warrnambool.vic.gov.au)

Connect to Council



Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

## Document Control

### Warrnambool City Council

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### Document: Resource Recovery, Waste Minimisation and Management Strategy 2021

Responsible Branch: City Amenity  
Responsible Directorate: City Infrastructure  
Responsible Officer: Director of City Infrastructure  
Author: Strategic Waste Minimisation Unit  
Date: May 2017  
Review May 1st 2021

## Distribution Schedule

Version No.	Date	Distribution	Reference
1.1	May 2017	First Draft for Internal Review	
2.1	4 Sep 2017	Council meeting report	

## Schedule of Adoption

Version No.	Date	Comment	Reference
2.1	4 Sep 2017		

### Acknowledgements:

Council acknowledges the input into the development of this strategy by council staff, community groups, businesses and organisations involved in resource recovery and waste management.

### Disclaimer:

This publication may be of assistance to you, but Warrnambool City Council, its employees, consultants and contractors do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on the information in this publication.



Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

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Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

## 1. Executive Summary

Resource recovery and waste management is a multi-faceted area, involving a web of interrelated issues and challenges.

The purpose of this document is to consolidate all the related issues and topics in a single document to provide the context of waste in our city and chart a way forward for the Warrnambool community using the principles of the waste hierarchy. While this strategy provides vision for the future it is primarily an operational document outlining practical actions and steps that will assist in achieving these goals.

The waste hierarchy of avoid and minimise, reuse, recycle, energy recovery and dispose underpins this strategy and provides guidance for decision making.

This strategy is impacted by federal and state government policies and priorities, government departments with statutory responsibilities and regional bodies such as the Barwon South West Waste and Resource Recovery Group.

The strategy also documents the major role that private enterprise plays in the delivery of the strategy and its objectives. It acknowledges the integral role these businesses play in this sector within our community.

Not-for-profit groups, volunteer organisations and schools are

all critical to the plan's success through their important formal and informal roles in resource recovery.

The strategy will be reviewed regularly as constant change is occurring in this sector globally and locally. The review will occur every four years or at least once in the life of the elected council.

Actions will be reviewed annually as part of Council's budget process and reported on quarterly where an action is Council's responsibility.

"Sustain and enhance the natural environment" is one of the five pillars of the Council Plan and it is integral now for Council to demonstrate this commitment to sustainability by providing strong, intelligent and informed leadership, support and education. Resource recovery and waste management, however, are not challenges for local government alone, they impact all organisations and residents regardless of age or background.

The decisions and actions of all individual residents of and visitors to Warrnambool will ultimately determine the direction of the future sustainability of Warrnambool.



Wash Against Waste team at Warrnambool's Sustainable Living Festival.



Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

## 2. Overview

### 2.1 About Warrnambool

The Warrnambool municipality is 120 sqkm in size and is situated in the Great South Coast Region of Victoria, 263 km south –west of Melbourne.

It contains the urban area of Warrnambool and the nearby towns of Allansford, Bushfield and Woodford. The city has a population of 34,000 and this figure is forecast to approach 50,000 by 2035.

Warrnambool serves as a centre for a regional population of approximately 120,000 people.

It contains a Deakin University campus, a TAFE college and a base hospital.

The major employment sectors are health care and social assistance, retail trade, manufacturing, education and training, accommodation and food services and construction.

The Great South Coast region features some of Australia's most fertile agricultural land much of which is dedicated to dairy and beef production. Three major dairy manufacturers and a large meat processor are situated in and around Warrnambool providing a major source of employment.

### 2.2 Legislation and Policy

#### (a) Federal

The *National Waste Policy* sets Australia's waste management and resource recovery direction to 2020.

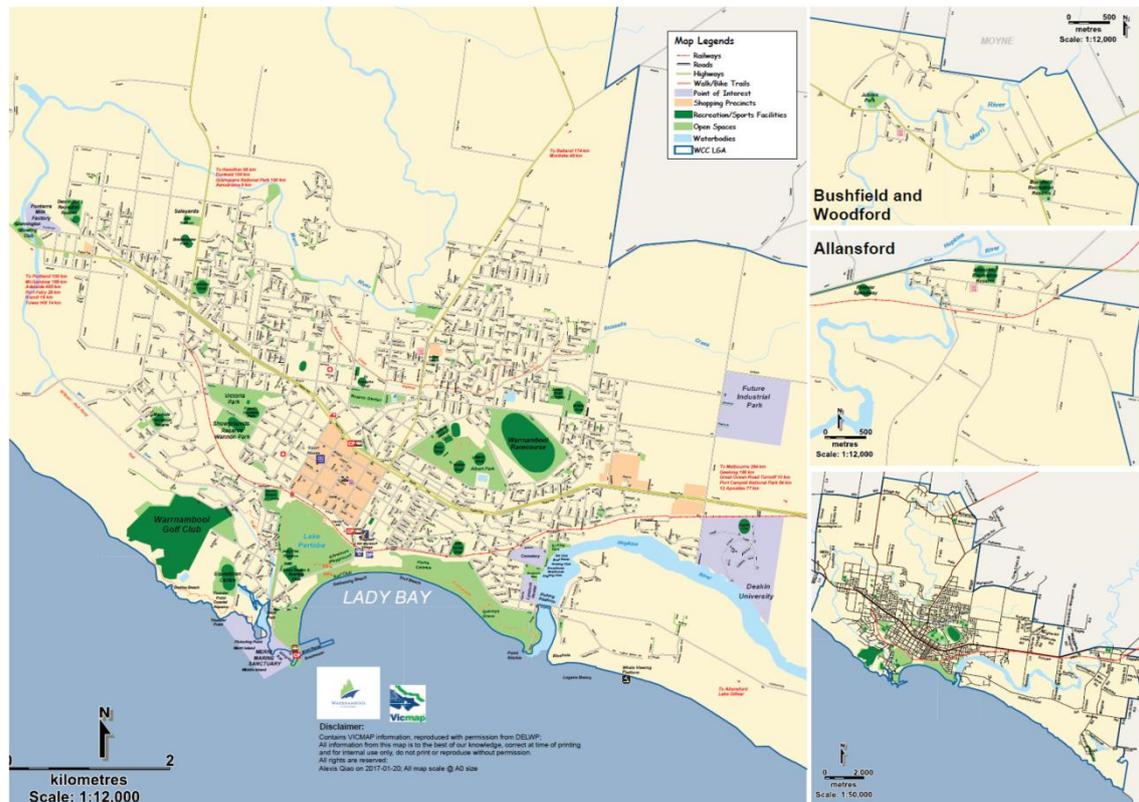
The policy has six key areas:

1. Taking responsibility.
2. Improving the market.
3. Pursuing sustainability.
4. Reducing hazard and risk.
5. Tailoring solutions.
6. Providing the evidence.

The policy also complements other government action to deliver greenhouse gas emission reductions, reduce energy and water use, support jobs and invest in future long term economic growth.

A strategy arising from the policy is the [Product Stewardship Framework](#) legislation.

The Product Stewardship Act 2011 provides the framework to effectively manage the environmental, health and safety impacts of products and in particular those impacts associated with the disposal of products. The framework includes voluntary, co-regulatory and mandatory stewardship.



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Initiatives to date include:

- [National Television and Computer Recycling Scheme](#)
- Product stewardship for end of life tyres
- Product stewardship for mercury containing lamps – [FluoroCycle](#)

### (b) State

The Local Government Act 1989 assigns responsibility to councils for providing (either directly or through contractors) the collection, transport and reprocessing or disposal to landfill of municipal solid waste for their communities. (This does not require local government to manage disposal facilities such as landfills)

The Environment Protection Act 1970 is important state legislation relevant to this Strategy.

The Victorian Government has also developed various documents to provide strategic direction and promote the recovery of resources from the waste stream over the next thirty years. The overarching strategic document is the [State Waste and Resource Recovery Infrastructure Plan](#) (SWRRIP) which was released by the Victorian Government on 12 June 2015.

The SWRRIP is intended to help position Victoria as the national leader in resource recovery and waste management. It provides a roadmap to guide the development of a system that will effectively manage the waste we generate, balancing the provision of this essential service and support for a viable resource recovery industry with the need to protect the community, environment and reduce greenhouse gas emissions.

This plan is further supported by the:

- *Victorian Organics Resource Recovery Strategy*
- *Collaborative Procurement Framework*
- *Victorian Market Development Strategy for Recovered materials*
- *Infrastructure Facilitation Framework*
- *Community and Business Waste Education Strategy*

In addition to the above the Victorian Government has developed a performance reporting framework to ensure all councils are measuring and reporting on their performance in a consistent way.

The framework became mandatory from 1 July 2014.

Indicators for waste management kerbside collection are included in the reporting framework.

Sustainability Victoria and the EPA also have mandatory annual reporting requirements about waste management services, providing further benchmarking for councils.

## 2.3 The Regional Context

The Warrnambool City Council is a member of the Barwon South West Waste and Resource Recovery Group (BSWWRRG).

The group is a Statutory Authority established under the Environment Protection Act 1970. The group commenced on

1 August 2014 as an amalgam of the two previous Barwon Region and South Western Region Waste Management Groups.

The BSWWRRG is one of seven Waste and Resource Recovery Groups that cover regional Victoria. The groups now also have the responsibility of commercial and industrial waste (C&I), construction and demolition (C&D) as well as municipal solid waste (MSW).

The region takes in the south west coast of Victoria covering an area in excess of 32,340 square kilometres and a population of approximately 398,600. It is anticipated that this will increase to some 462,000 by 2030. The region comprises nine local government authorities.

The group has developed a [Regional Waste and Resource Recovery Implementation Plan](#) (RWRRIP), approved by the Minister on 29th June, 2017. The plan proposes 12 priority actions to improve recycling rates, reduce waste to landfill and plan for the region's future sustainability and infrastructure needs.

These actions impact the City's Resource Recovery and Waste Management Plan and are essential to the implementation of the Council's Plan.

The Environment Protection Act 1970 states: "a council must perform its waste management functions consistently with the Regional Waste and Resource Recovery Plan applying to the council's municipal district."

Of particular significance to this strategy are the following priorities:

**Priority action 1** – Facilitate behavioural change to improve source separation, participation rates, resource recovery and reduced contamination.

**Priority action 2** – Facilitate the aggregation of material streams and/ or services through collaborative procurements to improve economies of scale and cost efficiencies.

**Priority action 11** – Support the development of innovative and viable ways to increase recovery of priority materials including organics, wood/timber, plastics and textiles.

The BSWWRRG will be developing a regional education strategy which will be instrumental in driving the direction of Warrnambool's education program. The council is supportive of this due to the financial and social benefits of educating the community on a regional basis. Standardised kerbside and public place recycling systems across the region are also viewed favourably as this will afford synergies in raising awareness and promoting the message to the community.

Council is also an active participant in developing the *BSWWRRG Local Government Program*. The aim of this program is to identify regional issues and programs where it is deemed beneficial for councils to pool funds to address these issues on a regional basis. The council will continue to commit to allocating budget to this program and to ensuring Warrnambool's needs are addressed through the program.



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### 2.4 Local Policies and Strategies

(a) **Council Plan 2017- 2021**

The Council Plan is a strategic document required by the Local Government Act to be adopted by Council within the period of six months after each general election or by the next 30 June, whichever is later. It sets out the key directions and priorities of the council over a four year period. It articulates the Vision, Objectives and Strategies of the council.

Of specific relevance is an objective to "Sustain and enhance the natural environment".

Strategies within this objective include:

- Protect and enhance our waterways, coast and land.
- Commit to being a carbon neutral city by 2040
- Review options for managing waste with a strategic indicator being diversion of waste from landfill.
- Educate the community on council's sustainability initiatives.
- Partner with the community on local sustainability projects.

Through the Council Plan there is commitment for the following:

- Introduce measures to reduce litter spread through improved equipment, education and enforcement.
- Undertake a food organics and garden organics trial to divert material from landfill.
- Work with the community to advocate for Warrnambool to be a plastic bag free city.

These are some of the drivers for the development of this plan.

(b) **Climate Change Action Plan**

Council adopted a Climate Change Action Plan in 2012.

The council has committed to "reduce greenhouse gas emissions." The Action Plan sets a target of reducing Council's emissions by 30% by the year 2020.

(c) **Environmental Sustainability Strategy – 2008-2015 (due for review)**

This strategy was adopted in 2008 and is now due for review.

The strategy contains a number of priority themes relevant to this strategy. These include – Climate Change and resource efficiency, waste recycling and pollution.

(d) **Waste and Litter Education Strategy – 2005-2008 (due for review)**

This strategy has informed Council's education initiatives over a number of years. The strategy needs a comprehensive review to ensure current relevance and integration with the State and regional education strategies.

(e) **Warrnambool Open Space Strategy 2014 – the purpose of this strategy is to provide an overarching**

framework to direct open space planning and management to 2026. It provides guidance on the provision of bins in council's public open spaces.

(f) **Local Laws No.3**

Part 5 of the Local Law refers to the Disposal of Waste, while Part 9 – Standards - sets out a number of standards in relation to domestic waste.

The Local Law was adopted by Council on 20th April 2009. A number of aspects of the Local Law do not reflect current best practice and need to be reviewed and updated. A sunset provision provides that a Local Law ceases to operate 10 years after the date that it came into operation.

Council will review and update the Environment Local Law No.3 following the adoption by Council of this strategy.

### 2.5 Guiding Principles, Key Objectives and Future Directions.

There is a growing realisation within the community that thinking needs to change from waste management to one of resource management.

It is an objective of this strategy to help the community, (individuals, industry and business), understand their role in managing available resources wisely.

A number of principles have been used to guide decision making and recommendations within this strategy:

- Accountability – Progress and outcomes measured and reported.
- Best Practice – Compliant with regulation and industry best practice.
- Collaboration – solutions beyond the municipal boundary and working with businesses and the community.
- Equity – Affordable, accessible and fair.
- Financial Responsibility – Cost recovery, user pays and value for money.
- Innovation – Consideration and research into opportunities and options.
- Maximise Benefits – Reclaim resources and do what is best for the community and the region, with consideration to the environment and best value (Procurement Policy).
- Minimise Waste – Follow the waste hierarchy.
- Shared Responsibility – Community participation, education and behaviour change.
- Sustainability- Environment protection, public health and wellbeing and a sustainable community maintained achieved.

### 2.6 Measuring Performance

There are a number of criteria to consider when measuring the performance of Warrnambool in relation to waste and resource recovery.



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**Waste minimisation**

Measured by:

- Annual waste generation comparison measured in kilograms generated per tenement.
- Adoption of Campaigns such as 'Ban the Bag', Boomerang Bags.

**Resource recovery** – this is currently captured for Council's kerbside collection through Diversion Rate. Sustainability Victoria (SV) and the EPA require mandatory local government reporting about waste management services and data on the amount of material that is diverted from landfill - Diversion Rate. It is calculated by adding together the total tonnage of material collected through the kerbside collection of each council, then dividing it by the amount of material that is recovered or diverted from landfill. SV publish an annual report comparing local government diversion rates across the state. Warrnambool's current diversion rate is 39%.

Measured by:

- Comparison of annual WCC Diversion Rate against similar
- Council's averages and all councils' averages – LGRF.
- Comparison against other councils.

**Presence of litter in the City and the community's perception of this.**

Measured by:

- Number of customer complaints re litter in parks, open spaces, illegal dumping.
- Number of litter fines issued in a given timeframe.
- Use of the VLAA litter tool in litter hotspots before and after any litter campaigns.

**Contractor's internal performance.**

Measured by:

- Audits of internal processes.
- Number of complaints.

**Reduction in greenhouse gas emissions.**

Measured by:

- Waste to landfill figures.
- Improvements in technology and fuel usage of collection and transport vehicles.
- Reduction in transport kilometres due to improvements in collection scheduling and joint procurement.
- Increase in number of biofilters processing landfill gas from 2017 levels.

**Number of people visiting the waste page on council's website**

Measured by:

- Number of webpage hits

**Increase in number of public place recycling bins.**

Measured by:

- Increase from 2017 levels.
- Capturing public place recycling material data.

**Contamination in Kerbside bins.**

Measured by:

- Kerbside bin audits.

**Residents' satisfaction with the kerbside collection service.**

Measured by:

- Annual independent community satisfaction surveys conducted for all Victorian councils.

These telephone surveys measure community views about their council's performance in a number of areas, and compare with councils within a group of like councils, as well as state-wide comparisons.

The survey is conducted by the Department of Environment, Land, Water and Planning. Local residents and ratepayers in each municipality over 18 years of age are selected at random.

Waste management performance and environmental sustainability are two of the twenty six measures surveyed. Waste management consistently appears in Warrnambool's results as a top priority area of importance. The councils 2016 performance index score was 70 down from 74 in 2015. This compares to average regional centres' satisfaction of 69 and an average state-wide satisfaction score of 70.

