MINUTES

SCHEDULED COUNCIL MEETING
WARRNAMBOOL CITY COUNCIL
5:45 PM - MONDAY 6 MARCH 2023

WARRNAMBOOL
CITY COUNCIL

VENUE:
Lighthouse Theatre Studio
Lighthouse Theatre
Timor Street
Warrnambool

COUNCILLORS
Cr. Debbie Arnott (Mayor)
Cr. Otha Akoch
Cr. Ben Blain
Cr. Vicki Jellie AM
Cr. Angie Paspaliaris
Cr. Max Taylor
Cr. Richard Ziegeler

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

Andrew Mason
CHIEF EXECUTIVE OFFICER

AUDIO RECORDING OF COUNCIL MEETINGS

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

BEHAVIOUR AT COUNCIL MEETINGS

Thank you all for coming – we really appreciate you being here. These meetings are the place where, we as Councillors, make decisions on a broad range of matters. These can vary greatly in subject, significance and the level of interest or involvement the community has. As part of making these decisions, we are presented with comprehensive information that helps us to form our position – you will find this in the agenda. It should also be remembered that the Council meeting is a "meeting of the Council that is open to the public", not a "public meeting with the Council." Each Council is required to have Governance Rules that pertains to meeting procedures. Warrnambool City Council has followed best practice in this regard and its Governance Rules provides regulations and procedures for the governing and conduct of Council meetings. Copies of the Conduct and Behaviour excerpt from Warrnambool City Council's Governance Rules can be obtained online at www.warrnambool.vic.gov.au. We thank you in anticipation of your co-operation in this matter.

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MINUTES OF THE SCHEDULED MEETING OF THE WARRNAMBOOL CITY COUNCIL HELD IN THE LIGHTHOUSE THEATRE STUDIO, LIGHTHOUSE THEATRE, TIMOR STREET, WARRNAMBOOL ON MONDAY 6 MARCH 2023 COMMENCING AT 5:45 PM

PRESENT: Cr. Debbie Arnott, Mayor/Chairman
Cr. Otha Akoch
Cr. Ben Blain
Cr. Angie Paspaliaris
Cr. Max Taylor
Cr. Richard Ziegeler

IN ATTENDANCE: Mr Andrew Mason, Chief Executive Officer
Mr Peter Utri, Director Corporate Strategies
Mr David Leahy, Director City Infrastructure
Mr Luke Coughlan, Acting Director City Growth
Ms. Ingrid Bishop, Director Community Development

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, present and emerging.

2. APOLOGIES

Cr Vicki Jellie AM

MOVED: CR MAX TAYLOR
SECONDED: CR ANGIE PASPALIARIS

That the apology from Cr Vicki Jellie be accepted.

CARRIED - 6:0

3. CONFIRMATION OF MINUTES

MOVED: CR MAX TAYLOR
SECONDED: CR ANGIE PASPALIARIS

That the Minutes of the Scheduled Meeting of Council held on 6 February 2023, be confirmed.

CARRIED - 6:0

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

Section 130 of the Local Government Act 2020 (Vic) (**the Act**) provides that a relevant person must disclose a conflict of interest in respect of a matter and exclude themselves from the decision making process in relation to that matter including any discussion or vote on the matter at any Council meeting or delegated committee meeting and any action in relation to that matter.

Section 126(2) of the Act sets out that a relevant person (Councillor, member of a delegated Committee or member of Council staff) has a conflict of interest if the relevant person has a **general conflict of interest** within the meaning of section 127 of the Act or a **material conflict of interest** within the meaning of section 128 of the Act.

A relevant person has a **general conflict of interest** in a matter if an impartial, fair minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

A relevant person has a **material conflict of interest** in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

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

Nil.

5. MAYORAL PRESENTATION

The Big Ride for a Big Life was held at the end of February with 82 bike riders and their support teams riding from Melbourne to Warrnambool to raise funds in response to mental health issues presenting amongst school students. Those that took part rode in 38 degree heat with the youngest rider being 15 years old the eldest being 73. In that soaring hear they raised $136,000. This program is now present at 8 schools and it's a wonderful initiative to help our community youth. It's a demonstration of community spirt and a huge congratulations to all those involved.

One of our iconic businesses in Warrnambool Ponting's Mitre 10 celebrated a hundred years in business and such a wonderful achievement and inspiration and for any business to survive and flourish over such a long time is remarkable. Congratulations to them.

On the weekend the official opening of the Jetty Flat pavilion was held and this is another amazing addition to the sporting offering in Warrnambool. The pavilion is now home to Russell's Creek Cricket Club and the Warrnambool BMX Club. It's also a gender friendly building and it's another step forward to being more inclusive in sport and I hope it contributes to greater female participation.

We have also welcomed our new CEO Andrew Mason and it's truly wonderful to have you here at Warrnambool City Council and we are looking forward to a progressive future with you at the helm.

6. PUBLIC QUESTION TIME

6.1 PUBLIC QUESTION FROM CAROL ALTMANN, WARRNAMBOOL

My question relates to the Hopkins River foreshore in front of the Warrnambool Ski Club off Simpson St.

This area has suffered for years from out-dated methods of erosion control which include a combination of old car tyres, polyester and nylon carpet, wool carpet, fake turf and slabs of concrete. Much of this material is now rotting and releasing pollutants into the river. It's also an eyesore for locals and tourists.

Does the Warrnambool City Council have a plan to remove these pollutants, and rehabilitate and protect this area and, if so, what is the timeline?

RESPONSE

The area in question adjacent to the Ski Club is not recognized as a Council asset, so that being said what we will do as a Council is work with the Ski Club and the Glenelg Hopkins Catchment Management Authority to address this issue and I'll certainly be raising this with the CEO at the Catchment Management Authority as a priority.

7. REPORTS

7.1. S5 INSTRUMENT OF DELEGATION - COUNCIL TO CEO

DIRECTORATE/DEPARTMENT : Executive Services

PURPOSE:

The purpose of this report is to seek Council's consideration of the s5 Instrument of Delegation from Council to the Chief Executive Officer (CEO).

EXECUTIVE SUMMARY

The current S5 Instruments of Delegation to the Chief Executive Officer were adopted by Council on 4 October 2021.

With the commencing of the new Chief Executive Officer and in line with normal practice, the Instrument of Delegation has been reviewed to take account of changes to legislation and to make any administrative amendments required.

The s5 Instrument of Delegation is as found in **Attachment 1** is recommended by officers for adoption.

MOVED: CR MAX TAYLOR
SECONDED: CR ANGIE PASPALIARIS

That Council, in the exercise of the power conferred by section 11(1)(b) of the Local Government Act 2020:

1. **Delegates the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached s5 Instrument of Delegation – Council to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument; and in doing so:**
   - **1.1 Approves the s5 Instrument of Delegation to come into force immediately upon execution; and**
   - **1.2 Approves that on the coming into force of the s5 instrument of delegation, the previous s5 Instrument of Delegation is revoked.**

CARRIED - 6:0

BACKGROUND

Delegation of powers in local government is considered essential to enable day to day decisions to be made and actioned in a timely manner.

Council as a legal entity can only act in one of two ways, by resolution of Council or through others acting on its behalf. Where Council choses to act through others, this must be formalised through a written means known as an 'Instrument of Delegation'.

Council subscribes to the Maddocks Delegation and Authorisations Services, Maddocks cite the following reasons why delegations should be made carefully and reviewed regularly. In particular:

- accountability and responsibility for decisions is possible only if decision-makers are identified
- in delegating responsibility, Council can set conditions, limitations and guidelines for decision-makers, including reporting requirements.
- Council decisions are often subject to legal scrutiny in courts and tribunals. This calls for precision about what decision was made, who made it and when it was made.

The current Instrument of Delegation to the Chief Executive Officer was last reviewed and adopted by Council on 4 October 2021.

ISSUES

Following Council's recent decision to appoint a new Chief Executive Officer, it is recommended that the Instrument of Delegation be reviewed and updated accordingly. Other than minor administrative (date) changes, there has been no changes to the Instrument, It is therefore proposed that Council delegate as recommended the powers, duties and functions set out in the Instrument of Delegation at Attachment 1, subject to the conditions and limitations specified in that instrument.

It should be noted that the Instrument of Delegation empowers the Chief Executive Officer to sub-delegated the functions, duties and powers granted. It is the current practice for a Chief Executive Officer to grant an extensive Instrument of Sub-Delegation relating to many matters and to a range of staff. This instrument of Sub-Delegation is currently being updated for the approval of the Chief Executive Officer.

By effectively utilising its powers to delegate, Council can ensure that day-to-day operations continue unhindered and in a timely and efficient manner, allowing the Council to focus on strategic decision making for the municipality.

FINANCIAL IMPACT

The cost to prepare and update the Instruments of Delegations is met from within the current approved departmental budget.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

Section 11 of the 2020 Act allows Council to delegate any power, duty or function of a Council under the Act or any other Act, other than those specified in section 11(2). Through the s5 instrument of delegation, Council is enacting this authority and allowing for effective management and delivery of Council services to the municipal community.

Delegations provide for decision making in relation to specified Council activities to be fluid, timely and undertaken by appropriately skilled and qualified staff members. This ensures that, in accordance with the overarching governance principles, priority is given to achieving the best outcomes for the municipal community.

TIMING

An Instrument of Delegation comes into force immediately the common seal of Council is affixed to the Instrument.

COMMUNITY IMPACT/CONSULTATION

The operational risks associated with not delegating certain powers and duties include slowing of Council's operations and Council meetings being overwhelmed with day-to-day decisions. This would result in the community not being serviced adequately.

LEGAL RISK/IMPACT

The attached Instrument of Delegation has been prepared based on the most recent advice provided by Maddocks.

The endorsement of Council's Instrument of Delegation to the Chief Executive Officer ensures that the core operational functions of the Council are not impeded.

OFFICERS' DECLARATION OF INTEREST

Nil.

CONCLUSION

The s5 Instrument of Delegation – Council to the CEO, as found at **Attachment 1**, is presented to Council for their consideration, and is recommended for approval.

ATTACHMENTS

1. S5 Instrument of Delegation Council to CEO 8NFG March 2023 [**7.1.1** - 4 pages]

WARRNAMBOOL
CITY COUNCIL

S5 Instrument of Delegation

Council to the Chief Executive Officer

S5 Instrument of Delegation – Council to Chief Executive Officer

Instrument of Delegation

In exercise of the power conferred by s11(1) of the Local Government Act 2020 (the Act) and all other powers enabling it, the Warrnambool City Council (Council) delegates to the member of Council staff holding, action or performing the position of Chief Executive Officer (CEO) the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that:

1. This Instrument of Delegation is authorised by Resolution of Council passed on 6 March 2023;

2. The delegation:
   2.1. Comes into force immediately upon signing of this Instrument of Delegation,
   2.2. Is subject to any conditions and limitations set out in the Schedule,
   2.3. Must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
   2.4. Remains in force until Council resolves to vary or revoke it.

Signed on behalf of Warrnambool City Council by:

_____

Mayor – Cr. Debbie Arnott

_____

Chief Executive Officer

Date: _____

S5 Instrument of Delegation – Council to Chief Executive Officer

SCHEDULE

The power to

1. Determine any issue;
2. Take any action; or
3. Do any act or thing

Arising out of or connected with any duty imposed, or function or power conferred on the Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing:

1. If the issue, action, act or thing is an issue, action, act or thing which involves
   - 1.1. Entering into a contract exceeding the value of $400,000.00 (excluding GST);
   - 1.2. Making any expenditure that exceeds $400,000.00 (excluding GST) unless it is:
     - 1.2.1. Expenditure made under a contract already entered into; or
     - 1.2.2. Expenditure which is, by or under legislation, required to make including insurance premiums, WorkCover premiums and employee superannuation payments, in which case it must not exceed $2,000,000.00 (excluding GST);
   - 1.3. Appointing an Acting Chief Executive Officer for a period exceeding 28 days;
   - 1.4. Electing a Mayor or Deputy Mayor;
   - 1.5. Granting a reasonable request for leave under s35 of the Act
   - 1.6. Making any decision in relation to the employment, dismissal, or removal of the Chief Executive Officer;
   - 1.7. Approving or amending the Council Plan;
   - 1.8. Adopting or amending any policy that Council is required to adopt under the Act;
   - 1.9. Adopting or amending the Governance Rules;
   - 1.10. Appointing the chair or the members of a delegated committee;
   - 1.11. Making, amending or revoking a local law;
   - 1.12. Approving the Budget or Revised Budget;
   - 1.13. Approving the borrowing of money; or
   - 1.14. Subject to section 181H(1)(b) of the Local Government Act 1989, declaring general rates, municipal charges, service rates and charges and specified rates and charges;

2. If the issues, action, act or thing is an issue, action, act or thing which is required by law to be done by Council Resolution;

3. If the issue action, act or thing is an issue, action, act or thing which Council has previously designated as an issue, action, act or thing which must be subject of a Resolution of Council;

S5 Instrument of Delegation – Council to Chief Executive Officer

4. If the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a policy or strategy adopted by Council;

5. If the determining of the issues, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s11(2)(a)-(n) (inclusive) of the Act or otherwise; or

6. The determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member if Council staff.

7.2. S6 INSTRUMENT OF DELEGATION - COUNCIL TO MEMBERS OF STAFF

DEPARTMENT : Executive Services

PURPOSE:

The purpose of this report is to present the updated S6 Instrument of Delegation – Council to Members of Council Staff to Council for consideration.

EXECUTIVE SUMMARY

Council as a legal entity can only act in one of two ways, by resolution of Council or through others acting on its behalf. Where Council choses to act through others, this must be formalised through a written means known as an 'Instrument of Delegation'.

The current Instrument of Delegations to members of Council staff was adopted by Council on 6 September 2021.

Council is subscribed to a service provided by Maddocks Lawyers which provides updates for Council's Instruments of Delegation.

Upon receiving a recent update from Maddocks for the S6 Instrument of Delegation, Managers from relevant areas have been engaged to review and update as necessary.

The S6 Instrument of Delegation, as found at **Attachment 1**, has been updated with amendments and is now presented to Council and recommended for approval.

The most notable change is the increase in Officer delegations to determine a permit application under the Planning and Environment Act 1987 from a threshold of four (4) objections and below increasing to six (6) objections and below.

MOVED: CR BEN BLAIN
SECONDED: CR ANGIE PASPALIARIS

That Council, in the exercise of the powers conferred by the legislation referred to in the attached S6 Instrument of Delegation:

1) **Delegates to the members of Council staff holding, acting in or performing the duties of the officers or positions referred to in that Instrument, the powers, duties and functions set out in the Instrument, subject to the conditions and limitations specified in that Instrument;**
2) **Authorises the Chief Executive Officer to execute the S6 Instrument of Delegation; and**
3) **Approves the S6 Instrument of Delegation to come into force immediately upon execution;**
4) **Approves that on the coming into force of the S6 instrument of delegation, the previous S6 instrument of delegation from Council to members of Council staff is revoked.**

CARRIED - 6:0

BACKGROUND

Council's Instruments of Delegation are updated as advised by Maddocks Lawyers, and may also updated from time to time as required to reflect changes in position titles, role responsibilities and organisational structure.

An update completed by Maddocks was issued in January 2023 and has been reviewed by applicable managers.

ISSUES

The revised Instrument of Delegation from Council to members of Council staff is based on the previous Instrument adopted by Council on 6 September 2021. This has been updated to incorporate the following change in legislation, which is summarised as follows:

2.1. The execution of the S6 Instrument has been amended to enable Council's Chief Executive Officer (CEO) to sign the Instrument, where a resolution has been made by Council for the CEO to sign the Instrument.

2.2. Regulations 25(a) and (b) of the Planning and Environment Regulations 1987 have been slightly amended by the Planning and Environment Amendment Regulations 2022, to refer to the public availability requirements.

2.3. Section 52 of the Cemeteries and Crematoria Act 2003 has been inserted relating to the duty to report annually to the Secretary.

In addition to the above legislative change, some minor administration changes with changes to staff position titles have been made to the document.

Notably, it is proposed that the delegated power to determine a permit application under the Planning and Environment Act 1987 *provision s 61(1) page 59* is amended whereby officer delegation is extinguished at once seven (7) objections are reached, up from the current threshold of four (4) objections.

FINANCIAL IMPACT

Nil.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

Not Applicable.

TIMING

Nil.

COMMUNITY IMPACT / CONSULTATION

Managers were consulted to ensure delegations remain current and to provide appropriate delegates where new or updated delegations were included.

LEGAL RISK / IMPACT

The below sections of legislation identify the mechanisms by which Council is authorised to delegate the items in the S6 Instrument of Delegation to members of Council staff under the different Acts listed in the S6 Instrument of Delegation. Council's delegations are derived from the Maddocks Lawyers Instruments of Delegation package templates and have therefore been thoroughly vetted and reviewed by local government lawyers.

The relevant provisions are as follows:

- Domestic Animals Act 1984 - s41A(4)
- Food Act 1984 - s58A
- Heritage Act 2017 - s116(3)

- Planning and Environment Act 1987 - s188
- Residential Tenancies Act 1997 - s524(2)
- Road Management Act 2004 - s118(1)

A copy of the delegations showing these changes has been provided at **Attachment 2** of this report.

OFFICERS' DECLARATION OF INTEREST

Nil.

CONCLUSION

The S6 Instrument of Delegation has been reviewed and updated by officers to reflect legislative changes and is now presented to Council for adoption.

ATTACHMENTS

1. Marked up version of S6 from previous update 5 (2) [**7.2.1** - 109 pages]
2. Maddocks Marked-up version of S 6 from previous update [**7.2.2** - 92 pages]

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Maddocks Delegations and Authorisations

S6 Instrument of Delegation – Members of Staff

Warrnambool City Council

Instrument of Delegation

to

Members of Council Staff

Update

Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;

2. declares that:

2.1 this Instrument of Delegation is authorised by a resolution of Council passed on 6 March 2023; and

2.2 the delegation:

2.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

2.2.2 remains in force until varied or revoked;

2.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and

2.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

2.3 the delegate must not determine the issue, take the action or do the act or thing:

2.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

2.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a

(a) policy; or (b) strategy adopted by Council;

2.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or

2.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

THE COMMON SEAL of **WARRNAMBOOL CITY COUNCIL** was affixed in the presence of:-

.....

Maddocks

Chief Executive Officer
Being a delegated officer pursuant to
Local Law 1-2016 C11 of the Council.

Witness

……..

Maddocks

SCHEDULE

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CEMETERIES AND CREMATORIA ACT 2003
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	N/A	
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	N/A	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) – (c) in exercising its functions	N/A	Where Council is a Class B cemetery trust
s 12A(1)	Function to do the activities set out in paragraphs (a) – (n)	N/A	Where Council is a Class A cemetery trust
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) – (e) in exercising its functions	N/A	Where Council is a Class A cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	N/A	
s 14	Power to manage multiple public cemeteries as if they are one cemetery	N/A	
s 15(4)	Duty to keep records of delegations	N/A	
s 17(1)	Power to employ any persons necessary	N/A	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	N/A	

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CEMETERIES AND CREMATORIA ACT 2003
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 17(3)	Power to determine the terms and conditions of employment or engagement	N/A	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	N/A	
s 18B(1) & (2)	Duty to establish governance committees within 12 months of becoming a Class A cemetery trust and power to establish other governance committees from time to time	N/A	Where Council is a Class A cemetery trust
s 18C	Power to determine the membership of the governance committee	N/A	Where Council is a Class A cemetery trust
s 18D	Power to determine procedure of governance committee	N/A	Where Council is a Class A cemetery trust
s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities	N/A	Where Council is a Class A cemetery trust
s 18D(1)(b)	Power to appoint any additional community advisory committees	N/A	Where Council is a Class A cemetery trust
s 18D(2)	Duty to establish a community advisory committee under s 18D(1)(a) within 12 months of becoming a Class A cemetery trust.	N/A	Where Council is a Class A cemetery trust
s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the *Financial Management Act 1994*	N/A	Where Council is a Class A cemetery trust

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CEMETERIES AND CREMATORIA ACT 2003
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee	N/A	Where Council is a Class A cemetery trust
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year	N/A	Where Council is a Class A cemetery trust
s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting	N/A	Where Council is a Class A cemetery trust
s 18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2)	N/A	Where Council is a Class A cemetery trust
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust	N/A	Where Council is a Class A cemetery trust
s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)	N/A	Where Council is a Class A cemetery trust
s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval	N/A	Where Council is a Class A cemetery trust
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months	N/A	Where Council is a Class A cemetery trust

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request	N/A	Where Council is a Class A cemetery trust
s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval	N/A	Where Council is a Class A cemetery trust
s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan	N/A	Where Council is a Class A cemetery trust
s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request	N/A	Where Council is a Class A cemetery trust
s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year	N/A	Where Council is a Class A cemetery trust
s 19	Power to carry out or permit the carrying out of works	N/A	
s 20(1)	Duty to set aside areas for the interment of human remains	N/A	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	N/A	
s 20(3)	Power to set aside areas for those things in paragraphs (a) – (e)	N/A	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	N/A	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	N/A	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	N/A	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	N/A	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	N/A	Provided the street was constructed pursuant to the *Local Government Act 2020*
s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery	N/A	
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	N/A	Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery	N/A	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	N/A	
s 60(2)	Power to charge fees for providing information	N/A	

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Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	N/A	
s 64B(d)	Power to permit interments at a reopened cemetery	N/A	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	N/A	The application must include the requirements listed in s 66(2)(a)–(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	N/A	
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	N/A	
s 70(2)	Duty to make plans of existing place of interment available to the public	N/A	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	N/A	
s 71(2)	Power to dispose of any memorial or other structure removed	N/A	
s 72(2)	Duty to comply with request received under s 72	N/A	
s 73(1)	Power to grant a right of interment	N/A	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 73(2)	Power to impose conditions on the right of interment	N/A	
s 74(3)	Duty to offer a perpetual right of interment	N/A	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	N/A	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	N/A	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	N/A	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	N/A	
s 80(2)	Function of recording transfer of right of interment	N/A	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	N/A	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	N/A	
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	N/A	

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Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	N/A	
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	N/A	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	N/A	
s 84I(4)	Power to exercise the rights of a holder of a right of internment	N/A	
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	N/A	
s 84I(6)(a)	Power to remove any memorial on the place of interment	N/A	
s 84I(6)(b)	Power to grant right of interment under s 73	N/A	
s 85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	N/A	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	N/A	Does not apply where right of internment relates to remains of a deceased veteran.
s 85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of internment or; Remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location	N/A	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of internment is not extended or converted to a perpetual right of interment

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	N/A	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of internment to a perpetual right of interment	N/A	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	N/A	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	N/A	
s 86(4)	Power to take action under s 86(4) relating to removing and re-interring cremated human remains	N/A	
s 86(5)	Duty to provide notification before taking action under s 86(4)	N/A	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	N/A	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	N/A	
s 88	Function to receive applications to carry out a lift and reposition procedure at a place of interment	N/A	

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Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 91(1)	Power to cancel a right of interment in accordance with s 91	N/A	
s 91(3)	Duty to publish notice of intention to cancel right of interment	N/A	
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	N/A	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	N/A	
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	N/A	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	N/A	
s 100(1)	Power to require a person to remove memorials or places of interment	N/A	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	N/A	
s 100(3)	Power to recover costs of taking action under s 100(2)	N/A	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	N/A	
s 102(1)	Power to approve or refuse an application under s 101, if satisfied of the matters in (b) and (c)	N/A	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	N/A	
s 103(1)	Power to require a person to remove a building for ceremonies	N/A	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	N/A	
s 103(3)	Power to recover costs of taking action under s 103(2)	N/A	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	N/A	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	N/A	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	N/A	
s 106(4)	Power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	N/A	

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Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	N/A	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	N/A	
s 108	Power to recover costs and expenses	N/A	
s 109(1)(a)	Power to open, examine and repair a place of interment	N/A	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repaid a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	N/A	Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	N/A	Where the holder of right of interment or responsible person cannot be found
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder with consent of the Secretary	N/A	
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary	N/A	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	N/A	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	N/A	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	N/A	
s 112	Power to sell and supply memorials	N/A	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	N/A	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	N/A	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	N/A	
s 119	Power to set terms and conditions for interment authorisations	N/A	
s 131	Function of receiving an application for cremation authorisation	N/A	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	N/A	Subject to s 133(2)

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	N/A	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	N/A	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	N/A	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	N/A	
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	N/A	
s 151	Function of receiving applications to inter or cremate body parts	N/A	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	N/A	
sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	N/A	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 1 cl 8(8)	Power to regulate own proceedings	N/A	Subject to cl 8
sch 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	N/A	Where Council is a Class A cemetery trust
sch 1A cl 8(8)	Power to regulate own proceedings	N/A	Where Council is a Class A cemetery trust Subject to cl 8

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DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
s 41A(1)	Power to declare a dog to be a menacing dog	Manager Sustainability & Compliance Coordinator Local Laws & Emergency Management	Council may delegate this power to a Council authorised officer

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FOOD ACT 1984

Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	Coordinator Environmental Health Environmental Health Officer	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	Coordinator Environmental Health Environmental Health Officer	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	Coordinator Environmental Health Environmental Health Officer	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	Coordinator Environmental Health Environmental Health Officer	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with	Coordinator Environmental Health Environmental Health Officer	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	Coordinator Environmental Health Environmental Health Officer	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	Coordinator Environmental Health Environmental Health Officer	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution

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FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority

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FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19NA(1)	Power to request food safety audit reports	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	Coordinator Environmental Health Environmental Health Officer	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	Coordinator Environmental Health Environmental Health Officer	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
---	Power to register or renew the registration of a food premises	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority

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FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 36B	Duty to pay the charge for use of online portal	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority

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FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 38E(2)	Power to register the food premises on a conditional basis	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority; not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 39A	Power to register, or renew the registration of a food premises despite minor defects	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	Coordinator Environmental Health Environmental Health Officer	

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FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the *Public Health and Wellbeing Act 2008*	Coordinator Environmental Health Environmental Health Officer	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	Coordinator Environmental Health Environmental Health Officer	
s 40F	Power to cancel registration of food premises	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 43	Duty to maintain records of registration	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority
s 45AC	Power to bring proceedings	Coordinator Environmental Health Environmental Health Officer	

Maddocks

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	Coordinator Environmental Health Environmental Health Officer	Where Council is the registration authority

Maddocks

HERITAGE ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 116	Power to sub-delegate Executive Director's functions, duties or powers	Manager City Strategy & Development	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises subdelegation

Maddocks

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 185L(4)	Power to declare and levy a cladding rectification charge	**CEO**[1]	

[1] The only member of staff who can be a delegate in Column 3 is the CEO.

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	Manager City Strategy & Development	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	Manager City Strategy & Development	
s 4H	Duty to make amendment to Victorian Planning Provisions available in accordance with public availability requirements	Manager City Strategy & Development	
s 4I(2)	Duty to make a copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	Manager City Strategy & Development	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	Manager City Strategy & Development	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	Manager City Strategy & Development	
s 8A(5)	Function of receiving notice of the Minister's decision	Manager City Strategy & Development	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	Manager City Strategy & Development	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	Manager City Strategy & Development	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	Manager City Strategy & Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12B(1)	Duty to review planning scheme	Manager City Strategy & Development	
s 12B(2)	Duty to review planning scheme at direction of Minister	Manager City Strategy & Development	
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay	Manager City Strategy & Development	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	Manager City Strategy & Development	
s 17(1)	Duty of giving copy amendment to the planning scheme	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 17(2)	Duty of giving copy s 173 agreement	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Until the proposed amendment is approved or lapsed

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a planning authority
s 21(2)	Duty to make submissions available in accordance with public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 28(1)	Duty to notify the Minister if abandoning an amendment	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 30(4)(a)	Duty to say if amendment has lapsed	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 30(4)(b)	Duty to provide information in writing upon request	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 32(2)	Duty to give more notice if required	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 33(1)	Duty to give more notice of changes to an amendment	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 36(2)	Duty to give notice of approval of amendment	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 38(5)	Duty to give notice of revocation of an amendment	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	**and power to sign consent orders at the direction of VCAT**

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 40(1)	Function of lodging copy of approved amendment	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	N/A	Where Council is a responsible public entity and is a planning authority Note: this provision is not yet in force, and on the day on which the initial Yarra Strat comes into operation. It will affect a limite councils
s 46AW	Function of being consulted by the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a responsible public entity

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GP	Function of receiving a notice under s 46GO	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer general	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GV(3)(b)	Power to enter into an agreement with the applicant	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GY(1)	Duty to keep proper and separate accounts and records	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the *Local Government Act 2020*	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZ(2)(b)	Function of receiving the monetary component	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If any inner public purpose land is vested in Council under the *Subdivision Act 1988* or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the *Local Government Act 2020*	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a development agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZF(3)	Function of receiving proceeds of sale	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a collecting agency or development agency

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46Q(1)	Duty to keep proper accounts of levies paid	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Only applies when levy is paid to Council as a 'development agency'

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 46QD	Duty to prepare report and give a report to the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period	N/A	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period	N/A	
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	N/A	
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	N/A	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	N/A	
s 47	Power to decide that an application for a planning permit does not comply with that Act	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 50(4)	Duty to amend application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 50(5)	Power to refuse to amend application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 50(6)	Duty to make note of amendment to application in register	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 50A(1)	Power to make amendment to application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 50A(4)	Duty to note amendment to application in register	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 52(3)	Power to give any further notice of an application where appropriate	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 54(1)	Power to require the applicant to provide more information	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development Senior Statutory Planner Statutory Planner	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 54(1B)	Duty to specify the lapse date for an application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development Senior Statutory Planner Statutory Planner	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57A(5)	Power to refuse to amend application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57A(6)	Duty to note amendments to application in register	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57B(1)	Duty to determine whether and to whom notice should be given	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 57C(1)	Duty to give copy of amended application to referral authority	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 58	Duty to consider every application for a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 58A	Power to request advice from the Planning Application Committee	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 60	Duty to consider certain matters	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 60(1A)	Duty to consider certain matters	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	The permit must not be inconsistent with a cultural heritage management plan under the *Aboriginal Heritage Act 2006* Where a planning application is subject to seven (7) or more objections, council officers do not have delegation to determine on the matter. Where a planning application is subject to zero (0) or one (1) objections, the decision to determine an application is made by the Coordinator City Development and/or Coordinator City Strategy, and where a planning application is subject to between two (2) to six (6) objections, the decision to determine an application is made by the Manager City Strategy & Development.

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 62(2)	Power to include other conditions	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(3)	Duty not to issue a permit until after the specified period	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	This provision applies also to a decision to grant an amendment to a permit – see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit.
s 69(1)	Function of receiving application for extension of time of permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 69(1A)	Function of receiving application for extension of time to complete development	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 69(2)	Power to extend time	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 70	Duty to make copy permit available in accordance with public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 71(1)	Power to correct certain mistakes	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 71(2)	Duty to note corrections in register	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 73	Power to decide to grant amendment subject to conditions	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 74	Duty to issue amended permit to applicant if no objectors	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 83	Function of being respondent to an appeal	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 83B	Duty to give or publish notice of application for review	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	N/A	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	N/A	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 84AB	Power to agree to confining a review by the Tribunal	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 91(2)	Duty to comply with the directions of VCAT	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 93(2)	Duty to give notice of VCAT order to stop development	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 95(3)	Function of referring certain applications to the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 95(4)	Duty to comply with an order or direction	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96F	Duty to consider the panel's report under s 96E	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the *Planning and Environment (Planning Schemes) Act 1996*)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96H(3)	Power to give notice in compliance with Minister's direction	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96J	Duty to issue permit as directed by the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97C	Power to request Minister to decide the application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97Q(4)	Duty to comply with directions of VCAT	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 101	Function of receiving claim for expenses in conjunction with claim	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 103	Power to reject a claim for compensation in certain circumstances	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 107(1)	Function of receiving claim for compensation	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 107(3)	Power to agree to extend time for making claim	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 114(1)	Power to apply to the VCAT for an enforcement order	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 123(1)	Power to carry out work required by enforcement order and recover costs	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Except Crown Land
s 129	Function of recovering penalties	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 130(5)	Power to allow person served with an infringement notice further time	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 149A(1)	Power to refer a matter to the VCAT for determination	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 171(2)(g)	Power to grant and reserve easements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	Chief Executive Officer	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	Manager City Strategy & Development	Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the *Planning and Environment Act 1987* requires something to be to the satisfaction of Council or Responsible Authority	Manager City Strategy & Development	
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the *Planning and Environment Act 1987* requires that something may not be done without the consent of Council or Responsible Authority	Manager City Strategy & Development	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	Manager City Strategy & Development	
s 178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	Manager City Strategy & Development	
s 178A(1)	Function of receiving application to amend or end an agreement	Manager City Strategy & Development	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	Manager City Strategy & Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	Manager City Strategy & Development	
s 178A(5)	Power to propose to amend or end an agreement	Manager City Strategy & Development	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	Manager City Strategy & Development	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	Manager City Strategy & Development	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	Manager City Strategy & Development	
s 178C(4)	Function of determining how to give notice under s 178C(2)	Manager City Strategy & Development	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	Manager City Strategy & Development	
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	Manager City Strategy & Development	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	Manager City Strategy & Development	If no objections are made under s 178D Must consider matters in s 178B

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178E(2)(c)	Power to refuse to amend or end the agreement	Manager City Strategy & Development	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	Manager City Strategy & Development	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	Manager City Strategy & Development	After considering objections, submissions and matters in s 178B
s 178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal	Manager City Strategy & Development	After considering objections, submissions and matters in s 178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	Manager City Strategy & Development	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	Manager City Strategy & Development	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	Manager City Strategy & Development	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	Manager City Strategy & Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	Manager City Strategy & Development	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	Manager City Strategy & Development	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	Manager City Strategy & Development	
s 179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	Manager City Strategy & Development	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	Manager City Strategy & Development	
s 182	Power to enforce an agreement	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	Manager City Strategy & Development	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	Manager City Strategy & Development	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	Manager City Strategy & Development	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	Manager City Strategy & Development	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	Manager City Strategy & Development	
s 184G(2)	Duty to comply with a direction of the Tribunal	Manager City Strategy & Development	
s 184G(3)	Duty to give notice as directed by the Tribunal	Manager City Strategy & Development	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	Manager City Strategy & Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 198(1)	Function to receive application for planning certificate	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 199(1)	Duty to give planning certificate to applicant	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 201(1)	Function of receiving application for declaration of underlying zoning	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 201(3)	Duty to make declaration	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
-	Power to give written authorisation in accordance with a provision of a planning scheme	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	

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RESIDENTIAL TENANCIES ACT 1997			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
s 522(1)	Power to give a compliance notice to a person	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
s 525(4)	Duty to issue identity card to authorised officers		
s 526(5)	Duty to keep record of entry by authorised officer under s 526	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
s 526A(3)	Function of receiving report of inspection	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	Director City Growth Manager City Strategy & Development	

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	Chief Executive Officer Director City Infrastructure Manager Engineering & Infrastructure Services	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	Director City Infrastructure	
s 11(9)(b)	Duty to advise Registrar	Director City Infrastructure	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	Director City Infrastructure	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	Director City Infrastructure	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	Director City Infrastructure	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	Director City Infrastructure Manager Infrastructure Services	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	Director City Infrastructure Manager Engineering & Infrastructure Services	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	Director City Infrastructure Manager Engineering & Infrastructure Services	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	Director City Infrastructure Manager Engineering & Infrastructure Services	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	Director City Infrastructure Manager Engineering & Infrastructure Services	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	Director City Infrastructure Manager Engineering & Infrastructure Services	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	Director City Infrastructure	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	Director City Infrastructure	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 15(2)	Duty to include details of arrangement in public roads register	Director City Infrastructure Manager Engineering & Infrastructure Services	

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 16(7)	Power to enter into an arrangement under s 15	Director City Infrastructure Manager Engineering & Infrastructure Services Coordinator Strategic Asset Management	
s 16(8)	Duty to enter details of determination in public roads register	Director City Infrastructure Manager Engineering & Infrastructure Services Coordinator Strategic Asset Management	
s 17(2)	Duty to register public road in public roads register	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects Coordinator Strategic Asset Management	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects	Where Council is the coordinating road authority

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects Coordinator Strategic Asset Management	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects Coordinator Strategic Asset Management	

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19(4)	Duty to specify details of discontinuance in public roads register	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects Coordinator Strategic Asset Management	
s 19(5)	Duty to ensure public roads register is available for public inspection	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects Coordinator Strategic Asset Management	
s 21	Function of replying to request for information or advice	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects Coordinator Strategic Asset Management	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	Director City Infrastructure	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects Coordinator Strategic Asset Management	

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22(5)	Duty to give effect to a direction under s 22	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 40(1)	Duty to inspect, maintain and repair a public road	Director City Infrastructure Manager Engineering & Infrastructure Services Coordinator Design & Road Safety Coordinator Municipal Operations	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 42(1)	Power to declare a public road as a controlled access road	Director City Infrastructure	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	Director City Infrastructure	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	Director City Infrastructure	Where Council is the coordinating road authority If road is a municipal road or part thereof

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	Director City Infrastructure	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	Director City Infrastructure	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 49	Power to develop and publish a road management plan	Director City Infrastructure Manager Infrastructure Services	
s 51	Power to determine standards by incorporating the standards in a road management plan	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 54(2)	Duty to give notice of proposal to make a road management plan	Director City Infrastructure	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	Director City Infrastructure Manager Engineering & Infrastructure Services	

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 54(6)	Power to amend road management plan	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 54(7)	Duty to incorporate the amendments into the road management plan	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 63(1)	Power to consent to conduct of works on road	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance Coordinator Design & Safety Construction Supervisor	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 67(3)	Power to request information	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
s 68(2)	Power to request information	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	Director City Infrastructure	
s 72	Duty to issue an identity card to each authorised officer	Director City Infrastructure Manager Strategic Assets, Property and Projects	
s 85	Function of receiving report from authorised officer	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 86	Duty to keep register re s 85 matters	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 87(1)	Function of receiving complaints	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 87(2)	Duty to investigate complaint and provide report	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	Director City Infrastructure	

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 112(2)	Power to recover damages in court	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 116	Power to cause or carry out inspection	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Strategic Assets, Property & Projects	
s 119(2)	Function of consulting with the Head, Transport for Victoria	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 121(1)	Power to enter into an agreement in respect of works	Director City Infrastructure Manager Engineering & Infrastructure Services	
s 122(1)	Power to charge and recover fees	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 123(1)	Power to charge for any service	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	Director City Infrastructure	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	Director City Infrastructure	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	Director City Infrastructure	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	Director City Infrastructure	
sch 2 cl 5	Duty to publish notice of declaration	Director City Infrastructure Manager Engineering & Infrastructure Services	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the infrastructure manager or works manager

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 16(8)	Power to include consents and conditions	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4	Director City Infrastructure Manager Engineering & Infrastructure Services Manager Sustainability & Compliance	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

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CEMETERIES AND CREMATORIA REGULATIONS 2015 ##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 24	Duty to ensure that cemetery complies with depth of burial requirements	N/A	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	N/A	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	N/A	
r 28(1)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	N/A	
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	N/A	
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	N/A	
r 30(2)	Power to release cremated human remains to certain persons	N/A	Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	N/A	
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	N/A	
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	N/A	
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	N/A	

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CEMETERIES AND CREMATORIA REGULATIONS 2015 ##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	N/A	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	N/A	
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	N/A	
r 34	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	N/A	
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	N/A	
r 40	Power to approve a person to play sport within a public cemetery	N/A	
r 41(1)	Power to approve fishing and bathing within a public cemetery	N/A	
r 42(1)	Power to approve hunting within a public cemetery	N/A	
r 43	Power to approve camping within a public cemetery	N/A	
r 45(1)	Power to approve the removal of plants within a public cemetery	N/A	
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	N/A	
r 47(3)	Power to approve the use of fire in a public cemetery	N/A	
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	N/A	
Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			

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CEMETERIES AND CREMATORIA REGULATIONS 2015 ##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2	N/A	See note above regarding model rules
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	N/A	See note above regarding model rules
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	N/A	See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	N/A	See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	N/A	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	N/A	See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	N/A	See note above regarding model rules
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	N/A	See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	N/A	See note above regarding model rules
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	N/A	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	N/A	See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	N/A	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	N/A	See note above regarding model rules

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PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	Chief Executive Officer	Where Council is not the planning authority and the amendment affects land within its municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r 21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) ~~available for inspection free of charge~~ in accordance with the public availability requirements	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is the responsible authority
r 25(b)~~)~~	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements~~for inspection free of charge~~	Manager City Strategy & Development Coordinator City Strategy Coordinator City Development	Where Council is not the responsible authority but the relevant land is within Council's municipal district

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PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	Chief Executive Officer	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

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PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	Manager City Strategy & Development	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	Manager City Strategy & Development	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20	Manager City Strategy & Development	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 7	Power to enter into a written agreement with a caravan park owner	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 10	Function of receiving application for registration	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 11	Function of receiving application for renewal of registration	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 12(4) & (5)	Duty to issue certificate of registration	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 14(1)	Function of receiving notice of transfer of ownership	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 14(3)	Power to determine where notice of transfer is displayed	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 15(1)	Duty to transfer registration to new caravan park owner	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 15(2)	Duty to issue a certificate of transfer of registration	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 17	Duty to keep register of caravan parks	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 18(4)	Power to determine where the emergency contact person's details are displayed	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 18(6)	Power to determine where certain information is displayed	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 22(2)	Duty to consult with relevant emergency services agencies	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 25(3)	Duty to consult with relevant floodplain management authority	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 26	Duty to have regard to any report of the relevant fire authority	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 41(4)	Function of receiving installation certificate	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	
Sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	Manager City Strategy & Development Coordinator Environmental Health Environmental Health Officer	

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ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 8(1)	Duty to conduct reviews of road management plan	Director City Infrastructure	
r 9(2)	Duty to produce written report of review of road management plan and make report available	Director City Infrastructure Manager Engineering & Infrastructure Services Coordinator Strategic Asset Management	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	Director City Infrastructure Manager Engineering & Infrastructure Services	
r 13(1)	Duty to publish notice of amendments to road management plan	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	Director City Infrastructure Manager Engineering & Infrastructure Services	
r 16(3)	Power to issue permit	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority

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ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 23(2)	Power to make submission to Tribunal	Director City Infrastructure Manager Engineering & Infrastructure Services	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	Director City Infrastructure Manager Infrastructure Services Manager Sustainability & Environment	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	Director City Infrastructure Manager Infrastructure Services Manager Sustainability & Compliance	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)	Director City Infrastructure Manager Infrastructure Services Manager Sustainability & Compliance	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	Director City Infrastructure Manager Infrastructure Services Manager Sustainability & Compliance	

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ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	Director City Infrastructure Manager Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	Director City Infrastructure Manager Infrastructure Services Manager Sustainability & Compliance	Where Council is the coordinating road authority

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Maddocks Delegations and Authorisations

S6 Instrument of Delegation – Members of Staff

##City/Shire Council

Instrument of Delegation

to

Members of Council Staff

Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;

2. record that references in the Schedule are as follows:

   ##insert here table of abbreviations, for example:
   "COG" means Co-ordinator of Governance

3. declares that:

3.1 this Instrument of Delegation is authorised by **##insert "a resolution" or "resolutions"** of Council passed on ##**date** ##**add "and** **##date", if appropriate**; and

3.2 the delegation:

3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

3.2.2 remains in force until varied or revoked;

3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and

3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

3.3 the delegate must not determine the issue, take the action or do the act or thing:

3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a

(a) policy; or

(b) strategy

adopted by Council;

3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or

3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

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##Insert Council seal

##OR, where a Council resolution authorises the CEO to sign the instrument, insert:

Signed by the Chief Executive Officer of Council)
in the presence of:)

.....
Witness

Date: ……..

Maddocks

SCHEDULE

Maddocks

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 8(1)(a)(ii)	Power to manage one or more public cemeteries		
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act		Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) – (c) in exercising its functions		Where Council is a Class B cemetery trust
s 12A(1)	Function to do the activities set out in paragraphs (a) – (n)		Where Council is a Class A cemetery trust
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) – (e) in exercising its functions		Where Council is a Class A cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions		
s 14	Power to manage multiple public cemeteries as if they are one cemetery		
s 15(4)	Duty to keep records of delegations		
s 17(1)	Power to employ any persons necessary		
s 17(2)	Power to engage any professional, technical or other assistance considered necessary		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 17(3)	Power to determine the terms and conditions of employment or engagement		Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary		
s 18B(1) & (2)	Duty to establish governance committees within 12 months of becoming a Class A cemetery trust and power to establish other governance committees from time to time		Where Council is a Class A cemetery trust
s 18C	Power to determine the membership of the governance committee		Where Council is a Class A cemetery trust
s 18D	Power to determine procedure of governance committee		Where Council is a Class A cemetery trust
s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities		Where Council is a Class A cemetery trust
s 18D(1)(b)	Power to appoint any additional community advisory committees		Where Council is a Class A cemetery trust
s 18D(2)	Duty to establish a community advisory committee under s 18D(1)(a) within 12 months of becoming a Class A cemetery trust.		Where Council is a Class A cemetery trust
s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the *Financial Management Act 1994*		Where Council is a Class A cemetery trust

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee		Where Council is a Class A cemetery trust
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year		Where Council is a Class A cemetery trust
s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting		Where Council is a Class A cemetery trust
s 18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2)		Where Council is a Class A cemetery trust
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust		Where Council is a Class A cemetery trust
s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)		Where Council is a Class A cemetery trust
s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval		Where Council is a Class A cemetery trust
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months		Where Council is a Class A cemetery trust

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request		Where Council is a Class A cemetery trust
s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval		Where Council is a Class A cemetery trust
s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan		Where Council is a Class A cemetery trust
s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request		Where Council is a Class A cemetery trust
s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year		Where Council is a Class A cemetery trust
s 19	Power to carry out or permit the carrying out of works		
s 20(1)	Duty to set aside areas for the interment of human remains		
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery		
s 20(3)	Power to set aside areas for those things in paragraphs (a) – (e)		
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36		Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37		Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39		
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery		Provided the street was constructed pursuant to the *Local Government Act 2020*
s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery		
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act		Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery		
s 60(1)	Duty to make information in records available to the public for historical or research purposes		
s 60(2)	Power to charge fees for providing information		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)		
s 64B(d)	Power to permit interments at a reopened cemetery		
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park		The application must include the requirements listed in s 66(2)(a)–(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park		
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed		
s 70(2)	Duty to make plans of existing place of interment available to the public		
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies		
s 71(2)	Power to dispose of any memorial or other structure removed		
s 72(2)	Duty to comply with request received under s 72		
s 73(1)	Power to grant a right of interment		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 73(2)	Power to impose conditions on the right of interment		
s 74(3)	Duty to offer a perpetual right of interment		
s 75	Power to grant the rights of interment set out in s 75(a) and (b)		
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted		
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application		
s 80(1)	Function of receiving notification and payment of transfer of right of interment		
s 80(2)	Function of recording transfer of right of interment		
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment		
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment		
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment		
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)		
s 84H(4)	Power to exercise the rights of a holder of a right of interment		
s 84I(4)	Power to exercise the rights of a holder of a right of internment		
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment		
s 84I(6)(a)	Power to remove any memorial on the place of interment		
s 84I(6)(b)	Power to grant right of interment under s 73		
s 85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry		The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry		Does not apply where right of internment relates to remains of a deceased veteran.

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of internment or; Remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location		May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of internment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified		
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of internment to a perpetual right of interment		
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment		
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)		
s 86(4)	Power to take action under s 86(4) relating to removing and re-interring cremated human remains		
s 86(5)	Duty to provide notification before taking action under s 86(4)		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)		
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment		
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment		
s 91(1)	Power to cancel a right of interment in accordance with s 91		
s 91(3)	Duty to publish notice of intention to cancel right of interment		
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment		
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment		
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval		
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 100(1)	Power to require a person to remove memorials or places of interment		
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)		
s 100(3)	Power to recover costs of taking action under s 100(2)		
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery		
s 102(1)	Power to approve or refuse an application under s 101, if satisfied of the matters in (b) and (c)		
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)		
s 103(1)	Power to require a person to remove a building for ceremonies		
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)		
s 103(3)	Power to recover costs of taking action under s 103(2)		
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 106(2)	Power to require the holder of the right of interment to provide for an examination		
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with		
s 106(4)	Power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with		
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs		
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with		
s 108	Power to recover costs and expenses		
s 109(1)(a)	Power to open, examine and repair a place of interment		Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repaid a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial		Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies		Where the holder of right of interment or responsible person cannot be found

Maddocks

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder with consent of the Secretary		
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary		
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary		
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran		
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment		
s 112	Power to sell and supply memorials		
s 116(4)	Duty to notify the Secretary of an interment authorisation granted		
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met		
s 119	Power to set terms and conditions for interment authorisations		
s 131	Function of receiving an application for cremation authorisation		
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with		Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner		
s 146	Power to dispose of bodily remains by a method other than interment or cremation		Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation		
s 149	Duty to cease using method of disposal if approval revoked by the Secretary		
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met		

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 151	Function of receiving applications to inter or cremate body parts		
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150		
sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication		
sch 1 cl 8(8)	Power to regulate own proceedings		Subject to cl 8
sch 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication		Where Council is a Class A cemetery trust
sch 1A cl 8(8)	Power to regulate own proceedings		Where Council is a Class A cemetery trust Subject to cl 8

Maddocks

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
s 41A(1)	Power to declare a dog to be a menacing dog		Council may delegate this power to a Council authorised officer

Maddocks

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition		If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable		If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process		If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise		If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with		If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with		If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).		Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises		Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution

Maddocks

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with		Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records		Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program		Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program		Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor		Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.		Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises		Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified		Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor		Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports		Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances		

Maddocks

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19UA	Power to charge fees for conducting a food safety assessment or inspection		Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB		Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction		Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises		Where Council is the registration authority
---	Power to register or renew the registration of a food premises		Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal		Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal		Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt		Where Council is the registration authority

Maddocks

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)		Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template		Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs		Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A		Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)		Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39		Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)		Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports		Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis		Where Council is the registration authority; not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied		Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act		Where Council is the registration authority

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FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises		Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises		Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act		Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed		Where Council is the registration authority
s 39A	Power to register, or renew the registration of a food premises despite minor defects		Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary		
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration		Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the *Public Health and Wellbeing Act 2008*		
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year		Where Council is the registration authority

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FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 40D(1)	Power to suspend or revoke the registration of food premises		Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary		
s 40F	Power to cancel registration of food premises		Where Council is the registration authority
s 43	Duty to maintain records of registration		Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business		Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements		Where Council is the registration authority
s 45AC	Power to bring proceedings		
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged		Where Council is the registration authority

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HERITAGE ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 116	Power to sub-delegate Executive Director's functions, duties or powers		Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

Maddocks

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 185L(4)	Power to declare and levy a cladding rectification charge	**CEO**[1]	

[1] The only member of staff who can be a delegate in Column 3 is the CEO.

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 4B	Power to prepare an amendment to the Victorian Planning Provisions		If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister		
s 4H	Duty to make amendment to Victorian Planning Provisions available in accordance with public availability requirements		
s 4I(2)	Duty to make a copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements		
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A		
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme		
s 8A(5)	Function of receiving notice of the Minister's decision		
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days		
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons		
s 12B(1)	Duty to review planning scheme		
s 12B(2)	Duty to review planning scheme at direction of Minister		
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay		
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)		
s 17(1)	Duty of giving copy amendment to the planning scheme		
s 17(2)	Duty of giving copy s 173 agreement		
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days		
s 18	Duty to make amendment etc. available in accordance with public availability requirements		Until the proposed amendment is approved or lapsed
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19	Function of receiving notice of preparation of an amendment to a planning scheme		Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19		Where Council is a planning authority
s 21(2)	Duty to make submissions available in accordance with public availability requirements		Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice		
s 22(1)	Duty to consider all submissions received before the date specified in the notice		Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister		
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel		
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment		
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act		
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements		During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received		
s 28(1)	Duty to notify the Minister if abandoning an amendment		Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site		
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months		
s 30(4)(a)	Duty to say if amendment has lapsed		
s 30(4)(b)	Duty to provide information in writing upon request		
s 32(2)	Duty to give more notice if required		
s 33(1)	Duty to give more notice of changes to an amendment		
s 36(2)	Duty to give notice of approval of amendment		
s 38(5)	Duty to give notice of revocation of an amendment		
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 40(1)	Function of lodging copy of approved amendment		
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period		
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends		
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements		
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity		Where Council is a responsible public entity and is a planning authority Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils
s 46AW	Function of being consulted by the Minister		Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy		Where Council is a responsible public entity

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity		Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area		Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction		Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans		
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority		
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land		
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land		
s 46GP	Function of receiving a notice under s 46GO		Where Council is the collecting agency

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land		
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO		
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister		
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ		
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general		
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference		
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)		
s 46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met		
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made		Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant		Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)		Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)		Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction		Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable		Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan		Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records		Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the *Local Government Act 2020*		Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs		Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZ(2)(a)	Function of receiving the monetary component		Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities		Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component		Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency		Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land		Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land		If any inner public purpose land is vested in Council under the *Subdivision Act 1988* or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land		Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records		Where Council is a development agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZA(2)	Duty to keep the accounts and records in accordance with the *Local Government Act 2020*		Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)		Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA		If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)		Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)		Where Council is the collecting agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires		Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount		Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land		Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)		Where Council is the development agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZF(3)	Function of receiving proceeds of sale		Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister		Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council		Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)		
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy		
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy		
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit		
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy		
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured		
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable		
s 46Q(1)	Duty to keep proper accounts of levies paid		
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency		
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed		Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)		Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan		Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.		With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B		
s 46QD	Duty to prepare report and give a report to the Minister		Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period		
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it		
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements		
s 46Y	Duty to carry out works in conformity with the approved strategy plan		
s 47	Power to decide that an application for a planning permit does not comply with that Act		
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits		
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements		
s 50(4)	Duty to amend application		
s 50(5)	Power to refuse to amend application		
s 50(6)	Duty to make note of amendment to application in register		
s 50A(1)	Power to make amendment to application		
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 50A(4)	Duty to note amendment to application in register		
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements		
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person		
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate		
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme		
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant		
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant		
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected		
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 52(3)	Power to give any further notice of an application where appropriate		
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it		
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)		
s 54(1)	Power to require the applicant to provide more information		
s 54(1A)	Duty to give notice in writing of information required under s 54(1)		
s 54(1B)	Duty to specify the lapse date for an application		
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information		
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)		
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme		
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go		
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements		
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)		
s 57A(5)	Power to refuse to amend application		
s 57A(6)	Duty to note amendments to application in register		
s 57B(1)	Duty to determine whether and to whom notice should be given		
s 57B(2)	Duty to consider certain matters in determining whether notice should be given		
s 57C(1)	Duty to give copy of amended application to referral authority		
s 58	Duty to consider every application for a permit		
s 58A	Power to request advice from the Planning Application Committee		
s 60	Duty to consider certain matters		
s 60(1A)	Duty to consider certain matters		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect		
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application		The permit must not be inconsistent with a cultural heritage management plan under the *Aboriginal Heritage Act 2006*
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit		
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit		
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent		
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent		
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant		
s 62(1)	Duty to include certain conditions in deciding to grant a permit		
s 62(2)	Power to include other conditions		
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan		
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement		
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant		
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)		
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)		
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)		
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors		This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(3)	Duty not to issue a permit until after the specified period		This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision		This provision applies also to a decision to grant an amendment to a permit – see s 75

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit		This provision applies also to a decision to grant an amendment to a permit – see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57		
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities		
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit		If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit		If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65		If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 69(1)	Function of receiving application for extension of time of permit		
s 69(1A)	Function of receiving application for extension of time to complete development		
s 69(2)	Power to extend time		
s 70	Duty to make copy permit available in accordance with public availability requirements		
s 71(1)	Power to correct certain mistakes		
s 71(2)	Duty to note corrections in register		
s 73	Power to decide to grant amendment subject to conditions		
s 74	Duty to issue amended permit to applicant if no objectors		
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit		
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice		
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit		If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit		If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76		If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit		
s 83	Function of being respondent to an appeal		
s 83B	Duty to give or publish notice of application for review		
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit		
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit		
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit		
s 84(6)	Duty to issue permit on receipt of advice within 3 business days		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 84AB	Power to agree to confining a review by the Tribunal		
s 86	Duty to issue a permit at order of Tribunal within 3 business days		
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit		
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit		
s 91(2)	Duty to comply with the directions of VCAT		
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs		
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90		
s 93(2)	Duty to give notice of VCAT order to stop development		
s 95(3)	Function of referring certain applications to the Minister		
s 95(4)	Duty to comply with an order or direction		
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land		
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment		
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C		
s 96F	Duty to consider the panel's report under s 96E		
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the *Planning and Environment (Planning Schemes) Act 1996*)		
s 96H(3)	Power to give notice in compliance with Minister's direction		
s 96J	Duty to issue permit as directed by the Minister		
s 96K	Duty to comply with direction of the Minister to give notice of refusal		
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate		
s 97C	Power to request Minister to decide the application		
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application		

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister		
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements		
s 97L	Duty to include Ministerial decisions in a register kept under s 49		
s 97MH	Duty to provide information or assistance to the Planning Application Committee		
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee		
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance		
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate		
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate		
s 97Q(4)	Duty to comply with directions of VCAT		
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions		

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances		
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed		
s 101	Function of receiving claim for expenses in conjunction with claim		
s 103	Power to reject a claim for compensation in certain circumstances		
s 107(1)	Function of receiving claim for compensation		
s 107(3)	Power to agree to extend time for making claim		
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes		
s 114(1)	Power to apply to the VCAT for an enforcement order		
s 117(1)(a)	Function of making a submission to the VCAT where objections are received		
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made		
s 123(1)	Power to carry out work required by enforcement order and recover costs		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)		Except Crown Land
s 129	Function of recovering penalties		
s 130(5)	Power to allow person served with an infringement notice further time		
s 149A(1)	Power to refer a matter to the VCAT for determination		
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement		
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)		Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports		
s 171(2)(g)	Power to grant and reserve easements		
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan		Where Council is a development agency specified in an approved infrastructure contributions plan

Maddocks

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)		Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)		Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174		
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing		Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the *Planning and Environment Act 1987* requires something to be to the satisfaction of Council or Responsible Authority		
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the *Planning and Environment Act 1987* requires that something may not be done without the consent of Council or Responsible Authority		
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		
s 178A(1)	Function of receiving application to amend or end an agreement		
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)		
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal		
s 178A(5)	Power to propose to amend or end an agreement		
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement		
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement		
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end		
s 178C(4)	Function of determining how to give notice under s 178C(2)		
s 178E(1)	Duty not to make decision until after 14 days after notice has been given		

Maddocks

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal		If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal		If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement		If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal		After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal		After considering objections, submissions and matters in s 178B
s 178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal		After considering objections, submissions and matters in s 178B

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178E(3)(d)	Power to refuse to amend or end the agreement		After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)		
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)		
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn		
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement		
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement		
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land		
s 179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements		
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement		
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement		
s 182	Power to enforce an agreement		
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement		
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision		
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement		
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement		
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision		
s 184G(2)	Duty to comply with a direction of the Tribunal		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 184G(3)	Duty to give notice as directed by the Tribunal		
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice		
s 198(1)	Function to receive application for planning certificate		
s 199(1)	Duty to give planning certificate to applicant		
s 201(1)	Function of receiving application for declaration of underlying zoning		
s 201(3)	Duty to make declaration		
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council		
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council		
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit		
-	Power to give written authorisation in accordance with a provision of a planning scheme		

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district		
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible		

Maddocks

RESIDENTIAL TENANCIES ACT 1997			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements		
s 522(1)	Power to give a compliance notice to a person		
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)		
s 525(4)	Duty to issue identity card to authorised officers		
s 526(5)	Duty to keep record of entry by authorised officer under s 526		
s 526A(3)	Function of receiving report of inspection		
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)		

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette		Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette		
s 11(9)(b)	Duty to advise Registrar		
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.		Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person		Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road		Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance		Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice		Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission		Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

Maddocks

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice		Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made		Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette		Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria		
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria		
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport		
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority		
s 15(2)	Duty to include details of arrangement in public roads register		
s 16(7)	Power to enter into an arrangement under s 15		

Maddocks

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 16(8)	Duty to enter details of determination in public roads register		
s 17(2)	Duty to register public road in public roads register		Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use		Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register		Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use		Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register		Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area		Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register		Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority		
s 19(4)	Duty to specify details of discontinuance in public roads register		
s 19(5)	Duty to ensure public roads register is available for public inspection		

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 21	Function of replying to request for information or advice		Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction		
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report		
s 22(5)	Duty to give effect to a direction under s 22		
s 40(1)	Duty to inspect, maintain and repair a public road		
s 40(5)	Power to inspect, maintain and repair a road which is not a public road		
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair		
s 42(1)	Power to declare a public road as a controlled access road		Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette		Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified		Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road		Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)		Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M		
s 49	Power to develop and publish a road management plan		
s 51	Power to determine standards by incorporating the standards in a road management plan		
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan		
s 54(2)	Duty to give notice of proposal to make a road management plan		
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals		
s 54(6)	Power to amend road management plan		
s 54(7)	Duty to incorporate the amendments into the road management plan		
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper		

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 63(1)	Power to consent to conduct of works on road		Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency		Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7		Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc		Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill		Where Council is the coordinating road authority
s 67(3)	Power to request information		Where Council is the coordinating road authority
s 68(2)	Power to request information		Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer		
s 72	Duty to issue an identity card to each authorised officer		
s 85	Function of receiving report from authorised officer		
s 86	Duty to keep register re s 85 matters		
s 87(1)	Function of receiving complaints		
s 87(2)	Duty to investigate complaint and provide report		

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 96	Power to authorise a person for the purpose of instituting legal proceedings		
s 112(2)	Power to recover damages in court		
s 116	Power to cause or carry out inspection		
s 119(2)	Function of consulting with the Head, Transport for Victoria		
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)		
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)		
s 121(1)	Power to enter into an agreement in respect of works		
s 122(1)	Power to charge and recover fees		
s 123(1)	Power to charge for any service		
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads		
sch 2 cl 3(1)	Duty to make policy about controlled access roads		
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads		

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria		
sch 2 cl 5	Duty to publish notice of declaration		
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve		Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road		Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works		Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance		Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected		Where Council is the infrastructure manager or works manager

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works		Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed		Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person		Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs		Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)		Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period		Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)		Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works		Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult		Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works		Where Council is the coordinating road authority

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 16(6)	Power to set reasonable conditions on consent		Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions		Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal		Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement		Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works		Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred		Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure		Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads		Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road		Where Council is the responsible road authority

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas		Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4		Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

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CEMETERIES AND CREMATORIA REGULATIONS 2015
##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 24	Duty to ensure that cemetery complies with depth of burial requirements		
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves		
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)		
r 28(1)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator		
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner		
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator		
r 30(2)	Power to release cremated human remains to certain persons		Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation		

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CEMETERIES AND CREMATORIA REGULATIONS 2015
##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation		
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation		
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period		
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)		
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)		
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)		
r 34	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)		
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist		

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CEMETERIES AND CREMATORIA REGULATIONS 2015
##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 40	Power to approve a person to play sport within a public cemetery		
r 41(1)	Power to approve fishing and bathing within a public cemetery		
r 42(1)	Power to approve hunting within a public cemetery		
r 43	Power to approve camping within a public cemetery		
r 45(1)	Power to approve the removal of plants within a public cemetery		
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)		
r 47(3)	Power to approve the use of fire in a public cemetery		
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area		
Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2		See note above regarding model rules

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CEMETERIES AND CREMATORIA REGULATIONS 2015
##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery		See note above regarding model rules
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours		See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted		See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials		See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial		See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment		See note above regarding model rules
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner		See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies		See note above regarding model rules

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CEMETERIES AND CREMATORIA REGULATIONS 2015
##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery		See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery		See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust		See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery		See note above regarding model rules

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PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme		Where Council is not the planning authority and the amendment affects land within its municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r 21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act		
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) ~~available for inspection free of charge~~ in accordance with the public availability requirements		Where Council is the responsible authority
r 25(b)~~)~~	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements~~for inspection free of charge~~		Where Council is not the responsible authority but the relevant land is within Council's municipal district
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application		Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

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PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme		
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme		
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20		

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 7	Power to enter into a written agreement with a caravan park owner		
r 10	Function of receiving application for registration		
r 11	Function of receiving application for renewal of registration		
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations		
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations		
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations		
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations		
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration		
r 12(4) & (5)	Duty to issue certificate of registration		
r 14(1)	Function of receiving notice of transfer of ownership		
r 14(3)	Power to determine where notice of transfer is displayed		

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 15(1)	Duty to transfer registration to new caravan park owner		
r 15(2)	Duty to issue a certificate of transfer of registration		
r 15(3)	Power to determine where certificate of transfer of registration is displayed		
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration		
r 17	Duty to keep register of caravan parks		
r 18(4)	Power to determine where the emergency contact person's details are displayed		
r 18(6)	Power to determine where certain information is displayed		
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner		
r 22(2)	Duty to consult with relevant emergency services agencies		
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures		
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings		
r 25(3)	Duty to consult with relevant floodplain management authority		

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 26	Duty to have regard to any report of the relevant fire authority		
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling		
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe		
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe		
r 41(4)	Function of receiving installation certificate		
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling		
Sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling		

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ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 8(1)	Duty to conduct reviews of road management plan		
r 9(2)	Duty to produce written report of review of road management plan and make report available		
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)		Where Council is the coordinating road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act		
r 13(1)	Duty to publish notice of amendments to road management plan		Where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment		
r 16(3)	Power to issue permit		Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road		Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal		Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act		Where Council is the coordinating road authority

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ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road		Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)		Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible		

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ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works		Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances		Where Council is the coordinating road authority

7.3. S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION UNDER THE PLANNING AND ENVIRONMENT ACT 1987

DIRECTORATE : **Executive Services**

PURPOSE:

This report is to seek Council's endorsement of the S11A. Instrument of Appointment and Authorisation under the Planning and Environment Act 1987 to members of staff which reflect recent legislative changes within the Planning and Environment Act 1987.

