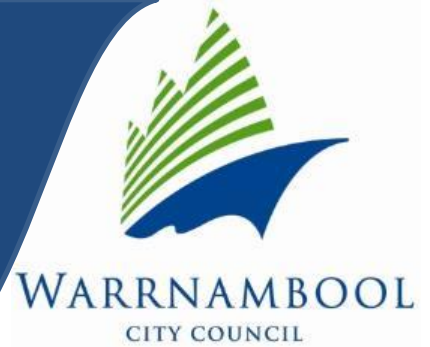


MINUTES

ORDINARY MEETING

WARRNAMBOOL CITY COUNCIL

5.45PM - MONDAY 7 AUGUST 2017



VENUE:

**Reception Room
25 Liebig Street
Warrnambool**

COUNCILLORS

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

Copies of the Warrnambool City Council's Agendas & Minutes
can be obtained online at www.warrnambool.vic.gov.au

**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 7 AUGUST 2017 COMMENCING AT 5.45PM**

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

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

1. OPENING PRAYER

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

ORIGINAL CUSTODIANS STATEMENT

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

2. APOLOGIES

Nil.

3. CONFIRMATION OF MINUTES

MOVED: CR. NEOH
SECONDED: CR. ANDERSON

That the Minutes of the Ordinary Meeting of Council held on 3 July 2017 be confirmed.

CARRIED – 7:0

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.

Cr. Herbert	Item 5.3 - Amended Huntingfield Road Development Plan – Verdon Street
Nature of Disclosure	Direct interest
Nature of Interest	Adjoining land owner.

Cr. Herbert	Item 5. 8 - Petition for Council – Removal and Replacement of Nature Strip Trees Jamieson Street, Spence Street and Raglan Parade Warrnambool
Nature of Disclosure	Direct interest
Nature of Interest	Resident in one of the streets.

Cr. Herbert	Item 5.9 - Petition For Council – Playground In Russell Creek Estate
Nature of Disclosure	Direct interest
Nature of Interest	Adjoining land owner.

5. REPORTS

5.1 COMMUNITY SATISFACTION SURVEY 2017

PURPOSE

This report presents findings of the annual Local Government Community Satisfaction Survey.

EXECUTIVE SUMMARY

- Council has received the results of the 2017 Community Satisfaction Survey.
- The survey was conducted across 68 Victorian councils.
- The survey asks residents to score the Council on seven “core measures”, it also asks the community to score Council’s performance across a range of services.
- Council’s *overall performance* score lifted from 54 to 59, ahead of the regional centre average of 57.
- The *overall council direction* score lifted significantly from 46 to 59, also ahead of the regional centre average of 55.
- The 2017 results show a marked improvement on the results of 2016 with the survey finding Council had improved significantly in six service measures including lobbying (up five points), community consultation (up four points), business and community development (up four), traffic management (up four), informing the community (up five) and emergency and disaster management (up three).
- Results indicate progress on the theme contained in the Council Plan – *Growing Pride and Confidence in the City* with the survey results suggesting the community is regaining pride in the city.
- Top performances in service areas were: appearance of public areas (74), emergency and disaster management (73) and art centres and libraries (72).
- Declines were recorded in services including community and cultural activities (down three to 68 points) and parking facilities (down five to 49). The decline in these areas is attributed to ratings from residents in the 18 to 34-year age group.

MOVED: CR. ANDERSON
SECONDED: CR. HERBERT

That the Community Satisfaction Survey 2017 report be noted.

CARRIED – 7:0

BACKGROUND

The Community Satisfaction Survey, which involved an independent survey of 400 residents, is carried out by JWS Research and auspiced and co-ordinated by Local Government Victoria.

Results are benchmarked against scores achieved by other regional Victorian councils and by all Victorian councils.

Key results from the survey are included in the Annual Report and also appear on the Know Your Council website.

OUTCOMES

The 2017 survey provided encouraging results for Council as perceptions around Council's performance in a number of area improved considerably on results from the 2016 survey. This suggests Council has gained early traction in relation to the theme contained in the 2017-2021 Council Plan, which is to "grow pride and confidence in our city".

The score for overall Council direction, 59, was a dramatic improvement on the 2016 score (46) following a dip to a score of 38 in 2015.

The leading core measure was customer service, an area in which Council has historically received high ratings from the community.

Summary of core measures

Performance measure	Warrnambool 2017	Warrnambool 2016	Regional centres 2017	Statewide 2017
Overall performance	59 ↑	54	57	59
Community consultation	55 ↑	51	54	55
Advocacy	59 ↑	54	54	54
Making community decisions	51 ⇄	51	52	54
Sealed local roads	49 ⇄	49	53	53
Customer service	77 ↑	72	72	69
Overall Council direction	59 ↑	46	55	53

Council scored above the regional centre average in five of the seven core measures: overall performance, community consultation, advocacy, customer service and overall council direction.

The report also draws attention to disparities between how important the community believes a service is and how well the community believes the Council is performing that service.

In particular there were significant differences between importance and performance in sealed local roads, considered the most important service area by residents with an importance score of 81, compared to its performance score of 49. This was a state-wide trend with sealed local roads receiving an average importance score of 78 and a performance score of 53.

There were also significant differences in scores for parking facilities (importance, 74, performance, 49); local streets and footpaths (importance, 76, performance, 55) and consultation and engagement (importance, 75, performance, 55).

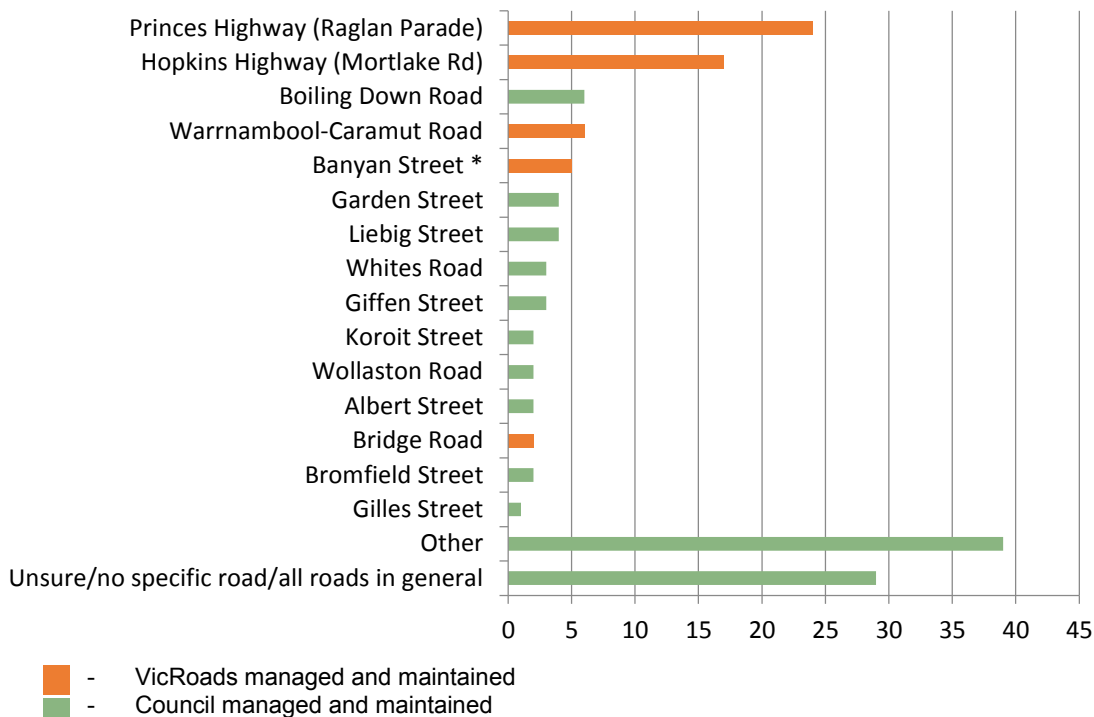
Priority area performance	2017	2016
Appearance of public areas	74	76
Emergency and disaster management	73	70
Art centres and libraries	72	74
Recreational facilities	71	72
Elderly support services	71	68
Waste management	70	70
Community and cultural	68	71
Tourism development	68	71

Family support services	67	67
Population growth	67	66
Enforcement of local laws	67	66
Business, community development, tourism	64	65
Environmental sustainability	63	63
Disadvantaged support services	63	61
Business and community development	62	58
Planning and building permits	61	58
Traffic management	61	57
Informing the community	60	55
Lobbying	59	54
Town planning policy	58	56
Local streets and footpaths	55	58
Consultation and engagement	55	51
Community decisions	51	51
Sealed local roads	49	49
Parking facilities	49	54

Councils can request that additional questions be included in the annual survey. To help identify whether there were particular local roads that were of concern to residents an additional question around which sealed local roads were of concern was asked.

The results showed that the roads of greatest concern were Raglan Parade and Mortlake Road, both of which are managed and maintained by VicRoads.

2017 sealed local roads of concern (%)



"Other" roads included a range of individually named roads or descriptions including "Warrnambool to Mortlake", Tower Hill Road, Logans Beach Road, "little roads in Grassmere", "around the outer area of Warrnambool", Jamieson Street roundabout.

5.2 CHILD SAFE POLICY

PURPOSE

The purpose of this report is to seek Council's endorsement of the Child Safe Policy.

EXECUTIVE SUMMARY

- The Victorian Government has legislated minimum Child Safe Standards (CSS) to help protect children from all forms of abuse.
- The standards are compulsory and apply to all organisations providing services to children, and aim to drive cultural change so that protecting children from abuse is embedded in the everyday thinking and practice of leaders, staff and volunteers.
- Standard 2 requires all organisations to have 'a child safe policy or statement of commitment to child safety'
- The Child Safe Policy (**Appendix A**) aims to provide clear leadership, guidance and compliance with the Standards and publicly affirms Warrnambool City Council's commitment to child safety and zero tolerance for child abuse.
- The Policy applies to all councillors, senior executives/officers, managers, staff, volunteers and contractors of Council, irrespective of their involvement in child related services, work or duties.
- Council's public endorsement of this Policy will promote the modelling of child safety within the community.

MOVED: CR. HULIN
SECONDED: CR. CASSIDY

That Council adopt the Warrnambool City Council Child Safe Policy.

CARRIED – 7:0

BACKGROUND

The Victorian Government has introduced compulsory minimum standards that will apply to all organisations that provide services for children to help protect children from all forms of abuse.

The child safe standards form part of the Victorian Government's response to the 2012 Betrayal of Trust Inquiry. This produced the 'Betrayal of Trust Report' and the Victorian Government subsequently implemented legislative reforms which changed criminal law relating to working with children and mandated organisations working directly with children to adhere the 7 standards to promote child safety, prevent child abuse and properly respond to allegations.

The 7 Child Safety Standards (CSS) are:

1. Strategies to embed an organisational culture of child safety, including leadership arrangements.
2. A child safe policy or statement of commitment to child safety.
3. A code of conduct that establishes clear expectations for appropriate behaviour with children.
4. Screening, supervision, training and other human resource practices that reduce the risk of child abuse by new and existing personnel.
5. Process for responding to and reporting suspected child abuse.
6. Strategies to identify and reduce or remove risks of child abuse.
7. Strategies to promote the participation and empowerment of children.

In complying with the child safe standards, organisations must include the following principles in each standard:

- Promoting the cultural safety of Aboriginal children;
- Promoting the cultural safety of children from culturally and/or linguistically diverse backgrounds; and
- Promoting the safety of children with a disability.

The CSS are compulsory for all organisations providing services to children, and aim to drive cultural change so that protecting children from abuse is embedded in the everyday thinking and practice of leaders, staff and volunteers

This will assist organisations to:

- Prevent child abuse
- Encourage reporting of any abuse that does occur
- Improve responses to any allegations of child abuse.

ISSUES

Everyone in the Council organisation has a role to play to ensure the wellbeing and safety of all children is at the forefront of all decision making, including Councillors, the Chief Executive Officer, Management Executive Group, Managers and staff.

The responsibility of Council is to:

- Provide leadership for good government by acting as a responsible partner in fostering and developing an organisational culture that has zero tolerance for child abuse; and
- To advocate in the best interest of children to create and sustain a community in which children feel safe and are protected from abuse.

The Council's Child Safety Policy (**Appendix A**) has been developed to provide clear leadership, guidance and compliance with the Standards and to publicly affirm Council's commitment to child safety and zero tolerance for child abuse.

COMMUNITY IMPACT/CONSULTATION

The protection of children is vital within any community. As an organisation providing services to children, Council has a responsibility to work towards the safeguarding of all children.

The child safe standards are about embedding an organisational culture of child safety through education of Councillors, all employees, contractors and volunteers and through the development of a range of policies and procedures that commit to the protection of children from child abuse.

The Commission for Children & Young People (refer www.ccyp.vic.gov.au) and the Department of Health and Human Services (refer www.dhs.vic.gov.au) have published overviews of the Child Safe Standards and a range of resources to support organisations with compliance with the Standards. The Department of Justice has also published guidance materials on the changes to Working with Children Checks (refer <http://www.workingwithchildren.vic.gov.au>).

These resources have been used to develop Council's '*Child Safe Policy*' and management '*Statement of Commitment*' for inclusion in Council's Staff Code of Conduct and will be further referenced to ensure Council's ongoing compliance with the standards.

Ongoing training of Council staff across all service areas is a key element to the implementation of Council's Child Safe Policy.

Once endorsed by Council, the Child Safe Policy will be promoted and made publically available on Council's website.

FINANCIAL IMPACT

There is no financial impact at this stage. However, non-compliance with the CSS may result in funding of child related services being withdrawn.

COUNCIL PLAN/POLICY IMPACT

Standard 2 of the Child Safety Standards requires Council to adopt a Child Safe Policy or Statement of Commitment to child safety.

In adopting this Policy, Council will be publically modelling child safety within the community.

The adoption of this Policy also contributes to the ongoing achievement of Council Plan 2017-2021 objective and strategies of:

Objective: Foster a healthy city that is socially and culturally rich
Strategies: 2.2 Seek equity, access, safety and inclusion for everyone
2.7 Actively acknowledge local Aboriginal culture

LEGAL/RISK IMPACT

Council's responsibilities to comply with Child Safe Standards fall under the Child Wellbeing & Safety Act 2005 (*The Act*) and Child Wellbeing and Safety Amendment (Child Safe Standards) Bill 2015.

Council will be audited on Child Safety Standards. Failure to meet standards may leave Council vulnerable to legal action.

OFFICERS' DECLARATION OF INTEREST

Under section 80C of the Act officers providing advice to Council must disclose any interests, including the type of interest.

No member of Council staff, or other person engaged under a contract, involved in advising on and or preparing this report has declared a direct or indirect interest in relation to the matter of the report.



WARRNAMBOOL
CITY COUNCIL

CHILD SAFE POLICY

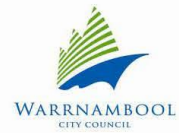
POLICY TYPE: COUNCIL

APPROVAL DATE: # August 2017

REVIEW DATE: August 2020

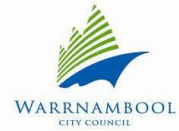
CHILD SAFE POLICY**DOCUMENT CONTROL**

Document Title:	<i>Child Safe Policy</i>
Policy Type:	<i>Council</i>
Responsible Branch:	<i>Executive Services</i>
Responsible Officer:	<i>Chief Executive Officer</i>
Document Status:	<i>Draft</i>
Approved By:	<i>Council</i>
Adopted Date:	<i># August 2017</i>
Review Date:	<i>August 2020</i>

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CHILD SAFE POLICY



1. INTRODUCTION

1.1 Purpose

On 17 April 2012, the Victorian Government initiated the Family and Community Development Committee's Inquiry into the Handling of Child Abuse by Religious and Other Organisations (Betrayal of Trust Inquiry).

The Betrayal of Trust report was tabled in Parliament on 13 November 2013 and made 15 recommendations including compulsory minimum standards for creating child-safe environments. Warrnambool City Council recognises that child safety requires a whole of organisation response. All Council officers have a responsibility to ensure the safety of children.

On 26 November 2015, the Victorian Parliament passed the *Child Wellbeing and Safety Amendment (Child Safe Standards) Act 2015* (The Act) to introduce Child Safe Standards.

The seven Child Safe Standards support organisations that provide services to children to prevent child abuse, encourage reporting of abuse and increase the effectiveness of responses to allegations of child abuse.

1.2 Scope

This policy applies to all councillors, senior executives/officers, managers and staff irrespective of their involvement in child related services, work or duties.

This policy also applies to trainees, volunteers, work placement students and contractors working with Council through another agency or on a contract basis.

This policy (in conjunction with other related documents) will be incorporated into key decision making processes and operating procedures of Council.

2. WARRNAMBOOL CITY COUNCIL'S STATEMENT OF COMMITMENT

Warrnambool City Council acknowledges that children's safety is a whole of community responsibility and is everyone's business.

The welfare of children in our care is Council's first priority and we have zero tolerance to child abuse.

We are committed to creating and maintaining a child safe and child friendly City where all children are valued and protected from abuse.

We are committed to creating and maintaining a child safe organisation where protecting children, preventing and responding to child abuse is embedded in the everyday thinking and practice of all Councillors, Council staff, contractors and volunteers.

We are committed to the cultural safety of Aboriginal children and providing safe environments for children from culturally and/or linguistically diverse backgrounds, and children with a disability.

CHILD SAFE POLICY



Council will at all times listen to children respectfully and advocate for their right to feel safe, valued and protected. We seek to engage and involve children when making decisions, especially about matters that directly affect them. We listen to their views and respect what they have to say.

3. RESPONSIBILITY AND ORGANISATIONAL CONTEXT

Council supports the embedding of the Child Safe Standards within the organisation through the review of the Council / Organisational policies and procedures. Specifically:

- Municipal Early Years Plan
- Municipal Public Health and Wellbeing Plan
- Children and family related services policies and processes
- Disability, access and inclusion related services policies and processes
- Recreation, culture & leisure related services policies and processes
- Human Resource policies and processes
- Codes of Conduct for Councillors, Employees and Volunteers
- Council Local Laws
- Community engagement policies & processes
- News & Social Media policies & processes

4. OUR PEOPLE

This policy guides our Councillors, staff, contractors and volunteers on how to behave with children in our organisation. All must agree to abide by Councils Codes of Conduct, which includes standards of conduct required when working with children.

Warrnambool City Council is responsible for ensuring that appropriate behaviour with children is clearly defined and expectations are accessible and understood by all persons associated with Council.

Warrnambool Council will implement screening tools during the recruitment process designed to identify suitable employees, volunteers, and others persons associated with Council. This is intended to minimise the risk of inappropriate individuals from entering the organisation.

5. LEGISLATIVE REQUIREMENTS

Warrnambool City Council takes its legal responsibilities seriously, including:

- **Failure to disclose:** Reporting child sexual abuse is a community-wide responsibility. All adults in Victoria who have a reasonable belief that an adult has committed a sexual offence against a child under 16 have an obligation to report that information to the police.
- **Failure to protect:** People of authority within the Council will commit an offence if they have the power or responsibility to reduce or remove a substantial risk, where a child under the age of 16 years may become the victim of sexual abuse committed by an adult associated with the organisation; but negligently fail to do so.
- **Grooming:** Grooming offence targets communication, including online communication, with a child under the age of 16 or their parents with the intent of committing child sexual abuse. This offence

CHILD SAFE POLICY



targets predatory conduct undertaken to prepare a child for sexual abuse at a later time with the groomer (aged 18 years old or over) or another adult.

- Any personnel who are **mandatory reporters** (e.g. nurses, teachers etc.) must report to child protection if they believe on reasonable grounds that a child is in need of protection from abuseⁱ

6. EDUCATION AND TRAINING

Education and training is important to ensure that all people connected with Warrnambool City Council understand that child safety is everyone's responsibility, and is vital to maintaining a child safe environment.

Our organisational culture aims for all to feel confident and comfortable in discussing any allegations of child abuse or child safety concerns.

Our staff and volunteers will be provided with ongoing training and education to ensure they understand our commitment to child safety.

We will train our staff and volunteers to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse.

7. RECRUITMENT

Warrnambool City Council employs a range of screening measures and applies these standards in the screening and recruitment of employees, contractors and volunteers.

We understand that when recruiting staff, contractors and volunteers we have ethical as well as legislative obligations. Council will comply with all relevant regulatory and legal requirements when recruiting staff to ensure its employees and clients are not placed under unreasonable risk.

We will ensure the principles of the child safe standards are embedded in Council human resource policies and procedures including recruitment and pre-employment screening processes.

We carry out thorough reference checks and pre-employment screening, to ensure that we are recruiting with child safety in mind.

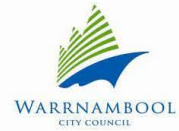
8. PRIVACY

While safety and wellbeing of children is our primary concern, Council is committed to protecting an individual's right to privacy.

Unless there is a legislative requirement (for example, if there is a risk of self-harm or a risk to someone's safety), all personal information considered during the process of a report or investigation, will be dealt with in accordance with Council's Privacy Policy.

9. RISK MANAGEMENT

In Victoria, organisations are required to protect children when a risk is identified.

CHILD SAFE POLICY

In addition to general occupational health and safety risks, Council will proactively manage risks of abuse to our children by ensuring risk management strategies are in place to identify, assess, and take steps to minimise child abuse risks.

We will review and further develop Council's Risk Management Framework, Policy and Procedure to ensure they comply with the Child Safe Standards.

10. REPORTING AND RESPONDING TO A CHILD SAFETY CONCERN

We all have a responsibility to report if we have formed a reasonable belief that abuse has occurred.

Our strategies will empower children in our care, their parents and the community to ensure that they feel safe and comfortable in reporting concerns of allegations of abuse.

We will work to ensure all children, families, staff, contractors and volunteers know what to do and who to tell if they suspect abuse or are a victim, or if they notice inappropriate behaviour.

Any inappropriate behaviour will be reported through appropriate channels, including the Department of Health and Human Services and Victoria Police, depending on the severity and urgency of the matter.

Council's Child Safety officers will:

- Act as the first point of contact for receiving reports of child safety concerns or allegations of abuse within Council.
- Support the notification of child safety concerns or allegations to relevant authorities (Police or Child Protection).
- Also refer **Appendix 1 – Flowchart: Child Safety Reporting Process**

Council's Child Safety officers are:

- Director of Community Development
- Manager of Children's and Family Services
- Service Manager Early Years Learning & Development
- Manager of Governance Projects & Risk
- Risk Management Coordinator/Senior Risk Advisor
- Manager of Organisation Development
- Human Resources Coordinator

Where appropriate, following a child safety concern Child Safety officers will:

- Assist alleged victims and their families to access counselling and support services.
- Provide support to affected staff through Council's Employee Assistance Program.

12. ROLES AND RESPONSIBILITIES

Council: Councillors are responsible for providing leadership for the good governance of Council by acting as a responsible partner in fostering and developing an organisational culture that has zero tolerance for child abuse. Councillors will advocate in the best interests of children to create and sustain a community in which children are safe and protected from abuse.

Warning - Uncontrolled when printed.

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CHILD SAFE POLICY

Chief Executive & Executive Group: The Chief Executive is ultimately responsible for driving the required organisational cultural change of zero tolerance for child abuse and ensuring that the organisation has effective controls in place to prevent child abuse occurring. This will be achieved by ensuring:

- The organisation has in place and implements robust child safety procedures that protect children from child abuse
- Suspected or alleged instances of child abuse are reported and fully investigated
- Support is provided to councillors, managers, staff, contractors and volunteers in undertaking their child protection responsibilities.

Council's Child Safety officers will:

- Act as the first point of contact for receiving reports of child safety concerns or allegations of abuse within Council.
- Support the notification of child safety concerns or allegations to relevant authorities (Police or Child Protection).
- Assist alleged victims and their families to access counselling and support services.
- Provide support to affected staff through Council's Employee Assistance Program.

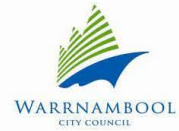
Managers: All Managers must ensure that:

- Staff, contractors and volunteers have access to and are aware of this Child Safe Policy and related procedures
- Receive and refer child safety concerns or allegations of abuse within Council to the Child Safety Officers.
- Initiate internal processes to ensure the safety of the child, clarify the nature of the complaint and commence the disciplinary process (if required)
- Identify any potential for child abuse to be perpetrated, and assess the related risks of child abuse within their Branch
- Eradicate/minimise any risk to the extent possible
- Ensure staff, contractors and volunteers receive ongoing education about the prevention and detection of child abuse and attend any relevant training when it is provided, and
- Offer support to the child, the parents, the person who reports and the accused staff member, contractor or volunteer.
- Ensure confidentiality and privacy of personal information is protected in line with relevant legislation, Council policies and procedures.

All Staff

- All staff must familiarise themselves with the relevant laws, the Staff Code of Conduct, and Council's policy and procedures in relation to child safety, and comply with all requirements, including:
- Participation in staff induction and refresher training
- Report any suspicion or reasonable belief that a child's safety may be at risk to a designated Child Safety officer.
- Provide an environment that is supportive of all children's emotional and physical safety.

CHILD SAFE POLICY



Volunteers: Volunteers share the responsibility for the prevention and detection of child abuse, and must report any suspected cases to their direct supervisor.

Labour Hire/Agency workers and contractors: also share the responsibility for the prevention and detection of child abuse and any suspected case or allegation of child abuse. Council will embed a process that provides a contractual obligation to ensure that the same standards that apply to Council, will apply to labour hire agency employees and contractors.

Council Owned/Controlled Facilities/Funded Services

Council acknowledges that sporting associations and not-for-profit entities are themselves also required to comply with the Child Safe Standards. Council, as their licensee or lessor, will note this requirement in the Occupancy License Agreements between Council and association/entity with the aim to raise awareness of the legislation and compliance requirements.

13. GOVERNANCE

13.1 Policy Owner & Review

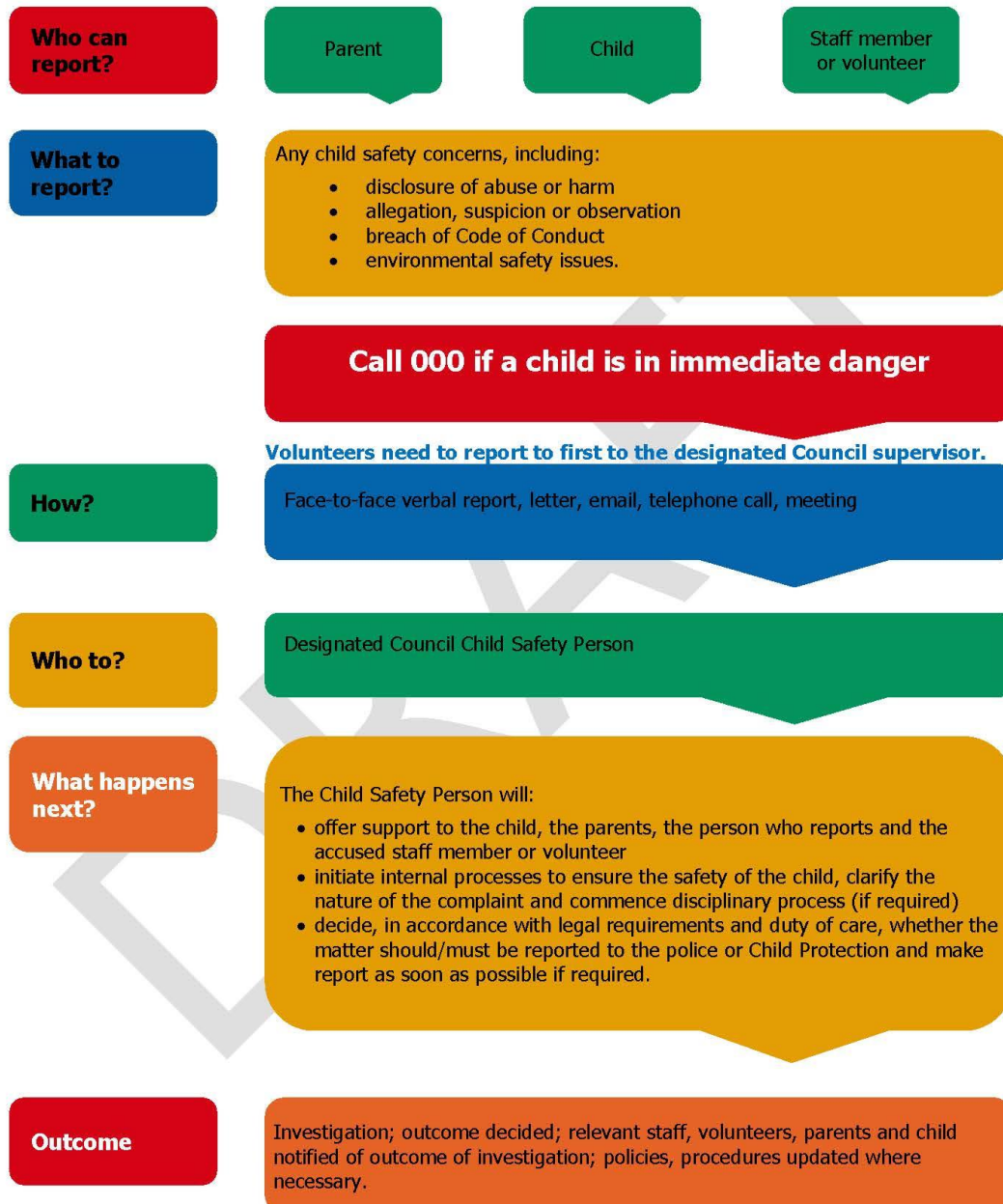
The Manager Governance Projects & Risk is responsible for monitoring the currency and viability of this policy and updating it when required.

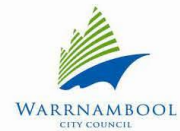
Council will review this policy for any necessary amendments no later three years after its formation or after the last review.

13.2 Charter of Human Rights Compliance

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007).

Warrnambool City Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee health and safety representatives in any workplace change that may affect the health and safety of any of its employees.

CHILD SAFE POLICY**APPENDIX 1: FLOWCHART – CHILD SAFETY REPORT PROCESS**

CHILD SAFE POLICY**APPENDIX 2: DEFINITIONS & REFERENCES****Definitions:**

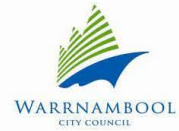
Term	Definition
The Act	Means the Child Safety and Wellbeing Act 2005
Aboriginal & Torres Strait Islander Child	Mean a person under the age of 18 who is of Aboriginal or Torres Strait islander descent, identifies as Aboriginal and/or Torres Strait Islander, and is accepted as Aboriginal or Torres Strait islander by an Aboriginal or Torres Strait islander community.
Child	Mean a person who is under the age of 18
Child abuse	Means any act committed against a child involving: Physical violence, sexual offences, serious emotional or psychological abuse and serious neglect. ⁱⁱ
Child Safe Standards	Means the compulsory minimum standards (enacted pursuant to the <i>Child Wellbeing and Safety Act 2005</i>) which apply to organisations in Victoria that provide services for children to help ensure the safety of children, as follows: <ul style="list-style-type: none"> • Strategies to embed an organisational culture of child safety, including effective leadership arrangements • A child safe policy or statements of commitment to child safety • A code of conduct that establishes clear expectations for appropriate behaviour with children • Screening, supervision, training and other human resources practices that reduce the risk of child abuse by new and existing employees • Processes for responding to and reporting suspected child abuse • Strategies to identify and reduce or remove risks of child abuse • Strategies to promote the participation and empowerment of children
Child Safe Organisation	In the context of the Child Safe Standards, a child safe organisation is one that meets the Child Safe Standards by proactively taking measures to protect children from abuse.
Cultural Safety	An environment that is safe for people: where there is no assault, challenge or denial of their identity, of who they are and what they need. It is about shared respect, shared meaning, shared knowledge and experience, of learning, living and working together with dignity and truly listening. (<i>Williams, R. 2008</i>)
Cultural safety of Aboriginal children	Cultural safety encompasses the child being provided with a safe, nurturing and positive environment where they are comfortable with being themselves, expressing their culture, their spiritual and belief systems, and they are supported by the carer and family. ⁱⁱⁱ
Child related work	Work within one or more of the occupational fields defined in the Act where the contact with children is direct, unsupervised, and part of a person's duties, not incidental to their work.

CHILD SAFE POLICY

Children from culturally and / or linguistically diverse backgrounds	A child or young person who identifies as having particular cultural or linguistic affiliations by virtue of their place of birth, ancestry or ethnic origin, religion, preferred language or language spoken at home or because of their parents identification on a similar basis
Children with a disability	A disability can be any physical, sensory, neurological disability, acquired brain injury or intellectual disability or developmental delay that affects a child's ability to undertake everyday activities. Some disabilities may be obvious while others are hidden.
Reasonable Belief	<p>A reasonable belief or a belief on reasonable grounds is not the same as having proof but is more than a mere rumour or speculation. A 'reasonable belief' is formed if a reasonable person in the same position would have formed the belief on the same grounds. For example, a 'reasonable belief' might be formed if:</p> <ul style="list-style-type: none"> • A child states that they have been physically or sexually abused; • A child states that they know someone who has been physically or sexually abused (sometimes the child may be talking about themselves); • Someone who knows a child states that the child has been physically or sexually abused; • Professional observations of the child's behaviour or development leads a professional to form a belief that the child has been physically or sexually abused or is likely to be abused; • Signs of abuse lead to a belief that the child has been physically or sexually abused; • A report has been made of a sexual relationship with a child under 16.

References

Acts	<ul style="list-style-type: none"> • Child Wellbeing & Safety Act 2005 ('The Act') • Child Wellbeing and Safety Amendment (Child Safe Standards) Bill 2015
Guidelines	<ul style="list-style-type: none"> • Victorian State Government's 'An Overview of the Victorian child safe guidelines' http://www.vic.gov.au/news/child-safe-standards-a.html • Commission for Children & Young People 'Reportable Conduct Scheme' https://ccyp.vic.gov.au/reportable-conduct-scheme/ • Commission for Children & Young People 'Being a Child Safe Organisation' https://ccyp.vic.gov.au/child-safety/being-a-child-safe-organisation • Victorian Department of Justice & Regulation's 'Overview of the child safe standards and reportable conduct scheme' http://www.justice.vic.gov.au/home/safer+communities/protecting+children+and+families/overview+of+child+safe+standards+and+reportable+conduct+scheme • Victorian Department of Justice & Regulation's Working with Children Check http://www.workingwithchildren.vic.gov.au/utility/home/

CHILD SAFE POLICY

ⁱ Further information about the **failure to disclose offence, failure to protect offence and mandatory reporting** is available from the Department of Justice and Regulation's website www.justice.gov.au

ⁱⁱ **Types of Child Abuse:** Child abuse is any event (action or non-action) that hurts a child or puts them in danger:

- **Physical Abuse** occurs when a child suffers or is likely to suffer significant harm from a non-accidental injury. The injury may be inflicted intentionally or may be the inadvertent consequence of physical punishment or physically aggressive treatment of a child. Some examples of Physical abuse include hitting, punching, burning or shaking a child.
- **Sexual Abuse** occurs when a person involves a child in sexual activity, or deliberately puts the child in the presence of sexual behaviours that are exploitative or inappropriate to his/her age and development. Child sexual abuse can involve a range of sexual activity including fondling, masturbation, penetration, voyeurism and exhibitionism. It can also include exposure to or exploitation through pornography or prostitution, as well as grooming behaviour.
- **Emotional or Psychological Abuse** occurs when harm is inflicted on a child through repeated rejection, isolation, or by threats or violence. It can include derogatory name-calling and put-downs, or persistent and deliberate coldness from a person, to the extent where the behaviour of the child is disturbed or their emotional development is at serious risk of being impaired. Serious emotional or psychological abuse could also result from conduct that exploits a child without necessarily being criminal, such as encouraging a child to engage in inappropriate or risk behaviours.
- **Serious neglect** is the continued failure to provide a child with the basic necessities of life, such as food, clothing, shelter, hygiene, medical attention or adequate supervision, to the extent that the child's health, safety and/or development is, or is likely to be, jeopardised. Serious neglect can also occur if an adult fails to adequately ensure the safety of a child where the child is exposed to extremely dangerous or life threatening situations.

ⁱⁱⁱ Cultural Safety of an **aboriginal** child as defined by the Secretariat of National Aboriginal and Islander Child Care www.supportingcarers.snaicc.org.au

5.3 AMENDED HUNTINGFIELD ROAD DEVELOPMENT PLAN – VERDON STREET

Cr. Herbert declared an interest and left the meeting at 5.59pm.

PURPOSE

This report considers an amendment to the Huntingfield Road Development Plan and recommends that the amended Development Plan be endorsed.

EXECUTIVE SUMMARY

- Development Plan Overlay Schedule 1 (DPO1) applies to the land.
 - ‘The Huntingfield Road Development Plan’ (2003) was approved by Council in 2003.
 - An amendment to the approved Development Plan has been submitted to Council for consideration. Key changes include:
 - amended road layout;
 - amended lot layout;
 - location of a drainage reserve to the eastern boundary;
 - The amended Development Plan is on exhibition for a period of two weeks. No submissions have been received to date.
 - The amendment to the Development Plan appropriately responds to the requirements of the Development Plan Overlay and is suitable for endorsement by Council.
-

MOVED: CR. HULIN
SECONDED: CR. CASSIDY

That Council endorse the amendment to the Huntingfield Development Plan, in accordance with the requirements of Clause 43.04 (Schedule to DPO1) of the Warrnambool Planning Scheme.

CARRIED – 6:0

BACKGROUND

The site is located to the immediate west of the Huntingfield Estate and is south of the railway line. The Hopkins River forms its southern boundary. The Development Plan Overlay Schedule 1 (DPO1) applies to the site.

Refer to **Appendix A** for the area covered by the DPO1 and the location of the subject land.

Refer to **Appendix B** for a copy of the current Huntingfield Development Plan.

A planning application PP2016-0097 has been lodged with Council for the removal of remnant native vegetation and creation of 35 residential lots on the subject land. The proposal includes lots ranging in size from 483m² to 879m², a ‘loop road’ running parallel to the cliff top reserve providing public access to the river and public open space to the west of the site. A landscaped drainage reserve is proposed on the eastern side of the site backing onto existing dwellings on Napthine Terrace. Vehicular access to all lots is proposed via the extension of Huntingfield Road while pedestrian access is possible via the extension of Dobson Way.

The current plan submitted for the purpose of the planning application is consistent with that proposed as the amendment to the Huntingfield Development Plan. Refer to **Appendix C** for a copy of the proposed subdivision/ amended Development Plan.

ISSUES

The subject site is referred to as land off Verdon Street, described as Lot 2 on LP076603. The site has an area of approximately 4.2 hectares and is zoned General Residential 1 Zone. The whole of the site is covered by the Development Plan Overlay Schedule 1 while only the southern 50 metres is covered by the Environmental Significance Overlay Schedule 2. The site is bound to the north by the railway line (zoned Public Use Zone 4) and to the south by the Hopkins River (zoned Public Park and Recreation Zone).

The Development Plan Overlay requires future development proposals to be consistent with a plan approved by Council. In this regard the application for subdivision currently with Council (PP2016-0097) is not 'generally in accordance with' the current Huntingfield Development Plan (2003). Council is able to approve an amended or alternative plan that is to its satisfaction.

The plan to be considered for an amendment to the Huntingfield Development Plan is that prepared by Beveridge Williams dated 24 June 2017 revision 02 – attached.

An assessment of the proposal finds that the amended plan submitted is in accordance with the requirements of the DPO1 and is appropriate for Council endorsement – **Appendix D**.

CONSULTATION/COMMUNICATION

Prior to advertising the amendment to the Development Plan the relevant agencies and authorities were consulted to seek their views on the proposal.

DELWP have been consulted on the proposal and will be recommending conditions be attached to a planning permit.

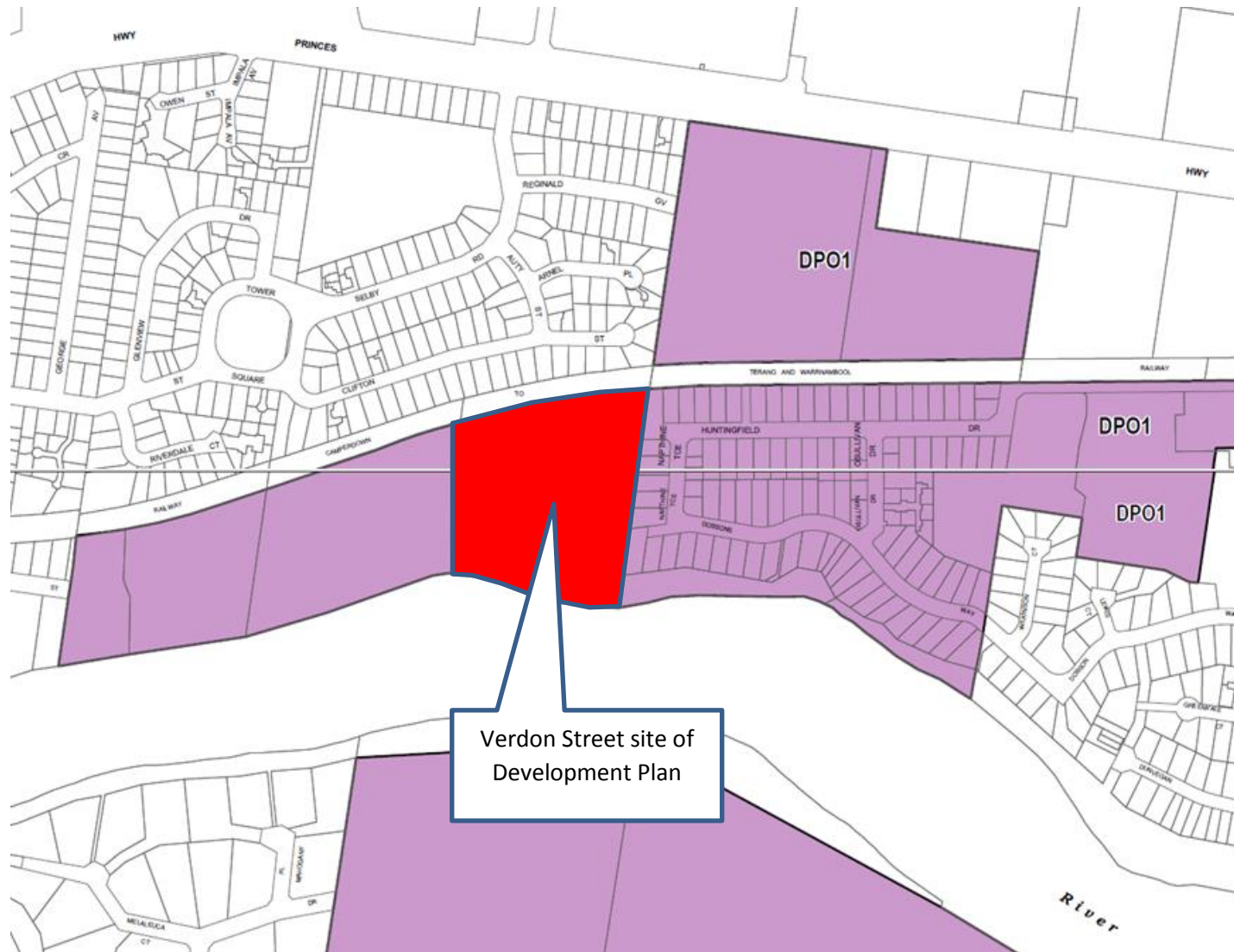
The Development Plan was advertised (non-statutory) in the Warrnambool Standard with details made available on Council's website for a two (2) week period between Wednesday 19 July to 2 August 2017.