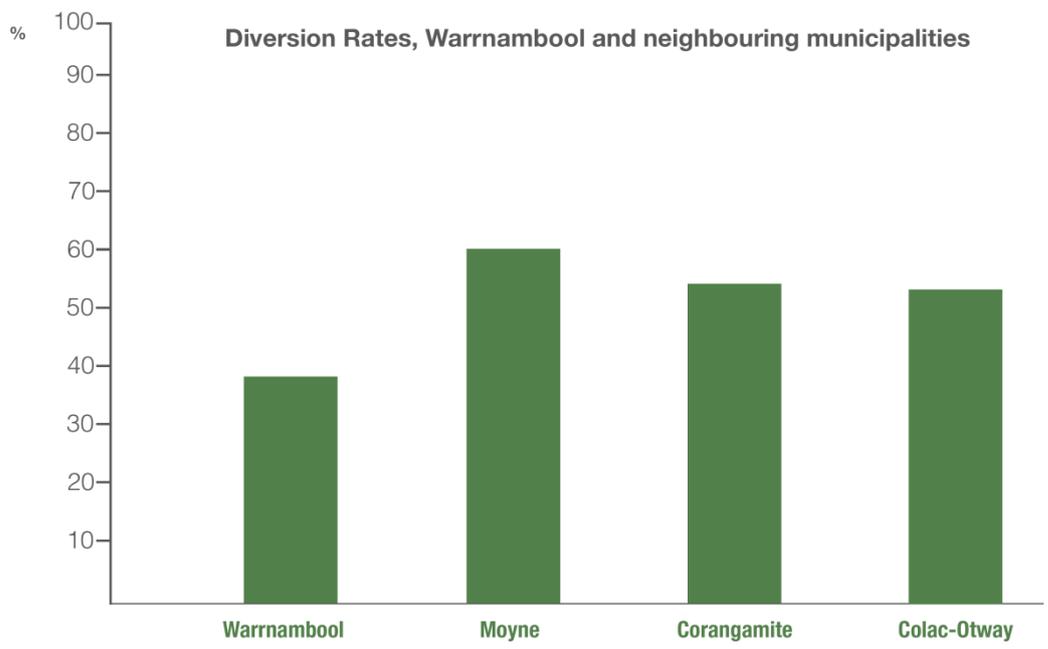
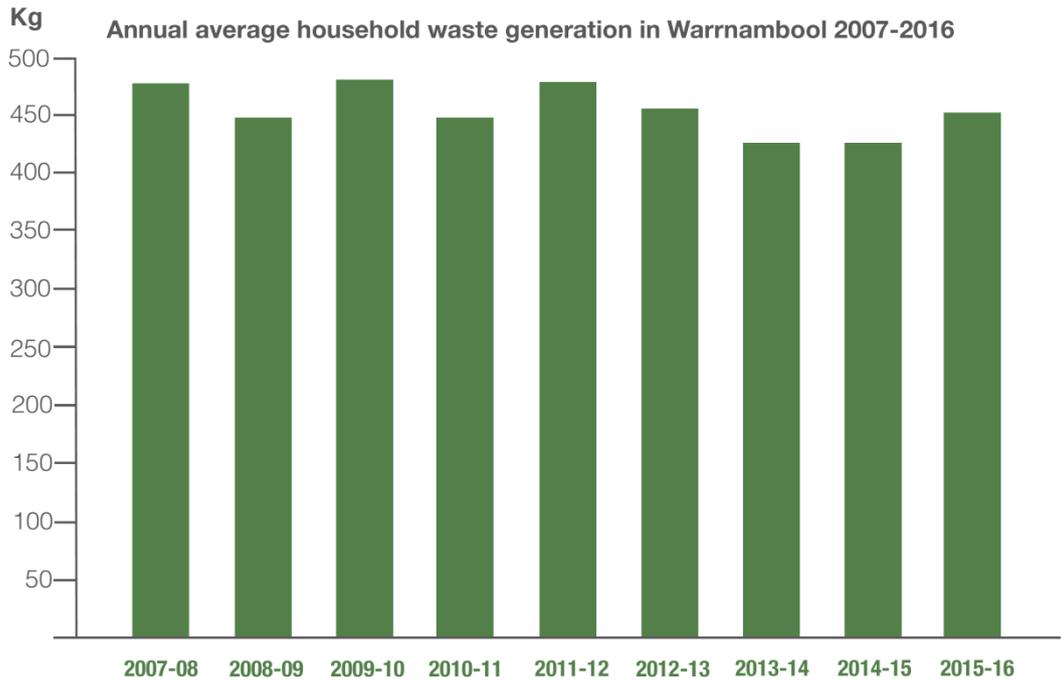
Performance against the criteria listed in this section will be reported annually to Council.



Batteries are now easily diverted from landfill via a number of drop-off sites in Warrnambool.



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Comparison of diversion rate between neighbouring councils. These councils offer a three bin system, with the third bin collecting FOGO (food organics, garden organics). Diversion Rates are: Warrnambool 39%, Moyne 61%, Corangamite 55% and Colac Otway 54%.

Source: Victorian Local Government Annual Waste Services Report 2012-2015 published by Sustainability Victoria

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### 3. Drivers for Change

#### 3.1 The Waste Hierarchy (waste pyramid)

The concept of a “waste hierarchy” that is ranking ways of dealing with waste in order of preference has been almost universally adopted as a guiding management principle by governments internationally and in Australia. The waste hierarchy sees avoiding the creation of waste as the most desired outcome, while landfill disposal is the least desired outcome.



<b>Rethink (avoid) and Reduce</b>	Council cannot control what households buy and dispose of but can provide education to encourage steps to reduce the creation of waste and put in place processes and systems, such as resource recovery to minimise waste to landfill.
<b>Reuse</b>	The reuse of materials that would otherwise end up in the waste stream can provide a variety of social and environmental benefits. E.g. the City can support and promote community based reuse organisations, such as WDEA. Principles of reuse can underpin activities occurring across council facilities and services such as childcare centres, kindergartens, council’s holiday program and Fun4Kids Festival.
<b>Recycle</b>	Public place and kerbside recycling services provided by the City and other local recycling activities and services are a key way of reducing the economic and environmental impacts of managing waste.
<b>Recovery</b>	Energy from waste technology is still in the early stages of development in Victoria but offers potential to reduce disposal rates in the future by recovering energy resources from materials that would otherwise be landfilled. Waste to energy technology also provides a renewable energy source. Some large landfills collect and utilise landfill gases to generate electricity and sell energy back into the grid. The City’s former landfills were not large enough to justify the capital expense for landfill gas capture.
<b>Treat and Dispose</b>	Disposal is the least preferred option, however for the foreseeable future there will be residual and/ or hazardous wastes for which landfill remains the only or best option. While there are no potential landfill sites within the City it is important for the Council to monitor availability and maintain cost effective access to landfill sites in the foreseeable future.

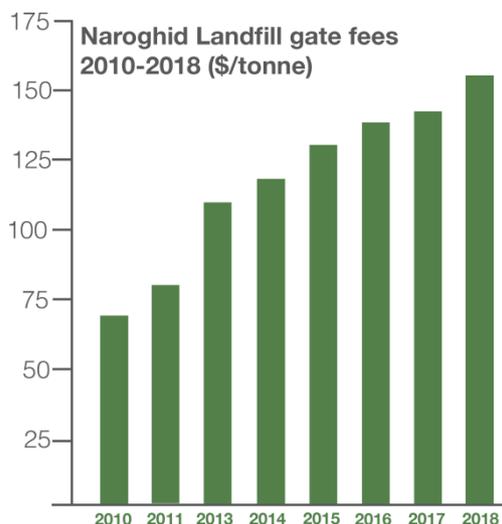
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### 3.2 Costs

There is a State Government objective to incentivise alternatives to landfill which is driven by the landfill levy. In some countries due to lack of space and resources this is a necessity but in Australia where there is generally plenty of space, the landfill levy is used as a mechanism to make resource recovery more feasible as an alternative to landfill.

In south-west Victoria there are significant costs associated with landfilling including the construction and rehabilitation of landfills to Best Practice Environmental Management standards (BPEM), the cost of transporting waste to regional landfills and the landfill levy.

Since 2010/2011, the cost of landfill gate fees has increased by 47%. This is due to both the increasing cost of the landfill levy and increasing requirements of the Landfill BPEM. This financial impact in itself is a significant driver for change, even before considering environmental or lost resources costs. It is also a factor leading to the closure of a number of landfills in Victoria.



Reducing waste management costs for the city into the future requires a multi-pronged approach.

- Community education (which leads to sustainable behaviour change) about reducing or avoiding waste creation = decrease in landfill costs
- improving recycling in the City by reducing contamination in the kerbside recycling bin = decrease in transport costs
- improving and extending public place recycling = decrease in landfill costs
- raising awareness of the recycling services provided in the city = decrease in landfill costs for the council and local businesses.
- lobbying for stricter product stewardship policy = more options for recycling more products and materials paid when a product is purchased.
- lobbying for a bigger share of the EPA landfill levy to return

to the region to fund:  
resource recovery innovation = decreased landfill costs  
removal of FOGO from the landfill bin.  
(which is 40% by weight of landfill bins)  
= decreased landfill costs

In the 2015/16 financial year the landfill levy component paid to the EPA for landfill disposal costs was \$195,024. The council needs to stay abreast of developments, innovations and technology in waste management and resource recovery and may at some point be in a position to lock in a gate fee for a period of time for the foreseeable future. This would provide surety in a volatile market however it should not detract from council's overall vision of avoiding waste and reducing waste to landfill. Council must not surrender ownership of the waste without careful consideration as waste may become more of a resource and commodity in the future.

Rateable properties are levied a Waste Management Charge which includes supply of bins, weekly collection of 80 litre garbage and fortnightly collection of 240 litre recycling bin. This service also includes disposal to landfill, transport, delivery to and sorting of recyclables collected, education, promotion, community engagement, bin repair and replacement.

This Waste Management Fee also contributes to:

- Maintenance and upgrade of stormwater protection
- Footpath and street sweeping
- Litter collection in the CBD, parks, reserves and illegal dumping clean up
- EPA compliance and environmental monitoring of Braithwaite St Closed Landfill site and any related works.
- Regional projects through the BSWWRR Local Government Program
- Rubbish, recycling and green waste disposal generated by council operations, including innovations for increased resource recovery of material generated through these operations
- FOGO kerbside collection trial
- Corporate administration/management

Council will continue to advocate to receive a fair share of grants from the Sustainability Fund to assist Council in addressing waste management issues.

### 3.3 Reducing Greenhouse Gas

The City in 2012 adopted its first [Climate Change Plan](#), the plan aims to quantify and manage council's greenhouse gas emissions. It provides direction about building environmental, social and economic resilience to Climate Change and sets a target of reducing Council's emissions by 30% by the year 2020.

With Council's ongoing commitment to achieving this target and signing the [Take 2 pledge](#), the most significant action to undertake is the introduction of a Food Organics Garden Organics (FOGO) kerbside collection service. Greenhouse gases produced by food waste in Australian landfill each year



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is equivalent to the emissions of Australia's steel and iron ore industries combined.

Source: <https://watchmywaste.com.au/food-waste-greenhouse-gas-calculator/>

Greenhouse gases are gases that trap heat in the atmosphere, slowing the rate at which energy escapes to space; they act like a blanket insulating the Earth. Landfilling of FOGO creates the greenhouse gas methane which has a Global Warming Potential (GWP) of 25. This makes methane one of the most potent greenhouse gases, with the waste sector accounting for 3% of total net greenhouse gas emissions from human activity in Australia. Around 76% of waste sector emissions come from methane released from food and green waste breaking down in landfills.

Source: April 2010, Report to Dept of EWHA, Climate Change and the Resource Recovery and Waste Sectors.

Based on current kerbside waste generation figures, and taking into account collection, processing and landfill emissions, if FOGO is diverted from landfill bins, there could be a potential reduction in greenhouse gas emissions of more than 4,000t CO<sub>2</sub> annually. This would increase again if processing facilities were upgraded from open windrow to aerated static pile or in-vessel (enclosed) composting systems.

Source: Review of Joint Waste Services, MRA 2017

**3.4 Population Growth, Development and Future Waste Projection**

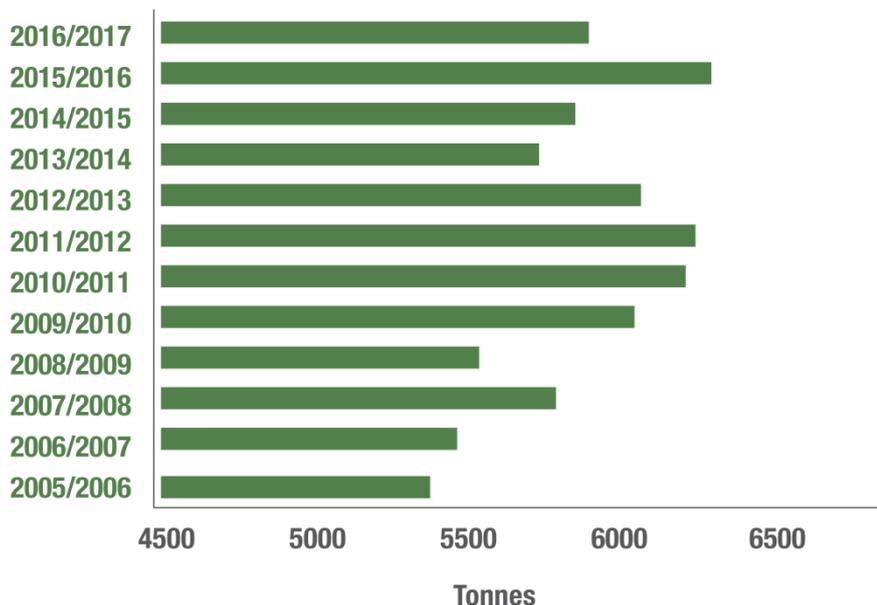
In the decade to 2016 the city's population grew by an estimated 3,300 people, however the annual amount of waste generated through kerbside collection has not increased significantly over the past decade.

The city's population, currently 34,000, is predicted to approach 50,000 by 2035. An increase of 15,000 people over 20 years should see a significant increase in waste generation, however this has the potential to be offset by improved diversion rates, where residents are recycling more material such as FOGO which currently goes to landfill.

This increase in population will bring a number of challenges in resource recovery and waste management, including:

- Alternative options for collection from multi-unit dwellings.
- Increasing landfill costs
- Potential increased demand for public place bins
- Local landfill space decreasing, potential to have to look further afield for landfill services – increased waste transport costs

**10 years of kerbside collection landfill waste tonnages for WCC 2005-2017.**



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## 4. Services Provided by the City and its Partners

Council is currently responsible for:

- Domestic waste and recycling kerbside collection and disposal / recovery of material.
- Street and footpath cleaning
- Stormwater protection
- Public place bins including waste and recycling bins. Public places include the CBD, foreshore, Lake Pertobe,

- parks, gardens and recreation reserves.
- Promotion of commercial and community group based recycling services.
- Partnering with and hosting programs such as Detox Your Home – annual mobile collection of household chemicals and the Permanent Detox Your home site at Statewide Recycling.
- Managing past legacies (closed landfills).

Commercial and community based services will also be explored in this chapter.

Material collected	Size of MGB	Lid colour	Frequency of collection	Contractor
Recycling	240 litre	Yellow	Fortnightly	Wheelie Waste Pty Ltd
Waste	80 litre	Red (some green)	Weekly	Wheelie Waste Pty Ltd



### 4.1 Domestic Waste and Recycling (Kerbside collection)

Currently households in Warrnambool are serviced by a compulsory two mobile garbage bin (MGB) system. Each service is provided to residences between the hours of 10pm and 10am.

The council's kerbside collection is currently carried out under a contract that commenced on July 1, 2012. A one-year contract extension has been entered into, with the contract now expiring on June 30, 2019. A further one-year contract is possible within the provisions of the contact. The contract includes collection from over 15,000 tenements. This figure grows at approximately 17 new tenements per month.

The collection occurs throughout the night and the collection schedule is based on the most efficient route taking into account the area of collection and distance to the transfer station.

Appendix 1: 2016/2017 Recycling Collection Calendar

Currently there are over 30,000 MGBs in use across the City for the purpose of the kerbside collection. The kerbside collection bins must remain at the property to which they are allocated and the householders are the stewards / guardians of the bins, however the bins remain the property of the council.

Currently the repair and maintenance costs of MGBs are included within the contract fee. The cost of bins to new dwellings is included in the Waste Management Fee and amortised over the life of the contract.

Council is currently paying for lost and stolen bins. This cost is not passed onto the householder. This will be reviewed for the next contract as the number of lost or stolen bins is an issue. Research into MGB technology and tracking will occur prior to the new contract with the aim of introducing Radio Frequency Identification Device (RFID) tagging in Warrnambool's new bins.

RFID tagging is becoming a standard feature in MGBs and the council would primarily use the technology for identification purposes and as a method of reducing the high number of lost and stolen bins.

The tagging can also be used for other purposes such as detecting contamination in recycling bins and ultimately weighing bins. This technology may be used in the future if it is deemed beneficial.

These items are highlighted in chapter 8:

- MGB size
- Collection frequency
- Introduction of a FOGO bin, kitchen caddy and liners
- Time of collection
- Bin tracking technology – RFID tagging of MGBs
- MGB accessories designed to keep lids shut in extreme weather
- Joint procurement

### 4.2 Kerbside Recyclables – Transport and Acceptance

The value of recyclables has increased significantly. Five years ago council was paying \$90 per tonne for recyclables transported to Melbourne or Geelong, currently the transport cost of recyclables is offset by the value of the recyclables delivered to the MRF.



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Kerbside recyclables are deposited via a sub contract at Warrnambool Transfer Station. Barton's Waste bulk-hauls the material to a VISY Material Recovery Facility (MRF) located in Springvale.

Once the recyclables are collected at the kerbside they then become the property of the contractor. However, through the contract, council must sight the agreement between the MRF and the contractor. This provides surety about the destination of Warrnambool's recyclables.

Consideration could be given in the next contract to the option of council owning the material collected from kerbside recyclables and being paid for it by the MRF.

This decision must be well researched however as the cost of transporting recyclables may be greater than the amount council is paid for the material. Also if council receives payment for recyclables there may be increased responsibility on council's part to ensure very low contamination rates.

Prices paid by industry for the various materials, (glass, paper, steel, aluminium and plastic) varies significantly and can depend on international prices. Under the current arrangement the council is protected from significant price fluctuations.

### 4.3 Waste Disposal - Disposal Sites

All kerbside garbage is consolidated in Warrnambool then transported to the Corangamite Regional Landfill at Naroghid. The site is owned and operated by the Corangamite Shire. The Warrnambool City Council and the Corangamite Shire entered into an agreement in April 1999 which set out the conditions under which the relationship operates. The council pays the landfill gate fee directly to Corangamite Shire which includes the EPA levy.

The fee is based on the tonnage delivered across the weighbridge located at the landfill.

In future kerbside collection contracts the "ownership" of the collected material will need to be determined as another option is for the contractor to "own" the collected material as is the case currently with the kerbside recycling.

The estimated life of the Naroghid site is 55 years at current volumes.

The travel distance from Warrnambool to Naroghid is about 65km.

An EPA licensed landfill at Pomonal Road Stawell operated by Statewide Recycling Pty Ltd is currently the disposal site used by two South West municipalities. The site is licenced to accept municipal waste, commercial and industrial, asbestos and category C soil.

This site is about 190km from Warrnambool.

Southern Grampians Shire Council at its meeting held on February 22, 2017 resolved to: "Shelve Hamilton Landfill and install a transfer station while keeping the landfill licence open for future use".

There are now very few options for landfill disposal within the

region.

The costs for establishing and operating a licenced landfill are considerable. The timeframe and regulatory hurdles for the establishment of a new landfill are a disincentive to the establishment of any new site.

Over recent years all of the smaller unlicensed municipal landfills within the region have been closed as well as some larger licensed sites.

It is essential that Council manages its relationship with licenced landfill operators and works to reduce the volumes of material going to landfill by increasing recycling diversion and removing organics from the waste stream.

Council has received a ministerial exemption for the depositing of garbage at Corangamite Regional Landfill.

### 4.4 Transporting Waste for Disposal

Council's kerbside collection contractor has the responsibility of the kerbside collection but is also required to deliver the collected waste material to the nominated landfill.

The kerbside collection vehicles deposit the material collected at Warrnambool Transfer Station, where it is transported in B Doubles to Naroghid.

Kerbside collection trucks generally have a capacity of 14 cubic metres while the B Doubles have a capacity of 150 cubic metres. This results in considerably greater efficiencies and less truck traffic on the highway.

### 4.5 Street Cleaning

An important element of Council's waste management activities is the regular street cleaning program.

Street and footpath sweeping also provides a cost effective maintenance regime for these assets as the accumulation of soil and silt significantly affects the performance of the road or footpath surface.

