# MINUTES

ORDINARY MEETING WARRNAMBOOL CITY COUNCIL 5:45 PM - MONDAY 5 AUGUST 2019



VENUE: Reception Room 25 Liebig Street Warrnambool

#### COUNCILLORS

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

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Peter B. Schneider CHIEF EXECUTIVE OFFICER

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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 5 AUGUST 2019 COMMENCING AT 5:45 PM

PRESENT:	Cr. Tony Herbert, Mayor/Chairman
	Cr. Robert Anderson
	Cr. Sue Cassidy

- Cr. Kylie Gaston
- Cr. Peter Hulin
- Cr. Michael Neoh

IN ATTENDANCE: Mr Peter Schneider, Chief Executive Officer Mr Peter Utri, Director Corporate Strategies Mr Scott Cavanagh, Director City Infrastructure Mr Andrew Paton, Director City Growth Ms. Wendy Clark, Executive Assistant

#### 1. OPENING PRAYER & ORIGINAL CUSTODIANS STATEMENT

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

#### **ORIGINAL CUSTODIANS STATEMENT**

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

#### 2. APOLOGIES

- Cr. David Owen
- 3. CONFIRMATION OF MINUTES

## MOVED: Cr. Robert Anderson SECONDED: Cr. Sue Cassidy

#### That the Minutes of the Ordinary Meeting of Council held on 1 July 2019, be confirmed.

CARRIED - 6:0

#### 4. DECLARATION BY COUNCILLORS AND 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.

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Cr. M. Neoh - Item 5.8 - Banyan Street Tree Planting - Direct Interest - Residential Amenity

#### 5. REPORTS

#### 5.1. 2019 COMMUNITY SATISFACTION SURVEY

#### PURPOSE:

This report provides information on the outcomes of the 2019 Local Government Community Satisfaction Survey.

#### EXECUTIVE SUMMARY

The annual Community Satisfaction Survey measures community perceptions of Council's performance in seven core measures and a range of other service areas.

Results for overall Council direction, sealed local roads and making community decisions all improved. Results for overall performance and community consultation fell while results for customer service and advocacy remained unchanged.

Results for Council's performance in 20 of 25 service areas showed an improvement on 2018 scores.

#### MOVED: Cr. Kylie Gaston SECONDED: Cr. Sue Cassidy

#### That Council note results of the 2019 Community Satisfaction Survey.

CARRIED - 6:0

#### BACKGROUND

Warrnambool City Council was one of 63 Victorian councils to participate in the 2019 Community Satisfaction Survey which is coordinated by the Department of Environment, Land, Water and Planning (Local Government Victoria). All Councils are required to provide information to the Local Government Performance Reporting Framework based on like community satisfaction information across several key indicator areas. The DELWP (LGV) survey has been running for many years and offers important longitudinal information to Councils on community satisfaction levels.

The annual survey comprises standard questions which allow for comparisons with similar regional city councils.

The survey is conducted over February and March each year and seeks responses from 400 residents across a range of age groups. This year the survey coincided with the period during which we were engaging with the community on a proposed rate cap variation.

Despite this there were encouraging signs on a number of key performance measures compared to previous years.

Perceptions of overall council direction had improved; so too were results for sealed local roads and making community decisions.

Advocacy and customer service measures were static although it is important to note that Council's customer service rating remains above the state average.

Our overall performance dipped slightly and our score for community consultation was also down. The age group that scores Council more highly is the 18 to 34 years group; those who are less satisfied with Council are those aged 50 to 64 years.

The table below shows Council's current and historic performance within the seven "core measures".

Performance measures	Warrnamb ool 2019	Warrnamb ool 2018	Regional centres 2019	Statewid e 2019	Highest score	Lowest score
Overall performance	56	57	58	60	Aged 18-34 years	Aged 50-64 years
Community consultation	47	50	54	56	Aged 65+ years, aged 18-34 years	Aged 35-64 years
Advocacy	53	53	54	54	Aged 18-34 years	Aged 35-64 years
Making community decisions	48	46	52	55	Aged 65+ years	Aged 50-64 years
Sealed local roads	58	53	57	56	Aged 65+ years, women	Aged 35-49 years, men
Customer service	73	73	72	71	Aged 18-34 years	Aged 50-64 years
Overall Council direction	50	46	52	53	Aged 18-34 years	Aged 50-64 years

The report also examines Council's performances across 25 service areas. Positively, Council's results improved in 20 of the 25 in 2019 compared to 2018.

Council scores improved in aspects of Council operations which are often hotly debated, particularly in social media. These include parking facilities (up six points), traffic management (up seven points) and sealed local roads (up five points).

	Performance scores								
Service area	2019	2018	2017	2016	2015	2014	201 3		
Appearance of public areas	79	74	74	76	77	77	82		
Emergency and disaster management	74	75	73	70	72	74	73		
Art centres and libraries	73	72	72	74	76	77	78		
Elderly support services	71	70	71	68	71	75	73		
Recreational facilities	70	69	71	72	72	74	75		
Tourism development	70	64	68	71	69	n/a	n/a		
Family support services	70	67	67	67	68	73	72		
Community and cultural	70	66	68	71	70	76	75		
Enforcement of local laws	69	66	67	66	69	70	71		
Waste management	68	67	70	70	74	71	73		
Business/community development/tourism	67	60	64	65	58	70	70		
Disadvantaged support services	66	63	63	61	63	68	68		
Population growth	64	63	67	66	64	66	67		
Local streets and footpaths	64	58	55	58	65	64	65		
Planning and building permits	64	58	61	58	60	61	62		
Environmental sustainability	61	62	63	63	65	67	68		
Business and community development	61	55	62	58	54	n/a	n/a		
Traffic management	59	52	61	57	62	62	65		
Sealed local roads	58	53	49	49	53	n/a	n/a		
Town planning policy	56	54	58	56	57	61	61		
Informing the community	54	54	60	55	58	61	62		
Lobbying	53	53	59	54	55	59	60		
Community decisions	48	46	51	51	50	n/a	n/a		
Consultation and engagement	47	50	55	51	50	58	58		
Parking facilities	45	39	49	54	48	50	55		

The report also contains the community's views on how importance respondents believe a service is. This is to encourage Councils to work at aligning performance and importance for service areas. For instance, "community decisions" is considered very important by the community, with a score of 82, while the performance for this measure is a much lower 48. Balancing the prioritisation of resources to meet community expectation is always a difficult balancing act and this survey provides another tool of information to make good decisions for the community.

#### LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

The core measures are also included in the Council's annual report.

#### CONCLUSION

The results confirm a sold rating of satisfaction when compared to our peer regional cities group However, Council still wishes to see improvement in its satisfaction ratings with the community and will continue to work to this end.

#### ATTACHMENTS

Nil

#### 5.2. ACTIVITIES & INITIATIVES 2018-2019 - YEAR END QUARTER 4

#### PURPOSE:

This report provides information on the progress in achieving the Activities and Initiatives set down for 2018-2019 as part of the Council Plan and Budget process. This report provides Council and the community with an update in the progress of actions across Councils' functional areas.

#### EXECUTIVE SUMMARY

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

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

And the 5 key objectives that underpin this Vision;

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

Funding allocations to deliver the Activities and Initiatives are outlined the Council Budget. In 2018-2019 there were 151 Activities and Initiatives identified. These actions and initiatives are representative of the broad range of the work undertaken by Council on behalf of the community.

The fourth quarter provides year-end progress reports on the actions across the organisation.

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

Council business units utilise their business plans to develop tasks that build up to the actions of this report many of the actions and initiatives are driven from strategic plans developed for the long-term improvement of services and assets to the community.

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

The report outlines outcomes on both an annual basis and on multi-year initiatives. The report is a snap shot of activity as many projects and plans are also separately reported to the community through action plan updates on current strategies.

Council will continue to evolve its reporting to the community to provide clarity as to the level of endeavour being undertaken in key areas of the organisation to achieve our strategic goals for the community, as outlined in the Council Plan.

MOVED: Cr. Peter Hulin SECONDED: Cr. Sue Cassidy

That the report be noted.

#### BACKGROUND

The 2017-2021 Council Plan is the principle planning and directional document of the Council and details the Council strategic objectives and strategies over a 4 year period.

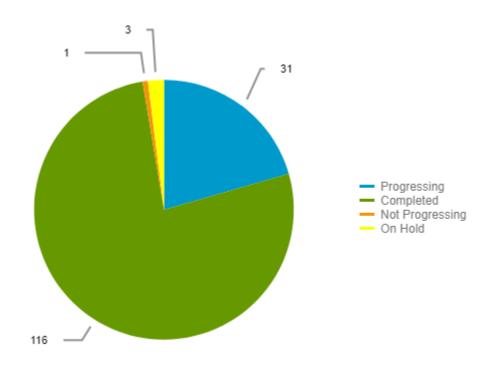
Council is required to set down the Activities and Initiatives (A&I's) on an annual basis that are to be funded and demonstrate how these A&I's will contribute to achieving the strategic objectives specified in the Council Plan and budget.

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



#### 2018/19 ACTIVITIES AND INITIATIVES OVERVIEW

The report provides summary comments as to the progress of the 2018/19 A&I's. A copy of the 151 A&I's and indicators is attached to this report.



#### ATTACHMENTS

Activities & Initiatives 2018/2019 - Year End Quarter 4 [5.2.1 - 39 pages]



## Warrnambool City Council

Activities and Initiatives

Q4 2018/2019



Progressing





Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

### 1: Sustain and enhance the natural environment.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
1.1.1	Implement the Coastal Management Plan and Vegetation Management Plan.	Lauren Schneider	65%	Progressing		Implementation of the plan continues with key projects underway including the renewal of the Moyjil beach access and Lady Bay beach access to improve safety and risk. The Coastal Vegetation Management Plan action implementation is ongoing.
1.1.2	Ensure compliance with Local Laws relating to horses on Lady Bay.	Peter McArdle	100%	Completed		Although compliance is currently being met, this action is ongoing. Increased patrols by officers regular constant contact with the Warrnambool Racing club and SWORTA ensures the riders and trainers are aware of the need for compliance.
1.1.3	Ensure all septic tanks meet EPA guidelines and requirements.	Guy Price	90%	Progressing		Development of the Domestic Water Management Plan commenced June 2019 and will conclude Nov 2019. Among the outcomes of the Plan will be risk maps (so that audits are done of high risk septic systems, and owners maintain these as required under EPA regulations); random audits of systems to monitor their health; recommendations to strategic planners (re. development); liaison with Wannon Water (on the expansion of the sewer network), and other key stakeholders (on EPA compliance requirements for septic systems).
1.1.4	Manage and implement the Moyjil Cultural Heritage Plan.	Lauren Schneider	45%	Progressing		A significant milestone was achieved recently with the publication of the scientific research by the Royal Society of Victoria. The research provides strong evidence to indicate human occupation from 120,000 years ago. Further research and techniques will be investigated and options explored with Traditional Owners and agencies which form the Moyjil Advisory Committee.

Attachment 5.2.1

Q4, 2018/2019

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
1.1.5	Review recycling practices in the city and develop short and long-term options for recycling processes.	Glenn Reddick	50%	Progressing		Community consultation with options released for comment July 2019.
1.1.6	Continue the Bag It, Bin It, dog litter reduction campaign to reduce dog littering.	Kathryn McInnes	25%	Not Progressing		No funding has been received to continue this initiative. Local Laws officers do include monitoring in their regular patrols. This has limited impact as a regular presence is required which requires additional funding
1.1.7	Develop an asset management plan for coastal protection assets and seek funding for their management.	Ben Storey	100%	Completed		Port AMP has been adopted.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
1.2.1	Commence implementation of the new Warrnambool sustainability plan.	Lauren Schneider	80%	Progressing		The implementation of this strategy continues with delivery of key initiatives in sustainability and environmental management, including the inaugural Renewable Energy Forum on community renewable energy and the solar program for households.
1.2.2	Reduce reliance on landfill by diverting organic material from waste streams through education.	Glenn Reddick	100%	Completed		Full FOGO roll-out has been completed across the City. Preliminary data suggest reductions of up to 80 tonne per month.

#### 1.3: Invest in climate change preparedness.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
1.3.1	Deliver the Barwon South West – Local Coastal Hazard Assessment – Stage 1 Pursue funding for Stage 2	Lauren Schneider	35%	Progressing		Pursuit of funding for Stage 2 of the Local Coastal Hazard Assessment is ongoing with discussions with DELWP and the Coastal Environments Program.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

#### 1.5: Review options for managing waste.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
1.5.1	Investigate opportunities for waste to energy to reduce reliance on landfill.	Glenn Reddick	70%	Progressing		Draft feasibility analysis received. Final draft being prepared following amendments.

#### **1.6:** Educate the community on Councils sustainability initiatives.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
1.6.1	Prepare a foreshore master plan specifically investigate potential for eco-tourism at the foreshore.	Shaun Miller	70%	Completed		Draft Foreshore Precinct Plan completed. Draft project brief for integration with other Master Plans to be completed. (eg. Lake Pertobe, Port of Warrnambool, Belfast Coastal Reserve Management Plan). Awaiting budget allocation.

#### 1.7: Partner with the community on local sustainability projects.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
1.7.1	Work with the community to advocate for Warrnambool to be a plastic bag-free city	Kathryn McInnes	100%	Completed		The State Government plastic bag ban comes into effect in November. Council is actively involved in educating and informing the community, retailers and wholesalers about suitable alternatives. Council is also supporting workshops run by community groups 'Sewing Station' and 'Boomerang Bags' in their work making reusable bags and beeswax wrappers and engaging the community to make and use them.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

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

#### 2.1: Promote healthy lifestyles.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.1.1	Ensure compliance with the Tobacco Act and MAV Tobacco Agreement.	Guy Price	100%	Completed		As part of this ongoing MAV Agreement, all tobacco outlets will undergo four Tobacco Test Purchase activities this year, with the first occurring on Tuesday 16 April. Education visits are also conducted at all food premises with outdoor dinning areas, as well as four similar visits to SWH ('No Smoking' within 4 metres of a public entry point)
2.1.2	Implement Warrnambool - A Healthy City 2017-2021	Lisa McLeod	100%	Completed		<ul> <li>Key HWB activities this quarter included -</li> <li>"This Girl Can 3280" - a VicHealth funded campaign to get women participating in physical activity which delivered:</li> <li>76 new female-friendly program activities delivered over six weeks</li> <li>15 partners involved delivering the activities</li> <li>More than 430 women participated in the free activities.</li> <li>Posters and calendars were displayed at more than 20 locations including schools, workplaces and program partner venues.</li> <li>"Every Day Counts" campaign which aims to raise community awareness of the impact of absenteeism on school outcomes. Achievements include:</li> <li>Strong school support with active partnership from 7 primary schools and 2 secondary schools</li> <li>Key campaign messages developed and refined with partners and Term 1 campaign delivered to positive feedback.</li> </ul>

Q4, 2018/2019





Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.1.3	Increase understanding of priority health and wellbeing issues in the community	Lisa McLeod	100%	Completed		Strong campaign results were achieved for Last Drinks Warrnambool (alcohol harm), This Girl Can (increasing physical activity) and Meet your Street (encouraging social connection) via traditional and social media channels and with partners in schools, council facilities and services and partner workplaces.
2.1.4	Encourage social connection and promote active living in public spaces.	Lisa McLeod	100%	Completed		This Girl Can (increasing physical activity) and Meet your Street (encouraging social connection) campaigns were successfully delivered with a series of well supported events and campaigns being rolled out via traditional and social media channels and with partners in schools, council facilities and services and partner workplaces.
2.1.5	Provide communications support to promote Council services and facilities.	Nick Higgins	100%	Completed		Material and media releases produced to advise AquaZone customers of the short-term closure of the swimming pools while upgrades were made to air handling and water treatment systems. Engagement materials designed for consultation on recycling options.
2.1.6	Support Youth Council to implement their annual action plan	Fran Fogarty	100%	Completed		Completed and new Youth Council has now been established.
2.1.7	Ensure premises operating under the Food Act and Public Health Act are inspected before a renewal of registration is granted.	Guy Price	100%	Completed		All Food Act and Public Health Act premises have been inspected in this reporting period.

Q4, 2018/2019

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.2.1	Partner with local agencies and organisations to address health and wellbeing priorities.	Lisa McLeod	100%	Completed		As always Council's Health and Wellbeing Program values extensive partnership activities to achieve successful outcomes. This quarter WCC service areas including AquaZone, WAG and Archie Graham, along with other community groups and local businesses supported the This Girl Can campaign and calendar of free events. Planning for the federally funded Welcome to Warrnambool Cultural Orientation Program has commenced with key partner Brophy Youth and Family Services. This will include partners including Schools, SW Healthcare, Victoria Police, Victorian Legal Aid, Warrnambool's two neighbourhood houses, SW TAFE and others. The "Pirtup Trail" at Lake Pertobe will be a partnership project with collaboration between the Aboriginal community, Aboriginal Victoria, Gunditjmara, Gunditj Mirring, Nature Glenelg Trust, and Glenelg Hopkins Catchment Management Authority and Council to develop and deliver this important element of the Lake Pertobe BBR Program.
2.2.2	Ensure immunisation facilities are fit-for-purpose. Facility has been review and identified to be too small for the purpose of activities required. This has been referred to the budget process for consideration to enlarge the area.	Alison Elliott	25%	On Hold		The immunisation room is too small without sufficient capacity to operate the service safely and efficiently.Despite successive requests for funding which have been unsuccessful, no funding has been approved to extend the immunisation area. Plans are however being developed to convert the former integrated public toilet (now decommissioned) into additional immunisation space. Any conversion work will require funding.

Attachment 5.2.1

Q4, 2018/2019

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Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.2.3	Increase influenza immunisation. The immunisation service is limited to conducting off-site flu vaccinations for business due to the inability to access the immunisation room on an additional day to conduct a walk-up service for the public.	Alison Elliott	100%	Completed		Limited further progress can be made until funding is provided to expand the existing immunisation facility.
2.2.4	Maintain and enhance child immunisation rates (from 95 per cent coverage).	Alison Elliott	100%	Completed		Cohort 1 (1 year old) 94.38% Cohort 2 (2 year old) 98.02% Cohort 3 (5 year old) 96.88%
2.2.5	Continue to work in partnership with the Primary Care Partnership to implement priority health promotion and prevention initiatives across the South West.	Lisa McLeod	100%	Completed		WCC and SW Primary Care Partnership continue to partner on the Warrnambool Violence Prevention Board to deliver Last Drinks Warrnambool and to seek funding to undertake initiatives to address harm from alcohol. SWPCP continue their active support of the Warrnambool 2040 Plan's people goals.
2.2.6	Support the collection of new, consistent data and evidence to inform strategic and service planning.	Lisa McLeod	100%	Completed		Utilising the Health and Wellbeing budget in partnership with the Infrastructure Directorate, Council participated in the 2019 National Cycling Participation Survey which will provide data around rates of physical activity and will also inform both the ride to work/school campaigns and the development of a Principal Bike Network Plan. Social media data for Warrnambool's CBD and foreshore has been sourced as a trial from Neighbourlytics which will assist in monitoring W2040 outcome measures. WCC is encouraging schools to again participate in the 2019 Middle Years Development Index (MDI) for children in year 5 and 7 levels which provides important data about how children and young people are faring. Officers are also supporting SW Primary Care Partnership to develop a data portal and consistent measures for Health and Wellbeing monitoring.

Attachment 5.2.1

Q4, 2018/2019

Warmambool City Council Agenda for Ordinary Meeting



Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.2.7	Encourage residents to be prepared for emergencies, increase awareness of local emergency alerts/warnings and share preparedness resources and information with residents.	Lisa McLeod	100%	Completed		Connect Warrnambool Facebook continues to be utilised effectively for sharing Warnings and Alerts as issued by Vic Emergency and emergency readiness and safety campaigns. From April to June emergency messages on Connect were viewed 64,900 times, Engagements (Likes/Shares) and the number of click throughs to content/link totalled 3,594. WCC has shown leadership in disseminating emergency preparedness messages and alerts across the sub-region (up to 80kms from Warrnambool) - reaching into Moyne Shire - without any financial contribution from the neighbouring municipality.
2.2.8	Establish a parenting program supporting the needs of fathers within the community.	Sharyn Trewin	80%	Progressing		Commencement of First Parent groups in the evening enabling dads to attend outside of work hours. Presentations on play, development and attachment. Also CFA and family home safety education.
2.2.9	Develop a kiosk information centre for families to navigate children's services and activities within the community.	Ebony Grieve	70%	On Hold		The kiosk installation has been put on hold due to the relocation of Children's Service Centre and Florence Collins Children's Services Complex.
2.2.10	Continue with the Victorian Government's Roadmap for Reform and commence implementation of the 10-Year Early Childhood Reform Plan across all Early Years Learning and Development Units, services and alliance networks.	Tina McLeod	100%	Completed		First year targets implemented and achieved.

Attachment 5.2.1

Q4, 2018/2019

Warmambool City Council Agenda for Ordinary Meeting



Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.2.11	Expand access to early learning and development opportunities for children and increase support for parents through the introduction of the Supported Playgroup Program. Pilot two supported playgroups in the Warrnambool municipality and test the models and their applicability to Warrnambool communities	Tina McLeod	100%	Completed		Pilot program implemented and successful well beyond expectations.
2.2.12	Enable child safety standards across the Early Years Learning and Development Unit.	Tina McLeod	100%	Completed		Child Safety Standards are fully implemented across early years services, and will be maintained and monitored annually.
2.2.13	Complete the principle pedestrian network plan to inform future investment in our pathways and support sustainable transport.	Luke Coughlan	85%	Progressing		The Draft Principal Pedestrian Network Plan will be presented to Council, following internal review, within the 2019-20 financial year. The community consultation strategy has been completed which will be presented to Council along with the Draft Principal Pedestrian Network.
2.2.14	Ensure regional assessment targets are met and that quality processes and procedures are adhered to.	Fran Fogarty	100%	Completed		Quarterly Regional Assessment Service quality framework completed. The report demonstrated a high level of client satisfaction. Self-audit tool show that the service is meeting the expected requirements.
2.2.15	Continue to implement Council's Disability Action Plan.	Richard Stone	100%	Completed		All annual targets met. Warrnambool City Councils Disability Action Plan 2017 -2026 contains 43 actions, of which 18 are 'Ongoing' with annual reviews and 25 have specific completion dates.
2.2.16	Ensure that Client care plans are completed and reviewed.	Richard Stone	100%	Completed		All care plans have been reviewed and are complete.
2.2.17	Implement Council's Wellness, Reablement and Diversity Plans.	Richard Stone	100%	Completed		Updated Wellness, Reablement and Diversity Plans have been submitted to the Department of Health and Human Services. During this quarter Council's Regional Development Coordinator worked with Aboriginal Community controlled organisation's to explore projects that respond to the reforms in the Aged care sector.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

#### 2.3: Increase community health and social connections.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.3.1	Establish Archie Graham as a central point of information for health and wellbeing activities and opportunities for older adults	Fran Fogarty	100%	Completed		The Archie Graham Community Centre is now well established as a central point of information and activities for health and wellbeing opportunities for older adults. Archie Graham Community Centre bi-monthly newsletter distributed to over 1200 patrons. Centre activities have high participation rates with most at full capacity.
2.3.2	Increase connectedness and build health and wellbeing knowledge of local people via social media.	Lisa McLeod	100%	Completed		During Q4 Connect Warrnambool has published 225 Facebook posts from 1 April to 30 June, and increased reach and engagement on the same time last year. Posts which encourage changed behaviour (including increased physical activity, being social and reducing risky drinking), messages to promote health and wellbeing priorities and fostering emergency preparedness and resilience and promoting community events, programs and activities have been extensive. Posts were viewed 345,550 times over the 3 month reporting period. Connect Warrnambool Page likes have increased 2% over the period from 6156 to 6295. Warrnambool Walks Facebook page has also continued to grow in following and reach adding 48 new "friends", up to 1672 and growth in the page reach to 29,728 over the quarter.
2.3.3	Continue to support active volunteerism within the local community	Fran Fogarty	100%	Completed		All annual actions complete. Volunteer Connect continues to provide strong support to Volunteer Involving organisations. This quarter saw high numbers of volunteers accessing training and workshops. As part of Volunteer week, a range of activities were conducted across the region. Volunteering numbers in the community continues to increase.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.4.1	Implement the Aquazone Annual Business plan and make improvements to drive increased visitation.	Rodney Sanderson	100%	Completed		Revision of 2019/20 business plan complete.
2.4.2	Update AquaZone's water treatment system	Rodney Sanderson	100%	Completed		Construction works are underway to replace the Water Treatment System. First stage of works complete however the project runs over two financial years and will continue into late 2019.
2.4.3	Complete the following recreation infrastructure projects: (i) Dennington Recreation Reserve Pavilion Redevelopment and sewer upgrade; and, (ii) Mack Oval Irrigation development.	Kyme Rowe	100%	Completed		Dennington Recreation Reserve sewer upgrade is complete however awaiting final legal documentation for easement establishment. Mack Oval Irrigation is complete - Official opening 12 July 2019.
2.4.4	Seek funding to commence implementation of Lake Pertobe Master Plan.	John Finnerty	100%	Completed		Council received \$1.45m under the Federal Governments Building Better Regions Fund in March 2019.
2.4.5	Implement Stage 2 of the healthier choices project at Warrnambool Stadium kiosk.	Rodney Sanderson	100%	Completed		Sports participation on target for 2019/20.
2.4.6	Host the South West Regional Championships at the Warrnambool Gymnastics Centre in partnership with the Springers Gymnastics Club.	Rodney Sanderson	100%	Completed		Event successfully hosted with positive feedback from participants and Gymnastics Victoria.
2.4.7	Complete the Great South Coast Regional AFL, Netball and Cricket Strategy and work with stakeholders to commence implementation.	Kim White	100%	Completed		Project completed and Council received the final report in July 2019.
2.4.8	Complete the Active Warrnambool Strategy and work with stakeholders to commence implementation	Kim White	100%	Completed		All annual actions complete. The draft final report was presented to Council in July 2019. The report is currently on display for public comment. The final report will be presented to Council in August 2019.

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Responsible Action Action Name Status Traffic Progress Comments Officer Code Lights 2.4.9 Complete the Reid Oval John 100% Completed Reid Oval Redevelopment Project Preliminary Business Case Finnerty has now commenced. Council will project and advocate for capital continue to seek the remaining investment to implement the required funding. Development Plan priorities. 2.4.10 Introduce a new enclosed dog Glenn 60% Progressing Construction commences week Reddick park in consultation with the commencing 1/7/19. community.

#### 2.5: Encourage and support more lifelong learning.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.5.1	Warrnambool Branch Library to promote early reading programs to support literacy in young children.	John Finnerty	100%	Completed		Warrnambool Library runs regular programs with a specific focus on Early Years Literacy, including Story time - twice per week, Wednesdays and Thursday 11am; and Rhyme time - twice per week, Wednesday afternoons and Friday mornings. All Preschool programs run year round including throughout the school holidays. In conjunction with the State Library of Victoria, the Warrnambool Library also runs the 1000 books before school program. Sharing stories with babies and young children for just 10 minutes each day provides them with a significant increase in their readiness for school and helps to develop important literacy skills and a lifelong love of reading.
2.5.2	Present the LINK (library) business case to government and continue to advocate for capital investment in the project.	John Finnerty	100%	Completed		Achieved. The State Government has allocated \$16.3m to the project.
2.5.3	Implement the new childcare funding package across childcare services.	Tina McLeod	100%	Completed		The first year implementation is now complete. Further work will be required in the next financial year as updates and changes are announced

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Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.5.4	Provide early engagement opportunities which support early learning and parenting through supported playgroups.	Sharyn Trewin	100%	Completed		Supported Playgroups have been implemented into the comminity 3 days per week with regular attendance from young familes within the LGA, regular referrals occurring via the Maternal Child Health process along with other agencies such as Child Protection. Good linkages into quality ealry childhood programs such as Early start kindergarten.
2.5.5	Improve school readiness outcomes through the implementation of the DET School Readiness Funding.	Ebony Grieve	100%	Completed		School Readiness funded programs are being delivered across the 12 kindergarten sites. The sessions have included training for staff and sessions for children and families to support children's communication, wellbing, access and inlcusion.
2.5.6	Continue to provide high quality early years programs within early years services.	Ebony Grieve	100%	Completed		Continued self assessment against National Quality Standards, receiving Exceeding rating for Lions Hopkins Kinder during the 12 month period.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.6.1	Work with the appropriate stakeholders to progress development of improved tourism product initiatives at Tower Hill and Moyjil.	Andrew Paton	100%	Completed		Master Planning project for Tower Hill has commenced Traditional owner and other stakeholder engagement occurring. Project Control Group formed comprising Parks Victoria, RDV, Moyne Shire, Warrnambool City Council, Great Ocean Road Regional Tourism, VicRoads, and Visit Victoria. Media announcement occurred relating to the publication of scientific papers of the historical significance of the Moyjil site.
2.6.2	Develop and deliver a Warrnambool Art Gallery calendar of exhibitions and education programs which attract identified target audiences.	Vanessa Gerrans	100%	Completed		WAG delivered a successful program of exhibitions and events with WAG visitation 66,665 in 2018- 19 (increased from 53,041 in 2017- 18).

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WARRNAMBOOL

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.6.3	Develop a Warrnambool Art Gallery vision and 10-year strategy.	Vanessa Gerrans	100%	Completed		All annual actions complete. WAG held a Stakeholder Engagement Forum on 28.6.19 with 50 community partners including WAG Industry Panel members; WAG Foundation, Friends of WAG; Maar Nation Steering Committee, local arts and culture representatives (PGAV, RAV) and other internal and external partners. The Forum was facilitated by Regina Hill (Effective Philanthropy) and reflections from the forum will be interpreted and added to complete the Gallery 10- year Vision and Strategy.
2.6.4	Foster community partnerships to deliver arts workshops at the Lighthouse Theatre.	Xavier Dannock	100%	Completed		The 2019 Primary Performers program has been completed, with 80 local primary school aged children taking part in staging the musical Beauty & The Beast Jr; supported by over 100 parents, guardians and dedicated community volunteers; performing to over 1400 patrons across four performances. A post-show supper with Melbourne Theatre Company's show - Violent Outburst - saw a large number of the secondary students attending the show stay back to engage with the cast members on their experiences and skills in creating the show. Whilst not a workshop, this was a successful engagement activity with a number of students giving feedback on the great value they felt from this. A workshop with The Last Great Hunt was unfortunately not completed due to a scheduling conflict with the company.

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2.7: Actively acknowledge local Aboriginal culture.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.7.1	Engage Aboriginal elders in Council's strategic planning and include Aboriginal culture, stories and language in projects whenever appropriate.	Lisa McLeod	100%	Completed		Gunditjmara Cooperative, Aboriginal Victoria and Victorian Council for Aboriginal Languages supported a major funding application to Building Better Regions for investment in a renewed Lake Pertobe Playspace which will incorporate indigenous stories and language into a soundscape, walking trail and natural play elements. This successful funding application will see strong partnership around the delivery of indigenous play elements, cultural interpretation and a soundscape through a project given the working title of "Pirtup Trail".
2.7.2	Involve Aboriginal community members in the design of relevant priority projects identified in the Botanic Gardens and Lake Pertobe master plans.	Lisa McLeod	100%	Completed		Ongoing work will see Gunditjmara Cooperative, Aboriginal Victoria and Victorian Council for Aboriginal Languages collaborate to support the Lake Pertobe Renewal Program which will see indigenous stories and language incorporated into a trail. This will see strong partnership around the delivery of indigenous play elements, cultural interpretation and a soundscape through a project given the working title of "Pirtup Trail".

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
2.8.1	Establish Archie Graham Community centre as a culturally safe environment.	Fran Fogarty	100%	Completed		All annual actions complete. Reconciliation Week closing ceremony event conducted at the Archie Graham Community Centre. A wide range of culturally diverse community groups regularly use the centre to meet and socialise.

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

#### 3.1: Build better connections for cyclists and pedestrians.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.1.1	Consider the recommendations from the Cycling Reference Group and implement any actions adopted by Council.	John Finnerty	100%	Completed		The Cycling Reference group continues to provide feedback on a range of cycling matters.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.2.1	Implement the key initiatives of the Open Space Strategy .	Julie Glass	65%	Progressing		The Open Space Strategy continues to be on-going and progressing. Currently in progress are:-
						- adoption and implementation of the Lake Pertobe Master Plan;
						- Deakin to City Centre Feasibility Study;
						- East Parks development;
						- draft Wayfinding Strategy prepared.
						- commencement of The South of Merri Open space Precinct Plan.
						Other key initiatives that have been implemented since 2014 are:- 3 newly developed local/neighbourhood parks; 105 parcels of land rezoned to reflect an open space function; 2.3km of new footpaths connecting residents to open spaces; 5km of Russells Creek trail now fully connected; 6 new masterplans and landscape plans; 4 new pedestrian crossings over roads and waterways, connecting residents to open space; key directions from the open space strategy implemented into the Warrnambool Planning Scheme.

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Warrnambool City Council Activities and Initiatives

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.2.2	Implement an Open Space Contributions Policy.	Julie Glass	80%	Progressing		The Open Space Contributions Policy is a key action from the Open Space Strategy and an Open Space Contributions review and draft policy has been completed, in draft form. A peer review of the draft review report and policy has been undertaken and is currently being reviewed by Council staff.
3.2.3	Develop city pride and story through development of town entrances.	Ben Storey	100%	Completed		Entry sign installed. Ongoing works on other entrances.
3.2.4	Implement food van trading plans for the harbour and city centre precincts.	Glenn Reddick	100%	Completed		Itinerant trading Policy adopted by Council 1/7/19.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.3.1	Consider special rates and charges schemes to develop footpath, drainage and road infrastructure.	Paul Cugley	100%	Completed		The following projects have been considered for Special Charge Scheme and officers will progress to work with the community to implement these schemes. - Rooneys Road North Footpath - Hopetoun Street Allansford Drainage & Road Construction - Willow Tree Lane Road - Wiggs Lane
3.3.2	Finalise a Playspace Strategy.	Peter Favero	45%	Progressing		The Draft Playspace Strategy is due to be completed and placed on public consultation in August/September 2019.
3.3.3	Progressively plan and renew City Centre streetscapes.	Luke Coughlan	100%	Completed		PSCA Program being implemented. 2018/09 works completed. Ongoing program into 2019/20.
3.3.4	Upgrade of two key public amenities buildings.	Paul Wickson	100%	Completed		Construction of the Swan Reserve amenities is now complete and was open for use in June 2019.

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Warrnambool City Council Activities and Initiatives

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.3.5	Develop "significant & heritage" tree renewal program.	Luke Coughlan	30%	Progressing		All tree data now collected. Assessment beginning to identify significant and heritage trees.
3.3.6	Prepare a strategy and funding model for a long-term tree replacement program.	Luke Coughlan	25%	Progressing		Audit of street trees and gaps now complete. Program for planting vacant streets and gaps in draft form, progress has been slow due to excessive resident engagement being required, particularly in established streets. Strategy to follow.
3.3.7	Complete the design process for the upgrade of the Warrnambool Pound in consultation with the RSPCA.	Glenn Reddick	100%	Completed		The design work has been completed. There is no funding allocation to implement the design.
3.3.8	Undertake a contract extension with the RSPCA for pound services.	Glenn Reddick	100%	Completed		A 1 year extension has been executed.
3.3.9	Develop and expand off-street parking areas.	Scott Cavanagh	100%	Completed		Railway car park became active in 2018/2019. This is an ongoing action that will be dependent on the availability of funding through the car parking fund.

#### 3.4: Enhance movement in and around the City.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.4.1	Further promote the smart parking options.	Glenn Reddick	100%	Completed		Completed.

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#### 3.5: Maintain and enhance existing Council infrastructure.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.5.1	Identify and regularly monitor condition of asset classes.	Luke Coughlan	100%	Completed		Action complete for 18/19. A number of condition assessments and audits have been completed this financial year including a full road network condition assessment, a comprehensive playground audit, completion of approximately 10km of drainage condition assessment, and completion of the street tree risk audit. The street tree risk audit has been completed over the previous four (4) years, with this year focusing on the East Warrnambool and Allansford area. Council now has a complete inventory of all street trees across the city. The drainage condition assessment will be an ongoing program, which will aim to complete 10km of condition assessment each year. Council's overall drainage network is more than 260km in length.
3.5.2	Report annually to Council and community on service levels and unfunded works.	Luke Coughlan	100%	Completed		Action complete for 18/19. The State of Assets Report was presented to the February 2019 Council Meeting.
3.5.3	Investigate funding opportunities to renew heritage assets such as Cannon Hill armaments, the Portuguese monument and Wollaston Bridge	Luke Coughlan	100%	Completed		Action complete for 18/19. Investigation found Cannon Hill assets were not heritage listed and so were not applicable for HV grant programs – these would have to be self-funded from Council. Wollaston Bridge has received HV funding and project is underway to be complete by December 2019.
3.5.4	Undertake an assessment of all public place litter bins and develop a maintenance/replacement program.	Kathryn McInnes	100%	Completed		Work has been done with market organisers to provide additional bins for markets and events to reduce reliance and overfilling/littering during markets and events which is one of the key issues.

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Warrnambool City Council Activities and Initiatives

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.5.5	Collaborate with Council service managers to ensure facilities comply with the Food and Health Act.	Guy Price	100%	Completed		All facilities within Council delivered services are compliant with the Food Act and Health Act.
3.5.6	Update asset management plans for asset classes including roads, bridges, footpaths, IT, buildings and monuments.	Luke Coughlan	50%	Progressing		Bridges, Footpaths and Fleet AMPs are complete. The drainage asset management plan is in draft and undergoing an initial review prior to forwarding to the working group for comment. The draft will then been presented to the Executive Management Team and Council for endorsement to seek community feedback. The roads AMP is progressing with Draft scheduled for completion by October. Open space AMP is in it's early stages with Draft scheduled for December.
3.5.7	Tempered mixing valves audit and maintenance routine.	Paul Wickson	100%	Completed		Maintenance routine including frequency, temperature set points, maintenance activities and reporting obligations has been established. Identified mixing valves are being maintained to the required standard. Identification of further TMV's is ongoing.
3.5.8	Implement 2017-2018 Roof Access Audit Recommendations.	Paul Wickson	100%	Completed		Year 2 of the program is complete. Roof access systems were installed at the following locations; Civic Centre West Wing fixed ladders, harness points and walkways, Lions Hopkins Preschool ladder bracket and harness points, Dennington Recreation Reserve fixed ladder and harness points, Scott Street Machinery Shed fixed ladders, harness points and walkways, Myrtle Bar fixed ladders, harness points and walkways, Beamish Street Preschool ladder bracket and harness points

harness points.

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Warrnambool City Council Activities and Initiatives

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.5.9	Minor works for maintenance of Council buildings.	Paul Wickson	100%	Completed		The unprogrammed maintenance and operations budget that was previously overspent has been balanced and finished under allocation by 0.5%. Minor building works procurement is complete with deeds of standing offer issued to appropriate contractors.
3.5.10	Development of a standard specification for fittings and fixtures to standardise maintenance for high cost items.	Paul Wickson	100%	Completed		Standard specification list for high cost building items will be ongoing and updated as necessary.

#### 3.6: Advocate for better regional connections.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.6.1	Seek funding for and deliver road safety projects.	Paul Cugley	100%	Completed		Made applications for the following programs in 2018/19. - 19/20 Federal Backspot Program
						- TAC Small Infrastructure fund - Fixing Country Roads Wangoom Road
						- Community Road Safety Grants VicRoads
3.6.2	Advocate for essential safety and road improvements on the Princes Highway West.	Scott Cavanagh	100%	Completed		2018-2019 Princes Highway program has been complete and resulted in 2 Federal and 1 State allocation. The Alliance model is now in review and advocacy around projects will continue.

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Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
3.6.3	Advocate for improved passenger and freight rail services	Phil Hoggan	100%	Completed		Warrnambool City Council advocacy, through the Rail Freight Alliance (RFA), has helped resolve uncertainty around the Mode Shift Incentive Scheme (MSIS). The MSIS provides a vital subsidy to freight-forwarders to help offset the cost of transferring containers from rail to road transport to overcome last-mile access issues at the Port of Melbourne. The MSIS has been extended a further 12 months to June 30, 2020. Both Council and the RFA are seeking further surety for the MSIS beyond this date. Council continues to seek clarification on the State Government's recent statement that \$114 million Warrnambool rail line upgrade "will pave the way for the introduction of VLocity passenger services to Melbourne". Rail track sleeper replacement works have largely been completed with the State Government citing 'uncontrolled level crossings' as the next obstacle to the introduction of VLocity services between Warrnambool and Melbourne.

Report Generated: 8/06/2018



Warrnambool City Council Activities and Initiatives

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

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.1.1	Facilitate and promote business support and investment opportunities to grow the local economy.	Shaun Miller	100%	Completed		Economic Development led business support programs including Small Business Mentoring Program, Manufacturing Cluster Program, China Host Program and The Ideas Place business accelerator program were implemented in Warrnambool to support the city and wider region during 2018\2019 year.
4.1.2	Provide executive support to implement the Great South Coast Food and Fibre Plan.	Shaun Miller	100%	Completed		Executive support provided to the Great South Coast Food and Fibre Council. Key achievements to date include effective advocacy for water policy reform, dedicated website and branding, Communication and marketing plan completed, food and fibre focus groups educational and leadership programs developed. Some 26 of the 42 initiatives of the Great South Coast Food and Fibre Plan have either commenced or have been completed.
4.1.3	Develop and circulate economic data and analysis to business and industry.	Shaun Miller	100%	Completed		Key economic indicators were regularly communicated to Council and wider business community including building approvals, population growth, unemployment data regularly updated and made available online (ref: https://www.economyprofile.com.au/warrnambool). Analysis and messaging from spendmapp data (EFTPOS and Point of sale transactions) also being circulated to business and industry to measure economic impact of events and as a further headline indicator of the health of the City's economy.
4.1.4	Implement Warrnambool - China Strategy to build local business capacity and capability.	Shaun Miller	100%	Completed		The first year of the 2018-2021 Warrnambool China Strategy included outcomes such as an Australian first Great Ocean Road Region China Host - Tourism Leadership program with National recognition; Warrnambool identified for a regional pitch event that allowed a business from Warrnambool a fully funded place in a delegation of 15 start-ups to attend a conference in Nanjing, China; and strong national interest from research institutes looking to highlight the Warrnambool- Changchun Sister-City model for international engagement.

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Responsible Action Action Name Progress Status Traffic Comments Code Officer Lights 4.1.5 Promote and 100% Phil Hoggan Completed A recreational hangar being developed on Lot 22 is facilitate now very close to completion. Planning is well investment in the advanced for a further major hangar construction expected to take place on Lot(s) 1 & 2 of the Warrnambool Aviation Park. Sharp Airlines ceased its RPT Regional Airport. service on June 30. Engagement occurring with chartered flight operators and RPT providers regarding the reinstatement of flight services from Warrnambool to Melbourne. 40% 4.1.6 Complete and Julie Glass Progressing The Housing Diversity Strategy is underway and has been informed by feedback from the W2040 implement the Housing community engagement process. Scope of works Diversity currently being refined to prepare a project brief and Strategy. project plan. 4.1.7 Plan for the Julie Glass 70% Progressing Precinct structure plans that have been developed development and and progressing to implementation are:implementation of precinct - Logans Beach Framework Plan; structure plans. - Eastern Activity Centre Structure Plan review (Amendment (C103)) - The East of Aberline Precinct Structure Plan (in conjunction with the Victorian Planning Authority). - A review of the Allansford Framework Plan 4.1.8 Maintain Julie Glass 100% Completed The 2017/18 land supply audit has been adopted by adequate land Council which indicates a sufficient supply of supply through residential land for Warrnambool. An updated audit regular audits will commence for the 2018/19 year. and monitoring. 4.1.9 100% Completed Consider job Kathrvn Through a tender process Council assesses any creation **McInnes** submissions for local recycling processing content. opportunities in Local recycling processing would create jobs and local waste reduce transport costs and implementation will be management ongoing. systems.

#### 4.2: Encourage more sustainable local business.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.2.1	Further develop, promote and deliver Business Support Package to City Centre businesses within the City Centre Renewal zone.	Shaun Miller	100%	Completed		Stage 2 of the Business Support program completed with evaluation report to be presented to Council in 2nd Quarter of 2019.

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Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.2.2	Complete and implement the Industrial Buffers Project.	Julie Glass	40%	Progressing		Current work being undertaken by the State Government on buffer distances has been released, and consultation on this work by DELWP and the EPA has commenced. The work being undertaken at the State Government level will need to inform this project. The work Council has undertaken to date has been peer reviewed, in consultation with the EPA.
4.2.3	Implementation of Development Plans and Developer Contributions Plans.	James Philips	45%	Progressing		Development Plan applications and Development Plan amendments continue to be processed and endorsed by Council:- 15 Dales Road (undergoing assessment); Logans Beach Coastal Village (Stages 6 & 7 undergoing assessment).
4.2.4	Deliver a business case and feasibility study for a Business Incubator/ Accelerator to support growth of existing companies or start-ups in our region.	Shaun Miller	100%	Completed		Securing a \$284,000 grant through Victorian Government 'LaunchVic' funding, Warrnambool City Council will be coordinating 'the Ideas place" a 12 month program to engage and support local entrepreneurial activity across Warrnambool City, Moyne and Corangamite Shires. This initiative has also formalised a partnership with SW TAFE in their entrepreneurial\innovation hub due for completion in September 2019.
4.2.5	Support the development of new tourism and economic development proposals, including Crown Land proposals where appropriate.	Andrew Paton	100%	Completed		Advice and support provided to a number of potential investors at preliminary planning stage across residential, industrial and visitor economy sectors.

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# 4.3: Enhance the visitor experience.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.3.1	Co-ordinate and deliver a regional visitor economy project to build the capacity and capability of local operators to access the growing Chinese tourism market.	Shaun Miller	100%	Completed		Completed the China Host in March 2019, an industry specific program designed to prepare tourism operators for the fast growing inbound Chinese Market. The program application process was over subscribed with 50 tourism business applying. A selection criteria including interviews was conducted in order to obtain the 15 businesses that would complete the initial program. Module One was run at Deakin University, Warrnambool on October 10th which saw content delivered by industry leaders, Asialink Business, ATEC and Tourism Australia with topics covered including Understanding the Chinese Traveller and Understanding Customer Service Expectations. The second module was held on November 28th at Sovereign Hill, Ballarat which covered the topics of Creating a value proposition, frameworks to develop products/services, Chinese language and preparing for Chinese New Year. Content was again delivered by industry leaders Asialink, Gaibo and Tourism Australia.
4.3.2	Recognise the importance of indigenous culture to the region and explore with Great Ocean Road Regional Tourism the potential for an increased Aboriginal tourism offer.	Andrew Paton	100%	Completed		GORRT Aboriginal Product Development Project is in final draft form. A final round of consultation is occurring with the Project reference group and Traditional Owners. Published strategy expected October 2019.

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Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.3.3	Develop and implement actions of the 2018-2022 Events Strategy.	Andrew Paton	100%	Completed		One of the key actions of the new Warrnambool Events Strategy was the creation of a Festival and Events Community Fund. Events seeking seed or growth funding under the Festivals and Events category may apply for up to \$5,000. Calls for funding under this program closed 30th June 2019 with strong interest. In late May it was announced that Warrnambool had secured the 2020 and 2021 Victorian Junior Lifesaving Championships over the March Labour Day Long weekend. Council supported the Warrnambool Surf Life Saving Club to secure the event, which for the first time, will be trialled over a three day format. Almost 1,500 junior lifesavers and their families will travel to Warrnambool for the annual event providing a significant positive economic impact for the City.
4.3.4	Partner with GORT and other stakeholders to implement the recommendations of the Warrnambool Destination Action Plan.	Andrew Paton	100%	Completed		The Warrnambool Destination Action Plan is currently being reviewed by the Visitor Economy Advisory Committee and GORRT. Other Visitor Economy stakeholders have, and will be, invited to participate in the review with the expectation that a broader base of our City's Visitor Economy will be engaged and lend support towards implementation of the Destination Action Plan.
4.3.5	Ensure mobile food vans and temporary food stalls that require registration with Council are compliant and registered under the Food Act.	Guy Price	100%	Completed		All mobile food vans and temporary food stalls are compliant and registered under the Food Act 1984.
4.3.6	Produce and implement a Strategic Plan for the Holiday Parks (Surfside & Shipwreck Bay).	Andrew Paton	100%	Completed		A 5 year strategic plan for both Holiday Parks is progressing. Phase 1 has included site visits and a detailed survey of users. The next phase will move to the development of draft Strategic Priorities which will be informed by engagement with key stakeholders.

