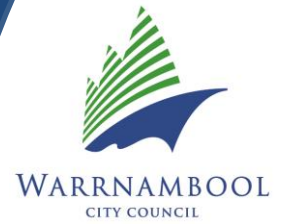


MINUTES

ORDINARY MEETING

WARRNAMBOOL CITY COUNCIL

5.45PM - MONDAY 4 JUNE 2018



VENUE:

**Reception Room
25 Liebig Street
Warrnambool**

COUNCILLORS

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

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**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 JUNE 2018 COMMENCING AT 5.45PM

PRESENT: Cr. Robert Anderson, Mayor/Chairman
Cr. Kylie Gaston
Cr. Tony Herbert
Cr. Peter Hulin
Cr. Michael Neoh

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

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

Cr. Sue Cassidy (leave of absence)
Cr. David Owen

3. CONFIRMATION OF MINUTES

MOVED: CR. HERBERT
SECONDED: CR. GASTON

That the Minutes of the Ordinary Meeting of Council held on 7 May 2018 be confirmed.

CARRIED – 5:0

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.

5. REPORTS

5.1 DRAFT 2017-2021 COUNCIL PLAN (REVISED 2018) AND 2018-2019 BUDGET

PURPOSE

This report provides a summary of feedback received in relation to the 2017-2021 Council Plan (revised 2018) and the 2018-2019 Budget.

EXECUTIVE SUMMARY

- Council previously endorsed the release of the Draft Council Plan and Draft Budget for public comment.
- Four submissions were received in relation to the Draft Budget
- Once Council has reviewed the submissions, the Council Plan and Budget will be formally presented for adoption at a Special Council Meeting on June 25 with or without amendments.

MOVED: CR. NEOH
SECONDED: CR. HULIN

1. **That submissions in relation to the Draft Budget are noted and that Council consider the submissions in conjunction with the 2018-2019 Budget at a Special Meeting of Council to be held on Monday, June 25, 2018.**
2. **That Council consider the Council Plan (Revised 2018) at a Special meeting of Council to be held on Monday, June 25, 2018.**

CARRIED – 5:0

BACKGROUND

Council is required to develop a four-year Council Plan, which includes a Strategic Resource Plan, under Section 125 of the Local Government Act. Council is required to review the Council Plan annually. In accordance with the Act the revised draft Council Plan was made available for public inspection for 28 days.

The Council Plan is the feature document in Council's suite of strategic planning documents, formulated to guide the work of Council over a four-year period.

The Council Plan was prepared initially through workshops involving Councillors and through the community which provided comments and suggestions.

It also draws on an extensive base of community engagement activities undertaken by Council over recent years. This includes engagement activities around public amenities, health and wellbeing, car parking, safer boating, economic investment, community services and infrastructure and coastal and open space management.

The Council Plan 2017-2021 (revised 2018) reflects the aspirations and direction of the council for its full term of office.

The revised Council Plan retains the vision for Warrnambool to be a *Cosmopolitan City by the Sea*, which references our beautiful and unique location and proclaims that the city is striving to be more welcoming, open and inclusive.

Also retained is the theme for the Council Plan – *Growing Pride and Confidence in the City*, which emphasises the need to celebrate and promote our city, its attributes and its appeal to those in the region and beyond.

The draft Council Plan outlines key activities and initiatives Council will undertake over 2017-2018 to deliver on the five objectives described in the plan. Those objectives are for Council to:

- Sustain and enhance the natural environment
- Foster a healthy city that is socially and culturally rich
- Maintain and improve the physical fabric of the city
- Develop a modern economy with diverse and sustainable employment
- Practice good governance through openness and accountability

As required by the Local Government Act the plan includes Strategic Objectives, Strategies for achieving the Objectives and Strategic or Key Performance Indicators for monitoring the achievement of the Objectives.

The Council Plan is a statutory requirement of the Local Government Act and is used by a number of other audiences and purposes including:

- A reference for the community.
- A framework for Council staff to build the annual Activities & Initiatives adopted by Council.
- A reference for State Government departments.
- Support for grant applications.
- Support for advocacy positions taken by Council.

The revised Council Plan includes in its narrative preliminary findings of the Warrnambool 2040 Community Plan.

This is the long-term plan developed over the past year with the community to set the direction for the city and its aspirations for the year 2040.

Through an extensive community engagement with over 3000 separate engagement contact points considered through the process the following four visions were developed by the community for Warrnambool 2040.

They are:

People: in 2040 Warrnambool will be a city where all people thrive.

Environment: in 2040 Warrnambool will be most sustainable regional city in Australia.

Place: in 2040 Warrnambool will be Australia's most liveable regional city.

Economy: in 2040 Warrnambool will be Australia's most resilient and thriving regional economy.

Under Section 127 of the Local Government Act Council is also required to prepare and adopt an annual Budget by June 30. In accordance with the Act the draft Budget was made available for public inspection for 28 days.

The Draft Budget was prepared in accordance with the budget principles set down by council and follows a number of workshops by the executive and Council.

As required by the Local Government Act and the Local Government (Planning & Reporting) Regulations 2014 the Draft Budget includes prescribed information, including:

- Financial Statements
- Statement of Capital Works
- Services and Initiatives funded in the budget
- Performance Statement

- Fees and charges
- Rating and borrowing details
- Strategic Resource Plan

At the Council Meeting on May 7, 2018 Council voted to release the Draft Council Plan and the Draft Budget for public comment.

A total of four submissions were received and they are summarised below. No requests to speak formed part of the submissions received as per section 223 of the Local Government Act pertaining to formal submissions for either the budget or Council Plan.

Submissions in relation to the 2018-2019 Budget

Submission	Issue raised in submission	Process going forward
1	Allocation of \$3000 sought for nature strip project by Warrnambool CoastCare LandCare.	To be forwarded to Councils small infrastructure fund for consideration
2	\$1000 charge for events attracting over 500 attendees is a disincentive to run the Summer Night Markets at Lake Pertobe	Submission to be forwarded to briefing for consideration as part of the adoption of the fees and charges schedule of the budget
3	Disagreement with extra \$4.2 million allocation to the City Centre Renewal, disagreement with the waste management cost increase.	Submission noted, to be forwarded to briefing for consideration
4	Allocation to celebrate and inform the community about Council/city actions and activities, possibly through an ambassador for Warrnambool or monthly sausage sizzles in Liebig Street. Need to better market the city to achieve positive reception of ideas and plans.	Submission to be forwarded to briefing for consideration, as part of the operating budget for community engagement initiatives and in relation to city promotion.

5.2 ACTIVITIES & INITIATIVES 2017-2018 – MARCH QUARTER

PURPOSE

This report provides information on progress in achieving the Activities and Initiatives set down for 2017-2018 as part of the Council Plan and Budget process.

EXECUTIVE SUMMARY

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

The actions and initiatives underpin activity we undertake to work toward the Vision of Warrnambool:
A Cosmopolitan City by the Sea.

And the 5 key objectives that underpin this Vision;

- 1 - Sustain and enhance the natural environment.
- 2 - Foster a healthy city that is socially and culturally rich.
- 3 - Maintain and improve the physical fabric of the city.
- 4 - Develop a modern economy with diverse and sustainable employment.
- 5 - Practice good governance through openness and accountability.

Funding allocations to deliver the Activities and Initiatives are outlined the Council Budget. In 2017-2018 there were 143 Activities and Initiatives identified. These actions and initiatives are representative of the broad range of the work undertaken by Council on behalf of the community.

The 143 Activities and Initiatives outlined are the tip of the iceberg of the work undertaken and represent a snapshot in time of works underway.

The commentary outlined often understates the level of work being undertaken in the community and should be read in conjunction with our regular operations reports to the community the annual report and the numerous plan updates which all detail the work and initiatives underway.

Council is now reporting to the community at the Activity and Initiative level undertaken to provide more information about the work being done by Council.

A new reporting format is being utilized for the first time in this report to try and make the progress of each action clearer for the community to understand.

The report details progress on activities, milestones and significant events across a range of specific actions and initiatives. Council will continue to develop metrics to report on our progress to the community.

MOVED: CR. GASTON
SECONDED: CR. HULIN

That Council receive this report.

CARRIED – 5:0

BACKGROUND

The 2017-2021 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.

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.

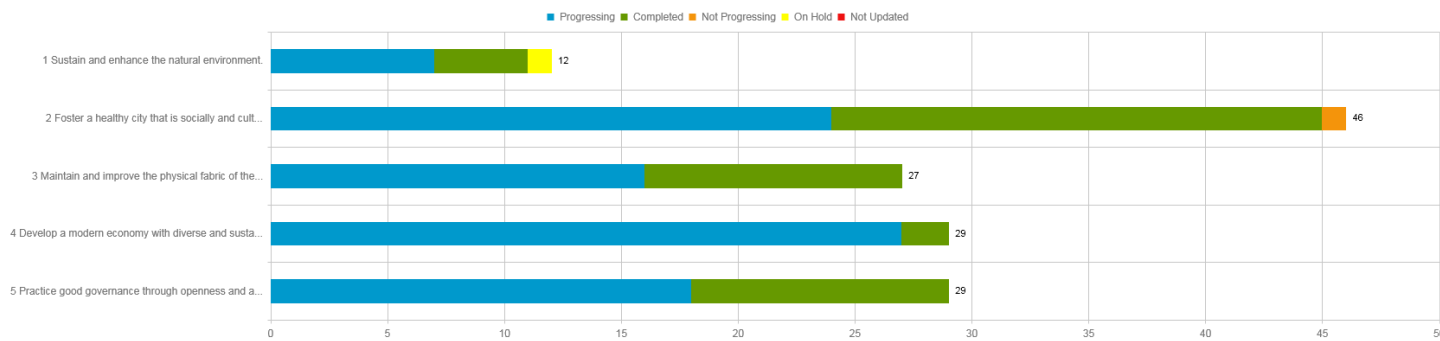
This report details the implementation status of the Activities and Initiatives. Each action has an indicator of the current status.

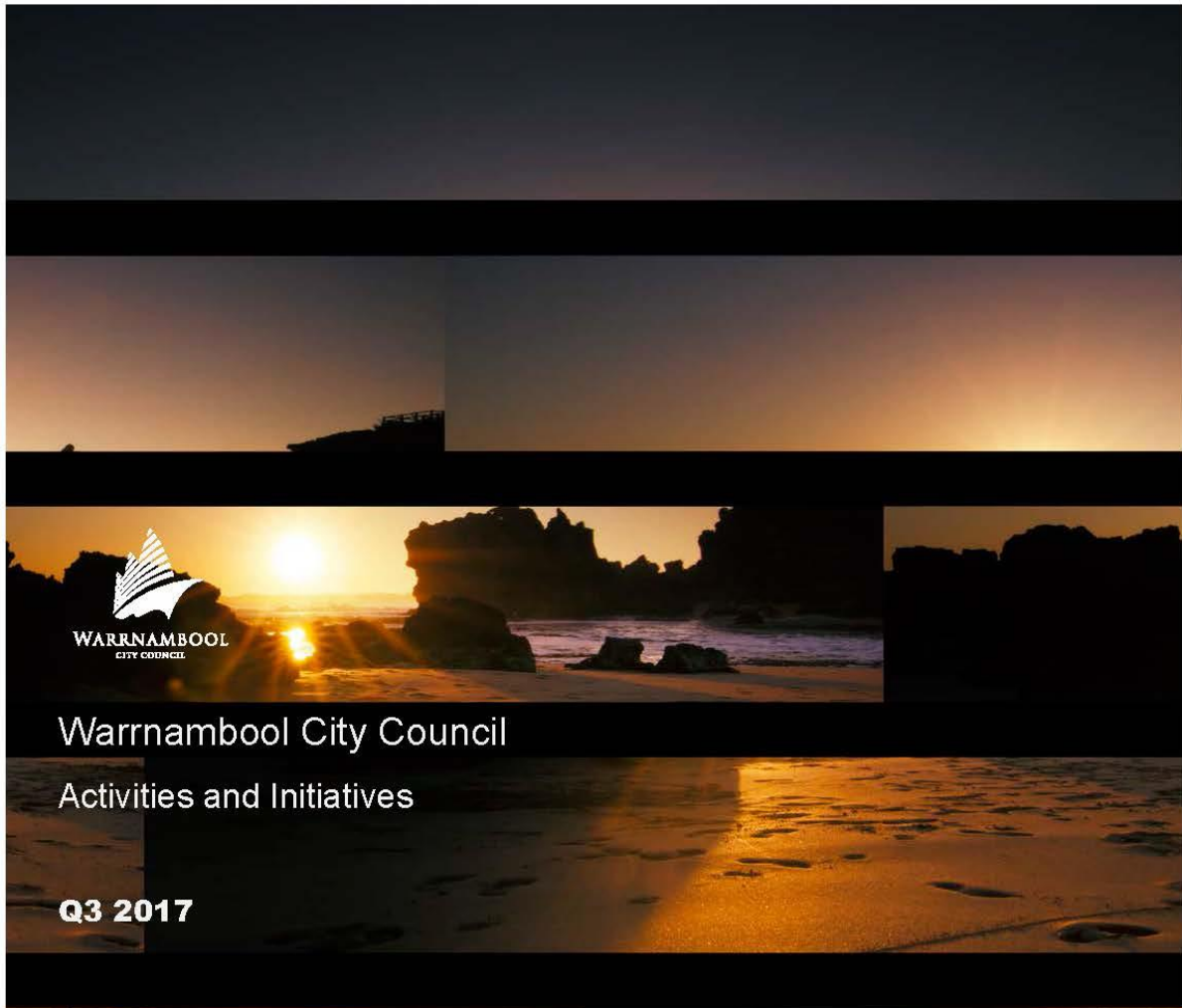
Completed

 Progressing
 On Hold
 Not Updated

2017/18 ACTIVITIES AND INITIATIVES OVERVIEW

The report provides summary comments as to the progress of the 2017/18 A&I's. A copy of the 143 A&I's and indicators, as at 16 May 2018, is attached as **Appendix A** to this report.





- Completed
- Progressing
- On Hold
- Not Updated



Warrnambool City Council Activities and Initiatives

Q3 2017

1: Sustain and enhance the natural environment.

1.1: Protect and enhance our waterways, coast and land.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
1.1.1	Implement the Coastal Management Plan and Vegetation Management Plan.	Jodie McNamara	Progressing	70%		Precinct plans are currently being developed for native vegetation. Implementation of the Coastal Management Plan is ongoing
1.1.2	Ensure compliance with Local Laws relating to horses on Lady Bay.	Peter McArdle	Completed	100%		New agreement signed & fee structure set. Ongoing monitoring of daily access.
1.1.3	Directly protect our waterways by septic tank compliance with EPA Code of Practice.	Glenn Reddick	Completed	100%		All septic tanks registered with Council are compliant
1.1.4	Manage and implement the Moyjil Cultural Heritage Plan.	Jodie McNamara	Progressing	60%		Funding for repair of stairs at Moyjil has been successful. Project brief is currently being developed and works to commence mid 2018.
1.1.5	Introduce measures to reduce litter spread through improved equipment, education and enforcement.	Kathryn McInnes	Progressing	85%		This is an ongoing action including retrofitting bins with hoods and ensuring all new bins have the litter reduction hood. Litter education requires ongoing reinforcement for example the Bag it Bin dog waste campaign has been launched and created discussion and awareness but will require regular activity and promotion to ensure it remains front of mind. An action plan for this Spring and Summer will be developed to undertake regular promotion activities using the funding from the Litter Innovation Grant from Sustainability Victoria. Council is also involved and supporting the Cleaner Beaches program that has resulted from the nurdle spill from the Wannon Water Treatment Plant. This will further highlight the impact of plastic litter on the marine environment and teach the community and agencies to measure and monitor this.



Warrnambool City Council Activities and Initiatives

Q3 2017

1.2: Commit to being a carbon neutral organisation by 2040.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
1.2.1	Develop and commence implementation of a new Warrnambool sustainability plan.	Jodie McNamara	Progressing	80%		Revised strategy has been developed to draft form. Key stakeholder consultation is underway. Public consultation is next step.

1.3: Invest in climate change preparedness.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
1.3.1	Deliver the Barwon South West - Local Coastal Hazard Assessment - Stage 1 Pursue funding for Stage 2	Jodie McNamara	Progressing	75%		Phase 1 of the Barwon South West Local Coastal Hazard Assessment is being peer reviewed.

1.4: Encourage environmentally sustainable business.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
1.4.1	Deliver on the actions from the Waste and Litter Education Strategy.	Kathryn McInnes	On Hold	0%		The brand new Resource Recovery, Waste Minimisation and Management Strategy has superseded the existing Waste and Litter Education Strategy. The RRWMM Strategy outlines an update of the education plan as an action. This will occur once the regional education strategy which is currently being developed, has been finalised.
1.4.2	Develop a Waste Management Strategy.	Kathryn McInnes	Completed	100%		The strategy has been developed and adopted by Council.

1.5: Review options for managing waste.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
1.5.1	Undertake a food organics and green organics trial to divert material from landfill.	Kathryn McInnes	Progressing	80%		The fifth collection of the pilot has been undertaken. There are four to go. Preparation for surveying the participants and future plans is underway.



Warrnambool City Council Activities and Initiatives

Q3 2017

1.6: Educate the community on Councils sustainability initiatives.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
1.6.1	Prepare a foreshore master plan specifically investigate potential for eco-tourism at the foreshore.	Shaun Miller	Progressing	40%		Draft Foreshore Precinct Plan completed. Wider consultation and linkages with other Master Plans to be completed. (eg. Lake Pertobe, Port of Warrnambool, Belfast Coastal Reserve Management Plan)

1.7: Partner with the community on local sustainability projects.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
1.7.1	Work with the community to advocate for Warrnambool to be a plastic bag-free city.	Kathryn McInnes	Completed	100%		State Government have listened to advocacy and have announced that plastic bags will be banned by 2020



Warrnambool City Council Activities and Initiatives

Q3 2017

2: Foster a healthy city that is socially and culturally rich.

2.1: Promote healthy lifestyles.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.1.1	Implement requirements of the new tobacco legislation in accordance with the Tobacco Act and MAV Tobacco Agreement.	Glenn Reddick	Completed	100%		Fully implemented
2.1.2	Develop a new Municipal Health and Wellbeing Plan for 2017-2021.	Lisa McLeod	Completed	100%		A new Municipal Health and Wellbeing Plan has been endorsed by Council in December 2017. A copy of the Plan can be downloaded from www.warrnambool.vic.gov.au/healthandwellbeing
2.1.3	Work with stakeholders to increase awareness and understanding of priority health and wellbeing issues within the community.	Lisa McLeod	Progressing	75%		On track. This quarter included significant online campaigns to promote heatwave safety, encourage residents to plan and prepare for bushfires and other extreme weather emergencies and encourage people of all ages to get physically and socially active at dozens the dozens of community events, initiatives and programs available in Warrnambool during summer.
2.1.4	Deliver and support funded initiatives which encourage healthy lifestyles.	Frances Fogarty	Completed	100%		Branch redesign completed to align with Towards Positive Ageing Strategy. This will be reviewed in December 2018.
2.1.5	Provide communications support to promote Council services and facilities.	Nick Higgins	Progressing	75%		Activities included liaising with Recreation and Culture Unit on development of Active Warrnambool Discussion Paper and the report on the outcomes of the Recreation Strategy. Provided ongoing support for the Lighthouse Theatre, Flagstaff Hill, helped produce kindergarten fact sheets and developed poster and social media for the SW Emergency Services Capability Forum.
2.1.6	Develop a plan to support healthy choices at the AquaZone kiosk drawing on recent learnings from the VicHealth funded "nudge" project.	Raymond Smith	Progressing	70%		Stock audited in the Nutrition Australia online platform to assess nutritional values. Site visit conducted to a facility that is compliant with the healthy eating guidelines to gain an understanding of implementing the guidelines.
2.1.7	Develop a plan to support healthy choices at the Stadium kiosk	Rodney Sanderson	Completed	100%		Water consumption has increased and will be measured against previous financial years sales in July.



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
	drawing on recent learnings from the VicHealth funded "nudge" project.					

2.2: Seek equity, access, safety and inclusion for everyone.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.2.1	Ensure compliance with requirements of the Food Act and Public Health Act.	Glenn Reddick	Completed	100%		All inspections have been completed and all premises compliant
2.2.2	Review immunisation facilities to ensure they are fit-for-purpose.	Alison Elliott	Completed	100%		Risk assessment is completed. Excising facility is inadequate and a compliant immunisation room is required. A budget bid 2018/19 unsuccessful
2.2.3	Increase influenza immunisation by providing a bespoke, walk-up immunisation clinic.	Alison Elliott	Not Progressing	100%		Flu Friday program was trailed last year and was a success. The program could not be provided in 2017/18 due to the lack of a facility.
2.2.4	Continue to partner with social, health and community advocacy groups to improve outcomes for the communities across the South West.	Richard Stone	Completed	100%		The Capacity Access and Inclusion branch has partnered with a range of community groups and organisations to improve outcomes for communities across the South west. These partner agencies include South West TAFE, the Wave school and Kings Colleges VCAL students, Cobden District Health, South west health care, Gunditjijamara Aboriginal Cooperative, All abilities advocacy group, Passport 2 Employment (P2E) network, Warrnambool Neighbourhood and Community House and over 70 community agencies receiving support through Councils Volunteer resource centre (Volunteer Connect).
2.2.5	Continue to work in partnership with the Primary Care Partnership to implement priority health promotion and prevention initiatives across the South West.	Lisa McLeod	Progressing	90%		On track. SW PCP and WCC are working to closely align the priorities and strategic goals of our plans - ie Warrnambool's health and wellbeing plan and PCP's integrated health promotion plan. This will set up more effective collaboration over the life



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						of each plan to 2021.
2.2.6	Implement Rural Access 2017-18 Directions report actions.	Neil Ballard	Progressing	75%		

2.3: Increase community health and social connections.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.3.1	Develop Community Programs that have a health & wellbeing focus and respond to community need.	Frances Fogarty	Completed	100%		All new classes are operating at maximum capacity successfully. Young Parents network continues to be well supported and a new first mums group has commenced. 3 new groups of 45 people are transitioning from short term rehabilitation programs at SWHC and STJOG and Lyndoch Living to exercise groups at the Archie Graham Community Centre.
2.3.2	Encourage a more connected community by growing the audience and reach of the Connect Warrnambool and Warrnambool Walks Facebook pages.	Lisa McLeod	Progressing	75%		Connect Warrnambool Performance: Facebook Page Likes – audience increased from 4,990 to 5239 from January to March 2018. Page Audience/Reach – continues to average 25,000 people per month. Warrnambool Walks Performance: Facebook Page Likes - audience increased from 1,157 to 1209 from January to March 2018. Reach dropped to around 6000 people per month due to reduced campaign activity during the summer school holidays.
2.3.3	In partnership with Arts Centre Melbourne and the Arts Wellbeing Collective, deliver a seminar supporting better mental health outcomes for arts workers in the region.	Amanda Kenneally	Completed	100%		The Arts Wellbeing Collective Road show visited Warrnambool on 8 August 2017. 17 Arts Workers from the region attended this seminar targeted at supporting better mental health.
2.3.4	Implement the East Warrnambool re-engagement program in partnership with Warrnambool College, School Focussed Youth Services and	Katherine McKean	Completed	100%		The project was delivered throughout 2017, culminating in a community art project.



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
	Western Bulldogs Football Club.					
2.3.5	Maintain and enhance child immunisation rates.	Alison Elliott	Completed	100%		<p>Immunisation rates exceed 95% - 18/10/2017</p> <p>Continue to follow-up on overdue children within the Municipality via AIR 11A report.</p> <p>Provide access to free childhood immunisation clinics. - 12/10/2017</p>
2.3.6	Promote healthy eating through the establishment of Kitchen Gardens within childcare services.	Ebony Grieve	Progressing	80%		<p>In March staff have attended the second round of training with the Stephanie Alexander Kitchen Garden Foundation. The training was based in Port Fairy and gave educators the opportunity to network, share ideas and stories about their experiences so far with the project.</p>

2.4: Encourage and support participation in sport, recreation and physical activity.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.4.1	Report on the outcomes of the condition assessment of the 50 metre outdoor pool, including lifecycle costs.	Raymond Smith	Progressing	80%		<p>Final report received on the 50m pool condition audit.</p>
2.4.2	Complete the Active Warrnambool Strategy.	Kim White	Progressing	70%		<p>The Issues and Opportunities discussion paper was presented to Council in May, and subsequently provided to key project stakeholders and community engagement participants. The draft Implementation Report is being prepared and due for completion in May.</p>
2.4.3	Commence implementation of the Reid Oval Development Plan with design of priority recommendations and advocate for State Government investment in its implementation.	Russell Lineham	Progressing	30%		<p>Consultants appointed to undertake Preliminary Business Case for project. Next Project Control Group in April.</p>
2.4.4	Continue implementation of the sports ground management review, incorporating a review of	Kim White	Progressing	50%		<p>An initial presentation to Council was provided in January. A further presentation to consider options to be presented in the</p>



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
	fees and subsidies for sports.					second half of the year.
2.4.5	Complete the following recreation infrastructure projects: - Friendly Societies Park Sports Ground Lighting Redevelopment. - Dennington Recreation Reserve Pavilion Redevelopment and sewer upgrade. - Walter Oval Sports Ground Irrigation development.	Kim White	Progressing	75%		Status update: - Friendly Societies Park Sports Ground Lighting project completed and officially launched in April 2018. - Walter Oval Sports Ground Irrigation development completed in January 2018. - Dennington Recreation Reserve Pavilion Redevelopment and sewer upgrade works are underway. The concrete for the new extension was poured in late April.
2.4.6	Review the operating model at AquaZone.	Raymond Smith	Completed	100%		Benchmarking completed within current resources against 10 region cities - Know Your Council, operating model achieving and exceeding targets in a number of areas, and reaching limits of improvements given facility capacity in some key areas.
2.4.7	Review the operating model for Warrnambool Stadium.	Rodney Sanderson	Progressing	70%		Bench marking data from like Council facilities has been gathered and initial analysis undertaken.
2.4.8	In consultation with the community investigate the location and scope for a dedicated dog park in Warrnambool.	Glenn Reddick	Progressing	20%		Comms are developing a questionnaire to gauge community support for the potential locations. It is expected to be released during June/July.

2.5: Encourage and support more lifelong learning.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.5.1	Facilitate implementation of an electronic borrowing system at Warrnambool Library.	Russell Lineham	Completed	100%		New electronic borrowing system installed at Warrnambool library and operating satisfactorily
2.5.2	Introduce extended opening hours at Warrnambool Library.	Russell Lineham	Completed	100%		The Corangamite Regional Library Corporation has introduced extended hours at Warrnambool Library for a



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						twelve month trial period
2.5.3	In partnership with the Beyond the Bell Local Area Group, participate in the Early Years Literacy working group program development and delivery in Warrnambool.	Tina McLeod	Progressing	70%		On track. The project has moved into the third stage, sourcing volunteers to extend the and maintain the project, as new sites are identified for book boxes to be distributed to.
2.5.4	Work with South West TAFE to explore an Early Years/Social Services workforce maintenance and development strategy.	Sharyn Trewin	Progressing	70%		Family Services continue to support SWTAFE students participation in placement and community projects. WCC family services staff engage in stakeholder meetings and small projects such as National Youth week and other community based initiatives to strengthen partnerships.
2.5.5	Review the programs delivered to families through the parenting service to ensure they provide families with practical skills and education in line with current research.	Sharyn Trewin	Completed	100%		Review complete and program improvements in place, along with new evidence based programs such as a number of flexible online parenting courses. Staff training has also been expanded
2.5.6	In partnership with primary schools, continue to review and improve the transition from Preschool to Primary School to ensure children are fully supported and integrated into the primary school environment.	Ebony Grieve	Completed	100%		On track. All kindergarten teachers have completed the reviewed transition to kindergarten training in collaboration with local primary school teachers; and newly introduced transition statements for children attending school in 2018 are progressing to plan.

2.6: Engage a broader range of people in cultural activities.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.6.1	Complete accreditation for Warrnambool Art Gallery through the Museums Australia Accreditation program, funds permitting.	Vanessa Gerrans	Completed	100%		On Tuesday 17 April, the Museum Accreditation Program (MAP) Manager advised the WAG Director that the Gallery application is successful and accreditation is awarded, effective immediately. The official awards ceremony occurs Wednesday 29 August 2018.
2.6.2	Complete implementation of the Diversity Plan for Councils Commonwealth Home Support	Kevin Ryan	Completed	100%		Review to DoH has been completed and sent 31/1/2018.



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
	Program and Home and Community Care Younger Persons Program.					Plan completed
2.6.3	Work with the appropriate stakeholders to progress development of improved tourism product initiatives at Tower Hill and Moyjil.	David McMahon	Progressing	70%		WCC represented on cross govt working group for Tower Hill and advocacy occurring through GORTB. Funding received from State Government to construct stair access to Moyjil.
2.6.4	Recognise the importance of Indigenous culture to the region and explore with Great Ocean Road Regional Tourism the potential for an increased Aboriginal tourism offer.	David McMahon	Progressing	70%		Indigenous Tourism Product Development Strategy has been commissioned by Great Ocean Road Regional Tourism Board. Tower Hill and Moyjil Point Ritchie will feature in this work to explore tourism product development opportunities. Extensive engagement occurring with indigenous groups and other tourism stakeholders.

2.7: Actively acknowledge local Aboriginal culture.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.7.1	Involve the local Aboriginal community in the development of major Council strategies and plans.	Lisa McLeod	Progressing	75%		On track. The Community Development Directorate is working to actively involve Aboriginal elders and community representatives in the W2040 Community Plan, community art (murals) and other activities.
2.7.2	Involve Aboriginal community members in the design of relevant priority projects identified in the Botanic Gardens and Lake Pertobe master plans.	Russell Lineham	Progressing	30%		On track Council will engage with Indigenous community representatives following identification of priority projects in the two master plans
2.7.3	Introduce indigenous road names in selected new subdivisions in consultation with the indigenous community.	Jodie McNamara	Progressing	70%		Council's Road names group include indigenous names on the road name register, in consultation with the indigenous community. To date, indigenous road names which relate to birds and animals are available for developers to use. Marine animals have recently been included.
2.7.4	Continue to provide culturally safe environments, for Indigenous children across	Tina McLeod	Progressing	70%		On track, a vision has been created with local indigenous elders who form part of the



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
	Councils Early Years Services.					advisory group for guiding the work in conjunction with the early years team.




2.8: Increase participation opportunities for disadvantaged members of the community.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
2.8.1	Deliver inclusive community engagement activities which provide a variety of opportunities to participate.	Richard Stone	Completed	100%		<p>The Rural Access initiative increased participation opportunities for people with a disability, through programs such as Passport 2 Employment (P2E) and the All Abilities Advocacy (AAA) a self-advocacy group for people with disability.</p> <p>The Archie Graham Centre has delivered a range of exercise programs, education programs, social programs and information sessions which saw over 8,500 attendances. The centre also held a NAIDOC Week event and conducted a week long Seniors festival.</p> <p>Youth services provided a diverse range of youth participation and capacity building initiatives to young people aged between 12 and 25 years. Key programs include Warrnambool Youth Council, FReeZA events and a range of school and community partnership based projects.</p> <p>The branch provided over 97,000 hours of home care to 1637 individuals in Warrnambool and support over 600 individuals to volunteer, many who experience some level of disadvantage.</p>
2.8.2	Improve the capacity of vulnerable and disadvantaged families to access services and provide flexible service models to meet their needs.	Sharyn Trewin	Progressing	80%		<p>MCH services will be available through two additional WCC locations to target vulnerable families. This will occur through the supported playgroup sessions and also be incorporated into long day care services to support</p>



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						families who may not have capacity to attend MCH visit due to outside influences. MCH services are continuing to be supported at Gunditjmara and SWTAFE young parents group. Supported playgroup is now being provided for up to 30 families each term x10 weeks with in home support each week.
2.8.3	Establish the Archie Graham Community Centre as a point of information for health and wellbeing activities and opportunities for older adults.	Frances Fogarty	Completed	100%		Marketing campaign successful and digital kiosk regularly updated to ensure information provided is accurate.
2.8.4	Implement the first year actions of the Marrung Aboriginal Education Plan 2016-2026.	Tina McLeod	Progressing	70%		On track, MCH project established with Gunditjmara working together to deliver an integrated culturally safe high quality MCH service for aboriginal families to optimise engagement with the service.
2.8.5	Implement the Integrated Early Child Years model within the Childrens Services Centre which actively supports the participation of children and families.	Sharyn Trewin	Completed	100%		The final stage is now complete with the establishment of the one stop Children's and Families Services precinct at the Children's Services Centre at Swan Reserve.



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3: Maintain and improve the physical fabric of the city.

3.1: Build better connections for cyclists and pedestrians.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
3.1.1	Consider the recommendations from the Cycling Reference Group and implement any actions adopted by Council.	Kim White	Progressing	75%		The Cycling Reference Group meets bimonthly and addresses a range of matters associated with planning, infrastructure and promotion for cycling in Warrnambool.

3.2: Create a more vibrant City through activating high quality public places.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
3.2.1	Deliver the funded Active Hubs program to encourage residents to use public spaces for active, social connection.	Lisa McLeod	Progressing	75%		On track. The Active Hub trailer is used by WAG, Youth, and Early Years Intervention and support teams to support their activities and engage the community. The Active Hub has been used at Eastlink Park, Warrnambool Community and Neighbourhood House and almost daily on the Civic Green, managed by WAG staff in January and February.
3.2.2	Improve active and passive open space in East Warrnambool through the implementation of the Neighbourhood Parks Community Infrastructure project.	Kim White	Progressing	95%		The basketball court was surfaced in April completing the final stage works. An official opening is being planned in partnership with the Warrnambool East Primary School Crew for May.
3.2.3	Implement the key funded initiatives of the Open Space Strategy, Year 1.	Jodie McNamara	Progressing	70%		Implementation program ongoing. South of the Merri precinct planning and open space contributions policy under development.
3.2.4	Develop an Open Space Contributions Policy.	Jodie McNamara	Progressing	55%		Draft policy document is currently being developed.
3.2.5	Develop city pride and story through development of town entrances.	Ben Storey	Progressing	60%		The site selection has been finalised for the eastern entrance statement. The road safety audit has been completed and approved by VicRoads. Civil engineering and landscape design is complete.



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						Graphic design for signage is to be released as a design and construct contract in June 2018. The expected construction commencement is September 2018.
3.2.6	Develop food van trading plans for the harbour and city centre precincts.	Glenn Reddick	Progressing	50%		Once the Footpath Trading Policy and Procedures are adopted, the food van plans will be prepared. Anticipated August 2018.

3.3: Build infrastructure that best meets current and future community needs.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
3.3.1	Develop pound facilities that meet compliance requirements of relevant acts and codes of practice.	Glenn Reddick	Progressing	55%		Detailed design underway.
3.3.2	Implement the 2017-2018 actions in the Disability Action Plan.	Richard Stone	Completed	100%		The DAP is a Council 10 year plan. All 8 actions for this year have been completed.
3.3.3	Consider special rates and charges schemes to develop footpath, drainage and road infrastructure.	John Finnerty	Completed	100%		All identified schemes have been investigated for 2017/18 and the PPN project which is currently under way will inform scheme projects for 2018/19. Work is also under way to improve the engagement process around early scheme investigations to improve awareness and also the chance of successful projects.
3.3.4	Progressively plan and renew City Centre streetscapes.	Ben Storey	Progressing	30%		City Centre renewal Zone 2 is 50% complete and PSCA roundabout works at Koroit/Kepler were approved at May Council meeting. Planning occurring around central bus interchange and when resolved progress on Zone 3 (Koroit Street) can occur.
3.3.5	Develop and expand Off Street Car Parking areas.	Scott Cavanagh	Progressing	35%		Work continuing to finalise transactions for Fairy Street Off Street Car Park. Grace Avenue expansion on hold due to significant constraints impacting



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						viability of land exchange.
3.3.6	Develop "significant & heritage" tree renewal program.	Mark Mirtschin	Progressing	10%		will roll into 2018/2019, already identified as an A&I for next financial year
3.3.7	Undertake a tender process for operation of pound services.	Glenn Reddick	Completed	100%		Tender has been awarded to RSPCA.

3.4: Enhance movement in and around the City.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
3.4.1	Begin rollout of new "smart" parking machines.	Glenn Reddick	Completed	95%		Rollout completed.

3.5: Maintain and enhance existing Council infrastructure.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
3.5.1	Undertake a tender process for the operation of pound services.	Glenn Reddick	Completed	0%		
3.5.2	Prepare a strategy and funding model for a long-term tree replacement program.	Mark Mirtschin	Progressing	10%		will roll into 2018/2019, already identified as an A&I for next financial year
3.5.3	Undertake an assessment of all public place litter bins and develop a maintenance/replacement program. Including the review of rubbish bin, recycling bin and dog bag dispenser locations.	Glenn Reddick	Completed	100%		Review has been undertaken and actioned progressively in line with budget.
3.5.4	Report on and identify infrastructure gap projects.	John Finnerty	Completed	100%		A State of the Assets report relating to all City Infrastructure asset classes was present to Council on 14 August 2017. A further status update was provided as part of the 2018/2019 budget process.
3.5.5	Develop and update asset management plans for key asset classes including roads, drains, bridges, footpaths, IT, Building, and monuments.	John Finnerty	Progressing	70%		Bridge Asset Management Plan (AMP) and the Pathway AMP have been adopted by Council. A Fleet AMP is well advanced and is to be completed this FY, the development of the Drainage and Open Space AMP's is scheduled for next financial



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						year.
3.5.6	Identify and regularly monitor condition of asset classes.	John Finnerty	Progressing	65%		Condition Assessment for Light Poles and another zone of Street Trees are now complete, Pathways is now complete, Open Space Assets is just being finalised and a small number of drainage assets will be commencing shortly. The condition audit of approximately one third of council's buildings has commenced and is progressing ahead of schedule.
3.5.7	Report annually to Council and community on backlog works.	John Finnerty	Completed	100%		A Council Briefing presentation and report has been completed.
3.5.8	Investigate funding opportunities to renew heritage assets such as Cannon Hill armaments, the Portuguese monument and Wollaston Bridge.	Jodie McNamara	Progressing	50%		Heritage Victoria have presented to Council officers with regard to the process for nominating and applying for heritage listed sites and funding round details. Funding application submitted to State Government for Wollaston Bridge renewal works.
3.5.9	Develop a Port of Warrnambool master plan to guide the redevelopment and operation of the precinct.	Thomas Hall	Completed	100%		The Warrnambool Harbour Master Plan was in principally indorsed at the Council meeting on 5 March 2018. A finalised copy of the Master Plan is attached for reference.