Grass can grow on accumulated soil or silt left on roads or caught in cracks. In turn the grass roots can penetrate between the concrete edge of the kerb and the edge of the seal, lifting the seal and letting water in. Once water penetrates the seal, it causes a weak spot to develop in the surface and ultimately failure, such as a pothole will occur. Blocked gutters can also lead to the flooding of property and the resources required to dig out blocked side entry pits (gutters) are significant as this must be done by hand.

Effective and timely road and footpath sweeping can significantly reduce the amount of waste entering the environment and in Warrnambool's case this will usually mean the marine environment.

Street sweeping involves the mechanical sweeping of selected roads, car parks and other hard standing areas. This includes kerb stops, kerb and channel, traffic islands, roundabouts and carparks.



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Council's road sweeper commonly operates on a Monday to Friday commencing at 4am and finishing at 12.30pm. On Saturday and Sunday it operates in commercial areas for four hours each day. Adopted performance standards require the CBD to be cleaned daily, Raglan Parade monthly and other streets twice a year. This however is impacted by annual budget decisions with currently some residential streets swept once annually.

Pathway sweeping is undertaken to remove litter, dirt, loose stones and debris from footpaths in the CBD. Council's Tennant Green Machine sweeper operates from 5.30am to 11.30am Monday to Friday and for four hours each Saturday and Sunday.

Emptying of Council managed cigarette butt bins is also undertaken by the footpath sweeper operator. There are also cigarette butt bins in the City that are maintained privately.

#### 4.6 Stormwater Protection

The protection of the marine environment from waste pollution is of critical importance. This is even more so with Warrnambool's location on a number of waterways, bays and ocean.

Litter entering the drainage system will ultimately pollute these environments and cause considerable damage to marine life as well as water quality. Careless dropping of litter along with escaped wind-blown litter are all issues that need to be addressed.

While education, better kerbside bin design and street litter bin design can all assist, a further level of protection is necessary.

There are currently a total of 22 inline stormwater drainage litter traps throughout the municipality.

A number of different types exist ranging from end of pipe outfall nets, inline baskets to sophisticated gross pollution traps (GPT). These require regular cleaning and particularly after heavy rainfall. Presently this specialised equipment is not available locally and has to be sourced from Geelong.

Past education programs regarding stormwater protection have included stencilling of stormwater pit lids and cigarette butt campaigns.

Council has also worked with the Plastic Free Alliance (comprising many local environmental groups including Fishcare South West and Friends of the Merri Marine Sanctuary (FOMMS) to raise awareness about the impact of single use plastics, such as plastic bags, plastic straws and plastic water bottles on our marine environment.

Council will continue to install drainage system litter traps where appropriate and work to progressively improve stormwater water quality. Specialised litter traps, such as GPTs, are very expensive to install. Priority will be given to resourcing and developing maintenance programs for existing litter traps so they can function optimally.

Work will also be carried out to improve kerbside and public place bin design and to increase infringements against litterers.



Above: gross pollution trap.



Council will continue to support the work of environmental and community groups which are raising awareness of the problem and will continue involvement in the Plastic Free Alliance, lobby the Ban the Bag campaign and support development of a [Boomerang Bag](#) initiative in Warrnambool.



Reusable bag initiative Boomerang Bags.



## Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

### 4.7 Public Place Recycling and Waste Bins

Council provides a comprehensive network of public place bins across the city's streets and public open spaces. Council performs 1,500 rubbish bin collections weekly at the city's 493 waste bins. Public place recycling bins currently number 100, but this number is growing with council installing recycling options where possible at waste bin locations.

The latest recycling rollout involved 61 recycling stations installed at all of the fifteen recreation reserves across the city.



As there are already a significant number of public place bins serviced across the City, not all public places are allocated a bin. The Open Space Strategy provides the decision making framework for the installation of public place bins.

Due to the significant staffing resources of emptying and maintaining public place bins, public places are prioritised based on their usage and categorisation. According to the strategy, public spaces categorised as Local or Neighbourhood parks are not allocated a bin. The expectation is that these spaces are used by locals or neighbours who are able to take their rubbish and recycling home.

Council provides a number of dog waste bag dispensers along the foreshore to encourage residents to pick up after their dogs. This is not an established behaviour or cultural norm in Warrnambool and dog droppings left behind in public spaces are a common occurrence. Domestic animal excrement is normally acceptable in FOGO collection.

Defining precincts where public place bins are provided for specific users could be given consideration, for example bins for tourists travelling in campervans. These tourists are not currently catered for and while it is expected that they will take their waste to a transfer station this may not be a realistic expectation.

Council will review resources assigned to the collection and maintenance of public place bins and adjust where this can be justified.

Council will also commit to repairing and maintaining public place bins in good and workable condition on an ongoing basis.

### 4.8 Commercial Waste

Council does not directly manage any commercial waste except for tearoom waste and recycling from some businesses external to the CBD. This tearoom waste is

collected as part of the kerbside collection and these businesses receive the same service as households.

The intent of this is not for Council to manage the 'business' type waste but to provide an easy to use and cost effective method for businesses dealing with small amounts of non-industrial or non-hazardous waste.

Council is striving to improve communication with businesses to increase promotion of local recycling services. For example a food organics collection is available for businesses. This would significantly reduce the amount of material going to landfill from local restaurants and cafes.

### 4.9 Detox Your Home

This service provides a safe, free and easy-to-use way for households to dispose of common household chemicals. It is dangerous to put chemicals in the regular rubbish bin as they may explode, ignite or leak. Pouring chemicals down the drain will pollute waterways, potentially contaminating drinking water supply and making rivers and beaches unsafe for swimming.

Council will work with Sustainability Victoria (SV) to ensure this annual collection continues in the future as a valuable service to our community.

Statewide Recycling currently hosts a [Detox Your Home](#) permanent site. This service is funded by SV and is supported and promoted by Council. This site accepts low toxicity, high density products such as batteries, paint and fluorescent lights for no charge to households.

Businesses are charged a fee for disposing of these products at this site. Some businesses believe that this charge is prohibitive and opt to deliver material to a landfill. As the permanent site is ultimately funded by taxpayers it raises the possibility that Sustainability Victoria could review covering the cost of businesses using this site to recycle materials used in their operations.

Council will also continue to support and promote Detox Your Home and encourage businesses to use the service. Council will work with Sustainability Victoria to ensure this program continues.

### 4.10 DrumMuster

[DrumMuster](#) provides Australian agricultural and veterinary chemical users with a collection scheme funded by levies imposed on the sale of farm chemicals and collected by AgStewardship.

The scheme has proven successful over a number of years in removing a large number of containers from the waste stream and reducing the amount of illegal and inappropriate disposal, while recycling significant amounts of metal and plastic.

Warrnambool's local DrumMuster Agent Cob and Co has recycled over 35,000 drums since inception.



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### 4.11 Commercial Waste Services

There are a number of commercial waste services operating in Warrnambool. These services form an important part of the overall waste and resource recovery management sector in Warrnambool and allow for management of most waste streams from the commercial, industrial, construction and private sector.

Recycling opportunities have increased significantly in Warrnambool over the past five to ten years providing the potential for cost savings and environmentally responsible processes for businesses.

Council has developed the Warrnambool Recycling & Disposal Services Directory and commits to updating it on an annual basis in readiness for National Recycling Week. The directory provides a comprehensive snapshot of recycling services available locally, regionally and further afield where there are no options closer to home. The directory is constantly evolving due to constant changes in recycling markets and also in response to resident enquiries which occasionally, research for, uncovers new information or a new or unknown service.

### 4.12 Receiving and Sorting Material (Waste and Recycling)

#### 4.12.1 Transfer Stations

Warrnambool is home to three transfer stations and a resource recovery business:

[Statewide Recycling](#) – 355 Koroit St, Warrnambool  
Statewide Recycling hosts the Detox Your Home Permanent site and is open to the general public seven days a week.

It accepts :

- Comingled recycling
- Cardboard and paper
- E-waste (TVs, computers and monitors)
- Fluoro Lights
- Clean fill (any combination of soil, sand, bricks, concrete, tiles and rocks)
- Green waste
- Timber
- Plaster
- General waste
- Mattresses
- Furniture
- Tyres (all sizes)
- Oil
- Polystyrene
- Scrap metal
- Whitegoods
- Batteries

[Warrnambool Transfer Station](#) – 20 Harrington Rd

Warrnambool Transfer Station is open to the general public seven days a week. It accepts:

- General waste
- Green waste
- Oil
- Bricks, soil, concrete (clean fill)

- Recyclables (bottles, paper, cardboard, glass, plastic, cans)
- Mattresses
- Scrap metal

[Westvic Waste and Recycling](#) – 3 Hammond Place

Westvic Waste is open to the general public seven days a week. It accepts:

- Building & Construction Waste
- Car batteries
- Cardboard
- Comingled recyclables (yellow top bins) - aluminium cans, paper, plastic and glass bottles
- Green waste
- eWaste
- Household rubbish
- Motor oil
- Scrap metal
- Soil and clean fill
- Whitegoods

[Cob and Co Recycling](#) – 25 Dickson St

Cob and Co Recyclers accepts:

- Lead acid batteries
- Chemical drums (DrumMuster agent)
- Aluminium cans & scrap
- Iron & steel
- Paper
- Cardboard
- Plastics – all soft and hard plastics including wrap and strapping.

#### 4.12.2 Reuse and Resource Recovery Facilities and Services

Warrnambool's reuse and resource recovery facilities and services are provided through a myriad of options. In the absence of a dedicated facility there is an ever expanding jigsaw of services provided by many organisations. These organisations are diverse however they are all an important part of the resource recovery sector in Warrnambool. These services include:

- Transfer stations
- Metal merchants
- Recyclers of plastics
- Charity Bins and Opportunity shops
- Disability Enterprises
- Supermarkets
- Detox Your Home
- Community organisations; Warrnambool Community Garden, Unpackaged and SWAPIT
- MobileMuster
- Cartridges 4 Planet Ark
- REDcycle
- Terracycle
- Seal the Loop
- Garage sales
- Car boot sales
- Warrnambool Buy Swap Sell Facebook page

Refer Appendix 3: Warrnambool Recycling & Disposal Services Directory 2017 for a full list of available services.



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### 4.13 Managing Past Legacies

Council records dating back to 1910 show that over the years many waste disposal sites have operated throughout Warrnambool. Sites have included Ryot Street, Levys Point, Fletcher Jones Quarry site, McDonald Street (trotting track), Harris Street, the Warrnambool Cricket and Recreation Reserve and the Fitzroy Road quarry.

#### Former landfill site at Harris Street



These sites are now considered inert and many of the sites have become valuable community assets.

Council's most recent landfill site known as Braithwaite Street operated from 1982 till closure in 1999. The site was used as a landfill for disposal of domestic garbage, putrescible waste, solid inert waste and limited prescribed waste from 26 March 1982 to 25 August 1999.

After closure the EPA issued a Pollution Abatement Notice (PAN).for rehabilitation and aftercare management of the site. The site has been rehabilitated and Council has complied with all aspects of the after-care management plan and EPA requirements.

A updated Post Closure Pan has recently been issued by the

EPA. The objectives of the notice are to address environmental risks and impacts.

The PAN requirements include monitoring and the prevention of the escape of landfill gases, the monitoring and collection of leachate (liquid arising from garbage decomposition) and the continuation of the conducting of environmental audits.

The drainage line that runs through the middle of the landfill to a sump at the toe of the landfill collects leachate. This leachate is then pumped back onto the cap of the landfill via a solar pump and irrigated onto the cap. This system works well except during inundation of the floodplain at the toe of the landfill. Works to separate the floodwaters from the leachate sump will occur in the near future.

Biofilters have been used at the site to reduce the concentration of methane as it escapes to the atmosphere. Biofilters are attached to landfill gas vents and monitoring bores and also located over old fire hydrant sites. The science is simple but ingenious. Methanageous bugs live in organic mulch matter that is kept damp. In the presence of methane, these bugs digest the methane and convert it to a less potent greenhouse gas.

Council is also required to supply to the EPA an annual statement on council's compliance with each requirement of the PAN.

It is expected that a PC PAN will remain in place until such time as there is no evidence of any landfill gas or leachate being generated by the site.

The requirements for the establishment of a new landfill are very onerous in relation to buffer zones and the engineering design of cells and capping.

There are no new landfill sites likely within the municipality and Warrnambool will need to rely on other sites either managed by other local governments or private companies.

Council will continue to carry out its responsibilities at the Braithwaite Street former landfill site as required by the EPA Post Closure Pollution Abatement Notice until such time as the site is deemed inert. There is an adjoining wetland which plays an important environmental role and should not be developed or used for grazing.



**Biofilter at the closed Braithwaite Street landfill.**



**The pump station at the toe of the former landfill**

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Clothing recycling bin at  
Flagstaff Hill Car Park.



## 5. Managing Other Waste Streams

### 5.1 Hard Waste or Bulky Items

Hard waste is the non-putrescible waste that is too large to fit into a garbage bin. Examples include furniture, household appliances, metals, old white goods, old tools and car parts.

Opportunity shops must be acknowledged for their part in receiving and recycling hard waste and clothing. Warrnambool boasts seven opportunity shops in its CBD and one in the industrial estate. There is also a swapping cooperative established at the Baptist Church in the CBD, which provides an outlet for the swapping of children's clothing, toys and equipment. Most of these outlets are associated with charities and the shops provide funding for the charity.

A major problem however that is not exclusive to Warrnambool is the dumping of items at these premises that cannot be resold. This creates an ongoing burden for these charities with a number facing disposal costs of around \$20,000 annually, which obviously reduces the profits provided to the charity. (See Appendix 4: Map of Opportunity Shops in Warrnambool's CBD)

WDEA have recently installed a number of clothing and toy bins across the City. This material is sold to Southern Cross Recyclers (SCR) who on-sell it to markets across the world.

Mattresses are accepted at most transfer stations for a fee. Some transfer stations recycle the mattress others are disposed of to landfill. Opportunity shops may also accept and even collect mattresses that are in good condition. Refer to the Directory and obtain advice from specific businesses for accurate costings and disposal outcomes.

Garage Sales form a robust and vibrant city-wide method for the recycling of hard waste and other household items.

On any given Saturday morning across the municipality there are 10-20+ garage sales occurring (usually more in spring and early summer). They provide a festive feel to a Saturday morning signified by posters and balloons on street corners. The local newspaper provides an excellent service in promoting these events and is a popular place for garage sale customers to use to plan their garage sale shopping route.

There has also been an increase the number of organisations running carboot sales in recent years. The Garage Sale Trail is a nation-wide initiative which was trialed in Warrnambool in 2015. It was not a successful event due to the already healthy local garage sale industry. However the council will support and promote these type of reuse events wherever possible and keep abreast of initiatives such as the Garage Sale Trail if relevant opportunities arise.

Social media is also responsible for an increase in hard waste recycling in the City and Facebook pages such as *Warrnambool Buy Swap Sell* are facilitating the diversion of a significant amount of material from landfill and also providing an income for sellers of items.

Council is also aware of Reuse or Tip shops operating in other municipalities. These facilities seem to work best when they are situated at a transfer station or landfill as the items can be assessed prior to disposal and any items identified as saleable can be recovered before reaching the disposal site. The Eaglehawk Eco-Centre is a successful business diverting much hardwaste from landfill. However there are a number of unsustainable tip shops in operation that have become a burden on the local council's finances.

An interesting model is in operation at the Anglesea Landfill whereby community groups run the shop on a roster basis,



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similar to the warehouse/supermarket barbecue model. This seems to work well in this community however it also requires a paid staff member and support from Council to ensure a sustainable business. This council is interested in exploring a sustainable model but lack of a site at a transfer station is another barrier to establishing this type of operation successfully. Council will investigate the Anglesea Transfer Station Resale Shed model and search for relevant and feasible opportunities.

The approach to hard waste management by councils varies considerably. The modern version of the hard waste service that many councils are moving to is a fee for service program. This is seen as more equitable as it does not distribute individual costs over the rate base.

Hard waste is disposed of illegally more prolifically in some areas of Warrnambool than others. In some neighbourhoods' parks and public open spaces' dumped household items accrue. Council removes these items on an adhoc basis but consideration could be given to a more sustainable and proactive approach to dealing with the problem.

Council will continue to support and promote Opportunity Shops and community reuse events wherever possible.

Council will keep abreast of initiatives such as the Garage Sale Trail and look for opportunities where this type of initiative may add value in the future.

Council will identify if there is a need to work with relevant stakeholders to develop a proactive approach to managing the habitual dumping of hard waste in specific neighbourhoods within the municipality.

A service conducted by a not for profit organisation or private sector business where reuse or recycling are the objectives is a preferred model.

### 5.2 e-Waste

Western District Employment Access provides electronic waste (e-Waste) recycling for Warrnambool and the south west region. e-Waste consists of old, end-of-life or discarded appliances or devices using electricity. It includes computers and accessories, mobile phones, televisions and other electrical appliances.

WDEA offers meaningful employment opportunities for people with a disability. Workers at WDEA help to pull electrical items apart using tools. Components are then sorted, packed and sent to factories across Australia.

WDEA is part of the National Television and Computer Recycling Scheme (NTCRS) <http://www.environment.gov.au/protection/national-waste-policy/television-and-computer-recycling-scheme> through its membership in the National E-WASTE Alliance. The National E-Waste Alliance (NEWA) exists to better enable Australian Disability Enterprises (ADEs) to create financially viable, sustainable e-Waste recycling businesses whilst providing ongoing employment. NEWA

establishes markets for the e-Waste product with buyers who are certified or able to prove their downstream markets.

Under the NTCRS this movement of e-Waste commodity is very closely monitored and subject to international laws. The BASEL Convention – of which Australia is a signatory, prevents the movement of e-Waste to non OECD countries where strict environmental standards are not maintained. NEWA is able to provide full reporting on commodity movement.

WDEA provides a valuable recycling service for local businesses and recycled 234 tonnes of e-Waste from the south west region in 2016. WDEA is an integral part of recycling solutions for Warrnambool, creating a viable option for safe and environmentally sound recycling of electronic items.

The council will continue to promote and support Western District Employment Access and other not-for-profits offering recycling services.

### 5.3 Construction and Demolition Waste

The transfer stations in Warrnambool accept and manage most of the construction and demolition waste generated in Warrnambool, some of which is landfilled and some recycled. Some industries recycle waste materials generated through their own operations for reuse such as concrete.

Council operations invest a percentage of the savings made through recycling into further recycling innovations. An example of this is the sifting of material collected through road sweeping. The rubbish is sorted from the organic material which is mulched and used as fill. This has led to significant savings in landfill costs and better environmental outcomes.



E-waste can be sorted packed and recycled.



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Council engineers are currently researching methods of recycling the material that is recovered during road rehabilitation projects. It is envisaged that this material will be reused in other pavement works in the future, reducing the amount of virgin material that is required for this work.

Council will continue to seek opportunities to recycle and recover construction and demolition materials where there are environmental and financial benefits.

opportunities and trial strategies to deter illegal dumping.