FINANCIAL IMPACT

Costs associated with the review and assessment of the Development Plan have been included in the 2017/2018 City Strategy and Development Budget.

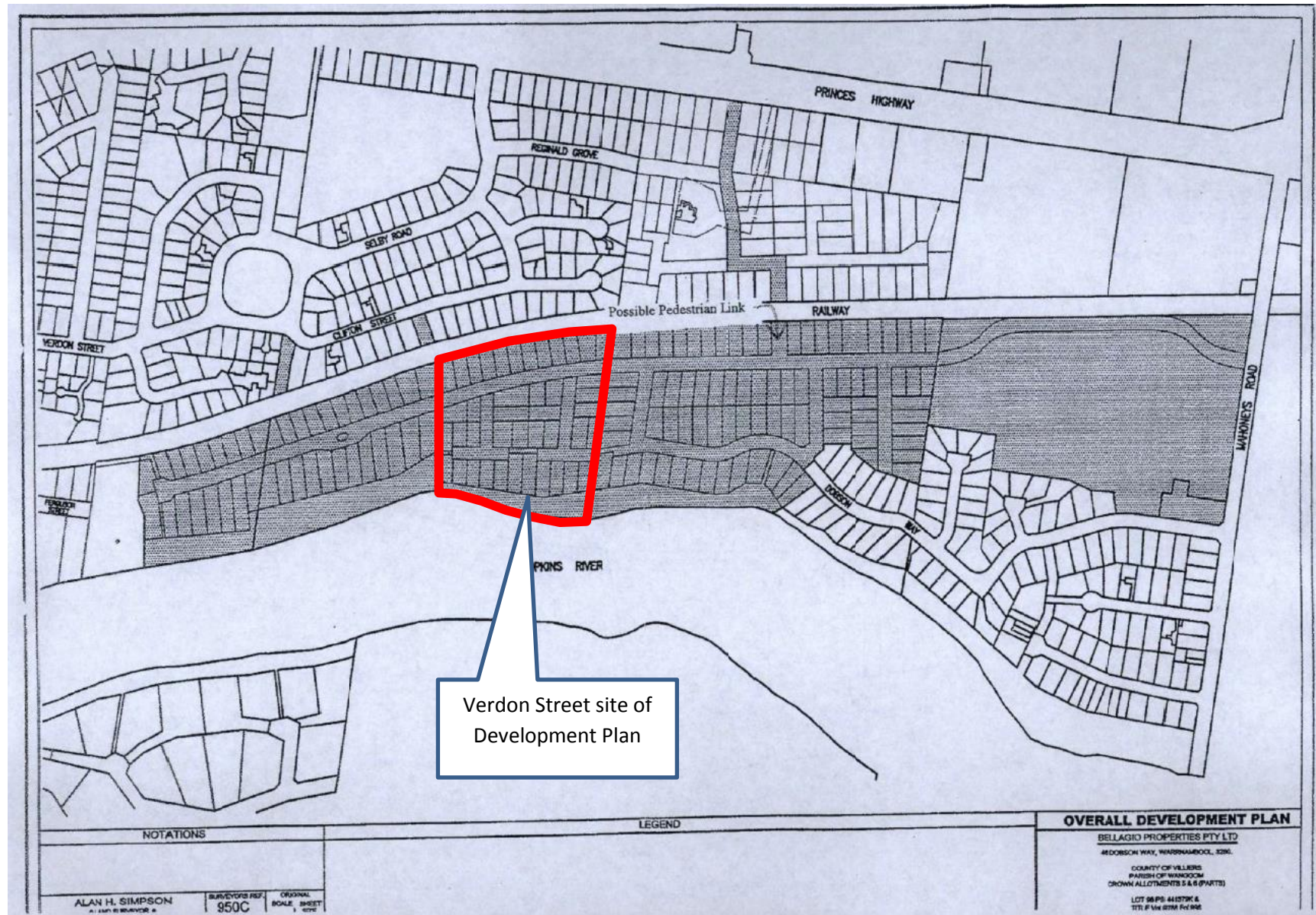
ENVIRONMENTAL/RISK IMPACT

The amended Development Plan has been processed and assessed in accordance with the requirements of the Warrnambool Planning Scheme.



1994

APPENDIX B – EXISTING HUNTINGFIELD DEVELOPMENT PLAN



APPENDIX C – AMENDMENT TO DEVELOPMENT PLAN

- Notes:
- + This plan was prepared as a proposal only and should not be used for any other purpose.
 - + This plan is subject to Council approval.
 - + All dimensions and areas are subject to survey and final computations.
 - + The drainage reserve shown has been preliminarily sized for the treatment and detention of stormwater to Council requirements. The layout and area required will be subject to engineering detail design and Council approval.
 - + Dimensions of area shown are taken along the arc length.
 - + Further investigation may be required for fire buffers, vegetation retention and removal, site access and egress, and aboriginal and cultural heritage.
 - + Road pavement is indicative only and subject to detailed engineering design.

Site (Approx.)	4.326 ha
* Standard Residential Lots	2.340 ha
* Roads	1.020 ha
Steep River Bank (non developable)	0.554 ha
Pedestrian Walkway	0.020 ha
Drainage Reserve	0.162 ha
Unencumbered Passive Open Space	0.162 ha
Net Developable Area	3.568 ha
Lot Yield (Conventional Density)	approx 35 lots @ 10.4 lots per ha 677m² average lot size

*Indicates Inclusion in NDA



Indicative Subdivision Plan
Verdon Street Warrnambool
Ms Jo Docker



Beveridge Williams
development & environment consultants
Melbourne ph: 03 9524 8588
www.beveridgewilliams.com.au

Version	Date	Description
01	11/12/2015	Initial Issue
02	24/4/2017	Final Issue

Drafted By: C.KIRKCALDY
Checked By: L.NICKELS
Version No: 02
Date: 24/4/2017
Initial Issue: 11/12/2015
Scale (A1): 1:825
(A3): 1:1250



©2017 DAVE BAKER - VERDON STREET WARRNAMBOOL LANDSCAPE PLAN OF VERDON

APPENDIX D – DEVELOPMENT PLAN OVERLAY 1**43.04 DEVELOPMENT PLAN OVERLAY**01/07/2014
VC116

Shown on the planning scheme map as **DPO** with a number.

Purpose

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

To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.

To exempt an application from notice and review if it is generally in accordance with a development plan.

43.04-1 Requirement before a permit is granted19/01/2006
VC37

A permit must not be granted to use or subdivide land, construct a building or construct or carry out works until a development plan has been prepared to the satisfaction of the responsible authority.

This does not apply if a schedule to this overlay specifically states that a permit may be granted before a development plan has been prepared to the satisfaction of the responsible authority.

A permit granted must:

- Be generally in accordance with the development plan.
- Include any conditions or requirements specified in a schedule to this overlay.

43.04-2 Exemption from notice and review21/09/2009
VC60

An application under any provision of this scheme which is generally in accordance with the development plan is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

43.04-3 Preparation of the development plan01/07/2014
VC116

The development plan may consist of plans or other documents and may, with the agreement of the responsible authority, be prepared and implemented in stages.

A development plan that provides for residential subdivision in the Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Mixed Use Zone, Township Zone, Comprehensive Development Zone and Priority Development Zone must meet the requirements of Clause 56 as specified in the zone.

The development plan must describe:

- The land to which the plan applies.
- The proposed use and development of each part of the land.
- Any other requirements specified for the plan in a schedule to this overlay.

The development plan may be amended to the satisfaction of the responsible authority.

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

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

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

WARRNAMBOOL PLANNING SCHEME

18/01/2008
VC37**SCHEDULE 1 TO THE DEVELOPMENT PLAN OVERLAY**

Shown on the planning scheme map as DPO1

RESIDENTIAL DEVELOPMENT PLAN**1.0**18/01/2008
VC37**Requirements before a permit is granted**

A Development Plan is required to be submitted and approved by the responsible authority prior to subdivision of the land into more than two lots.

The Development Plan will:

- Include a Site Analysis which shows the topography of the land, and the location of any existing vegetation, drainage lines, existing buildings, sites of conservation, heritage or archaeological significance and other features.
- Show the proposed subdivision layout including lots, roads, public open space and other features of the subdivision in a manner which is responsive to the features identified in the Site Analysis.
- Identify the means by which sites of conservation, heritage or archaeological significance will be managed during the construction phase of the subdivision.
- Identify Appropriate Building Areas on the site and within individual lots that are suitable for the construction of dwellings or other buildings, which are not affected by constraints such as slope, potential for inundation, or presence of remnant vegetation to the satisfaction of the responsible authority. If there are no constraints affecting the site, all lots should be notated as Appropriate Building Areas.
- Include a Landscaping Plan showing the location of existing vegetation to be retained and proposed vegetation.
- Show suitable road and pedestrian linkages between the site and adjacent areas.
- Outline arrangements for the provision and funding of physical infrastructure.
- Identify the staging of the subdivision.

2.018/01/2008
VC37**Conditions and requirements for permits**

All residential development must be serviced with reticulated water and sewerage.

Any constraints on subdivision or particular requirements identified in the preparation of the Development Plan should be reinforced by the placement of appropriate conditions on the permit for subdivision of the land.

All roads which provide direct access to the site must be sealed. Should such a road be identified as Road Zone Category 1 or 2 the responsible authority will determine the standard of road construction.

Retention and enhancement of remnant vegetation should be encouraged.

A permit application for a building proposed to be located in an area which is not nominated as an Appropriate Building Area must be accompanied by supporting information which shows that the proposed dwelling will not cause a significant impact on the local environment. This information may address management of remnant vegetation, soil stability, drainage disposal or similar matters as considered appropriate by the responsible authority.

No permit is required for the construction of a dwelling or associated outbuilding within an Appropriate Building Area nominated on the Development Plan.

ASSESSMENT OF DEVELOPMENT PLAN AGAINST THE DPO1

The following table details:

- Objectives and requirements in schedule 1 to the Development Plan Overlay (DPO1) under the Warrnambool Planning Scheme.
- Council officer discussion and comments.
- An assessment on whether the DPO1 objective / requirement has been satisfied.

Objective / Requirement	Officer discussion and comments	DPO objective / requirement satisfied YES/NO
A Site Analysis which shows the topography of the land, and the location of any existing vegetation, drainage lines, existing buildings, sites of conservation, heritage or archaeological significance and other features.	<i>The concurrent planning application is accompanied by a feature level survey and Biodiversity Impact Assessment for the whole of the site. Contours are also shown on the subdivision plan. The subdivision layout plan was amended 5 June 2017 to delete residential lots backing onto the river bank reserve that were on some of the steepest parts of the site and also prevented future public access to the river. The submitted Stormwater Management Strategy (16 May 2017) also addresses topography with a variety of treatment solutions intended to address topographical constraints.</i>	Yes
Show the proposed subdivision layout including lots, roads, public open space and other features of the subdivision in a manner which is responsive to the features identified in the Site Analysis.	<i>The amended subdivision and road layout shown on plans submitted 5 June 2017 provides a direct response to the comments of Council officers and referral authorities and is considered to provide a better response to the site features and location adjacent to the river.</i>	Yes
Identify the means by which sites of conservation, heritage or archaeological significance will be managed during the construction phase of the subdivision.	<i>The concurrent planning application is accompanied by a Biodiversity Impact Assessment that identifies that the permit applicant will be required to appropriately offset the removal of native vegetation from the site. Further, the application is accompanied by evidence of statutory approval of a Cultural Heritage Management Plan.</i>	Yes
Identify Appropriate Building Areas on the site and within individual lots that are suitable for the construction of dwellings or other buildings, which are not affected by constraints such as slope, potential for inundation, or presence of remnant vegetation to the satisfaction of the responsible authority. If there are no constraints affecting the site, all lots should be notated as Appropriate Building Areas.	<i>The amended subdivision and road layout shown on plans submitted 5 June 2017 provides a direct response to the site constraints.</i>	Yes

Objective / Requirement	Officer discussion and comments	DPO objective / requirement satisfied YES/NO
Include a Landscaping Plan showing the location of existing vegetation to be retained and proposed vegetation.	<i>A landscape plan will be required as a condition of any planning permit</i>	Yes
Show suitable road and pedestrian linkages between the site and adjacent areas.	<i>Following application made to VCAT pursuant to Section 36 of the Subdivision Act 1988 the subject site has access via Huntingfield Road and Dobson Way and would allow for the future development of land immediately west in accordance with any amended Huntingfield Development Plan.</i>	Yes
Outline arrangements for the provision and funding of physical infrastructure.	<i>All infrastructure requirements will be funded by the permit applicant/ developer.</i>	Yes
Identify the staging of the subdivision.	<i>No staging of the subdivision is proposed.</i>	Yes

Yes

Meets DPO requirements

No

Does not meet DPO requirements

Cr. Herbert returned to the meeting at 6.00pm.

5.4 MIDDLE ISLAND COMPLETION REPORT

PURPOSE

This report details the actions of the Middle Island Project Working Group for the 2016-17 Penguin breeding season.

EXECUTIVE SUMMARY

- This is the 10th year the project has been running.
- Penguin numbers have increased in the past 12 months.
- A significant increase in trespassers to the island has been recorded.
- The project continues to be high profile and receives strong community support.
- All four dogs in the project are being assessed for ongoing suitability in their roles.

MOVED: CR. NEOH

SECONDED: CR. CASSIDY

That Council note the activities of the Middle Island Project Completion Report for the 2016/17 Penguin breeding season.

CARRIED – 7:0

BACKGROUND

The Middle Island Project is overseen by the Middle Island Project Working Group (MIPWG), with the responsibility for implementation of the 'Warrnambool Method' being shared between Warrnambool City Council (WCC) and Warrnambool Coastcare Landcare Network (WCLN). WCC is responsible for the care, maintenance and wellbeing of the Maremma Guardian dogs as well as the tourism/business aspects of the Project. The penguin population monitoring program is conducted by the WCLN in accordance with the WCLN Middle Island Little Penguin Monitoring Volunteer Guide. The Middle Island Project Completion report is a review of the actions and issues surrounding the project in the previous penguin breeding season – refer **Appendix A**.

ISSUES

The use of Maremma guardian dogs began in 2006 and records from that breeding season until the 2016-17 season show the penguin colony size has significantly increased. Over the 2016-17 breeding season, eight arrival counts were conducted between 19th October 2016 and 27th February 2017. The peak number of penguin arrivals occurred on the 5th December count when 109 penguins arrived during the count, giving a predicted total arrival number of 181.67. This is a significant increase from last year (64 penguins) and also from the beginning of the project, where a peak number of four penguins were recorded in 2005.

The number of reported sightings of people trespassing on the island increased dramatically this year. Last season there was one reported incident of unauthorised access to the island by members of the public. This season that number jumped to twenty reported incidents. There is anecdotal evidence that there were a number of incidents of unauthorised access that went unreported. The reason for this spike in unauthorised visits to the island is not known, however tidal conditions provided relatively easy access to the island during the peak summer period.

SUMMARY

The conservation of the little penguins on the island remains the group's primary focus and the excellent results achieved in the 2016-2017 season show the colony stabilising while continuing to grow after last year's decrease. This is significant in showing the impact people on the island has on the penguin population and highlights the need for future resources to be used to mitigate the increasing trespassing problem on middle island.

The work that has begun on reviewing the risk plan and Maremma Guardian Dog succession plan will help prepare the Middle Island Project for a sustainable future. It is envisaged the outcomes from both of these plans will result in a range of improvements for the project in 2017-2018.

Once again there are no reports of fox predation on seabirds while Maremma Guardian dogs have been present on the Island and the continued decline in fox sightings on and around the island this season is further indication of the success of the program.

The Middle Island Project's popularity continues and receives a wide range of interest from the broader community. The public reaction to the news that Oddball had died shows the value of this project to the community and highlights the advantage of engaging the global community in this a unique local project.

CONSULTATION/COMMUNICATION

The annual Middle Island Completion report is completed with consultation of all members of the Middle Island Project Working Group.

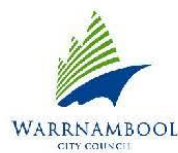
FINANCIAL IMPACT

The Middle Island expenses this financial year are almost half those incurred last year, however income has declined dramatically, chiefly as a reflection of the large income derived from donations accompanying the Oddball movie.

ENVIRONMENTAL/RISK IMPACT

The 'Warrnambool Method' used by the Middle Island Project working groups continues to prove successful with another season of no fox sightings on Middle Island, no penguin loss due to canine predation and the increase in population of the Little Penguin colony.

Completion Report: 2016-2017 Breeding Season



Contents

Introduction	3
Highlights and Innovations	4
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Risk Management	17
Lessons Learned.....	19
Conclusion.....	20



Cover Image One and Two: Volunteers arrive on Middle Island

Image Three: Avis arrives in Warrnambool.

Introduction

In October 2016 the Middle Island Project (the Project) celebrated its 10th anniversary. During that time a number of significant goals have been achieved with the main being the ongoing protection and expansion of the colony of Little Penguins who call the Island home.

The Middle Island Project is overseen by the Middle Island Project Working Group (MIPWG), with the responsibility for implementation of the 'Warrnambool Method' being shared between Warrnambool City Council (WCC) and Warrnambool Coastcare Landcare Network (WCLN). WCC is responsible for the care, maintenance and wellbeing of the Maremma Guardian dogs as well as the tourism/business aspects of the Project. The penguin population monitoring program is conducted by the WCLN in accordance with the WCLN Middle Island Little Penguin Monitoring Volunteer Guide.

The Middle Island Strategic Plan was endorsed in 2014 providing a framework for the conservation of the Little Penguin colony on Middle Island. This Middle Island Completion Report summarises the key results, milestones and achievements for the Project during the last 12 months and provides a project evaluation for the 2016-2017 season in line with the objectives of the Strategic Plan 2014-19.

The Completion Report considers the objectives and deliverables achieved, financial performance, media attention evoked, risk management, as well as identifying issues and incidences along with the management responses implemented. This Completion Report has been prepared with input from WCC, WCLN and members of the MIPWG.



Image Four: Eudy and Tula in new purpose built shelters.

Highlights and Innovations

Highlights and innovations of the project in 2016-17 include:

- No reported incidents of fox access to the Island or predation on the seabirds while the Maremma Guardian dogs have been present on the Island.
- The second new Maremma puppy was purchased from Lurgenglare Maremmas, the same breeders from whom Eudy, Tula and Amor were purchased. It arrived at Flagstaff Hill (FSH) on the 16th September and has commenced its training with FSH staff and existing dogs. A public vote took place to name the new puppy. The same process was followed as when Amor was named with just under 100 entries received and a judging panel short listed public vote. As a result of the voting process the puppy has been named 'Avis'.
- A new succession plan is being prepared to provide direction for the dog management component of the project. As a first step each of the dogs are being assessed to determine their suitability as either a guardian or ambassador dog. A comprehensive review of the current dog training principles will be undertaken and protocols established in regards to the succession planning and retirement of the dogs.
- A number of research programs have taken place on the island in the past year. Melanie Wells from Wild Reach has conducted two projects: The first involved conducting an island wide burrow census in order to map the distribution of nesting seabirds on the island and enable the monitoring of changes over time. This project also collaborated with Dr. Daniel Ierodiaconou and his team at Deakin University who completed a drone survey. This drone survey will be used to map the colony and overlay the distribution of nests, as well as provide a useful means of vegetation identification and mapping. The second project involved investigating the foraging ecology of 5 pairs of nesting penguins (10 individuals) equipped with GPS loggers and was conducted in collaboration with Professor John Arnould from Deakin University. This project will provide insights into the at sea movements and behaviours of the penguins, which will aid in both the understanding and implementation of management strategies to conserve the birds and their habitat. Both projects are currently at data analysis stage and the results are expected to be published in a peer reviewed article in the future. Deakin University PhD candidate Katherine Brownlie deployed a song recording metre at Middle Island over the summer breeding season. The data collected will contribute to her overall project, which is to investigate the drivers of population change in the short tailed shearwater. It is expected that she will repeat this fieldwork the following season. Her fieldwork on Middle Island was conducted by Melanie Wells.
- Warrnambool Coastcare Landcare received funding to employ a Penguin Monitoring Coordinator to oversee community volunteers undertaking data collection. Melanie Wells from Wild Reach was employed for this position.
- The Community continue to be highly supportive of the project. The "Meet the Maremma" tours continue to be extremely popular with the extended tour season again running from December to March. Seventy tours were conducted this summer allowing 1253 people to visit the island. This figure was down on the previous year's numbers of 1509 people. The total income from tour ticket sales for the 2016/17 season was \$19,047, this figure is up from last year \$18,080 and is due to the increase in price for the tours implemented at the start of the tour season (this figure does not include costs associated with running the tours).
- The project was a finalist in the Victorian Regional Achievement Awards and nominated for the Parks Victoria Environment Sustainability Award. Two MIPWG members John Sutherland and Melanie Wells were recognised for their individual contributions in the Volunteers category.
- The project was presented at the St Kilda Penguin Symposium with the talk "*Penguins, puppies and people: the real story of the Middle Island Maremma Project*". The project also has

had a paper accepted by the peer-reviewed journal *The Victorian Naturalist* called "*The Little Penguin on Middle Island, Warrnambool, Victoria: an update on population size and predator management*".

- The project's 10th Anniversary was reached in October 2016. A significant milestone for the project with continued positive results from the use of the Maremma dogs to protect the Little Penguins

Penguin and Breeding Monitoring

Penguin monitoring is divided into two components as recommended by Phillip Island Nature Parks: penguin arrival counts and breeding monitoring. Penguins mainly access Middle Island during spring and summer months for the purpose of breeding and moulting. Although dependant on environmental conditions, this is usually between August and March. Penguins will remain mostly at sea for the remainder of the year. Counting arriving penguins at Middle Island during breeding season gives an indication of the size of the penguin colony and their ability to withstand threats such as fox predation, food shortages and illness. Monitoring breeding involves locating, microchipping and tracking penguin breeding pairs and their eggs/chicks. This enables us to determine whether or not the chicks hatch successfully and survive for long enough to live independent of their parents as well as follow the progress of chicks when they return to breed.

After disruptions to the increase in the population in 2013/14 (environmental factors) and 2015/16 (disturbance on the island the night of expected peak count), the Little Penguin population is again showing good signs of recovery and growth.

The arrival counts for the 2016-17 breeding season are shown in Figure 1. Points to note:

- The use of Maremma guardian dogs began in 2006 and records from that breeding season until the 2016-17 season show the penguin colony size has significantly increased. In 2013-14 and in 2015-16 the colony dropped in size. In 2013-14 this was attributed to a rise in water temperatures and associated changes in food availability. In the 2015-16 the decrease was attributed to a large film crew working on the island the night of the count. This night was expected to see the numbers for that season peak; however the disturbance on the island from the film crew is believed to have distorted the figures with the true peak not being monitored.
- Since the 2014-15 season the arrival counts have been conducted by volunteers positioned in four different sites on the island. Previous to this, counts had been undertaken at six different arrival sites. However due to safety concerns and low arrival numbers at two of the site the number of count sites was reduced to four..
- From the time that the first penguin is sighted, volunteers count the number of penguins that arrive onto the Island for a one hour period. With this data, a formula is used to predict the total number of penguins arriving on the Island for that given night. This formula, developed by researchers from Phillip Island Nature Park, estimates that 60% of the nightly arriving penguins will arrive within the first hour of the first penguin sighted arriving.
- Over the 2016-17 breeding season, eight arrival counts were conducted between 19th October 2016 and 27th February 2017. Two arrival counts were cancelled due to adverse weather, and a further two were postponed due to predicted storms and unfavourable weather.
- The peak number of penguin arrivals occurred on the 5th December count when 109 penguins arrived during the count, giving a predicted total arrival number of 181.67. This is a significant increase from last year (64 penguins) and also from the beginning of the project, where a peak number of four penguins were recorded in 2005 (see Figure 2 for arrival numbers since the beginning of the Project).

- The penguin arrival counts for the 2016-2017 breeding season have increased on the previous year. As it is believed the 2015-16 figures were distorted due to the film crew being on the island on the night of the expected peak, the increase in 2016-2017 is consistent had the 2015-16 peak been observed. The peak estimated arrival count of 182 is the same as the 2010-2011 season and very close to our project peak of 190 in 2011-2012.

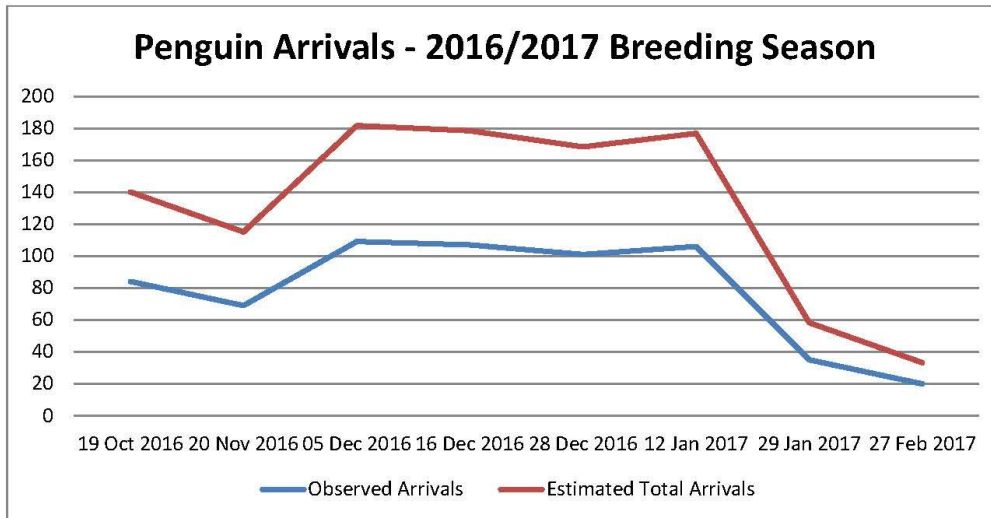


Figure 1. Observed arrival numbers and estimated arrival numbers throughout the 2016-2017 breeding season.

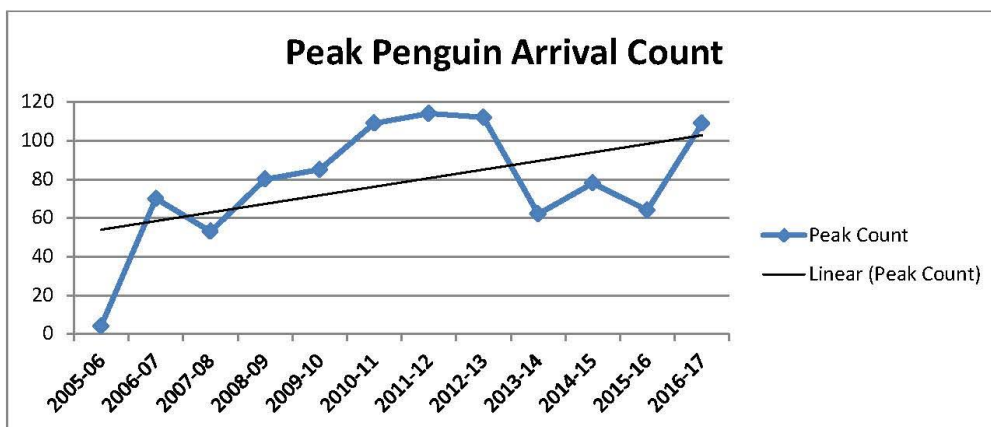


Figure 2. Observed arrival numbers 2005/2006 – 2016/2017



Image Five: Volunteers prior to a penguin arrival count.

Penguin breeding was monitored by undertaking thirteen breeding surveys. The surveys are conducted during the day by a small team of trained volunteers. Volunteers must have some level of animal handling and have undergone ethics training with Phillip Island Nature Parks in order to do this. The process of conducting a breeding survey involves systematically checking each artificial nest, and any natural nest which may indicate signs of activity (i.e. fresh poo, feathers, scratchings outside entrance). The nests are checked for attendance, if there is penguins inside they are checked for their breeding status and scanned for a microchip. If it is a new bird (i.e. no microchip) then a small microchip is inserted by a trained volunteer following procedures employed by Phillip Island Nature Parks. The breeding surveys were conducted between 14 October 2016 and 25 February 2017. During breeding monitoring, 36 breeding pairs were recorded, 30 eggs were found, and 50 chicks were recorded, all of which were assumed to have successfully fledged. These numbers were again higher than the previous year, which also indicated that the population is continuing to increase.

One deceased penguin chick was found during the season, however on investigation it was concluded that the chick had died from malnourishment. There was no evidence of canine predation over the 2016-17 breeding season. Monitoring for fox predation takes place almost daily.

Further scientific research on the little penguin colony was undertaken during the 2016-17 season. Melanie Wells from Wild Reach, in collaboration with Professor John Arnould and Dr. Daniel Ierodiaconou from Deakin University completed an island wide burrow census. This involved physically checking every single burrow on the island with a burrow scope, recording its status and what species was nesting in it, as well as taking a GPS location of each nest. This was done in order to map the density and distribution of active and non-active nests which can be used for future nest monitoring. Island-wide access became achievable this season with the invention of make shift weight distributing shoes. These shoes are old tennis rackets which are strapped to the feet of the user, this allowed better distribution of weight which allowed traversing over sensitive areas that traditionally have been inaccessible due to the soft nesting substrate and the likelihood of collapsing nests. Accompanying this project, an island wide drone survey was conducted which will aid in mapping the colony. The drone survey will also be used as a means of identifying and recording distribution and density of vegetation types on the island, in particular noxious weeds which will aid in deciphering best management approaches.

A foraging ecology study was also conducted. In this study five breeding pairs were selected and equipped with GPS loggers. Pairs were selected based on having newly hatched chicks, which meant that the adults would only go for over-night foraging trips, allowing easy recapture. Two foraging trips from each individual were recorded, however the GPS device from one bird fell off at sea and so data was only collected from nine individuals. This tracking study was conducted to gain a greater understanding of the at sea movements and foraging behaviour of Middle Island's breeding little penguins. Both studies were covered under permits through the Department of Land, Water and Planning and Deakin University Animal Ethics Committee (when applicable). Data from these studies are still being processed and it is expected a publication will come of them as well as improving monitoring techniques and gaining a greater understanding of the penguin colony.



Image Six: Little Penguin on Middle Island

Key Objectives and Deliverables Achieved

The Middle Island Project Strategic Plan 2014-2019 outlines the key objectives and deliverables for the Project. Table 1 details the objectives, achievements and project deliverables over the previous 12 months. Again the MIPWG set out to achieve a high number of deliverable/objectives during 2016-17.

Table 1: Objectives and achievements for the 2016-17 breeding season

Deliverable	KPI	Responsibility	Outcomes
Increase the size of the Middle Island Little Penguin colony	Penguin arrival count estimates indicate that a peak number of at least 180 penguins are arriving to Middle Island in the breeding season	All	The increased numbers for the 2016-2017 season show excellent signs of a growing population.
Undertake regular penguin arrival counts and breeding monitoring	Provision of penguin monitoring data annually	WCLN	8 arrival counts were conducted in 2016-2017, which is one less than last year. However four proposed counts were cancelled due to either, bad weather, predicted storms or the channel not being safe to cross.
Manage risk of vandalism/unauthorised access to the island by educating the community through implementing the Stakeholder Engagement Plan	Establish a baseline of the number and type of incidents that occur Trialling different management/response methods for incidents of unauthorised access to Middle Island	Tourism Services/City Sustainability	In 2015/16 there was one incident of trespassing on the island, this season there 20 recorded incidents which mainly took place over the peak summer period. This sharp increase in trespassing on the island has raised concern for the MIPWG and strategies are being discussed to be implemented before the 2017/18 season.
Minimise incidents of canine predation on Middle Island Little Penguins	Maremma Guardian dogs placed on Middle Island for 70% of the Little Penguin breeding season as per the Project Works Plan No discoveries of injured/deceased Little Penguins with evidence of canine predation	Tourism Services All	The Maremmas spend about 75% of their time on the Island during the breeding season. The other 25% is divided between Doug and Marcelle Maclean's farm at Grassmere and Flagstaff Hill. There were no reported discoveries of injured/deceased Little Penguins with evidence of canine predation. One deceased fledgling was found on the island and was thought to have died from malnourishment. There were no injuries to indicate the chick was a victim of predation. In addition to this a number of Shearwaters and one penguin were also found to have perished on the island, again there was no sign of canine predation with these deaths.

Monitor canine activity along the foreshore and, where resources allow, take actions to eradicate foxes near Middle Island	Record, monitor and report Canine activity near Middle Island.	City Infrastructure	Monitoring for fox predation happens almost daily. No evidence of fox predation on Middle Island was recorded by Warrnambool City Council Environment Officers, Flagstaff Hill staff or Warrnambool Coastcare Landcare.
Create a one-stop-shop website for the Middle Island Maremma Project. This will be a platform for spreading project information, accepting donations, advertising tourism activities, promoting opportunities for business sponsorship and attracting project volunteers	Middle Island Maremma Project website developed and actively managed.	City Sustainability	Traffic to the www.warrnamboolpenguins.com.au continues to increase. Between July 1 and March 31, the site recorded 61,712 sessions (up from 40,768 vs the same time last year) with 52,236 unique users (up from 32,271) and 141,310 total page views (up from 111,896). About 100 people visit the site every day. This rose to about 300 people per day around the time of the puppy naming competition and during the summer tourist season. The site's busiest day was on January 8, where the site saw 5175 sessions following a short video posted on Facebook by "Did You Know – Video" attracted more than 13 million views. This was shared by George Takei (actor from Star Trek) which generated many of these views.
Create a governance structure to manage donations and funding.	Appropriate governance structure created.	City Sustainability	The Governance Structure implemented in 2015/16 for the group continued this year. The role of the groups Chair and Finance Coordinator remain unchanged. Chair – Anne Wallis - Deakin University Finance Coordinator – Rob Wallis (with Jenny Waterhouse as WCC consultant) Through the Warrnambool penguins website visitors continue to have the opportunity to donate to the project.

Implement the Business and Tourism Plan and use this to secure additional funding and income.	Actions from the Business and Tourism Plan implemented and reviewed annually.	Tourism Services	Public Programs continue to be offered by Flagstaff Hill in relation to the project. The agreement with Petstock Warrnambool continues. This secures free food, grooming and dog tablets. A discount is also offered on other project related items. The MIPWG is investigating other options for sponsorship in the future.
Community are invited to events/activities with information on the project and the impacts of introduced species on biodiversity (such as Meet the Maremma tours)	Minimum 15 events/activities held annually Minimum 250 attendees at events/activities	Tourism Services/WCLN	70 Meet the Maremma Tours were held over summer. A total of 1253 people attended. . An end of Season celebration is being planned to be held in conjunction with a function to celebrate 10 years of the project.
Support volunteers and build community capacity in conservation techniques	Minimum 300 volunteer hours contributed to the project per annum All volunteers to complete training before participating in the monitoring program Continue to document and update operating procedures to ensure safety of all visitors to Middle Island		300 in kind volunteer hours were contributed by Warrnambool Coastcare Landcare to the project. All WCLN volunteers receive training and a briefing before going out to the Island and must sign a volunteer code of conduct. The Meet the Maremmas tour plan is reviewed and updated annually; it includes safety procedures and a risk assessment. All tour guides are briefed on this. A full risk review for all aspects of the project is currently being undertaken in conjunction with the WCC risk management team.

Project Financial Performance

A budget for the 2016-2017 season was agreed to by the MIPWG and is set out below in Table 2. No sum was set for the WCLN penguin monitoring program on advice that the group intended to raise funds through a crowd funding program (Chuffed) to cover all their anticipated expenses. However, the Chuffed campaign fell well short of the hoped for sum and MIPWG has had to cover their deficit again this year, of \$2,761. This, however, is well short of the preceding year's claim of \$7,847. WCLN are to be congratulated on covering so much of their total expenditure for the penguin project through their own fund raising.

The MIPWG had planned to raise some \$34,500 in income in this financial year. As well, there was a carry forward of \$30,082.41 from last year. Expenses (not including any required to be paid to WCLN) were budgeted to be \$23,975. Real costs of the project are much higher with around \$35,000 in volunteer and WCLN in-kind costs as well as in-kind contributions from WCC staff.

Table 2.1 below provides the financial report. Please note:

- Income from dog tours and donations has exceeded budget
- The "other and contingencies" includes \$850 for the purchase of Avis the puppy. This might need to be reimbursed should the pup prove unsuitable as a guardian dog.

Table 2: Project Financial Performance

MIDDLE ISLAND PROJECT WORKING GROUP BUDGET 2016-17			
And current financials			
	Projected	To date	Difference
INCOME			
Warrnambool City Council Contribution	\$15,000.00	\$15,000.00	
Dogs tours over summer	\$16,000.00	\$17,880.80	-\$ 1,880.80
Donations	\$ 1,000.00	\$ 8,745.73	\$ 7,745.73
Sale of products	\$ 2,500.00	\$ -	-\$ 2,500.00
WCLN crowd funding*	\$	\$ -	
Other	\$ -	\$ 50.00	\$ 50.00
Grants	\$ -	\$ -	\$ -
Carry forward	\$30,082.41	\$30,082.41	
TOTAL INCOME	\$64,852.41	\$71,852.54	
TOTAL EXCLUDING CARRY FORWARD	\$34,500.00	\$41,770.13	
	Projected	To date	Difference
EXPENSES			
Co-ordination of penguin monitoring (WCLN)	\$	\$ 2,761.00	

Insurance	\$ 375.00	\$ -	\$ -
Consumables	\$ 700.00	\$ -	
WCLN end of year thank you for volunteers	\$ 300.00	\$ -	
Salaries – dog handling and maintenance (WCC)	\$ 15,500.00	\$ 8,928.85	\$ 8,116.15
General Operating Expenses (WCC)	\$ 4,000.00	\$ 9,985.74	\$ 5,985.74
Vet fees	\$ 300.00	\$ 869.63	\$ 1,236.27
Travel, meals	\$ 200.00	\$	
Internet booking fees	\$ 700.00	\$ 134.28	\$ 565.72
Repairs and Maintenance (WCC)	\$ 400.00	\$ -	
Marketing	\$ 500.00	\$ - 850.00	
Other and contingency	\$ 1,000.00	\$ -	\$ 1,000.00
TOTAL EXPENSES	\$ 23,975.00	\$ 23,224.69	
NETT (EXCLUDING CARRY FORWARD)	\$ 10,525.00	\$ 6,857.72	

Table 2.2 below presents a comparison of the MIPWG financial data as of 28 May 2017 compared with the 2015-2016 financial year. It can be seen expenses this financial year are almost half those incurred last year; income has also declined dramatically, chiefly as a reflection of the large income derived from donations accompanying the Oddball movie. The data also show how costs have been substantially reduced compared with last year: in 2015-2016 \$42,869.65 was spent compared with only \$21,800.14 as of the end of May.

Table 2.2: Comparison of Middle Island Financial data from 2015-16 to 2016-17

MIDDLE ISLAND PROJECT WORKING GROUP FINANCIALS 15-16 AND 16-17 And current financials		
INCOME	2016-17	2015-16
Warrnambool City Council contribution	\$15,000.00	\$15,000.00
Dog Tours over summer	\$17,974.40	\$15,984.00
Donations	\$ 8,745.73	\$35,188.39
Sale of products	\$ -	\$ 2,477.02
Other	\$ 50.00	\$ 4,305.45
Grants	\$ -	\$ -
Carry Forward	\$ 30,082.41	\$ -
TOTAL INCOME	\$71,852.54	\$72,954.86
TOTAL EXCLUDING CARRY FORWARD	\$41,770.13	\$72,954.86

EXPENSES		
Co-ordination of penguin monitoring (WCLN)	\$ 2,761.00	\$ 7,847.00
Insurance	\$ -	\$ -
Consumables	\$ -	\$ -
WCLN end of year thank you for volunteers	\$ -	\$ -
Salaries – dog handling and maintenance (WCC)	\$ 8,624.04	\$22,506.00
General Operating Expenses (WCC)	\$ 9,985.74	\$ 5,896.93
Vet fees	\$ 1,719.63	\$ 189.45
Travel, meals	\$ -	\$ 451.59
Internet booking fees	\$ 134.28	\$ 684.91
Repairs and Maintenance (WCC)	\$ -	\$ 1,085.28
Marketing	\$ -	\$ 2,588.37
Other and contingency	\$ -	\$ 1,622.12
TOTAL EXPENSES	\$ 23,224.69	\$42,869.65
NETT (EXCLUDING CARRY FORWARD)	\$ 6,857.72	

Media Reporting

After the unprecedented media interest the project attracted in 2015-16, the media interest has dropped in 2016-2017 as indicated in Table four below. Although the enquiries were mainly local there have still been some National and International enquiries as outlined in the full list of enquiries received in Table 5 below. Although significantly lower than last years figures, this decrease was expected after the interest surrounding the movie *Oddball*. It should be noted that the number of enquiries is still the second highest the project has received since beginning to record this data in 2010 indicating there is still a strong appetite for the project after the *Oddball* peak.

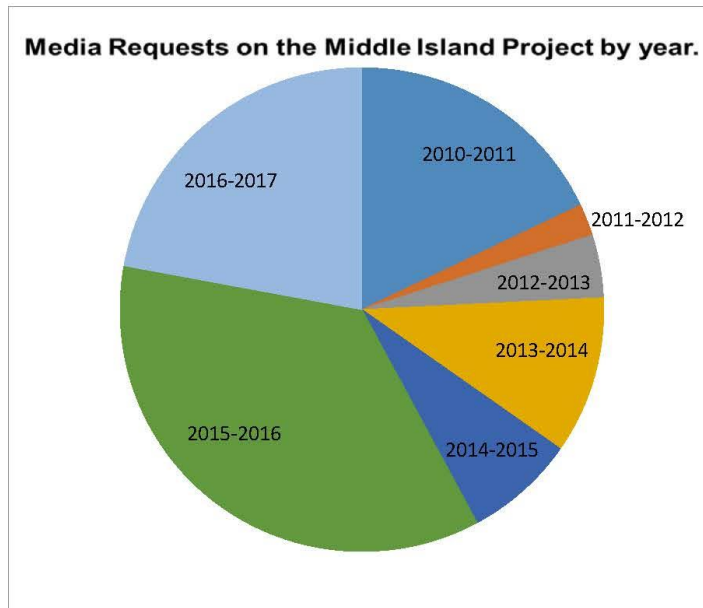


Table 4: Media Requests on the Middle Island Project by year.

In addition to the media attention identified above three other notable events took place that created increased media interest in the project:

- The movie '*Oddball*' was released in China
- '*Oddball and the Penguins*' released for worldwide sale on UK amazon.com
- *Oddball* passing away in February was reported by a number of media agencies nationally.