3.6: Advocate for better regional connections.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
3.6.1	Seek funding for and deliver road safety projects.	Paul Cugley	Completed	100%		Council has submitted applications for a range of road safety projects across a number of funding streams, including Black Spot, TAC Community Safety and Pedestrian Safety.



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
3.6.2	Advocate for essential safety and road improvements on the Princes Highway West.	Paul Cugley	Completed	100%		Accident data has been reviewed and letter sent to Vicroads Regional Manager for consideration of projects.
3.6.3	Advocate for improved passenger and freight rail services.	Andrew Paton	Progressing	70%		Funding announced of \$114 million towards upgrading the Warrnambool - Melbourne rail service. Council is actively involved in the Alliance Councils for Rail Freight Development. Advocacy has occurred towards supporting the extension of the Mode Shift Incentive Scheme.



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4: Develop a modern economy with diverse and sustainable employment.

4.1: Grow the City's population through local economic growth.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
4.1.1	Facilitate and promote business support and investment opportunities to grow the local economy.	Shaun Miller	Progressing	70%		Council's Economic Development and Investment Strategy identifies 60 initiatives to grow the local economy across five key themes - Leadership and Collaboration, Investment and Business Support, Infrastructure and Transport, Skills and Employment, and Visitor Economy. Progress towards implementation of initiatives reported to Council in the Economic Development Strategy Update 2018 and further info to follow in the upcoming City Growth Operations Report May 2018.
4.1.2	Provide executive support to implement the Great South Coast Food and Fibre Plan.	Shaun Miller	Progressing	70%		Director City Growth and Manager of Economic Development have provided secretariat, policy and advocacy support for the GSC Food and Fibre Council. Meetings have occurred at Ministerial and Advisor level towards advocacy for water, power infrastructure improvements, and entrepreneurial eco-system development.
4.1.3	Develop and circulate economic data and analysis to business and industry.	Shaun Miller	Progressing	75%		Economic data updated (including recent releases on population, jobs, unemployment rates and building values) on Council's online economic portal.
4.1.4	Implement Warrnambool - China Strategy to build local business capacity and capability.	Shaun Miller	Progressing	75%		More than 30 businesses accessed the Warrnambool China Bureau for advisory and translation support towards enhancing their presence in the China market. Work has begun on a regional Chinese Tourist skills and development program supported by a range of regional partners and RDV.



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
4.1.5	Promote and facilitate investment in the Warrnambool Regional Airport.	Shaun Miller	Progressing	65%		New hangar completed next to HEMS facility and another two hangar proposals at advanced stage of planning.
4.1.6	Complete and implement the Housing Diversity Strategy.	Jodie McNamara	Progressing	45%		The Housing Diversity Strategy has commenced.
4.1.7	Plan for the development and implementation of precinct structure plans.	Jodie McNamara	Progressing	70%		The following precinct structure plans are underway:- - Future Urban Growth Area; - North Wangoom Framework Plan; The following precinct structure plans are endorsed:- - Logans Beach Framework Plan review; - Eastern Activity Precinct Structure Plan
4.1.8	Maintain adequate land supply through regular audits and monitoring.	Jodie McNamara	Progressing	55%		The land supply data is continually monitored and a supply audit will be presented to Council in the first half of 2018.

4.2: Encourage more sustainable local business.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
4.2.1	Develop, promote and deliver Business Support Package to City Centre businesses for Stage 1 & Stage 2 City Centre Renewal Project.	Shaun Miller	Progressing	70%		Stage 2 business support package endorsed by Council February 2018. The package of support was developed in close partnership with traders and the Liebig Street Leadership Group with the CBDme, Find the Five, Laneway activation and Beers + Ideas programs implemented.
4.2.2	Complete and implement the Industrial Buffers Project.	Jodie McNamara	Progressing	80%		The draft report is currently under review.
4.2.3	Implementation of Development Plans and Developer Contributions Plans.	Jodie McNamara	Progressing	55%		Developer contributions plans currently underway include:- North of the Merri DCP - Precincts 1 and 2



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						North Dennington DCP
4.2.4	Deliver a business case and feasibility study for a Business Incubator/Accelerator to support growth of existing companies or start-ups in our region.	Shaun Miller	Progressing	60%		Extensive engagement with potential partners (education providers and surrounding municipalities) to garner support and a sustainable funding model. A funding application has been submitted to State and/or Federal Government to support the business case.
4.2.5	Support the development of new tourism and economic development proposals, including Crown Land proposals where appropriate.	Shaun Miller	Progressing	75%		Advice and support provided to investors, GORRT and State Government to facilitate a number of major development projects at planning stage along the Great Ocean Road. WCC also represented on the State Government Easter Marr Working Group.

4.3: Enhance the visitor experience.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
4.3.1	Develop and implement actions of the 2017 Events Strategy.	David McMahon	Completed	100%		The 2018-2022 Event Strategy has been completed and formally adopted by WCC on 7 May 2018.
4.3.2	Coordinate and deliver a regional visitor economy project to build the capacity and capability of local operators to access the growing Chinese tourism market.	David McMahon	Progressing	70%		Council has been successful in gaining State Govt funding for dedicated Chinese tourism workshops and sessions to target visitor experience, length of stay and yield.
4.3.3	Partner with GORT and other stakeholders to implement the recommendations of the Warrnambool Destination Action Plan.	David McMahon	Progressing	70%		A detailed review of the DMP is being undertaken with the Visitor Economy Advisory Committee to assess the remaining actions and projects across all its themes. An update will be provide by Great Ocean Road Regional Tourism and the Visitor Economy Manager in the Q4.
4.3.4	Complete, launch and promote the Flagstaff Hill Maritime Village Renewal Project.	David McMahon	Completed	100%		Project completed.



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
4.3.5	Produce and implement a Strategic Plan for the Holiday Parks (Surfside & Shipwreck Bay).	David McMahon	Progressing	50%		The development of a scoping document and vision for the Holiday Parks is complete. Stakeholder engagement and surveying has commenced.
4.3.6	Produce and implement a Marketing Strategy to promote Warrnambool in partnership with Great Ocean Road Tourism & Industry.	David McMahon	Progressing	60%		The roll out of the I AM WARRNAMBOOL marketing campaign continues with strong results achieved across the peak season, key events and the recent May Racing Carnival.
4.3.7	Support and participate in the activities of the Warrnambool Tourism and Business Association.	David McMahon	Progressing	90%		As the WTA has recently gone in to recess. A new approach/next steps is to be determined.
4.3.8	Support the activities of the Great Ocean Road Regional Tourism Board.	David McMahon	Progressing	70%		Council continues with work closely with GORRT with our board representative (Director City Growth), Visitor Economy Manager and Destination Marketer all actively involved with delivering the actions of the DMP and tourism products
4.3.9	Support and advocate for the implementation of initiatives in the Shipwreck Coast Master Plan.	David McMahon	Progressing	60%		Awaiting confirmation of State Government funding announcement

4.4: Advocate for and improve infrastructure including transport, services and digital infrastructure.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
4.4.1	Provide advocacy support material and report on advocacy outcomes.	Nick Higgins	Progressing	75%		Helped develop advocacy material for the WAG (HVAC system), outreach support program following the fires and ensured suite of advocacy documents was up-to-date.
4.4.2	Participate in regional leadership groups and alliances to advocate for improved transport, services and digital infrastructure.	Scott Cavanagh	Progressing	80%		Continuing to meet with regional directors group and coordinate Princes Highway West project, and input into the regional dairy mapping project. Council completed extensive media in December 2017 on defects and








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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						\$300M request for funding. Media Plan for mid 2018.

4.5: Create stronger links between education providers, business and industry.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
4.5.1	Develop and circulate economic data and analysis to business and industry.	Shaun Miller	Progressing	70%		Census 2016 data releases are also being consolidated and made available online via Council's demographic and economic products. The latest release details jobs by industry place of work data and population estimates as at June 2017.
4.5.2	Continual Improvement of the Development Toolkit.	Jodie McNamara	Progressing	50%		The city development toolkit is maintained and updated as changes to legislation and processes occur.
4.5.3	Continual Improvement of the Building Services Toolbox.	Jodie McNamara	Progressing	50%		Regular updating of the Building toolbox is undertaken as legislation changes.
4.5.4	Develop and implement a plan of partnership initiatives with Deakin Warrnambool and South West TAFE.	Shaun Miller	Progressing	60%		<p>Council has been working in partnership with Deakin University to promote and secure education scholarships funded by business and industry. The first Changchun student arrived in Warrnambool in February 2018 and Council facilitated a welcoming of international students in the region and facilitating connection with community groups to ensure a warm welcome.</p> <p>A proposal connecting Deakin, SW TAFE and WCC through a entrepreneurial eco-system has been submitted to State Government for consideration.</p>
4.5.5	Develop an International Student Education Prospectus.	Shaun Miller	Progressing	75%		A prospectus for international education was prepared for the Changchun Business Delegation in September 2017. Council is working with Deakin University to support its international student program via events, welcomes and supporting collateral.



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5: Practice good governance through openness and accountability.

5.1: Strategic Resource Plan.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.1.1	Coordinate, prepare and have adopted Councils Strategic Resource Plan.	David Harrington	Progressing	75%		A draft Strategic Resource Plan has been prepared and Council will decide on the 30th April whether to put the Plan out for the 28 day public consultation period.

5.2: Annual Budget.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.2.1	Coordinate, prepare and have adopted Councils Annual Budget.	David Harrington	Progressing	75%		A draft Annual Budget has been prepared and Council will decide on the 30th April whether to put the Budget out for the 28 day public consultation period.

5.3: Council Plan.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.3.1	Coordinate, prepare and have adopted the Council Plan 2017-2021.	Nick Higgins	Completed	100%		The Council Plan 2017-2021 has been prepared and adopted. The Council Plan is reviewed annually and, where required, revised each year consultation's and changes to legislation add information to the slight changes in direction in the plan. Each year the Plan is presented for public exhibition for the community to provided feedback and submissions as to the direction of the Council Plan

5.4: Community Plan.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.4.1	Undertake extensive and inclusive community engagement to inform a long term Community Plan (Warrnambool 2040).	Lisa McLeod	Progressing	90%		On track. The final element of Phase Two, four partner's forums finalised the vision, goals and objectives for the plans' Economy, People, Place and Environment pillars. The workshops resulted in a draft which includes 2040 outcomes and 2026 measures which is now being finessed for



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						presentation to Council and the community during the final engagement round in the coming month.
5.4.2	Develop a Community Plan to 2040.	Lisa McLeod	Progressing	90%		On track. Warrnambool 2040 has been a successful community-led process which is almost complete. Following a partners forum in late February a final draft plan will be available for final feedback from the community.

5.5: Reporting to the community.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.5.1	Report to the community on progress made in relation to the Council Plan, gather data to meet the Local Government Performance Reporting requirements.	Nick Higgins	Progressing	90%		Council has considered and reviewed the Council Plan and taken into account information received through the Warrnambool 2040 consultation process. The Council Plan has been presented to Council who have now put the draft out for public consultation and receipt of submissions to the community.
5.5.2	Report on the extent of, and engagement with, Council's communications efforts.	Nick Higgins	Progressing	75%		Data on engagement and activities provided through operations reports. Continue to print and circulate Council newsletter, C2C. This has a circulation in excess of 10,000 via insertion into The Standard and with copies made available at various Council sites. Council's social media accounts continue to reach a growing audience. A recent post featuring a mother and son talking about the city centre renewal's accessible streetscape recorded more than 4,200 views.



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5.6: Provision of opportunities for the community to actively participate in Councils decision-making through effective promotion, communication and engagement.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.6.1	Provide community engagement opportunities relating to Council projects as required.	Nick Higgins	Progressing	50%		The Communications Unit has supported engagement efforts around community safety in the foreshore precinct, the footpath trading policy and the Wangoom Road North Strategic Framework Plan. These consultations typically provide people with an opportunity to provide Council with feedback either in writing or online.
5.6.2	Undertake a review of Councils Local Laws and seek submissions from the community before adopting.	Glenn Reddick	Progressing	50%		Draft completed. Ready for working group review and presentation to Council to commence community consultation in July 2018.

5.7: Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.7.1	Continual refinement of the Health and Safety System through improved process, implementation, reporting and organisation engagement.	Trudy Marr	Progressing	45%		<p>Foundational policy and procedures are currently being run through a Council wide consultation process which will be followed by implementation process. Additional procedures that relate to training, planning, contractor management and risk/change management are being reviewed and implementation strategies developed.</p> <p>Required system improvements in the areas of workplace inspections, incident investigations and chemical management are already being implemented. Quarterly reporting has been completed for MEG and Audit and Risk.</p>
5.7.2	Enhancing efficiency and organisational performance through improved organisation culture utilising a trusted advisor model of service.	Trudy Marr	Progressing	75%		New Corporate Reporting System is now in place; Actions and Initiatives for this quarter will be recorded in the new system. Learning and Development Shared Services module - Litmos, going live in May to strengthen professional development opportunities across



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Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						LGA's.
5.7.3	Facilitation of organisational business improvement through identification and implementation of technological advance utilising a project management approach.	Ben Storey	Progressing	20%		PMF specification developed and procurement process is underway.
5.7.4	Implement workplace actions to educate and build capacity of Council staff regarding gender and diversity equity and family violence issues.	Trudy Marr	Progressing	75%		Since August 2017, over 50% of existing staff and all new staff have been introduced to the new Code of Conduct which included an overview of the Inclusion and Diversity policies. Three female staff members have been successful in gaining scholarships through Women and Leadership Australia Programs. WCC have also contributed to the cost of the programs which aim to equip more women to be successful in leadership roles.
5.7.5	Implement mobile computing system for Environmental Health Services to improve efficiency, service delivery and reduce paper waste.	Glenn Reddick	Completed	100%		
5.7.6	Update the Domestic Animal Management Plan.	Peter McArdle	Completed	100%		Completed and adopted
5.7.7	Introduce state-of-the-art technology to manage car parking in the city.	Glenn Reddick	Completed	100%		
5.7.8	Review work processes and safety procedures to ensure local laws are maintained efficiently and safely.	Peter McArdle	Completed	100%		Ongoing requirement, a number of new safety items have been purchased and processes reviewed.
5.7.9	Update the Municipal Fire Management Plan.	Peter McArdle	Completed	100%		Presented to Council for information pending review.
5.7.10	Ensure T1 ECM document management system is well integrated into Council business processes.	Peter Newell	Completed	100%		Staff induction processes are in place. Routine basic and advanced training sessions are scheduled. Records staff are scheduled to spend time with business units on an ongoing basis.



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						IT support staff are monitoring business unit use of ECM. Business Improvement Group members are monitoring business unit use of ECM.
5.7.11	Aim for efficiencies through the use of digital technology.	Peter Newell	Progressing	75%		AP Automation still on hold. Scheduled to recommence in May. Refinements to ECM workflows continue. Development work on ComBiz Automated has commenced...securing and simplifying data transfers with Commonwealth Bank. Migrating PSTN phone services in the lead up to NBN cut over; * Cancel services no longer required * Port services to "internal network" where possible * Migrate services to NBN as required - using AussieBroadband as supplier Modification of Intranet to accommodate links directly into ECM Online Kindergarten enrolments Migration of Harmony Centrebased Childcare to Software As A Service (cloud)

5.8: Ensure financial sustainability through effective use of Councils resources and assets and prudent management of risk.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.8.1	Conduct an audit and develop an action plan to meet the requirements of the Municipal Emergency Management Plan.	Glenn Reddick	Completed	100%		MEMP has been audited and actions completed



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.8.2	Achieve a low risk financial sustainability rating through preparation of the annual budget and ongoing monitoring of the financial performance.	David Harrington	Progressing	75%		The ongoing monitoring of the financials has led to decisions regarding savings or deferrals of costs to achieve the budget. Ongoing analysis and long term planning is ensuring the ongoing financial sustainability of Council.
5.8.3	Develop long term financial plans to ensure the long term financial sustainability of Council.	David Harrington	Progressing	80%		Continual long term financial planning is informing the Annual Budget and Strategic Resource Plan. It is highlighting the areas where decisions are required to be made including whether a rate cap variation is appropriate.

5.9: Deliver customer-focused, responsive services.

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
5.9.1	Improving organisation culture, engagement and service standards through a coordinated approach to innovative and sector leading training, professional development, cultural diversity and wellbeing.	Trudy Marr	Progressing	65%		WCC Employee Opinion survey was rolled out and had a 50% response rate (12% higher than 2014). Results are currently being reviewed with priorities to be set over coming weeks. The 2017/2018 training program continues to be delivered with First Aid, Mental Health, OHS and Corporate reporting being key features. \$15,000 of scholarships were awarded by "Women and leadership Australia" to women within WCC to undertake leadership development programs.
5.9.2	Customer Service Strategy Review 2017-2018.	Glendon Dickinson	Progressing	45%		Key members for project group have meet to establish and identify the key strategies that will form the basis of the Councils customer service strategy for the period 2019-2022. Work now begins on identifying and aliening activities and initiative that will address the strategies identified.
5.9.3	Identify customer-focused opportunities for the development of digital service delivery.	Glendon Dickinson	Progressing	80%		The integration of SAI Global, Landata Vic and Tech One software for the digital delivery of Statutory Certificates relating to



Warrnambool City Council Activities and Initiatives

Q3 2017

Action Code	Action Name	Responsible Officer	Status	Progress	Traffic Lights	Comments
						Land Conveyance user acceptance testing is complete with update of the production environment schedule for late May 2018 . Planning work in the Digital delivery of all land conveyance matters continues and will meet operational requirements of October 2018 thus meeting legislative requirements for the transfer of land. The 3rd quarter 2018/2019 saw the establishment of the "Business Improvement Unit" which will focus on the delivery of this key initiative going forward.
5.9.4	Communicate new initiatives and changes in legislation to the commercial sector under the Food and Health Act.	Glenn Reddick	Completed	100%		Fully implemented
5.9.5	Ensure all Local Laws are enforced and the review process and discretions administered in accordance with the objectives of the Local Laws and relevant Council guidelines.	Glenn Reddick	Completed	100%		Local Law enforcement is ongoing, however all outstanding enforcement cases are being actioned.
5.9.6	Complete a review of the existing kerb side collection contract in readiness for a new contract.	Kathryn McInnes	Completed	100%		Contract has been reviewed and consultant appointed to draft the new contract

5.3 CITY INFRASTRUCTURE DIRECTORATE OPERATIONS REPORT

PURPOSE

This report provides summary information related to activities undertaken by the City Infrastructure Directorate during the 2017/2018 financial year.

CITY INFRASTRUCTURE DIRECTORATE

The City Infrastructure Directorate is comprised of:

- Projects and Facilities Branch
 - Building Strategy and Services
 - Port Management
 - Waterway Management
 - Project Management Office
 - Aerodrome Management
 - Construction Management

- City Amenity Branch
 - Local Laws & Animal Control
 - Environmental Health Services
 - Immunisation
 - Waste Management
 - Emergency Management

- Infrastructure Services Branch
 - Depot Operations
 - Engineering Design & Investigation
 - Asset Management
 - Road Safety
 - Construction Supervision (Subdivisions)

Summary information relating to the activities of each of the aforementioned branches is shown in the City Infrastructure Operations report attached.

MOVED: CR. HULIN
SECONDED: CR. NEOH

That the City Infrastructure Operations Report for the 2017/2018 financial year be received.

CARRIED – 5:0



City Infrastructure Operations Report **May 2018**

This report provides information
on key activities of the City
Infrastructure Directorate





CAPITAL WORKS AND PROJECTS



FACILITIES AND PROJECTS

1. Port of Warrnambool

Lights are being fitted to buoys in Lady Bay to comply with Transport Safety Victoria (TSV) standards.

Four timber piles have been structurally repaired with a welded polyvinyl chloride sleeve and epoxy grout on the northern jetty.

The temporary patch remains in place and officers are maintaining a program of frequent inspection and cleaning of the public access boat ramp, which is approaching end of life.

The navigational aid at the end of the breakwater has been upgraded to LED technology, the new light has increased visibility and is expected to improve availability performance.

Work has commenced as part of a trial repair of a four meter section of the wave deflector on the seaward side of the breakwater.

A breakwater Condition Survey has been completed as part of an asset planning process for the breakwater structure which was found to have a number of issues, most notably:

- Scour undermining of the structure leading to settlement and rotation seaward
- Water penetration leading to disintegration and dislodgement of a number of the 12 tonne pre-cast concrete blocks
- Delamination and instability of the concrete fascia walls
- The trigger has been reached for configuration dredging



The asset plan and associated reports will be used to pursue funding opportunities which include extension of the rock armouring treatment, renewal of timber jetties, rendering, dredging and upgrade of the existing public boat ramp.

Following adoption of the Port of Warrnambool Masterplan, the design process has commenced in relation to the boat ramp and fish cleaning facilities.



FACILITIES AND PROJECTS



2. City Centre Renewal

Minor work is being finalised in relation to the 2017 Zone 1 works, including paving at shopfronts, lighting and vegetation. The Zone 1 works reached practical completion on December 1, 2017.

The renovated streetscape utilises best practice universal design principles in relation to the at-grade kerb, location and number of accessible carparks, seating, lighting and tactile ground surface indicators.

A façade improvement grant program and the new footpath design has reduced the step at shop thresholds in 23 instances in the first two city blocks.

The 21 Century streetscape includes electric car charging capability, as well as drink fountains, a shared bike lane and additional bike hoops to encourage cycling.

The renewal is much more than a cosmetic facelift, and has included renewal of drainage, water, telecommunications and power services.

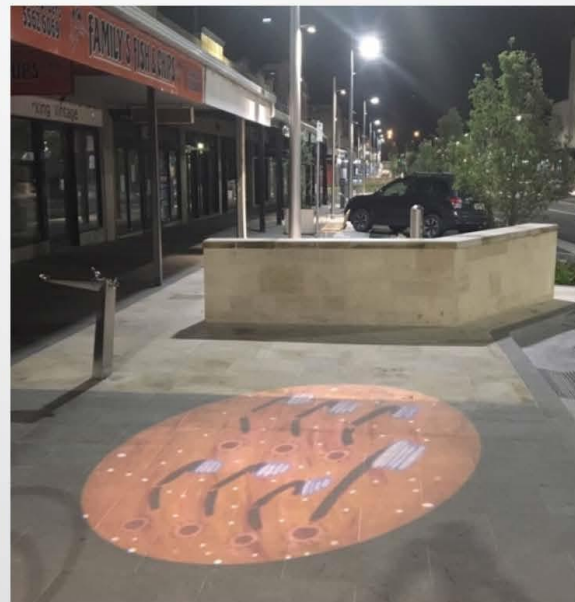
Activity nodes, furniture and soft landscaping have been designed to encourage placemaking through the creation of a destination as opposed to simply providing access to shops.

The 2018 scope of works is approaching 50% complete. Early works on the upgraded drainage at the Timor Street end of the project has effectively waterproofed the site as we move into winter.

Despite a number of setbacks, including a number of redundant

services, relocation of key resources to support the bushfire effort, the contractors have done an amazing job keeping the construction on program.

The next stage of works is Koroit Street between Liebzig and Kepler streets. Key features of the project will include upgrade of the Koroit Street / Kepler Street intersection in collaboration with the pedestrian safety grant, as well as improved amenity at the mid-block crossing.



FACILITIES AND PROJECTS

3. Tenders

2016036	Material Storage Bins (Depot)	2017055	Provision of Animal Shelter Services
2016039	City Centre Revitalisation Project (Stage 1 & 2)	2017057	Aquazone Plenum Wall
2016043	East Links Solar Lighting	2017063	Brierly Reserve Power Upgrade
2017002	City Centre Renewal – Consultation Design & Documentation (Stage 2)	2017064	Wester & Walter Oval Irrigation Upgrade
2017006	Supply & Installation of Football Sports Lighting	2017065	Brierly Reserve – New Bore Installation
2017007	Supply & Installation of Integrated Parking Management System	2017066	Aquazone Mechanical System Assessment
2017017	D&C of Vehicle & Storage Shed (Depot)	2018008	Construction Wavelinks Park Warrnambool
2017026	Lake Pertobe Irrigation Upgrade	2018011	Cramer Street Playground Construction Works
2017035	EOI re Liebig Street Public Art Program	2018016	Design & Construction Simpson Street Drainage, Tunnel Rehabilitation & Lining
2017038	D&C of New PTV Bus Shelters	2018019	Register of Contractors Supporting Civil Infrastructure - Construction
2017034	Road Pavement Rehabilitation	2018020	Register of Contractors Supporting Civil Infrastructure - Goods and General Services
2017041	Civic Centre Boiler Replacement	2018028	Foam Bitumen Pavement Rehabilitation
2017047	Provision of Consultancy Services Engineering/Technical	2018031	Public Amenities Renewal 2018 - Swan Reserve & Botanic Gardens
2017051	Woodford Footbridge Construction		

4. Lake Pertobe Irrigation

Stage 1 of a new irrigation system has been installed in Lake Pertobe and became operational in March. The system currently irrigates areas 1 to 4A (Refer below image) and reduces the need for manual watering.

Installation of the system included a local weather station and upgrade of the bore. The system will improve coverage and generate a more uniform appearance during the peak tourist season.



FACILITIES AND PROJECTS



5. Irrigation at Brierly Reserve and Walter Ovals

Two new irrigation systems have been commissioned since January, in addition to eliminating the need for manual watering; they will reduce potable water consumption. The systems utilise a tank to chandy the bore water in order to meet standards for salinity and employ spray and soak technology. Consistency of watering is expected to improve the playing surface.

6. Footpath Laneways and Linkages and Road Rehabilitation Programs

Russell's Creek Estate 250sqm completed February 2018, completed in April 2018.

West industrial precinct. \$1.9M including kerb, deep lift pavement and emulsion stabilisation. Construction commenced in March 2018 and were completed in May 2018.

Bushfield recreation reserve, entry improvement, including widening of the gate entranceway and upgrade of drainage.

Gillies Street tree surrounds, a pilot project was undertaken to minimise compaction over the structural root system.

Fala Park Road, 430m of pavement rehabilitation completed in March 2018, providing improved drainage and ride quality.

Hoki Crescent, 30m of footpath linkage was provided between Gateway Road to the southern footpath. Works were completed in November 2017.

Aberline Road, 50m of footpath linkage was created between Boiling Down Road and Whites Road, construction completed November 2017.

Hood Street, 60m of footpath connection has been created between the Princess Highway and Baynes Street. December 2017 completion.

Deep lift asphalt patching over 300sqm was conducted at **Hayley Drive** and **Mortlake Road** in February 2018.

7. South Warrnambool Sports Lights

A new football sports lighting system has been installed in partnership with the South Warrnambool Football and Netball Club and State Government providing 133 lux average for the playing surface, suitable for amateur competition.

The football club demonstrated the capacity of their lights at the first round of this season's home and away season.

The system uses state of the art LED technology, delivering more usable light to the ground at a 30% power saving over metal halide technology, eliminating the need to replace lamps every 3 years and has superior cut-off of glare and nuisance light to neighbouring properties.



FACILITIES AND PROJECTS

8. Eastlinks Solar Lights

64 lights have been installed throughout East Warrnambool north of the highway, across six separate parks and reserves between Gateway Road and McGregor's Road.

The social benefits include passive surveillance. The lighting is expected to assist people with exercise and access to the adjacent shopping centre.

This project was complete in partnership with The Department of Justice through a Community Safety Grant.



9. Wavelinks Park

Construction of skate elements, footpath connections, scooter track and a multi ball court facilities has been completed on the parcel of land at 10 Armstrong Grove. The recreation facilities have been heavily utilised since being open to the public in January.



10. Allansford Recreation Reserve

The final touches have been installed at the netball facility, including court surfacing and LED sports lighting ahead of the home and away season. The partnership project was led by the committee of management and is an asset for the local community.



FACILITIES AND PROJECTS

11. Scott Street Depot

Depot material storage bins have been installed at the Scott Street Depot. As part of Council's continued push to reduce refuse and improve environmental outcomes these bins will be used to compost materials recovered from the street sweeper with other organic materials to create a material suitable for use in recreation reserves.

The recent expansion of the depot shed to accommodate records created a \$21,000 annual operational saving.



12. Restoration Works have been finalised following the September 2016 floods

Restoration projects undertaken under the Victoria Government Natural Disaster Financial Assistance Program following September 2016 Floods include:

1. Scour at 13 Albert Street Woodford.
2. Scour at the abutments of the Hopkins River Bridge.
3. Scour damage at the Merri River end of Block Street.
4. Repair Woodford Bridge.

13. Playground Renewal

The Playground Renewal project saw several sites developed with modern play equipment as part of our asset renewal and upgrade program. At the Cramer Street Playground, the installation of an accessible carousel was amongst the upgrade works funded in partnership with The Variety Club. At the Stanley Street Playground, equipment has been purchased and a new mural artwork has been installed ahead of the planned renewal project for the site, stage 1 works are scheduled to commence in June this year.



14. Simpson Street Drainage

Lining of the lower tunnel section, Thomson Street to EJ Park, design and construct contract awarded, construction to be completed by March 2019.

The current stage of works will re-line a 118m critical section of unlined tunnel currently subject to pressurisation events, scour and localised collapse. Situated 30m below the rail line and Simpson Street, the project includes some unique challenges.

The tunnel was formed circa 1968 as part of an employment scheme.

The below image shows a section of the tunnel, approximately 30m long, 2m high, 1.5m wide where a layer of uncemented silt material forms the walls, this material is susceptible to failure due to storm events due to scour and saturation/pressurisation.





BUILDING STRATEGY AND SERVICES

The 2017/18 capital and renewal program for buildings is 95% complete. The program had a focus on roof replacements and rectifying areas of non-compliance in regard to Essential Safety Measures.



BUILDING STRATEGY AND SERVICES

Projects completed to date include:

1. Roof Replacements

• Lions Hopkins Kindergarten including PV solar system	\$32,688
• Dennington Kindergarten	\$30,384
• Coles Carpark public amenities	\$18,469
• ARC Stadium Roof	\$46,538
• Flagstaff Hill Maritime Village Verandas (various)	\$9,268
• Botanic Gardens Fernery	\$10,427
• Archie Graham Centre (partial)	\$10,710
• Aero Club Building	\$15,935
• RSPCA(partial)	\$5,000

2. Regulatory Compliance Projects

Essential Safety Measure Compliance Including:	\$20,505
• Skylight grills installed at caravan parks	
• Flagstaff Hill fire extinguishers and fire reel relocation	
• Minor repairs to emergency lights at various locations	
• Civic Centre alterations to fire doors and platform lift installation	\$45,000

Height Safety and Access Compliance Improvements	\$50,000
Roof Access systems installed at the following sites:	

- Archie Graham Centre
- ARC Stadium
- Coles Carpark public amenities
- Coast Guard / Harbour Pavilion
- Scott Street Depot
- Lighthouse Theatre



BUILDING STRATEGY AND SERVICES

3. Asbestos Management and Removal Projects \$30,550

- Lions Hopkins eave lining replacement
- Archie Graham Centre cladding removal
- Flagstaff Hill Barracks ceiling replacement
- Gardens Cottage switchboard replacement
- Dennington Football and Netball Pavilion ceiling replacement \$18,000

4. General Renewal Projects

- Air Apply Hangar – Reclad walls \$18,000
- Building condition audit \$50,000
- 38 Koroit Street – Demolish and remove dilapidated shed \$12,924
- East and Lions Hopkins Kindergarten - shade sail replacement \$24,808
- RSPCA - replace switchboards, light fittings, pen gates and shade cloth \$26,425
- Civic Centre – first floor men’s amenities refurbishment \$30,000
- Civic Centre – furniture replacement \$21,000
- **Flagstaff Hill**
 - Steam Packet Inn – structural repairs \$15,422
 - Lighthouse Lodge – Re-clad exterior \$20,000
 - Sail Makers Loft – lintel / parapet repairs \$35,000
 - Repairs to the deck \$5,000
- **Aquazone**
 - Pump and valve replacements \$60,000
 - Exterior light pole replacement \$8,000
 - Pump room doors replacement \$10,000
- Netball Stadium – replace exterior doors and plumbing fixtures \$8,500
- Dennington Kindergarten - Fence replacement \$5,000
- Art Gallery – Façade and Portico repairs (underway) \$18,714
- Harbour Pavilion – install airlock to ground floor lift \$9,882
- Three new condensing boilers have been installed at the Civic Centre following the failure of the circa 1970’s RayPak unit in September 2016.





DEPOT OPERATIONS

DEPOT OPERATIONS

1. Promenade / Beach Accesses

Works have recently been carried out to repair 5 timber pathways and beach access points along promenade. These projects involved removing and replacing rotten timbers and those presenting a potential public risk.

- | | |
|-------------------------------|----------|
| • Hopkins Bridge to Blue Hole | \$3,960 |
| • Mc Gennans beach access 123 | \$10,883 |
| • Middle Island boardwalk | \$3,753 |
| • Moyjil Trigg Point | \$1,213 |
| • Mc Gennans viewing area | \$14,989 |



2. Beach Cleaning

Beach cleaning commenced on the 8th December 2017 with cleaning completed every Monday, Wednesday and Friday through until end of 16th March 2018. Further cleaning was then completed when warmer weather was predicted with a focus on the Easter weekend and May Race week. (299.5 hours)

Cleaning was programmed on public holidays including Boxing Day and New Year's Day and the March long weekend 'Nippers Surf Carnival' to ensure pristine conditions on those prominent days. Contractor assistance with an excavator and dump truck was required prior to the Nippers carnival to assist remove the large amounts of kelp at a cost of approximately \$6,500. All kelp is placed on the primary dune to help stabilise and protect the Promenade from high seas.

2017/2018 cost for these operations to the end of April - \$35,161 (expenditure \$42,262 income \$7,101).



DEPOT OPERATIONS

3. Fleet Management

Heavy plant items replaced have included 2 mowers used for maintaining Council's open space areas:

3.1

Replacement of a 2010 Ransome reel / cylinder mower with a Toro 4700 multi deck mower at \$130,596.00. The Toro 4700 multi deck mower is fitted with 7 individual rotary cutting decks that follow the contours of the terrain giving a high quality of cut. Due to the labour intensive and maintenance costs associated with the Ransome reel / cylinder mower the replacement Toro 4700 multi deck mower has proven to be more efficient and still provides a quality finish of cut. Simple maintenance tasks like 'blades' can be changed by the operator efficiently and there is no daily back cutting of reels or sole plate adjustment that would take the operator up to 1 hour a day before commencing work. This machine is used for high profile areas including Botanic Gardens, Lake Pertobe and numerous Sports Fields.

3.2

Replacement of 2012 Jacobsen 11' rotary mower with a Toro Grounds Master 5910 16' rotary mower \$171,009.27. The Toro Grounds Master 5910 is a new design and drive train layout. In comparison with the superseded model it meets all current emission standards for particulate matter and the drive train is a stronger and no longer has reduction hubs. The 16' cut allows more efficient mowing with a wider cut but does compromise the manoeuvrability in tight areas. This mower has a road speed of 40kph and does not need to be floated to job sites, allowing it to easily move from one worksite to the next. This machine is used for large open space areas and can be used as a support mower for the high profile areas.



4. Kerb & Channel Replacement

Twenty-four sections of kerb and channel were repaired prior to the road reseal program commencing ranged in length from 2.5m (Davis St) to 27m (Ferguson Street). Total length for year to date is 182 metres. Different methods of kerb were installed including concrete kerb, asphalt, concrete blocks and bluestone.

Costs to end of April 2018 for works that include removal and disposal expenses is \$55,134 from the 2017/2018 budget of \$59,919.

5. Road Pavement

35 sections of road pavement were identified as defects and have been replaced ranging in area from 0.4 square meters (Lava Street – Fig Tree) to 230 square metres (Crawley Street). Total square metres to end of April replaced is 797.25.

Costs to end of April 2018 for works that include dig out and disposal expenses is \$66,946 from the 2017/2018 budget of \$75,568.



DEPOT OPERATIONS

7. Path Maintenance

Maintenance teams have completed works to improve path assets at various locations utilising the additional \$90K in funding allocated in November 2017. Works include:

- Payne Reserve, 295 lineal metres of gala gravel footpaths - \$3,670
- Bescott Street, 81 lineal metres of concrete footpaths with additional reinforcement - \$8,179
- Rail trail, 2,425 lineal metres of sandstone vehicle / path way - \$29,033 (912 tonne sandstone -\$15,062)
- Blue hole, 254.6 lineal metres of gala gravel footpaths - \$7,070

Before ▶



After ▶



Before ▶



After ▶



Before ▶



After ▶



DEPOT OPERATIONS

Before ▶



After ▶



Before ▶



After ▶



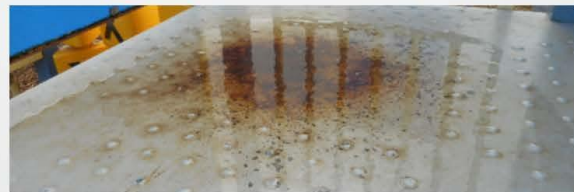
8. Parks & Open Space

Maintenance works have been programmed to precede holiday periods and significant events including, Christmas, Easter and May Race Week to ensure the city and open space areas are well presented. Maintenance works include; mowing, edging of kerbs and paths, and brush-cutting around poles, fences and obstacles.

9. Playground Equipment

21 playgrounds have received rust treatment and have had repainting on at least some components between February and April 2018. These works were identified through the inspection program and have improved the look of the equipment while protecting the treated components of the assets into the future. Other play equipment tasks including replacement of faulty or broken parts, including swing seats, chain links, bearings, and soft-fall under-surfacing have also been completed.

The cost for all maintenance tasks to end of April 2018 for the entire 60 playgrounds is \$59,460 from the 2017/2018 budget of \$89,995. (This excludes Lake Pertobe works).



DEPOT OPERATIONS

10. Line Marking

Line marking of car parks spaces for the current year not including any road line-marking included:

- 24 – Disabled parks and hatchings
- 3 – Pram parks and symbols
- 1533 – Car parks
- 9 – Loading zones
- 15 – Bus zones
- 5 – Taxi parks
- 64 – Trailer parks

Car parks markings include, 258 in Ozone car park, 190 at Flagstaff Hill, 109 at Grace Avenue car park.