Events such as "Clean Up Australia Day" help to highlight the issue, engender community ownership of natural areas and also assist with physically removing rubbish from these areas.

Council will continue to coordinate Clean Up Australia Day and encourage and support schools and community groups to get involved in clean ups throughout the year.

## 6. Litter and Illegal Dumping

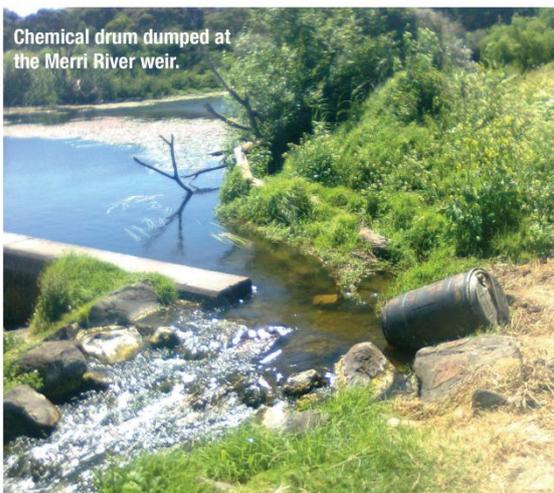
Littering and illegal dumping is an issue of concern given the number of environmentally sensitive areas, waterways and the marine environment that is so significant to Warrnambool. Illegal dumping hot spots are often locations that are environmentally important.

Even the dumping of garden waste is an issue as weeds and invasive plants can spread and adversely impact native vegetation. The introduction of a FOGO collection has the potential to help reduce this problem.

Careless littering ultimately ends up in the stormwater drainage system and without intervention will end up in watercourses and eventually the ocean.

Council treats littering and illegal dumping seriously and local laws officers investigate all complaints and information received. Legal action has been taken in the past where offenders have been identified and prosecuted. The EPA act provides for significant penalties.

The community can assist council by reporting and where possible identifying offenders. Council will undertake training



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## 7. Managing Waste Into the Future

### 7.1 Avoidance and Reuse

Avoiding waste creation in the first instance is the best way for the City of Warrnambool to reduce its environmental impact, adapt to climate change and future proof against the rising cost of landfill disposal. Contrary to some beliefs avoiding and reducing waste does not necessarily equate to a reduction in consumerism and overall economic growth.

Avoiding waste means being smart about purchases and being responsible consumers who considers some or all of the following:

- unnecessary packaging
- remembering reusable bags when shopping
- Shopping at a local market
- Grows some of their own food
- Keeps chickens
- Composts / worm farms
- Plans meals to avoid foodwaste
- Uses leftovers in other dishes
- Frequents retail outlets which focus on sustainability and buys gifts and products made from recycled materials
- Aims to live plastic-free
- Frequents opportunity shops

The Warrnambool Community Garden, Unpackaged, SWAPIT and Loop Studio are four local community organisations who are dedicated to the reduction and minimisation of waste. The community garden and HUB are living examples of a sustainable lifestyle.

The Garden runs workshops on many different topics related to sustainable lifestyles and welcomes members of the public to these events. At the Garden, the HUB and the new shelter exemplify sustainable building principles including orientation of the buildings, building materials and even a worm composting toilet onsite.

All organic material generated at the site is composted or fed to the numerous chickens and the chicken manure and compost are used on the gardens, contributing to the bountiful crops harvested from the individual and community plots.

Vegetables from the community plot are shared with the community during cooking lessons and community lunches.

The Community Garden also partners with other organisations

to help reduce and avoid waste in the broader community. Warrnambool Water collects foodscraps from their offices and compost them at the Garden. Another initiative is live Christmas Tree recycling, where residents drop their trees off for free at the garden every January. The council mulches them and the mulch is used at the garden.

Unpackaged runs every Friday afternoon from the Uniting Church located in the middle of the CBD. It is operated voluntarily on a roster basis. It was created so that food and other goods could be purchased collectively without unnecessary packaging.

Where possible items are bought in bulk, are Australian made or Fairtrade, organic and purchased locally. Members bring their own containers and purchase the bulk goods, which are weighed to determine price.

Swapit is a children's clothing exchange operated via the Baptist Church which now has over 200 members. Swapit uses a token system whereby parents can exchange clean clothes and children's furniture that their children may have outgrown for other items previously exchanged. Swapit is also run entirely by volunteers.

A local studio runs art classes and workshops for children and adults and aims to minimise and recycle all materials used in the studio. An objective of the business is also to use reuse materials as much as possible in the everyday operations of the business.

In terms of local waste avoidance initiatives the opportunity and charity shops deserve another mention as does the new initiative in this section which is Warrnambool Buy Swap and Sell. This Facebook page works by a member simply posting an item that they wish to buy, swap or sell, communication occurs between interested parties and a price or swap is negotiated. Local opportunity shops have reported a reduction in items coming into their stores for resale since this Facebook page was created.

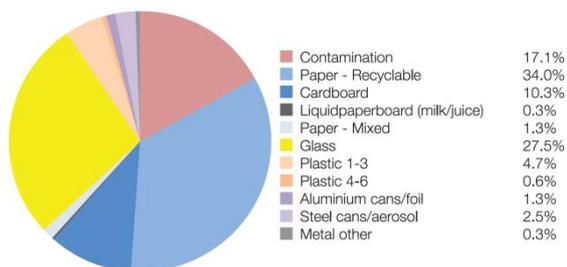
Council has an important role in this space in terms of educating the community about ways of avoiding waste and promoting waste avoidance initiatives and campaigns. Also partnering with organisations to run workshops and working with schools and businesses to educate and assist them to understand their role in this journey. The council also actively supports the Ban the Bag campaign and The Plastic Free Alliance; community groups working collaboratively to reduce the amount of single use plastics consumed and ending up in our waterways. A new project that the council is excited to facilitate is the development of a Boomerang Bag community (See 7.8 for further information).



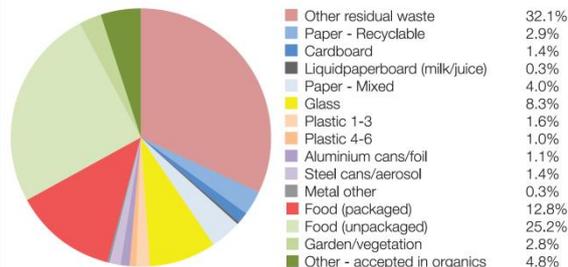
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Kerbside Bin Audit 2014

Composition of recyclables



Composition of waste



7.2 Recycle

In 2016/2017, the Warrnambool community generated 5,877 tonnes of putrescible waste through kerbside collections. 3,900 tonnes of recycling was collected. This represents a 38% *Diversion Rate*.

The most recent kerbside audit was conducted in 2014; the charts below show the composition of the recycling and waste bins that were audited. These results also show that there is room for significant improvement in our existing two bin system.

Results of the 2014 audit found 17% contamination in Warrnambool's recycling bins. The audit also found that 22% of waste bins consisted of items that could be recycled. Almost half (46%) of the contents of the waste bin consisted of Food Organics and Garden Organics (FOGO) and only 32% of the waste bin contents consisted of unrecyclable residual waste – true landfill waste (material that cannot be recovered or recycled).

The 2014 audit showed that using the existing system the maximum potential diversion achievable is 53.8% - this would be achieved by reducing the contamination in the recycling bin and recovering the recyclables found in the waste bin.

If a FOGO collection was introduced the total potential diversion from landfill increases to 80.4%. The audit results showed 7.2kg weekly household generation of waste and 4.9 kg weekly generation of recycling.

In comparison to other councils Warrnambool's diversion rate is average to low as councils who divert food organics and garden organics (FOGO) are able to divert a much higher amount of their total collected material. The number of councils with a FOGO collection is increasing.

Warrnambool is one of the last south west councils to introduce this service and if not introduced soon will be one of the last in Victoria, falling further behind on the diversion rate leader board. Introduction of a kerbside FOGO collection has the potential to improve Warrnambool's diversion rate to at least 65%, with a maximum potential diversion rate of over 80%.

Education will play a major role in developing the behaviour change needed to improve the resource recovery of the existing system and enabling the success of a FOGO collection if it is introduced.

The community has a very important role to play in ensuring that a robust market is developed for recycled product. By reducing contamination in kerbside recycling bins and choosing products made from recycled material over (often cheaper) non-recycled imports, Australians will be helping to ensure their recycling ends up where it should.

7.3 Recycle - managing organics

In addition to their high prevalence in the Warrnambool's kerbside waste bins, putrescible organics make the most significant contribution to greenhouse gas emissions.

This is dealt with in greater detail in section 3.3 of this strategy under the heading of Reducing Greenhouse Gas.

Within the total volume of organics, garden organics represent a significant but variable component of the residual waste stream. The volume of garden organics naturally fluctuates seasonally, typically peaking in spring early summer and autumn.

Kitchen (food) organics make up approximately one third of the residual waste stream. Decomposing food waste has much higher environmental and public health risks than garden waste. It generally requires different processing infrastructure to garden waste and different end products can be manufactured. (compost as compared to mulch) There are a number of potential options for reducing organic waste to landfill.

Household level options such as worm farming and home composting are excellent as they reduce the total amount of waste collected and disposed of by more expensive options.

However, a significant number of residents do not use any of the home based options, this is evidenced by the bin audits. Private garden waste services operate in the municipality and



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have assisted in reducing the volume of garden waste going to landfill.

Large scale reductions in food and garden waste (FOGO) going to landfill however are generally achieved by providing an additional collection service (food and garden organics combined in a separate bin) and using a specialised treatment facility. These facilities are currently operating in the south west region. The technology varies from windrows formed after shredding and mixing of the material. It is usual that moisture, temperature and oxygen levels are monitored and controlled.

In-vessel systems exist where the process is more controlled and the end product of a higher quality. It is very important that all pathogens are eliminated and the final product meets specified standards. In-vessel systems are also noted for better greenhouse gas emission reduction than windrow processing.

There are many potential uses for the end product with large scale farm use particularly in the region an obvious use. Improvement to soil quality while storing carbon in the soil is also advantageous.

The cost for collecting and local processing of FOGO is expected to be considerably cheaper than disposing in landfill with its high costs which include the EPA levy.

To enable a cost effective service to be offered it is acknowledged that a mandatory service would be necessary. Some exemptions may be justified such as high rise residential units where a joint service for kitchen organics may be necessary.

Experience in other municipalities providing the service is that the provision of a kitchen caddy and compostable liners has resulted in greater participation in including kitchen organics in the bin. Source Best bin systems 2012, NSW EPA

Like many other initiatives in this strategy, the process of removing organics from landfill will also help to encourage a further sense of pride and confidence that Warrnambool as a regional city is tackling important environmental issues. A FOGO collection would also potentially assist with reducing the illegal dumping of green waste, including the dumping of

lawn clippings in public spaces or over back fences which is fairly common practice.

It is clear from State and Federal Government policy direction that it is only a matter of time before continuing to do what we have always done with organics will not be allowed.

48 Victorian councils provide a green waste service. In the last five years the number of councils offering a full FOGO service has grown from 3 to 12. This number is predicted to increase as a number of councils are currently researching the feasibility of FOGO as an option to improve diversion from landfill and to help reach greenhouse gas emission targets.

The service proposed would consist of a green lidded 240 litre mobile bin to be collected fortnightly on the opposite week to the recycling bin, a kitchen caddy and compostable bin liners. Accepted in the FOGO bin would be green waste including small branches and food waste and food scraps. Dairy and meat would also be included. (See Appendix 5 for a list of items accepted in the FOGO bin).



**A bin with a green lid will be used for the organics collections**

The frequency of collection while initially fortnightly would be monitored and could revert to weekly with garbage being collected fortnightly. This would require a comprehensive review and would be influenced by a number of factors.

Funding for a trial is included in the 2017-2018 Council budget. The trial will occur in the following autumn and will provide invaluable information regarding:

- volumes of FOGO generated, bin, kitchen caddy and bin liner specifications
- logistics including consolidation site and transport to processing facility
- education successes and key considerations
- community acceptance and engagement
- organics processing options.



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## 7.4 Recycle and Disposal - a 21st Century Kerbside Collection

The introduction of a Food Organics, Garden Organics (FOGO) kerbside collection would mean a three bin household kerbside collection. Initially FOGO would be collected on the alternative fortnight to recycling (See section 8.5). Depending on the successes or otherwise of a FOGO collection options should remain open to make FOGO weekly with residual garbage a fortnightly service.



Council is concerned with the wind blown litter caused by overflowing garbage bins and bins blowing over during extreme weather events. Council will explore devices designed to keep bin lids closed until they are tipped upside down (by the hydraulic truck arm). Such devices are currently available on the market.

Council will need to decide if it will promote the use of one of these devices, a number of alternative devices or purchase them in bulk and sell them to the community or purchase them outright and pass the cost onto residents through the Waste Management Fee.

During the 2014 audit 22% of waste and 21.5% of recycling bins assessed were full to overflowing. There are also benefits in standardising bin sizes and lid colours with other south west municipalities. These changes would assist to meet best practice kerbside collection, Australian standards and in reducing the litter escaping from overfull bins.

Consideration will be given to offer residents the option of upsizing to a 120 litre garbage MGB. This may assist in addressing the issue of residents overfilling their bins. Source Best bin systems 2012, NSW EPA.

The option of 360 litre recycling bins for larger households should also be explored in the next contract. The cost of these bins would be recouped through an increase in the Waste Management Fee for households opting for this size recycling bin.

The use of split system collection vehicles will be explored during the tender process which would mean only one vehicle movement past a property. However any dis-benefits around residents' perceptions of this service should

be closely analysed and taken into consideration prior to its implementation. Use of this type of truck may require an extensive communication campaign to preserve the community's trust in the process of recycling.

Radio Frequency Identification Device (RFID) tagging is a highly desirable innovation for Warrnambool's new kerbside collection bins. RFID tagging is becoming a standard feature in MGBs and the council would primarily use the technology for identification purposes and as a method of reducing the high number of lost and stolen bins. The tagging can also be used for other purposes such as detecting contamination in recycling bins and ultimately weighing bins.

User-friendly global positioning systems (GPS) for garbage and recycling collection trucks is generally standard equipment in a modern truck. This information can be used to resolve disputes and allow for proactive troubleshooting. Cameras and video equipment is also becoming standard issue in modern trucks. This again would provide information for troubleshooting and assists with identifying educational needs.

Multi-unit dwellings or high density living is increasing in Warrnambool therefore the kerbside collection must adapt to this change and provide flexible options for these types of developments. Many of these higher density developments can be problematic to provide efficient waste services, as roads do not have sufficient width and turning room for garbage trucks to enter and manoeuvre.

Council will require developers to carefully consider in the design phase the layout of the development and access roads to provide suitable locations for bins or in some instances skips. This will assist with reducing the number of bins being placed on the roadside, which can create safety, health and amenity issues such as blown litter.

Permit conditions requiring a Waste Management Plan, will be included in planning and subdivision permits for higher density and multi unit developments. This will require approval prior to the commencement of the development and the permit being issued. Council will reserve the right to not collect from a development where waste management has not been adequately catered for.

Warrnambool has had in place a night time collection for over thirty years which is met with majority community acceptance. Council believes that the benefits of this arrangement are increased safety, efficiency of collection and improved amenity. The collection trucks are able to undertake their work without having to negotiate vehicle traffic, pedestrians and cyclists.

This provides a safer and more efficient collection run. There are also 14 schools across Warrnambool with numerous school crossings. It is of benefit to the Warrnambool community for students to be travelling to school without garbage trucks on residential streets. There have unfortunately been a number of accidents involving pedestrians, cyclists and garbage trucks in other municipalities.



Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

### 7.5 Recover - New Technologies

Waste management and resource recovery activities are being impacted by technological advances which are providing greater efficiencies and will ultimately change many of the current practices.

As Smart Cities thinking becomes more normalised, the use of smart technology in our bins and trucks could revolutionise waste minimisation and recycling in Warrnambool.

Collection systems are now using smart chip technology embedded in kerbside bins which can contain information about the bin ownership and service entitlement.

Systems also exist that provide for a truck's bin lifting arm to weigh the material being collected which along with chip technology enables a pay by weight system. Improved and innovative information technology is assisting record management and information flow and storage.

Advances in truck design are enabling larger transfer volumes to be moved longer distances to disposal at material sorting sites. Moving floor and compaction design will improve transport efficiency.

Improved technology in recyclable material sorting facilities is enabling a greater range of materials to be sorted and improving the viability of recycling the material. Reuse options such as using polystyrene in lightweight concrete, pavers and surf board manufacture have been assisted by technological innovations.

Landfill operations are also impacted where the use of improved cell liners and the capture and conversion of gas to electricity are examples. Landfill gas and leachate monitoring systems are becoming more sophisticated and a requirement in operating recently closed licenced landfills.

Investigations and trials are being undertaken on a number of waste to energy technologies which if successful could be used on an individual industry application or by communities where appropriate. Waste to energy is prevalent in some areas of the world and is already in operation in some industries in Australia.

In the past there were some difficulties in Australia with establishing waste to energy solutions using municipal waste. These included a lack of significant drivers (landfill levy is too low, European Union landfill levies are significantly higher and their policy and legislation around landfill bans and waste reduction are significantly stronger).

New technology means that smaller volumes of waste are required to make waste to energy projects financially viable. Preliminary advice provided to Council is that the volumes of waste produced locally may be suitable for energy generation and that modern systems are better able to deal with the unpredictability and seasonal variation of municipal waste composition.

In this rapidly changing area waste is now a commodity

and a waste to energy project is an option that should be investigated by Council.

The waste hierarchy must also be considered. If recycling and reuse are higher ends than recovery then once all of the recyclables and organics are removed from the municipal waste, in an ideal world, there would not be much residual waste left.

There is also research being undertaken to develop "in vessel" technology for the processing of mixed organics, both domestic and commercial into a valuable compost resource.

To date a heavy reliance has been placed on open windrow processes where temperatures oxygen levels and hence consistent end product quality is challenging. Council will seek out and support new technologies and innovation in the field of waste management that provide sustainable outcomes.

### 7.6 Opportunities for Regional Cooperation and Economies of Scale

A number of opportunities exist for improved regional cooperation resulting in consistent standards, policies and education across the region as well as opportunities for financial benefits arising from economies of scale. The state and regional plans and the council plan all highlight joint procurement as a high priority where it makes sense.

Council's membership of the Barwon South West Waste and Resource Recovery Group facilitates such opportunities.

Community education is a critical ingredient in resource recovery and waste management. Newspaper and television exposure across the region is more cost effective when undertaken on a regional basis.

It is valuable to have common standards such as kerbside bin sizes, lid colours and acceptable deposited material standards.

Joint procurement of products such as bins, kitchen waste caddies and liners also offers potential savings from economies of scale.

The joint tendering of service provision such as kerbside collection, landfill provision, recyclables sorting and purchase and organics processing are potential areas for regional co-operation. Purchasing of radio and/or television air time for education and program marketing is also an area suitable for



Trash puppets



## Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

joint procurement initiatives.