Q4, 2018/2019



Warrnambool City Council Activities and Initiatives

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.3.7	Produce and implement a Marketing Strategy to promote Warrnambool in partnership with GORRT & Industry.	Andrew Paton	100%	Completed		The 'I AM WARRNAMBOOL' Brand Toolkits and digital packages continues to report an increased take-up by industry. The Destination Branding initiative over the Warrnambool May Racing Carnival attracted strong national exposure.
4.3.8	Support and participate in the activities of the Warrnambool Tourism and Business Association.	Andrew Paton	100%	Completed		The WTA is in recess.
4.3.9	Support the activities of the Great Ocean Road Regional Tourism Board.	Andrew Paton	100%	Completed		Great Ocean Road World Class Signage project completed. Consultation with all LGA stakeholders to occur in July for implementation. Great Ocean Road Workforce Planning Project has commenced focussing on Workforce accommodation, Transport., and Workforce attraction. Future of Visitor Servicing Project commenced on proposed models and a transition strategy from current to future state. 2019/20 Strategic Plan and Business Plan completed and engagement occurring through respective partner LGA's, industry partners and State Government.
4.3.10	Support and advocate for the implementation of initiatives in the Shipwreck Coast Master Plan.	Andrew Paton	100%	Completed		Over \$700 million in private sector investment is in planning. \$108 million of State and Federal Funding has been secured for implementation of Stage 2 of the Shipwreck Coast Master Plan. \$153 million for Great Ocean road maintenance. Parks Victoria have commenced Stage 1 works.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.4.1	Provide advocacy support material and report on advocacy outcomes.	Nick Higgins	100%	Completed		Advocacy materials continue to be updated and added to.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives Q4, 2018/2019

Action Action Name Responsible Progress Status Traffic Comments Officer Code Lights 4.4.2 Scott 100% Completed Works through the PHWAA and Participate in regional leadership groups and alliances to advocate Cavanagh regional directors forums have for improved transport, services occurred throughout the year. and digital infrastructure. This is an ongoing action.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
4.5.1	Continual Improvement of the Development Toolkit.	James Philips	50%	Progressing		A project management plan has been developed with assignment allocated to members of the team. A series of application guidelines is currently under development for potential applicants.
4.5.2	Continual Improvement of the Building Services Toolbox.	James Philips	50%	Progressing		The building services toolbox is currently under development and continues to reflect legislative changes as they occur.
4.5.3	Develop and implement a plan of partnership initiatives with Deakin Warrnambool and South West TAFE.	Shaun Miller	100%	Completed		Warrnambool City worked with Deakin University and South West TAFE on a range of regional initiatives including IdeasPlace, China Host program, international student attraction, International Student Guide as well as coordinating formal welcomes for requested student and official delegations. Council led the application for Deakin University research project - Great South Coast Economic Futures which is exploring large commercially feasible projects across a range of sectors - energy, manufacturing, water and tourism. Warrnambool City Council has also formed an MOU with SW TAFE on the South West 'Hive' regional business co- working and incubation project in 2018\2019.
4.5.4	Develop an International Student Education Prospectus.	Shaun Miller	100%	Completed		Warrnambool City and Deakin University developed a international student support program, international student guide, and welcoming events in 2018\2019. WCC supported and attended the recent Deakin University International students dinner and welcome in Warrnambool.

Warmambool City Council Agenda for Ordinary Meeting

Attachment 5.2.1



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

# 5: Practice good governance through openness and accountability.

# 5.1: Strategic Resource Plan.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.1.1	Coordinate, prepare and have adopted Councils Strategic Resource Plan.	David Harrington	100%	Completed		Strategic Resource Plan adopted with the Council Plan on 24 June 2019.

# 5.2: Annual Budget.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.2.1	Coordinate, prepare and have adopted Councils Annual Budget.	David Harrington	100%	Completed		Annual Budget adopted on 24 June 2019.

# 5.4: Community Plan.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.4.1	Partner with the community to endorse and implement the W2040 Community Plan	Lisa McLeod	100%	Completed		Partnering Agreements have been developed and are about to be distributed to the W2040 Partners Network. Community campaigns have also been launched which link to W2040 goals. #MeetYourStreet3280 and also #EveryDayCounts campaigns reminded people that small actions make a BIG difference. Community campaigns will continue to link back to W2040 goals and reinforce the message that small actions by many are needed to achieve our long term visions as a community. WCC Youth Council will host screenings of the 2040 documentary on 18 September to launch community pledge campaign to take small actions Which will make a big difference aligning with the W2040 tag #smallactionsBIGdifference
5.4.2	Inform Council and Community strategic planning by sharing the learning's from W2040 engagement processes.	Lisa McLeod	100%	Completed		The community engagement learnings from Warrnambool 2040 continue to strengthen and influence integration of strategies to make Council actions more effective and efficient. Recent strategic work which has benefited from the W2040 process is the Active Warrnambool Strategy and the Strategic Planning process for WAG's next 10 years.

Q4, 2018/2019

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Responsible Action Action Name Progress Status Traffic Comments Officer Code Lights 5.4.3 Lisa McLeod 100% Completed Establish a reporting The Pulse Corporate Reporting System framework for the W2040 (which generates this report) will enable Community plan. external partnership reporting collaborative reporting on W2040 partner actions in 2019/20 and beyond.

# 5.5: Reporting to the community.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.5.1	Report on the extent and engagement with Council's communications measures.	Nick Higgins	100%	Completed		Council will shortly consider the findings of the 2019 Community Satisfaction Survey which includes ratings on community engagement performance and preferred forms of communication.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.6.1	Provide community engagement opportunities relating to Council projects as required.	Lisa McLeod	100%	Completed		Projects for which engagement support, activities or advice was provided this quarter include: Botanic Precinct Local Traffic Management Plan (LATM), Merri Street pedestrian crossing, Pirtup and Playspace Projects (Lake Pertobe BBR Program) Active Warrnambool Strategy, new Shared Library, planning for Reid Oval Stakeholder Engagement, Beyond the Bell Local Action Group project, Last Drinks Warrnambool.
5.6.2	Gazettal of Council's new Local Laws.	Glenn Reddick	100%	Completed		The new Local Laws were gazetted in February 2019.

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.7.1	Implement enterprise-wide project management framework procurement management and contract management module.	Ben Storey	35%	Progressing		System specification and development in process. The system is on track for commission prior to the end of calendar year.

Warmambool City Council Agenda for Ordinary Meeting

WARRNAM BOOL

Warrnambool City Council Activities and Initiatives

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Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.7.2	Support quality strategic planning processes which are evidence based, informed by quality community engagement and result in improved outcomes for the community.	Lisa McLeod	100%	Completed		Projects for which engagement support, activities or advice was provided this quarter include: Active Warrnambool Strategy, Botanic LATM, Shared Library, Reid Oval, Lake Pertobe Renewal Projects.
5.7.3	Continual refinement of the Health and Safety System through improved process, implementation, reporting and organisation engagement.	Adam Williams	100%	Completed		WCC has achieved all applicable milestones set out by the MAV Workcare in retaliation the development and implementation of the WCC HSMS. Verification of this has been facilitated by monthly inspections conducted by JLT's Regional Risk Consultant(s).
5.7.4	Enhancing efficiency and organisational performance through improved organisation culture utilising a trusted advisor model of service.	Simon Fleming	100%	Completed		The remodelled HR/OHS Team is now embedded and is providing high levels of support to all business units across council.
5.7.5	Implement workplace actions to educate and build capacity of Council staff regarding gender and diversity equity and family violence issues.	Simon Fleming	75%	Progressing		The release of Victoria's gender equity bill is still pending, however diversity training has been added to the WCC training plan after being identified during the recent training needs analysis.
5.7.6	Improving organisation culture, engagement and service standards through a coordinated approach to innovative and sector leading training, professional development, cultural diversity and wellbeing	Simon Fleming	100%	Completed		The WCC OHS training needs analysis has been completed an appropriate training plans developed. The roll out of the on- line training platform, LITMOS, has been a success and resulted in greater training participation and ability for the Learning & Development team to track participation. Continuing adoption of the MAV OHS Management system has seen well-being initiatives increase.
5.7.7	Investigate opportunities and develop a strategy to reduce graffiti in the city.	Paul Wickson	100%	Completed		The process of recording and reporting graffiti has been adopted, which has led to improved results in catching offenders and a significant reduction in graffiti tagging on Council assets. Contact has been made with Department of Justice and Regulation in regard to developing a graffiti removal program with offenders.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

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Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.7.8	Implement on-line permits for food registrations.	Guy Price	100%	Completed		DHHS Food Safety Unit is developing a statewide online registration system, though it's completion date will not be before mid-2020. Council will work with DHHS.
5.7.9	Develop a Municipal Early Years Strategy.	Tina McLeod	0%	On Hold		Funding was anticipated but did not eventuate so unable to proceed with this action.
5.7.10	Aim for efficiencies through the use of digital technologies.	Simon Fleming	100%	Completed		Efficiencies have been achieved through digital technologies. The implementation of the Organisation Management Module in Ci Anywhere has resulted in a more streamlined process for the management of employee appointments and movements within the organisation. The performance management module has been re-worked and simplified for ease of use by managers. The ongoing introduction of digital forms has resulted in ongoing efficiencies in diverse areas of council.
5.7.11	Refresh IT Strategy.	Peter Newell	70%	Completed		A draft strategy has been produced and is with the Director Corporate Strategies for review. Review has been on hold until the outcome of the funding bid for the TechnologyOne Share Service with Moyne and Corangamite shires is known. The bid has been successful. Formal work on this will commence late 2019 and be conducted during 2020.
5.7.12	Participate in Shared Services – TechnologyOne with Moyne & Corangamite Shires.	Peter Utri	100%	Completed		The final business plan has been submitted to Local Government Victoria and Treasury and Finance for assessment. Member Councils are awaiting the outcome of the application. Notification of the outcome will be in June 2019 with the project to commence in the new financial year if successful.

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Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.7.13	Improve the resilience of IT Systems.	Peter Newell	100%	Completed		Maintenance of hardware, software, operating systems and firmware continues. Staff are being trained in new technologies, specifically Microsoft Windows 10 deployment. The team participate in relevant user groups and other forums. Works to duplicate fibre optic link between two main data centres will be completed by the end of this month (July 2019).
5.7.14	Improve utilisation of IT to improve business processes and user experience.	Simon Fleming	100%	Completed		The roll out of the on-line training system LITMOS has resulted in increased employee exposure and utilisation of WCC IT Systems. The re-working of the employee performance review module in Ci Anywhere will also ensure improved utilisation of IT systems and enhanced business processes.
5.7.15	Improve Record Keeping compliance by improving the uptake of ECM.	Peter Newell	80%	Completed		The existing program of user training, comprising induction, basic and advanced training continues. The existing program of work unit visits continues. The controlled documents project is well advanced and due for final testing in August. This is the first step in the process of moving documents from network drives to ECM. Software to help identify duplicate documents across network drives and ECM has been identified.
5.7.16	Improve business efficiency by consolidating documents held on network drives into ECM.	Peter Newell	35%	Completed		The Controlled Documents project is introducing more people to the process of removing documents from network drives and adding them to ECM. We plan to learn from this, promote the process and assist work units move their documents. Controlled documents process will enter final testing during August 2019. Software to help identify duplicates across network drives and ECM has been identified.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

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

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.8.1	Review Council-owned property with consideration of rental agreements, property valuations and disposal of surplus land.	Glendon Dickinson	100%	Completed		Report on public submissions and other identified land considered by Council. Sale of 26 Garden St Warrnambool to proceed via expression of Interest. Swan St land shall not proceed to sale at this time. rear land at 117B Fairy St advertised for Section 223 submissions.
5.8.2	Increase training, resources and preparedness to meet the requirements of Council's Municipal Emergency Management Plan.	Glenn Reddick	100%	Completed		Further training was under taken in December 2018, as a refresher and to new officers to assist in the event of an emergency. Although this action is completed, ongoing training and development of staff is required.

# 5.9: Deliver customer-focused, responsive services.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.9.1	Maintain and monitor continuous improvement plan and corporate Community Home Support Program calendar and self- assessment tool.	Richard Stone	70%	Progressing		The Home Support Quality Improvement group meets weekly to complete a self- assessment process and update its Continuous improvement plan to reflect the new Aged Care Quality standards. The new standards take effect on July 1 2019. In June 2019 two staff attended a workshop on the new Aged Care Quality Standards.
5.9.2	Review the provision of Council's community housing service and report proposed recommendations to Council for a decision on the future of the service.	Glenn Reddick	70%	Progressing		Report outlining options to be presented to Council requesting Council to select the preferred option.
5.9.3	Execute new contracts for recycling, household waste and Food Organics Garden Organics services.	Glenn Reddick	100%	Completed		Completed.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

# 5.10: Foster an encouraging and positive staff culture.

Action Code	Action Name	Responsible Officer	Progress	Status	Traffic Lights	Comments
5.10.1	Commence implementation of priority actions arising from the Staff Survey	Simon Fleming	100%	Completed		Organisation Values have now been adopted, a steering committee for the development and implementation of the culture program formed and leadership training opportunities identified and offered.

Warmambool City Council Agenda for Ordinary Meeting



Warrnambool City Council Activities and Initiatives

Q4, 2018/2019

#### 5.3. BUDGET ROLLOVERS/CARRIED FORWARDS

#### PURPOSE:

# This report highlights the proposed rollovers from the 2018/19 financial year into the 2019/20 financial year.

#### EXECUTIVE SUMMARY

- Council has identified \$8.257m of funds to be rolled over into the 2019/20 financial year.
- A large proportion of these funds relate to State and Federal grants for ongoing operating and capital projects, many of these funds were received towards the end of the 2018/19 financial year.
- Council also has a number of projects in progress that were budgeted for in 2018/19 but will be completed in 2019/20.

#### MOVED: Cr. Michael Neoh SECONDED: Cr. Robert Anderson

That Council adopt the rollover of \$8.257m of funds from the 2018/19 surplus to the 2019/20 financial year.

CARRIED - 6:0

#### BACKGROUND

Council sets an annual budget prior to the beginning of the financial year and during the financial year Council may apply and receive additional grant funding to deliver operating projects or infrastructure to the community. This grant funding may be received in one particular financial year but the project is not due to commence until the following financial year. In these circumstance Council will 'rollover' the funding allocation to the following financial year.

Council also provides a rollover of funds where a project is budgeted in one particular financial year but is in progress at the end of the financial year and will be completed the following financial year.

#### ISSUE

Council received a number of large grant funds in 2018/19 which relate to projects that will commence or be completed in the 2019/20 financial year. These include:

- Reid Oval \$2.0m (received in June 2019)
- Financial Assistance Grant \$2.0m (Received in June 2019)
- Port of Warrnambool \$1.2m (received in June 2019)
- Pedestrian Safety Casualty Area \$0.7m (\$0.5m received since May 2019)
- Planning & Development \$0.5m

The following table shows a summary of the proposed rollover funds which has been split into Council funded projects and Grant funded projects.

	Capital	Project	Recurrent	Total
Rollovers for Unspent Monies (ie. Council	276,864	510,995	79,520	867,379
funded allocations)				
Rollovers for Grant Funded Projects	3,066,921	2,315,569	2,007,238	7,389,728
	3,343,785	2,826,564	2,086,758	8,257,107

#### FINANCIAL IMPACT

The 2019/20 budget will be increased by \$8.257m which is funded through the 2018/19 accounting surplus.

#### LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

#### 5 Practice good governance through openness and accountability

5.2 Annual Budget

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

#### ATTACHMENTS

Nil

#### 5.4. PROCUREMENT POLICY UPDATE

#### PURPOSE:

#### This report provides an update to the Procurement Policy.

#### **EXECUTIVE SUMMARY**

- Section 186A of the Local Government Act 1989 requires Council to prepare, approve and comply with a procurement policy.
- Section 186A(7) of the Local Government Act 1989 requires that at least once in each financial year a Council must review the current Procurement Policy and may, in accordance with the section, amend the Procurement Policy.
- The current policy is based on the model MAV Procurement Policy which has been designed specifically for Local Government.
- The new policy is looking to strengthen the elements of Sustainable Procurement in the policy and include a weighting towards this in the tender evaluation.
- The procurement manual has been updated following recommendations from internal audits on Contract Management, Purchasing (below tender thresholds) and Asset Management.

### MOVED: Cr. Michael Neoh SECONDED: Cr. Sue Cassidy

#### That Council adopts the Procurement Policy.

CARRIED - 6:0

#### BACKGROUND

In accordance with Section 186A of the Local Government Act 1989 Council is required to prepare, approve and comply with a Procurement Policy.

The policy establishes the procurement framework by providing guidance, governance and clarity on principles, practices and processes to be applied to all of Council's procurement.

#### ISSUES

Council must adopt and have a current procurement policy in place which meets its legislative requirements. The policy should cover the key principles and commitments of Council in relation to procurement and procedural detail should be contained in a procurement manual.

There are two drivers for the changes to the revised policy:

- 1. Strengthening the elements of Sustainable Procurement to be more in-line with the Council Plan and other strategic documents (ie. The Green Plan, Health & Wellbeing, etc).
- 2. Responding to recommendations from internal audits on contract management, purchase (below tender threshold) and asset management.

The changes resulting from internal audits are minor and procedural with the general feedback from the internal audits being that the Procurement Policy and Manual reflect best practice in the industry. The internal auditors have also recommended our framework to other organisations as a template to replicate.

Council should be committed to ensuring that its purchasing practices are fair and that they achieve best value outcomes for the community.

#### FINANCIAL IMPACT

Council's Procurement Policy identifies the principles, practices and processes to be applied to all of its procurement activities. The policy will direct how purchases and procurement activities occur within the organisation.

#### LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

#### **1** Sustain and enhance the natural environment

1.4 Encourage environmentally sustainable business.

#### 2 Foster a healthy City that is socially and culturally rich

2.8 Increase participation opportunities for disadvantaged members of the community.

#### 4 Develop a modern economy with diverse and sustainable employment

4.2 Encourage more sustainable local business.

#### 5 Practice good governance through openness and accountability

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

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

#### ATTACHMENTS

- 1. Draft Procurement Policy 2019 [5.4.1 15 pages]
- 2. WCC Sustainable Procurement Tender Schedule content draft as at 160719 [**5.4.2** 6 pages]

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WARRNAMBOOL

# **Procurement Policy**

POLICY TYPE: COUNCIL

APPROVAL DATE: July 2019 REVIEW DATE: July 2020



# DOCUMENT CONTROL

Document Title:	Procurement Policy
Policy Type:	Council
Responsible Branch:	Financial Services
Responsible Officer:	Manager Financial Services
Document Status:	Draft
Approved By:	Council
Adopted Date:	July 2019
Review Date:	July 2020

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Attachment 5.4.1

#### 1. INTRODUCTION

#### 1.1. Purpose

Warrnambool City Council's procurement framework, which covers contracting, purchasing and contract management activities, is designed to support the achievement of Councils strategic aims and objectives.

Attachment 5.4.1

This policy establishes the procurement framework by providing guidance, governance and clarity on the principles, practices and processes to be applied to all of Council's procurement activities.

#### 1.2. Scope

This Procurement Policy is made under Section 186a of the Local Government Act 1989. The Act is the key legislative framework that regulates the process of all local government procurement in Victoria. Section 186a of the Act requires the Council to prepare, approve and comply with a Procurement policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by the Council.

This policy applies to all contracting and procurement activities at Council and is binding upon Councillors and Council Staff.

The Act, the Procurement Policy and associated procedures of Council are the primary reference points for how all procurement should be performed.

#### 1.3. Definitions

The following definitions apply to terminology used throughout this Policy.

Term	Definition
Act	Local Government Act 1989 (as amended).
Best and Final Offer (BAFO)	A process that is utilised during a tender process which allows Council to invite shortlisted tenderers to submit their best and last technical and priced offer on the basis of the tender requirements. This process is designed to further assist in the demonstration of achieving the value for money principles.
Category Management	The strategic, proactive and organisational approach to the end to end procurement of specific categories of organisational spend.
Commercial in Confidence	Information that, if released, may prejudice the business dealings of the party (e.g. discounts, rebates, profits, methodologies and process information). It is information provided for a specific purpose that is not to be used for any other purpose than set out in the initial document.
Contract Management	The process that ensures both parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the business and operational objectives required from the contract and in particular, to provide value for money.
Council Staff	Includes full time and part-time Council officers, and temporary employees, contractors and consultants while engaged by the Council.
Conflict of Interest	Refer to section 77A of the Act.
Delegation	A power handed down by the Council or Chief Executive Officer in an instrument to enable a delegate to act on

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# **PROCUREMENT POLICY**

	Council's behalf.
Emergency	Sudden or unexpected occurrence requiring immediate action.
Environmental	Ensuring immediate organisational needs are met whilst taking
Sustainability	into account the needs of future generations.
e-Procurement	The use of electronic systems to acquire goods, services and works.
Ethics	The moral principles or values that guide practitioners in all aspects of procurement.
Expression of Interest (EOI)	An invitation for persons to submit an EOI for the provision of the goods, services and works which generally set out in the overview of requirements contained in the document. This invitation is not an offer or a contract.
MAV LEAP Program	<ul> <li>A procurement continuous improvement program designed to assist organisations, regions and sectors to:</li> <li>Achieve and demonstrate sustainable savings and value for money;</li> <li>Support local and regional economic development and other triple bottom line objectives;</li> <li>Identify and pursue shared services opportunities;</li> <li>Improve probity management and compliance; and</li> <li>Improve organisational and sector capability.</li> </ul>
Negotiation	The bargaining process between two or more parties. Each party has its own viewpoints and objectives, but seeks to reach an overall satisfactory arrangement.
Probity	Probity is uprightness, honesty, proper and ethical conduct and propriety in dealings. Within Government, the word "probity" is often used in a general sense to mean "good process." A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council's policies and legislation are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Probity Advisor	Commonly an observer in dealings with tenderers and the evaluation panel at presentations and interviews. The probity advisors would be available to answer questions and provide advice to the evaluation team.
Probity Auditor	Primarily reviews all processes and documentation throughout the procurement process and provides a report on their findings at the conclusion of the process.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Purchase Order	The official Council order issued to enable payment through the Council's Financial System.
Purchasing Card	Refers to Council's Corporate Credit Card.
Request for	Formal request for information to gain a more detailed
Information (RFI)	understanding of the supplier market and the range of solutions and technologies that may be available. It may be used to develop documentation for a future tender.
Request for Quotation	The process of inviting parties to submit a quotation followed by evaluation of submissions and selection of a successful bidder or tenderer.
Social Procurement	Social Procurement uses procurement processes and purchasing power to generate positive social outcomes in addition to the delivery of efficient goods, services and works.

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# PROCUREMENT POLICY

Supplier	The organisation named in the contract as the party responsible for the performance of the contractual obligations.
Sustainability	Activities that meet the needs for goods, works and services in a way that achieves value for money on a whole of life basis in terms of generating benefits not only to Council, but also to society and the economy, while minimising damage to the environment.
Tender Process	The process of inviting parties to submit a tender by public advertisement, followed by evaluation of submissions and selection of a successful bidder or tenderer.
Thresholds	The value above which a procurement, unless exempt, is subject to the mandatory procurement processes.
Value for Money	Value for Money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including contribution to the advancement of the business priorities, non-cost factors such as fitness for purpose, quality, service and support and cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

#### 1.4. Treatment of GST

All monetary values stated in this policy include GST, except where specifically stated otherwise.

#### 1.5. References

Council's procurement activities shall be carried out in compliance with the following Council policies and procedures and associated legislation:

- Local Government Act 1989
- Occupational Health & Safety Act 2004
- Public Records Act 1973
- Independent Broad-based Anti-corruption Commission (IBAC) Act 2011
- Competition and Consumer Act 2010
- Victorian Local Government Best Practice Procurement Guideline 2013
- Procurement Manual
- Risk Management Policy
- Risk Management Strategy 2016-2019
- Health & Safety Policy
- Corporate Card Policy
- Gift and Benefits Policy
- Fraud and Corruption Control Policy
- Councillors Code of Conduct
- Staff Code of Conduct
- Instrument of Delegation

Council acknowledges the MAV for the provision of the Model Procurement Policy and the Victorian Local Government Best Practice Procurement Guideline 2013 in the development of this policy.

# 2. POLICY PRINCIPLES

#### 2.1. Guiding Principles

The following nine core guiding principles for procurement underpin all procurement activities undertaken by Council:



#### 2.1.1. Ethics

Council acknowledges the importance of ethics in procurement and is committed to ensuring ethical practices are promoted and maintained across all Council procurement activities.

Councillors and Council Staff shall at all times conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity and will:

- treat potential and existing suppliers with equality and fairness;
- not seek or receive personal gain;
- maintain confidentiality of 'Commercial in Confidence' information such as contract prices and other sensitive information;
- present the highest standards of professionalism and probity;
- deal with suppliers in an honest and impartial manner that does not allow conflicts of interest;
- provide all suppliers and tenderers with the same information and equal opportunity; and
- be able to account for all decisions and provide feedback on them.

#### 2.1.1.1. Conflicts of Interest

Councillors and Council Staff shall at all times avoid situations in which private interests conflict, or might reasonably be thought to conflict, or have the potential to conflict, with their Council duties.

Attachment 5.4.1

Councillors and Council Staff involved in the procurement process, in particular preparing tender documentation, including writing tender specifications, tender opening, and tender evaluation panels, must:

Attachment 5.4.1

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- Avoid conflicts, whether actual, potential or perceived, arising between their official duties and their private interests. Private interests include the financial and other interests of Councillors and Council Staff, plus their relatives and close associates;
- **Declare** that there is no conflict of interest. Where future conflicts, or relevant private interests arise Council Staff must make their manager, or the chairperson of the relevant tender evaluation panel aware and allow them to decide whether the officer should continue to be involved in the specific Procurement exercise; and
- **Observe** prevailing Council, and governmental, guidelines on how to prevent or deal with conflict of interest situations and not take advantage of any tender related information whether or not for personal gain.

#### 2.1.1.2. Gifts and Hospitality

Councillors and Council Staff shall at all times ensure compliance with Council's Gifts & Benefits Policy.

#### 2.1.2. Value for Money

Achieving best value for money shall be the basis of all procurement decisions within Council.

Council Staff are not required to accept the lowest tender. Instead, Council Staff are required to take into account issues of quality, cost, the accessibility of the service, local business and employment benefits, and other relevant factors when assessing best value for money as part of their procurement activities.

#### 2.1.3. Competition

Council's procurement processes have been designed to ensure the principle of competition is adequately addressed.

Council Staff shall ensure that a competitive marketplace is promoted by using the correct process for the particular procurement activity and ensuring that prospective suppliers are given an equal opportunity to participate in the process.

#### 2.1.4. Fairness to Suppliers

Council acknowledges the importance of ensuring its procurement processes and practices promote positive supplier engagement.

Council Staff shall ensure that all prospective suppliers are treated fairly in an open and transparent manner and have access to the same information.

#### 2.1.5. Accountability

Council will maintain consistency in the approach to procurement across the whole organisation through coherent frameworks, policies and procedures. All procurement decisions and actions shall be accountable, defensible and withstand scrutiny.

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Council Staff shall be able to account for all procurement decisions made over the whole-of-life of all goods, services and works purchased with supporting, auditable, documentation.

Attachment 5.4.1

#### 2.1.6. Risk Management

Council has a responsibility for ensuring that risk is adequately addressed in its procurement framework and processes and in line with Council's Risk Management framework (Policy, Strategy & Procedures).

Council's Risk Management Policy includes a detailed Risk Appetite Statement which is the foundation of the Risk Management framework.

The key determinants of risk appetite are intrinsically related to the achievement of the Council Plan. Council has low appetite for risks that foreseeably may:

- Compromise the safety and welfare of staff, volunteers, third party agents and members of the community
- Constitute a breach of regulation and legislation

Council Staff shall appropriately apply risk management at all stages of their procurement activities which will be properly planned and carried out in a manner that will protect and enhance the Councils capability to prevent, withstand and recover from interruption to the supply of goods, services and works. This risk management approach applies to Councils Occupational Health & Safety obligations.

#### 2.1.7. Transparency

Council shall conduct its procurement processes in a fair, honest and open manner, with the highest levels of integrity and in the public interest.

Council Staff shall maintain key records of all procurement processes to be able to demonstrate transparency in their procurement decision making processes.

#### 2.1.8. Sustainable Procurement

Council recognises it has an implicit role in furthering sustainability objectives, through its procurement of goods, services and works.

Council will maintain a procurement framework designed to support the achievement of value for money outcomes and facilitate opportunities to further organisational environmental, social and economic development objectives.

#### 2.1.8.1. Social Procurement

Where applicable, Council Staff will be supported to use Councils procurement processes and purchasing power to generate positive social and economic outcomes for our community.

Council will include a '<u>social\_sustainable\_procurement</u>' schedule in its tender documents. <u>Social\_Sustianable\_procurement</u> will be a scored tender evaluation criteria with up to a 5% weighting applied to all tender assessments.





#### 2.1.8.2. Environmental Sustainability

Where applicable, Council Staff shall consider the following environmental principles as part of their procurement activity:

- REFUSE Choose not to purchase a product/service.
- REDUCE Choose to purchase less of a given product/service.
- REUSE Purchase a product of extended life or of multiple uses.
- RECYCLE Purchase a product that contains amounts of non-virgin materials.
- REPLACE Choose to replace or offset the resources purchased in a product.

Council will include a 'sustainable procurement' schedule in its tender documents. Sustainable procurement will be a scored tender evaluation criteria with up to a 5% weighting applied to all tender assessments.

#### 2.1.8.3. Local Business Support

Council is committed to buying from local businesses where such purchases may be justified on Value for Money grounds, while remaining compliant with the Competition and Consumer Act 2010 and other fair trading legislation requirements.

Council will include a 'local benefit' schedule in its tender documents. Local benefit will be a scored tender evaluation criteria with up to a 5% weighting applied to all tender assessments.

#### 2.1.9. Confidentiality

Commercial in-confidence information received by Council shall not be disclosed and shall be stored in a secure location.

Councillors and Council Staff shall not release or discuss the following:

- information disclosed by organisations in tenders, quotations or during tender negotiations;
- all information that is Commercial in Confidence; and
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Tenderers are however advised that a report on a tender process may be presented at an open meeting of Council, and some information arising from the tender will be publicly available.

# 3. POLICY PROVISIONS

#### 3.1. Standards

Council procurement activities shall be carried out to the professional standards required by best practice and in compliance with:

- The Act (where applicable),
- Warrnambool City Council policies,
- Warrnambool City Council Procurement Manual,
- Victorian Local Government Best Practice Procurement Guidelines 2013, and
- Other relevant legislative requirements such as but not limited to the Competition and Consumer Act, Trade Practices Act, Goods Act and the Environmental Protection Act.

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#### 3.2. Internal Controls

- Council has installed and will maintain a framework of internal controls over procurement processes that will ensure:
- more than one person is involved in and responsible for a transaction end to end;
- transparency in the procurement process;
- a clearly documented audit trail exists for procurement activities;
- appropriate authorisations are obtained and documented; and
- systems are in place for appropriate monitoring and performance measurement.

#### 3.3. Responsible Financial Management

The principle of responsible financial management shall be applied to all Council procurement activities.

Council Staff shall not authorise the expenditure of funds in excess of their financial delegations.

Council funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

#### 3.4. eProcurement

E-Procurement is integral to the overall development of procurement processes and practices.

By utilising e-procurement Council aims to:

- reduce transaction costs;
- achieve greater leverage;
- make processes more efficient;
- improve management information and visibility of spend;
- increasing control and consistency of processes; and
- improve spend compliance.

#### 4. PROCUREMENT METHODS AND PROCESSES

#### 4.1. Procurement Methods

Council's standard methods for purchasing goods, services and works shall be by some or all of the following methods:

- Corporate purchasing card;
- petty cash;
- purchase order following a Request for Quotation process;
- under contract following a Request for Quotation or Tender process;
- using aggregated purchasing arrangements with other Councils, MAV Procurement, Procurement Australia, Victorian Government, or other bodies; and
- other arrangements authorised by the Council or the CEO on a needs basis as required by abnormal circumstances such as emergencies.



Council may, at their discretion and based on the complexity and cost of the project, conduct one stage or multi-stage tenders.

Attachment 5.4.1

Typically a multi-stage tender process may commence with a RFI / EOI stage followed by a tender process.

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#### 4.1.1. Emergencies

Council will enter into a contract, the value of which reaches the threshold amounts, for the provision of goods, services or works without first putting that contract to public tender, if it is resolved that the contract must be entered into because of an emergency.

#### 4.1.2. Ministerial Exemption

The Minister for Local Government may exercise his or her discretionary power to approve an arrangement for the purposes of the Act, a contract that Council wishes to enter into without first exposing that contract to public tender. Ministerial exemptions will only be sought in exceptional circumstances.

#### 4.2. Procurement Processes Overview

Council's procurement processes are based on the principles listed above. Further details of the procurement processes undertaken by Council are contained in Council's Procurement Manual. Together with this policy, the Procurement Manual provides the complete procurement framework applicable to all Council's procurement activities.

All procurement processes shall be conducted in accordance with the requirements of this policy, the Procurement Manual and any associated procedures, relevant legislation, relevant Australian Standards and the Act.

#### 4.2.1. Category Management

Council will establish a Category Management approach to its key categories of spend, bringing together expertise from across Council to identify and embed the most appropriate and effective category strategy in order to deliver on Council's objectives through contract arrangements.

#### 4.2.2. Negotiation

In line with the Local Government Best Practice Procurement Guidelines 2013, Council reserves the right to conduct negotiations in its tender documentation in order to better meet / achieve its value for money objectives. This negotiation process may include undertaking a Best and Final Offer (BAFO) process.

#### 4.2.3. Contract Management

Council shall establish an appropriate contract management framework to govern and guide its contract management activities.

Council will proactively manage key contracts with a nominated Council Staff member responsible for the delivery of the contracted goods, services or works to ensure the Council is best placed to achieve its contract objectives.

#### 4.2.4. Supplier Engagement and Management

Council recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with suppliers.

Council is committed to:

- managing existing suppliers, to ensure the benefits are delivered;
- developing new suppliers and improving the capability of existing suppliers where appropriate; and

Attachment 5.4.1

communicating to potential suppliers via its website.

#### 4.2.5. Probity Advisor/Auditor

Council will consider the appointment of a probity advisor or probity auditor for tender requests based on the nature and complexity of the proposed procurement.

### 5. PROCUREMENT THRESHOLDS

#### 5.1. Minimum Spend Competition Thresholds

Any Council procurement under the threshold must comply with the Council's own policy and procedures.

**Payment Method** Agreement Type Documentation Procurement Procurement Requirements Value Process (AU\$, excl. GST) <\$5,000 Record Quote/'s Purchase Card \$5,000 - \$25,000 2 Written Quotes \$25,000 - \$75,000 \$75,000-\$135,000 Contract for Tender Delegate Approval for Quotes (Goods/Services) \$75,000-\$180,000 (Works) >\$135,000 (Goods/Services) >\$180,000 (Works)

The following table summarises Council's thresholds:

Notes:

- Financial values are for the total estimated cost for the procurement.
- Requirements cannot be split to circumvent the above thresholds. .
- Council Officers must follow the requirements set out in the table above.

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Policy Type: Procurement Policy | Responsible Branch: Financial Services | Approved Date: July 2019| Review Date: July 2020





The tender thresholds shall apply for three financial accounting periods. However, should Council consider that the nature of the requirement and the characteristics of the market are such that the public tender process would lead to a better result for Council, in consultation with senior management public tenders may be called for purchase of goods, services and works for which the estimated expenditure is below these thresholds.

Council Staff may undertake purchasing arrangements under the tendering limits outside this procedure at the discretion of the relevant Director, if the following special circumstances apply:

- The goods, service or works are of an urgent nature;
- Only a limited number of Suppliers could perform or supply the goods, service or works due to the level of specialist expertise required;
- The works, goods or service are an extension of previously approved goods, service or works and the appropriate variation has been processed;
- The works, goods or service are required as part of a grant, funding agreement, lease or similar arrangement specifically stating how the goods, service or works are to be provided or undertaken;
- Where no quotes or tenders were submitted or no quotes or tenders were submitted that conform to the essential requirements of the specification document – in this instance direct contact with the supplier of choice may be appropriate;
- Where the acquisition is of a cultural or artistic nature i.e. a live show or art piece.

All exemptions granted under this policy shall be provided to the Finance Department.

### 6. DELEGATIONS OF AUTHORITY

#### 6.1. Requirement

Delegations define the limitations within which Council Staff are permitted to work. Delegation of procurement authority allows specified Council Staff to approve certain purchases, quotation, tender and contractual processes without prior referral to the Council. This enables the Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

#### 6.2. Council Staff

Council shall maintain a documented scheme of procurement delegations, identifying the Council Staff authorised to make such procurement commitments in respect of goods, services and works on behalf of the Council and their respective delegations contained in the Procurement Manual.

#### 6.3. Delegations reserved for Council

Tender recommendations where the expenditure is over the Chief Executive Officer's delegation must be approved by Council.

# 7. POLICY GOVERNANCE

## 7.1. Owner

Manager Financial Services.

# 7.2. Review

Council endeavours to continually improve its procurement performance such that all relevant policies, guidance and training are continually reviewed and updated. The policy and associated procedures will be review annually in accordance with Council's requirements under the Act.

### 7.3. Compliance Responsibility

All Council Staff have the responsibility to comply with the provisions of this policy.

### 7.4. Performance Measures and Continuous Improvement

Council shall establish appropriate performance measures and reporting systems which will be used to monitor performance and compliance with procurement policies, procedures and controls.

Procurement procedures, practices and costs will be benchmarked externally. Internal service standards will be agreed within the Council and performance against these targets will be measured and reviewed regularly to support continuous improvement.

The performance measurements developed will be used to:

- Highlight trend and exceptions where necessary to enhance performance.
- Improve the internal efficiency of the procurement process and where relevant the performance of suppliers

.

As part of Council's commitment to continuous improvement in procurement, Council will participating in and deliver on its objectives through the MAV LEAP Program.

### 7.5. 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).

Council is committed to consultation and cooperation between management and employees.



# Sustainable Procurement Tender Schedule

Warrnambool City Council

Prepared by: Tony Kerr Title: Senior Consultant, ArcBlue Consulting Email: tony.kerr@arcblue.com.au Date: 15 July 2019



# Returnable tender schedules sustainable procurement content

# Schedule 13 Sustainable Procurement

# Contract No. 201XXXX [Enter Contract Title]

Name of the Tenderer		
Date	Click here to enter a date.	

Warrnambool City Council (WCC) is committed to exploring ways to create local economic, social and environmental impact through its procurement activities and has identified this project / service as a significant opportunity to achieve this business objective.

Tenderers will be evaluated on any sustainable outcomes that will be created in the Warrnambool region during the delivery of the project / service and any ongoing or lasting outcomes after the conclusion of the project / service.

# Sustainable outcomes to be created in the Warrnambool region

1. Please select the options below that best describes your organisation.

Organisation type	Select one with `X'
Warrnambool business (a business that has its head office within the Warrnambool region)	
Significant Warrnambool based office / site / depot with a majority Warrnambool workforce (>50%) used for all Warrnambool work undertaken but head office outside of region	
Majority Warrnambool workforce (>50%) used for all Warrnambool work undertaken, but head office outside of region and no Warrnambool based office / site / depot	
Mixed workforce (<50% Warrnambool based) used for all Warrnambool work undertaken, but head office outside of region and no Warrnambool based office / site / depot	
Non-Warrnambool head office and workforce and no Warrnambool based office / site / depot	

- 2. Is your organisation any of the following:
  - a. a Social Enterprise (defined as a purpose driven organisation that is led by an economic, social, cultural, or environmental mission consistent with a public or community benefit. The organisation trades to fulfil their mission, derives a substantial portion of their income from



trade and reinvests the majority of their profit / surplus in the fulfilment of their mission)

- an Aboriginal-owned business (defined as a business that is at least 50 per cent Aboriginal and/or Torres Strait Islander owned, undertaking commercial activity, and operates and has business premises in Victoria)
- c. an Australian Disability Enterprise (defined as a commonwealth funded and generally not-for-profit entity operating in a commercial context, specifically to provide supportive employment opportunities to people with a moderate to severe disability)

And, if so, please identify the type of business provide a brief description below, including any relevant certifications.

- 3. Will your organisation engage with (which could include sub-contracting) any of the following businesses as part of the supply chain or delivery of the project / service?
  - a. Warrnambool businesses (a business that has its head office within the Warrnambool region)
  - Businesses with a significant Warrnambool based office / site / depot with a majority Warrnambool workforce (>50%) used for all Warrnambool work undertaken but head office outside of region
  - c. Social enterprises
  - d. Aboriginal-owned businesses
  - e. Australian Disability Enterprises

And, if so, please provide a brief description of the relevant entities and their involvement below.

Organisation name	Organisation type (as listed above)	Involvement in the delivery of the project / service

4. During the delivery of the project / service, will your organisation (or any subcontractors or organisations in the supply chain) pro-actively employ or



contract job seekers in the local Warrnambool Region with barriers to work such as:

- a. Aboriginal people
- b. People with a disability
- c. Disengaged youth
- d. Women
- e. Single parents
- f. Migrants and refugees
- g. Long-term unemployed people
- h. Persons needing to develop skills to become work ready

And, if so, please provide a brief description below.

Type of job seekers that will be employed / contracted for the delivery of the project / service (This can include existing employees or contractors that have barriers to work that will be engaged in this project / service)	Who will employ / contract the job seekers (e.g.: the tenderer, sub- contractors, supply chain etc.)?	Estimated number of job seekers to be employed / contracted	Estimated total hours of work per individual during the delivery of the project / service

5. Will your organisation (or any sub-contractors or organisations in the supply chain) provide employment pathways (including apprenticeships, traineeships etc. in the Warrnambool region during the delivery of the project / service?

And, if so, please describe this below.

	Select one with 'X'		If yes, briefly describe how this will be
	Yes	No	delivered.
Will your organisation provide employment pathways in the Warrnambool region during the delivery of the project / service?			
Will any of your sub-contractors or organisations in the supply chain provide employment pathways in the Warrnambool			



region during the delivery of the project / service?	
Will your organisation (or any sub-contractors or organisations in the supply chain) provide other relevant employment outcomes in the Warrnambool region during the delivery of the project / service?	

6. Will your organisation make a local economic contribution to the Warrnambool region during the delivery of the project / service as well as any lasting and ongoing local economic contributions such as utilisation of locally produced and manufactured materials?

And, if so, please describe this below.

Type of economic contribution	Brief description

7. Will your organisation make an environmental contribution to the Warrnambool region during the delivery of the project / service as well as any lasting and ongoing environmental contributions such as minimising waste, minimising carbon emissions, re-using resources, increasing recycling levels, using environmentally friendly goods, improving fuel and energy efficiencies, protecting the environment, biodiversity and restoring natural habitats?

And, if so, please describe this below.

Type of environmental contribution	Brief description

8. Will your organisation make a social contribution to the Warrnambool region during the delivery of the project / service as well as any lasting and ongoing social contributions such as youth scholarships, infrastructure for community use, ongoing business involvement, working with local employment services?



And, if so, please describe this below.

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9. The draft contract includes our reporting requirements. In accordance with these requirements, describe how you will record, monitor and report on the sustainable outcomes achieved during the delivery of the project / service and at the conclusion of the contract.

10. Please include any relevant case studies or references demonstrating how your organisation has achieved local economic, social and environmental value outcomes in other relevant projects / services delivered that may support any of your preceding answers.

#### 5.5. REQUEST FOR STREET NAME CHANGE FISCALINI DRIVE WARRNAMBOOL

#### PURPOSE:

This report provides details in respect to a request received to rename Fiscalini Drive Warrnambool.

#### EXECUTIVE SUMMARY

- Council has been approached to rename Fiscalini Drive in Warrnambool.
- Warrnambool City Council is the naming authority for roads, places, features and locations within the municipality.
- Anyone (individuals, community groups, organisations, government departments or authorities) can propose a new name change to an existing name or a boundary change.
- Council has received two requests to rename Fiscalini Drive Warrnambool, one anonymous and one formal written request.
- The naming or renaming of roads, places, features and locations must follow the "Naming rules for places in Victoria" as set out by the Geographic Place Names Committee within the Department of Environment, Land, Water and Planning. These details were provided to Council in a separate briefing report in October 2018 (copy attached).

#### MOVED: Cr. Peter Hulin SECONDED: Cr. Kylie Gaston

That Council commence the process associated with a proposed renaming of Fiscalini Drive to gain an understanding of local resident's views and the views of the broader Warrnambool community in relation to the renaming.

CARRIED - 6:0

#### BACKGROUND

The issue of the involvement of Institutions in the cover up of child sex abuse is a topical subject that is raw within many communities. Warrnambool has not been immune to this with the convicted pedophile Gerard Ridsdale serving as a priest with in the local community and district, with several local victims.

Several local victims have given sworn evidence to the Royal Commission into institutional responses to child sexual abuse. This is pertinent as within the statements provided are significant accusations of the part of Monsignor Fiscalini played in the continued cover up of Gerard Ridsdale's actions with the effect that his offending was able to continue unabated.

A sworn statement by a local resident victim known as "BPL" was provided to the Royal Commission on 29 October 2015. He outlines in his statement significant efforts by Monsignor Fiscalini to curtail the level of exposure of the offending of Ridsdale.

Council has received two formal written requests to rename the road (copy attached). One submitted based on an agreement of continued anonymity and one who is prepared to be named in the request, seeking Council change the name of Fiscalini Drive Warrnambool.

Each of the parties in their submissions refers to the emotional harm the continuing reminder of the Street name has on surviving victims and their families. The perceived role monsignor Fiscalini may have played in covering up the actions of Gerard Ridsdale.

Monsignor Fiscalini died prior to the launch of the Royal Commission.

Contact has been made with the local Catholic Dioceses, the original land developers responsible for the naming of the road. Indications from the Dioceses are that they believe it is at Council's discretion if we wish to pursue a course of action that may involve changing the name of the road.

#### ISSUES

Schedule 10 Part 5 Local Government Act 1989 empowers Council to be the road naming authority for private and public roads, places, features and locations. The Manager Revenue & Property has delegated authority for this section of the act under Councils Instrument of Delegation. In administering this section of the Act, Council must have regard to the Guidelines for Geographic Names 2010, Geographic Place Names Act 1998 and be guided by AS/NZS 4819 2011 Rural and Urban Addressing standards.

Fiscalini Drive Warrnambool is a street found in the Toohey subdivision which is on the south-east corner of the Mortlake Road and Wangoom Road intersection.

It is named after Monsignor Leo Stanilaus Fiscalini (1913-1995) who was a parish priest in Warrnambool for over 13 years. He instigated the purchase of the land this street is located on in 1973. He was a significant figure in the local community and was responsible for the building of St Pius in West Warrnambool and Our Lady Help of Christians in East Warrnambool.

The naming of the street was undertaken by the developers of the Toohey subdivision, the Roman Catholic Trusts Corporation.

As detail in the report to Council in October 2018, Council is the naming authority for roads, places, features and locations within the municipality and there is a formal process that Council must undertake in respect of the renaming of roads and places.

The direct impact that such a change would have on sixteen properties which are currently addressed to Fiscalini Drive Warrnambool would be the property owner's day to day dealings with Australia Post, utility providers to the properties (AGL, Origin, SPAusnet and the like), Telstra, Optus and other internet service and communications providers.

The indirect impact would be on the State Titles Office, Banks and mortgage providers as well as a myriad of other contractors and businesses servicing the properties within Fiscalini Drive itself.

If Council wishes to initiate the process, the Revenue & Property unit could begin the formal process for final consideration of Council.

#### FINANCIAL IMPACT

It is envisaged that the process would have a financial impact of between \$5,000 to \$10,000 on Council's budget.

This funding would be predominantly utilised as part of the consultation with affected resident including supporting them through the administrative processes associated with a change should Council choose to proceed after the statutory processes are completed and if it resolves to proceed with a name change.

#### LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

Schedule 10 Part 5 Local Government Act 1989

#### *"5 Power to name roads, erect signs and require premises to be numbered*

(1) A Council may—

- (a) approve, assign or change the name of a road; and
- (b) erect signs on a road; and
- (c) approve, assign and change the number of a road and any premises next to a road; and
- (d) require people to number their premises and to renew those numbers."

#### TIMING

The process required to be undertaken could be carried out over the 2019/2020 financial year

#### **COMMUNITY IMPACT/CONSULTATION**

The community consultation process required to be undertaken is detailed within the report of October 2018 (Attached). This process would be required to be followed before any formal adoption of any change could be considered by Council.

If Council proceeds with the commencement of the renaming process a list of alternate names will also be included for consideration form the current approved names and places list.

#### LEGAL RISK/IMPACT

Whilst there are no direct legal risks associated with this proposal Council faces some reputational risk associated with both action and inaction on this matter.

#### **OFFICERS' DECLARATION OF INTEREST**

Nil.

#### CONCLUSION

Council is placed in a rather unenviable position to recognise possible hurt the naming of the street may continue to cause survivors and the real inconvenience residents of the street may be placed in through no fault of their own.

#### ATTACHMENTS

- 1. Attachment 1 [5.5.1 1 page]
- Naming, Renaming of Roads, Places, Features and Locations Report October 2018 [5.5.2 - 3 pages]

Attachment 5.5.1

From: Sent: Monday, 3 June 2019 9:47 AM To: Peter Schneider <<u>PSchneider@warrnambool.vic.gov.au</u>> Subject: Fiscalini Drive name change

Dear Peter,

The purpose of this letter today is to officially request a change to the street named Fiscalini Drive.

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During the last 14 months I have sent many letters with supporting information to Fr John Fitzgerald at St Joseph's Catholic Church, Cr Peter Hulin, Cr Tony Herbert and reporters Andrew Thompson and Rachel Houlihan regarding the street name Fiscalini Drive. It is my understanding that recently an official letter has been sent to council requesting a name change required to trigger the process. It has been emotionally exhausting waiting for action to to be taken and I hope that finally you are able to expedite this matter.

The first attachment I have included is a newspaper article from last year. I am the person mentioned in the article who told Monsignor Fiscalini in the confessional in 1972 that I was being sexually abused by my father and asked him to help me. I was absolutely devastated when Monsignor pulled the dividing curtain back, looked me in the eye and said 'I know your father, he would not do that. For your lies I give you penance of 3 decades of the rosary" The pain and rejection I felt at that time, to have my integrity questioned and to receive punishment at my greatest time of need as a desperate 16 year old girl has had a lifetime impact on me. Monsignor Fiscalini chose to protect a paedophile in that instance.

There is abundant evidence from the Royal Commission Into Institutional Childhood Sexual Abuse that both Bishop Mulkearns and Monsignor Fiscalini were aware that priest Gerald Ridsdale was abusing boys. I have attached an ABC news article dated yesterday 2nd June'19 confirming this official finding and also a screen shot from the Royal Commission report unequivocally acknowledging Monsignor Fiscalini moved Gerald Ridsdale around different parishes knowing there were reports he had sexually abused boys.