11. Symbol Marking

- 35 - Bicycle (20 x long life, 15 x painted)
- 14 - Pedestrian Crossings (1 x long life, 13 x painted)
- 4 - Rail Crossing (3 x long life, 1 x painted)
- 11 – Disabled logos (5x long life, 6 x painted)
- 24 – Keep Clear (1 x long life, 23 x painted)
- 31 – Arrows (6 x long life, 25 x painted)

Centre road marking is programmed prior to the end of June 2018.

12. Municipal Depot Chemical Storage Container

A Chemical storage container has been delivered to the Municipal depot. The storage container complies with regulations for the safe storage of chemicals the depot teams use for maintenance activities.





CONSTRUCTION SUPERVISION

CONSTRUCTION SUPERVISION

1. New Developments

1.1 Logans Beach Estate Stage 3

Acceptance of works of the 7 Lot Development was provided in December 2017. The Development included 860 square metres of road pavement and 260 lineal metres of footpath.



1.2 Riverside Estate Stage 3

Acceptance of works of the 19 Lot Development was provided in February 2018. The Development included 2,135 square metres of road pavement, 590 lineal metres of footpath and 570 lineal metres of drainage pipe.



1.3 Hollingsworth Estate Stage 3 & 4

Acceptance of works of the 33 Lot Development (18 in Stage 3 and 15 in Stage 4) was provided in March 2018. The two Stages of this Development included 1,380 square metres of road pavement, 680 lineal metres of footpath and 450 lineal metres of drainage pipe.



2. Road Management Plan Compliance

For the reporting period between 01 July 2017 to 31 December 2017 (inclusive), a total of 540 RMP defects were due to be completed (up from 294 in January to June). The Infrastructure Services Team has been working on defects to ensure all open defects are categorised correctly and closed out or made safe in a timely manner.



CONSTRUCTION SUPERVISION

3. Reseal Program

In November 2017, Inroads completed the reseal program with 52 road sections resealed and a total of area of 6,788m². The works received minimal complaints from the community and were finished ahead of time, taking only 20 days to complete.



4. Permit Numbers

Over the last 12 months we have received and processed close to 1,000 Permit Applications with the following breakdown:

Permit Type	Number
Event Permit Applications (requiring road closures)	30
Heavy Vehicle Permit Applications	150
Asset Protection Applications	350
Road Permit Applications	400





ASSET MANAGEMENT



CONSTRUCTION SUPERVISION

1. Condition Assessments

A condition audit of all 416 Council open space light poles has been completed with maintenance issues sent to service managers.

325km of footpaths have been condition assessed. This audit comes with full video and a condition score every 20m which will inform future renewal programs, maintenance planning and determining deterioration rates.

Projects like these are invaluable for works planning as well as meeting financial audit requirements.



Street Tree Audit

The street tree risk audit has continued with another 5300 trees assessed. This audit also identified an additional 4500 sites suitable for new street tree plantings. This is estimated to be 3/4 of our tree portfolio. The remainder of which is scheduled for completion next financial year. These findings have been incorporated into Council's GIS & AMS, allowing individual tree reports to be viewed from Exponare.

Open Space Audit

An Open Space Audit is in progress which will condition assess approximately 1900 of Council's Open Space assets as well as accurately map their geographical location. The

information will be used to create replacement schedules and budget the future costs to ensure Council's Open Space assets are maintained to an accepted standard.

Contractors are currently undertaking a quality assessment of high profile Council buildings expected to be completed late May, this is stage one of a facilities audit where all functionality and capacity issues are assessed and prioritised to inform future renewal requirements.

Drainage Tunnels

Council's tunnels (excluding Simpson Street) have been walked and condition assessed with no major issues found. 8km of the drainage network is scheduled to be CCTV'd mid-May, this is merely 3% of our network, but previous inspections have found assets in extremely poor condition.

Three drainage catchments namely, Warrnambool South, Showgrounds and West Warrnambool are being targeted for an Inventory Survey. Pits will be surveyed for various attributes like GPS locations, surface levels, pit depth, pipe inverts, condition of the pit components and adjacent pipes and number of adjoining pipes and their directions. This project is aimed to fill the gaps in the drainage data and will complete the dataset for the catchments identified. This data will give a better picture of the drainage network, helps refine flood modelling and determine renewal and upgrade requirements. All of this will feed into Council's Drainage Asset Management Plan.

Annual Asset Report

A report was put to the Councillors prior to budgets outlining the state of Council's infrastructure assets, asset management issues, improvement opportunities and capital renewal programs. This report was well-received and has laid the foundation for further discussion of Asset Management principles and issues. One of the major findings in report was about the shortfall in funding for the asset maintenance and renewal works. Council has a total renewal requirement of approximately \$26,646,000 for the year 2018/2019 (including unfunded backlog projects), which is funded to less than 38% by draft budget for renewal capital works. This equates the renewal gap to \$16,811,988.



ASSET MANAGEMENT



2. Strategic Planning

A Play Space Strategy for all 60 of Council's play spaces has commenced, the strategy will be seeking to ensure that Council has a current and reliable plan for the future provision and construction of Play Spaces into the future.

Currently Council has a large amount of play infrastructure which is approaching end of life, in order to ensure Council is investing ratepayers money wisely a plan needs to be made for the progressive replacement and upgrade of play infrastructure.

Drainage Strategy

The Drainage Strategy for Warrnambool City was undertaken by the Council. The project is in the initial phase of prioritisation of major flood prone areas. A flood model of the Warrnambool City has already been completed which gives an overall view about the flood prone area in 1% and 20% AEP. Now the project has proceeded to the further evaluation of the model which include the pipe utilization on different rainfall events and a detailed evaluation of the properties affected by these events.

The project would finally come up with major hotspots in the city for the flood mitigation and the potential strategic solutions.

Footpath Network Plan

The Principal Pedestrian Network (PPN) and Deakin link will assist Council's aim of a safer, lower stress and well connected pedestrian network in the city. The PPN project has completed stage 1 with a shortest route analysis and draft Principal Pedestrian Network. Stage 2 of the project has commenced which will validate these assumptions and include additional pedestrian counts at strategic locations.

The feasibility of linking the Warrnambool CBD and Deakin University through a pedestrian path is being assessed. All routes and options are being considered.

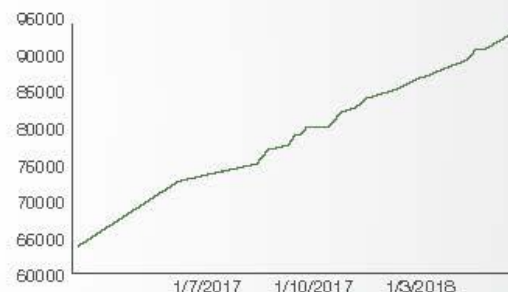
3. Depot Operations System Improvements

The Assets & IT unit have developed a Conquest tie-in app to allow works teams to complete defects in the field in real time. This process was previously done via an app called Pozi, but still had manual import/export steps. This new app removes the intermediate steps, also allows the addition of photos to the record and extra filtering and searching options for the teams. Because this was developed in-house and write directly back to our database, we have also saved costs on hosting and licencing subscriptions.

4. Fleet Management System Improvements

Council fleet is now in Conquest, logbooks readings are imported from BP weekly to gauge usage and trigger servicing reminders. Reminder emails are sent out to vehicle custodians when the logbook indicates a service is due. Individual vehicle usage graphs are available to more accurately inform timing of replacement and the 15 year renewal program is in Conquest as a single source of truth – removing issues of version control of spreadsheets and associated confusion.

Fleet Odometer Readings for Nissan Altima



ASSET MANAGEMENT

The spatial information of assets is now held in the Conquest database, allowing more flexibility and greater ease in spatial analysis, such as where have traffic counts been done. A suite of workplaces are being designed to show what asset data is available to end users – this will then guide improvements to what is shown in Exponare.



ROAD SAFETY AND SUSTAINABLE TRANSPORT

1. Foam Bitumen Stabilisation

Council is continuing with its stabilisation program and has just completed its second major renewal project using Foam Bitumen Stabilisation as a road rehabilitation treatment.

Council has been an early adopter of this methodology which is now becoming more popular as it cost approximately 30% less than the cost of traditional methodologies. This process also has the advantage of decreased construction timeframes, resulting in a fewer disruptions for road users during construction.





WASTE MANAGEMENT

ASSET MANAGEMENT

1. FOGO PILOT

The FOGO Pilot began in North East Warrnambool on March 1st 2018 and 1,671 households are involved in the trial.

Participant response has been overwhelmingly positive with residents embracing the new service and quickly adapting to the change in behaviour of placing their food scraps into the FOGO bin instead of their garbage bin.

Anecdotally residents are reporting a reduction in the amount of waste they are now placing in their garbage bins. Council staff and the collection contractors are also observing a higher than expected amount of food waste in the FOGO bins.

Formal statistics will be captured later in the trial through a survey to all households in the trial area and a post garbage, recycling and FOGO bin audit.

There has been significant emphasis on education and communication with participants about use of the FOGO bin, why the trial is being undertaken and what happens to the FOGO once it is collected. The collection and processing contractors are working collaboratively with Council which is resulting in low contamination rates and residents overwhelmingly putting the right things in the FOGO bin.



Deakin Door knockers have visited almost 200 houses in the trial area ensuring that residents are aware of how to use the new service.



2. Bag It Bin It – Dog Litter Reduction Campaign

Warrnambool has a significant dog poo problem. A new initiative has commenced to increase awareness in the community of the health risks and undesirable consequences associated with dog droppings in our public spaces.

Council staff in Waste Management and Local Laws have commenced a concerted combined effort of education and enforcement in an effort to reduce and where possible eliminate dog droppings in our high profile areas such as the promenade and popular open space areas.

Environmental friendly organic spray paint is being used to highlight the extent of the problem together with Local Laws Officers distributing free dog poo pick up bags in popular walking areas.

Local Laws staff will be explaining to dog owners that they can be fined for not picking up after their dog and encouraging them to not risk being fined and to accept a compostable dog poo bag with Councils compliments.

It is acknowledged that the problem will not be resolved by a single campaign and Council will need to continue efforts to address the issue to rid our Parks, Foreshore, Reserves and Open Spaces of this unsightly and undesirable problem.

3. Kerbside Collection Service

Council provides a kerbside collection service for around 15,500 households, collecting around 6,000 tonnes of household waste per annum and around 3,700 tonnes of recycling. This equates to 15,500 collections per week of household waste and 7,750 weekly collections of recycling.





LOCAL LAWS

1. Ticket Machines

Council has replaced 300 out dated on-street coin only parking meters and 26 off-street ticket machines with 89 meters and a high tech next practice parking system throughout the City.

The parking enforcement system is now able to provide a lot more information to settle complaints and infringement reviews, together with the ability to issue a warning in some cases.

The Phone app has had a steady increase of use, with some 3200 registered users, the flexible payment and the ability to change locations within the same time zone is proving popular.

Council staff have conducted a widespread information campaign and held information sessions for community groups to explain the benefits of the system.

Online permits for resident and trade etc. will become available in the near future, this will save time in printing, payment and permit variations.

After an initial settling in period, Council has seen very strong usage of parking with between 5000 and 6000 paid sessions daily from December 2017 to April 2018.

2. Animal Control

Warrnambool City has over 6,000 registered pets including 4500 dog & 1500 cat registrations.

Our officers respond to approximately 30 animal requests per week with our first endeavour to reunite pets with their owners however this is not always possible and we impound on average 20 dogs & 10 cats per month due to no registration tag or microchip number.

Recent months have seen a large influx of feral cat presentation at the municipal animal shelter.

Improved IT systems now allow Council Local Laws officers to check registrations and owner details when a pet is collected, including afterhours.

In an effort to reduce occurrences associated with nuisance barking new equipment will be available for hire to the community to reduce nuisance barking including:

- Citronella barking deterrent dog collar.
- Bark Sonic Sound unit to record nuisance barking.
- Vibration deterrent collar.

The following table provides the numbers of dogs and cats Local Laws staff have been involved with in conjunction with the RSPCA who manage the Warrnambool Pound facility on Councils behalf.



LOCAL LAWS

Category	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Dogs													
Brought in by Council	20	20	12	20	21	25	20	19	20	21	18	15	231
Brought in by Public (Stray)	12	6	3	10	10	10	4	4	4	4	9	5	81
Brought in by Public (Surrender)	1	4	11	11	4	3	1	1	1	8	5	4	54
Adopted for the month	7	9	8	16	16	10	6	5	7	9	11	6	110
Euthanized for the month	3	3	3	2	0	4	4	0	1	3	6	2	31
Reclaimed for the month	17	18	13	18	27	24	21	15	16	14	23	16	222
Cats													
Brought in by Council	1	3	2	4	4	2	1	3	8	12	5	8	53
Brought in by Public (Stray)	11	5	22	23	51	35	40	37	35	28	26	19	332
Brought in by Public (Surrender)	0	3	4	7	10	7	8	3	0	2	3	0	47
Adopted for the month	16	8	7	6	24	20	43	24	30	57	18	13	266
Euthanized for the month	3	1	4	8	14	7	12	11	12	18	10	6	106
Reclaimed for the month	3	3	1	3	3	2	6	3	0	2	1	2	29

3. CCTV

Council has been successful in an application for a Department of Justice Grant to increase the City CCTV program relating to hoon behaviour and graffiti in the Pertobe / Viaduct Road precinct.

The cameras will be located at:

- Pertobe Road amenities, recording toward the Carnival site.
- Viaduct Road amenities, recording toward the crossing.
- Breakwater car park.

Council has conducted a survey to assess the public perception of safety in the foreshore area.

The data was collected through:

- An online survey monkey.
- Council staff.
- Aquazone.
- Library.
- City Assist.
- Caravan parks.
- Flagstaff Hill.
- Surf Club.
- Restaurants / Cafés.
- Motels.
- Skate Park.
- Face to face on the promenade.

Council in conjunction with the CCTV provider, has investigated and completed preliminary work to install cameras at the new car park to be developed at the Railway Station & Cannon Hill where there is a high occurrence of hoon behaviour.



ENVIRONMENTAL HEALTH

1. Tobacco Test Assistance

In April 2018, the Tobacco Test Purchase Assistance Program was conducted with the assistance of two minors (aged 15-16 years), whom attempt to purchase cigarettes from tobacco retailers, i.e. supermarkets, service stations, milk bars and specialist tobacconists.

The program has been running twice a year since November 2000, and is conducted in accordance with the Municipal Association of Victoria's Tobacco Activity Service Agreement, which grew out of the Tobacco Act 1987. Of the 33 businesses tested within Warrnambool City Council, only one sale of tobacco occurred (a compliance rate of >96%), demonstrating the commitment of local businesses to comply with the program and help to deter smoking among minors.

2. Food Sampling

Council has some 377 registered food premises in the Municipality.

In December 2017, Council Environmental Health Officers carried out periodic food sampling from businesses, in accordance with section 32 of the Food Act 1984. These samples included a broad range of foods, and were predominantly from Class 2 retail outlets that sell ready-to-eat foods (i.e. focaccia rolls, egg & bacon rolls, and deserts), and are tested for food-borne pathogens such as Salmonella, Campylobacter, E. coli, Listeria and Clostridium perfringens.

Of the 25 food samples, all passed without any faults, which is a testament to good food handling and hygiene practices of businesses. Council EHOs are required to take 67 food samples per year from a range of food business types, in order to monitor for unsafe foods to maintain the health of the community.

3. Wastewater

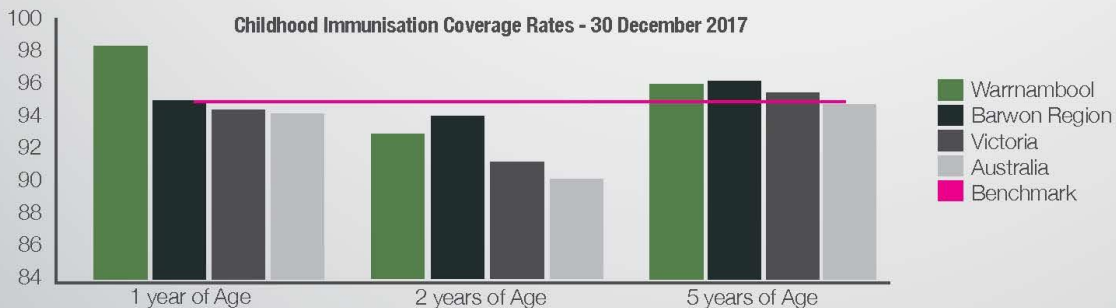
Council has issued 19 Permits to install wastewater systems (Septic Tanks) in the last 12 months. This is an increase on the 13 issued in the 12 months prior.

Each permit to install requires a thorough investigation and site visit by Council's Environmental Health Officers to determine the sizing of the system to ensure all wastewater is retained on site. This ensures that when the system is installed, groundwater, rivers and streams are protected from contamination and that no odours or pooling of effluent are caused on site.



IMMUNISATION

The graph as shown below that Warrnambool City Council has consistently outperformed other regions in Victoria for childhood immunisation according to the latest data.



5.4 REPORT ON MAJOR PROJECTS AND ADVOCACY

PURPOSE

To provide Councillors with a status update on Council's major projects and advocacy items.

EXECUTIVE SUMMARY

- This report informs Council of the status of major projects which are either under way or proposed.
- The report also contains an update on projects for which Council is an advocate including the Princes Highway West upgrade and The Lookout drug and alcohol residential rehabilitation centre.
- Major projects currently under way include the City Centre Renewal and Simpson Street tunnel which have a combined value in excess of \$20 million.

MOVED: CR. HULIN
SECONDED: CR. HERBERT

That the report be noted

CARRIED – 5:0

BACKGROUND

The major projects have been identified by Council as priority projects.

As they progress from ideas to completed outcomes each project moves through a number of stages or milestones including:

- Concept
- Planning
- Consultation
- Funding
- Design
- Construction

The Major Projects Report provides Councillors and the community with a brief update and history of each project to help councillors stay informed on the status of each project.

Since the last Major Projects Report the Warrnambool Harbour Master Plan has been adopted in-principle, Stage II of the City Centre Renewal has begun and a new contractor has been appointed to complete Stage I of the Simpson Street tunnel.

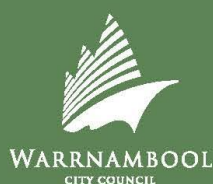


Warrnambool City Council
Major Projects & Advocacy
Report
June 2018



www.warrnambool.vic.gov.au

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Major Projects & Advocacy Report

This report provides Councillors with an update on the progress of major projects. Major projects include those in which Council has a leading role either in planning or implementation. The report also contains updates on projects for which Council has a role primarily as an advocate.



Project	Strategic link	Responsible director
Simpson Street tunnel	Asset Management Strategy	Director City Infrastructure
Safer boat launching facilities	Asset Management Strategy	Director City Infrastructure
Reid Oval Redevelopment	Reid Oval Development Plan	Director Community Development
City Centre Renewal – Liebig Street	Economic Development Strategy	Director City Growth
Flagstaff Hill Maritime Village renewal	Economic Development Strategy	Director City Growth
LINK – Learning, Information, Networking Knowledge Hub (the library)	Review of Library Service/Joint Use Library Feasibility Investigation	Director Community Development
Railway Precinct Parking	Municipal Strategic Statement	Director City Infrastructure





Reid Oval Redevelopment

Project leader

Director Community Development

Funding sources

WCC, State Government, Local user groups and philanthropic trusts.

Why

Council is committed to developing and supporting sporting and recreation activities to promote healthy lifestyles and community wellbeing. Council has an opportunity to develop Reid Oval as the region's leading sports ground.

Outcome

An improved Reid Oval will provide a venue that meets community expectations for a premier regional sporting oval and has the capability of hosting higher level football and cricket matches.

Project summary

- Stage 1** New netball change rooms facility and electronic scoreboard (completed 2015)
- Stage 2** Upgrade to oval surface, oval lighting, and oval amenities
- Stage 3** Upgrade to player and umpire amenities
- Stage 4** Improved spectator amenities, improved cricket training facilities, meeting rooms and State/Regional Sporting Association offices.

Comment

Council in February 2017 adopted a Development Plan for Reid Oval. The Plan was developed based on extensive consultation with user groups and key stakeholders. The Plan identifies six key infrastructure priorities in three stages for development.

\$200,000 is now available from Council (\$100,000 allocated 2017/18 Budget) and State Government (\$100,000 allocated 2017/18 Community Sports Infrastructure Fund) to undertake a design and project development process.

Capital cost

\$10 million

Progress milestone	Completion date	Status	Action
Next stage/s project construction	June 2020	Not commenced	
Develop agreed project funding model	December 2019	In progress	
Project design and development Stages 2 to 4	December 2019	Not commenced	To be commenced following completion of Preliminary Business Case
Preliminary Business Case	July 2018	In progress	Consultants appointed
Project Control Group overseeing work			
Funding to commence first stage of project design and development secured	October 2017	Complete	Project inception report to Council
Development Plan finalised	February 2017	Complete	Development Plan presented to Council and endorsed.
Draft Development Plan	September 2016	Complete	
Forum of key stakeholders	May 2016	Complete	



**Project leader**

Director City Infrastructure

Capital cost:

Stage 1 \$1.2 million

Stage 2 \$4.2 million

Why

The sandstone drainage tunnel between East Warrnambool and the Hopkins River has deteriorated. Renewal work is required to ensure the drainage function carried out by this drain is retained.

Funding sources

100% WCC

Project summary

Stage 1 involves lining a section of the tunnel.

Stage 2 involves drainage work to divert water to a storage basin on the Racecourse in the event of a 1:100 year flood.

Outcome

Renewal of essential drainage infrastructure and improved stormwater drainage of residential areas in East Warrnambool, north of Raglan Parade. Stage II will provide flood protection and facilitate rainwater harvesting which will benefit Warrnambool residents.

Progress milestone	Completion date	Status	Action
Stage 1			
Complete Stage 1	April 2019	In progress	New contractor appointed April 2018.
Specification developed for Stage 1 works	July 2015	Complete	
Options for renewal work presented to Council	December 2014	Complete	Cardno prepared options for consideration.
Designs prepared for preferred option	March 2014	Complete	
Stage 2			
Complete augmentation work	Dec 2019		
Tender augmentation work	2018		
Mid-2018			
Develop specifications for augmentation work	February 2018	Under way	
Install track crossings	February 2017	Phase 1 complete	First of track crossing complete, second crossing planned.
Tender work for Stage 2	December 2016	Under way	Some works packages tendered and awarded.
Agreement with Race Club Committee to facilitate Stage 2	December 2016	Complete	Agreement in place





Project leader

Director City Infrastructure

Why

To enable safer launching and retrieval of boats at the Port of Warrnambool. Australian boating standards recommend that wave heights at ramps should be less than 20cm. Wave heights at the existing Lady Bay boat ramp exceed 20cm about 45 per cent of the time.

Project summary

Community and technical reference groups developed three options for consideration ranging from minimal intervention to major work involving more groynes.

Capital cost

Immediate priorities including new three-lane boat ramp: \$3.22 million

Funding model

State Government: \$2.58 million

WCC: \$640,000

Council will seek State Government funding to undertake the \$3.22 million component of the priority works which is a new three-lane boat launch, improved road configuration, jetty upgrade to the north and two-level jetty and mooring facilities to the south.

Outcome

Reduction of wave height to below 20cm for 90 per cent of the time, providing safer boat launching and retrieval at the Port of Warrnambool.

Safer boating facilities will encourage more people to choose Warrnambool as a recreational boating destination. An improved facility may also mean that launching a boat in Warrnambool will be possible on more days of the year and be less dependent on calm weather.

Progress milestone	Completion date	Status	Action
Complete work	June 2020		
Tender for work	February 2019		
Develop funding application for 2018 Safer Boating Facilities Grant	Late 2018	Awaiting outcome	Application submitted to Boating Safety and Facilities Program in March 2018.
Master plan completed	March 2018	Current	Master Plan adopted in-principle by Council at the March ordinary meeting.
Prepare a detailed design and complete master plan	October 2017	Under way	The master plan has been circulated for public comment.
Develop funding application for 2016 Safer Boating Facilities Grant	August 2016	Unsuccessful	Develop functional design and prepare business case.



**Project leader**

Director City Growth

Capital cost

\$15M +/-

Funding sources WCC, \$5 million; Commonwealth, \$5 million; State Government, \$5 million.

Why

To ensure our city centre is ready to embrace the challenges of the future. We need to foster business growth and commercial viability, provide access for all, strengthen our identity and create a friendly, welcoming environment that is both beautiful and functional.

Outcome

A generational renewal of Warrnambool's iconic City Centre making the city centre more accessible, inviting and able to better meet 21st century expectations.

Project summary

The project aims to redevelop the streetscape for Liebig Street section between Timor Street and Raglan Pde and Koroit Street between Liebig and Kepler streets.

Progress milestone	Completion date	Status	Action
Complete Stage 3	Late 2019		
	2018-2019		Renewal augmented with funding of \$1.68 million to improve pedestrian safety which will include crossings at the intersections of Koroit and Kepler streets and Kepler and Timor streets.
Complete Stage 2	November 2018		
Tender work for Stage 2	November 2017	Complete	Works award and Stage 2a practically completed by May 1, 2018. Stage 2b (dining precinct) under construction.
Establish concept designs for Stage 2 (Liebig St south block and Koroit St between Liebig and Kepler streets)	August 2017	Complete	Stage 2 design endorsed by Council at meeting on October 2, 2017.
Stage 1 construction completed	Late 2017	Correcting defects	Completed December 1, 2017.
Tender construction contract for Stage 1 (Liebig St, centre and north blocks)	September 2016	Complete	Main works tender awarded in September 2016.
State Government funding announcement (Commonwealth funding)	June 2016	Successful	State Government announced \$5 million funding on June 3.
Adopt construction principles and timelines	March 2016		
Commonwealth funding announcement	December 2015	Successful	Commonwealth Government pledged \$5 million towards project



**Project leader**

Director Community Development

Capital cost

\$20.25 million

Why

Warrnambool's current library was built in 1976 when the city had a population of 18,000. It covers an area of 600sqm and contains 27,000 books, magazines and other items. The library—which draws 25 per cent of its users from neighbouring Moyne Shire, no longer meets community needs. There are no meeting rooms, zoned space or public toilets.

Funding sources

WCC, \$1.5 million; TAFE; State Government and philanthropic trusts

Outcome

A state-of-the-art library and education facility for the region that supports demand from the general community, along with students and teachers at primary secondary and tertiary education levels, to access library collections, programs and technology.

Project summary

WCC and South West TAFE are developing a joint use library service/facility with a floor space up to 3700sqm, a capacity to hold more than 90,000 items, meeting rooms and a greater emphasis on programming and technology.

Progress milestone	Completion date	Status	Action
Complete project design work	June 2020	Not commenced	
Advocacy for project funding	June 2019	Under way	Advocacy is in progress.
Develop business case	February 2018	Completed	Business Case presented to Council and to SW TAFE Board
Project governance arrangements	April 2017	Complete	Discussions with SW TAFE to establish two-tier project governance agreement.
Meeting with State Government Ministers	February 2016	Complete	Agreement for all parties to contribute to funding the business case.
Project Endorsement	February 2014	Complete	Council endorsed partnership with SWTAFE.
Joint Use Library Feasibility Investigation	February 2013	Complete	Feasibility investigation completed
Appoint Joint Project Working Group	June 2010	Complete	Joint Working Group established to oversee the feasibility of a joint use library with SW TAFE.
Report to Council	February 2010	Complete	Council and SW TAFE investigate the feasibility of a shared library service with SW TAFE.
Review of Library Services	December 2009	Complete	Review recommends Council develop new library facility to meet community demand.





Railway station precinct parking

Project leader

Director City Infrastructure

Capital cost

Cost of car park now covered by State Government, WCC commitment will be in the order of \$50,000 for CCTV camera.

Why

Currently disused railway land provides an opportunity to increase the number of free parking spaces in the CBD. The spaces would be available for commuters and visitors to the city centre.

Funding sources

State Government

Project summary

To provide 100-plus free parking spaces at the Railway Precinct Car Park on Merri Street between Fairy Street and Gilles Street. This project was initially to be funded by Warrnambool City Council but is now being funded by the Victorian Government. Construction will also be undertaken by State Government rail authority, VicTrack.

Outcome

Additional 100-plus free all-day car parking spaces at the city's the public transport hub within the CBD.

Progress milestone	Completion date	Status	Action
Car park opens	Late 2018	Yet to start	
Start car park construction	2018	Yet to start	Planning application lodged 2018.
Construction tender	March 2017	Under way	Draft licence agreement following execution of the MOU and finalisation of the design.
Execute licence agreement with VicTrack and V/Line	End of December 2016	Complete	Application to be developed and submitted.
Obtain appropriate planning and building approval	End of December 2016	Under way	Meetings with VicTrack and V/Line to discuss further issues and finalise.
Finalise concept design	End of September 2016	Complete	Follow-up with V/Line and VicTrack.
Execute MoU with VicTrack and V/Line	End of July 2016	Complete	
Finalise concept plan	End of May 2016	Complete	





Warrnambool Regional Airport

The 1372m length of runway 13/31 is not sufficient to accept all aircraft types wanting to operate into Warrnambool Regional Airport over the next two to five years can operate.

The strength of the runway 13/31 pavement is limiting the range of aircraft that businesses based in Warrnambool can operate. The size of corporate aircraft with sufficient flying range required to meet future needs will require the pavement strength to be upgraded.

The aircraft parking area directly in front of the terminal building is restricted due to its location adjacent to the refuelling facility and the main taxiway entering the apron adjacent to the terminal.

Priority

The reconstruction of the runway pavement to increase the pavement strength and to lengthen the runway to the maximum available extra length of 300m and expansion of the apron area.

Outcome

The airport is a key gateway to both Warrnambool and the wider Great South Coast region and its improvement will trigger new business activities on-site at the Airport and boost regional tourism to target high yield domestic and international tourists.

Status

Advocacy for this project is under way.



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WCC Advocacy

Council is an advocate for the community and undertakes regular advocacy activities to ensure that the significance of these projects is known to regional political representatives at State and Federal levels.

Council arranges and attends meetings with Victorian and Commonwealth Parliamentarians and their advisers in order

to provide briefings on Council priority projects and on other projects and priorities which Council supports, including the Stage II redevelopment of the Warrnambool Base Hospital and the establishment of a regional residential drug and alcohol rehabilitation centre.



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South West TAFE Technical School

This initiative will create a high-tech centre of learning across the Great South Coast region that will use leading-edge technology, discovery and innovation to deliver the advanced education and training that our region's school students will need in the rapidly changing global economy.

The South West TAFE Tech School partnerships includes secondary schools, universities, local government and industry representatives. Importantly, the collaboration between these partners ensures that development and operation is driven by local knowledge, insight and needs.

Partnerships design will equip the Tech School with opportunities for students, parents and community members to learn more about the focus and programs of each campus.

Capital cost

\$14 million

1. Planning and site selection
2. Education program focus
3. Tech School design
4. Fit out
5. Curriculum and resources in place



The Lookout Drug and Alcohol Residential Rehabilitation Centre

A 20-bed drug and alcohol rehabilitation Centre comprising 20 beds.

Some 700 people received specialist alcohol and other drug treatment every year in the Great South Coast region. The most common drugs of concern were alcohol, cannabis and amphetamines with many clients reporting problems with more than one type of substance.

Residential rehabilitation provides a powerful intervention that addresses health, personal, financial, justice and social problems faced by clients. It is an important treatment option where less intensive interventions have not succeeded.

The project has been initiated by a consortium comprising the Western Region Alcohol and Drug Centre (WRAD), South West

Healthcare, Portland District Health and Brophy Family and Youth Services.

Every dollar spent on treatment for drug and alcohol saves up to \$7 on other health and social services costs.

100 days of caring for a drug and alcohol dependent person requiring intervention:

- Residential rehab centre \$19,000
- Prison \$36,000
- Hospital \$42,000

Funding model

WRAD: \$600,000 (capital)
Community fundraising: \$600,000 (capital)
State Government: \$1.2 million (recurrent)





Great South Coast Incident Control Centre

Co-location of an Incident Control Centre (ICC) at Deakin University's Warrnambool campus.

In order for the Victorian Government to achieve the objective of establishing a modern emergency management system, it is essential that all Victoria including the regions are prepared and able to respond to emergencies. One critical component of this is the necessity to have Incident Control Centres (ICC) that are strategically located to respond to regional emergencies in partnership with the communities, government and agencies within these regions.

In the south west region of Victoria there is no current purpose built well equipped ICC that can feed incident action plans through to the State Control Centre.

Details

- Campus location on Princes Highway Warrnambool
- Close proximity to other agencies including (Fire Services,

Victoria Police, SES, DELWP, water authorities, Coast Guard, Work Cover, LGA and Parks Victoria)

- Access to high speed optic fibre network
- Rail station platform at Sherwood Park
- Helicopter pad space
- Significant opportunity to access green field land for purpose-built facility
- Surplus car parking spaces
- Large oval and facilities for staging area
- Onsite self-contained accommodation (access to 100 beds)
- Full commercial kitchen and café for catering purposes
- All essential services available
- 24-hour on-site security services
- Access to Deakin University lecture and teaching spaces for onsite professional development and training

Project cost

\$3 million

Princes Highway West

Princes Highway West (PHW) is the major inter-regional transport corridor that connects the towns and cities of South West Victoria to ports, airports, rail and capital cities in the South East of Australia.

The PHW directly services a population of over 350,000 people, 34 cities, towns and communities along the highway and over 100 small communities towards the coast and inland to the Hamilton Highway. Major upgrading of the PHW is required to improve safety and efficiencies of transport access for industry to these major population and commercial centres.

A Strategic Plan followed by appropriate funding for the stretch of highway to more safely and efficiently move people and freight to Geelong, Melbourne and Port of Melbourne. The inclusion of the Princes Highway west of Colac in the National Transport Network is a key component of this.

Duplication to the Princes Highway West between Allansford (Great Ocean Road) and Port Fairy.

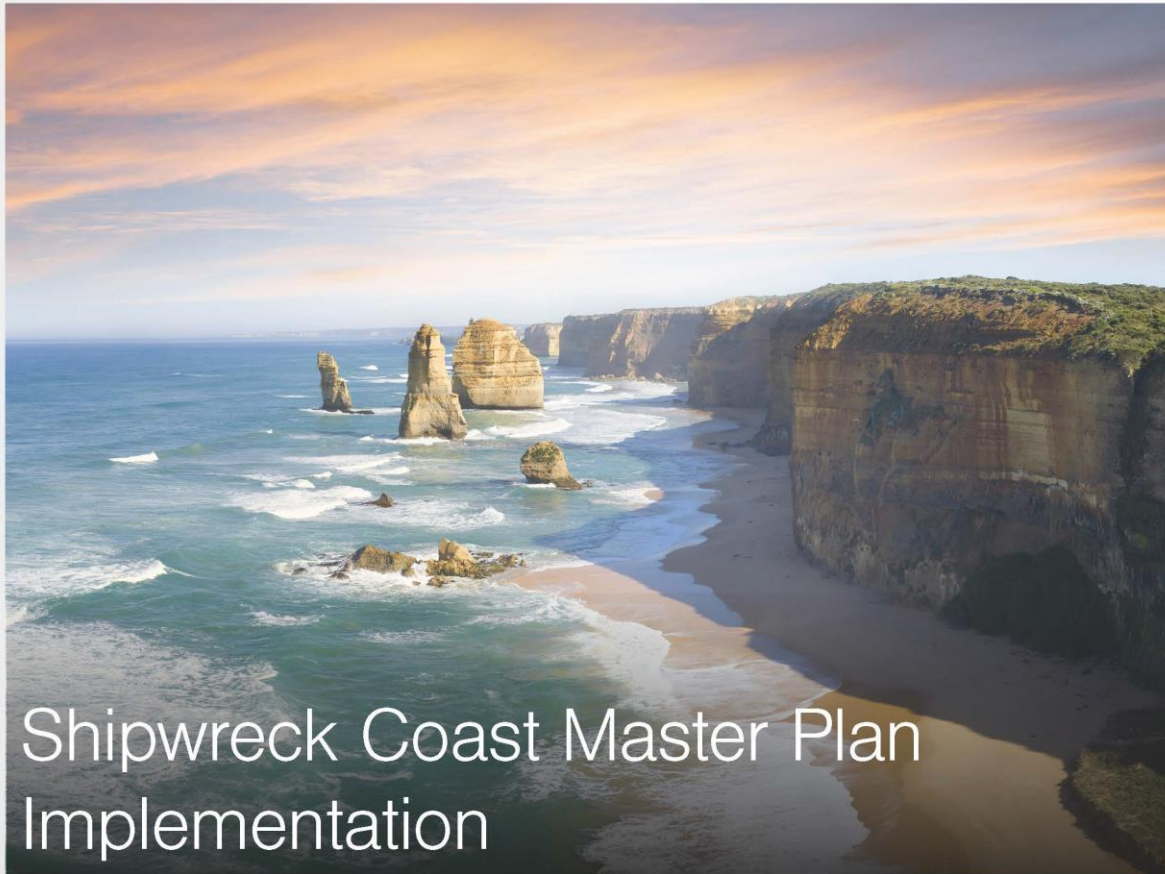
Upgrade of Princes Highway between Colac and Allansford (Great Ocean Road) to include additional passing lanes or 2 plus treatments.

Upgrade of Princes Highway between Port Fairy and SA Border to include additional passing opportunities.



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Shipwreck Coast Master Plan Implementation

The Great Ocean Road attracts 5.8 million tourists each year. The Shipwreck Coast is regularly featured alongside Uluru and the Great Barrier Reef on international tourism marketing campaigns.

The Shipwreck Coast tourism infrastructure requires a major overhaul to meet visitor expectations, safety standards and to cater for future demand. It is dated, with most of the infrastructure built in the 1980s to supply considerably less visitors per year.

The Shipwreck Coast Master Plan will transform the region into a world class tourist destination.

A bold Glenample Visitor Experience Centre and new Visitor Pods offering a dispersed approach to only using the most technologically advanced forms of interpretation to improve the visitor experience and visitor economy proposition of the Shipwreck Coast.