The council has participated in preliminary discussions with Corangamite and Moyne Shires in relation to joint procurement options.

There are many challenges particularly in relation to timing of existing individual council contracts and the structure of the regional cooperation model.

Council will continue to explore opportunities for regional cooperation and the realising of financial and social advantages through economies of scale.

### 7.7 Product Stewardship

The *Australian Packaging Covenant* (APC) is a sustainable packaging initiative which aims to change the culture of business to design more sustainable packaging, increase recycling rates and reduce packaging litter.

The APC is an agreement between government and industry to find solutions to address sustainability issues. Through the APC, industry agrees to take a leading role in managing the impact of its packaging. Organisations sign the Covenant to signal their commitment. An example of the APC's endeavours is a current collaboration to reduce coffee cup impact.

The aim of this project is to improve recyclability of multi-material products such as disposable coffee cups.

Whilst the intent of the APC is excellent, it is voluntary for many manufacturers to sign up. It is also unlikely that many manufacturers will change without a harder line approach (eg: legislation) if the company's bottom line may be affected.

Council believes that product stewardship should be mandatory across a much broader range of products.

MobileMuster and Cartridges for Planet Ark are examples of successful programs where recycling of the product is paid for at the point of purchase.

Fluorocycle is also a great initiative, aiming to facilitate companies to take responsibility for products that are part of their business model and profit. Paying for recycling when disposing of a product however still allows for the consumer to make a choice – To pay or not to pay? - To recycle or not to recycle?

Paying for recycling at the point of purchase alleviates any need for the consumer or business to put the bottom line before the preferred environmental outcome.

### 7.8 Container Deposit Legislation

Container deposit legislation (CDL) is a policy decision for the States and Territories. To date only South Australia and the Northern Territory have legislated to introduce a mandatory deposit and refund system for beverage containers, with other

states including NSW looking to introduce this system.

A container deposit scheme involves a consumer paying a deposit on a beverage container at the time of purchase and later redeeming the deposit from a beverage container collector by surrendering the container when it is empty.

A study conducted in 2012 found that the volume of materials in kerbside recycling will decrease by 17% with a CDS. It also found that for kerbside recycling in Victoria, local government as a whole (based on current arrangements) there will be a loss of revenue of \$285,500 per year in the short term and up to \$842,500 per year in the long term, with well over \$10 million lost over a 20 year timeframe. Source: Financial Impacts of Container Deposit Legislation to Local Government in Victoria, November 2012, Equilibrium.

At this stage the Victorian Government has given no indication that it proposes to introduce similar legislation.

Proponents argue that there would be a significant reduction in public place litter while others reason that local government's kerbside recycling service along with public place recycling initiatives are working well and would be adversely affected if CDL were introduced.

If the most valuable of recyclable materials (glass, aluminium and steel) are removed from the kerbside collection stream leaving low value paper and plastics, then the system could become uneconomic.

It is estimated that currently in Australia the overall beverage container recovery rate is approximately 62%.

Council will continue to monitor the deposit legislation debate while continuing to promote and encourage greater community participation in public place and kerbside recycling. This will include contributing to research efforts of the regional group and state governments to quantify the impact of CDL on kerbside recycling and objectify data regarding litter reduction.

### 7.9 Rethink (avoid) Plastic Bag Use Reduction or



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**Plastic Bag-Free**

Warrnambool is surrounded by waterways and within its boundaries are situated a Southern Right Whale nursery, the Merri Marine Sanctuary and Middle Island, an important breeding site for Little Penguins. There have been many documented instances of the deadly impact of plastic bags on marine life. The Council therefore strongly supports the reduction in the use of plastic bags in the Warrnambool community. Plastic bags are also a contaminant in both kerbside recycling and organics collection bins. Plastic bags take many years to break down in the waste stream and in the environment.

Warrnambool becoming plastic bag free has recently become an attainable goal for the City with the two large supermarket chains committing to phase out single use plastic bags over a twelve month period. A Boomerang Bag community has also recently been established in Warrnambool.

Some smaller communities such as Port Fairy and Timboon, have successfully gone plastic bag free where it has been community driven, supported by smaller independent retailers and where other options have been provided and even designed by local schools or community groups.

The South Australian government introduced a plastic bag ban in 2009. Research undertaken about the ban showed that South Australians were highly supportive of the bag ban as it

showed South Australia as a leader in environmental issues. More than half of the survey respondents were completely supportive of the plastic bag ban.

Canberra, the Northern Territory and Tasmania have since also introduced bans on single use plastic bags, with Queensland soon to follow.

Many retailers now provide options such as the supply of recyclable paper carry bags, cardboard boxes or charge a fee for the supply of plastic bags.

Some supermarkets provide an on-site bin for the recycling of plastic bags and one will also take other soft plastics including biscuit packets, bread bags, confectionery packets, rice and pasta bags, produce bags, frozen food bags and old re-usable bags. These soft plastics are currently not acceptable in the kerbside recycling collection service.

Council will continue to strongly support the reduction in plastic bag use and encourage the City's retailers to implement more environmentally friendly reusable or recyclable shopping bag options. It will lobby state and federal governments about the issue.

Council will also support any community driven initiatives to reduce plastic bag use and raise awareness about the issue. The Boomerang Bag initiative will be explored and supported as a grass roots initiative to empower community groups and provide a practical alternative to single use plastic bags.

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### 7.10 Treat and Dispose - Landfill Bans

The Victorian Government has committed to banning e-Waste from landfill in Victoria. The preferred approach will be in place in early 2018, which will be fine-tuned as necessary.

Other landfill bans are also a possibility in the future as an added legislative measure to reduce waste to landfill and to keep undesirable or valuable materials out of landfill. Bans are also used as a mechanism to drive markets for example in areas of the United States and Europe organics is banned from landfill to drive the waste to energy industry. Organics are also seen as a valuable fuel source for renewable energy in some countries.



People are increasingly aware that many household items such as light globes can be recycled.

educating the community about composting, worm farming and other waste reduction and recycling initiatives especially related to foodwaste.

## 8. Education and Awareness Programs

The Warrnambool City Council currently develops and provides awareness and education material for the community via print, radio, posters, fridge magnets and other electronic media such as Council's web site.

An annual recycling calendar is produced which provides another outlet for education usually focussing on improving recycling and decreasing contamination. This calendar has taken on many different forms including the Sustainability Calendar, DL brochures, A5 cards with magnets for the fridge and a comprehensive resource recovery and waste disposal booklet.

Education and awareness programs are often delivered in partnership with community groups. For example the Warrnambool Community Garden hosted the Dirty Weekend over a six year period and continues to provide workshops

The Plastic Free Alliance is another example where the council has worked with a number of local environmental groups, especially Fishcare South West and Friends of the Merri River Marine Sanctuary to run events and work with schools to raise awareness of the impact of single use plastics (plastic bags and bottles) on the marine environment.

The Sustainable Living Festival is an integral component of the council's strategy to educate and inform the public about sustainability. In the past this event has attracted almost 3,000 participants, who come along to listen to inspirational speakers, learn hands-on skills at numerous workshops, find out about sustainable businesses and products and gather information. The last two festivals have been waste free events, where a 'Wash Against Waste' trailer has provided reusable crockery, cups and cutlery and a system to wash and sterilise these so that the food vendors did not have to use throwaway items for their food. The trailer along with Rotary Daybreak providing the dishwashers provided a very effective tool for raising awareness and the festival goers were most appreciative of Rotary for washing their dishes.

Council will continue to use the Sustainable Living Festival as a major avenue for educating the community about sustainability, waste minimisation and resource recovery. The council will continue to engage in these opportunities to work with the local community and to provide support and promote groups working in this area.

Council has partnered with the Regional Waste Management Group and other south west region councils on a number of projects and campaigns. This approach makes sense, achieving economies of scale in a range of media but especially in radio and television with wide reaching regional coverage. This also ensures consistent messaging across councils. The role of the regional group is considered essential in this area.

Education has a critical role in the success of behaviour change initiatives (such as aiming to reduce contamination rates of kerbside collection, waste avoidance, service changes and litter reduction programs.) Education is integral role to the success of any changes to the kerbside collection in the next contract.



Superhero Captain Sustain the Bool was created to inject some fun into Council sustainability messages.



### Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

There is no adopted standard for the right level of investment in education and awareness programs. The council currently spends in the order of \$30,000 annually.

This budget also funds small infrastructure grants for schools and organisations where standardised infrastructure and signage are seen as key to successful recycling and waste avoidance initiatives.

Resource recovery and waste education in schools is currently carried out through the Healthy Moves program. This program works with all primary schools to primarily facilitate sustainable transport behaviours in students. The program provides excellent networking opportunities for waste minimisation initiatives in schools and has provided the council with an opportunity to promote and educate students about sustainability using a holistic approach.

The 2017 Healthy Moves Workshop saw students developing plans for sustainable transport events at their schools, inspired by different methods of recycling promotion and creating art from recycling with the Trash Puppets.

Council provides support to secondary schools currently on an 'as needs basis.' Secondary schools education and engagement would benefit from a more strategic approach. Council must also explore if supporting the AusiVic Resourcesmart State Government sustainability program in schools is the best use of the council resources in working in this sector.

Council will review its current Waste and Litter Education Strategy and with the review of the strategy develop a program for implementation over the life of the plan.

Information and needs will also be fed into the regional education strategy, partnering in regional campaigns to gain cooperative benefits.

Education and awareness campaigns can be for the provision of basic information or for specific and targeted campaigns. It is recognised that different matters will likely require different styles of campaigns to be the most effective and different audiences will require different approaches and mediums for communication. Sustainability Victoria provided funding in 2016 to devise a project to work with the international worker audience in Warrnambool to improve resource recovery.

The project involved developing communication material in different languages and facilitating a focus group where the participants were interviewed about the waste management systems in operation in their home countries.

This provided valuable information for working with this group and also valuable learnings about not making assumptions about any audience. This project is ongoing and the next step will involve developing a video in specific languages about the kerbside collection and posting this on relevant social media platforms.

Data will be important in providing valuable information for the direction of the plan. Regular kerbside bin audits and public place bin audits will be undertaken to inform the plan.

The development and implementation plan will address specific campaigns and the most appropriate method of delivering these. The plan will also allow for flexibility when grant opportunities arise in this area and provide a program for ongoing and regular education in some areas such as use of kerbside recycling and FOGO bins (should FOGO collections be permanently introduced following the trial).

**Households will have an option to upsize their recycling bin to handle more recyclables.**



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## 9. What We Will Do

### 21st century kerbside collection

**9.01a** Change the 80-litre mobile garbage bins to a 120-litre mobile garbage bin to address overfilling and the resulting litter issue.

**9.01b** Provide the option for households to upsize to a 360-litre recycling bin or receive a second recycling bin dependent upon keeping the recycling clean and non-contaminated.

**9.01c** Explore the use of split system collection vehicles during the kerbside tender process.

**9.01d** Review and update the Environmental Local Law No. 3 following the adoption by Council of this strategy.

**9.01e** Continue night-time kerbside collection in any new collection contracts.

**9.01f** Trial devices designed to keep bin lids closed until they are tipped upside-down. If successful decide how to distribute to households.

**9.01g** Undertake a FOGO collection trial in Autumn 2018.

**9.01h** Following a successful FOGO trial Council will develop a business plan to rollout a FOGO collection for all households.

**9.01i** Replace the ageing bin fleet at the beginning of the new kerbside collection contract.

**9.01j** Install RFID tagging in its new kerbside bin fleet and the bins used for the FOGO trial.

**9.01k** Include a condition for developers, requiring the submission of a waste management plan as part of the planning process. This will be applied to a multi-unit development application. Council will reserve the right to not provide the kerbside collection service to any development deemed no compliant with this condition.

### Rethink (avoid)

**9.02a** Support the reduction in plastic bag use and encourage the City's retailers to implement more environmentally friendly reusable or recyclable shopping bag options. Advocate to state and federal governments on the issue. Support, empower and promote community-driven initiatives to reduce plastic bag use and raise awareness about the issue including the Boomerang Bag initiative the Plastic Free Alliance and Unpackaged.

**9.02a** Review public place bin and dog bag dispenser locations and in liaison with stakeholders, install where gaps are identified. Conduct a campaign raising awareness, increasing Local Law enforcement and educating the community about the impact of leaving dog excrement in public places and how to easily "bin and bag it".

### Reduce and Reuse

**9.03a** Explore a sustainable reuse shed model site and

search for relevant and feasible opportunities.

**9.03b** Seek opportunities to recycle and recover construction and demolition materials from its own operations where there are environmental and financial benefits.

**9.03c** Continue to coordinate Clean Up Australia Day and encourage and support school and community groups to get involved in clean-ups throughout the year.

**9.03d** Continue to support and promote opportunity shops and community reuse events where possible. Keep abreast of initiatives such as the Garage Sale Trail and look for opportunities where this type of initiative may add value in the future.

**9.03e** Trial strategies to counter illegal dumping to find the best fit for each situation.

### Recycle

**9.4** Continue to work with licenced landfill operators and work to reduce the volumes of material going to landfill by increasing recycling diversion and removing organics from the waste stream.

**9.5** Work with BSWWRRG to advocate a fair share of the grants from the sustainability fund to assist the Council in addressing waste management issues and recycling and reuse innovation.

**9.6** Investigate the container deposit legislation debate while continuing to promote and encourage greater community participation in public place and kerbside recycling. This will include contributing to research efforts of the regional group and State Government to quantify the impact on kerbside recycling and obtain objective data regarding litter reduction.

**9.7** Promote and support Western District Employment Access and other not-for-profits working in the recycling sector.

**9.8** Advocate for increased product stewardship programs where the cost of recycling is embedded in the initial purchase price.

**9.9** Consider providing purpose-built waste and recycling receptacles in precincts for specific users. For example public bins for use by tourists situated at the Visitor Information Centre car park.

### Recover

**9.10** Seek out and support new technologies and innovations in the field of waste management that provide sustainable outcomes and efficiencies. Waste to energy will be explored as an option.

### Treat

**9.11** Work with Sustainability Victoria (SV) to ensure the Detox Your Home annual collection continues in the future as a valuable service to the community.

**9.12** Support and promote the Detox Your Home permanent site in Warrnambool and encourage businesses to use the service. Council will work with SV to ensure this program



## Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

continues.

**9.13** Meet responsibilities in relation to Braithwaite Street former landfill site, as required by the EPA Post Closure Pollution Abatement Notice, until such time as the site is deemed inert.

**9.14** Install additional biofilters at Braithwaite Street former landfill site to further reduce greenhouse gas emissions from the City.

### Disposal

**9.15** Identify if there is a need to work with relevant stakeholders to develop a proactive approach to managing the habitual dumping of hard waste in specific neighbourhoods within the municipality.

**9.16** Following education and training in this area, develop an illegal dumping action plan.

### Education

**9.17** Review and update the Waste and Litter Education Strategy and develop an implementation program.

**9.18** Explore and trial differing methods of educating the community including technology innovations and implement those that are proven successful.

**9.19** Develop education material in other languages to communicate Council's resource recovery and waste management messages to all the community.

**9.20** Update the Warrnambool Recycling and Disposal Services Directory annually.

**9.21** Update the op shops map and flyer annually.

**9.22** Improve communication with businesses to increase promotion of local recycling services and opportunities for waste reduction. Begin the conversation with the commercial sector about circular economy thinking.

**9.23** Use the Sustainable Living Festival as a major venue for educating the community about sustainability, the waste hierarchy and resource recovery.

**9.24** Consider increasing officer hours from 0.6 to 1 EFT to implement this strategy and devote more time to education and awareness programs.

### Infrastructure

**9.25** Review resources assigned to the collection and maintenance of public place bins and adjust where this can be justified. Commit to repairing and maintaining public place bins in good and workable condition and develop a maintenance program.

**9.22** Council will continue to install drainage system litter traps where appropriate and work to progressively improve stormwater quality. Priority will be given to resourcing and developing maintenance programs for existing litter traps so that they can function optimally.

### Resourcing and collaboration

**9.23** Council will continue to explore opportunities for regional co-operation and realising of financial and other advantages

through economies of scale.

**9.24** Commit to allocating budget to the Barwon South West WRRG local government program and to ensuring Warrnambool's needs are being addressed through the program.

### Reporting

**9.25** Performance against the criteria listed in the strategy (section 2.7) will be reported annually to the Council.



Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

Appendix 1  
2016-2017 recycling  
collection calendar.  
Available as a flyer.

**2016-2017 RECYCLING COLLECTION SERVICE**

**RECYCLE THESE ITEMS**






PAPER



CARDBOARD



GLASS BOTTLES & JARS



ALUMINIUM STEEL CANS AND TRAYS



CARTONS



PLASTIC CONTAINERS & LIDS

**GET IT RIGHT ON BIN NIGHT**  
www.getrightinnight.vic.gov.au

**NOT ACCEPTED IN RECYCLING**

**NOT ACCEPTED IN RECYCLING**

- NO nappies
- NO plastic bags, plastic wrap or recycling in plastic bags
- NO polystyrene
- NO pyrex, crockery or metal cutlery
- NO hazardous waste, chemicals, liquids, oils or hot ashes
- NO door mats, clothing, shoes, toys, vinyl or fabric
- NO rubbish
- NO garden waste
- NO food scraps or compost
- NO medical waste or syringes
- NO building or renovation waste

Plastic that can be easily torn or scratched e.g. plastic wrap, shopping bags, telly, cereal and bread bags **CANNOT** be recycled in your recycling bin - even if they have recycling symbols. These old plastics can be taken to Cals & Co, Calco and Woolworths for recycling.

**2016-2017 RECYCLING COLLECTION CALENDAR**

SEPTEMBER 2016	OCTOBER 2016	NOVEMBER 2016																																																																																																																																																			
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**Bins must be out by 9:30pm the night before collection**

Make sure bin lids are fully closed. Place bins away from parked cars, trees and poles!

If you live in a blue area check the Calendar overleaf and put your Recycling bin out on the week shaded blue.

Residents living in a green area place your Recycling bin out on week shaded green on the Calendar.

Place your Garbage bin out weekly.