EXECUTIVE SUMMARY

- The Chief Executive Officer has power to appoint the majority of authorised officers under the s5 Instrument of Delegation to the Chief Executive Officer. However, the appointment of authorised officers under the Planning and Environment Act 1987 cannot be delegated and are therefore required to be made by resolution of Council.
- The attached instrument of authorisation has been updated due to staff changes within the planning team.
- This instrument of authorisation is attached and is submitted for Council's consideration and adoption - refer **Attachment 1**.

MOVED: CR ANGIE PASPALIARIS
SECONDED: CR MAX TAYLOR

That Council, in the exercise of the powers conferred by s 224 of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached instrument of appointment and authorisation (the instrument):

1. **Authorises the members of Council staff referred to in the instrument in Attachment 1 to be appointed and authorised as set out in the instrument.**
2. **Adopts the Instrument of Appointment and Authorisation as found at Attachment 1.**
3. **Authorises the instrument to come into force immediately upon the common seal of Council being affixed to the instrument by the Chief Executive Officer, and remains in force until Council determines to vary or revoke it.**

CARRIED - 6:0

BACKGROUND

The appointment of authorised officers under the Planning and Environment Act 1987 cannot be delegated and must be made through resolution of Council.

ISSUES

Officers authorised to act under the Planning and Environment Act 1987 have authorisation to enter sites, gather evidence or serve legal notices, etc. if required, as appropriate to their level of experience and qualifications.

The specific authorisations provided through this instrument include:

1. under section 147(4) of the Planning and Environment Act 1987 – appointment as an authorised officer for the purposes of the Planning and Environment Act 1987 and the regulations made under that Act; and
2. under section 313 of the Local Government Act 2020 authorisation generally to institute proceedings for offences against the Act and/or any regulations.

FINANCIAL IMPACT

There are no financial implications with this item.

COMMUNITY IMPACT / CONSULTATION

This is a statutory process. The Instrument of Appointment and Authorisation has been reviewed and updated in line with Maddocks Delegations and Authorisations service.

OFFICERS' DECLARATION OF INTEREST

None declared.

CONCLUSION

By authorising the relevant officers to act under the Planning and Environment Act 1987 Council will ensure they have the required authority to carry out their roles within legislated requirement

ATTACHMENTS

1. P VIC S11A Delegations Instrument of Appointment P E Act DELS11A [**7.3.1** - 2 pages]

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Maddocks Delegations and Authorisations

S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

Warrnambool City Council

Instrument of Appointment and Authorisation

(*Planning and Environment Act 1987* only)

.

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Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means –

Julie McLean
Rob Wandell
Srimali Mellawa
Nicolas Legoe
Matthew Cross
Hannah Newson

By this instrument of appointment and authorisation Warrnambool City Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Warrnambool City Council on 6 March 2023

THE COMMON SEAL of **WARRNAMBOOL CITY COUNCIL** was affixed in the presence of:-

……..
Chief Executive Officer
Being a delegated officer pursuant to
Local Law 1-2016 C11 of the Council.

Witness

……..

Date: ##insert

7.4. APPOINTMENT OF INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER

DIRECTORATE : Corporate Strategies

PURPOSE:

The purpose of this report is to recommend the appointment of a new independent member to Council's Audit and Risk Committee to fill an existing vacancy.

EXECUTIVE SUMMARY

- The Audit and Risk Committee (the Committee) is an independent advisory committee established under section 54 of the Local Government Act 2020.
- A vacancy for an independent committee member recently opened due to the resignation of a previous member.
- The charter for the Audit and Risk Committee states that Council must appoint independent members to the Committee and must appoint the chairperson.
- An expression of interest for the vacant position was recently conducted, including advertising in local media and on Council's website.
- Candidates were reviewed and this recommendation is based on assessment of their skills, experience, and expertise.

MOVED: CR BEN BLAIN
SECONDED: CR ANGIE PASPALIARIS

That Kevin Leddin be appointed as an independent member of Council's Audit and Risk Committee for a four-year term starting 6 March 2023, with full voting rights for the upcoming Committee meeting on 7 March 2023.

CARRIED - 6:0

BACKGROUND

The Audit & Risk Committee (the Committee) is an independent advisory committee established under section 54 of the Local Government Act 2020.

The purpose of the Committee is to advise Council on the effectiveness of the organisation's systems, processes and culture for complying with its legal and financial obligations. The committee also plays a key role in the oversight of key strategic risks. In fulfilling this role, the Committee aids in the implementation of the Council Plan.

The Committee is accountable to and reports directly to Council. The Committee's work is to be informed by the requirements of the Act and best practice in audit, risk and governance principles and processes, and works to a specific charter adopted by Council.

The Committee is made up of 3 independent members and 2 Councillors. The previous chairperson resigned from the Committee recently. This created a vacancy for an independent committee member and for the role of the chairperson.

The Independent member position became vacant due to the chairperson, Donna Porrit, accepting a role as an employee of Warrnambool City Council and subsequently resigning from the committee.

The Audit and Risk Committee would like to recognise Donna for her valuable contribution to the committee and Warrnambool City Council as independent member and chairperson of the Audit and Risk Committee and wish her well in her new employment with Council.

ISSUES

An expression of interest (EOI) process for the vacant position has been conducted including advertisements in the Warrnambool Standard and on Council's website.

One Application was received, and this was reviewed based on the specialist skills, experience and expertise of the applicant. Consideration was also given to ensure that the applicants would contribute to the ideal balance of skills, experience and background for the Committee.

Based on the review it was determined that Kevin Leddin be recommended to the independent Audit & Risk Committee member position. The new member would be eligible to attend the 7th of March 2023 committee meeting with full voting rights.

A temporary chairperson will be appointed at the 7th March 2023 meeting until a recommendation can be arranged regarding the chairperson vacancy.

FINANCIAL IMPACT

No Financial impact as committee member remuneration is budgeted.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

5 An effective Council
5.1 Leadership and governance: Council will be a high-functioning team committed to respectful relationships, collaboration and ongoing engagement. It will provide strong, effective leadership, sound governance and informed decision-making
5.5 Organisational and financial sustainability: Council will ensure organisational and financial sustainability through the effective and efficient use of Council's resources and assets.
5.6 Risk mitigation: Council will mitigate and manage organisational risks through sound management systems and processes.

TIMING

The next Committee meeting is on Tuesday, 7 March, 2023

OFFICERS' DECLARATION OF INTEREST

No conflicts of interest declared.

CONCLUSION

It is recommended that Kevin Leddin be appointed to Council's Audit and Risk Committee as an independent member.

ATTACHMENTS
Nil

7.5. ACTIVITIES & INITIATIVES 2022-2023: OCTOBER - DECEMBER (QUARTER 2)

DIRECTORATE: Corporate Strategies

PURPOSE:

This report provides information on the progress in achieving the Activities & Initiatives (A&I's) set down for 2022-2023 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

This report reflects on the progress and achievements of a broad range of Activities & Initiatives set out in the Council Plan and Budget for the financial year 2022 –2023.

The A&I's give a brief insight to the extensive range of works services and projects undertaken by the organisation for the community.

The A&I's underpin activities Council undertakes to work toward the vision 2021 - 2025 of *"A thriving city at the heart of coast and country".*

The 5 key objectives that support this vision are:

1. **A healthy community**
   We will be a healthy, inclusive and thriving community with equitable access to services, cultural opportunities and recreational activities.

2. **A sustainable environment**
   We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.

3. **A strong economy**
   We will support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities that attract ongoing investment.

4. **A connected, inclusive place**
   We will provide high quality places that people value and want to live, work, play and learn in.

5. **An effective Council**
   We will be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and for Victoria's Southwest.

MOVED: CR MAX TAYLOR
SECONDED: CR ANGIE PASPALIARIS

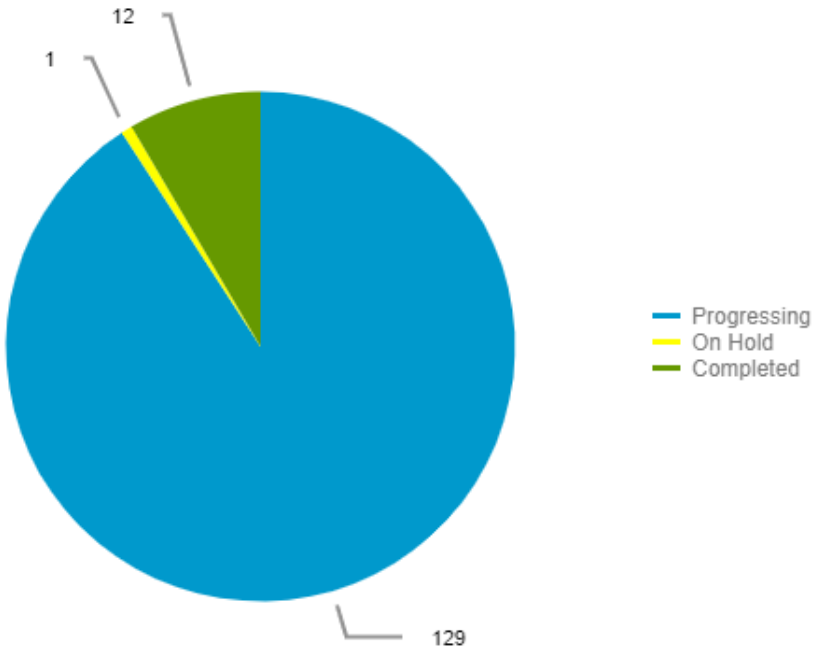
That the Activities & Initiatives 2022 – 2023: October – December (Quarter 2), be received.

CARRIED - 6:0

BACKGROUND

The Warrnambool City Council Plan 2021 – 2025 (2022 revision) is the key planning and strategic document of the Council and details the strategic objectives for its community over a 4-year period.

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



ATTACHMENTS

1. Activities & Initiatives 2022-2023: October - December (Q2) [**7.5.1** - 36 pages]

Warrnambool City Council

Activities & Initiatives

Q2 2022/2023

- Completed
- Progressing
- On Hold
- Not Progressing
- Not Completed
- Withdrawn

Report Generated: 22/02/2023

Warrnambool City Council
Activities & Initiatives

Q2, 2022/2023

GOAL 1: A HEALTHY COMMUNITY: We will be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.

Objective 1: WELCOMING & INCLUSIVE CITY: Warrnambool will be a city that is more welcoming to all and fosters diversity.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.1.1	Review the Customer Service Charter to ensure it meets the needs and expectations of Council customers.	Manager Communications	100%		Council approved the release of the draft Customer Service Charter for community feedback. Charter has now been adopted.
1.1.2	Develop and implement a range of Council activities and events to encourage participation from diverse groups within our community.	Service Manager Healthy Engaged Communities	50%		The Take A Step Forward LQBTIQA+ Inclusion and Diversity Conference held in October 2022 was a huge success with several actions coming from the day, including Rural Pride Australia holding a follow up Rainbow Ready Roadmap Practical Workshop for the Great South Coast on 8 November. Several organisations in attendance are now considering more inclusive practices as a result of attending the conference and/or the workshop. The organising committee have since developed a Framework Conference Guideline that outlines the steps taken to plan and deliver the event. The Western Region Drug and Alcohol Centre (WRAD) have committed to organising a future conference in the region and Council Officers are part of the conference advisory committee. The Intercultural Café at the Archie Graham Community Centre has taken a new approach by encouraging participants to share their culture through cooking and food via weekly cooking demonstrations. Aside from the opportunity for participants to try traditional dishes from various countries and cultures, it facilities diversity and inclusion principles through the sharing of stories, knowledge and customary practices as well as variety of delicious cuisines.
1.1.3	Increase access to participation for all abilities and raise awareness of the community regarding the needs of people with a disability.	Service Manager Healthy Engaged Communities	50%		Support to integrate people with a disability into mainstream activities and programs at the Archie Graham Community Centre continues. A man with an intellectual impairment is thriving by fuelling his passion for gardening though participation in the social gardening program. Another participant with dual diagnosis and complex needs is being supported to use the hydrotherapy pool through collaboration from multiple agencies and individual support workers to ensure she has a safe and positive experience with the ultimate aim of diversifying her

Warrnambool City Council
Activities & Initiatives

Q2, 2022/2023

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					participation in other programs and activities at the centre. Inclusion in mainstream programs promotes collaborative activities and increases positive attitudes towards disability, reducing stigma and discrimination, and provides a richer and more diverse participant group that builds stronger inclusive communities. Provision of such services is possible through the dedicated collaboration of Council Officers, Volunteers and the individual's support persons.
1.1.4	Engage with community to ensure that a diversity of voices are informing Council policies, strategies, programs, and services.	Manager Community Policy & Planning	50%		Using IAP2 principles, Council continues to engage with the community to inform Council policies, strategies, programs and services. Major consultations during the quarter focused on the Future of the Warrnambool Saleyards, with several focus group discussions organised with various stakeholders in conjunction with the survey conducted in the last quarter. Other major consultations during the quarter included a baseline survey on the alcohol harm reduction campaign, South Warrnambool Flood Study, South Warrnambool Flood Investigation, Bushfield-Woodford Strategic Framework Plan, Warrnambool Citizen of the Year nominations, Short Stay Accommodation Local Law, he Customer Service Charter. and the Great South Coast Digital Strategy.
1.1.5	Develop and implement programs to improve community connections and reduce social isolation.	Manager Community Policy & Planning	50%		The Community Connections team continue to support vulnerable and isolated community members to access supports and services to both Council and external programs and providers through the Social prescription program. The team provides 1:1 support to people in identifying activities based on their own interests and needs to be able to re-engage with the community. Importantly the program fills service gaps by offering support to people that otherwise may fall between the cracks by working with people without existing supports (such as NDIS or My Aged Care services) to engage with services and seek assistance. The team offer a flexible and individualised approach in how people are supported. For some this may involve creating a personalised plan based on their own wants/ needs/ health and lifestyle factors and for others it might just be a point of contact for information. A dual health/service provider referral and self-referral system is in place to ensure a comprehensive and integrated approach to access to the program.
1.1.6	Provide library programs and collections that facilitate	Manager Recreation & Culture	50%		Library staff are proactive in inclusion, understanding and acceptance of diversity and welcome people of all ages and background into the library. The library service is continually

Warrnambool City Council Activities & Initiatives

Q2, 2022/2023

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	inclusion, understanding and acceptance of diversity.				developing and building collection and developing programming to improve accessibility and inclusion. Based on identified need, the service has increased the frequency of English conversation circles. The collection has been boosted with materials that reflect our diverse community and that support inclusion, including the bi-lingual picture story books, English as a second language support and LGBTQIA+ fiction and non-fiction collections.
1.1.7	Develop and implement programs and activities that improve community engagement and social connection through West Warrnambool Neighbourhood House.	West Warrnambool Neighbourhood House Coordinator	50%		West Warrnambool Neighbourhood House (WWNH) continues to organise programs and services for community members to improve social connection. • In partnership with Flagstaff Hill, 22 children and their parent/carers attended a National Children's Week - playgroup excursion to Flagstaff Hill in October. • Free child car seat fitting through partnerships with KidsSafe and NHVic was conducted and well attended with 10 bookings all up. • Home is Where the Art Is project includes a yarn bombing art work installation. Each work was tagged with the project participants (40 in total) as well as a QR code taking people to the Neighbourhood House Facebook page. • The final Home is Where the Art Is project will commence in early 2023. WWNH has supported the cost of the concrete slab to be placed at the soon to be refurbished Pecten Avenue playground (in collaboration with Council's Infrastructure Team). Local artist Jimmi Buscombe will paint the Snakes and Ladders artwork early 2023 after the slab has been laid. • Power Saving Bonus - 277 community members have been assisted to date with the State Government Power Saving Bonus Application, generating over $3,800 in revenue for the Neighbourhood House. • Continue to distribute Foodshare to vulnerable residents of West Warrnambool - delivered 575kgs in this quarter.

Objective 2: ABORIGINAL COMMUNITIES: Council will pursue improved partnerships and meaningful engagement with Aboriginal people to grow opportunities and better outcomes for Aboriginal people.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.2.1	Develop and deliver programs and services in collaboration with Aboriginal people that support inclusiveness, culture and	Manager Community Policy & Planning	50%		Council's engagement with the Eastern Maar Aboriginal Corporation (EMAC) and the Gunditjmara Aboriginal Cooperative continued in this quarter with several significant achievements. The Warrnambool Aboriginal Collaborative Committee has been

Warrnambool City Council Activities & Initiatives

Q2, 2022/2023

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	reconciliation.				formed. This committee is a collaborative body for Council and EMAC to engage on issues pertaining to planning, culture, heritage, environment and infrastructure. The Committee will continue to meet quarterly. The joint collaboration has also resulted in Gunditjmara Aboriginal Cooperative being the main body to collaborate on issues related to health, housing, legal, sport, recreation, employment, culture, training and childcare. In consultation with the two organisations, Council's draft Reconciliation Action Plan is currently being revised. Council is also supporting EMAC in developing a standardised local approach to cultural awareness across all municipalities.
1.2.2	Facilitate and encourage collaborative relationships with Aboriginal and Community Controlled Organisations (ACCOs) to address key barriers to access children's and family services and build a stronger cultural connection.	Manager Children & Family Services	50%		Early Years staff participated in a professional development day, an Aboriginal Cultural Tour with an Indigenous Elder. The tour took staff to many significant local sights across Warrnambool including shared stories about the history and culture of local indigenous families. This was such an invaluable experience to be part of and enables employees to have a deeper understanding of the local history. Educators also had the opportunity to reflect on the Child Safe Standard 1 Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued.
1.2.3	Increase participation of Aboriginal families in early years services, with a focus on maternal and child health and kindergarten services.	Manager Children & Family Services	45%		The Early Years Outreach program will continue to be provided. Council is currently recruiting to the position which will extend to a wider sector of early years services, The role will assist in providing additional support to families who have children transitioning in early years services or from kinder to primary school, that supports families to keep their child engaged in education services.
1.2.4	Increase community awareness of, and promote, Aboriginal heritage, culture and sites of significance.	Manager Community Policy & Planning	50%		Council has continued discussions with the Eastern Maar Aboriginal Corporation (EMAC) to request guidance on including and promoting Aboriginal heritage, culture and sites of significance through existing and new infrastructure. Significant discussions occurred in strengthening the Maar Nations Gallery hosted at the Warrnambool Art Gallery. Council also continues to participate in the Wata Waetnanda group and progressed with planning of significant events in 2023.

Warrnambool City Council
Activities & Initiatives

Q2, 2022/2023

Objective 3: HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.3.1	Implement the Municipal Health and Wellbeing Plan 2021-25 and review as necessary.	Manager Community Policy & Planning	50%		Based on legislative requirements under the Victorian Public Health Act 2008, the annual progress report on the Healthy Warrnambool Plan 2021-25 was submitted to the Department of Health. During the preparation of the annual report, a progressive review of the plan was also conducted with stakeholders through the different Communities of Practice meetings and the Plan was adapted accordingly, based on the review. Council has also received further funding from VicHealth to implement its Active Warrnambool Strategy, particularly in relation to walking and riding to school. Various components of the Healthy Warrnambool Plan continue to be implemented through the different departments of Council. The Healthy Warrnambool Plan 2021-25 continues to be implemented in partnership with a wide-range of stakeholders. During the quarter, the following were the highlights of the plan: 1. Prevention of Family Violence - Council participated in the 16 days of activism campaign facilitated by the Barwon South West Women's Health with participation of Glenelg Shire, Moyne Shire, Corangamite Shire and eleven other organisations. 2. Reduction harm from alcohol and other drugs - The Drink Responsibly? campaign was officially launched by the Mayor Cr Debbie Arnott in an event organised at the Warrnambool Library. Partners form Deakin University, the Alcohol and Drug Foundation, Department of Justice and Community Safety and the Barwon South West Public Health Unit. The campaign will be implemented for a period of 6 months and an end-evaluation will be implemented. 3. Climate Change and the Community - A working group has been formed to organise a Climate Change and Population Health Forum to be organised by Council in May 2023. This forum is being organised with funding from Department of Environment, Energy and Climate Action.
1.3.2	Achieve compliance with the Child Information Sharing and Family Violence Information Sharing reforms as directed by peak bodies.	Service Manager Early Years Learning & Development	50%		Council continues to review operational policies to ensure Child Information Sharing (CISS) and Family Violence information sharing (FVISS) reforms have been incorporated.
1.3.3	Improve children and families' health and wellbeing through attainment of targets set by	Service Manager Early Years Learning & Development	50%		Four kindergartens delivered a Breakfast Club service in 2022 for children attending the service. This will increase to five services in 2023. Kitchen upgrades will further support this program.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	the Healthy Achievement Program.				
1.3.4	Develop and implement an Aquatic Strategy, including a new business model for AquaZone, to guide the improvement and strategic use of facilities to increase community participation in physical activity.	Aquazone Service Manager	50%		A new Learn To Swim program has been implemented in line with updates to Life Saving Victoria Swim and Survive program. Functional studio activated for health and fitness classes. Learn to Swim : 1020 students enrolled to begin 1st semester 2023. Work towards the development of an Aquatic Strategy will commence in Quarter 3.
1.3.5	Develop an AquaZone fitness and program that supports and encourages wellbeing and water safety.	Aquazone Service Manager	50%		There has been a slow but strong return to the AquaZone facility after Covid 19. Projected attendances for the year are now at 57,500 above last year. (32,000 in Aquatics, 11,000 in Group Fitness, and 13,600 in Health Club). This year AquaZone introduced a Learn to Swim holiday program with 34 enrolled students each week. Rapid Fit- small group training sessions have been included in the program.
1.3.6	Establish a plan to assist gymnastics to move to a sustainable business model.	Manager Recreation & Culture	30%		Progress has been made in identifying possible business model options with the Springers Gymnastic Club . The aim is to support the Club and the sport to grow participation and independence.
1.3.7	Increase community participation in active recreation.	Manager Recreation & Culture	50%		Sports activity at Council's indoor sports facilities continues to grow after pandemic restrictions impacted activity for the previous 2 years. Court usage at the Warrnambool Stadium has increase 20% on the same 6 month period before the Pandemic due to an increase in Netball, Basketball, Volleyball and Pickleball activity. - Overall attendance at AquaAone is up 44,000 visits compared to the same period last year. - 1020 students are enrolled to begin a Learn to Swim program from February - occupancy @ 88%. - AquaZone memberships is at 830 (as at 23/01/2023) up from 734 as at end of last quarter. - Group Fitness continues to sit at 43% average attendance weekly. - Currently sitting at 2.66 visits per person. (99,142 visits/37255 population), last FY was 3.77 for the 12 months.
1.3.8	Develop systems and policies that maximise the use of the Warrnambool Stadium.	Service Manager Warrnambool Stadium	65%		A new fee structure for court hire by the Stadium resident sports associations was introduced at the beginning of 2022. All 6 resident sports have been accessing the Stadium courts and facilities under this new court hire model over the past 6 months. Some sports have expanded their competitions and programs during this period: Basketball have commenced programs on Friday afternoon/evenings, Pickleball has expanded their

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					court usage on 2 evenings a week and Netball have increased participation/games in their senior and mixed competitions. June to December Stadium court bookings are at their highest level for 5 years. The Stadium currently averages just over 23 hours of court hire per day.
1.3.9	Increase connection with children up to aged 4 through outreach Maternal and Child Health Key Age Stage visits to early years services.	Service Manager Early Years Intervention & Support	50%		New enrolments are finalised for the 2023 kinder year. Once children are settled into the new year Maternal Child Health employees will work with Kinder coordinators to identify children who have not completed their three and half year old Maternal Child Health check up. This will enable any developmental concerns to be quickly identified and referrals into intervention and supports services to occur.
1.3.10	Support vulnerable families with young children through the enhanced Maternal and Child Health service.	Service Manager Early Years Intervention & Support	80%		Maternal Child Health Coordinator has reviewed all Enhanced Maternal Child Health clients to ensure all current families are eligible for the program. A Family Practitioner is working 2 days in Enhanced Maternal Child Health program with the increase in families with English as a second language to help support families, parents with mental health who are currently on wait list for other health services.
1.3.11	Provide a broad range of programs for older members of our community.	Service Manager Healthy Engaged Communities	50%		The CELEBRAGE Seniors Festival in Warrnambool was held in October 2002, forming part of the major statewide Victorian Seniors Festival for Victorians over 60. Nature was the theme for 2022 to shine a light on the wellbeing benefits of connecting with nature and also for COVID safety. 575 people attended 18 events not including Flagstaff Hill who advertised in the Victorian Seniors Festival Program for discount rates for seniors for the month of October. 988 seniors visited Flaggy during the day as part of our promotion and 61 for the night show. Over 20 partners assisted with hosting events in the Festival.
1.3.12	Maximise use of sportsgrounds and associated recreational facilities through ensuring shared use, where appropriate.	Service Manager Recreation & Culture	75%		The Recreation team continue to work with sports ground user groups to maximise access and use of facilities. Reid Oval has recently hosted the Warrnambool Gift, and the Friendlies Society Park was used for the first time to host our local rugby home games from September to December.
1.3.13	Deliver Maternal Child Health Key Ages and Stages framework via outreach model within universal services including early learning and kindergarten services to ensure all eligible children	Service Manager Early Years Intervention & Support	25%		Maternal Child Health coordinator will commence the outreach model/process with families from the internal Collaboration list of vulnerable children. The Focus will be on families enrolled in early years services within Warrnambool City Council for the next 4 months.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	have attended all 10 key age stages.				
1.3.14	Deliver sleep and settling program to eligible families with babies and toddlers through group education and in home consults with parents and guardians.	Service Manager Early Years Intervention & Support	80%		The 2023 dates for Sleep and Settling programs have been set. New locations for programs - new Library and Mahogany Kindergarten. All first Parent groups are completing sleep and settling education classes.
1.3.15	Advocate for early years workforce initiatives that support recruitment and retention of high quality early years staff and service.	Manager Children & Family Services	20%		Opportunities through Council's work with the Municipal Association of Victoria and Department of Education has produced initiatives and supports for staff. Beamish Street Kindergarten & Mahogany Kindergarten have successfully been pre-approved to offer location Incentives under the 2022-23 Early Childhood Teacher Incentives program up to $21,000 each service, to support in recruiting new staff to services in rural and regional areas.
1.3.16	Develop culturally safe early years services.	Service Manager Early Years Learning & Development	50%		Early Learning Centre's have participated in a local cultural tour as part of their professional development and to enhance educators cultural understanding and support the roll out of reconciliation action plans across services.

Objective 4: ACCESSIBLE CITY: Council will improve the physical and social accessibility to community services, facilities, places and precincts.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.4.1	Review the requirements needed to become a Child Friendly City.	Manager Children & Family Services	30%		Staff have been working through the resources available from the UNICEF Child Friendly Cities Initiative to understand the requirements council will need to under take to become a Child Friendly City, through this review council staff have established relationships with other councils, attending network meetings alongside 16 other Victorian councils who are currently working through the process of becoming a child friendly city. The opportunity will provide staff with greater insight into the process and challenges of becoming a child friendly city.
1.4.2	Meet the current and future needs of our growing population, programs and services through updated Community Services Infrastructure Plan.	Manager Community Policy & Planning	25%		Council continues to review its facilities and service levels in line with programming.
1.4.3	Continue to implement the objectives set out in the Early Years Compact Agreement.	Service Manager Early Years	30%		Council actively meets with early years leadership group each fortnight to discuss and record any family changes to address and Out Of Home Care kinship, foster care arrangement for families within

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
		Intervention & Support			our programs. The group have implemented a new IT system One Note for currency which allows for easier update to records and notify of any changes through early years leadership team.
1.4.4	Implement the Multiple Agency Risk Assessment and Management (MARAM) framework within all Early Years programs.	Service Manager Early Years Intervention & Support	40%		Early Years teams are commencing implementation of the templates required when undertaking risk of assessments of families within the early years service, under the new framework. A Child Protection Community Based practitioner continues to visit the services each month to meet with the leadership team around safety planning and observations of concerns of parenting capacity, Family Violence and child vulnerability.
1.4.5	Implement plans to improve the accessibility and user-friendliness for aged and those with a disability to Council owned community facilities.	Service Manager Healthy Engaged Communities	50%		The Community Connections team continue to support vulnerable and isolated community members to access supports and services to both Council and external programs and providers through the Social Prescription Program. The team provides 1:1 support to people in identifying activities based on their own interests and needs to be able to re-engage with the community. Importantly the program fills service gaps by offering support to people that otherwise may fall between the cracks by working with people without existing supports (such as NDIS or My Aged Care services) to engage with services and seek assistance. The team offer a flexible and individualised approach in how people are supported. In late November West Warrnambool Neighbourhood House hosted an elder abuse workshop and presentation " Everybody's Business Elder Abuse Workshop.". Community members who attended the workshop delivered by MPower shared their thoughts and ideas about this seldom talked about topic.
1.4.6	Increased access for people with disabilities by upgrading Council infrastructure through recurrent capital funding.	Governance, Property, Projects & Legal	50%		The new McGennans Amenity Block project has commenced. This project will provide suitable all abilities access as well as improve access for emergency services. The works at Woodend road where footpath, a fishing pontoon and all abilities kayak launch are being installed continues. This will provide great accessibility to the Merri River.
1.4.7	Maintain the delivery of high-quality services to enable people to remain as independent as possible in their own homes.	Service Manager Community Support	50%		Community Care has continued to deliver quality service to the community of Warrnambool despite major challenges of staff shortages and COVID still impacting the service in November and December. Through the 2nd quarter the department delivered 4,454 meals and 11,264 hours of support across Respite, Social Support & Domestic and Personal Assistance.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.4.8	Increased engagement of young people aged 12-25 years in youth development programs and activities.	Service Manager Healthy Engaged Communities	50%		The sculptures for the Victoria Park Orienteering Art Trail were installed in November 2022, the final milestone of a long-term collaborative project, spanning over 18 months. Stakeholders included several primary and secondary schools within Warrnambool, and various programs and projects facilitated by the Warrnambool City Council Youth Engagement team. The art trail is a permanent instalment and was designed to encourage more people to explore Victoria Park and connect with community projects through scanning QR codes on the bollard sculptures.
1.4.9	Implement an accessibility audit of Council playgrounds.	Assets Planning Officer	15%		Item will be actioned when the Assets Team has been restored to its optimum level of resources.

Objective 5: RECREATION, ARTS, CULTURE & HERITAGE: Council will support opportunities to participate in a wide range of recreational, arts and cultural activities that promote activity, wellbeing, diversity and heritage, and grow connectedness across the community.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.5.1	Deliver the Lake Pertobe Building Better Regions program of projects along with the carpark renewal and upgrade funded through Local Roads and Community Infrastructure Program.	Projects Engineer	85%		Playspace works completed in November 2022, access paths completed, contract awarded to construct the McGennans amenity block, car park upgrade complete, Indigenous keeping place to be constructed in 2023.
1.5.2	Complete the Playspace Strategy for community playgrounds and spaces.	Governance, Property, Projects & Legal	15%		Brief for a consultant to be developed and project to be aligned with the most appropriate department/directorate.
1.5.3	Deliver a Lighthouse Theatre program including the annual Primary Performers program, and implement strategies that encourages our community to experience, create, celebrate and participate in the performing arts with a focus on youth (13-25) and the disadvantaged community.	Service Manager Lighthouse Theatre	50%		In Q2, Lighthouse Theatre presented 38 performances, with a total of 13,159 tickets sold to these events. Highlights included two sold out performances of both Guy Sebastian and GOANNA, and a sold out performances from Judith Lucy & Denise Scott, Coal Miners Daughter, David Strassman, Cosentino, Queen Forever and Anh Do. This would easily set the record for most sold out performances in a three-month period in the history of the venue. There has been strong sales to our returning local community dance school end of year performances, with six performances from four different groups seeing sales equal to, or better than prior to COVID-19. A major community event, supported by Council and Lighthouse Theatre, saw 200+ choir members

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					from the Find Your Voice Collective & Zoo Choir take to the stage with Mama Kin Spender for a huge week of rehearsals culminating with two huge performances in a day from these groups, which was strongly supported by the community. The 2022 Theatre Season finished with performances from Bunkasaurus and A Very Lighthouse Christmas, both with good attendance from our family and senior audiences respectively. The highlight of the season in this period was Saltbush - an indigenous dance piece based on first nations language was presented immersively on stage. A sold out public performance, and three performances that invited 384 of the Council Kindergarten students to attend and experience this work and further their engagement in learning about first nations language. The 2023 Theatre Season was launched on 8 December, and has seen strong presales in the first four weeks of on sale, as well as strong membership sign up.
1.5.4	Develop and implement audience engagement and marketing strategies, including a membership program, to increase participation in performing arts presentations and seasons at the Lighthouse Theatre.	Service Manager Lighthouse Theatre	50%		The 2023 Theatre Season was launched on 8 December 2022 to over 300 patrons, accompanied by a performance. Following this launch, very strong ticket sales have been seen for the 2023 Theatre Season, with approximately 130 members signed up in the first four weeks (an excellent result), and strong presales for all performances in the coming year.
1.5.5	Deliver Warrnambool Art Gallery exhibitions and experiences that engage community, attract and increase visitors, support artists and build new audience.	Director Art Gallery	50%		An exhibition entitled 'Self-Creation' focusing on LGBTIQA+ representation in contemporary art. The exhibition created employment opportunities for six artists, one curator and one consultant. To date has received audiences in excess of 5, 387 people. Warrnambool Art Gallery partnered with Brophy and the Dart and Marlin launch the Self-Creation Exhibition. This event was jointly funded by Brophy, The Dart and Marlin, and the Victorian Government. The event generated additional employment for five artists, and audiences were in excess of 200+. Community feedback considered the event "game-changing", and credited the Warrnambool City Council with creating safe spaces for celebrating LGBTIQA+ artistic expression and identity. Internationally renowned African-America Artist Arthur Jafa presented video exhibition for audiences in excess of 5000+ to date. Solo exhibition by emerging cultural leader and Kirrae Whurrung artist Brett Clarke. The newly developed Gallerykids and Galleryteens

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					programs delivered seven dedicated workshops over 22/23 Summer period with local artists to engaged audiences, in response to exhibition 'Making Waves'.
1.5.6	Deliver a library program of events and activities that supports lifelong learning and social inclusion.	Manager Recreation & Culture	50%		The Library and Learning Centre has delivered 190 learning programs for 3,952 participants in the past quarter. This amounts to a 235% increase in participation compared to the same period last year.
1.5.7	Develop a Cultural Strategy for Warrnambool.	Manager Recreation & Culture	50%		A draft Arts and Culture Strategy 2023 -2025 has been developed based on previous community consultation and in partnership with community stakeholders. This draft will be issued for community feedback in 2023.
1.5.8	Development and implement policies and strategies to maximize use of community assets in areas of art and culture.	Manager Recreation & Culture	15%		An audit of Council owned community facilities and occupancy of these has been completed. Opportunities to improve access, maximise use and formalise occupancy agreements will progressed after the development of policy that guides and supports the use and occupancy of community halls assets. This policy development is progress in 2023/2024.
1.5.9	Support community organisations to improve participation opportunities that support health and wellbeing, social, cultural and recreational outcomes through Council's community funding programs.	Manager Recreation & Culture	75%		The 2022/2023 Community Development Fund round will be opened in February 2023.

Objective 6: COMMUNITY LEARNING PATHWAYS: Council will support and encourage lifelong learning that helps built community resilience and preparedness for change.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.6.1	Relaunch the Warrnambool City Library under Council Management through a reinvigorated range of activities and programs.	Manager Recreation & Culture	100%		The transition from the Regional Library Corporation to Council management was completed in June 2021.
1.6.2	Deliver the new Warrnambool Library.	Manager Recreation & Culture	100%		The new Warrnambool Library and Learning Centre opened on Thursday 13 October. Community response has been overwhelmingly positive. The library delivers for the City a state-of-the-art, functional and aesthetically beautiful community hub that creates enormous opportunities for learning, education, social inclusion, well-being and recreation. Features include a Tech Zone, Sound

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Lab, dedicated children and youth areas, cafe and meeting rooms.
1.6.3	Deliver library early years programs that support language and literacy development and parental efficacy.	Manager Recreation & Culture	50%		Since opening, the new Library and Learning Centre has expanded the number of early years language and literacy programs to 3 times per week. The library has also partnered with organisations that support young mothers, those from a non-English speaking background, and early learning centres. 946 children and 802 adults have attended a session in the past quarter. The new library has hosted visits from visits from 12 schools with 706 children. centres. Many of the children have then brought their families in to join and continue to enjoy books and the library.
1.6.4	Deliver library programs that develop literacy in all its forms and encourage a love of reading and life-long learning.	Manager Recreation & Culture	50%		The library service delivers regular programs such as the English conversation circle, book clubs for adults and young adults, writers groups for adults and young adults, a book chatters group for younger children, author talks, and sessions to support digital literacy. With access to the TAFE collection, library members now have access to an expanded adult literacy collection. Community programming is supported with a great collection of physical and digital library items to foster a love of reading and life-long learning.
1.6.5	Advocate to peak bodies to ensure staff have access to high quality professional development opportunities that support the community's needs.	Manager Children & Family Services	15%		Wimmera South West Department of Education and Training delivered leadership conference - Early Childhood Big Day Out is response to needs of the sector in regional Victoria. Staff were able to attend this was in support of kindergarten reform changes with in the industry.
1.6.6	Maintain and further develop Council's partnership with Deakin University to enable research and development opportunities for community and industry.	Manager Infrastructure Services	50%		Continuing to work closely with Deakin on the establishment of the Hycel Technology Hub. Economic Development team continue to liaise around new students arriving in Warrnambool for study and will host a function in the next few months.
1.6.7	Continue the roll out of the State Governments 3 year old kindergarten reform - deliver Stage 2 of the kindergarten provision project.	Service Manager Early Years Learning & Development	50%		15 hours of 3 year old kindergarten is being rolled out in kindergartens starting in term one 2023. Council has been successful in attaining grants through the Victorian School Building Authority (VSBA) the funding has now been received to upgrade kitchens at Lions Hopkins and South Kindergarten. Funding has also been received to upgrade the City Kindergarten entrance/foyer and maternal child health facilities at the Children's Services Centre.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.6.8	Provide sufficient infrastructure (including indoor and outdoor structures) to meet current and future models of kindergarten provision and early years integrated models within the municipality.	Manager Children & Family Services	20%		Council has been successful at securing funding to upgrade kitchens in the Lions Hopkins and South Warrnambool Kindergartens, additional funding to upgrade the City Kindergarten with new entry and foyer and new Maternal Child Health room. Design plans have been completed for a further two sites, with funding applications for construction works have been identified to be completed. The need for an Early Years Strategy to identify the needs and the future direction has been identified and planning is underway.

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GOAL 2: A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.

Objective 1: NATURAL ENVIRONMENT: Council will enhance open spaces and infrastructure that support a healthy community, wildlife, flora, fauna and biodiversity.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.1.1	Develop and implement Pest Plant and Animal Management Framework for the control of environmental weeds and pests.	Natural Environment Officer	50%		Pest Plant and Animal Project has started. Fox and rabbit baiting has occurred along the foreshore. Roadside weeds have been mapped and removal will occur within the year.
2.1.2	Develop and implement strategy and programs that improve biodiversity and protect and enhance flora and fauna.	Natural Environment Officer	45%		Planning for the Gardens for Wildlife Program continues with help from the community.

Objective 2: WATER & COASTAL MANAGEMENT: Council will protect and enhance the health of Warrnambool's coastline and inland waterways to protect and improve biodiversity.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.2.1	Implement the Domestic Waste Water Management Plan to improve health and environmental outcomes for our community.	Coordinator Environmental Health	100%		Plan has been completed and is available to the public on the Council page.
2.2.2	Investigate water use opportunities to improve water resource management.	Natural Environment Officer	50%		Integrated Water Management responsibility to be reassigned to the sustainability team following the teams move into City Infrastructure.
2.2.3	Implement the Warrnambool Coastal Management Plan to guide the future use, development and management of Warrnambool's coastline.	Natural Environment Officer	45%		Actions from the Wild Coast Landscape Master Plan continue to be worked on. Upgrades to a beach access at McGennans carpark is in the planning stage.
2.2.4	Develop and implement floodplain management strategies in the South Warrnambool and Russells Creek catchments to minimise environmental impacts and risks associated with flooding impacts.	Coordinator City Strategy	45%		Russells Creek flood modelling completed and implemented, via the approval and gazettal of Planning Scheme Amendment C205warr in November 2022 by the Minister for Planning. South Warrnambool flood investigation is underway. First phase of community consultation has been held in November 2022. Data and background report has been completed, and the Project Reference Group has been established

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					comprising of key stakeholders, government agencies and community representatives. Allansford flood study has commenced with project planning underway, including the drafting of specifications and project brief.

Objective 3: MINIMISE ENVIRONMENTAL IMPACT & THE IMPACT OF A CHANGING CLIMATE: Council will encourage innovation and initiatives that minimise Warrnambool's environmental impact.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.3.1	Investigate new technologies to reduce waste from landfill towards zero waste to landfill.	Strategic Waste Management Officer	60%		Programmed to be linked with Integrated Water Management responsibilities.
2.3.2	Deliver the Smart Buildings energy efficiency program to reduce greenhouse gas emissions and utilise renewable energy.	Natural Environment Officer	40%		Solar PV projects have been completed with several Electric Vehicle Charging Station projects underway. Lighting upgrades at the Warrnambool Art Gallery and Flagstaff Hill have started.
2.3.3	Facilitate and support the delivery of climate change mitigation, adaptation and resilience actions to raise awareness and prepare for a changing climate.	Natural Environment Officer	45%		Participation in the Barwon South West Climate Alliance continues. An Extreme Heat Vulnerability Mapping project is underway and planning for a Climate Health Forum has started.

Objective 4: WATER RESOURCE MANAGEMENT: Council will promote and encourage awareness of sustainable practices in our work, and the community including water resource management.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.4.1	Develop a drainage system litter and contaminants improvement/management plan to reduce gross pollutants into the waterways.	Assets Planning Officer	30%		Consideration to provide gross pollutant treatments into new and upgrade drainage designs is occurring.

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Objective 5: WASTE MINIMISATION: Council will pursue programs to minimise waste throughout the community, industry and promote the benefits of reduction, reuse and recycling of materials.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.5.1	Reduce contamination of recyclable materials.	Strategic Waste Management Officer	75%		Waste Education Officer role to be filled and will be responsible for programs to inform the residents of the best options on further reduction.

Objective 6: AWARENESS & CELEBRATION: Council will foster community awareness and recognition of the benefits of positive outcomes for Warrnambool's environment.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.6.1	Promote awareness and celebrate the outcomes of environmental work including actions that align with the Green Warrnambool plan.	Natural Environment Officer	50%		Planning for the next Green Futures Now program has started. Middle Island Penguin Project tours have experienced high attendance over the summer period.
2.6.2	Monitor and manage organisational greenhouse gas emissions and energy usage.	Natural Environment Officer	50%		Councils greenhouse gas emissions and energy usage continues to be monitored and managed in partnership with Service Providers and Facility Managers.

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GOAL 3: A STRONG ECONOMY: We will support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities attracting ongoing investment.

Objective 1: BUILD ON COMPETITIVE STRENGTHS: Council will support initiatives that foster ongoing development and investment in the industries which underpin Warrnambool's economic strengths and comparative advantages.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.1.1	Implement Development Plans and Developer Contributions Plans to provide future resources for improved infrastructure across the municipality.	Coordinator City Strategy	50%		DCPs continue to be followed and implemented in growth areas: North of the Merri and North Dennington. Other shared infrastructure plans within the North East and Hopkins Coastal growth areas continue to be implemented as works progress. Development plans continue to be assessed in Wollaston Road (Yallambee Estate), Emanuel College and South Dennington (The Heights).
3.1.2	Develop programs and collateral to promote Warrnambool as an appealing investment destination.	Coordinator Economic Development & Investment	35%		The Economic Development Unit took the lead role for a proposal in partnering with Deakin University, Moyne and Corangamite Shires to successfully obtain a $250,000 grant through LaunchVic to support start-up entrepreneurs who have an idea for a start-up and want to establish their business. An Expression of Interest has opened in December 2022. The Economic Development Unit works with the key stakeholders to organise the final program and a project plan. The Economic Development Unit partnered with Deakin University's Student Freelancing Hub to conduct a Seafood Market feasibility study to determine the feasibility of establishing a seafood market in Warrnambool. It is finalised and the final report is currently under review by the unit.
3.1.3	Grow engagement with local businesses across the municipality.	Coordinator Economic Development & Investment	35%		The annual campaign to support spending local from Black Friday to Christmas has been included in a month long initiative called 'It's all Happening'. Commencing on Black Friday with activations across the CDB each weekend and also promoting all events happening across the city in the month of December with Black Friday initiatives to kick it all off, Christmas promotion throughout and a New Years and summer events focus. Businesses were surveyed with 33 responses received and many were also visited by the economic development team to gauge what support, events and activations they would like to see. Across all weekends in December there will be music, laneway activations, Xmas neon signs, Santa in attendance and writing to Santa with letters posted at local businesses,

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					projections in the CBD at night, Jericho Cup Launch and other events already planned within the city. Cinema, social media and direct industry contact and updates will promote the program throughout the month.

Objective 2: EMERGING INDUSTRIES: Council will encourage emerging industry sectors that contribute to Warrnambool's economic growth and diversity.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.2.1	Facilitate and partner in initiatives to progress the implementation of the Great South Coast Economic Futures Plan, including the development of renewables in Warrnambool and the Great South Coast region.	Manager Infrastructure Services	50%		Work has begun on the new Warranmbool Economic Developmet Strategy. Consultation with business and community is occurring over the next month, including emerging industries, with a draft expected by the end of April. Officers are continuing to liaise with emerging businesses including potential for powered lift aviation activities to and based in Warrnambool.
3.2.2	Review and implement the Warrnambool Economic Development and Investment Strategy to facilitate investment and employment growth across the Warrnambool municipality.	Coordinator Economic Development & Investment	35%		Planning is under way for the new Warrnambool Economic Development and Investment Strategy and grant funding opportunities are being explored. The Economic Development Unit have selected a consultant to lead the project and is in the process of finalising the agreement. Economic Development have taken the lead to re-establish quarterly meetings with all economic development units in the Great South Coast Region to foster collaboration and sharing and hosted the first meeting in August.
3.2.3	Facilitate and promote business support initiatives to grow the local economy.	Coordinator Economic Development & Investment	30%		Economic Development Team are currently working on several new initiatives including: • The inaugural Business Breakfast hosted by Mayor in December was organised to provide economic development updates and data to local businesses. There were over 50 local business representatives attended. • The Economic Development Unit has engaged Bernard Salt who is regarded as one of Australia's leading social commentators by business, the media and the broader community. Bernard heads The Demographics Group which provides advice on demographic, consumer and social trends for business. The event was held on Tuesday 15 November and tickets were sold out twice. Over 120 business representatives attended. • Council's Business Information Portal to provide relevant information efficiently with enhanced navigation and up-to-date information. It is updated on a quarterly basis. • Business seminars and training programs have recommenced with face to face delivery including developing your business online and marketing sessions.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					•Strengthening a 'One Stop Shop' service to businesses through completing the Councils economic development webpages. • Our sister cities anniversary with Miura (Japan) a 30th year was held for Wednesday 19 October at 4.30pm.
3.2.4	Plan for the development and implementation of precinct structure plans to facilitate investment in appropriate development across the municipality.	Coordinator City Strategy	50%		- The East of Aberline Precinct Structure Plan is progressing under the lead of the Victorian Planning Authority. Technical reports and studies are currently underway for flooding and drainage, with detailed traffic modelling to commence later this year. A landowner consultation workshop was held in October 2022 to update landowners on the work to date and next steps. - Implementation of the Hopkins / Coastal, North Dennington and North of the Merri structure plans continue with subdivision and development occurring at a growing rate. - The Allansford Strategic Framework Plan has been adopted with an implementation plan currently being developed. External funding has been received to implement the Allansford Strategic Framework Plan, including developing technical studies for traffic, drainage and flooding and land contamination. Procurement for a consultant to undertake this work has been completed, with landowner engagement held in December 2022. - External funding has also been successful to develop a strategic framework plan for Bushfield/Woodford. A successful consultant has been appointed to undertake this work, and the first round of community consultation was undertaken in late October 2022. A draft background report has been prepared. - The Foreshore Precinct Plan will commence in 2023. Project planning is currently underway.

Objective 3: VISITOR GROWTH: Council will facilitate Warrnambool's visitor growth and year-round visitation through industry development, effective destination management and promotion of attractions and experiences leveraging key events.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.3.1	Review and implement the Warrnambool Destination Action Plan in partnership with Great Ocean Road Regional Tourism and industry.	Service Manager Flagstaff Hill	30%		Action plan progressing with Visitor Economy team attending recent Great Ocean Road meetings to prioritise Warrnambools representation.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.3.2	Increase visitation with events across the year and enhance the profile of Warrnambool as a destination.	Service Manager, Events & Promotion	50%		"It's all happening" was the collective events and promotions campaign for the Jericho Cup, Christmas and Summer events season. Collaboration between the Communications, Events and Economic Development teams drove engagement with businesses, event organisers and major events to drive promotions across the city and create a strong campaign that lead back to the "What's On Calendar." The campaign involved marketing and advertising at the Warrnambool Cinema, Facebook and Instagram sponsored posts, pull up banners with QR codes, public toilet posters and a postcard delivery to all tourism operators. For the period Dec 1 - Jan 31 Whatson.warrnambool.vic.gov.au Total Views - 55,746 Total Users - 21,588 The most popular page on the site was the “its all happening” page https://whatson.warrnambool.vic.gov.au/its-all-happening-summer Views - 4,389 Users - 2,726
3.3.3	Develop and share economic data and analysis to business and industry to inform the performance of the Warrnambool economy.	Coordinator Economic Development & Investment	25%		Council continues to use Spendmapp, Remplan, ABS data, AU Government's Labour Market Information Portal etc to monitor economic performance. Economic Development now provides user-friendly local economic data on a quarterly basis on the Council website for residents and businesses in and outside the LGA. It also supports key events i.e. May Racing Carnival, Premier Speedway with post event data to measure the economic impact and assist with future planning, funding and sponsorship proposals. Council's Economic Development webpages are regularly updated with relevant local economic data and project information. Last update was made on 20 December 2022.
3.3.4	Increase community participation in the delivery of a diverse range of events through a grants program.	Service Manager, Events & Promotion	50%		For the period of Quarter 2, the Events and Promotions Branch assisted 49 events, with a total of 30 events processed through the Events Control Group and a total of 19 events funded to a total value of $81,207.00. Attendance numbers were up by an average of 10% on foretasted projections across all events that were delivered. This funding was a combination of Activate Warrnambool funded events and General Events Support funding in the absence of the annual Community Development Fund. New events that were confirmed for the future include: - BMX State Titles scheduled for October 2023 - 600 competitors over 3 days with proposed economic impact of $1,138,050. - Rotary Club of Waverley Conference Saturday 23 March 2024 - Sunday 24 March 2024 500 pax. - Rotary District 9820 Conference 23 - 25 February 2024 500 pax.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					An events Capacity and Capability Assessment was undertaken of Warrnambool as an events destination, in conjunction with Sports Marketing Australia. The document is a resource tool, for internal use. It is designed to provide information in relation to the regions capacity and capability to host certain types of events and numbers of participants. The document is currently under review and will be available for use in March 2023.
3.3.5	Participate in the establishment of the Great Ocean Road Coast and Parks Authority to protect and manage visitation of the Great Ocean Road Coast and Parks.	Manager Infrastructure Services	40%		The Visitor Economy team continue to contribute to the Great Ocean Road Authority's roll out with consultation to occur this year around land within Warrnambool that may be suitable to fall under the Authorities jurisdiction. The Great Ocean Road trails strategy is also in development with Council contributing information within Warrnambool.

Objective 4: WORKFORCE CAPABILITY: Council will foster the development of a workforce capable of supporting the needs of the local and regional economy.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.4.1	Deliver the Designated Area Migration Agreement (DAMA) representative role for the Great South Coast region and the Regional Certifying Body function on behalf of the Great South Coast.	Designated Area Migration Agreement Coordinator	70%		As of 9 January 2023, we have endorsed 95 out of the 100 positions available in our DAMA. We are currently working on another 10 nominations with 5 of these very close to being approved. As advised by the Department of Home Affairs, once the ceiling (100) is reached, we will not be able to endorse businesses until 26 March 2023, when the 5th year of our agreement begins.
3.4.2	Partner on projects and initiatives with Deakin University Warrnambool and South West TAFE that help provide a skilled workforce that meets local industry needs.	Manager Economic Development	25%		The Economic Development Unit reviewed the Great South Coast (GSC) Designated Area Migration Agreement (DAMA) Occupation List with a view to expanding the number of areas for skills shortages. A request to the Department of Home Affairs for a further 77 occupations to be added to the existing list of 38 was submitted in September 2022. An increase from 100 workers to 200 for endorsement each year has also been requested. We have already reached our annual cap of 100 endorsed workers which is an encouraging outcome for the program. We have been informed by the Department of Home Affairs our variation requests are currently being assessed and will hopefully be finalised in line with the end of the fourth year of our agreement on March 26th. The Economic Development Unit took the lead role for a proposal in partnering with Deakin University, SWTAFE, Moyne and Corangamite Shires to successfully obtain a 250k grant through LaunchVic. The funding will support start-up

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					entrepreneurs who have an idea for a start-up and want to establish their business. Intensive workshops, designed to focus specifically on start-up methodology, mentoring and partner programs are components of the program. The first program commences in March with encouraging interest throughout the EOI stage with over 20 registering. Information sessions and selections for program places will take place throughout February. The Economic Development Team will commence a pilot project in February called 'Un-Retiring The Bool'. The project will focus on connecting businesses with staff shortages to those in the community who are retired or semi-retired and may be keen to take on some part-time work. Registrations from businesses and individuals will be open for a month and details provided in a report to registered business.
3.4.3	Deliver education and advisory services to business and industry to raise awareness of building, planning and heritage requirements.	Coordinator City Strategy	20%		Information continues to be conveyed and shared through Council's networks with industry. Enquiries and pre-application meetings continue to occur on a case by case basis, with applicants encouraged to take advantage of pre-application meetings. Heritage advisory service continues to be provided on a regular basis with an increase in uptake by landowners and developers.

Objective 5: DIGITAL CAPABILITY: Council will facilitate greater digital capability.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.5.1	Participate in the implementation of the Great South Coast Digital Plan to address connectivity issues for industry and households.	Manager Economic Development	75%		Warrnambool City and Shires of Moyne and Corangamite are collaborating and developing a Regional Digital Strategy to enhance liveability, productivity and promote sustainability in the across the region. The strategy aims to provide the Councils, communities, partners and investors with a clear direction for digital activity and initiatives that enrich community outcomes. The final community feedback was completed in January and the final document will be released in February.
3.5.2	Identify and promote investment in digital projects across the Warrnambool municipality to address priority digital infrastructure supply shortfalls, including mobile coverage, and access to business-grade broadband.	Manager Economic Development	25%		The Economic Development Unit represents Council on the Great South Coast Regional Digital Plan. The project will see a digital strategy and action plan finalised in February for the local government areas of Warrnambool, Corangamite and Moyne.

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GOAL 4: A CONNECTED & INCLUSIVE PLACE: We will provide quality places that all people value and want to live, work, play and learn in.

Objective 1: EFFECTIVE PLANNING: Council will ensure its planning acknowledges the unique character and attributes of local places, and that it supports social connection, equitable access, appropriate housing and sustainable population growth.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.1.1	Deliver the building renewal program.	Coordinator Building Strategy & Services	45%		Projects completed to date include; repainting of the Warrnambool Art Gallery, stage one roof replacement at Lighthouse Theatre, Gem Club interior repainting, Central Kinder interior fit-out, East Kinder interior fit-out. Projects currently underway are Merrivale Recreation Reserve roof modification and replacement, Allansford Hall minor refurbishment, Bushfield Hall minor refurbishment.
4.1.2	Develop and adopt a Tree Asset Management Plan including significant and heritage trees.	Assets Planning Officer	100%		Tree Asset Management Plan developed and adopted in 2021-22 FY.
4.1.3	Complete service level reviews for parks, gardens, roads and drainage services.	Coordinator Municipal Depot Operations	40%		Business plans contain service level information, including reviews where completed.
4.1.4	Review CBD Parking Strategy including accessible parking and expansion of off-street parking areas.	Coordinator Natural Environment	40%		Draft brief to employ a suitable consultant to complete a comprehensive study has been developed and the process will be reworked following some staff movements and a new manager and local laws coordinator commencing. The study will include more than the CBD with the hospital precinct forming a large component of the plan.

Objective 2: CONNECTED COMMUNITY: Council will enhance Warrnambool's connectivity through the delivery of, or advocacy for, improvement to roads, public transport, footpaths, trails and digital infrastructure.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.2.1	Advocate for essential safety and road improvements on the Princes Highway West.	Director City Infrastructure	50%		Council is supporting an advocacy campaign regarding road safety improvements for the South West, which is being led by Moyne Shire and supported by Corrangamite, Warrnambool, Southern Grampians and Glenelg.
4.2.2	Advocate for improved passenger and freight rail	Manager Infrastructure Services	50%		Warrnambool train line upgrade targeted for completion by end of this calendar year. The Regional Digital Strategy in partnership with Moyne

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	services between the South West region and Melbourne.				and Carangamite Councils has been completed and an implementation plan is now in draft.
4.2.3	Plan for growth and changes in traffic movements by identifying current and future traffic volumes and use this to review the Municipal Road Management Plan and Road Hierarchy.	Assets Planning Officer	50%		Council advertised for a suitably skilled/experienced Project Manager to take responsibility for the Wollaston Road project as part of the North of the Merri development area. Engineering team are completing designs for upgrades to unsealed roads in Allansford and laneways in Warrnambool.
4.2.4	Facilitate the implementation of Cycling Reference Group actions adopted by Council.	Projects Engineer	60%		Cycling Reference Group actions continue to be implemented, with funding received for several intersection treatments (roundabouts etc) that will improve cycling safety.
4.2.5	Review City Centre traffic flows with implementation of new pedestrian crossings.	Coordinator Infrastructure Management	80%		Funding received for the Kepler Street and Lava Street roundabout.
4.2.6	Seek funding for and deliver road safety projects.	Coordinator Infrastructure Management	100%		Funding received for several road safety projects such as, Wombat Crossings at Gateway Road, crossings near Warrnambool Primary School and several projects within the Botanic LATM area, and Blackspot application made form Botanic Queens Intersection.

Objective 3: STRONGER NEIGHBOURHOODS: Council will fostering neighbourhood connection and capacity building including the development of inclusive recreational and cultural opportunities.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.3.1	Implement the key initiatives of the Open Space Strategy, including our review of the strategy.	Coordinator City Strategy	60%		The Warrnambool Open Space Strategy is nine years into its implementation and is progressing on schedule. A detailed progress report was presented to Council in 2021 to highlight achievements to date. Some of the recommendations completed include: - a Wayfinding Sign Design Package for the Foreshore, City Centre, and Russell's Creek (with several signs now installed), - investigation of open space opportunities through the Allansford Strategic Framework Plan, - acquisition of new open space adjoining the Merri and Hopkins Rivers, - completion of all recommendations from the Jubilee Park Master Plan at Woodford, - completion of the South of Merri Open Space Precinct Plan. An implementation plan has been prepared for the South of Merri Precinct, with successful external funding received to implement works within the Woodend Road reserve and Platypus Park precincts. These works are currently underway,

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					being undertaken in partnership with the Glenelg Hopkins CMA. 100% of City-wide recommendations have commenced or are complete, and 78% of precinct-based recommendations are complete or underway. A comprehensive review of the Open Space Strategy is scheduled to commence in 2023.

Objective 4: SUSTAINABLE PRACTICES: Council will promote and encourage the implementation of sustainable design across the municipality including the attractiveness, safety, accessibility and functionality of our built environment.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.4.1	Identify and regularly monitor condition of Council's built assets to ensure effective management.	Assets Planning Officer	50%		Assets are being condition audited on a regular basis to ensure they are performing effectively delivering services on an agreed level of service. Buildings (44 sites), playgrounds, roads, drainage(2nd round of 3-year Drainage Audit Program), trees (year 2 data of 4-year Tree Audit Program) have been planned to get condition audited in 2022-23 FY.

WARRNAMBOOL CITY COUNCIL

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GOAL 5: AN EFFECTIVE COUNCIL: We will be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and Victoria's south west.

Objective 1: LEADERSHIP & GOVERNANCE: Council will be a high-functioning team committed to respectful relationships, collaboration, and ongoing engagement. It will provide strong, effective leadership, sound governance and informed decision-making.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.1.1	Ensure key priorities of the community are appropriately reflected in the development and review of the Council Plan with the appropriate prioritisation of resources to key strategic themes.	Director Corporate Strategies	65%		Council plan review discussions continue concurrent with budget considerations .The year 3 direction being consistent with the current mix of objectives. which remain overall sound for Councils services to the community. Resourcing for actions continues to be developed through the budget process and Business units continue to concurrently develop Actions and initiatives in their business planning that outline how the organisation will deliver services in realisation of the Council Plan objectives.
5.1.2	Identify and report on changes to Council operations, policies and procedures in line with the Local Government Act.	Corporate Administrative Assistant	70%		Officers continue to review their activities and seek to ensure that policies and procedures are conducted in accordance with the Local Government Act.
5.1.3	Improve Council's systems and policies through review of Governance Framework.	Corporate Administrative Assistant	50%		System improvements have allowed for policies that are now stored in the Controlled Documents section of the records management system to automatically generate a tasks which is issued to the relevant staff when policies are due for review.
5.1.4	Improve asset management practices.	Assets Planning Officer	40%		To ensure a consistent process of improvement, our practices are regularly evaluated. As a result of this, the implementation of the CMTPC to Conquest 4 project is projected to upgrade the inspection processes for assets.
5.1.5	Improve the Warrnambool Planning Scheme which controls land use and development within the municipality.	Coordinator City Strategy	50%		The Warrnambool Planning Scheme is continuously monitored to ensure officers are kept abreast of State Government planning reforms and trends and relevant reforms are reported to Council. Recent State Government planning reforms include new reforms and provisions for telecommunication facilities, renewable energy, extractive industries and other updates to align the scheme with current policy direction of the State Government. Other recent improvements to the Warrnambool Planning Scheme include:

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					- new flood controls for the Russells Creek and parts of the Merri River catchments in north Warrnambool to reflect updated and improved flood modelling for these areas. An Independent Planning Panel report provided 100% support to the flood modelling and new flood controls. The Planning Scheme Amendment has now been implemented following its approval and gazettal by the Minister for Planning. - A review of the Warrnambool Planning Scheme is underway. The Planning Scheme must be reviewed every 4 years to ensure it remains effective and efficient in implementing State, regional and local policy objectives. A draft report has been prepared and is currently being refined. - Elevating ESD Targets into the Planning Scheme - a request for authorisation to the Minister for Planning has been made by a collective of 24 Councils including Warrnambool, to include elevated ESD outcomes into the planning scheme. This work will support a response to the impacts of climate change, as well as the goals and objectives of Green Warrnambool.
5.1.6	Work with neighbouring Councils to develop sub-regional and regional plans and advocacy strategies to benefit the region and deliver on the community's aspirations.	Director City Infrastructure	30%		Council is participating in a regional advocacy campaign on road funding and in a state wide campaign on the future of the School Crossing Supervisor program, seeking a fairer funding model and a modernisation of the program. Other local government sector collaborations includes: - Aged Care reform. - Emergency management. - Gender Equity. - Health in a Changing Climate Forum. - Pride in your Health Warrnambool conference. - Health and wellbeing (through the communities of practice). - Social and Affordable Housing. - Reconciliation. - Early Years Reform. - Workforce Planning – Kindergarten and Childcare. - 3 and 4 year-old Kindergarten reform.
5.1.7	Align the implementation of the Warrnambool 2040 Plan with the Financial Sustainability Plan.	Director Corporate Strategies	50%		First workshops held around budget with strategic alignment at the forefront of considerations. A remapping of the capital and project submissions process has been undertaken to better align project priorities to Council plan objectives.
5.1.8	Continue to enhance organisational awareness of Victoria's Child Safe Standards via customised training programs and maintaining compliance with the Standards.	Manager Organisation Development	100%		Roll out of the updated mandatory Child Safety Training Module via LITMOS commenced in September 2022, inclusive of the requirement to review Councils updated Child Safety Policy. 376 employees have now completed this training. The Learning & Development Team are now circulating reminders for those yet to complete this training.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.1.9	Develop and rollout the Regional and Rural Liveability Strategy in partnership with the Victorian Government and South West Primary Care Partnership.	Director Community Development	100%		This project has been decommissioned with improved liveability initiatives reported through other actions and initiatives. The South West Primary Care Partnership has been disbanded.