- New world class visitor facilities at core iconic sites such as the Twelve Apostles and Loch Ard Gorge to address visitor capacity and sustain a quality visitor experience.
- A new approach for people to access and engage with the Coast, its hinterland and towns including a new pilot shuttle service with park and ride hubs connected to the Great Ocean Road and construction of the Twelve Apostles Trail from Port Campbell to Princetown.
- The potential for longer duration of stay by supporting conditions for activation of high quality accommodation and additional iconic tourism product development with the

Shipwreck Coast

- Select town infrastructure in Port Campbell and Princetown to support the role of regional towns for the visitor economy of the area.
- A rehabilitation and revegetation program to conserve and protect the parks, improve habitat, increase biodiversity and raise awareness of the cultural and indigenous heritage of the Shipwreck Coast.

Stage 2 implementation cost

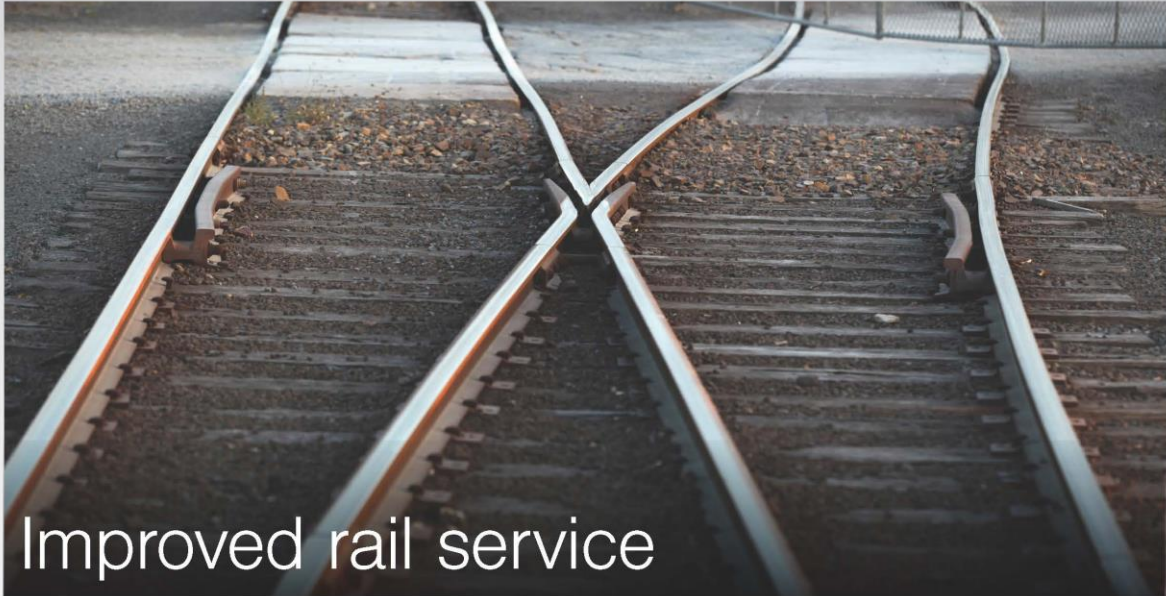
\$152 million

A funding commitment for the full \$152 m for the SCMP stage 2. Critical to maximise yield, visitor satisfaction and to support planned private investment projects. This investment has been the #1 tourism infrastructure priority for 25 years.

An investment of \$152 million will deliver more than 1,300 jobs and over \$840 million in economic development.

The \$152 million Stage will unlock private sector investment into tourism infrastructure. The Shipwreck Coast has currently nine potential private sector development opportunities. The accommodation ranges from luxury and eco lodge to glamping and camping.





Improved rail service

Improvement of rail service between Warrnambool and Melbourne would encourage greater use of V/Line services for business, medical, tourism and recreational purposes.

Enhanced reliability and frequency of services modern VLocity trains will be able to run on the Warrnambool line for the first time.

A new crossing loop at Weerite, signalling upgrades between Warrnambool and Waurn Ponds, level crossing and pedestrian crossing upgrades and new train stabling facilities at Warrnambool.

Required funding

\$114 million from State and Federal governments.



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5.5 WARRNAMBOOL RESIDENTIAL LAND SUPPLY UPDATE

PURPOSE

This report provides updated information on residential land supply within the City of Warrnambool.

EXECUTIVE SUMMARY

- Council officers undertook an audit of residential land supply across the municipality. The audit updates the data presented in the 2015 Residential Land Supply report (which included data up to the end of December 2014).
- The 'updated report' finds that there were a total of 5964 vacant lots within the municipality at the end of 2017. As a result there continues to be adequate zoned land to meet projected population growth until the year 2036 (approximately **2.5 years** supply of development ready minor infill lots and around **22 years** supply of zoned residential land across the municipality).
- The 'updated report' 2018 (**Appendix B**) demonstrates Council's ongoing commitment to maintaining access to affordable land for residential development. It is recommended that Council endorse the findings of the land supply update.

MOVED: CR. HULIN
SECONDED: CR. NEOH

That Council endorse the *Warrnambool Residential Land Supply Report 'update' 2018 (Appendix B)*.

CARRIED – 5:0

BACKGROUND

In May 2015 Council endorsed the *Warrnambool Residential Land Supply Report 2015*. The report, the first of its kind produced by Warrnambool City Council, identified that there was a residential land supply capacity across the municipality to meet project population growth to the year 2031.

The *Residential Land Supply Report 2015* is underpinned by the Warrnambool City-Wide Housing Strategy 2013 which recommends that Council monitor residential land supply on an annual basis to ensure that there is adequate zoned residential land to meet projected growth across the municipality.

Since 2004 Council has undertaken significant strategic work to rezone four (4) growth areas within Warrnambool to accommodate future demand for residential development and address the projected growth in population.

Ongoing monitoring following the 2015 *Warrnambool Residential Land Supply Report* to the end of December 2017, identifies that there is a steady residential land supply of approximately 25 years.

ISSUES

Summary of findings:

Appendix A (attached) summarises the findings of the 2018 Residential Land Supply Report.

The trend in residential lots released and number of occupancy (building) permits issued over the last seven (7) years has been examined. Detailed land building activity collected for the last seven years shows that an average of **185 lots** is created per annum, matched by the number of dwellings completed. This signals that there is no 'over supply' or 'under supply' of residential land and that land is developed once titles released.

A current residential land supply of **24.6 years** does not place any pressure on Council to rezone more land. However, acknowledging the Planning Panel's comments as part of Planning Scheme Amendment C93 (Local Planning Policy Rewrite) Council should continue with the structure planning process for the Future Urban Growth Area (previously termed long-term growth area) located east of Aberline Road, land which has the potential to accommodate a further 20+ years residential land supply.

A further 30 hectares of land in South Dennington has also been identified as having potential for residential development subject to detailed structure planning (estimated 2+ years land supply). The City-Wide Housing Strategy also identifies opportunities to direct population growth into established urban areas (via development of a Housing Diversity Strategy). Refer to **Appendix C** which demonstrates how the Land Supply Report relates to existing and proposed housing strategies.

CONSULTATION

The findings of the *Warrnambool Residential Land Supply Report 2018* will be available on Council's website.

FINANCIAL IMPACT

Costs associated with the preparation of the *Warrnambool Residential Land Supply Report 'Update' 2018* have been included within the 2017/18 City Strategy and Development Budget.



The Residential Land Supply Report - 2018

To encourage and accommodate a growing population Warrnambool requires a large supply of land suitable for residential development

The availability of land supply also has an influence on house and land prices.

Having a long-term supply of land available for residential development helps make a city a more attractive place in which to invest in a home.

The Warrnambool City-Wide Housing Strategy 2013 identified that 225 dwellings were needed each annually to 2031 in order to meet projected population growth.

This figure has been amended to 245 dwellings per year by the year 2031 based on the projected population increase of 9,061 and average household size of 2.47 by demographic research company, .id.

How long will the current supply last?



2.5 years of infill lots

22 years of zoned residential land across the municipality

How many residential lots are there?



4,617 zoned broad hectare lots – 77 per cent of supply

1,347 infill lots

12 Estimated houses per hectare

Population forecast



34,243 Now

43,304 2031

9,061 Increase

245 Dwellings needed each year

5,964 Total residential lots available

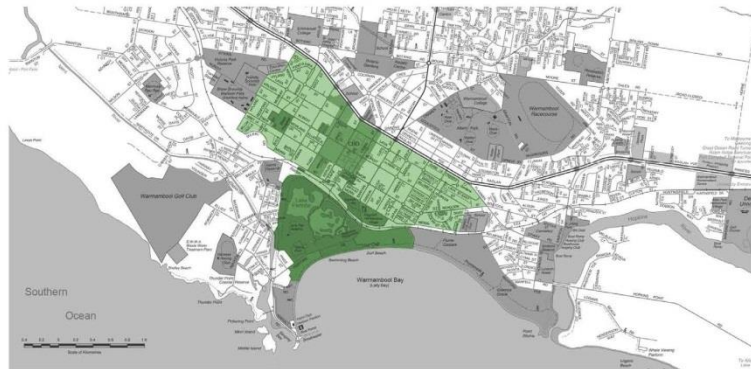
24.5 years Total years supply



Location of housing land by suburb

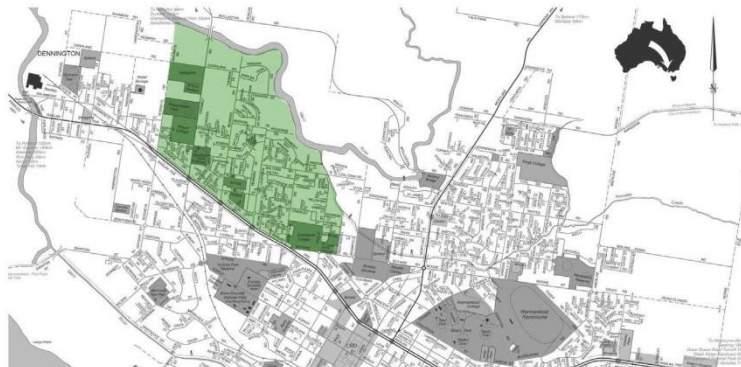
Central Warrnambool

Residential lots: **35**



West Warrnambool

Residential lots: **102**



North Warrnambool

Residential lots: **1**



Warrnambool – Botanic precinct

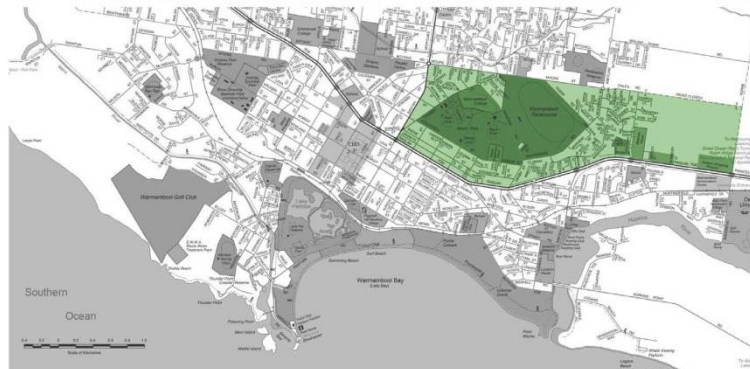
Residential lots: **27**



Location of housing land by suburb

East Warrnambool

Residential lots: **100**



South-east Warrnambool (north of Hopkins Point Road)

Residential lots: **944**



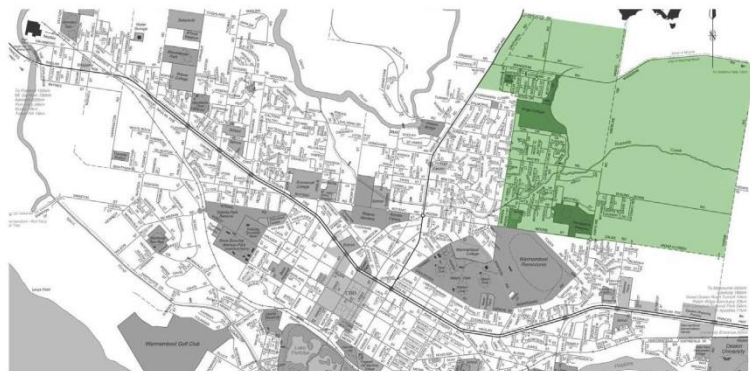
South Warrnambool and Merrivale

Residential lots: **286**



North-east Warrnambool

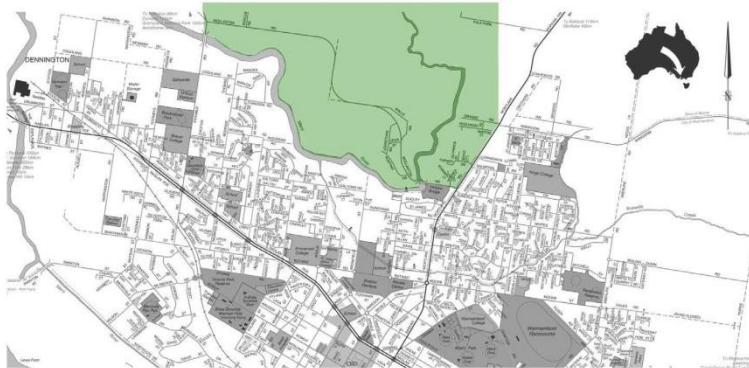
Residential lots: **837**



Location of housing land by suburb

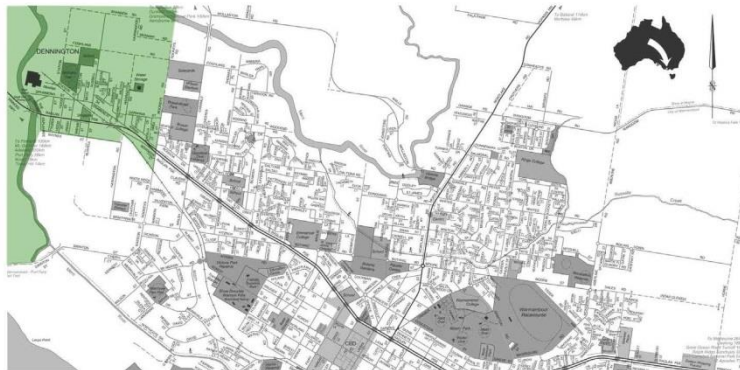
Warrnambool North
Merri

Residential lots: **2,261**



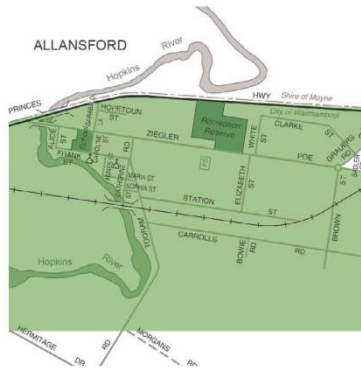
Dennington

Residential lots: **1,257**



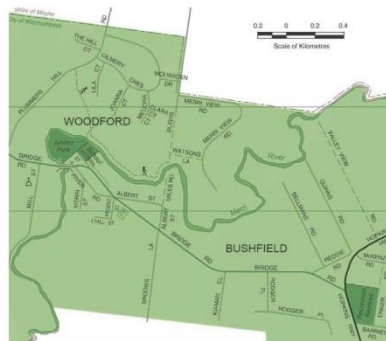
Allansford

Residential lots: **21**



Bushfield-Woodford

Residential lots: **93**





WARRNAMBOOL **RESIDENTIAL LAND SUPPLY REPORT 2018**

DRAFT

Published by Warrnambool City Council, 25 Liebig Street, Warrnambool
January 2018

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PURPOSE AND CONTEXT

The first 'Residential Land Supply Report' for Warrnambool was published March 2015 and reflected data collected up to 31 December 2014.

This report is intended to meet Council's commitment under the City-Wide Housing Strategy, to provide an annual review of the vacant residential land in the municipality.

Data referred to in this report is taken from a variety of Council sources spanning from 1 January 2017 to 31 December 2017.

Previous vacant residential land supply reports/reviews have informed the methodology and form of this report, being:



In summary there is an adequate stock of residential land to meet projected growth and trend based on consumption rates across the City of Warrnambool. Consumption of residential land will continue to be monitored to ensure there is sufficient land supply to meet future demand, and identify any impediments to the delivery of allotments in the short-term,

The City of Warrnambool currently has around **2.5 years** supply of development ready minor infill lots and around **22 years** supply of zoned residential land across the municipality.

IDENTIFIED RESIDENTIAL LAND SUPPLY

In total, there is a residential lot supply of approximately **5964 lots** – down 65 lots from the same time last year. This is comprised of:

- 4617 zoned broad hectare¹ lots (77% of supply);
- 700 major infill² lots (12% of supply);
- 647 development ready minor infill³ lots (11% of supply);

As at December 2017, there were no outstanding Planning Scheme Amendments which would have provided additional residential land. Therefore no figure is provided for 'future residential lots'.

Some subdivision and development has occurred within the growth areas since the last audit. Vacant 'development ready' lots created within the growth areas have been classed as minor infill, with the residential development capacity of the balance calculated by subtracting the lot yield from an existing structure plan (if applicable) or by dividing the area by 12 to give a conservative estimation of dwellings per hectare (dph).

YEARS OF LAND SUPPLY

The *Warrnambool City-Wide Housing Strategy 2013* identified that 225 new dwellings were needed to be constructed each year to meet projected growth and trend based consumption rates (source 'forecast.id' for the period 2011 to 2031). The figure of 225 dwellings was used in calculating the 28 years residential land supply in the 2015 Residential Land Supply Report.

¹ Undeveloped land zoned for urban residential / rural living development.

² Undeveloped land or sites identified for redevelopment within the existing urban area, zoned for residential development, with an area greater than 1 hectare.

³ Undeveloped land within the existing urban area, zoned for residential development with an area less than 1 hectare in area.

In the years following the release of the census data, 'forecast.id' has revised their predictions for population, household and dwelling growth for Warrnambool City.

Forecast population, households and dwellings					
Warrnambool City					
	Forecast year				
Summary	2016	2021	2026	2031	2036
Population	34,243	37,225	40,323	43,304	46,209
Change in population (5yrs)	--	2,982	3,098	2,981	2,905
Average annual change	--	1.68%	1.61%	1.44%	1.31%
Households	14,067	15,246	16,431	17,593	18,726
Average household size	2.38	2.39	2.40	2.41	2.42
Population in non private dwellings	731	781	831	931	981
Dwellings	15,320	16,555	17,787	18,988	20,161
Dwelling occupancy rate	91.82	92.09	92.38	92.65	92.88

Population and household forecasts, 2016 to 2036, prepared by id, the population experts, December 2017.

For the period 2016 to 2031 'forecast.id' is now projecting that an additional 3668 dwellings will be required by the year 2031 equating to an average 244 dwellings per year.

It is now estimated that there are sufficient land stocks to satisfy **22 years** of future demand within broad acre (greenfield) growth areas and major infill sites. In addition, the minor infill lot supply of **647 lots** constitutes around **2.5 years** of vacant land supply.

PRECINCT ANALYSIS

In addition to assessing land supply at the municipal level, the municipality was divided into precincts to form the basis for more area-specific land supply analysis. The precinct analysis assessed the supply of broad acre (greenfield) land supply, identified existing vacant lots (minor infill sites) and identified large undeveloped sites with capacity for subdivision (major infill sites).

For the purpose of informing this assessment, the *profile.id* precincts have been adopted. The precincts are loosely based on suburbs and localities.

WARRNAMBOOL (CENTRAL)

Precinct summary

The Warrnambool Central precinct is an established area based around the Central Activity District. There are 35 vacant parcels within the precinct that are available for immediate residential development. This figure is up 1 lot on the previous audit.

The Warrnambool City Centre Structure Plan 2012 provides guidance on the redevelopment of the Central Activity District. The Strategy encourages commercial and mixed use development that includes a component of housing. The Strategy also identified key redevelopment / infill sites that may be suitable for housing (i.e. medium-high density apartments).

The Warrnambool City-Wide Housing Strategy 2013 also identifies that large sites no longer needed for their original purpose may be suitable for residential redevelopment (e.g. the former Fletcher Jones factory on the corner of Raglan Parade and Flaxman Street)*. This has not changed since the previous report.

Council is currently undertaking a Housing Diversity Strategy that will identify opportunities and constraints for further residential development within this precinct (taking into account neighbourhood character and heritage constraints within the precinct (areas located outside the Central Activity Area)).

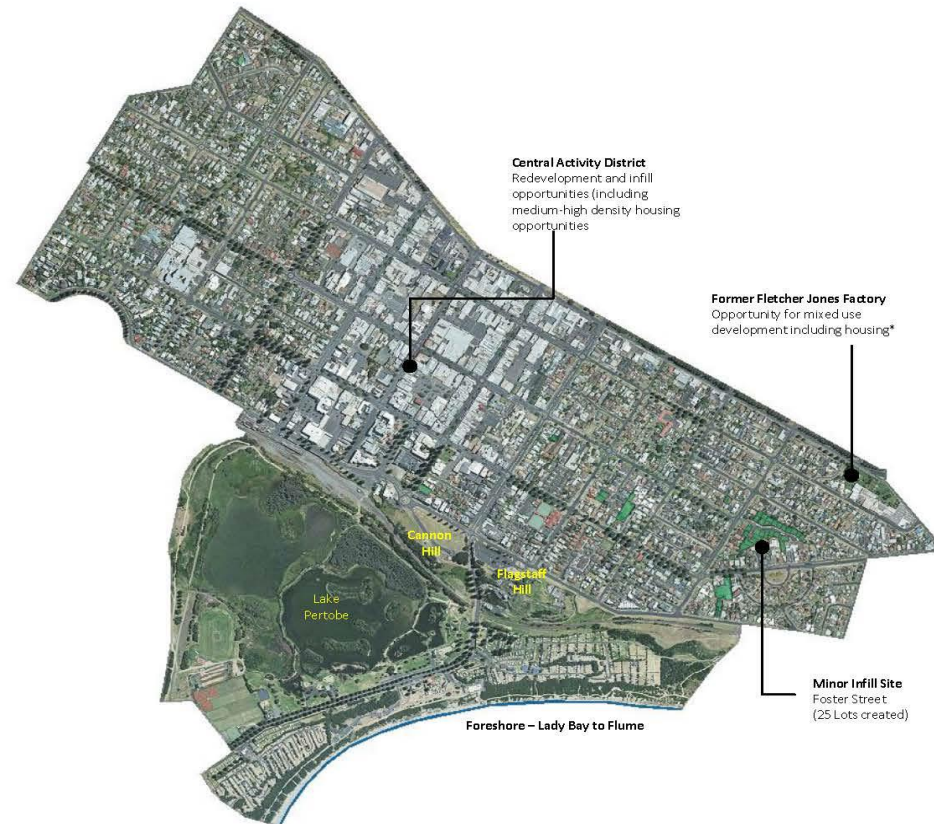


Figure 1 - Land supply within Warrnambool (Central)

Residential Land Supply Statistics

Existing Vacant Residential Lots	35
Major Infill Site Area	-
Opportunity for medium-high density housing within Central Activity Area	

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
0	0	35	0	35

WARRNAMBOOL (WEST)

Precinct summary

The Warrnambool West precinct is an established residential area with the highest population of all precincts. There are 37 vacant parcels within the precinct that are available for immediate residential development. This figure is down 8 lots on the previous audit.

The precinct contains two (2) large undeveloped parcels of land. A large parcel of land on Morris Road (4 hectares in area) has the potential for an additional 47 lots. Fourteen (14) lots have been constructed (extension of Vickers Drive).

A large underdeveloped parcel of land (1.6 hectares in area) behind Karana Drive, Warrnambool, has potential for 18 lots (higher yield if medium density housing proposed).



Figure 2 - Land supply within Warrnambool (West)

Residential Land Supply Statistics

Existing Vacant Residential Lots	37
Major Infill Site Area	5.6 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
0	65	37	0	102

WARRNAMBOOL (NORTH)

Precinct summary

The Warrnambool North precinct is an established residential area. Its population is projected to remain steady until 2026. There is 1 vacant parcel within the precinct that is available for immediate residential development.

There are no undeveloped large sites within the precinct however, there are a few large underdeveloped sites within close proximity of the Centro Shopping Centre on Mortlake Road, Warrnambool.

Council is currently undertaking a Housing Diversity Strategy that will identify opportunities and constraints for further residential development within established urban areas (including the identification of underdeveloped sites for potential medium density housing developed).

Council is currently assessing an application for a twelve lot (12) subdivision of land at 46 Mortlake Road that if approved, will increase the number of available minor infill lots once titles are released.

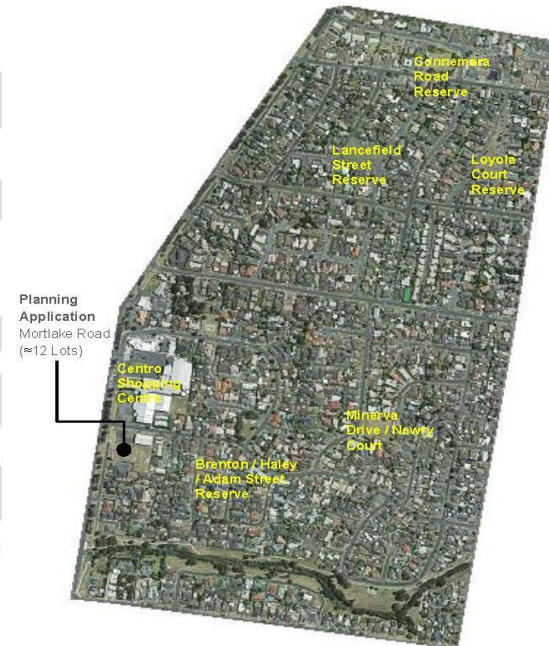


Figure 3 - Land supply within Warrnambool (North)

Residential Land Supply Statistics

Existing Vacant Residential Lots	1
Major Infill Site Area	-

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
0	0	1	0	1

WARRNAMBOOL (BOTANIC)

Precinct summary

The Warrnambool Botanic precinct is an established residential area bounded by the Merri River to the north and Raglan Parade to the south. There are 27 vacant parcels within the precinct that are available for immediate residential development.

There are no undeveloped large sites within the precinct however, the implementation of revised flood controls (via Amendment C78) will provide an additional 8.7 hectares for further infill development.

Amendment C102 applies to the Country Fire Authority (CFA) former fire station site on Raglan Parade. The site is surplus to the CFA's requirements and the Amendment seeks to rezone it from the Public Use Zone to Mixed Use Zone. The rezoning will create a Major infill opportunity in 2018.

Council is currently undertaking a Housing Diversity Strategy that will identify opportunities and constraints for further residential development within this precinct (taking into account neighbourhood character and heritage constraints within the southern part of the precinct).



Figure 4 - Land supply within Warrnambool (Botanic)

Residential Land Supply Statistics

Existing Vacant Residential Lots	27
Major Infill Site Area	-

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
0	0	27	0	27

WARRNAMBOOL (EAST / RACECOURSE)

Precinct summary

Albert Park and the Warrnambool Racecourse form the central features of this precinct. Land use is a mix of residential, commercial and broad acre (greenfield) growth areas. There are 28 vacant parcels within the precinct that are available for immediate residential development.

There is a large parcel of land (approximately 6 hectares) located north of Gateway Plaza that has potential for 72 lots (higher yield if medium density housing proposed). There are no undeveloped large sites within the precinct however, further housing opportunities will be available as the balance of the Eastern Activity Precinct is developed.



Figure 5 - Land supply within Warrnambool (East / Racecourse)

Residential Land Supply Statistics

Existing Vacant Residential Lots	28
Major Infill Site Area	6 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
0	72	28	0	100

WARRNAMBOOL (SOUTH EAST / HOPKINS)

Precinct summary

The Warrnambool South East / Hopkins precinct has a growing population, with a number of broadhectare (greenfield) sites to be developed in coming years.

There are 98 vacant parcels within the precinct that are available for immediate residential development.

The precinct contains several large undeveloped parcels of land. Land between Ferguson Street and Huntingfield Drive has potential for approximately 118 lots. A Large parcel of land with frontage to Raglan Parade has potential for 90 lots (higher yield if medium-high density housing proposed).

In 2014, land within the Coastal Hopkins Growth Area was rezoned to enable the residential development of the area. It is anticipated that that the growth area will yield approximately 650 lots. Permits for the first stages of subdivision have been issued and at the end of 2016 around 58 lots have been constructed.

In 2017 Council developed a strategic framework plan for Logans beach coastal area, which was adopted by Council on 4 December 2017. The strategic framework plan provides guidance on planning controls within the area to facilitate further residential development, whilst considering the landscape qualities of the area, climate change risks and opportunities. The strategic framework plan recommends that development of Logans Beach should follow a medium growth scenario that would accommodate a total of 200-250 lots.

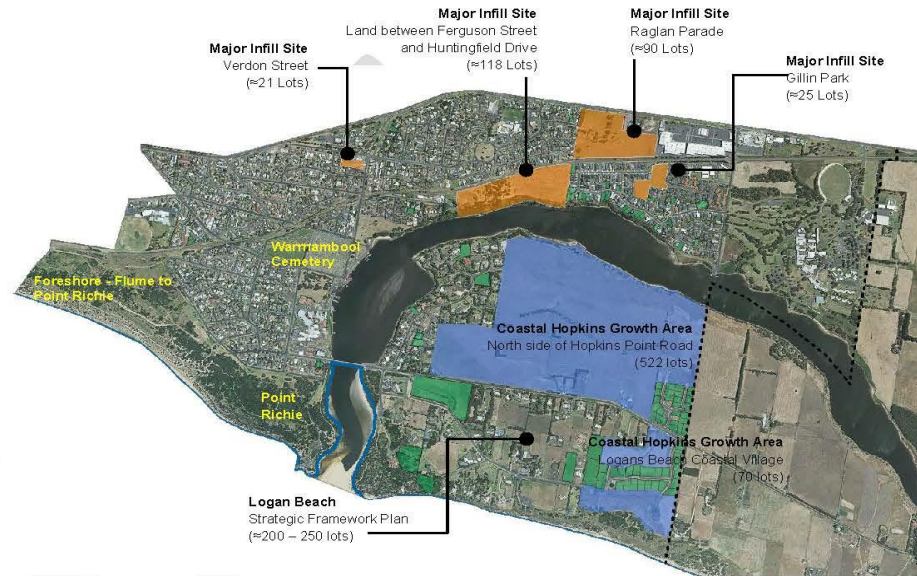


Figure 6 - Land supply within Warrnambool (South East / Hopkins)

Residential Land Supply Statistics

Existing Vacant Residential Lots	98
Major Infill Site Area	20.4 hectares
Broad Hectare Area	94.92 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
592	254	98	0	944

WARRNAMBOOL (SOUTH / MERRIVALE)

Precinct summary

The Warrnambool South / Merrivale precinct is an established residential area with direct access to the coast, Merri River and Port Fairy rail trail. The Warrnambool West Industrial Precinct is located within the precinct.

There are 97 vacant parcels within the precinct that are available for immediate residential development. This figure is down 1 lot on the previous audit.

The precinct contains several large undeveloped parcels of land. The final stages of the Woollen Mill Development (Harris Street) have potential to include approximately 18 dwellings. Land adjoining the Warrnambool Golf Club (Younger Street extension) has approval for 48 lots.

Amendment C98 was approved by the Minister for Planning in June 2015 and rezones land on the corner of Merrivale Drive and Wellington Street, Warrnambool, from industrial to residential. No application for subdivision has been lodged with Council to date.

A permit has been issued for a 47 lot subdivision at Younger Street although titles have not yet been created.

There is a large parcel of land (approximately 10 hectares) located south of Baynes Street that has potential for 124 lots (higher yield if medium density housing proposed).

The *City-Wide Housing Strategy 2013* identified Dennington South as a short-medium term growth area subject to detailed planning (estimated 2+ years land supply).

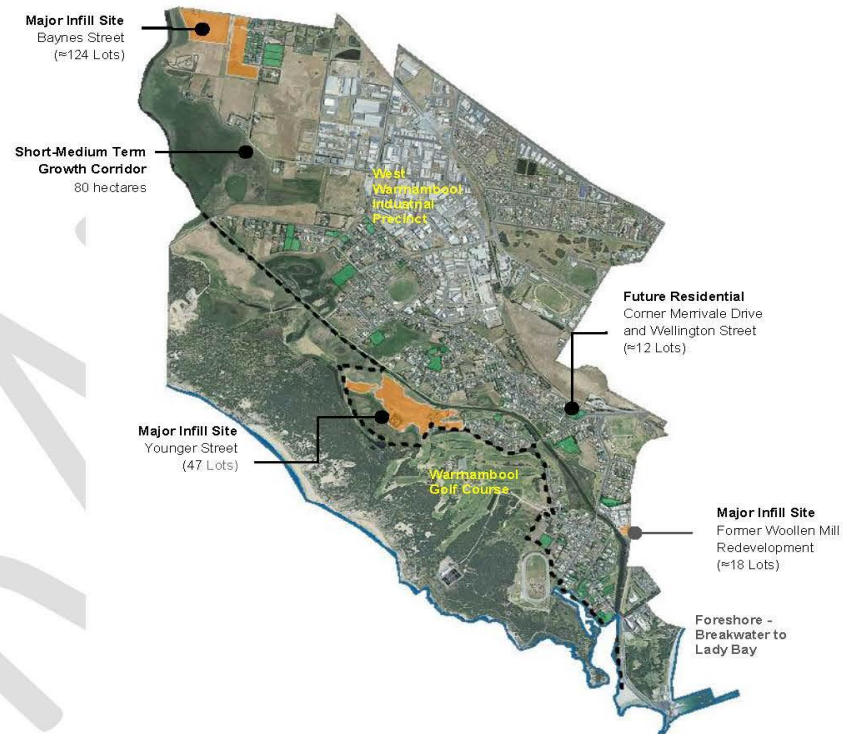


Figure 7 - Land supply within Warrnambool (South / Merrivale)

Residential Land Supply Statistics

Existing Vacant Residential Lots	97
Major Infill Site Area	21.1 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
0	189	97	0	286

WARRNAMBOOL (NORTH EAST)

Precinct summary

The Warrnambool North East precinct is predicted to have the most rapidly growing population in Warrnambool. Much of the precinct is currently broad acre (greenfield) growth areas or farming.

There 129 vacant parcels within the precinct that are available for immediate residential development.

Over the past few years, housing development has been contained within the North East Growth Area. The growth area has capacity for an additional 588 lots (depending on density).

52 lots were constructed within the Russell Creek Estate off Aberline Road (Stage 3) in 2015. Work has commenced on Stages 1 and 4 providing a further 69 lots although titles have yet to be created. A further 59 lots have been constructed within the Gateway Estate (extension of Gateway Road).

The final stages of development of the Anchor Point Retirement Village will provide approximately 120+ dwellings.

Land to the east of Aberline Road has been identified as a future urban growth area. Subject to detailed structure planning, this growth corridor could potentially yield over 4,000 residential lots (depending on density).

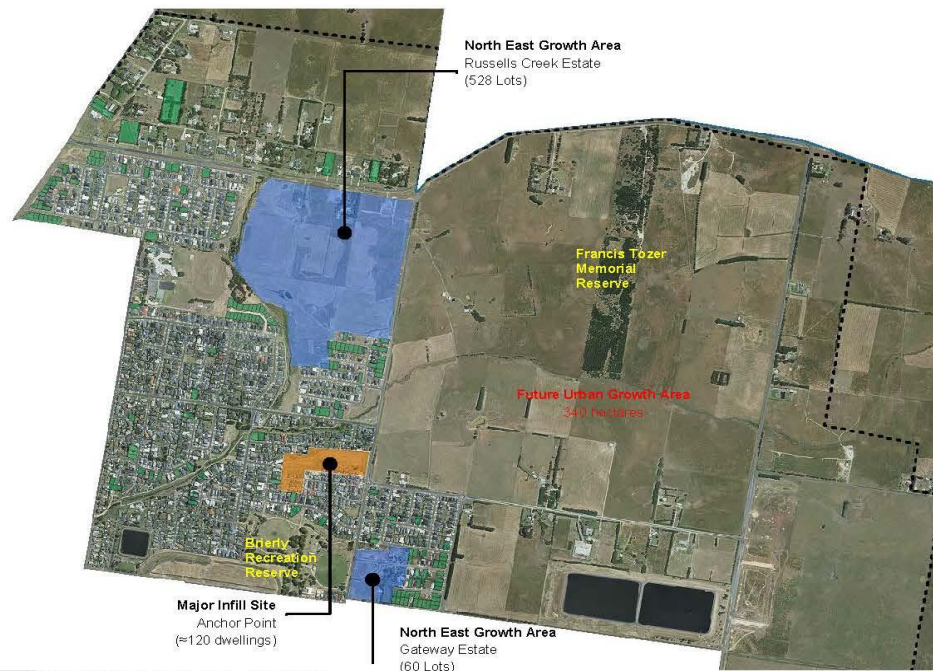


Figure 8 - Land supply within Warrnambool (North East)

Residential Land Supply Statistics

Existing Vacant Residential Lots	129
Major Infill Site Area	4 hectares
Broad Hectare Area	49.34 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
588	120	129	0	837

WARRNAMBOOL (NORTH MERRI)

Precinct summary

The Warrnambool North Merri precinct is set to more than double in population with the development of the North of Merri Structure Plan area that is expected to yield approximately 2,143 lots.

There are 81 vacant parcels within the precinct that are available for immediate residential development.

Parcels of land west of Mortlake Road (North East Growth Area) have capacity for approximately 120 lots (depending on density).

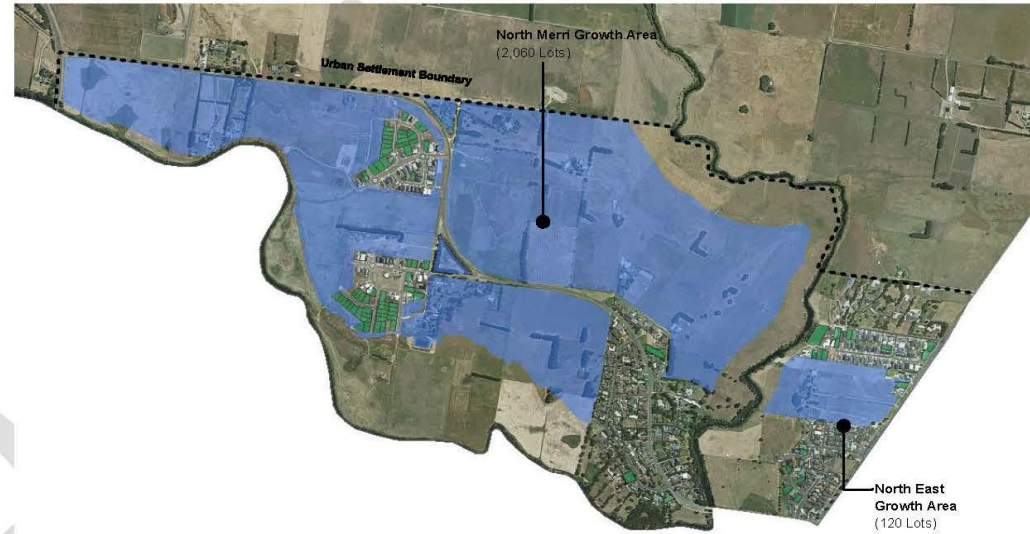


Figure 9 - Land supply within Warrnambool (North Merri)

Residential Land Supply Statistics

Existing Vacant Residential Lots	81
Major Infill Site Area	-
Broad Hectare Area	181.5 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
2,180	0	81	0	2,261

DENNINGTON

Precinct summary

Dennington forms a distinct community within Warrnambool, with milk processor Fonterra an important employment hub. North Dennington is an actively growing residential area, with an additional 1,000 people predicted by 2066.