There can be no doubt Monsignor Fiscalini was complicit in the damage perpetrated against so many young children in the Ballarat Diocese. Young children who put all their trust as I did into to their priests and religious teachings. Yet Monsignor Fiscalini chose to ignore their pleas for help, he chose to cover up the crimes of Gerald Ridsdale and my father giving them the opportunity to continue sexually abusing innocent children.

Monsignor Fiscalini does not deserve to be honoured with a street name in Warrnambool. I implore you on behalf of all the victims in Warrnambool to please remove this constant reminder of the distress and pain, the rejection they suffered as children and continue to suffer on a daily basis. I have faith that residents living in that street, with the information provided would surely not object to a street change. We all move house, often numerous times throughout our lives and have to change our documents accordingly. A nuisance but not necessarily a cumbersome task when compared to the trauma of victims as they drive by a street sign reminding them of horrendous experiences.

I have tried so many times to resolve this matter, I am tired but hope you can please expedite the process.

Regards,

I would like to share something with you

http://www.standard.net.au/story/5540989/push-to-change-street-named-after-priest-implicated-in-covering-up-child-abuse-video/?cs=72

#### NAMING, RENAMING OF ROADS, PLACES, FEATURES AND LOCATIONS.

#### PURPOSE

This report provides Councillors with details in respect of the processes required to name or rename, roads, places, features and locations.

#### EXECUTIVE SUMMARY

- Warrnambool City Council is the naming authority for roads, places, features and locations within the municipality.
- Council has no existing policy in regard to naming or the renaming of roads, places features and locations.
- Anyone (individuals, community groups, organisations, government departments or authorities) can propose a new name, change to an existing name or a boundary change.
- Naming or renaming of roads, places, features and locations must follow the "Naming rules for places in Victoria" as set out by the Geographic Place Names Committee within the Department of Environment, Land, Water and Planning.

#### DISCUSSION PAPER CONCLUSION

Councillors understand the processes required for the naming, renaming of roads, features and locations should it be requested to undertake such a process at some time in the future.

#### BACKGROUND

Schedule 10 Part 5 Local Government Act 1989 empowers Council as the road naming authority for private and public roads, places, features and locations. The Manager Revenue & Property has delegated authority for this section of the act under Councils Instrument of Delegation. In administering this section of the Act Council must have regard to the Guidelines for Geographic Names 2010, Geographic Place Names Act 1998 and be guided by AS/NZS 4819 2011 Rural and Urban Addressing standards.

Whilst Council has no formal policy in respect of naming or renaming of roads, places, features and locations, the guidelines form the basis of and outline the process for naming of public and private roads, places, features and locations including consultation with all effected residents.

Both the guidelines and the Australian standard are clear that official naming and addressing of a "private road" is in no way an adoption of any maintenance or liability responsibility for Council.

#### **KEY CONSIDERATIONS**

## Who can propose to name or rename roads, features and localities in Victoria and who oversees the process?:

Anyone (individuals, community groups, organisations, government departments or authorities) can propose a new name, change to an existing name or boundary change.

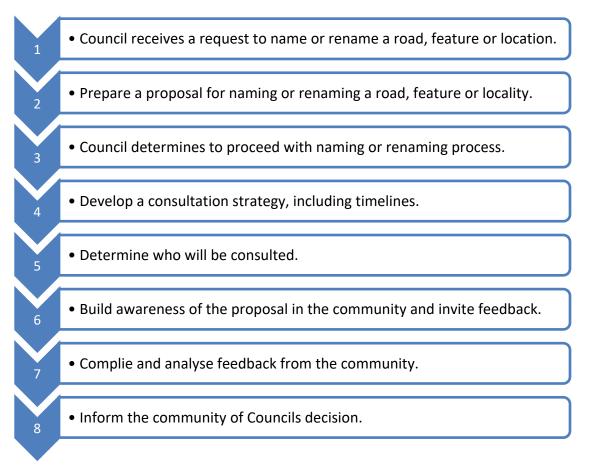
As a naming authority Council is responsible for administering the named location or feature and as part of that role provides the Register of Geographic Names with any naming proposals.

Other naming Authorities include government departments and authorities and some private organisations.

#### The naming/renaming process

The naming/renaming process by Council should involve eight steps, which are shown below.

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#### Consultation

Consultation is the key component in the process of naming and renaming roads, features and localities. As a naming authority Council must consult the public on any naming proposal, in accordance with the naming rules. The level and form of consultation can vary depending on the naming proposal.

The following procedure is recommended to be used for the naming of all roads, features and localities in Victoria weather private or public.

There are two types of community groups to consult regarding the naming, renaming or boundary change proposal:

- The "*immediate community*", which broadly includes people who live and work within the area and owners of properties or businesses; in particular, residents, ratepayers and businesses within the immediate area directly affected by the proposal.
- The "*extended community*", which includes residents, ratepayers and businesses surrounding the area directly affected by the proposal; in particular, any visitor groups to the area such as shoppers, tourists, recreational or dining visitors; government (neighbouring councils) or non-government organisations with an interest in or who service the area, including Traditional Owner group(s), local historical societies and eminent individual historians; service clubs such as Lions and Rotary Clubs, Country Women's Associations, farmer groups, school parents associations, Probus clubs, senior citizens centres, ethnic associations; Emergency Services Telecommunications Authority (ESTA) and Emergency Service Organisations (CFA, SES, VicPol, Ambulance Vic)

#### Minimum requirements

• When a proposed naming, renaming or boundary change will affect current addresses, Council must contact the immediate community in writing (by letter or email).

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- Letters must be sent to the ratepayers of the properties and, if the ratepayers are not the owneroccupier, letters must be sent to the residents and/or business occupants.
- A letter must include a survey or voting poll seeking a response from the residents, ratepayers and/or businesses.
- Consultation with the immediate and or extended community should only occur once the naming authority is certain that the proposed name conforms to the principles of the *"Naming Rules"*.
- Consultation with the immediate and or extended community must be a minimum of 30 days, though may be longer.
- If the proposed new name is an Aboriginal name, from the outset the Council should consult relevant local Traditional Owner group (s) and obtain their approval.
- If a proposal will not affect current addresses the Council must consult the public by advertising the proposal in Local or state-wide newspapers. Council can also promote the proposal to the immediate and extended community on its website, through letters, newspapers, magazines, email contact lists and public notices.
- If proposing to name a street, road, feature or locality after a person, then every effort should be made to gain consent from the person's family members and supporting evidence of consent kept.
- Objections must be addresses when they suggest the proposal does not comply with the principles, requirements and procedures outlined in the naming rules. If it is shown that the proposal does not conform, Council must alter or abandon the proposal.
- If community support is minimal, but the proposal has been made based on public safety and/or emergency concerns, Council should attempt to refine and/or change the proposal so that it meets community expectations.
- If Council believes community support will not be forthcoming and rejecting the proposal will maintain the risk to public safety, then it can proceed with the proposal on the grounds of public safety. This is particularly important if raised by emergency services.

#### 5.6. SOUTH WEST VICTORIAN LIVESTOCK EXCHANGE - ROOF TENDER

#### PURPOSE:

This report discusses the outcomes of the tender for detailed design and construction of a roof shelter system over a section of the dirt pens at the South West Victorian Livestock Exchange (SWVLX), 81 Caramut Rd Warrnambool Victoria 3280.

#### EXECUTIVE SUMMARY

 The preparation of tender documentation for this contract was commenced in February 2019; the tender documents were based on a modified AS4902 contract

Public notices were placed in the following media calling for tenders:

- 1. WCC Web Site 24 May 2019
- 2. The Standard 25 May 2019, 1 June 2019
- Tender documents were also made available on Council's TenderLink portal, for download with all registered users able to access tender documents

Close of tenders was 2:00 pm Friday 14 June 2019. A total of two tender submissions were received in the tender box up until the close of tenders. No late tenders were received.

The following companies submitted tenders to Council and have been assessed by the tender assessment panel:

1.	Bolden Constructions	5 Merrivale Drive, Warrnambool 3280

2. Ultrabuild Construction Group PO Box 377, Hamilton 3300

A panel has met and evaluated the tender responses.

#### MOVED: Cr. Peter Hulin SECONDED: Cr. Sue Cassidy

#### That Council

- 1. Award 'preferred tenderer' status to Bolden Constructions Pty Ltd in relation to Tender No. 2019041 - Detailed design and construction of a roof shelter system over a section of the dirt pens at the South West Victorian Livestock Exchange (SWVLX), 81 Caramut Rd Warrnambool Victoria 3280.
- 2. Authorise the Director Corporate Strategies to negotiate terms and conditions in relation to the tender offer.
- 3. At the conclusion of negotiations and consideration of funding options Council make a further determination on the tender.

CARRIED - 6:0

#### BACKGROUND

At a briefing in January 2019 Council were presented with a report seeking direction as to whether to proceed with an option to include the sale yards roofing project in the 2019-2020 budget considerations.

At this meeting the existing and historic strategic context of the yards was presented, as well as the most current resolution of council in relation to the future operations of the facility.

This report was a follow up from a presentation from the Sale agents and producers who were pushing for a resolution to the roofing issue.

#### A synopsis of the report follows

"Council determined at its meeting of February 2 2015 through Notice of motion No 2119

"That RIPL be formally notified that it is the intention of Warrnambool City Council to continue to Manage and operate the Warrnambool Livestock Exchange in the foreseeable future to remain in the Sale yard operations."

The Centre continues to function as an important regional economic and social hub.

- There is a current Council resolution to support the yards for the foreseeable future.
- The development of a roofed area is the key recommendation from the Sale yards advisory committee and was a Councilor initiated project in the 2015/2016 budget considerations.
- Council now has a full year of operating history, evidence, of the impact of the Mortlake yards opening.
- Council have a nominal allocation outlined in their 4 year capital program with \$600,000 allowed for next year 2019/2020
- The delay of some capital projects this year could mean council could bring this project forward in replacement
- Council officers are trying to expedite an application to RDV for a contribution to the project from their rural infrastructure program."
- Council Officers are seeking contributions from federal Rural infrastructure programs to offset costs"

Council provided direction to officers that concurrent to the budget process tenders be sought from suitably qualified providers via open tender for the Design and Construction of the roofed area. This was done to expedite the information required to design and construct a roof if funds were allocated through the budget process.

Subsequently two tenders were received. The figures received were in excess of the quotation range that had been sourced through the preceding year and were comparable to the quantity surveyor estimates gained the year prior.

Whilst the tender process protects Council and ensures we have suitably qualified and experienced practitioners to compete for the project it like wise seems to discourage smaller practitioners from competing in the process as many do not have access to commercial builder status.

Prior to the close of the tender we did not have a final design or price to pursue funding which we now have.

#### ISSUES

- 3. Council has formal resolutions on record it is still going to operate the sale yards.
- 4. A roof would be beneficial from both an improved amenity and animal welfare perspective and from an additional income generation perspective.
- 5. Council now has a clear understanding of the capital cost of this improvement as a result of this tender process.
- 6. Moving to a preferred tender status with a tenderer allows Council time to choose to adjust its plans and priorities or access alternate funding to offset the gap in project cost.

#### FINANCIAL IMPACT

The tenders received are in excess of the budget allocation for the project. Council has options to reviewing its capital program to reprioritise works to ensure appropriate funding is allocated to the project and is seeking funding opportunities from State and Federal Government Sources to offset some of the shortfall.

#### LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

#### 4 Develop a modern economy with diverse and sustainable employment

4.1 Grow the Cities population through local economic growth

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

#### TIMING

The optimal time to construct the roof would be before winter season starts in 2020.

#### **COMMUNITY IMPACT / CONSULTATION**

Consultation continues to occur with stakeholders and Livestock Exchange advisory committee. Presentations continue to be made to State and Federal funding agencies.

#### LEGAL RISK / IMPACT

The establishment of a roofed area and the protection of the dirt yards would significantly reduce the animal welfare risk associated with the operation of the yards as it would provide a sheltered area for cattle housed at the yards beyond the normal Prime sale time frames.

#### **OFFICERS' DECLARATION OF INTEREST**

No conflicts

#### CONCLUSION

Moving the tenderer to a preferred tender status allows Council to negotiate with the party nominated ensures an extended hold period for the price tendered and allows Council to explore funding opportunities and mechanisms with the certainty of a confirmed price associated with the project.

#### ATTACHMENTS Nil

#### PURPOSE:

## The purpose of this report is to resolve the location of the City Centre – Central Bus Interchange.

#### EXECUTIVE SUMMARY

- A community consultation process was undertaken between mid-February and early April this year regarding the location of the City Centre Central Bus Interchange.
- At its meeting of 2 October 2017, Council resolved to progress design outcomes for Koroit Street that do not include provision for a central bus interchange. In doing so Council outlined its intent to relocate the interchange to another location within the CBD.
- Consultation on the Lava Street location becoming the permanent City Centre Interchage occurred through the 'yoursay' web page and through face to face interviews with users at the Lava Street stop.
- In total 211 responses were received during the survey period with 88 respondents identifying themselves as a bus passenger.
- Just over 50% of respondents stated that they had used the interchange since it relocated to Lava Street.
- About 40% of respondents were in favour of retaining the bus interchange in its Lava Street Location and a further 8% were unsure.
- While 52% responded 'no' to the proposition of the interchange permanently remaining in Lava Street a review of their subsequent responses identified a range of other location preferences including; moving it back to Koroit Street, the railway station, just having a central stop, no CBD interchange, Gilles Street, Archie Graham, an off street car park, other Koroit Street locations, and McDonalds (Raglan Parade Median).
- About 20% of respondents indicated a preference for the former Koroit Street location in their narrative contained in the general feedback question.
- Many respondents to the survey highlighted that the Lava Street location lacks infrastructure such as toilets, shelter, and traffic calming measures; and that these should be considered if it remains in this location.
- Respondents favoured the former bus interchange becoming general and disabled car parking if the interchange remains in Lava Street.
- The consultation regarding the central bus interchange has highlighted a diverse range of views in relation to the central bus interchange, possible locations and infrastructure requirements.

#### MOVED: Cr. Peter Hulin SECONDED: Cr. Robert Anderson

That Council:

- i. Advise Transport for Victoria and Public Transport Victoria that its preferred location for the City Centre Bus Interchange is Lava Street east of Liebig Street;
- ii. Ask the State Government to provide a funding commitment to support improvements at the Lava Street Central Interchange;
- iii. Convert the former bus interchange area in Koroit Street into car and disabled parking bays;

As part of the Zone 1, Zone 2 and Zone 3 - City Centre Renewal Project it was necessary to relocate the Central Bus Interchange from Koroit Street to Lava Street to avoid disruption to bus services.

Following the relocation of the central interchange, Council as part of its design consideration for the Zone 3 Koroit Street works resolved at its meeting of October 2, 2017, its intention to plan future improvements in Koroit Street without including a bus interchange.

#### ISSUES

The consultation process regarding the location of the City Centre Bus Interchange has highlighted that there are many views and perspectives on where and how bus services should be provided in the City.

A copy of community responses to the consultation process are provided as Attachment 1, 2 and 3 to this report and show that:

- In total 211 responses were received to the survey.
- 88 respondents identified as being a bus passenger.
- Just over 50% of respondents stated that they had used the interchange since it relocated to Lava Street.
- About 40% of respondents were in favour of retaining the bus interchange in its Lava Street location and a further 8% were unsure.
- While 52% of respondents stated 'no' to the interchange permanently remaining in Lava Street a review of their subsequent responses identified that there was a diverse range of other locations identified including; moving it back to Koroit Street, the railway station, just having a central stop, no CBD interchange, Gilles Street, Archie Graham, an off street car park, other Koroit Street locations, McDonalds (Raglan Parade Median).
- Many respondents to the survey highlighted that the Lava Street location lacks infrastructure such as toilets, shelter, and traffic calming measures and that these should be considered if it remains in this location.
- Respondents favoured the former bus interchange becoming general and disabled car parking if the interchange remains in Lava Street.
- The consultation regarding the central bus interchange has highlighted a diverse range of views in relation to the central bus interchange, possible locations and infrastructure requirements.

Prior to relocating the Central Interchange to Lava Street, the State Government had recognised that a need existed to improve infrastructure at the former Koroit Street location and had approved funding for new shelters. At that time Council advised the project managers of pending works and a potential relocation of the interchange.

#### **FINANCIAL IMPACT**

Council has allocated \$300,000 in its 2019/2020 budget to develop infrastructure to support the central interchange.

Initial estimates for the required works which would include additional shelters, toilets, permanent outstands and traffic calming devices put the cost of the interchange at \$550,000.

Council will need to seek funding opportunities for the development of the Central Interchange.

#### LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

This report is supported by the following Council Plan initiatives:

#### 3 Maintain and improve the physical fabric of the City

- 3.2 Create a more vibrant City through activating high quality public places.
- 3.3 Build Infrastructure that best meets current and future community needs.
- 3.4 Enhance movement in and around the City.
- 3.5 Maintain and enhance existing Council Infrastructure.

#### TIMING

With the City Centre Renewal and Pedestrian Safety Casualty Area Projects now nearing completion resolution is required around the location of the City Centre Bus Interchange.

#### COMMUNITY IMPACT/CONSULTATION

Council undertook a community consultation from mid-February to early April which involved an online survey and face to face interviews at the Lava Street Interchange. The survey had 211 respondents and a copy of these responses is provided in Attachment A.

#### LEGAL RISK/IMPACT

While Council is the designate road authority for CBD roads legislation provides state government agencies with the authority to site bus stops and provide infrastructure.

#### **OFFICERS' DECLARATION OF INTEREST**

No officer involved in the preparation of this report has declared a conflict of interest.

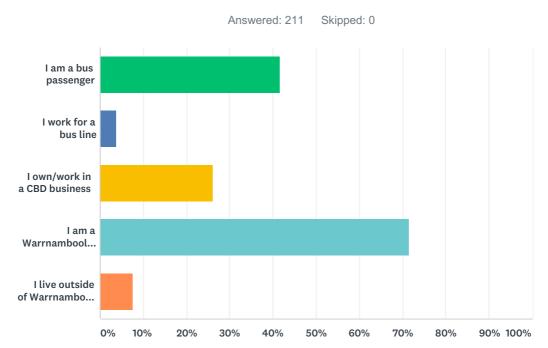
#### CONCLUSION

Council can now determine if the Lava Street temporary interchange should become the permanent City Centre interchange and advise the state government of its position.

#### ATTACHMENTS

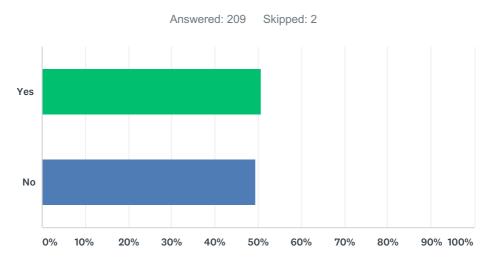
- 1. Bus Interchange Location Survey Data [5.7.1 8 pages]
- 2. Question 6 Data Warrnambool CBD bus interchange location survey [5.7.2 7 pages]
- 3. Question 8 Data Warrnambool CBD bus interchange location survey [5.7.3 6 pages]

# Q1 How do you currently interact with the bus interchange? (Tick as many that apply)



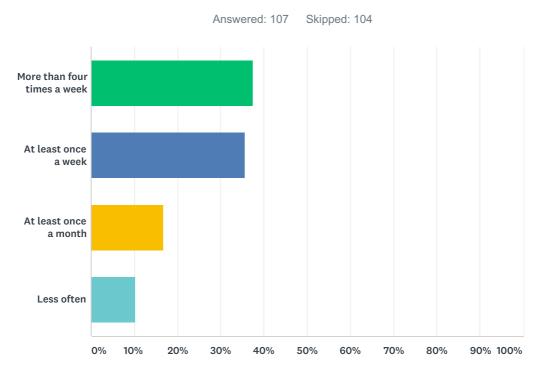
ANSWER CHOICES	RESPONSES	
I am a bus passenger	41.71%	88
I work for a bus line	3.79%	8
I own/work in a CBD business	26.07%	55
I am a Warrnambool resident	71.56%	151
I live outside of Warrnambool but sometimes visit	7.58%	16
Total Respondents: 211		

## Q2 Have you used a bus service since the relocation of the interchange to Lava Street?



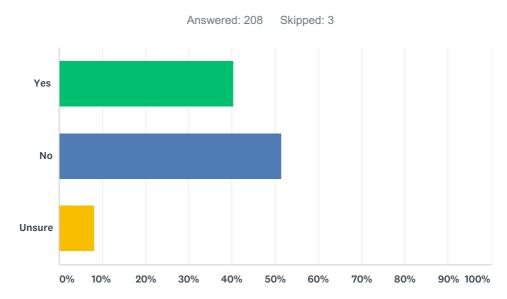
ANSWER CHOICES	RESPONSES	
Yes	50.72%	106
No	49.28%	103
TOTAL		209

### Q3 How often do you use the Lava Street bus interchange?



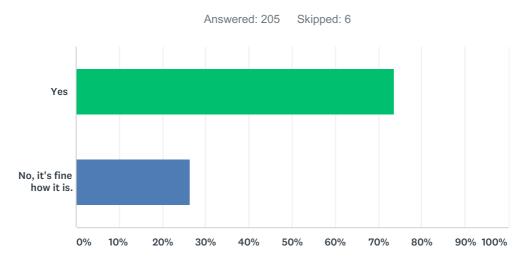
ANSWER CHOICES	RESPONSES	
More than four times a week	37.38%	40
At least once a week	35.51%	38
At least once a month	16.82%	18
Less often	10.28%	11
TOTAL		107

# Q4 Would you be in favour of the bus interchange permanently remaining in its current location in Lava Street?



ANSWER CHOICES	RESPONSES	
Yes	40.38%	84
No	51.44%	107
Unsure	8.17%	17
TOTAL		208

# Q5 Is there anything that could be done to make the interchange in Lava Street safer, more accessible or in any way, better?

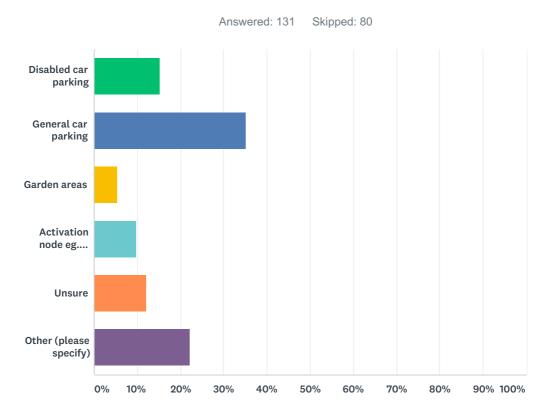


ANSWER CHOICES	RESPONSES	
Yes	73.66%	151
No, it's fine how it is.	26.34%	54
TOTAL		205

## Q6 What changes do you think could improve the bus interchange in Lava Street?

Answered: 147 Skipped: 64

# Q7 If the bus interchange remains permanently in Lava Street or at another location, what should be done with the former bus interchange in Koroit Street?



ANSWER CHOICES	RESPONSES	
Disabled car parking	15.27%	20
General car parking	35.11%	46
Garden areas	5.34%	7
Activation node eg. busking, displays, events	9.92%	13
Unsure	12.21%	16
Other (please specify)	22.14%	29
TOTAL		131

# Q8 Do you have any other feedback about Warrnambool's CBD bus interchange?

Answered: 131 Skipped: 80

2757

## Q6 What changes do you think could improve the bus interchange in Lava Street?

Answered: 147 Skipped: 64

RESPONSES	DATE
It's very hard to see the pedestrians approaching the crossing driving west. If it stays there, the	3/23/2019 9:24 PM
crossing needs improvement. More seating needs to be provided. Long term as our population grows, it will he used more and toilets and other facilities (water tap) should be considered.	5/25/2019 9.24 FW
More shelter	3/21/2019 10:09 AM
More shelter	3/21/2019 10:08 AM
Pedestrian crossing	3/21/2019 10:07 AM
Toilets, safer crossings	3/21/2019 10:03 AM
More seating, toilet, more shelter	3/21/2019 10:02 AM
Shelter	3/21/2019 10:01 AM
More shelter	3/21/2019 9:58 AM
Permanent bus structures	3/21/2019 9:57 AM
More shelter	3/21/2019 9:55 AM
Rather toilets close by in Koroit street	3/21/2019 9:54 AM
Seats and shelter	3/21/2019 9:53 AM
Shelter, toilets, lighting	3/21/2019 9:48 AM
Made safer, more lighting, more seating, get rid of pedestrian crossing	3/21/2019 9:45 AM
Shelters,	3/21/2019 9:42 AM
Toilets, away from bottle shop	3/21/2019 9:41 AM
Shelters, seats, toilets	3/21/2019 9:37 AM
More seats	3/21/2019 9:33 AM
Toilets, more seats, shelter	3/21/2019 9:31 AM
More seating and a shelter	3/21/2019 9:30 AM
Toilets, another shelter	3/21/2019 9:16 AM
Lots	3/21/2019 9:02 AM
Make it undercover	3/18/2019 10:13 AM
Lights at the crossing but it should not stay in Lava St	3/13/2019 10:39 PM
A LOT More seating Greater under cover area - its wet cold & windy for many months every year in warrnambool Public toilets Greater access to bus timetables / public notices Greater line marking etc to define area Better disabled access from footpath	3/13/2019 10:02 PM
It is too close to the pedestrian crossing. Very dangerous for cars to see anyone stepping out on to the crossing sometimes especially when the sun is in your eyes around dusk	3/8/2019 6:16 PM
Adjust slightly to improve driver site lines heading west between Banyan and Liebig. Currently unsafe. Lighting is also not ideal within this section of Lava St.	3/7/2019 11:42 AM
The location is not suitable for me as a potential bus passenger. Safety, amenities, frequency and location are all considerations for me. At Lava St, being close to Centrelink, safety is an issue. Amenities is an issue as there are none, and location is an issue as it is at one end of the main central business district. Koroit St is a far better location on all three fronts. Frequency is not effected at either location.	3/7/2019 10:57 AM
It would be lovely if all the buses could meet there at the same time. For example when changing from Bus 2 coming from Mortlake Rd, I'll have to wait 50 minutes to take No 5 bus to the beach. Better coordination of the overall time table would get more people out of their cars. Otherwise, all fine. All bus drivers I have come across so far are professional and helpful.	3/6/2019 11:04 PM

	( annumber) CDD bus interenange iseanon	
30	There is not enough shelter on the north side. Very hot in summer and freezing cold in winter. Seating for 3 people in one bus shelter so the rest of us have to stand out on the street in hot weather or in the wind and rain. The crossing is very dangerous. Poor visibility of on coming vehicles when busses are parked. I have had several near misses of almost being hit by cars when I have been on the crossing. There is also a car park approx 1 metre from the crossing, centrelink side. Cars reverse out onto the crossing almost running over pedestrians. Also. No toilets nearby. Not a safe place to wait for busses with drunks. /Drug affected people also catching busses. Poor access for disabled people and the elderly.	3/6/2019 10:46 PM
31	I have been using the bus from Port Fairy to Warrnambool on a regular basis for the past 50 years and believe the Koroit street location is far better. Lava street needs shelters, toilets and security. I Would not feel safe catching a bus at 6 pm during winter when it gets dark early whereas Koroit Street always has passing traffic and target arcade to shelter prior to catching bus.	3/6/2019 1:18 PM
32	seating / shelters / with bus route information displayed and available to the public	3/6/2019 12:39 PM
33	Move it back to Koroit St	3/4/2019 8:05 AM
34	improved seating & shelter whole area should be disability compliant public toilets close by, not having a 5 -6min walk each way & crossing 2 roads	3/3/2019 11:44 PM
35	Line of sight and speed humps create opportunity for dangerous situations with drivers swinging around the humps. Better to remove humps.	3/3/2019 10:53 AM
36	Bus shelters in case it is raining and better signs.	3/2/2019 9:13 PM
37	Not allow buses to pull up so close and sometimes even over the pedestrian crossing. When you also have a school bus pulling up outside the Vic near the crossing at the same time then it's very very dangerous and a matter of time before someone gets hit. This would be due to the negligence of whoever in council had the stupid idea of having buses pull up next to a pedestrian crossing.	3/2/2019 8:42 PM
38	Move it back to Koroit Street. Far too dangerous with poor visibility and close calls with cars almost hitting pedestrians	3/2/2019 7:42 PM
39	Better visibility for cars. It is so dangerous at present. I have seen a ladies pram almost hit by a passing car. The location on Koroit Street was so much safer. This is an accident waiting to happen. Terrible design and in my opinion not the best location	3/2/2019 7:31 PM
40	keep pedestrian crossing should stay, a large undercover area on the north side big enough to fit quite a few people with seating and shelter but still easy for the bus driver to see the people waiting. a tap to refill water bottles. it would also be nice to have a mural or street for something interesting to look at while waiting for a bus to arrive.	3/2/2019 4:07 PM
41	the pedestrian crossing needs to stay there, and have an undercover area (glass, so that the busses can see us and we can see them, so we don't miss our bus), also so we can stay dry in the wet season. A mural would make the place look a bit more nicer and give people something nice to look at while at the bus stop.	3/2/2019 4:02 PM
42	Public toilets. Facilities for bus drivers. Better under cover area on north side.	3/2/2019 3:44 PM
43	More seating for waiting passengers, under cover out of the rain.	3/2/2019 1:41 PM
44	The current "Temporary" bus stop is potentially a serious accident, which can involve pedestrian(s) and or nose to tail vehicle collision, waiting to happen due to the obscuring of pedestrians crossing from south to north when buses are standing waiting for scheduled departure . If it is intended to carry out measures to avoid this hazard then something should have been detailed in the request for comment. Something needs to be done to protect all road users for both the temporary and any final arrangement. The other likely fault in the proposal is the removal of the convenience, which I have used, of having the stop directly opposite the buses returning to the city standing on the opposite side of the road as was the case in Koroit Street.	3/2/2019 12:52 PM
45	Shift it back to Koroit Street.	3/2/2019 12:10 PM
46	Move it back to Koroit Street, closer to shops, flat. Easier to cross the road, toilets close more shelter	2/26/2019 8:33 PM
47	none don't want	2/26/2019 8:05 PM
48	The pedestrian crossing located near the bus interchange is dangerous. As I drive on Lava St toward Liebig St in a westerly direction, I cannot see the pedestrians who start to cross the road as the parked buses are blocking the view. Something needs to change, either the relocation of the bus interchange or the pedestrian crossing itself.	2/24/2019 6:50 PM

49	Relocate it somewhere else. There is no view of the crosswalk entrance when buses are stopped, trees make the situation worse, there are no facilities, a bench, the area should be smoke free and not right in front of the Medicare entrance.	2/23/2019 9:24 PM
50	I think this exchange should be moved to a more appropriate place. There needs to be facilities (eg toilets, baby change area and seats for the elderly and disabled) I would love it to be a nice covered area that promotes Warrnambool and travel in the area and beyond	2/23/2019 9:10 PM
51	Bus shelters and more signs warning motorists.	2/23/2019 6:58 PM
52	Improve pedestrian safety, toilets	2/23/2019 6:01 PM
53	Move it back. Why have it at that end of the cbd, this council has a very poor direction for the town.	2/23/2019 9:56 AM
54	Run bus on time	2/23/2019 12:00 AM
55	I am 94 years of age. I use the CBD post office to post parcels, I am finding it difficult to walk from Lava Street to the services I access in the City Centre. I don't find the Lava Street site nice to wait at when catching the Dennington service. The bus drivers are friendly and they provide a great service. I would prefer if the interchange was more central.	2/22/2019 5:53 PM
56	Remove the pedestrian crossing because drivers don't seem to be able to see pedestrians stepping out from behind the bus, add an extra parking meter on both sides of the road	2/21/2019 9:54 PM
57	Put it back to the main street	2/21/2019 9:40 PM
58	Move pedestrian crossing, extend speed humps to gutter as cars speed around them, dangerous for bus drivers as they can't see them in their mirrors and pedestrians can't see them either, no public toilets and little shelter on the north side	2/21/2019 9:15 PM
59	Speed humps going right accross the road, people just go around them. Public Toilets pedestrian crossing further away visibility is high risk! Someone will be seriously hurt there one day. People coming through lava st FAST! after crossing at rounabout dont slow down for the next pedestrian crossing. As i said before someone will be seriously hurt there one day.	2/21/2019 9:11 PM
60	The pedestrian crossings need to be made safer and bought into line with the ones in CBD, pedestrians need right of way.	2/21/2019 3:31 PM
61	Make it safer for people while waiting for bus. I have an incident where there people fighting and ther was no one else around. I didn't feel at all safe and moved away from the bus stop. Also ther are mornings when the foot path is blocked by centrelink clients who don't get out of the way of pedestrians wishing to head to work. Some of these people can be quite intimidating.	2/21/2019 1:40 PM
62	To move it to another area as its unsafe for people who need to cross to other side of the road as they are being blocked by the buses and most cars don't stop at the pedestrian crossing as they can't see there is someone trying to cross it as they were block by the bus too.	2/21/2019 11:51 AM
63	moved away from the pedestrain crossing. Toilets needed	2/21/2019 10:55 AM
64	Move it away from the crossings. Install toilets. Remove the two humps off the road to stop cars driving around them.	2/20/2019 10:24 PM
65	More shelter for bus passengers on the north side of the street	2/20/2019 7:50 PM
6	Move it to its original location	2/20/2019 2:47 PM
67	Being away from Centrelink	2/20/2019 2:39 PM
8	extra shelters. No smoking signs	2/20/2019 1:35 PM
69	It has bad visability and I have had a couple of close calls crossing at the cross walk.	2/20/2019 11:21 AM
70	It needs to be placed further away from the pedestrian crossing for safety of pedestrians. There need to be toilets and better shelter for people waiting for busses.	2/20/2019 11:16 AM
71	there are toilets, or sufficient cover for people waiting in line for buses. it is also to far to walk to the post office	2/20/2019 11:12 AM
72	The current location is precarious and an accident/death is eminent the way the crossing and the bus stop have been located. Further the traffic is mainly a fast moving traffic. Further there are no shops or restaurant cluster to slow traffic down.	2/20/2019 11:10 AM
73	IT IS VERY DANGEROUS WHERE IT IS. LOTS OF PEOPLE NOT USING PEDESTRIAN CROSSINGS SO VEHICLES ARE NEEDING TO LOOK FOR PEDESTRIANS AT TWO CROSSINGS AS WELL AS PEOPLE NOT USING THE CROSSINGS.	2/20/2019 11:06 AM
74	It is not safe to cross the road. CBD bus interchange shouldn't be in Lava street. Should be moved to the old location.	2/20/2019 11:00 AM

75	Flashing lights. I was walking across and a Bus didn't give way.	2/20/2019 10:57 AM
6	MOVE IT FROM THE AREA	2/20/2019 10:55 AM
7	When crossing the street it is hard to see oncoming traffic when buses are stopped at the interchange. On multiple occasions either myself or I have seen people step out into the street and come close to being hit by the on coming traffic who also can not see pedestrians.	2/20/2019 10:54 AM
78	The pedestrian crossing is very dangerous when crossing south to north. If there is a bus parked the pedestrian has to step out in front of the bus onto the crossing and cars travelling west cannot see anyone until they are on the crossing. Also cars are travelling too fast. I use the crossing daily and don't feel safe. The car park closest to the crossing (currently disabled park) is too close to the crossing and the car has to reverse over the crossing to get out of the park.	2/20/2019 10:52 AM
79	I don't agree with the bus stop staying in Lava Street. We work at South West Credit and since the bus stop has been moved there we have had a lot of instances where our staff and members have been made feel unsafe	2/20/2019 10:52 AM
30	Returning to the previous location would make the bus exchange more central & accessible.	2/20/2019 10:26 AM
31	Nil	2/19/2019 8:45 PM
32	Bus stop moved further back from pedestrian crossing	2/19/2019 8:22 PM
83	More seating. The wind gets cold and the sun very hot. Sheltered areas. Toilets nearby would be good, no smoking at bus stop. Suitable vending machine that's safe to be outside, it's a long walk to go grab a drink or get a snack. No shops nearby to get change. Ticket machine to pay with PayPass.	2/19/2019 8:01 PM
84	Bus shelters with good seating for the aged and less able including parents with children. Accessible toilets. Removal of the dangerous speed hump and less dangerous one put in. Adequate rubbish bins. No smoking area.	2/19/2019 7:19 PM
85	Move it away from Centrelink - as it is, it is too close to the roundabout with two pedestrian crossings too very close together. The pedestrian crossing is extremely dangerous where it is placed, drivers are unable to clearly see when someone is crossing the road from Centrelink with the buses parked so close. The speed humps do not slow traffic down at all as most cars simply drive around them rather than going over them. I often feel unsafe going into the shops as there are often numbers of bus travellers congregated at the bus stop, usually smoking as well.	2/19/2019 7:16 PM
86	Move it back to Koroit Street. It is too dangerous in its current position in Lava Street. The buses block the view of cars traveling up Lava Street in a Westerly direction. The Drivers cannot see Pedestrians walking out and vice versa, Pedestrians cannot see oncoming vehicles due to buses blocking view.	2/19/2019 6:37 PM
87	I suggest moving the pedestrian crossing to the rear of the bus stop so that pedestrians are visible to those driving westward along Lava Street. As the bus stop is at the present time there is no visibility of pedestrians for car drivers until a pedestrian walks past the front of a stationary busand a similarly dangerous situation for pedestrians wishing to cross the road. They have no visibility of cars on that side of the road when a bus is at the stop. Could be a dangerous situation. Apart from that I'm OK with a bus stop in Lava Street. I am just concerned there will be an accident in the future.	2/19/2019 6:32 PM
88	Cctv cameras. Being so close to Centrelink, DHS and job centres, there are alot of a certain type of person who tend to made trading difficult and undesirable in that area. Its hard to attract customers when they dont feel safe.	2/19/2019 6:31 PM
89	New location - Lava St is too far out of the way for this likes of my mother to travel to get to Bakery & Post Office. Terrible location near DHS not safe!	2/19/2019 6:28 PM
90	Moving it back to a more central location - my mother is elderly and relies on the buses to get to Post Office and bank, you really didnt think about Warrnambools aging population when you moved the bus interchange so far away from Koroit Street	2/19/2019 6:17 PM
91	To have an area where there are speed bumps, bus terminals, pedestrian crossings, cars coming and going and a taxi rank another 20 metres up the road there is a lot going on for drivers to navigate through the area. Either relocate the bus stop to slightly further down Lava Street (away from town but before Banyan Street) or relocate it much further out of town ie along Lava Street near the Church where there is less traffic.	2/19/2019 4:41 PM
92	More buses at different times and update the timetables and where the buses go to and from	2/19/2019 4:32 PM
93	More seats and cover	2/19/2019 3:39 PM
94	A shelter for bus travellers so they don't congregate in the alcove of the WAVE school and smoke	2/19/2019 3:07 PM

95	Finding a way to relocate the pick-up points further away from Centrelink and the Victoria Hotel bottle shop. Alcohol consumption is an ongoing issue on the northern side of Lava Street and I've witnessed one passenger concealing an open alcohol container before boarding a bus. Yet to experience an alcohol-related problem although I can imagine some passengers find that intimidating.	2/19/2019 2:54 PM
96	Move it closer to other public transport facilities The Warrnambool railway station.	2/19/2019 2:45 PM
97	Have it moved back to it's original position in Koroit St where it is safer for pedestrians to cross the road rather than being obscured by buses parked right at the makeshift pedestrian crossing. Not that this will really matter if the council has already decided to go ahead with Koroit St upgrade with no planning for buses what so ever.	2/19/2019 2:25 PM
98	Accessible public toilet. Permanent traffic calming and management structures.	2/19/2019 2:20 PM
99	As a local resident we have had to put up with the ridiculous speed humps and the associated noise, the roar of the buses coming up from Lava/Banyan roundabout and the subsequent roar after they have gone over the speed hump, buses illegally parked in car parking bays, the pedestrian crossing - it is almost impossible to see people starting to cross until you are at the crossing, there is no sign at the crossing that cars must give way as per the ones at the roundabout, walking up the street at centre link rubbish is left dumped on the footpath, disgraceful language from some people waiting for a bus, people urinating in the lane ways next to 7th Day Adventist church, footpath obstructed by groups of people making it hard to navigate a way through. There are no traders in the area, I would suggest they probably don't want the bus stop back in the Koroit St for the same reasons I've outlined. What about locating down outside the PAC. The only people who are advantaged by its current location are visitors to Centrelink. By all means consult, but ask the local residents about their experiences. I'll be happy to meet Council to discuss further. It was a temporary measure, live up to your work. We have not complained about its location & problems because it was only temporary. Ho Ho Ho, another typical political stunt.	2/19/2019 2:06 PM
100	The area needs better shelter on the North side of Lava St. for bus travellers waiting for their bus to arrive. There is a lack of public toilets in close vicinity. Current 'speed humps' extended across the whole half of the street as numerous cars drive into either the oncoming lane or the parking area to avoid them, creating a dangerous environment for other car, bike and pedestrian users. Thought to the pedestrian crossing relocation outside Centrelink as many cars fail to slow and adequately proceed over the current crossing. Many cars do not give way to pedestrians on the crossing saparked buses obscure the view. Pedestrians regularly cross between the two crossings causing danger to themselves. Car parking on the south side of the crossing between Centrelink and the credit union create issues for buses, pedestrians and cars when they back out, especially reversing over the crossing. Some cars allegally park on the pedestrian crossing. Cars turning right out of the hotel bottleshop cause a hazard. Maybe a semi regular police presence, eg on push bikes may help with some car and pedestrian issues being addressed.	2/19/2019 2:00 PM
101	I think flashing lights need to be installed on the pedestrian crossing as people walk out from in front or behind the buses (depending on what side of the road they are on) it is an accident waiting to happen because drivers cannot are the pedestrians crossing until they are right in front of your car.	2/19/2019 12:55 PM
102	More seating	2/19/2019 12:25 PM
100		
103	More space for the buses - better seating and cover - Toilet facilities	2/19/2019 12:01 PM
	More space for the buses - better seating and cover - Toilet facilities If the bus interchange stays, the pedestrian crossing needs to be moved as it is very difficult to see any pedestrians when the buses are lined up right In front of it.	2/19/2019 12:01 PM 2/19/2019 10:22 AM
104	If the bus interchange stays, the pedestrian crossing needs to be moved as it is very difficult to	
104 105	If the bus interchange stays, the pedestrian crossing needs to be moved as it is very difficult to see any pedestrians when the buses are lined up right In front of it. Move it back to Koroit Street. The traffic lights in Koroit St was a far safer place to cross then	2/19/2019 10:22 AM
103 104 105 106 107	If the bus interchange stays, the pedestrian crossing needs to be moved as it is very difficult to see any pedestrians when the buses are lined up right In front of it. Move it back to Koroit Street. The traffic lights in Koroit St was a far safer place to cross then the crossing out front of Centrelink. Koroit St is closer to the shops & better location.	2/19/2019 10:22 AM 2/19/2019 10:22 AM
104 105 106	If the bus interchange stays, the pedestrian crossing needs to be moved as it is very difficult to see any pedestrians when the buses are lined up right In front of it. Move it back to Koroit Street. The traffic lights in Koroit St was a far safer place to cross then the crossing out front of Centrelink. Koroit St is closer to the shops & better location. move it to Koroit street opposite the Temperance Hall	2/19/2019 10:22 AM 2/19/2019 10:22 AM 2/19/2019 10:14 AM

	Warmaniooor CDD bas interenange rotation	
110	The positioning of the pedestrian crossing at the west end of the bus bays is badly sited. As demonstrated in the photo published in the Standard Tuesday 19th February, when two buses are in position and when an approaching motor vehicle travelling in a westerly direction the crossing on the southern end is obscured by the foremost bus. A pedestrian stepping onto the southern end of the crossing cannot be seen until clear of the bus. This is a poor outcome and needs addressing as it is a peril to crossing pedestrians and also a motorist may well find themself in breach of the road rules having crossed whilst a pedestrian is crossing but not seen due to the compromised site line. Needs addressing if the bus station is to remain in the Lava St location. Otherwise it is a good spot as it keeps buses out of the Liebig/Koroit St precinct.	2/19/2019 9:03 AM
111	its only a matter of time before someone gets seriously injured or God forbid killed at the current bus stop. The buses make crossing the road safely impossible as cars cant see pedestrians enter the crossing and pedestrians cant see past the buses to see if its clear to start crossing. Biggest improvement would be to MOVE it	2/19/2019 9:02 AM
112	Move it further down the street so drivers can't be blocked at the pedestrian access. More seating on the pub side of the bus stop	2/19/2019 8:46 AM
113	Move it to Koroit St	2/19/2019 8:36 AM
114	Put a toilet there the other day we got on the bus then the driver turned the bus off we sat in the hot bus while he went to the pub over the road imagine he went to toilet also to far to walk from shops with parcels take it back where it use to be	2/19/2019 8:29 AM
115	Move it back where it was. The people who hang around waiting for buses congregate around Centrelink and The South West Credit Union. There seems to be a lot of smokers amongst them and they leave butts every where and they stink as you walk past them. I have also seen a few arguments and fights around there that people using the bank should not have to happen, it is unsafe if you are using the teller machine.	2/19/2019 8:27 AM
116	the interchange should be moved to the front of the temperance hall, koroit st	2/19/2019 8:16 AM
117	Shelter	2/19/2019 7:56 AM
118	more seating and toilets	2/19/2019 6:53 AM
119	Move it back to Koroit Street	2/19/2019 3:54 AM
120	It needs to have a toilet and more bus seats as the overflow has to sit on the rocks in the weather.	2/19/2019 12:27 AM
121	Move it back to Koroit Street	2/18/2019 10:32 PM
122	More seating and bigger shelters	2/18/2019 10:13 PM
123	Better shelter and seating. Winter in Warrnambool can be fierce and for the elderly and young having nowhere to wait can at times be detrimental to thier health. As a frequent passenger I can tell you that waiting out in the rain, wind and hail is far from pleasant and I have often missed appointments or put off buying food due to this.	2/18/2019 10:13 PM
124	More shelter and seating	2/18/2019 9:32 PM
125	Police supervison all day. All the kids from wave school along with rough people who abuse centrelink and dhs abuse people minding their own business for no reason. Older people are worried abiut using the atm outside the credit union and i even closed my accounts their due to seeing police attendance imside the branch caused by people from centrelink.	2/18/2019 9:10 PM
126	Accident waiting to happen. Buses obscure the beginning of the pedestrian crossing. Many people just loiter in the area. Move the bus interchange to Koroit St outside the ABC Radio studios - more space on the left and right side of the street. Less congestion.	2/18/2019 8:51 PM
127	Better security ie cameras closer like between swc and Centrelink and better lighting	2/18/2019 7:32 PM
128	Move it back to Koroit Street	2/18/2019 6:19 PM
129	It's barren and lost in lava st and placed far away from the middle of the cbd	2/18/2019 5:45 PM
130	Permanent fixtures of speed bumps (such as wombat crossing like in other CBD locations). Crossing is currently hard to view while buses parked. Needs better integration with the Vic Hotel bottleshop entry and exit to prevent traffic hazards.	2/18/2019 4:32 PM
131	Moving it back to koroit st for starters. Stop them idling/parking in banyan st. Enforce the 30 km /hr speed limit. Move the pedestrian crossing outside centerlink, it is dangerous, as you cannnot seethe pedestrians on the crossing whem the buses are parked.	2/18/2019 4:31 PM
132	Probably to move it back to Koroit Street	2/18/2019 4:28 PM

134	Moved to another location. Reason, dangerous for people to use pedestrian crossing, e.g., I have witnessed people almost get run over by car drivers failing to give way when a bus is merging from bus terminal heading west bound, there were complaints made but nothing was done! The other problem for the driver is timing, e.g., Banyan, Kepler and Timor streets have become the thoroughfare for vehicles which impacts on timing of the bus routes and puts pressure on the drivers to keep to the timetable, that was not an issue using the Koroit st interchange	2/17/2019 7:01 AM
135	People crossing the road in front of buses is very dangerous	2/16/2019 10:31 PM
136	Toilets. Move it back to koroit st it's too far as an older person to get to the post office and news agency. It needs to be central	2/16/2019 10:12 PM
137	Moving it to koroit st	2/16/2019 8:16 PM
138	More seating	2/16/2019 1:57 PM
139	Move it to a more central place.	2/16/2019 9:56 AM
140	Better shelter	2/16/2019 9:36 AM
141	Public toilets Passenger safty Get rid of that stupid pedestrian crossing Slowe cars down	2/16/2019 8:41 AM
142	N/A	2/15/2019 10:22 PM
143	Yer needs upgrading	2/15/2019 7:21 PM
144	more seating and a toilet	2/15/2019 3:43 PM
145	tacking out those stupid road humps. there is no shelter or access for people in wheel chairs	2/15/2019 12:57 PM
146	The exchange is out of the way. I'm sure it is an awkward place for elderly people trying to access the news agents, banks, chemists and supermarket. It may only be a short walk for able bodied people but not so much for older people or disabled people. There are no stores directly in front of the bus interchange	2/15/2019 11:02 AM
147	More seating, public toilets close to the bus interchange. A coffee shop to sit in while you're waiting for your bus. It is very windy, where the bus stop is and I would venture down the street more often if I knew there was a warm place to shelter from the weather.	2/15/2019 10:43 AM