Image Seven: Standard newspaper article on the naming of the new pup Avis. (Image courtesy of The Standard Warrnambool's website)



Table 5: Media request associated with the Middle Island Maremma Project.

Media Requests to Middle Island 2016/17			
Date	Company	Country	Type of Media
Jun 2016	Duetsche Welle	USA	Skype interview for an online story
Jun 2016	The Warrnambool Standard	Australia	Story on Warrnambool College building the pups a new home
Sep 2016	The Warrnambool Standard	Australia	Story on early breeding monitoring checks
Sep 2016	Hachette	Australia/UK	Oddball Book
Sep 2016	The Warrnambool Standard	Australia	Story on publication of Peter the Littlest Penguin
Sep 2016	The Warrnambool Standard	Australia	Story on the new female puppy
Sep 2016	Win News	Australia	Story on the new female puppy
Oct 2016	The Warrnambool Standard	Australia	Story on dogs featuring in Senior Citizens week
Nov 2016	The Warrnambool Standard	Australia	Story on the dogs starting work on the island this summer, also mentioned Amor's first night and reinforced that the island is closed to the public.
Nov 2016	The Warrnambool Standard	Australia	Story on Naming comp for the new puppy
Dec 2016	The Warrnambool Standard	Australia	Story on the shortlisted names for the puppies
Dec 2016	ABC radio Ballarat	Australia	Radio interview
Dec 2016	The Warrnambool Standard	Australia	Story on the high penguin count
Dec 2016	Prime 7	Australia	News story on the high penguin count
Dec 2016	The Warrnambool Standard	Australia	Story on schools around Vic visiting FSH to meet dogs
Dec 2016	The Warrnambool Standard	Australia	Story on the naming of Avis
Dec 2016	The Warrnambool Standard	Australia	Story asking people to stay off Middle Island
Jan 2017	The Warrnambool Standard	Australia	Story asking people to stay off Middle Island
Jan 2017	The Warrnambool Standard	Australia	Story on the dogs barking at FSH and complaints from campers
Feb 2017	White Spark pictures	Australia	Filming for documentary TV series based on "Dogs with Jobs"
Mar 2017	Oddball Movie	China	Oddball has started screening in china
Mar 2017	3YB Radio	Australia	Interview with Denis Napthine
May 2017	The Warrnambool Standard	Australia	Story titled 'Can you help track little penguins?'
May 2017	The Warrnambool Standard	Australia	Featured in <i>The Camera remembers</i> section.

The project continues to have a strong presence on Social Media with traffic to the www.warrnamboolpenguins.com.au continuing to increase. Between July 1 and March 31, the site recorded 61,712 sessions (up from 40,768 vs the same time last year) with 52,236 unique users (up from 32,271) and 141,310 total page views (up from 111,896). About 100 people visit the site every day. This rose to about 300 people per day around the time of the puppy naming competition and during the summer tourist season.

The site's busiest day was on January 8, where the site saw 5175 sessions following a short video posted on Facebook by "Did You Know – Video" attracted more than 13 million views. This was shared by George Takei (actor from Star Trek) which generated many of these views.

Risk Management

There were no recorded incidents during times of access to Middle Island.

A small number of tours were not permitted to access the Island due to safety concerns arising during inclement weather. In these cases guests still meet the dogs on the beach and were offered the opportunity to attend an alternative tour.

Council employees continue to wear high-vis when on the island and visitors wear life jackets when crossing to the island. This regulation was put into place to strengthen the safety of people crossing to the island.

The Middle Island Project Working Group is currently working with WCC Risk Management team to review all aspects of the project in terms of safety and risk. This review is expected to be completed by the end of 2017.



Image Eight: Maremma Guardian dog on Middle Island

Issues, Incidents and Management Responses

The following incidents have been raised and responded to:

- The number of reported sightings of people trespassing on the island increased dramatically this year. Last season there was one reported incident of unauthorised access to the island by members of the public. This season that number jumped to twenty reported incidents. There is anecdotal evidence that there were a number of incidents of unauthorised access that went unreported. The reason for this spike in unauthorised visits to the island is not known, however tidal conditions provided relatively easy access to the island during the peak summer period.
- There were three incidents of dog biting this year, which is up from one incident last year. Two of the incidents involved a FSH employee and the third a member of the public. This has raised concern and the need to have the dogs personalities professionally assessed has been flagged as a method to determine whether each individual dog is best suited for role they have been allocated and being handled in the recommended way.
- For the first time there were no incidents of the dogs leaving the Island. The preventative measure of removing the dogs from the island when the inclement weather is forecast has been successful.

- One deceased penguin chick was found on the Island in January. Further investigation by Melanie Wells concluded that the cause of death was malnourishment. There was no evidence to suggest the death was due to Maremma interference.
- Over the peak summer period 53 complaints were received by Flagstaff Hill in relation to the dogs barking. Most of these came from people camping in Surfside Holiday Park. In response Amor and Avis, when not on the island, are now kept in the FSH barn overnight and Eudy and Tula are taken to the farm. A complete review of the housing arrangements for the dogs is currently being conducted to ensure that all locations are suitable, have the required infrastructure and meet with all other requirements to house the dogs.
- Over the past two years, since the arrival of Amor and Avis, the training of the new puppies has been of upmost importance. As the dog program does not have the resources to employ a qualified dog handler the majority of the training has been completed by FSH staff. The training that has taken place has been guided by the Guardian Dogs Best Practice Manual and regular contact with Dave Williams the Maremma handler for Melbourne Zoo. The varying personalities of each dog means the success rate of the training has differed. To ensure the long term management of the dogs is consistent and in order to make informed decisions all the dogs will undergo an assessment to determine which dogs are best to the various roles as guardian, ambassador or no role. The assessment will be done by Vic Police dog handlers and Dave Williams. Once both assessments have taken place a succession plan will be prepared.



Image Nine: Surfside Caravan Park with Middle island in the background.

Lessons Learned

The following lessons have been learned in the 2016-17 breeding season:

- **Penguin Conservation** – Although penguin numbers have risen over the duration of this project careful monitoring of the penguin population, maremma behaviour, canid activity and human impacts continues to be essential. Previously WCLN has contracted Nature Glenelg Trust (NGT) to undertake the monitoring program. Due to the increased costs charged by NGT for this service in the 2016-17 season WCLN contracted Melanie Wells from Wild Reach to coordinate the program.
- **Funding** - The Middle Island Project Working Group continues to explore and deliver business and tourism opportunities for the Project and to build relationships with potential business sponsors.
- **Donations** – The ‘Donate Now’ on the website still provides a source of income from people who would like to donate to the Project. The figures for this can be seen in the budget figures. In addition to this WCLN run a crowd funding program to raise funds and donations have been received from various groups and schools. As expected the level of donations being donated to the project have dropped significantly since the ‘Oddball’ hype.
- **Stakeholder Relationships** – The Project relies heavily on good relationships with stakeholders. The Working Group consists of representatives from Warrnambool City Council, Warrnambool Coastcare Landcare and Deakin University. The MIPWG management program helps to guide the Project ensuring it can successfully achieve its aims, ensure adequate resources and that essential information to evaluate the success of the Project is gathered. It is also important in integrating the work carried out by separate organisations into one successful project. Numerous community volunteers contribute to the success of this project. These include those who have agreed to house the Maremma Guardian dogs’ off-season, those who monitor the penguin population and the police who provide backup support. The relationship with the community must continue to be nurtured as their in-kind support saves WCC significant time and money. It is important that we continue to engage effectively with all stakeholders and continue to build good relationships through the Project Working Group and other methods.
- **Operational Plan** - The Middle Island Operational Plan is in its second year of use. The aim of the plan is to keep all groups involved in the project coordinated in their contributions to the Project by working from a single guiding document. The use of this document also triggered the risk review which is currently being undertaken.
- **Communications** – Flagstaff Hill continues to be the point of contact for all media enquiries for the project. The amount of media attention surrounding the project is still strong 18 months after the release of *Oddball*.
- **Governance Structure** – The governance structure that was implemented in the 2016/17 season continues to operate successfully. The standing reports added to the agenda for Penguin Update, Maremma Update, Financial Update and Media Update see the committee well informed about the operations of each area.



Image Ten: Little Penguin on Middle Island

Conclusion

After the hype surrounding the release of the Oddball movie in 2015-16 and the resulting media coverage, public interest and extensive donations, the 2016-2017 year have seen operations settle into routine and as such it has been a productive year for the Middle Island Maremma Project. The work began in 2015-2016 in strengthening the structure of the management committee gave way to improved processes which saw much work undertaken and tasks completed in a number of areas.

The conservation of the Little Penguins on the Island remains the group's primary focus and the excellent results achieved in the 2016-2017 season show the colony stabilising while continuing to grow after last year's decease. This is significant in showing the impact people on the island has on the penguin population and highlights the need for future resources to be used to mitigate the increasing trespassing problem on Middle Island. The decision by the Middle Island Project Working group to no longer contract Nature Glenelg trust to coordinate the penguin counts shows confidence in the expertise of the group and resulted in sound financial decision making.

The work that has begun on reviewing the risk plan and Maremma Guardian Dog succession plan will help prepare the Middle Island Project for a sustainable future. It is envisaged the outcomes from both of these plans will result in a range of improvements for the project in 2017-2018.

Once again there are no reports of fox predation on seabirds while Maremma Guardian dogs have been present on the Island and the continued decline in fox sightings on and around the island this season is further indication of the success of the program.

The Middle Island Project's popularity continues and receives a wide range of interest from the broader community. The public reaction to the news that Oddball had died shows the value of this project to the community and highlights the advantage of engaging the global community in this a unique local project.



Image Eleven: Oddball circa 2006.

5.5 ROAD SAFETY – INFRASTRUCTURE PROGRAM 2017/2018

This report provides information on the current status of Council's Infrastructure Road Safety program

EXECUTIVE SUMMARY

- Council's Road Safety infrastructure improvements program is heavily reliant on external funding from BlackSpot and TAC programs.
- The identification and prioritisation of road safety projects is dependent on the funding program criteria. Council is not always able to obtain funding for all high risk locations.
- There are 240 locations identified for potential road safety infrastructure works:
 - 57 (24%) of the sites are at locations which are the responsibility of VicRoads;
 - Of the top 50 sites with crash statistics, 27 (54%) are VicRoads;
 - Of the top 10 sites (3 or more crashes), 7 (70%) are VicRoads; and
 - The remaining 3 Council sites (in the top 10) are recommended to be submitted to VicRoads for Blackspot funding consideration.
- Council's is seeking external funding, which if successful and combined with Council's Capital Works funding would deliver over \$700,000 of road safety projects in 2017/18.
- Projects identified are listed in the report and detailed in Appendix C.

MOVED: CR. HERBERT
SECONDED: CR. ANDERSON

That Council:

1. **Endorse the projects identified for each of the funding opportunities as detailed in Appendix C of this report; and**
2. **Write to VicRoads requesting that road safety issues which they are responsible for are addressed.**

CARRIED – 7:0

BACKGROUND

The need for Road Safety Infrastructure is support by the following National, State and Council strategic documents

- National Road Safety Strategy 2011-2020
- Towards Zero 2016-2020 Victoria's Road Safety Strategy & Action Plan
- Council Plan 2017-2021

The Council Plan is supported by Council's Road User Plan 2013-2018, which provides a summary of crash statistics and road safety issues. It provides Council with guidance for prioritising road safety works.

Council's Road Safety infrastructure improvements program is heavily reliant on external funding. In 2016/17 the following projects were completed under the programs listed:

- Federal Blackspot Program
 - Jamieson Street, Spence Street, Canterbury Road, Princess Street Intersection
 - Nelson Street & Howard Street Intersection
 - Ward Street & Nicolson Street Intersection
 - Liebig Street & Lava Street Intersection
- State Government – Transport Investing in Regions
 - Ryot Street Pedestrian Crossing
- TAC Local Government Grants for Small Infrastructure
 - Koroit Street Pedestrian Crossing

ISSUE

The identification and prioritisation of road safety projects for funding is difficult, as it is dependent on the funding program criteria. Hence, Council is not always able to obtain funding for all high risk locations. This report provides information on why projects have been selected.

CURRENT STATUS

There are 240 locations identified for potential road safety infrastructure works. Of these locations, 57 (24%) are the responsibility of VicRoads. A map is provided showing all the current recorded accidents in the last five (5) years within the Municipality – **refer Appendix A**

The locations are evidence-based; VicRoads crash stats and reporting from the community and stakeholders; (Road Safe Group, Bicycle Reference Group, HEALTHY MOVES program, customer requests, Police and VicRoads).

A table is provided showing the top 50 sites with the most accidents recorded within the Municipality – **refer Appendix B**.

KEY CONSIDERATIONS

Identifying Road Safety Projects

Council's Road User Plan (the Municipal Road Safety Strategy) and Sustainable Transport Strategy identify actions that have drawn on crash history and concerns raised by the community through their respective engagement processes.

Other processes to identify and list road safety issues come through Road Safety Audits, community requests and inspections from Council staff.

VicRoads Projects

Of the sites identified

- 57 (24%) of the sites are at locations which are the responsibility of VicRoads;
- Of the top 50 sites with crash statistics, 27 (54%) are VicRoads;
- Of the top 10 sites (all of which have 3 or more crashes), 7 (70%) are VicRoads; and
- The remaining 3 Council sites (in the top 10) are recommended to be submitted to VicRoads for Blackspot funding consideration.

Council does not have the authority or financial capacity to make alterations at VicRoads locations, or to make funding submissions on behalf of VicRoads.

A recommendation is that Council continue to advocate to VicRoads to fund improvements at these locations and fund Council projects.

Prioritising Road Safety Projects

For each priority site accident data has been obtained and filtered by year and type. This enables Council to determine trends and appropriate treatment actions.

With such a large number of sites and limited funding, Council currently evaluates and prioritises projects that meet external funding criteria. In many cases Council's Capital Budget is used as leverage funding for local network improvements.

This process may not always result in our highest priority projects being funded, but does maximise external funding opportunities and still provides an improved network outcome.

When determining projects Council officers consider precincts where there is a high use of road users and risk, such as around schools, the foreshore, and the city centre.

The following external funding programs are available:

Program	Criteria	Total Project Funding
Federal Blackspot Program	Proven history of crashes at least three casualty crashes over a five-year period. Proposals should demonstrate a benefit to cost ratio (BCR) of at least 2:1. Projects are ranked based on BCR.	100% Funded (Council may contribute to improve BCR score)
Transport Investing in Regions initiative 2017/18	Support local transport solutions for: - access and connectivity for regional communities; - an effective freight and local ports network; - growing local economies through investment in strategic tourism and cultural assets; and - integrated transport and land use planning for regional growth areas.	Up to \$40,000 50% funded Over \$40,000 (maximum \$40,000 funded)
Safe Systems Road Infrastructure Program (SSRIP)	Safer Cyclists and Pedestrian Fund Site must be prelisted as Pedestrian Serious Casualty Area from TAC injury Data 2006-2013. Proposals should demonstrate a benefit to cost ratio (BCR). BCR threshold of: 1.5 for projects adopting Safe System measures which include speed limit reductions to 40km/hr. 3.0 for projects adopting a more conventional ped safety measure and retain default speed.	BCR threshold will see funds up to \$500,000 (Council may contribute to improve BCR score)
TAC Local Government Grants for Small Infrastructure	Address pedestrian and cyclist safety: Trial of innovative treatments, analysis of pedestrian and cyclist road safety issues and risk factors.	Issue Analysis \$25,000 100% Funded Implementation: up to \$100,000 50% Funded

Projects Identified for the above funding opportunities are provided in an enclosed Table - refer **Appendix C**.

Council was also invited during the 2016/17 financial year to submit an expression of interest for the TAC Pedestrian Serious Casualty Area Program for a large scale City centre based safety improvement program of works.

The EOI submitted under this funding program has received positive feedback and detailed costings to support the proposal are being developed. Once costings are finalised a report will be brought to Council regarding this funding opportunity.

FINANCIAL CONSIDERATION

It is anticipated that Council's Capital Works funding will be combined with external funding to deliver over \$700,000 worth of proposed road safety projects in 2017/18.

Program	Name of projects	Council Capital Budget Programs	Council Funding	External Funding	Total Project Cost
TAC Pedestrian Serious Casualty Area (PSCA) Program	City Centre traffic calming, new 30 & 40km speed limits, roundabout & pedestrian crossing improvements, - Refer Appendix C	Road Rehab Road Safety Line marking	TBC	TBC	TBC
Federal Blackspot Program	Giffen /Koroit Intersection Timor/Kelp Intersection Botanic/Queens Intersection	Road Safety	Nil	\$475,000	\$475,000
TAC Local Government Grants for Small Infrastructure	Railway Precinct Between Fairy Street and Henna Street Banyan Street / Merri Street / Pertobe Road Roundabout	Road Safety	\$20,000	\$45,000	\$65,000

Transport Investing in Regions initiative 2017/18	New Off road Shared Pathway Raglan Parade / Mahoneys Road to Deakin (South side)	New Footpath	\$120,000	\$40,000	\$160,000
Total			\$140,000	\$560,000	\$700,000

Council's 2017/18 budget allocation for road safety projects has increased from \$40,000 in previous years to \$120,000. This will allow more external funding and project opportunities to be sought.

Currently \$20,000 is allocated to external funding programs and \$40,000 has been set aside to support the PSCA project if it is successful. The remaining \$60,000 in funding will be withheld until January / February 2018 when typically the State Government requests Council to put forward concepts for low cost improvements to the above programs and others.

TIMING

Program	Funding Bid	Delivery
Federal Blackspot Program 2018/19	August 2017	2018/19
Transport Investing in Regions initiative 2017/18 - (Submitted as above)	Closed	2017/18
Safe Systems Road Infrastructure Program (SSRIP) (Submitted as above)	Closed	2017/18 & 2018/19
TAC Local Government Grants for Small Infrastructure-	August 2017	2017/18

COMMUNITY ENGAGEMENT

Council communicates road safety issues and trends via the Road User Plan.

Reporting from the community, via education programs, customer requests, and meetings with stakeholders (Road Safe Group, Bicycle Reference Group, Police and VicRoads) helps Council identify road safety issues and prioritise projects for funding consideration.

These forums are also used to communicate the scope and delivery of proposed treatments.

Due to the high number of identified road safety crash sites being the responsibility of VicRoads, it is recommended that Council advocate for prioritisation of works at these locations.

RISK

Project proposals are prioritised based on road safety audits and a safe systems framework.

Road Safety Audit

A road safety audit is a formal examination of a future road, or traffic project or an existing road. An independent qualified team reports on the project's crash potential and safety performance of a site.

Safe Systems Framework

The safe systems approach will review the performance of a site and treatment based on the following.

- Road user exposure
 - This refers to which road users, in what numbers and for how long is using the road and is thus exposed to a potential crash. (e.g. traffic volumes).
- Crash likelihood
 - Groups of factors affecting the probability of a crash occurring. They can be elements which moderate opportunity for conflict (e.g. number of conflict points, offset to roadside hazards, and separation between opposing traffic).
- Crash severity
 - Groups of factors affecting the probability of severe injury outcomes should a crash occur. Typically, these factors are associated with the amount of kinetic energy and its transfer in the crash, e.g. impact speeds and angles, severity of roadside hazards.

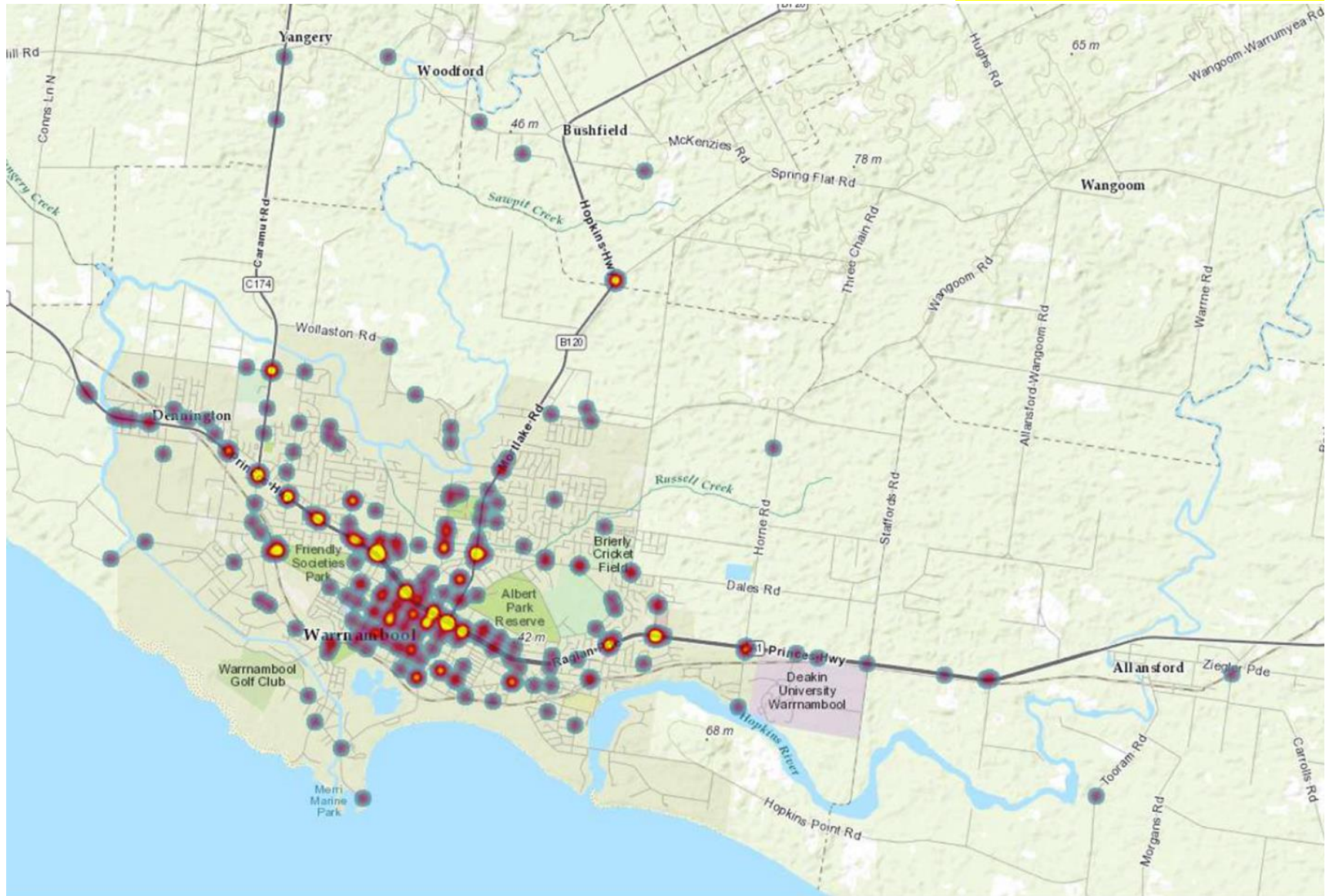
APPENDIX A – CRASH HEAT MAP

Figure 2: All injury crashes in City of Warrnambool 01/01/2012 – 20/04/2017

APPENDIX B – TOP 50 CRASH LOCATIONS

TABLE OF TOP 50 ROAD SAFETY LOCATIONS IN THE CITY OF WARRNAMBOOL (CRASH DATA 2012 TO 2015)

Location			CrashData						Road Data			
			Crashes by Year									
SITE NO	ROAD NAME	LOCATION	2016 (Jan-June)	2015 (Jan - Dec)	2014 (Jan - Dec)	2013 (Jan - Dec)	2012 (Jan - Dec)	TOTAL CRASHES	Responsible Road Authority	Type	Posted Speed	Road Function
1	BANYAN	RAGLAN (both carriageways)		2	2	2	1	7	VicRoads	Int	60	ARTERIAL
2	RAGLAN	HIDER		2	1	2	1	6	VicRoads	Int	60	ARTERIAL
3	GIFFEN	KOROIT		3		1		4	Council	Int	60	LINK
4	RAGLAN	CARAMUT		2			2	4	VicRoads	Int	70	ARTERIAL
5	RAGLAN	GATEWAY				2	1	3	VicRoads	Int	70	ARTERIAL
6	RAGLAN	MORRISS		2		1		3	VicRoads	Int	70	ARTERIAL
7	KELP	TIMOR		1	2			3	Council	Int	60	LINK
8	RAGLAN	BT LAVEROCK & HOPETOUN RD			1		2	3	VicRoads	Mid	70	ARTERIAL
9	RAGLAN	SIMPSON				1	2	3	VicRoads	Int	60	ARTERIAL
10	BOTANIC	QUEENS	1		1		1	3	Council	Int	60	LINK
11	CARAMUT	COGHLANS	1	1		1		3	VicRoads	Int	60	ARTERIAL
12	FAIRY	BETWEEN LAVA RAGLAN				1	1	2	Council	Mid	50	LINK
13	RAGLAN	FITZROY		1			1	2	VicRoads	Int	70	ARTERIAL
14	RAGLAN	ROONEYS		1	1			2	VicRoads	Int	70	ARTERIAL
15	LIEBIG	BT TIMOR & KORIOT		1	1			2	Council	Mid	40	COLLECTOR
16	RAGLAN	BT MORRISS AND LAVEROCK			1		1	2	VicRoads	Mid	70	ARTERIAL
17	RAGLAN	LAVEROCK		1		1		2	VicRoads	Int	70	ARTERIAL
18	RAGLAN	FAIRY		1		1		2	VicRoads	Int	60	ARTERIAL
19	RAGLAN	LIEBIG			2			2	VicRoads	Int	60	ARTERIAL
20	RAGLAN	KELP				1	1	2	VicRoads	Int	60	ARTERIAL
21	RAGLAN	SIMPSON				1	1	2	VicRoads	Int	60	ARTERIAL
22	BANYAN	PERTOBE		1	1			2	Council	Int	50	LINK
23	BANYAN STREET -	MOORE			1		1	2	VicRoads	Int	60	ARTERIAL
24	FAIRY	KOROIT				1	1	2	Council	Int	50	LINK

Location			CrashData						Road Data			
SITE NO	ROAD NAME	LOCATION	Crashes by Year					TOTAL CRASHES	Responsible Road Authority	Type	Posted Speed	Road Function
			2016 (Jan-June)	2015 (Jan - Dec)	2014 (Jan - Dec)	2013 (Jan - Dec)	2012 (Jan - Dec)					
25	FAIRY	LAVA		1	1			2	Council	Int	50	LINK
26	HIDER	LAVA			1		1	2	Council	Int	50	OTHER
27	JAPAN	SKENE				1	1	2	Council	Int	60	OTHER
28	MAHONEY'S	RAGLAN		1	1			2	Council	Int	70	ARTERIAL
29	MAXWELL	BT JUKES & ALISON		1		1		2	Council	Mid	50	OTHER
30	QUEENS	BT BOTANIC RD & CARMELL		2				2	Council	Mid	60	COLLECTOR
31	SWINTON	BT LEVYS CARPARK & KENNEDY			2			2	Council	Mid	60	OTHER
32	HOPKINS HWY	NEAR SPRING FLAT			2			2	VicRoads	Mid	100	ARTERIAL
33	TIMOR	BT KEPLER & LIEBIG		1	1			2	Council	Mid	50	LINK
34	ARDLIE	BOTANIC	1		1			2	Council	Int	60	COLLECTOR
35	BOTANIC	WENTWORTH	1	1				2	Council	Int	60	LINK
36	JAPAN	TIMOR	1				1	2	Council	Int	60	OTHER
37	RAGLAN (R)	FOSTER	1				1	2	VicRoads	Int	60	ARTERIAL
38	RAGLAN	KEPLER				1		1	VicRoads	Int	60	ARTERIAL
39	PRINCES HWY	BT AITKEN DRV & ROWANS LN			1			1	VicRoads	Mid	100	ARTERIAL
40	CARAMUT	BT RAGLAN & FOTHERINGHAM		1				1	VicRoads	Mid	60	ARTERIAL
41	LIEBIG	BT KOROIT AND LAVA					1	1	Council	Mid	40	COLLECTOR
42	MCKIERNAN	DALES					1	1	Council	Int	60	OTHER
43	MOORE	BT MORTLAKE RD & KIAMA			1			1	Council	Mid	60	LINK
44	MORRISS	BT PECTEN AND SUZANNE				1		1	Council	Mid	60	OTHER
45	MORTLAKE	SUNDALE					1	1	VicRoads	Int	60	ARTERIAL
46	PRINCES HWY	TYLDEN					1	1	VicRoads	Int	70	ARTERIAL
47	RAGLAN	BT SIMPSON & BELL			1			1	VicRoads	Mid	70	ARTERIAL
48	HOPKINS RD	BT CYMA & ALTMANN				1		1	VicRoads	Mid	60	LINK
49	ALBERT	MCMEEKIN	1					1	Council	Int	60	COLLECTOR
50	RAGLAN	GATEWAY					1	1	VicRoads	Int	70	ARTERIAL

APPENDIX C – PROJECTS IDENTIFIED UNDER AVAILABLE FUNDING PROGRAMS

Fed Blackspot Program 18/19 Projects: Proven history of crashes at least three casualty crashes over a five-year period. Proposals should demonstrate a benefit to cost ratio of at least 2:1.

Location	Total Crashes (5years)	Comments / Proposed Treatment & Funding Application Notes	Estimated Treatment Cost (\$)
Giffen /Koroit Intersection	5	Accidents occur for right turn from Giffen into McMeekin / Suggest “red arrow” phase is to be provided at all times and right turn lane be extended.	\$30,000 Fully Funded
Timor/Kelp Intersection	3	Current cross intersection (4 approaches) with high right turn movements and moderate pedestrian movements / new roundabout recommended.	\$325,000 Fully Funded (Recommend Council funding be provided to improve BCR)
Botanic Rd & Queens Rd Intersection	3	Current Roundabout with high number high number of pedestrians and traffic at peak periods from local schools. Road safety Audit identified some issues that need to be addressed. <ul style="list-style-type: none"> – Poor Sight distances – Line marking and signage – Pedestrian and cyclist facilities 	\$120,000 Fully Funded (Council funding would improve BCR)

PUBLIC TRANSPORT - Potential Initiatives for Investment - 2017

Location	Total Crashes (5 years)	Comments / Proposed Treatment & Funding Application Notes	Estimated Treatment Cost (\$)
Raglan Parade Mahoneys Road to Deakin (South side)	N/A	Construction of new 2.5m wide concrete/gravel shared path along Raglan Pde on South Side Mahoneys Road to Deakin University Warrnambool Is a key pedestrian linkage to Deakin University, South west Tafe, Major Retail Precinct (Gateway Plaza), Sherwood Park Railway Station, and Local bus Stops. There is currently no footpath in place where pedestrians either walk on road or cross busy Princes Highway to path on north side.	\$160,000 \$40,000 Program \$120,000 Council

TAC Safe Systems Road Infrastructure Program (SSRIP)

Location	Total Crashes (5 years)	Comments / Proposed Treatment & Funding Application Notes	Estimated Treatment Cost (\$)
City Centre	39	<p>High number of unprotected road users (pedestrian and cyclists) and accidents at intersections and mid street locations.</p> <p>New Roundabout with Zebra Crossing</p> <ul style="list-style-type: none"> – Kepler St/Koroit St – Fairy St/Koroit St – Kepler St/Timor St <p>30kmhr Speed Limit</p> <ul style="list-style-type: none"> – Liebig St (Timor – Raglan)Kepler <p>40kmhr Speed Limit</p> <ul style="list-style-type: none"> – Lava St (Banyan – Henna) Koroit (Banyan – Henna) Timor (Banyan – Henna) Fairy (Raglan – Merri) – Timor (Banyan – Henna) – Kepler (Raglan – Merri) – Merri (Banyan – Henna) <p>New Wombat Grade Crossing at Existing Pedestrian Operated Signals Locations</p> <ul style="list-style-type: none"> – Lava St midblock Kepler St/Liebig St – Koroit St midblock Kepler St/Liebig St <p>Pedestrian Crossing – Wombat</p> <ul style="list-style-type: none"> – Liebig St midblock Timor St/Smith Av – Timor St midblock Banyan St/Liebig St <p>Flaherty Lane</p> <ul style="list-style-type: none"> – Off-Street Car Park Access 	TBA

TAC Local Government Grants for Small Infrastructure- small-scale infrastructure treatments to address pedestrian and cyclist safety: trial of innovative treatments, and analysis of pedestrian and cyclist road safety issues and risk factors. Issue Analysis \$25,000 Implementation: \$100,000 1:1 funding

Project	Total Crashes (5 years)	Comments / Proposed Treatment & Funding Application Notes	Estimated Treatment Cost (\$)
Railway Precinct Between Fairy and Henna St Road Safety Audit Completed 2015	1	Apply for Consultant to create innovative way to improve safety of all road users. Taking into consideration: <ul style="list-style-type: none"> ▪ Peak Volume of Traffic ▪ Impact of bringing more cars into the precinct with increased parking whilst promoting cyclist tourism/access to City Centre by pedestrians & cyclists ▪ Alignment Railway Master Plan 	\$25,000
Banyan St/Merri St/Pertobe Roundabout	2	High vehicle cycling and pedestrian area with foreshore Lake Pertobe Caravan Parks and Flagstaff Hill. Current Splitter islands in Merri Street and Pertobe Road not provided with Pedestrian refuges. Proposed Works New Splitter Islands with pedestrian islands in Merri Street and Pertobe Road. Bike sharrows will be provided all approaches.	\$40,000

5.6 CITY CENTRE OFF STREET CAR PARKING DEVELOPMENTS

PURPOSE

To update Council on progress made in relation to the development, expansion and formalisation of off street car parking areas.

EXECUTIVE SUMMARY

- Council has been advancing strategic opportunities to increase the supply of off-street car parking in the Central Activities Area in support of Council Plan Action 3.3.5 – ‘Develop and expand off street car parking areas’.
- Activity to improve off-street car parking supply was also identified in the 2013-2017 Council Plan which supported growth in off-street car parking supply through initiatives ‘2.03.03 – Advocate for renewal of the Warrnambool Railway precinct to facilitate improved traffic flow, parking and accessibility’ and ‘4.06.02 – Adopt a car parking strategy as an adjunct to the City Centre Revitalisation Plan’.
- The 2015 Car Parking Strategy contained a number of principles which support the development of improved parking management and accessibility.
- The 2017 Local Government Community Satisfaction Survey found that Council’s performance in parking facilities was our second most important area for improvement with an importance rating of 74 and score of 49.
- Council is currently actively pursuing 3 key off-street car parking opportunities being the Fairy Street Off-Street Car Park, Grace Avenue Off-Street Car Park and the Railway Station Off-Street Car Park.
- Council is actively working with VicTrack on the development of the railway precinct car park and expects to see up to 180 car parking spaces developed in this area.
- A recent planning application has provided Council with the opportunity to further expand its heavily utilised Fairy Street Off-Street Car Park and gain a mid-block pedestrian access to Koroit Street.
- Negotiations surrounding a land swap at the end of Grace Avenue are progressing well and agreements are being finalised.

MOVED: CR. NEOH
SECONDED: CR. CASSIDY

That Council:

1. **Note the progress being made in relation to the development of Off Street Car Parking facilities and that agreements are being actively negotiated for these sites.**
2. **Authorise the Chief Executive Officer to progress and execute agreements necessary to achieve the general intent outlined in this report for each of the car parking areas.**

CARRIED – 7:0

BACKGROUND

Council has a number of strategic documents which support and advocate for the growth of Off-Street Car Parking opportunities within the Central Activities Area.

The 2014-2017 Council Plan supported the development of a car parking strategy and for the expansion of the railway precinct car parking areas. The 2017-2021 Council Plan continued this theme with an action specifically targeted at the development and expansion of off-street car parking areas.

The 2015 Car Parking Strategy contained a number of principles which support the development of improved parking management and accessibility.

ISSUE

Grace Avenue Off-Street Car Park

Negotiations with a property owner at the end of Grace Avenue for a land swap are progressing and Council will shortly be asked to endorse a land swap which will provide the capacity to better manage this area. The Grace Avenue land swap, while only providing a marginal increase in car parking capacity through formalisation of bays when constructed, is a key step in providing opportunity for access to other land parcels.

A preliminary layout plan is provided in **Appendix A**.

Fairy Street Off-Street Car Park

We have recently been successful in securing an agreement for the purchase of land at the rear of 207-211 Koroit Street which will allow for the expansion of the all-day car parking in the highly utilised car park. This expansion option will provide approximately 20 additional car parking spaces and includes an access agreement which would provide pedestrian access through to Koroit Street in a mid-block location.

A preliminary layout plan is provided in **Appendix B**.

Railway Car Park

Council is currently working with VicTrack to secure the development of 180 car parking spaces in the railway precinct. An MOU was signed with VicTrack in late 2016 which sought to formalise roles and responsibilities in relation to the construction, access and use of a car park for unrestricted and unmetered car parking on railway land.

A licence agreement was being drafted to strengthen the access arrangements, however finalisation was delayed after the State Government announced funding for the construction of the car park. Recent negotiations on the licence suggest that the original intent for the operation of the car park will remain.

A preliminary layout plan is provided in **Appendix C**.

A number of businesses gain access from Council developed car parking areas that are freehold title. Where such arrangements can be accommodated abutting property owners are required to enter into access agreements. In circumstances where the car park area is a public highway (road reservation) these agreements are not necessary.

COMMUNITY IMPACT/CONSULTATION

Council has a number of strategic documents that have been available for public consultation which support the development of parking provision and management.

FINANCIAL IMPACT

Council utilises its car parking fund to support the development of improvements to parking supply, parking management, and beautification of streetscapes. Council's parking levy contributes 0.5% of its rates value into this fund. Further, all income (net) associated with the 2017-2018 car parking meter increases is also contributed to the fund.

The development costs of car parking spaces varies greatly, depending of the site and ownership aspects. However car parking spaces developed on leased or licenced land cost typically cost up to \$10,000. Where land is purchased to support the development of car parking spaces this increases to between \$20,000-25,000 per space.

It is noted that some licence arrangements can provide very limited security should the licensor wish to resume their occupancy.

The car parking fund currently has:

- (i) A \$50,000 budget provision to cover all legal costs and minor works required to facilitate the land swap in Grace Avenue.
- (ii) A \$220,000 budget for the purchase of the Koroit Street land in 2017/2018 and \$100,000 (net) in 2018/2019 for the construction of the car park and access improvements.
- (iii) A provision in 2020/21 for the construction of Grace Avenue which allows time for further negotiations for land access to maximise yield.

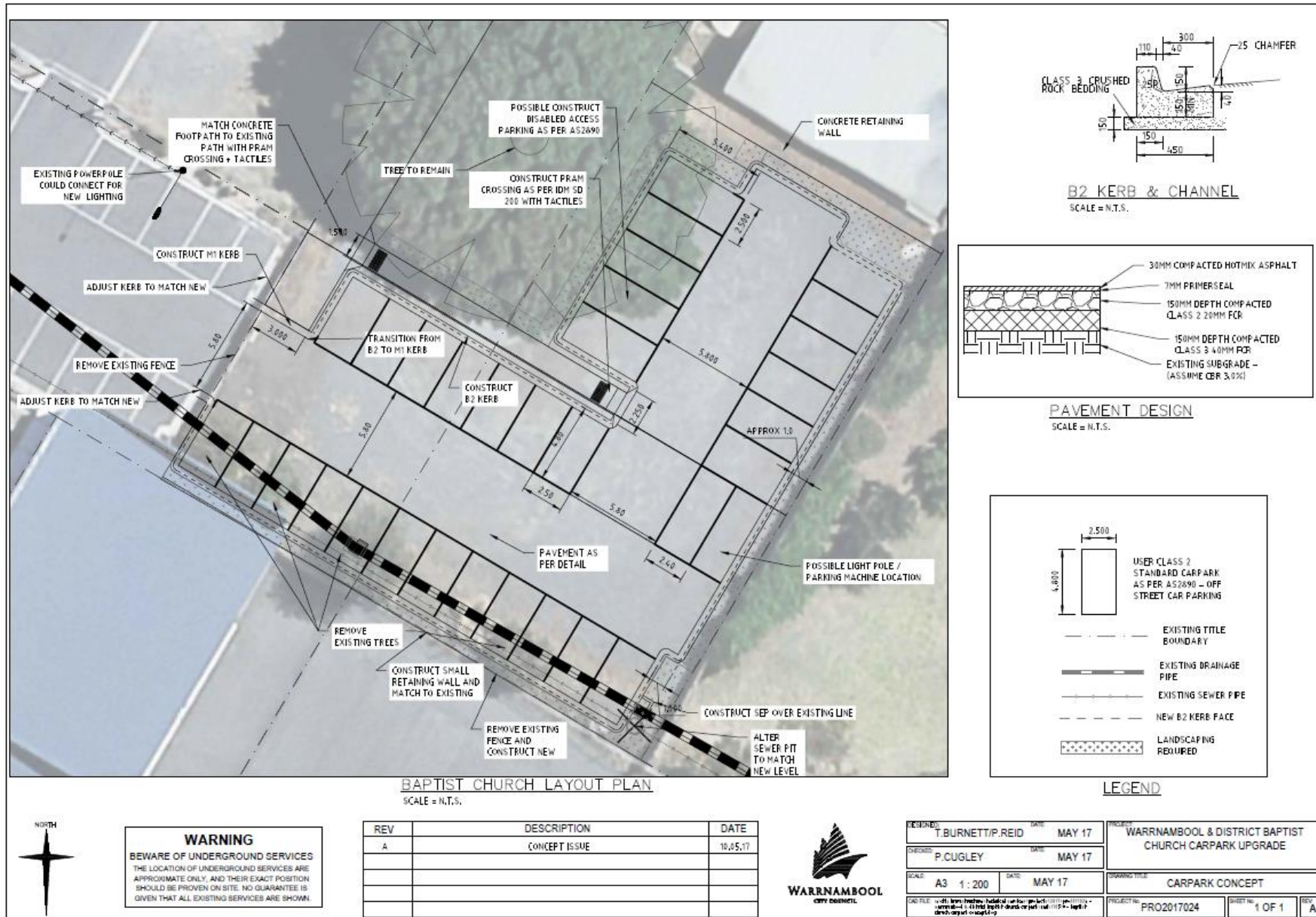
New all day parking areas would be metered in accordance with adopted fees and charges and Council could reasonably expect additional income of \$20,000 per annum when these additional areas completed.

ENVIRONMENTAL/RISK IMPACT

All environmental risks associated with the development of new car parking areas will be managed through the design process.

APPENDIX A – PRELIMINARY GRACE AVENUE CAR PARK LAYOUT



APPENDIX B – PRELIMINARY KOROIT STREET CAR PARK LAYOUT

APPENDIX C – PRELIMINARY RAILWAY CAR PARK LAYOUT



5.7 PETITION (JOINT LETTER) - FOR COUNCIL TO IMPROVE PEDESTRIAN AND STUDENT SAFETY, ACCESS TO FACILITIES AROUND THE PRECINCT OF BOTANIC AND QUEENS ROAD ROUNDABOUT WARRNAMBOOL

PURPOSE

To receive the petition (joint letter) which requests Council improve pedestrian and student safety, access to facilities around the precinct of the Botanic and Queens Road roundabout Warrnambool

EXECUTIVE SUMMARY

- A petition (joint letter) has been received with 17 signatures requesting that Council improve pedestrian and student safety, access to facilities around the intersection at Botanic and Queens Road Warrnambool.
- In accordance with Local Law L.1 Governance the petition (joint letter) is received, and referred to the Chief Executive for consideration and response.