There are 40 vacant parcels within the precinct that are available for immediate residential development. This figure is down 32 lots on the previous audit.

Amendment C90 was approved by the Minister for Planning in July 2015 and rezoned land within the North Dennington Growth Area from farming to residential (shaded in Figure 10 opposite). A Development Plan for the North Dennington Growth Area has been approved anticipating the creation of more than 1,200 lots.

Titles were released for 35 new lots on the north side of Russell Street in 2017, with at least 7 of these lots being developed with a dwelling.



Figure 10 - Land supply within Dennington

Residential Land Supply Statistics

Existing Vacant Residential Lots	40
Broad Hectare Area	97.37 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
1,217	0	40	0	1,257

ALLANSFORD

Precinct summary

This precinct includes the township of Allansford, rural living and rural land uses. There are 21 vacant parcels within the precinct that are available for immediate residential development. This figure is up 2 lots on the previous audit.

Allansford has capacity for further residential growth, including a number of large parcels within the Low Density Residential Zone and Rural Living Zone.

The Warrnambool City-Wide Housing Strategy 2013 recommends that further planning should be undertaken to identify infrastructure requirements (e.g. drainage) to guide future residential development. Council will prepare a Strategic Framework Plan for Allansford. Land supply and forecasts will be further analysed as part of that project.



Figure 11 - Land supply within Allansford

Residential Land Supply Statistics

Existing Vacant Residential Lots	21
Major Infill Site Area	-

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
0	0	21	0	21

BUSHFIELD / WOODFORD

Precinct summary

The Bushfield / Woodford precinct comprises the townships of Bushfield and Woodford, and rural land to the west. There are 53 vacant parcels within the precinct that are available for immediate residential development.

Large tracts of land are available for further Low Density / Rural Living development to the south west of the precinct. Subject to planning approvals, these parcels could yield 40 lots.

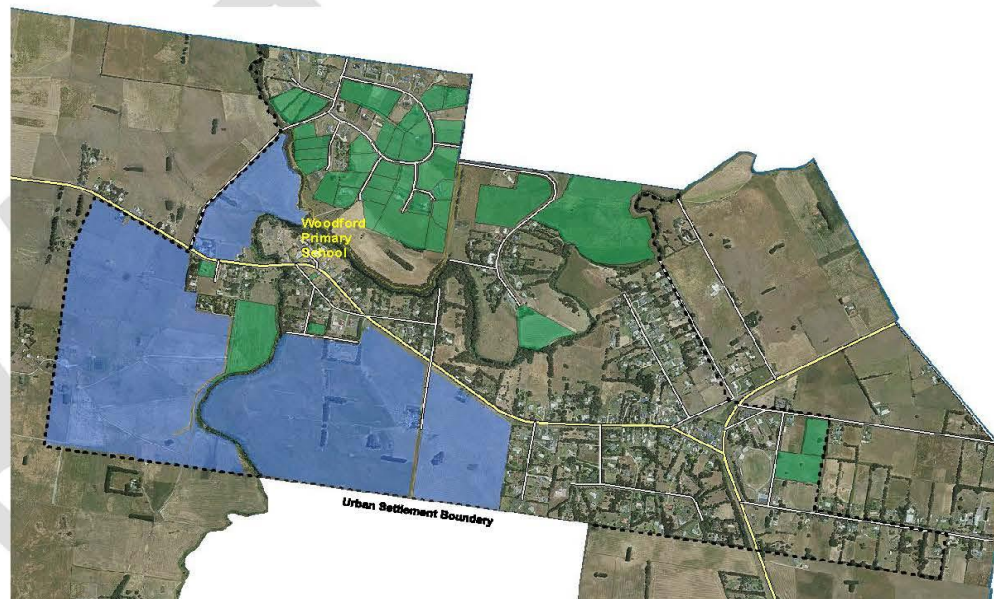


Figure 12- Land supply within Bushfield / Woodford

Residential Land Supply Statistics

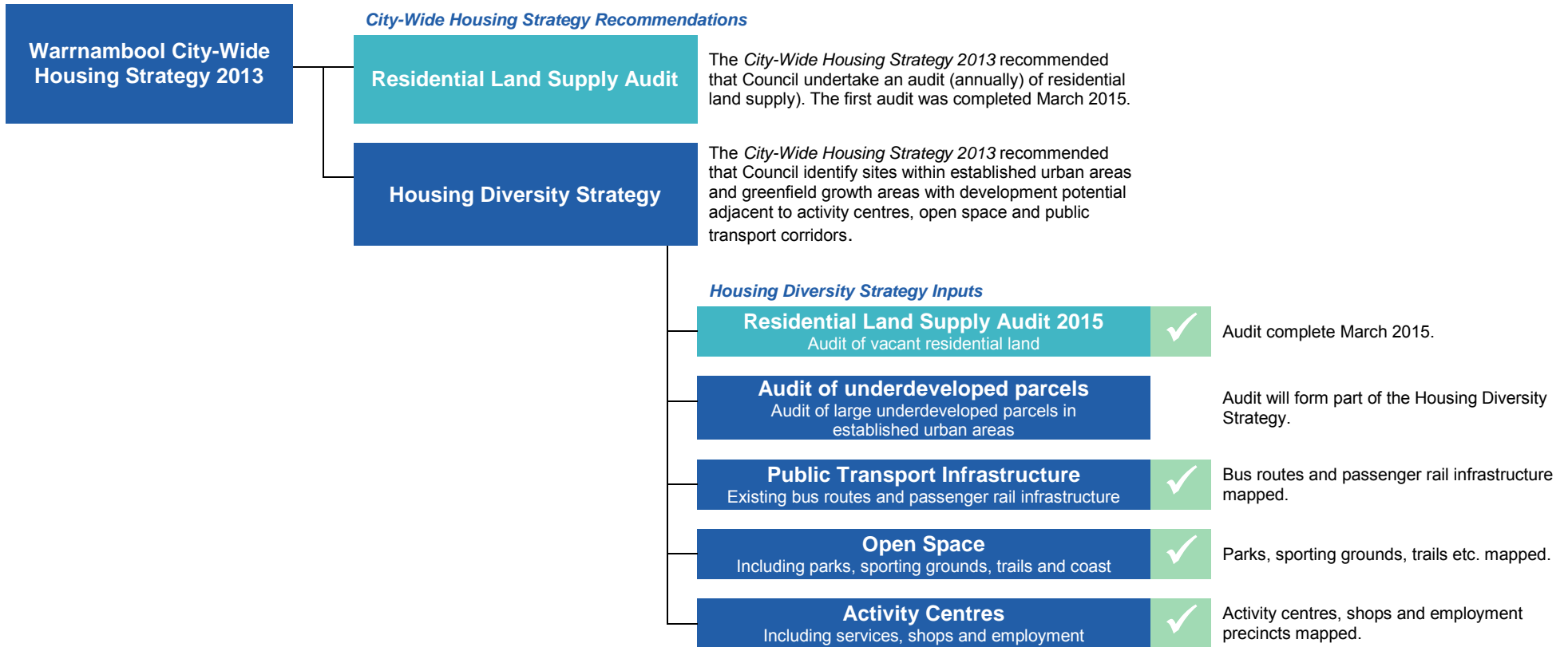
Existing Vacant Residential Lots	53
Broad Hectare Area (RLZ)	160 hectares

Residential Lot Potential by Supply Type, 2018

Broad Hectare	Major Infill	Minor Infill	Future Residential (Unzoned)	Total
40	0	53	0	93

DRAFT

APPENDIX C - HOW THE RESIDENTIAL LAND SUPPLY AUDIT RELATES TO EXISTING AND PROPOSED HOUSING STRATEGIES



5.6 IMPLEMENTATION OF INFRASTRUCTURE DESIGN MANUAL (IDM) INTO THE WARRNAMBOOL PLANNING SCHEME

PURPOSE

This report provides information on the implementation of the IDM into regional planning schemes across Victoria currently being undertaken by the Department of Environment Land Water & Planning.

EXECUTIVE SUMMARY

- The Department of Environment Land Water & Planning (DELWP) is undertaking a project to implement the Infrastructure Design Manual (IDM) into regional planning schemes and is seeking Council's support to participate in the project.
- The IDM is designed to clearly document and standardise Council's requirements for the design and development of infrastructure.
- Council adopted the IDM at its meeting on 7 September 2015 and has been using it ever since. The IDM is currently utilised by 44 Councils across Victoria.
- The inclusion of the IDM in the planning system will also provide certainty around the requirements for the provision of infrastructure.
- The IDM applies to all development and subdivision applications, including commercial, industrial, rural and residential.
- DELWP intend to implement the IDM into regional Planning Schemes across the state at the same time via a Ministerial Amendment later this year.

MOVED: CR. NEOH
SECONDED: CR. HULIN

That Council agree to participate in a Section 20(4) Ministerial Amendment coordinated by the Department of Environment Land Water and Planning which seeks to introduce the 'Infrastructure Design Manual' (IDM) provisions into the Warrnambool Planning Scheme.

CARRIED – 5:0

PROPOSAL

The amendment to the Warrnambool Planning Scheme to implement the IDM is to include:

- Amending Clause 21.10 (Infrastructure) to include updated references to the Infrastructure Design Manual.
- Amending Clause 21.10 to include the IDM as a Reference Document.

BACKGROUND

The Infrastructure Design Manual (IDM) is facilitated by the Local Government Infrastructure Design Association (LGIDA) as a technical document in a planning context and with a regional focus.

The IDM is designed to clearly document and standardise Council's requirements for the design and development of infrastructure. It also aims to expedite Council's infrastructure approvals and ensure that minimum design criteria are met in regard to the design and construction of infrastructure regardless of whether it is constructed by a Council or a developer.

Council adopted the IDM at its meeting on 7 September 2015 and has been using it ever since.

Incorporating the IDM into the structure of regional planning schemes will enable a more consistent approach to the provision of infrastructure throughout all rural and regional areas of Victoria.

The inclusion of the IDM in the planning system will also provide certainty around the requirements for the provision of infrastructure. This will improve efficiency in planning processes and lead to a reduction in financial obligations and a greater surety at development stage.

The IDM applies to all development and subdivision applications, ie. commercial, industrial, rural and residential.

All subdivision and many development approvals require planning approval, and therefore it is the planning system that provides the most common conduit for linking the IDM to the approval process.

ISSUES

The IDM is currently utilised by 44 Councils across Victoria, despite not being included in the planning scheme of many of these Councils.

The IDM is owned and maintained by the Local Government Infrastructure Design Association Incorporated (LGIDA) and it has been developed in consultation with councils, consultants and developers. The IDM has already been the subject of favourable Planning Panel and Advisory Committee hearings and reports. The IDM is presently included (in some form) in at least ten planning schemes and it is used on a day to day basis by 44 rural and regional councils. The IDM is regularly reflected in permit conditions reviewed by and issued at the direction of VCAT.

John Keaney has been engaged by the LGIDA to work with local government and DELWP with a view to introducing the IDM into all planning schemes in a consistent manner across regional Victoria. It is proposed to introduce the IDM into planning schemes through a GC amendment; a process which will be led and facilitated by DELWP and the Minister for Planning.

Participating in this process will expedite the implementation of the IDM into the Planning Scheme, and provide efficiencies for Council in terms of process and cost.

CONSULTATION/COMMUNICATION

Participating in a Ministerial Amendment normally provides exemptions from notice. It is considered that this is appropriate, as the IDM implementation has already been subject to extensive consultation, including Planning Panel and Advisory Committee hearings. Implementing the IDM in the Planning Scheme is in accordance with the recommendations and reports from these hearings.

FINANCIAL IMPACT

The costs associated with participation in the Ministerial Amendment have been allowed for in the City Strategy and Development budget.

ENVIRONMENTAL/RISK IMPACT

If the IDM is not implemented into the Planning Scheme, Council may be vulnerable at VCAT if a developer were to lodge an appeal against infrastructure requirements and permit conditions.

The proposal will be undertaken in accordance with the requirements of the Planning Scheme and the *Planning and Environment Act 1987*.

5.7 GREEN WARRNAMBOOL**PURPOSE**

This report provides an overview of Green Warrnambool 2018.

EXECUTIVE SUMMARY

- Green Warrnambool has been developed and sets a new vision for the City that Warrnambool will be the most sustainable regional city in Australia.
- Green Warrnambool is a high level overarching strategic document that guides a suite of new and existing strategic plans and actions.
- Green Warrnambool has been developed in conjunction with the Warrnambool 2040 Project and the Environment and Planning Advisory Committee and will supersede the previous Environmental Sustainability Strategy 2008-2013.
- The plan contains six goals which are:
 - Zero Warrnambool – we will have zero net greenhouse gas emissions.
 - Adaptable Warrnambool – Council and its community will be prepared and resilient in a changing climate.
 - Wise Warrnambool – we will send zero recoverable waste to landfill and reduce litter and pollution.
 - Naturally Warrnambool – where we will enhance and protect our environment and biodiversity.
 - Blue Warrnambool – we will ensure our water is protected, conserved and unpolluted.
 - Green Warrnambool – our green spaces will be thriving and connected and our food sourced locally.
- The actions are a combination of policy and planning documents, data collection and on-ground implementation actions with over 50 Council led actions and 40 community actions.
- The targets are ambitious and it is acknowledged that meeting them requires a cultural shift in how we will live and develop as a city.
- The draft Green Warrnambool document is ready for community consultation over a six week period.

MOVED: CR. HULIN
SECONDED: CR. HERBERT

That the Green Warrnambool 2018 (draft) be released for community consultation for a six (6) week period.

CARRIED – 5:0

PROPOSAL

Warrnambool's Green Warrnambool Plan will guide environmental management and set ambitious sustainability targets for our City.

BACKGROUND

Warrnambool's Environmental Sustainability Strategy 2008-2013(ESS) has been a useful and effective guiding document for the City. In 2016 the Green Warrnambool Review document was endorsed by Council which outlined the achievements of this Strategy.

Green Warrnambool 2018 has been developed in conjunction with the Warrnambool 2040 Project to supersede the previous ESS. The Plan sets a vision that Warrnambool will be the most sustainable regional city in Australia. It is acknowledged that the targets are ambitious and that meeting them requires a cultural shift in how we will live and how we develop our city.

There are six Goals identified. Each goal has a number of targets for 2040 as well as an interim 2026 target. Each of these measures has actions for both Council and the Community. The actions are a mix of high level policy and planning documents and data collection such as the development of an Urban Forest Strategy to on-ground implementation actions such as delivering a solar bulk buy program to the community and rolling out a city-wide FOGO collection.

There are six goals and associated actions. These are;

ZERO WARRNAMBOOL - As a leading regional city we demonstrate innovative, smart solutions to achieve zero net emissions for a renewable future.

Using contemporary ideas and technologies, we will be innovative and bold, working collaboratively on smart solutions. We will build our city and its transport systems for a sustainable future. By 2040 we will have zero net greenhouse gas emissions and our energy needs will be met from renewable sources.

ADAPTABLE WARRNAMBOOL - We will adapt to the impacts of climate change

Working together, we will be prepared, adept and resilient in the face of climate change challenges. Our institutions, agencies, universities, industries, businesses and community leaders will partner to develop the world's best responses. Our infrastructure and open space will be designed effectively and our community will have the knowledge to mitigate climate change impacts and thrive in a changing climate.

WISE WARRNAMBOOL - We are a wise city that wastes not

Warrnambool citizens will be environmentally informed, ethically motivated consumers of goods and services. We will minimise waste by conserving, avoiding, reducing, recycling and reusing resources at every opportunity. We will significantly reduce land, water and air pollution, including littering and we will no longer a source of plastics entering the marine environment.

NATURALLY WARRNAMBOOL - We enjoy, love, respect and care for the natural environment

Warrnambool will restore, maintain and enhance its natural environment, drawing on the best scientific and Traditional Owner knowledge. We will build our knowledge, skills and involvement in protecting biodiversity, waterways and the coast for the benefit of current and future generations of people, flora and fauna. We will reduce the impacts of pest plants and animals and decrease damaging land uses and practices.

BLUE WARRNAMBOOL - Water is for Life

We will care for and regenerate our waterways, our coast and marine environment and support a natural water cycle. We will carefully use rainwater to contribute to the amenity of the city by bringing water management and green infrastructure together. Water conservation and water sensitive urban design, including improved stormwater systems, will improve our waterway and marine health. We will capture rainwater and reuse stormwater to reduce our reliance on depleting water sources.

GREEN WARRNAMBOOL - We will become a city in nature

We will be connected by green infrastructure and corridors of urban forest to support resilient and connected biodiversity. An increase in tree canopy cover in our urban areas will provide shade and carbon sinks, and decrease the number and severity of heat islands, while supporting biodiversity. The city will be abundant with green spaces, green roofs, vertical gardens and we will grow our own food in community gardens, market gardens, backyards and nature strips.

CONSULTATION/COMMUNICATION

Green Warrnambool has been developed in conjunction with the Warrnambool 2040 Environment Pillar and further workshopped with Council's Environment and Planning Advisory Committee and Council staff.

A Consultation Plan has been prepared to guide the communications process for the release of the draft Green Warrnambool 2018. It is anticipated that the draft Strategy will be publicly released for comment for a period of six (6) weeks commencing 5 June 2018. An electronic version of Green Warrnambool 2018 (draft) will be available on Council's website. Table 1 below provides an overview.

Activity	Comment	Date
Consultation opens	Document will be ready for consultation	5 June
Media Release	WCC to co-ordinate media comms for consultation, including radio and print media	6 June
Your Say on website	WCC to co-ordinate and have ready for consultation	5 June
Email Stakeholders	Email to stakeholders providing them with information regarding Green Warrnambool and offering a presentation to their group.	5 June
Video with Cr Owen	Go Green for Me	June
Drop in sessions x 2	11am Weekday Session in CBD and at the Fresh Markets	

Green Warrnambool Public Exhibition finalised	Submissions collated and reported to Council	17 July
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Table 1. Overview consultation plan.

FINANCIAL IMPACT

The development of the Green Warrnambool draft strategy has been mainly undertaken by Council's City Sustainability team and the broader City Strategy and Development branch. Costs have been allowed for in the City Strategy and Development budget.

ENVIRONMENTAL/RISK IMPACT

Green Warrnambool will assist in managing risks relating to the environment and sustainability issues for the City. It will support Council in managing risks such as environmental degradation, inappropriate land use or management and public safety. The implementation of Green Warrnambool 2018 aims to mitigate and manage these risks. Many of the Green Warrnambool actions and strategies aim to fill current knowledge and information gaps; considered critical to ensuring the sustainable management of our City.



Green

WARRNAMBOOL

Warrnambool will be the most environmentally sustainable regional city in Australia





ZERO
ADAPTABLE
WISE
NATURALLY
BLUE
GREEN



Warrnambool

Green Warrnambool reflects our community aspirations as set out in the Warrnambool 2040 Community Plan. It is a roadmap for creating our environmentally sustainable and resilient future.

Green Warrnambool and Warrnambool 2040 take strategic steps to address specific issues confronting the municipality. These issues include the health of our waterways and our coast; land, air and water pollution; biodiversity and conserving our natural environment.

Global issues such as climate change, population growth and consumption patterns will affect us, however as a creative and resilient regional city we will provide local responses that are tailored and unique.

Reducing energy and water consumption, reducing and recycling waste and making more ethical and sustainable purchases will improve our local environment and play

a role in the global move towards becoming a more sustainable planet. As a leading regional city we will tackle these issues head on.

We will take a responsible, long term view to limit the effects of climate change. We will be creative in finding new ways to prevent irreversible damage to the ecosystems and resources that sustain and nourish our lives. We will reduce our energy needs and switch to renewable energy.

Because we believe in inter and intra-generational equity we will be responsible and efficient with resources. We will not leave future generations to bear alone the cost of unsustainable development, polluted environments and a changing climate.



We acknowledge that our targets are ambitious and to meet them requires a cultural shift in how we live our lives and develop our city. It will take significant commitment and investment across all sectors. It will require innovative solutions including some for which we may be early adopters.

We understand that sustainability is about doing more with less. It is also about having a better understanding of environmental systems and recognising that our environment, economy and community are intertwined. Environmental sustainability is also about having a better understanding of the environmental systems that support what we do, and the need to take a broader view to recognise that our daily activities can simultaneously affect our economy, environment and community.

We understand that we live in a closed system. When we throw something away, we understand that there is, in fact, no 'away'. When we over-consume - water for example - in the end there will be none left for future generations. When we push other species to extinction, they are gone forever. We understand that we are stewards not only of the environment today but of the environment we bequeath to the future.

Green Warrnambool takes stock of where we are now in regards to environmental sustainability. It acknowledges that in order to achieve significant change we must first assess our current position. To do this we will conduct audits and collect data about how we are performing so we can measure our progress from now to 2040.

This strategy identifies actions that Council will do and actions that the community can do. 'The community' is defined as any person or organisation that lives, works or operates in the Warrnambool municipality, including Council itself. Warrnambool City Council is just one of the players that influence environmental sustainability in our City and across the south west region. In order to achieve the goals and actions set out in this strategy, a collaborative effort between Council, a range of agencies, business and the general public is needed.

By working together we will achieve the vision of this strategy and the vision of the Council Plan, making Warrnambool the most sustainable regional city in Australia.

Through the Warrnambool 2040 Plan process an overarching Vision and six goals were developed for environmental sustainability. They are:

VISION:

Warrnambool will be the most environmentally sustainable regional city in Australia.



Goals:

The six goals and associated actions developed through the Green Warrnambool Plan process are further described and outlined in this Report.



ZERO WARRNAMBOOL



ADAPTABLE WARRNAMBOOL



WISE WARRNAMBOOL



NATURAL WARRNAMBOOL



BLUE WARRNAMBOOL



GREEN WARRNAMBOOL





ZERO WARRNAMBOOL

As a leading regional city we demonstrate innovative, smart solutions to achieve zero net emissions for a renewable future.

Using contemporary ideas and technologies, we will be innovative and bold, working collaboratively on smart solutions. We will build our city and its transport systems for a sustainable future. We will have zero net greenhouse gas emissions and our energy needs will be met from renewable sources.



What this looks like:

Zero Net Emissions	Green Futures: Renewable Energy	An Energised Community	Walking the Talk
Warrnambool will have zero net greenhouse gas emissions.	Warrnambool will source all of its energy from renewable resources.	Our residents have the knowledge and desire to live carbon neutral lives.	<p>Warrnambool is an active and sustainable transport leader in regional Australia.</p> <p>Warrnambool facilitates sustainable travel and transportation through infrastructure and education.</p>

Overview:

Warrnambool will be a city that applies technology and innovation to ensure a cleaner and more sustainable future by demanding innovation in the energy sector and the switch from fossil fuels to affordable, accessible, reliable and sustainable energy resources.

Council is on track to meet its current emissions target of a 30% reduction by 2020. This has been achieved through various programs such as the Smart Building program and the Great South Coast Street Smart Lighting Project. Our new target of zero net emissions for the City by 2040 is ambitious. It will require substantial structural, economic and policy change to drive an increase in energy efficiency, decrease in use of carbon intensive fuel sources and finally offsetting any remaining emissions. Warrnambool will be nationally recognised as a leader in sustainable industry.

We will be at the forefront of investment in smart infrastructure. Solutions including micro-grids, renewable energy integration, battery energy storage systems, electric vehicles and intelligent control all provide a pathway for Warrnambool's future as a sustainable city. We will lead our community in deploying economically and environmentally sustainable technologies and techniques for reducing energy consumption and generating energy more sustainably.

Warrnambool's largest energy users will be asked to commit to working collaboratively towards Warrnambool

Net Zero 2040. We will support local renewable energy businesses to diversify our economy and secure clean energy supplies to industry. As a City we will develop Virtual Net Metering capabilities to aggregate the City's solar capacity and offset energy usage across key assets (towards 100% renewables).

Community energy projects will play a critical role in driving change at the grassroots level. The community will be engaged and supported to come together to act on climate change. There are significant opportunities for community energy and Council will support the community and give the tools to develop neighbourhood level energy systems.

Transport produces considerable emissions and these will reduce over time by increased use of walk and bicycle paths, uptake of electric vehicles and other new technologies. Our urban areas will be compact, creating a '20 minute city' where residents can walk, cycle or take public transport to all major services in twenty minutes or less. This will ensure our transport systems are efficient and have a reduced environmental footprint.







ZERO WARRNAMBOOL

2040 Goal	2026 Interim Goal	Council Action Immediate	Community Action Immediate
The City of Warrnambool will have Zero net greenhouse gas emissions.	<p>Warrnambool City Council will have zero net greenhouse gas emissions.</p> <p>Warrnambool will reduce its citywide emissions by 20%</p> <p>Warrnambool will pave the way for a Zero Net Carbon Housing Development</p>	<p>Develop the Warrnambool Zero 2040 Plan outlining costed targets and transition pathways.</p> <p>Green Futures –Program implementation: Support for households and businesses to facilitate improved energy efficiency, use of renewable energy and reduce costs.</p> <p>Investigate opportunities for loan finance to accelerate uptake of solar PV, battery storage and Electric Vehicles.</p>	<p>Support development of the Warrnambool Zero 2040 Plan</p> <p>Implement behaviour change programs.</p> <p>Design and install technologies and systems to reduce energy use and demand.</p>
<p>Warrnambool's energy is sourced from renewables.</p> <p>Homes and businesses use renewable energy for their energy needs.</p>	<p>Council will source 40% of its energy usage from renewable resources.</p> <p>Warrnambool will source 20% of its citywide energy from renewable resources. Warrnambool have at least 1 micro-grid set up and operating.</p> <p>Pilot a Neighbourhood Energy Project.</p>	<p>Develop Warrnambool Renewable Futures Project with key industry partners to investigate large scale renewable energy investment opportunities.</p>	<p>Industry to drive renewable investment.</p> <p>Continue to invest in and install domestic and commercial renewable energy systems.</p>
<p>100% of homes and businesses use renewable energy for their energy needs.</p> <p>Residents are actively engaged in reducing their carbon footprints.</p>	<p>25% of residential properties will have solar PV systems.</p> <p>Community Energy Program implemented.</p>	<p>Develop the Warrnambool Zero 2040 Plan</p> <p>Implement the Green Futures Business and Community Program including solar bulk buys, rebates, Energy Upgrade Finance options and other efficiency projects.</p> <p>Support community energy projects</p>	<p>Assist WCC develop the Warrnambool Zero 2040 Plan</p> <p>Continue installing domestic and commercial renewable energy systems.</p>
<p>Warrnambool community's main forms of transport are to walk, cycle or use solar powered vehicles.</p> <p>Warrnambool has low emission public transport options.</p> <p>Council fleet is 100% fuelled by renewables</p> <p>Community vehicular transport is approaching 100% fuelled by renewables</p>	<p>Principle Pedestrian Network (PPN) and Principle Bicycle Network (PBN) finalised and top 3 networks are complete.</p> <p>Council pool cars and commuter use fleet consists of 20% low emission vehicles.</p> <p>City has smart infrastructure with EV charging stations.</p> <p>Electric vehicle charge points are available around the city to recharge electric cars and other e-vehicles, all powered by a smart grid.</p>	<p>Finalise the Principle Pedestrian Network (PPN) to prioritise capital works expenditure on pedestrian/walking projects</p> <p>Develop Warrnambool's Principle Bicycle network (PBN) which identifies strategic cycling corridors.</p> <p>Develop an Electric Vehicle Infrastructure Strategy to support community Electric Vehicle uptake.</p>	<p>Support low emission transport options.</p> <p>Develop and support behaviour change programs to encourage and educate about sustainable transport</p>





ADAPTABLE WARRNAMBOOL

We will adapt to the impacts of climate change

Working together, we will be prepared, adept and resilient in the face of climate change challenges. Our institutions, agencies, universities, industries, businesses and community leaders will partner to develop the world's best responses. Our infrastructure and open space will be designed effectively and our community will have the knowledge to decrease climate change impacts.



What this looks like:

Building for The Future

Environmentally Sustainable Design principles underlay all infrastructure developments and upgrades in Warrnambool.

Our infrastructure and open spaces mitigate the impacts of a warmer climate, decreased rainfall and increased severe weather events particularly in high risk areas such as on our coast and waterways.

A Climate Capable City

Our community understands and successfully responds to the challenges that a changing climate brings.

Overview:

Climate Change is the most pressing economic and environmental issue of our time. Council acknowledges the need to tackle the root causes of climate change. Council's Climate Change Action Plan outlines how we will achieve our target of reducing Council's emissions by 30 per cent by the year 2020 and we now need to look beyond this for future emissions reductions.

We face four key climate change risks:

- less rainfall and more chance of drought
- extreme heatwaves and bushfires
- more intense rainfall and wind storms
- sea level rise; inundation and erosion.

Our Climate Change Action Plan assesses and explores the impact on our City's systems, including:

- water supply
- transport
- communications
- energy services
- emergency services; and the
- built environment.

Heatwaves and very hot days are known to have serious impacts on human and animal health, the performance of infrastructure and the delivery of essential services. Very hot days and heatwaves place stress on the provision of essential services such as electricity, roads, train tracks and overhead powerlines. Increased use of air-conditioners pushes up demand for power during heatwaves and can potentially outstrip supply leading to power blackouts.

This risk has significant implications during a heatwave, particularly for those managing their heat stress with air-conditioning. Council will minimise the urban heat island effect by incorporating smart features in the design of buildings, streetscapes and open spaces.

The increasing frequency of drought and reduced rainfall poses challenges to Warrnambool's water supply, as well

as the health of parks, trees and green spaces throughout the city. There is an existing flood risk to low lying precincts near the Merri River and Russells Creek, when high tides coincide with extreme rainfall events. We will consider climate change impacts, such as sea level rise, inundation and erosion, storm frequency and peak stormwater flows, on open space, infrastructure and services and adapt these over time, usually during design or service reviews.

The Warrnambool community will be climate ready and informed of the likely effects climate change will have on property, lifestyle and general circumstances. This will enable effective management of the risks to Council-owned assets as well and equip the community with the tools to manage their own.

Energy efficient buildings will play an important role in reducing emissions and ensuring that our homes and buildings can withstand changing climate conditions. Warrnambool's new developments and upgrades will align with Environmentally Sustainable Design (ESD) principles that include energy efficiency. Sustainable design assists with protecting our environment, secures today's living standards, helps future-proof communities against rising energy, water and waste disposal costs and reduces the impact of climate change.

The Council cannot fulfil this vision alone. We need the commitment and involvement of residents, including community groups, schools, businesses and government agencies to achieve these goals.







ADAPTABLE WARRNAMBOOL

2040 Goal	2026 Interim Goal	Council Action Immediate	Community Action Immediate
<p>ESD principles used for all new developments and upgrades.</p> <p>All new infrastructure is designed for the changed and changing climate.</p> <p>New Council buildings have greater than a 5 Greenstar rating.</p> <p>Zero Carbon Neighbourhood</p>	<p>Sustainable Building Design Policy and Guide developed and in use.</p> <p>All new development, renewal and upgrade works to consider the IDM Sustainable Infrastructure Guidelines (or its successor documents).</p> <p>Council will have 1 x 5 Star Green Rated building. All Council buildings constructed from 2026 onward will operate as zero net emission buildings.</p> <p>Precinct Structure Plan complete for a Zero Carbon Neighbourhood.</p>	<p>Commence development of a leading practice Sustainable Building Design Policy and Guide incorporating the IDM Sustainable Infrastructure Guidelines where applicable.</p> <p>Review and update Climate Change Action Plan</p> <p>Council's Climate Action Plan to include Infrastructure and Open Space Climate Change Response Guidelines.</p> <p>Warrnambool will pave the way for a Zero Carbon Housing Development</p>	<p>Assist in the development of local case studies to support improved awareness of practical implementation of ESD in the built environment</p> <p>Support local energy and water efficiency retrofits of existing buildings.</p> <p>Invest in and support the development of zero emission construction opportunities.</p>
<p>High level of community awareness about how to avoid and decrease the personal impacts of severe weather events and a changed climate.</p> <p>Coastal Risks are embedded into the planning scheme.</p> <p>There are several 'Climate Resilient' playgrounds in Warrnambool</p>	<p>A Climate Capable City information program has been rolled out to support residents and business to successfully respond to a changed and changing climate.</p> <p>Local Coastal Hazard Assessment has been completed for Warrnambool's coastline.</p> <p>There is at least one 'Climate Resilient' playground in Warrnambool.</p>	<p>Climate Capable City Vulnerability mapped.</p> <p>Support State Government in Local Coastal Hazard Assessment program.</p> <p>Support the construction and development of Zero Net Carbon Homes</p>	<p>Assist in the support and development of zero emission construction opportunities.</p> <p>Invest in Zero Net Carbon Homes.</p>





WISE WARRNAMBOOL

We are a wise city that wastes not

Warrnambool citizens will be environmentally informed, ethically motivated consumers of goods and services. We will have zero recoverable waste being sent to landfill by conserving, avoiding, reducing, recycling and reusing resources at every opportunity. We will significantly reduced land, water and air pollution, including littering and we will no longer be a source of plastics entering the marine environment.



What this looks like:

Zero Waste Warrnambool	The Pollution Solution	Warrnambool v Plastic	Close the Loop
Avoiding waste generation is a priority however sending residential, commercial and industrial waste to landfill is the last option after re-using, repairing, repurposing and recycling.	Warrnambool's Land, Wastewater, Waterways and Air will be litter and pollution-free.	Warrnambool will support the phase out of single use plastics.	Warrnambool City Council and the Community will work together to foster lasting behaviour change and community ownership to develop local models for engagement and partnerships can enable communities to create value from local waste streams.

Overview:

We have become a consume and dispose society. We have historically relied on landfill for getting rid of a lot of our waste but there is a limit to the amount of landfill space we have across the region. We need to think about waste differently. Our waste contains valuable, recoverable and recyclable materials that are a potential resource. Recovery, reuse and recycling can provide long-term benefits. A zero waste future is not only possible; it is a critical part of solving today's climate crisis and addressing other environmental challenges.

The concept of zero waste to landfill challenges the assumption that resources are unrecoverable from waste and that effective resource recovery is more costly than landfill disposal. It brings the focus up the waste hierarchy from landfill disposal to recovery, reuse and avoidance, and encourages a society that ultimately exists within resource constraints. There is great potential for improved diversion rates, where residents are recycling more material such as Food Organics - Garden Organics (FOGO) which currently goes to landfill. Smart technology for waste and resource collection and processing could revolutionise waste minimisation and recycling and Warrnambool can be a leader in this field.

In the decade to 2016 the city's population grew by an estimated 3,300 people. Encouragingly, the annual amount of waste generated through kerbside collection has not increased significantly in this period. The city's population, currently 34,000, is predicted to approach 50,000 by 2035 and with population growth of that magnitude will come greater waste volumes. Warrnambool's Resource Recovery, Waste Minimisation and Management Strategy 2017-2021 outlines how the city will tackle waste avoidance, recovery, reuse and recycling.

There is still much to be done to achieve our goal of zero recoverable waste to landfill. Smart technology for waste and resource collection and processing could revolutionise waste minimisation and recycling in Warrnambool. Waste management and resource recovery activities are being impacted by technological advances which are providing greater efficiencies and will ultimately change many current practices. Warrnambool will show leadership in resource recovery and renewable energy with investigation into the viability and sustainability of waste to energy technology that may bring economic development and environmental

management opportunities to the City.

Litter has been identified as a major environmental concern for our community. Every piece of plastic that has ever been made is still in existence and this makes plastic pollution a serious issue. It has become clear that plastic litter including plastic bags and other single-use plastics have had a major impact on our environment and amenity. A recent marine pollution event of plastic nurdles (small beads used in the manufacture of plastic goods) highlighted the need for action on plastic pollution and litter in our City. Community reaction to this event demonstrated that environmental damage like this is unacceptable.

Our consumerist culture is unsustainable if it continues to be based on environmentally damaging processes and depleting resources. We will make better, more informed choices that have less or zero environmental impact. We will encourage and support product stewardship and closed waste loop models. Product stewardship accepts responsibility at the point of manufacture for a product's end of life and distributes any costs associated with this through the supply chain and to the consumer. Closed waste loop models recognise that all waste is a resource that can reused, recycled or repaired and this is recognised at the point of raw material selection and manufacture through to end of product life.

We will become a waste-aware City, acknowledging that those involved in producing, selling, using and disposing of products have a shared responsibility. Together, we will ensure that products and materials are managed in a way that reduces their impact, throughout their lifecycle, on the environment and on human health and safety.