**2016-2017 RECYCLING COLLECTION MAP**

Enquiries:  
Call Wheelie Waste 1800 999 690

Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

**Appendix 2**

**Public place recycling bin locations in the Warrnambool municipality.**

**Public place recycling bin locations**

Harris St Recreation Reserve  
Brierly Recreation Reserve  
Central Business District - 13 bins  
Surf Club deck  
Lake Pertobe Kiosk  
McGennan's Car Park  
Lake Pertobe - eight bins  
Breakwater/Pavilion precinct  
Flume car park  
Point Ritchie/Moyjil car park  
Logan's Beach car park  
Bluehole car park  
Simpson Street boat ramp  
Toohey's Estate playground  
Swan Reserve playground  
KFC car park  
Botanic Gardens  
AquaZone  
Warrnambool Stadium and netball courts  
Dennington Recreation Reserve  
Davidson Oval  
Merrivale Recreation Reserve  
Friendly's Society Recreation Reserve  
Reid Oval  
Mack Oval  
Walter Oval  
Pony Club  
Jones Oval  
North Warrnambool Recreation Reserve  
Allansford Recreation Reserve  
Jubilee Park, Allansford  
Payne Reserve  
Jetty Flat and the BMX track

**Council and other facilities**

Matron Swinton Childcare Centre  
Warrnambool Yacht Club  
Florence Collins Childcare Centre  
Warrnambool Art Gallery  
Archie Graham Community Centre  
Surfside and Shipwreck Bay Holiday Parks  
Sherwood Park Childcare Centre  
Kings College  
Hockey field  
Sage Hill  
AquaZone  
St Joseph's Primary School  
New Life Church After School Care  
St Pius Primary School  
South-West Victorian Livestock Exchange  
Council Depot  
Merrivale Primary School  
West Warrnambool Primary School  
Dennington Kindergarten  
South Warrnambool Kindergarten  
Warrnambool Airport



Resource Recovery, Waste Minimisation and Management Strategy 2017 - 2021

Appendix 3: Warrnambool recycling and disposal services - available as a booklet.

Material	Service Provider	Fee	Where material is recycled (if known)
<b>Asbestos</b>	Andrew's Asbestos Solutions 5562 2496	Fees Apply Asbestos is a potential hazardous material, and should only be removed by a licensed asbestos removalist.	Disposal at a landfill licensed by the EPA to receive asbestos as per EPA regulations.
	Murrihy Demolition 0438 584 346		
	Western District Asbestos Removers 5562 2783		
<b>Batteries</b>	Detox Your Home permanent site at Statewide Recycling 355 Koroit St 5561 1195	FREE for domestic quantities. A fee applies for commercial disposal.	Funded by Sustainability Victoria. Collected by Toxfree, recycled or diverted from landfill.
	Battery World 25 Walsh Rd 5560 5245	Fee may apply	Lead batteries are recycled by Australian Scrap Battery Collection. Lead & non-lead batteries recycled by accredited recyclers.
	W'bool Transfer Station 20 Harrington Rd 5561 1198	FREE	Will recycle ALL batteries.
	Statewide Recycling 355 Koroit St 5561 1195	FREE	Car, truck and household batteries.
	Eccles 6 Watson St 5562 3227	Will pay dependent upon market prices for drop off.	All batteries, except for household.
	Rentsch's Metal Recyclers Cnr Braithwaite St & Harrington Rd 5562 7802	FREE	Car and truck batteries ONLY.
	Aldi Supermarket 251-257 Lava St	FREE Sorted into chemical types & returned to recycling plants extracting materials for reuse.	Household batteries inc: AA, AAA, C, D or 9V batteries (rechargeable & non-rechargeable) Batteries are sorted into chemical types and returned to recycling plants to extract materials for reuse.
	WDEA 11 Albert St 5564 5200 Open 8am-4pm, Monday to Friday	FREE	Car and truck batteries.
	Westvic Waste 3 Hammond Pl 5561 3133	FREE	Car, truck and household batteries.
	Cob & Co 25 Dickson St 5561 0881	FREE	Car, motorbike and boat batteries.
<b>Books &amp; Magazines</b>	Lifeline 719 Raglan Pde 5559 0505	FREE	Resold at Easter Book Fair.
<b>Bric-A-Brac</b>	Lifeline 719 Raglan Pde 5559 0505	FREE	Resold
<b>CDs/ DVDs</b>	Lifeline 719 Raglan Pde 5559 0505	FREE	Resold. Also takes computer games.
	Cob & Co Recyclers 25 Dickson St 5561 0881	Fees may apply	



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<b>CFLs</b> (compact fluorescent light globes/ lamps)	Detox Your Home permanent site at Statewide Recycling 355 Koroit St 5561 1195	FREE for domestic quantities. A fee applies for businesses.	Funded by Sustainability Victoria. Collected by Toxfree.
<b>Chemicals Agvet</b> (ChemClear)	Register at- www.chemclear.com.au or call 1800 008 182	FREE collection. Registration essential.	National program for the collection & disposal of unwanted registered agvet chemicals.
<b>Chemicals</b> (household) 'Detox Your Home'	Warrnambool Saleyards Caramut Rd Sat March 4th, 2017 8am-4pm	FREE- Only containers up to 20 litres accepted.	Detox Your Home is a Sustainability Victoria program. For more info visit: sustainability.vic.gov.au/detox-ourhome or call 1300 363 744
<b>Christmas Trees</b>	Warrnambool Community Garden Cnr Grieve St & Grafton Rd	FREE- Supported by Warrnambool Community Garden & WCC	Used for mulch. January, 2018
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	Used for mulch
<b>Cleanfill</b> (bricks, soil, concrete, rubble)	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Hardfill
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	Hardfill
	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	Material processed and crushed.
<b>Clothing</b> (good condition Inc: Shoes, handbags, Linen & curtains)	SWAP IT Warrnambool Baptist Church 207 Koroit St 5561 1066	FREE- Swap kids clothes and toys. Works on a token system. See op shop flyer.	Reused- Open Thursday mornings from 9.15am-12. Adjacent to the church lane. Closed during school holidays.
	Good condition take to Charity shops for assessment	FREE	Resold
<b>Clothing</b> (any condition)	WDEA 11 Albert St 5564 5200	FREE- Recycle banks around town.	Sorted for reuse, cut for rags, or recycled.
	Lifeline 719 Raglan Pde 5559 0505	FREE	Resold for cut rags.
<b>Craft Supplies &amp; Stationery</b>	Lifeline 719 Raglan Pde 5559 0505	FREE	Resold
<b>drumMUSTER Agvet Chemical Containers</b> (empty, cleaned, non-returnable metal and plastic agvet chemical containers)	Cob and Co Recyclers 25 Dickson St 5561 0881 admin@cobandco.com.au	FREE drop off. Containers must be clean with lids off. This site has collected 34,590 drums since inception.	National product stewardship program for collection and recycling of empty, cleaned, non- returnable metal and plastic agvet chemical containers.
<b>Electrical Goods-</b> Working order	Lifeline 719 Raglan Pde 5559 0505	FREE	
<b>EWASTE (Electronic Waste)</b>	WDEA Enterprises 11 Albert St 5564 5200 Open 8am-4pm, Monday to Friday	FREE- Accepts Whitegoods & can collect. Includes- TVs, computers & any item that plugs into a computer eg: printers	Offers meaningful opportunities for people with a disability. Provides a supported environment for developing skills & work experience.

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<b>Fire Extinguisher Commercial (Expired)</b>	Call CFA Warrnambool- Fire Equipment- Maintenance	5559 2500 1300 363 661	
<b>Fluorescent Tubes</b>	Statewide Recycling 355 Koroit St 5561 1195	FREE for domestic. Fee applies for businesses	Detox Your Home permanent site.
<b>Food Waste</b>	Statewide 5561 1195	Fees may apply	Ideal for businesses in the food industry.
	Warrnambool TS 5561 1198	Fees apply	
<b>Furniture</b> (Good condition)	Ring Opportunity shops.	See op shop flyer for details.	Resold
<b>Gas bottles</b> (Old gas bottles that aren't part of the gas bottle swap, including LPG, BOC & CIG)	WDEA 11 Albert St 5564 5200 8am-4pm, Mon-Fri	FREE	All 9kg or 4kg LPG bottles for safe recycling.
	Elgas 8/10 Dickson St 1300 652 003	FREE	Elgas- All 9kg or 4kg LPG bottles for safe recycling.
	Surdex Steel Whiterock Rd 5561 7888	FREE	ONLY BOC or CIG gas bottles for safe recycling.
<b>Glass</b>	Warrnambool Transfer Station 20 Harrington Road 5561 1198	Fees apply	VISY/ SKM
	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	
	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	
<b>Greenwaste</b>	Warrnambool Greenwaste 0409 389 943 0448 062 359	Fees apply	Mulched
	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Organic mulch/ Panmure compost facility.
	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	Mulched and resold
<b>Mattresses</b>	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Landfill
	Op shops	See op shop flyer for details.	Resold- Must be unmarked.
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	Recycled
	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	



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<b>Media destruction</b>	Cob & Co Recyclers 25 Dickson St 5561 0881	Price on application.	CDs, DVDs, Computer disks, Hard drives and USBs- professionally destroyed.
<b>Metal (all)</b>	Rentsch's Metal Recyclers Cnr Braithwaite St & Harrington Rd 5562 7802.	May pay for metal dependent upon market prices for Drop off.	Whitegoods are accepted and degassed. Will collect car bodies.
	Eccles 6 Watson St 5562 3227	May pay for metal; depends on market prices- Drop off.	Depends on market
	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Accepts aluminium cans, steel and car batteries.
<b>Metal</b>	Cob & Co Recyclers 25 Dickson St 5561 0881	FREE Drop off	VISY/ SKM
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	Open 8am-4pm, Mon-Fri
	Westvic Waste 3 Hammond Pl 5561 3133	FREE	Depends on market
<b>Mobile phones &amp; accessories</b>	Warrnambool City Council Civic Centre 25 Liebig St. Other sites in Warrnambool inc milk-bars, schools, phone and electrical shops	FREE through MobileMuster – product stewardship. Inbuilt cost when you buy phone.	Mobile Muster
	WDEA 11 Albert St 5564 5200 8am-4pm, Mon-Fri	FREE	Recycled
<b>Oils- motor Oil filters and oil containers</b>	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	
	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Transpacific
	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	
<b>Oils- household cooking</b>	Use kitty litter to absorb the oil, wrap in newspaper, then put it in the rubbish.		
<b>Oils- Commercial</b>	Birmingham Septic 0400 737 349	Fees apply	
<b>Paint</b>	Detox Your Home permanent site at Statewide Recycling 355 Koroit St 5561 1195	FREE for domestic quantities. Fee applies for commercial disposal.	Funded by Sustainability Victoria. Collected by Toxfree, recycled or diverted from landfill.
<b>Paper &amp; cardboard</b>	Cob & Co Recyclers 25 Dickson St 5561 0881	FREE Drop off	Melbourne recyclers. Paper is pulped and turned into tissues and toilet paper.
	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Depends on market
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	VISY/ SKM



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	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	Depends on market
<b>Cardboard from building sites Cardboard – waxed</b>	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Great rates apply when booking a general waste skip for your building site.
	Waxed cardboard cannot be recycled.		Reused- these boxes are great for storage.
<b>Plastic</b>	Cob & Co Recyclers 25 Dickson St 5561 0881	Fees may apply drumMuster- Free	Accepts all plastics soft & hard, inc wrap, low density polyethylene, cassette & video tapes. drumMuster agent.
	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	
	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	VISY/ SKM
<b>Plastic Bags</b>	All Coles Supermarkets	FREE	Redcycle- turns plastic bags into outdoor furniture.
	All Woolworths Supermarkets	FREE	
	Cob and Co 25 Dickson St 5561 0881	FREE	Takes all soft plastics, cling wrap & low density polyethylene.
<b>Plastic soft</b>	REDcycle 38 Chelmsford St Williamstown North VIC 3016	FREE	Send soft plastics to REDcycle; they recycle all flexible plastics such as bread bags, frozen food bags, and confectionary pkts.
	Coles Central		
<b>Polystyrene</b>	WDEA 11 Albert St 5564 5200	Fees apply	Call WDEA for details. Collection available. Bags supplied for storage.
	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	Landfill
	Warrnambool Transfer 20 Harrington Rd 5561 1198	Fees apply	
<b>Printer Cartridges</b>	Tobin Office National 48 Kepler St 5562 0366	FREE	Recycled
	Darrian Office & Art 176 Fairy St 5562 2351	FREE	Recycled
	WDEA 11 Albert St 5564 5200 8am-4pm, Mon-Fri	FREE	Recycled
	Planet Ark partners: Australia Post Harvey Norman The Good Guys	FREE	Recycled- Inkjet & toner cartridges & bottles accepted. Including cartridges used in printers, photocopiers & fax machines.



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<b>Silage Wrap</b>	Moyne Shire Transfer Stations: Killarney, Hawkesdale, Peterborough, Mortlake, and Macarthur 1300 656 564	Fees apply	Recycled through Plasbak
<b>Sporting Goods</b>	See op shop flyer (Appendix 4) for details.	FREE	Resold
<b>Timber</b> (Council, waste companies, and industrial sites)	Westvic Waste 3 Hammond Pl 5561 3133	Fees apply	Divert material from landfill, creating a clean product suitable for gardens and composting.
	Warrnambool Transfer Station 20 Harrington Rd 5561 1198	Fees apply	
<b>Toys</b>	See op shop flyer for details.	FREE	Resold
<b>Tyres</b>	Statewide Recycling 355 Koroit St 5561 1195	Fees apply	
	Westvic Waste 3 Hammond Pl 5561 3133	\$6 car \$22 truck	
	Warrnambool Transfer 20 Harrington Rd 5561 1198	\$10 car \$20 truck	
<b>Unpackaged Food Cooperative</b>	Uniting Church 115 Koroit St	1st Friday of the month 1.30-2.30pm & 4-7pm	BYO reusable containers
<b>Whitegoods</b>	Rentsch's Metal Recyclers Cnr Harrington Rd 5562 7802	FREE	Metal and degassed
	Eccles 6 Watson St 5562 3227	FREE drop off	Must be degassed prior to drop off.
	Statewide Recycling 355 Koroit St 5561 1195	FREE	Metal (Degassed prior to recycling)
	WDEA 11 Albert St 5564 5200	FREE Drop-off	Degas fridges & offer a collection service for a small fee.
	Westvic Waste 3 Hammond Pl 5561 3133	FREE	Metal (Degassed)





## Wonderful Op Shops in Wonderful Warrnambool

Have a fun day out in Warrnambool without it costing the earth.....

Opportunity Shop details	Materials accepted	Other info
Foster care Op Shop 213 Koroit St 5561 2525	Clothes, shoes, bric a brac, crockery, cutlery, glassware, books, electrical goods.	Mon-Fri 10am-4pm Sat 10-12
Lifeline 719 Raglan Pde 5559 0555	Vintage clothing, homewares, larger ladies clothing, children's and men's clothing, linen, books, records, CDs, shoes, hats, craft supplies, electrical, picture frames, furniture.	Mon-Fri 9.30am-5pm, Sat 9.30am-1pm Yes Eftpos Profits from retail stores contribute to the national Lifeline 24/7 Crisis Support Service. Lifeline accepts items at their warehouse – 577 Raglan Pde (just beside The Standard at the back entrance to Pontings). Free pick up service M-F, call 5562 8694.
Red Cross 158 Koroit St 5560 5413	Good quality clothing, shoes and jewellery in a well set out store, right in the heart of Warrnambool.	Mon-Thurs 9.30am-4.30pm Fri 9.30am-5pm Sat 9.30am-1pm
RSPCA Warrnambool 120 Fairy St 5562 0679	Clothes, shoes, bags, scarves, jewellery, books, dvds, homewares, gifts, bric a brac	A friendly shop that will welcome you <b>and</b> your pet. No eftpos Mon-Fri 10am-4pm Sat 10am-3pm
Salvos (Salvation Army Thrift Shop) 197 Lava St 5562 4004	Clothes, shoes, Trucks on the road 6 days a week picking up and delivering to Warrnambool and district. Call the shop for bookings.	Will assist with deceased estate clean ups. Offering Grey Nomads volunteering opportunities. Yes eftpos 9am-4.30pm M-F 9am-2pm Saturday
Swap it Warrnambool Baptist Church 207 Koroit St 5561 1066	Free children's clothing exchange. Swapit uses a token system to exchange clean clothes for other previously exchanged clothes. Swapit has a huge range of sizes and styles from newborns to young teens. Also available shoes and children's furniture.	Open Thursday mornings 9.15am – 12 Adjacent to the church lane. Closed during school holidays No eftpos
Uniting Church Op Shop 99 Liebig St 0447 455 969	Good quality merchandise.	Mon 9.30am-4.30pm Tues-Fri 9.30am – 1pm Sat 9.30am-1pm No eftpos
Uniting Church Furniture Shop	Electrical goods, Furniture and electrical goods tagged and tested.	Mon 9.30am-4.30pm Tues-Fri 9.30am – 1pm Sat 9.30am-1pm No eftpos
Vinnies 180 Fairy St 5562 5274	Fashion, homewares, books, furniture, new Manchester and mattresses.	Mon-Fri 9am-5pm Sat 9am-12

Op shops exist to raise funds for very worthwhile charities. Whenever rubbish is dumped this diverts money from the charity to pay for rubbish disposal.

Consider these questions before deciding whether to take your item to the Op Shop or the transfer station.

- Is it broken?
- Does it have holes in it?
- Is it soiled or dirty?

Finally if you are unsure if it is suitable for resale, ask the staff at the OP Shop **before** you drop it off.



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Appendix 5

Items that may be accepted in the food organics, garden organics bin.

## Organics: What is organic waste?

In short, organic waste is anything that used to be alive. It includes all food and vegetable & fruit scraps (including citrus fruit), leftovers, spoiled food, meat and bones, even dairy products. It also includes all garden waste like lawn clippings, leaves and small branches. With an organics collection people are asked to place food waste and pet droppings in supplied compostable bags.

### What goes in the organics bin?

(please place all foodwaste & pet droppings within the supplied compostable liners)

- ✓ Leftover foodwaste
- ✓ Dairy Products
- ✓ Eggshells
- ✓ Citrus fruit
- ✓ Pet droppings
- ✓ Food Scraps
- ✓ Spoiled Food
- ✓ Tea bags & coffee grounds
- ✓ Meat & bones
- ✓ Tissues
- ✓ Paper towel
- ✓ Shredded paper
- ✓ Cooking oils and fats (absorbed in paper towel first)
- ✓ Small Branches
- ✓ Garden prunings & weeds
- ✓ Grass clippings
- ✓ Leaves & flowers

### What doesn't go in the organics bin?

- ✗ Household rubbish
- ✗ Plastic bags
- ✗ Plastic wraps
- ✗ Plant pots
- ✗ Gravel or soil
- ✗ Kitty litter
- ✗ Large branches, logs or stumps
- ✗ Concrete
- ✗ Fencing materials
- ✗ Steel and other metal
- ✗ "Biodegradable" plastic
- ✗ Nappies
- ✗ Cigarette butts
- ✗ Recyclable containers
- ✗ Pizza Boxes
- ✗ Clothing



## **5.10 2017/18 COMMUNITY DEVELOPMENT FUND**

### **PURPOSE**

***This report considers applications received under the 2017/18 Community Development Fund.***

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### **EXECUTIVE SUMMARY**

- Council received forty-one applications of which thirty-six have been deemed eligible for assessment.
  - The Smartygrants system was continued for the second year to support more efficient administration of the Community Development Fund.
  - The report recommends \$70,919 be allocated to thirty six local clubs and organisations.
- 

**MOVED: CR. NEOH**  
**SECONDED: CR. CASSIDY**

- 1. That Council approve the funding under the 2017/18 Community Development Fund to the value of \$70,919 to thirty six clubs and organisations as outlined in this report.**
- 2. That all applicant organisations be advised of the outcome of the assessment process.**

**CARRIED – 7:0**

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### **BACKGROUND**

The Community Development Fund is an annual grant program that was established by Council in 1999. Council established the Community Environment Support Fund as a separate fund in 2010. This is the third year that both Funds operate as one process (from here referred to as the CDF).