MOVED: CR. HULIN
SECONDED: CR. OWEN

That in accordance with Local Law L1 Governance, the joint letter is received and referred to the Chief Executive for consideration and response.

CARRIED – 7:0

BACKGROUND

Council has received 17 signed and addressed joint letters asking that Council *improve pedestrian and student safety, access to facilities around the intersection at Botanic and Queens Road Warrnambool – Refer Appendix A*

ISSUES

The issue raised in the petition asks that Council improve pedestrian and student safety, access to facilities around the intersection at Botanic and Queens Road Warrnambool.

CONSULTATION / COMMUNICATION

A response letter has been sent to each joint letter received with an address, to inform them of the Council process. Further letters will be provided to inform them of subsequent recommendations.

Dear Cr. Kylie Gaston, Mayor, Warrnambool City Councillor and City Executive Staff, including;

- Chief executive Officer: Bruce Anson,
- Director City Infrastructure: Scott Cavanagh,
- Director Community Development: Vikki King,
- Healthy Moves Coordinator: Nicole Wood.

RE: Pedestrian and student safety, access to facilities around the precinct of Queens Road and Botanic Road roundabout, Warrnambool.

I am writing as a concerned parent and local citizen of Warrnambool to highlight the need of children and the Warrnambool community having available safe pedestrian access to the Aquazone swimming recreational facility, the Warrnambool Botanic Gardens, area car parking and St. Joseph's Primary School.

Safe and clear access is needed to these facilities during both work and after hours. Patronage in and around these facilities continues to grow and the current infrastructure is inadequate, dangerous and not pedestrian friendly. Safe access to all these facilities is critical to continued user use and citizen safety.

Particularly our young people's safety is significantly compromised in accessing these wonderful recreational and learning facilities by:

- A very busy roundabout at Queens Road and Botanic Road that has extremely poor crossing safety features for pedestrians use.
- A very busy traffic area - made up of various vehicles including cars, busses, bicycles, scooters, walkers, strollers, handicapped vehicles and motorcycles.
- Diversity of users; school children, customers, sightseeing visitors and the general public.
- Area features including steep sloping hill, narrow streets, footpaths very close to the road, no protection barriers, poor signage and very poor designated car parking.

Of note:

- The Healthy Moves Program, in which St. Joseph's Primary School is a leading participant, supports healthy movement across the city. This program is successful and is encouraging walking, riding and scooting. Engaging the community in passive recreational pursuits while moving around the city has benefits for community health, the roads and environment.
- The Warrnambool City Council Infrastructure team supported by Glenn Reddick has made several slight design adjustments to this dangerous corner (Botanic and Queens Road) that help safety. In my opinion significant infrastructure work is required to further meet the safety needs of both pedestrians and vehicles accessing this precinct.
- Many minor and several major accidents have occurred at this site.
- Bus safety was an issue in this area but has been significantly improved with excellent bus bays and weather shelters to come.

What we are supporting and seeking is?:

- Re think of this very busy area to allow safe people and road traffic access to crossing roads and car parking.
- A meeting with schools, aquazone pool, the botanical gardens supporters and the Healthy Moves representative to review and provide input to a plan to changes to the location.

**5.8 PETITION FOR COUNCIL – REMOVAL AND REPLACEMENT OF NATURE STRIP TREES
JAMIESON STREET, SPENCE STREET AND RAGLAN PARADE WARRNAMBOOL**

Cr. Herbert declared an interest and left the meeting at 6.20pm.

PURPOSE

To receive the petition which requests Council remove and replace nature strip trees Jamieson Street, Spence Street and Raglan Parade Warrnambool.

EXECUTIVE SUMMARY

- A petition has been received with signatures representing 10 properties requesting that Council remove or replace nature strip trees in the Jamieson Street, Spence Street and Raglan Parade Warrnambool area.
- In accordance with Local Law L.1 Governance the petition is received, and referred to the Chief Executive for consideration and response.

MOVED: CR. NEOH
SECONDED: CR. CASSIDY

That in accordance with Local Law L1 Governance, the joint letter is received and referred to the Chief Executive for consideration and response.

CARRIED – 6:0

BACKGROUND

Council has received a petition with signatories representing 10 properties are asking that Council remove or replace nature strip trees in the Jamieson Street, Spence Street and Raglan Parade Warrnambool area.

CONSULTATION / COMMUNICATION

A response letter has been sent to each of the represented properties to inform them of the Council process to receive a petition. Further letters will be provided to inform them of subsequent recommendations.

APPENDIX A

Warrnambool City Council	
19 AUG 2017	
Ref N°	
To the Director of Infrastructure, Warrnambool City Council.	
<p>We the undersigned residents of the block of homes and businesses in Jamieson Street from Raglan Parade to The Vic Roads round about, would like to bring you attention the poor state of the nature street trees in this block. As part of the 2017 Street Tree Planting Management Policy we believe these trees should be removed and replaced with suitable replacements for the following reasons:</p> <ul style="list-style-type: none"> • Jamieson Street forms part of our entrance to our city (Hopkins Highway). • Under section 2 Policy objections, to ensure trees contribute to the value of the urban streetscape. Which we believe is not the case. • Council is committed to planting and maintaining street trees which are visually historically or enviromently valuable to the community. • Council acknowledges that management and preservation of street trees will be sufficiently accounted for in the annual budget. • Council will only remove trees that are in poor health. <p>Under the current policy we believe that the excuse that the Council uses, that it has no available funds for either planting or removal of the 8 New Zealand Christmas tree is not valid. As home owners and business operators we take pride in our properties, we are looking to further enhance this block which is part of a broader heritage overlay. On viewing this area, the council has planted numerous streets with new trees, Princess Street, new trees opposite Vic Roads for example.</p> <p>The owners of properties are as signed and would appreciate a reply. Yours sincerely,</p>	
James Mugavin	17 Jamieson St
Sheila Taberner	15 Jamieson St.
Steenha	33 Spence / Jamieson
HELEN & NOEL MCNEIL	18. JAMIESON ST.
JASON BREEN & KILIE CLARKS	12 JAMIESON ST
JAN READ	16 JAMIESON ST
meg shaw	6 Jamieson St.
Katie Ballinger	634 Raglan Pde CNR Jamieson St.
Kelli Garrison	14 Jamieson St.
Peter Auchettl.	1-13 Jamieson St (wps)
James Mg	
Shv Jakone	
f. Brash	10 Jamieson St
John E. Mcneil	
George	
John	
John	
Katie Ballinger	
Kelli Garrison	
Peter Auchettl.	

5.9 PETITION FOR COUNCIL – PLAYGROUND IN RUSSELL CREEK ESTATE

Cr. Herbert previously declared an interest for this item and remained out of the meeting.

PURPOSE

To receive the petition which requests Council build a safe and accessible playground in the Russell Creek Estate, Warrnambool.

EXECUTIVE SUMMARY

- A petition has been received with signatures of several residents living in the vicinity of the Russell Creek Estate requesting that Council build a safe and accessible playground for children in the Russell Creek Estate.
- In accordance with Local Law L.1 Governance the petition is received, and referred to the Chief Executive for consideration and response.

MOVED: CR. NEOH
SECONDED: CR. CASSIDY

That in accordance with Local Law L1 Governance, the petition is received and referred to the Chief Executive for consideration and response.

CARRIED – 6:0

BACKGROUND

Council has received a petition with signatories of several residents living in the vicinity of the Russell Creek Estate asking that Council build a safe and accessible playground in the Russell Creek Estate.

In accordance with Council's Local Law No. 1 – "Local Law L1.8.55 "Petition and Joint Letters" state's "a petition or joint letter presented to the Council must lay on the table until the next Ordinary meeting of the Council or no motion, other than a motion to receive the petition or joint letter may be accepted by the Chairperson, unless the Council agrees to deal with it earlier."

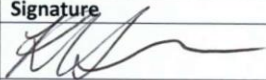
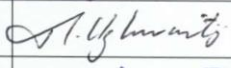

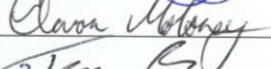
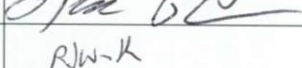
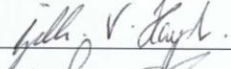
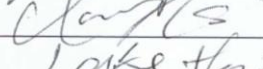

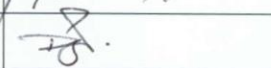

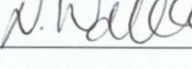
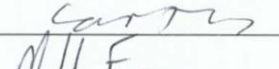

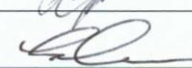
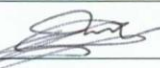


CONSULTATION / COMMUNICATION

A response letter has been sent to the contact person of the petition to inform them of the Council process to receive a petition. A further letter will be provided to inform them of subsequent recommendations.

Petition for playground in Russell Creek Estate

We, the undersigned, would like a playground built in the Russell Creek Estate. Although, this is a family friendly estate in so many ways, the children need a place to play. In the past few years, many children have moved or been born into this estate. The playgrounds that are situated in the nearby areas are difficult to access due to lack of pathways/ footpaths. It is a regular occurrence to see children playing in the streets of the Russell Creek Estate and as houses continue to be built, the traffic is becoming busier; we believe the absence of a playground is a matter of safety. An accessible playground in our area will serve as a preventive measure in combating the rising concern of childhood obesity, by providing opportunities for our children to engage in and perform physical fitness activities, playing and important social interactions. We are certain an accessible playground will reduce 'screen time' for our children and have large cognitive and psychological benefits. We believe it is the responsibility of the Warrnambool City Council to provide a safe, accessible place for neighbourhood children to play. We look forward to working together to make this neighbourhood even more inclusive.

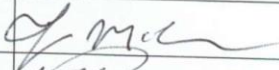

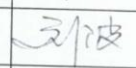
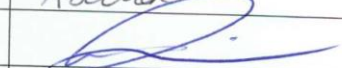
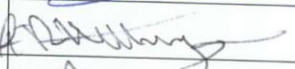
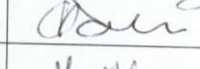
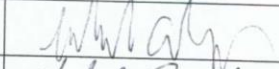

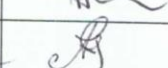
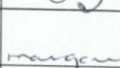
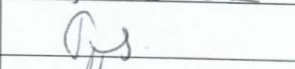


Contact Person
Erin O'Grady
0409 022 764

Name	Address	Signature
Katie Uzkuraitis	19 Rawlings Drive	
Matthew Uzkuraitis	19 Rawlings Drive	
ERIN O'GRADY	4 RAWLINGS DRIVE	
AARON MCKONEY	4 RAWLINGS DRIVE	
TREVOR BANT	123 ABERLINE ROAD	
RICHARD WEARMOUTH	2/119 Aberline Road	RJW-K
Gill Hayden	2/119 Aberline Road	
Clare Harris	6 Rawlings Drive	
Luke Harris	6 Rawlings Drive	
Finn Harris	6 Rawlings Drive	
DAVID PALMER	48 NORMAN ST	
HELEN PALMER	48 NORMAN ST.	
Dianne Wallace	50 Norman St	
Garth Power	51 Norman St	
MALCOLM FARMER	8 MORETON ST	
MICK NEVILL	1 MORETON ST	
LISA TRAPEZANDIS	3/119 4 MCGINNESS WAY	
Justin Spencer	12 MCGINNESS WAY	

Petition for playground in Russell Creek Estate

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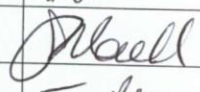

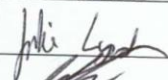
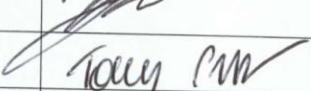
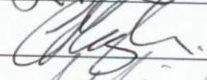
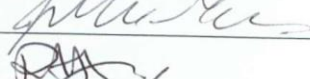

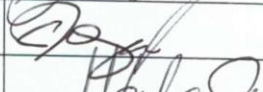
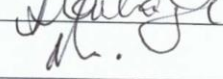
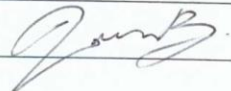
Contact Person
Erin O'Grady
0409 022 764

Name	Address	Signature
James McInnes	14 MCGINNESS WAY	
SOPHIA ROMANISZYN	16 " "	
NEIL FORP	11 " "	Neil Forp
BO LIU	7 " "	
Amangda Sutton	15 " "	Adutton
Dora Romaniszyn	16 " "	
Michael Crothers	20 RAWLINGS DRIVE	
Courtney Dale	24 Rawlings	
Grant Thomas	29 Rawlings Drive	Grant Thomas
GRANT THOMAS	29 Rawlings Drive	Grant Thomas
MICHAEL CROTHERS	23 RAWLINGS DR	
Kelly Crothers	23 Rawlings Dr	Kelly Crothers
MICHAEL FISH	21 RAWLINGS DR	
TAMMIE FISH	21 RAWLINGS DR	
A Baker	13 Rawlings Drive	
Margy DARKIN	11 Rawlings Drive	
JACOB PHONES	10 RAWLINGS DRIVE	
Jillian Johnstone	36 Norman St	

Petition for playground in Russell Creek Estate

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Contact Person
Erin O'Grady
0409 022 764

Name	Address	Signature
Sam Newell	6 Norman St.	
Simone Newell	6 Norman St	
TONY REGAN	3 NORMAN	T. Regan
BRIAN M'GENWAN	10 NORMAN STREET	Brian M'Genwan
DARON PRESTON	7 NORMAN STREET	
KATRINA BUSHELL	9 Norman Street	K Bushell
Julie Lynch	12 Norman Street	
CECIL LYNCH	12 NORMAN STREET	
Tony Morrison	11 Norman St	Tony Morrison
Karen Morrison	11 Norman St	K. Morrison
CHRIS MEAGHER	12 RAWLINGS	
JULIE MANCE	18 RAWLINGS	
Luke + Rebecca Hoy	2 Norman St	
Brooke Perry	16 Norman St	Brooke Perry
Anna Taulaga	13 NORMAN ST	
Alisha Taulaga	13 Norman St	
M. TH PRESTON	19 NORMAN ST	M. Preston
Lachlan Bishop	25 Norman St	

Petition for playground in Russell Creek Estate

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Contact Person
Erin O'Grady
0409 022 764

Name	Address	Signature
MARK LUCAS	42 NORMAN STREET	Clark-Lucas
Abbie McMurrick	42 Norman St	Abbie
Brad Henriksen	44 Norman St	Brad
Sarah Henriksen	44 Norman St	Sarah
JACOB COOPER	49 NORMAN ST	Jacob
Maggie Ryan	49 Norman St	MKR
Leah McDonald	2 McGinness St	Leah
CLIFF FINCH	14 RAWLINGS DRIVE	Cliff
SAM GRINTER	22 RAWLINGS DR	Sam
BRENDA CHOUFFOT	26 RAWLINGS DR	BM Chouffot
JOHN CHOUFFOT	26 RAWLINGS DR	John
Tom Clissold	4 Homaford Street	Tom Clissold
Jenna McLean	4 Homaford Street	Jenna
Jacinta Kirk	32 Rawlings Drive	Jacinta
Phoebe Edge	8 Witton Blvd	Phoebe
GRANAM NOLTE	2 WITTON BVD	Granam
Lachae Nolte	2 witton Blvd	Lachae Nolte
Celina Phillips	14 Norman St	Celina

Petition for playground in Russell Creek Estate

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Contact Person
Erin O'Grady
0409 022 764

8

Name	Address	Signature
R Austin	27 NORMAN ST. U/haz	RCA
P Austin	27 NORMAN ST	P. Austin
A. BAKWELL	31 NORMAN ST	Bakwell
A. DORAN	10 McGinness Way	A. Doran
L. Bant	123 Aberline Rd	L. Bant
R. Macey	164 Whites Road	R. Macey
M. HATFIELD	166 WHITES ROAD	M. Hatfield
B. Hatfield	166 Whites Road	B. Hatfield
P. McLOONEY	168 WHITES ROAD	P. McLooney
B. McLOONEY	21 Norman St	B. McLooney
Amy Chatfield	15 Norman St	Amy Chatfield
Danny Chatfield	15 Norman St	Danny Chatfield
Jamila Perera	15 Rawlings drive	Jamila Perera
KEVIN PERERA	160 WHITES ROAD	Kevin Perera
Mark Handford	162 Whites Road	Mark Handford
Narelle Grigg	162 Whites Rd	Narelle Grigg
Sally Hewe	20 Norman St	Sally Hewe
Stephen Hogan	14 Norman St	Stephen Hogan

[illegible]

Cr. Herbert returned to the meeting at 6.22pm.

5.10 PATHWAY ASSET MANAGEMENT PLAN REPORT TO COUNCIL

PURPOSE

The purpose of this report is to introduce the Pathway Asset Management Plan for Council's consideration.

EXECUTIVE SUMMARY

- An Asset Management Plan (AMP) is a strategic document for managing Council's infrastructure and other assets such that they deliver an agreed standard of service.
- A key purpose of Asset Management Plans is to drive longer term thinking and planning to ensure the organisation is operating in a financially sustainable manner.
- The Strategic Asset Management team is in the process of refining the suite of Asset Management Plans with the objective of both increasing the sophistication of each document and updating each plan with current data.
- The Warrnambool City Council Pathway Asset Management Plan (Version 3.0) is ready for the consideration of Council and to subsequently be released for public comment.
- Council has a 15 year pathway renewal requirement of \$11,596,810, of which 48% is funded resulting in 20% of pathways outside of intervention by 2029/30 based on Long Term Financial Plan renewal funding.
- Around \$18,000,000 of new and upgrade projects have been identified in the Sustainable Transport Strategy and Growth Area Planning. Completion of these works is subject to budget allocation and city growth.
- An increase of approximately \$90,000 (total) to Council's sealed path and gravel path maintenance and resurfacing budgets would be appropriate to effectively maintain these assets to ensure safety and access

MOVED: CR. HULIN
SECONDED: CR. NEOH

That Council:

- 1. Agree to release the Pathway Asset Management Plan for public comment for a period of 28 days; and**
- 2. Consider submissions in relation to the Pathway Asset Management Plan at a future Council meeting.**

CARRIED – 7:0

BACKGROUND

An Asset Management Plan (AMP) is a strategic document for managing Council's infrastructure and other assets such that they deliver an agreed standard of service. An AMP will rely on a multi-disciplinary approach to produce a holistic management solution for a class of assets, such as roads, drainage and buildings.

A key purpose of Asset Management Plans is to drive longer term strategic and financial planning to ensure the organisation is operating in a sustainable manner.

Asset Management Plans assist Council to achieve its goals and objectives specific to an individual asset class to provide the best value to the community. They may also act as a form of communication with the community regarding service levels and associated costs and risks.

ISSUE

Council's Strategic Asset Management team is in the process of refining the current Asset Management Plans with the objective of both increasing the sophistication of each document whilst updating each plan with contemporary data.

The first plan which has been reviewed, updated and adopted by Council was the Bridge Asset Management Plan which has undergone a large scale update following a re-valuation and detailed condition inspections.

Similar to the Bridge Asset Management Plan, the Pathway Asset Management Plan (**Appendix A**) has recently been reviewed and amended for Council consideration.

CURRENT STATUS

The Warrnambool City Council Pathway Asset Management Plan Version 3.0 is ready for the consideration of Council and to subsequently be released for public comment.

KEY CONSIDERATIONS

The following points highlight some of the key considerations borne out of the Pathway Asset Management Plan.

Asset Data Facts:

- Council manages pathways with a wide range of ages, over 60% (over 200km) of Council's pathways are over 30 years old, and the average expected life of Council's pathways is approximately 55 years.
- Approximately 5% of pathways (about 16km) require intervention, meaning that they are currently in poor or very poor condition at high risk of being unsafe and potentially closed. Completing all of these "above intervention" works is estimated to cost approximately \$1,500,000 (June 2018).
- Approximately 60% (close to 200km) of pathways are in fair condition, which suggests an increase is expected for renewal requirements in the short to medium term.
- Council's pathway total replacement value is expected to increase between 10-40% (about \$4,500,000 to \$18,000,000) in the coming 15 years (depending on funding for new/upgrade projects) due to development and city growth.

Key Financial Facts:

- Council has a 15 year renewal requirement of \$11,596,810, corresponding to an average annual requirement of \$773,121.
- Council is currently funding 48% of the renewal requirement, corresponding to an average annual shortfall of approximately \$404,000 per year (total shortfall of \$6,060,000 over 15 years).
- Council's "backlog" of pathway renewal works, being works which were due for renewal but not funded in previous years amounts to \$912,000 (as at July 2017).
- An increase of approximately \$90,000 (total) to Council's sealed path and gravel path maintenance and resurfacing budgets would be appropriate to effectively maintain these assets as safe and maintained as open.
- Council's pathways are, on average, deteriorating at a rate which is 2.6 times faster than the average annual renewal funding being allocated.
- Concrete pathways provide the best whole of life cost of all pathway construction materials due to their long life, flexibility in design and low maintenance requirement.
- Around \$18,000,000 of new and upgrade projects have been identified in the Sustainable Transport Strategy and Growth Area Planning. Completion of these works is subject to budget allocation and city growth.

CONSULTATION

This report proposes that the Pathway Asset Management Plan is to be released for public comment for a period of 28 days. Following this consultation period, if required, the Pathway Asset Management Plan shall be amended in light of the communities feedback and present the revised plan for adoption at a future Council meeting.

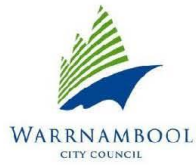
FINANCIAL

The development of the Pathway Asset Management Plan is undertaken through Council's Strategic Asset Management team operations, and supported by consultants for specialist activities such as detailed Pathway condition assessment.

RISK

The benefit of adopting a Pathway Asset Management Plan, like all asset management plans is to provide transparency, clarity and governance to the specific asset class and include details pertaining to:

- Levels Of Service – Community Engagement & Legislative Requirements
- Future Demand
- Risk Management – Hazard Identification & Asset Criticality
- Lifecycle Management Plan – Creation, Renewal, Upgrade, Operation, Maintenance & Disposal
- Financial Plan – Valuations, Forecasts & Funding Strategies
- Asset Management Practices – Systems, Standards & Methodologies
- Plan Improvement And Monitoring



Pathway Asset Management Plan



Warrnambool City Council

Pathway Asset Management Plan

Document Control**Warrnambool City Council**PO BOX 198
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Acknowledgements:**Disclaimer:**

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1 EXECUTIVE SUMMARY

Introduction

Warrnambool City Council owns and manages approximately 328km of pathways across the municipality, similar to the distance between Warrnambool and Shepparton. This network of footpaths and shared paths assists the Council in supporting recreation, delivering sustainable transport options and providing a convenient means of access.

Council's pathway network is valued at approximately \$46,000,000 and thus ensuring an effective approach to managing pathway infrastructure is of significant importance. This plan is a means of structuring and outlining the processes and key elements required for achieving Council's vision for the service provided by pathways and infrastructure asset management in general.

Pathways Asset Summary:

Asset Category	Area (m ²)	Length (km)	Condition 0 (New) – 5 (Very Poor)	Replacement Value
Concrete Pathways	431,197 m ²	283 km	2.5	\$41,255,337
Gravel Pathways	60,692 m ²	21 km	2.8	\$1,409,433
Asphalt Pathways	2,478 m ²	1 km	2.6	\$99,520
Spray Sealed Pathways	59,574 m ²	18 km	2.6	\$1,457,647
Paved Pathways	4,548 m ²	2 km	0.9	\$308,511
Timber Pathways (including boardwalks)	6,578 m ²	3 km	1.7	\$1,713,061
Total	565,067 m²	328 km	2.49 (Fair)^[1]	\$46,243,509

Table 1: Asset Overview

[1]: Total condition is a weighted average of all pathways.

This Pathway Asset Management Plan, alongside Council's entire set of Plans, is crucial in achieving the following strategies listed in the Council Plan.

- Promote healthy lifestyles
- Encourage and support participation in sport, recreation and physical activity
- Build better connections for cyclists and pedestrians
- Build infrastructure that best meets current and future community needs
- Enhance movement in and around the city
- Maintain and enhance existing Council infrastructure
- Enhance the visitor experience
- Advocate for and improve infrastructure including transport, services and digital infrastructure
- Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk
- Develop policies, strategic plans and processes to address local and regional issues, guide service provision and operational effectiveness

Levels of Service

The current levels of service have been formulated with regard for legislative requirements, Australian standards and Austroads guidelines, results from the community satisfaction survey and through analysis of customer requests. Service level performance will be monitored in accordance with this plan over the 15 year period, which will provide guidance on the required funding to ensure these service levels. The service demands which Council is aiming to provide for the community are shown below (with more detail provided in section 3.4):

Pathway Service Demands

- Pathways are provided where they are reasonably required.
- Pathways will be safe to use.
- Pathways are accessible by people with disabilities.
- Appropriate auxiliary assets are provided (lighting, signage, etc).
- Pathways will be wide enough to prevent conflict between users.

Future Demand

Understanding the future demand for footpaths and shared paths within the municipality is essential in ensuring an ongoing appropriate service is provided to the community. Council recognises and plans for many factors which are predicted to influence the future service requirements of pathways (section 4.1). The key factors are the following:

- Changes in population and demographics – The population of Warrnambool is increasing at a rate of 1.4% per annum. In addition to this, an increase of 43% in persons in the age categories of 60-79 is expected to occur (between 2011-2026). Effects of this are predicted to include increased demand for Council's pathways assets and an increase in the demand for accessibility upgrades.
- Changes in economics – Changes in unit rate costs for pathway renewal will affect Council's potential to deliver a level of service. Also, shifting levels of willingness to pay will take place as the overall macro-economy changes.
- Changes in the natural environment – According to the Victorian Governments Infrastructure and climate change risk assessment, pathways will experience an increase in flood damage, increased structural and foundation damage through increased geotechnical effects and more generally an accelerated degradation of materials and structures through increased temperature and radiation effects.

Risk Management

Managing the risks associated with Council pathways is critical in achieving an effective system of asset management. Council has in place a Municipal Road Management Plan which assists Council in providing a safe pathway system through prescribing condition standards, intervention levels and inspection frequencies.

During the process of identifying significant risks (refer to appendix 1 – Pathways Risk Register), assets which present a high consequence of failure were highlighted as critical assets such that they may potentially receive greater consideration during the formulation of works programs, with respect to their overall risk rating.

Critical Assets:

Description Assets with high consequence (Major or Catastrophic) of failure	Area of Impact	Actions to Address	Critical Assets
<ul style="list-style-type: none"> Category 1 pathway sections which provide direct access to key facilities. Category 1 and Category 2 pathways that are on one side of the street only. 	Customers & community	<ul style="list-style-type: none"> Greater consideration in renewal programs. Higher level of service within Council's Road Management Plan. 	Refer to appendix 3 for an illustration of the pathway

Table 2: Asset Criticality

Life Cycle Management PlanBackground Data

This Asset Management Plan has been formulated using the latest set of pathway asset data, produced from a condition audit in April 2013. Typically, pathways condition data should be collected every 4 years, meaning that Council is scheduled to complete a condition assessment.

Key asset data facts

- Council provides an extensive pathway network, with over 102km of pathway per 10,000 population.
- Council manages pathways with a wide range of ages, over 60% (over 200km) of Council's pathways are over 30 years old, and the average expected life of Council's pathways is approximately 55 years.
- Approximately 5% of pathways (about 16km) require intervention, meaning that they are currently in poor or very poor condition at high risk of being unsafe and potentially closed. Completing all of these "above intervention" works is estimated to cost approximately \$1,500,000.
- Approximately 60% (close to 200km) of pathways are in fair condition, which suggests an increase is expected for renewal requirements in the short to medium term.
- Council's pathway total replacement value is expected to increase between approximately 10-40% (about \$4,500,000 to \$18,000,000) in the coming 15 years (depending on funding for new/upgrade projects) due to development and city growth.

Maintenance and Operations Plan

Council's pathway maintenance and operations programs include reactive, proactive and cyclic activities. Included within this is pathway inspections, pathway sweeping, pathway defect repairs, pathway grinding, gravel resheeting and sealed pathway reseals.

Warrnambool City CouncilPathway Asset Management Plan

Council's pathways are inspected in accordance with the Municipal Road Management Plan. Included within the plan is the inspection frequency depending on the functional hierarchy of the pathway, the intervention standards for various common pathway defects and the time afforded to Council to repair the defect or alleviate the associated risk. Maintenance activities are undertaken to a standard that returns the asset to a safe, useable, fit for use condition or to its original condition.

The inspections frequencies for Council's pathways are as follows:

Functional Hierarchy	Defect Inspection Frequency	Condition Inspection Frequency
Category 1	Two per calendar year	Typically every 4 years
Category 2	One per calendar year	Typically every 4 years
Category 3	One every two calendar years	Typically every 4 years

Table 3: Pathway Inspection Calendar

Asset Renewal Plan

Renewal involves the replacement or rehabilitation of an existing asset. Ultimately, Council aims to maintain the standard of service that the footpath and shared path network is currently providing. In order to achieve this, Council is required to fund pathway renewal to the value of pathways which are predicted to reach a condition which no longer fulfills the required service standard.

The figure below indicates the effect of the proposed funding amount for renewal of pathways over the coming 15 years. It is considered that 5% (16km) of pathway assets above intervention forms an "acceptable limit" of deteriorated assets (black line in the graph below). At this moment, Council's pathways above intervention sit at this limit. Council is currently not allocating a sufficient amount of funds to treat all of the required assets, if this is continued, over 20% of pathway assets will deteriorate past a reasonable condition by 2029/30. As a result of this plan, Council may choose to amend the service levels detailed in section 3. Or conversely, Council may decide to amend funding allocations for pathway renewal over the coming 15 year period.

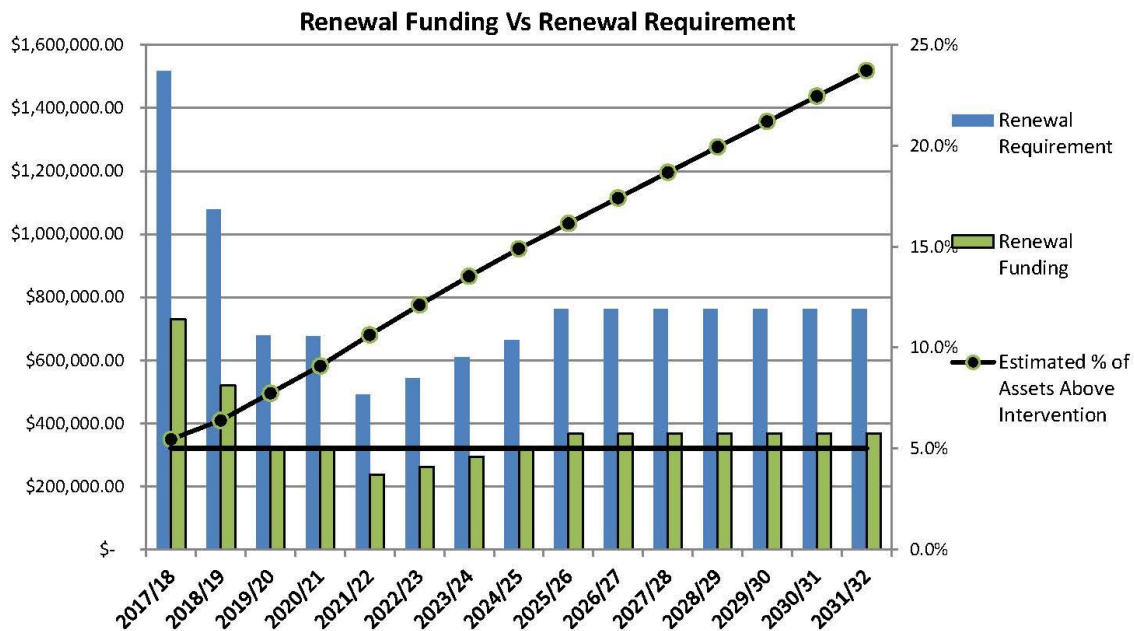


Figure 1: Pathway Renewal Demand vs Renewal Funding

Warrnambool City CouncilPathway Asset Management PlanNew and Upgrade Plan

Council typically acquires pathway assets through both the sub divisional and development process and the creation of a new pathway or shared path when a gap in the network has been identified. Council's suite of strategic planning documents plan for the provision of approximately \$5,720,000 (over 25km) of pathways, the projects included in this figure are provided in section 6.4.1.

The Sustainable Transport Strategy lists approximately \$12,850,000 (over 65km) of pathways in total which have been identified as required to both improve and assist the overall connectivity of the pathway network. Timing the construction of these projects is; however, dependent on resource allocation and is unlikely to be completed entirely over the coming 15 years.

As Council acquires new assets, it is important that the consequential costs (i.e. maintenance and operational works) are established and allowed for in future budgets. Alternatively, Council may decide to not allocate additional funds for the treatment of new assets and accept a reduction in level of service.

Financial Plan

The table below provides a summary of the key financial parameters:

Asset Description	Total Quantity	Weighted Av. Asset Condition	Av. Asset Life in Years	Replacement Value	Written Down Value	Accumulated Depreciation	Annual Depreciation	Date of Condition Assessment
Pathways	328 km	2.49	≈55	\$46,243,509	\$26,882,898	\$19,360,611	\$948,150	April 2013

Table 4: Key Financial Parameters

Key funding facts

- Council has a 15 year renewal requirement of \$11,596,810, corresponding to an average annual requirement of \$773,121.
- Council is currently funding 48% of the renewal requirement, corresponding to an average annual shortfall of approximately \$404,000 per year (total shortfall of \$6,060,000 over 15 years).
- Council's "backlog" of pathway renewal works, being works which were due for renewal but not funded in previous years amounts to \$912,000 (as at July 2017).
- An increase of approximately \$90,000 (total) to Council's sealed path and gravel path maintenance and resurfacing budgets would be appropriate to effectively maintain these assets as safe and maintained as open.
- Council's pathways are, on average, deteriorating at a rate which is 2.6 times faster than the average annual renewal funding is being allocated.
- Concrete pathways provide the best financial result by far over the life of all pathway construction materials due to their long life and relatively low maintenance requirement.
- Around \$18,000,000 of new and upgrade projects have been identified in the Sustainable Transport Strategy and Growth Area Planning. Completion of these works is subject to budget allocation and city growth.

Improvement Activities

The items listed below are the priority improvement actions identified during the development of this plan. Refer to the action plan (Appendix 2) for the full list of actions and further details.

- A significant portion of Council's pathway assets are set to exceed their useful life in the coming 15 years, which is supported through Council's available condition data which shows that over 60% of Council's pathways are in "fair" condition (one step from "poor" condition). During the next update of the Plan, following the next network wide condition assessment, the document should include a section which focuses on the trend in pathway condition.
- As the Principal Pedestrian Network develops, the results of the project shall be utilised to improve the Plan. For instance, the "gaps" in the network which are identified in the study should be included within the Plan as future new/upgrade projects, which in turn affect the future requirement for new, renewal and maintenance funding.
- During the next community consultation on the road and pathway network, the community's opinion on the state of the pathway network and the service levels described within this plan shall be gauged so that Council may confirm or amend the service levels accordingly.

2 INTRODUCTION

2.1 Background

2.1.1 Purpose of this Plan

The Pathway Asset Management Plan (AMP) is a means of structuring and outlining the processes and key elements required for effective management of Council's Pathway infrastructure. The plan combines management, financial, engineering and technical practices to ensure that the required service levels of pathways are met by the most efficient means with consideration for Council's fiscal and resource limitations.

Specifically, the purpose of this plan is to:

- Give effect to asset management and strategic objectives as outlined in related documents
- Demonstrate responsible stewardship of Pathway infrastructure
- Manage the risks associated with the service delivery of Pathways
- Provide input into the long term financial planning for Pathway infrastructure
- Support community engagement to determine suitable service delivery requirements
- Optimise spending on Pathway infrastructure by taking a whole of life approach
- Guide the development of maintenance practices
- Drive continuous improvement

2.1.2 Asset Management Framework

This plan is part of Council's overall suite of asset management plans as described below:

- Asset Management Policy
 - Asset Management Strategy
 - Road Asset Management Plan (Scheduled 2018/19)
 - Bridge Asset Management Plan (Adopted – 2017)
 - Building Asset Management Plan (Scheduled 2018/19)
 - **Pathway Asset Management Plan (Drafted – 2017/18)**
 - Drainage Asset Management Plan (Scheduled 2017/18)
 - Sporting Facility Asset Management Plan (Scheduled 2018/19)
 - Open Space Asset Management Plan (Scheduled 2017/18)
 - Information Communication Technology Asset Management Plan (TBC)
 - Plant and Fleet Asset Management Plan (Scheduled 2017/18)
 - Collections and Heritage Asset Management Plan (TBC)
 - Land Asset Management Plan (TBC)

2.1.3 Related Internal Plans and Strategies

This document intends to support the strategic objectives of related internal planning documents. The following documents are noted as having significant influence on the strategic direction of pathways asset management:

- Municipal Road Management Plan
- Council Plan
- Municipal Strategic Statement (MSS)
- Growth Area Structure and Development Plans
- Warrnambool Municipal Road Hierarchy Review and Traffic Management Plan
- Road User Plan
- Active Warrnambool (in development)
- Warrnambool Health and Wellbeing Plan
- Sustainable Transport Strategy
- Principal Pedestrian Network (in development)
- Warrnambool City-Wide Housing Strategy
- Warrnambool Open Space Strategy

2.1.4 Scope of this Plan

The term “Pathways” generally encompasses the infrastructure required for delivering footpaths and shared paths to the community for the purposes of transport efficiency, recreation, health and safety. Footpaths are primarily used by pedestrians and are typically located along roadsides, and in some instances through parks and other recreational areas. Shared paths are generally constructed to provide more substantial transport routes for use by pedestrians and cyclists.

There exists multiple pathways within the municipality which are not the responsibility of Council, thus management of these is provided by other authorities or private entities. These include:

- VicRoads footpaths and kerb ramps (including tactile indicators) as defined in the Operational Responsibility for Public Roads Code of Practice.
- Culvert crossings providing access to private property are the responsibility of the land owner and are not included in this plan.
- Driveway infill between the kerb and the footpath and between the footpath and the property.
- Footbridges (management of Council’s footbridges is considered in the Bridges Asset Management Plan).
- On-road bicycle paths (these are considered part of the road and are thus managed in accordance with Council’s Road Asset Management Plan and Municipal Road Management Plan).
- Unmade paths, footways and nature strip areas.
- Jetties and waterway access structures.
- Committee of management paths where Council does not form the committee of management.

Asset Components Included in the Plan

The following table lists the various asset components belonging to the asset groups described above whose management is governed via the processes and principles described in this document.

Asset Category	Asset Type	Asset Components/Elements Included
Pathways	Footpaths	<ul style="list-style-type: none"> • Surface • Pavement • Ramps • Rails • Signs & Marking • Lights
	Shared Paths	<ul style="list-style-type: none"> • Surface • Pavement • Ramps • Rails • Signs & Marking • Lights

Table 5: Asset Components

2.1.5 Asset Function

Council's pathway infrastructure assists the overall transport network to promote a high level of connectivity throughout the municipality; in addition, pathways encourage and enable the community to engage in passive recreation. Each pathway is classified according to a functional hierarchy which is dependent on the type of traffic experienced, volume of traffic, specific function and potential risk.

2.1.6 Key Stakeholders in the Plan**External and Community Stakeholders**

Stakeholder	Role in this Plan
The general community;	Customer
Residents and businesses;	Customer
Pedestrians (including all disabilities and age groups);	Customer
Users of a range of miscellaneous smaller, lightweight vehicles such as pedal cyclists, motorised buggies, wheel chairs, prams, etc;	Customer
Postal service	Customer
Tourists and visitors to the area;	Customer
Traffic and Transportation managers;	Other interested party
Construction and maintenance personnel who build and maintain asset components;	Other interested party
Contractors and suppliers;	Other interested party
Land Developers;	Other interested party
Utilities (Water, sewerage, gas, electricity, telecommunications);	Other interested party
Councillors as custodians of the asset;	Other interested party
State and Federal Government;	Other interested party
Council's Insurer.	Other interested party

Table 6: External Stakeholders

2.1.7 Asset Responsibility**Service Managers**

Service managers are responsible for the planning, controlling and directing of one or more of Council's services. Where a service portfolio includes pathway assets, a service manager may hold one or more of the following responsibilities depending on the assets associated extent of delivery.

- Monitoring the risks associated with the respective asset/s
- Providing input into required service levels such as performance, safety, maintenance and aesthetics
- Understanding the service needs that generate the required asset/s
- Providing guidance on the asset/s future requirements
- Assisting in ensuring the performance of the asset/s meets service level performance targets
- Providing reports and metrics concerning the asset/s service performance

Council's services which include Pathways within their service portfolio:

Service	Responsibility
Transport	Manager Infrastructure Services
Parks & Gardens – Botanical Gardens	Team Leader Trees and Botanics
Parks & Gardens – Lake Pertobe	Manager Recreation and Culture
General Recreation	Manager Recreation and Culture
Flagstaff Hill	Service Manager Flagstaff Hill
Holiday Parks	Service Manager Holiday Parks
Regulatory Control – School Crossings	Coordinator Local Laws & Animal Control
Airport	Service Manager Airport
AquaZone	Service Manager AquaZone
Warrnambool Multi-Purpose Stadium	Service Manager Warrnambool Stadium
Saleyards	Service Manager – Livestock Exchange
Corporate Strategies	Director Corporate Strategies

Table 7: Service Managers

Asset Managers

Asset managers are responsible for planning for the delivery and longevity of assets required for Council's services. The asset manager of pathways is the Coordinator Infrastructure Management, who is responsible for the following:

- Conducting asset inspections
- Ensuring adequate maintenance of assets
- Monitoring and developing asset service levels
- Meeting the agreed service level performance targets
- Collecting and managing asset data
- Developing asset renewal and upgrade programs
- Assist service managers in planning for future demand and disposal

2.2 Goals and Objectives of Asset Ownership

2.2.1 Links to Organisation Vision, Mission, Goals and Objectives

The Council Plan describes the objectives and strategies of the Council in reaching its vision for the City. The following table lists the strategies from the Council Plan (2017-2021) which are supported through this Asset Management Plan.