## Q8 Do you have any other feedback about Warrnambool's CBD bus interchange?

Answered: 131 Skipped: 80

#	RESPONSES	DATE
" 1	It should not be the interchange, it should just be a bus stop like all others around town. The	3/25/2019 9:12 AM
	interchange should be located at the railway station with all of the other public transport modes	
2	Please do not move back to Koroit St	3/23/2019 9:26 PM
3	All satisfactory	3/22/2019 1:12 PM
4	Prefer Koroit Street. Would like more shelters on suburban bus stops	3/21/2019 10:05 AM
5	Handy to have a regular bus	3/21/2019 10:03 AM
6	Roundabouts make it hard to function in Koroit Street	3/21/2019 10:01 AM
7	Lava street is less congested and frees up Main Street, would like more CCTV	3/21/2019 9:59 AM
8	Would like service back in koroit street	3/21/2019 9:55 AM
9	Koroit st more centeal	3/21/2019 9:53 AM
10	A more central location would be better for elderly passengers	3/21/2019 9:49 AM
11	Pedestrian crossing needs to go and CCTV cameras should be installed	3/21/2019 9:47 AM
12	I feel it is unsafe to have the bus stop near Centrelink as sometimes people are angry and yell when they come out. Elderly people and children should not have to deal with this. It's also easier in Koroit Street to go into a shop if you feel like you need help. I prefer Koroit Street.	3/21/2019 9:46 AM
13	Prefer to return to koroit street as it is dangerous in lava street after 4pm	3/21/2019 9:42 AM
14	Merri street preferred	3/21/2019 9:38 AM
15	Reintroduce south merrivale bus down Archibald street	3/21/2019 9:32 AM
16	Prefer koroit st. Lava too far to walk	3/21/2019 9:20 AM
17	Prefer at koroit street	3/21/2019 9:16 AM
18	I am very happy with the CBD bus interchange in Lava Street. It is safer and more convenient in this position than in Koroit Street.	3/19/2019 5:52 PM
19	No	3/18/2019 10:14 AM
20	The Lava Street option is furthest away for significant public institutions namely the Warrnambool Art Gallery, Civic Centre, Library, Lighthouse Theatre. Reclaiming the original Koroit Street interchange would centralise pedestrian movement and enabling them to span further. The Lava Street interchange is not central to the vibrancy of Warrnambool's CBD.	3/17/2019 10:29 PM
21	I have concerns with the potential for accidents and congestion to occur. Since the new street work and pedestrian crossings were implemented there has been an increase of congestion and and around the round about. Adding busses into the mix will likely agitate the situation.	3/14/2019 12:28 PM
22	Due to the new roundabout pedestrian crossings, the congestion and likely hood of accidents and road rage would be much worse if there were buses moving through the middle of town. It is much safer for everyone if it were to remain at lava street	3/14/2019 12:22 PM
23	It seems like the council had always wanted to permanently move the buses to Lava st, by the way it has been "temporarily" set up. Saying it's temporary was just a way to keep the local businesses adversely effected quiet then they would just make it permanent and it would be to late to do anything about it. Bad faith decision.	3/13/2019 10:44 PM
24	Perfect position	3/12/2019 7:23 PM
25	It has been a great benefit for CBD shifting the interchange to Lava street. Koroit str has the busiest intersection and it wouldn't be safe to add buses here too. Also, having people outside smoking is not a good look for CBD nor are the petrol fumes.	3/12/2019 1:40 PM
26	Look at utilising space in one of the car parks as almost like a depot arrangement	3/8/2019 6:18 PM
27	perhaps some public toilets near by - but not ones that cost \$240k	3/7/2019 1:52 PM

28	Anecdotally, most people I hear from are in favour of moving the bus interchange back to the previous Koroit St location.	3/7/2019 11:00 AM
29	No. Thanks for asking for feedback.	3/6/2019 11:11 PM
30	Poor choice of location. Lack of seating. No security. No toilets. Dangerous pedestrian crossing. Lack of shelter. Dark in winter	3/6/2019 10:48 PM
31	Koroit Street has security in that there is always people around which is not the case in Lava street particularly on a Saturday afternoon. Koroit Street has various shelters under verandahs and in Target arcade as well as toilets nearby and is.very central. Lava Street is located near Centrelink and there are some dodgy people in area at times.	3/6/2019 1:27 PM
32	change machine or and eft tap feture for kids to buy a one use or all day ticket without having cash as kids only use cards.	3/6/2019 12:46 PM
33	The majority of bus patrons are elderly, longterm ratepayers who no longer drive, or perhaps have never driven. The Lava st bus interchange has been very difficult for them. The Koroit St interchange is much more practicalwith news agency, post office, banks,, Telstra, op shop, chemist etc nearby. If a patron alights in Lava St, and needs to access Koroit St, then there is a walk UP the hill. It may not seem much if you are young and fit, but if you are elderly, with reduced mobility then that walk is strenuous. Also, older residents are much less likely to take part in an online survey. Encourage council to actually speak to bus patrons, get verbal feedback, let the community know that their opinion matters, and their voice will be heard, and opinions will be part of the future decision. Thank You.	3/4/2019 8:19 AM
34	no cutting corners	3/3/2019 11:45 PM
35	It is so much better in Lava Street, not as congested traffic wise up at Koroit Street, and still close to amenities.	3/3/2019 12:01 PM
36	Moving a problem from Koroit St to Lava St is not a solution rather it is caving in to those that protest the loudest. A bus interchange does not belong in a CBD street. WCC should think about a better solution than simply relocating the problem. Also why do buses need to be so big when they are never full. How about open disclosure on actual bus patronage? Do empty buses generate same revenue based on seating whether full or empty?	3/3/2019 11:02 AM
37	The pedestrian crossing are dangerous anyway let alone with a bus interchange next to one of them. The drivers should be charged if they park over them.	3/2/2019 8:43 PM
38	Move it back to Koroit St	3/2/2019 7:43 PM
39	Honestly I feel council has already made up their mind about leaving the bus interchange at lava street. The survey questions don't really lend them themselves to open feedback about the site being elsewhere. Just one yes or no question. Even the questions about improving Lava St as the interchange don't ask whether we think it should be improved here or moved to another site altogether. I hope my feeling is wrong and there is a genuine review. I haven't heard many people saying they're in favour of the move other than Koroit st shop owners/businesses and I speak to a lot of bus travelers. Thank you	3/2/2019 7:38 PM
40	i have nothing to add and hope my input has been considered and contributed in some way.	3/2/2019 4:13 PM
41	Nothing to add thanks. Hope i contributed in some way.	3/2/2019 4:06 PM
42	It is in a much better location as there is much better access to to stores in Koroit street and there doesn't seem to be any impediment to shoppers on That section of Lava Street. There is better access for bus users to Centrelink.	3/2/2019 1:44 PM
43	As a resident in Lava Street, I strongly believe that the Bus interchange area in Lava Street is most unsuitable for both taxis and buses. The congestion of people waiting for buses and taxis, and the cigarette smoke makes walking through the waiting people quite unpleasant at times. The cigarette butts left on the ground, and rubbish is not appealing to locals or visitors to our city. If the buses are to remain in Lava Street, toilets are the main priority after the safety of all concerned. As I live in Lava Street most for waiting bus traveller to urinate in almost privacy. As a consequence the entrance to our home often smells like a badly designed toilets and needs to be regularly hosed down The "Speed Humps" also are causing problems and danger . as most motorists tend to drive around them rather than navigate the short humps. They also create excessive noise from trucks and buses that are too large to drive around them. I would be pleased to have the opportunity to discuss this further.	3/2/2019 12:10 PM
44	The bus stop in Koroit Street was far more concenient closer to most shops right in the middle of the CBD. Almost everything within a lock. Korioit Street was flatter making access far easier Lava street it too far to toilets. At last half a block before most shops Old bus stop was close to food and bigger shops	2/26/2019 8:37 PM

45	no	2/26/2019 8:06 PM
46	How bout near the tafe, wcc offices - Gillies street. There are toilets, it's near important services and infrastructure, it's off a main Street, close to train station, the road is wide.	2/23/2019 9:29 PM
47	New bus depot for Warrnambool. I think the temporary bus exchange in Lava Street plus the old interchange were very inadequate. Both due to traffic, lack of space and facilities. I would love to see maybe a multi-story parking facility for the city centre and this to incorporate a bus exchange under cover and with facilities. Another option could be the empty and central location of the old Callaghan Motors site in Fairy Street. This could be revamped and beautified to include public toilets waiting area and could hold a fleet of buses off the street.	2/23/2019 9:21 PM
48	I find the lava street bus interchange to be very convenient for me, close to the supermarket and Centrelink which are my main reasons for coming into town.	2/23/2019 8:06 PM
19	Put it back central. Simple. Not hard.	2/23/2019 9:58 AM
50	It sicks	2/23/2019 12:01 AM
51	Requires increased shelter on the north side of the road, more seating and improved lighting.	2/22/2019 5:54 PM
52	Thanks yes my veiw has always been that the buses circulate around the CBD using Kepler Timor Banyan and Lava st. Lava st as the main interchange as is currently in place. Many thanks Trevor Spehr. Owner of 136 Koroit st.	2/22/2019 12:44 PM
53	It's been put a block over too far. If council wanted it out of that particular space they should have moved it to koroit st between liebig and banyan St. It won't affect as many businesses and is still quite central. Also, considering the numbers using the buses, perhaps we should invest in smaller buses that would take up less space at the interchange.	2/21/2019 10:01 PM
54	Move it back	2/21/2019 9:41 PM
55	Maybe council needs to put survey forms on buses as many of the passengers are elderly and are not internet savvy	2/21/2019 9:21 PM
56	Put it back it where it was! Your survey questions are asked in a way that you have ALREADY DECIDED THAT THE BUSES WILL STAY IN LAVA STREET!!!	2/21/2019 9:16 PM
57	Leave it in Lava Street as it was too congested in Koroit Street and also attracted a lot of bad behaviour. At least it's still close to the Main Street but out of most people's way now.	2/21/2019 8:39 PM
58	They need to find a more suitable location than the current one being Lava St, and if they decide not to move back to Koroit st- possibly down near the Archie Graham centre or on the other side of Liebig St still being based in Koroit St	2/21/2019 1:43 PM
59	Probably move the bus interchange to a car park area (the car park behind coles? where its safe for people to drop off/alight the bus and not in the traffic way.	2/21/2019 11:54 AM
60	no	2/21/2019 10:55 AM
61	Moving back to Koroit Street location would make traffic flow even wirse than now Buses always parked there now traffic goid in lava street and no buses lingering around blocking traffic Much better in lava street	2/21/2019 10:12 AM
62	Make it safer.	2/20/2019 10:25 PM
63	Leave it at the lava street location. If moved back to the koroit one things will get to congested with buses, cars, people and bus passengers	2/20/2019 7:54 PM
64	No	2/20/2019 6:39 PM
65	I find the Lava Street exchange much more convenient for my shopping and the street is less busy. I think it is safer for everyone.	2/20/2019 5:48 PM
66	It is not safe and is badly designed. I hope that you publish the results of the survey	2/20/2019 11:30 AM
67	I think that moving to its current "temporary" location was a mistake, it should have been moved in front of the uniting church on koriot st.	2/20/2019 11:14 AM
68	The current location at Lava street is not appropriate. This not only lost many car parks but the CBD bus interchange needs to be at the right centre of CBD for convenience and easy access.	2/20/2019 11:13 AM
69	Its too crowded there at the moment. The interchange needs to be in a quitter location.	2/20/2019 10:58 AM
70	The original interchange on Koroit ST was better setup with the traffic lights and crossings at either end of the block.	2/20/2019 10:55 AM

71	I feel the bus interchange should be more central - especially for older people that have to get off the bus and walk any distance. I am not sure where exactly it could be located but maybe a shuttle bus service around the town could be considered as an alternative if the bus interchange is not central.	2/20/2019 10:55 AM
72	There needs to be another location in the CBD for the bus stop to be moved too. Koroit Street is far too busy and Lava Street is not the answer either.	2/20/2019 10:53 AM
73	The move to Lava St was temporary only, assurances were made that this was only a temporary arrangement, quite a number of parking spaces have been lost as a result of the relocation which impacts the businesses in Lava St, the bus stop should be returned to Koroit St, where the permanent infrastructure already exists, roadworks, toilets, etc.	2/20/2019 10:28 AM
74	I don't like where it is. I usually have an hour to kill after work before my bus leaves. Its out of my way where it is now. Koroit st was much better.	2/19/2019 8:47 PM
75	Love it in lava street. Better for the visual aspect for traders in Koriot street. Will complete the CBD renewal by have the koriot strip open and predestrian friendly	2/19/2019 8:25 PM
76	Really need to extend bus routes to include new estates, current route doesn't go further than balmoral road. Need a bus to go from city down Mortlake Rd along Wangoom and to gateway then maybe to Deakin.	2/19/2019 8:04 PM
77	Good sinage essential. Especially for irregular bus travellers and visitors.	2/19/2019 7:24 PM
78	Why not relocate it at the train station? Or outside the old Sam's Warehouse where there is mre room that is safer for buses to park. Also, there are no public toilets in Lava St, hence the nearby laneway between Centrelink and the Credit Union are now becoming soiled and an eyesore - discouraging people from shopping in that end of the CBD.	2/19/2019 7:20 PM
79	Leave it in Koroit Street	2/19/2019 6:39 PM
80	Move the interchange to a better location, closer to shops such as Bakery, Post Office, Target. There is no shelter, no puclic toilets & the crossing design is dangerous. Koroit Street was MUCH better	2/19/2019 6:30 PM
81	Considering Warrnambools aging population the interchange needs to be as close to things such as banks and post office as possible. If you are not prepared to move it back to its old location perhaps look at Koroit Street near the Uniting Church. It is not safe near Centrelink & DHS, plus its so far away from major shops for older people. Please reocate	2/19/2019 6:22 PM
82	It is better to be away from the busier shopping streets	2/19/2019 5:01 PM
83	Nothing further.	2/19/2019 4:42 PM
84	much better at Lava Street, closer to Centrelink	2/19/2019 4:25 PM
85	The Lava Street site is far safer for both users and the general flow of traffic. When located in Koroit Street the buses contributed to a significant bottle neck and congestion. Koroit Street is a far more pleasant shopping strip since the buses have moved to Lava Street. Customers are commenting on the improvement and say they are far more likely to shop in the CBD now that they don't have to run the gauntlet of the Koroit Street bus Stop.	2/19/2019 4:11 PM
86	At the current site we have Centrelink, a pub/bottleshop and a re-engagement school for the most vulnerable kids in our community. The bus stop needs another site!	2/19/2019 3:11 PM
87	Can't see a way to make the Lava Street interchange user-friendly for families and elderly passengers. Would prefer it returns to Koroit Street or another location in or near the CBD.	2/19/2019 2:58 PM
88	Keeps bus congestion out of Busy Koroit St, safer in wider Lava st. Bus users don't have to wait in retail shop fronts. City centre is just as accessible from Lava st.	2/19/2019 2:35 PM
89	Dangerous positioning of pedestrian crossing at the makeshift interchange in Lava St & loss of excess car parks.	2/19/2019 2:32 PM
90	The current location is ideal and miminises heavy vehicles from the main CBD intersection.	2/19/2019 2:21 PM
91	Stick to your word, it was a temporary measure by Council during the City Renewal Project. It has changed the amenity of our residential location. Remove & relocate it back to Koroit St asap.	2/19/2019 2:11 PM
92	Lava St is a reasonable alternative but there are quite a few safety concerns that need to be addressed. To relocate back to Koroit St would be more central for many of the people who regularly use the bus services. Issues of adequate bus bay sizes, inappropriate and rowdy patron behavior, smoking on the footpaths, rubbish collection and removal, cleanliness of the area all need to be adequately addressed. A positive is the location of public toilets.	2/19/2019 2:02 PM

Attachment 5.7.3

93	I think it works perfectly where it is. Without being stereotypical, a lot of the bus users that catch the bus are people that are on a pension of some kind. Centrelink is a frequent destination and the buses stop right outside. Plus the buses do not clog an already congested koroit street	2/19/2019 12:58 PM
94	Warrnambool, Council and PTV need to rethink how the buses run within Warrnambool and how to service its residence better - its not running to 100% of its full potential - take a look at Geelong for instance - most Bus services start and finish at the TRAIN STATION via the CBD - Warrnambool Transit Buses should start and finish at the Train station - a massive opportunity was wasted during the redevelopment of the station recently - Patronage on Warrnambools train services has increased dramically over the years hence parking problems - but if the Transit buses started and finished at the Station, Residence could take the bus to the station instead of their cars freeing up room for parking and less traffic congestion in and around Wbool. So starting at the Station - the buses would then go via the CBD before continuing on its normal route - on the inbound services - Buses would come from outer suburbs via the CBD and then finish at the Train Station - visitors coming from out of town would be able to access the CBD easily which would encourage them to spend time shopping or visiting a cafe etc - this is a huge opportunity? - or will we continue to do the same old, same old as we have ALWAYS done?	2/19/2019 12:15 PM
95	Sounds like you've already made a decision not to move bus interchange back to Koroit St going by the wording of your questions. If you want honest feedback it needs to go back to Koroit Street as it was a much better location. There is nothing in Lava St - unsure why it was moved there in the first place!?!?	2/19/2019 10:26 AM
96	It makes no sense to leave the buses in Lava Street - it is out of the way and dangerous. The location in Koroit St provides better shelter & location to main shops for those using the buses	2/19/2019 10:14 AM
97	The current location is extremely dangerous, the near misses of people almost being ran over by people reversing out of parks onto the crossing - its only a matter of time until someone is seriously hurt. There is minimal shelter in the winter months to make your way down to Liebig Street - my sister is a frequent user of the bus, reliant on the busses for transportation and moving it back to Koroit street would be much better for her and many others. Lava Street is too far out of the way for people who's mobility is limited. Listen to your residents and move it back to Koroit Street (although judging by the wording of this survey your decision has already been made).	2/19/2019 10:05 AM
98	I only hope the council will consider the vulnerable and elderly	2/19/2019 10:02 AM
99	I believe lava street is the perfect area for the bus interchange as it is a lot less busier and more accessible to everyone. Koroit street would benefit with more parking, rather than a place for the buses, if that is possible.	2/19/2019 9:11 AM
100	Whilst I am not a regular user of the bus service but may well utilise the service in the future and therefore consider the present location to be very convenient and also does not appear to impede other pedestrian traffic as Koroit St tended to do as there are fewer passing pedestrians in the area as apposed to Koroit St.	2/19/2019 9:07 AM
101	create a central bus stop for all buses in the Median strip opposite McDonalds. only one block from where it is now and absolutely no effect on any businesses or anyone's safety	2/19/2019 9:05 AM
102	Don't put it in Koroit Street it is far to congested as it is if you put it back there make Koroit street car free zone	2/19/2019 8:48 AM
103	Move it to Koroit Stcloser to the 'action' in Liebig and Target Centre.	2/19/2019 8:37 AM
104	Just put it back in Koroit street	2/19/2019 8:31 AM
105	move it to be central again, koroit st kelp st corner	2/19/2019 8:17 AM
106	new toilets or shift back to Koroit st where there are some toilets	2/19/2019 6:55 AM
107	Bus exchange is better at Koroit Street. Closer to all shops. Close to easier access to toilets	2/19/2019 3:56 AM
108	More regular buses between 2.30pm and 4pm	2/19/2019 12:28 AM
109	Change the timetables to update the correct address!!	2/18/2019 10:54 PM
110	No but stop spending money we don't need to spend ??	2/18/2019 10:34 PM
111	No	2/18/2019 10:14 PM
112	If it is to stay in lava street flashing signs or traffic lights are needed as cars can not see pedestrians when crossing in front of the stationary buses	2/18/2019 9:11 PM
113	Move it slightly out of the inner CBD - just outside the city loop but within walking distance. CBD has become overly congested due to the disastrous two-way give-way crossings.	2/18/2019 8:53 PM

114	The removal of bus exchange from Koroit st has freed up Koroit st and made it more accessible and comfortable for the general public. It is not interfering with any shoppers or shop owners in lava st.	2/18/2019 8:30 PM
115	Crossings at roundabout are more dangerous as pedestrians don't even think anymore down the street they just cross no matter what and think every crossing in warmambool they have the right. Just remember common sense is no longer common anymore because people don't think they just do and you are encouraging this behaviour.	2/18/2019 7:38 PM
116	Move it back to koroit st. Invest in smaller electric buses, the current buses are to big for cbd, never more than 10 people on them, and are dirty inefficient diesel engines. Enforce not driving around the speed humps and in the bike lane.	2/18/2019 4:37 PM
117	Do buses really need to idle in the city at all? Why not just operate a bus stop?	2/18/2019 4:34 PM
118	Prefered the old location	2/18/2019 4:29 PM
119	As an alternative to Koroit st and Lava st interchange it would be possible to use Parkers car park, central to most shops, but would need traffic lights either end and public toilets are a must, 1 more thing, do something about the pipe trees approaching the roundabouts, pipe trees being all the signs. Surely in this day and age there are better ways to alert people a pedestrian crossing and roundabout are approaching.	2/17/2019 7:14 AM
120	Should be moved back to we're it was much safer	2/16/2019 10:31 PM
121	Move it back to koroit st so it's central to town	2/16/2019 10:16 PM
122	Lava st is dangerous to users and drivers	2/16/2019 8:17 PM
123	Back to Koroit St	2/16/2019 7:23 PM
124	Move it back to koroit street. More central for us old people	2/16/2019 9:37 AM
125	Change it back to Koroit street. You tell me why it isnt back there?	2/16/2019 8:42 AM
126	Nope	2/15/2019 7:21 PM
127	it was great in previous location could get a coffee while you wait had toilets and shops easy to get to like today all these people going to Centelink and carrying on in not a friendly manner	2/15/2019 3:46 PM
128	put it back where it was	2/15/2019 12:57 PM
129	Not about the interchange but regarding the Routes. There is not bus service that stops at mercy place in Hopetoun Road. The closest bus stop for mercy place visitors is on Crawley street. This means that visitors using the bus service have to walk up hill in the weather. Many of the visitors and residents could use the bus service rather than a taxi service	2/15/2019 11:05 AM
130	It needs to be put back to Koroit Street where it belongs, if adults and or children need the toilets they're not close enough in Lava Street like it was in koroit Street.	2/15/2019 10:48 AM
131	Toilets, shelter and some sort of security or coffee shop is what I would like to see at the bus interchange .	2/15/2019 10:45 AM

#### 5.8. BANYAN STREET TREE PLANTING

#### Cr. Neoh declared an interest and left the meeting at 6.35pm.

#### **PURPOSE:**

This report provides information on the feedback received from Banyan Street residents to Council's proposal of Red Flowering Gums and native understory plantings, along with a breakdown of costs to complete and ongoing maintenance issues.

#### EXECUTIVE SUMMARY

- Council resolved at its May Ordinary Meeting to write to residents of Banyan Street informing them of its intention to plant with Flowering Gums and native understory plantings. A copy of the correspondence is provided in Attachment 1.
- Council received 15 responses which were predominantly positive for the proposal of planting Flowering Gums.
- Some responses raised concerns about the proposal to plan understory plantings.
- Although the planting of street trees can be accommodated under the current street tree program budget, there is no budget allocation for the initial costs or ongoing costs associated with the native understory plantings.
- Cost for these plantings are large primarily due to the grassed medians having been built directly
  on top of the sealed road when they were constructed, resulting in significant road base removal
  and topsoil replacement being required for the plantings to occur.
- Ongoing maintenance of the understory planting is also large due to the effort required to maintain over 1,410m<sup>2</sup> of garden and traffic control required whenever work is occurring.
- Council's May resolution was not specific about actions required in relation to existing Banyan Street trees and this now also needs to be formalised.

#### MOVED: Cr. Peter Hulin SECONDED: Cr. Kylie Gaston

That Council:

- 1. Endorse the removal of all existing street trees in Banyan Street between Merri Street and Raglan Parade.
- 2. Confirm its intention to plant Corymbia ficigolia (Red Flowering Gums) in the Banyan Street medians between Merri Street and Raglan Parade.
- 3. Not proceed with the understory native plantings until the costs can be considered as part of a budget process.

CARRIED - 5:0

#### BACKGROUND

Banyan Street is the main connecting street linking the highway with Lake Pertobe and Warrnambool's beaches. Due to its significance and prominent boulevard layout, there is a desire for a consistent layout of trees to be planted along its length, to provide amenity to residents and a suitable entrance to the beaches of Warrnambool.

At its April 2018 Ordinary Meeting of Council, a petition was received which contained 19 signatures that sought to have the median strip in Banyan Street between Timor Street and Merri Street planted with street trees.

On 8 November 2018, Council commenced a community consultation process on a range of proposals aimed at enhancing the linkage that Banyan Street provides between the Princes Highway and the foreshore area. This included putting four tree options (Norfolk Island Pine, Coastal Banksia, Brushbox and Fan Palm) to residents and the community for planting between Raglan Parade and Pertobe Road.

At its May 2019 Ordinary Meeting, Council resolved to:

"Write to Banyan Street residents in the section between Raglan Parade and Merri Street asking them to consider the additional option of Council's preferred species the Flowering Gum, for planting in the street. This colourful feature planting of the Flowering Gum will also be accompanied by native understory planting."

#### ISSUES

A total of 15 responses were received from residents and these are contained in Attachment 2.

The following is a summary of responses in relation to the two issues raised through the most recent correspondence:

The planting of Flowering gums:

- 9 explicitly supporting the planting (60.0%)
- 4 supporting planting in general but not specifically flowering gums (26.6%)
- 1 argued palm trees would be preferred (6.7%)
- 1 not supportive of any tree planting at all in the median (6.7%)

The native understory planting:

- 3 supported the understory planting (20.0%)
- 7 didn't specifically comment on the understory planting but generally supported Council's proposal for Banyan Street (46.6%)
- 5 specifically didn't support the understory planting due to maintenance burden and cost, loss of visibility and the preference to retain the grassed areas (33.4%)

Flowering Gums were not originally suggested by Council staff due to the challenging growing conditions and high wind area along Banyan Street. Council officers believe they can establish the Flowering Gums with additional imported soil and root barriers installed during planting. A proposed planting layout is contained in Attachment 3.

The native understory plantings will require a significantly increased maintenance effort along with additional safety risks to horticulture staff who will be required to work from the road under traffic control when maintaining the plantings.

The total median area is approximately 1,410m<sup>2</sup>. Further complications include the Banyan Street medians being constructed directly onto the road base (not natural ground with road built to kerb) therefore significant site preparation and top soiling is proposed if this is to proceed.

#### FINANCIAL IMPACT

The cost of planting street trees in the Banyan Street median is budgeted in Council's annual program.

The cost to plant and maintain medians with understory planting has not been budgeted and is estimated at \$73,000 for the initial installation and up to \$50,000 per annum for the ongoing maintenance. These costs are not budgeted and therefore this component of the proposal should be referred to an annual budget process.

#### LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

This report supports the following Council plan initiatives:

#### 1 Sustain, enhance and protect the natural environment

1.1 Protect and enhance our waterways, coast and land

#### TIMING

Tree planting to occur before the end of 2019 (subject to stock availability). A program for the native understory plantings will be developed including civil works and material removal.

#### **COMMUNITY IMPACT / CONSULTATION**

Consultation on these planting and proposals has occurred on two previous occasions.

#### LEGAL RISK / IMPACT

The Flowering Gums will likely drop and increased amount of debris including larger sticks and nuts onto a busy road, which will include an increased risk of this debris flicking up into other cars or pedestrians.

#### **OFFICERS' DECLARATION OF INTEREST**

No officer involved in the presentation of this report has declared a conflict of interest.

#### CONCLUSION

Council is now in a position to finalise the street tree planting proposal for Banyan Street between Merri Street and Raglan Parade.

#### ATTACHMENTS

- 1. Attachment 1\_Letter to residents re Planting of Banyan Street median [5.8.1 1 page]
- 2. Attachment 2\_Banyan Street Median Planting Submission Responses Flowering Gums [5.8.2 15 pages]
- 3. Attachment 3\_Banyan Street proposed tree locations [5.8.3 3 pages]

#### Cr. Neoh returned to the meeting at 6.44pm.

Attachment 5.8.1

5 August 2019 Page | 111





Owner (first & last name) Address Town State Postcode

Dear Owner (first name)

#### **Re: Planting of Banyan Street median**

In April 2018, Council received a petition from 19 residents of Banyan Street which asked Council to consider planting trees in the median strip.

In response to the petition Council consulted with the community on a range of landscaping measures for Banyan Street, including tree planting.

More than 370 responses were received and residents were clearly in favour of having trees planted in the median strip.

At its ordinary meeting on 6 May 2019, Council after reviewing outcomes of the Banyan Street landscaping consultation resolved the following:

1. Write to Banyan Street residents in the section between Raglan Parade and Merri Street asking them to consider the additional option of Council's preferred species the Flowering Gum, for planting in the street. This colourful feature planting of the Flowering Gum will also be accompanied by native understory planting.

We are now writing to you as a resident or property owner of Banyan Street to ascertain your views on the Flowering Gum as a further option for the Banyan Street median. Council would appreciate your feedback on this option and can receive any submissions either via email at contact@warrnambool.vic.gov.au or by returning the attached submission sheet prior to 21 June 2019.

All submissions should clearly state your name, address and views as to this proposal. Should Council not receive a response from you it will make the assumption that you agree with this alternative.

If you would like to discuss further please contact Council's Manager Infrastructure Services, Mr Luke Coughlan on (03) 5559 4800.

Yours sincerely

SCOTT CAVANAGH **Director City Infrastructure** 

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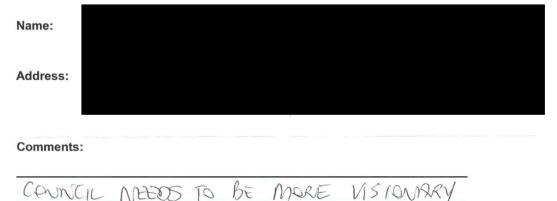
Or In person at:

Warrnambool City Council Civic Centre, 25 Liebig Street, Warrnambool, Vic 3280

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2779 Attachment 5.8.2

From: Sent: To: Subject:

Tuesday, 18 June 2019 3:24 PM Warrnambool City Council Planting of Banyan Street Median strip

We are happy to endorse councils preferred flowering gums with native understory planting.



Sent from my iPhone

From: Sent: To: Subject:

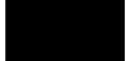
Tuesday, 18 June 2019 9:00 PM Warrnambool City Council planting of trees in Banyan Street

Hi,

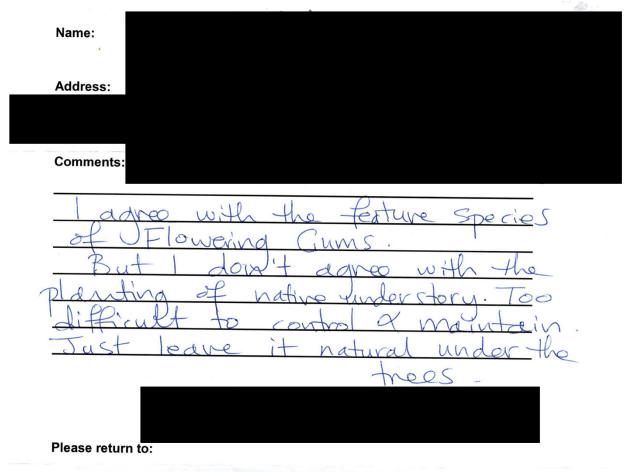
As a property owner in Banyan Street, I'd love to see the median strip planted.

The street is broad and the outlook will be enhanced by the extra greenery.

#### Regards,



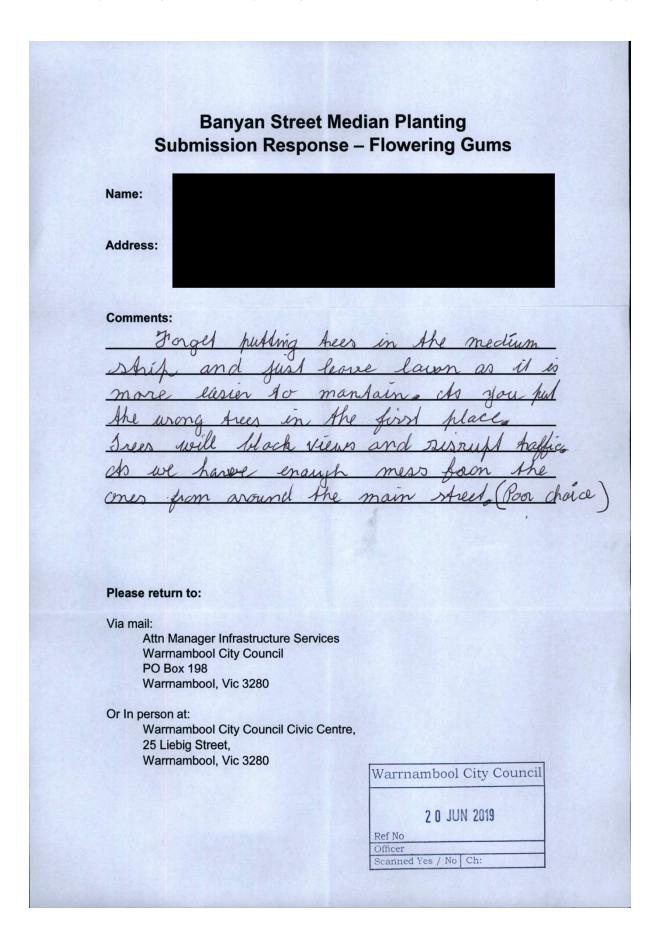
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Via mail:

Attn Manager Infrastructure Services Warrnambool City Council PO Box 198 Warrnambool, Vic 3280

Or In person at:



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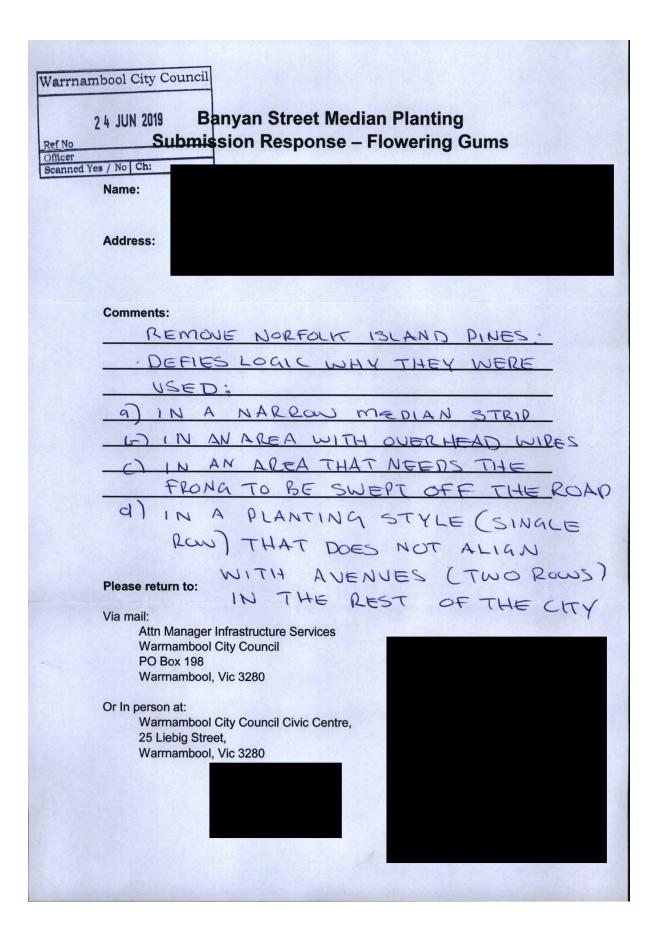
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Via mail:

Attn Manager Infrastructure Services Warrnambool City Council PO Box 198 Warrnambool, Vic 3280

Or In person at:

Southern Section end Banyan St (Merri to Timor) – 9 trees



Middle Section Banyan St (Timor to Koriot) – 8 trees



Northern section Banyan St (Koriot to Lava) – 8 trees



#### 5.9. AWARD OF CONTRACT 2019042 - PROVISION OF CONTRACT CLEANING SERVICES FOR PUBLIC CONVENIENCES AND BBQS

#### **PURPOSE:**

This report seeks Council approval to award Contract 2019042 - Provision of Contract Cleaning Services for Public Conveniences and Barbeques.

#### EXECUTIVE SUMMARY

- The intent of this contract is to provide cleaning services for public conveniences and barbeques.
- Seven tender submissions were received and considered by the Tender Assessment Panel, details of which are attached to this report.
- This report recommends that Contract 2019042 Provision of Contract Cleaning Services for Public Conveniences and Barbeques be awarded Advanced National Services P/L.
- The contract is for a 3-year period with options to extend for two further twelve-month periods (2 x 1 year) or a two-year period (1 x 2 year).

#### MOVED: Cr. Sue Cassidy SECONDED: Cr. Robert Anderson

#### That Council

- 1. Award Contract 2019042 Provision of Contract Cleaning Services for Public Conveniences and Barbeques to Advanced National Services P/L for a minimum 3-year period at the annual lump sum price of \$202,654.43 including GST, indexed at CPI.
- Accept the schedule of rates component of 2019042 Provision of Contract Cleaning Services for Public Conveniences and Barbeques to Advanced National Services P/L for one off deep cleans.
- 3. Note that Contract 2019042 Provision of Contract Cleaning Services for Public Conveniences and Barbeques is for a three-year period with options for two 12-month extensions or a single 2-year extension.
- 4. Authorise the CEO to sign and seal the contract documents.

CARRIED-6:0

#### BACKGROUND

Warrnambool is regarded as a clean and tidy city. For this reason, Council places a high priority on maintenance and the cleanliness of its public amenities.

Council sought submissions from suitably experienced contractors to provide cleaning services for public amenities and public barbeque areas for a three-year term.

The contract comprises the cleaning of 29 toilet blocks, staff facilities at the Warrnambool Livestock Exchange, 33 barbeques and one public notice board.

The tender was advertised in the Warrnambool Standard on the 9<sup>th</sup> and 16<sup>th</sup> March 2019, on the Warrnambool City Council website and on Tenderlink. Tenders closed at 2pm 5 April 2019.

This tender is considered an essential service for the operation of these buildings and sites. Offering an initial three-year contract term provides reliability of service, competitive pricing and reduces exposure to unpredictable price rises. The current contractor is Advanced National Services P/L and the service they have provided has been of a high standard.

The tender is a lump sum contract with schedule of rates provided for additional deep cleans, event cleaning and urgent call-outs.

#### FINANCIAL IMPACT

The cost to provide the service in year one of the contract will be \$202,654.43. Allowance for the cost of this service in 2019/20 has been made in Councils operations budget and will be spread across several budget allocations.

#### LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

This report responds to the following Council Plan objectives:

#### 3 Maintain and improve the physical fabric of the City

3.5 Maintain and enhance existing Council Infrastructure.

#### 4 Develop a modern economy with diverse and sustainable employment

4.3 Enhance the visitor experience.

#### TIMING

The initial contract period is for three years commencing on 10 August 2019 with the first period concluding 10 August 2022. An option to extend the contract for one (1) x two (2) year extension or two (2) x one (1) year extensions is available at Councils discretion.

#### COMMUNITY IMPACT / CONSULTATION

There are no community impact or consultation issues associated with the acceptance of this tender.

#### LEGAL RISK / IMPACT

It is not considered that there are any risks associated with the acceptance of this tender that cannot be managed through the contract conditions.

#### **OFFICERS' DECLARATION OF INTEREST**

No officers involved in preparation of this report have declared interest in the recommendation.

#### CONCLUSION

Acceptance of the tender is considered best value in relation to the provision of cleaning services for Councils public amenities and barbeques.

#### 5.10. LOCAL GOVERNMENT RENEWABLE ENERGY POWER PURCHASE AGREEMENT

#### PURPOSE:

The purpose of this report is to provide information on the Local Government Power Purchase Agreement for renewable energy and commit 40% of Warrnambool City Councils energy load to the tender process.

#### EXECUTIVE SUMMARY

Thirty-nine (39) Councils across Victoria have been working together to develop a business case to participate in a market sounding exercise for a Local Government Power Purchase Agreement (LG PPA).

The LG PPA presents a unique opportunity to purchase low cost renewable energy as part of a large, experienced local government buying group.

This report provides information on the LG PPA and seeks a commitment from Council on the electricity load from renewable energy. Councils who wish to continue with the project need to commit to the tender process to ensure that the loads tendered to market are firm commitments upon which retailers will base their prices.

It is recommended that Council commit to purchase 40% of the electricity load from renewable energy which will:

- Demonstrate sustainability leadership that materially supports the *Green Warrnambool* objectives of Council having zero net emissions by 2026 and sourcing 40% of energy usage from renewable sources by 2026;
- Provide increased budget certainty; and
- Reduce administrative burden of procuring electricity and offsets over the term of the contract.

# MOVED: Cr. Kylie Gaston SECONDED: Cr. Peter Hulin

That Council:

- 1. Commit 40% of Warrnambool City Council's electricity load to the Local Government Power Purchase Agreement process;
- 2. Delegate authority to the CEO to sign contract documentation resulting from the Local Government Power Purchase Agreement tender process.

CARRIED - 6:0

#### BACKGROUND

Warrnambool City Council has committed to being a leading regional city and demonstrate innovative, smart solutions to achieve zero net emissions for a renewable future.

The LG PPA aligns with the following Green Warrnambool goals:

- Warrnambool City Council will have zero net emissions by 2026
- Warrnambool City Council will source 40% of its energy usage from renewable resources by 2026.

A Power Purchase Agreement (PPA) is a long-term agreement between an electricity generator and a power purchaser.

An example of this procurement approach is the Melbourne Renewable Energy Project (MREP), a consortium project led by Melbourne City Councils and other metro councils. From 2019 MREP will be providing its project partners with cost competitive 100% renewable energy direct from the Crowlands Windfarm in western Victoria. The Intelligent Water Network, a collaborative body for Victorian water authorities, is also well advanced in the development of a renewables based PPA for the water sector.

Victorian Councils have formed an Energy Procurement Working Group for the purpose of developing a renewable energy PPA. Warrnambool City Council has participated in the development of the business case, informed by the market in terms of model options, indicative pricing, and an understanding of likely providers.

#### ISSUES

39 Councils have participated in the development of the business case. The working group, led by Darebin City Council has:

- 1) Developed a PPA project brief and risk register;
- 2) Engaged with the energy sector to better understand market conditions and preferences in relation to the PPA model; and
- 3) Engaged energy market experts, Energetics, to develop a business case to test the viability of the PPA model.

The PPA project is being developed over three stages:

Stage 1 – Business Case Stage 2 – Tender Development Stage 3 – Tender Evaluation, Negotiation and Award

The business case is based on modeling of known energy sector trends, policy announcements of the major political parties and information available through the Australian Energy Market Operator. The business case presents three scenarios, low, medium and high renewable energy uptake.

To proceed to the PPA it is recommended that Council commit to purchase 40% of the electricity load from renewable energy.

#### FINANCIAL IMPACT

Cost associated with the development of the business case have been allocated within the City Sustainability budget.

The LG PPA will provide budget certainty in a market that has been historically volatile. The expected savings to Council will depend on the energy load allocated to the PPA and the market energy prices obtained through the tender process. Overall the business case concludes that the the PPA will generate energy cost savings for Council over the length of the agreement.

#### LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

#### 1 Sustain and enhance the natural environment

1.2 Commit to being a carbon neutral organisation by 2040.

- 1.3 Invest in climate change preparedness.
- 1.4 Encourage environmentally sustainable business.

1.6 Educate the Community on Councils sustainability initiatives.

1.7 Partner with the community on local sustainability projects.

#### **5** Practice good governance through openness and accountability

5.3 Council Plan

5.4 Community Plan

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

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

#### TIMING

All Councils who wish to continue with the project need to commit to the tender process by 9 August 2019.

#### **COMMUNITY IMPACT / CONSULTATION**

This project involves more than half the Local Government Authorities located in Victoria and is a significant PPA. The project working group have been consulting closely with the Municipal Association of Victoria (MAV) and have agreed to progress the project to tender stage in partnership with the MAV to bring the project to market.

#### LEGAL RISK / IMPACT

Energy prices are renowned for being volatile and unpredictable. Wholesale prices are impacted by many factors including local weather, resource availability, constraints on plant and infrastructure, and government policy.

To hedge against this uncertainty and to secure better prices and price assurance, there is a growing need for Councils to take control of the energy supply component of their electricity costs. This can be attained by purchasing electricity directly from renewable energy facilities, such as solar and wind farms, through PPAs. A PPA would provide Council with price certainty and a buffer against market trends.

Contract conditions will be developed and the tender outcome will be subject to the final offer being within the pre-agreed price parameters. Legal advisors will also review documentation prepared throughout the tender stage.

#### **OFFICERS' DECLARATION OF INTEREST**

None.

#### CONCLUSION

The Local Government Power Purchase Agreement is a unique opportunity to purchase renewable energy for low cost and leverage the expertise of the large buying group involved.

The business case shows that the arrangement is estimated to be cost favorable to Council and would provide greater budget certainty and mitigate the risk of market volatility.

This a significant state wide project in partnership with other Councils and will ensure Warrnambool City Council is on track to achieve the Green Warrnambool targets of zero net emissions and source 40% of the energy usage from renewable resources by 2026.

#### APPENDICES

Nil

#### 5.11. TELECOMMUNICATIONS TOWER - ALLANSFORD REC RESERVE - PLANNING APPLICATION

#### PURPOSE:

This report recommends Council determine to issue a Notice of Decision to Grant a planning Permit for the use and development of a telecommunications facility at the Allansford Recreation Reserve.

#### EXECUTIVE SUMMARY

- A planning application has been received for a telecommunications tower at the Allansford Recreation Reserve;
- The tower is proposed to be 35m in height with a turret (38.28m) with 3 Optus panel antennas;
- The application has been subject to notice and seven (7) objections have been received;
- The proposal has been assessed against the relevant provisions of the Warrnambool Planning Scheme it is recommended that a Notice of Decision to Grant a Permit subject to conditions be issued.

MOVED: Cr. Michael Neoh SECONDED: Cr. Sue Cassidy

That Council having caused notice of Planning Application No. PP2017-0124 to be given under Section 52 of the *Planning and Environment Act 1987* and or the planning scheme and having considered all the matters required under Section 60 of *the Planning and Environment Act 1987* decides to issue a Notice of Decision to Grant a Permit under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as Lot 1 TP 384970F PSH TAL TSH ALLA, 84 Ziegler Parade ALLANSFORD VIC 3277 (Allansford Recreation Reserve) for the Use and Development of a telecommunications facility in accordance with the endorsed plans, subject to the following conditions:-

- 1. Before the use and development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must show:
  - a) how existing vegetation, is going to be protected during construction works and;
  - b) Landscaping and screen planting within a two (2) metre perimeter of the compound. Plant species selected must be to the satisfaction of the Responsible Authority, or
  - c) The replacement of the 2400mm high compound fencing with an alternative form of enclosure to improve the aesthetics of the compound when seen from inside the reserve.
- 2. Within six (6) months of the tower being constructed or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on plans endorsed pursuant to condition 1 (b)(1) must be carried out and completed to the satisfaction of the Responsible Authority.
- 3. Any landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.
- 4. The use and development of land shall not be altered without the consent of the Responsible Authority.

- 5. All external surfaces of the tower, inclusive of all antennae, equipment and fitments thereof shall be coloured in a matt, non-reflective colour blending with the environment in accordance with plans and specifications approved by the Responsible Authority and shall thereafter be maintained to the satisfaction of the Responsible Authority.
- 6. All access roads or parking areas installed as a result of the installation are to be constructed with an all-weather surface to the satisfaction of the Responsible Authority.
- 7. The development must not adversely impact on any existing infrastructure including underground services of the site. If any damage caused due to this development, applicant must re-instate the facility to the satisfaction of the Responsible Authority.
- 8. To safeguard the amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:
  - a) Stockpiles of top soil, sand, aggregate, spoil or other material shall be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and shall have measures in place to prevent the movement of such material off site.
  - b) Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site.
  - c) Builders waste must not be burnt or buried on site. All waste must be contained and removed to a Waste Disposal Depot.
- 9. This permit will expire if one of the following circumstances applies:
  - the development is not started within two (2) years of the date of this permit.
  - the development is not completed within four (4) years of the date of this permit.

The responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or within the time prescribed in Section 69 (1 or 1A) of the Planning and Environment Act 1987.

CARRIED - 5:1

Crs. Herbert, Anderson, Cassidy, Gaston & Neoh voting for the motion.

Cr. Hulin voting against the motion.

#### BACKGROUND

The proposal is for the construction of a telecommunications tower with associated infrastructure. Specifically, the application includes:

- A 35m telecommunications tower with turret (max height of 38.28m),
- 3x Optus panel antennas, 1x 600mm radius parabolic antenna,
- The compound area reflects the leased area, being a square with dimensions 7400mm x 7400mm. The site would consist of compacted gravel enclosed by 2400mm high security fencing,
- An 2m high equipment shelter (thermocab) at ground level adjacent to the tower,
- The tower and compound would be located to the north of the reserve adjacent to the eastern boundary of the new netball courts.

The purpose of the tower is to allow Optus mobile to deliver improved service to Allansford. The applicant has submitted that it is not possible to co-locate with an existing NBN/ Telstra pole near Warrnambool Cheese and Butter or an existing Telstra roof-top facility to the south west of Allansford. The applicant also advises that other sites have also been considered but are not considered viable.

The tower is proposed to be located to the north of the Allansford Recreation Reserve on a parcel of land described as Crown Diagram PP3530\_1D Parish of Tallangatta. The land is zoned Public Park and Recreation Zone (PPRZ) and a planning permit is required for the <u>use\_of</u> land for a telecommunications facility and for <u>buildings and works</u> to construct the tower.

A planning application for the telecommunications tower was submitted on 3 August 2017. The application was amended on 15 February 2019 with the aim of addressing the concerns of the objectors by reducing the height of the tower by 4m and moving it west by 30m. Refer to **attachments 1 and 2** for the advertised application and amended plans.