Objective 2: ENGAGED & INFORMED COMMUNITY: Council will ensure ongoing community engagement to identify changing needs and priorities when developing and delivering services and programs.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.2.1	Improve accessibility, transparency and accountability of Council decision-making.	Corporate Administrative Assistant	65%		Council offers multiple ways for the community to access Council decisions, including via video, audio and through the Agenda and Minutes being available on the Council website. People can also contact Council or attend Council's office and request a copy of a Council decision.
5.2.2	Monitor and report on the reach and effectiveness of Council's communications measures including engagement through the Your Say website.	Manager Communications	50%		Engagement activities over the quarter included consultation for the Bushfield-Woodford Strategic Framework Plan and the South Warrnambool Flood Investigation. Feedback periods opened for the Great South Coast Regional Digital Strategy, the Customer Service Charter and the Draft Short Stay Accommodation Local Law.
5.2.3	Produce the annual State of the Assets Report that identifies the asset renewal funding performance to inform renewal expenditure.	Assets Planning Officer	40%		The process of engaging a consultant to create the State of Assets and to undertake the revaluation of assets is currently underway.
5.2.4	Review adopted Asset Management Plans for major asset classes to inform operational activities.	Assets Planning Officer	50%		This action will commence once the Asset team is adequately staffed and equipped with the necessary resources.
5.2.5	Review strategies and plans to comply with Council's Asset Management Policy.	Assets Planning Officer	30%		Ongoing activity that will increase when the asset team is fully resourced.
5.2.6	Provide communications support to promote Council services, facilities, programs and events.	Manager Communications	50%		The Communications Unit has assisted colleagues in the delivery of services including the "It's All Happening" promotion of summer activities and events and launch of the Lighthouse Theatre 2023 season.

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Objective 3: CUSTOMER-FOCUSED SERVICES: Council will continue and develop a program of Council services that are delivered to the community's satisfaction.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.3.1	Review and update Council's complaint handling policy and processes in line the Local Government Act changes and Ombudsman's guidelines.	Corporate Administrative Assistant	70%		The Complaints Handling Policy has been adopted and work continues on the implementation of processes to support the policy, including the development of relevant records management.
5.3.2	Improve outcomes in the delivery of Council's customer services.	Customer Service Team Leader	90%		Currently investigating whether EFTPOS service can be provided with no end-of-month downtime.
5.3.3	Deliver library customer programs in partnership with community organisations, non-government organisations and business.	Manager Recreation & Culture	50%		The new Library and Learning Centre offers a varied range of programs that support health, well-being, social inclusion and life-long learning. The library service has experienced growth in participation since the move into the new building that has a greater variety of spaces and can accommodate more patrons. In the past quarter library programs has been delivered in partnership with 15 local businesses, not-for-profit or community groups.
5.3.4	Develop and influence strategic integrated planning process and decisions to ensure Council strategy is appropriately prioritised and executed.	Director Corporate Strategies	50%		A comprehensive suite of strategic plans continue to be developed across the organisation with cross organisational input and focus on the achievement of the Councils objectives. Plans under current consideration include (but are not limited to) Councils economic development strategy, customer service charter, planning scheme amendments Flagstaff Hill Strategic directions study.

Objective 4: HIGH-PERFORMANCE CULTURE: Council will foster an organisational culture to support engaged, committed and high-performing staff for the effective delivery of Council's services and programs.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.4.1	Prepare and develop appropriate service and organisational review processes to maximise operational efficiency.	Director Corporate Strategies	55%		Concentration in shared services in the first instances as major change agenda. Exit of the Saleyards business, the decommission of the site and the future use planning of the precinct. Prioritisation of alternate areas of review to be explored through the Council Plan and Budget process.
5.4.2	Support an organisational approach to strategic procurement to ensure effective operational decision making that	Director Corporate Strategies	15%		Procurement Strategy process implementation and training has slowed with the resignation of the lead officer in the procurement space. A review of resourcing and structural responsibility for organisation wide procurement is underway with the

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	improves organisational performance.				day to day responsibility moving to the finance Department for oversight.
5.4.3	Review and improve human resource operational processes to ensure best practice.	Manager Organisation Development	90%		The Human Resource Unit continues to review and improve processes with a view to foster an organisational culture enabling the effective delivery of Council's services and programs. Notables achievements include: - Middle Management Leadership Program. - All Staff Conference. - Contemporary HR Metric Reporting. - Fair Work Commission endorsement of Councils Enterprise Agreement No. 9. - Successful adoption of a centralised training unit.
5.4.4	Continue to evolve the staff training and development programs in order to drive enhanced employee engagement and culture.	Manager Organisation Development	90%		The centralised training model has been adopted and continues to functioning well. The adoption of the on line training and approval process has resulted in more efficient sourcing and delivery of required training. Refining of captured data continuing with the anticipation of enhanced reporting capabilities.
5.4.5	Implement workplace actions identified within Councils Gender equity Action Plan, (GEAP), resulting in improved gender equity outcomes.	Manager Organisation Development	85%		All actions identified in the GEAP have been allocated via the Pulse software system. These actions are monitored via the Gender Equality Action Committee.
5.4.6	Support the resourcing of Development Engineering assessments and approvals.	Coordinator Infrastructure Management	40%		Considerable staff movements in this area during the reporting period. Adverts are currently open to fill the role(s) and comparisons made with contract services to ensure that the work continues.
5.4.7	Ensure the actions identified within Councils Workforce Management Plan are allocated implemented and measured.	Manager Organisation Development	50%		Tracking of the Work Force Management Plans action is ongoing with a progress report to be included as a standing item within the regular HR metrics report to the Executive Management Team.
5.4.8	Improve systems and structures that facilitate the recruitment and retention of volunteers.	Service Manager Healthy Engaged Communities	50%		Mapping the activities and actions of the Volunteering Strategic Plan against new and existing policies and procedures commenced in this quarter. Planning is in place to implement and embed more consistent and streamlined approaches to volunteer recruitment, management and reward and recognition across Council in early 2023. The valued contributions of Warrnambool City Council Volunteers were acknowledged on 16 December with an end of year Volunteer celebration held at the Lighthouse Theatre. Mayor Debbie Arnott addressed the 80 volunteers in attendance,

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					thanking them for their personal contributions of time and care that contribute to making Warrnambool a thriving and resilient community. CEO Peter Schneider commended the individual and group contributions of over 300 WCC volunteers, and acknowledged the diversity of programs that Council can offer with the fantastic volunteer support throughout 2022. Volunteers had the opportunity to share their experiences and the rewards of volunteering with each other and the staff and guests that were present. Volunteers from different areas of Council, AquaZone, Archie Graham Community Centre, Flagstaff Hill, Visitor Economy, Gardens for Wildlife, Lighthouse Theatre, the Library, Meals on Wheels, Social Support, the Warrnambool Art Gallery, West Warrnambool Neighbourhood House, Children's Services and Youth Engagement attended the event.

Objective 5: ORGANISATIONAL & FINANCIAL SUSTAINABILITY: Council will ensure organisational and financial sustainability through the effective and efficient use of Council's resources and assets.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.5.1	Review and embed the legal and procurement processes to ensure compliance and risk mitigation and that Council is operationally effective.	General Counsel, Strategy & Procurement	100%		Induction training updated and new basic broad training captured in Litmos. Completed in Q4 21/22.
5.5.2	Review Council's property management processes, including for Crown land that Council is the Committee of Management for, with consideration of rental agreements, property and current market valuations and disposal of surplus land.	Governance, Property, Projects & Legal	50%		Work has commenced on integration of current processes into TechOne to systemise the register and related workflows. This will greatly assist with the management of our agreements.
5.5.3	Allocate financial resources in accordance with strategic plans.	Manager Financial Services	60%		Budget process well under way with the next briefings for Council scheduled for late March 2023.
5.5.4	Review and update the Long Term Financial Plan to ensure Council remains financially sustainable into the future.	Manager Financial Services	40%		Long Term Financial Plan will be reviewed in conjunction with the preparation of the 2023-24 budget.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.5.5	Enhance business processes including IT systems integration.	Manager Financial Services	60%		Tanda project on hold due to vacancy in Business Analyst position. Progress in debtor management enhancements with technical consultants engaged and solution being implemented. back office systems minor improvements being progressed. Shared Services (Coastal Connect) project progressing with tender award immenent.
5.5.6	Improve digital capacity for Council staff.	Manager Information Services	50%		Microsoft Teams is being rolled out to all staff. Planning is underway for moving Microsoft Exchange (email) to Azure (Microsoft's cloud). This has necessitated the establishment of a cloud backup facility and migration of on premise licenses for mail filtering, email signatures and email archiving to the cloud. A shared Cyber Security Strategy is being developed with Moyne and Corangamite. The Executive Manager IT Strategy & Transformation Shared Services has commenced, marking a milestone in the Shared ICT project.
5.5.7	Monitor asset condition to ensure they meet users' needs and remain fit for purpose.	Assets Planning Officer	50%		Assets are being condition audited on a regular basis to ensure they are performing effectively delivering services on an agreed level of service. Buildings (44 sites), playgrounds, roads, drainage(2nd round of 3-year Drainage Audit Program), trees (year 2 data of 4-year Tree Audit Program) have been planned to get condition audited in 2022-23 FY.
5.5.8	Implement COVID-19 recovery plans for Council business units.	Manager Recreation & Culture	100%		COVID-19 plans were completed enterprise wide.
5.5.9	Recommence rollout of Shared Services Project.	Director Corporate Strategies	100%		Joint venture between three Councils has been signed and Warrnambool nominated as the lead during the implementation phase. Currently out to tender for Enterprise resource system (SaaS) Software as a service.

Objective 6: RISK MITIGATION: Council will mitigate and manage organisational risks through sound management systems and processes.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.6.1	Review the IT Strategy and system resilience in relation to data security, confidentiality and critical incidents.	Manager Information Services	65%		The 23 data protection improvement actions reported previously have been added to pulse. The 7 data protection risks reported previously have been added to Elumina. Cyber Security testing was conducted during October to December 2022 and has been reported to the Executive Management Group. A report is prepared to the Audit & Risk Committee. Remediation actions have been scheduled, with some already complete. As Council adopts

Warrnambool City Council Activities & Initiatives

Q2, 2022/2023

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Microsoft 365 (Cloud), corresponding backup, email filtering and antivirus are being implemented to ensure continued protection of all Council's information assets.
5.6.2	Lodge Council's Victorian Protective Data Security Plan with the Office of the Victorian Information Commissioner by 31st August 2022	Manager Information Services	100%		Council's Victorian Protective Data Security Plan was lodged with the Office of the Victorian Information Commissioner by 31 August 2022.
5.6.3	Ensure effective Business Continuity Planning (BCP) is in place.	Manager Organisation Development	90%		Councils overarching BCP has been reviewed and adopted. The Directorate sub-plans continue to be reviewed and updated.
5.6.4	Enhance Councils risk management processes to ensure key strategic and operational decision making considers risk factors.	Manager Organisation Development	75%		Following the successful transition of Risks into the Elumina database the template for all Business Unit plans has been amended to include consideration of applicable risks.
5.6.5	Continue the development and implementation of Councils Health and Safety Management System with a focus on injury prevention, improved return-to-work processes, OHS training calendar implementation and increased organisation engagement.	Health & Safety Project Officer	80%		Councils OH&S Management System continues to be reviewed, refined and implemented. All Health and Safety Management System documents are now in controlled documents and available to all staff via the Intranet page. OHS Training Calendar is now operational
5.6.6	Partner with State Government to activate and maintain Public Health Pandemic and Emergency Management Operations for staff and community wellbeing.	Director City Infrastructure	90%		Council participated in the free Rapid Antigen Test distribution program through the Learning and Library Hub, Civic Centre and Archie Graham Centre.

Objective 7: EFFECTIVE ADVOCACY: Council will pursue effective advocacy by providing compelling materials for desired support and funding for community priorities through establishing strong relationships with other levels of government, strategic partners and key stakeholders.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.7.1	Provide materials to support advocacy efforts and report on advocacy outcomes.	Manager Communications	50%		Council and the Merri River School made a successful submission to VicRoads that resulted in the lowering of the speed limit along Wollaston Road to 40kmh near the school during drop-off and pick-up times.

Warrnambool City Council
Activities & Initiatives

Q2, 2022/2023

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.7.2	Advocate for access to safe and secure housing that is appropriate and affordable for a diversity of needs.	Manager Infrastructure Services	50%		Continuing to advocate for further suitable housing for Warrnambool. Big build continuing through construction phase. Planning permits applications progressing for 8 salvation army low socioeconomic housing developments.

Objective 8: REGIONAL ROLE & RELATIONSHIPS: Council will acknowledge Warrnambool's capability as the regional centre of south-west Victoria through appropriate leadership, advocacy and partnerships that enable greater opportunity for the region.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.8.1	Participate in shared services project - for a shared Information technology enterprise system and associated processes - with Moyne and Corangamite shires.	Director Corporate Strategies	70%		Tender negotiations are finalising before a recommendation for awarding the contract. The Joint Venture has appointed an Executive Manager to drive the project in accordance with the projects business plan. Preparations are being made for a presentation to the next "gateway" approval from Local Government Victoria's Rural and Regional Councils Transformation Program Board approval. This approval allows the JV to enter the next stage of the projects development which is the implementation of the Joint information technology system.
5.8.2	Pursue funding for animal shelter redevelopment in collaboration with surrounding municipalities to facilitate a regional facility if appropriate.	Coordinator Natural Environment	45%		Agreement with RSPCA to provide funds towards the project and submission to local philanthropic groups to be completed. Discussions open with Moyne regarding expanding the shared model and have them admit animals to the Warrnambool Pound. Project Group commencing to facilitate the upgrade to the current facility.
5.8.3	Participate in advocacy efforts as part of Regional Cities Victoria, Regional Capitals Australia and Southwest Victoria Alliance.	Director City Infrastructure	30%		Council is an active member of the South West Victoria Alliance and participate in joint advocacy efforts through the Mayor and CEO. The Mayor and Acting CEO attending the Regional Cities Victoria Annual General Meeting in February 2023.

7.6. COASTAL CONNECT ICT PROCUREMENT POLICY

DIRECTORATE : Corporate Strategies

PURPOSE:

The purpose of this report is for the adoption of the Joint Venture ICT Procurement Policy.

EXECUTIVE SUMMARY

The attached policy satisfies the requirements of the JV Agreement. See JV Agreement Extract for the summary of the JV requirements for the contents of the policy and for the requirement of adoption by each Council.

The scope of the policy commits the Lead Council to act in accordance with the Joint Venture Agreement, the Joint Venture Terms of Reference and the direction of the Joint Venture Governance Committee.

Additionally, the contractual arrangements with the preferred supplier chosen by the JVGC have an impact on the Joint Venture ICT Procurement Policy. The Policy complies as per below.

"Section 186 of the LGA sets out the restrictions on Councils power to enter into contracts for the purchase of goods or services or carrying out of works and requires that Council conduct an expression of interest and/or public tender process when entering into such a contract"

The three Councils issuing a Request for Tender collaboratively for a single supplier but with separate but common Master Services Agreements with the preferred supplier fits with the requirement of section 186.

MOVED: CR MAX TAYLOR
SECONDED: CR RICHARD ZIEGELER

That Warrnambool City Council as a member of the South West Councils ICT Alliance Joint Venture consider and approve the Joint Venture ICT Procurement Policy as presented at Attachment 1.

CARRIED – 6:0

BACKGROUND

The three Councils of Corangamite Shire, Moyne Shire and Warrnambool City have entered a joint venture for the purposes of procuring and implementing ICT shared services, namely an Enterprise Resource Planning (ERP) platform.

The joint venture commenced its journey as the SWCICTA before being renamed Coastal Connect.

The procurement process commenced in 2022 with a final recommendation due to be reviewed by the Joint Venture Governance Committee (JVGC) on February 21, 2023. The details of the procurement are contained in the SWCICTA RFT Procurement Evaluation Report (Information Professionals, February 2023).

The Coastal Connect Joint Venture Governance Committee is required to consider and approve an ICT Procurement Policy to comply with Section 8 of the South West Councils ICT Alliance Joint Venture Agreement (JV Agreement), Section 8.

In addition to the above this Policy has been developed in line with the Procurement Policies of the Member Councils and accordingly satisfies Section 108 of the Local Governance Act 2020. Section 2.14 of the Policy specifically deals with Collaborative Procurement

ISSUES

JV Agreement Extract

8. Procurement Activities

8.1 Alignment of Council Procurement Policies

8.1.1 The JVGC must prepare a draft Model ICT Procurement Policy consistent with:

(a) the requirements of section 108(3) of the LGA;
(b) the Funding Agreement;
(c) the Purpose and Functions of the Joint Venture;
(d) the Strategic Plan; and
(e) the terms of any existing MSA with a Supplier.

8.1.2 Each Council must consider the draft Model ICT Procurement Policy and, if thought fit, approve it as part of the Council's procurement policy under section 108 of the LGA.

8.1.3 If a Council declines to approve the draft Model ICT Procurement Policy it must provide the JVGC with written reasons for doing so.

8.1.4 The JVGC must consider the written reasons provided under clause 8.1.3 and make any appropriate amendments to the draft Model ICT Procurement Policy arising from them, for further consideration by each Council.

8.1.5 From time to time the JVGC may of its own motion or upon request by any of the Councils, review and update the Model ICT Procurement Policy. This clause 8.1 applies to any updated draft Model ICT Procurement Policy.

8.1.6 Any dispute or difference between the Councils in relation to the preparation, adoption or modification of the Model ICT Procurement Policy may be referred for dispute resolution under clause 13.2 (and without limitation to the Councils' general obligations under clause 13.1).

8.2 Compliance with Model ICT Procurement Policy

8.2.1 Once adopted by all Councils, the JVGC and each Council must comply with the Model ICT Procurement Policy.

References

Local Government Act 2020
South West Councils ICT Alliance Joint Venture Agreement
WCC Procurement Policy October 2021
MSC Procurement Policy November 2021
CSC Procurement Policy December 2021
SWC LGV Funding and Service Agreement
Maddocks Lawyers, Advice – South West Councils – ICT Shared Services 30 August 2019

[1] Maddocks Lawyers, Advice – South West Councils – ICT Shared Services 30 August 2019

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

3 A strong economy
3.4 Workforce capability: Council will foster the development of a workforce capable of supporting the needs of the local and regional economy

4 A connected, inclusive place
4.2 A connected community: Council will enhance Warrnambool's connectivity through the delivery of, or advocacy for, improvement to roads, public transport, footpaths, trails and digital infrastructure.

5 An effective Council
5.8 Regional role and relationships: Council will acknowledge Warrnambool's capability as the regional centre of southwest Victoria through appropriate leadership, advocacy and partnerships that enable greater opportunity for the region

ATTACHMENTS

1. SWICT ICT Procurement Policy [**7.6.1** - 12 pages]

coastal connect

Moyne–Warrnambool–Corangamite

SWCICTA
Joint Venture ICT Procurement Policy

POLICY TYPE: Joint Venture Governance Committee

APPROVAL DATE: 21/02/2023

REVIEW DATE: 20/20/2027 or earlier as needed

PROCUREMENT POLICY

DOCUMENT CONTROL

Document Title:	*Joint Venture ICT Procurement Policy*
Policy Type:	*Joint Venture Governance Committee*
Responsible Officer:	*Executive Manager – Digital Transformation and Shared Services*
Document Status:	*Approved*
Approved By:	*Joint Venture Governance Committee*
Adopted Date:	*21/02/2023*
Review Date:	*20/02/2027 or earlier as needed*

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PROCUREMENT POLICY

1. INTRODUCTION

1.1. Purpose and scope

The South West Councils ICT Alliance (SWCICTA) Joint Venture Governance Committee (JVGC) is required to adopt an ICT Procurement Policy to comply with Section 8 of the South West Councils ICT Alliance Joint Venture Agreement, Section 8.

In addition to the above this Policy has been developed in line with the procurement policies of the Member Councils and accordingly is consistent with Section 108 of the Local Governance Action 2020.

The intention of the policy is provide delegation to the Joint Venture (JV) to procure ICT goods and services on behalf of the JV. Upon approval by the JVGC the procurement will be actioned by the Lead Member. Council Officers of the Member Councils don't have delegated authority under this policy. (see 2.16.1)

The policy commits the Lead Council to act in accordance with the Joint Venture Agreement, the Joint Venture Terms of Reference and the direction of the Joint Venture Governance Committee.

This Policy applies to all procurement activities undertaken by the JV and applies to Councillors, Council Officers, Committees, contractors and consultants in all circumstances while engaged by the Joint Venture via the Lead Member. The role of Councillors of individual Councils under this Policy is limited to the final assessment of a procurement in accordance with the relevant financial delegation limits.

1.2. Definitions

Term	Definition
Act	means the *Local Government Act 2020* (Vic) or the *Local Government Act 1989* (Vic) as applicable.
Collaborative Procurement Arrangement	a contract established by Council, government or a nominated agent, such as Procurement Australasia, Municipal Association of Victoria (MAV) or a local government entity, for the benefit of numerous state, federal and/or local government entities and others that achieves best value by leveraging combined economies of scale.
Conflict of Interest	means a Councillor, member of a delegated committee or Council Officer has: (a) a general conflict of interest in a matter if an impartial fair minded person would consider that the person's private interest could result in that person acting in a manner that is contrary to their public duty; or (b) a material conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter, each as defined in Division 2 of the Act.
Committee	means a duly authorised committee of Council including delegated committees and advisory committees.
Councils	means Corangamite Shire Council, Moyne Shire Council and Warrnambool City Council
Councillor	means a person who has been elected to the office of councillor on Council.
Council Officer	means a current member of Council staff as well as any contractors and consultants who have the authority to engage in activities on behalf of Council.
Emergency	means an emergency due to the actual or imminent occurrence of an event which requires immediate action including the following: (a) an earthquake, flood, wind-storm or other natural event; (b) a fire; (c) an explosion; (d) a road accident or any other accident; (e) a plague, epidemic, pandemic or contamination; (f) a warlike act or act of terrorism, whether directed at Victoria or a part of Victoria or at any other State or Territory of the Commonwealth; (g) a hi-jack, siege or riot; and (h) a disruption to an essential service.
Goods, Services or Works	means the deliverable(s) the preferred Invitee will be required to provide to Council, when the conditions of contract have been agreed between the preferred Invitee and Council.
Invitee	means a company, person or other legal entity which submits a tender or quote; and includes, where the context permits, prospective Invitees and other recipients of the request for tender or request for quote.

PROCUREMENT POLICY

Term	Definition
Joint Venture (JV)	Means the Coastal Connect Joint Venture formerly known as South West Council ICT Alliance (SWCICTA) and includes all Councillors, Council Officers, Committees, Contractors and Consultants.
JVGC	Means Joint Venture Governance Committee
JV Member/s	Means Member Councils of the Joint Venture
Lead Member	Means the Lead Member of the Joint Venture
Local Business	means a commercial business with an operational premises that is physically located within the municipal borders of the South West Regional Councils.
Local Content	means the labour, materials, plant and supervision that is sourced from within the municipal borders of the South West Regional Councils.
South West Regional Councils	means the Councils of the South West region in Victoria including Warrnambool City Council, Moyne Shire Council, Corangamite Shire Council, Southern Grampians Shire Council and Glenelg Shire Council.

1.3. Treatment of GST

All monetary values stated in this Policy include GST, unless specifically stated otherwise.

1.4. References

The Joint Venture's procurement activities will be carried out in compliance with the following legislation and Lead Member Council policies and procedures:

• Act; • *Competition and Consumer Act 2010* (Cth) • *Freedom of Information Act 1982* (Vic) • *Independent Broad-based Anti-corruption Commission (IBAC) Act 2011* (Vic) • *Occupational Health & Safety Act 2004* (Vic) • *Privacy Act 1988* (Cth) • *Public Records Act 1973* (Vic) • *Security of Payments Act 2002* (Vic) • *Victorian Local Government Best Practice Procurement Guideline 2013* (or as *updated)*	• Gender Impact Assessment Policy • Risk Management Policy • 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 • Sustainable Building Policy • Procurement Manual • Complaints Policy

2. BEST PRACTICE PRINCIPLES

The Joint Venture is committed to effective procurement through adopting best practice principles, policies and procedures to support Council objectives regarding sustainable and socially responsible procurement, supporting local economy and obtaining Value for Money, which in turn, will lead to a better outcome for Council in the provision of services for the community. Each principle is detailed below.

2.1. Conduct of JV Members, Councillors and Council Officers

2.1.1. Ethics

JV Members, Councillors and Council Officers must at all times conduct themselves in ways that are and are seen to be, ethical with the highest integrity and will:

(a) treat potential and existing suppliers with equality and fairness;
(b) not seek or receive personal gain;
(c) maintain confidentiality of 'Commercial in Confidence' information such as contract prices and other sensitive information;
(d) present the highest standards of professionalism and probity;
(e) deal with suppliers in an honest and impartial manner that does not allow conflicts of interest;
(f) provide all suppliers and tenderers with the same information and equal opportunity;
(g) comply with all legal and Policy requirements; and

(h) be able to account for all decisions and provide feedback on them.

2.1.2. Conflict of Interest

In accordance with sections 126-131 of the Act, JV Members, Councillors and Council Officers have an overriding responsibility to act impartially and with integrity, avoiding a Conflict of Interest. JV Members, Councillors and Council Officers, must:

(a) at all times avoid situations in which they may have or which creates a Conflict of Interest;
(b) not participate in any action or matter associated with the arrangement of a tender or contract where that person has a Conflict of Interest; and
(c) when becoming aware of a conflict, promptly declare the Conflict of Interest in accordance with procedures set out in Chapter 5 of the Governance Rules, or seek advice and support from the Manager Governance, Property and Projects.

Councillors cannot participate in any aspect of the procurement process unless acting in the capacity of Council at a formally constituted Council meeting to consider the awarding of a contract.

2.2. Value for money

Value for Money is the achievement of a desired procurement outcome at the best possible price, not necessarily the lowest price, based on a set list of financial and non-financial criteria relevant to the procurement. Value for Money considers the total cost of procurement including:

(a) contribution to Council's priorities and strategic objectives;
(b) fitness for purpose, quality, social and environmental impacts, service and support; and
(c) cost related factors including whole of life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing the Goods, Services or Works.

Value for Money could be achieved by:

(a) developing, implementing and managing a procurement framework that supports the coordination and streamlining of activities throughout the lifecycle;
(b) development, implementation and management of the local procurement strategy;
(c) undertaking competitive procurement processes;
(d) using aggregated contracts whenever possible to group similar contracts;
(e) identifying and rectifying inefficiencies in procurement processes;
(f) developing cost effective tender processes including appropriate use of e-solutions; and
(g) working with suppliers to create relationships that are professional and productive.

2.3. Fair, honest and transparent dealing

The Joint Venture is committed to providing equal opportunity for all businesses to bid for work through fair, honest, open and transparent market processes. The JV will ensure that all prospective suppliers are treated fairly in an open and transparent manner and have access to the same information.

2.4. Accountability

Accountability in procurement allows the JV to explain and provide evidence of the process followed during procurement. The JV must be able to account for all procurement decisions over the life of the Goods, Services or Works in accordance with this Policy. This could mean revisiting the original intentions of the procurement during the use of the Goods, Services or Works to ensure that the Goods, Services or Works are still providing Value for Money and achieving the JV's intentions.

2.5. Gender Impact Assessment

In accordance with the *Gender Equality Act 2020* (Vic), the JV l is committed to ensuring a gender lens is applied to all new policies, programs and services that directly and significantly impact the public and ensure that a gender impact assessment (**GIA**) is conducted as needed. Records of GIA conducted must be saved in the Lead Member's records management system with the relevant procurement in accordance with the GIA Policy.

2.6. Fraud and corruption control

The Joint Venture is committed to preventing, deterring and reporting corrupt and fraudulent behaviour particularly in relation to the procurement process. The Joint Venture will comply with the Fraud and

Corruption Control Policy of the Lead Member which provides a framework for preventing the risk of fraud and strengthening organisational integrity.

2.7. Competition and Consumer Act compliance

The JV will comply with the *Competition and Consumer Act 2010* (Cth) and other fair-trading legislation applicable to its operations and is committed to ensuring the protection of consumers and promotion of competition.
The JV needs to be informed of their obligations under competition and consumer legislation and ensure that the following does not occur:

a) restrictive trade practices (including price fixing and exclusionary provisions relating to a interstate boundaries);
b) market sharing (including allocation of customers), anti-competitive agreements, exclusive dealing and misuse of market power;
c) inaccurate communication or promotion (including misleading or deceptive conduct, false claims and unsubstantiated predictions); and
d) unconscionable or unfair business practices.

2.8. Risk management

Risk management is to be appropriately applied at all stages of procurement to ensure procurement is properly planned and carried out in a manner that will protect and enhance the Joint Venture's capability to prevent, withstand and recover from interruption to the supply of Goods, Services and Works.

The Joint Venture will minimise its risk exposure by measures that:

a) allow sufficient planning and lead time for procurement preparation and consideration;
b) integrate risk identification at the earliest planning stage to inform the process;
c) use the Lead Member's standard form or Australian Standard contracts which mitigate risk to Council;
d) require security deposits where appropriate;
e) when required, referring specifications to relevant industry experts;
f) ensure service providers maintain adequate insurance cover for the Goods, Services or Works;
g) review and negotiate contract departures and non-standard contracts prior to the award of the contract;
h) ensure agreements are executed prior to commencement of Goods, Services or Works; and
i) ongoing and timely contract management including monitoring and enforcement performance.

2.9. Probity Plan and Auditor

The Joint Venture will consider the appointment of a probity auditor for procurement based on the nature and complexity of the proposed procurement. The completion of a review and assessment of the need for the use of an external, independent probity auditor is mandated when the value of the Goods, Services or Works exceeds $500,000 or when requested by the JVGC.

A Probity Plan will be established for procurement where a Probity Auditor is required or on request of the JVGC.

2.10. Disclosure of information

Confidentiality of information provided by Invitees must be maintained in a safe and secure manner, particularly commercially sensitive material such as prices, discounts, rebates, profit, manufacturing, intellectual property and product information.

At no stage should the JV have discussions with Invitees about active procurements prior to the approval process being finalised, other than authorised procurement negotiations. The JV should take care that their duty to consider issues fairly and properly is not compromised by participating in discussions with suppliers where the supplier is intending to influence the outcome of the procurement. The JV must ensure that they comply with the obligations in the Lead Member's Gifts and Benefits Policy including making reasonable enquiries as to the live tender processes prior to accepting any benefit which would otherwise be in accordance with the Gifts and Benefits Policy.

Invitees must be advised that a report on a tender process may be presented at an open meeting of Council and some information arising from the tender may be made publicly available.

2.11.Record keeping

The JV needs to ensure that all records relating to procurements are stored in the Lead Member's electronic content management system including decisions evidencing:

(a) the processes followed and substantiated decisions made during the procurement; and
(b) adequate records to support contract matters or disputes.

The structure and extent of records will depend on the value and complexity of the procurement.
Records will be kept in accordance with the *Public Records Act 1973 - Public Record Standard PROS 09/05 (Retention and Disposal Authority for Records of Local Government Functions*).

2.12.Social and Sustainable procurement

The JV recognises it has an implicit role in furthering sustainability objectives, through its procurement of Goods, Services and Works. The JV will undertake procurement designed to support Value for Money and embed organisational environmental, social and economic development objectives.

The JV will consider how best to embed its sustainable procurement objectives in each procurement, whether this be as part of a specific evaluation criteria, developing a specification which reflects specific sustainable outcomes for the Goods, Services or Works or building sustainable requirements directly into the Goods, Services or Works. The JV will also consider the Victorian Government's Social Procurement Framework as best practice in social and sustainable procurement.

The JV demonstrates sustainable procurement by:

(a) being accountable for its impacts on society, the economy and the environment including the impacts of the organisation's supply chain;
(b) examining anticipated organisational, project and/or community needs;
(c) continually improving sustainability specifications, practices and outcomes, and
(d) planning and undertaking sustainability evaluations as part of contracting activities.

2.13.Support for local content

The JV can include in its evaluation criteria up to five percent for Local Content. This aims to acknowledge the suppliers whose activities contribute to the financial and social wellbeing of the region.
With the exception of contracts that are the subject of a tender, in every instance where it is reasonable to do so, the JV must seek at least one quote from a local business.

2.14.Collaborative procurement

The JV will seek to use Collaborative Procurement Arrangements with each participating JV Member and third parties when procuring Goods, Services and Works in order to take advantage of economies of scale in accordance with section 108(3)(c) of the Act. When a report for a procurement is presented to the JVGC for approval, it will include information relating to any collaborative arrangement opportunities that were explored as part of the procurement process.

When collaborating with other Councils, the Joint Venture will do so in accordance with the following:

(a) work to develop a consolidated contract register to identify joint procurement projects on an annual basis;
(b) JV Members must actively consider all contracts and proposed contracts to determine if the procurement would benefit from expertise, economies of scale or other strategic benefits to Council (other than projects that are unique to an individual Council (e.g. unique construction or works projects)) if it would then it must be included in the consolidated contract register for collaboration consideration;
(c) other contracts which, due to the subject matter, nature or scope, are likely to deliver operational efficiencies if procured in collaboration with the other Councils, must be included in the consolidated contract register for consideration as a possible joint procurement opportunity;
(d) Council Officers commit to regularly reviewing the contracts register to determine whether collaborative procurement should be considered;
(e) where collaborative procurement is to be pursued:

i. pre-approval will be requested from each Council prior to commitment to collaboration, seeking authority to proceed with the collaboration and delegation of contract approval to the Lead Member;
ii. the JV will maintain a formal Agreement that gives authority for the Lead Member to act as each Council's agent in the Collaborative Procurement Arrangements;
iii. each of the JV Members who participate will be able to enter into a contract with the preferred supplier identified though the collaborative procurement process, or may choose as a group to enter into a contract;
iv. each participating Council must be involved in:
    a. the initial decision to undertake the Collaborative Procurement Arrangement;
    b. preparation of, and agreement to, the specifications;
    c. ensuring probity for the Collaborative Procurement Arrangement; and
    d. the acceptance of tender(s) and awarding of contract(s); and

(f) when considering the evaluation criteria for a particular Collaborative Procurement Arrangement the JV will consider "Value for Money" for each of the participating Councils.

Furthermore, the JV may collaborate with other Councils or other bodies such as MAV Procurement or Procurement Australasia to procure Goods, Services or Works, or utilise existing Collaborative Procurement Arrangements established through a public tender process where it provides an advantageous, Value for Money outcome for the Council.

Any Federal or State Government grant funded projects may be excluded from Collaborative Procurement Arrangements.

When entering into a Collaborative Procurement Arrangement for the purpose of the procurement delegations the obligations and liabilities under the procurement will only take into account the value which Council may ultimately be liable for, this will, in most cases, not reflect the total value of the ultimate contract.

2.15. Contract Management

The JV will manage contracts in accordance with the Lead Member processes. In addition to these processes there will be reports provided to each meeting of the JVGC on open contracts or agreements. A debriefing will be provided to the JVGC on the ending or closure of any contract or agreement as soon as practicable.

2.16. Model of procurement

The JV will act as the subject matter expert for a centre-led procurement model for ICT purchases.

2.17. Procurement delegations

The JV Members delegate their purchasing authority to the JVGC. The JVGC then approves the Lead Member to act on their behalf.

2.17.1. Financial Delegations

All procurement activities require authorisation of the JVGC either via the approved Budget, approved Business Plan, approved JVGC meeting endorsement or approved Project Plan.

The JVGC provides delegation to employees of the JV to conduct procurement activities on their behalf. Individual Councils and their staff, and associated parties don't have any delegation authority under this policy.

2.17.2. Variations

Contract variations must be approved by the JVGC. A resolution can include a specific delegation amount for variations for a procurement on a case by case basis.

2.17.3. Market engagement methods

The market engagement method is determined by the nature, value and risk of the procurement. The level of risk is determined on a case by case basis by the JVGC.

PROCUREMENT POLICY

The Procurement Value below is the total estimated cost of the procurement for the initial fixed term of the procurement. The requirements listed are the minimum thresholds to be met, best practice requires that the JVGC consider if the circumstances require, or there would be benefit in, completing additional processes above the minimum requirements.

Procurement Value (excl. GST)	Risk	Minimum Market Engagement	Payment Method	Agreement Type	Documentation Requirements
<$2,000 and with approved JV Budget	N/A	1 verbal quote	Reimbursement, purchase card or Purchase Order – refer to section 3.1	Lead Member Purchase Order Conditions	Record quote in Lead Member document management system
$2,000 to $10,000 and within approved JV Budget	N/A	2 verbal quotes	Purchase card or Purchase Order – refer to section 3.1	Lead Member Purchase Order Conditions	Lead Member Verbal quote form attached to purchase order in finance system.
$10,000 to $50,000 and within approved JV Budget	N/A	3 written quotes	Purchase Order	Lead Member Purchase Order (up to $25,000) or Contract	Quotes attached to purchase order in Lead Member finance system.
$50,000 to $150,000 and as approved by the JVGC	Low	3 written quotes		Contract or agreement format approved by the JVGC	
	High	Public Process			
$150,000 to $300,000 and as approved by the JVGC	Low	3 written quotes			
	High	Public Process			
$300,000 + and as approved by the JVGC	N/A	Public Process			

It is noted that any regulation introduced which impacts the market engagement methods above, the market engagement methods are automatically amended to comply with the requirements of the regulation.

2.18.Exemptions from market engagement methods

Council Officers can conduct a procurement process outside of the market engagement requirements at the discretion of the JV, in the following circumstances:

(a) the Goods, Service or Works are of an urgent nature particularly in matters of an emergency including public health, security or safety;
(b) only one or two suppliers could perform or supply the Goods, Service or Works due to the level of specialist expertise required (i.e. a demonstrated absence of competition for technical reasons) this also includes if a contract exists with a supplier where cumulative spend to date with that supplier means that Value for Money and risk mitigation justify continuing with the existing supplier for the new or related Goods, Service or Works;
(c) installations where a change in supplier would necessitate the procurement of Works, Goods or Services that do not meet the requirements for interoperability or interchangeability;
(d) the Works, Goods or Service are an extension of previously approved goods, service or works and the appropriate variation has been approved and processed;
(e) 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;
(f) where an existing contract has expired and the procurement process for the new contract has not been finalised and the existing contract needs to be temporarily extended on a rolling basis for a period of not more than six weeks;
(g) 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;
(h) where a ministerial exemption has been sought and provided;
(i) where an existing contract is novated to a supplier to complete the Goods, Services or Works on substantially similar terms following completion of suitable due diligence;
(j) where the acquisition is of a cultural or artistic nature i.e. a live show or art piece;
(k) where a Council panel of providers has been established using a public process any secondary procurement process under the panel for Goods, Service or Works acquired from a panel member can be established as representing Value for Money by the Council Officer (noting that the requirements for awarding Goods, Service or Works under the panel contract must still be complied with); and
(l) where the procurement is on the exemption list (refer to Appendix 1).

2.19. Public process

2.19.1. Requirements

All public procurement by the JV will be published on each individual Council's electronic portal and may be advertised in the media. Information regarding current procurements may be published on Council's website.

2.19.2. Evaluation

An evaluation panel will be established to evaluate each submission against the selection criteria for the public process. Evaluation panels can include external personnel and/or subject matter experts in order to ensure the best outcome for a procurement and must comprise of representation from each JV Member.

A Procurement Plan must be developed, approved and adhered to prior to the public process beginning. The Procurement Plan must set out the evaluation criteria to determine whether a proposed contract provides Value for Money including:

a) both price (whole of life) and non-price factors (risk, quality and contribution to Council's sustainability objectives);
b) mandatory criteria common to all procurements include: price, capability (skills, experience), capacity, methodology (approach), sustainability (local, social, economic and environmental); and
c) specific criteria for local, social, economic and environmental sustainability objectives are determined on a project by project basis.

2.19.3. Shortlisting and Negotiations

Council may conduct a shortlisting process during any of the public processes including EOI, tender and quotation processes. Shortlisting can be based on any criteria but only in pursuit of the most advantageous outcome for the Council. Shortlisted tenderers may be invited by the Council to submit a best and final offer in relation to all or certain aspects of their respective tenders.

Once one or more preferred tenderers are selected, negotiations can be conducted in order to obtain the optimal solution and commercial arrangements within the original scope and intent of the tender.

3. PROCUREMENT METHODS AND PROCESS

3.1. Procurement Methods

Council's standard methods for purchasing Goods, Services and Works are by:

(a) reimbursement (for low value, low risk purchases which cannot be made with a purchase card);
(b) purchase cards (recommended for procurements less than $200);
(c) approved purchase order; or
(d) other arrangements authorised by the JV as required by abnormal circumstances including emergencies.

If petty cash or a purchase card is not used for the procurement, then an approved purchase order must be generated before committing to the procurement.

3.2. Procurement Processes Overview

Council's procurement processes are based on the principles outlined in this Policy.

In line with the Local Government Best Practice Procurement Guidelines 2013 (or as updated), Council may 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.

The Lead Member will maintain an appropriate contract management framework to govern and guide its contract management activities. The JV will proactively manage key contracts with nominated Council Officers from each JV Member and is responsible for the delivery of the contracted Goods, Services or Works to ensure that contract objectives are met

The JV recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with suppliers. The JV is committed to:

(a) managing existing suppliers, to ensure the benefits are delivered;
(b) developing new suppliers and improving the capability of existing
(c) suppliers where appropriate; and
(d) communicating to potential suppliers via its website.

PROCUREMENT POLICY

4. GOVERNANCE

4.1. Owner

Coastal Connect Joint Venture Governance Committee (JVGC)

4.2. Review

The JVGC will review the policy for any necessary amendments no later than 4 years after its formulation or after the last review.

4.3. Compliance Responsibility

Party / Parties	Roles and Responsibilities
Joint Venture Governance Committee	Ensure that the policy is adopted by each of the Individual Councils. Ensure overall compliance with the policy.
Executive Manager – Digital Strategies and Shared Services	Ensure compliance with the policy by all Council Officers under their supervision or direction. Ensure policy implementation.
Executive Manager – Digital Strategies and Shared Services	Responsible for reviewing, updating and implementing policy
Council Officers	Compliance with the provisions of this policy.

4.4. 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)*.

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

1. APPENDICES

Appendix 1 – Exemptions

The following procurements are either exempt from market engagement and/or the requirement for a Purchase Order. With the Chief Executive's approval, exemptions can be added or removed from this list at any time.

Category	Description	Exempt from market engagement	Exempt from purchase order
Inter JV Member transfers	Transfers of funding or reimbursement of expenses.	Yes	Yes
Utilities	Electricity, gas, water and telephone services. Note: market exemption where there is only a single provider e.g. Wannonwater and Powercor.	No	Yes
Insurance premiums and claims	WorkCover and other insurances.	Yes	Yes
Prescribed contracts	Legal services	Yes	No
Payroll expenses	Superannuation and PAYG.	Yes	Yes
GST	Goods and Services Tax payable.	Yes	Yes
Postage	Australia Post.	Yes	Yes
Vehicle registrations	VicRoads vehicle registrations.	Yes	Yes
Councillor expenses	Allowances and Reimbursements.	Yes	Yes
Refundable trust funds	Includes Security Bonds, Contract Retentions and other funds held in trust.	Yes	Yes
Collaborative procurement providers	Municipal Association of Victoria, Procurement Australia, State Government prequalified supplier list.	Yes	No
Levies	EPA Victoria Levy.	Yes	Yes
	Fire Services Property Levy.	Yes	Yes
State and Federal Statutory Fees	DELWP fees and charges and Regional Roads Victoria.	Yes	Yes
Other	Acquisition of Land and Buildings.	Yes	Yes
	Medical expenses.	Yes	Yes
	Venue hire.	Yes	Yes
	Fuel including Diesel (with relevant supplier).	No	Yes
	Memberships and subscriptions.	Yes	No
	External audit fees – Victorian Auditor- General's Office.	Yes	No
	Annual community grants.	Yes	Yes
	Professional workshop and conference registration fees and associated costs.	Yes	No
	Loans and investments.	Yes	Yes
	General advertising.	Yes	No
	Accommodation associated with provision of employment.	Yes	No
	Recruitment advertising.	Yes	No

7.7. WHITES ROAD GUM TREES

DIRECTORATE : City Infrastructure

PURPOSE:

This report provides information on the proposed removal of a row of 22 gum trees adjacent to 150 Whites Road.

EXECUTIVE SUMMARY

- The row of gum trees adjacent to 150 Whites Rd were planned to be removed in June 2022, following concerns raised by neighboring residents and subsequent inspections of the trees.
- Works were postponed during the planning phase, following the identification of koalas living in the trees, and additional concerns raised by local Wildlife groups about the lack of koala habitat in the City.
- An Arboricultural Consultant was engaged to develop a report to provide independent advice on the health, sustainability and future management concerns of the trees. This report was submitted to Council in December 2022.

MOVED: CR RICHARD ZIEGELER
SECONDED: CR ANGIE PASPALIARIS

That the Council approve the removal of these gum trees in line with Option 2 or Option B in the recommendation of the arboricultural report.

LOST 3:3 ON THE CASTING VOTE OF THE MAYOR

Crs. Ziegeler, Akoch & Paspaliaris voting for the motion
Crs. Arnott, Taylor & Blain voting against the motion

MOVED: CR BEN BLAIN
SECONDED: CR MAX TAYLOR

It is recommended that Council approve the removal of these gum trees in line with the recommendation of Option A of the *Arboricultural Report – refer Attachment 1*.

CARRIED 3:3 ON THE CASTING VOTE OF THE MAYOR

Crs. Arnott, Taylor & Blain voting for the motion
Crs. Ziegeler, Akoch & Paspaliaris voting against the motion.

BACKGROUND

This row of gum trees was planned to be removed in June 2022, following concerns raised by neighboring residents and subsequent inspections of the trees. However, works were postponed during the planning phase, following the identification of koalas living in the trees, and additional concerns raised by local Wildlife groups about the lack of koala habitat in the City.

Following this, Council Officers engaged an Arboricultural Consultant to develop a report to provide independent advice on the health, sustainability and future management concerns of the trees. This report was submitted to Council in December 2022.

This information is now presented to Council make a decision on the future of the trees.

ISSUES

The removal of these trees will impact the habitat of the existing koalas found in these trees. It may also have an effect on the total habitat available in Warrnambool, and subsequently, the overall koala population.
By leaving the trees to remain in place, the ongoing management of the trees is likely to become untenable. As they advance in size, they will develop larger trunks which will directly affect the adjacent fencing. In addition to this, advantageous roots will likely develop under the adjacent property buildings. As these roots increase in diameter, the likelihood of cracking or shifting of the ground under the existing infrastructure will increase, with damage inevitable.

FINANCIAL IMPACT

It is estimated that removal works, including necessary spotters and associated wildlife protection, will cost less than $10,000. There is sufficient budget in the tree and vegetation maintenance activity to cover these costs.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

2 A Sustainable environment
2.1 Natural environment: Council will enhance open spaces and infrastructure that support a healthy community, wildlife, flora, fauna and biodiversity.

TIMING

Removal works will be planned following community consultation, and prior to the end of the financial year.

COMMUNITY IMPACT / CONSULTATION

Planning of the removal works will include keeping the Community informed of the proposed works.

RISK

The trees are currently home to a small cling of koalas. The trees may also benefit other wildlife in the area and their removal may have minor impacts to their habitat. Work Method Statements will be developed to mitigate these risks, and ensure wildlife aren’t indiscriminately affected through the removal process.

ACTION

1. If approved to proceed, Council Officers responsible for these works will ensure adequate controls are in place to mitigate loss of life and relocate the identified koalas. Offset planting, or the securing of an offset credit, to compensate for these losses will also be planned at this time.

2. Council Officers will continue to plan and implement tree planting programs that ensure adequate habitat is available for local and native fauna, in accordance with the Public Tree Planting Management Policy 2022.

OFFICERS' DECLARATION OF INTEREST

No conflicts of interest have been identified.

CONCLUSION

It is likely the subject trees will become unmanageable at maturity. Presently, the trees are semi-mature, medium sized. The trees are fast establishing and offer relatively minor arboricultural value to the surrounding area.

As the trees are recent plantings and relatively low value assets, it is recommended their removal is carried out prior to infrastructure conflict becoming costly and unmanageable.

The concerns for the identified koalas and loss of habitat will be addressed through appropriate planning of works and ongoing strategic planning in accordance with Council's Policies and Guidelines. If it is decided to remove the trees, a specialist wildlife contractor will be engaged to plan and facilitate the removal of the koalas. Offset planting to compensate for these losses will also be planned at this time.

ATTACHMENTS

1. 150 White Road, WCC - Arborist Report [**7.7.1** - 19 pages]

Tree Assessment, Sustainability and Management Proposals Report

Warrnambool City Council
150 Whites Road, Warrnambool

Warrnambool City Council

Prepared for: John Sheely

December 2022

Prepared by: Sean Barnes
Consultant Arborist, Carters Tree Services

CARTER'S TREE SERVICES
&
ARBORICULTURAL CONSULTANCY

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Arborist Report
Warrnambool City Council
150 Whites Road.

DOCUMENT INFORMATION

REPORT TITLE:	Tree Assessment, Sustainability Management Proposals Report , Warrnambool City Council -150 White Road, Warrnambool
SITE ADDRESS:	150 Whites Road, Warrnambool Vic 3280
CLIENT NAME:	Mr. John Sheely

DOCUMENT ISSUE

ISSUE:	DATE:	PREPARED BY:	AUTHORISED BY:
Draft	22/12/2022	Sean Barnes (Carters Tree Services)	Carters Tree Services
Final:		Sean Barnes (Carters Tree Services)	Carters Tree Services

ASSUMPUTIONS AND LIMITATIONS

1. Care has been taken to obtain all information from reliable sources. All data has been verified in so far as possible; however, the consultant/ appraiser can neither guarantee nor be responsible for the accuracy of the information provided by other resources.

2. Possession of this report or a copy thereof does not imply right of publication or use for any purpose by other than the person whom it is addressed, without the prior expressed written or verbal consent.

3. Loss or alteration of any part of this report invalidates the entire report.

4. The consultant/ appraiser shall not be required to give testimony or attend court by any reason of this report unless subsequent contractual agreements are made, including payment of a negotiated additional fee for such services.

5. Neither all nor any part of the contents of this report, nor the copy thereof, shall be covered by anyone, including the client, to the public through advertising, public relations, news, sales or other media, without the prior expressed written or verbal consent.

6. Diagrams, sketches, graphs and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be constructed as engineering or architectural reports or surveys.

7. Unless expressed otherwise, the information contained in this report covers only those items that were inspected/ examined and reflects the condition of those items at the time of inspection; and the inspection is limited to visual examination of accessible items without dissection, excavation, probing or coring. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the plants or property in question may not arise in the future.

8. This report and values expressed herein represent the opinion of the consultant / appraiser and the consultant / appraiser's fee is in no way contingent upon reporting of a specified value, a stipulated result, the occurrence of subsequent event, nor upon any finding be reported.

9. Carters Tree Services accepts no liability for any damages or loss as reliance placed upon the report contents by a third party.

10. Whilst the material contained in this Report has been formulated with all due care and skill, Carters Tree Service does not warrant or represent that material in this report is completely free of error or omission. The information within this report is considered to be true and correct at the date of publication, changes in circumstances after publication may impact the accuracy of this report.

1. Introduction

Carters Tree Services has been engaged by the Warrnambool City Council to provide independent advice regarding the health, sustainability and future management on a row of twenty-two (22) and a single Southern Blue gums (*Eucalyptus globulus*), the trees run adjacent to a residential property located on 150 Whites Road, Warrnambool.

1.1. Purpose of the Report

1. Provide an arboricultural report that identifies the subject trees to species level and provides information on each tree, including origin, dimensions and suitability for retention.

2. To offer recommendations on management of the trees, including tree protection zones in compliance with AS 4970 – 2009 *Protection of trees on development sites*.

3. Provide advice on future tree management, including sustainability and vitality of trees in relation to future growing requirements and potential impacts on adjacent structures.

4. Assess health and structure of the trees.

This report provides comments on these issues, information is summarized and linked to conclusions and recommendations. Any works proposed are made with consideration and subject of adequate resources.

2. Methodology

A site assessment was undertaken on the 18th of November 2022, the site was inspected from ground level with the environment and surrounding area observed, no samples of trees or soil were taken off site. For the purpose of assessment all trees were grouped together, dimensions are recorded from two trees (furthest north and south) within the row. No assessment of infrastructure was undertaken in the adjacent residential property. Root growth was assessed only in council managed land.

Details recorded for trees include:

- Species profile (Genus & Species),
- Age classification
- Origin
- Trunk diameters (Diameter at Breast Height / DBH & Basal Measurement)
- Tree condition including health and structural rating
- Canopy dimension (Tree height x Canopy spread)
- General comments
- Health & Structure description

All assessments were taken from ground level utilising Visual Tree Assessments (VTA). TPZ dimensions have been assessed in conjunction with AS 4970 – 2009 *Protection of Trees on Development Sites*.

The VTA consist of an inspection of the tree and surrounding site, including a visual inspection of buttress roots, trunk, branches and canopy to determine overall health of the tree.

Where there are various sized bushland or large clusters of trees which make individual tree assessments difficult or unnecessary, the trees are categorised and referred to as groups. The following groups will be referred to as a cluster group (CG). The largest diameter from an individual tree within the cluster is utilised for all trees located in that cluster.

These groups are characterised by tree spacing generally less than 4m, underplanting's, shrubs and groundcovers, and the absence of mown lawn between trees. The following guidelines are adopted when inspecting these groupings:

- If *urgent* or *high priority* works are recommended, the tree is to be individually identified.
- Generally, trees higher than 6m and wider than 20cm DBH is to be identified.
- In most circumstances trees adjacent to walking paths or high traffic areas are to be individually identified.
- Multiple trees may be grouped as one asset where the attributes (size, description, risk rating, etc) are similar and the risk priority is classified as *moderate* or *low*.

Trees under 4m in height or having a DBH of under 0.20m were not assessed or included within this report.

3. Observations / Discussions

3.1. Site Details

The trees are located within a Warrnambool City Council reserve located on Whites Road, Warrnambool. The parcel of land assessed is located directly adjacent to property number 150. The site is characterised by the subject trees, lawn cover, concrete pathways and small vegetation located around the adjacent creek.

Figure 1. Subject site January 2010.

Figure 2. Subject site November 2022.

3.1.1. Site Map

Figure 3. Aerial image of subject site (subject trees indicated by yellow arrow).

5. Tree Details

The trees are all *Eucalyptus globulus* (Southern blue gum), a large ever green Australian native species). The species is widely distributed throughout southern Victoria and Tasmania. *E. globulus* is a medium to very tall forest tree reaching sizes anywhere from 30m -75m in ideal conditions. The trees are popular in cultivation, due to being a fast-establishing tree with attractive foliage, however, the species is generally too large for planting in urban environments, the species has strong and vigorous root systems which can cause damage to buildings and underground services if not planted in an appropriate location. Generally, the species will establish between 40 -60 % of their growth within ten years after planting, depending on condition of planting. Trees grouped together will generally grow to taller heights much quicker than trees in open locations.

5.1.1. Tree Data

Table 1. Tree Data

Tree ID	Botanical Name	Common Name	Age	Origin	Health	Structure	Significance	Height (m)	Spread (m)	DBH (cm)	Basal (cm)	ULE
CG 1	*Eucalyptus globulus*	Blue gum	Semi Mature	Native	Fair	Fair-Poor	Moderate	16	7	0.45	0.56	20-10yrs
1	*Eucalyptus globulus*	Blue gum	Semi Mature	Native	Good	Fair	Moderate	14	9	0.58	0.74	20-10yrs

5.2. Tree Health & Structure

The health of both the assessed row and single tree is fair to good. This is attributed to their general age (semi mature), which are actively growing and vigorous in their environment. They display full canopies with no major issue which may affect their health rating in short term.

The tree structure is rated as Fair – Poor, this is primarily attributed to presence of codominant stems throughout the trees in major branch unions (see Figure 4). Codominant stems create weaker branch attachments with an increased likelihood of failure (especially with embedded included bark in the unions). The likelihood of failure of a union with a sharp “V-shape” is considered as probable with factors like wind torque increasing likelihood even further.

Figure 4. Example of codominant stems within the row.

5.3. Tree Root Growth

Both above ground growing conditions and below ground growing conditions need to be properly assessed to determine suitability of a species within any site. Construction techniques used for developments (particularly concrete slabbing) can create favourable conditions for root growth. This is resultant from a temperature differential created by a slab cooling faster than the ground conditions resulting condensation, the slab also acts a barrier to moisture loss through evaporation from the soil surface. This warm moist area can be ideal for young root growth (Coder 1998). As these surface roots grow in diameter as the trees mature, they can cause significant damage to infrastructure.

5.3.1. Tree Protection Zone & Structural Root Zone

The following tree protection measure are calculated to determine the extent of the root growth at present time and to make an estimation of likely future root growth of subject trees. Tree Protection Zones (TPZ) are calculated by multiplying the trunk Diameter at Breast Height (at 1.4m from ground level) by twelve (12). Structural Root Zones (SRZ) is calculated utilising a formula derived from AS 4970 – 2009. The SRZ relates to stability in the ground, these roots are generally larger and radiate immediately for the buttress of the tree.

Table 2. SRZ & TPZ dimensions.

Tree ID	TPZ- (m)	SRZ (m)
CG1	5.4	2.59
1	7	2.92

5.3.2. Potential of infrastructure damage

Assessment was limited when assessing the adjoining shed, no apparent infrastructure damage was observed to the residential shed directly adjacent to the trees, roots were viewed extending from the tree trunks along the surface growing towards service pits.

Figure 5. Root growth extending into residential property.

Figure 6. Surface roots extending towards service pits.

At present no infrastructure damage was observed (from a restricted assessment), this is likely due to the relative size of trees (semi-mature) and relative new age of shed. As the trees reach maturity, naturally increasing in size, the trunk diameter of each will likely directly impact the adjoining fence (see Figure 7).

Figure 7. Assessed trees placing in relation to private fence.

The estimated root growth which will occur in the developing trees under the shed will likely cause moderate to high asset infrastructure damage, likely to develop in the form of cracking and lifting of the slab supporting the shed. A combination of trunk damage to fences and root damage is expected to occur at tree maturity.

6. Arboricultural Value

While relatively large in an urban / suburban setting, the trees offer minor arboriculture value to site, they are fast establishing easily replaced specimens. The species are widely cultivated across Victoria and have been recently planted (< 12 years). In context of the site, many more trees populate the site particularly along the riverbed which extends much further than subject trees.

The arboricultural value placed on the trees differs from any ecological value which may be placed by other professions. The species of trees are known to provide habitat and food resources for wildlife primarily koala's, which have been sighted in the trees previously by the public.

7. Conclusions

It is likely the subject trees will become unmanageable at maturity, at present the trees are semi mature, medium sized *Eucalyptus globulus*. The trees are fast establishing (evident by no trees in that position in 2010) and offer minor arboricultural value to site. At present the trees are relatively moderate sized for their species profile, which in time will become too large for their site as they are in too close proximity to the residential dwelling (500mm from fence line from centre of trunk). It is highly probable to inevitable that the trees will contribute to property damage in the future. The species are not suited for planting near structures within urban environments and therefore their management going forward will likely become untenable.

The species typically grow large (between 35m -70m, rarely exceeding), as they advance in size, they will develop larger trunks which will directly affect the fencing. In addition to this, advantageous roots will likely develop under the shed due to the benefits they will gain from developing under infrastructure which regulates heating and retains condensation. As these roots increase in diameter, the likelihood of cracking or shifting of the ground under the shed slab will increase, with conflict / infrastructure damage inevitable.

As the trees are recent plantings and relatively low value assets, it is recommended their removal is carried out prior to infrastructure conflict becoming costly and unmanageable. The trees may benefit wildlife in the area and their removal may have minor impacts to habitat. Plans to ensure wildlife aren't indiscriminately hurt through the removal process may include use of spotters.

8. Recommendations

It is proposed this report is received and following recommendations be considered:

Either option A; complete removal with aid of spotter or option B ; staged removal to allow wildlife to shift naturally (if any is viewed).

Option A: complete removal of all trees affecting structure with aid of qualified spotter (koala spotter) to ensure wildlife is unhurt in process.

Option B: staged removal of all trees, removing every second tree in the row to prevent wildlife moving from tree to tree freely and reducing their habitat to encourage wildlife to resettle in new location. Carrying out removal of all remainder of trees in a 1 week – 3month period.

9. References

AS 4970, 2009 *Australian Standard, Protection of Trees on Development Sites,* Standards Australia

Coder, K. D., 1998, 'Root growth control: Managing perceptions and realities', In The Landscape Below Ground II, Paper presented to Second International Workshop on Tree Root Development in Urban Soils, Edited by D. Neely and G. W. Watson, International Society of Arboriculture, Champaign IL, San Francisco, California, pp. 51-81.

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Environment, D., 1995. *The Body Language of Trees: A Handbook for Failure Analysis (Research for Amenity Trees)*. Stationery Office Books.

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Appendices

Appendix 1. Data Collection Definitions

1.1. Botanical Name

The botanical name or binominal name of a plant consists of the *genus* name followed by the *species* name.

Genus is the classificational term used for grouping one or a number of closely related species, all of which share the generic name.

Species is the basic unit in the classification of plants. A species is the specific type of plant within the larger grouping of a genus.

1.2. Common Name

The colloquial and informal name of a plant.

1.3. Origin

The naturally occurring origin of a plant.

Indigenous	The plant occurs naturally within the localized environment.
Vic Native	The plant occurs naturally within Victoria, outside of the localized environment.
Native	The plant occurs naturally within Australia, outside of Victoria.
Exotic	The plant occurs naturally outside of Australia.

1.4. Age

The general age of a plant, as determined by the consulting arborist.

Juvenile	The plant has been recently planted and is still establishing in the current environment.	**J**
Semi- Mature	The plant is established in its current environment and is actively growing.	SM
Mature	The plant has reached the expected size for the species and location.	M
Senescent	The plant is over-mature and is in decline.	S
Dead	The plant is dead and can no longer respond to changes in its environment.	D

1.5. Health

The general health and vigour of the plant, as determined by the arborist.

Very Good	The plant is exemplary of the species and performing to its full potential.	VG
Good	Foliage of plant is entire, with good colour, very little sign of pathogens and of good density. Growth indicators are good i.e. Extension growth of twigs and wound wood development. Minimal or no canopy die back (deadwood).	G
Fair	The plant is showing one or more of the following symptoms; < 25% dead wood, minor canopy die back, foliage generally with good colour though some imperfections may be present. Minor pathogen damage present, with growth indicators such as leaf size, canopy density and twig extension growth typical for the species in this location.	F
Fair - Poor	Tree presents a combination of characteristics of both *Fair* and *Poor*.	FP
Poor	Tree is showing one or more of the following symptoms of tree decline; > 25% deadwood, canopy die back is observable, discoloured or distorted leaves. Pathogens present, stress symptoms are observable as reduced leaf size, extension growth and canopy density.	P
Very Poor	Tree is in severe decline; > 55% deadwood, very little foliage, possibly epicormic shoots, minimal extension growth.	VP
Dead	The plant is dead and can no longer respond to changes in its environment.	D

1.6. Structure

The structural integrity of the plant, as determined by the arborist.