Document	Objective	Strategy
Council Plan (2017-21)	Foster a healthy city that is socially and culturally rich	Promote healthy lifestyles (2.1)
		Encourage and support participation in sport, recreation and physical activity (2.4)
	Maintain and improve the physical fabric of the city	Build better connections for cyclists and pedestrians (3.1)
		Build infrastructure that best meets current and future community needs (3.3)
		Enhance movement in and around the city (3.4)
		Maintain and enhance existing Council infrastructure (3.5)
	Develop a modern economy with diverse and sustainable employment	Enhance the visitor experience (4.3)
		Advocate for and improve infrastructure including transport, services and digital infrastructure (4.4)
	Practice good governance through openness and accountability	Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness (5.7)
		Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk (5.8)

Table 8: Links to Councils Vision and Objectives

3 LEVELS OF SERVICE

3.1 Asset Classification and Functional Hierarchy

3.1.1 Asset Classification and Functional Hierarchy

Council pathways are classified by their use and location on the functional hierarchy. The functional hierarchy allows Council to more effectively treat pathway infrastructure given the differing characteristics of use throughout the municipality. For instance, a footpath through the City Centre of Warrnambool is used far more prevalently in comparison to a footpath in a low level residential street and therefore is provided a higher level of service.

Classification by Design

Classification by Use	Use Description	Classification by Design Material
Pedestrian Footpath	Pathways which are designed for use by pedestrians primarily.	Concrete
		Gravel
		Asphalt
		Paved
		Timber
Shared Pathway	Pathways which are designed for use by both pedestrians and cyclists.	Concrete
		Gravel
		Asphalt

Table 9: Classification by Design and Construction

Classification by Function Hierarchy

Classification	Description
Category 1	CBD and those pathways within the vicinity of schools, hospitals and aged care centres
Category 2	Selected medium use pathways in prominent areas other than described above and routes to schools.
Category 3	Pathways in residential, commercial and industrial areas other than as described above.

Table 10: Classification by Functional Hierarchy

Note: Refer to Appendix 3 for a map of Council's Pathway Hierarchy

3.2 Community Engagement and Expectations

3.2.1 Background and Customer Engagement Undertaken

The following table provides a background on the resources used by Council to formulate the required levels of service for Council's pathways. The Regional Asset Service Project provides a valuable resource in adopting a region wide guide for community requirements in Infrastructural assets. This project, feedback from the community and the pathway user requirements as detailed in Austroads Guide to Road Design 6A – "Pedestrian and Cyclist Paths" provide the foundation for developing Council's pathway service levels.

Audience/ Technique /Date	Needs/comments/outcomes/issues
Community Satisfaction Survey – Condition of Local Streets and Footpaths	Warrnambool Council Performance (%): 55% (2017) ↓ 58% (2016)
	Warrnambool Community Importance (%): 76% (2017) ↓ 77% (2016)
	State wide Council Performance (%): 57% (2017) 57% (2016)
	State wide Community Importance (%): 77% (2017) 77% (2016)
Pathway user requirements from "Austroads – Guide to Road Design Part 6A: Pedestrian and Cyclist Paths"	<ul style="list-style-type: none"> • Provide good access to key destinations. • Meet design standards with respect to footpath widths and gradients; provide good quality walking surfaces and appropriate facilities for impaired people. • Ensure that cyclists do not conflict with pedestrians. • Provide a walking surface that is clear of obstructions and is well maintained (compliance with the Municipal Road Management Plan). • Include crossings that are appropriate for the traffic volume and traffic speed environment. • Provide adequate lighting to ensure that pedestrians feel safe when using paths at night and do not walk on the edge of the road (or take a less direct route). • Ensure that streets can be crossed easily and safely. • Ensure that footpaths are substantially free from litter, debris and other deposits.
Expectations developed from the Regional Asset Service Project (MAV STEP)	<ul style="list-style-type: none"> • That I have a footpath in my street • The path will be safe to use • Path crossings accessible by a wheelchair or pram • Paths will be wide • Paths should include features such as seats and shade

Table 11: Service Requirements and Community Engagement Results

3.2.2 Community Service Level Outcomes

In lieu of thorough community engagement on pathway service levels, the following has been developed utilising the information in the table above, to produce what is considered to be a reasonable position regarding the fundamental needs of the community's footpaths and shared paths.

Asset Category	Customer Needs
Footpaths	<ul style="list-style-type: none"> • Pathways are provided where they are deemed to be required • Pathways will be safe to use • Pathways are accessible by people with disabilities • Appropriate auxiliary assets are provided (lighting, signage, etc)
Shared Paths	<ul style="list-style-type: none"> • Wide enough to prevent conflict between user groups • Appropriate auxiliary assets are provided (lighting, signage, etc)

Table 12: Service Level Outcomes Derived from Community Demand

3.2.3 Community Engagement Plan

Community consultation regarding the pathway network is planned to occur in conjunction with the development and validation of Council's Principal Pedestrian Network (PPN). As a part of the engagement process, consultation on service levels and performance targets specific to pathway infrastructure shall be considered for inclusion alongside that which is required by the scope of the PPN project.

Council's rated performance level for 'streets and footpaths' of 55% from the 2017 community satisfaction survey has now dropped two points below the state average and has declined for two consecutive years since the 2015 performance score of 65%. The outcomes from the community consultation on pathways will be used to develop strategies to address the growing gap between the level of community satisfaction in Council's performance around local streets and pathways and the level of importance that the community places on these services.

3.3 Legislative Requirements

The table below outlines the related legislation for pathway infrastructure. These references form a framework which dictate the minimum levels of service for Council's footpaths and shared paths.

Reference	Description
Road Management Act (2004) (alongside associated Regulations and Codes of Practice)	In summary, the act: <ul style="list-style-type: none"> Establishes a new statutory framework for the management of the road network which facilitates the coordination of the various uses of road reserves for roadways, pathways, infrastructure and similar purposes. Establishes the general principles which apply to road management. Provides for the role, functions and powers of a road authority. Provides for the construction, inspection, maintenance and repair of public roads. Sets out the road management functions of road authorities. Sets out the road management functions of infrastructure managers and works managers in providing infrastructure or conducting works.
Local Government Act (1989)	Details the functions of Council in regards to the provision of services and facilities for the community as well as providing the legal framework for establishing and administering Councils.
Road Safety Act (1986)	Details the safety requirements relating to the use and operation of the road network.
Disability Discrimination Act (1992)	Details the liabilities for provisions of access for persons with disabilities.

Table 13: Legislative requirements

3.4 Current Levels of Service

The following table outlines the proposed levels of service, current performance and performance targets for Council's pathways.

Pathway Service Levels						
Service Demands	Service Indicator	Community Levels of Service		Technical Levels of Service		
		Community Measure	Community Target	Technical Measure	Current Performance	Technical Target
Pathways are provided where they are deemed to be required	Serviceability	Number of areas requiring pathway assets.	Pathway assets are located in all areas which reasonably require them.	Km of new/upgrade paths constructed annually ^[1]	Achieved, 4.7km of pathway constructed in 16/17	2km of new/upgrade paths constructed annually
Pathways will be safe to use	Safety & Serviceability	Amount of accidents per year resulting from poorly conditioned pathway assets.	No accidents resulting per year from poorly conditioned pathway assets.	Inspection and repair of Council's pathways in accordance with the Municipal Road Management Plan.	99.1% of inspections undertaken within time (16/17 current). 76.2% of pathway defects mitigated within time (16/17 current)	100% of inspections undertaken within time. 100% of defects mitigated within time.
Pathways are accessible by people with disabilities	Accessibility	Amount of pathway locations which do not currently provide sufficient access and mobility for people with disabilities.	All pathways should be accessible by and serviceable for people with disabilities.	Adherence to contemporary design standards and guidelines (tactile ground surface indicators, gradients, signage etc).	Performance is yet to be measured ^[1]	100% compliance with contemporary design standards and guidelines, where compliance is identified as being required.
Pathways are wide enough to prevent conflict between users	Safety & Serviceability	Amount of pathways which are not wide enough to allow for free and safe movement.	All pathways are wide enough to allow for free and safe movement.	Adherence with recommended width values within Austroads "Guide to Road Design – Part 6A – Pedestrian and Cyclist Paths".	97.3% of footpaths and 85.0% of shared paths (by length) are compliant.	<ul style="list-style-type: none"> Existing Footpaths to be at a minimum 1.2m wide. New footpaths to be constructed at a minimum width of 1.5m. Shared Paths to be at a minimum 2.5m wide.

Warrnambool City Council		Pathway Asset Management Plan				
Appropriate auxiliary assets are provided (lighting, signage, etc)	Safety & Serviceability	Amount of auxiliary assets not provided where they are reasonably required.	Pathways have appropriate levels of lighting and signage.	Amount of customer requests in the past year.	Achieved, 5 customer requests received last financial year relating to the provision of auxiliary pathway assets ^[3]	Less than 10 customer requests regarding the provision of auxiliary pathway assets per year.
Road crossings allow pedestrians to move safely and easily.	Safety & Serviceability	Amount of accidents resulting from inadequate road/pathway interface design.	No accidents should result from inadequate road/pathway interface design.	Number of road/pathway safety audits undertaken.	Performance is yet to be measured. This service level will be monitored at the commencement of auditing in the next financial year (17/18).	5 road/pathway safety audits undertaken in each financial year.

Table 14: Pathways Community and Technical Service Levels

[1]: Including all pathway sections, constructed by Council or otherwise.

[2]: Refer to action plan – Council shall begin to develop monitoring procedures for this service level following the adoption of this Plan.

[3]: Refer to action plan – Council shall investigate the possibility of undertaking a project to generate isolux diagrams for Council roads and pathways which will inform Council as to the underperforming sections.

3.5 Service Level Consequences and Development Plan

The following table discusses the development of Council's service level performance and any associated cost or risk based consequences.

Service Level	Discussions
Pathways are provided where they are reasonably required.	Whilst Council is achieving the technical target associated with this service level, the development of a Principal Pedestrian Network will assist Council over the next 15 years to both identify and prioritise all required new and upgrade pathways. Therefore, this shall assist Council in advancing the means by which Council delivers on this service level.
Pathways will be safe to use.	With Council's adherence with the Municipal Road Management Plan inspections being over 99% on average, the performance of this service level is currently high. With regard to defects being mitigated within time, Council has been compliant approximately 76% of the time. Council shall; however, endeavor to complete all defect repairs and asset inspections within the prescribed time periods within Council's Municipal Road Management Plan.
Pathways are accessible by people with disabilities.	The upgrade of all non-compliant sections of Council footpaths and shared paths is outside of the financial capability of Council. As sections of non-compliant pathways reach their natural end of life, upgrade of the section shall be considered. Evaluation of the suitability of the upgrade project shall have consideration for the risk imposed by the current arrangement, cost implications, community demand and the location of the site on Council's functional hierarchy.
Pathways are wide enough to prevent conflict between user groups.	Due to the extensive amount of pathways which would need to be upgraded, current funding allocations do not allow for the timely upgrade of all non-compliant sections. Once these pathways reach an end of life condition, the renewal/replacement of the section of pathway will include an upgrade to widen the pathway to the minimum requirement as dictated by the relevant standards.
Appropriate auxiliary assets are provided (lighting, rubbish bins, signage, etc)	Council is currently achieving this service level and intends to continue providing appropriate auxiliary assets for use on pathways. One key outcome of the Principal Pedestrian Network, which is currently in development, is the identification of new and upgrade works specifically relating to auxiliary assets (shelters, rest points, signage, lighting, bins, crossings, etc). The completion of this project will further assist Council in delivering this service in the coming years.
Road crossings allow pedestrians to move safely and easily.	Following the identification of an under-service crossing a safety audit inspection shall evaluate the suitability of the site for an upgrade. Rationalising the upgrade of non-compliant sections shall include risk to safety, cost implications, community demand and the classification by functional hierarchy.

Table 15: Service Level Consequences and Development

4 FUTURE DEMAND

4.1 Demand Forecast and Management Plan

A crucial factor in planning for future community demands and technical requirements for infrastructure is to accurately understand how a wide variety of social, economic, environmental and technological changes will influence the operating environment. Furthermore, it is necessary to develop a plan to manage said changes appropriately. The following table lists various areas of potential change alongside their expected impacts and approach to management.

Factor	Description	Expected Impact	Management Plan
Natural Environment			
Climate Change	A notable risk is posed by climate change through increasing storm surges, sea level rise, ground level movement, groundwater changes, temperature and solar radiation and frequency and intensity of extreme rainfall events.	Pathways will experience an increase in flood damage, increased structural and foundation damage through increased geotechnical effects and more generally an accelerated degradation of materials and structures through increased temperature and radiation effects. Pathways within floodplains will be exposed to increased risk of damage through more frequent and intense rainfall events.	Continue to monitor developments in this space such that the projected climate change and effects on infrastructure may be accurately quantified. Appropriate measures may then be taken to account for these effects in asset management practices, infrastructure planning and material and design standards.
Demographics and Land Use			
Increasing Dwelling Density	One of the recommendations of the Warrnambool City-Wide Housing Strategy is that housing densities should be expected to increase in many parts of Warrnambool.	Areas of increased housing density can be expected to have increased volumes of use on the Councils road and pathway network.	Monitor population and pedestrian count data in developing areas alongside continuing to developing works programs with consideration of zonal requirements.
Ageing Population	Population forecasting indicates there will be increases in all age groups between 2011 and 2026. The largest proportional increase (relative to population size) will be in the 60 to 79 (43%) and 20 to 39 age groups (20%) (Warrnambool City-Wide Housing Strategy).	With a large relative proportion of the population moving into the 60 to 79 age group an increased demand upon the pathway network may be expected.	Continue to monitor age trends with a focus on potential infrastructure demand effects, alongside continuing to gather pedestrian count data.
Population Changes	Population in Warrnambool is currently increasing at an average rate of 0.9% per annum on average (Population data from the Australian Bureau of Statistics)	An increased load on pathways assets can be expected proportional to the increase in population.	Monitor population and pedestrian count data alongside continuing to develop works programs with consideration of population trends.
City growth and development	In accordance with Council's adopted growth area structure plans, footpaths and shared paths will be constructed as growth areas develop.	Over the coming 15 year period, over 20 kilometers of pathways are expected to be constructed in accordance with Council's endorsed growth area structure plans.	The construction of and planning for growth area footpath and shared path infrastructure is managed through the planning process. As handover of pathways occurs, this asset management plan, alongside Council's asset management system and processes becomes the primary means of management.

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Pathway Asset Management Plan

Technology			
Technology Improvement Utilisation	Increases in available technology for the management, construction, design and maintenance of pathway infrastructure.	<p>Possible opportunities for cost savings across all fields involved in the service.</p> <p>Improvements in the structural integrity, life and aesthetics of pathways infrastructure.</p> <p>Improvements in asset management capability and data analysis.</p>	Continue to monitor developments in this space such that Council may adopt available new and improved technology in a timely manner with the vision of improving the operating environment of pathways infrastructure delivery.
Finance and Economics			
Unit Rate Cost Changes	Unit rate costs may potentially increase in rates larger than expected, or vice versa.	Changes in unit rates will effect Council's utilisation of renewal and capital expenditure.	Conduct annual review of unit rates including benchmarking, project reviews and industry research.
Economic effects on willingness to pay	Potential strengthening/weakening of the macro-economy could potentially affect the willingness to pay of the community	Shifting levels of willingness to pay within the community will create changes in service level demand.	Continual and progressive community engagement surrounding service level requirements and associated costs.

Table 16: Future Demand Forecast and Management

Refer to the action plan (Appendix 4) for a plan of progression and development of the management and control measures for the areas of impact.

5 RISK MANAGEMENT

Integrating risk management practices within the system of asset management plays an important role in optimising the decision making of Council. In addition, planning for the risks involved with an asset is essential in providing appropriate levels of service. For more detail regarding Council's`

5.1 Risk Identification

Event	Cause	Area of Impact	Controls
Pedestrian fall	<ul style="list-style-type: none"> Joint misalignment from trees Rough uneven surface Ground movement Inappropriate, missing signage Path edge drop off Slippery surface, water Defective service pits Vegetation intrusion Misuse of, or inattention during, the use of pathways. 	Public health & safety	<ul style="list-style-type: none"> Defect inspection frequency Defect intervention Pathway material selection Street lighting
Collision with overhanging limbs	<ul style="list-style-type: none"> Overgrown vegetation Misuse of, or inattention during, the use of pathways. 	Public health & safety	<ul style="list-style-type: none"> Maintenance inspection and works programming Local laws notice procedure Municipal Road Management Plan Intervention
Conflict with vehicle	<ul style="list-style-type: none"> No path present walking on road^[1] Turning traffic at intersections Turning and exit traffic at properties Inappropriate, missing signage Misuse of, or inattention during, the use of pathways. 	Public health & safety	<ul style="list-style-type: none"> Level of service for provision of path appropriate for level of use Tree planting policy addresses type and location Road safety audits
Damage from unauthorised vehicle	<ul style="list-style-type: none"> Building construction traffic^[1] 	Financial & Reputational	<ul style="list-style-type: none"> Pre-inspection of building works and follow up Asset protection permits and local laws processes
Deterioration of Financial Sustainability	<ul style="list-style-type: none"> Continued gap between required renewal expenditure and funding allocation. Unsustainable growth of pathway assets under Council management 	Financial & Reputational	<ul style="list-style-type: none"> Policy development for appropriate renewal and maintenance allocation Long Term Financial Plan and Strategic Resource Plan
Conflict between pedestrian and bicycle users on shared paths	<ul style="list-style-type: none"> Inadequate signage, road marking Poor design Misuse of, or inattention during, the use of pathways. 	Public health & safety	<ul style="list-style-type: none"> Signage Design standards appropriate for level of use

Table 17: Risk Identification and Control

Refer to the Infrastructure Risk Register for pathways for more information (Appendix 1)

[1]: The following risks have been identified as unacceptable and are referred to the action plan for further development.

- Conflict with vehicle, where the lack of pathway and frequent pedestrian use puts pedestrians in conflict with vehicles.

- Major injury arising from damage caused by unauthorized heavy vehicles.

5.1.1 Risk Evaluation and Control Development

The risk register in Appendix 1 of this document identifies two “unacceptable risks” in the delivery and management of pathway infrastructure, they are the following:

- Pedestrian injury caused through conflict with a vehicle, where the lack of a pathway, high pedestrian demand and the abutting traffic environment puts pedestrians at significant risk.
- Major damage to pathway infrastructure caused by unauthorized heavy vehicles.

The development of further controls for these risks is referred to the action plan of this document where each risk which has been currently identified shall be further evaluated for opportunities to introduce management processes and controls which shall reduce Council’s overall exposure to risk.

5.2 Asset Criticality

Critical assets are those which would result in a high consequence of failure. As such, Council understands the importance of identifying critical footpaths and shared paths, to the effect that maintenance, investigative and capital expenditure plans may be refined in light of critical areas. In the event that pathway sections fail, critical assets shall be prioritised for treatment.

The table below summarises the pathways which hold in them the implication of high consequence of failure along with the appropriate actions that Council will make to minimise the risk of such failures occurring.

5.2.1 Critical Assets

Description Assets with high consequence (Major or Catastrophic) of failure	Area of Impact	Actions to Address	Critical Assets
<ul style="list-style-type: none"> • Category 1 pathway sections which provide direct access to key facilities. • Category 1 and 2 paths on streets with a pathway on one side of the street only. 	Customers & community	<ul style="list-style-type: none"> • Greater consideration in renewal programs. • Higher level of service within Council’s Road Management Plan. 	Refer to appendix 3 for an illustration of the pathway

Table 18: Asset Criticality

6 LIFECYCLE MANAGEMENT PLAN

6.1 Background Data

Pathway asset data is collected, maintained and presented for inclusion within this Asset Management Plan by the Strategic Asset Management team.

6.1.1 Asset Quantities

Asset Component	Length	Area
Concrete Pathways	283 km	431,197 m ²
Gravel Pathways	21 km	60,692 m ²
Asphalt Pathways	1 km	2,478 m ²
Spray Sealed Pathways	18 km	59,574 m ²
Paved Pathways	2 km	4,548 m ²
Timber Pathways	3 km	6,578 m ²
Total	328 km	565,067 m²

Table 19: Asset Overview

Note: Quantities are correct only at the time of the development of this plan. Up to date information is obtained from the asset register.

6.1.2 Asset Ages

Council's pathways which are operational today hold a wide range of ages, extending to over 70 years. The graph below provides an illustration of the amount of pathways constructed within each five year period. It may be seen that over the past 15 years Council has acquired approximately 60,000 m² in gravel pathways (included within "other" below), largely due to the construction of the rail trail and also the Moore St and Koroit Street gravel pathways.

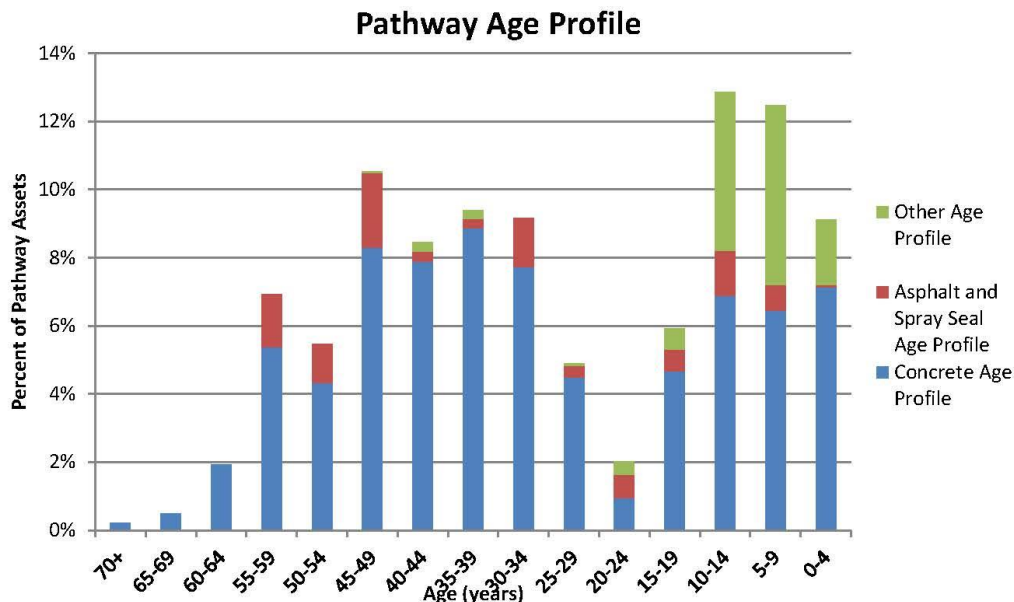


Figure 2: Asset Age Distribution

6.1.3 Current Issues in Pathway Management

Issue	Comment
Structural failures, damage and misalignments.	<ul style="list-style-type: none"> Resulting from movement and breakages in the path structure caused by tree roots, thermal expansion and subsidence of service authority trenches. Resulting from misuse by vehicles using the path, etc. that cause structural failures and tripping hazards.
Informed hand-over procedures	<ul style="list-style-type: none"> A policy is required to ensure that maintenance funding is allocated for newly acquired footpaths and shared paths. Will require more emphasis on inspections to ensure prescribed standards are met in both design and works as constructed.
Streets within the municipality's urban environment that do not have a footpath.	<ul style="list-style-type: none"> Gaps in the network are identified in the Sustainable Transport Strategy and shall be prioritised through the development of Council's Principal Pedestrian Network.
Large amount of structural and serviceability failure expected in the coming 15 years.	<ul style="list-style-type: none"> Approximately 35% of Council's pathways will reach "end of design life" in the coming 15 years. Approximately 60% of Pathways are in condition 3, where deterioration to condition 4 warrants consideration for renewal intervention.

Table 20: Current Pathway Issues

6.1.4 Asset Capacity/Performance

The following table lists the assets which are not meeting their service level requirements. The upgrade of these assets may be evaluated with consideration for the project's cost, associated risk, community demand and the assets current condition.

Level of Service Measure <i>(import directly from Levels of Service)</i>	Level of Service Target <i>(import directly from Levels of Service)</i>	Current Assets Under-Capacity/Performance	Comment/Action
Pathways are provided where they are reasonably required	2 km of new/upgrade paths constructed annually	The Sustainable Transport Strategy lists Council's pathway projects which are identified as being required. The Principal Pedestrian Network will assist in developing a prioritised list of projects for future works.	4.7km of pathways were constructed last financial year. Further development of the Principal Pedestrian Network is currently awaiting funding.
Pathways will be safe to use	100% compliance with the Municipal Road Management Plan inspection frequencies and response times	<ul style="list-style-type: none"> No assets are currently non-compliant with the Municipal Road Management Plan in relation to routine inspections. The sections of pathway which are currently non-compliant with Council's Municipal Road Management Plan are logged within Council's Asset Management System. 	<ul style="list-style-type: none"> Presently, all assets have been inspected in accordance with the Municipal Road Management Plan. Council shall endeavor to ensure 100% compliance in responses to pathway defects. Based on the information in this Plan, that shall require additional maintenance funding.
Pathways are accessible by people with disabilities	100% compliance with relevant design standards and guidelines.	Performance is yet to be evaluated, as monitoring processes are developed, Council may identify and prioritise under-performing assets.	The development of the Warrnambool Principal Pedestrian Network shall assist Council in identifying and prioritising non-compliant sections.
Pathways are wide enough to prevent conflict between user groups	100% compliance with Austroads "Guide to Road Design – Part 6A – Pedestrian and Cyclist Paths".	Shared Paths: 4,959 meters (length) of shared paths with non-compliant widths. Footpaths: 10,728 meters (length) of footpaths with non-compliant widths.	Upgrade of pathway sections shall form part of renewal projects at their end of life.
Appropriate auxiliary assets are provided (lighting, signage, etc)	Less than 10 complaints per year regarding pathway lighting, signage etc.	Performance is yet to be evaluated, as monitoring processes are developed, Council may identify and prioritise under-performing assets.	The development of the Warrnambool Principal Pedestrian Network shall assist Council in identifying auxiliary asset requirements.
Road crossing allow pedestrians to move safely and easily	Number of road/pathway safety audits undertaken.	Performance is yet to be evaluated, as monitoring processes are developed, Council may identify and prioritise under-performing assets.	The development of the Warrnambool Principal Pedestrian Network, alongside road/pathway safety audits, shall assist Council in identifying road crossing enhancement projects.

Table 21: Asset Capacity and Performance

Identified assets are referred to the New and Upgrade Plan and Financial Summary for consideration in the Long Term New and Upgrade Works Program.

6.1.5 Asset Condition

Condition Monitoring

Warrnambool City Council updates its pathways condition data typically every 4 years (with the last condition audit being in April 2013). These condition audits assist in achieving the following goals of asset management:

- To confirm or establish asset inventory
- To develop a plan for segment replacement/rehabilitation
- To identify long-term condition trends which guide strategies for optimising the performance of the pathway network
- To monitor the performance of the pathway network relating to agreed service levels.

During the audit, each pathway segment is assigned a rating using a 5-level system, of which, the following criteria acts as a general guide:

Condition Rating	Description
1 (New/Very good)	The pathway is in 'as new' condition and therefore no intervention is warranted.
2 (Good)	Some minor defects or concerns with the pathway segment, however nothing is significant in nature or extent.
3 (Fair)	Some moderate defects or concerns with the pathway segment, some of these may be appropriate for planned or immediate maintenance.
4 (Poor)	Pathway defects are significant and the segment is no longer considered to be providing an acceptable level of service. Segment requires significant renewal/rehabilitation.
5 (Very poor)	Pathway has significant defects in both severity and extent, such that the pathway is not useable. Segment requires full replacement.

Table 22: Condition Criteria Description

Acceptable Conditions:



Condition 1 "Very Good"



Condition 2 "Good"



Condition 3 "Fair"

Unacceptable Conditions:



Condition 4 "Poor"



Condition 5 "Very Poor"

Asset Condition Profile

The chart below illustrates the condition breakdown of Council's pathways. It may be seen that the majority of Council's pathways are in "fair" condition and approximately 5% of Council's pathways are in the "poor" or "very poor" condition, which does not meet the set levels of service and is hence above intervention.

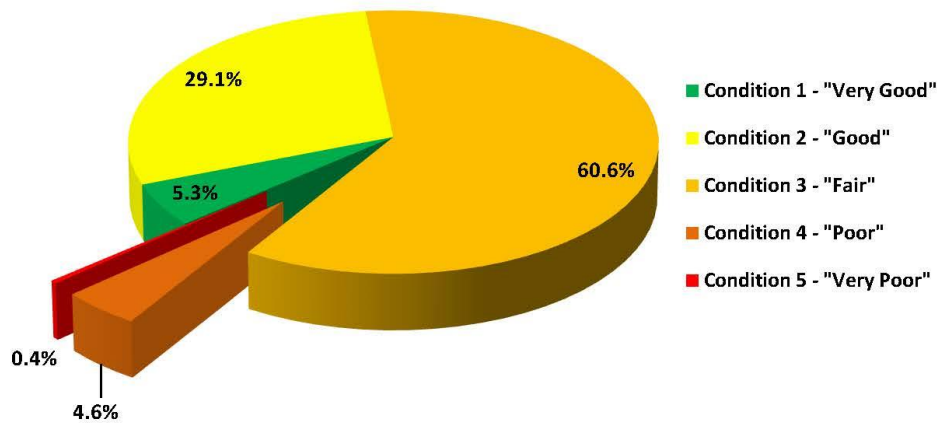


Figure 3: Asset Condition Profile

6.1.6 Asset Valuations and Useful Lives

Pathway Type	Total Valuation		Accumulated Depreciation ^[3]	Annual Depreciation ^[4]	Asset Type Physical Life (years)	Asset Type % of Value
	Replacement Value ^[1]	Written Down Value ^[2]				
Concrete Pathways	\$41,255,337	\$24,554,684	\$16,700,653	\$687,589	60-80	89.2%
Gravel Pathways	\$1,409,433	\$603,145	\$806,288	\$93,962	15	3.0%
Asphalt Pathways	\$99,520	\$58,802	\$40,718	\$3,317	30	0.2%
Spray Sealed Pathways	\$1,457,647	\$592,581	\$865,066	\$72,882	20	3.2%
Paved Pathways	\$308,511	\$192,659	\$115,852	\$4,747	65	0.7%
Timber Pathways	\$1,713,061	\$881,027	\$832,034	\$85,653	20	3.7%
Totals	\$46,243,509	\$26,882,898	\$19,360,611	\$948,150	15-65	100%

Table 23: Current Asset Valuation

[1]: Replacement Value – The cost incurred to acquire an equivalent new asset on the reporting date.

[2]: Written Down Value – The replacement cost of an asset less, where applicable, accumulated depreciation to reflect the already consumed economic benefit of the asset.

[3]: Accumulated Depreciation – The total cost incurred, at the reporting date, through the consumption or expiration of future economic benefits of the asset.

[4]: Annual Depreciation – Annual depreciation is the cost of an asset incurred through depletion of future economic benefits over a year.

6.2 Maintenance and Operations Plan

Maintenance and Operations works are undertaken by the Depot Operations team on behalf of the Infrastructure Management team.

6.2.1 Operations Programs

Council undertakes pathway operational activities in-house by trained staff members in conjunction with pathway maintenance activities. Council's operational program includes routine maintenance inspections and pathway sweeping.

Pathways within the CBD of Warrnambool are swept mechanically to ensure that pathways remain safe and relatively free of loose stones, dirt, litter or any other debris. In addition to assisting in creating a safe environment for pedestrians, pathway sweeping supports Council's drainage network in operating efficiently and ensures that pedestrian areas within the CBD are maintained at a high level of amenity.

6.2.1.1 Pathway Inspections

Maintenance Inspections

Council's maintenance inspections are undertaken in accordance with the Municipal Road Management Plan, meaning that Council's inspection officer shall identify pathway defects which fall below the standard prescribed within the Plan. As such, the Municipal Road Management Plan guides the levels of service Council provides with regard to footpath and shared path maintenance.

Council may also complete maintenance inspections of pathways if prompted by an incident or by a concern raised via a customer request. The details of maintenance inspections are further explained in the table below:

Inspection Type	Defects Recorded	Frequency	Responsibility
Routine Footpath Inspection	Refer to Council's Municipal Road Management Plan		
Request Inspection	In response to customer or user request.	As required	Asset Inspector
Incident Inspection	Nature of, and any defect that may have contributed to the incident, brief description of the location of the incident, date, time and prevailing weather conditions at which the incident occurred, and any other information that may be deemed to be applicable.	As required	Asset Inspector

Table 24: Defect Inspection frequency and Responsibility

Condition Inspections

Condition inspections on Council's Pathways are undertaken typically every 4 years and are the responsibility of the Strategic Asset Management Coordinator. These inspections differ from defect inspections in that they aim at evaluating the status of the overall pathway network, providing data to discern any trends arising within the network and to guide long term strategic planning for pathway assets.

6.2.2 Maintenance Programs

6.2.2.1 Reactive Maintenance

Council conducts reactive maintenance in accordance with the Municipal Road Management Plan. The Plan details Council's policies and standards relating to road and pathway management including inspection frequencies, defect intervention standards and defect response times.

Reactive maintenance works may be triggered by:

- Reactive inspections following a customer request,
- Routine inspections in accordance with the Municipal Road Management Plan,
- Inspections following an incident on Council's pathways.

6.2.2.2 Prioritisation of Maintenance Works

Priority	Description	Action
1. Urgent	Where the inspection reveals a change or fault that represents an immediate threat to the safety of the public/structure or exceeds any nominated intervention level	<ul style="list-style-type: none"> - Refer to Intervention Standard and response in the Municipal Road Management Plan. - For assets not covered under the Municipal Road Management Plan, works are undertaken using the RMP as a guide.
2. Intervention	Where the inspection reveals a change or fault that may constitute a threat to the safety of the public or exceeds any nominated intervention level	<ul style="list-style-type: none"> - Refer to Intervention Standard and response in the Municipal Road Management Plan. - For assets not covered under the Municipal Road Management Plan, works are undertaken using the RMP as a guide.
3. Programmed	In assessing the priority of programmed maintenance works, a works program shall take into account: <ul style="list-style-type: none"> • Extent • Severity • Component • Hierarchy • Public safety • Work efficiency 	Works shall be undertaken at such a time taking into account a number of factors including condition, safety, impact on the public.

Table 25: Maintenance works Prioritisation

6.2.2.3 Maintenance Standards and Specification

Maintenance activities are undertaken to a standard that retains or returns the asset to a safe, useable, fit for use condition.

6.2.3 Maintenance and Operations Budget

Maintenance and Operations activities listed in the general ledger for the year (16/17) are:

Activity	Amount	Percent of Budget	% of Paths Treated	% of Assets over Intervention	Budget per km	Budget per m ²
Maintenance Budget						
Concrete Footpath Grinding	\$ 27,448.00	27%	76.3%	67%	\$96	6c
Sealed Footpath Maintenance	\$ 5,198.00	5%	10.9%	19%	\$1,860	57c
Sealed Footpath Reseal Program	\$ 30,158.00	30%	As above	As above	As above	As above
Gravel Path Maintenance	\$ 23,682.00	23%	10.7%	14%	\$1,638	58c
Rail Trail Maintenance	\$ 15,621.00	15%	As above	As above	As above	As above
Total	\$ 102,107.00	100%	-	-	-	-
Operations Budget						
Pathway Sweeping	\$ 132,419.00	100%	-	-	-	-
Total	\$ 132,419.00	100%	-	-	-	-

Table 26: Maintenance Activities and Budget

It is evident through the declining condition of sealed and gravel pathways that the maintenance budgets and the resulting maintenance programs are not adequate to prevent reduced service level provision.

Using the maintenance figures provided in “Guide to Bicycle and Shared Path Selection – Using Whole of Life Cycle Cost” (adjusted for Warrnambool City Council unit rates) the required maintenance costs for gravel pathways and sealed pathways is approximately \$1.45 per m² per year and \$1.19 per m² per year respectfully. Council manages a total of 62,054 m² of spray sealed and asphalt pathways and 60,692 m² of gravel pathways, corresponding to maintenance budget requirements of \$73,844 and \$88,003 respectfully (a net increase of approximately \$90,000 to the total of existing maintenance budgets).

An increase in the sealed footpath reseal program, sealed footpath maintenance, gravel path maintenance and the rail trail maintenance budgets, to account for the funding calculations above, would provide appropriate maintenance for Council’s pathways. The pathway sweeping and concrete footpath grinding budgets will need to be monitored further to accurately gauge the suitability of their allocations.

6.3 Renewal Plan

Renewal involves the replacement or rehabilitation of an existing asset. Generally speaking, Council renews its footpaths and shared paths when they no longer fulfill the required service standard for the community. Generally, Council considers that a section of pathway is no longer performing at the required standard when the section has a condition which is “poor” or “very poor”. Council’s renewal projects are formulated both reactively (through routine maintenance inspections or customer requests) and proactively (through available condition, function and capacity data).

6.3.1 Renewal Capital Works Program and Priority Ranking**Renewal Program**

Appendix 5 of the Plan illustrates all of the sections of pathway which warrant renewal intervention. Due to pathway condition data being scheduled for revision, it must be noted that a limitation exists in achieving an accurate and optimal renewal program.

Council does not currently have a formal long term renewal plan for Council's pathways, nor does Council pro-actively resurface or rehabilitate Council's asphalt and spray sealed pathways (with respect to their useful life), including those found within the Central Business District. Over the coming years, Council shall endeavor to formulate a rolling long term program for the renewal of Council's pathways with regard for their required amenity, condition and functionality.

Renewal Program Priority Ranking

During the formulation of any renewal works concerning pathway assets, the following criteria are considered in generating an appropriately ranked list of projects.

Criterion
Condition
Condition 1 – Very good
Condition 2 – Good
Condition 3 – Fair
Condition 4 – Poor
Condition 5 – Very poor
Function / Capacity
Path width > 1.2m (Footpaths)
Path width > 2.5m (Shared paths)
Path width < 1.2m (Footpaths)
Path width < 2.5m (shared paths)
Location (Functional Hierarchy)
Category 1
Category 2
Category 3
Failure Extent
Small – 2 or less bays
Medium – 2 to 6 bays
High – 6 + bays

Table 27: Renewal Program Priority Ranking

Renewal Requirement

The graph below details year by year the required funds to fully meet pathway renewal demand such that Council maintains existing service levels. The first year of the graph includes the existing backlog of renewal works which have not been funded in prior years. These backlog projects include a range of different projects, from isolated sections of poor condition path across the city to several whole blocks of poor condition path within the CBD. (eg. Kepler Street between Koroit and Timor)

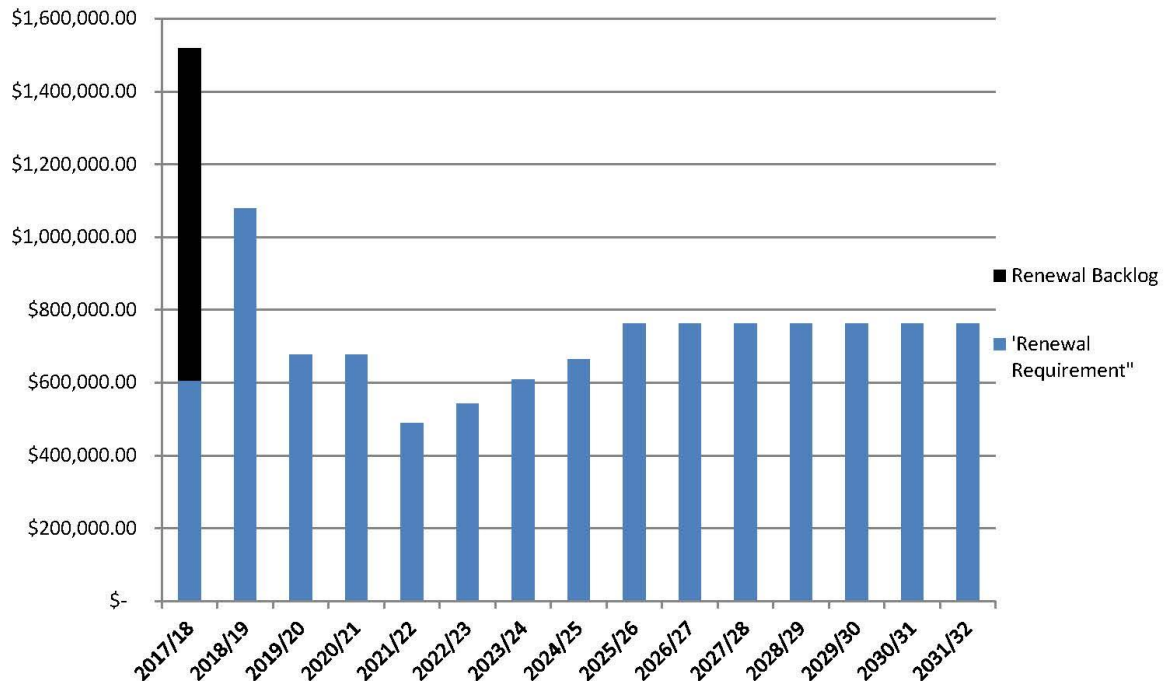
Pathways Renewal Requirement

Figure 4: Pathways Renewal Requirement

6.3.2 Future Renewal Costs

Council's rates below have been developed through the analysis of contract rates, guidance documents and benchmarking with other similar Council's rates.

Asset Component	Renewal Rate	Maintenance Cost	Useful Life	Lifecycle Cost
Concrete Pathways (125mm w Reo)	\$146.00 /m ²	3 cents per m ² per year	80	\$1.86 per m ² per year
Concrete Pathways (75mm no Reo)	\$93.00 /m ²	6 cents per m ² per year	50	\$1.92 per m ² per year
Brick Pathways	\$120.00 /m ²	6 cents per m ² per year	45	\$2.72 per m ² per year
Asphalt Pathways	\$42.00 /m ²	\$1.19 per m ² per year	30	\$2.59 per m ² per year
Sealed Pathways	\$28.00 /m ²	\$1.19 per m ² per year	20	\$2.59 per m ² per year
Gravel Pathways	\$20.00 /m ²	\$1.45 per m ² per year	15	\$2.78 per m ² per year
Bluestone Pathways	\$542.00 /m ²	Negligible	65	\$8.33 per m ² per year

Table 28: Pathways Whole of life Costs

The figures above demonstrate that concrete pathways (125mm w Reo) provide the best financial result for Council over the life of all pathway assets. Council should, as a result of this analysis, require all new pathway assets to construct to this standard and investigate the suitability of upgrading non-concrete pathways. In addition to providing a cost effective solution, concrete provides a smooth surface which has long term durability, low maintenance requirements, fast installation but also allows for an opportunity to integrate the pathway with the environment at a high level with innovations such as coloured concrete.

Asphalt and spray seal pathways are approximately 40% more expensive to construct and maintain over their lifecycle in comparison to concrete pathways with respect to their lower life and substantial maintenance requirements.

Gravel pathways have almost the highest lifecycle cost second only to bluestone pathways, coming in at 50% more than the total cost of concrete pathways. Gravel pathways require a large investment in maintenance due to their susceptibility to rapid environmentally caused failure. Council's current allocation for gravel path maintenance does not effectively account for this characteristics of gravel paths (refer to the figures detailed in section 6.2.3). This is further supported through gravel pathways relative condition with concrete pathways, 2.8 and 2.5 respectively, and the images of gravel pathways below (which are all relatively new).



6.3.3 Renewal Funding

The following renewal funding allocations have been sourced from the Long Term Financial Plan with additions being made to account for the pathway renewal component of the City Centre renewal project.