The CDF aims to provide assistance to local clubs and organisations through four funding categories to:

- Develop and provide sporting or recreational programs, projects and activities.
- Develop and provide cultural programs, projects and activities.
- Develop and conduct regional, national or international sporting, recreational or cultural events.
- Develop and conduct environmental and/or sustainability projects.

Applicants can apply for up to \$3,000 on a 2 for 1 basis.

Applications must demonstrate one of the following:

- Increased sporting, recreational, environmental or cultural opportunities.
- Increased participation levels in sporting, recreational, cultural or environmental sustainability activities.
- A community benefit to those disadvantaged who may be unable to access various programs or activities.
- A contribution to economic activity in the community (events only).
- An environmental Benefit (environment and sustainability only).

Applicants are also required to submit an audited financial statement to assist in determining their capacity to complete the project and their need for assistance.

The 2017/18 CDF guidelines are attached as **Appendix A**.

### **2017/18 PROGRAM**

#### **a) Applications process**

The CDF is promoted, and applications invited, through three different mechanisms:

- The CONNECT website that is now linked to 224 local clubs and organisations.
- Public notices in the Warrnambool Standard.
- Council's annual funding forum, held in May this year, and attended by 60 local clubs and organisations.

Applications are evaluated by a panel comprising representatives from the Recreation and Culture, Visitor Economy and City Strategy and Development branches.

## b) Applications Received

Applications under the 2017/18 funding round closed Friday 30 June 2017. A summary of applications received is as follows:

CATEGORY	2016/17	2017/18
Sport and Recreation	22	18
Cultural Activities	9	9
Events	7	6
Sustainability & Environment	4	8
<b>Total</b>	<b>42</b>	<b>41</b>

## c) Eligibility

Under the program funding guidelines, the evaluation panel considered five applications ineligible and two applications were adjusted, as outlined below:

### Leadership Great South Coast

The CDF guidelines state that to be eligible to apply, clubs/organisations must be based within the Warrnambool City municipal boundaries. The applicant is based in Port Fairy.

### Scripture Union Victoria

The CDF guidelines state that Clubs/Organisations will not be funded to subsidise the normal operation of the club/organisation. The application is based entirely on reducing operating costs for its annual holiday program conducted over summer at Lake Pertobe.

### South West Victorian Seal Inc

The evaluation panel deemed that this community organisation is a community based agency and has access to levels of recurrent funding not generally available to local clubs or organisations, therefore is not eligible.

### Warrnambool St Ayles Skiff Community Rowing Club Inc

The event is operated and supported through Council's 2017/18 Events & Promotion Budget.

### Brierly Christ Church Cricket Club

The evaluation panel deemed that this club is currently receiving substantial support from Council and is not eligible at this time. Council has received funding on the club's behalf for the establishment of a new bore and installation of irrigation (western oval) at Brierly Recreation Reserve (the club's home ground).

### The F Project

An application for the Fletcher Jones Garden Christmas Party was assessed based on market stall and entertainment elements only. Council is committed to reducing the harmful use of alcohol as identified as a priority focus of the Health and Wellbeing Plan 2013-17.

### Great South Coast Ice Challenge

An application to conduct information forums in each local government authority across the Great South Coast was assessed based on conducting the Warrnambool forum only.

## d) Fund Budget

Council allocated \$77,000 to the CDF in its 2017/18 Budget. Program advertising and Civic Reception costs of approximately \$1,800 reduce the funds available for allocation to \$75,200.

Based on comments under c) above, thirty-six eligible applications requesting \$76,655 have been submitted under the 2017/18 funding round.

### e) Merit/Equity Funding Balance

All applications are assessed against the CDF criteria. Once ranked, applications are balanced according to project merit, equity, and balance of funds available.

Allocations requested from Council are adjusted to meet the funding ratio of 2:1, with levels of funding proportionally reduced to provide financial support to all eligible applications based on the club/organisation's ability to proceed with the proposed project if offered less support from Council, or to applicants that have received funding in the past two years.

In summary, to meet the available budget, six applications were adjusted to meet the funding ratio of 2:1, and two applications were adjusted according to assessment reductions.

### f) Applications Proposed for Funding

Organisation Name	Project Title	Total Amount Requested	Total Project Cost	CDF Approved Allocation
<b>CULTURAL ACTIVITIES</b>				
Community Radio Endeavour Warrnambool Inc 3WAY-FM	Upgrade of facilities to support volunteers and guests	\$1,000	\$1,856	<b>\$1,000</b>
Friends of Warrnambool Botanic Gardens	Installation of bluestone seating and picnic platform near the 100 year old well	\$3,000	\$8,445	<b>\$3,000</b>
Out There Factory Arts (Warrnambool) Inc	Implementation of art sessions for artists with disabilities to exhibit completed artwork	\$1,880	\$2,920	<b>\$1,880</b>
South Warrnambool Community Association Inc	Production of a brochure promoting the South Warrnambool Historical Walking trail	\$1,971	\$3,746	<b>\$1,971</b>
South Warrnambool Kindergarten Parent Committee	Explore, Discover and Wonder - Kindergarten Environment and Visual Art Project	\$500	\$1,200	<b>\$500</b>
The F Project #	Fletcher Jones Garden Christmas Party	\$3,000	\$6,230	<b>\$2,700</b>
Warrnambool Branch of Victorian Country Womens Association of Vic Inc	Installation of reverse cycle air conditioning unit in the CWA Hall to support volunteers	\$2,470	\$3,710	<b>\$2,470</b>
Warrnambool Rock n Rollers Inc *	Purchase of essential equipment to support training and improve technique	\$3,000	\$2,974	<b>\$1,982</b>
Warrnambool Triton Woodworkers Inc *	Purchase of essential equipment to support volunteers	\$2,529	\$2,529	<b>\$1,686</b>
	<b>Cultural Activities</b>	<b>\$19,350</b>	<b>\$33,610</b>	<b>\$17,189</b>
<b>ENVIRONMENTAL &amp; SUSTAINABILITY</b>				
Fishcare South West Inc	Purchase of fish cut outs for a variety of species to support education program	\$484	\$726	<b>\$484</b>
Friends of Platypus Park	Implementation of community sessions to revegetate and assist maintaining the site	\$650	\$4,250	<b>\$650</b>
MAD for the Merri Landcare Group	Hydroseeding revegetation trial along various Merri River locations	\$3,000	\$4,815	<b>\$3,000</b>
South West Community Energy *	Education sessions to assist in reducing energy usage and encourage sustainable practices	\$950	\$1,775	<b>\$630</b>
Warrnambool Coastcare Landcare Network	Design and landscape four nature strips with native plants	\$3,000	\$7,000	<b>\$3,000</b>
Warrnambool Community Garden Inc	Facilitate bush food education and conduct cooking workshops	\$2,500	\$15,825	<b>\$2,500</b>
Warrnambool Field Naturalists Club	Purchase of essential equipment to support club volunteers and education programs	\$600	\$943	<b>\$600</b>
Warrnambool Toy Library Inc	Purchase of environmental sustainable toys for the community	\$3,000	\$4,500	<b>\$3,000</b>

	<b>Environment &amp; Sustainability Total</b>	<b>\$14,184</b>	<b>\$39,834</b>	<b>\$13,864</b>
<b>EVENT</b>				
Great South Coast Ice Challenge #	Warrnambool forum to build awareness, education and prevention.	\$3,000	\$3,000	<b>\$700</b>
Rotary Club of Warrnambool East Inc	City of Warrnambool Art Show - 25th Anniversary	\$3,000	\$40,000	<b>\$3,000</b>
Warrnambool Model Railway Club Inc	Warrnambool Model Railway Exhibition	\$2,000	\$2,000	<b>\$1,333</b>
Warrnambool Gem Club Inc	50th Anniversary Gem Show	\$1,530	\$2,445	<b>\$1,530</b>
Warrnambool Organ Festival	Warrnambool Organ Festival	\$3,000	\$16,225	<b>\$3,000</b>
<b>Event Total</b>		<b>\$12,530</b>	<b>\$63,670</b>	<b>\$9,563</b>
<b>SPORT &amp; RECREATION</b>				
Archers of Warrnambool Inc	Purchase of essential equipment to support club activities	\$3,000	\$4,820	<b>\$3,000</b>
City of Warrnambool Rowing Club Inc	Upgrade of kitchen facilities to support club members	\$3,000	\$6,620	<b>\$3,000</b>
Dennington Pony Club	Purchase of additional arena equipment to support an increase in club participation	\$2,354	\$3,530	<b>\$2,354</b>
Nestles Rowing Club	Purchase of new boat trailer to support club activities	\$3,000	\$6,126	<b>\$3,000</b>
Port Fairy to Warrnambool Rail Trail Committee Inc	Purchase of essential equipment for encouraging and supporting volunteers	\$673	\$1,010	<b>\$673</b>
Russells Creek Club Inc - Cricket Division	Supply and installation of a Split System at Jetty Flat to support all user groups	\$2,750	\$4,950	<b>\$2,750</b>
The South C Dragons, Womens Dragon Boat Team Inc *	The purchase of essential equipment to support training and competition	\$960	\$1,360	<b>\$906</b>
Warrnambool Basketball Inc	The purchase of additional equipment for the wheelchair basketball program	\$3,000	\$5,604	<b>\$3,000</b>
Warrnambool Masters Swim Club	Purchase of essential training equipment to support the Restart Swim sessions	\$500	\$1,000	<b>\$500</b>
Warrnambool Neighbourhood and Community Centre	Implementation of sport and social programs to the East Warrnambool community	\$3,000	\$4,500	<b>\$3,000</b>
Warrnambool Tri Club Inc *	Purchase of safety matting to assist participation in the All Abilities triathlon	\$700	\$700	<b>\$466</b>
Warrnambool Wolves Football Club Inc	Purchase of essential portable safety equipment (boundary fencing and protection netting)	\$3,000	\$5,000	<b>\$3,000</b>
Warrnambool Yacht Club	Purchase of essential safety equipment to support junior development and participation	\$1,654	\$2,481	<b>\$1,654</b>
West Warrnambool Cricket Club	Upgrade of Cricket training facilities at Davidson Oval	\$3,000	\$5,427	<b>\$3,000</b>
<b>Sport &amp; Recreation Total</b>		<b>\$30,591</b>	<b>\$53,128</b>	<b>\$30,303</b>
<b>2017/18 CDF TOTALS</b>		<b>\$76,655</b>	<b>\$190,242</b>	<b>\$70,919</b>

\* The amount sought by the applicant has been adjusted to meet the two for one funding ratio.

# The recommended allocation based on assessment reductions.

### NEXT STEPS

Subject to Council endorsement of this report's recommendations, the following next steps will occur:

- All applicants will be notified of the outcome of their application.
- A Civic Reception will be held late September to present successful applications with their funds. This is an excellent opportunity for Council to acknowledge the very good work undertaken by a range of voluntary clubs and organisations in our community.

## **Community Development Fund**

### **2017/18 Guidelines**

#### **1. Introduction**

The Community Development Fund has been established by Council to assist local clubs and organisations in the provision of programs, projects activities or events within the City.

#### **2. Policy Statement**

Council accepts that participation in sport, recreation, environment and cultural activities plays an integral part in the health and fulfilment of its residents and contributes to the development of social capital in the community.

Council will endeavor to provide assistance to local clubs and organisations providing sporting, recreational, cultural or environmental sustainability programs, projects, activities or events within the City, subject to the criteria and guidelines of the policy and to the availability of funds within the Council Budget.

#### **3. Funding Categories**

Applications for assistance will be considered within the following nominated categories;

##### **3.1 Sport and Recreation**

- Development and provision of new sporting or recreational programs, projects and activities.
- Activities designed to provide sporting or recreational opportunities to specific population groups within the municipality ie older people, young people, people with disabilities, indigenous people and cultural and linguistically diverse (CALD) groups.
- Purchase of new or replacement of essential sporting equipment. The purchase of uniforms is considered a lower priority.
- Undertaking minor maintenance or improvement works to facilities providing for a specific sport or recreation activity.

##### **3.2 Cultural Activities**

- Cultural programs, projects, activities or events ie festivals, concerts, performances or displays.
- Cultural opportunities for specific population groups within the municipality ie older people, young people, people with disabilities, indigenous people and CALD groups.
- Purchase of new or replacement of essential equipment.
- Undertaking minor maintenance or improvement works to facilities providing for a specific cultural pursuit.

##### **3.3 Events**

- Development and conduct of regional, national or international sporting, recreational or cultural events within the City.

### 3.4 Environment and Sustainability

Development of projects that result in the following outcomes;

- Protection or enhancement of remnant vegetation including linkages or increasing the quantity and quality of native vegetation.
- Improvements to water quality
- Reduction in energy use
- Reduction in water use
- Reduction in waste (by reducing, reusing and/or recycling)
- Education of community about environmental and sustainability issues

*Note that projects that involve planting in Council owned or managed open spaces must meet Council's Revegetation Policy and Guidelines.*

#### 4. Funding Criteria

Applications are evaluated by the CDF Assessment Panel with preference given to those that are able to meet **TWO** or more of the following criteria.

##### *Better Opportunities*

The applicant is seeking funding to increase the range and/or level of sport, recreation, cultural or environmental sustainability opportunities in the community.

##### *Increased Participation*

The applicant is seeking funding to increase, or in certain circumstances maintain, participation in sport, recreation, cultural or environmental sustainability activities.

##### *Improved Community benefit*

The applicant is seeking funding to improve access to those groups traditionally disadvantaged or to address issues around safety and risk management.

##### *Economic Contribution (Events only)*

The applicant is seeking funding to conduct an event that will contribute to increased economic activity in the city.

##### *Environmental Benefit*

The applicant is seeking funding for environment and sustainability projects that have a broad community benefit which also outline benefits expected for the City.

Within the application, the proposed project must have documentation including location, frequency and/or duration of project activities and specify what Council funds would be spent on.

**Applications **must** also demonstrate that they can be completed within the time specified and by the end of the nominated financial year.**

**It is highly recommended that the applicant discuss the prospective application with the relevant Council Officer prior to developing an application.**

## 5. Policy Guidelines

### 5.1 Clubs/Organisations Eligibility

- Based within the Warrnambool City municipal boundaries.
- Non-profit making.
- Able to demonstrate direct benefits to the residents of Warrnambool.
- Not already receiving substantial financial support from Council.
- Incorporated if seeking a grant value > \$1000.
- Able to submit an audited financial statement or financial report prepared for an annual general meeting from the last financial year with their application.

### 5.2 Clubs/Organisations will **NOT** be funded if they are:

- From an individual.
- For capital or major maintenance work on a building or facility.
- For a program or activity considered the major responsibility of the State or Federal Government.
- For a program or activity already commenced.
- To subsidise the normal operation of the club/organisation.
- For projects or activities previously funded by Council under this or another program.
- Have not acquitted any prior applications funded by this program. Also, if an evaluation form has not been received by Council for a previous project, any future project will not be eligible for funding.
- From organisations that have access to substantive levels of recurrent funding not generally available to local clubs or organisations.
- From community based agencies.

### 5.3 Maximum Allocation

Council will generally not make any grants under this program above a **maximum limit of \$3000**. A larger grant value will only be considered in special circumstances.

### 5.4 Planning /Development Requirements

Applications seeking to undertake minor maintenance or improvement works on a building or property **MUST** ensure that:

- The land owner's consent is obtained if the applicant is not the land owner;
- Confirmation of Council consent for the project is required for the property's which are owned or managed by Council. Contact Council's Recreation Planner for information on the consent process.
- Relevant planning and/or building approvals have been obtained from Council. It is the applicant's responsibility to check and apply for any permits required to undertake the funded project.
- Site plan/sketch provided for any proposed building projects including any relationship the planned work has to existing structures and/or site boundaries.

*Note that funding to produce plans does not guarantee Council's adoption of the plan or funding to implement its recommendations.*

It is **RECOMMENDED** that;

Applications for projects intending to undertake minor maintenance or improvement works on a building should be discussed with Council's Rural Access Officers in relation to access and mobility standards.

### **5.5 Companion Card**

As part of Warrnambool City's commitment to improve participation for all community members and in order to comply with existing Disability Anti-Discrimination Legislation, it is a condition that any events/activities funded under this program must accept the Companion Card (i.e. You must not charge an admission or participation fee for the attendant carer/support person of the person who holds a Companion Card).

For more information on the Companion Card: [www.companioncard.org.au](http://www.companioncard.org.au).

### **5.6 Matching Contribution**

Council will allocate funds to successful applicants on a two for one basis ie Council will provide two dollars for each dollar contributed by the successful applicant.

If the applicant cannot provide a cash contribution, consideration may be given in special circumstances to offset Council's grant against the value of in-kind services contributions, material or labour.

### **5.7 Funding Criteria**

Applicants must be able to justify the necessity for a grant and should understand that funds are only available for projects that cannot be financed through other sources and that meet Council's Funding Criteria.

### **5.8 Auspice Organisations**

If the applicant's group is not incorporated (or a similar legal entity) the applicant must appoint an incorporated organisation to auspice any funds received from the grant.

An auspice organisation manages the funds on behalf of the applicant's group that is not incorporated. The auspice organisation is required to be a not-for-profit community incorporated body or similar legal entity such as a school or an institution with a Deductible Gift Recipient (DGR) status.

An auspice organisation is fully responsible for ensuring that the grant funds are applied, managed and expended in accordance with the Guidelines and Terms of Conditions of the grant.

Other roles include ensuring that the Financial Acquittal Report relating to the grant is correctly lodged within the prescribed time. If the auspice organisation is registered for the GST, a Tax Invoice must be provided on its letterhead and claimed by Council with the Financial Acquittal Report.

### **5.9 GST Payment**

If you are not registered for GST and are allocated funds, a tax invoice must be submitted to Council prior to payment. The tax invoice is to state that there is no GST applicable on the total amount.

If you are registered for the GST and you are allocated funds, Council will pay an additional 10% to accommodate the GST. A tax invoice must be submitted to Council prior to payment, which clearly states the GST amount and total amount.

If the applicant does not have an ABN, the applicant will be required to complete a 'Statement by a Supplier' form. The form will need to be submitted with the application as an attachment. Forms are available from the Australian Taxation Office (ATO) or the website [www.ato.gov.au](http://www.ato.gov.au)

Failure to provide either an ABN or a 'Statement by a Supplier' form will result in Council being obliged to take a 48.5% of any allocations made to grant applications and send it to the ATO.