Good	Trunk and scaffold branches show good taper and attachment with minor or no structural defects. Tree is a good example of the species with a well-developed form showing no obvious root problems or pests and diseases.	G
Fair	Tree shows some minor structural defects or minor damage to trunk e.g. bark missing, there could be cavities present. Minimal damage to structural roots. Tree could be seen as typical for this species.	F
Fair - Poor	Tree presents a combination of characteristics of both *Fair* and *Poor*.	FP
Poor	There are major structural defects, damage to trunk or bark missing. Co-dominant stems could be present or poor structure with likely points of failure. Girdling or damaged roots obvious. Tree is structurally problematic.	P
Hazardous	Tree has a high likelihood of failure within the short term.	H

1.7. Significance

The significance rating is used to determine the significance of trees in the local area. Some trees identified in local areas may be considered for the National or State register. Many trees of significance will already be registered with eh National Trust. The ratings represent the opinion of the consultant.

Trees can be considered in a local area if they fall into one or more the categories:

- Exceptional size
- Rare
- Very old
- Unusual shape or form
- Aboriginal culture value
- Historic value
- Exceptional example of the species
- Outstanding feature in the landscape
- Habitat value
- Erosion control
- Providing high amenity or planted in memorial of event or person

High	The tree can be described by one or more of the following statements; • The tree is rare, ecologically important or botanically significant. • The tree is associated with historical, commemorative or sentimental value. • The tree is an important feature of the site and is visually remarkable.	H
Moderate	The tree does not fulfil the criteria for *high significance* and can be described by <u>all</u> of the following statements; • The tree is a desirable species for the area. • The tree is established in an appropriate location. • The tree is in reasonable health/vigour and of sound structure. • The tree could be replaced within 10 - 25 years with an advanced nursery specimen.	M
Low	The tree does not fulfil the criteria for *high significance* and can be described by one or more of the following statements; • *The tree could be replaced within ten years with an advanced nursery specimen.* • *The tree is an undesirable or weed species in the area.* • *The tree is in an inappropriate location, or requires onerous management.* • *The tree is creating a nuisance or impacting on a fixed asset.* • *The tree is dead, declining or adversely affected by pest/disease.* • *The tree has developed a defective form or structural fault(s).*	L

1.8. Useful Life Expectancy (ULE)

The extent of time that the plant is expected to continue to positively contribute to the landscape, as determined by the arborist.

0 Years	Trees that are dead, in severe decline, hazardous, impacting a fixed asset, presenting an obstruction, posing weed potential or a combination of these characteristics. Should be considered for immediate removal.	1
< 5 Years	Trees that will require removal in the next 5 years for any of the reasons listed above.	2
5 – 10 Years	Trees that appear to be retainable for the next 5 – 10 years.	3
10 – 20 Years	Trees that appear to be retainable for the next 10 – 20 years.	4
20 – 30 Years	Trees that appear to be retainable for the next 20 – 30 years.	5
> 30 Years	Trees that appear to be retainable for more than 30 years.	6

1.9 Arboricultural Retention Rating

This rating relates to a list of combining factors (including tree health & structure) in conjunction with an amenity of ecological value. Amenity values of the plant relates to biological functional and aesthetic characteristics contributed to urban landscape context. Presence of serious disease or high hazards ratings that impact risk are considered.

Category	Description
High	Trees rated as high are in good to fair condition (health and structure), display good vigour. A rare or uncommon species or prominent feature in the landscape, have significant conservational or ecological value. Are medium to long term components of the landscape. *Retention of these trees should be prioritized with designs tailored around the tree and future growth habitats*.
Moderate	Tree rated moderate are in far or better condition. Tree may have structural or biotic disorders which can be responded to by arboricultural works. These trees are generally a moderate to long term component of their landscape. Retention of these trees is generally desirable. The following subcategories are utilised:
	A: Moderate to large, mature established tree. Contributes to the landscape. Tree may have conservational or ecological value. *Retention of these trees should be prioritized, with complementary design measure undertaken around trees, where cost is not significantly dipropionate for retention*.
	B: Moderate sized established trees. at least 50% of the trees attainable sizes(with any environmental restrictions imposed). Makes a contribution to the landscape. *Retention of these trees should be undertaken where cost of design is not significantly dipropionate to cost of removal of tress (and offset credits).*
	C: Small or semi mature trees, established for a period greater than 5 yrs. Generally, not a large canopy tree, or mature with accumulating deficiencies which may see become of low value. *Retention of these trees should be undertaken where trees generally aren't affecting design proposals , or shareholders have expressed low value in retention.*
Low	Unremarkable tree of low amenity value. Trees are generally in poor health or structural condition. Trees have short ULE's or in transitory phase from senescent to dead. Generally, trees have not reached a significant size or age , and as such are easily replaceable. Tree may be considered problematic if retained due to landscape suitability. *Retention of these trees may be considered where expenditures required for resources towards their retention if not disproportionate to cost of removal.*
3rd Party	Trees considered owned / managed by a 3rd party must be considered retained without first consent provided by the 3rd party to carry out works which may affect their tree. Damaging roots systems or mechanical damage to trunk or canopy may be considered unlawful where all reasonable measure has not first been carried out. *Retention of these tress should be prioritized unless agreements between relevant shareholders can be reached.*

Appendix 2. Visual Tree Assessment (VTA) Methodology

The assessment is from the ground level only, assessing key arboricultural features and the biomechanical integrity of the tree. This including visual structural defects, unusual growth characteristics, decay, visible root zone issues, and for visual signs of general poor health such as necrotic foliage, canopy vigour, epicormic growth, parasitic growth attachment, insect and other pathological infestation.

A visual assessment of the surrounding environment is also undertaken, including presence and proximity of powerlines and other services, buildings, fences, water service locations, adjoining developments (existing or proposed) and other environmental, cultural and land-use aspects that may impact on the physical integrity of the tree, or that in turn may be affected by the tree.
An initial field guide assessment is carried out by completing the 'Visual Tree Assessment Guide'. This guide has been completed as a field guide using recognised VTA principles and typical tree defects and other physical properties. The guide divides the tree system into 5 integrated and essential components that are assessed individually:

- Root Zone
- Trunk Zone
- Branch to Truck Zone
- Canopy Zone
- Tree Form

Each zone is listed with several typical defects and know hazards to look for during the assessment. The list is a general guide designed to prompt the assessor to identify key aspects of the tree systems and to any potential issues that may present hazards. The assessment is not limited to the criteria on this field guide as many issues of poor health may not be visible without advanced equipment and assessment. If a tree exhibits other issues not included on this field guide, they need to be included in final report.

Following the field assessment of each of the five tree zones, a risk rating and a hazard-abatement score is allocated to each of the zones. The tree in its entirety is then given an overall risk rating and recommended hazard- abatement measures. If any of the seven main defects categories of high risk are identified, those defects are noted in the final assessment and the form a key determining factor in the overall evaluation of the tree and associated actions that may be required. In general, if the root zone does not pass the assessment, a recommendation for tree removal is made, the other four zones may be able to have remedial works carried out to remove or reduce those risk to an acceptable level.

Depending on the outcome of the initial root assessment, a further assessment of the root zone may be required by the way of a 'root mapping report', if the assessor is not satisfied with the root zone integrity. The root mapping report examines in detail, the underground root structure using non-invasive methods to determine the integrity of the root zone.

The assessment involves discussion and analysis of the positive and negative social aspects between the tree and those living in proximity of the tree. To ensure a long-term harmonious relationship between both, it is important to assess and place a value on the relevant social issues that can be applied to determine a final, quantified outcome. The VTA method interprets biotic and abiotic physical factors and physiological indicators found in / on / within trees.

Mattheck, C. and Breloer, H. (1994). *The Body Language of Trees*

Appendix 3. Tree Protection Zones & Structural Root Zones

For trees to be successfully sustained throughout any development process it is imperative consideration is given towards the tree's root systems to ensure future vitality. Tree growing requirements and underground root systems, grow subjective to their environment, species profile, water tables and various other factors. The unpredictable nature of trees and their growth, though hard to accurately ascertain must be considered. A Tree Protection Zone (TPZ) is formulated by measuring the Diameter at Brest Height (DBH) and multiplying that figure by 12 (DBH x 12 = TPZ).

The successful retention of trees on any particular site will require the commitment and understanding of all parties involved in the development process. The most important activity, after determining the trees that will be retained is the implementation of a TPZ.

The intention of tree protection zones is to:

• mitigate tree hazards.
• provide adequate root space to sustain the health and aesthetics of the tree into the future.
• minimise changes to the trees growing environment, which is particularly important for mature specimens.
• minimise physical damage to the root system, canopy and trunk.

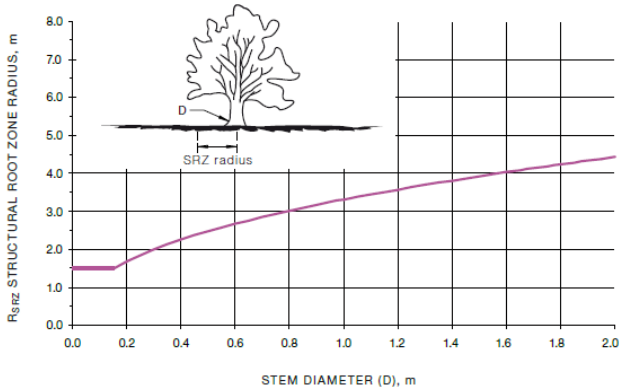
Existing infrastructure around some trees may be within the TPZ or root plate radius. The roots of some
trees may have grown in response to the site conditions and therefore if existing hard surfaces and building alignments are utilised in new designs the impacts on the trees should be minimal. Hard barriers, existing buildings, previous earth works all can cause inhabitations of a symmetrical root system.

The Structural Root Zones (SRZ) is formulated utilising AS 4970 – 2009, these roots are responsible for ensuring stability of the entire tree structure. Damage to these can resonate well beyond the immediate point of impact through the lower orders of roots. A tree cannot sustain loss of structural root systems and be expected to remain viable within their environment, nor expected to remain structurally sound as day-to-day stressors can incur complete failure typically related to abiotic factors such as wind loading.

An indicative radius SRZ radius can be determined from measuring the trunk diameter immediately above the root buttress (basal diameter) and using the formula provide in AS 4970.

SRZ = $(D \times 50)^{0.42} \times 0.64$.

D= truck diameter



The curve can be expressed by the following formula:
$R_{SRZ} = (D \times 50)^{0.42} \times 0.64$

Figure 7. Structural Root Zone Radius graph. (Retrieved AS 4970 -2009)

Arborist Report
Warrnambool City Council
150 Whites Road.

23 / 12 / 2022

John Sheely
Team Leader, Parks & Botanics, Warrnambool City Council
23 Banyan Street, Warrnambool, VIC 3280

RE: Independent arborist Report, Aassessment, Sustainability and Management Proposals in relation to *Eucalyptus globulus* adjacent to residential property on Whites Road.

John Sheely,

This report was drafted by Carter's Tree Services for the use and consideration of the Warrnambool City Council as an independent assessment of trees occupying council land adjacent to a residential property.

Complete use of this report is authorized under the conditions limiting its use defined on page 2 within the document information.

Please contact me with any queries regarding this report, or any recommendations made on 0408 051 493.

Regards,

Sean Barnes

Consultant Arborist (*Diploma in Arboriculture AQF Level 5)*

7.8. PP2022-0047 - 5 MANUKA DRIVE, WARRNAMBOOL

DIRECTORATE : **City Growth**

PURPOSE:

This report summarises the planning assessment and provides a recommendation for the application to subdivide the land known as 5 Manuka Drive, Warrnambool into two lots, and recommends that Council issue a Notice of Decision to grant a permit subject to conditions.

EXECUTIVE SUMMARY

Council has received an application to subdivide the land known as 5 Manuka Drive, Warrnambool into two lots.

The application triggers a planning permit under the General Residential Zone – Schedule 1 and the Design and Development Overlay – Schedule 1 for the subdivision of land.

The application was subject to internal referrals, and was subject to public notice.

As a result of notification, seven objections were received, where grounds were primarily in regard to the proposed lot sizes and frontage not meeting the requirements specified in Design and Development Overlay – Schedule 1 (DDO1) and resulting in an outcome that is not consistent with the character of the area.

A key matter that is important to the consideration of this application is the meaning of the term 'should' in relation to specifying requirements and if this represents a mandatory requirement (e.g. cannot be varied) or a preferred outcome (e.g. has the ability to be varied if deemed suitable by the Responsible Authority). It is noted that within Planning Policy/Legislation the term 'should' represents a preferred outcome rather than something that is mandatory where the term 'must' would be used. It is also noted that this use of terms is the same as that used throughout legislation relating to all kinds of other matters.

As the subdivision requirements of the DDO use the term 'should' they are not mandatory and therefore become another matter that needs to be considered (similar to any other provision within the Planning Scheme) when forming a decision as to whether a proposal is reasonable.

The application and concerns raised by objectors have been considered against all of the relevant provisions of the Warrnambool Planning Scheme. It is considered that the proposal generally adheres to the relevant policies and the variations to the recommended subdivision requirements specified within DDO1 are reasonable and not detrimental to the proposal. Furthermore, it is considered that the application would result in an outcome that suitably respects the character of the area and on balance the application warrants support, where the Officer's recommendation is approval subject to conditions.

If the application is supported, a Notice of Decision would be required as all 7 objections have been sustained.

RECOMMENDATION

MOVED: CR RICHARD ZIEGELER
SECONDED: CR OTHA AKOCH

That Council, having caused notice of Planning Application No. PP2022-0047 to be given under Section 52 of the Planning and Environment Act 1987 and or the planning scheme having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides to determine to refuse the application for PP2022-0047 under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as ALLOT Lot 3 LP 98429 TSH WARR, 5 Manuka Dr WARRNAMBOOL VIC 3280, for the Two (2) lot subdivision in accordance with the endorsed plans for the following reasons:

1. **The proposal is inconsistent with the established character of the existing neighbourhood which promotes large street frontages and centrally-sited built form.**
2. **The proposed subdivision fails to meet the preferred outcome of minimum lot sizes of 2000 square metres and minimum frontage of 22 metres, as per Schedule 1 of Clause 43.02.**

LOST – 2:4

Crs. Blain, Taylor, Paspaliaris and Arnott voting against the motion
Crs. Ziegeler and Akoch voting for the motion

That Council, having caused notice of Planning Application No. PP2022-0047 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 determine to approve the application for PP2022-0047 under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as ALLOT Lot 3 LP 98429 TSH WARR, 5 Manuka Dr WARRNAMBOOL VIC 3280, for the Two (2) lot subdivision in accordance with the endorsed plans, subject to the following conditions:

1. **The subdivision as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.**
2. **Before Certification of a Plan of Subdivision or the commencement of any construction activity (whichever occurs first), a detailed Stormwater Management Plan is to be submitted to and endorsed by the Responsible Authority. The stormwater works must be designed in accordance with the current Responsible Authority's Design Guidelines, the endorsed application plans and the approved Development Plan and must include:**
   a. **Identification of any existing drainage on the site.**
   b. **Details of how the works on the land are to be drained and/or retarded.**
   c. **Computations in support of the proposed drainage.**
   d. **A proposed Legal Point of Discharge for each lot.**
   e. **An underground drainage system to convey minor flows (as defined by the IDM) to the drainage outfall for the development;**
   f. **Details of how the storm water discharge from the development will be limited such that post development flows up to the 20% AEP do not exceed pre-development levels;**
   g. **Details and measures to enhance stormwater discharge quality from the site and protect downstream waterways in accordance with Clause 56.07-4 of the Planning Scheme;**
3. **The endorsed Stormwater Management Plan is to be implemented to the satisfaction of the Responsible Authority prior to the issue of Statement of Compliance for the subdivision.**
4. **Vehicles entering and exiting from proposed Lot 2 are to do so in a forwards direction.**
5. **Any future vehicle access to/from either lots must be via the common property.**
6. **Prior to Statement of Compliance the common property area must be constructed to the satisfaction of the Responsible Authority, and must:**
   a. **be in accordance with endorsed plans,**
   b. **be in accordance with Australian Standards,**
   c. **be finished with an all-weather sealed surface and**
   d. **be drained.**

7. **Prior to the commencement of any works within the common property (e.g. construction of driveway or installation of services), tree protection fencing with a minimum radius of 3 metres measured from the base of the tree is to be erected around the *Eucalyptus sp.* located in the north eastern corner of the site. The tree protection fencing is to be maintained at all times during any works within the common property to the satisfaction of the Responsible Authority.**
8. **All existing and proposed easements and sites for existing and required utility services and roads must be set aside in favour of the relevant authority for which the easement or site is to be created on the plan of subdivision submitted for certification under the *Subdivision Act 1988*.**
9. **The plan of subdivision submitted for certification under the *Subdivision Act 1988* must be referred to the relevant authority in accordance with Section 8 of that Act.**
10. **The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas to each lot shown on the endorsed plan in accordance with the authorities' requirements and relevant legislation at the time.**
11. **The owner of the land must enter into an agreement with:**
    a. **A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and**
    b. **A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.**
12. **Before the issue of a Statement of Compliance for any stage of the subdivision under the *Subdivision Act 1988*, the owner of the land must provide written confirmation from:**
    a. **A telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and**
    b. **A suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in in an area where the National Broadband Network will not be provided by optical fibre.**

BACKGROUND

The proposal seeks to permit the subdivision of the land known as 5 Manuka Drive into two lots and common property. Details of the proposal are as follows.

- The configuration of the lots will be one behind the other with an area of common property located along the eastern side boundary.
- Details of each lot are as follows.

  <u>Lot 1</u>
  - Is the northern lot and fronts Manuka Drive.
  - The lot is irregular in shape and has an angled frontage to Manuka Drive of 54.26 metres, maximum depth of 39.8 metres and total area of 1897 square metres.
  - There is no development on the proposed lot.
  - A building envelope has been proposed which is approximately 655 square metres is area and is setback 18 metres from the front property boundary, 5 metres from the western (side) and southern (rear) boundaries and 1 metre from the eastern

(side) boundary. It is noted that the east boundary abuts the area of common property.
    - There are a number of small and medium/large trees located across the lot however the more meaningful vegetation is located towards the front property boundary.

  Lot 2
    - Is the southern lot and does not have direct street frontage. Access is via the common property located to the east of Lot 1 which has a width of 6.1 metres.
    - The lot is irregular in shape and has a maximum width of 50.6 metres, maximum depth of 38 metres and total area of 1714 square metres.
    - The lot will contain the existing two storey dwelling and associated outbuildings.
    - Vegetation on the lot is primarily located along the site and rear property boundaries.
- The area of common property is located to the east of proposed Lot 1 and has a width of 6.1 metres and total area of 239 square metres.

It is noted that the proposed application is for a subdivision only with no buildings and/or works or vegetation removal involved with this application.

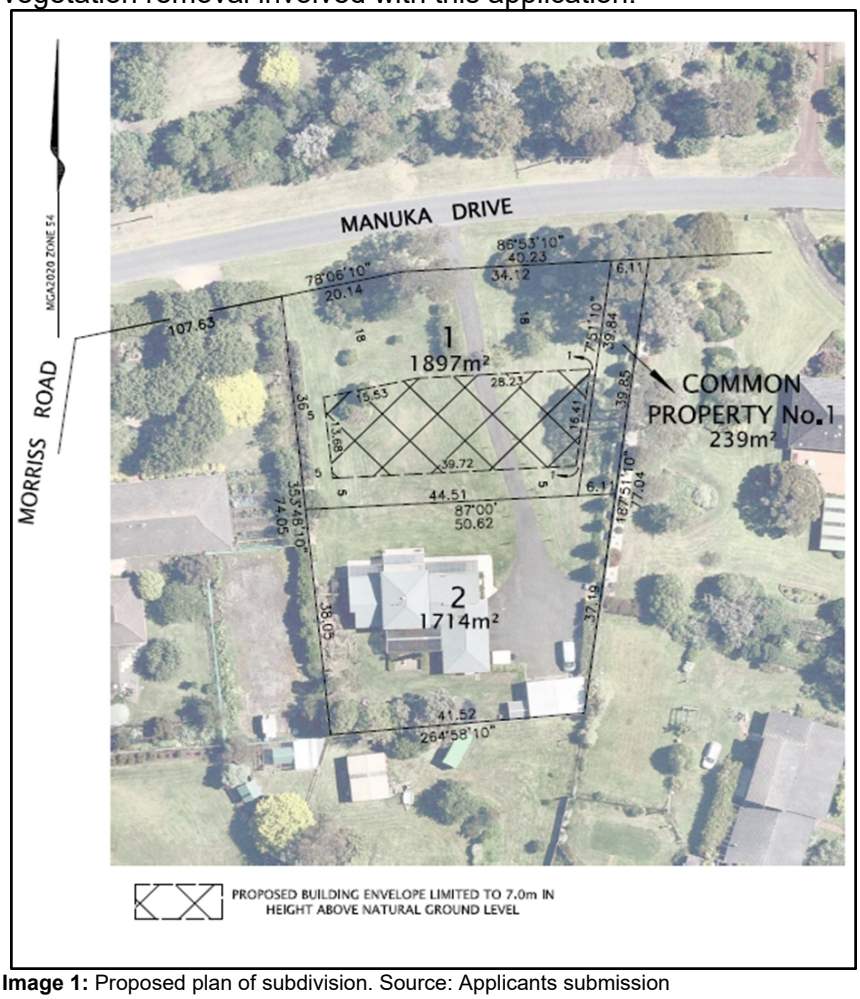


Image 1: Proposed plan of subdivision. Source: Applicants submission

ISSUES

As a result of public notification, Council received seven submissions objecting to the proposal which therefore results in the application needing to be present to Council for a decision in line with its Delegation Policy.

The objections received raised a number of concerns with the application with the key areas of concern summarised as follows.

- The proposed subdivision does not comply with the minimum requirements specified within Design and Development Overlay – Schedule 1.

- Allotment 2 has no road frontage.
- The proposed subdivision would not be in keeping with the character of the area.
- The proposed subdivision would result in an increased density within the Manuka estate.
- The subdivision would result in increased traffic.
- Infrastructure within the locality will be impacted by further development.
- Loss of vegetation.

Having regard to the above, the following key areas of concern come through in the objections.

- Non-compliance with subdivision requirements within Design and Development Overlay Schedule 1.
- Neighbourhood character.
- Traffic.
- Infrastructure.
- Vegetation loss.
- Loss of large lots within the estate.

Councillors have previously been provided with copies of the objections.

A planning assessment relating to these grounds has also been included in the attached Delegate Report (**Attachment 2**).

The main issue that was raised throughout the majority of the objections relates to the fact that the proposal does not satisfy the specified subdivision requirements in relation to lot size (2000 square metres) and lot frontage (22 metres) set out in Schedule 1 of the Design and Development Overlay. It is important to note that the use of the term 'should' in the subdivision requirements means that the figures represent a preferred outcome and not a mandatory outcome making them another matter that needs to be considered as part of the overall planning assessment where an application is considered against the entirety of the Planning Scheme, not just one provision.

In light of the above, the following points are made in relation to the proposal when considered against the entire planning scheme.

- The development will provide an additional parcel of land capable of being developed with a dwelling on a site located in an established residential area and considered to be capable of supporting an increased density noting that the density outcome would still represent 'low density'. Furthermore, the development will assist with meeting the growing demand for housing within the areas consistent with Clause 02.03, Clause 16.01-1S and Clause 16.01-1L.
- Clause 15.01-5S (Neighbourhood Character) seeks to 'recognise, support and protect neighbourhood character, cultural identity, and sense of place'. The character of the area is considered to be defined by large lots containing relatively large dwellings and although the proposed subdivision would create an additional lot it is difficult to suggest that each lot would not still be considered large as they would be similar in size to other lots within the immediate locality. Furthermore, the provision of an area of common property for the purpose of vehicle access would mean there was not the introduction of a second vehicle access within the existing site frontage.

  It is noted that the layout of the lots (one behind the other) would be new to the area however, given the overall lot sizes, a large street frontage would be retained (similar to existing conditions) and built form is already located towards the rear of the site (e.g. would not be introduced) it is arguable if the lot layout would unreasonably impact/alter the overall character of the area.
- While one purpose of the General Residential Zone (GRZ) is to respect existing character, another seeks to encourage housing diversity and increase densities. Therefore, given there is an envisaged increase to densities it would be counterproductive if it was expected that some elements of the neighbourhood character could not/would not alter or evolve.

While the application does propose to create an additional lot in a one behind the other layout, the area of each lot would remain consistent (larger even) to other lots within the locality and maintain a substantial frontage to Manuka Drive resulting in limited change as to how the site presents from the public realm.

Furthermore, the existing dwelling located on the site would be located on the rear lot resulting in any new development be located forwards of any existing buildings thereby not resulting in the introduction of built form towards the rear as this has already occurred/is already a character of the site. It is noted that if a dwelling was to be constructed on Lot 1 within the proposed building envelop, the siting of this dwelling would be more consistent with the built form pattern throughout the locality.

- While the proposed subdivision does not satisfy all of the quantitative design outcomes specified within Design and Development Overlay Schedule 1 (DDO1), the schedule does not specify that the approval of the variations are prohibited.
- The proposal is considered to satisfy the design objectives within DDO1 noting that:
    - Each lot will be fully serviced with power, water, electricity and sewerage all available.
    - Following the subdivision, the density of the site would remain low (two lots in excess of 1700 square metres in size) and result in minimal disruption of existing vegetation with Lot 2 already developed and Lot 1 providing a building envelop of approximately 655 square metres which is free of any meaningful vegetation with the area consisting of predominately grass.
- The proposed lots will be 1897 square metres and 1714 square metres is size which is less than the recommended size of 2000 square metres. While there is a shortcoming, it is questionable as to whether the shortcoming would be noticeable particularly given the proposed lot layout results in Lot 1 having a frontage to Manuka Drive of 54.26 metres which is substantially more than the recommended 22 metres and retains a similar frontage to current conditions.
- Further to the above, while Lot 2 does not have a frontage as access would be via the proposed common property, it is considered that the proposed layout actually results in an overall better outcome as it allows for Lot 1 to have a far greater frontage than the recommended 22 metres. It is noted that this lot layout is possible given the location of the existing dwelling at the rear of the site meaning that it will not result in the introduction of built form towards the rear of the site as its already existing.

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

4 A connected, inclusive place
4.1 Effective planning: Council will ensure its planning acknowledges the unique character and attributes of local places and that that supports social connection, equitable access, appropriate housing and sustainable population growth.

5 An effective Council
5.1 Leadership and governance: Council will be a high-functioning team committed to respectful relationships, collaboration and ongoing engagement. It will provide strong, effective leadership, sound governance and informed decision-making
5.6 Risk mitigation: Council will mitigate and manage organisational risks through sound management systems and processes.

TIMING

The application timeframes are already outside of statutory requirements.

COMMUNITY IMPACT / CONSULTATION

The application was notified in accordance with the requirements of the Planning and Environment Act.

In line with Council's delegation policy, as a result of having more than 5 objections, a consultation meeting was held with Council
lors on 15 November 2022.

The application was also referred to Council's Infrastructure and Sustainability departments who raised no objections to the proposal however a number of permit conditions have been recommended.

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

No conflict of interest.

COLLABORATIVE PROCUREMENT

Not applicable.

CONCLUSION

Having given consideration to the planning permit documentation, referral advice and any concerns raised by objectors, and following an assessment of the proposal against all of the relevant provisions of the Warrnambool Planning Scheme as discussed within this report and the delegate report, it is considered that on balance the application warrants support and is recommended for approval.

ATTACHMENTS

1. Attachment 1 - Plans [**7.8.1** - 5 pages]
2. Attachment 2 - Delegate Report [**7.8.2** - 29 pages]
3. Attachment 3_-_ Applicant Response to Objections [**7.8.3** - 5 pages]

PLAN OF SUBDIVISION

EDITION 1

PS902656S

LOCATION OF LAND

PARISH: WANGOOM
TOWNSHIP: ———
SECTION: ———
CROWN ALLOTMENT: 3 (PART)
CROWN PORTION: ———
TITLE REFERENCE: VOL. 9008 FOL. 025

LAST PLAN REFERENCE: LOT 3 LP 98429
POSTAL ADDRESS: 5 MANUKA DRIVE
(at time of subdivision) WARRNAMBOOL, 3280

MGA2020 CO-ORDINATES: E: 628 285 ZONE: 54
(of approx centre of land in plan) N: 5 754 100 GDA 2020

Council Name: Warrnambool City Council

SPEAR Reference Number: S189879J

VESTING OF ROADS AND/OR RESERVES

IDENTIFIER	COUNCIL/BODY/PERSON
Nil.	Nil.

NOTATIONS

DEPTH LIMITATION: Does not apply.

SURVEY:
This plan is NOT based on survey.

STAGING:
This is not a staged subdivision.
Planning Permit No.

This survey has been connected to permanent marks No(s).

In Proclaimed Survey Area No. 23 Warrnambool

NOTATIONS

Lots on this plan may be affected by one or more Owners Corporation.
See Owners Corporation search report(s) for details.

EASEMENT INFORMATION

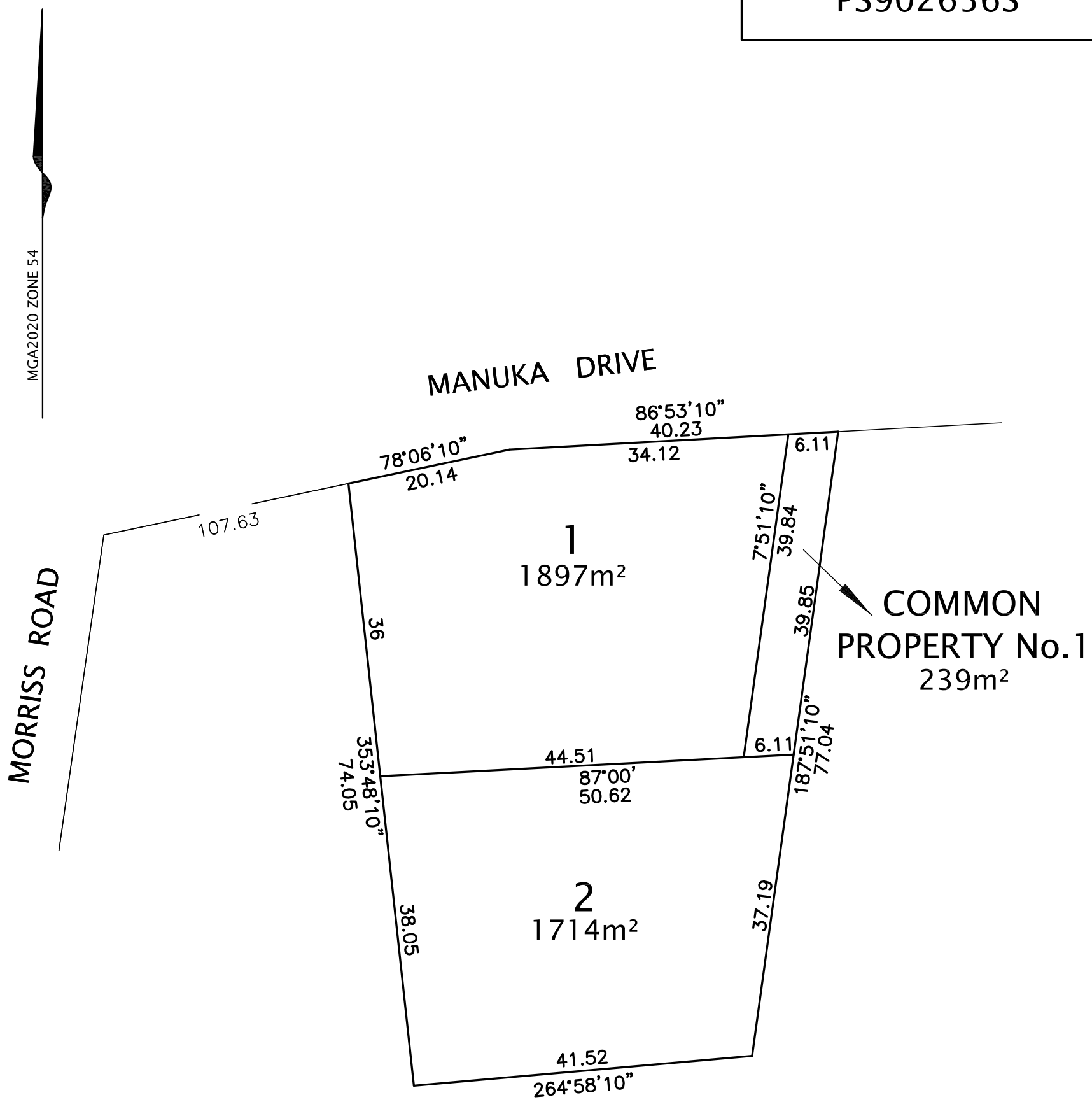
LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
———	———	———	———	———

JOSEPH LAND SURVEYING PTY LTD
ABN 27 744 943 042
P.O.BOX 5113, WARRNAMBOOL 3280
PHONE (03) 5562 2066

SURVEYORS REF: 1325 1325_PS_V2.DWG 1325_MGA.SEE VERSION 2 ORIGINAL SHEET SIZE: A3 SHEET 1 OF 2

PS902656S



JOSEPH LAND SURVEYING PTY LTD ABN 27 744 943 042 P.O.BOX 5113, WARRNAMBOOL 3280 PHONE (03) 5562 2066	SCALE 1:500	5 0 5 10 15 20 LENGTHS ARE IN METRES	ORIGINAL SHEET SIZE: A3	SHEET 2

OWNERS CORPORATION SCHEDULE

PS902656S

Owners Corporation No. 1

Plan No. PS902656S

Land affected by Owners Corporation: ALL OF THE LOTS IN THE TABLE BELOW

Common Property No.: 1

Limitations of Owners Corporation: Unlimited

Notations

Nil.

Totals		
	Entitlement	Liability
This schedule	100	100
Balance of existing OC	0	0
Overall Total	100	100

Lot Entitlement and Lot Liability

Lot	Entitlement	Liability	Lot	Entitlement	Liability	Lot	Entitlement	Liability	Lot	Entitlement	Liability
1	50	50									
2	50	50									

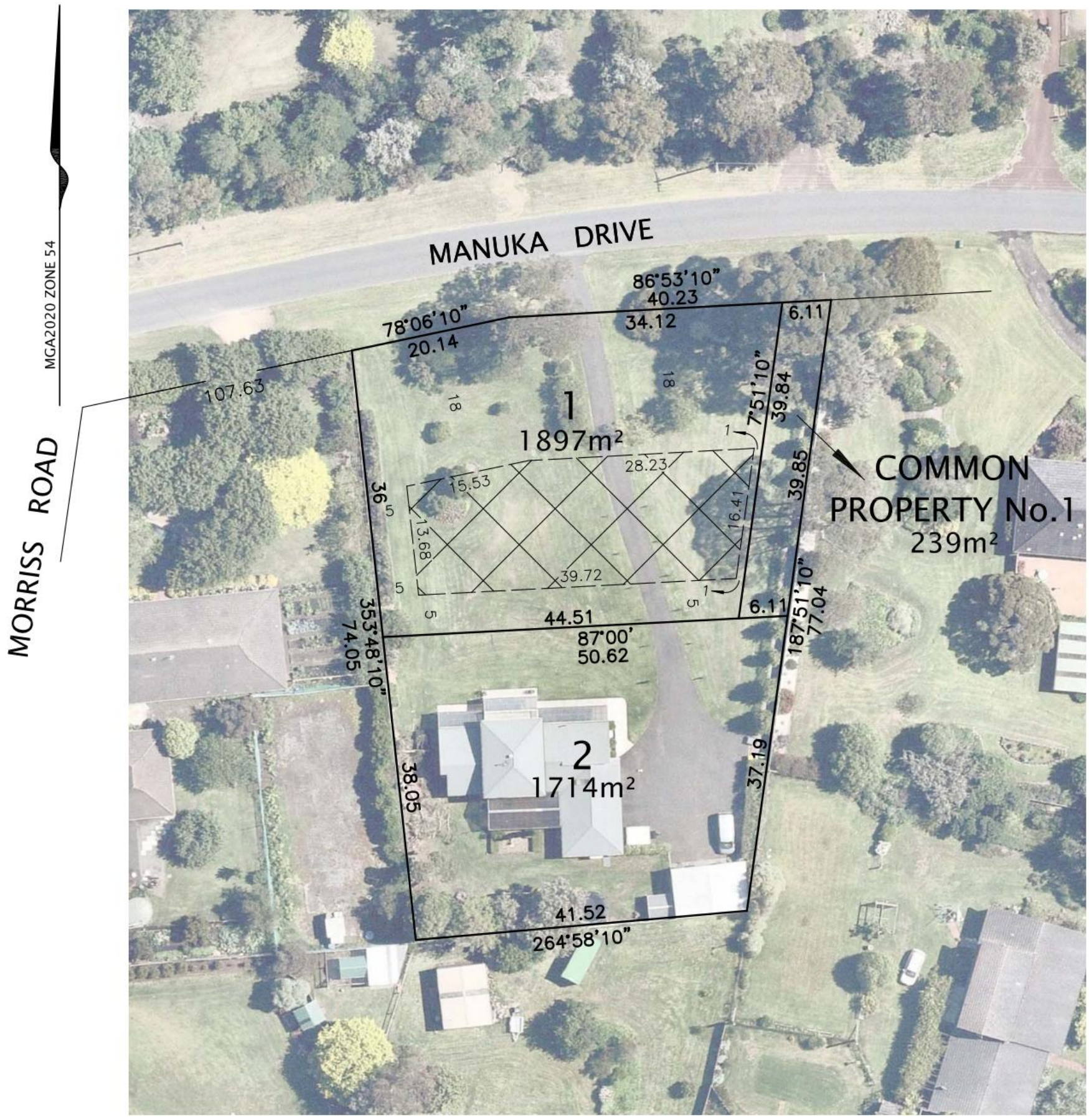
SURVEYORS FILE REFERENCE: 1325

SHEET 3

ORIGINAL SHEET SIZE: A3

Joseph Land Surveying
PO Box 5113 PO Box 5113 Street Warnambool VIC 3280

Surveyor: Clint Joseph (Joseph Land Surveying)
Surveyor's Version: 2



PROPOSED BUILDING ENVELOPE LIMITED TO 7.0m IN HEIGHT ABOVE NATURAL GROUND LEVEL

JOSEPH LAND SURVEYING PTY LTD
ABN 27 744 943 042
P.O.BOX 5113, WARRNAMBOOL 3280
PHONE (03) 5562 2066

REVISION
REV 1. - D.O.I. 21/01/2022
REV 2. - D.O.I. 27/02/2022

PROPOSED PLAN OF SUBDIVISION

NOTATIONS

1. WARNINGS AS TO DIMENSIONS: THIS PLAN IS NOT BASED ON SURVEY.
2. LOT AREAS AND DIMENSIONS SUBJECT TO APPROVAL BY LOCAL AUTHORITIES.
3. FEATURES SHOWN ON THIS PLAN HAVE BEEN DERIVED FROM PHOTOGRAMETRY.
4. THIS PLAN HAS BEEN PREPARED FOR TOWN PLANNING PURPOSES ONLY.
5. NO RESPONSIBILITY TAKEN FOR THE RESULTANT ACTIONS OF THE USE OF THIS PLAN FOR OTHER THAN IT'S INTENDED PURPOSE.
6. THIS PLAN MAY NOT BE COPIED WITHOUT THE INCLUSION OF THESE NOTATIONS.

SURVEYORS REF:

JOB:	FILE:	SHEET:
1325	1325_PS_V2.DWG 1325_MGA.SEE	1 OF 1

ORIGINAL SCALE 1:500 @ A3

5 0 5 10 15 20

LENGTHS ARE IN METRES

PARISH OF WANGOOM
PART OF CROWN ALLOTMENT 3
LOT 3 ON LP 98429
VOLUME 9008 FOLIO 025
5 MANUKA DRIVE
WARRNAMBOOL, 3280

OWNERS CORPORATION SCHEDULE

PS902656S

Owners Corporation No. 1

Plan No. PS902656S

Land affected by Owners Corporation: ALL OF THE LOTS IN THE TABLE BELOW

Common Property No.: 1

Limitations of Owners Corporation: Unlimited

Notations

Nil.

Totals		
	Entitlement	Liability
This schedule	100	100
Balance of existing OC	0	0
Overall Total	100	100

Lot Entitlement and Lot Liability

Lot	Entitlement	Liability	Lot	Entitlement	Liability	Lot	Entitlement	Liability	Lot	Entitlement	Liability
1	50	50									
2	50	50									

Joseph Land Surveying
PO Box 5113 PO Box 5113 Street Warnambool VIC 3280

SURVEYORS FILE REFERENCE: 1325

SHEET 3

ORIGINAL SHEET SIZE: A3

SURVEYORS NAME: TREVOR WAYNE McDOWELL
VERSION NO. 1

WARRNAMBOOL
CITY COUNCIL

Delegate Planning Assessment Report

Application Details:

Application is for:	Two (2) lot subdivision
Applicant's/Owner's Name:	Mr Timothy P Reddick & Mrs Amy C Reddick C/- Joseph Land Surveying Pty Ltd PO Box 5113 WARRNAMBOOL VIC 3280
Date Received:	10 March 2022
Statutory Days:	320 @ 13 February 2023
Application Number:	PP2022-0047
Planner:	Nick Legoe – Senior Statutory Planner
Land/Address:	ALLOT Lot 3 LP 98429 TSH WARR 5 Manuka Dr WARRNAMBOOL VIC 3280
Zoning:	General Residential Zone – Schedule 1
Overlays:	Design and development Overlay – Schedule 1
Under what clause(s) is a permit required?	Clause 32.08 – General Residential Zone, Schedule 1 Clause 43.02 – Design and Development Overlay, Schedule 1
Restrictive covenants on the title?	Nil
Current use and development:	Single Dwelling

Proposal

The proposal is for the subdivision of the site known as 5 Manuka Drive into two lots with details of the proposal as follows.

- The configuration of the lots will be one behind the other with an area of common property located along the eastern side boundary.
- Details of each lot are as follows.

  Lot 1

  - Is the northern lot and fronts Manuka Drive.
  - The lot is irregular in shape and has an angled frontage to Manuka Drive of 54.26 metres, maximum depth of 39.8 metres and total area of 1897 square metres.
  - There is no development on the proposed lot.
  - A building envelope has been proposed which is approximately 655 square metres is area and is setback 18 metres from the front property boundary, 5 metres from the western (side) and southern (rear) boundaries and 1 metre from the eastern (side) boundary. It is noted that the eastern boundary abuts the area of common property.
  - There are a number of small and medium/large trees located across the lot however the more meaningful vegetation is located towards the front property boundary.

Lot 2

- Is the southern lot and does not have direct street frontage. Access is via the common property located to the east of Lot 1 which has a width of 6.1 metres.
- The lot is irregular in shape and has a maximum width of 50.6 metres, maximum depth of 38 metres and total area of 1714 square metres.
- The lot will contain the existing two storey dwelling and associated outbuildings.
- Vegetation on the lot is primarily located along the site and rear property boundaries.

- The area of common property is located to the east of proposed Lot 1 and has a width of 6.1 metres and total area of 239 square metres. It is noted that the purpose of the common property is for access so that the each lot utilises the same access point to Manuka Drive.

It is noted that the proposed application is for a subdivision only with no buildings and/or works or vegetation removal involved with this application.

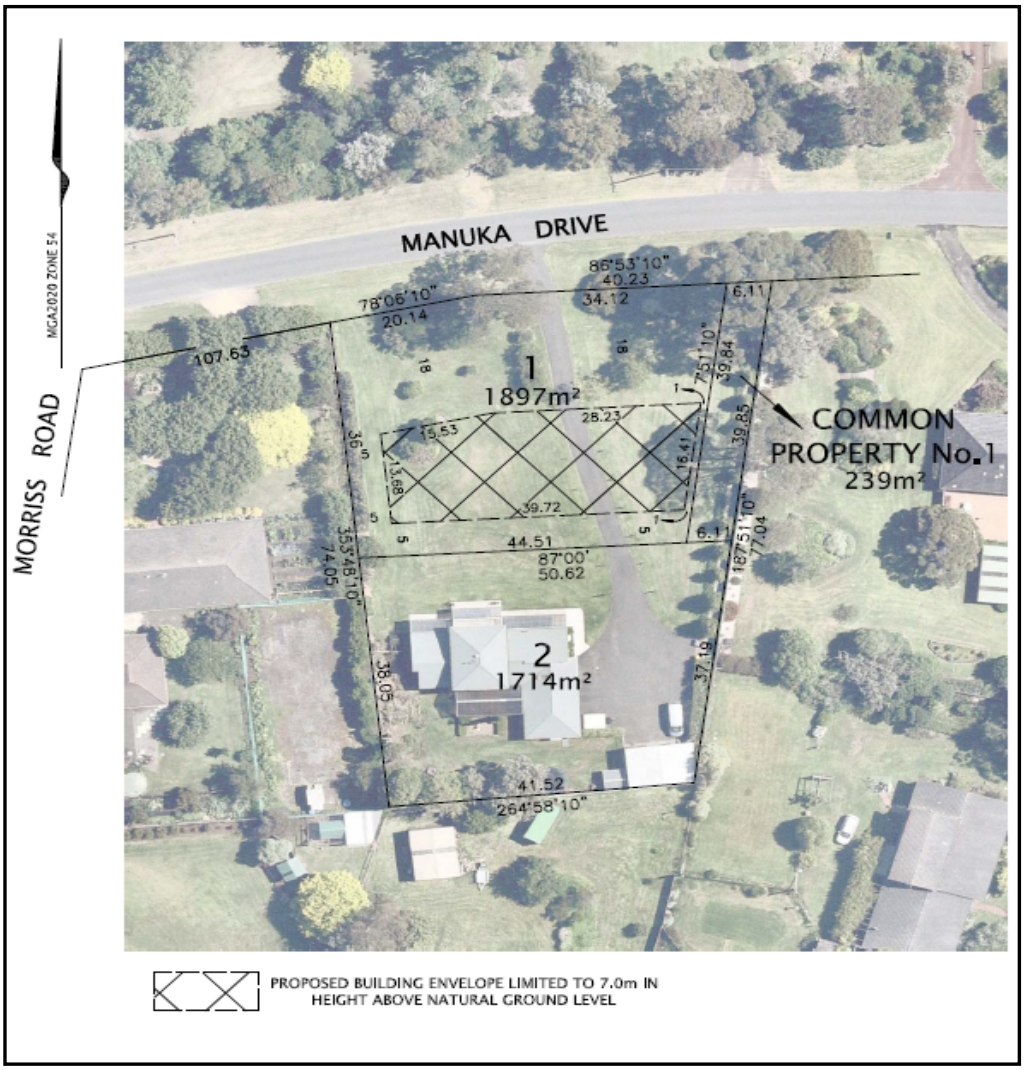


Image 1: Proposed plan of subdivision. Source: Applicants submission.

Subject Site & Locality

Subject Site

An inspection of the site and the surrounding area has been undertaken.

The site is located on the southern side of Manuka Drive. The lot is irregular in shape and has a frontage to Manuka Drive of 60.37 metres, a maximum depth of 77 metres and an overall area of 3,850 square metres.

A two storey dwelling has been developed of the site. The dwelling is set towards the rear of the site, setback approximately 45 metres from the front property boundary (northern) and approximately 9 metres from the rear (southern boundary). Additional built form on the site included an outbuilding constructed in the rear south eastern corner of the site.

Vehicle access is via a gravel crossover, centrally located in the frontage of the site with a gravel driveway then extending through the site to the dwelling and outbuilding.

Vegetation is predominately located around the perimeter of the site and includes small and medium canopy trees and hedge plantings however there are also a small number of canopy trees dotted across the northern quarter of the site.

Image 2: Aerial image of the subject site and surrounding properties. Source: Exponare

Locality

Development throughout the locality consists entirely of residential uses with dwellings located of varying sized lots.

The subject site shares a common boundary with four properties, features of which are as follows.

- 3 Manuka Drive (west/side) contains a single storey dwelling setback 23 metres from the street, 34 metres from the rear and 12.8 metres from the common boundary with the subject site. The lot is 3297 square metres in size. The site contains a reasonable level of vegetation primarily located within the front setback. It is noted that based on the location and type of vegetation it appears as though the majority is planted.
- 7 Manuka Drive (east/side) contains a single storey dwelling setback 17.7 metres from the street, 34 metres from the rear boundary and 27 metres from the common boundary with the subject site. The lot is 3843 square metres in size. The site contains a moderate level of vegetation primarily located around the perimeter of the site. It is noted that based on the location and type of vegetation it appears as though the majority is planted.
- 10 Wirilda Trail (east/side) contains a single storey dwelling setback 18.6 metres from the street and 35 metres from the common boundary with the subject site (rear boundary). The lot is 3509 square metres in size.
- 6 Wirilda Trail (south/rear) contains a single storey dwelling setback 10.4 metres from the street and 28.2 metres from the common boundary with the subject site (rear boundary). The lot is 2924 square metres in size. Vegetation on the site is primarily located within the front setback area.

The area bordered by the Merri River (north and east), Tarhook Road (south) and Morriss Road (west) is unique and differs from the more traditional residential areas within the locality with the area more akin to a low density zone. Key characteristics are as follows.

- Irregular subdivision pattern with curved roads and varying shaped lots.
- Lots sizes vary from approximately 860 to 10000 square metres.
- Lots predominantly contain large single storey dwellings which are located quite central on the site.
- Lots generally have a single vehicle access point.
- The extent and quality of vegetation varies between lots, with the properties located on the northern side of Manuka Drive generally being more heavily vegetated than the properties south on Manuka Drive.
- Roads are made/sealed however there is no kerbing or footpaths.

Permit/Site History

Permit History

A search of council's electronic register identified that there have no previous planning permit applications considered on the site however a review of the property file indicated that there have been two previous planning applications considered for the site as follows.

- PP122-88 – Construction of a garage – Permit issued 18 July 1988.
- PP2004-259 – Subdivision into two lots – Application withdrawn.

Aboriginal Cultural Heritage

The site is located within an area of Aboriginal Cultural Sensitivity however as the application involves only a subdivision with no significant ground disturbance by way of buildings and/or works that are not ancillary to a dwelling and the use of the site is lawful and was established prior to 28 May 2007 a Cultural Heritage Management Plan is not required to enable the application to be considered.

Public Notification

The application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by:

- Sending notices to the owners and occupiers of adjoining land.
- Displaying a sign on the property for 14 days.

The notification has been carried out correctly.

Council has received seven objections to date. The key planning issues that were raised in the objections include:

- The proposed subdivision does not comply with the minimum requirements specified within Design and Development Overlay – Schedule 1.
- Allotment 2 has no road frontage.
- The proposed subdivision would not be in keeping with the character of the area.
- The proposed subdivision would result in an increased density within the Manuka estate.
- The subdivision would result in increased traffic.
- Infrastructure within the locality will be impacted by further development.
- Loss of vegetation.

Having regard to the above the following key areas of concern come through in the objections.

- Non-compliance with subdivision requirements within Design and Development Overlay Schedule 1.
- Neighbourhood character.
- Traffic.
- Infrastructure.
- Vegetation.

Further discussion will be made in relation to these matters in a later section of this report.

It is also noted that some of the objections made reference to matters such as decreasing property values however this is not planning issue and this has been noted by VCAT in numerous past decisions. As such this matter has been given no consideration during the assessment of the application nor is it discussed any further throughout this report.

Consultation

The following consultation occurred during the processing of the application.

- Following the completion of the Public Notification period a copy of all objections was provided to the permit applicant so they could review and provide a response should they choose.
- The permit applicant provided a response to Council on 10 October 2022 which provided commentary in relation to each of the key items raised by the objectors with the following items included in the response.
    - Commentary in relation to the operation of the terms ‘should’ and ‘must’ within the Planning Scheme.

- Further assessment against the subdivision requirements specified within Schedule 1 of the Design and Development Overlay.
- Discussion in relation to:
  - Character and amenity.
  - Common property management.
  - Impacts on wildlife.
  - Traffic implications.
  - Drainage infrastructure.
  - Vegetation removal.

- The response from the applicant was circulated to objectors on 12 October 2022. It is noted than none of the objectors withdrew
- A Councillor Consultation Meeting was held on 15 November 2022 which was attended by five Councillors, nine objectors, the applicant and their representative. At the meeting the permit applicant provided a summary of the proposal and response to issues raised in the objections.

  The objectors each spoke and reiterated areas of concerns which have been summarised in an earlier section of this report.
- No further consultation occurred following the Councillor Consultation Meeting with the application proceeding to a decision being made.

Referrals

Section 55 Referrals:

No referrals were required pursuant to Section 55 of the *Planning and Environment Act 1987.*

Section 52 Referrals:

None undertaken.

Internal Referrals:

The following internal referrals were undertaken with a summary of the response received also provided.

<u>Infrastructure</u>

Raised no objection to the proposal subject to conditions being placed on a permit relating to stormwater management and vehicle access.

<u>Sustainability</u>

- The vegetation found on the property, particularly the vegetation growing along the northern boundary of the property is made up of both native and exotic plants. It looks like the majority of these plants have been planted as part of landscaping of the property (amenity purposes). A large tree (*Eucalyptus sp.)* found in the north east corner of the property where the driveway is proposed to be built looks to be remnant.

- It is believed that the removal of the planted vegetation, both native and exotic, would be exempt from needing a permit under Clause 52.17 (Native Vegetation) except for the large tree (*Eucalyptus sp.)* found in the north east corner of the property.
- The proposed subdivision doesn't propose any vegetation removal. Protection of remnant tree must consider.
- Before works start, a native vegetation protection fence must be erected around the remnant plant to be retained on site. This fence will protect the tree by demarcating the tree protection zone. The fence must remain in place until all works are completed.

It is noted that in light of the above referral comments, a condition is recommended to be placed on the permit requiring the large *Eucalyptus sp.* Located in the north east corner of the site to be retained and protected via tree protection fencing during any works within the common property.

Assessment

Meaning of Terms:

For the consideration of this application it is important to note the difference between the meanings of the term 'should' and 'must'. The use of the term 'should' is important as in means that a stated requirement/outcome is a preferred outcomes, not mandatory as they would be if 'must' was used.

If a requirement/outcome represent a preferred outcome though the use of 'should', this allows the requirement/outcome to be varied if the Responsible Authority considers that the variation is reasonable.

The above position is supported by Clause 73 (Meaning of Terms) of the Planning Scheme which states:

> *A term used in this planning scheme has its ordinary meaning unless that term is defined:*
>
> - *In this planning scheme; or*
> - *In the Planning and Environment Act 1987 or the Interpretation of Legislation Act 1984, in which case the term has the meaning given to it in those Acts unless it is defined differently in this scheme.*

It is noted that the terms 'should' and 'must' are not defined in any of the abovementioned Acts and therefore reverts to the ordinary meanings with should being preferred and must being definitive.

The use/interpretation of these terms is common throughout the planning scheme no more so than within Clause 54, 55 and 56. The Requirement section within each clause states the following in relation to compliance with the objectives and standards of the clause:

- *Must meet all of the objectives included in the clauses specified in the zone.*
- *Should meet all of the standards included in the clauses specified in the zone.*

Furthermore the Operation section within Clause 54, 55 and 56 notes:

The provisions of this clause contain:

- ***Objectives.*** *An objective describes the desired outcome to be achieved in the completed subdivision.*
- ***Standards.*** *A standard contains the requirements to meet the objective.*

A standard should normally be met. However, if the responsible authority is satisfied that an application for an alternative design solution meets the objective, the alternative design solution may be considered.

In conclusion, based on the above, it is noted that where the term 'should' is used it represents a preferred outcome, not a mandatory and therefore a variation can be considered/approved if the Responsible Authority considered it to be reasonable.

Planning Policy:

The following Clauses found within the Municipal Planning Strategy and Planning Policy Framework are relevant to the proposal and have been considered as part of the assessment of the application.

- Clause 02.01 (Context).
- Clause 02.02 (Vision).
- Clause 02.03 (Strategic Directions).
- Clause 02.04 (Strategic Framework Plan).
- Clause 11.01-1S (Settlement).
- Clause 11.01-1R (Settlement – Great South Coast).
- Clause 11.02-1S (Supply of Urban Land).
- Clause 11.02-2S (Structure Planning).
- Clause 11.03-4S (Coastal Settlement).
- Clause 11.03-5R (The Great Ocean Road Region).
- Clause 11.03-6S (Regional and Local Places).
- Clause 15.01-1S (Urban Design).
- Clause 15.01-1L-01 (Urban Design).
- Clause 15.01-3S (Subdivision Design).
- Clause 15.01-4S (Healthy Neighbourhoods).
- Clause 15.01-5S (Neighbourhood Character).
- Clause 16.01-1S (Housing Supply).
- Clause 16.01-1R (Housing of Older People – Great South Coast).
- Clause 16.01-1L (Housing Supply).
- Clause 16.01-2S (Housing Affordability).

Having regards to the above Clauses the following key elements in relation to the proposal are noted.

- The development will provide an additional parcel of land capable of being developed with a dwelling on a site located in an established residential area and considered to be capable of supporting an increased density noting that the density outcome would still represent 'low density'. Furthermore, the development will assist with meeting the growing demand for housing within the areas consistent with Clause 02.03, Clause 16.01-1S and Clause 16.01-1L.
- Although the immediate locality within which the subject site is located gives the feeling of being a rural living area similar to Bushfield for example, it is in fact within an established

area inside the current footprint of the established area of Warrnambool as demonstrated by the Strategic Framework Plan found within Clause 02.04 making it capable of supporting some level of development due to the availability and proximity to services and facilities.

- Clause 15.01-5S (Neighbourhood Character) seeks to 'recognise, support and protect neighbourhood character, cultural identity, and sense of place'. The character of the area is considered to be defined by large lots containing relatively large dwellings and although the proposed subdivision would create an additional lot it is difficult to suggest that each lot would not still be considered large as they would be similar in size to other lots within the immediate locality. Furthermore the provision of an area of common property for the purpose of vehicle access would mean there was not the introduction of a second vehicle access within the existing site frontage.

  It is noted that the layout of the lots (one behind the other) would be new to the area however given the overall lot sizes, a large street frontage would be retained (similar to existing conditions) and built form is already located towards the rear of the site (e.g. would not be introduced) it is arguable if the lot layout would unreasonably impact/alter the overall character of the area.

Zoning:

Clause 32.08 – General Residential Zone Schedule 1 (GRZ1)

The subject site is located within the General Residential Zone – Schedule 1(GRZ1). The purpose of the GRZ1 is:

- *To implement the Municipal Planning strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

Clause 32.08-3 outlines that a permit is required to subdivide land within the GRZ1.

Clause 32.08-3 also notes:

- That a subdivision that creates vacant lots less than 400 square metres capable of development for a dwelling must provide at least 25 percent garden area. It is noted that the proposed lots are well in excess of 400 square metres and therefore this is not relevant to this applicant however any future development would need to comply with Garden Area requirements.
- that a subdivision, other than one than subdivide land into lots each containing an existing dwelling or car parking space, must meet the requirements of Clause 56. It is note that the objective and standards of clause 56 that must be met/considered for a two lot subdivision are Clauses 56.03-5, 56.04-2, 56.04-3, 56.04-5 and 56.06-8 to 56.09-2.

Clause 32.08-13 outlines the decision guidelines by which an application must consider. The relevant decision guidelines in this instance which the application needs to be considered against are.

- *The Municipal Planning Strategy and the Planning Policy Framework.*

- *The purpose of the zone.*
- *The Objectives set out in a schedule to this zone.*
- *Any other decision guidelines specified in a schedule to this zone.*
- *The pattern of subdivision and its effect on the spacing of buildings.*
- *For subdivision of land for residential development, the objectives and standards of Clause 56.*

Having regard to the above policies, objectives and decision guidelines within GRZ1, the following is noted in relation to the proposal.

- As outlined in an earlier section of this report the proposal generally aligns with the relevant policies and objectives found within the Municipal Planning strategy and Planning Policy Framework as it involves the division of land within an established area which even after being divided, creates what are considered large lots.
- The General Residential Zone generally seeks to increase residential densities and therefore it is hard to argue that the creation of an additional lot in an area where services are available is inconsistent with the intent of the zone.
- While one purpose of the zone is to respect existing character, another seeks to encourage housing diversity and increase densities. Therefore, given there is an envisaged increase to densities it would be counterproductive if it was expected that some elements of the neighbourhood character could not/would not alter or evolve.

  While the application does propose to create an additional lot in a one behind the other layout, the area of each lot would remain consistent (larger even) to other lots and maintain a substantial frontage to Manuka Drive resulting in limited change as to how the site presents from the public realm. Furthermore, the existing dwelling located on the site would be located on the rear lot resulting in any new development be located forwards of any existing buildings thereby not resulting in the introduction of built form towards the rear as this has already occurred/is already a character of the site. It is noted that if a dwelling was to be constructed on Lot 1 within the proposed building envelop, the siting of this dwelling would be more consistent with the built form pattern throughout the locality.
- The proposal has been assessed against the relevant Objectives and Standards of Clause 56 and is deemed to meet all of the required objectives and standards within the clause. This matter is discussed further in a later section of this report will a complete assessment provided as an attachment to this report.

Overlays:

Clause 43.02 – Design and Development Overlay

The subject site is located within the Design and Development Overlay – Schedule 1 (DDO1). The purpose of the DDO is.

- *To implement the Municipal Planning strategy and the Planning Policy Framework.*
- *To identify areas which are affected by specific requirements relating to the design and built form of new development.*

Schedule 1 of the DDO is identified as the Large Lot Residential Area with the design objectives of the schedule being.

- *To provide for the subdivision of land into large fully-serviced residential lots.*
- *To provide for low density residential development on allotments of a size and design which conserves the existing pattern of vegetation and landscape features of the area.*

Clause 43.02-3 states that within the DDO a permit is required to subdivide land unless a schedule specifically states that one is not required. This clause also notes that:

- *Subdivision must occur in accordance with any lot size or other requirement specified in a schedule to this overlay.*
- *A permit may be granted to subdivide land which is not in accordance with any lot size or other requirement in a schedule to this overlay, unless the schedule specifies otherwise.*

Part 3 of Schedule 1 specifies the following requirements in relation to subdivision:

- *All lots should have a minimum subdivision size of at least 2000 square metres and minimum frontage to a road of 22 metres.*
- *A permit should not be granted for subdivision unless the land is serviced with reticulated water and sewerage.*

The use if the term 'should' is highlighted above.

Clause 43.02-6 and Part 6 of Schedule 1 outlines the decision guidelines that must be considered. The decision guidelines relevant to this application include.

Design and Development Overlay

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The design objectives of the relevant schedule to this overlay.*
- *The provisions of any relevant policies and urban design guidelines.*
- *Whether any proposed landscaping or removal of vegetation will be in keeping with the character and appearance of adjacent buildings, the streetscape or the area.*
- *The layout and appearance of areas set aside for car parking, access and egress, loading and unloading and the location of any proposed off street car parking*
- *Whether subdivision will result in development which is not in keeping with the character and appearance of adjacent buildings, the streetscape or the area.*
- *Any other matters specified in a schedule to this overlay.*

Schedule 1

- *The protection and enhancement of the natural environment and character of the area including the retention of vegetation and fauna habitat.*
- *The need to plant vegetation along waterways, gullies, ridgelines and property boundaries.*

- *The need to reduce the risk of erosion.*

Having regard to the above policy and decision guidelines the following is noted in relation to the proposal.

- As has been outlined throughout this report, the proposal generally aligns with the relevant policies and objectives found within the Municipal Planning strategy and Planning Policy Framework as it involves the division of land within an established area which even after being divided, creates what are considered large lots.
- While the proposed subdivision does not satisfy all of the design outcomes specified within the Schedule, the schedule does not specify that the approval of the variations are prohibited. Furthermore, the use of the term 'should' in the subdivision requirements within the schedule means that the specified requirements are not mandatory.
- The proposal is considered to satisfy the design objectives within Schedule 1 noting that:
  - Each lot will be fully serviced with power, water, electricity and sewerage all available.
  - Following the subdivision, the density of the site would remain low (two lots in excess of 1700 square metres in size) and result in minimal disruption of existing vegetation with Lot 2 already developed and Lot 1 providing a building envelop of approximately 655 square metres which is free of any meaningful vegetation with the area consisting of predominately grass.
- The proposed lots will be 1897 square metres and 1714 square metres is size which is less than the recommended size of 2000 square metres. While there is a shortcoming, it is questionable as to whether the shortcoming would be noticeable particularly given the proposed lot layout results in Lot 1 having a frontage to Manuka Drive of 54.26 metres which is substantially more than the recommended 22 metres and retains a similar frontage to current conditions.
- Further to the above, while Lot 2 does not have a frontage as access would be via the proposed common property, it is considered that the proposed layout actually results in an overall better outcome as it allows for Lot 1 to have a far greater frontage than the recommended 22 metres. It is noted that this lot layout is possible given the location of the existing dwelling at the rear of the site meaning that it will not result in the introduction of built form towards the rear of the site as its already existing.
- While the subdivision would result in a lot layout (one behind the other) which is different to the prevailing subdivision pattern within the locality, the size of the lots and frontage to Manuka Drive would remain similar to that of other surrounding lots. The question that therefore needs to be considered is whether the layout is detrimental to the application or if the lot size, frontage to Manuka Drive and retention of onsite vegetation sufficiently respects the character of the area.
- It is noted that the subject lot is somewhat unique compared to others in the locality in that the dwelling has been constructed towards the rear of the site thereby leaving a large open area at the front of the site. Most other sites have been developed with the dwelling centrally located meaning that in order to subdivide and create lot sizes close to those recommended by DDO1 (as achieved by this application) the existing dwelling on the site would likely need to be demolished which may not make economic sense.