Year	LTFP Renewal Funding	City Centre Project Pathway Renewal	Total
2017/2018	\$296,000.00	\$107,000.00	\$403,000.00
2018/2019	\$303,400.00	\$170,000.00	\$473,400.00
2019/2020	\$310,985.00	\$0	\$310,985.00
2020/2021	\$318,760.00	\$0	\$318,760.00
2021/2022	\$326,729.00	\$0	\$326,729.00
2022/2023	\$334,897.00	\$0	\$334,897.00
2023/2024	\$343,269.00	\$0	\$343,269.00
2024/2025	\$351,851.00	\$0	\$351,851.00
2025/2026	\$360,647.00	\$0	\$360,647.00
2026/2027	\$369,663.00	\$0	\$369,663.00
2027/2028	\$378,905.00	\$0	\$378,905.00
2028/2029	\$388,378.00	\$0	\$388,378.00
2029/2030	\$398,087.00	\$0	\$398,087.00
2030/2031	\$408,039.00	\$0	\$408,039.00
2031/2032	\$418,240.00	\$0	\$418,240.00

Table 29: Pathways Renewal Funding

6.3.4 Renewal Gap

The following graph illustrates the cumulative renewal gap of Council's pathway assets. A renewal gap is the difference between what Council is required to spend on renewal projects to maintain pathway service levels and what Council actually spends. The renewal gap will grow in a cumulative fashion from year to year with consideration of the gap from that respective year and the backlog of projects from the previous year.

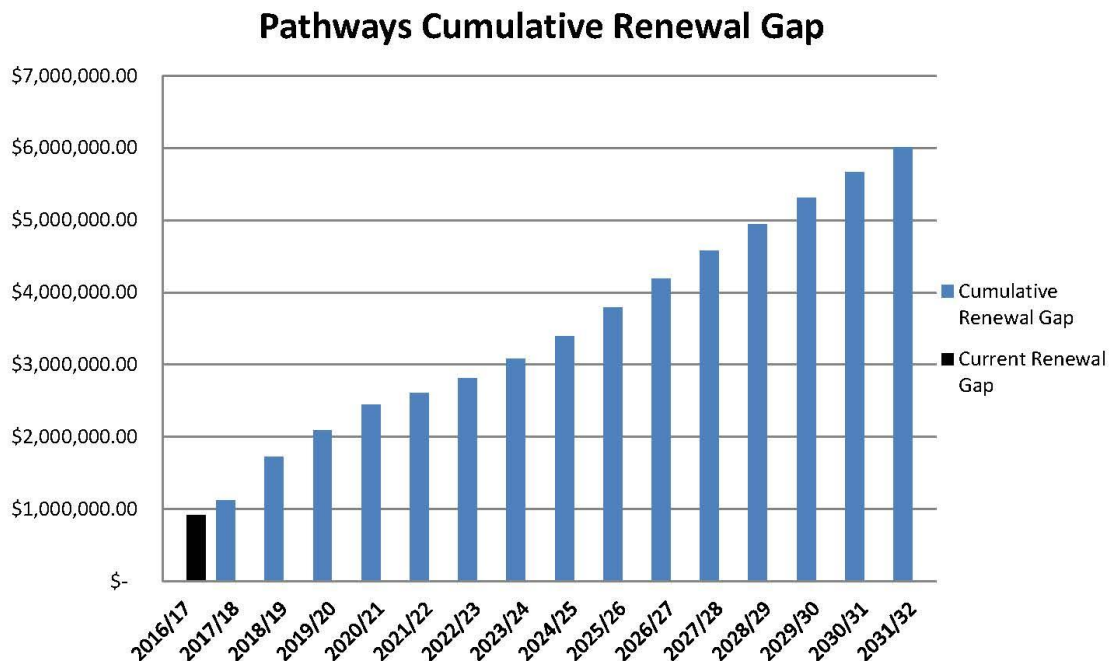


Figure 5: Pathways Cumulative Renewal Gap

The following factors have a critical influence on the renewal gap;

- The condition of pathways and the rate of condition decline (maintenance has an impact on this)
- The levels of service to be provided, including renewal intervention levels.
- Funding provided through the budget and long term financial plan
- Renewal requirement and the actual cost of renewal

The graph above highlights that based on current information the current backlog of unfunded, poor condition footpaths requiring replacement will increase from \$912,000 to more than \$6,000,000 over the next 15 years.

6.3.5 Asset Renewal Sustainability

The table below presents a number of asset renewal sustainability figures. These figures provide Council with a means of quantifiably monitoring the long term sustainability of Council with regard to the renewal of pathway infrastructure.

To achieve a sustainable level of funding, Council would aim to fund renewal at the same rate as assets are consumed (deteriorated). A report by the Victorian Auditor-General's Office entitled "Asset Management and Maintenance by Councils" discussed the growing concern with Council's being unable or unwilling to address the renewal requirements of key existing community infrastructure, including pathways.

Spending on existing assets is not keeping pace with the consumption of these assets. Audited councils are not able to meet existing asset renewal requirements, resulting in cumulative renewal gaps growing every year. This situation is likely to adversely impact the condition of assets, service levels and councils' long-term financial sustainability (Victorian Auditor-General's Office, 2014).

Consumption/Renewal Factor	2016/17	Target
Asset Consumption $\left(\frac{\text{Asset Depreciation}}{\text{Replacement Value}}\right)$	2.05%	N/A
Asset Renewal $\left(\frac{\text{Renewal expenditure}}{\text{Replacement Value}}\right)$	0.80%	2.05%
Amount of Asset Depreciation Funded	38.7%	100%

Table 30: Asset Consumption/Renewal Factors

Asset consumption is dictated by the dimensions of the pathway network and therefore there are limited opportunities for Council to lower the rate at which pathway infrastructure is consumed. Asset renewal is controlled by the amount of funding allocated towards pathway renewal and can be adjusted.

When the rate at which assets are renewed (asset renewal) is greater than or equal to the rate of asset consumption, Council is successful in treating an acceptable amount of assets to maintain the existing service levels. Given that the figures below suggest that Council's pathway assets are being consumed at rates significantly larger than the rate that Council is renewing pathways, this may be taken as evidence that pathway service levels are deteriorating.

6.4 New and Upgrade Plan

Provision of new or upgraded works fall into the following categories depending upon the extent and type of works:

- Council funded, or
- Developer funded as part of subdivisional development, or
- Contribution to the cost by either the developer and/or Council, or
- Contribution to the cost by property owners in accordance with special charge schemes.

Where possible, developers of new subdivisions are required, as part of the development approvals process, to provide the pathway infrastructure to the standard appropriate for that development.

In addition, as Council acquires new assets through the subdivision development process it is important that the consequential costs (i.e. maintenance and operational works) are established and allowed for in future budgets. Alternatively, Council may decide to not allocate additional funds for the treatment of new assets and accept a reduction in levels of service.

New and Upgrade programs may be identified from:

- A relevant Service Strategy,
- Current issues discussions,
- Under-capacity/function analysis,
- An assessment of future demand, and
- Risk assessments.

Council typically acquires pathway assets through both the sub divisional and development process and the creation of a new pathway or shared path when a gap in the network has been identified. Council's suite of strategic planning documents details plans for the provision of approximately \$5,720,000 (over 25km) of pathways, the projects included in this figure are provided in the table below.

The Sustainable Transport Strategy lists a total of approximately \$12,850,000 (over 65km) of pathways which have been identified as required to assist the overall connectivity of the pathway network. Timing the construction of these projects is; however, dependent on resource allocation and is unlikely to be completed entirely over the coming 15 years.

As Council acquires new assets, it is important that the consequential costs (i.e. maintenance and operational works) are established and allowed for in future budgets. Alternatively, Council may decide to not allocate additional funds for the treatment of new assets and accept a reduction in level of service.

6.4.1 Future New and Upgrade Pathway Projects

Asset	Project/Program Identified/source	Timing	Project Cost ^[2]	Project Cost to WCC
Shared pathway network along the North of the Merri floodplain (2.5m wide concrete, approx. 6.85km length)	North of the Merri Structure Plan	2028/29 completion (to be confirmed)	\$1,198,750.00	\$0 ^[1]
Shared loop path along Merri River (2m wide concrete)	North Dennington Structure Plan	2025/26 completion (to be confirmed)	\$918,720.00	\$0 ^[1]
Shared pathway connecting public open space / Merri River floodplain to community facilities (3m wide reinforced concrete)	North Dennington Structure Plan	2025/26 completion (to be confirmed)	\$429,000.00	\$0 ^[1]
2.5m concrete shared pathways located within open space, linear reserves. Approx 3250m in total.	Warrnambool Eastern Activity Centre Structure Plan ^[4]	To be confirmed	\$455,000.00	\$0 ^[1]
Dales Road construction – shared path (2.5m) between Horne Road and Gateway Road.	Warrnambool Eastern Activity Centre Structure Plan ^[4]	To be confirmed	\$367,500.00	\$0 ^[1]
Dales Road/ Horne Road intersection pathways and DDA compliant pram/wheelchair crossing	Warrnambool Eastern Activity Centre Structure Plan ^[4]	To be confirmed	\$58,400.00	\$0 ^[1]
Raglan Parade and proposed north/south road next to Glynbeudy street and	Warrnambool Eastern Activity Centre Structure Plan ^[4]	To be confirmed	\$84,700.00	\$0 ^[1]
Horne Road upgrade from Dales to Raglan – Shared path (2.5m)	Warrnambool Eastern Activity Centre Structure Plan ^[4]	To be confirmed	\$196,000.00	\$0 ^[1]
Open space shared path link – (2.5m) concrete	Northern Edge Development Plan	To be confirmed	\$352,000.00	\$0 ^[1]
Concrete footpaths (1.5m) on both sides of the road (entire estate).	Northern Edge Development Plan	To be confirmed	\$1,655,500.00	\$0 ^[1]
Concrete footpaths (1.5m) on both sides of the road (entire estate).	Coastal Hopkins River Structure Plan	To be confirmed	Cost currently unavailable	\$0 ^[1]
Shared Path network (2.5m) concrete.	Coastal Hopkins River Structure Plan	To be confirmed	Cost currently unavailable	\$0 ^[1]
Pathways acquired as a result of regular sub-divisional works	Planning requirements	Ongoing		
New and upgrade projects identified in the Sustainable Transport Strategy ^[6] and prioritised in the Principal Pedestrian Network (under development)	Sustainable Transport Strategy & Principal Pedestrian Network	Timing of projects is dependent on budget allocation.	\$12,853,732.00	\$12,853,732.00 ^[2]
Total			\$18,569,302.00^[5]	\$12,853,732.00^[2]

Table 31: Future New and Upgrade Projects

[1]: The total cost of these projects shall be funded fully by external parties in accordance with the relevant Development Contribution Plans.

[2]: Given that detailed costing are yet to be determined, the costs provided are indicative only.

[3]: The new and upgrade projects which are identified and prioritised in the principal pedestrian network shall be included here in more detail (include costing) following the completion of the project.

[4]: The Warrnambool Eastern Activity Precinct Plan is yet to finalised; therefore, the projects and figures provided are indicative only.

[5]: Disregarding the Coastal Hopkins River Structure Plan project costs, which are currently unavailable.

[6]: The Sustainable Transport Strategy lists a total of approximately 65km of pathways which have been identified as required to assist the overall connectivity of the pathway network. Timing the construction of these projects is; however, dependent on resource allocation and is unlikely to be completed entirely over the coming 15 years.

Principal Pedestrian Network

Warrnambool City Council is in the initial stages of developing a Principal Pedestrian Network, the staging of which is dependent on funding. The project aims at identifying strategic routes where footpaths and shared paths are required, alongside other related fittings and assets. The Principal Pedestrian Network, when completed, will provide a foundation for developing Council's new and upgrade project plan.

6.5 Construction Standard

Council requires all pathways being constructed (or renewed) to be designed and constructed in accordance with the Infrastructure Design Manual. Refer to the IDM for the full set of design standards and conditions, alongside the associated standard drawings.

The following table details the relevant key standards:

Classification	Construction Standard
Footpaths (all categories)	<ul style="list-style-type: none"> • 2.0m width required in commercial areas and 1.5m width required in residential areas. • 125mm thick (25 Mpa) concrete in residential areas w SL72 mesh placed centrally. • 150mm thick (32Mpa) concrete in commercial areas w SL72 mesh placed centrally.
Shared Paths (all categories)	Design to be in accordance with Austroads Guide to Road Design Part 6A: Pedestrian and Cyclist Paths (Minimum width being 2.5m).

Table 32: Pathways Construction Standard

6.6 Disposal Plan

In order to achieve a holistic approach for infrastructure financial sustainability, Council must ensure that resources are not spent on maintaining or renewing assets which no longer serve a genuine community demand. Disposal of assets, therefore, serves as a tool for achieving optimal use of the available resources. Pathway infrastructure is generally considered to be essential to the connectivity of Warrnambool's transport and recreation needs, therefore demand for disposals is usually low. Council shall; however, endeavor to evaluate the community demand for pathway assets upon their end of life in order to ascertain if an overall benefit is provided to the community by allocating funds to conduct renewal works.

The disposal of pathways infrastructure may occur under the following conditions:

- A request is made by the community which is approved by Council;
- Following a study of demand, it is demonstrated that an asset receives low or no usage and thus continual expenditure on maintaining the asset is not justified; or
- An asset is handed over to a private interest or other authority.

Currently no pathway infrastructure is planned for disposal.

7 FINANCIAL PLAN

7.1 Current Financial Position

To achieve improved asset management outcomes, a sustained commitment to the provision of adequate funding for asset renewal, maintenance and new and upgrade works is required. The funding targets necessary to deliver sound asset management for the next five years based on the financial model are summarised in the tables below.

7.1.1 Current Asset Valuations

The tables below present a summary of the overall asset quantities and valuations of Council's pathway infrastructure.

Latest Survey Valuations

Asset Description	Total Quantity	Weighted Av. Asset Condition	Av. Asset Life in Years	Replacement Value	Written Down Value	Accumulated Depreciation	Annual Depreciation	Date of Condition Assessment
Pathways	328 km	2.49 (Fair)	≈55	\$46,243,509	\$26,882,898	\$19,360,611	\$948,150	April 2013

Table 33: Key Financial Parameters

[1]: For definitions see notes for table 23 on page 35.

7.1.2 Current Levels of Renewal Expenditure and Depreciation

Current Renewal Expenditure vs. Average Long-term Demand

The following table compares, over the coming 15 year period, the average amount of annual funding with depreciation and the total renewal requirement. These figures demonstrate that the allocations made in Council's Long Term Financial Plan account for less than half of the required funds for pathway renewal. To effectively manage Council's pathways, 100% of the total 15 year renewal requirement should be the target for renewal allocation.

Present total Annual Capital Renewal Expenditure (Average)	Annual Depreciation or Average Long-term Annual Demand	% of Annual Depreciation Being Met	% of Total 15 Year Renewal Requirement funded
\$367,190.00	\$948,150	38.7%	47.5%

Table 34: Current Renewal Expenditure vs. Average Long-term Demand

NB: The annual depreciation is a long-term figure whereas the present annual renewal expenditure is a short term indicative figure. As such, the "% of annual depreciation being met" is expected to be dynamic over the short term as large scale projects are required/not-required.

7.2 Financial Forecasting

The following graph illustrates the required funding and the actual funding for each respective year in the coming 15 year period. The line on the graph details the cumulative effect of the separation between the required and actual funding for renewal resulting in the increase of poor condition assets which are not funded.

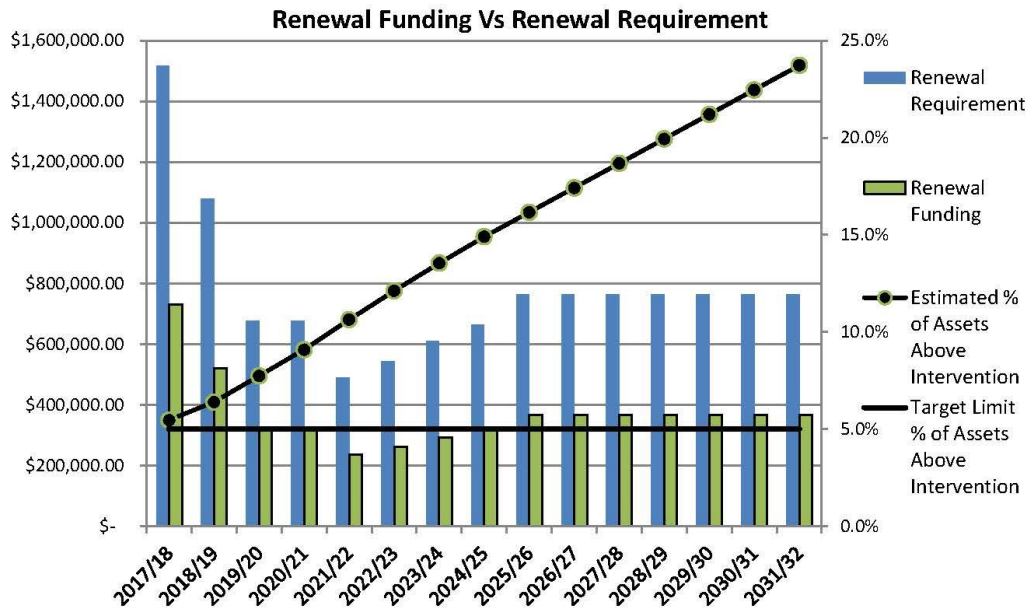


Figure 6: Pathways Renewal Funding Vs Renewal Requirement

As shown in the model above, Council is not meeting the required funding for pathway renewal and this is predicted to result in a significant deterioration of Council's footpaths and shared paths. The target limit of assets over intervention is 5% for Council's pathways; this is considered to be the manageable limit of projects before which Council should begin deliberating on the various sustainability consequences of further deterioration. Council may, as a result of this analysis, choose to increase funding towards pathway renewal, or alternatively proceed with the current funding adopted and accept that there will be a corresponding decrease in service levels and pathway condition. Consideration of pathway service levels for the coming 15 years will provide an opportunity to improve the management of Council's pathways and this Asset Management Plan.

7.3 Funding Strategy

Pathways works are typically funded from the following sources:

- Rates
- Grants
- Gifted assets
 - VicRoads Principal Bicycle Path funding
 - Recreational grants
 - Products of development
- Developer contributions
- Asset protection enforcement
- Special charge schemes
- Footpath inspection fees

Council may, as a result of this plan, consider the funding or treatment arrangements over the coming years to manage the discrepancies between available and required renewal funding amounts to ensure that the existing service levels are maintained. If this cannot be achieved, Council may alternatively decide to accept a lower level of service for pathway infrastructure and manage the associated additional risk.

7.3.1 Funding Relationships

If Council proceeds with the funding allocation presented in this plan, and therefore accepts a declining level of service for pathway assets, it must be noted that this would result in the requirement for Council to allocate increased maintenance and operational funding above what has already been identified in section 6.2.3. Council would expect to record, in this case, increased levels of structural and serviceability failures which are over intervention in accordance with the Municipal Road Management Plan. Conversely, if Council were to decide to fully fund the renewal requirement (average of \$773,121 annually), a lower amount of maintenance works would be required to be compliant with the Municipal Road Management Plan.

As pathways are renewed, if the previous width of the pathway is non-compliant with the required standards, the renewal project will include an upgrade to the modern day equivalent. Therefore, it must be noted that the figures included within this plan do not have regard for the increased costs associated with this upgrade component. Given the minor extent of non-compliant pathways, this increased expenditure requirement; however, is not considered to be significant.

7.4 Valuation Forecasts

The following figure illustrates that Council's pathways will increase in total replacement cost due to acquired assets by approximately 12% over the coming 15 years. The following total replacement cost figures do not account for new pathways constructed through Sustainable Transport Strategy and Principal Pedestrian Network projects, which are dependent on funding allocation.

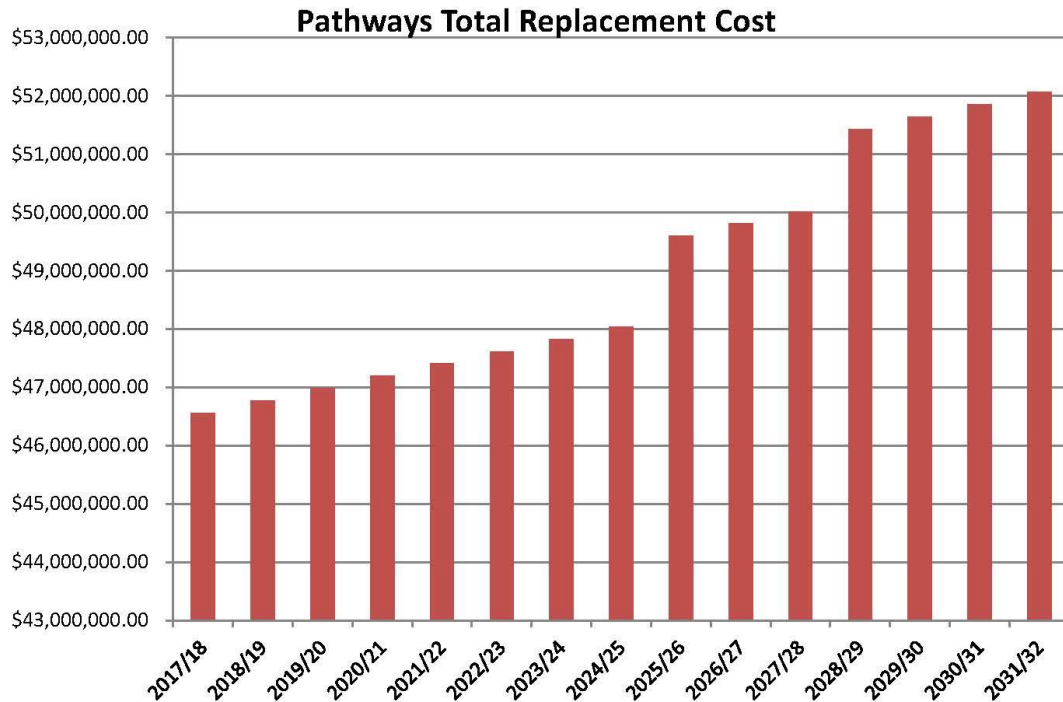


Figure 7: Pathways Forecast Valuation

7.5 Key Assumptions Made in the Financial Forecast

The key assumptions made in conducting the financial forecast for Pathway assets are:

- Structures will deteriorate with respect to their estimated "physical life" and require renewal upon reaching the end of the structures estimated "useful life";
- Structures of the same class/construction standard will deteriorate at the same rate;
- Renewal funding figures detailed in 6.3.4 are equal to the actual spend figures in each year.
- Present service level requirements shall remain reasonably consistent; and
- Unit rates for renewal are reflective of actual present industry construction rates.

8 ASSET MANAGEMENT PRACTICES

8.1 Asset Management Systems

The conquest asset management system contains the asset register for pathways and all assets generally. The register currently contains fields regarding the structures location, description, dimensions, condition, function, capacity, replacement cost, written down value, useful life, construction date and more. Conquest has the capacity for integration with Councils Geographical Information System (MapInfo), as such; all pathways assets have been mapped.

8.2 Information Flow

The key input information for this asset management plan is:

- Related council strategies which guide the provision of new assets and the management of existing assets;
- Asset data; including condition, age and cost values;
- Typical asset useful lives and unit rate costs for different construction standards;
- Projections and modelling of renewal requirements;
- Documented service levels;
- Future demand projections and factors affecting future demand;
- Forecasted works programs.

The key output information from this asset management plan is:

- Forecasted medium and long term renewal expenditure requirements to meet renewal demand.
- 15 year proposed renewal expenditure profile alongside the renewal demand and cost implications of the profile.
- A clear definition of the current value, type, service levels and condition concerning pathway assets, which enables the community and stakeholders to participate in balancing service levels with the available resources.
- The activities identified for the improvement of this plan and the overall management of pathways.

8.3 Standards and Guidelines

- International Infrastructure Management Manual (IIMM) 2006, IPWEA.
- Australian Accounting Standard AAS27
- Risk Management Standard, AS/NZS 4360
- ISO 55000:2014 Asset Management

9 PLAN IMPROVEMENTS AND MONITORING

9.1 Improvement Program

Levels of Service

- During the next community consultation on the pathway network, the community's opinion on the state of the pathway network and the service levels described within this plan shall be gauged so that Council may confirm or amend the service levels accordingly.
- Ensuring adequate lighting is critical in ensuring a safe and serviceable road and pathway network. An investigation into lighting standards and requirements shall take place with regard for Council's functional hierarchy. Part of the investigation should consider the development of isolux diagrams to assist Council in identifying pathway sections which are under-function.
- A significant portion of Council's pathway assets are bound to expire with regard to their useful life in the coming 15 years. This is supported through Council's available condition data which shows that over 60% of Council's pathways are in "fair" condition (one step from "poor" condition). During the next update of the Plan, following the next network wide condition assessment, the document should include a section which focuses on the trend in pathway condition.
- Council is not currently monitoring its performance in compliance with disability access standards and road crossing design for pathways. Prior to the next update of the plan, the means of monitoring and measuring Council's performance shall be developed to ensure that Council may identify and prioritise under-service sections of pathway.

Future Demand

- Council has an accurate understanding of what factors affect the future demand of footpaths and shared paths. Some of these factors, however, require a detailed quantitative prediction of what the effect on the future demand will be. An investigation shall be undertaken during the next review of this document.

Risk Management

- With the view of progressing towards a more "advanced" approach in managing the risks involved with providing pathways, the current system of risk identification shall be developed to include more specific and detailed responses for identified risks including prioritised actions for high risk events.

Life Cycle Management Plan

- A full condition inspection of Council's pathways is typically undertaken every 4 years. Given that the previous condition inspection was completed in April 2013, a condition inspection is required. Once the condition inspection is completed, the new data shall be incorporated within the Plan during the annual review.
- As the Principal Pedestrian Network develops, the results of the project shall be utilised to improve the Plan. For instance, the "gaps" in the network which are identified in the study should be included within the Plan as future new/upgrade projects, which in turn affect the future requirement for new, renewal and maintenance funding.
- Over the coming years, Council shall endeavor to formulate a rolling long term program for the renewal of Council's pathways with regard for their required amenity, condition and functionality.

9.2 Monitoring and Review Procedures

The Pathway Asset Management Plan is a dynamic document. As such, regular review of this document is required so that the plan remains relevant and in accordance with asset management best practice. It is planned that this document shall be reviewed annually, in accordance with Councils Asset Management Strategy.

Every four years, following a network wide condition inspection, the Infrastructure Management team shall conduct a substantial review and revision shall take place to reflect the change in asset knowledge. The review of the plan shall reflect changes in the condition of pathways, disposed and created assets, new technologies effecting management and service delivery, community requirements and funding. Additionally, following any formal community engagement relating to pathway Infrastructure, a review of the service levels and service level consequences within this document shall be undertaken.

10 REFERENCES

These references are separate internal documents and are available for inspection on Council's website:

- Municipal Road Management Plan (2017)
- Council Plan (2017-2021)
- Municipal Strategic Statement (MSS)
- Growth Area Structure and Development Plans
- Warrnambool Municipal Road Hierarchy Review and Traffic Management Plan (2016)
- Road User Plan (2013-2018)
- Active Warrnambool (in development)
- Warrnambool Health and Wellbeing Plan (2013-2017)
- Sustainable Transport Strategy (2010-2020)
- Principal Pedestrian Network (in development)
- Warrnambool City-Wide Housing Strategy
- Warrnambool Open Space Strategy (2014)

External References:

- Austroads Guide to Road Design Part 6A: Pedestrian and Cyclist Paths
- Austroads Guide to Traffic Management: Part 6 Intersection Interchanges and Crossings
- Infrastructure Design Manual (2015)
- AS 1428 – Design for Access and Mobility
- AS 1158.1 - Road Lighting - Pedestrian Area
- Road Management Act (2004)
- Local Government Act (1989)
- Road Safety Act (1986)
- Disability Discrimination Act (1992)
- International Infrastructure Management Manual (IIMM) 2006, IPWEA.
- Australian Accounting Standard AAS27
- Risk Management Standard, AS/NZS 4360
- ISO 55000:2014 Asset Management
- Asset Management and Maintenance by Council's (2014), Victorian Auditor-General's Office
- User Guide to Bicycle and Shared Path Selection – Using Whole-of-Life Costing (2006), Australian Bicycle Council

11 APPENDICES

- 1 – Pathway Infrastructure Risk Register
- 2 – Pathways Asset Management Action Plan
- 3 – Pathways Hierarchy Maps
- 4 – Under Function/Capacity Pathway Assets

Warrnambool City Council

Pathway Asset Management Plan

11.1 Pathways Infrastructure Risks Register

Risk No.	Asset at Risk	RISK IDENTIFICATION				Is risk credible?	RISK ANALYSIS				
		What can happen?	When can it occur?	Possible cause	Existing controls		Likelihood	Consequences	Risk rating	Action required	Is risk acceptable?
1	Pathways	Pedestrian Fall	Anytime now	Misalignment from trees	Defect inspection (RMP)	Yes	Possible	Minor	Medium	Planned action required	Yes
2	Pathways	Pedestrian Fall	Anytime now	Rough and/or un-even surface	Defect inspection (RMP)	Yes	Possible	Minor	Medium	Planned action required	Yes
3	Pathways	Pedestrian Fall	Anytime now	Ground Movement	Defect inspection (RMP)	Yes	Unlikely	Minor	Low	Manage by routine procedures	Yes
4	Pathways	Pedestrian Fall	Anytime now	Inappropriate or missing signage	Defect inspection (RMP)	Yes	Unlikely	Minor	Low	Manage by routine procedures	Yes
5	Pathways	Pedestrian Fall	Anytime now	Path edge drop off	Defect inspection (RMP)	Yes	Possible	Minor	Medium	Planned action required	Yes
6	Pathways	Pedestrian Fall	Anytime now	Slippery surface/water inundation	Defect inspection (RMP)	Yes	Possible	Minor	Medium	Planned action required	Yes
7	Pathways	Pedestrian Fall	Anytime now	Service pit defect	Defect inspection (RMP)	Yes	Likely	Minor	Medium	Planned action required	Yes
8	Pathways	Pedestrian Fall	Anytime now	Vegetation intrusion	Defect inspection (RMP)	Yes	Possible	Minor	Medium	Planned action required	Yes
9	Pathways	Collision with overhanging tree limbs	Anytime now	Overgrown vegetation	RMP Inspection and Local Laws procedures	Yes	Unlikely	Minor	Low	Manage by routine procedures	Yes

Warrnambool City Council

Pathway Asset Management Plan

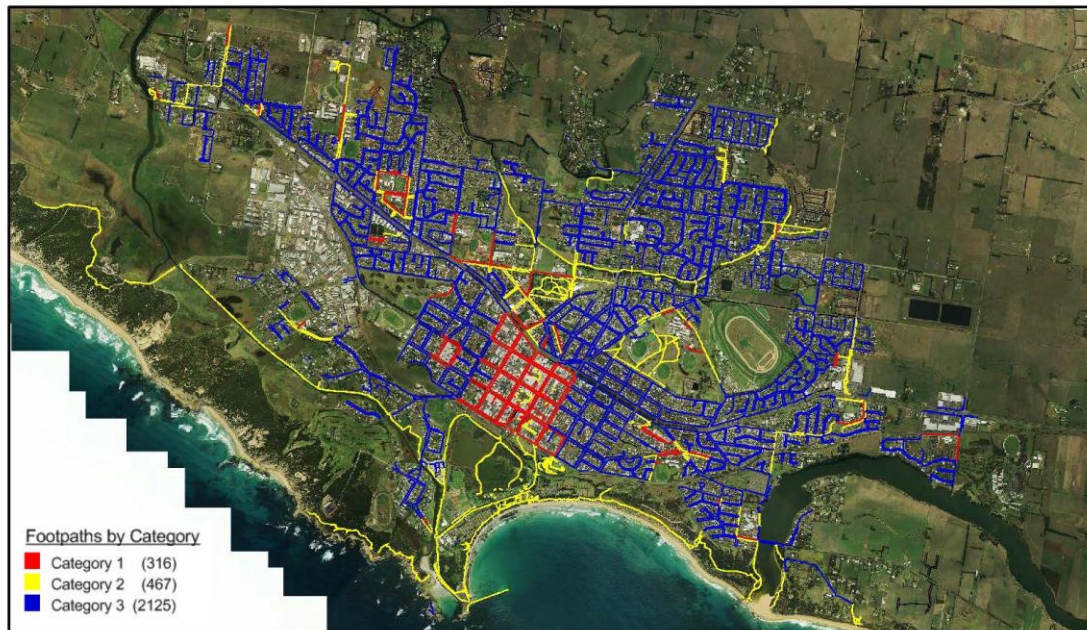
10	Pathways	Conflict with vehicle	Anytime now	No path for separation of pedestrians and vehicles	Rationalisation of requirement for pathways where non-existent	Yes	Unlikely	Major	Medium	Planned action required	No
11	Pathways	Conflict with vehicle	Anytime now	Turning traffic at intersections	Design standards	Yes	Unlikely	Moderate	Medium	Planned action required	Yes
12	Pathways	Conflict with vehicle	Anytime now	Turning and exit traffic at properties	Design standards	Yes	Possible	Minor	Medium	Planned action required	Yes
13	Pathways	Conflict with vehicle	Anytime now	Inappropriate or missing signage	RMP inspection and defect response times	Yes	Unlikely	Moderate	Medium	Planned action required	Yes
14	Pathways	Damage from unauthorised (heavy) vehicle	Anytime now	Construction traffic and/or unlawful entry	Construction supervision, local laws enforcement and VicRoads policing	Yes	Likely	Moderate	High	Prioritised action required	No
15	Pathways	Conflict from inappropriate use by motor bikes	Anytime now	Unlawful use by motor vehicles	Policing, signage and barriers.	No			#N/A	#N/A	
16	Pathways	Conflict between pedestrian and bicycle users on shared paths	Anytime now	Inadequate design	Design Planning (i.e. line marking and signage where required)	Yes	Unlikely	Minor	Low	Manage by routine procedures	Yes

11.2 Pathways Asset Management Action Plan

Related Section/Topic	Action	Responsible Officer	Timeline
Levels of Service – Community Engagement	During the next community consultation on the road and pathway network, the community's opinion on the state of the pathway network and the service levels described within this plan shall be gauged so that Council may confirm or amend the service levels accordingly.	Strategic Asset Management Coordinator	During the community consultation component of the PPN project
Levels of Service – Service level Performance Measurement: Lighting	Ensuring adequate lighting is critical in ensuring a safe and serviceable road and pathway network. Subject to the availability of resources, an investigation into options for evaluating lighting standards and requirements shall take place with regard for Council's functional hierarchy. Part of the investigation should involve the development of isolux diagrams to assist Council in identifying pathway sections which are under-function.	Coordinator Infrastructure Management	Prior to the next large scale review of the Plan.
Level of Service - Performance Measurement: Pathways Accessibility	The means for monitoring and measuring Council's performance in complying with disability access standards and appropriate design of road/pathway crossings is required to be developed prior to the next update of the Plan.	Coordinator Infrastructure Management	Prior to the next large scale review of the Plan.
Future Demand – Natural Environment	For each environmental change anticipated which shall impact on the life of pathway infrastructure, research shall be conducted on the projected quantifiable change. Once these values have been sourced, subsequent research shall take place on the formulaic relationships between environmental conditions and specific infrastructural life. Once this research is completed, an accurate value for the expected environmental impact shall be calculated and thus an effective and targeted management plan may be developed.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.
Future Demand – Demographics and Land Use	Further work shall be completed to quantify the total effect resulting from demographic and land use developments. The results of these developments are represented through the characteristics of travel throughout the pathway network. Once an accurate predicted total change is produced, implications for the pathway hierarchy and levels of service shall be identified.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.
Future Demand – Finance and Economics	<p>The macro-economic effects of willingness to pay shall be measured through changes in service level demands (assuming that consequences of service level change are effectively demonstrated). During the community engagement on the road and footpath network, this phenomenon shall be measured and planned for in conjunction with unrelated service level changes.</p> <p>The predicted changes in unit rate cost shall be sourced through industry research literature and by the analysis of the local change in previous years.</p>	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.

Warrnambool City Council		Pathway Asset Management Plan	
Lifecycle Management Plan - Structural deterioration /failure via tree roots, third-party assets and heavy vehicles.	An investigation into possible solutions for minimising structural failures by third party assets or tree roots shall be undertaken. In addition, Council shall attempt to identify any potential improvements to the controls and protocols in place for damage resulting from private assets/parties.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.
Lifecycle Management Plan - Hand-over procedures and asset maintenance planning.	A review of Council's handover procedures shall be completed to investigate options for pursuing additions to maintenance, operational and renewal funding to account for increased costs associated for acquired assets.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.
Lifecycle Management Plan – Condition deterioration monitoring	During the development of this plan, it was found that a significant portion of Council's pathway assets are bound to expire with regard to their useful life in the coming 15 years. This is supported through Council's available condition data which shows that over 60% of Council's pathways are in "fair" condition (one step from "poor" condition). During the next update of the Plan, following the next network wide condition assessment, the document should include a section which focuses on the trend in pathway condition.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.
Lifecycle Management Plan – Commercial Area Mapping and Conditions	The Infrastructure Design Manual requires 2.0m wide pathways within commercial areas. Currently, Council evaluates the application of "commercial" at the project level. An exercise shall be completed to formalise the classification of commercial streets and footpaths, alongside defining what constitutes "commercial" for future classification.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.
Lifecycle Management Plan – Condition Assessment	Prior to the end of the financial year and subject to budget availability, the condition of Council's pathway network should be assessed and the performance of the assets evaluated. From the results of the assessment, the levels of service which Council is providing may more accurately be measured and included in the Pathway Asset Management Plan during the annual review.	Strategic Asset Management Coordinator	Prior to completion of the 17/18 financial year.
Lifecycle Management Plan – Renewal Ranking Implementation	The renewal ranking system detailed in section 6.3.1 is yet to be utilised in the formulation of Council's renewal program. Following the adoption of this plan, any renewal works planning shall be undertaken through the use of this ranking system. The system may then be evaluated and modified, if required, to achieve the most appropriate weighting of the various factors.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.
Lifecycle Management Plan – Principal Pedestrian Network	As the Principal Pedestrian Network develops, the results of the project shall be utilised to improve the Plan. For instance, the "gaps" in the network which are identified in the study should be included within the Plan as future new/upgrade projects; in addition, the inclusion of these projects within the plan provides the opportunity to plan for future maintenance and operational requirements.	Strategic Asset Management Coordinator	Prior to completion of the 17/18 financial year.
Lifecycle Management Plan – Road and pathways safety audits	Over the coming financial year, if the availability of resources allows, Council shall undertake 5 road and pathway safety audits of strategic locations to, for at least one reason, to evaluate the suitability of the road and pathway interface in regard to contemporary design standards.	Coordinator Infrastructure Management	Prior to completion of the 17/18 financial year.

Warrnambool City Council		Pathway Asset Management Plan	
Lifecycle Management Plan – Long Term Renewal and Resurfacing Program	Council does not currently have a formal long term renewal plan for Council's pathways. Nor does Council undertake a resurfacing or surface rehabilitation program for Council's asphalt and spray sealed pathways, including those found within the Central Business District. Over the coming years, Council shall endeavor to formulate a rolling long term program for the renewal of Council's pathways with regard for their required amenity, condition and functionality.	Strategic Asset Management Coordinator	Prior to the next large scale review of the Plan.