#### ISSUES

Seven (7) objections have been received by Council following notice of the application on two (2) occasions. The key reasons for objection relate to:

- a. Impacts on health from EME exposure
- b. Property devaluation
- c. Visual impact of the tower (at 41m- since amended to 38m) Option 2

#### ASSESSMENT SUMMARY

The proposal seeks to improve telecommunications within Allansford and provide the community with a choice of mobile network provider and better coverage.

It is not uncommon for telecommunications towers to be located within the PPRZ, including recreation reserves. A similar example is Bushfield recreation reserve. The zone allows for an application to be considered on its merits.

Council acknowledges that new infrastructure is required to support a growing population and has specific policy objectives to 'encourage upgrades to the communications network'. The proposed tower aims to improve choice and network coverage within Allansford and the municipality which is a relevant council strategy.

At this time no other sites have been strategically identified as being more appropriate for the telecommunications infrastructure proposed.

Council does have an approved Master Plan for the reserve. Conditions requiring landscaping around the compound will assist to reduce the impact of the tower from within the reserve and contribute to the implementation of the Masterplan.

While the tower structure would have an impact on the visual outlook from some neighbouring residential properties, the proposal is on balance considered to result in a net community benefit. This is the view also reached by VCAT under similar circumstances. Council's assessment can be found in the planning report at **attachment 3**.

#### FINANCIAL IMPACT

The costs associated with the assessment of the application and any subsequent reviews have been allowed for in the City Strategy and Development budget.

#### LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

#### 2 Foster a healthy City that is socially and culturally rich

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

#### **3** Maintain and improve the physical fabric of the City

3.3 Build Infrastructure that best meets current and future community needs.

3.6 Advocate for better regional connections.

#### 4 Develop a modern economy with diverse and sustainable employment

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

#### 5 Practice good governance through openness and accountability

5.3 Council Plan

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

#### TIMING

In accordance with the provisions of the Planning and Environment Act, 1987.

#### **COMMUNITY IMPACT/CONSULTATION**

The application was the subject of public notice on 6 September 2017 with letters being sent to owners and occupiers within approximately 500m of the tower. A sign was also displayed at the entry of the site (Zeigler Parade). Seven (7) objections were received- copies of which can be found at **attachment 4**.

Councillors attended a site inspection on 21 November 2017 at which the applicant and objectors were also present. The applicant was to consider relocating the tower further west of the proposed location.

The application was amended 13 February 2019 and notice was undertaken, including a sign on site. No further submissions were received and the objections were not withdrawn. A second site inspection with Councillors and objectors was held on 11 June 2019.

The applicant was requested to consider relocating the tower further west e.g past the netball courts, however the applicant has since confirmed that further changes to the location would not be supported. Refer to correspondence at **attachment 5**.

#### LEGAL RISK/IMPACT

The proposal has been assessed against all relevant requirements of the Planning Scheme and the *Planning and Environment Act 1987.* 

#### **OFFICERS' DECLARATION OF INTEREST**

None

#### ATTACHMENTS

- 1. Attachment 1 T Plan P P 2018-0124 application documents advertised [5.11.1 80 pages]
- 2. Attachment 2 T Plan P P 2017-0124 advertised amended plans [5.11.2 2 pages]
- 3. Attachment 3 Planning Delegate Planning Assessment Report P P 2 [5.11.3 16 pages]
- 4. Attachment 4 T Plan P P 2017-0124- Objections re 84 Ziegler Pde [5.11.4 16 pages]
- 5. Attachment 5 T P Lan P P 2017-0124 Applicants Submission on Location (Final) [5.11.5 5 pages]

OPTUS

31 July 2017

Planning Department Warrnambool City Council PO Box 198, 25 Liebig Street, Warrnambool Victoria 3280

Dear Sir/Madam,

### Application for Planning Permit – Optus Mobile Pty Ltd Telecommunications Facility

2801

Attachment 5.11.1

Ref N\*

Officer

#### Allansford Recreation Reserve, 18 Grauers Road, Allansford

Catalyst ONE Pty Ltd (Catalyst) has been engaged by Huawei Technologies (Australia) Pty Ltd (Huawei) to undertake the required town planning services associated with the above proposal, located within the City of Warrnambool area.

The proposal involves the development of the land for the purposes of a telecommunications facility comprising a 40m high monopole, together with antennas, and an equipment shelter, all within a secure Optus compound area, as detailed within the attached documents.

Herewith, Catalyst provides an Application for Planning Permit for the above proposal, together with all relevant documentation. Please find enclosed the following information to satisfy Application Requirements at Clause 52.19-5 of the Warrnambool Planning Scheme:

- A completed Application for Planning Permit form;
- A copy of the Certificate of Title;
- Three (3) copies of plans to scale, including site locality and layout, site set out plan, and site elevation;
- An accompanying Planning Assessment Report, detailing all aspects of the proposal and assessment against relevant legislation, including the Warrnambool Planning Scheme; and
- A cheque made payable to Warrnambool Council for the prescribed Application for Planning Permit fee of \$1456.70.

We advise that the Application for Planning Permit has had regard to the relevant provisions of the Warrnambool Planning Scheme, as detailed in the Planning Assessment Report.

We would appreciate Council's assistance in preparing any public notification of the application, together with referral to the relevant authorities, which may be required as part of the approval.

For further information regarding this application, or to discuss any matter relating to the requirements of Warrnambool City Council, please contact the undersigned.



catal

Our Re	ference: M0940
Warrnambool	City Council
- 3 AUG	2017

Scanned Yes / No Chi SI.456

70

5 August 2019 Page | 139

Yours sincerely,

\$

James McIver Catalyst ONE Pty Ltd M: +61 423 187 012 E: jmciver@catalystone.com.au A: PO Box 361, South Melbourne VIC 3205

#### Enclosures

Application for Planning Permit Form	[1]
Certificate of Title	[1]
Three (3) copies of plans to scale	[1]
Planning Assessment Report	[1]
Cheque for the prescribed fee	[1]

Catalyst ONE Pty Ltd PO Box 1119, Crows Nest NSW 1585 ABN 55 117 447 140

)	28	03			
Warrnambool City Council A	Ag <del>enda for Ordinary Meeting Office Use Only</del>	Attachment 5 11 1	5 August 2019 Page   141		
1 Andrew Contraction	Application No.:		Date Lodged: / /		
WARRNAMBOOL	Application fo	r			
Planning Enquiries	Planning F		Application for Disprise Description		
Phone: 03 5559 4800 Web: <u>http://www.warrnambool.vic.gov.</u> au	If you need help to complete this form, read <u>How to complete the Application for Planning Permit for</u> gov. Any material submitted with this application, including plans and personal information, will be may available for public viewing, including electronically, and copies may be made for interested part the purpose of enabling consideration and review as part of a planning process under the <i>Planning and Environment Act 1987</i> . If you have any concerns, please contact Council's planning depart				
Clear Form		erisk (*) are mandatory and must rm is insufficient, attach a separ			
The Land		h			
1 Address of the land. Complete the	he Street Address and one of the I	Formal Land Descriptions.			
Street Address *	Unit No.: St. No.: 18	St. Name: Graue	ers Road		
		Allans	sford Recreation Reserve		
	Suburb/Locality: Allansford	E SARA SARA	Postcode: 3277		
Formal Land Description * Complete either A or B.	of Subdivision No.:				
found on the certificate of title.	B Crown Allotment No.: 1D Section No.:				
	Parish/Township Name: Tallangatta				
If this application relates to	o more than one address, please c	lick this button and enter rele	vant details. Add Address		
The Proposal					
and the second sec	proposal and attach the information re	equired to assess the applicatic	on. Insufficient or unclear information will		
<ul> <li>2 For what use, development</li> <li>or other matter do you</li> <li>i require a permit? *</li> </ul>	Select the focus of this application a	nd describe below: Other			
If you need help about the proposal, read: How to Complete the Application for Planning Permit Form	Use and development of the land for the purpose of a telecommunication facility as detailed in the accompanying planning assessment report.				
	Provide additional information of by the planning scheme, request required, a description of the like	sted by Council or outlined in a C	and elevations; any information required council planning permit checklist; and if		
3 Estimated cost of development for which the	Cost \$ <250,000	A You may be require	ed to verify this estimate.		
i permit is required *			on, removal of covenant, liquor licence)		

Warrnambool City Council Agenda for Ordinary Meeting

Attachment 5.11.1

EXISTING CONDITIONS     Describe how the land is     used and developed now *     eg. vacant, three dwellings,     medical centre with two     practitioners, licensed	Vacant land on the northern property boundary at the Allansford Recreation Reserve (PPRZ)	A
restaurant with 80 seats, grazing.	Provide a plan of the existing conditions. Photos are also helpful.	CONTRACTOR OF THE OWNER OWNE
5 Encumbrances on title * If you need help about the title, read: How to complete the	Does the proposal breach, in any way, an encumbrance on title such as a restrictrive covenant, section 173 agreement or other obligation such as an easement or building envelope? O Yes. (If 'yes' contact Council for advice on how to proceed before continuing with this application.)	Contraction of the local division of the loc

• No

O Not applicable (no such encumbrance applies).

Provide a full, current copy of the title for each individual parcel of land forming the subject site. (The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', eg. restrictive covenants.)

# Applicant and Owner Details

Application for Planning Permit

2

form

(6) Provide details of the applicant and the owner of the land. Applica

Name:				
Title: Mr  First Name: James		Surnan	Surname: McIver	
Organisation (if applicable): CatalystOne on behalf of Optus Mobile Pty Ltd				
Postal Address:		If it is a P.O. Box,	enter the details here:	
Unit No.:	St. No.:	St. Name: PO	Box 361	
Suburb/Locality:	South Melbourne	State:	Postcode: 3205	
Contact person's details * Same as applicant (if so, go to 'contact information')				
Title:	First Name:	Surnan	ne:	
Organisation (if applicable):				
Postal Address:		If it is a P.O. Box,	enter the details here:	
Unit No.:	St. No.:	St. Name:		
Suburb/Locality:		State:	Postcode:	
Contact information				
Business Phone:		Email: jmciver@catalystone.com.au		
Mobile Phone:	+61 423 187 012	Fax:		
	Title: Mr Organisation (if Postal Address: Unit No.: Suburb/Locality: Contact person's d Name: Title: Organisation (if Postal Address: Unit No.: Suburb/Locality: Contact informa Business Phone	Title: Mr       First Name: James         Organisation (if applicable): CatalystOne         Postal Address:         Unit No.:         St. No.:         Suburb/Locality: South Melbourne         Contact person's details *         Name:         Title:           First Name:         Organisation (if applicable):         Postal Address:         Unit No.:       St. No.:         Suburb/Locality:         Contact information	Title: Mr       First Name: James       Surnam         Organisation (if applicable): CatalystOne on behalf of Optus Mo       Postal Address:       If it is a P.O. Box,         Unit No.:       St. No.:       St. Name: PO         Suburb/Locality: South Melbourne       State:         Contact person's details *       Same as ap         Name:       First Name:       Surnam         Organisation (if applicable):       Postal Address:       If it is a P.O. Box,         Unit No.:       St Is No.:       Strate:         Contact person's details *       Same as ap         Name:       Title:       First Name:         Organisation (if applicable):       Postal Address:       If it is a P.O. Box,         Unit No.:       St. No.:       St. Name:         Suburb/Locality:       State:       State:         Contact information       Business Phone:       Email: jmcived	

Owner *	Name:				Same as applicant
The person or organisation who owns the land	Title:	First Name:	Surname	9:	
Where the owner is different	Organisation (if applicable): Allansford Recreation Reserve Committee of Management				
from the applicant, provide the details of that person or organisation.	Postal Address: If it is a P.O. Box,		enter the details here:		
	Unit No.:	St. No.:		the second s	ve, Ziegler Parade
	Suburb/Locali	ity: Allansford	State: VIC	•	Postcode: 3277
	Owner's Signature (Optional):			Date:	
			ALL PROPERTY.	da	y / month / year

# D

(7) This form must be signed by the applicant \*

Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

Signature:	WA	notified of the permit application.
Signature.	MIN	Date: 81 - 07 - 17
		day / month / year

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# Need help with the Application?

bool City

If you need help to complete this form, read <u>How to complete the Application for Planning Permit form</u> General information about the planning process is available at <u>www.dpcd.vic.gov.au/planning</u>

or Ordinary Me

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

8 Has there been a pre-application meeting	• No Yes	If 'yes', with whom?:				
with a Council planning officer?		Date:		day / month / year		
Checklist i						
9 Have you:	Filled in the form completely?					
	Paid or included the application fee?		Most applications require a fee to be paid. Contact Council to determine the appropriate fee.			
	Provided all necessary supporting information and documents?					
	A full, current copy of title information for each individual parcel of land forming the subject site					
	A plan of existing conditions.					
	Plans showing the layout and details of the proposal					
	Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.					
	If required, a description of the likely effect of the proposal (eg traffic, noise, environmental impacts).					
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# Lodgement

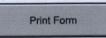
Lodge the completed and signed form, the fee payment and all documents with:

Warrnambool City Council PO Box 198 Warrnambool VIC 3280 25 Liebig Street Warrnambool VIC 3280

#### **Contact information:**

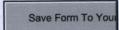
Telephone: 61 03 5559 4800 Email: <u>wbool\_city@warmambool.vic.gov.au</u> DX: Ausdoc 28005

#### Deliver application in person, by fax, or by post:



Make sure you deliver any required supporting information and necessary payment when you deliver this form to the above mentioned address. This is usually your local council but can sometimes be the Minister for Planning or another body.

#### Save Form:



You can save this application form to your computer to complete or review later or email it to others to complete relevant sections.

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CROWN FOLIO STATEMENT

VOLUME 11772 FOLIO 598 No CofT exists CROWN FOLIO

Security no : 124063092386X Produced 02/11/2016 01:29 pm

LAND DESCRIPTION

Crown Allotment 1D Parish of Tallangatta. Created by instrument MI197294S 06/08/2016

CROWN LAND ADMINISTRATOR

SECRETARY TO THE DEPARTMENT OF ENVIRONMENT, LAND, WATER AND PLANNING of 8 NICHOLSON STREET EAST MELBOURNE VIC 3002 MI197294S 06/08/2016

STATUS, ENCUMBRANCES AND NOTICES

RESERVATION MI197296N 06/08/2016 TEMPORARY PUBLIC RECREATION

DIAGRAM LOCATION

SEE CD076678Q FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER		STATUS	DATE
MI197294S	CROWN LAND MIGRATION	Registered	06/08/2016
MI197296N	CROWN TEMPORARY RESERVE	Registered	06/08/2016

------STATEMENT------END OF CROWN FOLIO STATEMENT--------

Additional information: (not part of the Crown Folio Statement)

Street Address: 18 GRAUERS ROAD ALLANSFORD VIC 3277

DOCUMENT END

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Rectification Date: 06/08/2016 Rectification Category: Crown Land Data Migration Status: Registered

RECTIFICATION

Raised By: REGISTRAR OF TITLES DX 250639 MELBOURNE

No

Folio Affected CofT Supplied Controlling Party

11772/598

Details of Rectification

This Crown Land Migration transaction was created as part of the crown land data migration. No instrument is available for this transaction.

Statement End.

LAND VICTORIA, 570 Bourke Street Melbourne Victoria 3000 GPO Box 527 Melbourne VIC 3001, DX 250639 Telephone: (03) 8636 2010 Facsimile: 8636 2999 ABN 90 719 052 204 MI197294S

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Rectification Date: 06/08/2016 Rectification Category: Crown Land Data Migration Status: Registered

RECTIFICATION

Raised By: REGISTRAR OF TITLES DX 250639 MELBOURNE

Folio Affected CofT Supplied Controlling Party

11772/598 No

Details of Rectification

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Statement End.

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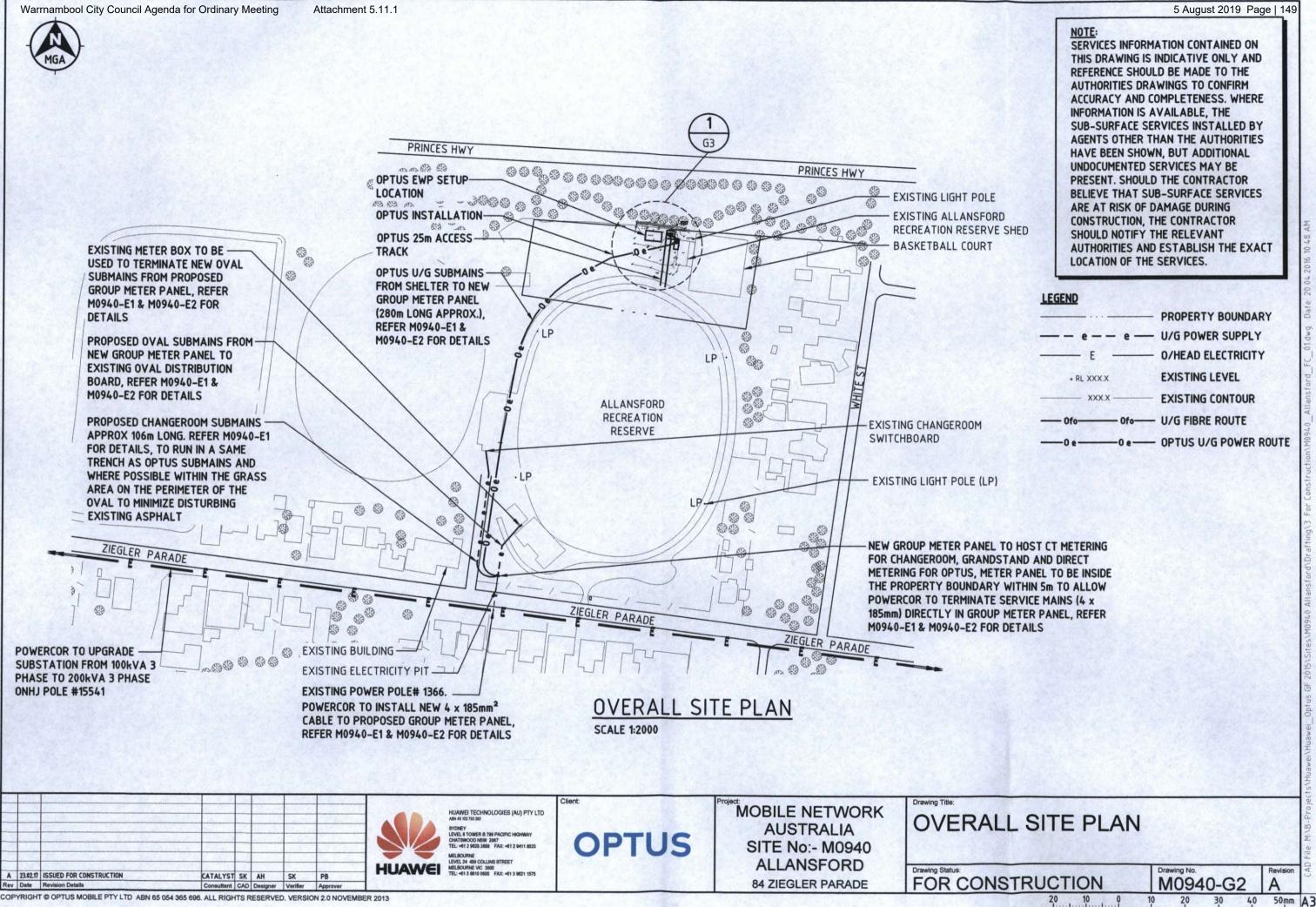
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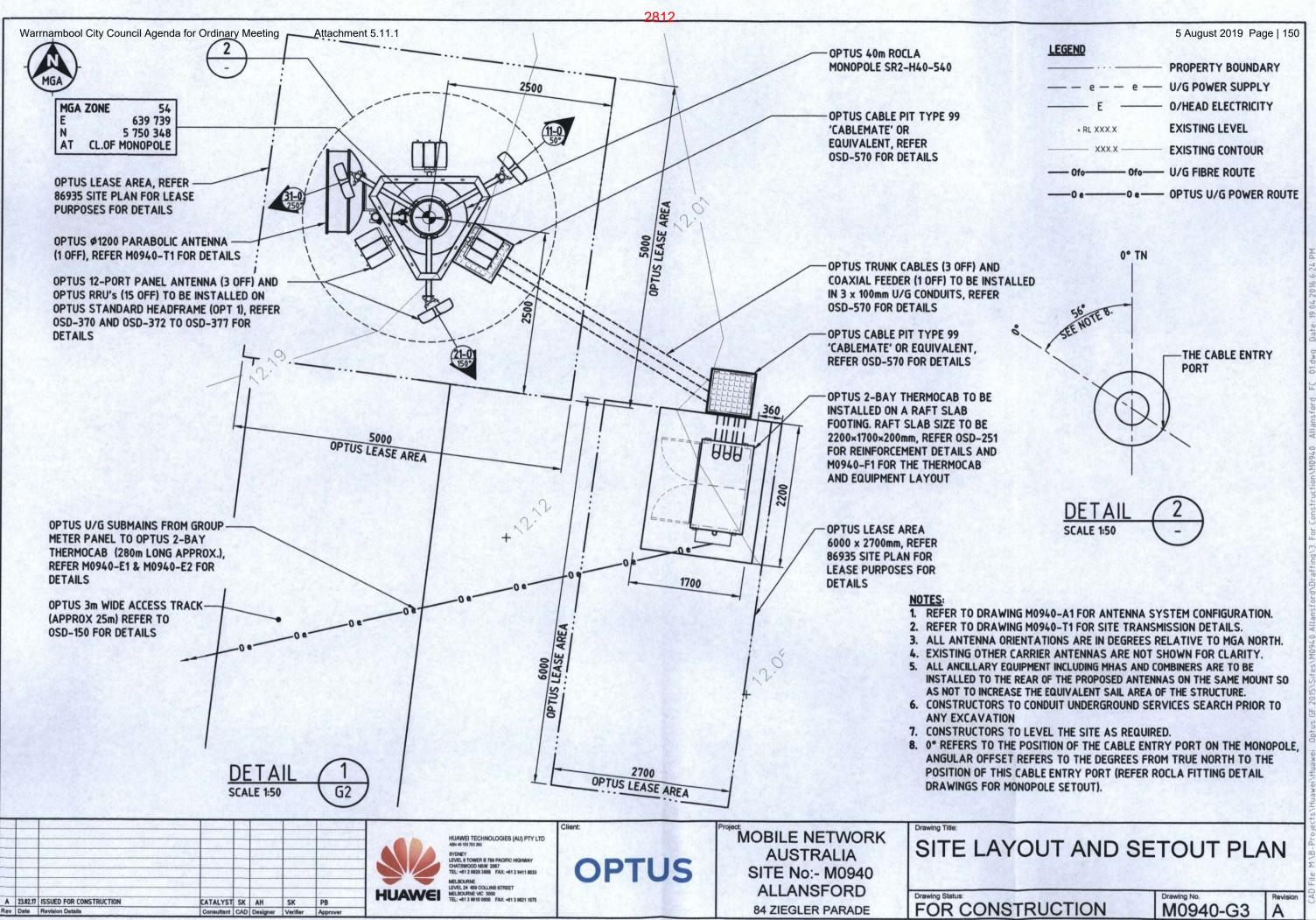
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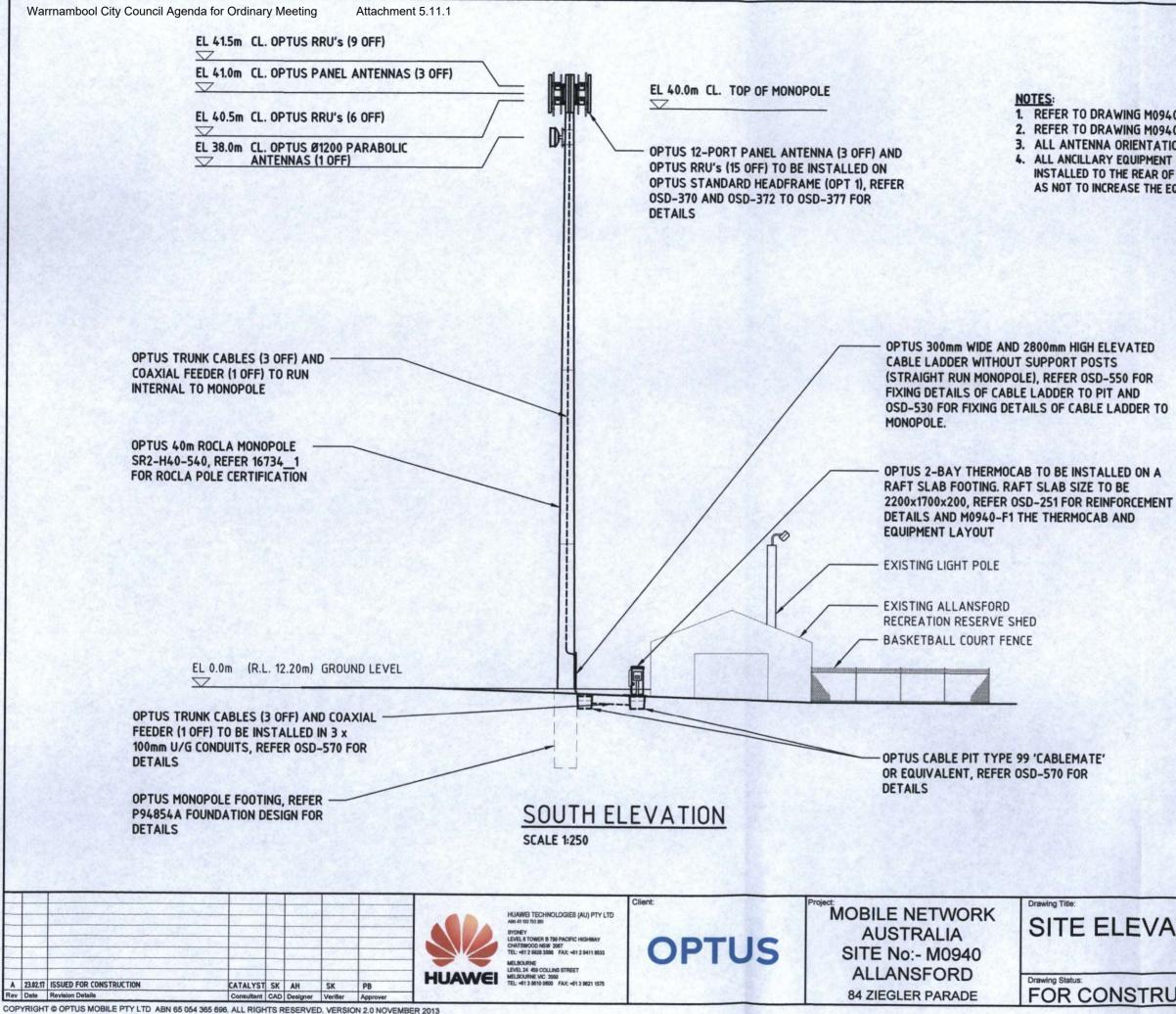
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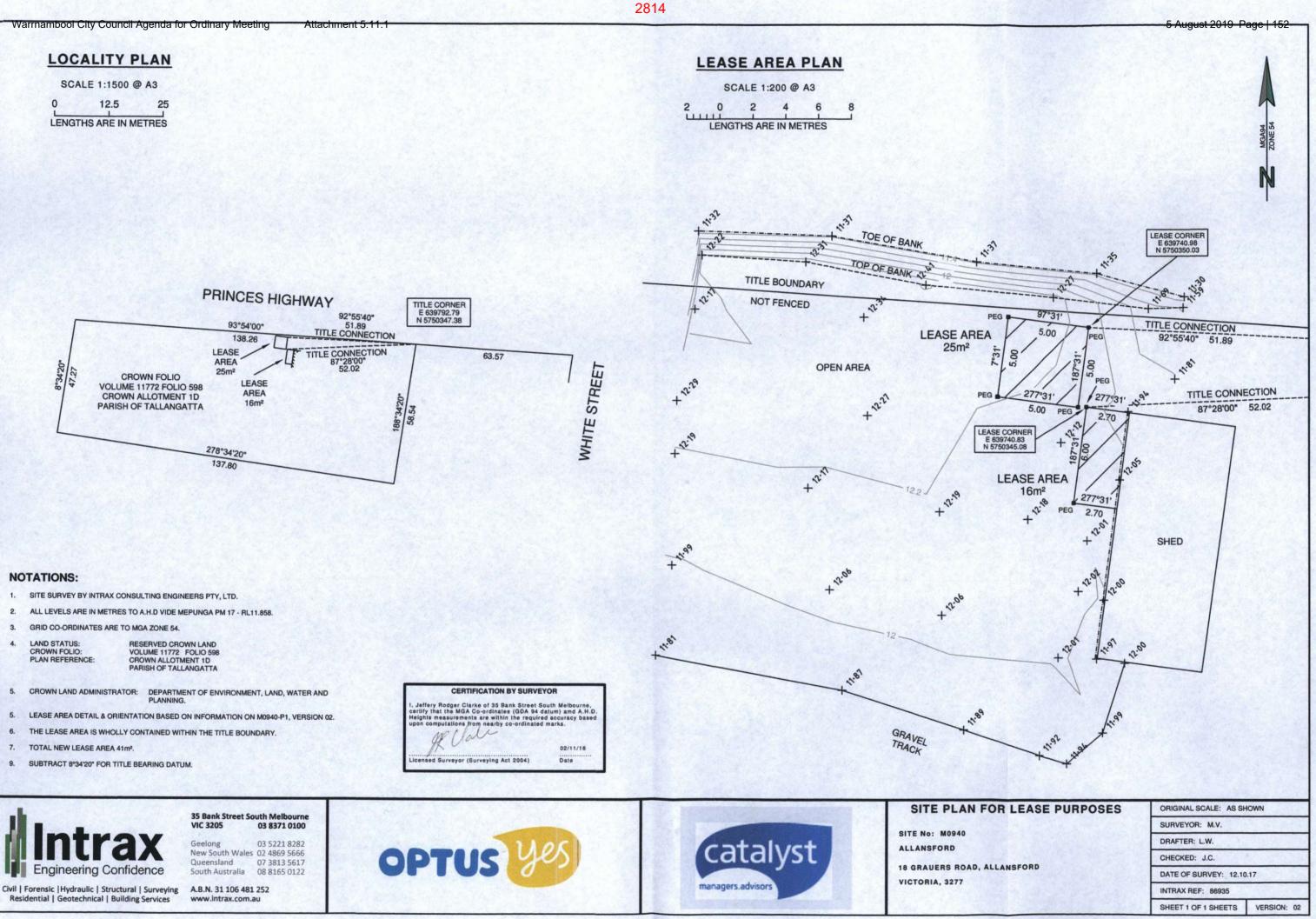
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# **Planning Assessment Report**

**Proposed Telecommunications Facility:** 

Allansford Recreation Reserve, 18 Grauers Road, Allansford

Prepared by Catalyst ONE Pty Ltd for Optus Mobile Pty Ltd

July 2017

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# **1.0 Introduction**

This Planning Assessment Report ("report") has been prepared by Catalyst ONE Pty Ltd ("Catalyst") for Optus Mobile Pty Ltd ("Optus") to support an Application for Planning Permit for the development of land for the purpose of a telecommunications facility at Allansford Recreation Reserve, 18 Grauers Road, Allansford VIC 3277. The report details the proposal and identifies the statutory controls relating to the proposed use and development, and provides an assessment of the proposal against these controls. In addition, the report provides an assessment of any environmental impacts associated with the proposal and identifies relevant planning considerations to minimise any impacts.

### **1.1 Catalyst Information**

Catalyst is a leading provider of specialist project management, design and construction, property and environmental planning services to the telecommunications industry.

### **1.2 Proposal Overview**

The proposal involves the installation of a new Optus mobile base station at Allansford Recreation Reserve, 18 Grauers Road, Allansford, which consists of a 40m high monopole with antennas together with an equipment shelter located at ground level adjacent to the monopole, all within a secure compound. The mobile base station aims to provide a dominant mobile server in the area of Allansford and will provide significantly enhanced Optus mobile coverage for users on the Optus network.



# 2.0 Background

### 2.1 What is a Mobile Base Station and How Do They Work?

A mobile base station is a facility that provides mobile telephone services to a geographical area. A mobile phone network is made up of base stations which operate together to provide service to users moving from place to place within the coverage area. A mobile base station typically consists of the following components: antennas, support structure, base station and transmission equipment. The antennas are connected by cable to radio equipment usually housed in a room, shelter or outdoor unit. Base stations are connected to the core network by microwave or fibre.

Mobile phones work by sending and receiving low power radio signals, much like 2 way radio system. The signals are sent and received from antennas that are attached to radio transmitters and receivers, commonly referred to as mobile phone base stations. The base stations are linked to the rest of the mobile and fixed phone network and pass the signal/call on into those other parts of the network.

### 2.2 Benefits of Mobile Technology

Mobile telecommunications play a central role in society and are becoming more deeply integrated into our day to day lives. Mobile communications networks shape how and when people communicate and how we access information on a daily basis. Today, improved connectivity means that mobile devices are used for everything from commerce and research to location-based services and social media. Individuals, families, businesses and society are all benefiting from the improved connectivity facilitated by mobile technologies.

In addition to its personal and social value, the evolution of mobile technologies has delivered significant benefits to the Australian economy by improving productivity, business management and customer engagement. Since its introduction, mobile technology has played a key role in stimulating labor productivity growth by allowing employees to be more efficient, with more productive use of time. According to Deloitte (2016), the Australian economy is approximately \$34 billion larger in 2015 than it would otherwise be due to the long-term productivity of mobile technologies.

Mobile technology's economic contribution is not limited to improving productivity. It improves connectivity and participation in the workforce. Mobile technology also provides employees with the flexibility to work from home, promoting sustainable commuting and also reducing traffic congestion. According the Australian Mobile Telecommunications Association (AMTA), two decades ago only 4% of Australians owned a mobile device. According to the Australia Bureau of Statistics, there are now over 21 million subscribers with internet access connections via a mobile handset in Australia (ABS, 2015). Mobile technology's continual development has allowed it to become the preferred channel to access the internet for most people in Australia and the rest of the world.

### 2.3 Purpose of the Proposal

To cater for the growing demand for mobile services, Optus has embarked on a nationwide rollout to deliver an improved, reliable telecommunications network to the Australian public. The rollout will provide improved mobile coverage and enhanced services in metropolitan, regional and rural areas throughout Australia. This rollout consists of the upgrade of existing telecommunications facilities and where required the installation of new mobile base stations to expand the coverage footprint and offer seamless mobile services.

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Additional base stations are required where surrounding facilities cannot provide sufficient coverage to a target area. New facilities are also required when existing base stations are fully utilised and cannot serve additional users in the area. Optus has undertaken analysis of their mobile network in Allansford and has identified areas where coverage and network quality needs to be improved. If this investment is not made, the following main issues will arise:

- Users may have difficulty connecting to the mobile network or the call may drop out. This impacts businesses, residents, visitors to the area and the ability of the user to contact emergency services.
- Users may experience reduced data speeds, longer download times and poor network
  performance at busy times of the day with data intensive and time sensitive applications (e.g.
  newscasts, social media, mobile banking, weather forecasts, sports highlights etc.).

Once Optus identifies the need for improved network performance, the optimisation of existing Optus facilities throughout the region is explored and undertaken where required. In some cases, this option resolves network deficiencies in an area. However, in this situation the optimisation of surrounding facilities has not been able to achieve a satisfactory outcome for the network at Allansford. Optus has undertaken investigations into the use of other Carrier and broadcast facilities within the area. However, in this case existing facilities could not adequately accommodate the required Optus equipment and the coverage to the target area could not be achieved (refer to Section 4.2). As such it was concluded that the deployment of a new Optus mobile base station in the Allansford area was the only viable solution.

The primary objective of the facility is to provide inbuilding coverage to Premier Speedway, Hopkins River Holiday Park and commercial/residential areas in Allansford, as well as to enhance road coverage at the Princess Highway, Great Ocean Road and other major roads in Allansford. It aims to meet target signal levels at identified reference points, referred to as points of interest.

The target coverage levels at various points of interest includes:

- Corner of Catherine Street and Ziegler Parade, of latitude -38.385897 and longitude 142.593126 needs a target level of >-70dBm.
- Corner of Great Ocean Road and Princess Highway, of latitude -38.384281 and longitude 142.621919, needs a target level of >-85dBm.
- Allansford Cheese World, of latitude -38.394832 and longitude 142.626556, needs a target level of >-87dBm.
- Premier Speedway, of latitude -38.386733 and longitude 142.583318, needs a target level of >-75dBm.

In order to adequately receive and transmit radio signals, base station antennas must be established at an appropriate height, in this instance, on a stand-alone monopole. The location and height of the monopole is therefore determined by the following factors:

- The availability of a suitable site based on the land use context of the area.
- The availability of a suitable site to minimise amenity impacts associated with the required facility.
- The required antenna height to clear surrounding obstacles, such as trees and buildings.
- The required antenna height based on the topography of the area.

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The factors above are used to determine the height and location of the mobile base station based on Optus' coverage objectives.



Figure 1: General area intended for coverage.

Google Earth Pro, July 2017

Note: Actual coverage may vary as the coverage footprint can be affected by many factors, including terrain and the number of users at any one time.

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# **3.0 Regulatory Framework**

The following legislation is relevant to the preparation of this planning assessment report:

- Telecommunications Act 1997 ("the Act");
- Telecommunications Code of Practice 1997 ("the Code");
- Telecommunications (Low-impact Facilities) Determination 1997 ("the Determination");
- Industry Code C564:2011 Mobile Phone Base Station Deployment' ("the Deployment Code");
  - Planning and Environment Act 1987 ("P&E Act" Vic)
    - Victoria Planning Provisions ("VPPs"):
    - Warrnambool Planning Scheme ("the Scheme");
    - A Code of Practice for Telecommunications Facilities in Victoria ("the Victorian Code").

### 3.1 Commonwealth

Optus is a licensed Carrier within the meaning of the *Telecommunications Act 1997* ("the Act"). The Determination, made under subclause 6(3) of Schedule 3 of the Act, establishes the criteria for 'low-impact' telecommunications facilities. A proposed facility is a low-impact facility if it meets the requirements the Determination, exempting Carriers from State and Local planning controls. Under the Act and the Determination certain telecommunications facilities cannot be classified as low-impact facilities. In this instance, a new monopole cannot be low-impact under the legislation, and accordingly, State and Local planning controls apply.

The Australian Communications and Media Authority (ACMA) is the Federal Government regulator of telecommunications, and is able to investigate complaints about carrier non-compliance with the Act, Ministerial Code of Practice or a registered Industry Code, including the Deployment Code.

In response to calls for greater council and community involvement when telecommunications facilities are installed, the Communications Alliance Ltd developed the 'Industry Code C564:2011 - Mobile Phone Base Station Deployment' ("the Deployment Code"). The Deployment Code cannot change the existing regulatory regime for telecommunications at Local, State or Federal level. However, it supplements the existing obligations on carriers, particularly in relation to community consultation and the consideration of exposure to radio signals, sometimes known as electromagnetic energy (EME or EMR).

The Deployment Code imposes mandatory levels of notification and community consultation for sites complying with the Determination. It identifies varying levels of notification and/or consultation depending on the type and location of the infrastructure proposed.

As the proposed telecommunications facility is not considered to be a 'low-impact' facility under the Determination, it is not subject to the notification or consultation requirements associated with the Deployment Code. These processes are handled within the relevant State and Local consent public notification procedures.

Nevertheless, Sections 4.1 and 4.2 of the Deployment Code are relevant to the preparation of this Application for Planning Permit and we confirm that Optus has applied the Precautionary Approach to site selection and design in accordance with Sections 4.1 and 4.2 of the Deployment Code. The Precautionary Approach Checklist (PAC) has been prepared in accordance with Sections 4.1 and 4.2 of the Deployment Code are enclosed at Appendix A.



Included in the Section 4.1 PAC is a statement on how the public's exposure to EME from the site has been minimised. All emissions from the site will be well within the limits of the relevant Australian Standard. Details of this standard are contained in the following section. The Section 4.2 PAC demonstrates how the proposal has been designed in accordance with the Deployment Code 'precautionary approach'.

The subject site has been selected and designed to comply with the requirements of the Deployment Code and the precautionary approach, which has been adhered to.

### 3.2 State

The VPPs provide the long-term framework for land use planning objectives in Victoria. Notably, the strategy stresses the importance of telecommunications networks and the need to provide statewide services consistent with economic, environmental and social planning objectives. The strategy also aims to provide a coordinated government approach to managing the issues and objectives identified.

The importance of telecommunications infrastructure is recognised in the policy: Victoria; VPP Clause 19.03-4:

The State policies aim to balance the requirement for telecommunications infrastructure with protecting the amenity of areas where they are required to be located. Whilst the policy identifies the importance of telecommunications services, its main focus is on providing both local governments and planning consultants an effective framework for assessing telecommunications infrastructure proposals, consistent throughout State.

The VPPs require all local authorities to implement planning schemes in accordance with the VPPs. An incorporated document in all Victorian planning schemes is The Victorian Code, which allows for certain facilities to be installed without the need for a planning permit. Where a facility does not meet the requirements of the Victorian Code an application for planning permit is required. This proposal does not meet the requirements of Section 5 of the Code and as such is subject to an application for planning permit.

### 3.3 Local

The subject site is located within the Warrnambool City Council area and is therefore subject to the statutory controls of the Scheme. The Scheme set outs controls for the use and development of land and provides an assessment framework for any proposals to use and develop land. Under Clause 81.01 the Victorian Code is an incorporated document of the Scheme.

As part of the decision guidelines for buildings and works associated with a telecommunications facility, Section 4 of the Victorian Code is applicable and outlines the 'Principles for the Design, Siting, Construction and Operation of Telecommunications Facilities'. This report assesses the current proposal having regard to the Victorian Code, including the principles of Section 4, along with an assessment of the relevant statutory controls of the Scheme.



# 4.0 Site Selection

### **4.1 Site Selection Process**

Optus carefully examined a range of possible deployment options in the area before concluding that a new telecommunications facility located at Allansford Recreation Reserve, 18 Grauers Road, Allansford, would be the most appropriate solution. Optus commenced the site selection process with a search of potential sites that meet the network's technical requirements, with a view to also having the least possible impact on the surrounding area. Optus applies and evaluates a range of criteria as part of this site selection process.

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Optus assesses the technical viability of potential sites through the use of computer modelling tools that produce predictions of the coverage that may be expected from these sites, as well as from the experience and knowledge of the radio engineers.

There are also a number of other important criteria that Optus uses to assess and select potential site options. These take into account factors other than the technical performance of the site, and include:

- The potential to upgrade existing Optus facilities within the region.
- The potential to co-locate on an existing telecommunications facility.
- The potential to locate on an existing building or structure.
- The ability to minimise environmental, visual and heritage impacts.
- Proximity of the site to community sensitive locations.
- Regulatory compliance and the potential to obtain relevant planning approvals.
- Proximity to community sensitive locations and areas of environmental heritage.
- Impacts on the existing use of the site.
- The ability to secure tenure with a landowner.
- The cost of developing the site and the provision of utilities (power, access to the facility and transmission links).

During the detailed site selection process for the new facility, Optus carefully considered the above criteria where relevant, and the considerations are detailed in the following sections.

### 4.2 Co-location with an Existing Facility

The potential to co-locate the proposed Optus facility with an existing Telstra monopole was investigated. The existing Telstra site is located at 4412 Cobden-Warrnambool Road, Allansford and consists of a 35m monopole and is located approximately 2.7km east of the proposed Grauers Road site. The Telstra site was investigated, however the aperture available was not suitable for Optus' equipment as it did not meet the height required to satisfy Optus' primary coverage objectives. The Telstra facility has recently accommodated the co-location of NBN equipment, which affected the aperture available to optus. It is therefore considered that a co-location with the Telstra facility is not a viable alternative candidate.

Attachment 5.11.1

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# **5.3 New Facility Locations**

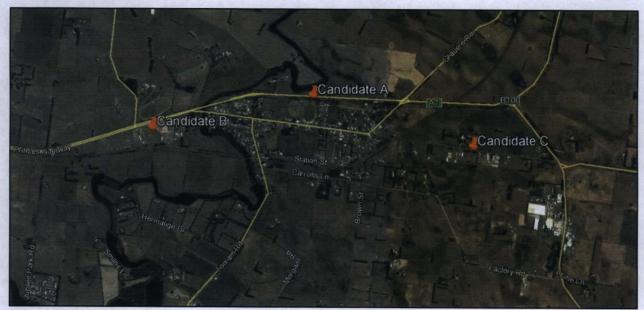


Figure 2: Candidate Summary

Google Earth Pro, July 2017

### 5.3.1 Candidate A – Allansford Recreation Reserve, 18 Grauers Road, Allansford VIC 3277

Proposal	New 40m monopole with antennas attached at the top of the structure, together with equipment shelter cabinets at ground level.
Description	The site is located within a Public Park and Recreation Zone (PPRZ) and is best described as recreational. Low density residential development is in proximity to the subject site, particularly to the east.
	The site is located within Allansford Recreation Reserve and is just south of the border between Warrnambool Shire Council and Moira Shire Council. The closest residential property is located approximately 90m south-east of the subject site. The topography of the immediate area is best described as slightly undulating.
Conclusion	It is considered that the site at Allansford Recreation Reserve provides a suitable context for the proposed development. Firstly, there are mature trees immediately to the north of the which provide screening opportunities for the lower portions of the facility when viewed from the Princess Highway. Secondly, the proposed site is not located within the view lines of the residential properties in immediate proximity to the site, which assists to mitigate any adverse visual impact associated with the facility.

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	Lastly, Optus' primary coverage objectives for Allansford and the surrounding area met at this location. Accordingly, the site was selected as the preferred location.
--	---

### 5.3.2 Candidate B – Premier Speedway, 10275 Princes Highway, Allansford VIC 3277

Proposal	New 40m monopole with antennas attached at the top of the structure, together with an equipment shelter located at ground level.
Description	The site is located within an area that is best described as recreational, and is currently used for recreational purposes. The closest residential property is located approximately 205m east of the subject site, creating a buffer between the site and residential areas. The topography of the immediate area is best described as undulating.
Conclusion	The existing use of the property placed significant constraints on the siting and design of the facility. The property is also located west of the target coverage area and therefore did not satisfy Optus' primary coverage objectives. Accordingly, it was not the preferred candidate for the proposed development.

#### 5.3.3 Candidate C – 234 Ziegler Parade, Allansford VIC 3277

Proposal	New 40m monopole with antennas attached at the top of the structure, together with an equipment shelter located at ground level.
Description	The site is located within an area that is best described as recreational, and is currently used as a reserve. The closest residential property is located approximately 70m north of the subject site, creating a buffer between the site and residential areas. The topography of the immediate area is generally flat, though more significant variations in topography occur to the south.
Conclusion	The site is located to the east of the target coverage area and accordingly, was not preferred. In addition, a tenure agreement could not be secured.



### **4.4 Site Selection Conclusion**

A thorough examination of potential telecommunications facility sites in the surrounding area has been undertaken. However, the majority of these sites have been ruled out for one or more reasons;

- Lack of required coverage and network performance;
- Candidate is too far east or west to meet the primary coverage objectives for the target area.

Candidate A, Allansford Recreation Reserve, 18 Grauers Road, Allansford, has been assessed and determined to be the most suitable location for the proposed use and development, in consideration of all discipline requirements. The criteria used to assess suitable alternative candidates presented limited viable locations. In this instance, the subject site at Grauers Road been identified as the most appropriate location for the development, based on all discipline requirements.



# 5.0 Site Analysis

The proposal has been planned in accordance with relevant legislation as detailed above. The following sections provide a response the identified planning controls and provide an assessment of the proposal against those controls.

# 5.1 Scope of Works

The proposal involves the development of the land for the purpose of a telecommunications facility comprising:

- One (1) 40m concrete monopole with triangular headframe;
- Three (3) panel antennas, of dimensions 2600mm x 353mm x 170mm, mounted on the headframe at an elevation of 41m;
- One (1) 2-bay outdoor equipment cabinet, 2.1m high and with a base area of 1.3 square metres, coloured "Pale Eucalypt";
- Underground cables from the equipment cabinet to the monopole;
- Power supply works, including an upgrade of the supply, new route to be via underground conduits.

For construction of the proposal have been completed and are enclosed in Appendix B.

### 5.2 Subject Site and Locality

The subject site is located on land at Allansford Recreation Reserve, 18 Grauers Road, Allansford. The proposed location of the mobile base station is on the northern boundary of the reserve, with access on the southern boundary via an existing entry on Ziegler Parade. The site is just south of the Moira Shire Council area and is adjacent to the Princess Highway.

In terms of assessing the suitability of this site, a number of variables were taken into consideration to minimise visual impact associated with the development. The site offers the following attributes which provide a suitable context for the development:

- The site is surrounded by mature trees to the northern boundary of the reserve;
- The site is not within the primary view lines of the nearby residential properties;
- There are power poles and goal posts to the immediate south of the site, which will allow the proposed development to reasonably assimilate into the existing context;
- No significant vegetation is proposed to be removed as part of the installation;
- The site is well separated from places of heritage significance as detailed in Section 10.

The determination of whether the visual impact of the proposal is acceptable requires the site context to be assessed based on the type of development being proposed, and a need to balance that proposed development with any surrounding amenity that may be adversely affected. The height and location of the proposed facility and associated equipment cabinets do not adversely impact on the amenity of the surrounding area due to the site context and the opportunities to mitigate amenity impacts. The proposed facility does not require the removal of any trees or significant vegetation on the site nor within the immediate vicinity of the site.