Relevant Particular Provisions:

Clause 53.01- Public Open Space Contribution and Subdivision

Clause 53.01 stipulates that a person who subdivides land must make a contribution to the council for public open space in an amount specified in the schedule to this clause. The Clause notes that a subdivision is exempt from a public open space requirement specified if:

> *It subdivides land into two lots and the council considers it unlikely that each lot will be further subdivided.*

It is noted that Council Officers are of the view that given the recommended lot sizes sought by Schedule 1 of the Design and Development Overlay it is unlikely that the lots could be further subdivided and therefore the proposal is exempt from being charged a public open space contribution.

Clause 56 – Residential subdivision

The proposal includes a two lot residential subdivision and therefore needs to be considered against the relevant provisions of Clause 56 as noted by Clause 32.08-3 of the GRZ. This has occurred with a full assessment against the required Objectives and Standards of Clause 56 included as Attachment 2 to this report. Following this assessment it has been deemed that the proposed subdivision meets all of the required Objectives and Standards.

General Provisions:

Clause 65.02 – Approval of an Application to Subdivide Land

Based on the assessment/analysis contained within this report it is considered that the proposal is consistent with the relevant decision guidelines found within Clause 65.02.

Objections:

While a number of the key planning issues raised by the objectors have been directly or indirectly addressed throughout the report the following provides further discussion in relation to the planning issues.

Non-compliance with the subdivision requirements of schedule 1 of the design and Development Overlay

As has already been mentioned throughout this report, the use of the term ‘should’ in the requirements relating to lot area and frontage means that the stated figures are preferred but not mandatory. Despite this the size of each lot is 1897 square metres and 1714 square metres is size which in the view of this Officer is within the vicinity of what could be considered an acceptable variation.

In relation to the lot frontages, it is considered that given the location of existing built form and vegetation on the site, a one behind the other lot layout works and actually results in an outcome more in keeping with the character of the area than if a 22 metre frontage was proposed. Furthermore it is noted that Lot 1 will have a frontage of approximately 55 metres which is similar to current site conditions thereby resulting in negligible change with how the site appears within the Manuka Drive streetscape.

Neighbourhood Character.

The locality is characterised by large dwelling on large lots. The proposed subdivision with create two lots with an area of 1897 square metres and 1714 square metres which while at the lower end of size compared to some other lots within the locality in the view of this officer still represent large lots.

It is also noted that the site is within the GRZ which generally seeks to increase densities which is subsequently going to result in changes to the character of an area and the extent of what's considered a reasonable/expected level of change is a subjective.

Traffic.
The proposal will result in the creation of one additional lot with the subsequent increase in traffic generated considered negligible. Given this, it is not considered that the increased traffic generated by the subdivision would unreasonable impact or overload the existing road network. Furthermore Council's Infrastructure department have raised no concerns that any increased traffic would impact the road network.

Infrastructure.

The application has been referred to Councils Development Engineers who have not raised any concerns that the existing infrastructure within the area could not accommodate an additional lot. It is noted that the Engineers have request a number of conditions be placed on a permit in relation to stormwater management and access.

Vegetation.

The site is not subject to any vegetation control with it noted that the as the site is less than 0.4 hectares it does not trigger consideration under the provisions of Clause 52.17 (Native Vegetation).

Furthermore, the application is for a subdivision and does not specify the removal of vegetation from the site. It is also noted that the layout of the proposal would result in the need for minimal vegetation loss once the site was developed however it is again noted that there are no planning controls restricting vegetation removal from the site.

Despite the above as condition is recommended that the large *Eucalyptus sp.* Located in the north east corner of the site be protected via tree protection fencing during any works within the common property.

Conclusion

Having considered all of the relevant policies, objectives and decision guidelines in relation to the application it has been concluded that there are inconsistencies with the intent/desired outcomes sought by the General Residential Zone and Schedule 1 of the Design and Development Overlay in relation to envisaged/expected change within the area, with the desired outcomes of the zone (increased densities) somewhat contradicted by those within the overlay (retention of large lots).

Despite these inconsistencies, it is considered that the requirements of the zone set the agenda for what should/can occur with overlays then used (if required) to provide a second level of guidance/control meaning they should work together which in this case they arguably don't.

In this instance, the GRZ1 is generally seeking to increase densities in areas that are well serviced (which the subject site is given its location within the developed area of Warrnambool). While DDO1 is seeking to maintain large lots thereby restricting the extent of development that can occur.

As the subdivision requirements of the DDO use the term 'should' they are not mandatory and therefore represent a preferred outcome. As the requirements are not mandatory they therefore simply become another matter that needs to be considered when forming a decision as to whether a proposal is reasonable.

Having considered the application as discussed throughout this report, it is considered that on balance the proposed subdivision is reasonable and would not unreasonably change or be overly inconsistent with the character of the area and therefore warrants support.

Recommendation

That council, having caused notice of Planning Application No. PP2022-0047 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 determine to approve the application for PP2022-0047 under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as ALLOT Lot 3 LP 98429 TSH WARR, 5 Manuka Dr WARRNAMBOOL VIC 3280, for the Two (2) lot subdivision in accordance with the endorsed plans, subject to the following conditions:

1. The subdivision as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
2. Before Certification of a Plan of Subdivision or the commencement of any construction activity (whichever occurs first), a detailed Stormwater Management Plan is to be submitted to and endorsed by the Responsible Authority. The stormwater works must be designed in accordance with the current Responsible Authority's Design Guidelines, the endorsed application plans and the approved Development Plan and must include:
   a) Identification of any existing drainage on the site.
   b) Details of how the works on the land are to be drained and/or retarded.
   c) Computations in support of the proposed drainage.
   d) A proposed Legal Point of Discharge for each lot.
   e) An underground drainage system to convey minor flows (as defined by the IDM) to the drainage outfall for the development;
   f) Details of how the storm water discharge from the development will be limited such that post development flows up to the 20% AEP do not exceed pre-development levels;
   g) Details and measures to enhance stormwater discharge quality from the site and protect downstream waterways in accordance with Clause 56.07-4 of the Planning Scheme;
3. The endorsed Stormwater Management Plan is to be implemented to the satisfaction of the Responsible Authority prior to the issue of Statement of Compliance for the subdivision.
4. Vehicles entering and exiting from proposed Lot 2 are to do so in a forwards direction.
5. Any future vehicle access to/from either lots must be via the common property.

6. Prior to Statement of Compliance the common property area must be constructed to the satisfaction of the Responsible Authority, and must:
   a) be in accordance with endorsed plans,
   b) be in accordance with Australian Standards,
   c) be finished with an all-weather sealed surface and
   d) be drained.
7. Prior to the commencement of any works within the common property (e.g. construction of driveway or installation of services), tree protection fencing with a minimum radius of 3 metres measured from the base of the tree is to be erected around the *Eucalyptus sp.* located in the north eastern corner of the site. The tree protection fencing is to be maintained at all times during any works within the common property to the satisfaction of the Responsible Authority.
8. All existing and proposed easements and sites for existing and required utility services and roads must be set aside in favour of the relevant authority for which the easement or site is to be created on the plan of subdivision submitted for certification under the *Subdivision Act 1988*.
8. The plan of subdivision submitted for certification under the *Subdivision Act 1988* must be referred to the relevant authority in accordance with Section 8 of that Act.
9. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas to each lot shown on the endorsed plan in accordance with the authorities' requirements and relevant legislation at the time.
10. The owner of the land must enter into an agreement with:
    a) A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
    b) A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
11. Before the issue of a Statement of Compliance for any stage of the subdivision under the *Subdivision Act 1988*, the owner of the land must provide written confirmation from:
    a) A telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
    b) A suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in in an area where the National Broadband Network will not be provided by optical fibre.

<u>NOTES</u>

- Before the use or occupation of dwellings on the lots vehicle access must be provided to the satisfaction of the Responsible Authority. This includes the removal of existing

redundant vehicle crossings and reinstatement of affected kerb, nature strip and footpath. Satisfactory clearance is to be provided to any stormwater pit, power or telecommunications pole, manhole cover, marker, or street tree. Any relocation, alteration or replacement required shall be at the applicant's expense.

- Before the commencement of any works within the road reserve, a Road Reserve Works Permit must be obtained from Council. All conditions on the Permit must be complied with.
- Before the commencement of any physical works to the site, an Asset Protection Permit must be obtained from Council. This purpose of this permit is to protect Council assets from damage which can result from the works and from the movement of heavy equipment and materials on and off the site. All conditions on the Permit must be complied with.

Planner Responsible:	.....	Delegate:	.....
Signature:	.....	Signature:	.....
Date:	.....	Date:	.....

Clause 56 Assessment

Residential Subdivision (Clause 56)

Refer to Clause 56 of the Planning Scheme for objectives, decision guidelines and a full description of standards.

APPLICATION: PP2022-0047

ADDRESS: 5 Manuka Drive WARRNAMBOOL VIC 3280

Objectives (A subdivision must meet all these objectives)	**Standard (Summary)** (A subdivision should meet all these standards)	**Assessment** (Provide written justification of how objective is being achieved)
CLAUSE 56.03	**LIVEABLE AND SUSTAINABLE COMMUNITIES**	
Clause 56.03-5 **Neighbourhood character objective** To design subdivisions that respond to neighbourhood character.	**Standard C6** Subdivision should: Respect the existing neighbourhood character or achieve a preferred neighbourhood character consistent with any relevant neighbourhood character objective, policy or statement set out in this scheme. Respond to and integrate with the surrounding urban environment. Protect significant vegetation and site features.	**Complies** The character of the area is defined by large dwellings on large lots. The proposal will result in the creation of two lots which are 1897 and 1714 square metres in size which will at the lower end are still similar in size to other lots within the locality.

CLAUSE 56.04	**LOT DESIGN**	
Clause 56.04-2 **Lot area and building envelope objective** To provide lots with areas and dimensions that enable the appropriate siting and construction of a dwelling, solar access, private open space, vehicle access and parking, water management, easements and the retention of significant vegetation and site features.	**Standard C8** An application to subdivide land that creates lots of less than 300 square metres should be accompanied by information that shows: That the lots are consistent or contain building envelope that is consistent with a development approved under this scheme, or That a dwelling may be constructed on each lot in accordance with the requirements of this scheme. Lots of between 300 square metres and 500 square metres should: Contain a building envelope that is consistent with a development of the lot approved under this scheme, or If no development of the lot has been approved under this scheme, contain a building envelope and be able to contain a rectangle measuring 10 metres by 15 metres, or 9 metres by 15 metres if a boundary wall is nominated as part of the building envelope. If lots of between 300 square metres and 500 square metres are proposed to contain dwellings that are built to the boundary, the long axis of the lots should be within 30 degrees east and 20 degrees west of north unless there are significant physical constraints that make this difficult to achieve.	**Complies** Both of the created lots will be well in excess of 500 square metres in area. Lot 2 will contain the existing dwelling on the site while Lot 1 will comfortably be able to accommodate a building envelope of 10 metres by 15 metres noting that a building envelope measuring 16 metres by 39 metres has been shown on the plans. The proposed building envelope is setback a minimum of 5 metres from a property boundary and therefore there are no concerns that a future development would not be able to comply with the requirements of A10. As the proposed envelope is not located on a boundary the requirements of A11 are not relevant.

	Lots greater than 500 square metres should be able to contain a rectangle measuring 10 metres by 15 metres, and may contain a building envelope. A building envelope may specify or incorporate any relevant siting and design requirement. Any requirement should meet the relevant standards of Clause 54, unless: The objectives of the relevant standards are met, and The building envelope is shown as a restriction on a plan of subdivision registered under the Subdivision Act 1988, or is specified as a covenant in an agreement under Section 173 of the Act. Where a lot with a building envelope adjoins a lot that is not on the same plan of subdivision or is not subject to the same agreement relating to the relevant building envelope: The building envelope must meet Standards A10 and A11 of Clause 54 in relation to the adjoining lot, and The building envelope must not regulate siting matters covered by Standards A12 to A15 (inclusive) of Clause 54 in relation to the adjoining lot. This should be specified in the relevant plan of subdivision or agreement. Lot dimensions and building envelopes should protect: Solar access for future dwellings and support the siting and design of dwellings that achieve the energy rating requirements of the Building Regulations.	

	Existing or proposed easements on lots. Significant vegetation and site features.	
Clause 56.04-3 **Solar Orientation of lots objective** To provide good solar orientation of lots and solar access for future dwellings.	**Standard C9** Unless the site is constrained by topography or other site conditions, at least 70 percent of lots should have appropriate solar orientation. Lots have appropriate solar orientation when: The long axis of lots are within the range north 20 degrees west to north 30 degrees east, or east 20 degrees north to east 30 degrees south. Lots between 300 square metres and 500 square metres are proposed to contain dwellings that are built to the boundary, the long axis of the lots should be within 30 degrees east and 20 degrees west of north. Dimensions of lots are adequate to protect solar access to the lot, taking into account likely dwelling size and the relationship of each lot to the street.	**Complies** Despite being located on the southern side of the street, the existing dwelling is located on the rear lot meaning Lot 1 will have unimpeded solar access. Furthermore, the substantial size of each lot means that future development of Lot 1 is unlikely to impact solar access to the existing dwelling located on Lot 2.

Clause 56.04-5 **Common area objectives** To identify common areas and the purpose for which the area is commonly held. To ensure the provision of common area is appropriate and that necessary management arrangements are in place. To maintain direct public access throughout the neighbourhood street network.	**Standard C11** An application to subdivide land that creates common land must be accompanied by a plan and a report identifying: The common area to be owned by the body corporate, including any streets and open space. The reasons why the area should be commonly held. Lots participating in the body corporate. The proposed management arrangements including maintenance standards for streets and open spaces to be commonly held.	**Complies** The proposal includes an area of common property for the purpose of providing vehicle access to each lot. The applicant has advised that the common property will be managed in accordance with legislative requirements of the day.
CLAUSE 56.06	**ACCESS AND MOBILITY MANAGEMENT**	
Clause 56.06-8 **Lot access objective** To provide for safe vehicle access between roads and lots.	**Standard C21** Vehicle access to lots abutting arterial roads should be provided from service roads, side or rear access lanes, access places or access streets where appropriate and in accordance with the access management requirements of the relevant roads authority.	**Complies** Vehicle access to each lot is intended to be via the area of common property with the crossover to Manuka drive needing to be designed/constructed to Council specifications.

	Vehicle access to lots of 300 square metres or less in area and lots with a frontage of 7.5 metres or less should be provided via rear or side access lanes, places or streets. The design and construction of a crossover should meet the requirements of the relevant road authority. Comply with the requirements of Table C1 for the design of roads and neighbourhood streets.	
CLAUSE 56.07	**INTEGRATED WATER MANAGEMENT**	
Clause56.07-1 **Drinking water supply objectives** To reduce the use of drinking water. To provide an adequate, cost-effective supply of drinking water.	**Standard C22** The supply of drinking water must be: Designed and constructed in accordance with the requirements and to the satisfaction of the relevant water authority. Provided to the boundary of all lots in the subdivision to the satisfaction of the relevant water authority.	**Complies** The subject site is currently connected to the reticulated water system and any additional connections will be required to be provided to serve both lots in accordance with the specifications of Wannon Water.
Clause 56.07-2 **Reused and recycled water objective**	**Standard C23** Reused and recycled water supply systems must be: Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water	**Complies** It is the understanding of Council Officers that the use of recycled water is not proposed as part of the application.

To provide for the substitution of drinking water for non-drinking purposes with reused and recycled water.	authority, Environment Protection Authority and Department of Human Services. Provided to the boundary of all lots in the subdivision where required by the relevant water authority.	
Clause 56.07-3 **Waste water management objective** To provide a waste water system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly manner.	**Standard C24** Waste water systems must be: Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority and the Environment Protection Authority. Consistent with any relevant approved domestic waste water management plan. Reticulated waste water systems must be provided to the boundary of all lots in the subdivision where required by the relevant water authority.	**Complies** The site is currently connected to the reticulated sewerage system and any additional connections will be provided to serve both lots in accordance with the specifications of Wannon Water.
Clause 56.07-4 **Urban runoff management objectives** To minimise damage to properties and inconvenience to residents from urban run-off.	**Standard C25** The urban stormwater management system must be: Designed and managed in accordance with the requirements and to the satisfaction of the relevant drainage authority. Designed and managed in accordance with the requirements and to the satisfaction of the water authority where reuse of urban run-off is proposed. Designed to meet the current best practice performance objectives for stormwater quality as contained in the *Urban*	**Complies** Conditions will be included on the permit to ensure that stormwater is appropriately managed on the subject site in relation to the subdivision in order to protect the surrounding area.

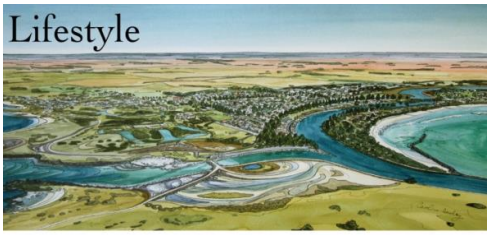
To ensure that the street operates adequately during major storm events and provides for public safety. To minimise increases in stormwater and protect environmental values and physical characteristics of receiving waters from degradation by stormwater Encourage stormwater management that maximises retention and reuse of stormwater Encourage stormwater management that contributes to cooling, local habitat improvements and provision of attractive and enjoyable spaces	*Stormwater – Best Practice Environmental Management Guidelines (Victorian Stormwater Committee 1999)* as amended. Designed to ensure that flows downstream of the subdivision site are restricted to predevelopment levels unless increased flows are approved by the relevant drainage authority and there are no detrimental downstream impacts. Designed to contribute to cooling, improving local habitat and providing attractive and enjoyable spaces The stormwater management system should be integrated with the overall development plan including the street and public open space networks and landscape design. For all storm events up to and including the 20% Average Exceedance Probability (AEP) standard: Stormwater flows should be contained within the drainage system to the requirements of the relevant authority. Ponding on roads should not occur for longer than 1 hour after the cessation of rainfall. For storm events greater than 20% AEP and up to and including 1% AEP standard: Provision must be made for the safe and effective passage of stormwater flows. All new lots should be free from inundation or to a lesser standard of flood protection where agreed by the relevant floodplain management authority.	

	Ensure that streets, footpaths and cycle paths that are subject to flooding meet the safety criteria da Vave < 0.35 m2/s (where, da = average depth in metres and Vave = average velocity in metres per second). The design of the local drainage network should: Ensure run-off is retarded to a standard required by the responsible drainage authority. Ensure every lot is provided with drainage to a standard acceptable to the relevant drainage authority. Wherever possible, run-off should be directed to the front of the lot and discharged into the street drainage system or legal point of discharge. Ensure that inlet and outlet structures take into account the effects of obstructions and debris build up. Any surcharge drainage pit should discharge into an overland flow in a safe and predetermined manner. Include water sensitive urban design features to manage run-off in streets and public open space. Where such features are provided, an application must describe maintenance responsibilities, requirements and costs. Any flood mitigation works must be designed and constructed in accordance with the requirements of the relevant floodplain management authority.	

CLAUSE 56.08	**SITE MANAGEMENT**	
Clause 56.08-1 **Site management objectives** To protect drainage infrastructure and receiving waters from sedimentation and contamination. To protect the site and surrounding area from environmental degradation or nuisance prior to and during construction of subdivision works. To encourage the re-use of materials from the site and recycled materials in the construction of subdivisions where practicable.	**Standard C26** A subdivision application must describe how the site will be managed prior to and during the construction period and may set out requirements for managing: Erosion and sediment. Dust. Run-off. Litter, concrete and other construction wastes. Chemical contamination. Vegetation and natural features planned for retention. Recycled material should be used for the construction of streets, shared paths and other infrastructure where practicable.	**Complies** Conditions will be attached to the permit to address site management throughout the life of the development.
CLAUSE 56.09	**UTILITIES**	
Clause 56.09-1 **Shared trenching objectives**	**Standard C27** Reticulated services for water, gas, electricity and telecommunications should be provided in shared trenching to	**Complies** It is the understanding of Planning Officers that shared trenching will be used in practicable.

To maximise the opportunities for shared trenching. To minimise constraints on landscaping within street reserves.	minimise construction costs and land allocation for underground services.	
Clause 56.09-2 **Electricity, telecommunications and gas objectives** To provide public utilities to each lot in a timely, efficient and cost effective manner. To reduce greenhouse gas emissions by supporting generation and use of electricity from renewable sources.	**Standard C28** The electricity supply system must be designed in accordance with the requirements of the relevant electricity supply agency and be provided to the boundary of all lots in the subdivision to the satisfaction of the relevant electricity authority. Arrangements that support the generation or use of renewable energy at a lot or neighbourhood level are encouraged. The telecommunication system must be designed in accordance with the requirements of the relevant telecommunications servicing agency and should be consistent with any approved strategy, policy or plan for the provision of advanced telecommunications infrastructure, including fibre optic technology. The telecommunications system must be provided to the boundary of all lots in the subdivision to the satisfaction of the relevant telecommunications servicing authority. Where available, the reticulated gas supply system must be designed in accordance with the requirements of the relevant gas supply	**Complies** The subdivision is occurring within an established residential area that already has access to public utilities. Electricity, telecommunications and gas utilities are able to be provided to each lot in a timely, efficient and cost effective manner as necessary. Conditions on the planning permit will ensure that the relevant services are provided to both lots at the direction of the relevant servicing authorities.

	agency and be provided to the boundary of all lots in the subdivision to the satisfaction of the relevant gas supply agency.	



Town Planning & Services

5 Manuka Drive, Warrnambool

2 Lot subdivision

Phone: 0497 394964

Email:glenn@lifestyletownplanning.com.au

5 Manuka Drive, Warrnambool, Vic. 3280 - 2 lot subdivision - response to objections.

Dear Mr Wandell,

Thank you for forwarding the objections for the above. We act for the applicants and have been asked to prepare a response to the objections raised for Council's consideration.

A total of 7 objections have been received covering a range of matters which have been grouped into themes to be responded to as follows:

Non-compliance with DDO Schedule 1 and "should"/ "must".

As Council is aware, however for the benefit of the objectors a short synopsis is provided in relation to the interpretation of the requirements of the Design Development Overlay Schedule 1 (DDO1).

Whilst Council is the Responsible Authority, Council must work within the Victoria Planning Provisions (VPP). These provisions set a framework of state-wide standards under which planning authorities in Victoria must adhere. The Victoria Planning Provisions are the template on which Victoria's planning schemes are based and sets standardised planning scheme provisions that are designed to implement the principles for planning schemes in Victoria.

The VPP sets a clear distinction between the use of the word should and the word must. Examples of this include the assessment of subdivision applications under Clause 56 and ResCode under Clause 55 where there are clearly defined objectives which **must** be met and standards which **should** be met. Standards may be varied through the permit process provided the objective is met, whereas objectives can't be varied. In relation to subdivision the following excerpt is taken from the Warrnambool Planning Scheme at Clause 56.

- ***Objectives.*** *An objective describes the desired outcome to be achieved in the completed subdivision.*
- ***Standards.*** *A standard contains the requirements to meet the objective.*

A standard should normally be met. However, if the responsible authority is satisfied that an application for an alternative design solution meets the objective, the alternative design solution may be considered.

Requirement

An application to subdivide land:

- *Must be accompanied by a site and context description and a design response.*
- *Must meet all of the objectives included in the clauses specified in the zone.*
- *Should meet all of the standards included in the clauses specified in the zone.*

This follows in the wording of Design and Development Overlays where objectives must be met and standards may be varied, such as the applicable overlay DDO1 in this case.

Design Development Overlay Schedule 1.0

Design objectives

To provide for the subdivision of land into large fully-serviced residential lots.

To provide for low density residential development on allotments of a size and design which conserves the existing pattern of vegetation and landscape features of the area.

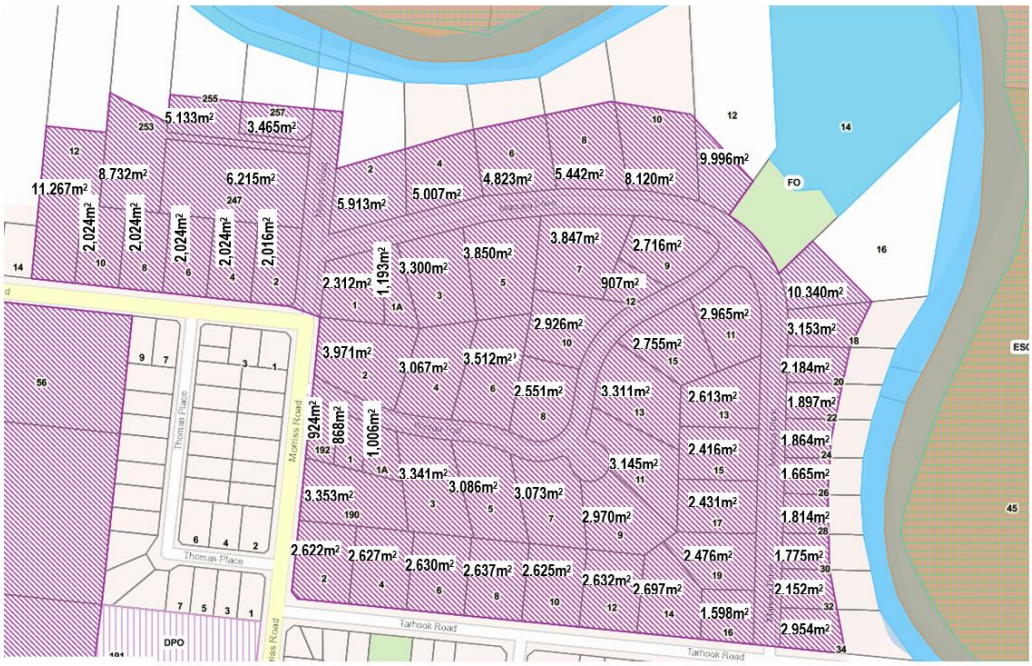
3.0 ***Subdivision***

All lots should have a minimum subdivision size of at least 2000 square metres and minimum frontage to a road of 22 metres.

A permit should not be granted for subdivision unless the land is serviced with reticulated water and sewerage.

The relevant decision guidelines for this planning application require consideration as to *Whether subdivision will result in development which is not in keeping with the character and appearance of adjacent buildings, the streetscape or the area.*

A plan showing the individual lots and their respective lot sizes in the DDO1 area (hatched purple) has been prepared. Refer attachment 1. Excerpt below.



The lot pattern is varied and shows 11 lots within the DDO1 area which have an area less than 2,000m2 and many having a frontage of less than 22m. The proposed subdivision of 1937m2 for lot 1 and 1913 m2 is in keeping with this character.

Although subjective, lots of the sizes proposed are considered large lots. Residential lot sizes typically are in the region of 500m2 -700m2 and can be much smaller.

The proposed subdivision is considered to meet the intent of the DDO1 by presenting large lots of almost 2,000m2 which are consistent with the prevailing lot pattern.

Future development will be consistent with the large lot character of the area, as demonstrated by the building envelope provided and be able to be developed to respect this character.

The overlay DDO1 is not a “zero change” overlay. Its purpose is to manage change to ensure the character of the area is conserved. Providing two large allotments placed one behind the other each containing just under 2,000m2 is considered to respect that character.

Proposed lot frontages

Proposed lot 1 has a frontage of 55m. Proposed lot 2 has a frontage of 45m which meets the standard. The access to lot 2 has a frontage of 5m. The intent of this configuration is to enable the design outcome to read as one large allotment which is seen as a better planning outcome and to be more in keeping with the character of the area. A new dwelling constructed on proposed lot 1 will have its own identity as will the existing dwelling on

proposed lot 2 however the existing dwelling will be less prominent and the street rhythm better conserved.

Properties will be devalued

This is not a planning consideration.

Loss of character and amenity

As evidenced by the pattern of subdivision and lot sizes in this response, the character and amenity of the area is considered to be unaffected by the proposal. The addition of 1 new dwelling on an allotment of almost 2,000m2 is not inconsistent with the neighbourhood character nor likely to adversely impact upon amenity.

No site analysis provided

A sufficiently detailed site analysis was provided in the planning report and Clause 56 assessment submitted with the application.

Lack of detail on common property arrangements

Common property will be managed in accordance with Land Use Victoria's management requirements. It is unclear as to how the objector/s would be affected by the creation of a common property driveway.

Negative impacts on wildlife

The subject site for proposed lot 1 is currently the front garden of a residential property. It is well maintained and enjoyed by the existing residents who enjoy the animals that are present. The proposed large lot subdivision will provide ample habitat for wildlife currently present in a residential area.

Increased traffic

Vehicle movement statistics per dwelling per day can vary but are widely accepted as between 7-10 vehicle movements per day per dwelling which is not considered excessive nor pose a safety risk.

Lack of drainage infrastructure

Any future dwelling will be required to meet Council's drainage requirements.

Vegetation removal

There is a small amount of vegetation that will be required to be removed at the entrance to the proposed driveway. This is considered consequential loss as defined under the planning scheme and no permit is considered to be required for its removal to facilitate the subdivision. There are a large number of trees on the subject site which are not proposed to be removed.

If Council considers the proposal does not qualify for an exemption to remove any vegetation, the application can be amended if required by Council.

If approved, it sets a precedent

The concept of precedent is not a valid reason to approve or refuse an application in planning terms. Each proposal must be decided on its merits.

Summary

The objectors' views are acknowledged and respected in this response. It is not the applicant's intention to disrupt the look and feel of the area in submitting this proposal as they continue to reside there for many of the reasons as those expressed by some of the objectors.

The proposal has been carefully considered to respect these values and to present two large allotments that respect the vernacular character of the area and to meet the planning objectives set out in the planning scheme and in particular the Design Development Overlay.

It is hoped that this response provides Council with further information and certainty that if approved, the proposed large lot subdivision can easily fit with the streetscape without altering the valued character and amenity of the area.

Should you require further information please don't hesitate to let me know.

Yours sincerely

Glenn Reddick

Lifestyle Town Planning and Services Pty Ltd.

7.9. DP2022-0002 - APPLICATION TO APPROVE A DEVELOPMENT PLAN FOR THE HEIGHTS (RUSSELL STREET DENNINGTON)

DIRECTORATE : City Growth

PURPOSE:

This report considers 'The Heights' Residential Development Plan, describing future residential development in relation to Russell Street in Dennington, and recommends that Council approve the plan.

EXECUTIVE SUMMARY

Council has received a Development Plan prepared by Milward Engineering Management for land situated in the South Dennington growth area west of Russell Street and overlooking the Merri River. The site has an area of approximately 4.8 hectares and is within the General Residential zone, which generally anticipates residential use and development.

The plan comprises:

- Residential subdivision primarily in conventional lot sizes that range from 500 to 600m2 in size,
- An intended density level of approximately 12 lots per hectare,
- A medium density super lot in the northwest corner,
- Provision for required infrastructure and services.

The plan was subject to non-statutory referrals, and placed on exhibition for a period of two (2) weeks where no objections were received.

The plan is generally consistent with the Development Plan Overlay requirements and relevant provisions of the Warrnambool Planning Scheme and is therefore appropriate to endorse. If the Development Plan is endorsed a planning application will be subject to further assessment by Council.

MOVED: CR MAX TAYLOR
SECONDED: CR RICHARD ZIEGELER

That having considered all the matters normally required under Section 60 of the Act for planning applications, Council approve the development plan under the relevant provisions of the Warrnambool Planning Scheme in respect of the land described as Lot 97 on PS 636695, known as Russell Street, WARRNAMBOOL VIC 3280, which seeks to facilitate future residential development on site.

CARRIED - 6:0

BACKGROUND

The proposal seeks approval for a Development Plan which would facilitate the future development of the site via a residential subdivision. The area itself represents a current stage (referred to as The Heights) within a larger overall area south of Baynes Street and west of Harrington Road that is all affected by the Development Plan overlay, schedule 1. This specific area is largely proposed for standard sized (>500m2) residential lots, with some provision of space for required infrastructure. The logical extension of existing roadways is also proposed.

The following reports and appendices were also submitted in support of the application:

- Vegetation Assessment (Bill Richdale, March 2021)
- Cultural Heritage Management Plan (UCA Cultural Heritage Planners, November 2021)
- Stormwater Management Plan (Noyce Environmental Consulting, February 2022)
- Traffic Assessment (Milward Engineering, January 2022)
- Infrastructure Services Report (Milward Engineering, January 2022)
- Landscaping Plan (Milward Engineering, September 2022)
- Site Feature Survey (PM Design Group, September 2022)

The development plan generally seeks to achieve a minimum density of approximately 12 dwellings per net developable hectare, where most lots would reflect conventional sizing, and one area is marked as an opportunity for medium density development. The emerging grid pattern road network is to be extended, where connections to main arterial roads and public transport are maintained. There is some expansion of the footpath network in line with expectations, and a general pattern of development that can be continued in future expansion to the west.

An indicative landscaping plan has been provided which shows a standard cover of street trees and residential landscaping. The land is currently devoid of vegetation, and not subject to any environmental overlays.

ISSUES

As a result of assessment, and responses from various referral sources, a number of concerns were raised in relation to the original application, where amended plans submitted in December 2022 have now addressed these concerns.

The application has been assessed as having appropriately addressed the requirements and objectives of the overlay, where the plan achieves the overall objective of adequately describing future development intent. As any remaining concerns can be further controlled at planning permit stage, the recommendation below has been reached.

FINANCIAL IMPACT

Costs associated with the review and assessment of the Development Plan have been included in the 2021/2022 City Strategy and Development Budget.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community
1.4 An accessible city: Council will improve physical and social accessibility to community services, facilities, places and precincts.

4 A connected, inclusive place
4.1 Effective planning: Council will ensure its planning acknowledges the unique character and attributes of local places and that that supports social connection, equitable access, appropriate housing and sustainable population growth.

TIMING

In accordance with the Planning and Environment Act 1987.

COMMUNITY IMPACT / CONSULTATION

All documentation forming part of the Development Plan (DP) has been subject to referrals, and a period of public exhibition. Exhibition of the DP is a non-statutory requirement to enable Council to make an informed decision on the future development of the site. No submissions were received.

It is acknowledged that not all referral authorities provided a response as of the time of writing, however their comments and input will be sought again within the planning permit process.

LEGAL RISK / IMPACT

The Plan has been processed and assessed in accordance with the requirements of the Warrnambool Planning Scheme and the Planning and Environment Act 1987. The applicant has an avenue of appeal should Council refuse endorsement of the Plan.

OFFICERS' DECLARATION OF INTEREST

No conflict declared.

COLLABORATIVE PROCUREMENT

Not applicable.

CONCLUSION

The role of the Development Plan is to provide direction on the form and layout of future development of the land. The current plan provides an appropriate direction and description of the future form of development on the land. A planning application will be required if the plan is approved and this will allow Council to assess the proposal against the relevant provisions of the Warrnambool Planning Scheme.

ATTACHMENTS

1. DP2022 0002 Delegate Report The Heights Dennington [**7.9.1** - 11 pages]
2. D P 2022-0002 Development Plan Application partial appendices - The Heights Dennington [**7.9.2** - 165 pages]

Delegate Planning Assessment Report

Application Details:

Application is for:	A Development Plan which seeks to facilitate future residential development.	
Applicant's/Owner's Name:	Milward Engineering Management Pty Ltd 40 Kepler Street WARRNAMBOOL, VIC 3280	
	Received: 29 March 2022	Further Info Rec: 9 December 2022
Statutory Days:	N/A	Notice Period: newspaper ad published 9 December 2022
Application Number:	DP2022-0002	
Land/Address:	Lot 97 on PS 636695, known as Russell Street, WARRNAMBOOL VIC 3280	
Zoning:	General Residential (Schedule 1)	
Overlays:	Development Plan (Schedule 1)	
Under what clause(s) is a permit required?	Pursuant to Clause 43.04-2, a permit must not be granted until a development plan has been prepared to the satisfaction of the Responsible Authority. Further permits will be required for subdivision and development.	
Restrictive covenants on the title?	None	
Current use and development:	Vacant	

Proposal

The proposal seeks approval for a Development Plan which would facilitate the future development of the site via a residential subdivision. The area itself represents a current stage (referred to as The Heights) within a larger overall area south of Baynes Street and west of Harrington Road that is all affected by the Development Plan overlay, schedule 1. This specific area is largely proposed for standard sized (>500m2) residential lots, with some provision of space for required infrastructure. The logical extension of existing roadways is also proposed.

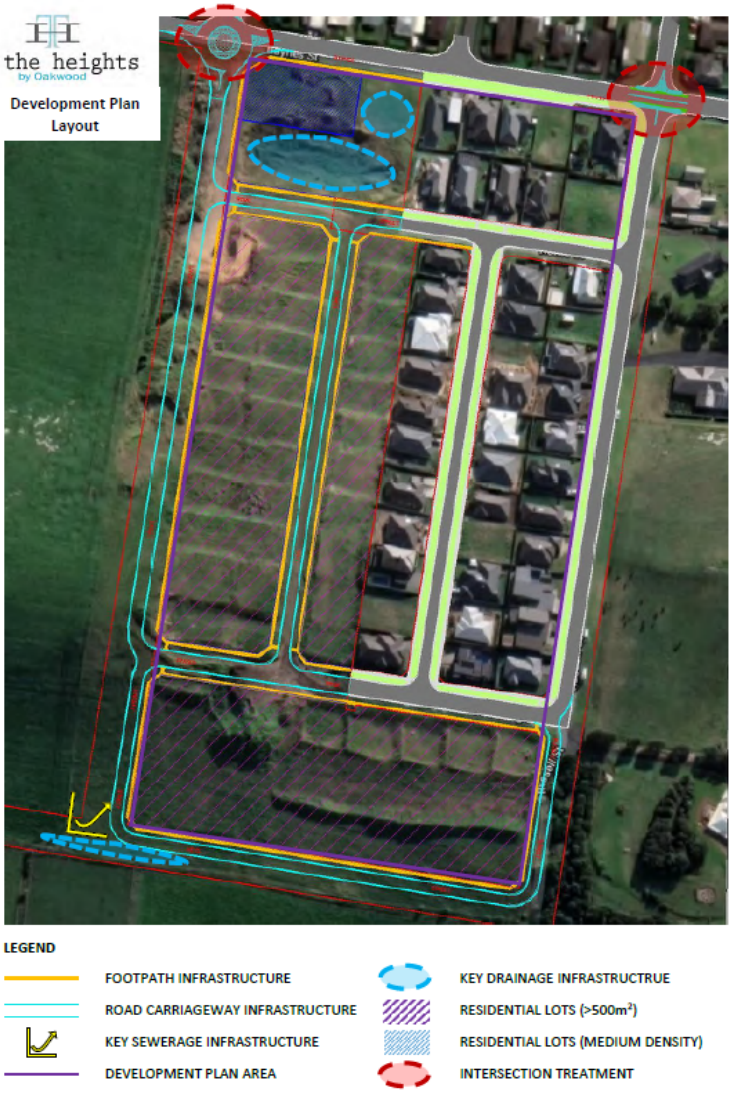
The following reports and appendices were also submitted in support of the application:

- Vegetation Assessment (Bill Richdale, March 2021)
- Cultural Heritage Management Plan (UCA Cultural Heritage Planners, November 2021)
- Stormwater Management Plan (Noyce Environmental Consulting, February 2022)
- Traffic Assessment (Milward Engineering, January 2022)
- Infrastructure Services Report (Milward Engineering, January 2022)
- Landscaping Plan (Milward Engineering, September 2022)

- Site Feature Survey (PM Design Group, September 2022)

The development plan generally seeks to achieve a minimum density of approximately 12 dwellings per net developable hectare, where most lots would reflect conventional sizing, and one area is marked as an opportunity for medium density development. The emerging grid pattern road network is to be extended, where connections to main arterial roads and public transport are maintained. There is some expansion of the footpath network in line with expectations, and a general pattern of development that can be continued in future expansion to the west.

Figure 1: Development Plan (source: applicant submission)



An indicative landscaping plan has been provided which shows a standard cover of street trees and residential landscaping. The land is currently devoid of vegetation, and not subject to any environmental overlays.

Subject site & locality

The entire site has a total area of approximately 4.8 hectares and although referred to in the application as comprising two different titles, Council's view is that this is an error and the land in question is entirely contained within Lot 97. The land previously formed part of the 'Dennington South Estate', but has now been excised to exist in its current form, where Lot 97 is mistakenly shown as consolidated with Lot 34 (7 Deverell Way). Lot 34 is separately owned, and does not form part of this application, and any reference to 7 Deverell is an erroneous extension of this mapping error.

Earlier stages of the development to the east have been generally completed, where land to the west and south remains in the Farming zone. The Merri River travels in a north-south direction approximately 400m to the west of the subject site, which carries a commensurate banding of Urban Floodway zoning along its banks.

Figure 2: Aerial photograph showing site context (source: Exponare, 2022)

The site is located at the current extent of Warrnambool's southwestern settlement boundary, and is therefore generally surrounded to the north and east by other growth area development areas, and to the south and west by cleared agricultural land. Land across the Merri to the west reverts to the Farming zone where larger broad-acre farming lots persist, before eventually transitioning to Moyne Shire.

The topography of the land is distinct, and separated into two main feature areas. The overall site is located on a dune rising from the floodplains of the Merri River, where the northern catchment area falls gradually towards Bayne Street, and the southern catchment area falls more steeply towards the floodplain. Land has been subject to a reasonable level of filling/grading to accommodate areas for development (as per the previous permit), and subsequently views are afforded from many areas on the land across the floodplain.

Figure 3: Site photograph (source: applicant submission)

(standing on ridgeling facing north towards Bayne Street)

Vegetation on the site is limited to low grass. No intermittent waterbodies are noted on site, however it is acknowledged that overland flow to the river occurs, and the area forms part of an overall drainage corridor.

Permit/Site History

Permit History:

A review of Council's online system indicates that no recent planning permits have been approved in relation to the land as it currently exists. However, the overall site was the subject of a previous planning permit that enabled the development of 94 residential lots including open space and a drainage basin.

It is noted that a separate subdivision application has been made relating to this specific land, but cannot be assessed until a development plan is approved.

Restrictions on title:

There are no restrictions registered on title.

Cultural Heritage Sensitivity:

The site is located within an area of Aboriginal Cultural Heritage Sensitivity. The proposal triggers a requirement for a mandatory CHMP.

A CHMP (final approved 15 November 2021) has been submitted in support of the application. The CHMP applies standard conditions regarding maintaining a copy of the CHMP on site, providing a CHMP induction and contingency plans in the event an aboriginal cultural heritage site is discovered.

Public Notification

The application was subject to a non-statutory notification period of two weeks via a newspaper ad, and a post on Council's website. The newspaper ad was run on 9 December 2022. No submissions have been received in relation to the proposal.

Referrals

Non-statutory referrals were also undertaken where the following authorities have been notified:

- Wannon Water

- Downer
- Powercor
- CFA
- GCHMA

Only one response has been received at the time of writing:

The Glenelg Hopkins Catchment Management Authority response dated 21 December 2022 confirms that the location is not within the 1% AEP floodplain, and that although a detailed assessment of the stormwater management plan submitted with the application has not been undertaken, that the underlying assumption remains that the authority does not object to the proposal.

Internal Referrals:

The application was referral internally to the following departments:

- City Strategy
- City Infrastructure
- City Sustainability

Council's City Strategy provided a response 16 September 2022 with the following comments:

> *The site is within an area shown as South Dennington on the Strategic Framework Plan which is designated as a residential growth area.*
>
> *Schedule 1 to the Development Plan Overlay 'Residential Development Plan' does not contain any specific objectives but includes a number of requirements that must be included in the development plan. The development plan responds to those requirements.*
>
> *The site is relatively small in area (approx. 4.8ha), and adjoins land that has already been developed for residential purposes under a separate development plan. Therefore road connections have mostly been established, and the development plan responds appropriately to those connections.*
>
> *The Warrnambool Open Space Strategy identifies that connectivity in the Dennington precinct is poor, particularly for those areas south of Raglan Parade (this includes the subject site). However, the open space strategy contains no specific recommendations or directions that are relevant to the subject site, and, within this location, concentrates on future open space opportunities along the Merri River corridor.*
>
> *It is considered that the development plan provides for an appropriate level of density for the area, at 12 dwellings per hectare.*
>
> *The movement network provides a grid layout which will achieve an appropriate level of permeability and connectivity within and outside the neighbourhood, and makes use of existing unmade road reserves.*
>
> *It is considered the development plan responds appropriately to the site features and the requirements of DPO1.*

No other responses have been provided as of the time of writing, however it should be noted that Infrastructure maintains communication with the applicant through various stages of the overall development, and has been involved in pre-application stages. Should there be any infrastructure concerns, there is additional opportunity for referral at planning permit stage.

Assessment

PLANNING POLICY

The following policies are relevant to this application:

- Clause 02.03 (Strategic Directions)
- Clause 02.04 (Strategic Framework Plan)
- Clause 11.01-1S (Settlement)
- Clause 11.01-1R (Settlement – Great South Coast)
- Clause 11.03-2S (Growth Areas)
- Clause 11.03-2L (North of the Merri Growth Area)
- Clause 11.03-4S (Coastal Settlement)
- Clause 12.03-1L (Waterways and Wetlands)
- Clause 12.05-1S (Environmentally Sensitive Areas)
- Clause 13.02-1S (Bushfire Planning)
- Clause 13.03-1L (Merri River and Russell's Creek Floodplains)
- Clause 16.01-1L (Housing Supply)
- Clause 19.02-6S (Open Space)
- Clause 19.02-6L (Open Space)
- Clause 19.03-3L (Integrated Water Management)

The Municipal Policy Statement (MPS) and Planning Policy Framework (PPF) broadly seek to promote sustainable growth and development in regional Victoria with a focus for growth and investment in major regional cities, including Warrnambool.

The PPF includes policy directives for retaining settlement boundaries and seeking housing growth and diversity in locations with excellent access to service and amenities. Residential development that respects existing or preferred neighbourhood character and minimises impacts on neighbouring properties is also sought. The MPS supports increased residential densities in areas close to transport corridors, activity centres and open space. The proposal will provide increased housing supply in an area identified for urban development and will make a material contribution to housing diversity and affordability in Warrnambool. The siting and layout of the subdivision concept responds to the context of the site and the area's character. The proposal appropriately avoids amenity impacts on adjoining properties.

Clause 13.03 seeks to protect life, property and community infrastructure from flood hazards and to maintain the natural flood storage function of floodplains. The proposal does not involved construction in any designated wetlands.

Given the residential use and the site's location in a designated fire prone area, the application should identify the bushfire hazard and undertake an appropriate risk assessment pursuant to Clause 13.02-1S to prioritise the protection of human life. The application has not provided an assessment of the bushfire hazard, and only a cursory paragraph has been included in the report to indicate a range of possible mitigation strategies. Although Council officers suggested to the applicant that a high-level risk assessment was appropriate, no further information is forthcoming. Consequently, Council must satisfy itself that bushfire risk is

reasonable given the approval of any Development Plan would entrench the use, and support future dwellings and subsequently risk to human life. Practically however, it can be argued that the use is already understood by virtue of the designation of the growth area, and the integration of the development plan overlay. Given there is no significant vegetation in the surrounding area and the fuel load is largely limited to low-lying grass, the mitigation measures as presented are reasonable, and the proposal does not represent an undue risk to human life.

Clause 19.02-6S seeks to establish, manage and improve a diverse and integrated network of public open space that meets the needs of the community. The proposal does not include any new areas of open space, however there is adequate provision in surrounding areas, where connection for future residents is assisted via road and pathway integration. Accordingly, it can be summarised that the proposed development plan is generally in line with planning policy.

ZONE

The subject site is within the General Residential Zone, Schedule 1.

The Purpose of this zone is:

- *To implement the Municipal Planning Strategy and Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

The proposed development plan does not trigger a permit under the zone. Future planning applications will be assessed under the purpose and decision guidelines of the zone; however, the proposed residential use is broadly consistent with the purpose of encouraging a diversity of housing types in appropriate locations that respect neighbourhood character.

OVERLAYS

<u>Development Plan (Clause 43.04 and Schedule 1)</u>

The subject site is within the Development Plan Overlay Schedule 1 (DPO1) and the application seeks approval for a Development Plan under this overlay.

The purpose of the DPO is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.*
- *To exempt an application from notice and review if a development plan has been prepared to the satisfaction of the responsible authority.*

Pursuant to Clause 43.04-2, a permit must not be granted to use or subdivide land, or construct a building or carry out works until a development plan has been prepared to the satisfaction of the Responsible Authority.

The proposal is broadly consistent with the objectives and requirements of overlay. An assessment of the development plan against the objectives and requirements of Schedule 10 to Clause 43.04 Development Plan Overlay has been undertaken in the tables below.

Objective	Comment
• Include a Site Analysis which shows the topography of the land, and the location of any existing vegetation, drainage lines, existing buildings, sites of conservation, heritage or archaeological significance and other features	**Acceptable** The development plan responds to the site topography. No significant vegetation exists on site. A site feature survey has been provided which outlines how the proposal responds to its context.
• Show the proposed subdivision layout including lots, roads, public open space and other features of the subdivision in a manner which is responsive to the features identified in the Site Analysis.	**Acceptable** The relative small size of the allotment and constraints of surrounding development leads to limitations on what can be proposed, but the proposal is generally responsive to the pattern of surrounding development, and allows for future integration of areas to the west.
• Identify the means by which sites of conservation, heritage or archaeological significance will be managed during the construction phase of the subdivision.	**Acceptable** A Cultural Heritage Management Plan, approved in November 2021, has been submitted in support of the Development Plan. The activity description in the CHMP notes the site will be developed for approximately 53 lots. While the proposed subdivision seeks approval for 62 lots, the description assumes full ground disturbance for the entire area which is consistent with the proposal. The four conditions of the CHMP are standard. A permit condition should be applied to any subdivision permit issued requiring compliance with the CHMP conditions.
• Identify Appropriate Building Areas on the site and within individual lots that are suitable for the construction of dwellings or other buildings, which are not affected by constraints such as slope, potential for inundation, or presence of remnant vegetation to the satisfaction of the responsible authority. If there are no constraints affecting the site, all lots should be notated as Appropriate Building Areas.	**Acceptable** The Plan indicates most of the land for residential development as anticipated, in line with the topographical constraints as outlined.
• Include a Landscaping Plan showing the location of existing vegetation to be retained and proposed vegetation.	**Acceptable** A Landscaping plan has been submitted. No significant vegetation exists. The plan proposes street tree planting which consists of indigenous trees with a tree fronting the majority of lots. Details of planting size and height at maturity are also provided. The plan is broadly appropriate.

Objective	Comment
• Show suitable road and pedestrian linkages between the site and adjacent areas.	**Acceptable** A Traffic Report has been submitted in support of the application. The report details the road cross-sections proposed. The treatment types are consistent with “access street” and “access place” cross-sections in the Infrastructure Design Manual.
• Outline arrangements for the provision and funding of physical infrastructure.	**Acceptable** A Stormwater Management Report has been submitted in support of the Development Plan. The report separates the site into two catchments with all the land north of Fraser Ridge draining to the drainage basin to the north, and all land south of Fraser Ridge draining to a detention tank and bio-infiltration swale. The report assumes Council will maintain all the drainage assets. The drainage basin on the corner of Baynes Street and Lindsay Street is included within Stage 7 of the subdivision plan. An Infrastructure Servicing report has been submitted in support of the application. The report indicates a temporary pump station is required to provide a reticulated sewerage network for the land south of Fraser Ridge. This temporary pump station is proposed to be located to the southwest of the site in a road reserve, with the ultimate sewerage solution to be provided when the land to the west of Lindsay Street develops. Conversations are ongoing with Council’s Infrastructure department to confirm ideal locations of infrastructure
• Identify the staging of the subdivision.	**Acceptable** Staging of the subdivision itself is not inherently proposed, however the staging of various infrastructure projects is outlined, and assessed as an appropriate indication of how development might occur.

As noted above, the site was the subject of a previous planning permit that enabled the development of 94 residential lots with open space and a drainage basin. The development was partly completed with the subdivision around Rome Street, Deverell Way and Fraser Ridge. The current proposal would increase the intensity of development with lot sizes generally between 500 and 600m2. The previous public open space area is now identified as a medium density super lot. The super lot is appropriately located given it is within 400m from Dennington activity centre, has two road frontages and would benefit from the amenity of the adjacent drainage reserve.

Another key difference between this proposal and the previous approval is the extension of Rome Street through to Lindsay Street. This proposed extension provides greater road frontage to the drainage reserve, improved permeability through the site and is ultimately considered to be a better outcome than the original approval.

The layout generally integrates into the existing road layout and lot design, and is considered to be broadly appropriate where there is some diversity in lot shapes and frontages.

Recommendation

That having considered all the matters normally required under Section 60 of the Act for planning applications, Council approve the development plan under the relevant provisions of the Warrnambool Planning Scheme in respect of the land described as Lot 97 on PS 636695, known as Russell Street, WARRNAMBOOL VIC 3280, which seeks to facilitate future residential development on site.

DEVELOPMENT PLAN

Planning Report

MILWARD
Engineering Management

the heights
by Oakwood

Document Controls

Business Name	**Milward Engineering Management Pty Ltd**				
Document Title	**The Heights, South Dennington Development Plan – Planning Report**				
Document No.		Issue	**2.0**	Date	**08 December 2022**
Document Controller	Justin Hinch, Development & Technical Services Manager – Milward Engineering Management				
Client	The Heights by Oakwood Pty Ltd				
Authorised by	**Warrnambool City Council**				

....
(Name) **(Signature)** **(Date)**

Change History

Issue	Date	Description of change	Author
2.0	08 December 2022	Revised report incorporating initial authority review, submitted with further information for approval	Justin Hinch, Development & Technical Services Manager Milward Engineering Management
1.1	27 June 2022	Working draft revision incorporating initial authority review for discussion	Justin Hinch, Senior Project Manager Milward Engineering Management
1.0	17 March 2022	Final report to be submitted for assessment and approval	Justin Hinch, Senior Project Manager Milward Engineering Management
0.1	07 March 2022	Draft report prepared	Justin Hinch, Senior Project Manager Milward Engineering Management

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Introduction

This report has been prepared by Milward Engineering Management Pty Ltd (the Applicant) on behalf of The Heights by Oakwood Pty Ltd (the Client/Developer/Landowner) as the Development Plan for area referred to as The Heights, South Dennington (the Subject Site).

Figure 1 - Subject Site Locality Plan (Department of Environment, Land, Water and Planning , 2021)

The Development Plan relates to the future development and use of residential land and contains information regarding the precinct context, site assessment, general layout and staging of the Subject Site including environmental impacts, cultural heritage, movement network and stormwater treatments.

Subject to the approval of this Development Plan by the Responsible Authority, it is anticipated that a subsequent planning permit application for subdivision of the Subject Site will be lodged concurrently. The planning permit application will detail the intended use, form, and development of the Subject Site generally in accordance with this Development Plan.

Development Plan Overview

The Subject Site is zoned General Residential Zone (GRZ1) within the Warrnambool Planning Scheme (the Planning Scheme) and is subject to the Development Plan Overlay (DPO1) which specifies a Development Plan is required to be submitted and approved by the Responsible Authority prior to subdivision of the land into more than two (2) lots.

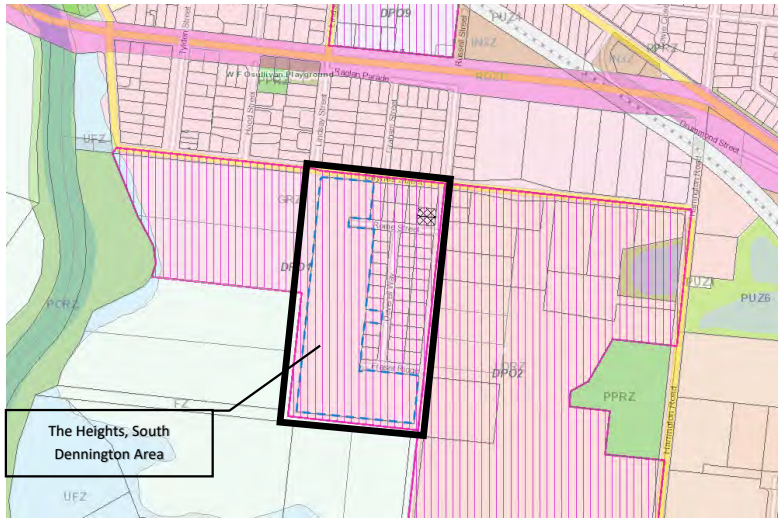

Figure 2 – The Heights, South Dennington Development Plan Area (Department of Environment, Land, Water and Planning, 2021)

Purpose of the Development Plan

The Heights, South Dennington Development Plan will become the key strategic planning documents that will provide the short- and long-term vision for the future planning and development of this residential area.

Structure of the Development Plan

The structure and content of this Development Plan has been prepared based on the general requirements of Clause 43.04-4, the purpose of a Development Plan is:

- to implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies;
- to identify areas that require the form and conditions of future use and development to be shown on a plan before a permit can be granted to use or develop the land; and
- to exempt a planning permit application from notice and review if it is generally in accordance with an approved development plan.

The outcomes of the Development Plan align with the State Planning Policy Framework, Local Planning Policy Framework, Warrnambool Planning Scheme including the Municipal Strategic Statement and local planning policies to ensure that any future development is undertaken 'generally in accordance' with the approved Development Plan.

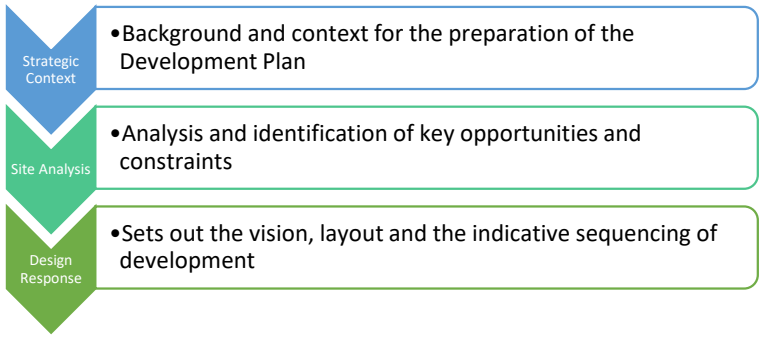

Figure 3 - Development Plan Document Structure

Several supporting documents have also been prepared and supplied separately which influence the approach to the design and layout of development. These documents include:

A. Property Reports
B. Vegetation Assessment
C. Cultural Heritage Management Plan
D. Stormwater Management Plan
E. Traffic Assessment Report
F. Infrastructure Services Report
G. Landscaping Plan
H. Development Plan Layout
I. Site Feature Survey Plan

Strategic Context

Planning Scheme Provisions

The Development Plan needs to ensure that it is consistent with established State and Local policies and guidelines.

Planning Policy Framework

All planning schemes in Victoria include the Planning Policy Framework (PPF) which has been developed by the State Government. Councils must take these policies into account and give effect to them when making planning decisions. State planning policies aim to provide for the fair, orderly, economic, and sustainable use, and development of land.

The following clauses have been considered in preparing this Development Plan.

- Clause 11 Settlement
- Clause 12 Environmental and Landscape Values
- Claude 15 Built Environment and Heritage
- Clause 16 Housing
- Clause 17 Economic Development
- Clause 18 Transport
- Clause 19 Infrastructure

Local Planning Policy Framework

Clause 21 of the Warrnambool Planning Scheme contains the Municipal Strategic Statement and outlines the key strategic planning, land use and development objectives for the City of Warrnambool municipality, and the strategies and actions for achieving the objectives. It includes statements about a wide range of areas and issues and outlines key issues and trends and includes the following policies of relevance to development.

The following key local policies of the Warrnambool Planning Scheme which are considered relevant to this Development Plan.

- Clause 22.01 Housing
- Clause 22.02 Environment
- Clause 22.04 Infrastructure

Local Strategy

Land Use

The Warrnambool Land Use Strategy (Parson Brinckerhoff Australia Pty Ltd, September 2004) recognises the Dennington area contained by the Merri River as having potential for future urban development, but it is considered limited and recommends short to medium term strategic planning for North Dennington as a priority.

Housing

The Warrnambool City-Wide Housing Strategy 2013 (Warrnambool City Council, December 2013) makes key reference or has related content to the Subject Site with:

- Acknowledgement that the South Dennington Growth Area as a medium-term objective and would ultimately be subject to a Precinct Structure Plan to guide development – which has not yet been prepared; and
- Acknowledgement that the Dennington Neighbourhood Activity Centre Structure Plan 2009 will service surrounding development (both to the north and south).

Open Space

The Warrnambool Open Space Strategy 2014 (Warrnambool City Council, August 2014) does not identify a specific open space requirements for the Subject Site which is situated in the South Warrnambool / Merrivale precinct.

The future Precinct Structure Plan for the South Dennington Growth Area will focus on opportunities to link the rail trail to open space likely to be floodplain and biodiversity corridors along the Merri River.

Activity Centre

The Dennington Neighbourhood Activity Centre Structure Plan (Hansen Partnership Pty Ltd, November 2009) makes limited references to the future development of the South Dennington Growth Area, but does acknowledge the Subject Site:

- Has opportunity for key views from the elevated land;
- Sits within the 400m walkable catchment of the activity centre;
- Has potential to supports townhouses and duel occupancy housing on standard lots; and
- Will utilise the arterial network (Princes Highway) with major traffic control / signalised intersection as a key transport junction.

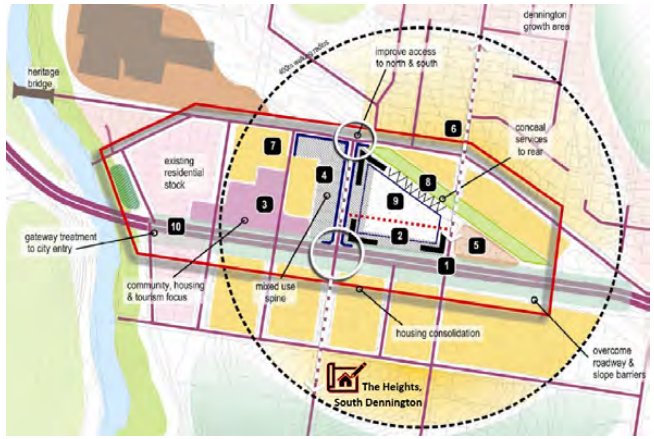

Figure 4 - Dennington Neighbourhood Activity Precinct Structure Plan (Hansen Partnership Pty Ltd, November 2009)

Zones

The entire Subject Site is General Residential Zone (GRZ) which applies Schedule 1. The GRZ1 seeks to encourage development that respects the existing neighbourhood character, and a diversity of housing types and housing growth. Development must occur in accordance with the requirements of Clause 56 Residential Subdivision of the Victoria Planning Provisions, which has been considered throughout the preparation of the Development Plan.

There is a mix of zones surrounding the Subject Site to be considered including:

- General Residential Zone to the west and north along Baynes Street;
- Farming Zone to the west and south along unmade roads; and
- Low Density Residential Zone to the east along Russell Street.

Overlays

Overlays are used as an additional level of control to zones, where local and site-specific requirements can be made, as necessary. The Development Plan Overlay Schedule 1 (DPO1) applies to the site triggering the requirement to prepare a Development Plan to facilitate coordinated development. This generally occurs prior to any application for planning permits for subdivision.

Development Plan Overlay

Schedule 1 to the Development Plan Overlay has several requirements before a permit can be granted. This Development Plan will:

- Include a Site Analysis which shows the topography of the land, and the location of any existing vegetation, drainage lines, existing buildings, sites of conservation, heritage or archaeological significance and other features.

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

Regional Context

Dennington South is located approximately 260 kilometres south-west of Melbourne situated on the edge of the Princes Highway and located five kilometres west of the Warrnambool CBD via the Princess Highway.