11.3 Pathways Hierarchy:**Warrnambool City****Warrnambool City (1)**

Warrnambool City (2)



Warrnambool City (3)



Warrnambool City (4)



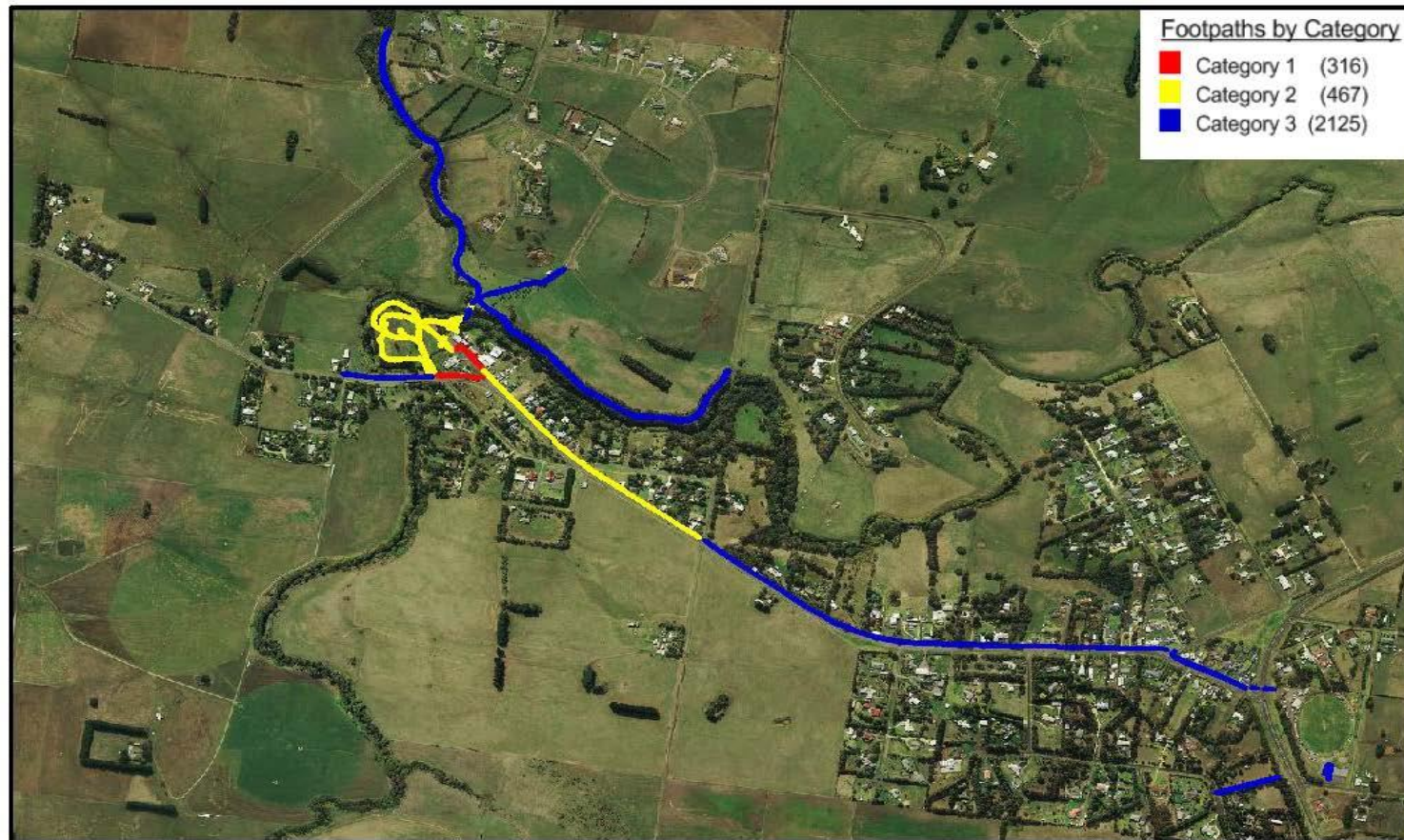
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Warrnambool City (6)



Woodford/Bushfield

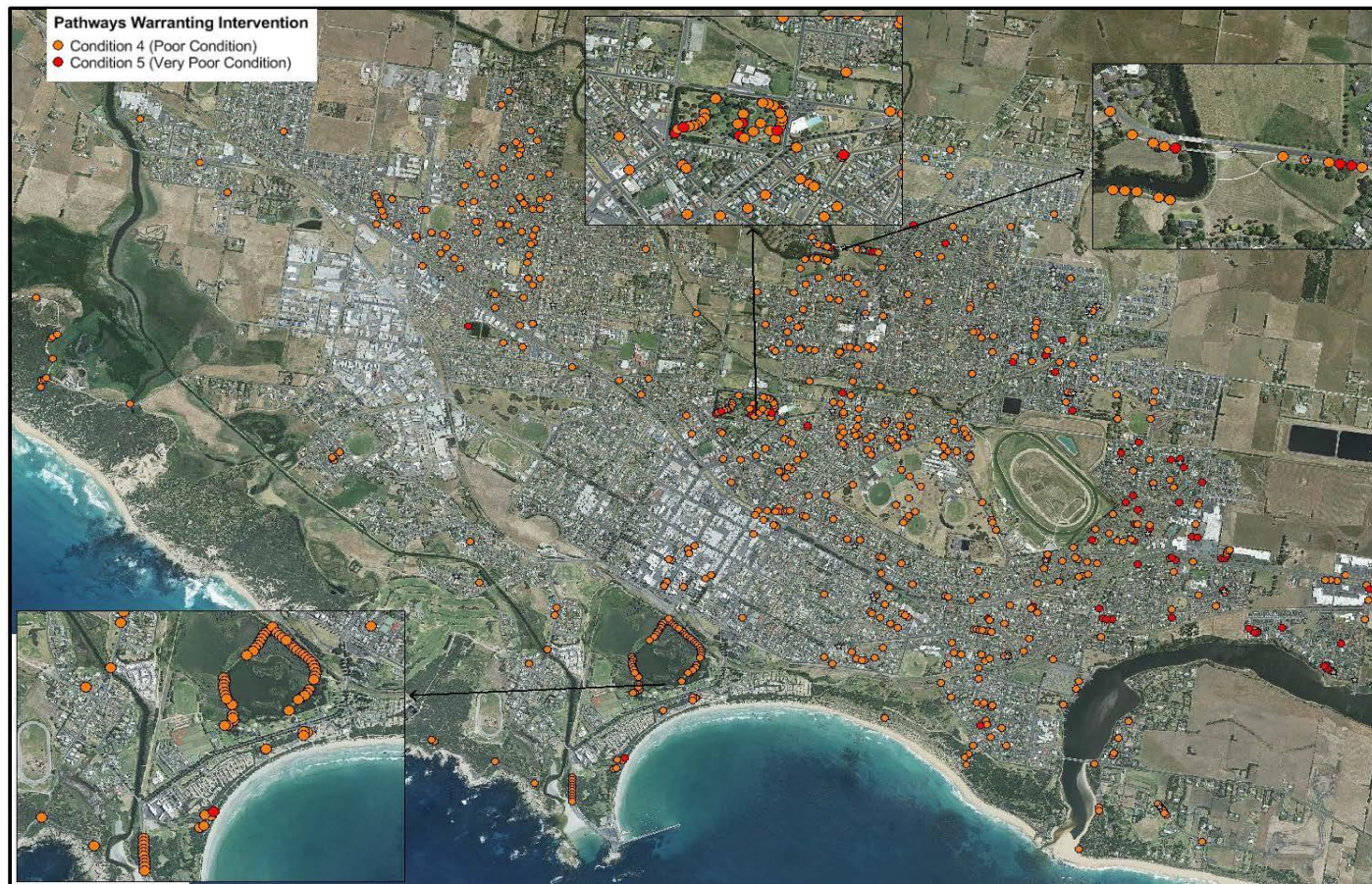


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11.4 Renewal Works Program

Warrnambool City



Warrnambool City (1)



Warrnambool City (2)



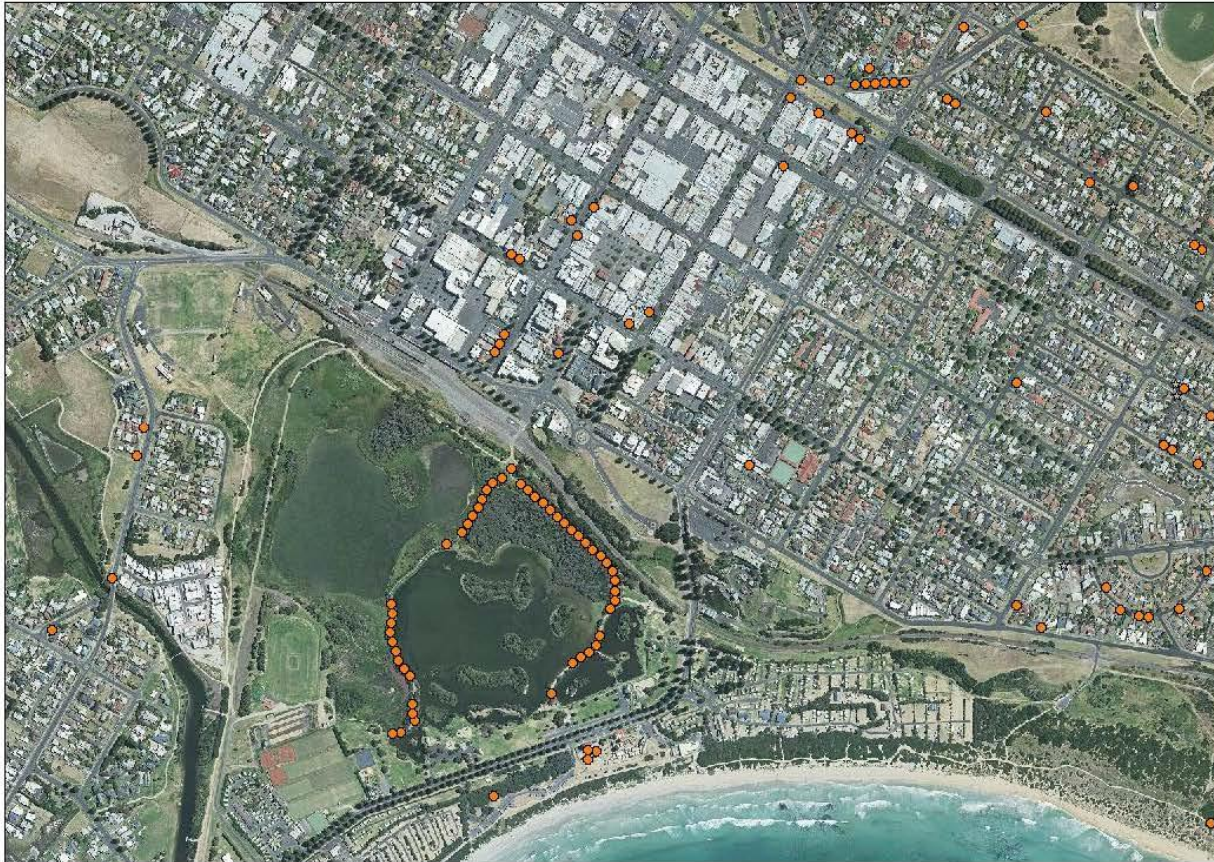
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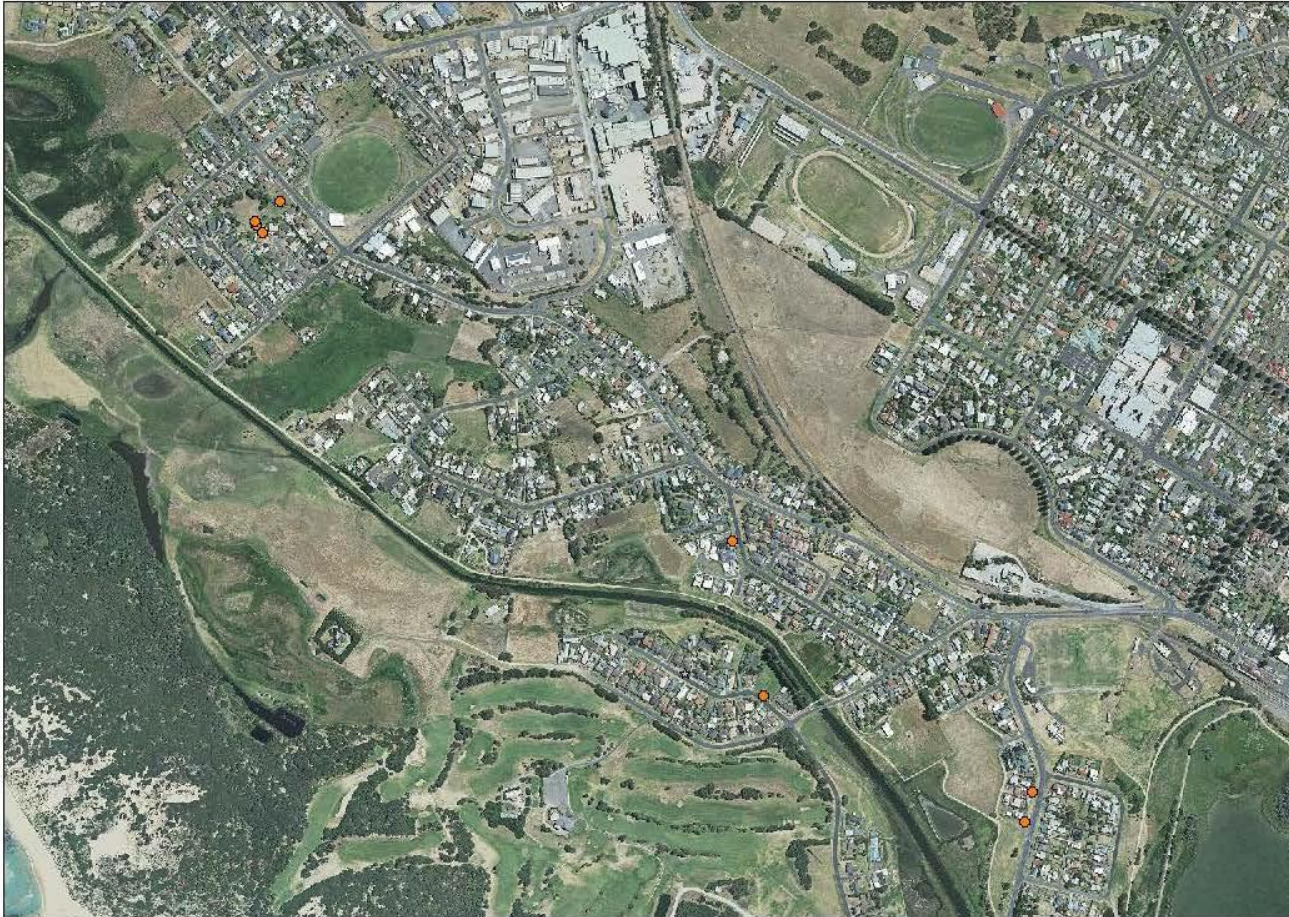
Warrnambool City (4)



Warrnambool City (5)



Warrnambool City (6)



Warrnambool City Council

Pathway Asset Management Plan

Woodford/Bushfield



Warrnambool City Council

Pathway Asset Management Plan

Allansford



5.11 TENDER NO 2017007 - SUPPLY AND INSTALLATION OF INTEGRATED PARKING MANAGEMENT SYSTEM**PURPOSE**

Delegates its powers and functions to the Chief Executive Officer to negotiate with and award Contract No. 2017007 - Supply and Installation of Integrated Parking Management System to Cellopark Australia Pty Ltd in accordance with

EXECUTIVE SUMMARY

- Council advertised a public tender to replace its aging fleet of 300 on street parking meters with 80 ticket machines and a fully integrated parking management system.
- A best and final offer process was undertaken with two short-listed companies to obtain the best price for equipment and software systems.
- Following all negotiations officers have awarded a preferred tender status to a supplier and are now seeking Council consent to delegate its powers and function to the Chief Executive Officer for the final award of the tender.
- Council is being asked to delegate their powers and functions in this matter to the Chief Executive Officer on the basis that further technical and integration issues need to be addressed between Council and the contractor. The delegation allows the Chief Executive Officer to refrain from entering into a contract until all these issues have been addressed in the best interest of Council.
- The proposed meters will provide for cash, credit, payWave and online payments through a pay by plate process. This will require motorists to enter their vehicle number plate details to activate a parking session.
- The proposed system will not require motorists to place a ticket on their windscreen but will provide tax receipts where required.

MOVED: CR. ANDERSON
SECONDED: CR. CASSIDY

That Council:

1. **Delegates its powers and functions to the Chief Executive to negotiate with and award Contract No. 2017007 - Supply and Installation of Integrated Parking Management System to Cellopark Australia Pty Ltd in accordance with:**
 - a) **The tendered schedule of rates dated 31st March 2017 for capital installation and ongoing expenses.**
 - b) **The best and final offer schedule dated 15th June 2017.**
 - c) **The meter supply and installation contract being less than \$725,000.**
 - d) **Annual operational and licencing costs being approximately \$102,000 per annum.**
2. **Note that the proposed meter system is a pay by plate option.**

CARRIED – 7:0**BACKGROUND**

Council advertised a public tender to replace its aging fleet of 300 on street parking meters with ticket machines and a fully integrated parking management system.

Four tenders were received which were extensively evaluated. A best and final offer process was undertaken with two short-listed companies to obtain the best price for equipment and software systems.

ISSUES

Council's 300 existing on street meters offer only a single payment method, are old, provide no data, and are difficult to repair and maintain.

A tender has been prepared and evaluated to procure approximately 80 new ticket machines to replace the existing meters which have been budgeted for replacement during the 2017-18 financial year.

CURRENT STATUS

Council has budgeted for the replacement of its existing ticket machines and has completed an extensive evaluation process.

KEY CONSIDERATIONS

It is considered appropriate for Council to delegate their powers and functions in this matter to the Chief Executive Officer so that tender negotiations can be finalised.

Officers need to work with the preferred tenderer on a number of technical aspects and integration components before fully committing Council to this supplier. Delegation to the CEO allows these final discussions to occur and provide the preferred tenderer with some certainty that their further investment in detailing these components is occurring in good faith.

The proposed meter system uses pay by plate technology and provides flexibility in parking options and promotions. It also reduces large annual costs associated with ticket paper supplies of up to \$40,000.

The pay by plate method of operation requires motorists to enter their vehicle licence plate details into a meter to activate a parking session. Motorists are not required to return to their vehicle once parked and can utilise an alternative meter machine if the nearest meter machine is not operating or is not accepting one of the payment options due to malfunction.

The pay by plate technology also integrates with a mobile application which allows parking sessions to be managed remotely. The Cellopark system does not charge motorists a direct fee for use of their system.

Council's mix of timed on street parking areas does create a complexity that adds an additional step to metering processes. The combination of short, medium and long term parking spaces that exists in some blocks means that motorists will need to also select their 'time zone' before purchasing a parking session. Many other Cities manage this aspect by not having multiple zones in a block or in instances where they do occur provide additional meters, the cost of which is prohibitive in Warrnambool.

CONSULTATION / COMMUNICATION

The 2015 Parking Strategy was widely consulted attracting some 200 submissions. The consultation identified issues and opportunities for parking and tested the community's current level of satisfaction in parking generally in the CBD.

The parking strategy provides strategic justification for the measures in the "key considerations" section of this report.

Principles 4 and 6 adopted within the strategy include:

"Efficiently invest income from the parking fund to improve city centre infrastructure and timely finance initiatives to meet the forecast parking demand."

"Parking management is consistent, equitable and appropriately applied to promote vehicle turnover and availability."

Council will undertake an extensive education campaign to explain how to operate the ticket machines and the benefits the systems provide prior to the rollout of new machines.

TIMING

Upon awarding the contract, the installation of the new ticket machines and system establishment will be progressively rolled out across the CBD throughout the 2017-18 financial year.

FINANCIAL CONSIDERATION

It is intended that the parking fund will cover the capital cost of a staged rollout for the new meters and integrated parking management system, and system establishment which is estimated at up to \$725,000 including contingencies.

The estimated ongoing recurrent costs are estimated to be \$102,000 per annum which will be allowed for in the recurrent budget for the City Infrastructure directorate.

RISK

The risks associated with the project are reputational, financial and operational.

Introduction of new parking meters and the integrated parking management system is expected reduce current negative community feedback, operational and reputational issues associated with the community.

5.12 SPECIAL CHARGE SCHEME POLICY**PURPOSE**

For Council to consider the revised Special Charge Scheme Policy and to adopt the updated policy.

EXECUTIVE SUMMARY

- Council prepared a revised Special Charge Scheme Policy which was placed on public exhibition for four (4) weeks, closing 23 June 2017.
- No submissions were received on the revised policy.
- Minor grammatical and formatting amendments have been made to both the policy and supporting guidelines and the policy is now ready to be considered by Council for adoption.

MOVED: CR. NEOH
SECONDED: CR. HULIN

That Council:

- 1. Adopts the Special Charge Scheme Policy;**
- 2. Publish the Special Charge Scheme Policy on its website for public access;**
- 3. Note the Special Charge Scheme Guidelines.**

CARRIED – 7:0

BACKGROUND

The Local Government Act 1989 provides Council with the ability to introduce a Special Charge Scheme whereby landowner contributions can be sought for infrastructure improvement projects such as roads, footpaths and drainage.

A Special Charge Scheme may also be considered for township development and traffic management projects.

While a council may set a special rate or charge for almost any type of activity that the council undertakes, it is limited by provisions of the Act which require Special Charges to be levied in proportion to special benefits. Before a council proposes a Special Charge, it must estimate the proportion of the benefits of the proposed works or services that will be of benefit to the people who are liable to pay.

ISSUES

Council has an extensive list of infrastructure backlog projects which would provide a special benefit to an individual or group of ratepayers.

Legislation contained in the Local Government Act provides a mechanism for Council to construct infrastructure that benefits the community and property owners.

To assist in the provision of community infrastructure Council should have a robust policy framework that supports and encourages the use of Special Charges Schemes.

CURRENT STATUS

Council currently has an adopted Special Charge Scheme Policy which will remain in force until a new policy is adopted.

The new Special Charge Scheme Guidelines which are a Management procedure guide how officers administer the policy principles.

KEY CONSIDERATIONS

Outside of the planning framework, Special Charge Schemes are available for Council to recoup costs for new and/or upgraded infrastructure.

Council should consider and adopt a Special Charge Scheme Policy and supporting Guidelines which will establish the framework by which it will identify, consult and implement Special Charge Schemes.

CONSULTATION / COMMUNICATION

The Policy was put on public notice for four (4) weeks closing 23rd June 2017.

The policy was available on Council's website during this period, published on its noticeboard, and a media article detailing its release was published by the local newspaper on 31st May 2017.

Following the conclusion of the consultation period, no submissions had been received.

The Special Charge Scheme Guidelines formed part of the Council Report presented at the Ordinary Council Meeting on 3rd April 2017, however did not form part of the public exhibition period.

It is intended that the Guidelines are used internally by Council to ensure that proposed schemes meet good governance practices related to accountability, transparency, consultation and communication. The Guidelines are often amended by staff based on learnings from projects or proposals and therefore are only brought to Council for noting each time the policy is adopted.

TIMING

Routine.

FINANCIAL CONSIDERATION

Council's Special Charge Scheme Policy and supporting Guidelines provides a guide for Council regarding financial contribution arrangements for the various types of Special Charge Schemes.

RISK

It is likely that without strategies to secure funding such as a Special Charge Scheme, many new and upgrade projects which have been identified as necessary will not be achievable.

- Gaps in pathway networks will remain;
- On-going community requests for improved amenity (such as dust and safety on unsealed roads) will continue; and
- Claims against Council from flooding damage will remain a significant risk.

APPENDIX A – SPECIAL CHARGE SCHEME POLICY

WARRNAMBOOL
CITY COUNCIL

Special Charge Scheme Policy

APPROVAL DATE: PENDING ADOPTION
REVIEW DATE: 30 JUNE 2020

SPECIAL CHARGE SCHEME POLICY

**DOCUMENT CONTROL**

Document Title:	<i>Special Charge Scheme Policy</i>
Policy Type:	<i>Council</i>
Responsible Branch:	<i>Infrastructure Services</i>
Responsible Officer:	<i>Manager Infrastructure Services</i>
Document Status:	<i>Pending Approval</i>
Approved By:	<i>Council</i>
Adopted Date:	<i>TBC</i>
Review Date:	<i>30 June 2020</i>

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SPECIAL CHARGE SCHEME POLICY**1. INTRODUCTION****1.1. Purpose**

The purpose of this policy is to set out the principles for the use of Special Charges Schemes by Council, for the provision of infrastructure.

1.2. Scope

This policy applies to the provision of “new” and “upgrade” infrastructure where it can be demonstrated that special benefit can be applied to a property.

The special rate and charge process broadly includes the following:

- Community consultation.
- The special benefit test.
- The relevant legislation and precedent.
- Scheme preparation and apportionment.
- Council processes leading to the scheme determination.

1.3. Definitions

Definitions are in accordance with Section 163 of the Local Government Act, 1989 and “Special Rates and Charges” Ministerial Guideline, Local Government Victoria.

1.4. References

Acts	<ul style="list-style-type: none"> • Local Government Act 1989 • Planning and Environment Act 1987
Standards or Guidance Materials	<ul style="list-style-type: none"> • Special Rates and Charges Ministerial Guidelines including worked examples – September 2004 • Various determinations by the Victorian Civil and Administrative Tribunal and other Courts • The Macquarie Special Rates and Charges Manual
Related Policies/Procedures	<ul style="list-style-type: none"> • Community Engagement Policy • Community Engagement Guidelines and Tool Kit • Special Charge Scheme Community Consultation Guidelines • Debt Management Policy & Procedure • Records Management Policy

2. POLICY**2.1. Policy Statement**

Council is committed to the improvement of infrastructure and services to the community.

SPECIAL CHARGE SCHEME POLICY

Consideration of a Special Charge Scheme will apply to situations from which a special benefit is derived to properties in residential, rural residential (lower density areas), industrial and commercial areas for infrastructure including but not limited to roads, pathways, bridges, drainage and recreation.

Council will consider the implementation of a Special Charge Scheme to defray expenses associated with the cost of infrastructure deemed to provide a special benefit to properties.

Section 163 of the Local Government Act (the Act) provides Council with the ability to recover reasonable contributions from properties that will derive special benefits from particular works.

The following are the key principles that Council will apply to the consideration and development of Special Rates and Charges Schemes:

- i. Council will consider requests to implement schemes that originate from the property owners, Councillors or Council Officers.
 - Property owners are encouraged to initiate and build support for schemes prior to consideration by Council.
- ii. Prior to commencing the statutory processes, Council Officers will consider and determine the rationale applicable to each proposal, including the basis of benefit determination, standard of works and the proposed apportionment of cost. Council will ensure fairness and equity by formally assessing the proportion of the benefits of proposed works that will provide special benefits for the properties included in the scheme.
- iii. A database of Special Charge Schemes, including the status of the scheme to assist in long-term infrastructure planning will be maintained, and schemes prioritised using the following criteria in order of precedence:
 - a. Council Plan;
 - b. Service Strategies (i.e. Stormwater Drainage Strategy, Road Safety Strategy);
 - c. Service Plans (i.e. Stormwater Management Plan, Road Hierarchy Plan);
 - d. Asset Management Plans;
 - e. Identified through operational reviews (i.e. Road Safety Audits, Risk Assessments);
 - f. Included in Council's annual budget; and
 - g. Support from property owners receiving special benefit.
- iv. Council funding of the Special Charge Scheme is to be based on the calculated "community benefit" and where budget has been allocated.
 - a. Where Council is contributing less than one third of the total cost of the scheme and receives objections from property owners receiving special benefit in respect of the majority of the rateable properties included in the scheme, then the scheme will be abandoned.
 - b. Where Council is contributing more than one third of the total cost of the scheme and receives objections from property owners receiving special charge in respect of the majority of the rateable properties included in the scheme, then Council has the ability to determine if the scheme will proceed. This will be considered on a case by case basis.

SPECIAL CHARGE SCHEME POLICY

- v. Council will contribute to the cost of the works only where there is a community benefit that can be calculated. Before calculating the benefit ratio, Council must consider if the proposed works or services will provide community benefits as not all schemes have community benefits and Council may, on a case by case basis increase this contribution where it is considered to be appropriate.
- vi. In accordance with Section 163 of the Act, Council Officers will maximise opportunities for participation and consultation on proposed schemes. The opportunity for submissions either supporting or objecting to the scheme will be provided as part of evaluation process.
- vii. Construction will comply with Council's standards and construction practices.
- viii. Administration, design, supervision and project management costs shall be based on 15% of the total cost of works included in the declared scheme, and will be included in the costs to be apportioned.
- ix. Where there is a variation between the preliminary cost estimates and actual final costs, Council is empowered under the Act to vary a Special Charge in relation to the amount to be paid. Variations to the scheme will be conducted in accordance with Sections 165 and 166 of the Act, as outlined at the time of declaration.
- x. To limit the need to vary schemes which exceed preliminary cost estimates, a minimum of 10% contingency is to be included in the total cost of works.
- xi. Develop schemes on behalf of the community which address gaps in infrastructure networks, and fully fund potential schemes where:
 - a. The scheme is not able to include more than two (2) property owners; and
 - b. The total cost of the scheme is less than \$15,000 inclusive of GST.
- xii. A minimum four (4) year instalment plan will be made available to contributors. Applicable interest will be set at 1% above Councils borrowing rate at the time.
- xiii. Significant consultation is required to be undertaken with affected property owners to comply with Special Charge Scheme legislation, and the ability for the general public to comment on proposals is also required. This may include survey letters, public meetings and hearings for objectors if necessary.
- xiv. Where survey letters are issued and a response not received, Council will consider that the property owner is supportive of the scheme proposal.
- xv. Council will provide for open and transparent processes, encourage contributor input, and provide a fair, reasonable and equitable basis for apportioning costs.

SPECIAL CHARGE SCHEME POLICY



3. GOVERNANCE

3.1. Owner

Manager Infrastructure Services

3.2. Review

The Owner will review the policy for any necessary amendments no later than three (3) years after its formulation or after the last review.

3.3. Charter of Human Rights Compliance

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007).

Warrnambool City Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee health and safety representatives in any workplace change that may affect the health and safety of any of its employees.

APPENDIX B – SPECIAL CHARGE SCHEME GUIDELINES

Special Charge Scheme Guidelines

APPROVAL DATE: MARCH 2017
REVIEW DATE: 30 JUNE 2020

SPECIAL CHARGE SCHEME GUIDELINE

**DOCUMENT CONTROL**

Document Title:	<i>Special Charge Scheme Guideline</i>
Policy Type:	<i>Management Procedure</i>
Responsible Branch:	<i>Infrastructure Services</i>
Responsible Officer:	<i>Manager Infrastructure Services</i>
Document Status:	<i>Approved</i>
Approved By:	<i>Management Executive Group</i>
Adopted Date:	<i>March 2017</i>
Review Date:	<i>30 June 2020</i>

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SPECIAL CHARGE SCHEME GUIDELINE**1. INTRODUCTION****1.1. Purpose**

This guideline outlines the process to be followed for the initiation of a Special Charge Scheme to ensure that they are completed in accordance with the Act and within appropriate timeframes and budget.

1.2. Scope

It is acknowledged that Special Charge Schemes can vary significantly and that it is not possible to cover all situations in a guideline. Subject to the requirements of the Act, Council is empowered to exercise discretion in developing Special Charge Schemes. In exercising its discretion, however, Council should take this guideline into account to avoid the risk of having their decisions set aside by the VCAT or a court by reason of having failed to take into account a relevant consideration.

1.3. Definitions

Definitions are in accordance with Section 163 of the Local Government Act, 1989 and "Special Rates and Charges" Ministerial Guideline, Local Government Victoria.

1.4. References

Acts	<ul style="list-style-type: none"> Local Government Act 1989 Planning and Environment Act 1987
Standards or Guidance Materials	<ul style="list-style-type: none"> Special Rates and Charges Ministerial Guidelines including worked examples – September 2004 Various determinations by the Victorian Civil and Administrative Tribunal and other Courts The Macquarie Special Rates and Charges Manual
Related Policies/Procedures	<ul style="list-style-type: none"> Community Engagement Policy Community Engagement Guidelines and Tool Kit Special Charge Scheme Community Consultation Guidelines Debt Management Policy & Procedure Records Management Policy

2. PROCEDURE

The preparation of a Special Charge Scheme for the provision of works involves Council advising potential beneficiaries and the public of the proposed scheme and its probable cost distribution. Council must initially "declare its intention" to fund part or all of the works utilising the Special Charge Scheme legislation.

After considering formal submissions, Council can adopt, amend or abandon the scheme. Property owners required to make a financial contribution are advised of the Council deliberations.

Contributors can refer objections to an adopted scheme to the Victorian Civil and Administrative Tribunal (VCAT). VCAT has three options:

1. vary the special charge in relation to one or more of the applicants;
2. set aside the scheme; or
3. confirm the scheme as declared by Council.

SPECIAL CHARGE SCHEME GUIDELINE



Once a Scheme has been formally adopted, Council proceeds with the works and upon completion, forwards an invoice to the contributors. Financial payments can usually be made over four (4) years.

2.1. Supporting Documentation**2.1.1. Contribution Guidelines**

Provides a guide for Council regarding financial contribution arrangements for the various types of Special Charge Schemes.

2.1.2. Community Consultation Guidelines

Provides a guide for Council regarding community consultation methods for the various types of Special Charge Schemes.

3. GOVERNANCE**3.1. Owner**

Manager Infrastructure Services

3.2. Review

The Owner will review the policy for any necessary amendments no later than three (3) years after its formulation or after the last review.

SPECIAL CHARGE SCHEME GUIDELINE



4. ATTACHMENTS

SPECIAL CHARGE SCHEME GUIDELINE**APPENDIX A – CONTRIBUTION GUIDELINES**

The following provides a guide for Council regarding financial contribution arrangements for the various types of Special Charge Schemes.

a) General

- a.1.1.** Where special benefit can be established, a Benefit Ratio (BR) calculation shall be carried out in accordance with the Act. The BR will determine the funding ratio for the benefiting property owners and Council. Consideration in the BR calculation include:
- Council owned land abutting the works.
 - Land owned by the Crown or other Authority which is non-rateable.
 - Evaluation of the Community Benefit.

b) Road and Pathway Infrastructure

- b.1.1.** Property owner funding contribution for a road and pathway Special Charge Schemes shall be in accordance with the BR calculation.
- b.1.2.** The pathway width as defined in Council's Design Guidelines relating to the scheme shall be used as a benchmark and any width greater than this is to be funded from sources other than property owners or occupiers.
- b.1.3.** The road width as defined in Council's Design Guidelines relating to the scheme shall be used as a benchmark and any width greater than this is to be funded from sources other than property owners.

c) Drainage Infrastructure

- c.1.1.** Drainage works will be assessed on a per hectare basis using the co-efficient of run-off as defined in Council's Design Guidelines relating to the scheme as a benchmark and any greater drainage capacity than this is to be funded from sources other than property owners.

d) Carparks and Streetscapes

- d.1.1.** Generally to be the subject of consideration by Council on a case by case basis.

SPECIAL CHARGE SCHEME GUIDELINE**APPENDIX B – COMMUNITY CONSULTATION GUIDELINES**

The following provides a guide for Council regarding community consultation methods for the various types of Special Charge Schemes.

a) Informal consultation

For all Special Charge Schemes the informal consultation process includes information provided to property owners over and above the minimum requirement of the Local Government Act 1989 (The Act).

Some schemes such as roads and drainage schemes are more complex in nature and usually more expensive. When this is the case, the informal consultation may commence with a community meeting. In some cases, depending on the number of affected property owners, this may evolve into the establishment of a Community Reference Group. A Community Reference Group is best described as a smaller group of property owners who represent the interests of all property owners within the scheme boundary.

Prior to any meetings or correspondence with the community, a scheme proposal is fully developed 'up front' in order to disclose all aspects of the Special Charge Scheme, including estimated charges. This ensures that the community is consulted in the most transparent means possible.

The following table shows the steps at the initiation stage of a Special Charge Scheme and the general timelines for processing:

Document	Description	Timeline
Initiation Letter	This letter describes the scope of work and explains how the scheme proposal was initiated. This letter may include invitation to attend a community meeting depending on the complexity of the scheme.	Depending on the complexity of the scheme, typically (2) months is required by Council officers prior to the initiation letter for full scheme development and scheme administration. Where a community meeting is needed, a further month is required.
Special Charge Scheme Brochure	This brochure provides more detailed information on Special Charge Schemes. It is designed to answer many of the general questions that the property owners may have.	Provided with the Initiation Letter.
Plan	A simple plan shows the concept of the proposal and the affected properties. More detailed plans are provided in following correspondence and/or at community meetings.	Provided with the Initiation Letter.
Benefit Ratio Calculation	The scheme is developed to such an extent that a reasonable cost estimate of the project can be established. A benefit ratio is then developed that informs the affected	Can be provided with the Initiation Letter and/or at community meetings.

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SPECIAL CHARGE SCHEME GUIDELINE

	property owners of the funds they are expected to contribute towards the project and the funds that Council may be contributing.	
Cost apportionment spreadsheet	This spreadsheet provides property owners a review of the anticipated charges for all affected properties within the scheme.	Can be provided with the Initiation Letter and/or at community meetings.
Survey Form	The survey is simplistic in nature and is designed to gauge the level of support or opposition to a scheme proposal and also provides an opportunity for property owners to make comment to the proposal.	A minimum two (2) weeks is offered for the property owners to respond to the survey. Can be provided with the Initiation Letter and/or handed out at community meetings.
Survey Results	If the survey results indicate a lack of support, this is summarised in the 'Intention to Declare' report for Council consideration and depending on the percentage of property owner contribution, some schemes must be abandoned at this stage.	Where Council abandons a scheme, the scheme will generally not be revisited within five (5) years unless further evidence of support is provided by the property owners. Council will endeavour to make a determination within three (3) months of the survey submissions being closed.
Formal Consultation	If the survey results indicate sufficient support, as summarised in the 'Intention to Declare' report for Council consideration and Council resolve to declare the scheme, the formal consultation process follows the period of informal consultation.	Depending on whether property owners use their rights under the Act, formally declaring a scheme could be six (6) to twelve (12) months after the Intention to Declare report.

Where a Benefit Ratio calculation has determined that property owners are to contribute more than two thirds of the total project cost, as per legislation a majority objection means that a scheme cannot proceed except for the case of drainage schemes declared for reasons of public health.

In all Special Charge Schemes where the Benefit Ratio (BR) results in property owners contributing less than two thirds of the total project cost, schemes negate the 'majority rules' scenario. In the case of the informal survey indicating a majority objection for these schemes, the 'Intention to Declare' report will detail the survey results for Council consideration. This may occur up to 12 weeks after the survey has closed due to report drafting and processing required through to a Council meeting.

b) Formal Consultation

The formal consultation process is carried out in accordance with the Act and commences when Council makes it 'Intention to Declare' a Special Rate or Charge Scheme. All of the mandated information is provided to the property owners at this time in a 'precise' manner that cannot be

SPECIAL CHARGE SCHEME GUIDELINE

varied and is non-negotiable from a legislative perspective. The following table summarises the steps in this process and additional timelines:

Stage	Description	Timeline
Intention to Declare	Should Council resolve its Intention to Declare a Special Charge Scheme, all property owners have a right to make a submission under Section 223 of the Act. The scheme is advertised in the local newspaper.	There is a mandatory 28 day submissions period that provides property owners with sufficient time to lodge their submissions.
Submissions Review Panel	A three (3) member Council Advisory Committee is established to hear all submissions from property owners. The members of the committee are to be determined in the Intention to Declare report.	Usually occurs within two (2) months after the submissions period has closed.
Declaration Report	A report to Council with a recommendation to make a declaration of charges ('Declaration Report'). Levy notices are mailed out to all affected property owners and include mandatory information.	This report is usually presented to Council within two (2) months of the Submissions Review Panel hearing.
Appeal	Should Council resolve to declare the charges, all property owners have a right of appeal to VCAT. This information is included in the Levy Notice	There is a further mandatory 28 day VCAT referral period.
VCAT	Should VCAT receive an appeal application, a hearing date is set.	Hearing dates may be set by VCAT within one (1) to six (6) months.
Construction	Should VCAT confirm the scheme, Council is cleared to proceed to construction	Works may be programmed within a six (6) month period depending on programming, tendering and permit application requirements.

Schemes are progressed through the various stages, however no guarantee can be made of an outcome. In circumstances that lead to the abandonment of a scheme such as insufficient property owner support, Council considerations or VCAT ruling; a scheme will generally not be reinitiated for a minimum period of five (5) years.

c) Consultation Planning

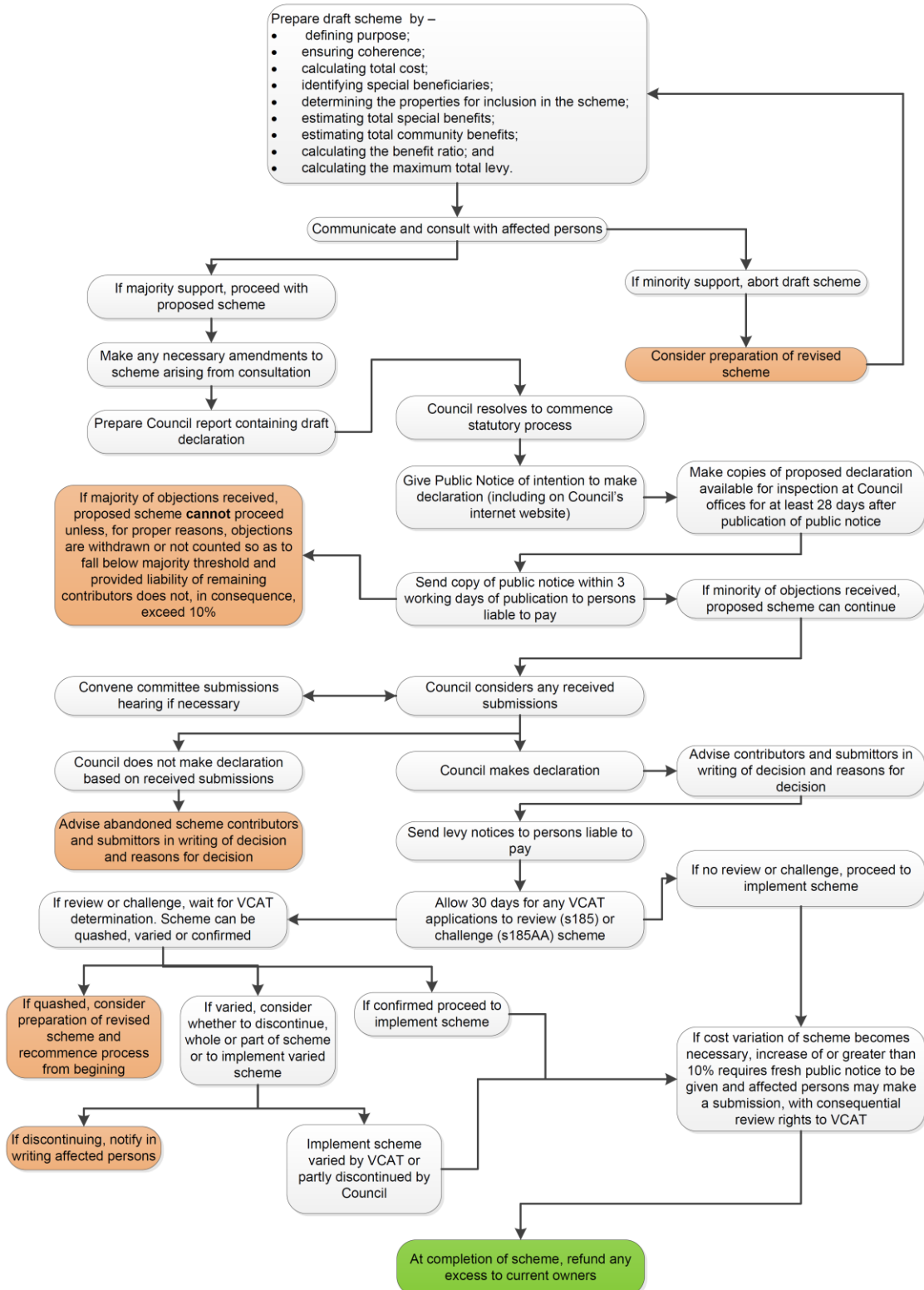
Due to the extensive and necessary nature of community consultation, both informal and formal, it is essential that the consultation be commenced at least 18 months prior to the proposed budget for construction commencing. This will allow sufficient time to establish support and declare or abandon a scheme prior to construction budgets being adopted.

SPECIAL CHARGE SCHEME GUIDELINE



APPENDIX C – FLOWCHART FOR SPECIAL CHARGE SCHEMES

The following provides a guide for Council regarding the process to implement Special Charge Schemes.

Flowchart for Special Rate & Charge Scheme

5.13 ADVISORY COMMITTEE REPORTS

PURPOSE

This report contains the record of two Advisory Committees and one Reference Group meeting.

REPORT

1. **Warrnambool City Council Cycling Reference Group**
Wednesday 14 June 2017 – refer **Appendix A**
2. **Warrnambool City Council - Health and Wellbeing Advisory Committee**
Wednesday 21 June 2017 – refer **Appendix B.**
3. **Warrnambool Livestock Exchange Advisory Committee**
Friday 14 July 2017 – refer **Appendix C.**

MOVED: CR. ANDERSON
SECONDED: CR. CASSIDY

That the Advisory Committee reports and Reference Group meeting report be received.

CARRIED – 7:0

**Warrnambool City Council
Cycling Reference Group
Record of Meeting
14 June 2017 @ 5.30pm**

Attendance

Richard Adams (Chair)
Trisha Blakeslee
Dave McIntyre
Clare Vaughan
Kate Haberfield

Cr Peter Hulin
Russell Lineham (WCC)
Peter Russell (WCC)
Paul Cugley (WCC)

Apologies

Shane Wilson

Agenda Item	Actions
Review of Previous Meeting Record The previous record of meeting were reviewed and declared a true record.	Nil
Business arising from the Previous Minutes a. Green bike lanes. <ul style="list-style-type: none"> Works highlighted at the last meeting had been completed. Some damage had occurred from “burn-outs” This was attributed to the paint being applied as the weather become colder and its ability to bond to the road surface was reduced. The current cost, based on the works completed so far, is around \$50/m². <p>R.A. asked if there was a plan to carry out work on intersections throughout the city. P.C. indicated that works were funded through the blackspot program based on incident data.</p> <p>Cr H. asked if green lanes were planned for around school. P.C. indicated Council reviewed traffic around schools as part of its ongoing road safety and healthy moves programs.</p> <p>R.A. asked if Council could coordinate a reporting system for incidents. P.C. indicated that Moreland Council ran a reporting app that cyclists could self-report incidents, and Council officers are seeking further information on this system.</p>	
b. Canterbury Rd / Jamieson St Roundabout. <ul style="list-style-type: none"> Discussions have occurred with VicRoads about modifying the road speed along Jamieson Street. A Council report is being 	P.C. to report back on the outcome of investigation of Moreland Council’s reporting app.