- Site Access: Access to the site is via existing entry on Ziegler Parade, which represents the shortest, most direct and easily accessible route to the subject site. A new 25m access track will be required from the existing track to the site.
- Power: The site will have power connected via:
  - Optus underground submains from equipment cabinets to a new group meter panel, approximately 280m long;
  - Powercor upgrade of the existing substation on power pole #15541 from 100kVA 3 phase to 200kVA 3 phase;
  - Reconfiguration of the existing reserve supply to accommodate the Optus supply, incuding a new group meter panel and submains.
- Emissions:
  - Construction activity will generate some noise, however, this will be in accordance with relevant guidelines. The site is well separated from sensitive land uses and developments and any noise from the facility is unlikely impact on the amenity of the surrounding area.
  - The operation of mobile network base stations does not generate any odour emissions or solid waste, nor discharge any liquid waste.
  - The emission of electromagnetic energy (EME) from the operational facility is detailed below under the Section 9 'Public Health'.

To supplement the report, photographs of the subject site and the surrounding area are included on the following pages.

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Figure 3: The subject site.



Figure 4: View from the subject site to the south.

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Figure 5: View from the subject site to the south-west.

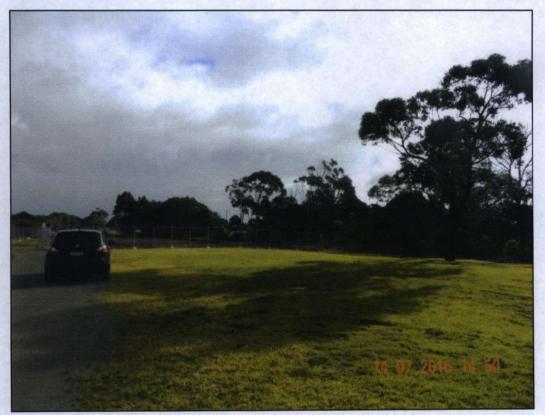


Figure 6: View from the subject site to the west.

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Figure 7: View from the subject site to the north, with Princess Highway running behind.



Figure 8: View from the subject site to the north-east.

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Figure 9: View from the subject to the east, with existing structure in the middle ground.

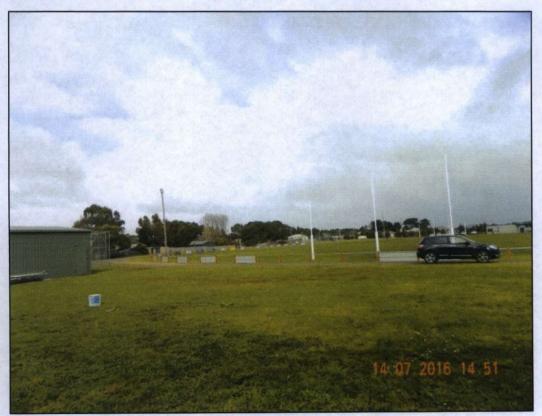
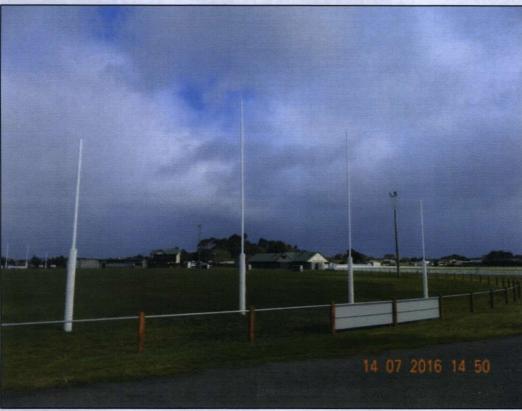


Figure 10: View from the subject site to the south-east. Residential properties located behind.





#### Figure 11: Oval at Allansford Recreation Reserve.



Figure 12: Existing vehicular access around recreation reserve (subject site and proposed access track to the immediate left).

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# 6.0 Planning Response

An assessment of the proposal against the Scheme is provided in the sections below.

### 6.1 State Planning Policy Framework (SPPF)

The State Planning Policy Framework (SPPF) sets out the broad planning policies for Victoria and is common in all Victorian planning schemes. Clause 19.03-4 Telecommunications recognises the importance of telecommunications infrastructure and states that:

Planning decisions should recognise that telecommunications is an essential utility service and, in particular, should:

- Ensure that modern telecommunications facilities are widely accessible to business, industry and the community.
- Ensure the communications technology needs of business, domestic, entertainment and community services are met.
- Encourage the continued deployment of broadband telecommunications services that are easily accessible by:
  - Increasing and improving access for all sectors of the community to the broadband telecommunications trunk network.

Clause 19.03-4 also recognises implementation measures for telecommunications facilities:

Planning decisions should reflect a reasonable balance between the provision of important telecommunications services and the need to protect the environment from adverse impacts arising from telecommunications infrastructure.

The SPPF therefore recognises the importance of telecommunications facilities whilst acknowledging the need to ensure the environment and the amenity of areas do not suffer from adverse impacts. In line with the SPPF, the proposal aims to provide improved mobile phone services for the Allansford area. Whilst it is acknowledged that some amenity impacts are likely as a result of the proposal the importance of the services to the community are recognised in the SPPF.

In addition, the SPPF at Clause 11.09-4 outlines as an objective, the facilitation of district towns such as Allansford to support local industry, services and communities. It is considered that the proposed development responds to this broad objective, by providing modern telecommunications services that can support the Allansford community's economic and social aspirations.

### 6.2 Local Planning Policy Framework (LPPF)

The Local Planning Policy Framework (LPPF) sets out local planning policies to provide a framework for guiding the use and development of land within the Warrnambool City Council area. In Victoria, Clause 52.19 and the Victorian Code provide consistent provisions for telecommunications policies.



In relation to telecommunications facilities, the LPPF at Clause 21.10-3 outlines under the heading of development infrastructure, the objectives of encouraging the co-location of future telecommunications infrastructure, the encouragement of an increase of mobile phone networks in the locality and the protection of Warrnambool's landscape and cultural values against the impacts of new telecommunications facilities.

With respect to the Allansford locality, the LPPF at Clause 21.02 outlines the Allansford area as being a future convenience centre in the Local Government Area of Warrnambool, which will provide convenience stores, car washes, take away food premises and in general be future node of employment opportunities.

It is considered that the proposed development is in harmony with the above objectives and visions. First, although co-location with existing infrastructure was not possible in this case, the proposed development satisfies the objective of providing increased mobile phone coverage in Allansford, whilst not adversely impacting the cultural and natural features of the locality. Second, the proposed development provides modern, upgraded telecommunications infrastructure capable of positively contributing Allansford's planned transformation into a convenience and employment node of Warrnambool. It is therefore considered that the proposed development is consistent with the overarching direction of the LPPF.

### 6.3 Zoning

The subject site is within a Public Park and Recreation Zone (PPRZ) - Schedule to the Public and Recreation Zone, pursuant to Clause 36.02 of the Warrnambool Planning Scheme.

In a case where there appears to be a conflict between State and Local policy, as indicated by the P&E Act, the planning scheme must be read as far as practicable to resolve this inconsistency, with State policy overriding Local policy when this is not feasible. The current Victorian Ministerial Direction (last amended 27 October 2016) relating to the form and content of planning schemes directs all councils at point 10 as following:

Any schedule which contains a Table of uses (such as a Special Use Zone) must:

- Not contain any provision which is inconsistent with State planning policy as expressed in the State Planning Policy Framework.
- Be consistent in format with the Table of uses for a zone in the Victoria Planning Provisions.
- Include "Any use listed in Clause 62.01" in Section 1 with the condition. "Must meet the requirements of Clause 62.01."

Clause 62 stipulates that uses and buildings and works for a Telecommunications facility (other than uses and building and works in a Public Conservation and Resource Zone) do not require a permit under any requirement in the Scheme, subject to the condition that they meet the requirements of Clause 52.19. Therefore, under the provisions of the VPPs and consequently the Scheme, it is considered that a permit is required for buildings and works associated with a telecommunications facility under Clause 52.19 only<sup>1</sup>.

<sup>&</sup>lt;sup>1</sup> Excluding uses and buildings and works in a Public Conservation and Resource Zone.



The purpose of the Public Park and Recreation Zone is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To recognise areas for public recreation and open space.
- To protect and conserve areas of significance where appropriate.
- To provide for commercial uses where appropriate.

It is considered that the proposal is consistent with the purpose of the Public Conservation and Resource Zone as outlined above. The proposed telecommunications facility will not interfere with the management objectives of the reserve as it is located in an area of the site separate from the main reserve attractions. In addition, the proposed development will provide upgraded telecommunications services that can strengthen the activities undertaken at the reserve, and makes a positive contribution by providing an upgrade to the power supply of the reserve.

#### 6.3.1 Clause 36.02

As detailed in the previous section, the relevant permit decision guidelines for the proposed facility are located at Clause 52.19 of the Scheme, with the specific controls in the Public Park and Recreation Zone (PPRZ) not acting as a permit trigger. Nevertheless, the decision guidelines under the PPRZ and an assessment against them have been included below.

Under the provisions of the Public Park and Recreation Zone before deciding an application, Council is required to consider and have regard to the following *use of land* and *works* decision guidelines:

Matters to be considered	Planning Response
The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.	<ul> <li>The proposal achieves the objective of providing mobile network coverage to the Allansford community as the proposed Grauers Road site meets the required coverage levels necessary and is suitable for radio frequency (RF).</li> <li>The Application for Planning Approval is submitted with all required information.</li> <li>The proposal meets the decision guidelines outlined in the Victoria Planning Provisions and the Code of Practice for Telecommunications Facilities in Victoria.</li> </ul>
The comments of any public land manager or other relevant land manager having responsibility for the care or management of the land or adjacent land.	<ul> <li>The proposed site is located on Crown land and is managed by Department of Environment, Land, Water and Planning (DELWP).</li> <li>Appendix E includes written advice that DELWP consents to the application for planning permit being made.</li> <li>IT is noted that DELWP reserves the right to</li> </ul>



	comment during the application and we request that the application is referred accordingly.
Whether the development is appropriately located and designed, including in accordance with any relevant use, design or siting guidelines.	<ul> <li>The proposed development has been sited and designed in line with the requirements of the Code, and is therefore considered to be appropriate.</li> <li>For further details, refer to Section 6.7.</li> </ul>

### 6.4 Overlays

If a telecommunications facility is located in an Environmental Significance Overlay, a Vegetation Protection Overlay, a Significant Landscape Overlay, a Heritage Overlay, a Design and Development Overlay or an Erosion Management Overlay, the decision guidelines in those overlays and the schedules to those overlays are applicable to the proposal. The subject is not located within land subject to any of the above overlays. It is acknowledged however, that the subject site is in immediate proximity to land subject to the heritage overlay-HO198, which pertains to Allansford Memorial Pavillion and Gates, Allansford Reserve. It is not considered that the proposed development will diminish the cultural and heritage significance of the site, as it will reasonably assimilate into the existing context.

### **6.5 Particular Provisions**

### 6.5.1 Clause 52.19

Before deciding on an application, in addition to the decision guidelines of Clause 65, the responsible authority must consider, as appropriate:

Decision Guideline under Clause 52.19	Planning Response
The principles for the design, siting, construction and operation of a Telecommunications facility set out in A Code of Practice for Telecommunications Facilities in Victoria.	• The principles for the design, siting, construction and operation of a Telecommunications facility set out in section 4 of the Code is provided below, in Section 6.7 of this report.
The effect of the proposal on adjacent land.	<ul> <li>Optus has sought to design and locate the facility appropriately so as to minimise any detrimental amenity impact on surrounding land use and activities.</li> <li>Given the criteria for providing improved mobile phone coverage to the area, it is considered that the proposed Grauers Road site is appropriate for a telecommunications facility.</li> </ul>

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If the Telecommunications facility is located in an Environmental Significance Overlay, a Vegetation Protection Overlay, a Significant Landscape Overlay, a Heritage Overlay, a Design and Development Overlay or an Erosion Management Overlay, the decision guidelines in those overlays and the schedules to those overlays are applicable to the proposal.

- The proposed development is not located within any of the overlays listed to the left.
- Accordingly, an assessment of the proposed development against any overlay decision guidelines will not be a feature of this report.

# 6.6 General Provisions

### 6.6.1 Clause 65

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

Matters to be considered	Planning Response
<ul> <li>The matters set out in Section 60 of the Act.</li> <li>The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.</li> <li>The purpose of the zone, overlay or other provision</li> <li>Any matter required to be considered in the zone, overlay or other provision.</li> <li>The orderly planning of the area.</li> <li>The effect on the amenity of the area.</li> <li>The proximity of the land to any public land.</li> <li>Factors likely to cause or contribute to land degradation, salinity or reduce water quality.</li> <li>Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.</li> <li>The extent and character of native vegetation and the likelihood of its destruction.</li> <li>Whether native vegetation is to be or can be protected, planted or allowed to regenerate.</li> <li>The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.</li> </ul>	The matters to be considered are detailed within the various sections of this document.

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# 6.7 Principles of the Victorian Code

Principles for the Location, Siting and Design of Telecommunications Infrastructure set out in A Code of Practice for Telecommunications Facilities in Victoria	Planning Response
Principle 1: A Telecommunications facility should be sited to minimise visual impact.	<ul> <li>The facility will have a moderate level of visual impact on the amenity of the surrounding area of Allansford.</li> <li>It is considered that the facility has been located appropriately so as to minimise any visual impact associated with the development.</li> <li>Visual impact and the effect the proposed facility has on the visual amenity of Allansford outlined in Section 7.0 of this document.</li> </ul>
Principle 2: Telecommunications facilities should be co-located wherever practical.	• There are no viable candidates available to co-locate the required infrastructure. The assessment of existing telecommunications facilities in the Allansford area is detailed in Section 4.2 of this document.
Principle 3: Health standards for exposure to radio emissions will be met.	<ul> <li>The over the air specifications provide for the ability of the facility to reduce the transmitting power to each user based on the radio environment.</li> <li>This facility will be designed to restrict public access to any areas that exceed the general public EME exposure limits.</li> <li>Public Health considerations are expanded upon in section 8.0 of this document.</li> </ul>
Principle 4: Disturbance and risk relating to siting and construction should be minimised. Construction activity and site location should comply with State environment protection policies and best practice environmental management guidelines.	<ul> <li>The facility will be located within a security compound area, comprising a security fence and gates.</li> <li>All Optus structures are designed and certified by qualified engineers and the installation will be carried out in accordance with all relevant / current Australian Standards.</li> <li>During construction machinery and equipment will be required on site, including cranes and trucks, and all construction activities will be carried out in compliance with relevant regulations and Council requirements within the shortest possible timeframe.</li> </ul>



### 6.8 Victorian Civil and Administrative Tribunal (VCAT) Decisions

In terms of assessing the merits of the proposed development against the planning and legislative requirements for telecommunications facilities, it is considered that relevant VCAT tribunal decisions should be taken into account when making the assessment. The two quotations provided below specifically relate to qualifying the scope of Principle 1 of the Victorian Code. Principle 1 of the Code states:

Principle 1: A Telecommunications facility should be sited to minimise visual impact.

For example, A Tribunal Member in Optus Mobile Pty Ltd v Ballarat CC [2010] VCAT 661 (9 June 2010) stated as follows:

It has to be appreciated that facilities of this sort are necessarily visible. They need to be tall enough (and consequently visible) to serve their purpose of providing telecommunications........ In the case of this proposal there is some screening and softening, but not sufficient to hide the works altogether. That will seldom, if ever, be attainable where these sorts of facilities are provided.

Similarly, A Tribunal Member in Murdoch v Greater Bendigo CC [2013] VCAT 1899 (11 November 2013) stated as follows:

Principle 1 in the Code does not require that telecommunications facilities be invisible, rather that they be sited to minimise visual impact.

In addition, the requirements of Principle 1 of the Victorian Code should be balanced against any community benefits arising from the provision of the proposed facility, as the two quotations from VCAT below illustrate:

In cases such as this where there are competing planning policies, the planning scheme requires that decisions are made in favour of net community benefit and sustainable development for the benefit of present and future generations. I find that whilst the residents of a few dwellings and some users of the nearby park may consider themselves adversely affected by the visibility of the monopole, on balance the enhanced service level and consumer choice are important outcomes. [Optus Mobile Pty Ltd v Yarra Ranges SC [2012] VCAT 1415 (17 September 2012)]

In considering applications such as this it is a matter of finding the acceptable planning outcome, it cannot always be ideal or perfect and must be a balance between demonstrated net\_community benefit <u>and</u> an acknowledgement of some visual impact. [Goodwin v Yarra Ranges SC [2015] VCAT 74 (27 January 2015)].



# 7.0 Visual Impact

### 7.1 Existing Visual Environment

#### 7.1.1 Land Form

The subject site is located in an area of the reserve that is suitable for the development and use of the land for the purposes of a telecommunications facility. Mobile phone base stations are required to protrude above the landscape in order to function correctly, and this site, at an overall height of approximately 40m, will be visible from a number of locations in the immediate vicinity.

The site is setback approximately 35m from the northern boundary (Princess Highway). The subject site is located away from high activity areas of the reserve. There are mature trees to the immediate north of the subject site which will provide screening opportunities for the lower portions of the proposed facility.

#### 7.1.2 Land Uses

The land use at the subject site is recreational, with residential uses immediately to the east, and further to the south and west. The proposed facility is not expected to adversely impact the land use or visual amenity at the site or surrounding area.

#### 7.1.3 Significant Views

Optus considers the significant views to a proposed site as part of the site selection process. In this instance, three significant views have been identified for the proposed Grauers Road site.

- Significant view 1 is from Whites Street, to the south-east of the subject site.
- Significant view 2 is from the Princess Highway, to the north-west of the subject site.
- Significant view 3 is from Ziegler Parade, to the south of the subject site.



Figure 13: Map of significant views in relation to the proposed Grauers Road site.

Google Earth Pro, July 2017



## 7.2 Visual Impact Statement Methodology

This visual impact statement has been carried out by undertaking the following:

- Analysis of the existing visual environment, considering views in an immediate, local and regional context. Significant views and vantage points within the surrounding area are identified.
- Each viewpoint is then taken into consideration: period of view, view distance, number of viewers and visual absorption capacity of the landscape. Each of these factors is rated to determine the visual impact rating of the proposed when seen from a particular viewpoint.

## 7.3 Impact Assessment

#### 7.3.1 Significant View 1

- Located along Whites Street, to the south-east of the subject site.
- Typical viewers include residents of the surrounding residential properties.
- The expected period with the most viewers of the site is at the weekend.
- The distance to the site from view 1 is approximately 200m south-east, representing a modest buffer.
- The overall visibility of the subject site from this location is moderate; with limited direct views towards the facility from the rear of properties on the west side of Whites Street.
- The landscape surrounding Allansford has a medium visual absorption capacity. The proposed facility will not significantly transform the visual character of the immediate area when viewed from this location.
- The visual impact rating from this view is moderate.

### 7.3.2 Significant View 2

- Located along the Princess Highway, to the north-west of the subject site.
- Typical viewers include commuters travelling back to and from Warrnambool.
- The expected period with the most viewers of the site is during the morning and afternoon peak hour commutes.
- The distance to the site from view 2 is approximately 300m north-east, representing a reasonable buffer.
- The overall visibility of the site from this location is moderate. The existence of intervening mature trees in the line of sight between the view and site act to mitigate adverse visual impact from this location.
- The landscape surrounding Allansford has a medium visual absorption capacity. The proposed facility will not significantly transform the visual character of the immediate area.
- The visual impact rating from this view is moderate.



#### 7.3.3 Significant View 3

- Located at Ziegler Parade, to the south of the subject site.
- Typical viewers include residents of the surrounding residential properties and visitors to Allansford Recreation Reserve and Allansford & District Kindergarten.
- The expected period with the most viewers is during the morning and afternoon, as well as during the daytime on weekends particularly during events.
- The distance to the site from view 2 is approximately 250m south, representing a modest buffer.
- The overall visibility of the site from this location is moderate. The existence of intervening mature trees on reserve grounds in the line of sight between the view and subject site, coupled with existing utility structures such as water tanks, a tower structure and power poles and lines, act to reduce adverse visual impact from this view.
- The landscape surrounding Allansford has a medium visual absorption capacity. The proposed facility will not significantly transform the visual character of the immediate area.
- The visual impact rating from this view is moderate.

### 7.4 Visual Impact Conclusion

This assessment has identified that the proposed telecommunications facility will have a moderate visual impact. The visual impact of the proposed development will vary depending on the viewing distance, number of viewers, period of view and vantage point within the surrounding areas.

Attention has been given to the design of the various elements of the telecommunications facility. Careful consideration of these elements will ensure the best possible outcome to minimise the impact on views within the visual catchment of the site.

Overall it is anticipated that the proposed development will not have a significant visual impact on the surrounding area. The proposed facility will be visible from some distance, given its location and required height to gain optimal network performance for Allansford and surrounding areas. Three views were considered to have a visual impact, and these were in locations approximately 200m south-east, 300m north-east and 240m south from the proposed facility.

Although the proposal will have a localised impact, the site is appropriately sited within the reserve to minimise visual impact associated with the facility. Given the advantages to be gained by the public by receiving improved telecommunications services, it is considered that the facility provides an acceptable level of impact which outweighs any general loss of visual amenity.



## 8.0 Public Health

### 8.1 Electromagnetic Energy (EME)

Optus acknowledges some people are genuinely concerned about the possible health effects of electromagnetic energy (EME) from mobile phone base stations and is committed to addressing these concerns responsibly.

Optus, along with the other mobile phone carriers, must strictly adhere to Commonwealth Legislation and regulations regarding mobile phone facilities and equipment administered by the Australian Communications and Media Authority (ACMA).

Mobile Carriers ensure that facilities operate well within the prescribed health standards mandated by the ACMA. The limits for public human exposure to EME are based on the Radiation Protection Standard – Maximum Exposure Levels to Radiofrequency Fields – 3kHz to 300GHz, developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), and referred to as the ARPANSA Standard. In 2003 the ACMA adopted this technical standard for continuous exposure of the general public to RF EME from mobile base stations. The standard, known as the Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2003, was prepared by ARPANSA and is the same as that recommended by ICNIRP (International Commission for Non-Ionising Radiation Protection), an agency associated with the World Health Organisation (WHO). Mobile carriers must comply with the Australian Standard on exposure to EME set by the ACMA.

The Standard operates by placing a limit on the strength of the signal (or RF EME) that Optus can transmit to and from any network base station. The general public health standard is not based on distance limitations, or the creation of "buffer zones". The environmental standard restricts the signal strength to a level low enough to protect everyone at all times. It has a significant safety margin, or precautionary approach, built into it.

In order to demonstrate compliance with the standard, ARPANSA created a prediction report using a standard methodology to analyse the maximum potential impact of any new telecommunications facility. Carriers are obliged to undertake this analysis for each new facility and make it publicly available. Importantly, the ARPANSA-created compliance report demonstrates the maximum signal strength of a proposed facility, assuming that it's handling the maximum number of users 24-hours a day.

In this way, ARPANSA requires network carriers to demonstrate the greatest possible impact that a new telecommunications facility could have on the environment, to give the community greater peace of mind. In reality, base stations are designed to operate at the lowest possible power level to accommodate only the number of customers using the facility at any one time. This design function is called "adaptive power control" and ensures that the base station operates at minimum, not maximum, power levels at all times.

Using the ARPANSA standard methodology, Optus has undertaken a compliance report that predicts the maximum levels of radiofrequency EME from the proposed installation. The maximum environmental EME level from the site, once it is operational, will comply with the ACMA mandated exposure limit (See Appendix C). Optus complies with the public health and safety standard by a significant margin. Where the facility operates in accordance with prescribed standards as mandated by the ACMA, the emission of EME is not relevant to the assessment of the planning merits of a site.

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Optus relies on the expert advice of national and international health authorities such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and the World Health Organisation (WHO) for overall assessments of health and safety impacts. The WHO advises that all expert reviews on the health effects of exposure to radiofrequency fields have concluded that no adverse health effects have been established from exposure to radiofrequency fields at levels below the international safety guidelines that have been adopted in Australia.

Optus has strict procedures in place to ensure its mobile phones and base stations comply with these guidelines. Compliance with all applicable EME standards is part of Optus's responsible approach to EME and mobile phone technology.



## 9.0 Environmental Considerations

This section assesses the proposal against the following environmental areas of relevance.

### 9.1 The Environment Protection and Biodiversity Conservation (EPBC) Act 1999

The *EPBC Act 1999* obliges telecommunications carriers to consider 'matters of national environmental significance'. Under this legislation, an action will require approval from the Minister of Environment if the action has or is likely to have an impact on a matter of 'national environmental significance'. According to the *EPBC Act 1999*, there are nine matters of national significance which must be considered.

This proposal is not of National Environmental Significance, as it will not impact on:

- World Heritage Areas;
- National Heritage Places;
- Wetlands Protected by International Treaty (The RAMSAR Convention);
- Nationally Threatened Species and Ecological Communities;
- Nationally Listed Migratory Species;
- Commonwealth Marine Areas;
- The Great Barrier Reef Marine Park;
- All Nuclear Actions (including Uranium Mining); and
- Water Resource, in relation to coal seam gas development and large coal mining development.



#### 9.2 Matters of National Environmental Significance

It is acknowledged that there is a variety of Flora and Fauna species that are known or may occur within 500 metres of the Grauers Road site. The proposed development at the site will not have a significant impact on the flora and fauna at the site as the existing site is a clear area of land. No significant vegetation is to be removed.

#### Matters of National Environmental Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the Administrative Guidelines on Significance.

World Heritage Properties:	None
National Heritage Places:	None
Wetlands of International Importance:	None
Great Barrier Reef Marine Park:	None
Commonwealth Marine Area:	None
Listed Threatened Ecological Communities:	2
Listed Threatened Species:	23
Listed Migratory Species:	8

Figure 14: Excerpt of a summary from the Protected Matters Report attached in Appendix E.

A detailed list of flora and fauna known to exist within a 500m radius of the site is attached in Appendix E; the Protected Matters Search Report.



### 10.0 Heritage

#### **10.1 Indigenous**

Investigations into the cultural significance of the site indicate that the site is located within an area of Aboriginal Cultural Heritage Sensitivity (ACHS). However, it is not considered that the site is entered in a register or otherwise identified as being of particular significance. Please note:

Under the *Aboriginal Heritage Act 2006 (Vic)* cultural heritage management plans (Aboriginal heritage plans) are mandatory for certain activities. Under the *Aboriginal Heritage Regulation 2007*, Regulation 43, please note:

Buildings and works for specified uses:

(1) The construction of a building or the construction or carrying out of works on land is a high impact activity if the construction of the building or the construction or carrying out of the works –

- (a) would result in significant ground disturbance; and
- (b) is for or associated with the use of the land for any one or more of the following purposes -

(xxiii) a utility installation, other than a telecommunications facility

The subject site at Allansford Recreation Reserve is not identified as an area of 'cultural heritage sensitivity' that has not previously been subject to 'significant ground disturbance', and is not associated with the use of land identified as a high impact activity. It is therefore submitted that the proposal is not subject to the requirements of Cultural Heritage Management Plan and that the proposal does not require approval under the relevant legislation.

It is considered that the area is of low archaeological sensitivity. However, should any item of archaeological importance be discovered during the construction, work would cease immediately and all appropriate authorities would be notified of the item discovered. Work would not resume until all clearances were received from the relevant authorities.

#### **10.2 Non-Indigenous**

Heritage registers exist at the Commonwealth, state and local level. After an initial desktop assessment of the subject site it is anticipated that the proposed facility will not have a significant effect on a place that is entered in a register relating to heritage conservation, a terrestrial or marine reserve for nature conservation purposes, a site on the world heritage list or a place covered by International Treaties.

The subject site as highlighted in section 6.4, is in immediate proximity to the local heritage listed site-Allansford Memorial Pavilion and Gates, Allansford Recreation Reserve (HO198). It is not considered that the proposed development will diminish the cultural and heritage significance of Allansford Memorial Pavilion.



## **11.0 Conclusion**

#### 11.1 Summary

This report provides the necessary information to support the application for planning approval to use and develop the land at Allansford Recreation Reserve, 18 Grauers Road, Allansford, for a telecommunications facility. An assessment of the proposed site has been undertaken with a view to ensuring that the proposal complies with relevant Commonwealth, State and Local legislation, planning policies and controls as applicable. It is submitted that the proposed use will not conflict with surrounding land uses, nor will it decrease the general amenity of the area or have a detrimental impact on the local environment. The proposal is consistent with the planning scheme controls including the purpose and objectives of the Public Park and Recreation Zone (PPRZ). The development ensures that telecommunications infrastructure and services are provided in an efficient and cost-effective manner to meet community needs, whilst having a minimal impact on the amenity of the area.

Approval of the proposed use and development will be consistent with:

- The Victoria Planning Provisions;
- The SPPF and the LPPF;
- The Victorian Code;
- The zone and overlay controls, including all relevant objectives and decision guidelines.

#### **11.2 Recommendation**

The subject site is suitable for the proposed development, which demonstrates compliance with all relevant legislation and guidelines. Subject to the outcomes of appropriate referrals to relevant authorities, it is recommended that Warrnambool City Council approve the Application for Planning Permit.

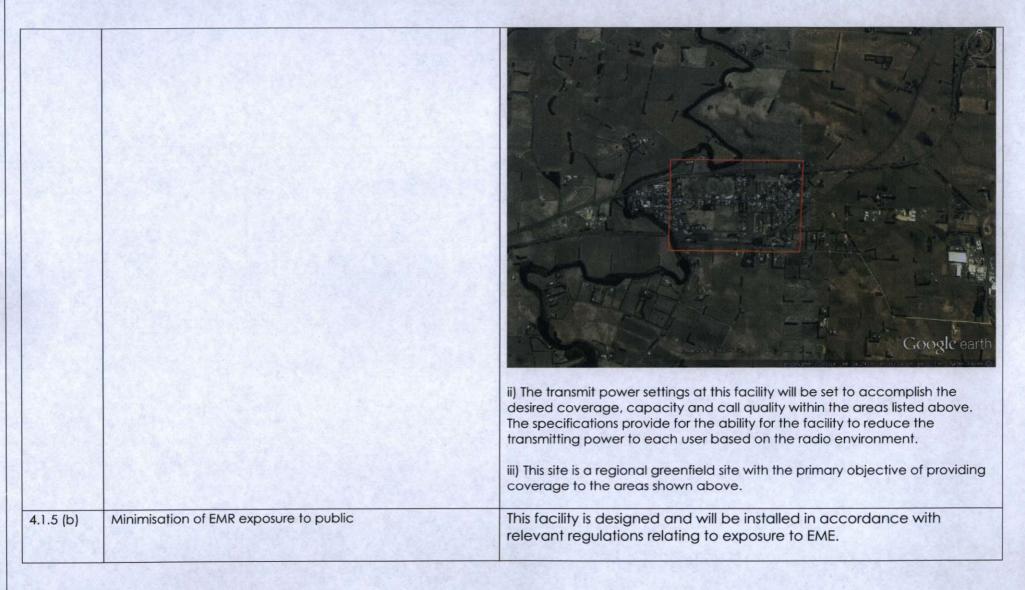


# **Appendix A – Precautionary Approach Checklists**

Issue Date	22 August 2016	Carrier	Optus	Location	Allansford Recreation Reserve, Zeigler Parade, Allansford VIC 3280	CONTRACTOR OF CONTRACTOR CONTR	3277003
Description of Infrastructure	<ul> <li>Install prop</li> <li>Install prop</li> <li>Install new</li> <li>Install Option</li> <li>Power via approximation</li> </ul>	cosed 40m Ma cosed equipm cable tray or us compound existing meter ately 180m.	nopole with hexage ent shelter; support post as rec fence for the site;	onal headframe t quired between th the south west of	a compound configuration: o support antennas; the shelter and the tower; the Optus Compound, with an unde	erground powe	er run of

Section No.	Industry Code C564:2011 Requirement For each site the Carrier must have regard to:	Comments on how the Carrier has had regard to each item.				
4.1.3	For new sites, once the preferred option has been selected, the Carrier must make available to the public on request the summary of the sites considered and the reasons for the selection of the preferred option.	<ul> <li>Other sites considered include:</li> <li>Existing Telstra site at 4412 Cobden-Warrnambool Road, Allandsford; the co-location site is unsuitable as it fails major coverage objectives.</li> <li>17 Grauers Road, Allansford; the site is largely suitable, however it is outside the target coverage area and does not meet coverage objectives.</li> <li>Premier Speedway, 10275 Princess Highway, Allansford; the site is largely suitable, however it fails some primary coverage objectives.</li> </ul>				
4.1.5 (a)	The reasonable service objectives of the carrier including(i)the area the planned service must cover(ii)power levels needed to provide quality of service(iii)the amount of usage the planned service must handle	i) The area to be covered and its surrounding area as shown in the attached map:				

F4.1 Precautionary Approach to Site Selection Checklist



F4.1 Precautionary Approach to Site Selection Checklist

		<ul> <li>The environmental EME level is minimised through radio network design. Adaptive power control is the network feature that automatically adjusts the power and hence minimises EME from both the base station and the handset. Another feature, called discontinuous transmission, reduces EME emissions by automatically switching the transmitter off when no speech or data is sent.</li> <li>The site has been designed to restrict public access to any areas that exceed the general public exposure limits.</li> <li>EME exposure to the public will be minimised by:</li> <li>The proposed facility consists of a new 40m Monopole and will have general access control measures which limit access to the general public, including secure compound with locked access gates. The site will also comply with the ACMA public exposure limit. RF EME levels have been estimated from the proposed facility. The maximum EME level calculated for the proposed systems at this site is 0.36% of the public exposure limit.</li> </ul>
4.1.5 (c)	The likelihood of an area being a community sensitive location.	A review of community sensitive locations both at and surrounding the site has been undertaken as part of the site selection process. This assessment takes in to account the environmental and community issues that have been identified and an evaluation is made as to whether the proposal is to proceed in its current form.
		It is acknowledged that the site is located in proximity to residential land uses. The closest residence is located approximately 86m east of the proposed facility.
	States and the second second second	In addition a 'Points of Interest' report has been undertaken to identify any sensitive locations (see EME Report).

F4.1 Precautionary Approach to Site Selection Checklist

4.1.5 (d)	The objective of avoiding community sensitive locations	Optus seeks to avoid community sensitive locations when siting new telecommunications facilities. In some circumstances, sites need to be located near community sensitive locations due to the area that Optus is trying to provide service to. Quality mobile network services can only be maintained where base stations are located in close proximity to the user. A desktop study with a 500m search ring was undertaken to identify community sensitive locations and determined the following community Points of Interest: Allansford & District Kindergarten, approximately 250m SE of the subject site.
4.1.5 (e)	Relevant state and local government telecommunications planning policies	Considerations of the relevant state and local government telecommunications planning policies have been undertaken.A Development Application is required for the proposed facility.The local government authority in this location is Warrnambool City Council. The proposal is considered to be consistent with the applicable regulatory requirements.
4.1.5 (f)	The outcomes of consultation processes with Councils and Interested and Affected parties as set out in Section 6.7.	Consultation will be conducted in accordance with Development Application and its associated notification and consultation requirements.
4.1.5 (g)	The heritage significance (built, cultural and natural)	A review of the heritage significance both at and around the site has been undertaken as part of the site assessment process. This assessment has taken in to account any built, cultural and natural factors that have been identified.
		The proposed site is not located in a heritage precinct and is not heritage listed.

4.1.5 (h)	The physical characteristics of the locality including elevation and terrain	The physical characteristics of the proposed site have been considered including the elevation and terrain.
		<ul> <li>The proposed site is approximately 14m ASL.</li> <li>The topography of the area is best described as flat, though more significant variations occurring towards the east and west.</li> <li>The site provides a suitable context when considering the height of the surrounding obstacles.</li> <li>The proposed site maximises the RF performance by its central location within the targeted coverage areas.</li> </ul>
4.1.5 (i)	The availability of land and public utilities	The site is located within the Allansford area and within the Allansford Recreation Reserve. The site is adequately serviced with all public utilities and infrastructure located in proximity to the site.
4.1.5 (j)	The availability of transmission to connect the radiocommunications infrastructure with the rest of the network, e.g. line of sight for microwave transmission	The proposed site will utilise radio transmission.
4.1.5 (k)	The radiofrequency interference the planned service may cause to other services	<ul> <li>Radio propagation analysis has been used to select appropriate antenna tilts to meet the requirements for coverage from the facility, while minimising interference to the existing network.</li> <li>Due consideration has been given to control interference to other services, for example:</li> </ul>
		<ul> <li>Transmitters are designed to comply with ACMA regulations which minimise spurious interference to other services.</li> <li>Sufficient antenna separation is maintained at co-located sites.</li> <li>Detailed RF modelling has been performed to ensure that interference into other services (such as domestic electrical equipment, medical equipment and fuel/explosive stores etc) is within acceptable limits.</li> </ul>

4.1.5 (I)	The radiofrequency interference the planned service could experience at that location from other services or sources of radio emissions	Radio propagation analysis has been used to ensure the new facility can be integrated with the existing network while minimising the interference to the new facility.
4.1.5 (m)	Any obligations, and opportunities, to co-locate facilities	Desktop studies of the area and actual site assessment have been undertaken. All existing infrastructure including public utilities were considered as part of this study. However, no suitable opportunities for co-location were identified.
4.1.5 (n)	Cost factors	Optus has under taken preliminary costing of this facility and are of the opinion these costs are reasonable.

# **OPTUS**Precautionary Approach Checklist – Infrastructure Design (Code Ref 4.2)

Issue Date	22 August 2016	Carrier	Optus	Location	Allansford Recreation Allansford VIC 3280	Reserve,	Zeigler	Parade,
Description of Infrastructure	<ul> <li>Install propo</li> <li>Install propo</li> <li>Install new o</li> <li>Install Optu</li> <li>Power via e</li> <li>power run o</li> </ul>	osed 40m Ma osed equipm cable tray or s compound existing meter of approxima	phopole with I lient shelter; n support post fence for the r panel in a sh	hexagonal head as required be site; hed to the south	elter and compound config dframe to support antenna tween the shelter and the t west of the Optus Compo	is; tower;	n undergr	ound

Section No.	Industry Code C564:2011Requirement For each site the Carrier must have regard to:	Comments on how the Carrier has had regard to each item				
4.2.3 (a)	the reason for the installation of the infrastructure considering – coverage, capacity and quality	This facility is intended to provide enhanced mobile phone services, improved capacity, and call quality in the Allansford area.				
4.2.3 (b)	the positioning of antennas to minimise obstruction of radio signals	The positioning of antennas has been considered during the design of the facility. The location meets the objectives outlined in Section 4.2.3 (a).				
4.2.3 (c)	the objective of restricting access to areas where RF exposure may exceed limits of the EMR standard	This facility is designed to restrict public access to any areas that exceed the general public EME exposure limits.				
4.2.3 (d)	the type and features of the infrastructure that are required to meet service needs including: (i) the need for macro, micro or pico cells; and (ii) the need for directional or non-directional antennas	This facility consists of macro cells utilising directional antennas to meet the objectives outlined in Section No 4.2.3 (a).				

F4.2 Precautionary Approach Infrastructure Design Checklist

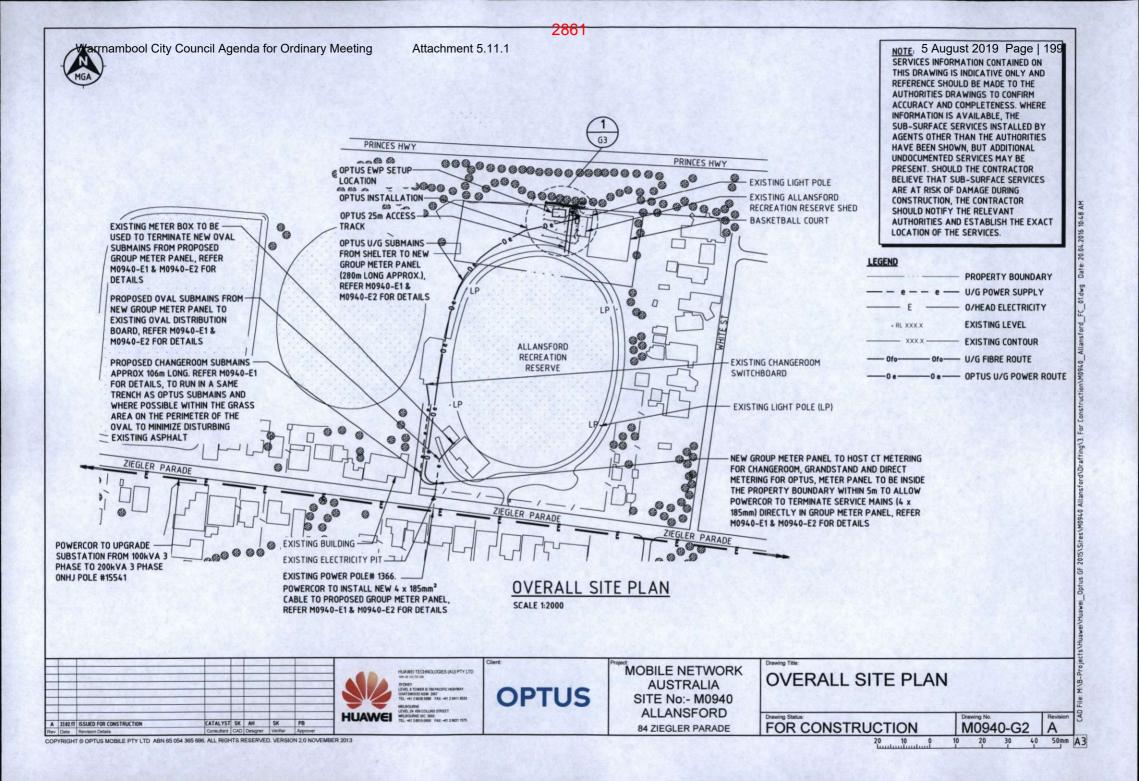
# **OPTUS**Precautionary Approach Checklist – Infrastructure Design (Code Ref 4.2)

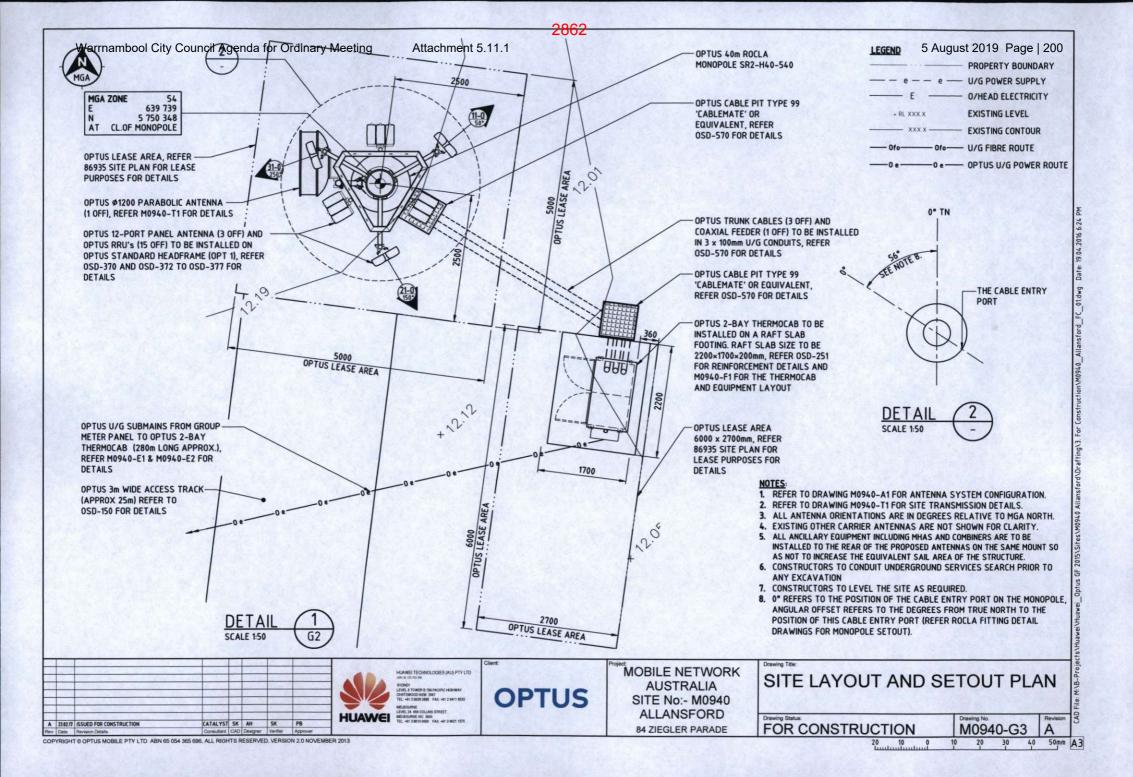
4.2.3 (e)	the objective of minimising power whilst meeting service objectives	The transmit power settings at this facility will be set to accomplish the desired coverage, capacity and call quality within the area listed in 4.2.3 (a). The Over the Air specifications provide for the ability for the facility to reduce the transmitting power to each use based on the radio environment.		
4.2.3 (f)	whether the costs of achieving this objective are reasonable	Optus has under taken preliminary costing of this facility and are of the opinion these costs are reasonable.		
4.2.5	Site EMR assessments for Mobile Phone Radiocommunication Infrastructure must be made in accordance with the ARPANSA prediction methodology and report format (see Appendix B – Additional Design Information and Appendix C – ARPANSA EME Report Format)	EMR assessments in accordance with ARPNASA have been completed and are held within the MCF Radio Frequency National Site Archive.		

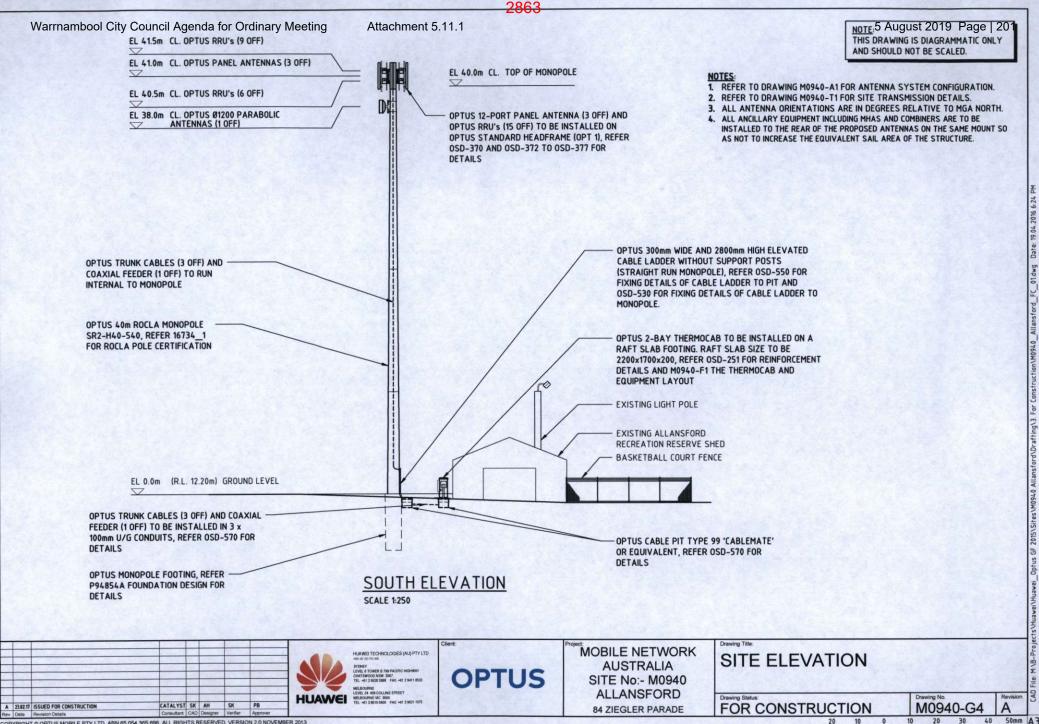
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# Appendix B – Drawings







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# Appendix C – Environmental EME Report

Catalyst ONE Pty Ltd



## Environmental EME Report 22 Brown Street, ALLANSFORD VIC 3277

#### This report provides a summary of Calculated RF EME Levels around the wireless base station

## Date 25/8/2016

### RFNSA Site No. 3277003

## Introduction

The purpose of this report is to provide calculations of EME levels from the existing facilities at the site and any proposed additional facilities.

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at 22 Brown Street ALLANSFORD VIC 3277. These levels have been calculated by Huawei using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

The maximum EME level calculated for the proposed systems at this site is 0.36% of the public exposure limit.

## The ARPANSA Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio, has established a Radiation Protection Standard specifying limits for general public exposure to RF transmissions at frequencies used by wireless base stations. The Australian Communications and Media Authority (ACMA) mandates the exposure limits of the ARPANSA Standard.

## How the EME is calculated in this report

Warrnambool City Council Agenda for Ordinary Meeting

The procedure used for these calculations is documented in the ARPANSA Technical Report "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <a href="http://www.arpansa.gov.au">http://www.arpansa.gov.au</a>.

RF EME values are calculated at 1.5m above ground at various distances from the base station, assuming level ground.

The estimate is based on worst-case scenario, including:

- · wireless base station transmitters for mobile and broadband data operating at maximum power
- simultaneous telephone calls and data transmission
- an unobstructed line of sight view to the antennas.

In practice, exposures are usually lower because:

- the presence of buildings, trees and other features of the environment reduces signal strength
- the base station automatically adjusts transmit power to the minimum required.

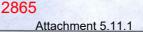
Maximum EME levels are estimated in 360° circular bands out to 500m from the base station.

These levels are cumulative and take into account emissions from all mobile phone antennas at this site. The EME levels are presented in three different units:

- volts per metre (V/m) the electric field component of the RF wave
- milliwatts per square metre (mW/m<sup>2</sup>) the power density (or rate of flow of RF energy per unit area)
- percentage (%) of the ARPANSA Standard public exposure limit (the public exposure limit = 100%).