The population of Dennington is approximately 1,900 persons (Australian Bureau of Statistics, 2021) with 700 dwellings accommodating 500 families. Dennington is located within the City of Warrnambool municipal district that covering 120 square kilometres in south-west Victoria which has a population of 35,000 (Warrnambool City Council, 2021).

Site Analysis

Site Overview

The land to which this Development Plan applies primarily covers the Subject Site, 4.8 hectares of undeveloped land and partially developed previous stages of residential land to the east. The undeveloped parcel details are as follows and as further detailed in Appendix A.

A. Lot 34, PS636695; and
B. Lot 97, PS636695.

For the sake of completeness, this Development Plan considers the previous stages of the "Dennington South Estate" now excised and developed to be included in this Development Plan area.

Topography & Landform

The Subject Site is located on a dune that is rising to the north east away from the floodplain of Kelly Swamp/Merri River.

The general lay of the land at the Subject Site slopes in two (2) directions, 1) towards Baynes Street at a moderate 5 to 10% grade average referred to as the northern catchment; and 2) towards the floodplain at a steeper average grade of 20 to 25% referred to as the southern catchment.

Views from the ridgeline at approximately 32m AHD showcase the floodplain, dunes, and Dennington skyline.

A site plan with feature survey information is provided in Appendix I.

The northern portion of the Subject Site contains a substantial amount of deposited fill to create a raised surface above the natural dune landscape. The raised surface has areas of levelling and grading to create surfaces for residential dwellings. These works were undertaken as part of a previous planning permit, but not formalised / completed.

Figure 5 - Photo from Subject Site 'high-point' north towards Baynes Street

The soil profile (Painter, November 2021) is generally a silty loam with a gradual transition to sandier loam as elevation increases. There are some larger pockets of sand underlying calcarentie accumulations within the dune landform, not found within the swampy floodplain landform which contains fill deposition and considerable ground disturbance.

Figure 6 - Photo from Subject Site 'high-point' south-east towards Russell Street and Merri River floodplain

Figure 7 - Photo from Russell Street and Merri River floodplain toward southern boundary and ridgeline of Subject Site

Waterways & Drainage

While not directly adjoining the Merri River, the Subject Site has overland flow connection to river which is an integral part of the drainage corridor servicing a large area of Warrnambool and beyond.

The Merri River is also an area of high amenity with views from the Subject Site, and of high value to flora and fauna within the riparian corridor.

A flood study undertaken by the Glenelg Hopkins Catchment Management Authority (Water Technology Pty Ltd, January 2007) has identified a 1 in 100 year flood line, but it is acknowledged this does not affect the Subject Site.

The stormwater flows from previous stages of development located in the northern catchment and external upstream catchments are directed to a drainage basin on the Subject Site cut into the dune substrate.

Figure 8 - Photo from Subject Site 'high-point' south-west towards Merri River floodplain

Figure 9 - Photo of Subject Site existing drainage basin

Cultural Heritage

The Subject Site is within an area of cultural heritage sensitivity as described in the Aboriginal Heritage Regulations 2018. A Cultural Heritage Management Plan (CHMP) is required to be prepared and approved by

the relevant Registered Aboriginal Party (RAP) prior to land being subdivided or developed.

An approved CHMP #18097 (Painter, November 2021) provided in Appendix C has been prepared for this Development Plan area.

There are no recorded Aboriginal places within the activity area (including the Subject Site and surrounding road reserves). After field investigations, no Aboriginal cultural material was located within the activity area and no areas of potential sensitivity were identified. As a result, the proposed activity is unlikely to impact on Aboriginal cultural material within the activity area; therefore, there is no known cumulative impact upon cultural heritage in the region because of these works.

Vegetation & Habitat

A Vegetation Quality Assessment (Richdale, March 2021) including a general fauna survey has been undertaken (Appendix B) to determine whether the proposed subdivision would impact upon any existing native vegetation and fauna species.

Prior to 2002 the Subject Site was utilised for farming which most likely led to broadscale clearing of the land and the introduction of agricultural species and other weeds.

It is acknowledged that the Subject Site is highly modified and degraded, with extensive earthworks shifting soil, rocks, and gravel resulting in the land being devoid of canopy genera trees and a shrub layer, with the ground cover being almost exclusively covered in a variety of weed species, some of which are regionally restricted or controlled.

Due to the lack of native vegetation, specifically the lack of patches of native vegetation and scattered canopy trees, there was insufficient data to generate a Native Vegetation Removal (NVR) report and an offset would not be required should the proposed subdivision be approved. The proposed subdivision should not significantly impact upon the areas, biodiversity value, or environs.

As no canopy native vegetation or patches of native vegetation are present, there is no requirement for a native vegetation planning permit or an offset requirement under Planning Scheme Clause 52.17.

Bushfire

The land is within a designated Bushfire Prone Area (refer to Appendix A) but is not included within a Bushfire Management Overlay. Bushfire Prone Areas are areas that are subject to or likely to be subject to bushfires. Minimum construction standards apply to all new buildings in a bushfire prone area.

In consideration of the provisions at Clause 13.02-1S, the following bushfire protection measures to minimise bushfire risk are inherent in the site plus further measures will be incorporated into the development:

- The site already has a low fuel load as there is no significant vegetation present on site. The predominant bushfire risk would be grass fire.
- The design response has been laid out on a grid formation with good road and pedestrian accessibility, high visibility, and means of escape with compliant access requirements for heavy vehicles and emergency vehicles in the event of a fire.
- The development will be equipped with CFA compliant firefighting infrastructure such as fire plugs, hydrants with reticulated water supply.
- Dwellings will be required to have rainwater tanks installed to meet the environmental requirements which may be an additional source of water in emergency circumstances.

Traffic & Movement

The Subject Site is bordered by a grid-style road network with Baynes Street to the north, the unmade extension of Lindsay Street to the west, unmade / unnamed road to the south and Russell Street to the east.

Moderate levels of traffic primarily related to property access for the local community connect to and from the Subject Site via Baynes Street, with three (3) key routes to the east, north and west connections, being:

- East from Russell Street towards Harrington Road (South Warrnambool);
- North between Lindsay Street and Russell Street, shortest connection to the arterial network (towards Warrnambool and/or Port Fairy); and
- West from Lindsay Street towards The Esplanade, left out only on to the arterial network (towards Port Fairy).

The front of the Subject Site is within a desirable 400 metres walkable distance to the Dennington Neighbourhood Activity Centre. The extent of the footpath network serving pedestrian accessibility to the Subject Site is limited, with the main connection to the arterial network on Raglan Parade and the Dennington Activity Centre following the Russell Street, Baynes Street and Graham Street route which do have nominated road crossing points. There are footpaths for the full length of Lindsay Street, but no formal connection from the Subject Site.

No dedicated provision for cyclist accessibility is currently available that connects to the Subject Site. There are dedicated bicycle lanes on Raglan Parade.

Figure 10 - Subject Site Existing Features

Design Response

Vision

The Heights by Oakwood Development Plan sets out a framework to create a new residential area, consistent with previously developed residential area and applying contemporary in urban design principles, infrastructure standards and service provisions.

The development of this area will also create a community that will be integrated with the existing Dennington township and meet the needs of all the current and future residents.

Outcomes

The Heights by Oakwood Development Plan will inform the detailed design of the site, driven by the natural landform and adding value to the landscape character and the environmental features of the area to create a place with high quality aesthetic values by:

- Housing supply with minimum of 12 dwellings per hectare
- Creating a medium density housing opportunity
- Walkability to the neighbourhood activity centre
- Connection to the arterial road network and public transport
- Supports active transport options
- Local road and bicycle network safety improvements
- Expansion of the footpath network
- Applies a grid road network for traffic permeability
- Integration ready for future development to the west
- Maximises the amenity of the stormwater drainage features
- Creates a medium density opportunity with excellent accessibility
- Connection to local recreational open space

Figure 11 - Proposed land use plan

Open Space

The WF O'Sullivan Reserve located along Raglan Parade with access also from Lindsay Street and Hood Street is a local recreation reserve (Warrnambool City Council, August 2014) which caters for the Development Plan area.

As a local recreation reserve, it offers a limited number of recreational opportunities, such as a small playground and a grassed area for informal uses. These types of parks are intended for frequent, short duration visits within a short walking distance of users.

Ideally local parks should be located within 400 metres safe walking distance of at least 95% of all dwellings. Based on utilising the existing open space the Development Plan proposes that:

- 50 new and existing lots (45%) of lots located are within 400m
- 110 new and existing lots (100%) of lots are located within 600m

Further passive open space is also anticipated to be accessible within 500 metres of all new and existing lots of the Merri River floodplain when residential zone land to the west is developed.

While the drainage reserve proposed within the Subject Site is not formally recognised as open space, it will be designed to provide high amenity value, providing a 'green' break in the built form with safe accessible slopes from the adjoining road reserves providing limited opportunity to provide seating within 400m of all new and existing lots.

Complimenting the access to existing open space is the requirement for an open space contribution proposed to be a percentage of the site value not exceeding 5 per cent.

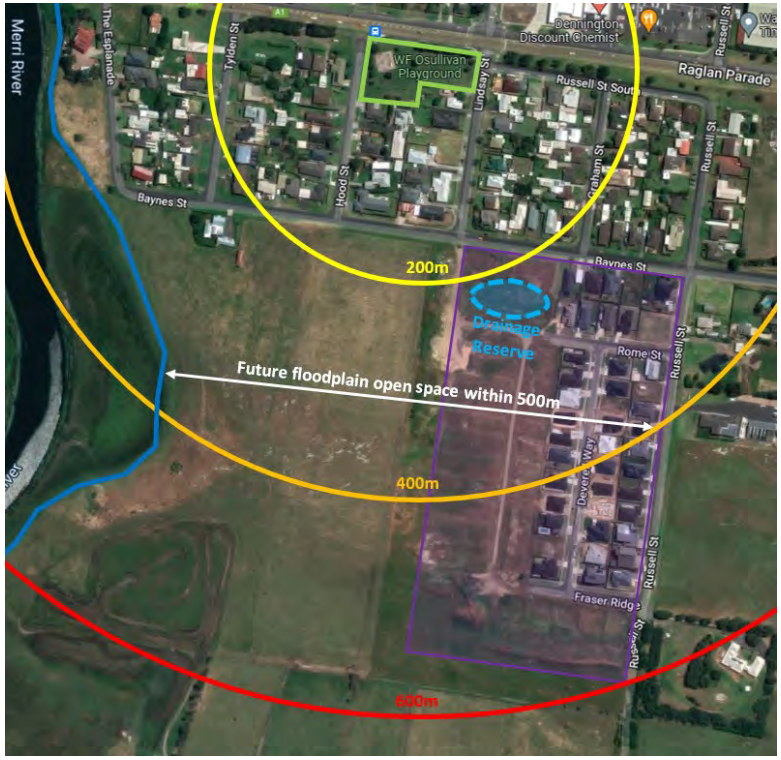

Figure 12 - Open space locations and service areas

Streetscape Landscaping

An enhanced landscape treatment is proposed along Lindsay Street as the primary access to be shared between the proposed development of the Subject Site and future development to the west. Further information can be found on the Landscaping Plan (Appendix G) relating to street tree locations, types, and installation.

Movement Network

The Development Plan proposes use of conventional design and interconnection of new roads and paths with the existing networks that will allow people to safely move within and beyond the Subject Site to the surrounding neighbourhood activity centre, local recreational open space, with connections via the arterial road network towards Warrnambool and Port Fairy.

The primary vehicle and pedestrian access will be from either Lindsay Street or Russell Street in the north-south orientation feeding off Baynes Street. Permeability through the site is achieved via Rome Street and Fraser Ridge connecting roads in the east-west orientation. Other roads such as Dowell Way, Deverell Way and Keys Street provide local access functions.

A major feature of the movement network are road safety improvements on Baynes Street at the Lindsay Street and Russell Street intersections. A new roundabout will be implemented at Lindsay Street to accommodate the road extension improving safety by simplifying conflicts, reducing speeds, and providing clear indication of priority. Similarly, changes at the Russell Street intersection uses visual cues, lane narrowing and left-in / left-out treatments for local access and provisions for an on-road bicycle lane to encourage slower vehicle approach speeds that improve the safety of movement.

Safe pedestrian linkages crossing Baynes Street will be established, likely be implemented as part of the intersections works.

Further information can be found in the Traffic Assessment Report (Appendix E) relating to road cross sections, intersection treatments, and traffic calming.

Figure 13 - Development Plan Proposed Road, Pedestrian and Cycling Networks

Staged Construction

While the Traffic Assessment Report (Appendix E) acknowledged a roundabout is ideally constructed at the Baynes Street / Lindsay Street intersection the delivery of the roundabout without adjoining land being developed presents some challenges. The report recommends that a financial contribution (such as a Development Contribution) towards the roundabout is provided. This contribution, plus the allocation of land on the Subject Site allows for the roundabout to be constructed later when the traffic treatments are warranted and can be integrated with the development to the west.

The Traffic Assessment Report also proposes Lindsay Street is an 'Access Street' and is expected to ultimately be constructed with a 7.3m carriageway when development to the west is completed. As an interim treatment (serving one side of the road only), a 6.0m carriageway width (as per an 'Access Place') has been adopted that can be widened in the future. Both widths are consistent with the Infrastructure Design Manual.

Servicing & Infrastructure

The Development Plan area is capable of being serviced by all major urban services. Service statements are provided below with further information contained in the Infrastructure Servicing Report (Appendix F).

Roads & Footpaths

The proposed residential development within the entire Development Plan area (including previously constructed stages) is estimated to generate 1,100 vehicles per day, with estimated additional morning and afternoon peak traffic of 94 vehicles per hour and assessed that the development would not adversely affect traffic conditions, the safety or operation of surrounding road and footpath networks as outlined in the Traffic Assessment Report (Appendix E).

Stormwater Drainage

The Development Plan proposes stormwater drainage systems that effectively manage how the quantity and quality of stormwater arising from and/or passing through the proposed residential development to avoid adverse impacts on people, property, and the natural environment.

The Stormwater Management Report (Appendix D) proposes to:

- collect and control all stormwater generated within the development and entering the development from external upstream catchments;
- provide an effective outlet for all collected stormwater to a natural watercourse or acceptable outfall; and
- achieve these objectives without detriment to the environment generally, surface and subsurface water quality, groundwater infiltration characteristics, adjoining landowners and landowners, and watercourses either upstream or downstream of the subdivision.

Northern Catchment

A drainage basin has been proposed as an interim solution to manage stormwater, noting the main catchment does not have an outfall to the Merri River and currently relies on informal infiltration into the underlying sand soil profile. A piped system connection can be implemented from the drainage basin to the Merri River to coincide with future development to the west of the Subject Site.

It is proposed to formalise the drainage basin for the northern catchment utilising infiltration and detention storage to detain and treat incoming catchment flows from existing residential development to the north, the proposed subdivision, and undeveloped flows from the west.

As the current basin has sufficient capacity, it is not critical to complete the entire construction of the basin immediately and is reasonable to defer to a later stage.

To support deferral of complete construction, it is proposed to provide pre-treatment capacity as detailed in the Infrastructure Servicing Report (Appendix F) to maintain the capacity of the infiltration media. This may include provision of a sedimentation basin, or alternatively by a sacrificial filter layer within the main basin.

Southern Catchment

Development in the southern catchment will utilise underground storage to manage outflow to pre-development levels and a linear bioswale and infiltration system to conveyed stormwater to the floodplain.

As is detailed in the Infrastructure Servicing Report (Appendix F) the drainage structure can be located entirely within the large existing road reserve, allowing unimpeded maintenance access, and avoiding undue impact on other properties. Alternatively, the structure could be located entirely within the road pavement, with a piped discharge to the constructed swale. The selected location directs all stormwater flows to an existing depression, maintaining predevelopment conditions.

The proposed drainage structure is proposed to function as a permanent solution. However, it is recognised that the broader precinct does not have a formal stormwater management strategy. By adopting a design that can utilise the existing road reserve, this provides drainage infrastructure at the lowest point of the land impacted but also creates opportunity for the drainage network to be augmented in the future to either maintain, upsize, or remove the structure.

Water Supply

Due to topography and elevation the Development Plan area will have two (2) different water pressure zones (low-level and high-level). The divide elevation between the two zones is typically 20m AHD. Servicing of lots from the high-level system requires the installation of a pressure regulating valve to ensure the lots below 20m AHD are not subject to higher than typical pressures. These lots would then be transferred over to the low-level system in the future when the surrounding growth area is developed.

Sewerage

The previously completed stages within the Development Plan area are serviced by an existing sewerage network, gravity fed from the high point along Fraser Ridge down to Baynes Street. This network can be expended to service the remaining development areas north of Fraser Ridge.

Lots proposed to be created south of Fraser Ridge will not be able to connect to the existing network via gravity. A temporary pump station is required to connect this area. This pump station could be located on the south-west corner of the Development Plan area, ideally located on the existing government road reserve.

The proposed pump station is a temporary system and hence will be likely be removed in the future, because of this it is not necessary to locate the system in a dedicated permanent services reserve. Within the existing road reserve there is more than ample room to house the system and when the land to the west is developed the pump station may be decommissioned or relocated to the next low point with no residual land left behind.

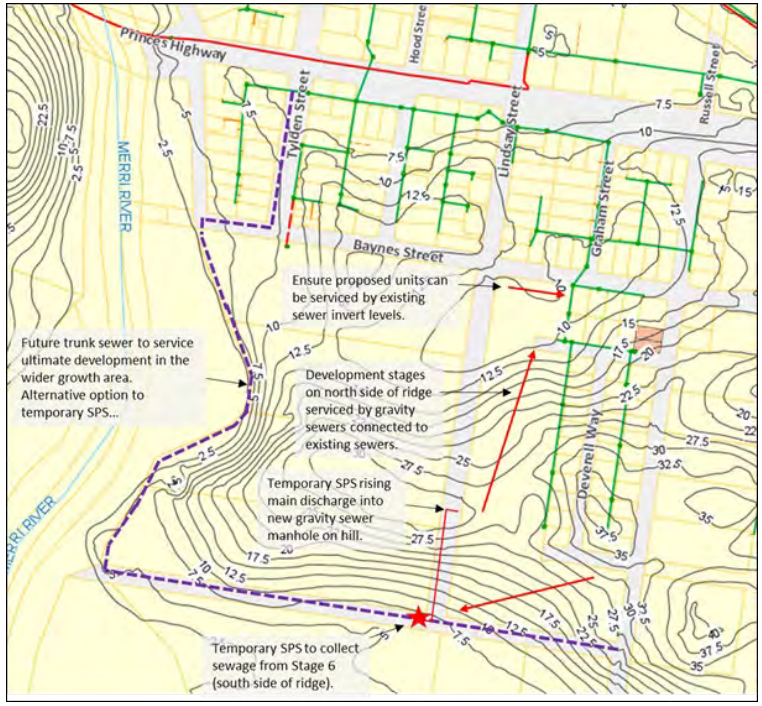

Figure 14 - Sewerage Infrastructure Concept Plan

Electricity Supply & Public Lighting

An existing 500kVA distribution substation in Fraser Ridge is well within the capacity of the supply available without the need for an additional substation.

Public lighting will be provided in accordance with the design requirements and relevant Australian Standards. All public lighting is to use of energy efficient luminaires.

Gas Supply

The previously completed stages within the Development Plan area are serviced by plastic polyethylene distribution mains with planned gas assets extending along Russell Street (south of Fraser Ridge), then west along the unmade / unnamed government road to Lindsay Street.

Telecommunications

Assets are already provided to lots within the previously completed stages within the Development Plan area. It is expected that network services as delivered by NBN Co Limited and/or Telstra will continue to service the entire development subject to the relevant service agreements being in place.

Staging & Infrastructure Delivery

The sequencing of development across The Heights by Oakwood Development Plan area will generally continue from previously completed stages from Russell Street to Lindsay Street.

The numeric sequence of these stages is generally Stage 4 through to Stage 7, although Stage 5 and Stage 6 could be switched depending on service delivery preferences.

Stage 4

The extension of Rome Street and Fraser Ridge will be with a new north-south access road. Stormwater will continue to use the existing informal drainage basin at Baynes Street. Road safety improvements at the Baynes Street and Russell Street intersection to be implemented as per the Traffic Assessment Report.

Stage 5

A local access only road created to 'loop' around Stage 5 from Fraser Ridge, using Lindsay Street, Russell Street, and the unnamed road reserve. A new stormwater will be created to drain towards the Merri River, and new pump station for sewerage connection.

Stage 6

A new road will be created along the unmade section of Lindsay Street between Fraser Ridge and Rome Street and will eventually be connected to Baynes Street in Stage 7. Stormwater will continue to use the existing informal drainage basin at Baynes Street.

Stage 7

The drainage basin at Baynes Street is to be upgraded as per the Stormwater Management Report (Appendix D).

The roundabout at the Baynes Street and Lindsay Street intersection as detailed in the Traffic Assessment Report (Appendix E) will be implemented to complete the road connection with Stage 6 and provide the additional pedestrian crossing on Baynes Street.

Implementation of the roundabout will require land provisions outside the Development Plan area and ultimately service the broader growth area.

The Development Plan proposes a financial contribution (Development Contribution) towards the roundabout under the Planning & Environment Act 1987 facilitated with a Section 173 Agreement.

This contribution, plus the allocation of land on the Subject Site proposed in Stage 7 allows for the roundabout to be constructed by others when these traffic treatments are warranted and can be integrated with the future development to the west.

Figure 15 - Indicative Stage Areas

Conclusion

This report and supporting documents constitute the Development Plan submitted for assessment as required under the Development Plan Overlay (DPO1).

It is considered that the information provided in the Development Plan meets the requirements the requirements of the DPO1.

The Development Plan has also raised the key issues that will affect development of the land and has demonstrated the positive contribution implementation of future development in accordance with the proposed Development Plan will have on the surrounding area.

It is assessed that there will be no adverse impacts resulting from the proposed Development Plan. Rather, the approval of the Development Plan will facilitate orderly planning and the timely provision of affordable residential land, in-turn providing a benefit to the community and the character of the surrounding environs.

The Development Plan encompasses the commitment of landowners to delivery future development in accordance with the proposed Development Plan and reflects the considered approach to development of the land responding to all applicable aspects of the Planning Scheme and other relevant legislation.

The report and supporting documentation have been provided to the Council as the Responsible Authority for approval, trusting the information is comprehensive and considered favourably.

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APPENDIX D – Stormwater Management Plan

NOYCE environmental consulting

12 Welsh Crescent
Clyde North
VICTORIA 3978

ABN: 21 523 433 060
ACN: 141 136 432

Dennington South Estate

Stormwater Management Report

Prepared for: Milward Engineering

2 February 2022

12 Welsh Crescent
Clyde North
VICTORIA 3978

ABN: 21 523 433 060
ACN: 141 136 432

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Document Control

Version	Date	Description	Prepared	Client Review
1	14 September 2021	Issue	MN	JH
2	13 January 2022	Update	MN	JH
3	2 February 2022	Final	MN	JH

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12 Welsh Crescent
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ABN: 21 523 433 060
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1 Introduction

Noyce Environmental Pty Ltd was engaged by Milward Engineering Management Pty Ltd to develop a holistic Stormwater Management Plan and water sensitive urban design for the Dennington South Estate, Warrnambool (Estate).

This report supports the approval of a Development Plan for the Dennington South Estate area and details the planned stormwater infrastructure, with calculations that demonstrate the proposed solution will manage stormwater such that a no-worsening outcome occurs for developed flows up to the 1 in 100year AEP event.

Water sensitive urban design features incorporated into this site will showcase “best practice” environmental management through the use of proven, natural treatment mechanisms that provide a high level of filtration and pollutant removal.

Opportunities to future-proof the site for additional inflows from the Warrnambool West Retarding Basin will be explored in this report.

While the final Development Plan may differ from the figures in this SMP, if the general density of development remains consistent, this SMP will provide adequate holistic stormwater management.

2 Site Description

As shown in Figure 1, the subject site is currently a partially developed residential subdivision. The site is bounded by Baynes Street to the north, Russell Street to the east and farmland to the west and south.

Figure 1: Site

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12 Welsh Crescent
Clyde North
VICTORIA 3978

ABN: 21 523 433 060
ACN: 141 136 432

The site is described as:	CA 103(Parts)
	Vol 10423 Fol 453 & 454
Centre co-ordinates:	Lat: -38.36161 Long: 142.44378
Responsible Municipality:	Warrnambool Council (Council)
Total site area:	8.1ha approx.

A concept Plan of Subdivision exists for the site:

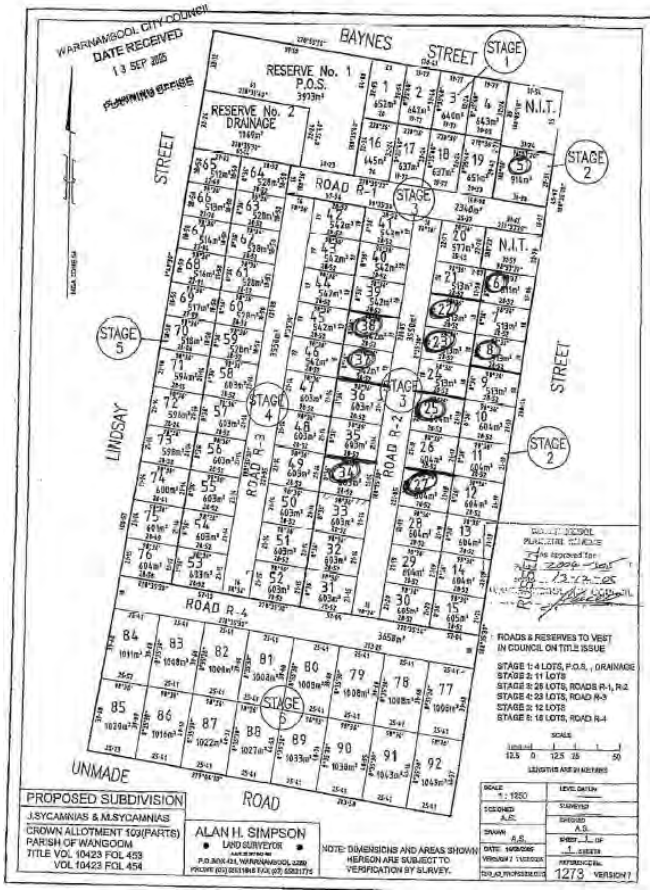

Figure 2: Plan of Subdivision

In the north west corner of the concept site Plan of Subdivision, a 1,969m2 drainage reserve has been created next to an L shaped Public Open Space (POS) reserve of 3,973m2 area.

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Registered on title, the total subdivision includes:

TYPE	AREA (ha)	DEVELOPED IMP %
Residential Lots 1 – 76 Including 2 existing lots	4.57	0.45
Residential Lots 77 – 92	1.63	0.25
Reserves	0.59	0
Roads	1.31	0.9
Total	**8.10**	

It is proposed that additional development will occur in the POS area abutting Baynes Street subject to Council approval and final sizing of the required drainage facilities outlined in this Report.

The current drainage reserve area forms a natural basin for the site and surrounding area's drainage from the north, west, east and most of the southern site area.

The drainage basin in the northern section of the property has a surveyed floor level of RL 6.0m AHD and surrounding topography along Baynes Street varies from RL 13.5 to 8.5m AHD.

Figure 3: Basin looking south from Baynes St

Beyond the drainage basin further to the south, the development's highest point, along the south west boundary, reaches RL 35.0m AHD.

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Looking back to Baynes Street from within the property:

Figure 4: Basin looking north towards Baynes St

The development site includes a drainage catchment that does not fall towards the Baynes Street basin. The southern catchment includes land south of Fraser Ridge and falls to the south from RL 23.5m AHD to RL 4.0m AHD in the south west corner of the site.

Figure 5 shows the major drainage catchments applicable to this development.

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3 External Catchment Context

The subject site is positioned within a natural basin context. A catchment plan from a previous drainage concept study shows that the site has multiple catchments:

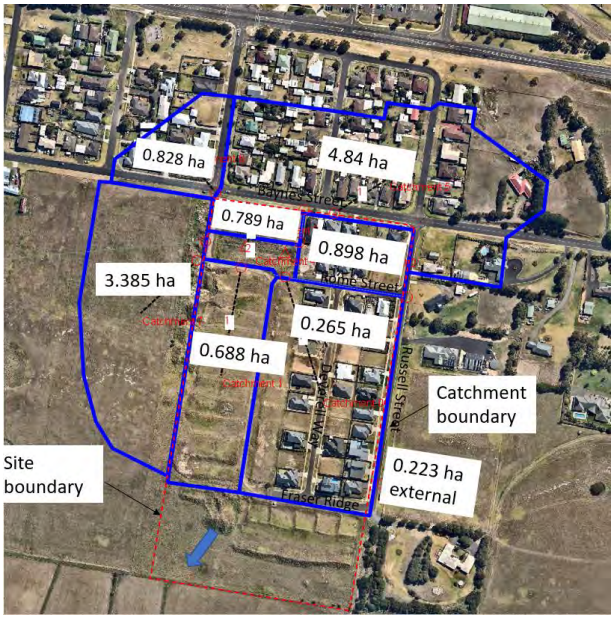

Figure 5: Regional Catchment Context

The site is not subject to flooding from any major waterway.

Situated approximately 360m to the west of the site is the Merri River.

Lots south of Fraser Ridge drain towards existing farm land and will require a separate drainage solution.

Herein, the modelling approach used in this report is a more direct method which considers the estimated fraction imperviousness of the catchment, slope, infiltration characteristic and applies the Laurenson method of routing combined with Australian Rainfall and Runoff hydrograph templates.

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4 Developed Scenario

It is proposed to develop the remaining lots within the subdivision and construct a local retarding basin and treat stormwater via a sediment basin and bioretention system.

A concept subdivision layout with piped flows to a retarding basin was undertaken by others for a previous stormwater design investigation which included an option to take flows from the Harrington Retarding Basin located to the east. The concept layout is shown below:

Figure 6: Concept Developed Site Drainage

As shown in Figure 6, lots south of Fraser Road were not part of the proposed drainage system.

In the above preliminary plan, all low flows were to be directed into a sediment basin before overflowing into a larger detention basin.

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A pipeline from the basin is also shown in this option through land to the west not owned by the developer for a future option to provide a gravity solution to the Merri River for pumped flows from the Harrington Road Retarding Basin.

For the purposes of this report, the piped outfall will be modelled as an option only. There is no intention as part of this proposed development to deliver the outfall to the Merri River, but to design the drainage system to be adapted in the future when development to the west occurs.

Typically, pre-development flow rates are determined to provide mitigated stormwater flows to the receiving waterway or drainage system. This site is unique in that no piped stormwater exists and all stormwater infiltrates into the underlying sandy limestone.

The site is effectively a natural basin for the wider catchment discussed earlier.

The objective for stormwater management of the developed scenario therefore becomes:

- Size a retarding basin to meet the infiltration rate of the basin
- Provide adequate pre-treatment of stormwater flows to minimise the risk of blockage of the basin's infiltration capacity

4.1 Infiltration Rate

Bore logs and falling head tests were undertaken in November 2006 and provided for this report. See Appendix for a copy.

The adopted soil conductivity of the basin was deemed to be 192mm/hr noting that under head, the flow rate increased to 956mm/hr.

The infiltration rate will be used as the controlling outflow for the entire catchment.

5 Developed Flows

XPStorm was used to determine the inflows to a basin from the surrounding catchments determined in Figure 3.

The catchments were labelled from C0 to C7 within the hydraulic model:

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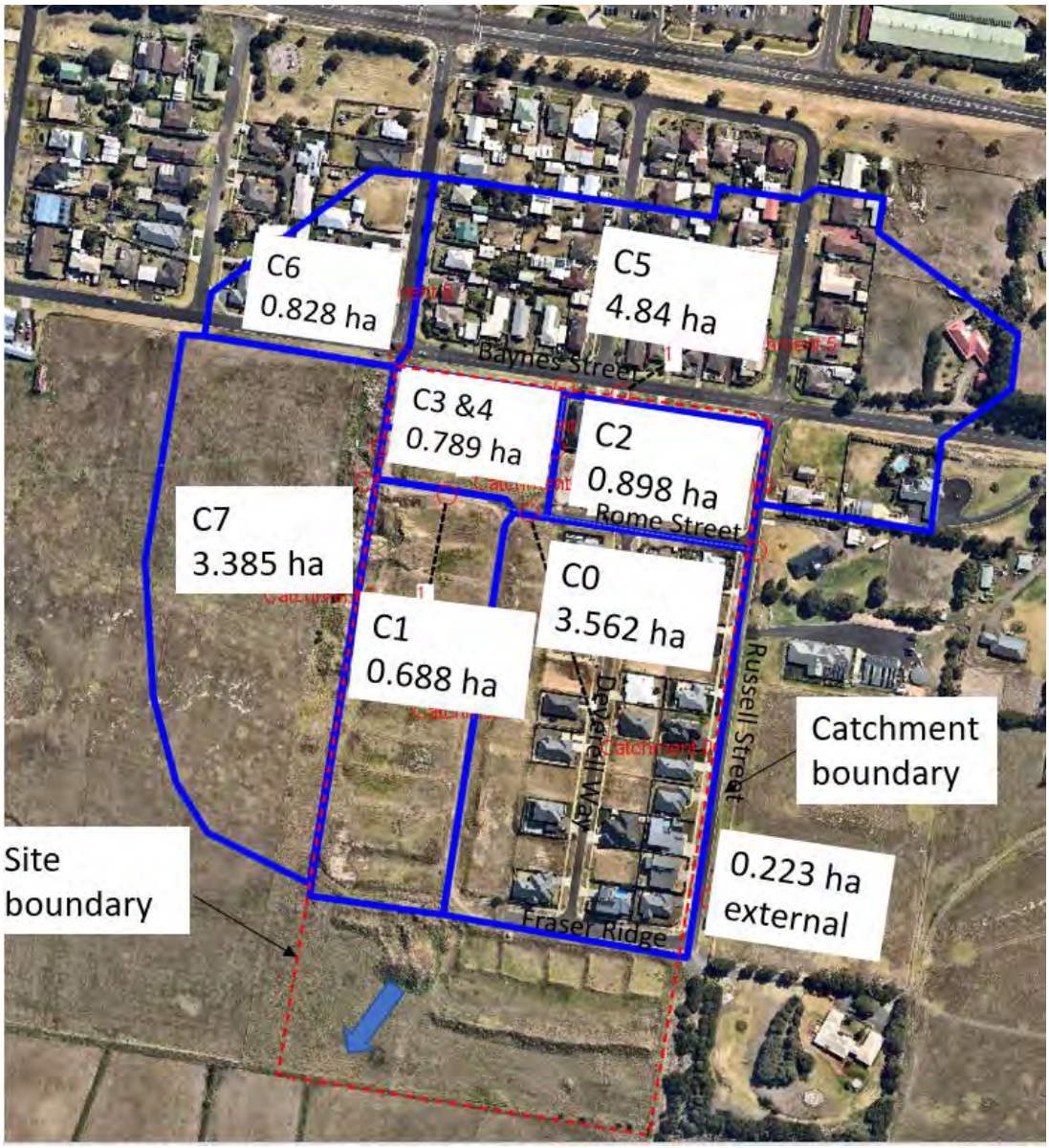

Figure 7: Catchment Plan

BoM recommended values for the site infiltration were:

Initial loss: 24mm

Continuing loss: 4.6mm

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Adopting the BoM loss model above can lead to an under representation of runoff for minor events. As a conservative approach, all catchments were modelled with 10mm and 2mm.

The above values are likely to be conservative given the sandy nature of the surrounding soils, however with less initial losses, the model will generate higher flows and therefore represent a more conservative approach to pipe sizing and retardation.

ARR temporal patterns for the site were downloaded into the hydraulic model from the BoM data hub for the 10year AEP and the 100year AEP storms with the following durations:

15min, 20min, 25min, 30min and 45min.

Original modelling for the subdivision adopted time of concentration of 20minutes duration.

Laurenson's method of flood routing was selected for the modelling to reconfirm the critical storm duration.

Average catchment slopes of 2% were adopted for the external catchments.

Developed catchments external to the site and the subject site itself were modelled with a 45% fraction imperviousness representing a developed scenario as XPStorm uses a direct fraction impervious percentage rather than a co-efficient of runoff.

For the 100year event, peak flows occur for the shorter 10minute event and are similar to the 20minute duration peak which accords with previous stormwater modelling undertaken by others. Results for the C5 catchment to the north of the subject site for the 10 and 100yr AEP are shown below:

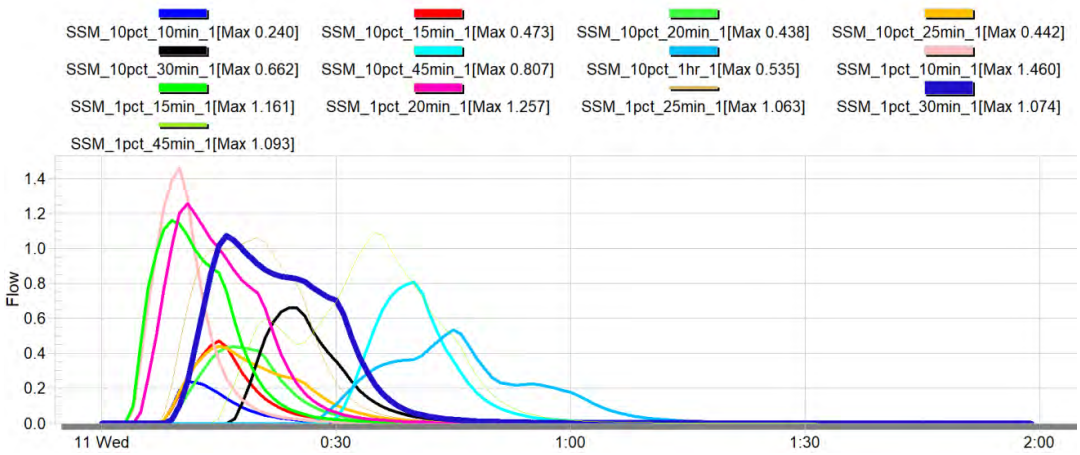

Figure 8: C5 Existing Flows

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Runoff from the undeveloped land to the west is slower to develop peak flows due to the 100% pervious fraction characteristic. The Laurenson method of routing provides a good representation of this developing flow.

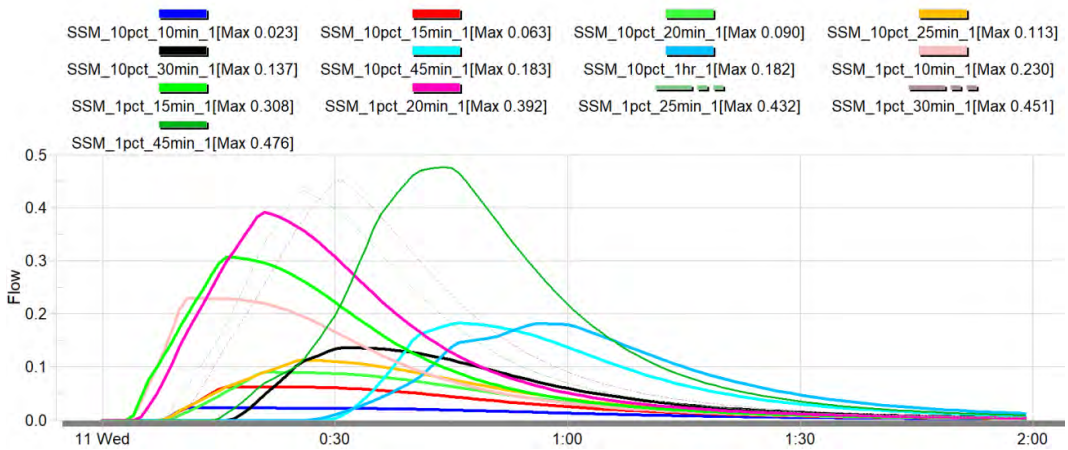

Figure 9: C7 Existing Flows

Graphs for each sub catchment are not necessary to show, however the peak existing values for each sub catchment and critical duration taken from the model are show in the following table.

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Catchment	10yr	Critical Duration	100yr	Critical Duration
C0	0.631	45min	1.148	10min
C1	0.353	45min	0.647	10min
C2	0.161	45min	0.301	10min
C3 & 4	0.025	45min	0.058	45min
C5	0.807	45min	1.460	10min
C6	0.178	45min	0.331	10min
C7	0.183	45min	0.476	45min
Sth East External	0.042	45min	0.084	15min

Using the developed flows from above, a hydraulic model connecting all catchments to a sedimentation basin and then larger retarding basin was modelled to determine the maximum holding volume required.

Outflow is typically determined by the capacity of existing Council pipes or matching pre-development conditions. In this unique case, outflow from the basin in based on the capacity of infiltration into the underlying sandy soils.

Darcy's equation was used to determine the capacity of a basin outflow based on the measured conductivity of the basin floor multiplied by the floor area.

For an initial trial, a basin floor footprint of 750m2 was trialled which provides an infiltration rate of 120 litres per second or 0.12m3/s.

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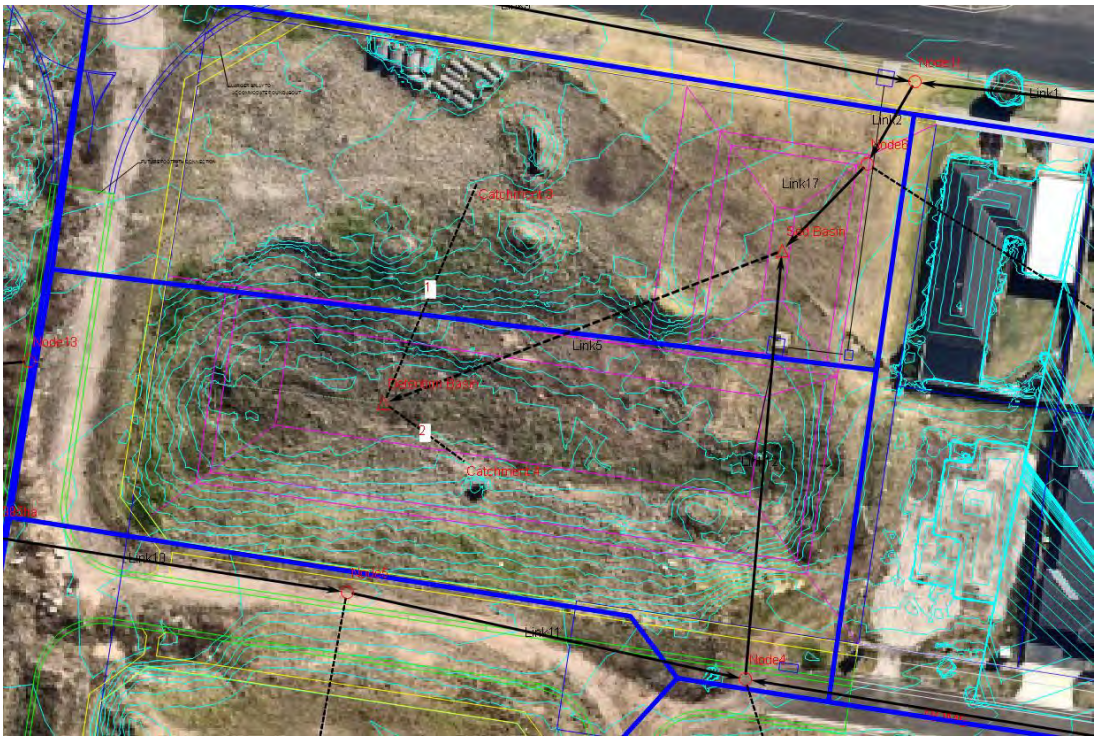

Figure 10: Hydraulic Model for Northern Detention Basin

No outflow link was provided in the above model which represents the current basin scenario and all outflow is via constant infiltration.

A future longer term solution may involve a high level relief to the west that flows to the Merri River. This will be discussed in later sections of the report.

Baynes Street Road level:	RL9.0m AHD
Upstream soak pit invert at Baynes Street:	RL7.48m AHD
Current basin floor level:	RL6.0m AHD

The configuration of the basin used in the model:

Sediment basin floor:	RL 6.8m AHD (Raised floor)
Sediment Basin weir flow crest:	RL 8.5m AHD
Bio Basin invert:	RL 6.8m AHD
Bio Basin overflow invert:	RL 9.0m AHD

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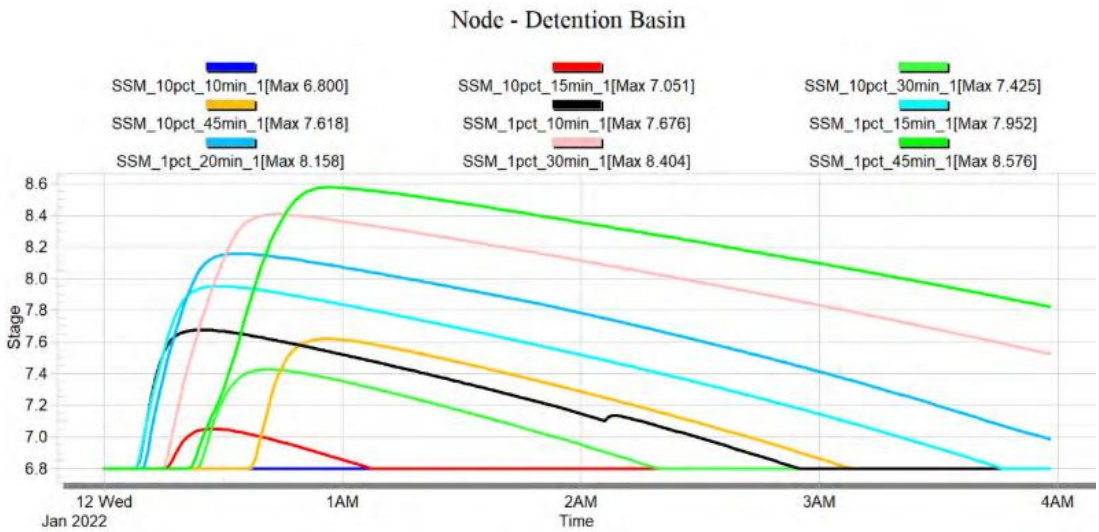

Figure 11: Hydraulic Model Long Section

In the peak 45minute storm events, the detention basin reaches a maximum depth of 1.78m for the 100year event which is considered to be acceptable for a retarding basin.

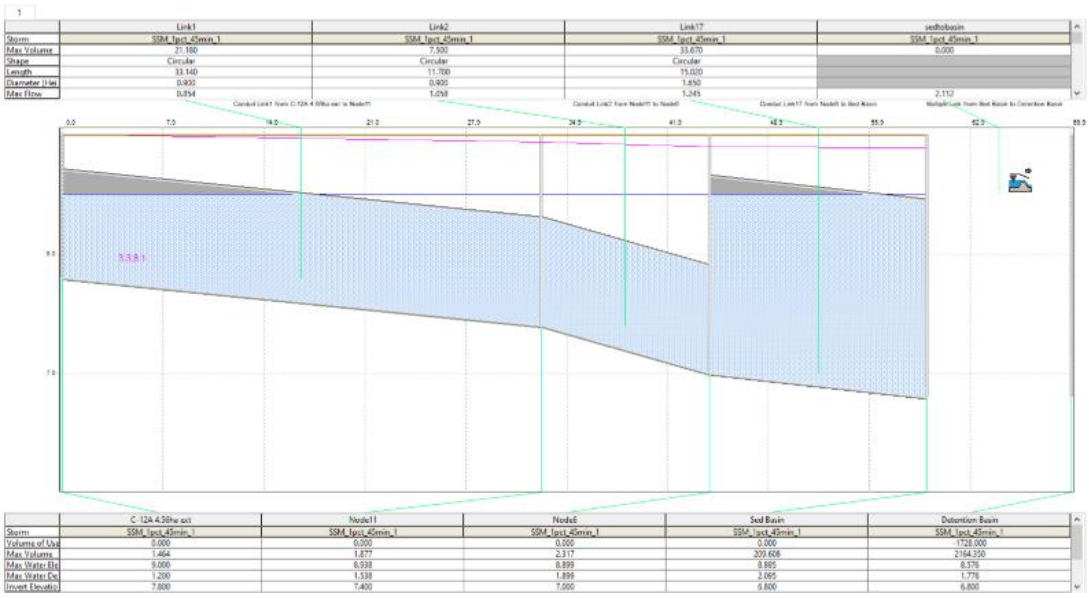

Figure 12: Hydraulic Model Long Section

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Name	Storm	Volume of User	Max Volume	Max Water Elev	Max Water Dep	Invert Elevation	Ground Elevati	Max Surface Ar
Detention Basin	SSM_10pct_10min_1	-1728.000	0.000	6.800	0.000	6.800	9.000	750.000
Detention Basin	SSM_10pct_15min_1	-1728.000	202.897	7.051	0.251	6.800	9.000	869.930
Detention Basin	SSM_10pct_30min_1	-1728.000	565.006	7.425	0.625	6.800	9.000	1065.770
Detention Basin	SSM_10pct_45min_1	-1728.000	780.987	7.618	0.818	6.800	9.000	1174.320
Detention Basin	SSM_1pct_10min_1	-1728.000	849.814	7.676	0.876	6.800	9.000	1207.860
Detention Basin	SSM_1pct_15min_1	-1728.000	1205.874	7.952	1.152	6.800	9.000	1374.550
Detention Basin	SSM_1pct_20min_1	-1728.000	1501.537	8.158	1.358	6.800	9.000	1505.590
Detention Basin	SSM_1pct_30min_1	-1728.000	1889.725	8.404	1.604	6.800	9.000	1600.000
Detention Basin	SSM_1pct_45min_1	-1728.000	2164.350	8.576	1.776	6.800	9.000	1600.000

Maximum levels within the basin are 8.58m AHD thus providing 400mm of freeboard to the nominated basin surface level of 9.0m AHD.

Industry practice for retarding basins varies across Victoria, however temporary storage of water within a 1 – 3m depth range over short periods of time is common practice.

Where the basin is either fenced or has safe batters, the depth of water is less critical from a safety perspective.

Total outflow over the simulation time is 1,728m3 infiltrated through the basin floor.

To scale, including batters, the sediment basin and main biobasin fits within the allocated drainage reserve area.

The basin will be adjacent to proposed residential development. A reference basin configuration with safety fencing is shown below.

Figure 13: Reference Basin Construction

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6 Future Flows From Harrington RB

It is understood that Council is interested in an option to achieve a gravity outfall for up to 1,200 litres per second flow (1.2m3/s) pumped from the Harrington Road retarding basin to the east. To route flows through the site are considered to be more economical than to traverse the hill to the west along Baynes Street.

To model this scenario, a constant 1.2m3/s was added to the upstream road inlet with a 280m long 900mm diameter piped outfall from the detention basin to the Merri River.

Figure 14: Harrington Flows and New Outfall

Performance for the basin flows show that the basin does not overtop given the relief from the 900mm diameter outlet.

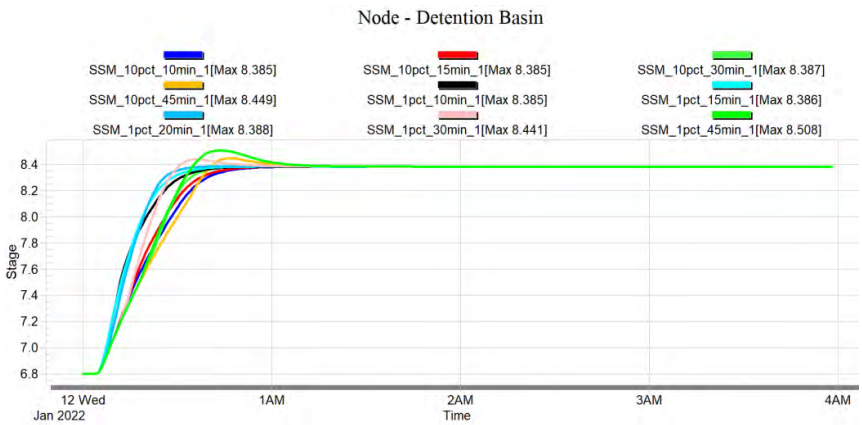

Figure 15: Detention Basin Stage-Time curve -1200lps Option

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The basin fills from the incoming storm events and constant inflow which is 10 times higher than the infiltration rate of the basin.

The resulting flow of 1.0m3/s are then conveyed downstream via a proposed 900mm outlet pipe to Merri River.

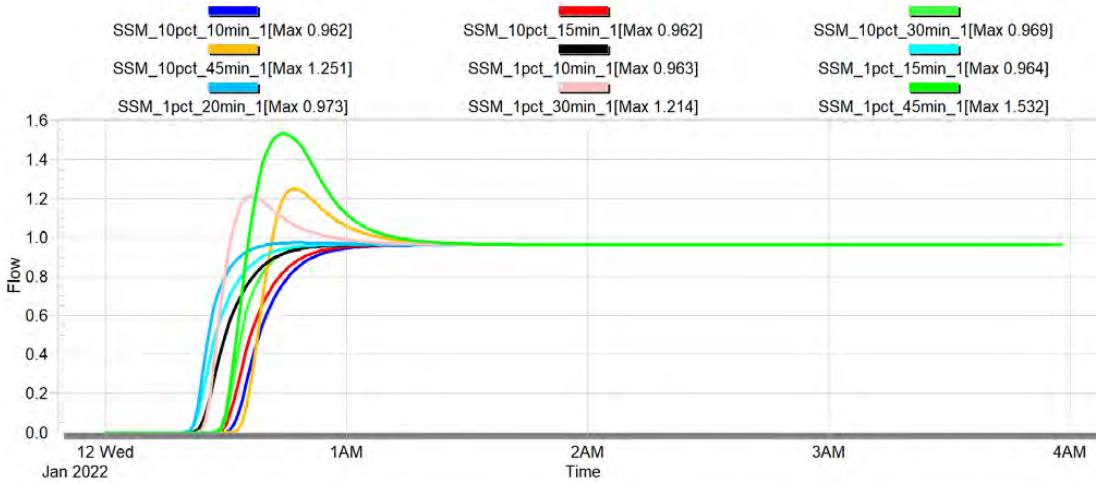
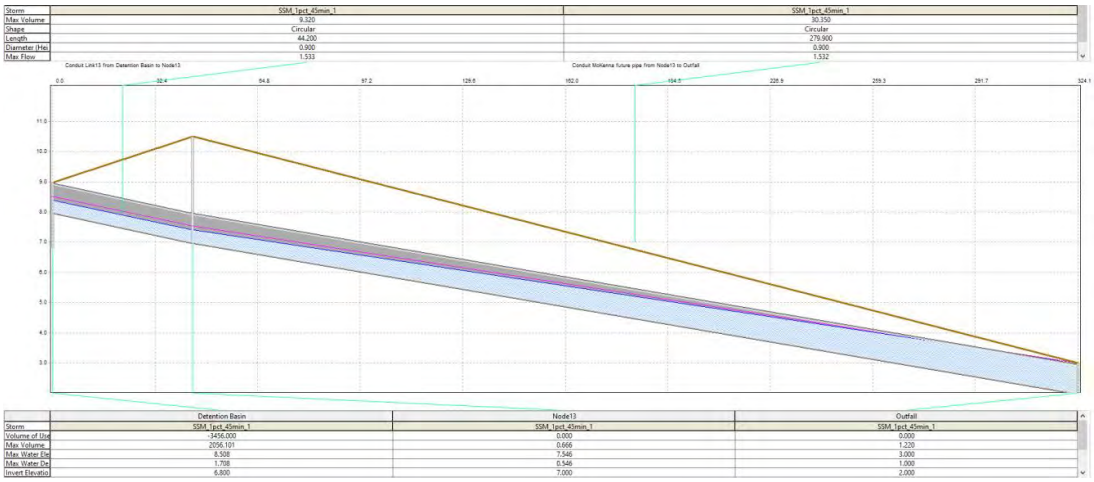


Figure 16: Outlet flows - 1200ls option

Outfall for the basin commences at RL 8m AHD allowing for 1m of inflow for the catchment retardation before engaging a 900mm diameter outfall pipe which has the capacity to flow to Merri River reaching pipe full capacity only near the outlet.



Storm	SSM_1pct_45min_1	SSM_1pct_45min_1
Max Volume	9.320	80.350
Shape	Circular	Circular
Length	44.200	279.900
Diameter (Hei	0.900	0.900
Max Flow	1.533	1.532

	Detention Basin	Node13	Outfall
Storm	SSM_1pct_45min_1	SSM_1pct_45min_1	SSM_1pct_45min_1
Volume of Use	-3456.000	0.000	0.000
Max Volume	2056.101	0.666	1.220
Max Water Ele	8.508	7.546	3.000
Max Water De	1.708	0.546	1.000
Invert Elevatio	6.800	7.000	2.000

Figure 17: Outlet flow - 1200ls option

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7 Water Quality

Water quality objectives will be met from the site via a sediment and bioretention basin in the base of the retarding basin on site similar to the arrangement below:

Figure 18: Bio-basin at base of retardation basin

The long-term MUSIC data for Warrnambool was used from the MUSIC Link feature in the water quality program and in line with recommended parameters contained within the Warrnambool Council MUSIC Guidelines 2013.

Total average rainfall and evaporation for the site:

	Rainfall/Day	Evapo-Transpiration
mean	2.329	4.423
median	0.300	3.870
maximum	61.700	6.160
minimum	0.000	2.600
10 percentile	0.000	3.030
90 percentile	7.600	6.100

	Rainfall	Evapo-Transpiration
mean annual	850	1615

Figure 19: Rainfall and Evaporation Summary

Average long-term rainfall for the area is 850mm per annum.

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The rainfall sequence is taken from the Warrnambool Post Office gauge (90082).

10 Year Period Station: **Warrnambool Post Office (90082)**

10 Year Period (daily timestep): **[01/01/1962 – 31/12/1971]**

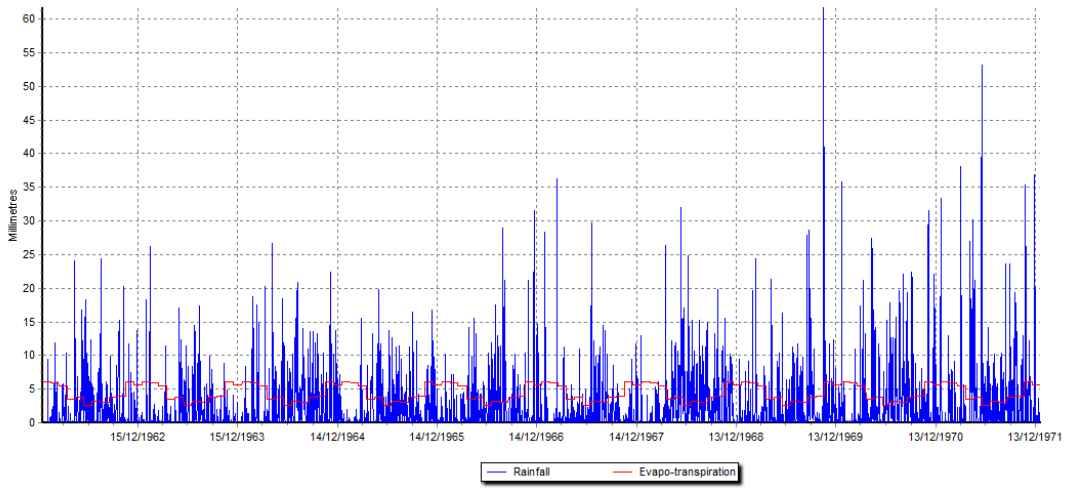

Figure 20: Rainfall and Evaporation Plot

The 10year record provides a long-term assessment of treatment performance.

7.1 Water Quality Objectives

Best Practice environmental outcomes are measured by the following pollutant reductions:

Parameter	Best Practice % removal standard
Total suspended solids	80
Total Phosphorus	45
Total Nitrogen	45

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7.2 Water Quality Treatment Train

As described in the hydraulic section of the report, flows from the catchments will enter a sediment pond before flowing into a bio-basin located within the base of the retardation basin.

It is assumed that from a water quality perspective, the model only needs to consider the development catchment for pollutant removal modelling purposes, however in reality, without treating the two external residential catchments to the north, there is an increased risk of blocking the base of the infiltration pond.

Hence, from a risk perspective, it is considered appropriate to treat the low flows for the existing residential development and for undeveloped catchments to the west,

Flows from the majority of the development site come from roof runoff and roadways.

MUSIC Input Parameters:

Soil Store Capacity = 30 millimetres

Field Capacity = 20 millimetres

Catchment nodes will be modelled with the typical values for fraction imperviousness in-line with the hydraulic model and with reference to the table below.

Zone	Zone Code	Description	Normal range	Typical Value
Residential Zones				
Residential 1 & 2 Zone	R1Z	Moderate range of densities (Lot size 800m² - 4000m²)	0.40 – 0.50	0.45
	R2Z	Normal densities (Lot size 500m² - 800m²)	0.50 – 0.70	0.60
		Medium densities (Lot size 350m² - 500m²)	0.70 – 0.80	0.75
		High Densities (Lot size < 350m²)	0.80 – 0.95	0.85
Low Density Residential Zone	LDRZ	Low densities (0.4 ha min)	0.10 – 0.30	0.20
Mixed Use Zone	MUZ	Mix of residential commercial, industrial and hospitals.	0.60 - 0.90	0.70
Township Zone	TZ	Small townships with no specific zoning structures	0.40 – 0.70	0.55

As recommended in the Guideline, all catchment nodes pollutant concentration were retained as per default values.

No exfiltration is assumed within the sediment basin.

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The bioretention basin is assumed to engage as the sediment basin overflows to treat the finer colloidal fraction and soluble pollutants.

The biobasin infiltrates directly to the underlying sands and overflows into the wider detention basin.

Model configuration:

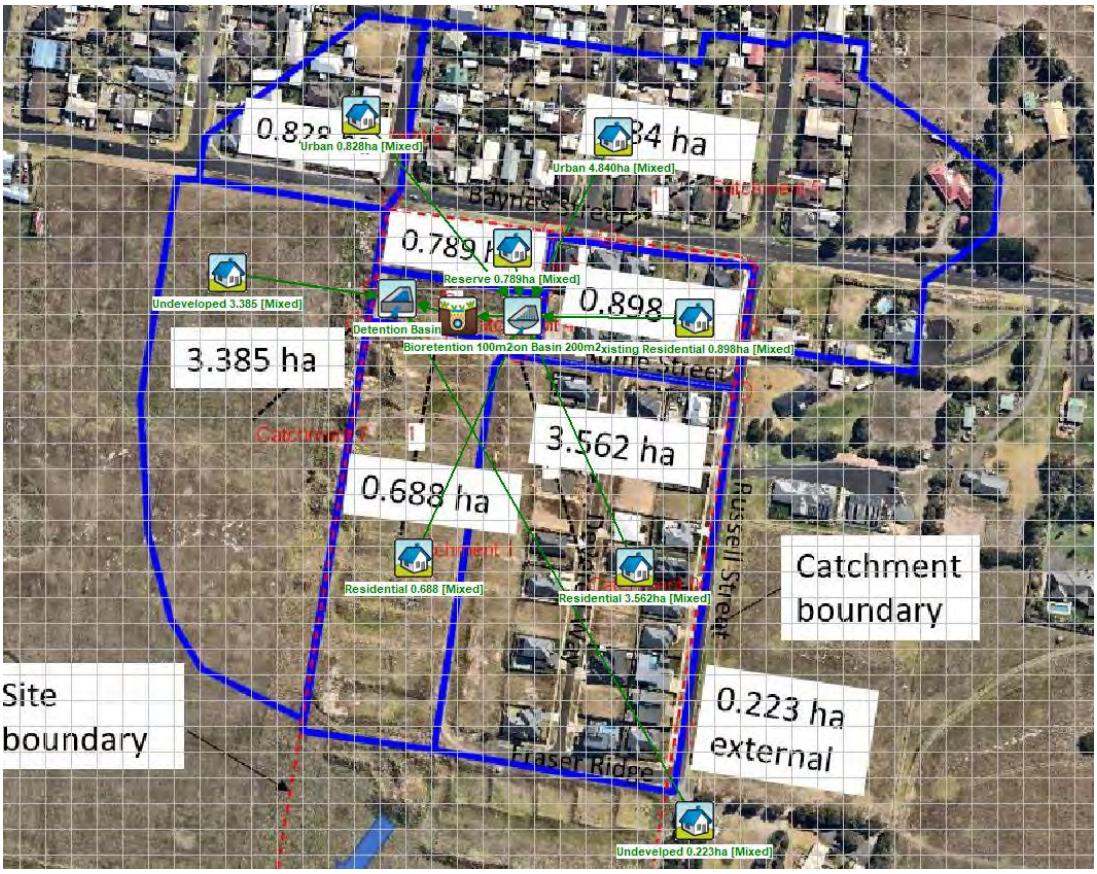

Figure 21: MUSIC Model Layout

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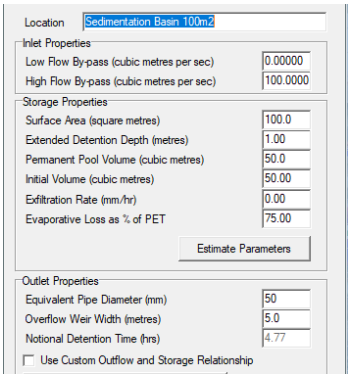
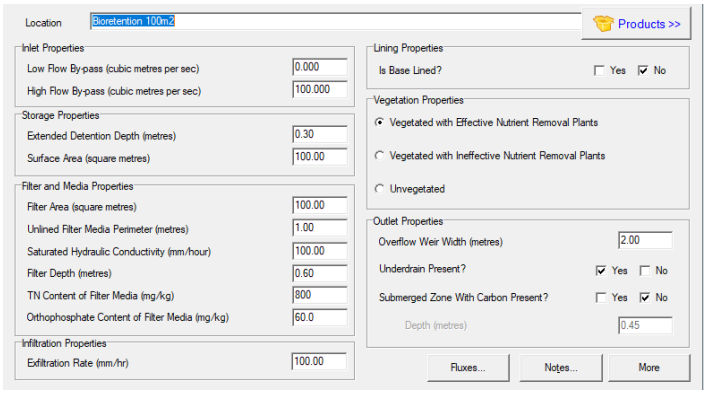
7.3 Treatment Element Parameters

Sed Pond

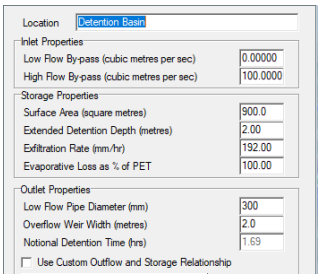


Biobasin



Recommended hydraulic conductivity of 100mm/hr was adopted for the model. In reality, the bioretention basin media typically starts 300mm/hr and drops to around 180mm/hr as a longer-term value. The adopted 100mm/hr allows for a conservative blockage factor.