Agenda Item	Actions
<p>prepared to request a 50k/hr limit along Jamieson St between Moore Street and Canterbury Road.</p> <ul style="list-style-type: none"> Visual recording of the traffic is expensive, and other methods would be used when all the measures were in place. <p>Cr.H. commented that cars were still cutting across the yellow section of the roundabout.</p> <p>c. Warrnambool Cycling Trail. D.M. reported that he had ridden the proposed trail and found some gaps in the route including;</p> <ul style="list-style-type: none"> East end of Whites Road through to Gateway Plaza. From Gateway Plaza to Deakin Uni. Path between Tooram Scout hall and Hopkins Point Road has stairs. <p>R.L. indicated that if Council were to endorse the cycling trail then the route should be assessed and the infrastructure must meet relevant standards. If the loop is appropriate, then the cost of development and implementation will need to be assessed and funding sourced.</p>	<p>P.C. to investigate status of service road between Gateway Plaza and the Homemaker Centre and report back.</p> <p>P.C. to investigate opportunities to remove/modify the stairs and report back.</p>
<p>New Business</p> <p>a. Council endorsement of the Cycling Reference Group. R.L reported that the establishment of the Cycling Reference Group, including its Terms of Reference, membership and appointment of Chair, was endorsed by Council at its meeting on 5 June 2017.</p> <p>b. Wangoom Rd between Horne Road & Toohey Estate. R.A. expressed concern that, with the increased traffic along Wangoom Road to bypass central Warrnambool, there was an increased risk to cyclists. P.C. indicated that the area was under consideration for the development of a "Structure Plan" which would begin the process to address issues of land use and traffic management. It was noted that the section of road was under joint management with Moyne Shire.</p>	<p>P.R. to attach the Terms of Reference when circulating this meeting record to members.</p> <p>P.C. to liaise with Moyne Shire regarding cyclist safety along that section of Wangoom Road.</p>
<p>Other Business</p> <p>a. Warrnambool 2040 Survey. C.V. asked CRG members to fill in the W2040 survey. Each of the members indicated that they had filled in the survey for themselves or on behalf of their representative body.</p> <p>b. Cycling Route Map of Warrnambool Cr. H. asked if a map of the cycling infrastructure</p>	<p>P.C. to pass on the existing map to P.R. to</p>

Agenda Item	Actions
<p>could be produced for the city. R.A. indicated this would be a good resource to identify gaps in the cycling network.</p>	<p>distribute to the CRG.</p>
<p>c. Henna St Bike Paths Cr. H. expressed concern that there was no cycling path on Henna Street between Merri Street and Koroit Street. P.C. indicated that due to parking demands at the hospital maximum utilisation of the space was the priority.</p>	
<p>d. Walsh Road truck parking Cr. H. indicated that trucks parked over the cycling path on Walsh Road just south of Raglan Parade, and that this created risk to children cycling to Brauer College. D.M. also commented that the space the intersection was very tight as well.</p>	
<p>e. Mountain Bike Club Cr. H. informed the CRG that that the Mountain bike club had obtained planning approval to maintain the trails they use at Thunder Point, and enquired as to the progress of the information signs that had been funded through the Small Infrastructure Fund. R.L advised that the club had been asked to nominate representatives to supply input on the design of the signs and Council were awaiting a response.</p>	
<p>f. Jamieson St east of AquaZone Cr. H. enquired about the installation of green cycling lanes on Jamieson Street east of AquaZone as the road narrows through the corner. P.C. indicated works were being done to slow traffic in that area.</p>	
<p>g. Cycling Education Program R.A. asked about the development of cycling education program. P.C. indicated that Council Officers are working on a short video about cycling safety with Council's communication department.</p>	<p>P.C. to brief the CRG on the progress at the next meeting.</p>
<p>Meeting Closed 6.45pm.</p>	
<p>NEXT MEETING</p>	
<p>9th August 2017 @ 5.30pm</p>	
<p>Following Meetings: 11th October 2017, 15th December 2017, 14th February 2018</p>	

Appendix A Cycling Reference Group – Terms of Reference.**Warrnambool City Council - Cycling Reference Group****Terms of Reference****Purpose of the Reference Group:**

Provide advice to Council on the development, review and implementation of Council policy and practice regard cycling in Warrnambool.

Terms of Reference:

Members of the Cycling Reference Group:

- Provide feedback to Council on proposed actions and initiatives related to cycling.
- Assist Council in responding to the needs of cyclists.
- Provide input to Council relating to new and emerging issues involving cycling.

Objectives:

The specific objectives include:

- To provide a forum where experience, specialist knowledge and skills in the area of cycling can be utilised.
- To consider, in conjunction with the concerns of other stakeholders and road users, any issues related to cycling.
- To promote cycling as a safe, accessible and viable daily transport option.
- To facilitate the development of quality cycling infrastructure in Warrnambool.
- To provide advice related to bike infrastructure projects undertaken by Council.

Advisory Committee Structure:

The Reference Group shall be made up of Council Officers and members of the Community.

- Council Officers:
 - Councillor (1)
 - Manager - Recreation and Culture (or their delegate).
 - Manager Infrastructure Design and Projects (or their delegate).
 - Other Council officers, as co-opted, depending on the agenda.

- Community Members

Up to 8 members of the community representing the following cycling interests will be considered for the reference group:

- Road & Racing
- Community & Recreational
- Commuter & Schools
- Mountain bikes

The selection of committee members will consider overall composition of the committee including gender balance.

Appointment of chair:

By Council

Meeting frequency

Up to six (6) times per annum to be held every second month.

Secretariat:

The Recreation unit of Council will act as the secretariat to the reference group.

Managing conflict of interest:

Members must be aware of and manage their own conflict (and potential conflict) of interest relating to matters discussed by the reference group, bearing in mind that the group is advisory in nature.

Reporting regime:

A record of each meeting will be presented to Council at the next Council meeting.

Term:

The committee will run for an initial twelve (12) month term, until 1 March 2018. It will then be reviewed as part of the Active Warrnambool Strategy.



Warrnambool City Council - Health and Wellbeing Advisory Committee

MEETING RECORD

Wednesday 21st June 2017

In attendance:

Councillor Sue Cassidy (Chair), Caitlin McConnell, Cameron Price, Don Haugh, Gemma Loomans, Glenys Phillpott, Meg Reuel, Michael Absalom, Vikki King, Lisa McLeod, Andrew Suggett

Apology: Terry Kenny

Meeting opened – 12.30pm

1. Welcome & Introductions

Cr Cassidy welcomed and thanked the new committee members for their involvement. Members introduced themselves and their interest in community health and wellbeing.

2. Committee Terms of Reference -

Vikki King gave an overview of the Terms of Reference (attached), the proposed meeting cycle and timing.

The committee agreed that a lunchtime meeting is suitable for members.

Committee members expressed an interest in being invited to other health and wellbeing activities and events more regularly than scheduled meetings. Lisa to action as appropriate – starting with W2040 briefings and Health and Wellbeing Plan review workshops.

3. Great South Coast Regional Justice Reference Group

The committee welcomed guests Georgia Quill (Dept Justice), Catherina (SWHC) & Rowena Wylie (Southern Grampians Glenelg PCP) who presented an overview of alcohol research and regional prevention work, along with emerging opportunities for the Warrnambool community to reduce harm from alcohol (see slides attached).

- National research shows that young people are drinking on fewer occasions, deferring their first drink, however drink more when they do start to consume alcohol.
- Evidence also shows that alcohol misuse increases the frequency and intensity of family violence incidents; increases the risk of child abuse and neglect; contributes to road trauma and alcohol fuelled violence in the community

Indicators of the risks from alcohol misuse in Warrnambool include:

- Risky drinking – 28% of 18+ at risk of short term harm
- Emergency Dept presentations – All ages - 21.5 per 10,000 (13.8 Vic)
15-24yos – 49.4 per 10,000 (25.2 Vic)
- Assaults involving alcohol 18-24 yo – 45.6 per 10,000 (28.9 Vic)
- Family Violence Incidents with alcohol – 41.3 per 10,000 (21.9 Vic)
- Adolescent drinking – 6% of Yr 6, 20% of Yr 8, 38% of Yr10 (Communities that Care)
- Supply monitoring – 2/3 of bottle shops are not checking ID



- It was noted that current activities to minimise harm from alcohol under included Council participation in the Warrnambool Liquor Accord and implementation of alcohol free areas (CBD & Lake Pertobe) and community events.
- National research shows that young people are drinking on fewer occasions, deferring their first drink, however drink more when they do start to consume alcohol.
- Evidence also shows that alcohol misuse increases the frequency and intensity of family violence incidents; increases the risk of child abuse and neglect; contributes to road trauma and alcohol fuelled violence in the community
- The “Last Drinks Study” for which Warrnambool is the only regional site (along with Melbourne, Sydney, Canberra & Geelong) will collect local emergency department data which will identify the venues attended by those presenting at ED where alcohol was present.
- Action needed locally to collate and share data on the issue, increase community understanding/knowledge of the harms, and actions to change social norms. Opportunities include:
 - seeking funding support for monitoring the supply of alcohol to underage people in packaged liquor outlets using the same model that Council applies to tobacco sales monitoring. Deakin University have a model available to implement a combined tobacco/liquor monitoring system which has been effective in reducing supply to underage people in other areas.
 - Consider funding projects to educate parents about the harms of young people consuming alcohol and campaigns to encourage cultural change around alcohol consumption should also be considered.
- Local opportunities will be considered in the next iteration of the Health and Wellbeing Plan.

4. Warrnambool Health and Wellbeing Plan & Review Process

Lisa McLeod (Manager Community Planning & Policy) provided an overview of the current Health and Wellbeing Plan (Warrnambool – A Healthy City) and the process to review the Plan (see slides attached).

Committee members expressed an interest in the data trends and community engagement learnings which will drive the review of the plan. Committee members to be invited to participate in a session to review the outcomes of the Plan on 27th July from 10am to 1pm (invitation circulated to members).



5. Warrnambool 2040 community plan engagement

Lisa McLeod gave an overview of the community engagement process to inform the development of a 20 year community plan for Warrnambool (Warrnambool 2040).

Committee members were encouraged to complete the Warrnambool NOW and 2040 survey which will inform the Community Plan, but also the review of the Health and Wellbeing Plan and the development of the Active Warrnambool Strategy.

The learnings from phase one will be presented at a community briefing on 1st August from 5pm to 7pm. Committee members will be invited to this session.

6. Other business:

Additional background material is provided about the “determinants of health” for committee member’s reference.

If you like to read – go to the World Health Organisation website for their seminal report on the determinants of health:

http://www.euro.who.int/_data/assets/pdf_file/0005/98438/e81384.pdf?ua=1

If you prefer to watch/listen – go to TED talks –

<https://www.youtube.com/watch?v=c78GnISHKvM>

Meeting closed – 2.00pm

Next Meeting Date 23rd August 2017
(tbc – invitation and agenda to follow)



WARRNAMBOOL CITY HEALTH AND WELLBEING ADVISORY COMMITTEE

Terms of Reference 2017-2021

PURPOSE OF THE COMMITTEE:

- Provide advice to Council on the development, review and implementation of the Warrnambool City Health and Wellbeing Plan and associated Plans.

TERMS OF REFERENCE:

- Provide input to Council officers relating to new and emerging community issues likely to impact on community health & wellbeing.
- Assist Council in interpreting and responding to wider community engagement outcomes.
- Provide feedback to Council on proposed actions and initiatives.

COMMITTEE STRUCTURE:

Up to 12 members with an interest and networks in one or more of the following areas:

- | | |
|-----------------------------------|--------------------------------------|
| ▪ Children and families | ▪ Recreation and sports development |
| ▪ Youth development | ▪ Cultural development |
| ▪ Older people and Active Ageing | ▪ Health promotion and prevention |
| ▪ Aboriginal health | ▪ Addressing disadvantage / inequity |
| ▪ Disability access and inclusion | |

The selection of committee members will consider overall composition of the committee including gender balance and will strive to ensure that there is representation from organisations/businesses, peak bodies as well as unaffiliated community members.

COUNCIL MEMBERS:

- | | |
|-----------------------------------|--|
| ▪ Councillors (1) | ▪ Manager, Community Planning and Policy |
| ▪ Youth Councillors (2) | ▪ Other Council officers, as co-opted |
| ▪ Director, Community Development | |

APPOINTMENT OF CHAIR:

By Council

MEETING FREQUENCY

- Three times per annum in Year 1, then twice per annum in years 2,3, & 4

MANAGING CONFLICT OF INTEREST:

Members must be aware of and manage their own conflict (and potential conflict) of interest relating to matters discussed by the committee, bearing in mind that the committee is advisory in nature.

REPORTING REGIME:

Minutes of each meeting will be presented to Council to the next available Council meeting.

Prevention of alcohol-related harm

Presentation to Warrnambool City Council's
Health and Wellbeing Advisory Committee
by Great South Coast Regional Justice Reference Group
21 June 2017

Why do we need to take action?

- The majority of Victorians drink responsibly
- Some people drink at harmful levels
- Results in harm to individuals and to others
- Alcohol is one of the top 10 avoidable causes of disease and death in Victoria
- Responsible for accidents, injuries, violence and over 200 physical and mental illnesses

Impact on individuals and others

- Family Violence - alcohol not the cause, but increases frequency and severity of physical assaults
- Child abuse – increases risk of abuse, neglect + emotional damage, witness FV
- Road trauma
- Alcohol fuelled violence – increases assaults and fatalities
- Harm to young people – short term (injuries) & long term (addiction, health issues, school non-completion)
- Cost to workplaces, to Councils – clean up, damage to public areas and property



Health perspective

Impact of alcohol

Short term: what we see in ED

- All figures based on over 2 standard drinks per day.
- Risk increases with increased consumption
- 3-10 times increase in the risk of injury:- falls, accidents, violence, fire, self harm..

Long term: links to chronic disease, cancer...

- 1.5-6.5 times the risk of lip, mouth, and throat cancers
- 1.3-2 times the risk of liver and breast cancers
- 2-10 times the risk of liver cirrhosis
- 1.5-4 times the risk of stroke

'Last drinks' study – SWH ED

- Proven to reduce alcohol related violence if data used appropriately (Cardiff Project, 1999- now)
- 3 year study, by Deakin University and Emergency Departments in Melbourne, Sydney, Canberra, Geelong and Warrnambool
- Community action (monthly data to police, quarterly letter to venues)



Warrnambool Data

Australian Guidelines recommend

- No more than 2 drinks per day (long term harm)
- No more than 4 drinks on a single occasion (short term harm)

Key Warrnambool alcohol indicators:

- Risky drinking – 28.2% of 18+ at risk of short term harm
- ED presentations – 21.5 per 10,000 (13.8 Vic)
15-24yos – 49.4 per 10,000 (25.2 Vic)
- Assaults HAH 18-24 yo – 45.6 per 10,000 (28.9 Vic)
- FV with alcohol – 41.3 per 10,000 (21.9 Vic)
- Adolescent drinking – 6% of Yr 6, 20% of Yr 8, 38% of Yr10
- Supply monitoring – 2/3 of bottle shops not checking ID



Victoria Police perspective

Key issues in Warrnambool

- Assaults
- Road trauma
- Family Violence
- Property damage



What can we do?

Current work underway and planned

Young people + families:

- Supply monitoring in bottle shops
- School programs e.g. through Communities That Care: prevention focus on young people + families

Whole community:

- Alcohol restrictions on foreshore + in CBD
- Liquor accords



Prevention strategies

Strategy summary

- Alcohol management plans + policies
- Supportive environments e.g. alcohol-free events
- Environmental design
- Culture change
e.g. Good Sports Program, Dry July



GSC Regional Justice Reference Group

- Goal was to help build and improve community safety and crime prevention partnerships, and to help empower and support local communities to take an active role in identifying and developing responses to community safety issues in their own neighbourhoods
- Meets quarterly
- Co-chaired by Victoria Police and Department of Justice and Regulation
- The group informs and assists government and non-government agencies to respond appropriately to new and emerging issues and develops and implements policies and plans that will benefit the community



Thank you

- Georgia Quill, Department of Justice and Regulation
- Rowena Wylie, Southern Grampians Glenelg Primary Care Partnership

For more information about the Regional Justice Reference Group, contact Georgia Quill, georgia.quill@justice.vic.gov.au





- ✓ Why does Council work with in health & wellbeing
- ✓ Who do we partner with?
- ✓ Warrnambool's residents – how are we faring?
- ✓ Process to review the health and wellbeing plan 2017



WHO does Council work with to create a healthier community?



Warrnambool

2013 – 2017





Goal	What will we do?	
Promote Healthy Lifestyles	i. Encourage healthy eating	   
	ii. Encourage sufficient physical activity	   
	iii. Prevent harm from alcohol	
	iv. Reduce tobacco use	 <div> SMOKE FREE ZONE  <ul style="list-style-type: none"> • Playgrounds • Sports grounds • Council facilities • Civic precinct </div>



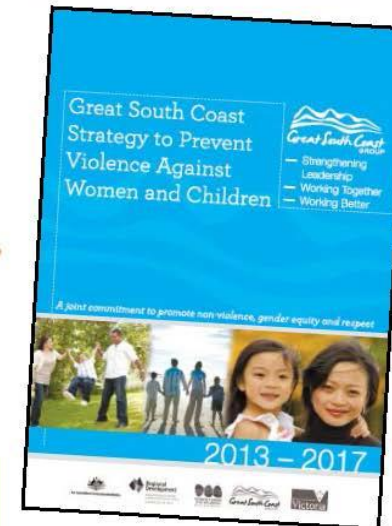
Goal

What will we do?

Seek access,
equity, safety and
inclusion for all

- i. Promote mental wellbeing
- ii. Prevent violence against women and children
- iii. Improve the accessibility and equity of programs and services

get more from
where you live!





Goal

What will we do?

Improve Access
To Economic
Resources

- i. Promote economic participation
- ii. Improve educational attainment

Volunteer
CONNECT



BEYOND
THE BELL



Reviewing the Health and Wellbeing Plan



**New (Refreshed) Health and Wellbeing Plan
2017-2021**

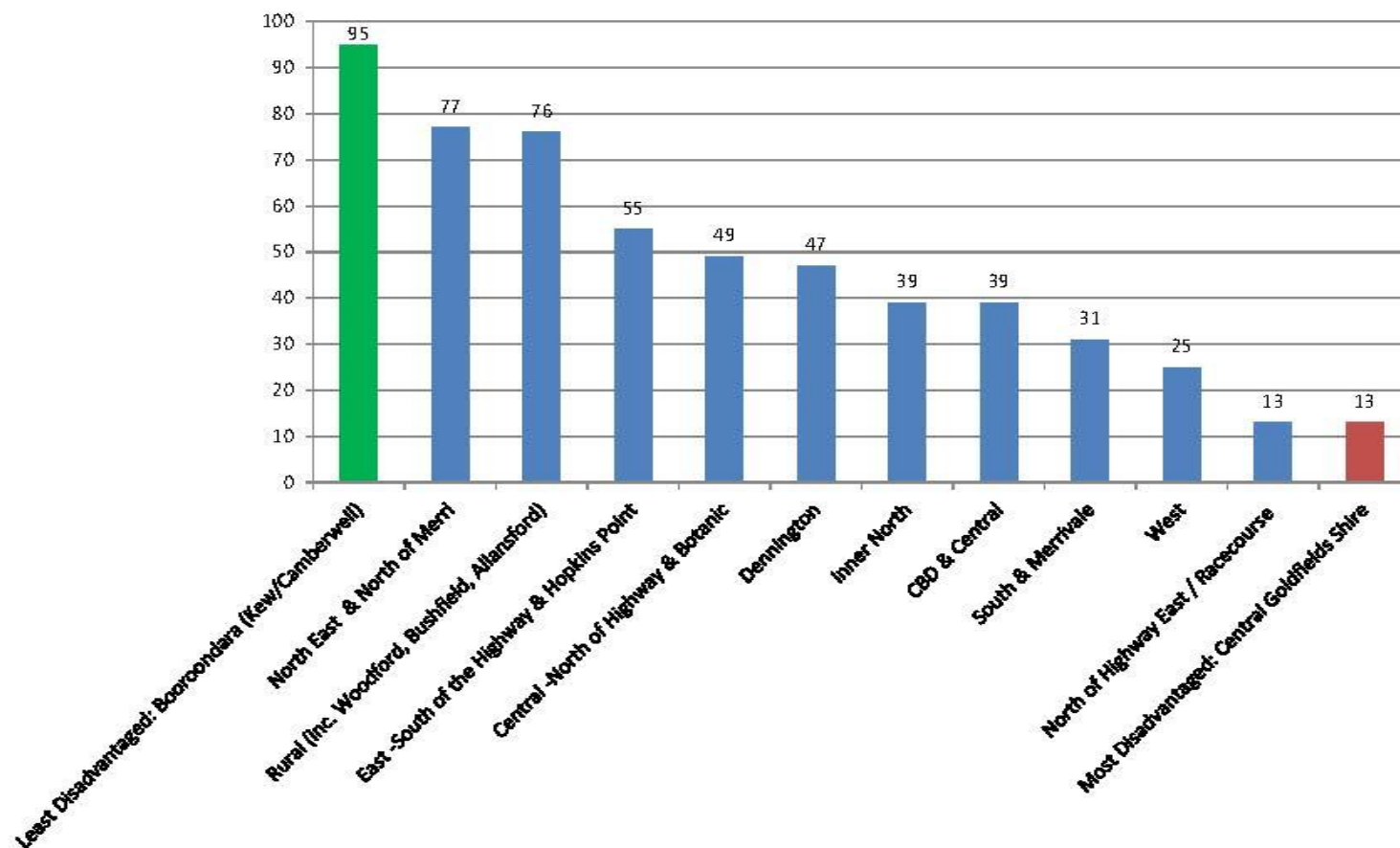


WARRNAMBOOL'S HEALTH AND WELLBEING

How are we faring?



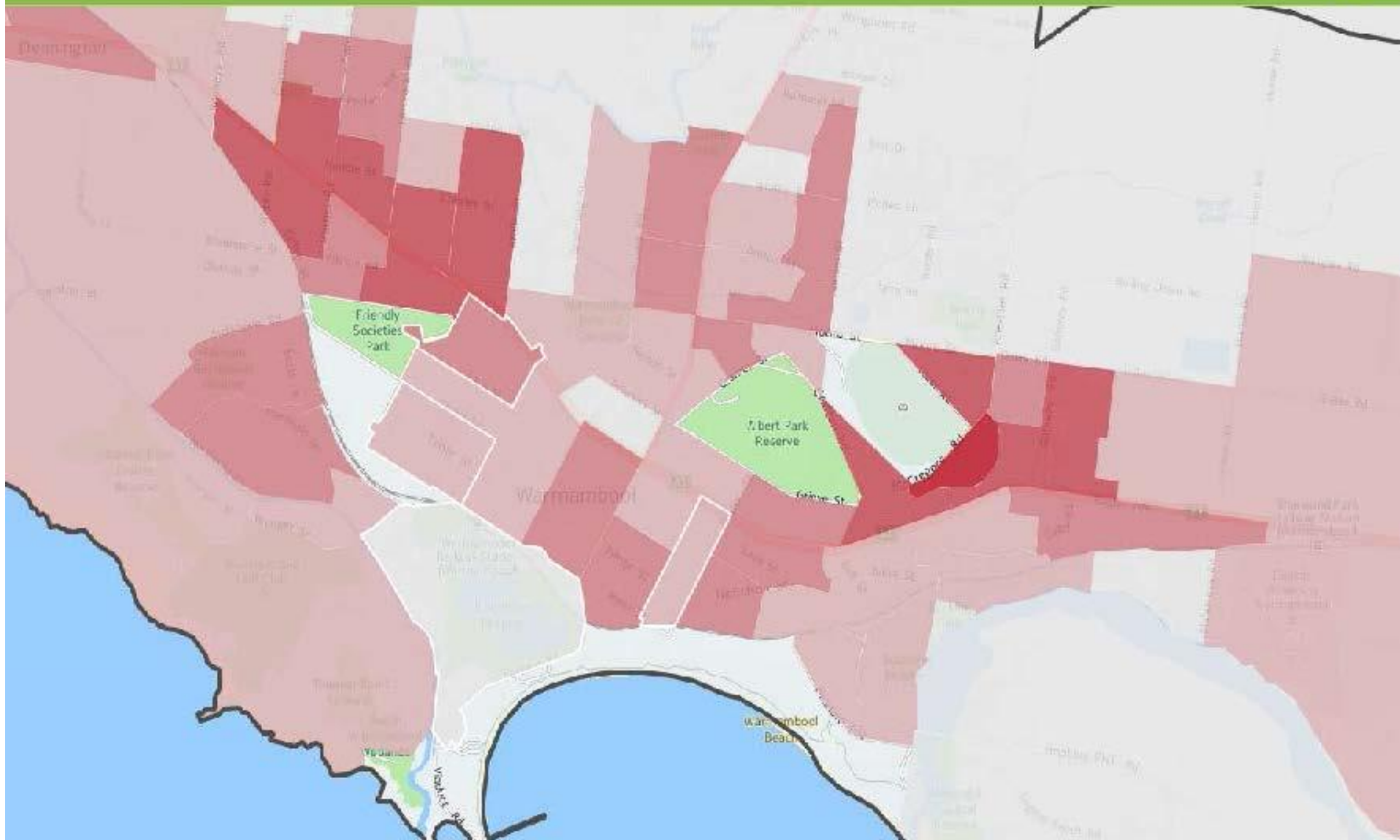
SEIFA Ranking of Warrnambool's 'suburbs'














WARRNAMBOOL'S HEALTH AND WELLBEING

How are we faring?



HEALTHY LIFESTYLES		Encourage healthy eating	Not meeting fruit or vegetable guidelines: 46% (down from 53.1%) ¹ Drinks soft drink daily: 13.1% (up from 10.3%) ²
		Encourage sufficient physical activity	Getting enough physical activity: 65.7% (up from 58.3%) ¹ Sedentary behavior: 3.9% (down from 5.3%) ¹
		Prevent harm from alcohol	High-risk drinkers at risk of short term harm: 47.2% (down from 53.6%) ¹
		Reduce tobacco use	Current smokers: 9.7%* (down from 11.4% 2011 & 21.4% 2008) ¹ *note small sample
ACCESS, EQUITY, SAFETY AND INCLUSION FOR ALL		Promote mental wellbeing	Mental health clients: 31.5 per 1000 people (up from 29.5) ²
		Prevent violence against women and children	Family violence incidents reported to police: 18.9 per 1000 people (up from 12.2) ³
		Improve the accessibility and equity of programs and services	People reporting excellent or very good health: 52.6% (up from 48.7%) ⁴ Access to General Practitioners: 1.6 GPs per 1000 people (up from 1.04) ² Emergency Department visits: 514.6 per 1000 people (up from 510) ²
ACCESS TO ECONOMIC RESOURCES		Promote economic participation	Referrals to VolunteerConnect by CentreLink: n= 61 (up from 41) ⁶ Labour force participation rate: –No new data available (61%) ⁶
		Improve educational attainment	Prep children vulnerable on two or more domains: 8% (up from 7.5%) 20-24 year olds completed Year 12 or equivalent: No new data available (60.6%) ⁶
Data Sources: 1. Victorian Population Health Survey 2. Department of Health 3. Victoria Police 4. Community Indicators Victoria 5. Warrnambool City Council 6. Australian Bureau Statistics, Census 2011			

HOW ARE WE FARING?



When compared to Victorian averages, Warrnambool has:

Higher rates of family violence (reporting)

Higher rates of consuming alcohol at harmful levels

Highest rate of mental health clients in Vic

Higher rate of drug and alcohol clients

Higher rates of obesity/overweight

Insufficient rates of healthy eating

Improved, but still insufficient physical activity

Increasing proportion of vulnerable children

Lower educational attainment

Community Input to the Health and Wellbeing Plan



Health and Wellbeing Plan 2017 - 2021

Process ...



1. Analyse Health and Wellbeing Data & update policy context (March-June)

2. Community Engagement (as part of W2040) (May/June)

3. Share learnings from engagement . Update priorities and goals and draft new plan (Late July)

4. Develop draft plan & seek feedback (August/Sept)

5. Final plan endorsed by Council (October)

2017

Warrnambool Livestock Exchange Advisory Committee

MINUTES OF THE WARRNAMBOOL LIVESTOCK EXCHANGE ADVISORY COMMITTEE MEETING HELD AT THE WARRNAMBOOL CIVIC CENTRE ON FRIDAY 14 JULY 2017 AT 2PM

- 1. PRESENT** Owen O'Keefe (Chairperson)
Dan Carey
Trevor Fry
Cr. Robert Anderson
Peter Utri, Director Corporate Strategies
David Harrington, Manager Financial Services
Paul White, Service Manager Saleyards

APOLOGIES Jim Doukas

**2. CONFIRMATION OF MINUTES OF WARRNAMBOOL LIVESTOCK EXCHANGE
ADVISORY COMMITTEE MEETING HELD ON 10 MARCH 2017.**

MOVED: CR. R. ANDERSON
SECONDED: T. FRY

**That the minutes of the Warrnambool Livestock Exchange Advisory Committee meeting
held on 10 March 2017 be received.**

CARRIED

Business arising from the minutes.

- Paul White to obtain prices on floor coverings and painting for agent offices.

3. MANAGER'S REPORT

The Service Manager Saleyards presented the Manager's Report.

Items raised in the report included:

- Throughput.
- Price comparisons.
- Value of stock sold.
- Action record.
- Current Capital Works update.
- WHS update.
- Future capital works.
- Other projects.

Discussion from Managers Report:

- The numbers for the year were down by 14,795 however it is right across the south west of Victoria with some yards down by 30% on last financial year.

- Value of stock is well above that of previous years with the average price of Prime cattle at \$1,337.86 and Store cattle \$1,155.25. Although our cattle numbers are down by almost 15,000 the value amount in gross turnover is only down by 2.1 million, highlighting the higher prices we have had for 2016/2017.
- There are no Capital Works scheduled for this year. All Capital Expenditure is earmarked for the roofing project. Future Capital expenditure is also for the roofing project however there are Capital projects that need to be completed in 2017/2018.
 - Baleen filters need to be upgraded in this financial year, \$25,000.
 - Weigh cells at old scale will also be upgraded this financial year, \$25,000.
 - Replacement of Geo bags has been approved through maintenance budget, \$10,000.
- Paul White explained that some items are complete from the Action Record and other items were still a work in progress. Items removed from the action record are trimming of tree on Caramut Road, walkway repairs and replace Geo bags.
- Items to be added to the Action Record are to tidy the signage up out front, bollards for front carpark.
- Paul White explained there had been one incident since our last meeting. A SWVLX employee tripped over a hose and required attention to back of head. Having a stop tap on the wet end of the hose has been a good preventative measure. There were no other incidents since our last meeting.
- Arena digital will install advertising material in canteen in the next 6 weeks.
- Paul White spoke on his experience with interface sales (combining cattle assembled in saleyards with online bidding). It has some potential and could be used at SWVLX Store sales in the future. We need to ensure that it does not have the potential to turn producers away but enhance our yards. Discussion and consultation needs to take place with both Auctioneer's plus and the Agents for further advancement on this project.

MOVED: D. CAREY
SECONDED: T. FRY

That the Manager's Report be received.

CARRIED

4. FINANCIAL REPORT

The financial report sets out the provisional revenue and expenditure results for the full financial year to 30 June 2017 compared to budget.

The annual provisional recurrent (operational) cash result for 2016/2017 is a surplus of \$326,994 which is \$110,436 unfavourable to budget. It is however \$39,717 favourable to the forecast on the back of stronger sales in the June quarter.

Expenditure is \$53,571 under budget mainly due to staff wages from vacant maintenance officer position, trade waste and electricity costs.

The SWVLX capital works program has been put on hold pending commencement of the roofing project.

The forecast is showing an operating surplus of \$287,164 which is about \$150,000 below budget. The major driver of this downturn is lower than expected throughput with numbers expecting to be 15,000 below anticipated levels.

Income is expected to be \$242,070 or 16.29% unfavourable to budget because of the lower cattle throughput and its flow on impact to weighing fees and truck wash fees.

Expenditure has controlled and is expected to be \$131,634 favourable to budget mainly due to staff wages and a reduction in trade waste volumes and less maintenance on effluent systems.

MOVED: D. CAREY
SECONDED: T. FRY

That the Financial Report be received.

CARRIED

5. GENERAL BUSINESS

Cr Robert Anderson asked if we could do something about the tardy signs at the entrance to the exchange, Need to obtain a new SWVLX sign and remove old rusty advertising sign.

Trevor Fry expressed concern over temporary fence. Paul explained that he intends to replace with bollards or concrete barriers.

Trevor Fry spoke about Q fever immunisations and should we be offering it to Exchange stakeholders. Paul and Peter will look at best way to implement.

Transporters have pressure on them from EPA to retain all effluent on truck and they require effluent dumps to dispose of this waste. Currently they are using the truck wash to dispose and this seems to be working however Paul will look at a current effluent dump and report back next meeting.

Some information on UV filtration would be good to have for potential future savings on disposal. Paul White to find out at ALMA conference if anyone else is going down this path.

Meeting closed at 3.09pm.

5.14 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 17 July 2017 – refer **Appendix A**
2. Monday 24 July 2017 – refer **Appendix B**
3. Monday 31 July 2017 – refer **Appendix C**

MOVED: CR. HERBERT
SECONDED: CR. OWEN

That the information be received.

CARRIED – 7:0

Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	17 July 2017
Start time:	3.30pm
Councillors present:	Cr. K Gaston – Chairperson Cr. R Anderson Cr. S Cassidy Cr. T. Herbert Cr. P Hulin Cr. M Neoh arrived 3:50pm 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 Shaun Miller, Manager, Economic Development & Investment David Harrington Manager Finance
Other persons present:	Elizabeth Young, State Manager, Welcoming Cities
Apologies:	
Conflict of Interest Disclosures:	Nil
Items discussed:	<ul style="list-style-type: none"> ▪ Welcoming Cities ▪ Great South Coast Region – Commercial Projects Pipeline ▪ Building Startup / Scale Up Ecosystems In Regional Australia ▪ Warrnambool Business Delegation To Changchun 2017 ▪ Monthly Financial Report – May 2017 ▪ 2018/19 Budget Process ▪ Road Safety – Road Users Plan ▪ Community Housing Program- Service Review Update ▪ Waste To Energy Proposal ▪ Minutes -Great South Coast Board Meeting -Friday 23 June 2017
Other items raised by Councillors & Officers:	<ul style="list-style-type: none"> • Position of Rainbow flag to be finalised. • Promotion of Flagstaff Hill through existing networks such as taxis and hairdressers. • Local law animal issue in Ponting Drive. • Temporary fencing around the old Criterion hotel site. • Confirmation was given that funding was not allocated in this year's budget in relation to a study of truck movements in Dennington. • Review if further work could be done in relation to curtailing a perceived increase in graffiti in the city. • Confidential operational matters update.

The meeting closed at 6.30pm.

Assembly of Councillors Record

Purpose of meeting:	Councillor Briefing
Meeting date:	24 July 2017
Start time:	5.00pm
Councillors present:	Cr. K Gaston – Chairperson Cr. R Anderson Cr. S Cassidy Cr. P Hulin Cr. M Neoh Cr D Owen
Council Officers present:	Bruce Anson, Chief Executive Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Vikki King, Director Community Development David Harrington, Acting Director Corporate Strategies Anne-Maree Neal, Governance, Projects & Risk Manager Russell Lineham, Recreation and Culture Manager Lauren Schneider, City Sustainability Coordinator
Other persons present:	Adam Larkin, Warrnambool Football Netball Club Marcus Norton, Warrnambool Football Netball Club Tom Fitzgerald, Warrnambool Football Netball Club
Apologies:	Cr. T Herbert
Conflict of Interest Disclosures:	Nil
Items discussed:	<ul style="list-style-type: none"> ▪ Warrnambool Football Netball Club – loan guarantee ▪ Review of the Warrnambool environmental sustainability strategy ▪ Community satisfaction survey ▪ Child safe policy ▪ City Centre off street car parking developments ▪ Pathway asset management plan ▪ Special charges scheme policy ▪ Water treatment options at Aquazone ▪ New smoke free areas ▪ Update on CBD revitalisation ▪ City Centre renewal – public art
Other items raised by Councillors & Officers:	<ul style="list-style-type: none"> • Reid oval facilities. • Gilles Street taxi rank intersection. • CBD footpath program. • Whale sanctuary. • Pedestrian crossing signage. • Aquazone site visit. • Mt Gambier library and art gallery visit.

The meeting closed at 6.30pm.

APPENDIX C**Assembly of Councillors Record**

Purpose of meeting:	Councillor Briefing
Meeting date:	31 July 2017
Start time:	12noon
Councillors present:	Cr. K Gaston – Chairperson Cr. R Anderson Cr. S Cassidy Cr. T. Herbert Cr. P Hulin Cr. M Neoh Cr D Owen
Council Officers present:	Bruce Anson, Chief Executive Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Vikki King, Director Community Development David McMahon, Manager Visitor Economy Glen Reddick Manager City Amenity John Finnerty Coordinator Assets & Development Kate McInnes waste minimisation officer Tom Hall Projects engineer Peter Mc Ardel Coordinator Local Laws
Other persons present:	Ashay Prabhu, Consultant Chris Frisby, John Fitzgerald Frisby Landscape Architecture Ian Couper CT management
Apologies:	
Conflict of Interest Disclosures:	Cr Herbert item Huntington road development plan and nature street replacement in Spence street
Items discussed:	<ul style="list-style-type: none"> ▪ 15 Year Asset Renewal Demand ▪ Warrnambool Harbour Masterplan – July 2017 ▪ Road Safety – Infrastructure Program 2017/2018 ▪ Petition to Improve Pedestrian and Student Safety, Access to Facilities Around the Precinct of Botanic and Queens Road Roundabout Warrnambool ▪ Amended Huntingfield Road Development Plan – Verdon Street ▪ Petition for removal and Replacement of Nature Strip Trees Jamieson Street, Spence Street and Raglan Parade Warrnambool ▪ Tender No 2017007 - Supply and Installation of Integrated Parking Management System ▪ Flagstaff Hill Renewal Project ▪ 2017 Fun4kids Festival ▪ Middle Island Project Completion Report ▪ Resource Recovery, Waste Minimisation and Management Strategy - 2017-2021 ▪ CBD Revitalisation Works ▪ Growing Our Regions. Growing Victoria – RCV Strategic Objectives 2017-18 –
Other items raised by Councillors & Officers:	Nil.

The meeting closed at 5.30pm.

5.15 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
1 July 2017	Warrnambool	Mayor - Attended the Rotary Club of Warrnambool East - Club's 50th Anniversary and change-over.
3 July 2017	Warrnambool	Mayor – Attended the opening of 3YB/Coast FM new studio and office complex by Senator the Hon. Mitch Fifield.
	Warrnambool	Mayor – Attended the Food Share Board meeting.
5 July 2017	Warrnambool	Chief Executive – Attended a meeting of the Deakin University South West Advocacy Group.
	Warrnambool	Mayor – Attended the Central Rotary Changeover.
7 July 2017	Warrnambool	Mayor – Officially opened the new Muffin Break store at Gateway Plaza.
15 July 2017	Warrnambool	Mayor – Attended the Inner Wheel Club of Warrnambool Inc President's Changeover.
16 July 2017	Warrnambool	Mayor – Attended the opening of City of Warrnambool Rowing Club Redeveloped Boatshed.
19 July 2017	Warrnambool	Mayor – Hosted a reception to recognise the 10 th anniversary of the Middle Island project.
21 July 2017	Warrnambool	Mayor & Councillors – Met with The Premier, The Hon. Daniel Andrews, MP during his visit to Warrnambool.
22 July 2017	Warrnambool	Mayor : Attended the 100 th Birthday celebration for local resident Annie Brown.
	Warrnambool	Mayor – Attended the Warrnambool Fire Brigade Presentation Night.
23 July 2017	Dennington	Mayor & Councillors- Attended Dennington Community Association open day at the Association's Memorabilia Room.
25 July 2017	Warrnambool	Mayor & Director Community Development – Met with the Royal Flying Doctor Service Victorian Board during their visit to Warrnambool.
27 July 2017	Warrnambool	Mayor – Met with Grade 5 & 6 children from Our Lady Help of Christians on local government.
28 July 2017	Warrnambool	Chief Executive – Participated in the Great South Coast Region Industry & Skills Roundtable.

31 July 2017	Warrnambool	Mayor – Met with and welcomed students from Fulkowoka Japan. Mayor & Councillors – Attended the Warrnambool Police Community Safety Forum.
1 August 2017	Warrnambool	Mayor – Attended the Laurel Club of Warrnambool Legacy Annual General Meeting.
2 August 2017	Warrnambool	Mayor – Attended the launch of the 2017 Great South Coast Small Business Festival.

MOVED: CR. OWEN
SECONDED: CR. ANDERSON

That this report be received.

CARRIED – 7:0

6. PUBLIC QUESTION TIME

6.1 QUESTION FROM ALEC WITHAM, 4/98 QUEENS ROAD, WARRNAMBOOL

“Given marriage is the legislative province of the federal parliament, and same-sex-marriage is a subject on which the Australian community is deeply divided:-

1. *On what grounds has Council presumed to publicly take an official position on a matter beyond its sphere of responsibility?*
2. *Why has Council failed to respect the views of all Warrnambool ratepayers and citizens by supporting one point of view and advising:*
 - *State and Federal Members of Parliament;*
 - *The Victorian Equal opportunity and Human Rights Commission, and*
 - *The Commonwealth Human Rights and Equal Opportunity Commission of its support for same-sex marriage, and*
 - *Requesting that neighbouring councils also consider support for that position?”*

The Chief Executive responded that Council has a lot of responsibilities under the Local Government Act and the Health Act that provides for the health and wellbeing of the broader community and that is all sections of the community. The debate that was presented at Council a month ago when the decision was made focussed on the health outcomes for the LGBTI community and Council made its decision based upon its advocacy for the health and wellbeing outcomes for the LGBTI community. In relation to why Council refused to accept the view of all citizens, unfortunately the very essence of Council decision making is about making the decisions, and that is because a decision needs to be made usually because there is a group for and a group against. Council's decision is an advocacy decision to support the LGBTI community, to offer moral support.

7. CLOSE OF MEETING

The meeting closed at 6.44pm.

CHAIRMAN

I certify that these minutes were confirmed at a subsequent meeting of Council

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CR KYLIE GASTON
MAYOR