#### Results

The maximum EME level calculated for the proposed systems at this site is 3.13 V/m; equivalent to 25.93 mW/m<sup>2</sup> or 0.36% of the public exposure limit.



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## **Radio Systems at the Site**

There are currently no existing radio systems for this site.

It is proposed that this base station will have equipment for transmitting the following services:

	Carrier	Radio Systems
a fill	Optus	LTE700 (proposed), WCDMA900 (proposed), WCDMA2100 (proposed), LTE2600 (proposed), LTE1800 (proposed)

# **Calculated EME Levels**

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined.

	Maximum Cumulative EME Level – All carriers at this site						
Distance from the antennas at 22 Brown Street in 360° circular bands	Existing Equipment			Proposed Equipment			
	Electric Field V/m	Power Density mW/m <sup>2</sup>	% ARPANSA exposure limits	Electric Field V/m	Power Density mW/m <sup>2</sup>	% ARPANSA exposure limits	
0m to 50m			A State State	2.39	15.19	0.2%	
50m to 100m		A March		2.024	10.87	0.14%	
100m to 200m	1-11-25-25-1			2.33	14.42	0.22%	
200m to 300m	and the second			3.13	25.93	0.36%	
300m to 400m			1.	3.034	24.42	0.34%	
400m to 500m			14 4 10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	2.4	15.22	0.21%	
			a same	3.13	25.93	0.36	
Maximum EME level				260.31 m fro	om the antennas Street	at 22 Brown	

# Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest that have been identified through the consultation requirements of the Communications Alliance Ltd Deployment Code C564:2011 or via any other means. The calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Additional Locations	Height / Scan relative to location	Maximum Cumulative EME Level All Carriers at this site Existing and Proposed Equipment		ite
	ground level	Electric Field V/m	Power Density mW/m <sup>2</sup>	% of ARPANSA exposure limits
No locations identified			H- 200	

#### Warrnambool City Council Agenda for Ordinary Meeting

### **RF EME Exposure Standard**

The calculated EME levels in this report have been expressed as percentages of the ARPANSA RF Standard and this table shows the actual RF EME limits used for the frequency bands available. At frequencies below 2000 MHz the limits vary across the band and the limit has been determined at the Assessment Frequency indicated. The four exposure limit figures quoted are equivalent values expressed in different units - volts per metre (V/m), watts per square metre (W/m<sup>2</sup>), microwatts per square centimetre (µW/cm<sup>2</sup>) and milliwatts per square metre (mW/m<sup>2</sup>). Note: 1 W/m<sup>2</sup> = 100 µW/cm<sup>2</sup> = 1000 mW/m<sup>2</sup>.

Radio Systems	Frequency Band	Assessment Frequency	ARPANSA Exposure Limit (100% of Standard)
LTE 700	758 – 803 MHz	750 MHz	$37.6 \text{ V/m} = 3.75 \text{ W/m}^2 = 375 \mu\text{W/cm}^2 = 3750 \text{ mW/m}^2$
WCDMA850	870 – 890 MHz	900 MHz	41.1 V/m = 4.50 W/m <sup>2</sup> = 450 $\mu$ W/cm <sup>2</sup> = 4500 mW/m <sup>2</sup>
GSM900, LTE900, WCDMA900	935 – 960 MHz	900 MHz	41.1 V/m = $4.50 \text{ W/m}^2$ = $450 \mu \text{W/cm}^2$ = $4500 \text{ mW/m}^2$
GSM1800, LTE1800	1805 – 1880 MHz	1800 MHz	$58.1 \text{ V/m} = 9.00 \text{ W/m}^2 = 900 \mu\text{W/cm}^2 = 9000 \text{mW/m}^2$
LTE2100, WCDMA2100	2110 – 2170 MHz	2100 MHz	$61.4 \text{ V/m} = 10.00 \text{ W/m}^2 = 1000 \mu\text{W/cm}^2 = 10000 \text{mW/m}^2$
LTE2300	2302 – 2400 MHz	2300 MHz	$61.4 \text{ V/m} = 10.00 \text{ W/m}^2 = 1000 \mu\text{W/cm}^2 = 10000 \text{m}\text{W/m}^2$
LTE2600	2620 – 2690 MHz	2600 MHz	$61.4 \text{ V/m} = 10.00 \text{ W/m}^2 = 1000 \mu\text{W/cm}^2 = 10000 \text{m}\text{W/m}^2$
LTE3500	3425 – 3575 MHz	3500 MHz	$61.4 \text{ V/m} = 10.00 \text{ W/m}^2 = 1000 \mu\text{W/cm}^2 = 10000 \text{m}\text{W/m}^2$

## **Further Information**

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).

Information about RF EME can be accessed at the ARPANSA website, http://www.arpansa.gov.au, including:

- Further explanation of this report in the document "Understanding the ARPANSA Environmental EME Report"
- The procedure used for the calculations in this report is documented in the ARPANSA Technical Report; "Radio Frequency EME Exposure Levels - Prediction Methodologies"

· the current RF EME exposure standard Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, 'Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields - 3 kHz to 300 GHz', Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia.

[Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]

The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at http://emr.acma.gov.au

The Communications Alliance Ltd Industry Code C564:2011 'Mobile Phone Base Station Deployment' is available from the Communications Alliance Ltd website, http://commsalliance.com.au .

Contact details for the Carriers (mobile phone companies) present at this site and the most recent version of this document are available online at the Radio Frequency National Site Archive, http://www.rfnsa.com.au.



Appendix D – Protected Matters Search Report

# **EPBC Act Protected Matters Report**

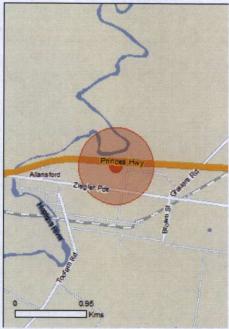
This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected.

Information on the coverage of this report and qualifications on data supporting this report are contained in the caveat at the end of the report.

Information is available about <u>Environment Assessments</u> and the EPBC Act including significance guidelines, forms and application process details.

Report created: 22/08/16 10:57:37

Summary Details Matters of NES Other Matters Protected by the EPBC Act Extra Information Caveat Acknowledgements



This map may contain data which are ©Commonwealth of Australia (Geoscience Australia), ©PSMA 2010

Coordinates Buffer: 0.5Km



2870

#### Matters of National Environmental Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the Administrative Guidelines on Significance.

World Heritage Properties:	None
National Heritage Places:	None
Wetlands of International Importance:	None
Great Barrier Reef Marine Park:	None
Commonwealth Marine Area:	None
Listed Threatened Ecological Communities:	2
Listed Threatened Species:	23
Listed Migratory Species:	8

#### Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the environment anywhere.

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at http://www.environment.gov.au/heritage

A <u>permit</u> may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

Commonwealth Land:	None
Commonwealth Heritage Places:	None
Listed Marine Species:	17
Whales and Other Cetaceans:	None
Critical Habitats:	None
Commonwealth Reserves Terrestrial:	None
Commonwealth Reserves Marine:	None

#### Extra Information

This part of the report provides information that may also be relevant to the area you have nominated.

State and Territory Reserves:	None
Regional Forest Agreements:	1
Invasive Species:	26
Nationally Important Wetlands:	None
Key Ecological Features (Marine)	None

Matters of National Environmental Significance

Listed Threatened Ecological Communities [Resource Information] For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Name	Status	Type of Presence
Grassy Eucalypt Woodland of the Victorian Volcanic Plain	Critically Endangered	Community known to occur within area
Natural Temperate Grassland of the Victorian Volcanic Plain	Critically Endangered	Community may occur within area
Listed Threatened Species		[Resource Information]
Name	Status	Type of Presence
Birds		
Botaurus poiciloptilus		
Australasian Bittern [1001]	Endangered	Species or species habitat known to occur within area
Grantiella picta		
Painted Honeyeater [470]	Vulnerable	Species or species habitat may occur within area
Lathamus discolor		
Swift Parrot [744]	Critically Endangered	Species or species habitat may occur within area
Neophema chrysogaster		
Orange-bellied Parrot [747]	Critically Endangered	Species or species habitat likely to occur within area
Pachyptila turtur subantarctica		
Fairy Prion (southern) [64445]	Vulnerable	Species or species habitat likely to occur within area
Pedionomus torguatus		
Plains-wanderer [906]	Critically Endangered	Species or species habitat likely to occur within area
Rostratula australis		
Australian Painted Snipe [77037]	Endangered	Species or species habitat likely to occur within area
Fish		
Galaxiella pusilla	A State of the state of the state	A CONTRACT OF A CONTRACT OF
Eastern Dwarf Galaxias, Dwarf Galaxias [56790]	Vulnerable	Species or species habitat likely to occur within area
Prototroctes maraena		
Australian Grayling [26179]	Vulnerable	Species or species habitat known to occur within area
Frogs		
Litoria raniformis	State Astronomy	
Growling Grass Frog, Southern Bell Frog, Green	Vulnerable	Species or species

Name	Status 2872	Type of Presence
and GWaem Enolgo Waity Swampil Agenda 201 Ordinary	Meeting Attachmen	nt 5hlabitat likely to oc5ukwgithih2019 Page   21 area
Mammals		
Antechinus minimus maritimus		
Swamp Antechinus (mainland) [83086]	Vulnerable	Species or species habitat likely to occur within area
Dasyurus maculatus maculatus (SE mainland population	tion)	
Spot-tailed Quoll, Spotted-tail Quoll, Tiger Quoll (southeastern mainland population) [75184]	Endangered	Species or species habitat may occur within area
Isoodon obesulus obesulus		
Southern Brown Bandicoot (Eastern) [68050]	Endangered	Species or species habitat likely to occur within area
Miniopterus orianae bassanii		
Southern Bent-wing Bat [87645]	Critically Endangered	Species or species habitat likely to occur within area
Potorous tridactylus tridactylus		
Long-nosed Potoroo (SE mainland) [66645]	Vulnerable	Species or species habitat may occur within area
Pteropus poliocephalus		
Grey-headed Flying-fox [186]	Vulnerable	Species or species habitat likely to occur within area
Plants		
Glycine latrobeana	A Carlo and and	
Clover Glycine, Purple Clover [13910]	Vulnerable	Species or species habitat may occur within area
Ixodia achillaeoides subsp. arenicola		
Sand Ixodia, Ixodia [21474]	Vulnerable	Species or species habitat may occur within area
Prasophyllum frenchii		
Maroon Leek-orchid, Slaty Leek-orchid, Stout Leek- orchid, French's Leek-orchid, Swamp Leek-orchid [9704]	Endangered	Species or species habitat likely to occur within area
Prasophyllum spicatum		
Dense Leek-orchid [55146]	Vulnerable	Species or species habitat likely to occur within area
Pterostylis cucullata		
Leafy Greenhood [15459]	Vulnerable	Species or species habitat may occur within area
Taraxacum cygnorum		
Coast Dandelion [2508]	Vulnerable	Species or species habitat likely to occur within area
Thelymitra epipactoides		
Metallic Sun-orchid [11896]	Endangered	Species or species habitat may occur within area
Listed Migratory Species	the EDBC Act. Threader	[Resource Information]
* Species is listed under a different scientific name on Name	Threatened	Type of Presence
Migratory Marine Birds	modelieu	
Apus pacificus	State and and states	The second s
Fork-tailed Swift [678]		Species or species habitat likely to occur within area
Migratory Terrestrial Species		
Hirundapus caudacutus		One size an analysis bability
White-throated Needletail [682]		Species or species habitat likely to occur within area

Motacilla flava Yellow Wagtail [644]

Species or species

#### Name

Warrnambool City Council Agenda for Ordinary Meeting

Myiagra cyanoleuca Satin Flycatcher [612]

Rhipidura rufifrons Rufous Fantail [592]

#### Migratory Wetlands Species

Gallinago hardwickii Latham's Snipe, Japanese Snipe [863]

Pandion haliaetus Osprey [952]

#### Tringa nebularia

Common Greenshank, Greenshank [832]

#### Type of Presence

Attachment 5 Habitat may occup Millinst 2019 Page | 211 area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

Species or species habitat may occur within area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

#### Other Matters Protected by the EPBC Act

Listed Marine Species		[Resource Information
* Species is listed under a different scientific na		
Name	Threatened	Type of Presence
Birds		
<u>Anseranas semipalmata</u> Magpie Goose [978]		Species or species habitat
		may occur within area
Apus pacificus		
Fork-tailed Swift [678]		Species or species habitat
		likely to occur within area
Ardea alba		
Great Egret, White Egret [59541]		Species or species habitat likely to occur within area
		intery to occur within area
<u>Ardea ibis</u> Cattle Egret [59542]		Species or species babitat
		Species or species habitat may occur within area
Gallinago hardwickii		
Latham's Snipe, Japanese Snipe [863]		Species or species habitat
		may occur within area
Haliaeetus leucogaster		
White-bellied Sea-Eagle [943]		Species or species habitat
		likely to occur within area
Hirundapus caudacutus		
White-throated Needletail [682]		Species or species habitat likely to occur within area
		intery to occur within area
athamus discolor		
Swift Parrot [744]	Critically Endangered	Species or species habitat may occur within area
		may occur within area
Merops ornatus		
Rainbow Bee-eater [670]		Species or species habitat may occur within area
		ing occur mann arou
Aotacilla flava		Species or species
Yellow Wagtail [644]		Species or species

Name	Threatened <sup>4</sup>	Type of Presence
Warrnambool City Council Agenda for Ord	inary Meeting Attachmen	t 5 habitat may occup August 2019 Page   212 area
Myiagra cyanoleuca		aica
Satin Flycatcher [612]		Species or species habitat likely to occur within area
Neophema chrysogaster		
Orange-bellied Parrot [747]	Critically Endangered	Species or species habitat likely to occur within area
Pachyptila turtur		
Fairy Prion [1066]		Species or species habitat likely to occur within area
Pandion haliaetus		
Osprey [952]		Species or species habitat likely to occur within area
Rhipidura rufifrons		
Rufous Fantail [592]		Species or species habitat likely to occur within area
Rostratula benghalensis (sensu lato)		
Painted Snipe [889]	Endangered*	Species or species habitat likely to occur within area
Tringa nebularia		
Common Greenshank, Greenshank [832]		Species or species habitat likely to occur within area

#### Extra Information

Regional Forest Agreements	[Resource Information]
Note that all areas with completed RFAs have been included.	Service and the service of the servi
Name	State
West Victoria RFA	Victoria
Invasiva Spacies	[ Pasource Information ]

Weeds reported here are the 20 species of national significance (WoNS), along with other introduced plants that are considered by the States and Territories to pose a particularly significant threat to biodiversity. The following feral animals are reported: Goat, Red Fox, Cat, Rabbit, Pig, Water Buffalo and Cane Toad. Maps from Landscape Health Project, National Land and Water Resouces Audit, 2001.

Name	Status	Type of Presence
Birds		
Alauda arvensis		the second s
Skylark [656]		Species or species habitat likely to occur within area
Anas platyrhynchos		
Mallard [974]		Species or species habitat likely to occur within area
Carduelis carduelis		
European Goldfinch [403]		Species or species habitat likely to occur within area
Carduelis chloris		
European Greenfinch [404]		Species or species habitat likely to occur

Columba livia

Type of Presence

Attachment 5within area

5 August 2019 Page | 213

Rock Pigeon, Rock Dove, Domestic Pigeon [803]

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Passer domesticus House Sparrow [405]

Passer montanus Eurasian Tree Sparrow [406]

Streptopelia chinensis Spotted Turtle-Dove [780]

Sturnus vulgaris Common Starling [389]

Turdus merula Common Blackbird, Eurasian Blackbird [596]

#### Mammals

Capra hircus Goat [2]

Felis catus Cat, House Cat, Domestic Cat [19]

Lepus capensis Brown Hare [127]

Mus musculus House Mouse [120]

Oryctolagus cuniculus Rabbit, European Rabbit [128]

Rattus norvegicus Brown Rat, Norway Rat [83]

Rattus rattus Black Rat, Ship Rat [84]

Vulpes vulpes Red Fox, Fox [18]

#### Plants

Cenchrus ciliaris Buffel-grass, Black Buffel-grass [20213]

Chrysanthemoides monilifera Bitou Bush, Boneseed [18983]

Genista monspessulana Montpellier Broom, Cape Broom, Canary Broom, Common Broom, French Broom, Soft Broom [20126]

Lycium ferocissimum African Boxthorn, Boxthorn [19235] Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

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Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

Species or species habitat may occur within area

Species or species habitat may occur within area

Species or species habitat likely to occur within area

Species or species

#### Name

Status 2876

Warrnambool City Council Agenda for Ordinary Meeting

Nassella neesiana Chilean Needle grass [67699]

Rubus fruticosus aggregate Blackberry, European Blackberry [68406]

Salix spp. except S.babylonica, S.x calodendron & S.x reichardtii Willows except Weeping Willow, Pussy Willow and Sterile Pussy Willow [68497]

Ulex europaeus Gorse, Furze [7693] Type of Presence Attachment 5habitat likely to o5c&µguitstin2019 Page | 214 area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

Species or species habitat likely to occur within area

## Cavearnambool City Council Agenda for Ordinary Meeting

The information presented in this report has been provided by a range of data sources as acknowledged at the end of the report.

This report is designed to assist in identifying the locations of places which may be relevant in determining obligations under the Environment Protection and Biodiversity Conservation Act 1999. It holds mapped locations of World and National Heritage properties, Wetlands of International and National Importance, Commonwealth and State/Territory reserves, listed threatened, migratory and marine species and listed threatened ecological communities. Mapping of Commonwealth land is not complete at this stage. Maps have been collated from a range of sources at various resolutions.

Not all species listed under the EPBC Act have been mapped (see below) and therefore a report is a general guide only. Where available data supports mapping, the type of presence that can be determined from the data is indicated in general terms. People using this information in making a referral may need to consider the qualifications below and may need to seek and consider other information sources.

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

For species where the distributions are well known, maps are digitised from sources such as recovery plans and detailed habitat studies. Where appropriate, core breeding, foraging and roosting areas are indicated under 'type of presence'. For species whose distributions are less well known, point locations are collated from government wildlife authorities, museums, and non-government organisations; bioclimatic distribution models are generated and these validated by experts. In some cases, the distribution maps are based solely on expert knowledge.

Only selected species covered by the following provisions of the EPBC Act have been mapped:

- migratory and
- marine

The following species and ecological communities have not been mapped and do not appear in reports produced from this database:

- threatened species listed as extinct or considered as vagrants
- some species and ecological communities that have only recently been listed
- some terrestrial species that overfly the Commonwealth marine area

- migratory species that are very widespread, vagrant, or only occur in small numbers

- The following groups have been mapped, but may not cover the complete distribution of the species: - non-threatened seabirds which have only been mapped for recorded breeding sites
  - seals which have only been mapped for breeding sites near the Australian continent

Such breeding sites may be important for the protection of the Commonwealth Marine environment.

## Coordinates

-38.3842 142.59992

# Ackwowledgethentsil Agenda for Ordinary Meeting

Attachment 5.11.1

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

-Office of Environment and Heritage, New South Wales -Department of Environment and Primary Industries, Victoria -Department of Primary Industries, Parks, Water and Environment, Tasmania -Department of Environment, Water and Natural Resources, South Australia -Parks and Wildlife Commission NT, Northern Territory Government -Department of Environmental and Heritage Protection, Queensland -Department of Parks and Wildlife, Western Australia -Environment and Planning Directorate, ACT -Birdlife Australia -Australian Bird and Bat Banding Scheme -Australian National Wildlife Collection -Natural history museums of Australia -Museum Victoria -Australian Museum -South Australian Museum -Queensland Museum -Online Zoological Collections of Australian Museums -Queensland Herbarium -National Herbarium of NSW -Royal Botanic Gardens and National Herbarium of Victoria -Tasmanian Herbarium -State Herbarium of South Australia -Northern Territory Herbarium -Western Australian Herbarium -Australian National Herbarium, Atherton and Canberra -University of New England -Ocean Biogeographic Information System -Australian Government, Department of Defence Forestry Corporation, NSW -Geoscience Australia -CSIRO

-Other groups and individuals

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the Contact Us page.

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Attachment 5.11.1

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## Appendix E – Public Land Manager Consent

Catalyst ONE Pty Ltd

#### **James Mclver**

From:	James McIver
Sent:	Sunday, July 23, 2017 7:59 PM
To:	James McIver
Subject:	FW: Allansford Recreation Reserve - Optus proposed telco facility - M0940 Allansford - Consent to lodge

2880

From: <u>Stewart.Beaton@delwp.vic.gov.au</u> [mailto:Stewart.Beaton@delwp.vic.gov.au]

Sent: Monday, 5 June 2017 11:47 AM

To: Michael Kelly <<u>MKelly@catalystone.com.au</u>>

Cc: Jeremy.Moloney@delwp.vic.gov.au

Subject: RE: Allansford Recreation Reserve - Optus proposed telco facility - M0940 Allansford - Consent to lodge

Michael,

In reply be advised DELWP, in its capacity as "public land manager" (as prescribed in the Planning Scheme provisions) hereby consents to a planning permit application being made and to the use and development of land at the Allansford Recreation Reserve as a site for an Optus telecommunications facility

The Department reserves the right to comment (including the right to object or recommend conditions) on the permit application at a later date.

For the purposes of Section 48 of the Planning and Environment Act 1987, this letter also acknowledges that the applicant has notified the landowner about the proposed development.

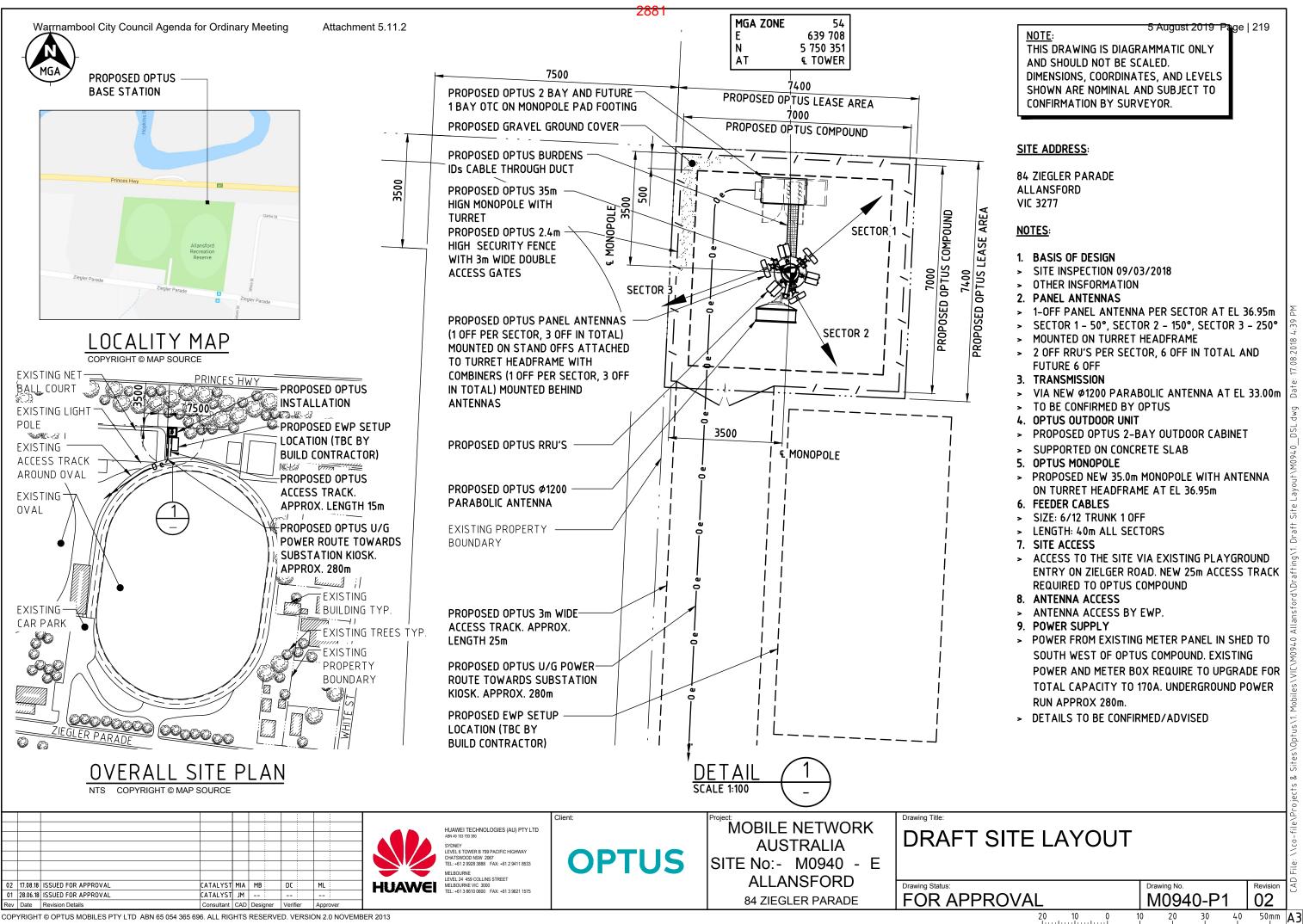
In the event the permit application is successful Optus will need to enter into a formal leasing arrangement (pursuant to *s.17D of the Crown Land (Reserves) Act 1978*) with the Allansford Recreation Reserve Inc in their capacity as the duly appointed "land manager"/Committee of Management.

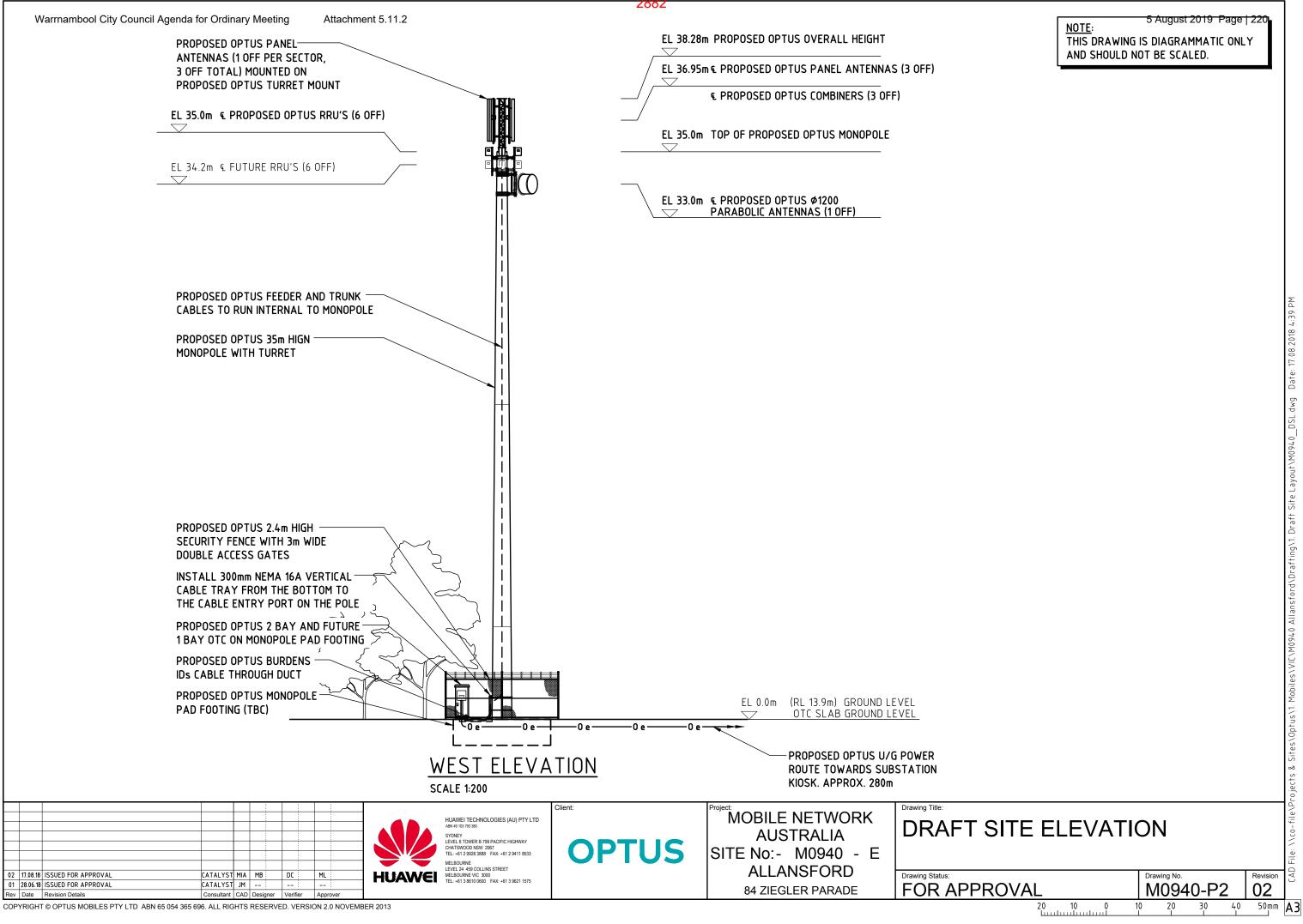
In addition the proponents need to be aware the provisions of the Aboriginal Heritage Act 2006 apply to the reserve. The Aboriginal Heritage Act 2006 and Regulations 2007 are administered by Aboriginal Affairs Victoria in the Department of Premier and Cabinet.

Further information regarding the Aboriginal Heritage Act 2006 and Regulations 2007 (and in particular the obligations pertaining to Aboriginal Cultural Heritage) may be found at website

http://www.dpc.vic.gov.au/index.php/aboriginal-affairs/aboriginal-cultural-heritage Regards,

Stewart Beaton   Senior Property Officer Forest, Fire and Regions   Department o Locked Bag 105, Hamilton Victoria 3300 T: 03 5573 0727  M: 0429 196 576   E:	Land Planning and Approvals f Environment, Land, Water and Planning		
stewart.beaton@delwp.vic.gov.au	delwp.vic.gov.au	Store and Popyrang	







## **Planning Assessment**

### Proposal

The proposal is for the construction of a telecommunications tower with associated infrastructure. Specifically, the application includes:

- A 35m telecommunications tower with turret (max height of 38.28m),
- 3x Optus panel antennas, 1x 600mm radius parabolic antenna,
- The compound area reflects the leased area, being a square with dimensions 7400mm x 7400mm. The site would consist of compacted gravel enclosed by 2400mm high security fencing,
- An 2m high equipment shelter (thermocab) at ground level adjacent to the tower,
- The tower and compound would be located to the north of the reserve adjacent to the eastern boundary of the new netball courts.

The facility will function as a mobile base station, providing Optus mobile telephone service to the surrounding locality.

The application was amended on 15 February 2019 with plans reference M0940-P1& P2 revision 02. These are the plans considered in the assessment.

The purpose of the tower is to provide Optus mobile to deliver improved service to Allansford. The applicant has submitted that it is not possible to co-locate with an existing NBN/ Telstra pole near Warrnambool Cheese and Butter or an existing Telstra roof-top facility to the south west of Allansford. Other sites have also been considered but are not considered viable.

## Subject site & locality

An inspection of the site and the surrounding area has been undertaken.



2884

Aerial from Council's Exponare 2019



#### Planning Zone map

The tower is proposed to be located within the Allansford Recreation Reserve on a parcel of land described as Crown Diagram PP3530\_1D Parish of Tallangatta. While all land is owned by the Crown, this parcel together with land to the south is managed by a Committee of Management (CoM) and incorporates the Oval and pavilion. However, land to the west that is also within the reserve, comprised of netball courts, a cricket pitch and club rooms, is managed by Council.



Aerial from Councils Exponare 2019.

The parcel of land on which the telecommunication tower is proposed to be located has an area of approximately 1.4 ha. The remainder of the reserve occupies an area of 5.2 hectares. The reserve is zoned Public Park and Recreation (PPRZ).

The site is flat with the trees to the north dominating any views to surrounding land and screening the highway. Land to the west is zoned Low Density Residential (LDRZ), is open in character and with the exception of a single dwelling fronting Ziegler Parade is used for grazing of cattle. Land to the west is zoned General Residential (GR1Z) and eight (8) private properties back onto the reserve.

Due to the proposed height of the tower it is considered that it would be visible from the surrounding area including by road users immediately to the north of the site. It is also noted that the land on the north of the Princes Highway is in the Moyne Shire and three (3) dwellings may also be able to view the tower.

#### Cultural Heritage

The site is mapped as being of cultural heritage sensitivity r26 (land within 200m of Waterways). A Cultural Heritage Management Plan (CHMP) is <u>not required</u> given the land use is not defined as a 'high-impact activity' regulation 43(1)(b)(xxiii). This view has also been submitted by the applicant (page 35 of the planning report).

Attachment 5.11.3

## **Permit/Site History**

The history of the site includes:

- A planning application for the telecommunications tower was originally submitted 3 August 2017.
  - The application was the subject of public notice on 6 September 2017. A sign was also displayed at the entry of the site (Zeigler Parade).
  - Seven (7) objections were received.
  - Councillors attended a site inspection on 21 November 2017 at which the applicant heard the views of the objectors present at the meeting and was to consider relocating the tower further west of the proposed location.
- The application was amended 13 February 2019 and notice was undertaken, including a sign on site.
  - No further submissions were received and no objections were withdrawn.
  - A second site inspection with Councillors and objectors was held on 11 June 2019.

There are no telecommunications towers in the immediate locality. A similar example of a tower to that proposed can be seen at Bushfield recreation reserve where a 31m high NBN monopole was approved by Council subject to conditions in 2013 (PP2013-0061).

### **Public Notification**

A 'telecommunications tower' that is not defined as a 'low impact facility' is not exempt from notice under Clause 52.19.

The application has therefore been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by:

 Sending notices to the owners and occupiers of adjoining land within a radius of approximately 500m from the proposed tower site.

and

- Placing a sign at the entry to the site for a period of 14 days.
- Notice has been undertaken twice the original application 6 September 2017 and for the amended application 7 March 2019.

The notification has been carried out correctly.

Council has received seven (7) objections to date. The key issues that were raised in the objections are:

- Impacts on health from EME exposure
- Property devaluation
- Visual impact of the tower (at 41m)

Officer's response to the objections is provided in the assessment part of this report.

### Consultation

Consultation was undertaken and included:

 Site inspections were held on 21 November 2017 and 11 June 2019 at which officers, Councillors, the applicant and objectors were present.

2887

### Referrals

Section 55 Referrals:

DELWP: No objections

Section 52 Referrals:

Vicroads- No objection

#### Internal Referrals:

Revenue and Property: No objection.

City Infrastructure – No objection, recommend conditions

Warrnambool Airport Safety officer- no objection

## **Planning Framework**

#### Zoning:

The land is zoned Public Park and Recreation (PPRZ) and the purpose of the zone is as follows:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To recognise areas for public recreation and open space.
- To protect and conserve areas of significance where appropriate.
- To provide for commercial uses where appropriate.

A planning permit is required for the <u>use of land for a telecommunications facility and for buildings and works</u> to construct the tower under the zone. The decision guidelines for assessment are as follows;

- The Municipal Planning Strategy and the Planning Policy Framework.
- The comments of any public land manager or other relevant land manager having responsibility for the care or management of the land or adjacent land.
- Whether the development is appropriately located and designed, including in accordance with any relevant use, design or siting guidelines.

Clause 36.02-3 requires that an application for a permit other than the relevant public land manager must be accompanied by the written consent of the public land manager. The public land manager for the site is DELWP. DELWP has given consent for the applicant to apply for a planning permit and does not object to the proposal.

### Overlays:

The land is not affected by any overlays, however is adjacent to Heritage Overlay (HO) 198 – Allansford Memorial Pavilion and Gates.

### The Planning Policy Framework (PPF)

Clause 11.01-1R Settlement - Great South Coast

### Objective

To attract more people to the region.

Relevant Strategies include:

- Plan for a network of settlements based around Warrnambool, Hamilton, Portland and district towns drawing on proximity to services, affordable living and a variety of lifestyle opportunities.
- .....
- Facilitate the district towns of Allansford, Camperdown, Casterton, Cobden, Coleraine, Dunkeld, Heywood, Koroit, Mortlake, Port Campbell, Port Fairy, Terang and Timboon to support local communities, industry and services

Clause 13.07-1S Land use compatibility

#### Objective

To safeguard community amenity while facilitating appropriate commercial, industrial or other uses with potential off-site effects.

#### Strategies

Ensure the compatibility of a use or development as appropriate to the land use functions and character of the area by: Directing land uses to appropriate locations. Using a range of building design, urban design, operational and land use separation measures.

Clause 15.03-2S Aboriginal cultural heritage

#### Objective

To ensure the protection and conservation of places of Aboriginal cultural heritage significance.

#### Clause 19.03-4S Telecommunications

#### Objective

To facilitate the orderly development, extension and maintenance of telecommunication infrastructure.

#### Strategies

- Facilitate the upgrading and maintenance of telecommunications facilities.
- Ensure that modern telecommunications facilities are widely accessible to business, industry and the community.
- Ensure the communications technology needs of business, domestic, entertainment and community services are met.
- Ensure that the use of land for a telecommunications facility is not prohibited in any zone.

• Encourage the continued deployment of broadband telecommunications services that are easily accessible by:

2889

- Increasing and improving access for all sectors of the community to the broadband telecommunications trunk network.
- Supporting access to transport and other public corridors for the deployment of broadband networks in order to encourage infrastructure investment and reduce investor risk.
- Ensure a balance between the provision of important telecommunications services and the need to protect the environment from adverse impacts arising from telecommunications infrastructure.
- Planning should have regard to national implications of a telecommunications network and the need for consistency in infrastructure design and placement.

Policy documents

Consider as relevant:

• Telecommunications Facilities - A Code of Practice for Telecommunications Facilities in Victoria (Department of Sustainability and Environment, 2004)

#### **Municipal Strategic Statement and Local Planning Policy Framework:**

Clause 21.01-2 Municipal profile, Council vision and strategic directions

#### Key issues

Key planning issues facing the City into the future include:

• Population growth and associated needs for housing, infrastructure, community facilities, employment and services – Given the region's ageing population, more workers are required to support the growth of existing and new industries.

• .....

Clause 21.10-3 Development Infrastructure

#### Telecommunications

The municipality contains a number of telecommunications towers. Traditionally telecommunications towers have been co-located with other infrastructure such as water towers.

The scheduled rollout of the National Broadband Network (NBN) is underway. Residents within the North East Growth Area have access to NBN. Two fixed wireless towers are under construction to provide residents in the northern part of the municipality with access to NBN. The cable rollout is expected to have commenced by 2016.

Warrnambool's telecommunication facilities are identified on the Strategic Framework Plan and Figure 1.

Objective

To encourage upgrades to the communications network.

Strategies

Strategy 1.1

Support existing telecommunications infrastructure and encourage co-location of future infrastructure requirements.

#### Strategy 1.2

Encourage the extension of mobile phone networks and the National Broadband Network to cover the whole of the municipality.

#### Strategy 1.3

Ensure that all new communications facilities are located and constructed so that cultural, landscape and natural values are protected.

#### Implementation

The strategies in relation to telecommunication facilities will be implemented through the planning scheme by:

Applying the most appropriate zone to support telecommunication facilities.





Figure 1.

#### **Local Policies:**

None applicable

#### **Relevant Particular Provisions**

Clause 52.19 – Telecommunications facility

A permit is not required for the <u>use</u> of land for a telecommunications facility under Clause 62.01 *if* the associated buildings and works meet the requirements of Clause 52.19. The proposal does not meet Clause 52.19 and therefore a planning permit is required for both the <u>use and development</u>.

#### Purpose

• To ensure that telecommunications infrastructure and services are provided in an efficient and cost effective manner to meet community needs.

• To facilitate an effective statewide telecommunications network in a manner consistent with orderly and proper planning.

2891

• To encourage the provision of telecommunications facilities with minimal impact on the amenity of the area.

Clause 52.19-1 Permit requirement

A permit is required to construct a building or construct or carry out works for a Telecommunications facility.

Clause 52.19 Decision guidelines:

Before deciding on an application, in addition to the decision guidelines of Clause 65, the responsible authority must consider, as appropriate:

- The principles for the design, siting, construction and operation of a Telecommunications facility set out in A Code of Practice for Telecommunications Facilities in Victoria, July 2004.
- The effect of the proposal on adjacent land.
- If the Telecommunications facility is located in an Environmental Significance Overlay, a Vegetation Protection Overlay, a Significant Landscape Overlay, a Heritage Overlay, a Design and Development Overlay or an Erosion Management Overlay, the decision guidelines in those overlays and the schedules to those overlays.

#### **General Provisions**

Clause 62.01 Uses not requiring a permit.

Any requirement in this scheme relating to the use of land, other than a requirement in the Public Conservation and Resource Zone, does not apply to:

- ....
- The use of land for a Telecommunications facility if the associated buildings and works meet the requirements of Clause 52.19.

• .....

Clause 65.01 Approval of an application or plan

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate the decision guidelines of this clause.

### Assessment

The following assessment is based on amended plans received 15 February 2019 which propose the following changes to the original proposal:

- 1. Relocating the tower 30 metres to the west of the original location.
- 2. Reducing the height of the tower from 42.5 metres to 38.28 metres (reduction by 4.22 metres).
- 3. Reducing the profile of the antennas by replacing the triangular headframe with a turret mount, and collar-mounting the ancillary equipment below.
- 4. Reducing the size of the parabolic antenna mounted to the pole from 1200mm diameter to 600mm diameter.

#### Planning Policy Framework

The proposal seeks to improve telecommunications within Allansford and provide residents and businesses with a greater choice of mobile network provider.

It is not uncommon for telecommunications towers to be located within the PPRZ, including recreation reserves. The zone allows for an application to be considered on its merits.

Documentation provided with the application states the potential radiofrequency electromagnetic energy levels (RF EME) are within the ARPANSA (relevant government agency) guidelines and therefore off-site effects are acceptable. Further, the proposed facility is considered able to co-exist with the recreation, sporting and community functions occurring within the site. The amended location of the proposed tower being 90m from the nearest residential property boundary and 120m from the nearest dwelling is not considered unreasonable in the context of the other structures in the locality e.g lighting poles. Further, in the context of the site the proposed tower is not detrimental to the character of the area, including from public areas within Allansford and the Princes Highway.

There are no overlays affecting this part of the site. The proposal is considered an appropriate response to the planning policy framework.

#### Local Planning Policy Framework

Council acknowledges that new infrastructure is required to support a growing population and has specific policy objectives to 'encourage upgrades to the communications network'. The proposed tower aims to improve choice and network coverage within Allansford and the municipality which is a relevant council strategy.

Co-location has been explored by the applicant but is not proposed in this instance. The need for co-location is not considered critical however, as the site is not subject to any planning overlay control which recognises specific cultural, landscape or natural values.

#### **Particular provisions**

Clause 52.19 calls for a proposal to be assessed against the '*Code of Practice for Telecommunications Facilities in Victoria*' (July 2004). Of relevance are four (4) Key Principles:

#### Principle 1

<u>Visual impact</u> – a telecommunications facility should be sited to minimise visual impact:

The tower is sited away from dwellings, and closer to the rear (north) of the site to minimise the impact on views from the township. The visibility of the tower from the highway is minimised by the presence of vegetation.

The tower may be seen from outside the reserve in the context of the lighting towers and other large buildings and therefore would not be completely alien to the character of the area. Efforts have been made by the applicant to reduce the visual impact of the tower, being a reduction in height and reducing the antenna diameter at peak height and relocating the tower 30m further from the rear of the nearest residential properties.

2893

#### Principle 2

Co-location – telecommunication facilities should be co-located wherever practical

The potential for co-location was investigated but the sites of existing facilities were not suitable having regard to coverage targets.

#### Principle 3

Health standards - health standards for exposure to radio emissions will be met

#### Principle 4

Site impacts – disturbance and risk relating to siting and construction should be minimised.

Construction activity and site location must comply with State environment protection and best practice environmental management guidelines. While the site is mapped as being of cultural heritage significance the construction of the tower is exempt from the requirement of a Cultural Heritage Management Plan.

The proposed tower will be installed by Optus to provide the community with an alternate choice of network (with Telstra currently being main service provider in the area) and improved coverage. The location of the tower is central to the Allansford population and in an area intended to have minimal impact on the amenity of existing residences. Allansford currently is poorly serviced by mobile network providers and the proposed tower will result in the orderly planning of the area.

#### **General provisions**

The matters set out in section 60 of the Act.

• The assessment has had regard to relevant matters including the Warrnambool Planning Scheme, planning objectives in Victoria, the objections received and comments of referral authorities. There are not considered to be any 'significant' social or economic effects as a result of issuing a permit.

The Municipal Planning Strategy and the Planning Policy Framework.

• The assessment has found the proposal has support from the relevant policies contained in the Local Planning Policy Framework.

The purpose of the zone, overlay or other provision.

• The assessment has found the proposal meets the purpose of the zone.

Any matter required to be considered in the zone, overlay or other provision.

• The proposal is considered to comply with the zone

The orderly planning of the area.

• The proposal is considered to result in the proper and orderly planning of the area

The effect on the amenity of the area.

Attachment 5.11.3

• The impact of the proposal on the amenity of the area is considered to be acceptable.

The proximity of the land to any public land.

• The proposal is located within a public zone and deemed to be appropriately sited.

#### Response to objections

Public notice of the application was given to all owners and occupiers of land within approximately 500m of the site, which resulted in approximately 130 letters being sent. Seven (7) objections were received. The applicant amended the application on 15 February 2019 with a second round of notice given to all within 500m. No further submissions were received.

An assessment of each objection is provided below:

#### Impacts on health from EME exposure

The applicant has included in their original planning report an assessment of the proposal against the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) standards (refer to chapter 8). It is also stated that "*Optus, along with other mobile phone carriers must strictly adhere to Commonwealth Legislation and regulations regarding mobile phone facilities and equipment administered by the Australian Communications and Media Authority (ACMA).*"

On 13 March 2019 the applicant provided an updated EME report which confirms the maximum EME levels from the tower would not exceed 0.33% of the public exposure limit as set by ARPANSA.

On this basis there is insufficient justification to refuse the application.

#### Property devaluation

Property devaluation is not a relevant planning consideration under the *Planning and Environment Act* 1987.

#### Visual impact of the tower

The applicant has advised on 19 June 2019 that it has provided the following justification for the site selected to construct the tower:

- The potential to upgrade existing Optus facilities within the region;
- The potential to co-locate on an existing telecommunications facility;
- The potential to locate on an existing building or structure;
- The ability to minimise environmental, visual and heritage impacts;
- Proximity of the site to community sensitive locations;
- The potential to obtain relevant planning approvals;
- Proximity to areas of environmental and heritage significance;
- Impacts on the existing use of the property;

- The ability to secure tenure with a landowner; and
- The cost of developing the site and the provision of utilities (power, access to the site and transmission links).

It is understood that other locations were considered however did not meet the objectives for mobile coverage. The other locations being:

- Premier speedway site is highly constrained and outside the target coverage area.
- o 234 Ziegler Parade, Allansford –outside the target coverage area.

The applicant has also provided examples of VCAT decisions where the Tribunal has upheld the view that;

- [telecommunications] "facilities of this sort are necessarily visible. They need to be tall enough (and consequently visible) to serve their purpose of providing telecommunications"<sup>1</sup>
- The Code [of Practice for Telecommunications Facilities in Victoria 2004] does not require that telecommunications facilities be invisible, rather that they be sited to minimise visual impact"<sup>2</sup>
- An acceptable planning outcome cannot always be ideal or perfect and must be a balance between demonstrated net community benefit and an acknowledgement of some visual impact.<sup>3</sup>

While the proposed tower will be visible from neighbouring residential areas the impact is considered to be acceptable having regard to the relevant objectives in the Warrnambool Planning Scheme and decisions of the Tribunal.

#### Other matters

There is an approved Allansford Recreation Master Plan 2009, an extract of which is shown below. The proposed location of the tower is located on land proposed to be set aside for 'informal parking'. The tower will continue to allow informal parking on this area although would be particularly prominent in the absence of any landscaping around the base.

It is noted that the Master Plan encourages landscaping of the reserve. Landscaping at the base of the tower would assist screen the compound and be consistent with the Masterplan objectives. A condition to this effect will therefore be included on permit.

<sup>&</sup>lt;sup>1</sup> Optus Mobile Pty Ltd v Ballarat CC [2010] VCAT 661 (9 June 2010)

<sup>&</sup>lt;sup>2</sup> Murdoch v Greater Bendigo CC [2013] VCAT 1899 (11 November 2013)

<sup>&</sup>lt;sup>3</sup> Goodwin v Yarra Ranges SC [2015] VCAT 74 (27 January 2015),

#### 2896



Extract from the 2009 Allansford Master Plan.

## Conclusion

The zone allows for an application to be made to Council and an assessment against the relevant state and local policy provides more reason to support than to refuse the application.

While the tower structure would have an impact on the visual outlook from some neighbouring residential properties, the proposal is on balance considered to result in net community benefit.

### Recommendation

That Council having caused notice of Planning Application No. PP2017-0124 to be given under Section 52 of the *Planning and Environment Act 1987* and or the planning scheme and having considered all the matters required under Section 60 of *the Planning and Environment Act 1987* decides to issue a **Notice of Decision to Grant a Permit** under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as Lot 1 TP 384970F PSH TAL TSH ALLA, 84 Ziegler Pde ALLANSFORD VIC 3277, for the Use and Development of a telecommunications facility in accordance with the endorsed plans, subject to the following conditions

1. Before the use and development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must show:

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- a. how existing vegetation, is going to be protected during construction works and;
- b. Landscaping and screen planting within a two (2) metre perimeter of the compound. Plant species selected must be to the satisfaction of the Responsible Authority, or
- c. The replacement of the 2400mm high compound fencing with an alternative form of enclosure to improve the aesthetics of the compound when seen from inside the reserve.
- 2. Within six (6) months of the tower being constructed or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on plans endorsed pursuant to condition 1 (b)(1) must be carried out and completed to the satisfaction of the Responsible Authority.
- 3. Any landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.
- 4. The use and development of land shall not be altered without the consent of the Responsible Authority.
- 5. All external surfaces of the tower, inclusive of all antennae, equipment and fitments thereof shall be coloured in a matt, non-reflective colour blending with the environment in accordance with plans and specifications approved by the Responsible Authority and shall thereafter be maintained to the satisfaction of the Responsible Authority.
- 6. All access roads or parking areas installed as a result of the installation are to be constructed with an all-weather surface to the satisfaction of the Responsible Authority.
- 7. The development must not adversely impact on any existing infrastructure including underground services of the site. If any damage caused due to this development, applicant must re-instate the facility to the satisfaction of the Responsible Authority.
- 8. To safeguard the amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:
- 9. Stockpiles of top soil, sand, aggregate, spoil or other material shall be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and shall have measures in place to prevent the movement of such material off site.
- 10. Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site.