Detention Basin



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7.4 Treatment Train Results

Treatment results at the bioretention basin show better then Best Practice outcomes:

	Sources	Residual Load	% Reduction
Flow (ML/yr)	42.2	17.5	58.4
Total Suspended Solids (kg/yr)	8320	397	95.2
Total Phosphorus (kg/yr)	16.7	2.64	84.2
Total Nitrogen (kg/yr)	121	34.2	71.7
Gross Pollutants (kg/yr)	1760	0	100

Comparison of the results with the guidelines shows that the measures proposed will result in a compliant outcome:

Parameter	Best Practice % removal standard	Modelled outcome % removal	Target Achieved
Total suspended solids	80	95.2	YES
Total Phosphorus	45	84.2	YES
Total Nitrogen	45	71.7	YES

All targets for water quality will be met and exceeded.

Results for the total catchment:

	Sources	Residual Load	% Reduction
Flow (ML/yr)	46.9	0.00981	100
Total Suspended Solids (kg/yr)	9010	1.98	100
Total Phosphorus (kg/yr)	18.2	0.013	99.9
Total Nitrogen (kg/yr)	133	0.269	99.8
Gross Pollutants (kg/yr)	1760	0	100

The result indicates that the basin is effectively removing all pollutant and flow due to the infiltration into the underlying sandy soils.

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Further inspection of the water balance for the detention basin:

	Flow (ML/yr)	TSS (kg/yr)	TP (kg/yr)	TN (kg/yr)	GP (kg/yr)
Flow In	22.251	1086.970	4.154	46.411	0.000
ET Loss	0.000	0.000	0.000	0.000	0.000
Infiltration Loss	22.232	493.812	3.213	42.284	0.000
Low Flow Bypass Out	0.000	0.000	0.000	0.000	0.000
High Flow Bypass Out	0.000	0.000	0.000	0.000	0.000
Pipe Out	0.010	1.984	0.013	0.269	0.000
Weir Out	0.000	0.000	0.000	0.000	0.000
Transfer Function Out	0.000	0.000	0.000	0.000	0.000
Reuse Supplied	0.000	0.000	0.000	0.000	0.000
Reuse Requested	0.000	0.000	0.000	0.000	0.000
% Reuse Demand Met	0.000	0.000	0.000	0.000	0.000
% Load Reduction	99.956	99.817	99.687	99.420	0.000

Total flow of 22.5ML pa is infiltrated into from the basin with no weir flows recorded from the node indicating that based on a 10 year rainfall record, the basin is sized correctly for WSUD considerations and confirms the hydraulic sizing for the peak flood event modelling.

A Gross Pollutant Trap could be added to the treatment train to remove debris from upstream catchments. This element has not been modelled as the sediment basin would effectively capture all floating debris. The development loads are generally not large enough to warrant a dedicated GPT in our opinion, however given the wider catchment input, and the need to maintain infiltration rates, it is recommended at this unique location.

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8 Lots South Of Fraser Ridge

For lots south of Fraser Place, the land slopes at a 10.7 degree slope to the south west corner.

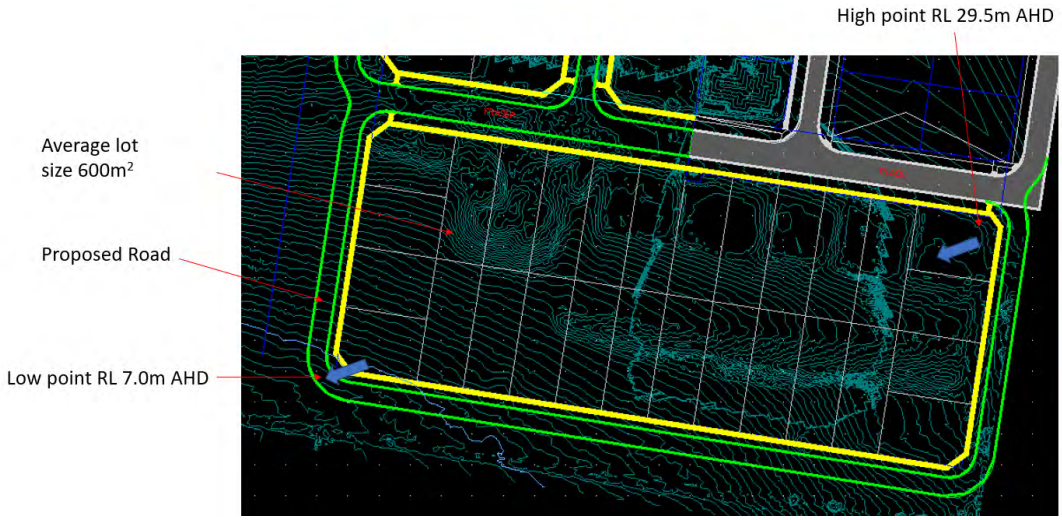

Figure 22: WSUD Layout

Pre-development flows for the 2.057ha vacant land were calculated with 0% impervious for the existing conditions and an adopted 10mm initial and 2mm continuing loss.

Peak 10year and 100year AEP flows were calculated as:

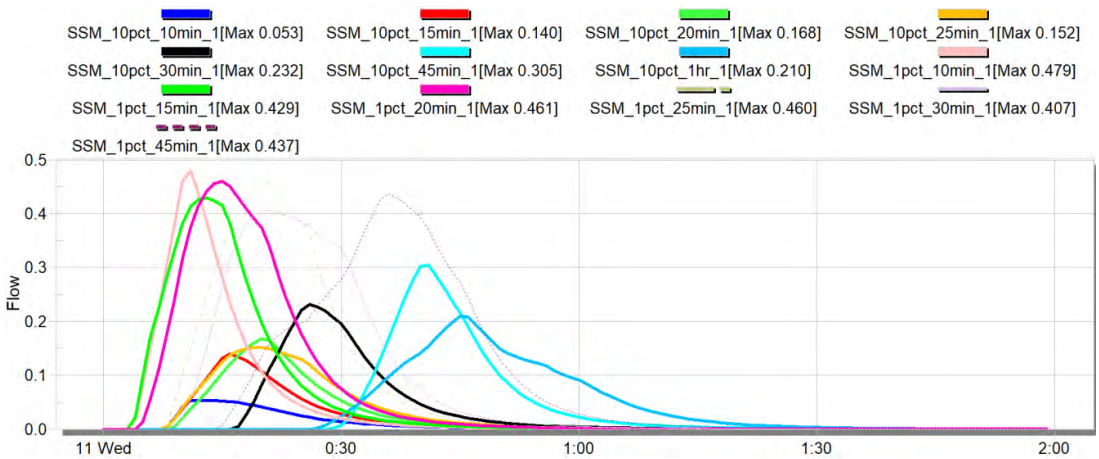

Figure 23: Fraser Place South Pre-Development Flows

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Existing peak flows were:

10yr AEP: 0.168m3/s – 20min critical storm

100yr AEP: 0.479m3/s - 10min critical storm

For the developed scenario, a higher lot density and average fraction impervious of 60% impervious was adopted including the road (1.7ha residential and 0.357ha road) in accordance with Table 16 of the Engineering Design and Construction Manual for Subdivision in Growth Areas April 2011.

Table 16: **Land use fraction impervious**

Zone	Zone Code	Brief Description / Examples	Normal Range	Typical Value
Residential Zones:				
Residential 1 & 2 Zone	R1Z	Normal range of densities. (Allotment size 600m2 – 1000m2)	0.40 - 0.60	0.50
	R2Z	Medium densities. (Allotment size 450m2 – 600m2)	0.50 – 0.70	0.60
		High densities. (Allotment size <450m2)	0.70 – 0.90	0.80

Post Development flows conditions without retardation:

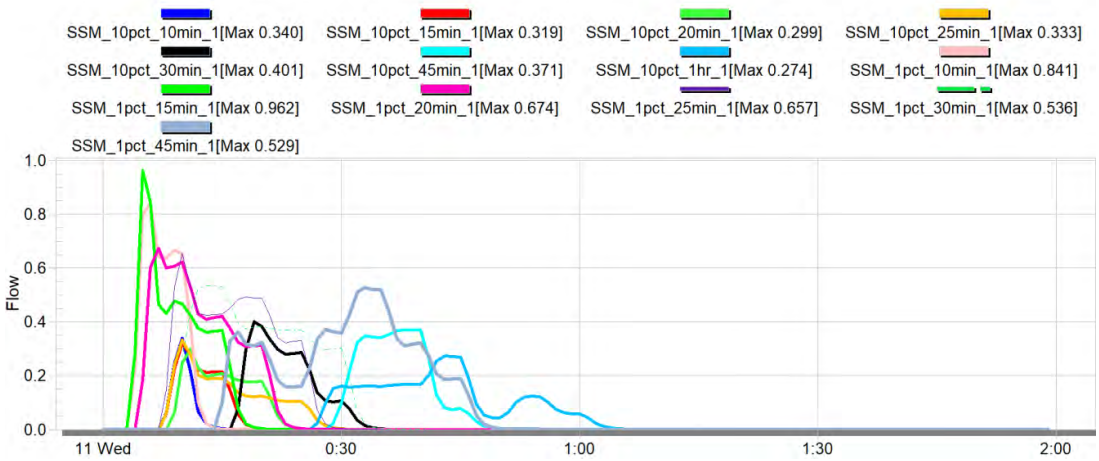

Figure 24: Fraser Place South - Post-Development Flows

Developed peak flows are modelled as:

10yr AEP: 0.340m3/s – 10min critical storm

100yr AEP: 0.962m3/s - 15min critical storm

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As the above flows are higher than pre-development, it is required that detention be provided to reduce the post development flows to match the previously calculated existing conditions flows.

To facilitate the retardation of flows, storage of flows in upsized pipes is proposed within the road reserve.

XPStorm was used to model different storage configurations to suit both the 10year and 100year flows.

Through iteration, it was found that a combination of a 140m3 storage controlled by two outlets can closely match pre-development flows for the 10 year and 100 year events.

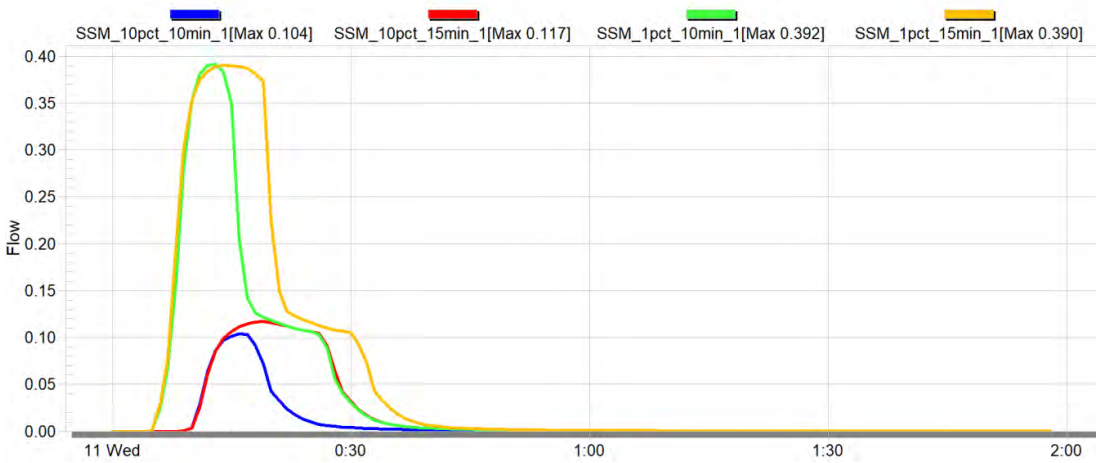

Figure 25: Fraser Place South – Retarded Post Development Flows

Tank depth: 1m

Assumed invert: 6m AHD

Low Flow Orifice Invert: 6.0m AHD

Low Flow Orifice diameter: 180mm

High Flow Orifice Invert: 6.5m AHD

High Flow Orifice diameter: 225mm

Storage stage-discharge.

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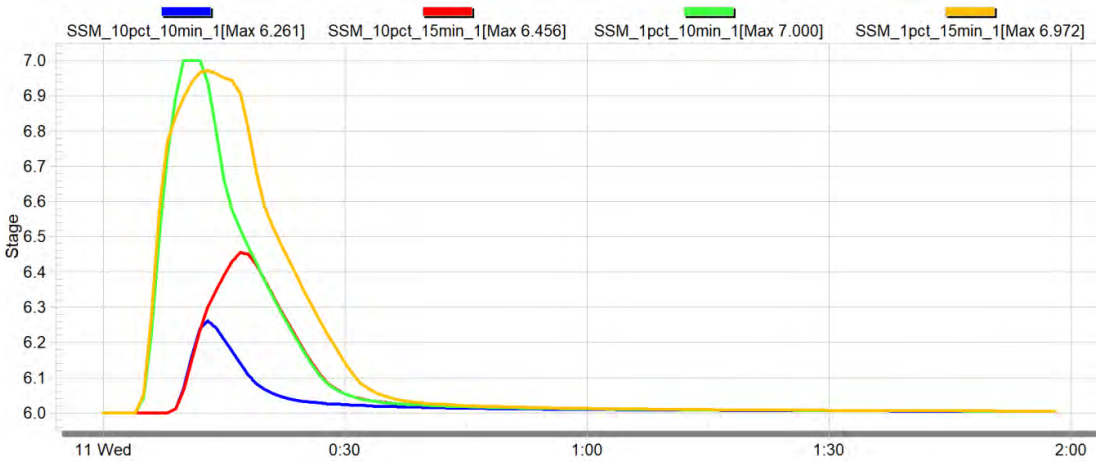

Figure 26: Fraser Place South – Storage Stage / Time

The configuration provides for storage within 1050mm diameter stormwater pipes connected via a common header to form a single storage and the outlet will be controlled by two vertical orifice holes in a pit wall as shown in the sketch below.

Outfall from the tank will flow into a 20m long bioswale that infiltrates into the underlying sands and higher flows will continue to follow the natural fall of the land along the wider road reserve towards the Merri River.

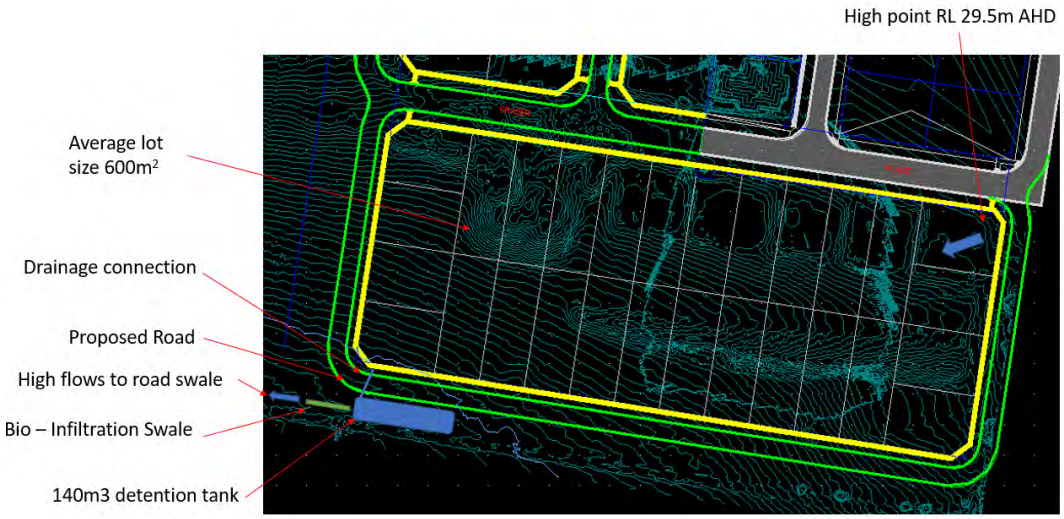

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Figure 27: Fraser Place South – WSUD Plan View

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A sketch of the facility in isometric view looking east:

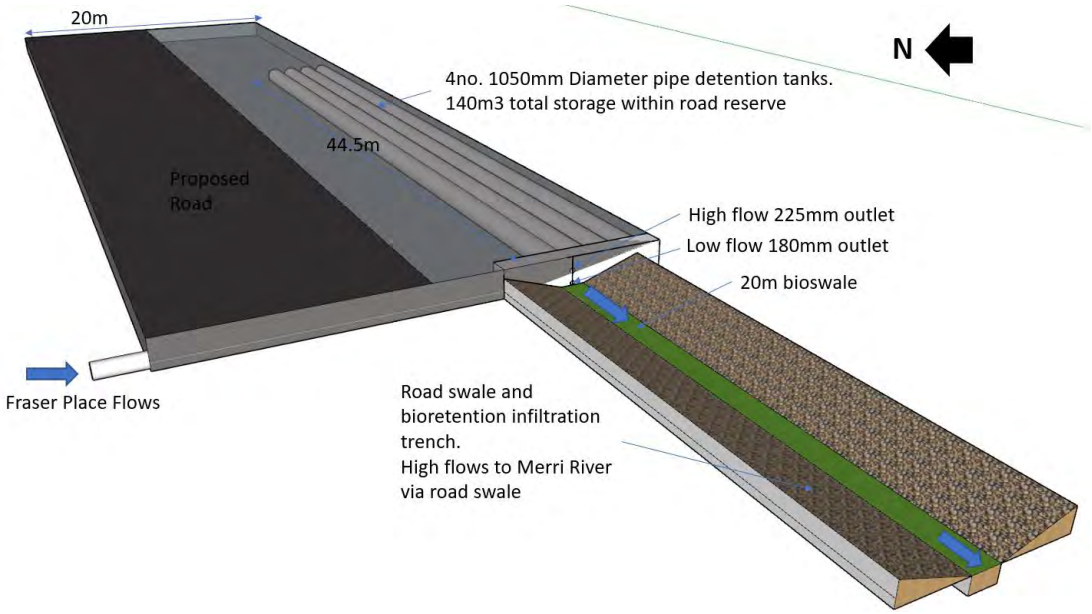
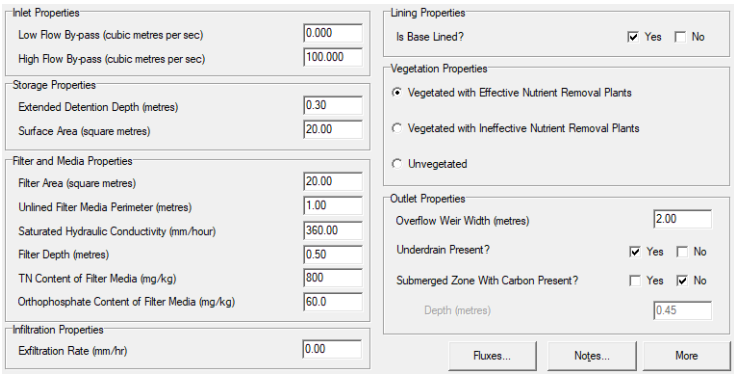


Figure 28: Fraser Place South – WSUD Plan Iso View

Further detailed design will be required for the civil components of the tank storage system to include inspection access and maintenance pits at the ends of each pipe for cleaning. A small GPT may be warranted upstream of the tanks to avoid costly cleanout of the pipe storages should rubbish accumulate over time.

The bioswale was modelled in MUSIC with a 0.3m extended detention and hydraulic conductivity coefficient representative of the sand at 360mm/hr as a nominal hydraulic conductivity.



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The model results of this scenario shows that a 20m2 bioswale has the capability of exceeding best practice environmental targets for this small catchment.

	Sources	Residual Load	% Reduction
Flow (ML/yr)	9.55	9.49	0.6
Total Suspended Solids (kg/yr)	1920	70.4	96.3
Total Phosphorus (kg/yr)	3.82	1.4	63.3
Total Nitrogen (kg/yr)	27.5	7.67	72.1
Gross Pollutants (kg/yr)	422	0	100

9 Filter Media Specification

The recommended filter media profile and specification shall comply with Melbourne Water Guidelines as outlined below.

Layer	Depth (mm)			Material description[3]
	Basic Contained	Pipeless	Submerged zone	
Filter	Min. 400; Min. 700 for trees		Min. 300	Washed well graded sand, particle size diameter 0.05-3.4mm with hydraulic conductivity of 100-300mm/hr and low nutrient content Total Nitrogen <1,000mg/kg and available phosphate (Colwell) <80mg/kg
Transition[4]	Min. 100			Well graded coarse sand containing <2% fines, for example A2 filter sand
Drainage[4]	Dia of underdrain pipe + 50 cover above pipe	n/a	Min. 150	Fine gravel, for example 2-7mm washed screenings (not scoria)
Submerged zone	n/a	n/a	Min. 300-	Sand or fine aggregate mixed with 5% by volume low nutrient carbon source, for example 6-10mm hard wood chips, pine chips without bark, sugar cane mulch, pine saw dust

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10 Maintenance of WSUD Assets

The ongoing maintenance of the sediment basin, wetland and retarding basins will be the responsibility of the Council as it performs a wider catchment function.

Detailed maintenance plans for the proposed drainage assets and water treatment facilities outlined in this report will be prepared at the detailed design stage of the works.

Typical activities will include:

Item	Activity	Frequency
Outlets	Check for blockage	3 monthly
Plants	Remove weeds, check plant growth and general plant health	3 monthly
Litter	Ensure swale is free of debris and not holding water or covered in algae	3 monthly
Scour	Check that media is not scouring. Add rock beaching around outlet to rectify	3 monthly
Sediment accumulation	Check that large sediment mounds are not occurring. Remove via hand shovel if found.	3 monthly

No proprietary maintenance requirements are proposed for either catchment and hence, the work is within the capability of the Council Asset Management team.

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11 Summary

Using ARR 2019 methods, detailed modelling of the post-developed scenarios for the proposed development determined that all flows from the site and surrounding catchments will cater for all flows up to and including the 100 year AEP event.

Based on tested infiltration rates for the basin area and hydraulic modelling, a 750m2 detention basin floor has the ability to detain all incoming catchment flows from existing residential development to the north, the proposed subdivision and undeveloped flows from the west.

Water quality treatment of the existing residential development to the north and the subject site can be accommodated with a 100m2 sedimentation basin providing initial collection of sands and larger pollutants as pre-treatment for a 100m2 bioretention basin installed to remove further finer particles and provide further protection and longevity of the infiltration properties of the basin.

As part of the planning process for development on land west of the subject site, modelling shows that the basin could also be configured to accept an additional 1.2m3/s from the Harrington Road RB system if an overflow pipeline of at least 900mm diameter is provided as an outfall pipeline from RL 7.0m AHD to the Merri River.

The option for additional flows would only be available if permission was granted by the adjoining land owner to the west. Should additional development flow be included in the outfall pipeline, the sizing may need to be remodelled to confirm capacity.

This report has also found that increased development density to the south of Frasers Place can be undertaken with the inclusion of a 140m3 underground storage to manage outflow to pre-development levels with a two-stage outlet to a linear bioswale and infiltration system of 20m2. Higher flows are able to be conveyed safely to the west via roadside drainage.

It is recommended that Council approve this Stormwater Management Plan to support the Development Plan associated with the Dennington South Estate.

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Noyce Environmental Pty Ltd
0417 133 243

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Appendix 1 – Falling Head Tests

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Soak Test Nov. 06 -3

Location:	Borehole 3 - Detention Pond	**Date:**	24-Nov-06
Method:	300 dia. Auger & Water Cart	**By:**	SDT & PAW
Site Conditions:	Grassed Paddocks at shallow to flat grades		
Recent Weather:	Dry		

Soak Well Properties		Round Well
Diameter	0.34	m
Depth	5.700	m
Vol.	517.51	L

Falling Head Test

$k_h = 1.15r_o / (t_2 - t_1) \log_{10} [h_1 + r_o/2 / h_2 + r_o/2]$ Low Water Table

$k_h = 1.15r_o / (t_2 - t_1) \log_{10} [h_1 / h_2]$ High Water Table (Within Auger Ho

For sandy soils t_1 & t_2 should be selcted for the average of h_1 & h_2 ~ $0.85h_o$ (ie. $h_2 = 70\%h_1$)

$0.85h_o$ = 4.845 m

$h_2 = 2x0.85xh_1 - h_1$ 3.99 m

Test 1

Water Source	Time (min)	Time (sec)	Water Depth (m)	k_h Soil Conductivity m/sec	k_h Soil Conductivity mm/hr	Comments
Draining	23.58	1414.8	5.700			
	24	1440	5.000			
	25	1500	3.800			
	26	1560	3.270			
	27	1620	3.000	2.66E-04	**956.1**	k_h @ 0.85 h_o
	28	1680	2.770			
	29	1740	2.540			
	30	1800	2.440			
	31	1860	2.320			
	32	1920	2.240			
	33	1980	2.190			
	34	2040	2.120			
	36	2160	2.040			
	37	2220	1.990			
	38	2280	1.960			
	39	2340	1.930			
	40	2400	1.910			
	41	2460	1.890			
	42	2520	1.880			
	43	2580	1.850			
	44	2640	1.840			
	45	2700	1.830			
	46	2760	1.820			
	47	2820	1.810			
	48	2880	1.800			
	49	2940	1.790			
	50	3000	1.780			
	55	3300	1.740	5.34E-05	**192.4**	k_h @ 28mins

Adopt k_h **192** mm/hr

APPENDIX E – Traffic Assessment Report

THE HEIGHTS
South Dennington

DEVELOPMENT PLAN

Traffic Assessment Report

MILWARD
Engineering Management

Document Controls

Business Name	**Milward Engineering Management Pty Ltd**				
Document Title	**The Heights South Dennington Development Plan – Traffic Assessment Report**				
Document No.		Issue	**1.1**	Date	**07 January 2022**
Document Controller	Rhyce Milward				
Client	The Heights by Oakwood Pty Ltd				
Authorised by					

.....	.....	.....
(Name)	**(Signature)**	**(Date)**

Change History

Issue	Date	Description of change	Author
1.1	07 January 2022	Finalised report for Development Plan	Justin Hinch, Milward Engineering Management
1.0	12 November 2021	Updated draft report incorporating Warrnambool City Council comments	Justin Hinch, Milward Engineering Management
0.3	27 September 2021	Draft report circulated to Warrnambool City Council for review	Justin Hinch, Milward Engineering Management
0.2	17 September 2021	Draft report circulated to Document Controller for review	Justin Hinch, Milward Engineering Management
0.1	08 July 2021	Draft report commenced	Justin Hinch, Milward Engineering Management

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Introduction

Milward Engineering Management Pty Ltd (the Consultant) has been engaged by The Heights by Oakwood Pty Ltd (the Client/Landowner) to undertake this Traffic Assessment Report to inform and support the approval of the Development Plan for the proposed residential subdivision known as The Heights, South Dennington (the Subject Site).

The Consultant has prepared this Report which addresses (at a level of detail appropriate for the Development Plan) the impact and management of traffic on the internal and external road networks associated with the planned development.

The assessment considers:

- current and predicted traffic volumes;
- the proposed internal road hierarchy and functions;
- the proposed major road layout and major intersection treatments;
- pre-development agreements required for off-site traffic management;
- requirements for upgrading external roads and intersections;
- the potential impacts on public transport networks;
- the potential impacts of staged development;
- pedestrian and cyclist movements; and
- any proposed road closures.

Various supporting information is contained in this Report as per the attached appendices that includes:

A. Historic Traffic Count Data
B. Traffic Count Survey Data
C. Preliminary Cost Estimate

Existing Conditions

Subject Site

The Heights, South Dennington is located approximately 260 kilometres south-west of Melbourne situated on the edge of the Princes Highway and located five kilometres west of the Warrnambool CBD via the Princess Highway.

Figure 1 - Subject Site Locality Plan (Department of Environment, Land, Water and Planning , 2021)

The entire Subject Site is General Residential Zone (GRZ) with a mix of surrounding zones including General Residential Zone to the west and north, Farming Zone to the west and south, and Low Density Residential Zone to the east.

Figure 2 – South Dennington Development Plan Area (Department of Environment, Land, Water and Planning, 2021)

The Subject Site has an area of approximately 4.8 hectares bordered by Baynes Street to the north (200 metres), the unmade extension of Lindsay Street to the west (400 metres), unmade / unnamed road to the south (200 metres) and Russell Street to the east (400 metres).

Road Network

Russell Street

Along the west boundary of the Subject Site, in a north-south alignment is Russell Street. This road is an 'Access' road with 'Category 3' footpath (Warrnambool City Council, November 2017) managed by Warrnambool City Council and the function of carrying moderate volumes of traffic and primarily serve as property access roads for the local community (Warrnambool City Council, July 2017).

Russell Street is the connection point for internal roads from the Subject Site to the exterior road network. The road carriageway is fully constructed to a sealed surface width of 7.0 metres plus 'semi-mountable' kerbs on both sides (a 7.6m carriageway width) from Baynes Street over the crest through to an existing internal road, Fraser Ridge totalling 318 metres. Russell Street takes the form of an unmade and partly vegetated road reserve further south through to Braithwaite Street.

There are three (3) existing intersections along Russell Street being at Baynes Street, Rome Street and Fraser Ridge. The intersections with internal roads (Rome Street and Fraser Ridge) are typical 'T' configurations, whereas the external intersection with Baynes Street is a 'crossroad' intersection with 'give-way' signage and markings.

A 1.5m wide concrete footpath has been constructed on the Subject Site side of Russell Street being General Residential Zone, with no footpath on the Low-Density Residential Zone side. There are road crossing points for the internal roads, whereas none located at the Baynes Street intersection.

As there is no posted speed limit and it is a built-up area in the vicinity of the Subject Site, hence the default speed limit is 50 km/h.

Figure 3 - Photo: Russell Street looking south towards Baynes Street and Rome Street intersections

Baynes Street

Along the northern boundary of the Subject Site, in an east-west alignment is Baynes Street. This road is an 'Connector' road with 'Category 3' footpath (Warrnambool City Council, November 2017) managed by Warrnambool City Council and the function to carry significant volumes of traffic and provide access by connecting residential areas to the link roads. They also provide links between the various arterial roads. (Warrnambool City Council, July 2017).

All traffic from the Subject Site connects to Baynes Street, providing external connections to the east, north and west. The road carriageway is fully constructed to a sealed surface width of 8.0 metres plus 'barrier' kerbs on both sides (an 8.6m carriageway width) between The Esplanade and Harrington Road.

Three (3) key sections along Baynes Street service the east, north and west connections, being:

- East from Russell Street towards Harrington Road, heading uphill to a crest and cutting
- North between Lindsay Street and Russell Street, shortest connection to the arterial network
- West from Lindsay Street towards The Esplanade, left out only on to the arterial network

There are three (3) existing intersections along Baynes Street (related to the Subject Site) being the 'crossroad' intersection at Russell Street and 'T' intersections at Graham Street for local access and at Lindsay Street as a connection to the aerial network. The current intersection configuration of Baynes Street and Lindsay Street as an unsignalised 'T' intersection, given both are local roads is considered appropriate (GTA Consultants (VIC) Pty Ltd, March 2017).

A 1.5m wide concrete footpath has been constructed on the Subject Site side of Baynes Street between Russell Street and Graham Street as the extent of previous subdivision stages completed on the Subject Site. The closest footpath network (Warrnambool City Councilx, August 2017) beyond the Subject Site is on either side of Lindsay Street and either side of Graham Street which then connects to 'Category 2' medium use footpath networks in prominent areas.

A posted speed limit of 60 km/h applies along Baynes Street east of the Subject Site between Russell Street and Harrington Road. There is no posted speed limit, and it is a built-up area in the vicinity of the Subject Site between Russell Street and Lindsay Street, hence the default speed limit is 50 km/h.

Figure 4 - Photo: Baynes Street looking west towards the Russell Street intersections

Figure 5 - Photo: Baynes Street looking east towards the Lindsay Street intersection (Google, 2021)

Lindsay Street

The Dennington Neighbourhood Activity Centre Structure Plan (Hansen Partnership Pty Ltd, November 2009) makes limited references to the future development of the South Dennington Growth Area but does acknowledge the Subject Site is within a 400m walkable distance to the Activity Centre.

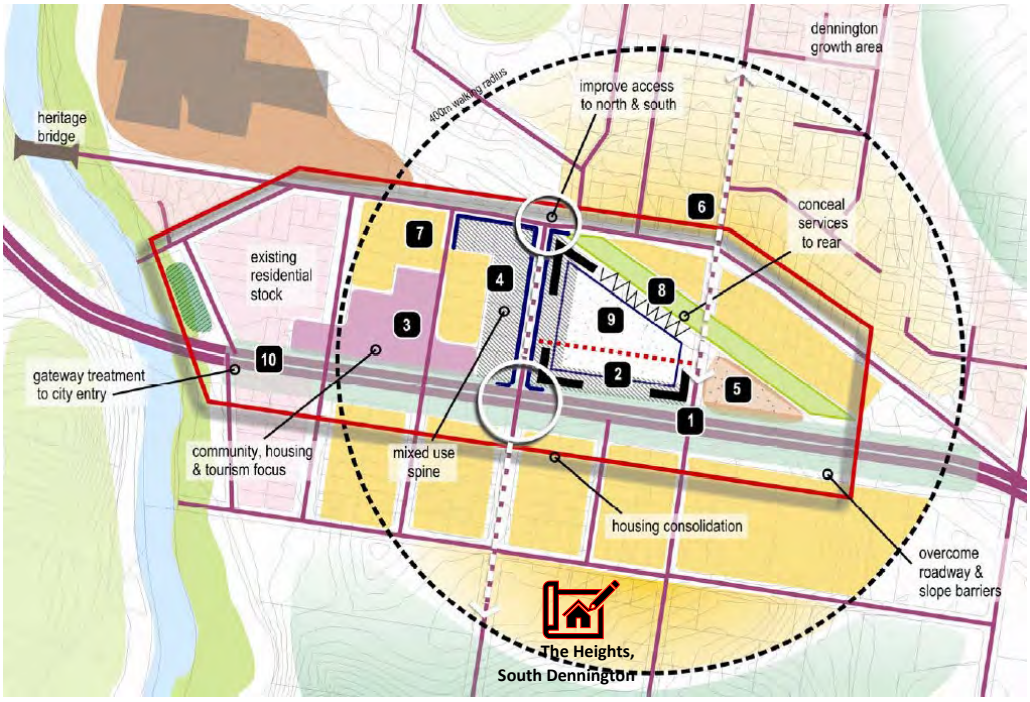

Figure 6 - Dennington Neighbourhood Activity Precinct Structure Plan, Key Design Principles (Hansen Partnership Pty Ltd, November 2009)

With the signalisation now implemented at the Raglan Parade and Lindsay Street intersection, this is the intended strategic transport link to the Subject Site for vehicles and pedestrians.

This road is an 'Access' road with 'Category 3' footpath (Warrnambool City Council, November 2017) managed by Warrnambool City Council and the function of carrying moderate volumes of traffic and primarily serve as property access roads for the local community (Warrnambool City Council, July 2017). The road hierarchy will be further discussed later in this Report.

The road carriageway is fully constructed to a sealed surface width of 8.0 metres plus 'semi-mountable' kerbs on both sides (an 8.6m carriageway width) from Raglan Parade (and Russell Street South Service Road) over the crest on approach to Baynes Street totalling 183 metres.

A 1.5m wide concrete footpath has been constructed on both sides of Lindsay Street connecting with pedestrian crossings as part of the Raglan Parade signalised intersection.

As there is no posted speed limit and it is a built-up area in the vicinity of the Subject Site, hence the default speed limit is 50 km/h.

Figure 7 - Photo: Lindsay Street looking south towards the Baynes Street intersection (Google, 2021)

The Esplanade

The intersection of Raglan Parade and The Esplanade provides for 'left-in' and 'left-out' movements, which would likely suit vehicles travelling west away from the Subject Site towards Port Fairy or local access from the westbound land from Raglan Parade. It functions as a continuation of Baynes Street through to Raglan Parade.

This road is an 'Connector' road (Warrnambool City Council, November 2017) managed by Warrnambool City Council and the function to carry significant volumes of traffic and provide access by connecting residential areas to the link roads. They also provide links between the various arterial roads. (Warrnambool City Council, July 2017). The road hierarchy will be further discussed later in this Report.

There is no footpath connecting to or in The Esplanade.

As there is no posted speed limit and it is a built-up area in the vicinity of the Subject Site, hence the default speed limit is 50 km/h.

Figure 8 - Aerial & Photo: The Esplanade and Raglan Parade Intersection (Google, 2021)

Harrington Road

An alternative route between Dennington and Warrnambool is via Harrington Road through an industrial precinct.

This road is an 'Connector' road (Warrnambool City Council, November 2017) managed by Warrnambool City Council and the function to carry significant volumes of traffic and provide access by connecting residential areas to the link roads. They also provide links between the various arterial roads (Warrnambool City Council, July 2017).

There is no footpath connecting to or in Harrington Road.

A posted speed limit of 60 km/h applies along Harrington between Baynes Street and Braithwaite Street.

Public Transport

No bus routes are currently operating on roads adjacent to the Subject Site. The closest bus stop is 300 metres from the Lindsay Street / Baynes Street intersection, west of the Raglan Parade / Lindsay Street intersection which is serviced by the Warrnambool to Dennington (Route No. 1) and Warrnambool to Port Fairy (Route No. 8) bus routes (Public Transport Victoria, 2021).

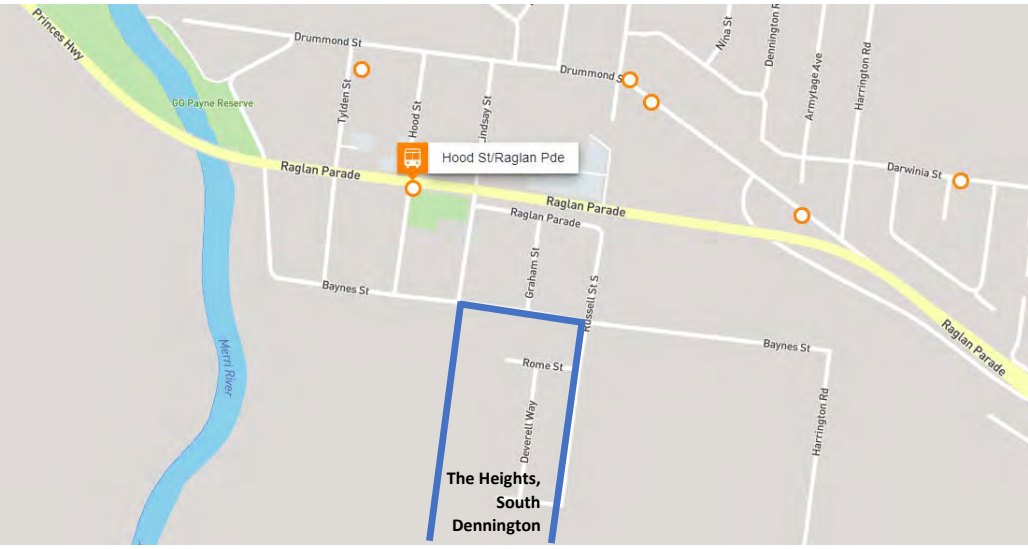

Figure 9 - Location of closest bus stop to the Subject Site

Parking

On-street parking provisions are included within the road carriageway widths, with parking typically permitted on both sides unless otherwise marked / signed. No dedicated off-street parking provisions service the Subject Site.

Pedestrians & Cyclists

The extent of the footpath network serving pedestrian accessibility to the Subject Site is limited, with the main connection to the arterial network on Raglan Parade and the Dennington Activity Centre following the Russell Street, Baynes Street and Graham Street route which do have nominated road crossing points. There are footpaths for the full length of Lindsay Street, but no formal connection from the Subject Site.

No dedicated provision for cyclist accessibility is currently available that connects to the Subject Site. There are dedicated bicycle lanes on Raglan Parade.

Figure 10 - Existing Footpath Network (image extract) (Warrnambool City Councilx, August 2017)

Crash History

The VicRoads Open Data website (Department of Transport, 2021) details all casualty crashes along major roads throughout Victoria. Scrutiny of these records indicate that no casualty crash has occurred along the roads adjacent to the Subject Site, in the last five (5) year period.

There is no crash statistics indicated surrounding the Subject Site, suggesting that the roads adjacent to the Subject Site are not resulting in traffic safety issues that requires urgent remedial action.

Proposed Development

Development Plan

Schedule 1 to the Development Plan Overlay (DPO1) applies to the Subject Site, and the Development Plan is required to show suitable road and pedestrian linkages between the site and adjacent areas (among other requirements).

The Development Plan recognises that stages of development have already been completed as part of a previous planning permit. This Report is representative of the whole Development Plan area, inclusive of the stages completed.

Figure 11 - Planning Scheme Zones and Development Plan Overlay

Subdivision Layout

The traffic assessment is based on an old subdivision proposal (2005) used to inform the previous planning permit for a residential development comprising 94 new and existing residential lots. It is noted that the Client has expressed an intent to review the requirements and layout of the public open space and drainage reserves with potential to create up to a further six (6) lots of higher density living (i.e. units) as well as provided a further 12 lots in Stage 6 by reducing the 1,000m^2 lots down to 600m^2. These changes would achieve a total of 110 new and existing residential lots with two (2) lots removed to accommodate a new road connection.

Table 1 - Subdivision Lots Created (old and proposed plans)

Stage	Old Subdivision Plan	Proposed Changes
Pre-development	2 existing	2
Stage 1	4 lots – completed	4
Stage 2	11 lots – completed	11
Stage 3	26 lots – completed	26
Stage 4	23 lots – proposed	22 lots – reduced for new road
Stage 5	12 lots – proposed	11 lots – reduced for new road
Stage 6	16 lots – proposed	28 lots – lot sizes reduced
POS / Drainage Reserve		6 lots – POS changed to lots
TOTAL RESIDENTIAL LOTS	94	110

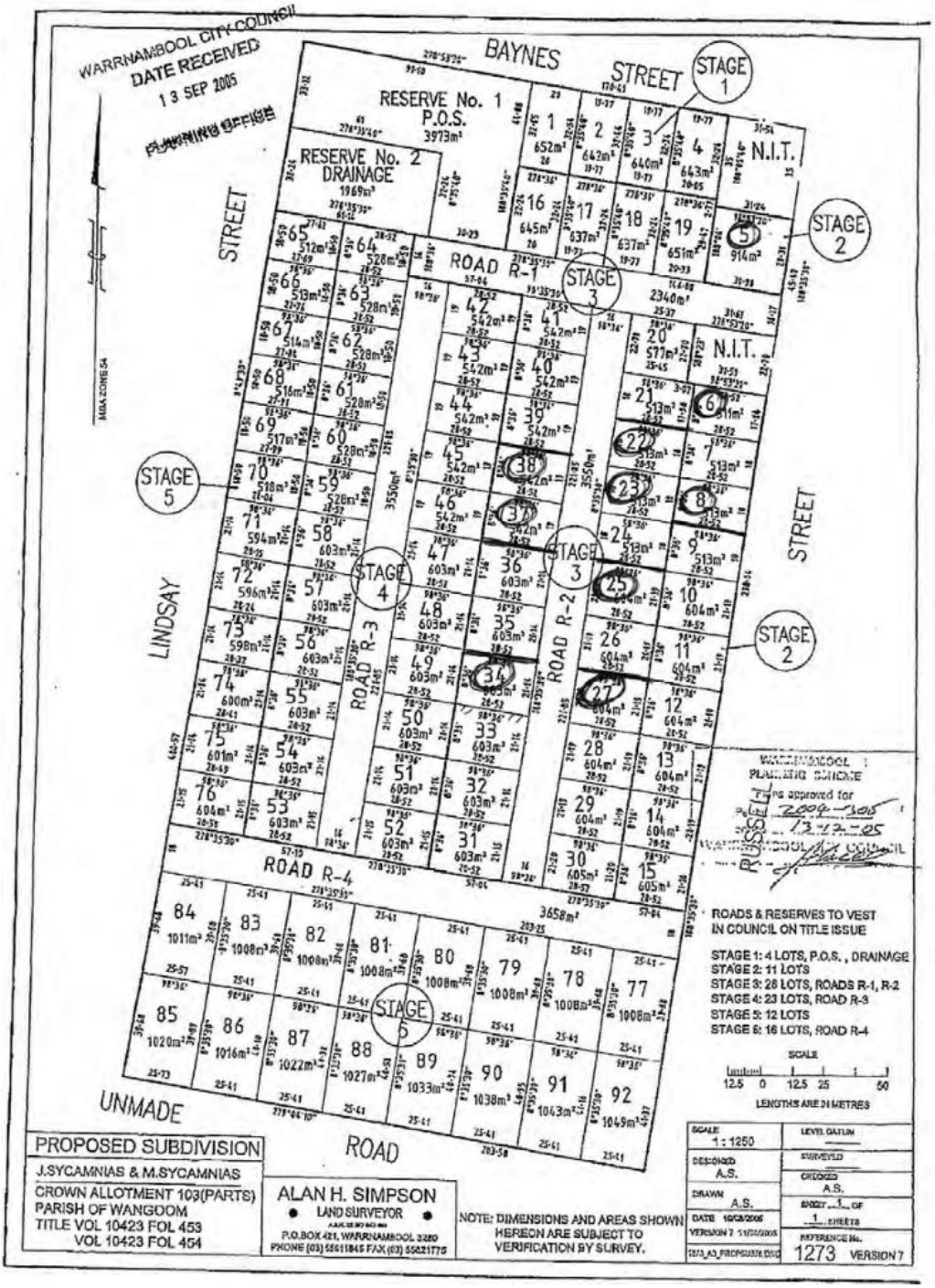

Figure 12 - Old Subdivision Plan (2005)

Land Use

The use of all lots aligns with the provisions of the existing General Residential Zone, each lot expected to contain a single dwelling and garage. On-street car parking provisions will be integrated with the road carriageway widths.

Road Network

Intersections

The primary access points connecting the Subject Site to the existing external road network will be via the Baynes Street / Lindsay Street and Baynes Street / Russell Street intersections. Modifications to these 'four-way' intersections are expected and further discussed later in this Report. All other intersections (new and existing) will adopt the 'T' intersection configuration.

External (Perimeter) Roads

Construction of both Lindsay Street and Russell Street will be completed south of Baynes Street around the full perimeter of the Subject Site (including the unnamed road along the southern boundary) using existing road reserves which are at least 20m in width.

It is proposed that Russell Street will continue as an 'Access Street' adopting a minimum 7.3m carriageway width consistent with the Infrastructure Design Manual and the road constructed as part of Stage 2.

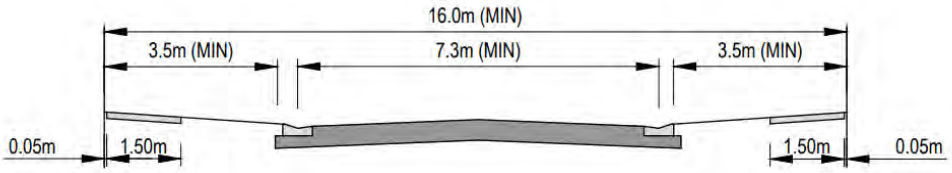

Figure 13 - Typical Road Profile, Access Street (Local Government Infrastructure Design Association, March 2020)

The extension of Lindsay Street needs to consider the adjacent land to the west, which also has a Development Plan Overlay aligning with the General Residential Zone for approximately 200m (50%) with the remaining length adjoining Farming Zone. Warrnambool City Council's Warrnambool Municipal Road Hierarchy Review and Traffic Management Plan (GTA Consultants (VIC) Pty Ltd, March 2017) considers the future impact of the South Dennington Growth Area, expected to create 156 lots, and generate 1,400 vehicles per day. Hence The Heights, South Dennington Development Plan would account for approximately 60% of the growth area potential.

It is proposed Lindsay Street is also an 'Access Street' and is expected to ultimately be constructed with a 7.3m carriageway when development to the west is completed. As an interim treatment (serving one side of the road only), a 6.0m carriageway width (as per an 'Access Place') has been adopted that can be widened in the future. Both widths are consistent with the Infrastructure Design Manual.

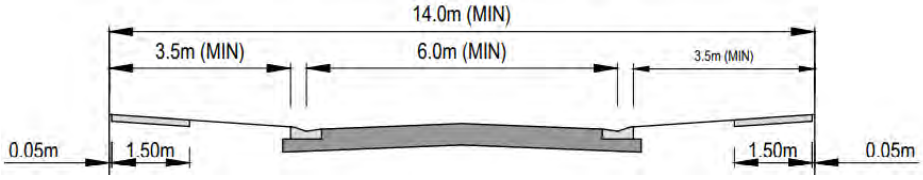

Figure 14 - Typical Road Profile, Access Place (Local Government Infrastructure Design Association, March 2020)

Internal Roads

The construction of internal roads includes extending Rome Street through to Fraser Ridge completing an internal 'loop', maintaining the 'Access Place' profile with a 6.0m carriageway width consistent with the Infrastructure Design Manual and the road constructed as part of Stage 3.

Fraser Ridge will connect between Lindsay Street and Russell Street as an 'Access Street' adopting a 7.3m carriageway width consistent with the Infrastructure Design Manual.

To assist with permeability of vehicles to Baynes Street and connection to Lindsay Street, there is an opportunity to extend Rome Street through to Lindsay Street. This is not a critical link, however noting a proposed layout of potential lots in the previously designated public open space area is not finalised this may be advantageous.

Pedestrian & Cycle Network

Footpaths

Warrnambool City Council's Sustainable Transport Strategy 2010-2020 (Warrnambool City Council, 2010) identifies a need for new footpath in Baynes Street from Russell Street to The Esplanade on the south side and further footpath in Baynes St from Lindsay Street to Graham Street on the north side continuing both sides through to Harrington Road.

Safe pedestrian linkages crossing Baynes Street will need to be considered as part of the design phase and will likely be included in intersections works.

All proposed internal roads will be provided with footpaths on either side to provide pedestrian connectivity to the surrounding area consistent with the Infrastructure Design Manual. External (perimeter) roads will provide footpath connections on one side servicing the new lots, with further footpath on the other side anticipated to coincide with adjacent development or Council's footpath works program in the future.

To assist with permeability of pedestrians to Baynes Street and connection to Lindsay Street, footpath through the drainage reserve is proposed.

Bicycles

Warrnambool City Council's Sustainable Transport Strategy 2010-2020 (Warrnambool City Council, 2010) identifies a need for line marking of on-street bicycle lanes between Harrington Road and Tylden Street which will be incorporated into any Baynes Street intersection changes.

Figure 15 – Development Plan Proposed Road, Pedestrian and Cycling Networks

Traffic Assessment

Existing Traffic Volumes

Traffic volume counts undertaken by Warrnambool City Council have been provided for Lindsay Street, Baynes Street and Harrington Road (Appendix B1) which provide a representation of historical traffic data across the three (3) key connections to Harrington Road (east), Lindsay Street (north) and The Esplanade (west).

Figure 16 - Road hierarchy (external roads) and historic traffic count data

Table 2 – Historic traffic count data, last 5 years

Count date	Asset Description	24hr Vehicle Count	85% Speed	% Cars	Cars	% Trucks	Trucks
09/04/2019	Baynes St: Graham - Russell	661	65	90.0%	595	10.0%	66
07/03/2018	Baynes St: Russell - Harrington	760	63	92.9%	706	7.1%	54
27/07/2016	Baynes St: Tylden - Hood	415	54	92.8%	385	6.0%	25
10/07/2018	Lindsay St: Raglan - Drummond	1061	45	87.0%	923	12.9%	137
23/05/2019	Harrington Rd: Braithwaite - Baynes	790	73	91.4%	722	8.6%	68

Typically, 'Connector' roads carry between 2,500 and 6,000 vehicles per day with a 11.6 metre carriageway, whereas 'Access' roads carry less than 2,500 vehicles per day with a 7.3 metre carriageway. The historical traffic count data suggests that surrounding road networks such as Baynes Street are well below traffic volumes related to their designated operational functions (Local

Government Infrastructure Design Association, March 2020). Baynes Street, Russell Street and Harrington Road remain classified as Collector/Connector Level 1 Roads however they continue to experience traffic volumes similar to a local road as identified in the previous review (GTA Consultants (VIC) Pty Ltd, March 2017).

Traffic Count Survey

The Consultant has undertaken traffic count surveys to validate the existing traffic conditions of the surrounding road network specifically along Baynes Street at the Lindsay Street and Russell Street intersections. Turning movement count data (Appendix B2) was captured on Friday 30th July 2021 between 8:30am – 9:30am and 3:00pm – 4:00pm which cannot be confirmed as peak volumes but presents a mix of school pick-up / drop-off and commuters. Note that there were no travel restrictions in place related to COVID at the time of the survey.

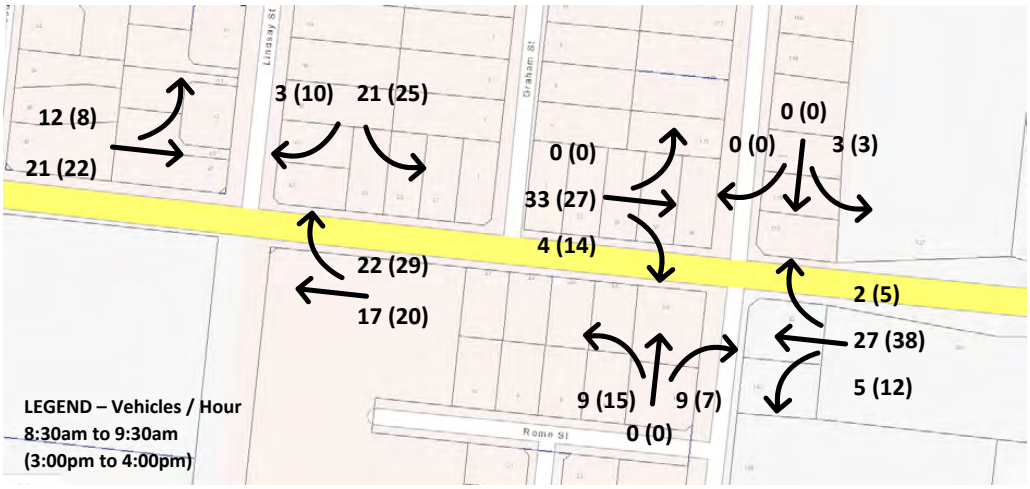

Figure 17 - Existing Traffic Conditions during AM(PM) Surveys

At un-signalised intersections with minor roads where there are relatively low volumes of cross and turning traffic, capacity considerations are usually not significant, and capacity analysis is unnecessary. Intersection volumes can be used to establish if capacity analysis is unnecessary. (Austroads, August 2009)

Table 3 - Intersection volumes below which capacity analysis is unnecessary

Type of road	Light cross and turning volumes Maximum design hour volumes Vehicles per hour (two-way)		
Two-lane major road	400	500	650
Cross road	250	200	100

Some key observations from the traffic count information are:

- Baynes Street / Lindsay Street intersection has the most diverse movement types, with traffic generated from all three directions. Adding a fourth leg to the intersection is expected to warrant traffic control treatment.

- Baynes Street / Russell Street intersection appears to only be used for local access, with the vast majority being through traffic on Baynes Street.

Traffic Impacts

This Report includes a review on the traffic generated impact from the proposed development for the existing road network adjacent to the site.

Traffic Generation

The Infrastructure Design Manual (IDM) and the RTA Guide to Traffic Generating Developments 2002 (RTA Guide) were used to estimate traffic generation from low density residential subdivision development, as follows for residential houses (conventional lots).

- a daily trip rate of 10 trips per dwelling (IDM)
- a weekday peak hour rate of 0.85 trips per dwelling (RTA Guide)

The proposed subdivision is estimated to yield up to 110 residential lots at full development. This is estimated to result in a total traffic generation of 1,100 vehicles per day (vpd) to and from the development, with morning and afternoon peaks of 94 vehicles per hour (vph).

Traffic Distribution

The distribution across traffic directions is expected to remain consistent across the current AM and PM peaks. It is adopted that the traffic movements would predominately travel north to the arterial network of Raglan Parade via Lindsay Street (45%) towards the Dennington Neighbour Activity Centre or connection to Port Fairy and Warrnambool. Some traffic movements are expected to travel west to the arterial network of Raglan Parade via The Esplanade for connection to Port Fairy only (20%) with the remaining traffic movements travelling towards the east to Harrington Road (35%) connecting to Warrnambool.

It is expected that the AM peak will have a higher 'out bound' distribution related to commuters and school activity, with a smaller differential between AM and PM traffic distribution for the PM peak with many residents returning to the Subject Site after school and work but acknowledging 'out bound' traffic still occurring for shopping and other extracurricular activities.

Table 4 - AM Peak Traffic Distributions

Traffic Direction	**Inbound** *(to the Subject Site)*	**Outbound** *(from the Subject Site)*	**Total**
The Esplanade (west)	5%	15%	20%
Lindsay Street (north)	10%	35%	45%
Harrington Road (east)	5%	30%	35%
Totals	20%	80%	100%

Table 5 - PM Peak Traffic Distributions

Traffic Direction	**Inbound** *(to the Subject Site)*	**Outbound** *(from the Subject Site)*	**Total**
The Esplanade (west)	5%	15%	20%
Lindsay Street (north)	25%	20%	45%
Harrington Road (east)	20%	15%	35%
Totals	50%	50%	100%

Proposed Distribution

It is expected that from the traffic generated by the proposed development, 50% (550 vpd) will use the Baynes Street / Russell Street intersection for access, 40% (440 vpd) via the Baynes Street / Lindsay Street intersection and 10% (110 vpd) have direct frontage / access to Baynes Street.

Figure 18 - Predicted daily traffic volume changes resulting from the proposed development

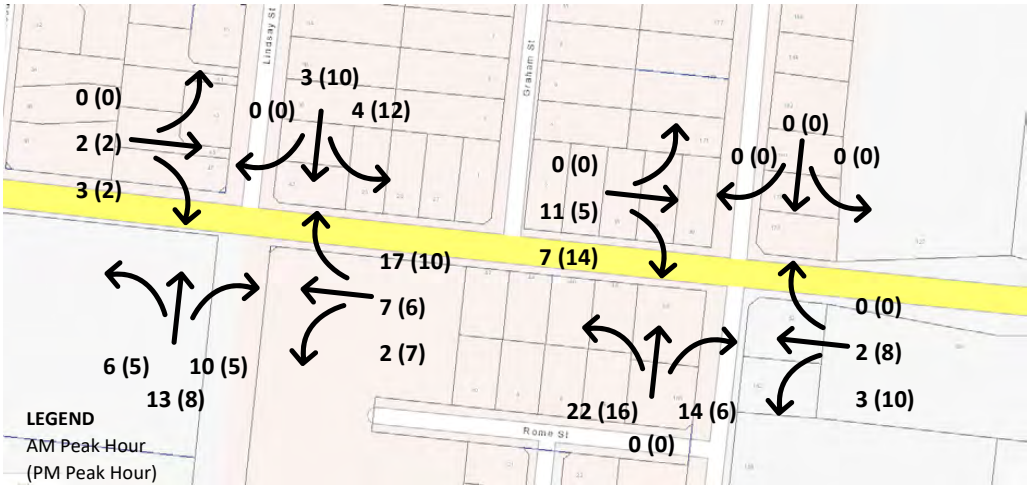

Figure 19 - Predicted traffic volume changes at intersections during AM(PM) resulting from the proposed development

It is worth noting that of the lot access via the Baynes Street / Russell Street intersection and those with direct access on to Baynes Street, 38 lots (potentially 380 vpd) and five (5) lots (potentially 50 vpd) respectively have already been created under previous planning permits.

The increase in traffic volumes do not warrant any road capacity upgrades, however opportunities to manage speed and improve safety at intersections is highly recommended.

Traffic Impact Response

Primary Intersection Treatments

Baynes Street / Russell Street Intersection

It is expected that an extra 59 vph will use this intersection resulting from the proposed development, with some of these movements already occurring subsequent to previous stages. Based on the expected distribution, 65% of development traffic is expected to travel to and from the west direction (via Lindsay Street and The Esplanade) and the other 35% to and from the east direction (via Harrington Road).

The main safety risk relates to the right-turns in and out of Russell Street, calculated to be 14 vph. Given the low traffic volumes of right-turning vehicles expected, with the available queuing space and the 50km/h posted speed limit the treatment recommended uses visual cues, lane narrowing and left-in / left-out treatments for local access and provisions for an on-road bicycle lane to encourage slower vehicle approach speeds that improve the safety of movement.

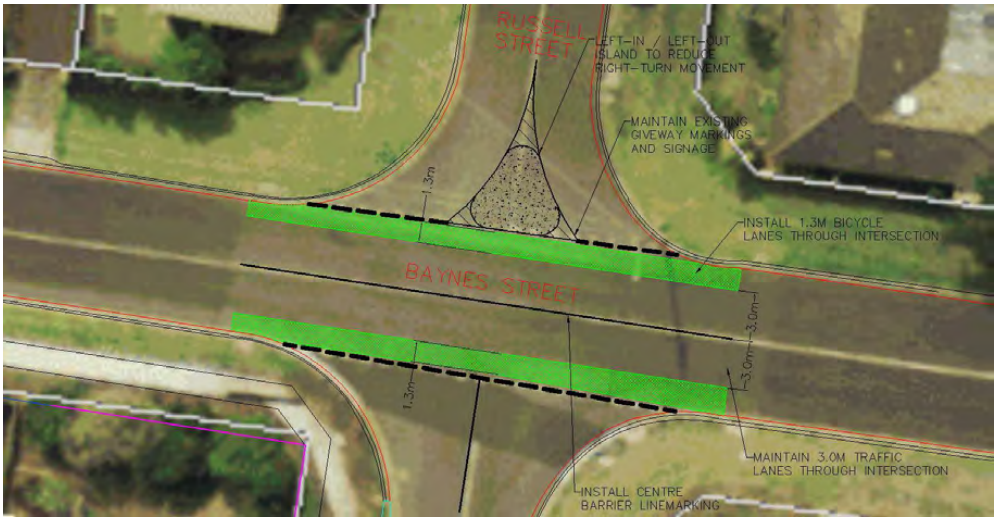

Figure 20 - Concept Intersection Treatment, Baynes Street / Russell Street

Traffic Lane Widths

Adoption of standard traffic lane widths of 3.5m is desirable in urban areas. Urban road widths can be reduced to 3.0m for low-speed roads with low truck movements (Austroads, February 2021). Given the 50km/h posted speed limit and intent to discourage trucks from using Baynes Street, this reduction is considered acceptable at this intersection.

On-Road Bicycle Lanes

In local streets it is usually not necessary to provide separated facilities for cyclists, as the lower speed of motor traffic should enable cyclists to safely share the road with other users. On local streets that carry less than 3,000 vehicles per day, bicycles and motor vehicles can generally share the road (Austroads, February 2021).

The useable width of Baynes Street is constrained to the existing 8.6m carriageway width. Adopting a road stereotype for an urban local collector, single carriageway, two-lane two-way operating with

an AADT of between 1,000 and 8,000 a bicycle lane width of 1.3m is an acceptable minimum which is based on traffic lane widths of 3.0m (Austroads, August 2020).