#### **5.10 Financial Accountability**

Successful applicants will be required to complete a Financial Acquittal at the conclusion of their project that outlines how Council funds were expended.

Failure to complete the reporting form may prejudice future applications for Council assistance.

#### **5.11 Unspent Funds**

If a project does not proceed, or is only partly completed, any unspent grant funds must be returned to Council.

#### **5.12 Consent to alter Project**

Council approval must be sought, and received in writing, for any change in the nature or scope of the project or in the way Council funds are to be expended.

#### **5.13 One off Funding**

**Funds will not be made available on a recurrent basis.** Council may consider providing recurrent funding to applicants in the events category subject to evaluation criteria and funding availability.

#### **5.14 Applications**

Applications must be submitted online with all sections completed, by the date and time specified on it including all required attachments.

## **5.11 ADVISORY COMMITTEE REPORTS**

### **PURPOSE**

***This report contains the record of two Advisory Committees and one Reference Group meeting.***

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### **REPORT**

1. **Environment & Planning Advisory Committee**  
Wednesday 9 August 2017 – refer **Appendix A**
  
2. **Health & Wellbeing Advisory Committee**  
Wednesday 23 August 2017 – refer **Appendix B**

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**MOVED: CR. OWEN**  
**SECONDED: CR. ANDERSON**

**That the Advisory Committee reports be received.**

**CARRIED – 7:0**

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## Environment and Planning Advisory Committee Meeting Minutes

Date	Wednesday 09 Aug 2017	Time	04:30 PM to 5:30 PM	Location	Committee Room 1 – Civic Centre
Committee Members	Chair Cr. Peter Hulin, Trish Blakeslee, Fiona Golding, Glenistair Hancock, Bruce Campbell, Amanda Gaffey, Ben Pohlner, Leanne Williams, Steve Myers				
Council Officer Invitees	Jodie McNamara, Manager City Strategy & Development, Lauren Schneider, Co-ordinator City Sustainability Andrew Paton, Director City Growth				

No	What	Who
1.	<b>Apologies</b> Cr. David Owen,	Chair
2.	<p><b>Review of the Environmental Sustainability Strategy</b> An overview of the review was provided to the committee. The existing 11 themes of the ESS were discussed including the relevance, any gaps or emerging issues. The Committee raised the following as possible inclusions into the new ESS:-</p> <ul style="list-style-type: none"> <li>• Corridors for biodiversity is important and presents an opportunity for a ‘buffer’</li> <li>• Bluewren biolinks maps are a good resource</li> <li>• Reinstatement of riparian zones</li> <li>• Easy/achievable wins</li> <li>• Possible theme on education-Implementation/education and how to get the message out</li> <li>• Future opportunities in the growth areas</li> <li>• Health on waterways – water quality</li> <li>• Links to Warrnambool 2040</li> <li>• Regional partnerships - Merri river alliance</li> <li>• Building renewal of civic buildings</li> <li>• Built environment, building design awards &amp; Built Environment Sustainability Scorecard</li> <li>• Partnerships and regional approach is important</li> <li>• Commitment to plastic bag free</li> </ul>	Lauren
3.	<p><b>Logans Beach Draft Strategic Framework Plan</b></p> <p>The committee reviewed the draft framework plan and provided the following feedback for consideration:-</p> <ul style="list-style-type: none"> <li>• Traffic assessment – Nicholson st intersection – Lyndoch traffic, tourist traffic to be taken into account</li> <li>• Subdivision of hilltop – visual, environmental impact, dune system</li> </ul>	Jodie

	<ul style="list-style-type: none"> <li>• Bike/footpaths – connections, improvement</li> <li>• High water table – drainage and inundation impacts</li> <li>• Beach access – hooded plovers, dogs impacts</li> <li>• Rise in sea level</li> <li>• Community space / community hub</li> <li>• Name of project could be ‘nursery bay’ – investigate indigenous names</li> <li>• Opportunity for an ecovillage</li> <li>• Pest animals</li> </ul>	
4.	<b>Review of the Warrnambool Coastal Vegetation Management Plan</b> – item deferred to next meeting	Lauren
5.	<p><b>Goal Setting</b></p> <p>Pilot project:-</p> <ul style="list-style-type: none"> <li>• The group discussed options for a lead pilot project. Plastic Bag Free was identified as the first lead project to be pursued</li> <li>• The group will research other examples of cities which have gone plastic bag free and bring back to the next meeting</li> <li>• Officers will prepare a report for Council consideration</li> </ul> <p><b>Action:</b></p> <p>Committee to research case studies. Email documentation to Simone for upload into the Drop Box - <a href="mailto:scrowe@warrnambool.vic.gov.au">scrowe@warrnambool.vic.gov.au</a></p> <p>Committee make recommendation to Council (Report to Council)</p>	All
6.	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>- Next meeting – additional time requested</li> </ul>	All



**Warrnambool City Council - Health and Wellbeing Advisory Committee**

**MEETING RECORD**

**Wednesday 23<sup>rd</sup> August, 12.30pm-2.00pm**

**In attendance:** Chair Cr Sue Cassidy, Cameron Price, Michael Absalom, Peter Steele, Glenys Phillpot, Don Haugh, Andrew Suggett, Caitlin McConnell, Lisa McLeod

**1. Apologies:**

*Apologies received from Gemma Loomans, Meg Ruel, Vikki King. Terry Kenny has tendered his resignation from committee.*

**2. Overview of W2040/Health & Wellbeing survey findings (see presentation attached)**

*Lisa McLeod provided a summary of the health and wellbeing data and the community engagement findings (W2040) which have informed the review of the plan.*

*Only measures around smoking and physical activity have improved since the 2013 plan, however both remain an issue to be addressed in the community and it was agreed they should continue to be included the next iteration of the plan.*

*Andrew Suggett noted whilst the engagement data indicates that access to GPs and health services is perceived to be very high (and has improved since 2013), there are specialist services (specifically a neurologist) which cannot be accessed in Warrnambool. It was noted that the Western Primary Health Network is working to identify and address gaps in services. Committee Member Cameron Price is also on the community board for PHN and will report this information to their next meeting.*

*Peter Steele queried the significant drop in community perceptions around accessibility of educational opportunities – particularly primary and secondary schools – as provision is unchanged. It was noted that some schools have applied zonings in 2016 limiting parental choice about the best school for their children. This may have had an impact. In terms of access to tafe/training and tertiary study, it is agreed that the media around the potential loss of or threat to these in the region has likely had an impact. The cost of tertiary education was also raised as a barrier to access.*

*Glenys Phillpot noted that data on drug use is not included, and drugs were not identified as a priority issue in the 2013-17 plan. Lisa McLeod noted that whilst drug use (prescription and illicit) are both concerns, data on prevalence of drug use is difficult to access. However, in the recent community survey 33% of respondents indicated they were 'very concerned' about their friends and/or family's illicit drugs which indicates concern by community members about this issue. In addition, there is data available on hospitalisations and ambulance calls in Warrnambool which include drugs & alcohol as a factor. These can be considered for future measurement and reporting.*

*The Committee supported the addition of drugs to the priority issues in the plan.*

### **3. Revised Health and Wellbeing Plan for 2017-21:**

*Lisa McLeod provided an overview of the draft plan for 2017-2021. It was noted that this is a review of the plan, not a new plan, and that the draft as presented should be read in conjunction with the 2013-17 plan which provides context and detail about the priority issues and partners to the plan. The significant improvement to the draft plan is the inclusion of 'measures' to enable progress against the objectives to be consistently measured and better reported over time.*

*It was noted that this consistent measurement relies on the WCC survey being repeated again in 2021 to inform the next review of the plan, assess progress and report it to the community.*

*There was support for the draft plan overall; however it was agreed by the advisory committee members that the objective to reduce harm from alcohol should be amended to include drugs. Amended objective to read: "Reduce harm from alcohol and other drugs". **Lisa to action and add an appropriate strategy and measure to the draft plan for Council's consideration.***

*Don Haugh noted that the plan has a real public sector leaning, and that business sector can also play a role in contributing to better health and wellbeing for the community. He is concerned that some workplaces create poor mental health outcomes for their employees and that organisations should do more to protect and promote wellbeing in the workplace. Workplaces are a priority setting for action in the plan, and these comments will be noted when developing actions to explore ways to engage workplaces in the City in this work.*

*Cameron Price noted that a clearer link to community resilience and climate change action should be included as it's a requirement of the State Government that it be included. **Lisa to action.***

### **4. Next steps: Process to endorsement & action**

The amended draft plan will be presented to Council on Monday 28<sup>th</sup> August, followed by a period for community and stakeholder feedback. A final plan will be presented to Council for consideration in October.

Lisa McLeod suggested that communications and final input from the Advisory Committee to the plan can be provided via email or phone. No meeting will be called before the Council considers the new plan for endorsement in October. Lisa will provide updates to the committee in the interim and invite input as needed.

### **5. Other business/Questions?**

Glenys Phillpot and Don Haugh congratulated Council and also acknowledged the officers involved in the W2040 engagement process. Don Haugh noted that the work to raise awareness of and address local health and wellbeing issues by Council should be recognised and shared.

### **6. Next Meeting:** November 2017 (tbc)

### **7. Meeting closed:** 2.05pm

## **5.12 ASSEMBLY OF COUNCILLORS RECORDS**

### **PURPOSE**

*The purpose of this report is to provide the record of any assembly of Councillors, which has been held since the last Council Meeting, so that it can be recorded in the Minutes of the formal Council Meeting.*

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### **BACKGROUND INFORMATION**

The Local Government Act provides a definition of an assembly of Councillors where conflicts of interest must be disclosed.

A meeting will be an assembly of Councillors if it considers matters that are likely to be the subject of a Council decision, or, the exercise of a Council delegation and the meeting is:

1. A planned or scheduled meeting that includes at least half the Councillors (5) and a member of Council staff; or
2. an advisory committee of the Council where one or more Councillors are present.

The requirement for reporting provides increased transparency, particularly the declarations of conflict of interest.

### **REPORT**

Section 80A(2) of the Local Government Act 1989 requires the record of an Assembly of Councillors be reported to the next practicable Ordinary Meeting of Council.

The record of the following Assembly of Councillors is enclosed:-

1. Monday 14 August 2017 – refer **Appendix A**
2. Monday 21 August 2017 – refer **Appendix B**
3. Tuesday 22 August 2017 – refer **Appendix C**
4. Monday 28 August 2017 – refer **Appendix D**

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**MOVED: CR. OWEN**  
**SECONDED: CR. CASSIDY**

**That the information be received.**

**CARRIED – 7:0**

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### Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	14 August 2017
Start time:	2pm
Councillors present:	Cr. K Gaston – Chairperson Cr. R Anderson Cr. S Cassidy Cr. T. Herbert Cr. P Hulin Cr. M Neoh Cr D Owen
Council Officers present:	Bruce Anson, Chief Executive Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Vikki King, Director Community Development Justin Hinch, Manager Infrastructure Development & Projects John Finnerty Coordinator Assets & Development
Other persons present:	Mark Fidge, CEO, South West TAFE Liz Price, General Manager, Great Ocean Road Regional Tourism Board Wayne Kayler-Thompson, Chairman, , Great Ocean Road Regional Tourism Board Goeff Soma, Director WRAD Glenys Phillport, Board Member WRAD Tony Ford, Executive Officer, Great South Coast Food & Fibre Council
Apologies:	
Conflict of Interest Disclosures:	
Items discussed:	<ul style="list-style-type: none"> <li>▪ Asset management overview</li> <li>▪ South West TAFE</li> <li>▪ Great Ocean Road Regional Tourism</li> <li>▪ Proposed drug rehabilitation centre</li> <li>▪ Food and Fibre Action Plan</li> <li>▪ CBD revitalisation works</li> <li>▪ 3-11 Clarke Street, Allansford rezoning request</li> <li>▪ Regional Cities Victoria Liveability Index</li> </ul>
Other items raised by Councillors & Officers:	

The meeting closed at 5.30pm.

### Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	21 August 2017
Start time:	1.30pm
Councillors present:	Cr. K Gaston – Chairperson Cr. R Anderson Cr. S Cassidy Cr. T. Herbert Cr. P Hulin Cr. M Neoh Cr D Owen
Council Officers present:	Bruce Anson, Chief Executive Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Vikki King, Director Community Development
Other persons present:	
Apologies:	
Conflict of Interest Disclosures:	
Items discussed:	▪ Strategic Planning.
Other items raised by Councillors & Officers:	

The meeting closed at 5.00pm.

### Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	22 August 2017
Start time:	9.00am
Councillors present:	Cr. K Gaston – Chairperson Cr. R Anderson Cr. S Cassidy Cr. T. Herbert Cr. P Hulin Cr. M Neoh Cr D Owen
Council Officers present:	Bruce Anson, Chief Executive Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Vikki King, Director Community Development
Other persons present:	Nil
Apologies:	Nil
Conflict of Interest Disclosures:	
Items discussed:	▪ Strategic Planning
Other items raised by Councillors & Officers:	

The meeting closed at 3.30pm.

### Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	28 August 2017
Start time:	1pm
Councillors present:	Cr. K Gaston – Chairperson Cr. R Anderson Cr. S Cassidy Cr. T. Herbert Cr. P Hulin Cr. M Neoh Cr D Owen
Council Officers present:	Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Vikki King, Director Community Development Jenefer MacMillan, Infrastructure Projects Officer Russell Lineham, Manager, Recreation & Culture David Harrington, Manager Financial Services Lisa McLeod, Manager Community Policy & Planning John Finnerty, Acting Manager Infrastructure Services
Other persons present:	Mike Smith, Gianina Lopez, Mike Smith & Associates
Apologies:	
Conflict of Interest Disclosures:	Sue Cassidy – Gateways discussion
Items discussed:	<ul style="list-style-type: none"> <li>▪ Warrnambool gateway signage</li> <li>▪ Lake Pertobe Masterplan Final report</li> <li>▪ Activities &amp; Initiatives 2016/17 June quarter</li> <li>▪ Freedom of Entry to the City</li> <li>▪ Proposed Notice of Motion</li> <li>▪ 2016-17 Capital Works Program result</li> <li>▪ Proposed naming of a reserve Witham Park</li> <li>▪ Draft resource recovery, waste and minimisation and management strategy</li> <li>▪ 2017-18 Community Development Fund</li> <li>▪ Animal shelter services</li> <li>▪ July 2017 monthly financial report</li> <li>▪ Industrial buffers project</li> <li>▪ Extension of free parking</li> <li>▪ CBD revitalisation works</li> <li>▪ Health &amp; Wellbeing Plan</li> </ul>
Other items raised by Councillors & Officers:	<ul style="list-style-type: none"> <li>▪ Estimated timeframe for flagpole completion</li> <li>▪ Re-introduction of health product vending machines</li> </ul>

The meeting closed at 5.30pm.

### **5.13 MAYORAL & CHIEF EXECUTIVE COUNCIL ACTIVITIES – SUMMARY REPORT**

#### **PURPOSE**

*This report summarises Mayoral and Chief Executive Council activities since the last Ordinary Meeting which particularly relate to key social, economic and environmental issues of direct relevance to the Warrnambool community.*

#### **REPORT**

<b>Date</b>	<b>Location</b>	<b>Function</b>
5 August 2017	Warrnambool	Mayor : Attended the Warrnambool Tabletennis Interleague competition.
6y August 2017	Warrnambool	Mayor : Attended the Deakin University open day.
9 August 2017	Warrnambool	Mayor : Attended a meeting of the Great South Coast Food & Fibre Council.
	Warrnambool	Mayor : Attended the Student Leaders Congress Night of Celebration.
14 August 2017	Warrnambool	Mayor : Provided a welcome to visiting Japanese Students from Miura, Japan.
16 August 2017	Warrnambool	Mayor : Attended the Small Business Festival Roadshow dinner.
17 August 2017	Melbourne	Chief Executive : Attended the LGPRo CEO's forum.
18 August 2017	Warrnambool	Mayor : Attended the Vietnam Veterans Day wreath laying ceremony.
19 August 2017	Warrnambool	Cr. Anderson represented the Mayor at the Warrnambool College Annual Presentation Ball.
25 August 2017	Melbourne	Mayor & Chief Executive : Attended the Regional Cities Victoria Forum.
27 August 2017	Warrnambool	Mayor : Participated in the Warrnambool Parkinson's Support group ' A walk on the promenade".
	Warrnambool	Cr Anderson represented the Mayor at the Warrnambool Legacy Club Ecumenical Church Service to mark the commencement of Legacy Week.
30 August 2017	Warrnambool	Mayor : Attended the Rotary Club of Warrnambool Father of the year 2017 Presentation.

**MOVED: CR. ANDERSON**  
**SECONDED: CR. OWEN**

**That this report be received.**

**CARRIED – 7:0**

## **6. NOTICE OF MOTION**

### **6.1 NOTICE OF MOTION - NO. 2147**

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**MOVED: CR. HULIN**  
**SECONDED: CR. OWEN**

That Warrnambool City Council write to both the State and Federal Environment Ministers to:

1. Voice our concern about the apparent poor practices of some operators in the resource recovery industry.
2. Request that they jointly investigate the feasibility of a national return deposit recycling scheme (similar to that implemented in South Australia).
3. Request that they support businesses within Australia with tax incentives for those who endeavour to use recycled materials within their businesses.

Further, that the State Government be urged direct the hundreds of millions of dollars of community funds collected from Victorian landfill levies, which are being held in the Sustainability Fund, to fund research into World's Best Practice for the ongoing use of recycled materials and their applications within Australia.

**CARRIED – 7:0**

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## **7. PUBLIC QUESTION TIME**

### **7.1 QUESTION FROM KEITH WALLACE, 214 MERRI STREET, WARRNAMBOOL**

*“Regarding pedestrian crossing – Merri Street when is it going to be instigated? Is this crossing in the plans for the area?”*

The Chief Executive responded that the Council engineering team were currently working with Victrack/Department of Transport about proposed changes to car park etc and part of that work includes pedestrian crossing/access in Merri Street.

#### **Second question from Keith Wallace**

*“Why talking with VLine.”*

#### **Third question from Keith Wallace**

*“In the meantime no pedestrian crossing”*

### **7.2 QUESTION FROM DOROTHY GRAUER, 25 McDONALD STREET, WARRNAMBOOL**

*“Has the Council got any plans to stop the squalor, clean up, squalor situation near the public toilets in Coles car park, City Centre?”*

*Does the fact that the Council is involved with the car park create a conflict of interest?*

The Chief Executive responded that there was no conflict of interest, the area is privately owned and we will be cleaning the area up and the owners will be charged.

#### **Second Question from Dorothy Grauer**

*“How do you explain this ongoing mess?”*

The Chief Executive responded that we will be negotiating with the owners to resolve this matter.

## **8. CLOSE OF MEETING**

The meeting closed at 6.50pm.

**CHAIRMAN**