WISE WARRNAMBOOL

2040 Goal	2026 Interim Goal	Council Action Immediate	Community Action Immediate
Zero recoverable waste to landfill.	Reduce resource consumption from 8.2 kg to 3 kg per person by 2038 (based on 2015 levels). Increase diversion from landfill to 80%	Introduce a FOGO collection in new kerbside collection contract. Investigate and invest in local and onshore stable recycling markets. Investigate the feasibility and sustainability of waste to energy models. Investigate automated and centralised resource collection systems to integrate across the City where feasible.	Commercial and industrial waste producers can seek opportunities to use waste as a resource and reduce waste generation Large waste producers in the municipality improve waste recovery and reduce net waste production Increase home recycling and diversion of organic waste. Support the Unpackaged Food Cooperative Buy products with less packaging to influence suppliers.
No littering No air pollution by EPA standards No wastewater or waterway pollution	The Warrnambool Pollution Solution Plan and information program has been rolled out. Reduce the volume of litter by 40% 80% of drainage outfalls to be fitted with best practice, effective litter treatments.	Development of the Warrnambool Pollution Solution Plan and information program.	Assist WCC scope Warrnambool Pollution Solution Plan and information program Support Clean up Australia Day and Detox your Home events.
There are no single use, unrecyclable plastic items used in Warrnambool.	Single use plastic bags phased out Events in the city are plastic free. 40% Reduction in plastic waste on our beaches.	Warrnambool v Plastic Policy including Plastic Bag Free Policy and Single-Use Item Reduction Strategy Support the Plastic Free Alliance and Support Boomerang Bag project Advocate for container deposit legislation and product stewardship Advocate for Switch the Stix program in Australia	Plastic Free Alliance and the Good Will Nurdle Hunting campaigns continue to advocate for behaviour change and community action.
Warrnambool has developed a framework for a closed loop economy.	Community and business Zero Waste campaign is developed and implemented. Business models are developed for local businesses to utilise circular economy framework.	Support community take up of responsible packaging products. Support local incentives are established which promote circular economy behaviour and the elimination of waste.	Buy local products with less packaging to influence suppliers. Conserve, Avoid, Reduce, Re-use, recycle Advocate for closed loop local economy





NATURALLY WARRNAMBOOL

We enjoy, love, respect and care for the
natural environment

Warrnambool will restore, maintain and enhance its natural environment, drawing on the best scientific and Traditional Owner knowledge. We will build our knowledge, skills and involvement in protecting biodiversity, waterways and the coast for the benefit of current and future generations of people, flora and fauna. We will reduce the impacts of pest plants and animals and offer protection from damaging land uses and practices.



What this looks like:

Naturally Resilient	Naturally Warrnambool	Naturally Connected	Culturally Connected
<p>Warrnambool's ecosystems will be strong, diverse and protected. Warrnambool's coastline remains undeveloped and its environmental values protected. Warrnambool's rivers, tributaries and estuaries will be healthy and thriving natural ecosystems. Management of Warrnambool's landscape, flora and fauna will adapt to a changing climate. Strategic and coordinated approach to pest plant and animal control</p>	<p>Warrnambool's community will have the knowledge, skills and commitment to be active stewards of the natural environment</p>	<p>A network of vegetation links for greening and biodiversity connection.</p>	<p>Warrnambool's cultural landscape is protected and provides connection to country through shared land management</p>

Overview

Warrnambool is located in a significant cultural landscape and surrounded by waterways, wetlands, coastal areas and native grassland reserves.

Dunes along Lady Bay have been revegetated over recent decades by willing volunteers and this effort has resulted in increased numbers of native animals, including wallabies, echidnas and a range of birds that now inhabit this area. Thunder Point Coastal Reserve contains Middle Island and the internationally famous project protecting its Little Penguins. The coast contains numerous Indigenous cultural heritage sites, including Moyjil - Point Ritchie which has national significance. Threatened Hooded Plovers and other beach-nesting birds nest on Levy's and Logan's beaches. These areas are fragile and threatened by damaging practices such as illegal motorbike riding and 4-wheel driving.

The banks of the Merri River and its tributaries, and to a lesser extent, the Hopkins River have been a focus for revegetation activities in recent years. Both rivers are in poor health from post-colonisation land clearing, de-snagging, species decline, bank erosion and agricultural, industrial and storm water run off. However, there is now a concerted effort from community and agencies to turn this around. Lake Pertobe and the Merri Wetlands are significant habitats, particularly for birds, including the threatened Orange Bellied Parrot.

Many vegetation communities are under pressure from

urban development, agriculture and climate change. Tozer and Maam Reserves contain remnant grassland plants that are now largely extinct in the municipality.

Natural environment groups such as the Warrnambool Coastcare Landcare Network, Making A Difference for the Merri, Warrnambool Australian Plants Society & Warrnambool Field Naturalists support the community interest, learning and connection to the natural environment.

In coming years we will protect our coast's environmental values and ensure it remains undeveloped. We will increase the number of indigenous plant and animal species in the municipality and ensure that none become extinct. This will include creating an urban forest and vegetation corridors that support indigenous fauna and help nature adapt to climate change. Our rivers, creeks and estuaries will be healthy, thriving, natural ecosystems. Pest plants and animals will be controlled. Our residents will be active stewards of the natural environment, increasing their knowledge and participation in environmental activities. By working with and learning from Traditional Owners we will gain a deeper understanding of Warrnambool's long cultural history and its strong connection to country.







NATURALLY WARRNAMBOOL

2040 Goal	2026 Interim Goal	Council Action Immediate	Community Action Immediate
<p>Over 330,000 trees planted and maintained</p> <p>90% of Warrnambool's biodiversity corridors planted</p> <p>Increased flora & fauna biodiversity</p> <p>No new pest or weed species established.</p> <p>No indigenous flora or fauna species have become extinct</p> <p>Ensure protection and maintenance of existing established vegetation.</p>	<p>The Warrnambool Biodiversity Plan has been prepared and implementation commenced</p> <p>120,000 trees planted and maintained.</p> <p>30% of Warrnambool's biodiversity corridors commenced</p> <p>5 biodiversity hot spots are identified for long term monitoring.</p> <p>Warrnambool's biodiversity values and natural environment is embedded within and protected by the Planning Scheme and Local Policy</p> <p>Strategic and coordinated approach to pest plant and animal control within the municipality. No new weed or pest animal species introduced</p>	<p>Develop Warrnambool's Biodiversity Plan including the collation of baseline data, establish monitoring programs and management plans for biodiversity hot spots.</p> <p>Development of educational tools to support community awareness and knowledge of Warrnambool's biodiversity.</p> <p>Develop Pest Plant & Animal Management Framework.</p> <p>Undertake pest plant and animal eradication programs reserves & parks.</p> <p>Ensure protection and maintenance of existing established vegetation.</p>	<p>Collaborate and assist collecting data and participation in monitoring Warrnambool's flora, fauna & landscapes</p> <p>Assist with pest plant and animal eradication activities or programs</p> <p>Monitor for the emergence of new threats</p>
<p>Traditional Owner Partnership in management of key cultural sites.</p>	<p>Implementation of Cultural Landscapes and Heritage Strategy</p> <p>Traditional Owners oversee management of significant sites including Moyjil Aboriginal place</p> <p>Research important stories associated with the region and identify the landscapes that best express these stories.</p>	<p>In partnership with Traditional Owners develop a Cultural Landscapes and Heritage Strategy which integrates and reflects Traditional Owner knowledge and land management practices</p>	<p>Work in partnership to implement the cultural landscapes strategy in collaboration with Traditional Owners</p> <p>Provide stewardship and respect Warrnambool's cultural landscape</p>
<p>50% of Warrnambool's population actively engaged in at least one natural environment stewardship activity</p> <p>No roaming domestic cats and dogs</p>	<p>10% of Warrnambool's population actively involved in natural environment stewardship activity</p> <p>Begin phase in of no roaming domestic cats and dogs program</p>	<p>Develop a Natural Environment Community Stewardship Plan with key community organisations</p> <p>Domestic animal control education</p>	<p>Develop a Natural Environment Community Stewardship Plan with WCC.</p> <p>Support community-based groups to continue the valuable work restoring the natural environment.</p> <p>Domestic animals (cats and dogs) better controlled</p>





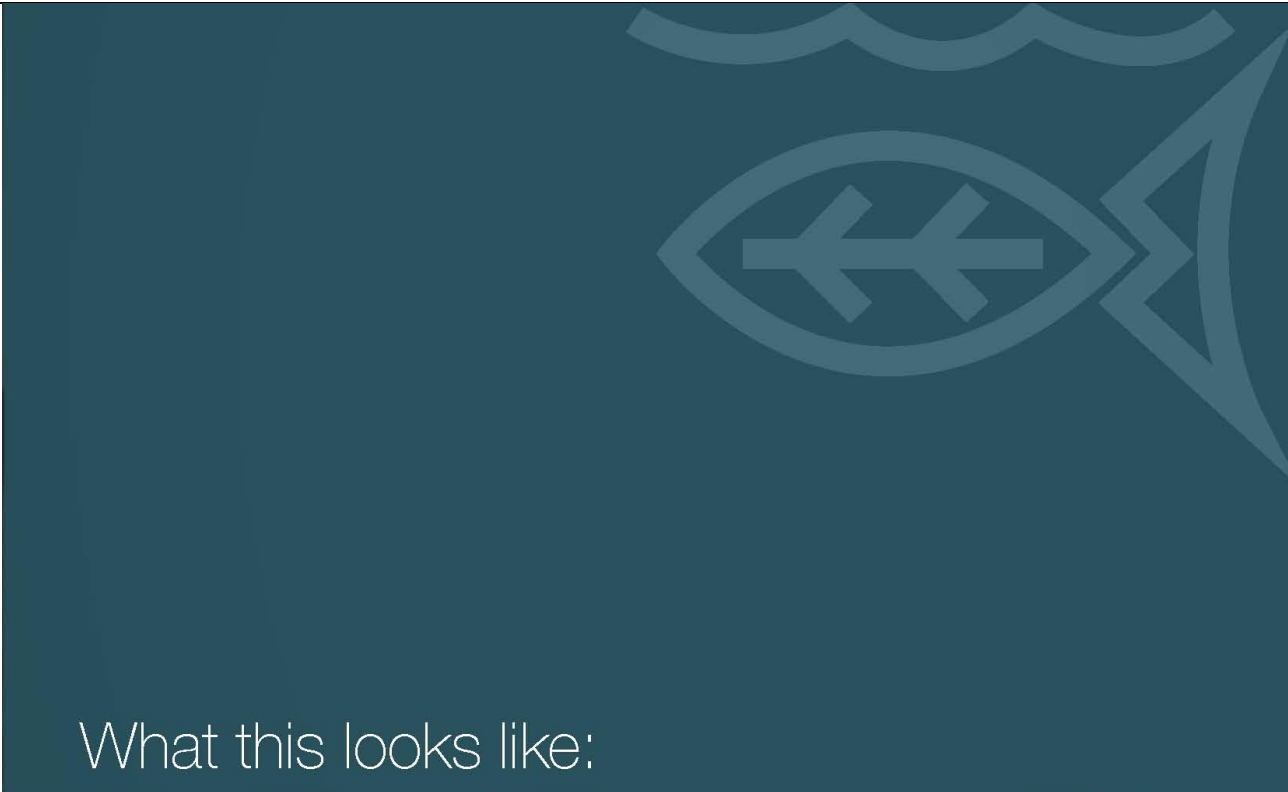
BLUE WARRNAMBOOL

Water is for life

We will care for and regenerate our waterways, our coast and marine environment and support a natural water cycle. We will carefully use rainwater to contribute to the amenity of the city by bringing water management and green infrastructure together.

Water conservation and water sensitive urban design, including improved stormwater systems, will improve our waterway and marine health. We will capture rainwater and reuse stormwater to reduce our reliance on depleting water sources.





What this looks like:

Blue-Green City	Wonderful Warrnambool Waterways	Water-Aware Warrnambool
<p>Infrastructure and open space developments and upgrades conserve water and improve waterways through integrated water management.</p>	<p>The Merri and Hopkins Rivers, tributaries and estuaries are healthy functioning ecosystems.</p>	<p>Our community understands that water and waterways are precious resources that require conservation and good stewardship.</p>

Overview:

Warrnambool's waterways, coastal areas and marine environment are some of our community's most valued natural areas. They provide rich habitats for a diversity of native plants and animals and they are highly frequented places for recreation and wildlife appreciation. These areas are also vulnerable to pollution, erosion, over-exploitation and neglect. Many stretches along our rivers and wetlands are unfenced, un-vegetated and eroded by livestock.

The Hopkins and Merri Rivers and their catchments are highly significant biodiversity corridors and much-used recreational areas. Like many Victorian waterways, they suffer from streamside clearing of vegetation and subsequent erosion and lack of pollutant filtration. While the industrial practices in the past have largely ceased, where waterways were used as drains, stormwater and agricultural run-off are still significant pollutant sources.

The City is committed to adopting an integrated water management approach to the water cycle and provision of Green-Blue infrastructure to ensure the city is healthy,

prosperous and resilient. This will result in improved waterway health, improved public amenity and green spaces, reduced reliance on potable water, particularly for watering and an improved drainage network.

A range of community groups have active interests in our waterways, coast and marine areas: Making A Difference for the Merri, Merri River Alliance, Warrnambool Coastcare Landcare Network, Merri Wetlands Protection Group, Friends of Merri Marine Sanctuary, Friends of Platypus Park and Russell's Creek Urban Forest Group, Warrnambool Australian Plants Society all have an active interest.







BLUE WARRNAMBOOL

2040 Goal	2026 Interim Goal	Council Action Immediate	Community Action Immediate
<p>Water Sensitive Urban Design principles are used in all infrastructure and open space developments and upgrades.</p> <p>All new developments incorporate roof water harvesting infrastructure.</p> <p>No stormwater enters our waterways and coast without treatment.</p>	<p>The Green-Blue City Plan guides development of integrated water management WSUD guidelines</p> <p>Neighbourhood Level Green-Blue Water Pilot Project developed.</p>	<p>Develop a Green-Blue City Plan for Warrnambool to provide a framework for integrated water management and incorporate Water Sensitive Urban Design into residential and commercial development (partnership with Wannon Water and DELWP).</p> <p>Neighbourhood scale solutions for stormwater treatment and reuse.</p> <p>Contribute to management and protection of groundwater systems.</p>	<p>Install residential water tanks and adopt water saving behaviours.</p> <p>Increase the use of recycled water and stormwater for commercial, residential and industrial use</p> <p>Work with Council to assist in the operation and uptake of raingardens and swale drains.</p>
<p>The Index of Stream Condition for the Hopkins River and Merri River is Excellent</p> <p>Wetlands and riparian areas are graze free zones.</p>	<p>The Index of Stream Condition for the Hopkins River and Merri River is Good</p>	<p>Partner with Moyne Shire GHCMA and Landcare to develop strategies for increasing riparian protection activities and reducing agricultural runoff and ensuring coordinated management and design of appropriate infrastructure and uses into the Hopkins and Merri catchments.</p> <p>Support Traditional Owner involvement in the management of waterways.</p>	<p>Assist WCC to develop strategies for increasing riparian protection activities and reducing agricultural runoff into the Hopkins and Merri catchments.</p>
<p>Warrnambool's use of potable water is 20% less than 2019 levels.</p>	<p>No net increase in potable water consumption based on 2019 levels.</p>	<p>Partner with Wannon Water to develop and implement community education program.</p>	<p>Deliver community education programs</p>
<p>The Merri River corridor is a connected series of parklands that support active transport, nature-based recreation and wildlife movement</p>	<p>Connectivity between parklands on the Merri has improved on 2018 levels. Woodend Road Reserve is being restored for environmental and recreation purposes. The significance of the Merri River as an open space corridor is recognised in the Planning Scheme and Council policy.</p>	<p>Develop policy that recognises the Merri River as a significant future open space corridor.</p> <p>Implement the North Dennington and North of Merri Structure Plans</p> <p>Undertake an Open Space Precinct Plan for public land on the Merri River between Queens Road and Manuka Drive</p>	<p>Merri River Alliance to drive and support appropriate open space development and protection of environmental and biodiversity values.</p> <p>Support and provide input into planning projects that inform development of the Merri River parklands</p>





GREEN WARRNAMBOOL

We will become a city in nature.

We will be connected by green infrastructure and corridors of urban forest to support resilient and connected biodiversity. An increase in tree canopy cover in our urban areas will provide shade and carbon sinks, and decrease the number and severity of heat islands, while supporting biodiversity. The city will benefit from more green spaces, green roofs, vertical gardens and we will grow our own food in community gardens, market gardens, backyards and nature strips.





What this looks like:

The Urban Forest

An Urban Forest Plan will map and incorporate tree canopy/rooftop and other infrastructure greening in the city to reduce urban heat island effects.

Grow Local

Our community will be sourcing most of its, seasonal fresh fruit and vegetables locally, from the backyard, community gardens, farmers' markets and local businesses.

Overview:

Climate change is increasing heatwaves, placing pressure on human health, amenity, productivity and infrastructure.

However, green infrastructure such as street trees, green roofs and walls, is a viable way to help cities adapt to increased heat. Uptake of these technologies is slowly increasing globally. The development and implementation of an integrated strategy to deliver adaptive building and open/green space design is a key to incorporate vegetation in streets, parks, sporting grounds, gardens, river and creek embankments, wetlands, railway corridors, community gardens and green roofs and walls.

We understand that vegetation through our urban, periurban and rural areas (the 'urban forest') provides ecosystem services and community wellbeing. Air and water filtration, shade and wind protection, oxygen production, carbon sequestration, nutrient recycling, habitat for pest insect eating birds and mammals.

The urban forest will also provide a connection to nature that can be missing in many urban areas. Combined with

small and larger scale food growing, we can truly be A City In Nature. One key step towards citywide greening, is street scale greening. As a community we can start street scale greening literally on our doorsteps.

Warrnambool's public land and natural areas will be maintained, enhanced and protected both for nature and for the enjoyment of our community. Being A City In Nature will instil a sense of pride and contribute to a positive quality of life for our community. We can be clever with how we plant in our built-up areas. Just as we dramatically modified the natural environment in order to establish a city, we can now modify it to put nature back into the picture. It may take at least two decades to achieve significant levels of adaptive 'greening' of our streets







GREEN WARRNAMBOOL

2040 Goal	2026 Interim Goal	Council Action Immediate	Community Action Immediate
<p>Warrnambool urban areas will have 30% vegetation canopy cover.</p>	<p>Warrnambool urban areas will have 10% vegetation canopy cover. At least 1 Green Streets initiative underway. City Centre – Has 3 greener built spaces</p>	<p>Warrnambool's urban areas feature significant vegetation. Provide information on appropriate vegetation selection to thrive in the local environment and climatic conditions. Pilot a Green Streets initiative to use vegetation to cool the urban environment.</p>	<p>Continue to undertake tree planting initiatives. Support the greening of infrastructure by greening private buildings. Participate in the Green Streets initiative to use vegetation to cool the urban environment.</p>
<p>Over 50% of fresh produce, consumed in Warrnambool is sourced locally, from backyards, community gardens, farmers' markets and local businesses.</p>	<p>The community has knowledge and connection to local produce growers, manufactures and businesses. A Local Fresh Food Plan is developed and implemented. Neighbour Food Assets increase with two vegetable patch nature strips supported.</p>	<p>Support and promote local producers, manufactures' and businesses. Develop the Local Fresh Food Plan and build baseline information of current trends and statistics related to consumption choices. Support food share initiatives.</p>	<p>Undertake food planting within backyards and nature-strips. Support local farmers by buying local and shopping at farmers markets. Community Gardens continue to develop food trade and education networks.</p>

Review and Reporting

Green Warrnambool will be reviewed to ensure the document remains up-to-date with changing priorities, emerging issues and legislative requirements.

The Green Warrnambool objectives will be reviewed every four years, including setting new short term targets for the following 4 years. This will enable Council to continually work towards achieving the vision and principles set out.

The review will also provide Council with the opportunity to revisit emerging trends and changing needs in

environmental priorities from a local, national and global perspective as well as new policy positions.

An annual report will be prepared on progress towards the targets and the actions within the issue specific plans. These reporting mechanisms include the annual Sustainability Report and Environment Report and report on specific programs such as green procurement, greenhouse reporting and externally funded grants.

Baseline data will be developed and used to assess whether the targets in Green Warrnambool are being achieved and environmental sustainability is improving, declining or remaining constant.

Monitoring and reporting on the targets and actions will provide quantifiable data to develop a longitudinal profile from baseline to show trends, successes and lessons.

APPENDIX 1 POLICY CONTEXT

Council operates within and in conjunction with a range of policy and legislation relating to sustainability and the environment.

The Council plan outlines the following objectives to support the Council's vision.

- Sustain and enhance the natural environment
- Foster a healthy city that is socially and culturally rich
- Maintain and improve the physical fabric of the city
- Develop a modern economy with diverse and sustainable employment
- Practice good governance through openness and accountability

Refer to Figure XX for further information on how Green Warrnambool fits within Council's policy framework.



Victorian State Government

Victorian Climate Change Adaption Plan

Vision: Victoria will meet the challenges and act on the opportunities of climate change. Our state will sustain a thriving natural environment, and will be a healthy, prosperous, safe and vibrant place to work and live for all Victorians.

Broad Actions (these are further detailed in the plan):

- Leading by example: addressing risks to State Government operations and assets
- Helping Victorian communities adapt to climate change - Guidance and authoritative up-to-date information
- A partnership with local government
- Embedding adaptation in core sectors of our community
- Addressing the impacts on health and human services
- Preparing for and responding to extreme weather events
- Managing impacts on the natural environment and Protecting biodiversity
- Adapting on our coasts
- Protecting our water resources
- Improving the resilience of our built environment and Factoring climate change impacts into land-use planning
- Addressing heat in the urban environment
- Building the resilience of our transport system

Victorian Renewable Energy targets and action

Targets: In 2016, the Victorian Government committed to Victorian renewable energy generation targets of 25 per cent by 2020 and 40 per cent by 2025.

Actions:

- Take 2: A pledge program that individuals, businesses and organisations can participate in and learn about how they can help keep climate change below a 2 degrees increase.
- New Energy Jobs Fund: This will support Victorian-based projects that create long-term sustainable jobs, increase the uptake of renewable energy generation, reduce greenhouse gas emissions and drive innovation in new energy technologies.
- Renewable Energy Action Plan: This plan encourages investment in the energy sector to ensure Victorians benefit from a renewable, affordable and reliable energy system.

Protecting Victoria's Environment: Biodiversity 2037

Vision: Victoria's Biodiversity is Healthy, Valued and Actively Cared For

Goal: Victorians value nature

Targets:

- All Victorians connecting with nature.
- Five million Victorians acting to protect the natural environment

- All Victorian Government organisations that manage environmental assets contribute to environmental-economic accounting.

Goal: Victoria's natural environment is healthy

Targets: A net improvement in the outlook across all species by 2037, so that:

- No vulnerable or near-threatened species will have become endangered.
- All critically endangered and endangered species will have at least one option available for being conserved ex situ or re-established in the wild (where feasible under climate change) should they need it.
- We achieve a net gain of the overall extent and condition of habitats across terrestrial, waterway and marine environments.

Victorian Coastal Strategy 2014

Vision: A healthy coast, appreciated by all, now and in the future

A healthy coast

- Natural coastal processes support habitat, biodiversity and the quality of life for Victorians
- Areas of coast are reserved primarily for biodiversity conservation, and significant environmental, cultural, geological and landscape features are protected
- Beaches, estuarine and marine waters are clean and healthy
- Coastal infrastructure takes into account the natural shifts and changes of the coastline
- The vast majority of Victoria's coastline remains in public ownership reserved as Crown land

Appreciated by all

- Local communities and visitors enjoy the coast, co-existing in balance with a diversity of plants and animals
- Facilities that support coastal and marine recreation, such as life-saving clubs and yacht clubs, are appropriately sited, attractive, and designed and managed to meet a range of community needs
- Buildings and infrastructure are exemplary in siting, design, materials and environmental standards; they can adapt to natural coastal processes and have defined, but limited, ecological footprints

Now and in the future

- Best available science and expertise informs coastal planning, management and decision-making
- Coastal planning and management is funded to meet its responsibilities, strategic and long-term in outlook, and integrated across all levels of government, industry, the community and land tenures
- Traditional Owners are actively involved in management of the coast and their aspirations for coast and sea country are respected and valued
- Coastal resources are sustainably used to ensure protection of environmental, economic and social benefits now and in the future
- Adaptation of communities, settlements and ecosystems to a changing climate is considered in all aspects of planning and management on the coast



Australian Government

Environment Protection and Biodiversity

Conservation Act: provides a legal framework to protect and manage nationally and internationally important flora, fauna, ecological communities and heritage places—defined in the EPBC Act as matters of national environmental significance. The nine matters of national environmental significance this applies to are:

- world heritage properties
- national heritage places
- wetlands of international importance (often called 'Ramsar' wetlands after the international treaty under which such wetlands are listed)
- nationally threatened species and ecological communities
- migratory species
- Commonwealth marine areas
- the Great Barrier Reef Marine Park
- nuclear actions (including uranium mining)
- a water resource, in relation to coal seam gas development and large coal mining development.

Climate Change Plan: The Australian Government's climate change plan includes:

- Reducing emissions by 5 per cent below 2000 levels by 2020.

- Reducing emissions by 26 to 28 per cent below 2005 levels by 2030.
- Doubling Australia's renewable energy capacity to be achieved in 2020 which is driving innovation, creating jobs and providing a cleaner future
- Helping improve energy productivity by 40 per cent, by 2030.
- Ensuring big business and Australia's largest emitters do their part and continue to reduce emissions.
- Helping expand and protect our green spaces and iconic places such as the Great Barrier Reef
- Investing in innovation and clean technology to help capture the opportunities of a cleaner future.
- Managing climate risks by building resilience in the community, economy and environment.

International

Paris Agreement: A global, legally binding climate treaty that covers emissions reduction, adaptation and finance, and commits to limit global warming to well below two degrees Celsius above pre-industrial levels. The Paris Agreement was negotiated at the 21st Conference of the Parties to the United Nations Framework Convention on Climate Change in December 2015, and has been signed by 194 countries. It entered into force on 4 November 2016

5.8 CORANGMITE REGIONAL LIBRARY CORPORATION – DRAFT NEW LOCAL LAWS AND EXTENSION TO EXISTING SERVICE LEVEL AGREEMENT**PURPOSE**

To present Council with recommendations from the Corangamite Regional Library Corporation regarding two new draft Corporation Local Laws and an extension to the existing Service Level Agreement with Council.

EXECUTIVE SUMMARY

- The Corangamite Regional Library Corporation delivers library services to four member councils, including Warrnambool Council.
- The Corporation has, as constituted under the Local Government Act (1989), the power to establish Local Laws, and Service Level Agreements with member councils.
- Service Level Agreements are in place with all member councils of the Corporation, and are due to expire 30 June 2018.
- The Corporation's Board is recommending to member councils that the existing Service Level Agreements be extended by a year to give time to consider how changes likely to be incorporated in the new Local Government Act, and any recommendations arising from an internal review of library branches currently underway, might impact on service level agreements.
- The Corporation had previously made two Local Laws in 2008 – for Meeting Procedures and Library Services - that are set to expire in September 2018, and the Corporation is required to make new Laws to replace them.
- Two new Local Laws - Local law 1 Library Service and Local Law 2 Meeting Procedures – have been developed based on the old laws with a few changes to reflect contemporary meeting procedures and library service delivery.

MOVED: CR. NEOH
APPROVED: CR. GASTON

1. **That Council approve the one year extension to the existing Service Level Agreement with the Corangamite Regional Library Corporation, with the extended agreement to conclude at 30 June 2019.**
2. **That Council ratify the two proposed new Local Laws for the Corangamite Regional Library Corporation – Local Law 1 Library Service and Local Law 2 Meeting Procedures – to allow the Corporation to undertake further steps required to allow them to be promulgated.**

CARRIED – 5:0

BACKGROUND

The Corangamite Regional Library Corporation ("the Corporation") delivers library services to its four member councils – Warrnambool City, Moyne, Corangamite and Colac Otway Shires. The Corporation is established as an entity under Section 196 of the Local Government Act (1989), based on a Regional Library Agreement (RLA).

The Corporation has, under the Act, the power to establish Local Laws, and Service Level Agreements (SLA) with member councils to regulate its operation and confirm levels of service.

SERVICE LEVEL AGREEMENT

Under the RLA, the Corporation must establish a SLA with each member council. Clause 7A of the RLA states:

7A.1 Each Council will enter into a Service Level Agreement with the Regional Library.

7A.2 The Service Level Agreement will specify the base level services and standards to apply across the region, as well as the Council specific arrangements for added and/or modified services.

7A.3 The Service Level Agreement operates in conjunction with and supports the underlying principles and objectives of this Agreement,

SLA's are in place with all member councils of the Corporation, and are due to expire 30 June 2018.

Following discussions at its April meeting, the Corporation Board is recommending to member councils that the existing SLA's be extended by a year to give time to consider two key influencers on how library services might be delivered by the Corporation:

- The new Local Government Act proposed to be legislated in 2018 is likely to materially affect how regional library corporations are established, governed, operated and accounted for. It is expected that there will no longer be specific clauses around regional library corporations within the new Act. This may affect how councils wish to deliver library services even if they are currently involved in regional library corporations.
- The Corporation is currently undertaking an internal review of branch library operations, including opening hours, program delivery, staffing and general operating arrangements. The outcome of the review, including any recommendations for change that might affect service level agreements, will be considered by the Board in second half of this year.

A copy of Council's SLA is attached as **Appendix A**.

LOCAL LAWS

The Corporation, under the provisions of Part 5 of the Local Government Act 1989, had previously made two Local Laws:

- Meeting Procedures Local Law (Local Law No. 1 of 2008).
- Library Services Local Law (Local Law No. 2 of 2008).

These Laws are set to expire in September 2018 in line with the sunset provision of the Act, and therefore the Corporation is required to make new Laws to replace them.

Based on the current operation of the Corporation, and because of the forthcoming changes to the Local Government Act and its potential consequences for the future of the Corporation, the existing Local Laws have not substantially changed from their current form and content.

Local law 1 – Library Service: (previously CRLC Library Services Local Law 2 of 2008)

The two changes to this Local Law include:

- Removal of the Membership, Borrowing and Services, and Return of Items sections and replacement with a section with headings under Access, Conduct, Personal Items and Use of Facilities. This approach has taken place in most other cases where Regional Library Corporations have updated their Local Laws. The areas removed are operational considerations, and better managed within Corporation procedures that enables changes to be made in response to operational requirements.
- The Fees and Charges Clause has an infringement clause added.

Local Law 2 - Meeting Procedures (previously CRLC Meeting procedures Local Law 1 of 2008)

The change to this Local Law is the addition of a clause to enable remote participation at Board meetings.

Both new Local Laws include updates to dates, page numbering and correction of minor spelling and grammar inconsistencies.

A copy of the proposed new Local Laws is attached as **Appendix B**.

Next Steps

The proposed Local Laws need to follow the prescribed process to ensure their approval at the September 2018 Corporation Board Meeting. The process requires the proposed Local Laws be ratified by member Councils, and to be advertised to the public and in the Victorian Government Gazette for receipt of submissions for no less than 28 days prior to Board approval. Once approved and sealed by the Board, the Local Laws must be advertised publicly and in the Victorian Government Gazette. They then come into effect.



Library Service Level Agreement

1 July 2018 to 30 June 2019

Warrnambool City Council

and

Corangamite Regional Library Corporation

The Agreement:

This Service Level Agreement is made on the between the Warrnambool City Council and the Corangamite Regional Library Corporation (CRLC).

1. Introduction:

This Service and Funding Agreement details various responsibilities and obligations of the Corangamite Regional Library Corporation (CRLC) and the member councils of the Corporation (Colac Otway Shire Council, Corangamite Shire Council, Moyne Shire Council and Warrnambool City Council).

The Agreement is an extension to the Regional Library Agreement and constitutes a legally binding contract between the parties to the Agreement.

2. Recitals:

The member councils established CRLC in 1996 and are signatories to the Regional Library Agreement. The current Regional Library Agreement is a perpetual agreement with no end date; rather it contains provisions for withdrawal of parties and the wind up of the Corporation.

CRLC is an independent corporate entity and the Regional Library Agreement sets out the parameters within which CRLC may operate, establishes an obligation to comply with the relevant sections of the *Local Government Act 1989* and corporation law. It also prescribes a number of key reporting and operating requirements:

- Clause 6 - Equity and Operating Costs;
- Clause 7 - Strategic Planning;
- Clause 7A – Service Level Agreement;
- Clause 8 - Annual Budget;
- Clause 9 - Annual Financial Contributions; and
- Clause 11 - Annual Reporting and Accounts.

The member councils contribute funds to CRLC to provide public library services across their municipalities.

CRLC provides services from buildings provided by the member councils.

CRLC's objectives are to:

- Enable people to be informed.
- Enrich people's lives through reading.
- Engage people in their community and
- Provide sustainable and responsible governance.

3. Scope of Service and Funding Agreement:

This Service Level Agreement specifies the base (i.e. minimum or default) level services and standards to apply across the region, as well as council specific arrangements for added and/or modified services.

This Agreement operates in conjunction with and supports the underlying principles and objectives of the Regional Library Agreement and applies until 30 June 2019.

Library Service Level Agreement 2018-2019

This Agreement contains the following Parts:

- Part A details the **General Conditions** of this agreement.
- Part B details the **Funding Arrangements**.
- Part C details CRLC's obligations with respect to **Core Services**.
- Part D specifies the **Base Level Services and Standards** which will apply to all member councils.
- Part E specifies the **Service Point Obligations** for the member councils and CRLC for design and appropriate operational standards for all service access points.
- Part F specifies the **Added / Modified Services** which apply to the individual member councils.

Signed for and on behalf of the Warrnambool City Council

Signature

Position:

Date:

Witnessed by.....

Signed for and on behalf of the Corangamite Regional Library Corporation

Signature.....

Position:

Date:

Witnessed by.....

Library Service Level Agreement 2018-2019

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PART A: GENERAL CONDITIONS

This part sets out the General Conditions that apply to all member councils and CRLC in relation to the provision of public library services.

1. Governance:

- 1.1 The Regional Library Agreement specifies that CRLC will be governed by a Board consisting of the following members:
- (a) One Councillor appointed by each Council; and
 - (b) One Senior Officer appointed by each Council.
- 1.2 Persons accepting a position on the Library Board will:
- (a) Attend a Member Induction Program to acquire the understanding of library operations necessary to effectively fulfill the duties of a Board member;
 - (b) Become an active and visible supporter of the library service;
 - (c) Consider matters before the Library Board from a regional perspective, as well as from the perspective of the member council represented;
 - (d) Make full and accurate reports of Library Board and CRLC matters to the member council represented; and
 - (e) Act as an advocate for CRLC to influence the allocation of resources and service delivery in all dealings with external parties, including the member council represented.
- 1.3 The Library Board is responsible for the appointment of a Chief Executive Officer.
- 1.4 The Chief Executive Officer appointed by the Library Board will:
- (a) Ensure compliance with financial and statutory requirements;
 - (b) Administer the delivery of library services across the region;
 - (c) Advise, assist and support the Library Board in the execution of its duties, with particular emphasis on policy development and strategic planning; and
 - (d) Perform other duties and responsibilities imposed under the *Local Government Act 1989*, Local Government Regulations and the Regional Library Agreement.

2. Policies and Standards:

CRLC will provide and manage library services that conform to relevant national, state and local government policies and standards, as well as those policies and standards set by the Library Board.

If, for any reason, this is not achievable, CRLC will report those areas of non-conformance to the Library Board and recommend appropriate strategies to achieve conformance. Where the non-conformance creates or may create a public or occupational health and safety risk, CRLC will take immediate action to eliminate the risk, including the temporary or permanent closure of library services if appropriate.

3. Advocacy:

CRLC will act as advocate for existing and prospective library users and will make representations to councils, government bodies and other organisations and individuals to influence the allocation of resources assigned to CRLC and the public library sector generally.

Library Service Level Agreement 2018-2019

4. Accountability and Reporting:

CRLC will comply with all direct and indirect accountability and reporting requirements imposed legislatively or through agreements entered into by, or on behalf of, CRLC. These agreements and legislation include, but are not limited to:

- *Local Government Act 1989.*
- *Local Government (General) Regulations 2015*
- Regional Library Agreement.
- Funding and Service Agreement between CRLC and the Victorian State Government.
- This Service Level Agreement.

5. Insurance:

5.1 CRLC will ensure that adequate and current insurance cover is maintained for:

- Work Cover
- Public Liability
- Professional Indemnity
- Industrial Special Risk
- CRLC owned contents
- CRLC owned Motor Vehicles

5.2 The member councils will ensure that adequate and current insurance is maintained for

- Public Liability
- Professional Indemnity
- Director Indemnity
- Assets used by CRLC

6. Dispute Resolution:

- 6.1 If there is a dispute or difference between the parties in connection with this Agreement, the parties undertake to use all reasonable endeavours to settle the dispute or difference by negotiation.
- 6.2 If the parties cannot settle the dispute, the matter shall be determined as a dispute under the *Commercial Arbitration Act 2011* and the arbitrator's decision shall be final and binding on the parties.
- 6.3 The parties to the arbitration shall be responsible for their own costs and, unless otherwise determined by the arbitrator, share the arbitrator's costs equally.

7. Notification of Change

- 7.1 Where a member council or CRLC is planning the introduction of major changes in service delivery, programs, organisational arrangements, structure or technology that are likely to have significant effects on employees, it will notify and consult with the employees who may be affected.
- 7.2 It is recognised that CRLC has an obligation under its Enterprise Agreement to also consult the employees' union about such change.
- 7.3 "Significant effects" includes termination of employment, major changes in the composition, operation or size of the employer's workforce or in the skills required; the elimination or diminution of job opportunities, promotion opportunities or job tenure; the alteration of hours of work and the restructuring of jobs.
- 7.4 The Enterprise Agreement requires CRLC to provide in writing to the employees concerned and the Staff Consultative Committee (SCC) all relevant information about the changes, including the nature of the changes proposed, the expected effects of the changes on employees and any other matters likely to affect employees.

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8. Agreement Review:

- 8.1 The term of this Agreement covers until 30 June 2019.
- 8.2 Notwithstanding, CRLC or a member council may request a review of the Base Level Services (Part D) or Specific Municipal Services (Part F) prior to the determination of the annual financial contributions to be made by the member councils.
- 8.3 Where changes to the *Local Government Act 1989* or other legislation have a significant impact on the Agreement, such changes are to be accommodated within the Agreement at the earliest opportunity.

9. Termination of the Agreement:

- 9.1 There are no provisions for early termination of this Agreement on the grounds of a party or parties wishing to downgrade the base level services and standards specified at Part D.
- 9.2 Parties wishing to terminate any or all of the services specified at Part C or D may only do so by approval of the Library Board and agreeing to compensate the other member councils for any costs or contingent liabilities incurred as a consequence of their action(s).
- 9.3 If the Agreement is terminated as a consequence of CRLC being dissolved, or a party or parties withdrawing from CRLC, then the relevant conditions from the Regional Library Agreement will extend to this Agreement.