- 11. Builders waste must not be burnt or buried on site. All waste must be contained and removed to a Waste Disposal Depot.
- 12. This permit will expire if one of the following circumstances applies:

the development is not started within two (2) years of the date of this permit.

the development is not completed within four (4) years of the date of this permit.

13. The responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or within the time prescribed in Section 69 (1 or 1A) of the Planning and Environment Act 1987.

## Warrnambool City Council Agenda for Ordinary Meeting Attachment 5.11.4 22 SEP 2017 5 August 2019 Page | 237

## WARRNAMBOOL Objection to Grant Planning Permit - Part A

The information requested on this page will be used solely by the Warrnambool City Council. Council will not use your personal information for any other purpose without first seeking your consent, unless authorised or required by law. Council may not be able to process your request unless sufficient information is given.

Who is objecting?		Warrnambool City Council
I/We (Names in Block Letters)	-	2 2 SEP 201/
Name(s)GRAHIAM	Sumame RAKE	.Ref.N*
Name(s)	Sumame	Officer
Address 17 WHITES ST		
ALLANSFORD		
Telephone (Home)	Telephone (Work)	
Mobile 0438651506		
Email		
Email	Date	24-9-17
Signatures(s)		

- 1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the responsible authority. There is no requirement under the Act that you use any particular form.
- 2. Make sure you clearly understand what is proposed before you make an objection. You should inspect the application at the responsible authority's office.
- 3. To make an objection you should clearly complete the details on this form and lodge it with the responsible authority as shown on the Public Notice Application for Planning Permit.
- An objection must:
  - State the reasons for your objection: and
  - State how you would be affected if a permit is granted.
- 5. The responsible authority may reject an application which it considers has been made primarily to secure or maintain a direct or indirect commercial advantage for the objector. In this case, the Act applies as if the objection had not been made.
- Any person may inspect an objection during office hours.
- 7. If your objection related to an effect on property other than at your address as shown on this form, give details of that property and of your interest in it.
- 8. To ensure the responsible authority considers your objection, make sure that the authority receives it by the date shown in the notice you were sent or which you saw in a newspaper or on the site.
- 9. If you object before the responsible authority makes a decision, the authority will tell you its decision.
- 10. If despite your objection the responsible authority decides to grant the permit, you can appeal against the decision. Details of the appeal procedures are set out on the back of the Notice of Decision which you will receive. An appeal must be made on a prescribed form (obtainable from the Victorian Civil & Administrative Tribunal) and accompanied by the prescribed fee. A copy must be given to the responsible authority. The closing date for appeals is 21 days of the responsible authority giving notice of its decision.
- 11. If the responsible authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.

Warrnambool City Cou	2 ncil Agenda for Ordinary Meeting	900 Attachment 5,11,4	5 August 2019 Page   238
WARRNAMBOOL	bjection to Gra	nt Planning P	ermit – Part B
Please be aware that th	nis page and any attachments of of consideration as part of the p	Vour objection (autoria)	
What application do	A REAL PROPERTY AND ADDRESS OF A DESCRIPTION OF A DESCRIP		
Planning Application I	Number PP2017-C	124	
What is the address o 84 ZIEGL	f the land that is proposed to b ER POE ALLA	e used or developed?	
What is proposed? Fac	INSTALLATION O	F TELECOMMUN	NCATION
What are the reasons	for your objection? (If there is a	not enough room, attach a separate	e page.)
TOWER W	WANT TO LINE HEN THERE MUST AWAY FROM A	BE OTHER	PLACES TO
	R WILL DEUALU LIVE NEXT TO		
WANTS TO	LIVE NEXT TO	A PHONE TO	JER (

Civic Centre 25 Liebig Street Warrnambool Victoria Australia PO Box 198 Warrnambool VIC 3280	Telephone (03) 5559 4800 Facsimile (03) 5559 4900 AUSDOC DX 28005	Website www.warrnambool.vic.gov.au ABN 44 594 264 321
WANTS TO LIVE	NEXT TO A PHON	DE LOWER

Warrnambool City Council Agenda for Ordinary MeetingSEP 20Attac	hment 5.11.4 5 August 2019 Page   239

## WARRNAMBOOL Objection to Grant Planning Permit – Part A

The information requested on this page will be used solely by the Warrnambool City Council. Council will not use your personal information for any other purpose without first seeking your consent unless authorities of the sole of the

Who is objecting?		
the is objecting i	1 8 SEP 2017	
I/We (Names in Block Letters)	Ref N*	
Name(s) DARRYL IAN Surname SMITH	Officer	
Name(s)	Second Yes / No Ch	
Address 22 WHITE STREET		
ALUAN SFORD VIC Post Con	de 3277	
Telephone (Home) P3 55651 609 Telephone (Work)		
Mobile 044 84 87356 Facsimile		
Email darrylismith 7@gmail.com		
Signatures(s) Panyl. 1. Smith Date 1	8-9-2017	
Signatures(s) D. Amill Date		

- 1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the responsible authority. There is no requirement under the Act that you use any particular form.
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- 3. To make an objection you should clearly complete the details on this form and lodge it with the responsible authority as shown on the Public Notice Application for Planning Permit.
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- 11. If the responsible authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.

2902

Attachment 5.11.4



# **Objection to Grant Planning Permit – Part B**

Please be aware that this page and any attachments of your objection/submission may be made available to any person for the purpose of consideration as part of the planning process.

Civic Centre 25 Liebig Street Warrnambool Victoria Australia PO Box 198 Warrnambool VIC 3280	Telephone (03) 5559 4800 Facsimile (03) 5559 4900 AUSDOC DX 28005	Website www.warrnambool.vic.gov.au ABN 44 594 264 321
	C C C C C C C C C C C C C C C C C C C	noom, attach a separate page.)
How will you be affected by the	e grant of a permit? (If there is not enough	
IN SALE DEC	Attached pages	
# Plonge and	Attachal and	
What are the reasons for your	r objection? (If there is not enough room, attac	ch a separate page.)
		armey
What is proposed? Insta	llation of Telecommunic	cations Facility
(North East Cor	ner of the Allansford	Recreation Resemp)
84 ZIEGLER PDE	ALLANSFORD VIC 3277	oped?
Planning Application Number		
what application do you obje	ect to?	

AUSDOC DX 28005

2903 Attachment 5.11.4

## Planning Application Number PP 2017-0124

Has code location principles been checked out? There is another Tower near the corner of Cobden Road and Great Ocean Road intersection.

## **Reasons for Objection**

-Tower is too close to houses along East side of Reserve.

-Causing them to be in maximum allowable radiation zone.

- Property Devaluation

## First preferred option

Tower should be built outside of town area

## Second preferred option

To be located In the middle of the Recreation-Reserve along North Boundary, so it's equally placed with housing East and West being close to outside of the 500mts Radiation Zones.

## Problems with the North/East Location Include

-Houses right in the highest allowable radiation zones.

-Fruit trees at back of our property to be within 100-150 metres from proposed site. We wouldn't be happy eating our fruit anymore.

-Property prices will be greatly affected if in close proximity of proposed Tower location (It would be better if in the middle of Recreation Reserve North boundary).

-Height of tower from such a short distance is a problem, it will obstruct our view.

-We would not be happy living so close to the Tower. We might have to sell, but the value will be affected. Having lived here for 26 years, we don't want to move.

If it isn't moved to another location or moved to a more suitable location in the Recreation-Reserve we would have no choice other than to take this further.

We would hope that common sense and fairness would prevail in any decision to be made on the final position of this Tower.

Your Faithfully. Darryl Smith Canyl I. Sudh and Sue Smith A Mith



## **Objection to Grant Planning Permit - Part A**

The information requested on this page will be used solely by the Warmambool City Council. Council will not use your personal information for any other purpose without first seeking your consent, unless authorised or required by law. Council may not be able to process your request unless sufficient information is given.

#### Who is objecting?

We (Names in Block Letters)
lame(s) Corolyn Sumame Okyett
iame(s) Sharre Sumame Onjett IS White St
ddress 15 white St
Allansford Post Code 3277
mail hopeween@amail.com.
ignatures(s) lowet Date 17/9/17
ignatures(s) S + 17/9/17
Telephone (Home) Telephone (Home) Telephone (Work) Telephone (Top 992/040783976Facsimile Telephone (Top 992/040783976Facsimile Telephone (Top 992/040783976Facsimile Telephone (Top 992/040783976Facsimile Telephone (Top 992/040783976Facsimile Telephone (Top 992/040783976Facsimile Top 992/040783976Facsimile Telephone (Top 992/040783976Facsimile Top 992/04078777777777777777

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- 2. Make sure you clearly understand what is proposed before you make an objection. You should inspect the application at the responsible authority's office.
- To make an objection you should clearly complete the details on this form and lodge it with the responsible authority as shown on the Public Notice - Application for Planning Permit.
- 4. An objection must:
  - · State the reasons for your objection: and
  - State how you would be affected if a permit is granted.
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# **Objection to Grant Planning Permit – Part B**

Please be aware that this page and any attachments of your objection/submission may be made available to any person for the purpose of consideration as part of the planning process.

What application do you object to?
Planning Application Number PP2017-0124
What is the address of the land that is proposed to be used or developed? <u>34</u> Ziegler Re <u>Allansford</u> 3277 <u>Conver</u> (North Fast corner of Allansford Rec Reserve) What is proposed? OPTUS Phone Tower
What are the reasons for your objection? (If there is not enough room, attach a separate page.) Radiation - Share was sevenly effected by out Shart metre when it was installed outside our bedroom wall Health reasons we had to leave that room + Now sleep in another - away from the shart metre This tower puts out amounts of (RF) (EME) If his health was effected badly by the shart metrer will guarantee we will have to sell if he gets Sick from the towers effects!!
How will you be affected by the grant of a permit? (If there is not enough room, attach a separate page. Sharpes total health will probably be effected, and we will have to consider selling. Also there's a Kinder in the area. You are exposing young children constantly I for one boouldn't want an children in constant range. Maybe look cet putting it gway from housing. over the highway or near the telsta one or near the water tower ??

Civic Centre 25 Liebig Street Warrnambool Victoria Australia PO Box 198 Warrnambool VIC 3280

Telephone (03) 5559 4800 Facsimile (03) 5559 4900 AUSDOC DX 28005

Website www.warrnambool.vio.gov.au ABN 44 594 264 321

### Warrambool City Council Agenda for Ordinary Meeting Attachment 5.11.4 5 August 2019 Page | 245 WARRNAMBOOL ODJECTION TO Grant Planning Permit – Part A

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The information requested on this page will be used solely by the Warrnambool City Council. Council will not use your personal information for any other purpose without first seeking your consent, unless authorised or curcil required by law. Council may not be able to process your request unless sufficient information is given.

Who is objecting?	2 5 SEP 2017
I/We (Names in Block Letters)	Ref N* Officer
Name(s) PETER JAMES Surname OALTON	
Name(s) ICATINY MARINA Surname NALTON	1
Address 19 CLARLES STREET	
ALLANSFORD Post Cod	le 3277
Telephone (Home) 0355651547 Telephone (Work)	
Mobile 0429651547 Facsimile	
Email Peters, leating & bot mail . co	
Signatures(s)	
Signatures(s) Date	21/09/17

- 1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the responsible authority. There is no requirement under the Act that you use any particular form.
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2908 Warrnambool City Council Agenda for Ordinary Meeting Attachment 5.11.4 5 August 2019 Page | 246 **Objection to Grant Planning Permit – Part B** WARRNAMBOOL Please be aware that this page and any attachments of your objection/submission may be made available to any person for the purpose of consideration as part of the planning process. What application do you object to? Planning Application Number. What is the address of the land that is proposed to be used or developed?. e What is proposed? What are the reasons for your objection? (If there is not enough room, attach a separate page.) How will you be affected by the grant of a permit? (If there is not enqugh room, attach a separate page.) P **Civic Centre 25 Liebig Street** Telephone (03) 5559 4800 Website www.warrnambool.vic.gov.au Marramhool Victoria Australia imila (03) 5550 1000 ARN 44 504 264 224 C

. 2909			
Warrnambool City Council Agenda for Ordinary Meeting Attachment 5.11.4 WARRNAMBOOL	5 August 2019 Page   247		
The information requested on this page will be used solely by the Warrnamboo	Warrnembool City Council I City Council. Council will not		
use your personal information for any other purpose without first seeking you required by law. Council may not be able to process your request unless sufficient	r consent, unless authorised or		
Who is objecting?	Ref N*		
//We (Names in Block Letters)	Officer		
	Yes / No Chs		
	7		
Name(s) Jare Maree Surname DRan			
Address 24 White street Allansford			
Post C	code 3277		
Telephone (Home) 55651206 Telephone (Work) 03			
Mobile 0408484097 Facsimile			
Email Mandidean@ biy pond. com. au	L		
Signatures(s)	20/9/17		
Signatures(s) Sche Pollo Date.	20/9/17		

- 1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the responsible authority. There is no requirement under the Act that you use any particular form.
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2910 Warrnambool City Council Agenda for Ordinary Meeting Attachment 5.11.4 5 August 2019 Page | 248 **Objection to Grant Planning Permit – Part B** WARRNAMBOOL CITY COUNCIL Please be aware that this page and any attachments of your objection/submission may be made available to any person for the purpose of consideration as part of the planning process. What application do you object to? Planning Application Number.... 8 10 What is the address of the land that is proposed to be used or developed?. ns 100 What is proposed? What are the reasons for your objection? (If there is not enough room, attach a separate page.) 0 2 How will you be affected by the grant of a permit? (If there is not enough room, attach a separate page.) Our am MIT OP O Website www.warrnambool.vic.gov.au Civic Centre 25 Liebig Street Telephone (03) 5559 4800

Warnamhool Victoria Australia

Eaccimila (03) 5550 1000

## Warmanbool City Council Agenda for Ordinary Meeting Attachment 5.11.4 5 August 2019 Page | 249 WARRNAMBOOL ODJECTION TO Grant Planning Permit – Part A

The information requested on this page will be used solely by the Warrnambool City Council. Council will not use your personal information for any other purpose without first seeking your consent unless authorised of Cil required by law. Council may not be able to process your request unless sufficient information is given.

Who is objecting?	at is a transfer	25 SEP 2017
I/We (Names in Block Letters)		Ref N*
Name(s) Hannah	Surname Rippo	Officer
Name(s)	Surname McD	Scanned Territor
Address 81 Zieglar Pde		
Address 81 Zieglar Pde Allansford Vic	Pos	st Code 3277
Telephone (Home)	Telephone (Work)	_
Mobile 0407 867 306		
Email hanrip@hotmer.		
Signatures(s)		
Signatures(s)		

- 1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the responsible authority. There is no requirement under the Act that you use any particular form.
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- 8. To ensure the responsible authority considers your objection, make sure that the authority receives it by the date shown in the notice you were sent or which you saw in a newspaper or on the site.
- 9. If you object before the responsible authority makes a decision, the authority will tell you its decision.
- 10. If despite your objection the responsible authority decides to grant the permit, you can appeal against the decision. Details of the appeal procedures are set out on the back of the Notice of Decision which you will receive. An appeal must be made on a prescribed form (obtainable from the Victorian Civil & Administrative Tribunal) and accompanied by the prescribed fee. A copy must be given to the responsible authority. The closing date for appeals is 21 days of the responsible authority giving notice of its decision.
- 11. If the responsible authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.

2912 Warmambool City Council Agenda for Ordinary Meeting Attachment 5.11.4 5 August 2019 Page | 250 **Objection to Grant Planning Permit – Part B** WARRNAMBOOL Please be aware that this page and any attachments of your objection/submission may be made available to any person for the purpose of consideration as part of the planning process. What application do you object to? PP2017-0124 Planning Application Number..... What is the address of the land that is proposed to be used or developed? de egl Hansford 3277 Installation of relecommunication What is proposed? .. What are the reasons for your objection? (If there is not enough room, attach a separate page.) diation beccuse. a Nec CI How will you be affected by the grant of a permit? (If there is not enough room, attach a separate page.) yeing Cel een ۷ W we No ...... Civic Centre 25 Liebig Street Telephone (03) 5559 4800 Website www.warrnambool.vic.gov.au 10/0 nhoal Victoria Australia imila (03) 5550 1000 ARN 11 501 261 221 Ea

2913	
Warroambool City Council Agenda for Ordinary Meeting Attachment 5.11.4 WARRNAMBOOL CITY COUNCIL	5 August 2019 Page   251 Permit – Part Auncil Warrannood City Auncil
The information requested on this page will be used solely by the Warrnamb use your personal information for any other purpose without first seeking your required by law. Council may not be able to process your request unless suffice	our consent unless authorised or
Who is objecting?	Re N*
	Officer
I/We (Names in Block Letters)	Scanned Yes / No Ch:
Name(s) ZOE RAPPON Surname KIPPO	510-
Name(s) EMMA Surname BLOC	·h.
Address 71 ZIEGLER PARADE A	LUANSFORD.
Post	Code 3277
Telephone (Home)	
MINQ 7Q1 1117	
Email RIPPON-ZOECHOTMAIL, COM	· · · · · · · · · · · · · · · · · · ·
Signatures(s)	21/9/17.
Signatures(s) Enmarkelogh	21/9/17

- 1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the responsible authority. There is no requirement under the Act that you use any particular form.
- 2. Make sure you clearly understand what is proposed before you make an objection. You should inspect the application at the responsible authority's office.
- 3. To make an objection you should clearly complete the details on this form and lodge it with the responsible authority as shown on the Public Notice Application for Planning Permit.
- 4. An objection must:
  - State the reasons for your objection: and
  - State how you would be affected if a permit is granted.
- 5. The responsible authority may reject an application which it considers has been made primarily to secure or maintain a direct or indirect commercial advantage for the objector. In this case, the Act applies as if the objection had not been made.
- 6. Any person may inspect an objection during office hours.
- If your objection related to an effect on property other than at your address as shown on this form, give details of that property and of your interest in it.
- 8. To ensure the responsible authority considers your objection, make sure that the authority receives it by the date shown in the notice you were sent or which you saw in a newspaper or on the site.
- 9. If you object before the responsible authority makes a decision, the authority will tell you its decision.
- 10. If despite your objection the responsible authority decides to grant the permit, you can appeal against the decision. Details of the appeal procedures are set out on the back of the Notice of Decision which you will receive. An appeal must be made on a prescribed form (obtainable from the Victorian Civil & Administrative Tribunal) and accompanied by the prescribed fee. A copy must be given to the responsible authority. The closing date for appeals is 21 days of the responsible authority giving notice of its decision.
- 11. If the responsible authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.

2914 Warmamboel City Council Agenda for Ordinary Meeting Attachment 5.11.4 5 August 2019 Page   252
WARRNAMBOOL Objection to Grant Planning Permit - Part B
Please be aware that this page and any attachments of your objection/submission may be made available to any person for the purpose of consideration as part of the planning process.
What application do you object to?
Planning Application Number PP2017-0124 -
What is the address of the land that is proposed to be used or developed? 84 ZEGLER PARADE AUANFORD 3277
What is proposed? INSTAUATION OF TELECOMMUNICATI FACILITY.
What are the reasons for your objection? (If there is not enough room, attach a separate page.)
WE ARE CONCERNED ABOUT THE RADIATION LEVELS AS WE ARE IN THE HIGHEST ELECTRIC EIELD.
How will you be affected by the grant of a permit? (If there is not enough room, attach a separate page.)
THE RADIATION EXPOSURE TO US \$
ALSO THIS COULD BE A DEAVALUATION
Civic Centre 25 Liebig Street Telephone (03) 5559 4800 Website www.warrnambool.vic.gov.au Warrnambool Victoria Australia Eascimila (03) 5550 4000 ABN 44 504 264 321

Warrnambool City Council Agenda for Ordinary Meeting





Our Reference: M0940

#### 19 June 2019

James Phillips – Coordinator City Development Warrnambool City Council By Email: jphillips@warrnambool.vic.gov.au

Dear Mr. Phillips,

#### Application for Planning Permit – PP2017-0124 84 Ziegler Parade, Allansford VIC 3277

We refer to the above-mentioned application for planning permit and the community stakeholder meeting held on-site on 11 June 2019.

We acknowledge Council's request to investigate the feasibility for the relocation of the proposal further west and have prepared the following submission in response.

#### 1. Background.

Following lodgment of the planning application (in the original location), community advertising was undertaken in September 2017, with 7 submissions received. The majority of these referenced EME as their primary concern, but also provided a few concerns on visual impact and on property prices.

At an on-site meeting with Council and the Committee of Management representatives on 9 March 2018, a location at the rear of Uebergang Oval was discussed and subsequently ruled out due to non-support from Council and Committee representatives.

The minimal space that exists between the clubhouse, netball courts and the Uebergang Oval presents construction difficulties in not causing significant damage to the clubhouse, the landscaping or the oval fence. The above complexity was also observed by the project engineers from Catalyst One present on the site on the day. Further to this, the Committee of Management stated that the northern part of the Uebergang Oval becomes very wet during the winter, potentially raising further concerns in relation to the build.

Based on the meeting, as a result of the 7 submissions and Council's preference for the proposed site, Optus reconsidered the proposal and took steps to reduce the visual prominence of the proposed facility, as follows:

- 1. Relocating the proposal by 30 metres to the west of the original location.
- 2. Reducing the height of the facility from 42.5 metres to 38.28 metres (reduction by 4.22 metres).

Attachment 5.11.5





- 3. Reducing the profile of the antennas by replacing the triangular headframe with a turret mount, and collar-mounting the ancillary equipment below.
- 4. Reducing the size of the parabolic antenna mounted to the pole from 1200mm diameter to 600mm diameter.

Community advertising was undertaken again between March and April 2019 based on the new design and location, with 0 submissions from the public during this period.

On 11 June 2019, Catalyst ONE met with the Warrnambool City Council and the first-round objectors in an on-site meeting at Allansford Recreation Reserve to discuss the proposal. At this meeting, it was agreed that the applicant would be provided with an opportunity to investigate the feasibility of moving the proposal further west.

## 2. Summary of Candidates

In selecting a location for a telecommunications facility, Optus consider a multitude of independent factors, including the following:

- The potential to upgrade existing Optus facilities within the region;
- 2. The potential to co-locate on an existing telecommunications facility;
- 3. The potential to locate on an existing building or structure;
- 4. The ability to minimise environmental, visual and heritage impacts;
- 5. Proximity of the site to community sensitive locations;

- 6. The potential to obtain relevant planning approvals;
- 7. Proximity to areas of environmental and heritage significance;
- Impacts on the existing use of the property;
- 9. The ability to secure tenure with a landowner; and
- 10. The cost of developing the site and the provision of utilities (power, access to the site and transmission links).

In this instance, the existing location provides a location that is considered to be able to satisfy all of the above criteria. The location provides for carrier access and for all required utilities without impacting on the existing land uses.

Other locations for the facility north of Princes Highway would be poorly screened and would not present a visual improvement.

Due to the difficulties that exist in potentially accessing and building to the north of Uebergang Oval as well as the acceptability of the existing location (as discussed below), it is considered the existing proposed site is the best option for the proposed base station. This site was agreed with Council and the Committee of Management on 9 March 2018, and accordingly we are seeking to continue to progress with this location.





#### 3. Visual Impact Assessment of the current location

With the change in location, the proposal is now 90 metres from the nearest residential property boundary and 120 metres from the nearest dwelling. Although it will be visible, it is not anticipated to be a prominent feature to the residential streets that it is near or on the reserve itself.

With regard to assessing the visual impact of proposals for telecommunications facilities, Councils are to have due regard to Principal 1 of the Code of Practice for Telecommunications Facilities in Victoria, which states that "A Telecommunications facility should be sited to minimise visual impact."

With regard to the assessment of this principle, a Tribunal Member in Optus Mobile Pty Ltd v Ballarat CC [2010] VCAT 661 (9 June 2010) stated the following:

It has to be appreciated that facilities of this sort are necessarily visible. They need to be tall enough (and consequently visible) to serve their purpose of providing telecommunications... In the case of this proposal there is some screening and softening, but not sufficient to hide the works altogether. That will seldom, if ever, be attainable where these sorts of facilities are provided.

Similarly, A Tribunal Member in Murdoch v Greater Bendigo CC [2013] VCAT 1899 (11 November 2013) stated as follows:

*Principle 1 in the Code does not require that telecommunications facilities be invisible, rather that they be sited to minimise visual impact.* 

In addition, the requirements of Principle 1 of the Victorian Code should be balanced against any community benefits arising from the provision of the proposed facility, as VCAT below illustrates:

In cases such as this where there are competing planning policies, the planning scheme requires that decisions are made in favour of net community benefit and sustainable development for the benefit of present and future generations. I find that whilst the residents of a few dwellings and some users of the nearby park may consider themselves adversely affected by the visibility of the monopole, on balance the enhanced service level and consumer choice are important outcomes. [Optus Mobile Pty Ltd v Yarra Ranges SC [2012] VCAT 1415 (17 September 2012)]

In considering applications such as this it is a matter of finding the acceptable planning outcome, it cannot always be ideal or perfect and must be a balance between demonstrated net\_community benefit <u>and</u> an acknowledgement of some visual impact. [Goodwin v Yarra Ranges SC [2015] VCAT 74 (27 January 2015)].

In addition to the requirements of Principle 1 of the Victorian Code, decisions should be balanced against any community benefits arising from the provision of the proposed facility, as the three quotations from VCAT below illustrate: In Optus Mobile Pty Ltd v Yarra Ranges SC [2012] VCAT 1415 (17 September 2012), Tribunal Member Rundell states the following:





"In cases such as this where there are competing planning policies, the planning scheme requires that decisions are made in favour of net community benefit and sustainable development for the benefit of present and future generations. I find that whilst the residents of a few dwellings and some users of the nearby park may consider themselves adversely affected by the visibility of the monopole, on balance the enhanced service level and consumer choice are important outcomes."

In Goodwin v Yarra Ranges SC [2015] VCAT 74 (27 January 2015), Member Bensz stated the following:

"In considering applications such as this it is a matter of finding the acceptable planning outcome, it cannot always be ideal or perfect and must be a balance between demonstrated net community benefit <u>and</u> an acknowledgement of some visual impact."

And recently, in Kelly v Greater Shepparton CC [2018] VCAT 947 (20 June 2018), the Tribunal commented:

"It is clear from these strategies that great importance is placed on ensuring regional areas in the State of Victoria are provided with comprehensive communication and digital networks. Particularly where this infrastructure will add to social well-being and economic growth within and across these local and regional communities".

Optus notes that the site of the facility has been selected with consideration for Principle 4.1 of *A Code* of *Practice for Telecommunications Facilities in Victoria,* which (amongst other matters) requires views from private land be considered. In accordance with the above, the visual impact of the facility is considered to be acceptable in the context of the locality and in accordance with the statutory requirements. The proposal therefore warrants approval.

## 4. Conclusion.

Optus is proposing this facility in response to a genuine need for improved coverage and capacity to Allansford. The location has been chosen following discussions with Council and Committee of Management representatives on site. Optus would not propose a facility in a location where it is unnecessary and would not pursue a site if it was not the in the most suitable identified location after discussions with all necessary stakeholders.

It is considered that overall the substantial benefits of the facility far outweigh any negative visual impact, with the proposal complying with Principle 1 of the Code of Practice for Telecommunications Facilities in Victoria.

We trust the above addresses the matters raised by objectors. Should Council have any additional questions regarding the proposal, please contact the undersigned.

Warrnambool City Council Agenda for Ordinary Meeting





Yours sincerely,

Elliot Nelson Town Planner – Catalyst ONE

On behalf of Optus Mobile Pty Ltd

www.CatalystONE.com.au Catalyst ONE Pty Ltd ABN 55 117 447 140 Catalyst ONE PO Box 361 South Melbourne VIC 3205

P: 0433 347 309E: enelson@catalystone.com.au

Attachment 5.11.5

#### 5.12. ADVISORY COMMITTEE REPORTS

#### PURPOSE

This report contains the record of two Advisory Committee meetings.

#### REPORT

- Friday 8 March 2019 South West Victorian Livestock Exchange Advisory Committee Refer Attachment 1.
- Wednesday 5 June 2019 Environment & Planning Advisory Committee Refer Attachment2
   2.

MOVED: Cr. Robert Anderson SECONDED: Cr. Sue Cassidy

That the records of the South West Victorian Livestock Exchange Advisory Committee meeting held on 8 March 2019 and the Environment & Planning Advisory Committee meeting held on 5 June 2019 be received.

CARRIED - 6:0

#### **ATTACHMENTS**

- 1. South West Victorian Livestock Exchange Advisory Committee 8 March 2019 [**5.12.1** 4 pages]
- 2. EPAC Minutes 5 June 2019 [5.12.2 2 pages]

# South West Victorian Livestock Exchange Advisory Committee

## MINUTES OF THE SOUTH WEST VICTORIAN LIVESTOCK EXCHANGE ADVISORY COMMITTEE MEETING HELD AT THE WARRNAMBOOL CIVIC CENTRE ON FRIDAY 8 MARCH 2019 AT 2PM

1.PRESENTOwen O'Keefe (Chairperson)<br/>Dan Carey<br/>Rodney Boyle<br/>Trevor Fry<br/>Jim Doukas<br/>Cr Robert Anderson<br/>Peter Utri, Director Corporate Strategies<br/>David Harrington, Manager Financial Services<br/>Paul White, Service Manager Saleyards

## APOLOGIES Nil

## 2. CONFIRMATION OF MINUTES OF SOUTH WEST VICTORIAN LIVESTOCK EXCHANGE ADVISORY COMMITTEE MEETING HELD ON 23 NOVEMBER 2018.

## MOVED: CR R ANDERSON SECONDED: R. BOYLE

That confirmation of the minutes from the previous meeting is received.

CARRIED

## Business arising from the minutes.

All business arising from the minutes was recorded in the Managers Report.

## 3. SOUTH WEST VICTORIAN LIVESTOCK EXCHANGE (SWVLX) MANAGER'S REPORT

The report was presented by Paul White.

Items raised in the managers' report include:

- Throughput.
- Price comparisons.
- Value of stock sold.
- Action record.
- Current capital works update.
- Future capital works (C pen upgrade).
- WH&S update.
- Chain of Responsibility.
- Sungold Field Days.

## **Throughput**

Cattle numbers for year to date up until 13 February 2019 stand at 38,884 up by 633 head compared to the same time last year of 37,251. Although on the low side, throughput is still very good and we are ahead of our competitors within the southwest region. If we add in 1,868 store calves that are sold in the calf run we are 2,501 up on the previous year.

The numbers at other district yards are down compared to the same time last year which is a positive result for SWVLX. Camperdown and Colac are battling for survival. Hamilton and Mount Gambier have considerably less numbers year to date. Also considerable amounts of cattle sold by our competitors have come from the far North.

Store sales are down on where we would like to be but slowly Producers have been returning to our store sales after trying elsewhere. One of our leading agents has told me that after initially losing cattle they have now all returned to do business with the agent and SWVLX. Store cattle numbers as at 13 February 2019 are at 13,493 against last year at the same time of 15,178.

## Action Record

Paul White explained items to be removed off the action record and items to be added including a ball park figure for an extra wash bay, refurbishment of C-pens, cover over the crush, letter to agents and truckies regarding sheep holding and opening fee.

## <u>WH&S</u>

Paul White discussed an incident report on escape hatches at the scale drafting area and the ability to use them or the ability to escape if put in danger. Preliminary meetings have taken place and strategy worked out. Paul White is to write an incident letter to employer.

## Roofing Project

Paul White and Peter Utri spoke on the pending roofing project and that it was an above the line project. Councillors still need to vote to make it official. Council will still explore funding for the project between now and the end of the June 2019. Whilst final design is not yet set Paul white is to organise a meeting for Rodney Boyle and Trevor Try with the engineers for the roof.

## **Other Information**

SWVLX has been required to purchase a new crush for the safe handling of cattle within the yards. The cost of the crush is \$13,300 inc GST. The new and improved designed has been considered with safety for the user in mind. It has been suggested that we cover the crush for longevity.

## Trade Waste Agreement

The Trade Waste Agreement has been signed and we are now waiting on Paul White to complete the Management Plan for Wannon Water. Paul White has meet with Phillip McLean from Wannon Water regarding variances in billing and Philip is going to send through weekly discharges. Paul White will meet with his staff to find out if anything different happened in that week.

## Sungold Field Days

SWVLX has again participated in the Sungold Field days 2019. Feedback from our presence was very good with lots of giveaways and prizes for the 3 days as well as interest in future projects and plans for SWVLX.

## Drought/Flood Relief

An initiative by The Herd Online to collect funds for North Queensland flood victims was discussed by the Committee.

## MOVED: D. CAREY SECONDED: J DOUKAS

That SWVLW Advisory Committee recommends that the method of support for QLD flood relief not be on an amount per head because substantial donations have already been made to local and national organisations and this is a personal preference. However if any donation of stock be sold in support of flood/fire or other the SWVLX will waive all fees.

CARRIED

## Contractors Using SWVLX

Concerns have been raised regarding road making contractors using an area at the back of the yards. This has been an issue for some years and needs to be acted on. Peter Utri and Paul White to meet with Don Allen in relation to this issue.

## Fees 2019/2020

A fee schedule was tabled for the coming year 2019/2020. The Committee agreed to accept the fees for the coming 12 months commencing 1 July 2019. Paul White is to respond to a letter from the agents explaining the variance in % for coming year.

## Animal Welfare

Concerns have been raised regarding sheep and lambs dropped at SWVLX and the time they are there off feed. Paul White is to write to those responsible and explain guidelines for the storing of sheep and lambs. If this is not successful the yards will be locked and there will be an opening fee of \$150.

#### MOVED: CR R ANDERSON SECONDED: D CAREY

That the Manager's Report be received.

CARRIED

## 4. FINANCIAL REPORT

## Warrnambool Livestock Exchange Financial Report for the 7 Months Ended 31 January 2019

The financial report sets out actual revenue and expenditure, financial results YTD.

Income is \$10,390 ahead of YTD budget, overall revenue is 2% ahead of the previous year with added competition in the market.

Expenditure is \$8,052 over budget mainly due to higher than expected trade waste.

## MOVED: CR R ANDERSON SECONDED: R BOYLE

That the Financial Report be received.

CARRIED

## 5. GENERAL BUSINESS

a) Paul White was approached by Andrew Wilson requesting to have a horse sale approximately every 6 weeks on a Saturday. After discussions it was decided to undertake a 6 month trial and see how it goes.

Paul White to write a letter to Andrew Wilson outlining the stipulations surrounding horse sales including damage caused and time allowed in yards after sale etc.

b) Rodney Boyle enquired in relation to the reconstruction of C-pens before winter sets in.

There are still a number of broken posts in need of repair in the C-Pens. Protection is needed for handle on gate at double deck race to stop handle from being bent. Paul White to look into the above issues and rectify.

c) Trevor Fry raised an issue that agents are not being in attendance to unload cattle. It is not the job of the truck driver to unload the cattle and the responsibility is with the agent or nominated employee. Trevor Fry would like to attend the agent meeting in April to put his case forward. Paul White is to organise this with Peter Finnigan.

## Meeting closed 3.59pm

Attachment 5.12.2



Environ	iment & Plannir	ng Advisory Committee I	Veeting	Record			
Date         Wednesday 5 June 2019         Time         04:30 PM to 6:00 PM         Location				Committee R	oom 1 – Civic Centre		
Committee Members		Chair Cr. David Owen, Fiona Golding, Glenistair Hancock, Bruce Campbell, Amanda Gaffey Apologies – Leanne Williams				ey .	
Council Of	fficer Invitees	Jodie McNamara - Manager Juan Donis – Sustainability C		0,			-
No	What				Who		
1.	Apologies				Chair		
2.	Merri River Project – Presentation by Jenny Emeny and Julie Glass. Provided an overview of the Merri River South Precinct Plan and workshop on the issues and opportunities – Feedback provided			Merri River	JE/JG		
3.	Blue Wren Project – Bruce Campbell presented the WCLN Blue Wren Project and potential corridors for implementation within Warrnambool and surrounds.			BC			
4.	Mariestad Delegation MOU – JD provided an overview of the Mariestad delegation including the forum and schools session where 120 people attended each session.			JD			

5.	South West Renewable Energy Forum – Circulation of programme and flyers for the Power to the People event on community renewable energy.	JD
6.	<ul> <li>General Business Update :</li> <li>Horses on the beach at Levys – Current status updated provided outline of Council decisions relating to the Belfast Coastal Reserve and horse access to the beach.</li> <li>Query on trees at Cannon Hill</li> <li>Community Development Fund 2019/2020 is open for applications</li> </ul>	

## 5.13. ASSEMBLY OF COUNCILLORS REPORTS

#### 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:-

- Monday 8 July 2019 Refer Attachment 1.
- Monday 15 July 2019 Refer Attachment 2.
- Monday 29 July 2019 Refer Attachment 3.

## ATTACHMENTS

- 1. Assembly of Councillors Record 8 July 2019 [5.13.1 1 page]
- 2. Assembly of Councillors Record 15 July 2019 [5.13.2 1 page]
- 3. Assembly of Councillors Record 29 July 2019 [5.13.3 1 page]

MOVED: Cr. Michael Neoh SECONDED: Cr. Kylie Gaston

That the record of the Assembly of Councillors held on 8, 15 and 29 July 2019, be received with an amendment to the record of assembles to reflect conflict of interest change from 15 to 29 July 2019 record.

CARRIED – 6:0

## Assembly of Councillors Record

## Written record in accordance with Section 80A(I) Local Government Act 1989

Name of Committee or Group (if applicable):	Councillor Briefing		
Date of Meeting:	8 July 2019		
Time Meeting Commenced:	4.00pm		
Councillors in Attendance:	Cr. R. Anderson, Acting Chairman Cr. S. Cassidy Cr. K. Gaston Cr. M Neoh Cr D. Owen		
Council Officers in Attendance:	Peter Schneider, Chief Executive Officer Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Lisa McLeod, Manager Community Policy & Planning David Harrington, Manager Finance		
Other persons present:			
Apologies	Cr. P. Hulin, Leave of Absence Cr. T. Herbert		
Matters Considered:	<ul> <li>City Centre – Central Bus Exchange</li> <li>May Financial Report</li> <li>Great South Coast Designated Area Migration Agreement</li> <li>Lighthouse Theatre Complimentary ticket policy</li> <li>Waste Management Survey</li> </ul>		
Councillor Conflicts of interest Disclosures:			
Councillor's Name	Type of Interest	Councillor Left Assembly while matter being discussed (Yes/No)	
	Direct property ownership		
Meeting close time:	5.00pm.		
Record Completed by:	Peter Utri		

## Assembly of Councillors Record

Written record in accordance with Section 80A(I) Local Government Act 1989

Name of Committee or Group (if applicable):	Councillor Briefing		
Date of Meeting:	15 July 2019		
Time Meeting Commenced:	4.00pm		
Councillors in Attendance:	Cr. T. Herbert – Chairperson Cr. R. Anderson Cr. S. Cassidy Cr. M Neoh Cr D. Owen		
Council Officers in Attendance:	Peter Schneider, Chief Executive Officer Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Vikki King, Director Community Development Jodie McNamara, Manager, City Strategy & Development Glen Reddick, Manager City Amenity Helen Sheedy, Coordinator, Economic Development & Business Support Nick Higgins, Manager Communications		
Other persons present:	<ul> <li>Graeme Schultz</li> <li>Emily Reid</li> <li>Tufan Chakir</li> </ul>		
Apologies	<ul><li>Cr. K. Gaston</li><li>Cr P. Hulin, Leave of Absence</li></ul>		
Matters Considered: <ul> <li>Dales Road Development Plan</li> <li>Community Housing Service</li> <li>2019 Community Satisfaction Survey</li> <li>TEDx Warrnambool Event</li> </ul>			
Councillor Conflicts of inter	est Disclosures:		
Councillor's Name		Councillor Left Assembly while matter being discussed (Yes/No)	
Meeting close time:	CidE am		
Record Completed by:	6:15 pm		
Record completed by.	Peter Utri		

## Assembly of Councillors Record

Written record in accordance with Section 80A(I) Local Government Act 1989

Name of Committee or			
Group (if applicable):	Councillor Briefing		
Date of Meeting:	29 July 2019		
Time Meeting Commenced:	4.00pm		
Councillors in Attendance:	Cr. S. Cassidy – Acting Chairperson Cr. R. Anderson Cr. K. Gaston Cr. P. Hulin Cr. M Neoh		
Council Officers in Attendance:	Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth Scott Cavanagh, Director City Infrastructure Vikki King, Director Community Development Jodie McNamara, Manager, City Strategy & Development Glen Reddick, Manager City Amenity Ben Storey, Manager Facilities and Services Paul Wickson, Coordinator, Building Strategy & Services Luke Coghlan, Manager Infrastructure services David Harrington, Manager Finance Shane Stenhouse, Team Leader, Parks Gardens & Environment Shaun Miller, Manager Economic Development Lauren Schneider, Coordinator Natural Environment,		
Other persons present:	Anne-Marree Neal, Manager Gov		
Apologies	Cr D Owen		
Matters Considered:	<ul> <li>Cr T Herbert</li> <li>Dales Road Development Plan</li> <li>Telecommunications Tower Allansford Rec Reserve</li> <li>Logans Beach Development Plan</li> <li>Activities &amp; Initiatives 2018-2019 – Year End Quarter 4</li> <li>Procurement Policy Update</li> <li>Budget Rollovers/Carried Forwards</li> <li>Request for Street name Change Fiscalini Drive</li> <li>Banyan Street Tree Planting</li> <li>Belfast Coast – Coastal Management Plan</li> <li>Racehorse Training at Lady Bay &amp; Levys Point Beaches</li> <li>June Finance Report</li> <li>Mariestead, Sweden delegation</li> <li>Councillor protocol discussion</li> <li>Confidential Items         <ul> <li>South West Victorian Livestock Exchange Roof</li> <li>Provision of Contract Cleaning services for public conveniences &amp; BBQ's</li> <li>Local Government renewable energy power purchase</li> </ul> </li> </ul>		
<b>Councillor Conflicts of inter</b>	est Disclosures:		
Councillor's Name Cr M Neoh	Type of Interest         Councillor Left Assemb           Direct Property Ownership         discussed (Yes/No)		
Meeting close time:	7:40pm	·	

	2	2931				
Warrnambool City Council Agenda for	Ordinary Meeting	Attachment 5.13	.3	5 August 2019	Page	269
Record Completed by:	Peter Utri					

## 5.14. MAYORAL & CHIEF EXECUTIVE OFFICER COUNCIL ACTIVITIES - SUMMARY REPORT

## PURPOSE

#### This report summarises Mayoral and Chief Executive Officer 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
3 July 2019	Warrnambool	Mayor – Attended and welcomed to Warrnambool a number of Deakin International Students.
4 July 2019	Warrnambool	Cr. David Owen represented the Mayor at the Rotary Club of Warrnambool East Changeover.
12 July 2019	Warrnambool	Mayor & Councillors - Attended the completion of stage one of the repairs to the Wollaston Bridge with funding provided by the State Government of \$195,000 from the Living Victoria Program towards the repairs which were also attended by the Member for Western Victoria, the Hon. Gayle Tierney MP.
12 July 2019	Warrnambool	Mayor & Councillors – Attended the official opening of the Mack Oval Irrigation Project by the Member for Western Victoria, the Hon. Gayle Tierney MP with funding provided from the State Government of \$90,000 from the Community Sports Infrastructure fund.
13 July 2019	Warrnambool	Cr. Robert Anderson represented the Mayor at the Warrnambool Fire Brigade annual presentation night.
24 July 2019	Warrnambool	Mayor – Met with a visiting delegation from Changchun, China during a brief visit to Warrnambool.
25 July 2019	Melbourne	Chief Executive Officer – Attended a meeting of the Regional Cities Victoria CEO's.
26 July 2019	Warrnambool	Mayor – Attended and was the guest speaker at the Independent Retirees Warrnambool Branch Annual General Meeting.
29-30 July 2019	Canberra	Mayor & Chief Executive Officer – Attended the Regional Capital Australia Board meeting and delegation meetings with various politicians including, Deputy Prime Minister the Hon. Michael McCormack, Minister the Hon. Alan Tudge MP, Minister for Population, Cities & Urban Infrastructure, Minister the Hon. Dan Tehan MP, Minister for Education, , Minister the Hon. Mark Coulton MP Minister for Regional Services, Decentralisation and Local Government, Assistant Minister the Hon. Nola Marino, Assistant Minister for Regional Development & Territories, Member for Mallee, Dr Anne Webster MP, Member for Corangamite, Libby Coker MP, Member for Cowper, Pat Conaghan MP,

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31 July 2019	Warrnambool	Cr Neoh deputised for the Mayor at an afternoon tea for visiting students from Fukuoka, Japan.
MOVED: Cr. M SECONDED: Cr. F	Michael Neoh Robert Anderson	
That the Mayoral &	& Chief Executive Of	ficer Council Activities – Summary Report be

That the Mayoral & Chief Executive Officer Council Activities – Summary Report be received.

CARRIED - 6:0

## 6. PUBLIC QUESTION TIME

#### 6.1 QUESTION FROM BRIAN KELSON, 96 WHITES ROAD, WRRNAMBOOL

"Given the recent events that have occurred at Council the Mayor has stated that you the CEO have met with the Local Government Minister, is this correct. With a Councillor now calling for the WCC to be investigated by Mr Somyureks office do you intend to ask for the same."

The Chief Executive Officer responded that he had met with the Minister's Chief of Staff in relation to one matter only and that matter was to do with updating him on our credit card situation and based on that I will not be calling for the Minister to investigate the Council.

#### 6.2 QUESTION FROM CHRISTINE THOMPSON, 831 KOROIT-WOOLSTHORPE ROAD, WOOLSTHORPE

- *"1. Does the CEO, Governance Officer or any Councillors intend to contact IBAC regarding the misuse of credit cards in accordance with IBAC's Mandatory Reporting Laws and to enable a full independent investigation into all credit cards at Warrnambool City Council.*
- 2. What measures have been put in place to give the public confidence that this cannot happen again considering WCC have an Audit and Risk Committee and a Governance Officer and this misuse of ratepayers funds was still able to occur. Please supply answer both verbally and in writing."

The Chief Executive Officer responded that the comment he could make was that this matter was first identified in September last year, it was picked up by our own internal processes, it was investigated by the CEO of the day, the money that was identified as falling outside of policy was repaid by the officer and the credit card policy was strengthened to make it more specific and that really is the situation.

## 6.2 QUESTION FROM BENJAMIN BLAIN, 21 TAITS ROAD, WARRNAMBOOL

"1. According to the ESC submission page 37 "Council has made efforts to contain wages growth and over 2017-18 Councils overall wage bill has increased by less than 1%. According to table 11 "Wages growth – Council and other organisations" it has increased by 0.98%. But based on the total employee costs it has actually increased by the numbers below, could you please explain this.

Year	Total Staff Expenditure ('000)
2016/17	30,815
2017/18	31,536
% Change	2.34%
2017/18	31,536
2018/19	33,079

% Change

4.89%

2. Along the same lines according to the ESC application P38 Table 13 "Councils forecast for reducing renewal backlog" it has the asset renewal deficit at 5.57 million by 2028/29. Using the current planned asset renewal figures from the draft budget without the extra funding from breaking the rate cap it shows we will have a surplus of around 300 thousand in the asset renewal funding b 2021 after clearing the 16.5 million dollar backlog budget. My question is where did you get the current annual funding figures in table 13 and why is it that these don't match the planned expenditure in the budget?

I would appreciate an oral and written response to my question."

The question was taken on notice due to the amount of information contained in the question.

## 6.3 QUESTION FROM CHERYL DURSTON, 2/25 LOYOLA AVENUE, WARRNAMBOOL

*"I hereby dutifully ask why policies pertinent to accountability and transparency are not accessible to the ratepayers and Warrnambool community."* 

The Chief Executive Officer responded that Council policies are all listed on our website. I think there are probably around 40 or so policies and there are a number of other documents there so all policies adopted by Council are on our website.

#### 6.4 QUESTION FROM DAVID THOMPSON, 83 KOROIT-WOOLSTHORPE ROAD, WOOLSTHORPE

"My question is to Councillors Anderson and Cassidy – when the misuse of a Council credit card was uncovered and you were informed of this misuse as members of the Audit and Risk Committee at the time, why did you not report this to IBAC as was your legal obligations. Did you not promise honesty and transparency to the voters who voted you in. Could I have the answers verbally and in writing please".

The Chief Executive Officer responded that Cr Anderson was not is not on the Audit & Risk Committee and I can't answer for Councillors, happy to get a written response to that.

Cr. Neoh advised that at no time that Cr Cassidy and I were on the Audit & Risk Committee was this matter raised with the Audit Committee.

## 7. CLOSE OF MEETING

The meeting closed at 7.10pm.

## CHAIRMAN

I certify that these minutes were confirmedat a subsequent meeting of Council

CR. TONY HERBERT MAYOR