10. Performance Non-Compliance

- 10.1 In the event of non-compliance by either party to this agreement, notification in writing must be provided within a reasonable period. If, following written notification the matter is not resolved the parties must meet within 14 days and apply their best efforts to resolve the matter. If unresolved after 56 days either party may declare the matter in dispute and subject to clause 6 of this agreement and withhold services or funds to the extent that they specifically relate to the matter in dispute.
- 10.2 No claim other than reimbursement of funds, where service has not been provided, may be made by any member against CRLC as a result of the non-compliance of CRLC.
- 10.3 No claim for damages, liability, additional costs or any other disadvantage beyond funds reimbursement may be made against CRLC in the event of non-compliance by itself or by the non-compliance of any member.

PART B: FUNDING ARRANGEMENTS

To maintain the provision of library services, CRLC requires funding support from the member councils and other parties. This part expands on the Regional Library Agreement and establishes the responsibilities of the member councils with respect to funding current and future library operations.

1. Source of Funds:

CRLC may fund its operations from a variety of sources, including:

- (a) Contributions by the member councils in accordance with the funding formula approved by the Library Board;
- (b) Government contributions in the form of the State Government Public Libraries Grant and other specific funding programs, which apply from time to time - such contributions will be paid directly to CRLC;
- (c) Revenues earned from product and services sales, fines and charges;
- (d) Interest on investments;
- (e) Donations in the form of bequests and contributions; and
- (f) Borrowings in accordance with the conditions imposed by section 197A of the *Local Government Act 1989*.

In addition to the above sources, funds may also be drawn down from accumulated reserves if deemed appropriate by the Library Board.

2. Application of Funds:

The funds available to CRLC will be applied to:

- (a) The operating costs of the library service, which will include expenditures in relation to static branches, outreach services and headquarters;
- (b) The capital requirements of the library service which will include the amount required to maintain CRLC's materials collection in accordance with the *Collection Development Policy* and the amount required for the acquisition of other fixed assets, whether new or replacement;
- (c) Ensuring that adequate provision is made to meet CRLC's future obligations with respect to staff entitlements for sick leave, annual leave and long service leave, and that payment is made in accordance with statutory requirements to approved superannuation funds;
- (d) Investing in financial instruments authorised by the *Local Government Act 1989* and other governing agreements;
- (e) Repayment of borrowed funds; and
- (f) Retaining funds for future purposes.

3. Specific Funding Requirements:

In allocating funds, the following conditions will apply:

- 3.1 Government and other grants are to be applied in accordance with the terms and conditions applicable to such grants.
- 3.2 Funds will not be applied to severance payments incurred as a result of decisions made by a member council(s) to restructure branch operations. Although severance payments (as specified by the Enterprise Agreement) will be disbursed by CRLC, the member council(s) will be wholly responsible for funding such payments.

4. Funds Management Responsibility:

As an independent corporate entity, CRLC will manage the acquisition, application and investment of funds. It is at CRLC's discretion whether this responsibility is met internally or contracted, wholly or in part, to third parties.

5. Funding Formula:

Clause 6 of the Regional Library Agreement requires the Library Board to agree on a funding formula to determine the financial contributions to be made by the member councils.

- 5.1 For each static service point, the net recurrent expenditure will be wholly borne by the member council for the municipality in which the service point is located. (Recurrent expenditure is the difference between revenues earned from branch operations and operating costs, excluding depreciation and capital expenditures.)
- 5.2 The revenues and expenditures associated with any mobile or outreach service will be shared between the member councils by apportioning each item in accordance with the criteria agreed to by the Library Board for the life of the Regional Library Agreement.
- 5.3 The revenues and expenditures associated with CRLC's headquarters will be shared between the member councils by apportioning each item in accordance with the criteria agreed to by the Library Board in the annual budget. In making such apportionments, the revenues and expenditures incurred specifically in relation to non-base services will be identified and allocated to the corresponding non-base services.
- 5.4 Capital expenditures (including amounts transferred to reserves) will be apportioned between the member councils in a manner that equitably reflects the intended use of the assets acquired. This will include additions to the library collections, which will be apportioned in accordance with the allocation criteria specified in CRLC's *Collection Development Policy* (or other source if appropriate).
- 5.5 The base for the apportionment of revenues and expenditure across the member councils will be CRLC's Annual Budget, against which the principles outlined in this agreement will be applied to calculate the financial contribution to be made by each member council.
- 5.6 The financial contributions will be recalculated by 30 March of each year against the projected full-year actuals at that time. Any variance between the agreed and recalculated council contributions will be carried forward as an adjustment to the following year's budget.

PART C: CORE PUBLIC LIBRARY SERVICES

As the recipient of a State Government Public Libraries Grant, CRLC is required to provide a range of core services as part of its public library role. Core services are free of charge, as distinct from value added services for which charges may be imposed. The definitions of core and value added services have been developed in the context of the Australian Library and Information Association's:

- *Statement on Free Access to Information (2015)*
- *Statement on Public Library Services (2009)*.

1. Core Services:

Core public library services are those which:

- Provide free entrance to the library;
- Provide access to the library's information resources, regardless of the format in which material is held. Free access to networked information resources must be provided at each library branch to a level sufficient to meet a reasonable volume of demand;
- Provide assistance with the use of the collection and with reference enquiries;
- Provide training in the use of public access catalogues;
- Lend items from the collection to members of the public for specific periods of time;
- Educate the public in the effective use of public libraries;
- Provide programs such as story-telling; and
- Provide any additional service which enables access to other basic services (including housebound services).

2. Value Added Services:

Libraries charge for services which provide greater ease of access, convenience or private benefit, and which may attract additional costs to the library service provider. These services are distinguished from the core services listed above. Value added services include, but are not limited to:

- Use of remote online resources where access is only obtainable by payment of a specific per use charge, but excluding use of online resources which are paid for by subscriptions, site licenses or other non-use based charges;
- Providing access to loans from collections outside the public/State library network, such as academic, government or special libraries;
- Providing printed or electronic copies of materials held or accessed by the library;
- Providing for public use software, including specialist software packages;
- Requiring staff to undertake research, to write reports, or to provide other high level support; and
- Providing any service which attracts an external service charge, such as on-line database searching, speakers and theatre performances.

PART D: BASE LEVEL SERVICES & STANDARDS

This part focuses on establishing the base level services and standards to apply to library services provided by CRLC. By establishing a base level, the opportunity is created for the member councils to negotiate specific municipal services with CRLC to customise services to the particular needs of their communities (Part F).

1. Accessibility:

In order to ensure that the region's library services are reasonably accessible to all members of the community, the following base level standards will apply.

- 1.1 Access to the core library resources (Part C) and assistance with their use will be free of charge.
- 1.2 Members will have access to all loan items in CRLC's collection regardless of location and may return borrowed items to any of CRLC's service points.
- 1.3 Membership is free and available to any resident of Victoria upon providing proof of identity and residence.
- 1.4 Individual membership records will remain confidential. Aggregate data may be drawn from these records, but will in no way identify or enable individuals to be identified.
- 1.5 Members are to be provided with information about library services and members' rights and responsibilities.
- 1.6 Institutional membership will be available to approved agencies and not for profit organisations.
- 1.7 Hours for all library service points are specified in Appendix B.

2. Circulation:

The core service provided by CRLC libraries is that of lending materials to library members for periods established by the Library Board. To ensure that an appropriate balance is maintained between customer service and operating effectiveness, the following base level standards will apply.

- 2.1 Library users will receive courteous attention and prompt service at the circulation desk.
- 2.2 Return dates for borrowed items will be provided in writing at the time of borrowing, unless the borrower requests otherwise.
- 2.3 Items may be returned to any service point in the region.
- 2.4 Returned items will be processed and returned to shelf, or available for transfer to the host branch in accordance with the agreed performance criteria.
- 2.5 Loan renewals may be made in person, via the telephone or via CRLC's web site catalogue.
- 2.6 The Library Board shall maintain a *Membership and Access Policy* detailing borrowing entitlements for members. The policy will be periodically reviewed by the Library Board to ensure that it balances socially responsible use of the collection with accessibility considerations.

3. Collection Development:

Building and maintaining a collection that is relevant to the community's needs in both scale and quality is fundamental to the provision of an effective library service. Managing the collection through the various stages from selection to disposal will adhere to the following base standards.

- 3.1 CRLC's *Collection Development Policy* sets out the guidelines for the selection and withdrawal of library materials and is reviewed periodically.
- 3.2 The collection will be weeded to identify and remove from display those materials that:
 - a) are irretrievably damaged;
 - b) are out of date; or
 - c) could present misleading information to readers.
- 3.3 Materials will be reviewed prior to disposal to ensure that items of value or historical significance are retained within the region.
- 3.4 The budget for the acquisition of new materials is set by the Library Board in the annual budget, and consideration will be given to the ability of the collection to meet community demand and the achievement acceptable collection turnover rates.
- 3.5 Materials selection and acquisition will be the responsibility of CRLC.

4. Catalogue and Location Aids:

Library users select materials and access information in a variety of ways ranging from browsing the shelves to pre-selecting items prior to their visit. To aid this process CRLC will comply with the following standards.

- 4.1 The on-line public access catalogues (OPACs) will accurately reflect the library's holdings, including the location and status of items.
- 4.2 Catalogue entries will up dated and include sufficient detail to enable users to find the required information.
- 4.3 Signage which assists users to easily locate items and facilities will be provided at all service points.

5. Reference and Information Services:

The following minimum standards will guide the delivery of such services:

- 5.1 Access to the reference and information resources of the region and assistance with their use will be free of charge to those eligible for membership. Where it is necessary to access external information sources and/or inter-library loans, any costs incurred may be recovered from the enquirer.
- 5.2 Reference services may be accessed in person or via CRLC's web page.
- 5.3 Staff will be trained in the use of reference resources available in the region, whether provided in print or non-print formats. Staff will also be trained in the skills of conducting reference interviews and will have knowledge of the general resources available from common referral points.
- 5.4 When an enquiry cannot be satisfied from resources at the service point, further research or referral will be undertaken and the enquirer will be advised of the expected time frame.
- 5.5 Photocopy services will be provided at all service points. Charges for photocopies provided in relation to reference enquiries will be determined by CRLC.

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6. Information Technology and Technology Support:

Information technology (IT) based library services are a standard component of public library service.

- 6.1 The minimum provision of public access IT facilities will be:
- (a) One dedicated public access Internet terminal (PAIT) at all static service points.
 - (b) One dedicated online public access catalogue PC (OPAC) at all static service points.
- 6.2 Charges, as determined by CRLC, may be imposed for the use of public access IT facilities. Services for which charges may be imposed are:
- (a) Printing materials generated during the use of public access IT facilities.
 - (b) The provision of consumables such as storage devices.
- 6.3 All public access IT facilities (including OPACs) will be maintained in working order. PAITs and OPACs will be on-line during library opening hours except
- (a) where external causes such as power or telecommunications failures create the downtime and
 - (b) for fifteen minutes prior to closing.
- In the case of equipment failure CRLC will provide replacement or repair of the PAIT or OPAC within 10 working days.
- 6.4 All staff will be trained in the use of the Internet and PC based information technology and will facilitate basic access for the public as required.
- 6.5 Where appropriate, staff will also receive basic training in the use of public access PC software programs for word processing and spreadsheets in order to facilitate public use.

7. Library Programs:

- 7.1 CRLC will promote and participate in appropriate literary programs, as funding permits. This includes, but is not limited to:
- (a) A Summer Reading Program for children;
 - (b) Children's Book Week activities;
 - (c) National Simultaneous Story Time; and
 - (d) Book launches for local writers, meet the author program or participate in statewide author visit programs,
- 7.2 CRLC will take part in other events as deemed appropriate by the Library Board. These may include the provision of stands or information displays at events such as field days, local festivals and shire service days.

8. Performance Indicators

Performance indicators for service delivery will be maintained and monitored by CRLC. CRLC and its employees are committed to working towards continuous improvement of service delivery and the achievement of the performance indicator targets. CRLC and the member councils recognise that the full achievement of the targets will, in some instances, be dependent on the funding commitments of the member councils. Performance Indicators and targets are included in the Library Plan, the Annual Budget and the Annual Report.

PART E: SERVICE POINT OBLIGATIONS

This part specifies the obligations and responsibilities for the member councils and CRLC for the design and operational standards for all service access points.

Branch Libraries

The member councils are responsible for providing, maintaining and replacing buildings, shelving and furniture and fittings suitable for the delivery of library services.

1. Design Standards

Member councils determine the location of branch library facilities.

CRLC's role is to advise member councils on the provision of library facilities. CRLC will assist member councils in ensuring that the facilities meet public library standards for community access and use.

Library service points will fully comply with relevant occupational health and safety requirements to provide safe access to and use of facilities for the community.

2. Maintenance Obligations

Member councils are generally responsible for maintenance, cleaning and security of their respective branch library facilities, including associated areas, such as gardens, paths, exterior signs and parking areas. Appendix A details maintenance responsibilities.

- (a) Member councils will submit to CRLC the maintenance and cleaning schedule for their respective facilities.
- (b) CRLC will inform the member councils of the need for any maintenance or repair tasks and an annual Facilities Review will be undertaken jointly by CRLC and the member councils to develop a three year forward plan for library maintenance.

3. Operational Obligations

- (a) Member councils are responsible for the payment of service charges for their respective branch library facilities, including telephone, water and sewerage, power and heating, asset insurance.
- (b) CRLC is responsible for the operational activities of the library service and ensuring that staff members use resources in an efficient and effective manner.
- (c) Member councils will specify the opening hours for their library facilities (see Appendix B).

PART F: SPECIFIC MUNICIPAL SERVICES

This part specifies the **Added / Modified Services** which apply to the individual member councils. These services include:

- Branch library locations and customer service hours;
- School based service points
- Mobile or Outreach services;
- Housebound services;
- Library programs; and
- Any other programs.

The Specific Municipal Services for each council are listed separately in Appendix B.

An annual library services review will be undertaken by CRLC. CRLC will provide member councils with a range of service enhancement options for consideration in the proposed annual budget.

APPENDIX A**BUILDING MAINTENANCE RESPONSIBILITIES SCHEDULE**

ITEM	TASK	CRLC	COUNCIL
Doors and Door Furniture (including locks)	Repair		X
	Replacement		X
Windows - fly-wire screens - window frames and locks - window glazing	Repair & Replacement		X
	Repair & Replacement		X
			X
	Replacement		X
Internal Walls & Ceilings	Repair & Replacement		X
External Walls	Repair & Cleaning		X
	Replacement		X
Structural defects (major)	Repair & Replacement		X
Painting	Internal Painting		X
	External Painting		X
			X
Floor Structure - floor boards - joist, bearers, stumps - concrete slab	Repair & Replacement		X
	Repair & Replacement		X
	Repair & Replacement		X
			X
Floor Coverings (incl. verandas, patios) - carpet - vinyl - tiles - timber - concrete	Repair		X
	Replacement		X
	Repair & Replacement		X
	Repair & Replacement		X
	Resurfacing		X
	Repair & Replacement		X
			X
			X
Curtains, Blinds, Drapes	Installation & Repair		X
	Replacement & Cleaning		X
			X
Roofing & Storm Water - Roofing & Flashings - Gutters, downpipes & fascias	Maintenance		X
	Replacement		X
	Maintenance		X
	Replacement & Cleaning		X
Roofing & Storm Water - Water Tanks - Storm water drains & soak pits	Maintenance & Replacement		X
	Cleaning		X
	Maintenance		X
	Replacement & Cleaning		X
Water Supply and Fittings - Taps, valves - Pipe work	Maintenance & Replacement		X
	Maintenance & Replacement		X
Sewerage lines, Septic systems	Repair & Replacement		X
	Cleaning/Pumping Out		X
Cisterns	Repair & Replacement		X
Toilet bowls, Hand basins, Sinks	Repair & Replacement		X
Hot water systems	Repair & Replacement		X

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ITEM	TASK	CRLC	COUNCIL	
Electrical	- Fittings & Fixtures (Building)	Repair & Replacement Globes	X X	
	- Fittings & Fixtures (Surrounds)	Repair & Replacement Globes	X X	
	- Electrical Wiring & Mains	Repair Replacement	X X	
	- Appliances	Repair & Replacement Inspection & tagging	X X	
	- Switchboard	Maintenance & Replacement	X	
	Heating/Cooling	Repair		X
	Air Conditioning	Replacement		X
Duress Alarm	Repair & Replacement	X		
Building Security	Installation & Repair		X	
Telephone lines / Equipment	Installation & Repair		X	
Essential Services	- firefighting equipment	Inspection, testing, recording Replacement	X X	
	- emergency lighting / exit signs	Inspection, testing, recording Replacement	X X	
	- evacuation plan	Preparation Training	X X	
	- maintaining paths of travel	Inspection Implementation	X X	
	Cooking Appliances	Repair & Replacement		X
Facility consumables	Supply	X		
Fencing	Repair & Replacement		X	
Pest Control	Maintenance & Eradication		X	
External signage	Installation		X	
	Repair & Replacement		X	
Surrounds	- Lawns	Mowing, watering, re-sowing	X	
	- Nature Strip	Mowing, watering, re-sowing	X	
	- Gardens	Establishment	X	
		Weeding/Mulching	X	
		Watering & Replanting	X	
	- Trees	Inspections/Reporting	X	
		Pruning, removal & planting	X	
	- Shrubs	Pruning, removal & planting	X	
	- Rubbish Bins	Installation, maintenance	X	
		Replacement	X	
		Emptying & Cleaning	X	
	- Furniture (eg. fixed tables, seats)	Installation & maintenance Replacement	X X	
	- Footpaths/Paving	Installation & maintenance	X	
		Replacement	X	
	- Car Parking	Maintenance	X	
Reseal & Reconstruction		X		
Site Specific Items (list)				

APPENDIX B**COUNCIL SPECIFIC SERVICES - WARRNAMBOOL CITY****1. Branch Library Location and Customer Service Hours**

Branch Library	Day	Open	Close	Hours per Session	Hours per week per Branch
Warrnambool	Monday	9.30am	5pm	7.50	
	Tuesday	9.30am	5pm	7.50	
	Wednesday	9.30am	6pm	8.50	
	Thursday	9.30am	6pm	8.50	
	Friday	9.30am	6pm	8.50	
	Saturday	10am	2pm	4.00	
	TOTAL				

Note:

Departures from the agreed hours will be allowed for gazetted public holidays and any early closing periods at, e.g., Christmas and Easter. Notice of closures will be provided to the member councils and notices will be prominently posted at the service points at least 30 calendar days prior to closure, except in exceptional circumstances.

2. School Based Services

Not applicable.

3. Outreach Services

Not applicable.

4. Housebound Services

- a) Home Library Service

5. Library Programs

- a) Weekly Children's programs including weekly story time and baby bounce
- b) Children's holiday activities
- c) Monthly Book club
- d) The proposed new programming plan for the service will include a specific Warrnambool branch library component, outlining existing and opportunities for new programs, particularly outreach activities.

6. Engagement with Council

Library Service Level Agreement 2018-2019

Council notes several recommendations in the recently completed Library Service Review:

- The importance of the Corporation strengthening its relationship with member Councils.
- Member councils to incorporate libraries into their solution set.

Council considers that there is an opportunity to better integrate the work carried out by the Corporation, and the Warrnambool branch library in particular, with Council's service delivery across a range of settings.

To facilitate responding to the above recommendations and opportunities, it is proposed that:

- a) The Corporation Chief Executive will meet (quarterly/six monthly as required) with Council's Director Community Development and Manager Recreation and Culture to explore and develop opportunities for service integration and library participation in specific Council initiatives and projects.
- b) The Warrnambool Library Branch Manager will attend Community Development Managers meetings to improve awareness around both organisations services and projects at the directorate management level.
- c) The Warrnambool Library Branch Manager or relevant local branch staff will attend monthly Beyond the Bell Warrnambool Local Action Group meetings.

7. New Library Facility

Council is continuing to work with SW TAFE around the development of a new joint use library facility for Warrnambool.

Attendance by the Corporation's Chief Executive Officer and the Warrnambool Library Branch Manager at Joint Library Development/Project Management Meetings is an important component to ensure local knowledge and library technical and operating intelligence is tabled. These meetings are anticipated at the moment but will commence once the project is confirmed.



CORANGAMITE REGIONAL LIBRARY CORPORATION

LIBRARY SERVICES LOCAL LAW

NO. 1 OF 2018

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CRLC Library Services Local Law 2018

**CORANGAMITE REGIONAL LIBRARY CORPORATION
LIBRARY SERVICES LOCAL LAW
NO. 1 OF 2018**

**PART 1
PRELIMINARY**

- 1.1 TITLE
- This is the "Library Services Local Law" (Local Law No.1of 2018).
- 1.2 OBJECTIVES
- The principal objectives of this Local Law are to regulate the management and control of library services provided by the Corangamite Regional Library Corporation.
- 1.3 POWER TO MAKE THIS LOCAL LAW
- This Local Law is made under the provisions of Part 5 of the Local Government Act 1989.
- 1.4 COMMENCEMENT DATE OF THIS LOCAL LAW
- This Local Law shall come into operation on the day following publication of its making in the Victoria Government Gazette.
- 1.5 DATE THIS LOCAL LAW CEASES OPERATION
- Unless this Local Law is revoked sooner, its operation will cease ten (10) years after the day it comes in to operation.
- 1.6 SCOPE OF THIS LOCAL LAW
- This Local Law shall apply to and have operation throughout the whole of the Colac Otway Shire, Corangamite Shire, Moyne Shire and City of Warrnambool.

CRLC Library Services Local Law 2018

1.7 WORDS USED IN THIS LOCAL LAW

WORDS	MEANING
Act	Means the Local Government Act 1989
Authorised Officer	Means any person for the time being in charge of any branch, section or portion of the library service.
Board	Means the Corangamite Regional Library Corporation Board
Chief Executive Officer	Means the person appointed by the Corporation as Chief Executive Officer being in charge of the library service generally.
Corporation	Means the Corangamite Regional Library Corporation
Item	Includes any and every book, magazine, newspaper, pamphlet, gramophone record, video recording, digital videorecording, music score, picture, print, map, chart, manuscript, toy, reading or listening equipment, electronic resources, compact disk, audio tape recording, software program or any other article forming part of the contents of the Library available for borrowing, reference or perusal whether or not the property of the Corporation.
Library	Means all the library facilities, resources and activities provided by or under the management or control of the Corporation.
Library Service	Means all or any Library outlet under the management and control of the Corporation.
Library Service Area	Means the whole of the municipal districts of Colac Otway Shire, Corangamite Shire, Moyne Shire and City of Warrnambool.
Member	Means a person, school or institution holding a current and valid membership card issued in accordance with this Local Law.
Patron	Means any person making use of the library service.

**PART 2
ADMINISTRATION****2.1 EXERCISE OF DISCRETIONS**

- (1) In exercising any discretion contained in this Local Law the Corporation must have regard to:
 - (a) the objectives of the Local Law; and
 - (b) any guidelines made by the Corporation from time to time.
- (2)
 - (a) The Corporation may from time to time make guidelines for use by the Corporation, its officers and other persons for the purpose of this Local Law.
 - (b) Guidelines made by the Corporation must not be inconsistent with the objectives of this Local Law.

2.2 REGISTER OF DETERMINATIONS

- (1) Any determinations or guidelines made by the Corporation for the purposes of this Local Law must be maintained by the Corporation in the register kept for that purpose.
- (2) The register kept for the purposes of this clause must be made available for inspection at the office of the Corporation during normal office hours.

2.3 POWER OF CHIEF EXECUTIVE OFFICER

Any person using the library service shall obey the lawful directions of the Chief Executive Officer or an Authorised Officer in charge of the library service generally or any branch, section or portion thereof.

2.4 APPEALS

Any person who is aggrieved by any matter under this Local Law may apply to the Corporation to be heard and may make a written submission for consideration by the Corporation, but this right will not in any way remove that person's obligation to act in accordance with any directions or notices which are applicable under this Local Law.

**PART 3
LIBRARY SERVICES**

3.1 MEMBERSHIP

- (1) The Corporation may establish conditions of membership for the Library Service
- (2) A person who is a member of the Library Service must comply with any conditions which have been established under Clause 3.1.1 and which are applicable to her or him.

3.2 ACCESS

- (1) Any person shall have access to the Library to use services, resources and facilities provided for public use subject to the provisions of this Local Law.
- (2) Persons shall enter only those parts of the Library open for public use and during hours of opening fixed by the Board, except with the permission of the Chief Executive Officer or Authorised Officer.
- (3) Persons shall leave the Library at the times fixed for closing the Library or at the request of the Chief Executive Officer or Authorised Officer.
- (4) A person who is in the library must leave the library and not re-enter it upon having been directed to leave and not re-enter by the Chief Executive Officer, an Authorised Officer or a member of the Victoria Police.
- (5) All persons shall have access to all items in the Library for consultation on the premises, with the exception of items determined by the Chief Executive Officer or Authorised Officer to be unavailable for lending or on restricted access.
- (6) The Library shall not exclude borrowing of any items to persons under the age of 18 unless the availability of such items is restricted by legislation.

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3.3 CONDUCT

- (1) A person must not behave in the Library in such a manner as may, in the opinion of the Chief Executive Officer or Authorised Officer, cause serious inconvenience to any other person in the Library.
- (2) The Chief Executive Officer or Authorised Officer may request a person to leave a Library if that person commits an offence against this Local Law.
- (3) The Chief Executive Officer; or an Authorised Officer may refuse any person admission to the Library if:
 - (a) that person is in a drunken or intoxicated condition, or is under the influence of any prohibited drug;
 - (b) except in the case of a person with special needs who is in control of a guide, hearing or assistance dog, that person is accompanied by an animal;
 - (c) that person is carrying a firearm or an offensive weapon;
 - (d) that person is not decently attired;
 - (e) that person is under the age of ten (10) years and is not in the apparent care of a responsible person;
 - (f) that person is, in the opinion of a member of the Corporation's staff likely to behave in a disorderly manner while in the Library; offend against decency while in the Library, whether by reason of their appearance or behaviour; endanger any other person or any property in the Library; or destroy, damage, deface or interfere with the Library.
- (4) A person who is in the Library must not, without the authority of the Board, the Chief Executive Officer or an Authorised Officer:
 - (a) consume any intoxicating liquor, or supply or sell any intoxicating liquor to any person or persons, within the Library;
 - (b) erect, fix or place any advertisements or notices within the Library.

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- (c) organise, hold or attend any rally, procession, demonstration or other public gathering within the Library;
 - (d) sell, expose or offer for sale within the Library any food, drink or other article;
 - (e) make a collection of money within the Library;
 - (g) enter any area of the Library which is designated or set aside for the exclusive use of Library staff;
 - (h) enter or use any room which has been designated or set aside for persons of the opposite sex unless that person is a child under the age of six (6) years who is in the care of a responsible person; or
 - (l) leave or distribute any handbills, pamphlets, advertisements, notices within the Library or give a public address.
- (5) A person must not:
- (a) misplace or hide items with the intention of withholding their use from other patrons;
 - (b) deface, mutilate, mark or damage any item belonging to or in the care of the Library;
 - (c) consume any prohibited drugs, supply or sell any drugs to any person or persons within the Library;
 - (d) smoke in any area of the Library or within 10 metres of the entrance of the Library;
 - (e) behave in a disorderly manner while within the Library;
 - (f) create or take part in a fight or disturbance within the Library;
 - (g) use any offensive, insulting, indecent or abusive language while within the Library;
 - (h) offend against decency while within the Library, whether by reason of dress, conduct or use of information technology and Internet access;

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- (i) ride any skateboard, bicycle or other recreational vehicle into or within the Library;
- (j) remain within the Library after having been lawfully directed to leave by the Chief Executive Officer, Authorised Officer, a member or a member of the Victoria Police;
- (k) emit or cause to be emitted such a volume of noise as to interfere with the use and enjoyment of the Library by other persons;
- (l) endanger any other person or persons within the Library;
- (m) destroy, deface, defile or damage, remove or interfere with any notice, equipment, furniture, fixture, fitting, carpet, ceiling, wall or plant within the Library;
- (n) leave within the Library any litter, other than in a bin or receptacle provided for such purpose; or
- (o) engage in any illegal activity.

3.4 PERSONAL ITEMS

- (1) Persons may, with the consent of the Chief Executive Officer or Authorised Officer, bring into the Library reading or writing materials, bags, parcels or other articles. Large bags and trolleys shall be left in designated areas while their owners are using the Library. The Corporation takes no responsibility for loss or damage to any bag or other article so left.
- (2) Any container or receptacle brought into the Library must be opened for inspection on the request of the Chief Executive or Authorised Officer as the user leaves the Library.

3.5 USE OF FACILITIES AND EQUIPMENT

- (1) Patrons may use equipment and facilities provided for the use of patrons.
- (2) The Corporation may determine procedures or guidelines for the use of facilities and equipment by patrons.

**PART 4
FEES, CHARGES AND INFRINGEMENTS**

4.1 FEES AND CHARGES

- (1) The Corporation may set fees or charges as determined from time to time in connection with the use of the Library Service.
- (2) A person must pay any fee or charge set under Clause 6.1.1 which is applicable to her or him.
- (3) At the discretion of the Chief Executive Officer or Authorised Officer, liabilities incurred by a member under this clause shall be discharged before any item is issued.

4.2 ALTERATION TO FEES AND CHARGES

The Corporation may waive, reduce or alter any fee or charge with or without conditions.

4.3 INFRINGEMENT NOTICES

- (1) An Authorised Officer may, as an alternative to prosecution, serve an infringement notice on a person whom the Authorised Officer believes has committed an offence against this Local Law, requiring the person to pay the penalty for that infringement within 28 days of the issue of the infringement notice.
- (2) A fixed penalty of 2 penalty units will apply in respect of each infringement notice.
- (3) In the event of the failure of a person served with an infringement notice to pay the amount specified within 28 days of the issue of the notice or such further time as the Board or the Authorised Officer may permit, the Board or the Authorised Officer may pursue the matter by prosecuting for an offence or by taking any steps which may be available for enforcing penalties under the Infringements Act 2006.
- (4) Any person served with an infringement notice is entitled to disregard the notice and defend a prosecution in Court.

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This Local Law was made by resolution of the Corangamite Regional Library Corporation on the (insert date).

THE COMMON SEAL of the CORANGAMITE)
REGIONAL LIBRARY CORPORATION)
was affixed hereto this (insert date) in the presence of:)

_____ Member

_____ Chief Executive Officer

The Regional Library Board resolved to advise Party Councils of its intention to amend this Local Law at its meeting of 19 April 2018

All party Councils will , pursuant to section 197F of the Act, resolve to ratify the Local Law.

The Board resolved to give public notice of its intention to amend this Local Law at its meeting held on the (insert date) The notice of intention to make this Local Law was advertised in the Victoria Government Gazette on (insert date), the Colac Herald on the (insert date) and the Warrnambool Standard on the (insert date) The Board resolved to adopt this Local Law at its meeting held on the (insert date).

The notice of the making of this Local Law was duly advertised in the Victoria Government Gazette on the (insert date), the Colac Herald on the (insert date) and the Warrnambool Standard on the (insert date).



CORANGAMITE REGIONAL LIBRARY CORPORATION

MEETING PROCEDURES LOCAL LAW 2018

DRAFT

LOCAL LAW No.2 of 2018

CRLC Meeting Procedure Local Law 2018

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CORANGAMITE REGIONAL LIBRARY CORPORATION

MEETING PROCEDURE LOCAL LAW 2018

PART 1

PRELIMINARY

L1.1 TITLE

This is the "Meeting Procedure Local Law 2018" (Local Law No. 2 of 2018).

L1.2 OBJECTIVES OF THIS LOCAL LAW

The principal objectives of this Local Law are to:-

- a) regulate and control the use of the Common Seal of the Corporation;
- b) regulate and control the election of Chair and Deputy Chair; and
- c) regulate and control the procedures of meetings of the Corporation.

L1.3 POWER TO MAKE THIS LOCAL LAW

This Local Law is made under the provisions of Part 5 of the Local Government Act 1989.

L1.4 COMMENCEMENT DATE OF THIS LOCAL LAW

This Local Law shall come into operation on the day following publication of its making in the Victoria Government Gazette.

L1.5 DATE THIS LOCAL LAW CEASES OPERATION

Unless this Local Law is revoked sooner, its operation will cease ten (10) years after the day it comes in to operation.

L1.6 DEFINITIONS

In this Local Law, unless inconsistent with the context, the following words have the meanings as stated:

Words	Meaning
Act:	Means the Local Government Act 1989.
Agreement:	Means the Agreement to form the Corangamite Regional Library Corporation or any supplementary agreement.
Agenda:	Means the notice of a meeting setting out the business to be transacted at the meeting.
Authorised Officer:	Means an officer authorised by the Chief Executive Officer or the Chair to carry out specified tasks or duties including the removal of any person from a Meeting as ordered by the Chair or resolved by the Board.

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Board:	Means the governing body of the Corangamite Regional Library Corporation established under the Agreement.
Chair:	Means the Chair of the Corporation and includes the Deputy Chair.
Chief Executive Officer:	Means the Chief Executive Officer of the Corporation or an Officer of the Corporation temporarily holding or acting in the position of Chief Executive Officer.
Clause:	Means a clause of this Local Law.
Committee:	Means a Committee appointed by the Board.
Common Seal:	Means the common seal of the Corporation.
Corporation:	Means the Corangamite Regional Library Corporation.
Councillor:	Means a Councillor of a Council being a party to the Agreement
Deliver:	Includes transmission by Facsimile or Electronic Mail.
Deputy Member:	Means a person appointed by a Party Council to act as deputy in place of one of its appointed Members, in accordance with the Agreement.
Formal Motion:	Means a motion related to a formal procedure and Includes the following:- <ul style="list-style-type: none"> a) that the motion be put; b) that the question lay on the table; c) that the meeting proceed to the next business; d) that the question be not now put; and e) that the motion and amendment now before the meeting be adjourned.
Member:	Means a person appointed by a Part Council as a Member of the Board in accordance with the Agreement.
Meeting:	Means an Ordinary Meeting or a Special Meeting of the Corporation.
Offence:	Means an offence against this Local Law.
Officer:	Means a staff member or employee of the Corporation.
Ordinary Meeting:	Means an Ordinary Meeting of the Corporation.
Part:	Means a Part of this Local Law.
Party Council:	Means a Council which is a signatory to the Agreement.
Penalty Units:	Means penalty units as prescribed in Section 5 of the Sentencing Act 1991 (as amended).
Special Meeting:	Means a Special Meeting of the Corporation.

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PART 2
USE OF THE COMMON SEAL

L2.1 PURPOSE

The purpose of this Part is to regulate the use of the Common Seal and to prohibit unauthorised use of the Common Seal or any device resembling the Common Seal.

L2.2 USE OF THE COMMON SEAL

- 1) The Common Seal of the Corporation must only be used by resolution of the Corporation, as required by Section 196 (5) (c) of the Act.
- 2) The Chief Executive Officer must ensure that there is kept a Common Seal register which records for each time the Common Seal is affixed to a document:
 - a) a description of the document;
 - b) the date on which the Common seal was affixed;
 - c) the names of the persons who signed as witnesses;
 - d) the date of the authorising Corporation resolution.

L2.3 SIGNATURE TO ACCOMPANY COMMON SEAL

Every document to which the Common Seal is affixed must be signed by the Chief Executive Officer.

L2.4 UNAUTHORISED USE OF THE COMMON SEAL

It is an offence for a person to use the Common Seal or any device or representation resembling the Common Seal without authority given by resolution of the Corporation.

Penalty: Twenty (20) penalty units.

L2.5 SECURITY OF THE COMMON SEAL

The Chief Executive Officer must keep the Common Seal in safe custody.

PART 3**ELECTION OF THE CHAIR AND DEPUTY CHAIR****L3.1 PURPOSE**

The purpose of this Part is to regulate the proceedings for the election of Chair and Deputy Chair.

L3.2 ELECTION OF CHAIR

- 1) Members must elect a Member as the Chair.
- 2) The Chair is to be elected at the first meeting held after the last Saturday in November in each year or as soon as possible if a vacancy occurs in the office of Chair.
- 3) To deal with the receipt of nominations for the election of the Chair any Member may be elected as temporary chair.
- 4) The Chief Executive Officer shall be responsible for the counting of votes.

L3.3 PROCEDURE FOR ELECTION OF CHAIR

- 1) The election of the Chair shall be by a show of hands or if the Board so resolves, by secret ballot.
- 2) The Member who receives the majority of votes cast must be declared elected.
- 3) For the purpose of sub-clause (2), the following will apply:
 - a) nominations must be moved and seconded;
 - b) where only one nomination is received, that Member must be declared elected; or
 - c) where two nominations are received, the Member with the majority of votes cast must be declared elected; or
 - d) where there are more than two nominations received, the candidate with the fewest number of votes cast must be eliminated (and if more than one of them, the candidate determined by lot) and the names of the remaining candidates must be put to the vote again. This procedure must continue until there are only two candidates remaining and when only two candidates remain, then paragraph (c) applies;
 - e) if at any time during the process of electing the Chair there is an equal number of votes cast then the election must be determined by lot.

L3.4 PROCEDURE FOR ELECTION OF DEPUTY CHAIR

Where the Corporation resolves to elect a Deputy Chair:

- a) the election must take place after the election of the Chair and the Chair is to preside at the election;
- b) the provisions of clause L3.3 will apply to the election of the Deputy Chair, as if a reference to Chair were a reference to Deputy Chair; and
- c) the Chief Executive Officer shall be responsible for the counting of votes.

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PART 4**BOARD MEETINGS****L4.1 PURPOSE**

The purpose of this Part is to regulate date, time and place of meetings of the Corporation and the preparation, distribution and content of agendas

L4.2 DATE, PLACE AND TIME OF MEETINGS

- 1) The dates, times and places of Ordinary Meetings are within the discretion of the Board.
- 2) The Chair or at least three (3) Members may by written notice to the Chief Executive Officer call a Special Meeting of the Corporation:
 - a) the notice must specify the date, time and place of the Special meeting and the business to be transacted;
 - b) the Chief Executive Officer must call the Special Meeting as specified in the notice; and
 - c) unless all Members are present and unanimously agree to deal with other matters only the business specified in the notice is to be transacted.

L4.3 REMOTE PARTICIPATION IN BOARD MEETINGS

- 1) A Member may participate in a Board meeting by:
 - a. telephone;
 - b. video link;
 - c. Skype; or
 - d. such other electronic means of communication as the Board determines from time to time.
- 2) When there is a Member or Members participating in a Board meeting by one of the electronic means of communication described in sub-clause L4.3 1):
 - a. not less than three Members must be present at the Board Meeting in person; and
 - b. section 79 of the Act will continue to apply to the Member or Members so participating by electronic means of communication, and will be observed by the Member or Members if, after disclosing a conflict of interest in accordance with section 79(2) of the Act, they:
 - i. cease being able to hear and see those Members present at the Board meeting in person; and
 - ii. remain unable to hear and see those Members present at the Board meeting in person while the item in respect of which they have disclosed a conflict of interest is deliberated and then voted upon, and do not resume participation in the Board meeting until contacted by the Chairperson and advised that their participation in the Board meeting may resume.
- 3) A Member of the Board who attends a meeting by means of electronic communication described in sub-clause 2.7.1 must not leave the meeting by terminating those means of electronic communication unless the Member of the Board has previously notified the Chair of his or her intention to do so.

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L4.4 AGENDA

- 1) The Chief Executive Officer must, in respect of:
 - a) an Ordinary Meeting, determine which matters are to be included in the agenda for the Meeting; and
 - b) a Special Meeting, ensure that the matters included in the call of the Meeting are included in the agenda for the Meeting.
- 2) The Chief Executive Officer must deliver to each Member a copy of the Agenda for an Ordinary Meeting and any Special Meeting, not less than two working days before the meeting is to be held.

L4.5 ORDER OF BUSINESS FOR ORDINARY MEETINGS

- 1) The order of business for Ordinary Meetings will be determined by the Chief Executive Officer to facilitate and maintain open, efficient and effective processes.
- 2) Notwithstanding sub-clause (1), the order of business for Ordinary Meetings shall make provision for:
 - a) Confirmation of minutes of previous Meetings;
 - b) Management Reports;
 - c) Notices of Motion;
 - d) General Business; and
 - e) Urgent Business.
- 3) No business may be conducted at an Ordinary Meeting unless it is business of which notice has been given either by inclusion in the agenda or any report accompanying the agenda or in a notice of motion.
- 4) Sub-clause (2) above does not prevent Urgent Business being considered in accordance with clause L4.14.

L4.6 MEMBERS NOTICES OF MOTION

- 1) Members must give notices of motion in writing to the Chief Executive Officer in sufficient time to allow the Chief Executive Officer to deliver the notices to all Members in the manner and time required for delivery of the Agenda.
- 2) The Chief Executive Officer must date and number all notices of motion in the order received.
- 3) Should a Member who has given notice of motion:
 - a) be absent from the meeting; or
 - b) fail to move the motion when called upon by the Chair –
then any other Member may move the motion forthwith or move to defer its consideration.

L4.7 REJECTION OF A MEMBER NOTICE OF MOTION

Where the Chief Executive Officer considers that any Member Notice of Motion is:

- a) too vague;

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- b) defamatory;
- c) objectionable in language or nature; or
- d) is outside the powers of the Corporation,

the Chief Executive Officer must reject acceptance of the Member Notice of Motion.

L4.8 GENERAL BUSINESS

Members may raise items of General Business without notice to other members relating to an issue, providing that a resolution to act on the issue is not accepted, other than to receive the information, or to seek further information or a report.

L4.9 URGENT BUSINESS

The Board may consent to the introduction and consideration of a matter as urgent business on the motion carried by a two-thirds majority of the whole of the Members.

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PART 5

MINUTES OF BOARD MEETINGS

L5.1 PURPOSE

The purpose of this Part is to regulate the keeping and confirmation of minutes of all meetings of the Corporation.

L5.2 KEEPING OF MINUTES

The Chief Executive Officer is responsible for arranging for the recording of the minutes of each Meeting.

L5.3 CONTENTS OF MINUTES

- 1) In keeping the minutes of any Meeting the Chief Executive Officer must arrange the recording of the minutes to show:
 - a) the place, date and time of each Meeting;
 - b) the names of all Members and whether they are present, an apology, on leave of absence, etc;
 - c) the names and titles of all officers of the Corporation in attendance;
 - d) arrivals and departure times, including temporary departures, of Members and officers during the course of the meeting;
 - e) all declarations of direct and indirect pecuniary interests by Members in matters on the Agenda of the meeting;
 - f) every motion and amendment moved, including the names of the mover and seconder;
 - g) the outcome of every motion put to the vote, the result of either carried or lost, withdrawn by consent of the Board or lapsed for want of a seconder;
 - h) the vote cast by each Member on each division called;
 - i) details of failure to raise or maintain a quorum;
 - j) the time and reason for any suspension of standing orders;
 - k) the time and reason for any adjournment of the Meeting; and
 - l) any other matter which the Chief Executive Officer thinks should be recorded to clarify the intention of the Meeting or the reading of the minutes.
- 2) In addition the minutes shall be:
 - a) consecutively page numbered; and
 - b) indexed.

L5.4 CONFIRMATION OF MINUTES

The Board at each Ordinary Meeting, must:

- a) pass a motion to confirm the minutes of the previous Ordinary Meeting and all other meetings held since the previous Ordinary Meeting, if a copy has been posted or delivered to each Member not less than two working days before the meeting; or

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- b) require the minutes to be read prior to the passing of a motion to confirm them, if a copy has not been posted or delivered to each Member not less than two working days before the meeting.
- c) The Board must not discuss the contents of the minutes except as to their accuracy as a record of proceedings.
- d) The Chair must sign the minutes when they have been confirmed.

PART 6
PROCEDURE AT BOARD MEETINGS

L6.1 PURPOSE

The purpose of this Part is to regulate proceedings at all meetings of the Corporation and of Special Committees.

L6.2 QUORUM

- 1) A Quorum is formed when at least one Member from three of the Party Councils is present at a Board meeting.
- 2) A Deputy Member may attend if an appointed Member is unavailable.

L6.3 FAILURE TO RAISE OR MAINTAIN A QUORUM

- 1) A majority of the Members present, or the Chief Executive Officer if no Members are present, must adjourn an Ordinary or Special Meeting for the following reasons:
 - a) If there is an insufficient number of Members present to form a quorum within thirty (30) minutes of the time for which the meeting was called; or
 - b) If, during an Ordinary or Special Meeting, a number of Members leave the meeting room and a quorum cannot be maintained for the remainder of the meeting.
- 2) The provisions of clause L4.2.2 shall apply to Meetings adjourned as a consequence of the failure to raise or maintain a quorum.

L6.4 CHAIR'S DUTY

- 1) The Chair must not accept any motion or amendment which is:
 - a) defamatory;
 - b) objectionable in language or nature;
 - c) outside the powers of the Corporation; or
 - d) not relevant to any item of business on the agenda.
- 2) The Chair may decide to put any motion to the vote in parts.
- 3) The Chair will decide all points of order by stating the provision, rule, practice or precedent which the Chair considers applicable to the point raised.

L6.5 MOTIONS

- 1) Motions and amendments must be:
 - a) within the powers and functions of the Board,
 - b) related to an item of business on the agenda or before the Meeting; and
 - c) clear and unambiguous and not defamatory or objectionable in content or nature.
- 2) The Chair must refuse to accept a motion or amendment which conflicts with Clause L6.4 (1)

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- 3) The Chair may require motions to be put in writing.

L6.6 PROCEDURE FOR MOVING MOTIONS AND AMENDMENTS

- 1) The mover must state the subject and nature of the motion or amendment.
- 2) The Chair must call for a seconder.
- 3) If there is no seconder to a motion or amendment, the Chair must declare the motion or amendment to have lapsed.
- 4) The Chair must call upon the mover of a motion to speak to the motion after it has been seconded.
- 5) The Chair must call upon the seconder of a motion to speak to the motion after the mover has spoken.
- 6) The Chair must call upon any other Member who may wish to speak against the motion, to speak after the mover and seconder of the motion have spoken to the motion.
- 7) The Chair may put the motion to the vote or may call upon any other Member to speak if no Member has indicated an intention to speak against the motion.
- 8) Any Member except the mover or seconder of the motion may move or second and amendment to the motion.
- 9) Any Member may speak once on a motion and once on each amendment
- 10) The mover of a motion has the right to speak in reply prior to the motion being put to the vote.
- 11) The mover of an amendment has no right to speak in reply.
- 12) The Chair or the Board by resolution may permit a Member to make a personal explanation or to claim that he or she has been misrepresented or misunderstood.
- 13) Any Member may call for a point of order during a debate whether or not he or she has spoken to the motion. A Member who calls a point of order retains the right to speak to the motion.
- 14) The consent of the Board must be obtained to withdraw a motion or amendment.
- 15) The Board must not consider a second or subsequent amendment until it has dealt with any previous amendment.
- 16) A Member must not move a motion to initiate a subject for discussion except by giving notice of motion or unless the Board consents to the introduction and consideration of the subject matter as urgent business.

L6.7 DEBATE

- 1) A Member must address the Chair to move a motion, amendment or take part in debate.
- 2) The Member acknowledged by the Chair is to speak and must not be interrupted unless:
 - a) he or she is called to order; or
 - b) his or her speaking time has expired; or
 - c) a point of order is raised; or

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- d) a formal motion is moved.
- 3) Members must designate each other by their official titles during debate and throughout the meeting.

L6.8 TIME LIMITS

A Member may speak for no longer than the time specified below, unless the Board grants an extension:

The mover of a motion	5 minutes
Any other speaker	3 minutes
The mover of a motion exercising the right of reply	2 minutes

L6.9 ADDRESSING A MEETING

- 1) Any Member or person who addresses a Meeting must direct all remarks through the Chair.
- 2) Any Member or person addressing the Chair should refer to the Chair as Mr Chair or Madam Chair, as the case may be.

L6.10 VOTING

- 1) Members must vote by show of hands when the Chair puts a motion to the vote. The Chair must declare the result of the vote.
- 2) All Members present in the meeting room when a vote is taken must vote once only.
- 3) Subject to the Act, the Chair must use a casting (second) vote if there is an equality of votes recorded on any motion.
- 4) The Chief Executive Officer must record in the Minutes of the meeting the name of any Member who requests that his or her vote be recorded against the motion or amendment.
- 5) Upon the resolution of the Board, the vote for the election of a member or other person to any position, may be conducted by secret ballot.

L6.11 DIVISIONS

- 1) A Member may call for a division on any motion after the Chair has declared the result.
- 2) The Chair must first call upon Members to vote in favour of the motion and then upon Members to vote against the motion when a Member has requested a division.
- 3) Members must vote by show of hand and the Chair must declare the result of the division.
- 4) The Chief Executive Officer must record in the minutes of the meeting the names of the Members who voted favour of the motion and the names of the Members who voted against the motion, and the result of the division.
- 5) This Clause shall not apply in the case of an election by secret ballot.

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L6.12 POINTS OF ORDER

- 1) A point of order may be raised on the grounds that the matter is:
 - a) contrary to this Local Law;
 - b) defamatory;
 - c) irrelevant
 - d) outside the Board's power; or
 - e) improper.
- 2) Expressing a mere difference of opinion or contradicting a speaker will not be treated as a point of order.

L6.13 FORMAL MOTIONS

- 1) Unless otherwise prohibited a formal motion may be moved at any time and upon being seconded, must be dealt with immediately by the Chair.
- 2) The mover of a formal motion must not have moved, or seconded the question before the Chair or any amendment of it.
- 3) A formal motion cannot be moved by the Chair.
- 4) Unless otherwise provided, debate on a formal motion is not permitted and the mover does not have a right of reply.
- 5) Other than in relation to the time, date and place of a proposed adjournment a formal motion cannot be amended.

L6.14 REVOCATION OR ALTERATION OF PREVIOUS RESOLUTIONS

- 1) Any Member who wishes to revoke or alter a resolution made previously by the Board must give notice of motion in writing to the Chief Executive Officer in sufficient time to allow him or her to arrange to post or deliver the notice to the Members not less than two working days prior to the meeting for which the notice was given.
- 2) The Chief Executive Officer must not accept a second or subsequent notice of motion to revoke or alter a resolution made previously by the Board for a period of six (6) months after the date of the meeting at which the Board dealt with the previous notice of motion to revoke or alter the resolution.

L6.15 ADJOURNMENT

- 1) A majority of the Members present may, by resolution, adjourn an Ordinary or Special Meeting if a Member or other person impedes the conduct of the meeting.
- 2) The Board, a majority of Members or the Chief Executive Officer if no Members are present, may adjourn an Ordinary or Special Meeting to a later time on the day for which the meeting was called or for a period not exceeding seven (7) days.
- 3) The Chief Executive Officer must deliver written notice of an adjourned meeting to all Members, except when the meeting is adjourned to a later time on the same day, in which case any form of notice may be given to all Members.
- 4) When a motion to adjourn an Ordinary or Special Meeting is before the Board, the Chair must not allow discussion on the motion to adjourn. If the Board fails

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to pass the motion to adjourn, the Chair must resume the meeting at the item of business under consideration.

L6.16 SUSPENSION OF STANDING ORDERS

- 1) The provisions of this Local Law may be suspended for a particular purpose by motion of the Board.
- 2) No motions can be put during any period when standing orders are suspended.

L6.17 DISAGREEMENT WITH CHAIRPERSON'S RULING

- 1) A Member may move that the Chairperson's ruling be disagreed with.
- 2) A motion under this clause:
 - a) shall specify the ruling to be substituted for the Chairperson's ruling;
 - b) shall be considered in priority to any other business;
 - c) if carried, shall be acted upon instead of the ruling given by the Chairperson.

L6.18 SUSPENSIONS FROM MEETINGS

The Board may, by resolution, suspend from a meeting and for the balance of the meeting any Member whose actions have disrupted the business of the Board and impeded its orderly conduct.

L6.19 REMOVAL FROM MEETING ROOM

The Chair, an Authorised Officer, or the Board in the case of a suspension may have any person removed from the meeting room for reasons of disorderly conduct.

L6.20 MATTERS NOT PROVIDED FOR

In all cases not otherwise provided for under this Local Law;

- a) resort shall be had to the rules, forms and usages of Parliament which shall be followed so far as is practicable; or
- b) the Board may determine the matter by resolution.

L.6.21 PRODUCTION OF DOCUMENTS

A Member may, at or prior to a Meeting, require the production of any documents kept at the Corporation offices which are directly relevant to the business being considered or to be considered at a Meeting.

L.6.22 PETITIONS

- 1) A petition or joint letter presented to the Corporation must lay on the table until the next Ordinary Meeting of the Board.
- 2) No motion, other than to receive the petition or joint letter may be accepted by the Chairperson, unless the Board agrees to deal with it earlier.
- 3) Any Board member presenting a petition or joint letter will be responsible for ensuring that:
 - a) He or she is familiar with the contents and purpose of the petition or joint

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letter; and

- b) The petition or joint letter is not derogatory or defamatory.

L.6.23 PUBLIC PARTICIPATION

- 1) At every Ordinary Meeting of the Board, time may be allocated to enable any member of the community to address the Board.
- 2) Sub-clause (a) does not apply during any period when the Board has resolved to close the meeting in respect of a matter under Section 89(2) of the Act.
- 3) The Board may allocate reasonable time to each person who wishes to address the Board having regard to:
 - a) The nature of the matter to be discussed;
 - b) Priorities in relation to other Board business;
 - c) Other members of the community present who also wish to address the Board; and
 - d) Whether such an opportunity has already been provided to the person.
- 4) Members of the public have the opportunity to ask questions of Board at a Public Question Time which will be conducted in accordance with any procedure adopted by Board from time to time.
- 5) Any member of the public or community addressing the Board must extend due courtesy and respect to the Board and the processes under which it operates and must take direction from the Chairperson whenever called upon to do so.

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PART 7

SPECIAL COMMITTEES

L7.1 PURPOSE

The purpose of this Part is to regulate meetings of Special Committees.

L7.2 APPLICATION TO COMMITTEES

- 1) The Board may determine the role, membership quorum and voting rights applicable to Committees.
- 2) With the exception of the rules limiting the number of times speaking to a motion, the rules relating to revocation or alteration of previous decisions and the application of time limits, Part 6 above may be used as a guide to the conduct of meetings of Committees.

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PART 8
OFFENCES

L8.1 OFFENCES

It is an offence for:

- a) a Member to refuse to withdraw an expression, considered by the Chair to be offensive, and to refuse to apologise after having been requested by the Chair to do so.

Penalty: Two (2) penalty units.

- b) any person not being a Member, who is behaving in a disorderly or improper manner, to refuse to leave the meeting room when requested to do so.

Penalty: Five (5) penalty units.

- c) any person to fail to obey a direction of the Chair in relation to the conduct of the meeting and the maintenance of order.

Penalty: Two (2) penalty units.

- d) a Member to refuse to leave the chamber upon suspension.

Penalty: Five (5) penalty units.

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This Local Law was made by resolution of the Corangamite Regional Library Corporation on the (insert Date).

THE COMMON SEAL of the CORANGAMITE REGIONAL LIBRARY CORPORATION)
was affixed hereto this (insert Date) in the presence of:

----- Member

----- Chief Executive Officer

The Corangamite Regional Library Corporation Board resolved to advise Party Councils of its intention to develop this Local Law at its meeting of 19 April 2018.

All party Councils have, pursuant to section 197F of the Act, resolved to ratify the Local Law:

The Board resolved to give public notice of its intention to make this Local Law at its meeting held on the (insert Date).

The notice of intention to make this Local Law was advertised in the Victoria Government Gazette on the (insert Date), the Colac Herald on the (insert Date) and the Warrnambool Standard on the (insert Date).

The Board resolved to adopt this Local Law at its meeting held on the (insert Date).

The notice of the making of this Local Law was duly advertised in the Victoria Government Gazette on the (insert Date) the Colac Herald on the (insert Date) and the Warrnambool Standard on the (insert Date).

5.9 TENDER NO. 2018020 REGISTER OF CONTRACTORS SUPPORTING CIVIL INFRASTRUCTURE – GOODS AND SERVICES**PURPOSE*****To consider Tender No. 2018020 Register of Contractors Supporting Civil Infrastructure – Goods and Services*****EXECUTIVE SUMMARY**

- Council has sought tenders for Contract 2018020 Register of Contractors Supporting Civil Infrastructure – Goods and Services, via Councils tenderlink portal.
- The successful tenderers will be appointed as registered suppliers to a panel of providers for the provision of this service.
- A total of 28 companies have provided tender submissions for the provision of these services.
- Following a detailed evaluation of each of the submissions it is considered that the tender submission/s of , ASAP Local Plumbing, Cleanaway Industrial Solutions Pty Ltd, Duggan Civil Pty Ltd, Environmental Services Group Pty Ltd, RSP Environmental Services Pty Ltd, Go Traffic, Collins Earthmovers Pty Ltd, McKinnon Quarries and Civil Pty Ltd, McLeod Levelling and Excavations, Southwest Traffic Control Pty Ltd, Statewide Recycling Services Pty Ltd, , Westvic Waste Recycling, 1300tempfence Warrnambool, Abtech Plumbing and Excavations Pty Ltd, All About Fencing, Bligh Vegetation Management Pty Ltd, Elonchrome Pty Ltd, Gillear Lime & Sandstone Quarries, JG Keast Excavations Pty Ltd, Kavanagh Excavation & Plumbing Pty Ltd, L & H Van Kempen, Matkohire, Roger Constructions Pty Ltd, Worn Gundidj Aboriginal Corporation Ltd are preferred.
- Following evaluation of each of the submissions the following tender submissions are considered non-conforming; Coates Hire Pty Ltd, Holcim (Australia) Pty Ltd, Tutt Bryant Hire Pty Ltd and should only be added to the panel if suitable contract conditions can be agreed.

MOVED: CR. HULIN
SECONDED: CR. HERBERT

That Council:

1. **Accept the tender submission/s for Tender 2018020 Register of Contractors Supporting Civil Infrastructure – Goods and Services, from ASAP Local Plumbing, Cleanaway Industrial Solutions Pty Ltd, Duggan Civil Pty Ltd, Environmental Services Group Pty Ltd, RSP Environmental Services Pty Ltd, Go Traffic, Collins Earthmovers Pty Ltd, McKinnon Quarries and Civil Pty Ltd, McLeod Levelling and Excavations, Southwest Traffic Control Pty Ltd, Statewide Recycling Services Pty Ltd, , Westvic Waste Recycling, 1300tempfence Warrnambool, Abtech Plumbing and Excavations Pty Ltd, All About Fencing, Bligh Vegetation Management Pty Ltd, Elonchrome Pty Ltd, Gillear Lime & Sandstone Quarries, JG Keast Excavations Pty Ltd, Kavanagh Excavation & Plumbing Pty Ltd, L & H Van Kempen, Matkohire, Roger Constructions Pty Ltd, Worn Gundidj Aboriginal Corporation Ltd for the associated schedule of rates exclusive of GST.**
2. **Accept the tender submission/s for Tender 2018020 Register of Contractors Supporting Civil Infrastructure – Goods and Services from Coates Hire Pty Ltd, Holcim (Australia) Pty Ltd, Tutt Bryant Hire Pty Ltd subject to each reaching agreeable contractual terms and conditions to the satisfaction of the Director City Infrastructure.**
3. **Authorise the Chief Executive Officer to sign and seal the deed(s) of standing offer and any contract documents.**

CARRIED – 5:0**BACKGROUND**

The intent of this contract is to create a register of contractors supporting civil infrastructure work to provide 10 good and services types as follows;

Good or Services	
Separable Portion A	Pavement Materials
Separable Portion B	Drain Materials
Separable Portion C	Fiberglass Pit Lids
Separable Portion D	Temp Fencing Hire
Separable Portion E	Plant Hire
Separable Portion F	Traffic Management
Separable Portion G	Materials Disposal
Separable Portion H	Camera Investigation
Separable Portion I	Vegetation Maintenance & Tree Works
Separable Portion J	Tree Maintenance Adjacent Powerlines

This contract is a panel contract, where one or more contractors may be appointed for each service. All successful Tenderers will sign up to a Deed of Standing Offer for the provision of the relevant goods/services.

The Deed constitutes an irrevocable, standing offer by the Contractor to perform works during the Deed Term on the terms and conditions set out in this Deed, including prices submitted.

Council is under no obligation to direct the contractor to perform works and the deed is not exclusive; Council may use other contractors to provide the services.

At the close of tenders on Friday 8 December 2017 at 2:00 pm the following tender submissions were received:

1.	ASAP Local Plumbing (Sole Trader)	29 Horne Street Koroit 3280	H -Camera Investigation
2.	Cleanaway Industrial Solutions Pty Ltd	Level 4, 441 St Kilda Road, Melbourne Vic 3004	E - Plant Hire G - Materials Disposal H - Camera Investigation
3.	Coates Hire Pty Ltd	Level 6, 241 O'Riordan Street, Mascot NSW.	E - Plant Hire
4.	Duggan Civil Pty Ltd	9 McIntyre Court Warrnambool 3280	E - Plant Hire G - Material Disposal (Rock and clean fill only)
5.	Environmental Services Group Pty Ltd	5-9 Capital Drive Grovedale 3216	E - Plant Hire H - Camera investigation
6.	Gavlex Pty Ltd Trading as RSP Environmental Services Pty Ltd	99 Wellington Street Strathfieldsaye Vic 3551	E - Plant Hire H - Camera investigation
7.	Go Traffic	21-23 Gregory Avenue Newtown 3220	F - Traffic Management
8.	Holcim (Australia) Pty Ltd	Tower B L8 779 Pacific Highway Chatswood NSW 2067	A -Pavement Materials
9.	Collins Earthmovers Pty Ltd	25 Fairy Street Warrnambool 3208	E - Plant Hire
10.	McKinnon Quarries and Civil Pty Ltd	6 Chatham Court Warrnambool 3280	E - Plant Hire
11.	B and J McLeod Holdings trading Pty Ltd as McLeod Levelling and Excavations	36 Panmure-Laang Road Panmure 3265	E - Plant Hire
12.	Reece Pty Ltd	Blank document Submitted	Nil section submitted

13.	Southwest Traffic Control Pty Ltd	129 Curdievale Road Timboon 3268	F - Traffic Management
14.	Statewide Recycling Services Pty Ltd	355 Koroit Street Warrnambool 3280	A - Pavement Materials G - Materials Disposal
15.	Tutt Bryant Hire Pty Ltd	300 Portarlington Road Moolap 3224	E - Plant Hire
16.	Westvic Waste Recycling	3 Hammond Place Warrnambool 3280	G - Materials Disposal
17.	1300TEMPFENCE WARRNAMBOOL	5 Patricia Street Warrnambool 3280	D - Temp Fencing Hire
18.	Abtech Plumbing and Excavations Pty Ltd	25 Fairy Street Warrnambool 3280	E - Plant Hire
19.	Hannah-Belle Pty Ltd trading as All About Fencing	79 Injemira Road Grassmere 3280	D - Temp Fencing Hire
20.	Bligh Vegetation Management Pty Ltd	12 Wentworth Street Warrnambool 3280	E - Plant Hire I - Vegetation Maintenance & Tree works
21.	Elonchrome Pty Ltd	101 Manifold Street Woolsthorpe 3276	A - Pavement Materials E - Plant Hire G - Materials Disposal
22.	Top Jockey Nominees Pty Ltd Gilleear Lime & Sandstone Quarries	120 Buckley Road Allansford 3277	A - Pavement Materials
23.	JG Keast Excavations Pty Ltd	103 Barries Road Bushfield 3281	E - Plant Hire J - Tree Maintenance Adjacent Powerlines
24.	Kavanagh Excavation & Plumbing Pty Ltd	5 Station Street Allansford 3277	A - Pavement Materials E - Plant Hire G - Materials Disposal
25.	L & H Van Kempen	63 Laverock Road Warrnambool 3208	E - Plant Hire
26.	C D Smith Trading as MATKOHIRE	495/499 Raglan Parade Warrnambool 3280	E - Plant Hire
27.	Roger Constructions Pty Ltd	790 Hopkins Highway Bushfield 3281	E - Plant Hire G - Material Disposal
28.	Worn Gundidj Aboriginal Corporation Ltd	1-3 Rooney's Road Warrnambool 3280	E - Plant Hire I - Vegetation Maintenance & Tree Works

DISCUSSION

The tender submissions associated with this project were evaluated by a panel consisting of:

Name	Position
Rohan McKinnon	Senior Projects Engineer (chair)
Thomas Hall	Projects Engineer
Don Allen	Construction Engineer

EVALUATION CRITERIA

Tender submissions were assessed based on the respondent's performance or tender response in the following areas:

Criterion	Weighting
Technical capability to meet specification	20%
Quality, Environment and Risk Management	20%
Human Resource Management	20%
Tender Qualifications or Non-conformances	20%
Financial Capacity	15%
Local Benefit (max 5% score)	5%
Total	100%

Tenderers who score lower than 55% of the available 'Total Weighted Score' are excluded from the tender process on that basis that they haven't offered a submission that meets a minimum standard.

At the time of purchasing good or services secondary procurement will occur to determine value for money were multiple suppliers have been selected from the panel.

POLICY/LLEGAL/STATUTORY IMPLICATIONS

The requirements of Section 186 of the Local Government Act have been complied with for this tender. There are no other policies, legal or statutory implications associated with this tender process.

OFFICER DIRECT OR INDIRECT INTEREST

Council staff and persons engaged under a contract to provide advice or a report to a meeting of a council or a Special Committee, and have a direct or indirect interest in a matter to which the advice or report relates, must disclose the class of interest when providing the advice or report and before the advice or report is considered by the council or the Committee (s.80C(1),(2)).

A staff member declared a conflict of Interest and withdrew from the evaluation process, Thomas Hall was added to the panel and participated in the final evaluation process.

All other officers involved in the preparation of this report have declared that they do not have a direct or indirect interest in matters to which this report relates.

RISK ASSESSMENT

There are not considered any risks associated with the acceptance of this tender that cannot be managed through the contract conditions.

SOCIAL CONSIDERATIONS

There are no significant social implications anticipated to arise from the acceptance of this tender.

COMMUNICATIONS

There are no communication issues associated with the acceptance of this tender.

5.10 ADVISORY COMMITTEE REPORTS**PURPOSE**

This report contains the record of four Advisory Committee meetings.

REPORT

1. **Health and Wellbeing Advisory Committee**
9 May 2018 – refer **Appendix A.**

MOVED: CR. NEOH
SECONDED: CR. GASTON

That the Advisory Committee records be received.

CARRIED – 5:0



**Warrnambool City Council
Health and Wellbeing Advisory Committee**

Meeting Record

Thursday 9 May 2018, 4 – 6pm

In attendance: Committee members - Chair: Cr Sue Cassidy, Don Haugh,
Andrew Suggett, Meg Ruel, Glenys Phillpot, Peter Steele.

Apologies: Michael Absalom, Gemma Loomans, Cameron Price, Caitlin McConnell

Officers in attendance: Vikki King, Nicole Wood, Kim White, Lisa McLeod

Facilitator: Niamh Moynihan, CAPIRE consulting

Session objectives:

- Provide input to the draft W2040 Community Plan – PEOPLE section
- Inform community actions for the Health and Wellbeing Annual Action Plan in 2018/19

ITEM	ITEM	Notes
1.	Welcome and introductions	Cr Sue Cassidy welcomed everyone and members & staff introduced themselves
2.	Purpose of session	Niamh Moynihan (Capire Consulting Group) outlined the purpose of the session and the committee's role in providing input on the key elements of W2040 and HWBP Actions.
3.	W2040 Community Plan and Health and Wellbeing Plan – how do they support each other?	Lisa McLeod provided an explanation of how the W2040 and HWBP fit together and how integration of the goals and measures is important to ensure effective strategic effort.
4.	W2040 Phase 2 Engagement Findings	Niamh provided an overview of the community engagement learnings in W2040 relevant to the conversation. To review these go to http://www.w2040.com.au/phase-one
5.	<i>Discussion 1:</i> What gaps exist in the W2040 draft progress measures to 2026?	The committee reviewed the 2026 performance measures for the PEOPLE section of the plan and these have been incorporated where appropriate to the draft for check in with W2040 Panel and plan partners before phase 3 engagement.
6.	<i>Discussion 2:</i> What are the community/ partner actions which will support the 2018/19 HWB Action Plan?	All in attendance added community actions and initiatives for inclusion in the HWBP Action plan for 2018/19 and these have been incorporated into the draft for consultation with plan partners.
7.	Next steps and Close	Lisa McLeod provided next steps to finalising both tasks and Niamh Moynihan thanked everyone for their input and participation in the workshop.

Meeting Closed – 6.05pm. Next meeting – August TBC

5.11 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.

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 May 2018 – refer **Appendix A**
2. Monday 21 May 2018 – refer **Appendix B**
3. Monday 28 May 2018 – refer **Appendix C**

MOVED:

SECONDED:

That the information be received.

CARRIED – 5:0

Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	14 May 2018
Start time:	12.45pm
Councillors present:	Cr. R. Anderson – Chairperson Cr. S Cassidy Cr. K. Gaston 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
Other persons present:	Mark Davies – Facilitator, CFO
Apologies:	
Conflict of Interest Disclosures:	
Items discussed:	<ul style="list-style-type: none"> ▪ Planning Permit Application – 209 Merri Street, Warrnambool Railway Station ▪ Councillors only – Financial Management Workshop
Other items raised by Councillors & Officers:	<ul style="list-style-type: none"> ▪ Confidential briefing item raised at 4:20 meeting reopened at 4:29 to move to council chamber for Committee of the Whole Council meeting

The meeting closed at 4.29

Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	21 May 2018
Start time:	2.45pm
Councillors present:	Cr. R. Anderson – Chairperson Cr. T. Herbert 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 Glendon Dickinson, Manager Revenue and Property
Other persons present:	Michael Barrow, Senior Project Manager, VicTrack Angela Vorng, Project Manager, VicTrack Anna Mitchell, Communications & Engagement Specialist, VicTrack Mr Les Speed contract agent for the Valuer General Mr Terry Maguire Valuer Generals Office Mr Barry Walder Valuer Generals Office
Apologies:	Cr. K. Gaston Cr. S. Cassidy (leave of absence) Cr P Hulin
Conflict of Interest Disclosures:	Nil
Items discussed:	<ul style="list-style-type: none"> ▪ Community Housing Site Visit ▪ Briefing from representative of VicTrack ▪ Valuer-General Victoria – 2018 Revaluation Outcomes ▪ Corangamite Regional Library – Draft Laws and extension to existing service level agreement. ▪ Activities & Initiatives – March Quarter ▪ Warrnambool Residential Land Supply Update ▪ Waste Management Contract Planning ▪ Warrnambool City-Wide Housing Strategy – Four Year Progress Report ▪ Recent Announcement of Regional Roads Victoria
Other items raised by Councillors & Officers:	Nil

The meeting closed at 5:30

Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	28 May 2018
Start time:	2.00pm
Councillors present:	Cr. R. Anderson – Chairperson Cr. K. Gaston (3:25pm) 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 Lisa Mcleod Manager Community Policy and Planning Luke Coglean Manager Infrastructure Sevices Rohan Mckinnon Senior Project engineer
Other persons present:	Glenn Capuano from ID Consultants
Apologies:	Cr. S Cassidy
Conflict of Interest Disclosures:	
Items discussed:	<ul style="list-style-type: none"> ▪ Council Briefing from ID Consultants (Census 2016) ▪ 123 Queens Road ▪ Green Warrnambool ▪ Implementation of Infrastructure Design Manual (IDM) into the Warrnambool Planning Scheme ▪ Tesla Supercharger ▪ Ombudsman Report into Wodonga Waste charges ▪ Simpson Street Stormwater Management System Stage 2 – ▪ Public Amenities Swan Reserve and Botanic Gardens update ▪ RDA Barwon South West Re-appointment ▪ Confidential item
Other items raised by Councillors & Officers:	<ul style="list-style-type: none"> ▪ Up-date requested on progress of street tree roll out in the south end of Banyan Street ▪ Great South Coast representation to Federal parliamentarians in the week of the 28th May

The meeting closed at 5.25pm.

5.12 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

Date	Location	Function
4 May 2018	Port Fairy	Mayor and Chief Executive attended Retirement reception for Dave Madden.
9 May 2018	Warrnambool	Chief Executive attended SWAG Meeting, Deakin University
11 May 2018	Melbourne	Mayor attended MAV Round Table session
14 May 2018	Hamilton	Chief Executive attended Great South Coast Regional Skills Taskforce Meeting
15 May 2018	Warrnambool	Mayor attended Liebig Street Renewal Leadership Group Meeting
16 May 2018	Port Fairy	Chief Executive attended Great South Coast Regional Partnership meeting
16 May 2018	Warrnambool	Mayor attended Future Leaders event, Deakin University
17 May 2018	Melbourne	Mayor & Chief Executive – Attended Victorian Coastal Awards
18 May 2018	Melbourne	Mayor & Chief Executive – Attended the MAV State Council Meeting.
21 May 2018	Warrnambool	Mayor attended South West TAFE Function – Eddie Woo 2018 Australian of the Year Local Hero
22 May 2018	Warrnambool	Mayor & Chief Executive – Attended presentation of Youth Council badges
24 & 25 May 2018	Melbourne	Mayor attended State Parliament Visits
26 May 2018	Warrnambool	Mayor & Mayoress attended the Victorian Association of Photographic Societies Annual Conference and Dinner, Deakin Uni
27 May 2018	Warrnambool	Mayor attended Warrnambool Presbyterian Church Hall Opening
27 May 2018	Warrnambool	Mayor & Chief Executive – Attended Centenary events at Flagstaff Hill
28 May 2018	Warrnambool	Mayor & Chief Executive – Attended the entombment of the Warrnambool City Council Time Capsule
30 May 2018	Warrnambool	Chief Executive – Attended meeting with Shadow Treasurer Michael O'Brien
30 May 2018	Warrnambool	Chief Executive – Attended South West Sports 2017 Amazon Sports Star Awards

30 & 31st May 2018	Canberra	<p>Federal Parliament Visits: Mayor & Great South Coast Representatives met:</p> <ul style="list-style-type: none"> • Hon Dr John McVeigh MP Minister for Regional Development and Local Government • Hon Michael Keenan MP Minister assisting the Prime Minister for Digital Transformation • Hon Darren Chester MP Minister for Veteran's Affairs/Minister for Defence Personnel/Minister Assisting the Prime Minister for the Centenary of ANZAC/Deputy Leader of the House • Megan Purcell – Minister Cash's Advisor - Jobs and Innovation • Jack Archer – Regional Australia Institute • Senator Hon Bridget McKenzie Minister for Regional Communications • Deputy Prime Minister, Michael McCormack Minister for Transport and Infrastructure • Hon Dan Tehan MP Minister for Social Services • Hon Peter Dutton MP Minister for Home Affairs • Hon Alan Tudge MP Minister for Citizenship and Social Affairs • Hon Richard Marles, Shadow Minister for Defence • Hon Shayne Neumann MP Minister for Immigration & Border Protection
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MOVED: CR.NEOH
SECONDED: CR. HERBERT

That this report be received.

CARRIED – 5:0

6. PUBLIC QUESTION TIME

6.1 QUESTION FROM WARRNAMBOOL RATEPAYERS ASSOCIATION, PO BOX 7042, WARRNAMBOOL

“Warrnambool Ratepayers Association Inc. wish to know what action has the Warrnambool City Council taken regarding the petition to advertise the C.E.O.’s position which was hand in on 24th April 2018. What decisions have been made as yet, and if not, why not?”

“Warrnambool Ratepayers Association Inc wish to know why all (7) Councillors are not on the Chief Executive Employment Matters Advisory Committee instead of only the existing (3) councillors. Please provide response in writing also to the above 2 questions.

The Chief Executive advised that Council had considered the petition regarding the CEO appointment process at a Committee of the Whole Council meeting and that a reply on the petition had been posted to the lead petitioner. The decision to send the matter to the Committee of the Whole Council was based on the Local Law (which is based upon the Local Government Act).

The second part of the question - Council established an employment matters advisory committee and in doing so followed the best practice process. The committee comprises the current Mayor, the previous Mayor and 1 Councillor and is chaired by an independent member. The review process utilises a 360 degree process which obtains the view of Councillors, staff regional and state leaders. That it's a policy decision that has been adopted by Council, Council has the ability to review the policy at any stage.

7. CLOSE OF MEETING

The meeting closed at 6.46pm.

CHAIRMAN

I certify that these minutes were confirmed at a subsequent meeting of Council

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CR. ROBERT ANDERSON
MAYOR