It is acknowledged that a desirable bicycle lane width of 1.5m to 1.8m cannot be achieved without an increase in carriageway width that cannot be justified as a development related project given limited nexus between the two and the low volume of traffic and practicalities of reconstructing only part of the road in question.

Left-in/left-out (LILO) turn treatments

A left-in/left out turn treatment (LILO) is a form of channelised left turn treatment that also incorporates right-turn bans. Incorporating LILO treatments for the section of Russell Street north or Baynes Street will improve safety by reducing the number of conflict points, acknowledging that traffic count information does suggest these are not significant. If a right-turn movement to the existing residential area is required, it can be accommodated at Graham Street under the existing T-intersection configuration. If supported by Council, removing the left-in would provide a higher level of control however resident access and waste service impacts would need to be considered further.

Baynes Street / Lindsay Street Intersection

It is expected that an extra 67 vph will use this intersection resulting from the proposed development. The expected distribution of travel to and from the Subject Site is 20% west via The Esplanade, 45% north via Lindsay Street and 35% east via Harrington Road.

The creation of a fourth intersection leg, evolving from a standard T-intersection to a four-way intersection requires consideration of suitable treatment to address both the additional traffic generated and the range of movements safely. While the use of stop signs or give-way signs are most likely to be an appropriate treatment on collector and local road intersections with low traffic volumes, a roundabout may also be suitable treatments (Austroads, April 2020).

Treatment Selection

The treatment selected is influenced by the existing conditions of the site and available land. There is not sufficient space to achieve an outcome with a roundabout without obtaining additional land both on the Subject Site and to the undeveloped land west of Lindsay Street, south of Baynes Street (the latter would need to be part of a future Development Plan). A steep embankment at 9 Lindsay Street and existing power infrastructure on the northeast corner would limit any encroachment into the northern verge on Baynes Street.

Figure 21 - Baynes Street / Lindsay Street intersection, existing conditions

It may be practical to allocate land on the Subject Site sufficient to accommodate an ultimate treatment for the whole growth area and have in place appropriate interim treatments to service the proposed development.

A roundabout provides the most advantageous solution as it can be used at a wide range of situations and improve safety by simplifying conflicts, reducing speeds, and providing clear indication of priority. There are also various right-turning traffic movements spread across each road-leg. A roundabout is also suited to act as a local area traffic management device (i.e., reducing vehicle speeds) but acknowledge suitable pedestrian treatments would also need to be provided.

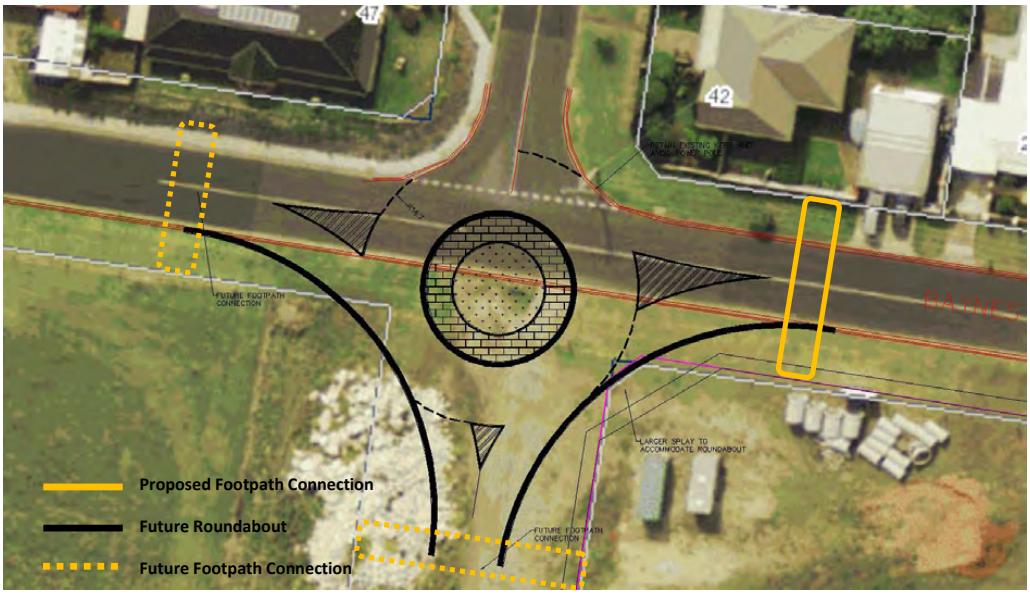

Figure 22 - Concept Intersection Treatment, Baynes Street / Lindsay Street

Approach Speed & Geometry

The desired driver speed on the fastest leg prior to the roundabout is ideally less than 40km/h. To achieve this, the concept plan adopts a minimum central island radius of 5m with a driveable encroachment area to an 8m radius. The outer radius inclusive of the carriageway is 14.7m which accommodates a design right-turn for a 12.5m single unit vehicle.

Further consideration will be needed to address the approach speeds of eastbound traffic from The Esplanade. With the roundabout positioned / offset to the south to utilise the existing kerb alignment on the north side of Baynes Street this has reduced the amount of deflection the traffic needs to negate. Some minor alterations to include kerb outstands, flat top speed humps or incorporation of a pedestrian crossing at this approach would achieve further reduction in speeds, noting the traffic movements are quite low with no traffic able to enter The Esplanade from the highway.

On-Road Bicycle Lanes

The constraints of the site from the existing road widths and positioning of the roundabout further south do not provide sufficient provisions to formalise a dedicated on-road bicycle lane like that proposed at the Baynes Street / Russell Street intersection. The roundabout concept would require further consideration of bicycle safety in design.

In a 'mixed traffic' scenario for cyclists the addition of bicycle symbols (advisory lane markings or "sharrows") in the general-purpose lanes on the approach and possibility within the circulating carriageway section encourages mixing between the modes. There is strong evidence that lane markings encourage cyclists to "claim the lane" and recommended where speeds are equitable (less than 40km/h) (Austroads, May 2014).

Sharrows are pavement markings consisting of a bicycle symbol and two chevron markings and may be used on the approach to an intersection where a bicycle lane or similar facility terminates prior to the intersection, and cyclists are required to merge into the main traffic lane. The intention of sharrows is to position cyclists into the centre of the traffic lane at individual intersections and encourage them to mix with through traffic.

Figure 23 - Example of sharrow pavement markings at a roundabout (VicRoads, December 2016)

Pedestrian Crossings

As a minimum to service the proposed development and to create a safe crossing point connecting north to the Dennington Neighbourhood Activity Precinct, a pedestrian crossing directly east of the Baynes Street / Lindsay Street intersection is preferred.

Should the land west of the Subject Site be developed in the future, the roundabout is to be designed to enable footpath connections to the north from this land and to the Subject Site.

Land Requirements

The constraints of the site from the existing road widths have resulted in the roundabout being positioned / offset further south and will require land acquisition from both the Subject Site and the future development land to the west to implement this intersection treatment.

While it is accepted the Subject Site can partially meet the land provisions, the roundabout relies on further land acquisition to the west. As such, it is recommended that the 4th intersection leg which completes the connection from the Subject Site to Baynes Street from Lindsay Street is not created until all land requirements are provided.

Implementation

Acknowledging the challenges in delivering the roundabout without adjoining land being developed, it is recommended that a financial contribution (such as a Development Contribution) towards the roundabout is provided. This contribution, plus the allocation of land on the Subject Site allows for the roundabout to be constructed later when the traffic treatments are warranted and can be integrated with the development to the west.

A cost estimate for the construction of a roundabout at the Baynes Street / Lindsay Street intersection has been prepared (Appendix D) for consideration. The estimated $410,717 project scope has been prepared with the following assumptions and exclusions.

- Existing road pavement will be generally retained with a new asphalt overlay.
- New pavement areas allow 300mm depth plus subgrade improvement and asphalt overlay.
- Each leg of the roundabout is assumed to need drainage and street lighting.
- Retains existing kerb and channel along Baynes Street (north side) and in Lindsay Street.
- 30% contingency adopted at concept design stage.

The existing, but undeveloped General Residential Zone land areas have been used to calculate Development Contribution areas as lot yields and subsequent traffic volumes generated are not yet known. While existing (pre-development) traffic could be factored into the contributions, it is expected that Council would require development to fully fund the infrastructure.

Table 6 - Proposed Development Contributions

	Contributing Residential Area *(Ha)*	**Roundabout - Development Contribution**	**Recommended Payment Period**
The Heights development	8.14	$246,916	Upon creation of the 4th intersection leg or last stage of subdivision (whichever is first)
Future development *(land to the west)*	5.40	$163,801	Upon completion of the first stage of subdivision
Total	13.54	$410,717	

Figure 24 – Proposed Development Contribution Areas for the Baynes St / Lindsay St Roundabout Construction

The concept of sharing development infrastructure costs across these two (2) areas is also proposed for the construction of Lindsay Street with an interim treatment (serving one side of the road only) funded and delivered by The Heights development and the widened to achieve the ultimate treatment funded and delivered by the development to the west in the future.

Traffic Calming

Austroads Guide to Traffic Management Part 8: Local Area Traffic Management indicates that road section lengths (i.e., between slow or near-stop conditions) should be kept below 200 metres to 250 metres for target speeds of around 50 km/h. All road sections between intersections are less than 250 metres and no further local traffic management treatments warranted.

Modified T-Intersection

The primary traffic 'loop' through the Subject Site is connected via Lindsay Street, Fraser Ridge and Russell Street that serviced by a minimum 7.3m carriageway. All other roads are proposed have a 'local access' function with a 6.0m carriageway.

There is opportunity to introduce modified T-intersections that maintain the 'loop' road as the priority, slow traffic speeds, and create a threshold treatment discouraging general traffic use.

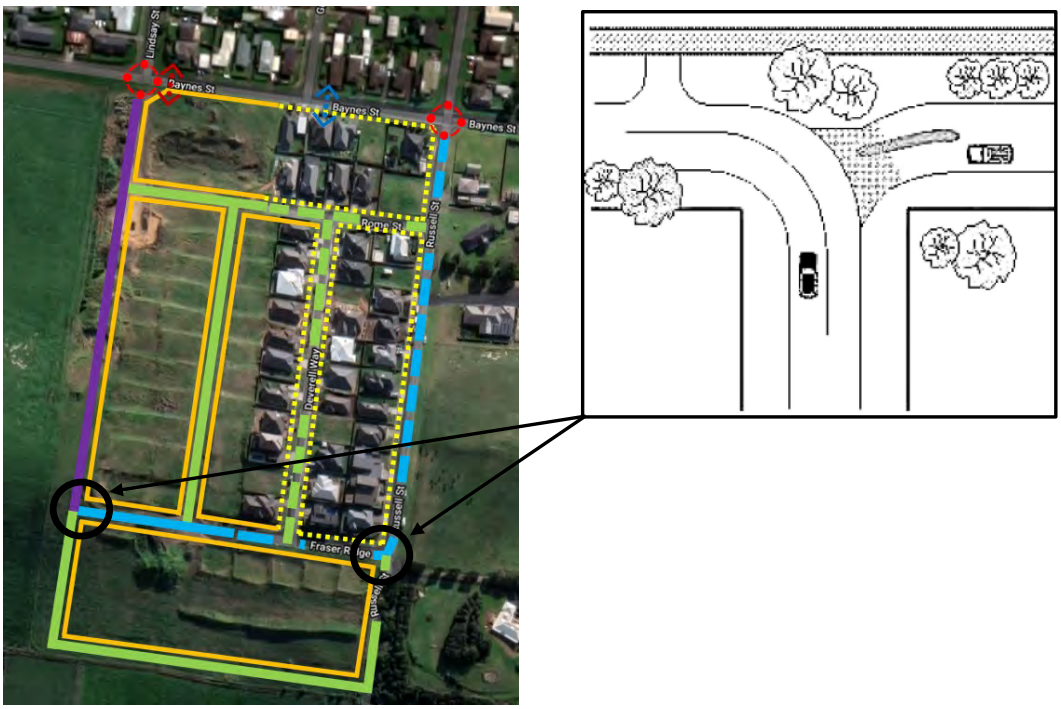

Figure 25 - Modified T-Intersection Concept

Design Preparation

It is expected that design of the roads, footpaths and traffic impact treatments identified as part of the Subject Site development will be guided by industry accepted practices such as those detailed in the Infrastructure Design Manual (IDM), Austroads publications and Australian Standards.

Conclusion

The traffic assessment undertaken is intended to inform and support the approval of the proposed residential development. The subsequent content to be included in the associated the Development Plan may be subject to further changes.

The property forms part of the South Dennington Growth Area and is considered a walkable distance to the Dennington Neighbourhood Activity Centre Structure Plan and public transport connections.

Several transport planning documents identify need for new footpaths and on-street bicycle lanes to service the area because of network gaps and to meet road safety objectives.

The traffic count data suggests that the surrounding road networks have capacity as they are operating below their designated function and there are no crash statistics indicating traffic safety issues that requires urgent remedial action.

The proposed residential development comprising up to 110 new and existing lots which will generate 1,100 vehicles per day to and from the development, with estimated additional morning and afternoon peak traffic of 94 vehicles per hour. The distribution of traffic is spread across three (3) key connections, being:

- East – Harrington Road (35%)
- North – Lindsay Street (45%)
- West – The Esplanade (20%)

Provided the recommendations of this report are implemented, it has been assessed that the proposed development:

- would not adversely affect traffic conditions, the safety or operation of surrounding road and footpath networks;
- would be designed and generally comply with the relevant traffic requirements set out in the Warrnambool Planning Scheme and the Infrastructure Design Manual; and
- would not prohibit or restrict further development that may occur in surrounding areas subject to further traffic assessment at the time of development.

Recommendation 1a – Baynes St / Lindsay St Intersection Roundabout Works

A roundabout is proposed for the Baynes Street / Lindsay Street intersection which provides a superior local area traffic management treatment simplifying conflicts, reducing speeds, and providing clear indication of priority.

Recommendation 1b – Baynes St / Lindsay St Intersection Land Acquisition

In addition to land being provided on the Subject Site for the future construction of the roundabout, until further land acquisition to the west of the Subject Site is secured the 4th intersection leg which completes the connection from the Subject Site to Baynes Street via Lindsay Street is not created.

Recommendation 1c – Baynes St / Lindsay St Intersection Development Contribution

A financial contribution (Development Contribution) of $246,916 is made towards the construction of the roundabout, allowing for the roundabout to be constructed later when the traffic treatments are warranted and can be integrated with the development to the west of the Subject Site.

Recommendation 2 – Baynes Street / Russell Street Intersection Traffic Calming

At the Baynes Street / Russell Street intersection treatment proposes uses visual cues, lane narrowing and left-in / left-out treatments for local access and provisions for an on-road bicycle lane to encourage slower vehicle approach speeds that improve the safety of movement.

Recommendation 3 – Lindsay Street Interim Treatment

Lindsay Street is proposed as an 'Access Street' and is expected to ultimately be constructed to a 7.3m carriageway when development to the west of the Subject Site is completed. As an interim treatment a 6.0m carriageway width is proposed that can be widened in the future.

Recommendation 4 – Road Hierarchy Changes for Lindsay Street

The primary connection from Baynes Street to the arterial network on Raglan Parade should be recognised formally as a "Collector" road. This change may also consider if the existing road hierarchy of Baynes Street (west of Lindsay) and The Esplanade should retain the "Collector" road designation.

Recommendation 5 – Local Traffic Calming, Modified T-Intersection

Use modified T-intersections that maintain the 'loop' road connecting Baynes Street via Lindsay Street, Fraser Ridge and Russell Street as the priority route through the Subject Site.

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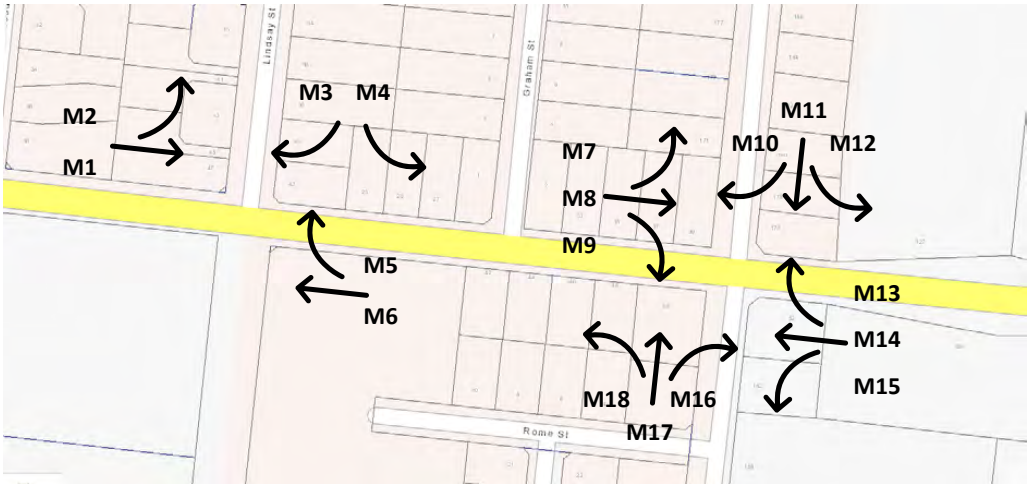
Appendix A – Historical Traffic Count Data

Count date	Asset Description	24hr Vehicle Count	85% Speed	% Cars	Cars	% Trucks	Trucks	% Other	Other
09/04/2019	Baynes St: Graham - Russell	661	65	90.2%	596	10.0%	66	-0.2%	(1)
07/03/2018	Baynes St: Russell - Harrington	760	63	92.9%	706	7.1%	54	0.0%	0
27/07/2016	Baynes St: Tylden - Hood	415	54	92.8%	385	6.0%	25	1.2%	5
18/12/2013	Baynes St: Russell - Harrington	696	62	92.0%	640	5.9%	41	2.2%	15
30/04/2012	Baynes St: Russell - Harrington	489	66	90.0%	440	10.0%	49	0.0%	0
17/08/2011	Baynes St: Russell - Harrington	537	64	90.7%	487	9.3%	50	0.0%	0
17/08/2011	Baynes St: Russell - Harrington	537	64	90.7%	487	9.3%	50	0.0%	0
10/07/2018	Lindsay St: Raglan - Drummond	1061	45	87.0%	923	12.9%	137	0.1%	1
23/05/2019	Harrington Rd: Braithwaite - Baynes (CH 194 - CH 739)	790	73	91.4%	722	8.6%	68	0.0%	0
07/11/2018	Harrington Rd: Braithwaite - Baynes (CH 194 - CH 739)	764	72	91.0%	695	9.0%	69	0.0%	0
28/12/2016	Harrington Rd: Braithwaite - Baynes (CH 194 - CH 739)	741	75	94.1%	697	5.0%	37	0.9%	7
27/07/2016	Harrington Rd: Braithwaite - Baynes (CH 194 - CH 739)	675	75	94.4%	637	4.4%	30	1.2%	8
06/06/2016	Harrington Rd: Braithwaite - Baynes (CH 194 - CH 739)	794	75	90.9%	722	4.4%	35	4.7%	37
09/03/2016	Harrington Rd: Braithwaite - Baynes (CH 194 - CH 739)	794	74	90.9%	722	3.9%	31	5.2%	41

Appendix B – Traffic Count Survey Data



Movement	From	Direction	To	Direction	Intersection	AM					PM				
						8:30 - 8:45	8:45 - 9:00	9:00 - 9:15	9:15 - 9:30	Total	3:00 - 3:15	3:15 - 3:30	3:30 - 3:45	3:45 - 4:00	Total
M1	Baynes St	East Bound	Baynes St	East Bound	Lindsay St	12	4	2	3	21	7	4	5	6	22
M2	Baynes St	East Bound	Lindsay St	North Bound	Lindsay St	7	2	2	1	12	2	0	1	5	8
M3	Lindsay St	South Bound	Baynes St	West Bound	Lindsay St	0	2	1	0	3	0	1	3	6	10
M4	Lindsay St	South Bound	Baynes St	East Bound	Lindsay St	9	7	3	2	21	5	4	8	8	25
M5	Baynes St	West Bound	Lindsay St	North Bound	Lindsay St	10	4	4	4	22	5	9	8	7	29
M6	Baynes St	West Bound	Baynes St	West Bound	Lindsay St	6	3	4	4	17	4	3	6	7	20
M7	Baynes St	East Bound	Russell St	North Bound	Russell St	0	0	0	0	0	0	0	0	0	0
M8	Baynes St	East Bound	Baynes St	East Bound	Russell St	13	9	5	6	33	6	9	6	6	27
M9	Baynes St	East Bound	Russell St	South Bound	Russell St	1	3	0	0	4	4	1	4	5	14
M10	Russell St	South Bound	Baynes St	West Bound	Russell St	0	0	0	0	0	0	0	0	0	0
M11	Russell St	South Bound	Russell St	South Bound	Russell St	0	0	0	0	0	0	0	0	0	0
M12	Russell St	South Bound	Baynes St	East Bound	Russell St	0	2	1	0	3	1	1	0	1	3
M13	Baynes St	West Bound	Russell St	North Bound	Russell St	0	0	1	1	2	1	0	2	2	5
M14	Baynes St	West Bound	Baynes St	West Bound	Russell St	7	6	7	7	27	9	8	11	10	38
M15	Baynes St	West Bound	Russell St	South Bound	Russell St	1	1	2	1	5	4	1	3	4	12
M16	Russell St	North Bound	Baynes St	East Bound	Russell St	2	4	0	3	9	3	0	1	3	7
M17	Russell St	North Bound	Russell St	North Bound	Russell St	0	0	0	0	0	0	0	0	0	0
M18	Russell St	North Bound	Baynes St	West Bound	Russell St	5	0	3	1	9	4	3	6	2	15

Movement (mid-Block)	Baynes St		Baynes St		Baynes St		Baynes St		Lindsay St		Russell St	
	Hood St to Lindsay St		Lindsay St to Graham St		Graham St to Russell St		Russell St to Harrington Rd		Paglan Pde to Baynes St		Baynes St to Rome St	
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
M1	21	22	21	22								
M2	12	8							12	8		
M3	3	10							3	10		
M4			21	25					21	25		
M5			22	29					22	29		
M6	17	20	17	20								
M7					0	0						
M8					33	27	33	27				
M9					4	14					4	14
M10					0	0						
M11											0	0
M12							3	3				
M13							2	5				
M14					27	38	27	38				
M15							5	12			5	12
M16							9	7			9	7
M17											0	0
M18					9	15					9	15
Total	**53**	**60**	**81**	**96**	**73**	**94**	**79**	**92**	**58**	**72**	**27**	**48**
Est. AADT	*706*		*1129*		*1106*		*1082*		*847*		*565*	

Appendix C – Preliminary Cost Estimate (Roundabout)

MILWARD Engineering Management

PRELIMINARY COST ESTIMATE
Banyes Street / Lindsay Street Intersection, South Dennington
Roundabout Construction - Concept Stage

0	ALLIANCE MANAGEMENT COSTS	Qty	Unit	Rate	Total	$39,069.00
0.1	Professional Fees - Survey, Geotech, Design & Approvals	260,460	Item	10.00%	$26,046.00	
0.2	Project Management (including stakeholder engagement), Plan Checking & Supervision - Council	260,460	Item	5.00%	$13,023.00	
1	GENERAL PRELIMINARIES					$66,750.00
1.1	Site Establishment and Removal (includes but not limited to; site compound, floats for plant and equipment, services/assets identification, proving and protection, survey establishment & control, etc.)	1	Item	$25,000.00	$25,000.00	
1.2	Site Management and Supervision - Contractor	8	Week	$2,500.00	$20,000.00	
1.3	Provision and Implementation of Traffic Management Strategy and/or Traffic Management Plan in accordance with Works Within the Road Reserve Guidelines, including permits for local road detours.	8	Week	$1,750.00	$14,000.00	
1.4	Preparation and administration of an IMS Management System (including Quality, Occupational Health & Safety and Environment).	1	Item	$1,750.00	$1,750.00	
1.5	Production of 'As Built' drawings and supporting handover documentation.	1	Item	$2,500.00	$2,500.00	
1.6	Road Safety Audit - During Construction to confirm Traffic Management Plan and Traffic Guidance Schemes have been implemented correctly; and post opening.	1	Item	$3,500.00	$3,500.00	
2	FORMATION CONSTRUCTION					$3,780.00
2.1	Stripping of Topsoil: Topsoil shall be stockpiled neatly on site to satisfaction of Council and strictly managed in accordance with environmental management requirements. Based on minimum of 100mm topsoil depth.	70	m3 (solid)	$5.00	$350.00	
2.2	Estimated Cut Volume: All areas where excavation is necessary to establish new design subgrade levels. Include box out of pavement.	210	m3 (solid)	$15.00	$3,150.00	
2.3	Reinstate site won topsoil to disturbed areas (100mm thick) and disposal of excess material.	70	m3 (solid)	$4.00	$280.00	
3	PAVEMENT CONSTRUCTION					$27,950.00
3.1	Profile existing seal to an aggregate size of not greater than 20mm and re-use in subbase pavement.	90	m3 (solid)	$50.00	$4,500.00	
3.2	Subgrade Compliance: Condition, compact, test roll pavement subgrade.	1420	m2	$0.50	$710.00	
3.3	SubBase Construction (Granular Overlay): Supply and lay 200mm thick layer of 20mm Class 3 Fine Crushed Rock (FCR), shape, trim and compact in two (2) equal layers.	170	m3 (solid)	$75.00	$12,750.00	
3.4	Base Construction (Granular Overlay): Supply and lay 100mm thick layer of 20mm Class 2 FCR, shape, trim and compact	110	m3 (solid)	$80.00	$8,800.00	
3.5	Preparation of pavement surface for sealing.	1190	m2	$1.00	$1,190.00	
4	SURFACING					$49,980.00
4.1	Supply and place size 7mm thick Class A primer seal.	1190	m2	$7.00	$8,330.00	
4.2	Supply and place 40mm thick, size 14 Type H asphalt wearing course.	1190	m2	$35.00	$41,650.00	
5	LINEMARKING					$5,000.00
5.1	Supply and install (2 coat water-based) line marking.	1	Item	$5,000.00	$5,000.00	
6	INCIDENTAL CONSTRUCTION - Drainage Works					$33,400.00
6.1	Modify existing pit to suit new levels.	4	no.	$250.00	$1,000.00	
6.2	Supply and install new side entry pit.	4	no.	$1,100.00	$4,400.00	
6.3	Supply and install new junction pit.	2	no.	$1,000.00	$2,000.00	
6.4	Supply and install 300mm Reinforced Concrete Pipe (RCP).	130	m	$200.00	$26,000.00	
7	INCIDENTAL CONSTRUCTION - Concrete Works					$51,100.00
7.1	Supply and place B2 Type Kerb & Channel, inlcuding Ag-drain pipe and connections - returns and inner centre island.	120	m	$110.00	$13,200.00	
7.1	Supply and place M1 Type Kerb & Channel, inlcuding Ag-drain pipe and connections - outer centre island.	50	m	$110.00	$5,500.00	
7.2	Supply and place 150mm Reinforced Concrete (RC) pavement, outer centre island and splitter islands.	160	m2	$140.00	$22,400.00	
7.3	Supply and install DDA compliant pedestrian crossing.	8	no.	$1,250.00	$10,000.00	
8	INCIDENTAL CONSTRUCTION - Other Works					$22,500.00
8.1	Landscaping - Centre Island.	1	Item	$2,500.00	$2,500.00	
8.2	Street lighting - new lights.	4	no.	$5,000.00	$20,000.00	
9	Provisional Sum Items					$78,138.00
9.1	Dayworks - Construction Contingency	$260,460.00	Item	30%	$78,138.00	
10	Provisional Quantity Items					$33,050.00
10.1	Excavate and remove unsuitable subgrade material. Supply, place and compact CL3 Fine Crushed Rock (FCR).	280	m3	$110.00	$30,800.00	
10.2	Regulation of subbase: Regulate, where needed with Class 3 Fine Crushed Rock (FCR) to 140mm below Finished Surface Level.	30	m3 (solid)	$75.00	$2,250.00	
			TOTAL PRELIMINARY COST ESTIMATE			$410,717.00

APPENDIX F – Infrastructure Services Report

THE HEIGHTS
South Dennington

DEVELOPMENT PLAN

Infrastructure Servicing Report

MILWARD
Engineering Management

Document Controls

Business Name	**Milward Engineering Management Pty Ltd**				
Document Title	**The Heights South Dennington Development Plan – Infrastructure Servicing Report**				
Document No.		Issue	**2.0**	Date	**08 December 2022**
Document Controller	Justin Hinch, Development & Technical Services Manager – Milward Engineering Management Pty Ltd				
Client	The Heights by Oakwood Pty Ltd				
Authorised by	**Milward Engineering Management Pty Ltd**				

.....	.....	.....
(Name)	**(Signature)**	**(Date)**

Change History

Issue	Date	Description of change	Author
2.0	08 December 2022	Revised report incorporating initial comments and further information requested	Justin Hinch, Milward Engineering Management
1.0	24 January 2022	Final report prepared to support Development Plan	Justin Hinch, Milward Engineering Management
0.1	11 January 2022	Draft report commenced	Justin Hinch, Milward Engineering Management

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Introduction

Milward Engineering Management Pty Ltd (the Consultant) has been engaged by The Heights by Oakwood Pty Ltd (the Client/Landowner) to outline arrangements for the provision and funding of physical infrastructure that will inform and support the approval of the Development Plan for the proposed residential subdivision known as The Heights, South Dennington (the Subject Site).

The information provided in this Report reflects the documentation from and discussions with various servicing authorities and agencies associated with enabling the development. It is acknowledged that this Report is a guide with the final form of the development, the servicing requirements and service agreements subject to referrals and approvals actioned as part of the planning permit application process.

This Report includes:

- Roads & Footpaths;
- Stormwater Drainage;
- Water Supply;
- Sewerage;
- Electricity Supply;
- Gas Supply; and
- Telecommunications.

Subject Site

The Heights, South Dennington (Subject Site) is located approximately 260 kilometres south-west of Melbourne situated on the edge of the Princes Highway and located five kilometres west of the Warrnambool CBD via the Princess Highway.

Figure 1 - Subject Site Locality Plan (Department of Environment, Land, Water and Planning , 2021)

The entire Subject Site is General Residential Zone (GRZ) with a mix of surrounding zones including General Residential Zone to the west and north, Farming Zone to the west and south, and Low Density Residential Zone to the east.

Figure 2 - Dennington South Development Plan Area (Department of Environment, Land, Water and Planning, 2021)

The Subject Site has an area of approximately 4.8 hectares bordered by Baynes Street to the north (200 metres), the unmade extension of Lindsay Street to the west (400 metres), unmade / unnamed road to the south (200 metres) and Russell Street to the east (400 metres).

Development Plan

Schedule 1 to the Development Plan Overlay (DPO1) applies to the Subject Site, and the Development Plan is required to outline arrangements for the provision and funding of physical infrastructure (among other requirements).

Subdivision Layout

An old subdivision proposal (2005) used to inform the previous planning permit for a residential development comprising 94 new and existing residential lots. It is noted that the Client has expressed an intent to review the requirements and layout of the public open space and drainage reserves with potential to create up to a further six (6) lots of higher density living (i.e. units) as well as provided a further 12 lots in Stage 6 by reducing the 1,000m^2 lots down to 600m^2. These changes would achieve a total of 110 new and existing residential lots with two (2) lots removed to accommodate a new road connection.

Table 1 - Subdivision Lots Created (old and proposed plans)

Stage	Old Subdivision Plan	Proposed Changes
Pre-development	2 existing	
Stage 1	4 lots – completed	
Stage 2	11 lots – completed	
Stage 3	26 lots – completed	
Stage 4	23 lots – proposed	22 lots – reduced for new road
Stage 5	12 lots – proposed	11 lots – reduced for new road
Stage 6	16 lots – proposed	28 lots – lot sizes reduced
POS / Drainage Reserve		6 lots – POS changed to lots

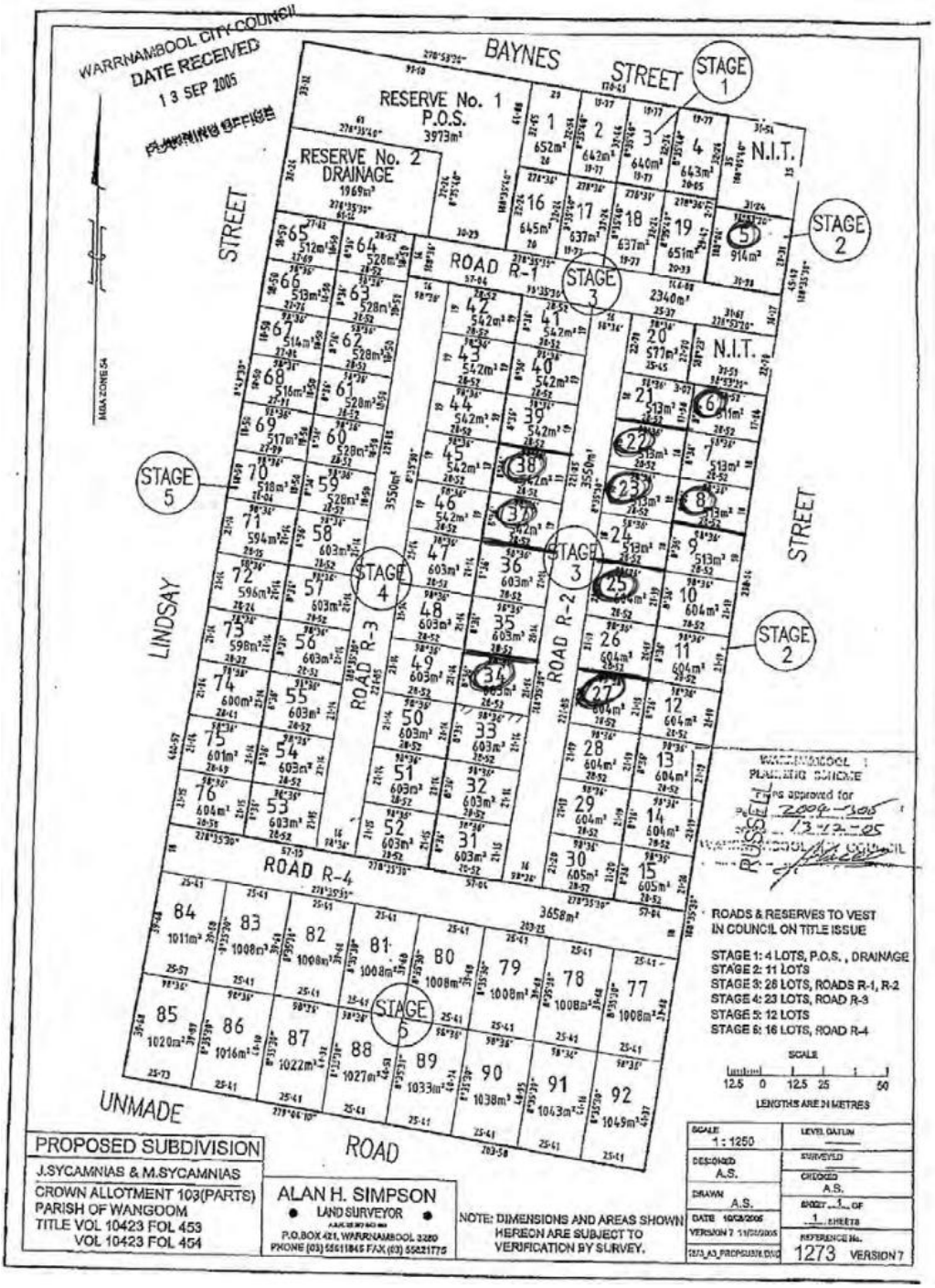


Figure 3 - Old Subdivision Plan (2005)

Infrastructure Servicing

Roads & Footpaths

Milward Engineering Management Pty Ltd has prepared a Traffic Assessment Report which suggests that the surrounding road networks have capacity as they are operating below their designated function and there are no crash statistics indicating traffic safety issues that requires urgent remedial action.

The proposed residential development will generate 1,100 vehicles per day, with estimated additional morning and afternoon peak traffic of 94 vehicles per hour and assessed that the development would not adversely affect traffic conditions, the safety or operation of surrounding road and footpath networks.

The Responsible Authority, Warrnambool City Council have been consulted and provided comment on the Traffic Assessment Report.

Stormwater Drainage

Noyce Environmental Pty Ltd have prepared a holistic Stormwater Management Plan and water sensitive urban design for the Subject Site which details the planned stormwater infrastructure, with calculations that demonstrate the proposed solution will manage stormwater such that a no-worsening outcome occurs for developed flows up to the 1 in 100year AEP event.

Water sensitive urban design features incorporate “best practice” environmental management using proven, natural treatment mechanisms that provide a high level of filtration and pollutant removal plus opportunities to future-proof the site for additional inflows from the Warrnambool West Retarding Basin are explored.

The Responsible Authority, Warrnambool City Council have been consulted and provided comment on the Stormwater Management Plan. In response to an initial review, further information was requested regarding the delivery of the northern catchment drainage basin and the location of the southern catchment drainage structure.

Information to Assist Development Plan has been included in this report as Appendix F.

Northern Catchment

A drainage basin has been proposed as an interim solution to manage stormwater, noting the main catchment does not have an outfall to the Merri River and currently relies on informal infiltration into the underlying sand soil profile. A piped system connection can be implemented from the drainage basin to the Merri River to coincide with future development to the west of the Subject Site.

It is proposed to formalise the drainage basin for the northern catchment utilising infiltration and detention storage to detain and treat incoming catchment flows from existing residential development to the north, the proposed subdivision, and undeveloped flows from the west.

As the current basin has sufficient capacity, it is not critical to complete the entire construction of the basin immediately and is reasonable to defer to a later stage.

To support deferral of complete construction, it is proposed to provide pre-treatment capacity as detailed in the Information to Assist Development Plan (Appendix F) to maintain the capacity of the infiltration media. This may include provision of a sedimentation basin, or alternatively by a sacrificial filter layer within the main basin.

Southern Catchment

Development in the southern catchment will utilise underground storage to manage outflow to pre-development levels and a linear bioswale and infiltration system to conveyed stormwater to the floodplain.

As is detailed in the Information to Assist Development Plan (Appendix F) the drainage structure can be located entirely within the large existing road reserve, allowing unimpeded maintenance access, and avoiding undue impact on other properties. Alternatively, the structure could be located entirely within the road pavement, with a piped discharge to the constructed swale. The selected location directs all stormwater flows to an existing depression, maintaining predevelopment conditions.

The proposed drainage structure is proposed to function as a permanent solution. However, it is recognised that the broader precinct does not have a formal stormwater management strategy. By adopting a design that can utilise the existing road reserve, this provides drainage infrastructure at the lowest point of the land impacted but also creates opportunity for the drainage network to be augmented in the future to either maintain, upsize, or remove the structure.

Water Supply

The completed stages of development are serviced by a 100mm PVC pipe network in Rome Street, with a larger capacity of 150mm to the high point of the Subject Site in Fraser Ridge along both Deverell Way and Russell Street.

Due to topography and elevation this area has two different water pressure zones (low-level and high-level). The divide elevation between the two zones is typically 20m AHD. Preliminary advice from Wannon Water is they will allow servicing of the lower elevation lots in Stage 6 from the high-level system to avoid construction of a significant length of connecting main from the low-level system over the ridge.

Servicing of Stage 6 lots from the high-level system would require the installation of a pressure regulating valve to ensure the lots below 20m AHD are not subject to higher than typical pressures. These lots would then be transferred over to the low-level system in the future when the surrounding growth area is developed.

Some road reserves will have sufficient width to consider “duplication” of water mains with appropriate offsets from other underground services which will be considered in the design phase and require Wannon Water approval.

Water main works to service this development would be wholly funded by the developer.

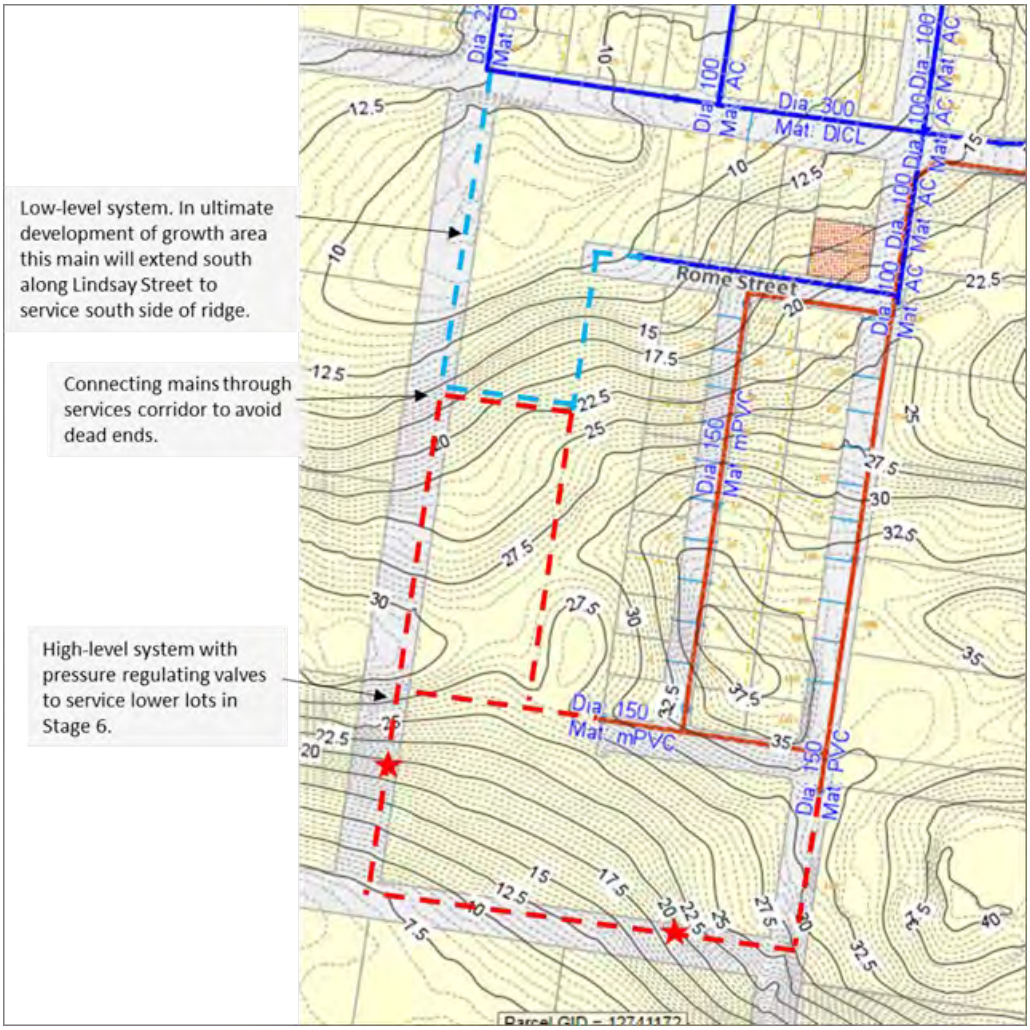


Figure 4 - Water Supply Infrastructure Concept Plan

The location and spacing of fire hydrants and fire plugs will be in accordance with the Country Fire Authority's publication "Requirements for water supplies and access for subdivisions in Residential 1 and 2 and Township Zones" (October 9, 2006) or as amended; and the marking of fire hydrants and fire plugs should be in accordance with Fire Service Guidelines on "Identification of Street Hydrants for Firefighting Purposes".

Sewerage

Northern Catchment

The completed stages of development are serviced by a 150mm PVC pipe network, gravity fed from the high point along Fraser Ridge down to Baynes Street typically via lot easements connecting near the proposed drainage reserve / open space, before heading further north.

Southern Catchment

Lots proposed to be created to the south of Fraser Ridge will not be able to connect to the gravity pipe network servicing the northern portion of the Subject Site. Either a pumped system would need to be provided or an extension of the network.

Preliminary advice from Wannon Water is that a network extension would need to be aligned with future development in the south and/or west, acknowledging no plans for this to occur. To enable the Subject Site to develop would require a temporary pump station to connect to the gravity system in the northern catchment. This pump station could be located on the south-west corner of the catchment and located on the existing government road reserves subject to Council approval.

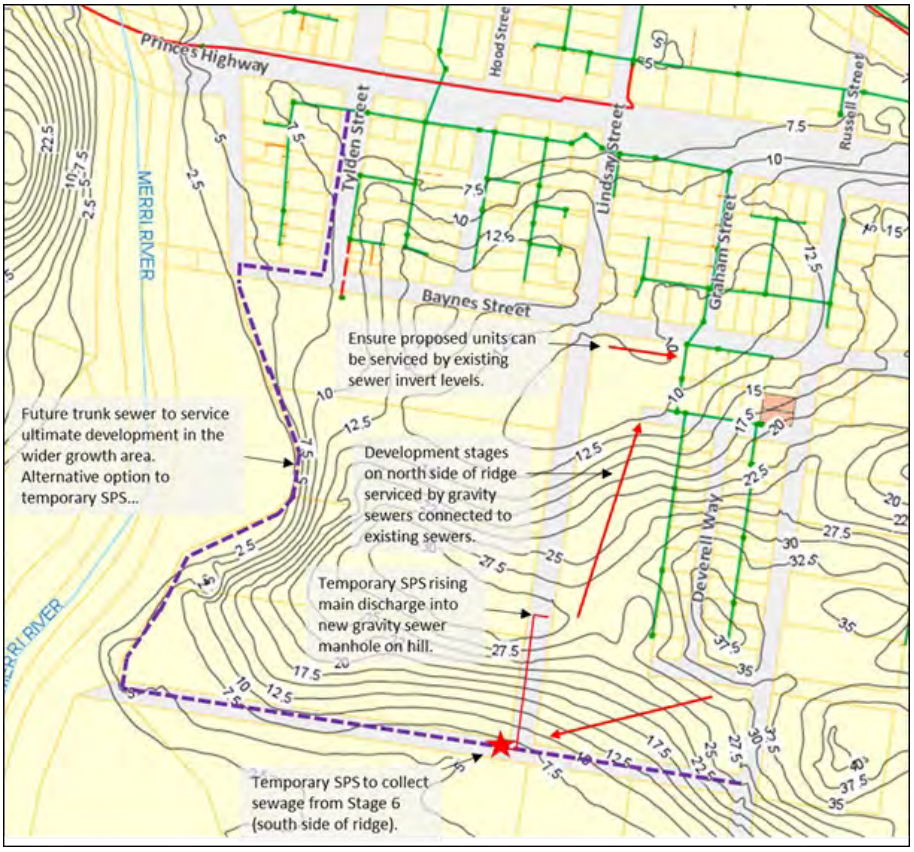


Figure 5 - Sewerage Infrastructure Concept Plan

The proposed pump station is a temporary system and hence will be likely be removed in the future. It is not necessary to locate the system in a dedicated permanent services reserve. Within the existing road reserve there is more than ample room to house the system and when the land to the west is developed the pump station may be decommissioned or relocated to the next low point with no residual land left behind (refer to Information to Assist Development Plan – Appendix F).

Electricity Supply

A 500kVA distribution substation exists in Fraser Ridge connecting the high voltage supply from Russell Street to the low voltage cable distributing supply to the completed stages with an existing demand of 70kVA. An additional 67 lots at an allowable 4kVA per lot is an incremental load of

268kVA, well within the capacity of the supply available without the need for an additional substation but will be confirmed at the design and master plan stage.

It is expected a service agreement will be entered into for Powercor as the Responsible Authority to extend the electricity supply to each dwelling. Any electricity supply within newly constructed roads is to be provided in underground conduits. No overhead power is to be constructed.

Public Lighting

The completed stages of development have installed standard lantern and pole street lighting with the following configurations:

- Mid-block using 42W CFL Sylvania lantern at 5.5m on a VicRoads manufactured pole; or
- Intersections using 150W HPS Sylvania lantern at 7.5m on a Saferoads manufactured pole.

All roads within the new subdivision are to be provided with public lighting in accordance with the requirements of the relevant Australian Standards. New lighting should be located outside the Clear Zones wherever possible and meet the standards for Category V or Category P lighting, as appropriate and is anticipated to be of similar type and standard used in the completed stages.

All public lighting is to incorporate the use of energy efficient luminaires. Energy-efficient fluorescent-tube devices (such as T5 units), noting LED units are now considered to represent a more cost-effective and environmentally responsible option.

Gas Supply

The Responsible Authority for gas supply serving is AusNet Gas Services Pty Ltd.

The completed stages of development are serviced by a 63mm plastic polyethylene distribution mains.

Plans provided indicate planned gas assets extending along Russell Street (south of Fraser Ridge), then west along the unmade / unnamed government road to Lindsay Street. This is assumed to be a representation of network demand for the future development of the subject site, and as such can be suitably serviced.

Telecommunications

nbn™ Assets

Assets are already provided to lots within the completed stages, typically Copper/RF/Fibre cables in 100mm PVC conduits owned by Telstra with individual lots provided with cables through a 20mm conduit terminating inside the lot boundary.

It is expected that network services as delivered by NBN Co Limited will continue to combine service infrastructure with Telstra and are able to service the entire development subject to the relevant service agreements being in place.

Telstra

It is recognised that Telstra assets are in a shared utility trench via 100mm PVC conduits with another carrier telecommunication cable / asset (nbn™).

It is expected that network services as delivered by Telstra will continue to combine service infrastructure with NBN Co Limited and are able to service the entire development subject to the relevant service agreements being in place.

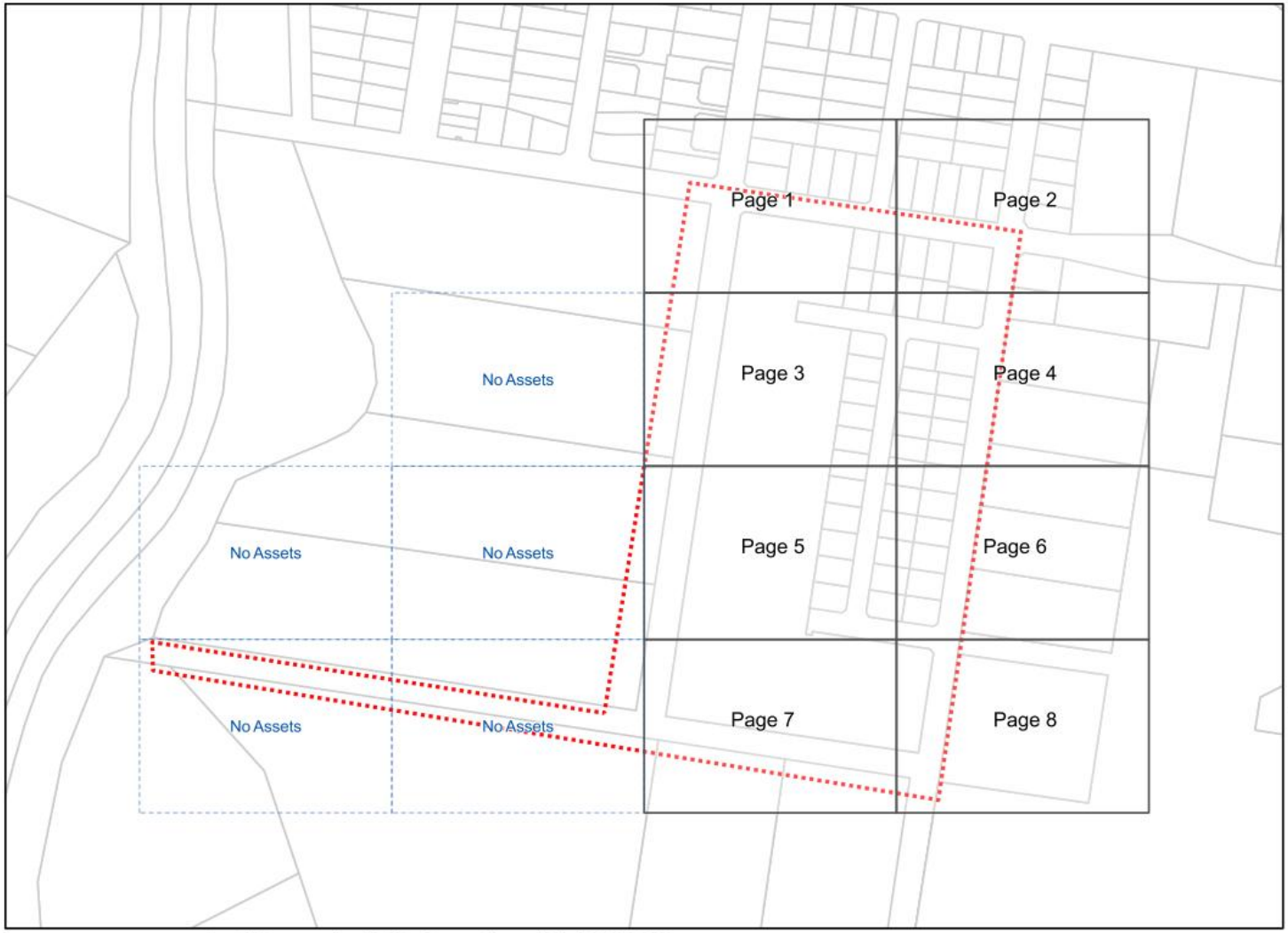
Conclusion

Based on the preliminary high-level investigations, documentation and discussions with various servicing authorities and agencies there appears no impediment to providing infrastructure that service The Heights, South Dennington development.

Infrastructure	Status	Summary
Roads & Footpaths	Available	A Traffic Assessment Report suggests that the surrounding road networks have capacity with no traffic safety issues. The development will generate 1,100 vehicles per day and would not adversely affect traffic conditions, the safety or operation of surrounding road and footpath networks.
Stormwater Drainage	Available	A Stormwater Management Plan will manage stormwater such that a no-worsening outcome occurs for developed flows up to the 1 in 100year AEP event. Water sensitive urban design features provide a high level of filtration and pollutant removal.
Water	Available	The development can be accommodated by extending the existing high-level and low-level water supply networks with mains design is to limit the number of 'dead-end' services, connecting mains through reserves if necessary.
Sewerage	Available	The entire site will discharge via the northern catchment serviced by existing gravity mains. The southern catchment will require a temporary pump station until such time the gravity network is extended in the future.
Electricity	Available	Overhead HV power lines are present in Russell Street and with underground LV connected to lots via the existing sub-station which has sufficient capacity to support the development.
Gas	Available	Gas supply is available to this area. Contributions will be subject to timing and extent of external works, hence cannot be confirmed until a formal application has been made.
Telecommunications	Available	The subject site is within the NBN Co. service area. Service agreements will be required between NBN Co. and the developer for the delivery of infrastructure.

Appendix A – Existing Drainage & Trees

Job # 31173070
Seq # 206847313
Provided by Warrnambool City Council



Legend

- DBYD Enquiry
- Detailed map page
- No dig site assets

Disclaimer: The Plan is provided in response to a Dial Before You Dig request. While all reasonable care has been taken to ensure the accuracy of the information on this plan, its purpose is to provide a general indication of the location of Warrnambool City Council infrastructure. The information provided may contain errors or omissions and the accuracy may not suit all users. A site inspection and investigation is recommended before commencement of any project based on this data.

In an emergency contact Warrnambool City Council on (03) 5559 4800

Index Sheet

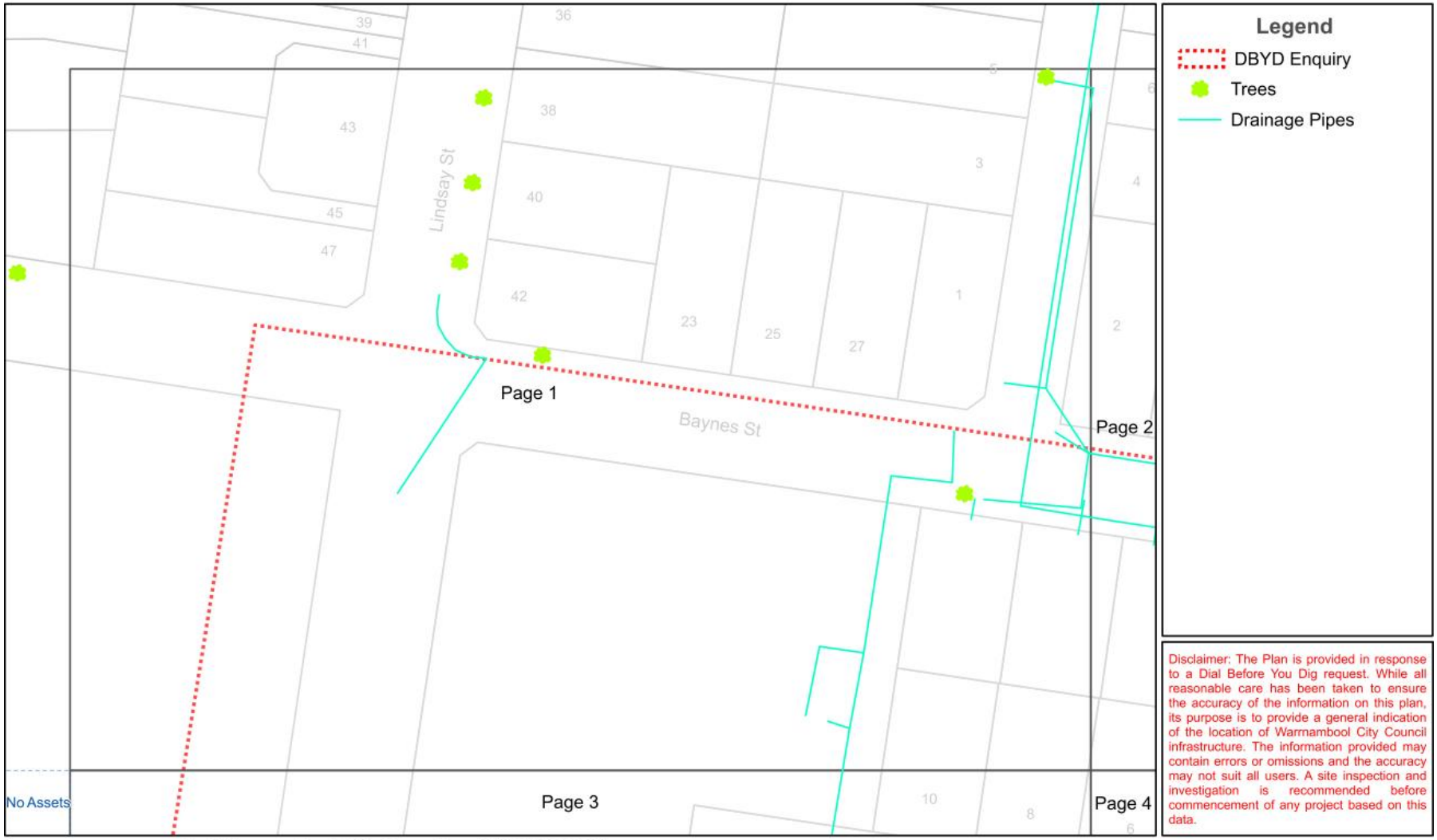
Plans generated by SmarterWX™ Automate

0 50 100 200 m

N

Scale 1:4,500

Job # 31173070
Seq # 206847313
Provided by Warrnambool City Council



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In an emergency contact Warrnambool City Council on (03) 5559 4800
11/01/22 (valid for 30 days)
Plans generated by SmarterWX™ Automate

0 10 20 40 m

N

Scale 1:1,000

WARRNAMBOOL CITY COUNCIL

Job # 31173070
Seq # 206847313

Provided by Warrnambool City Council

DIAL BEFORE YOU DIG www.1100.com.au

Legend

- DBYD Enquiry
- Trees
- Drainage Pipes

Disclaimer: The Plan is provided in response to a Dial Before You Dig request. While all reasonable care has been taken to ensure the accuracy of the information on this plan, its purpose is to provide a general indication of the location of Warrnambool City Council infrastructure. The information provided may contain errors or omissions and the accuracy may not suit all users. A site inspection and investigation is recommended before commencement of any project based on this data.

In an emergency contact Warrnambool City Council on (03) 5559 4800

11/01/22 (valid for 30 days)

Plans generated by SmarterWX™ Automate

0 10 20 40 m

N

Scale 1:1,000

Job # 31173070
Seq # 206847313
Provided by Warrnambool City Council

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11/01/22 (valid for 30 days)
Plans generated by SmarterWX™ Automate

0 10 20 40 m

N

Scale 1:1,000

WARRNAMBOOL CITY COUNCIL

Job # 31173070
Seq # 206847313

Provided by Warrnambool City Council

DIAL BEFORE YOU DIG www.1100.com.au

Legend

- DBYD Enquiry
- Drainage Pipes

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11/01/22 (valid for 30 days)

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0 10 20 40 m

N

Scale 1:1,000

Job # 31173070
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11/01/22 (valid for 30 days)

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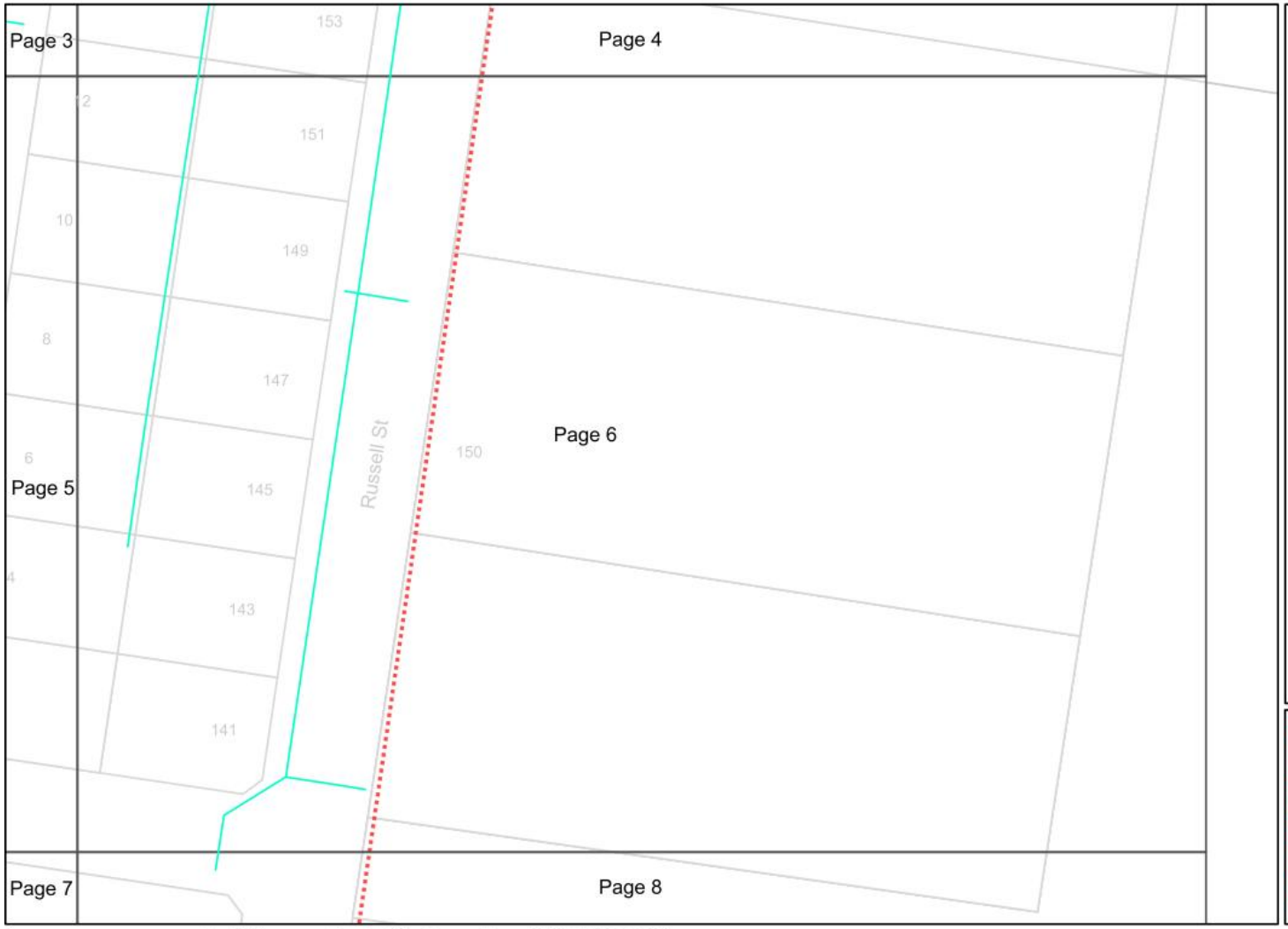
N

Scale 1:1,000

Job # 31173070
Seq # 206847313
Provided by Warrnambool City Council



Legend

- DBYD Enquiry
- Drainage Pipes

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11/01/22 (valid for 30 days)

Plans generated by SmarterWX™ Automate

0 10 20 40 m

N

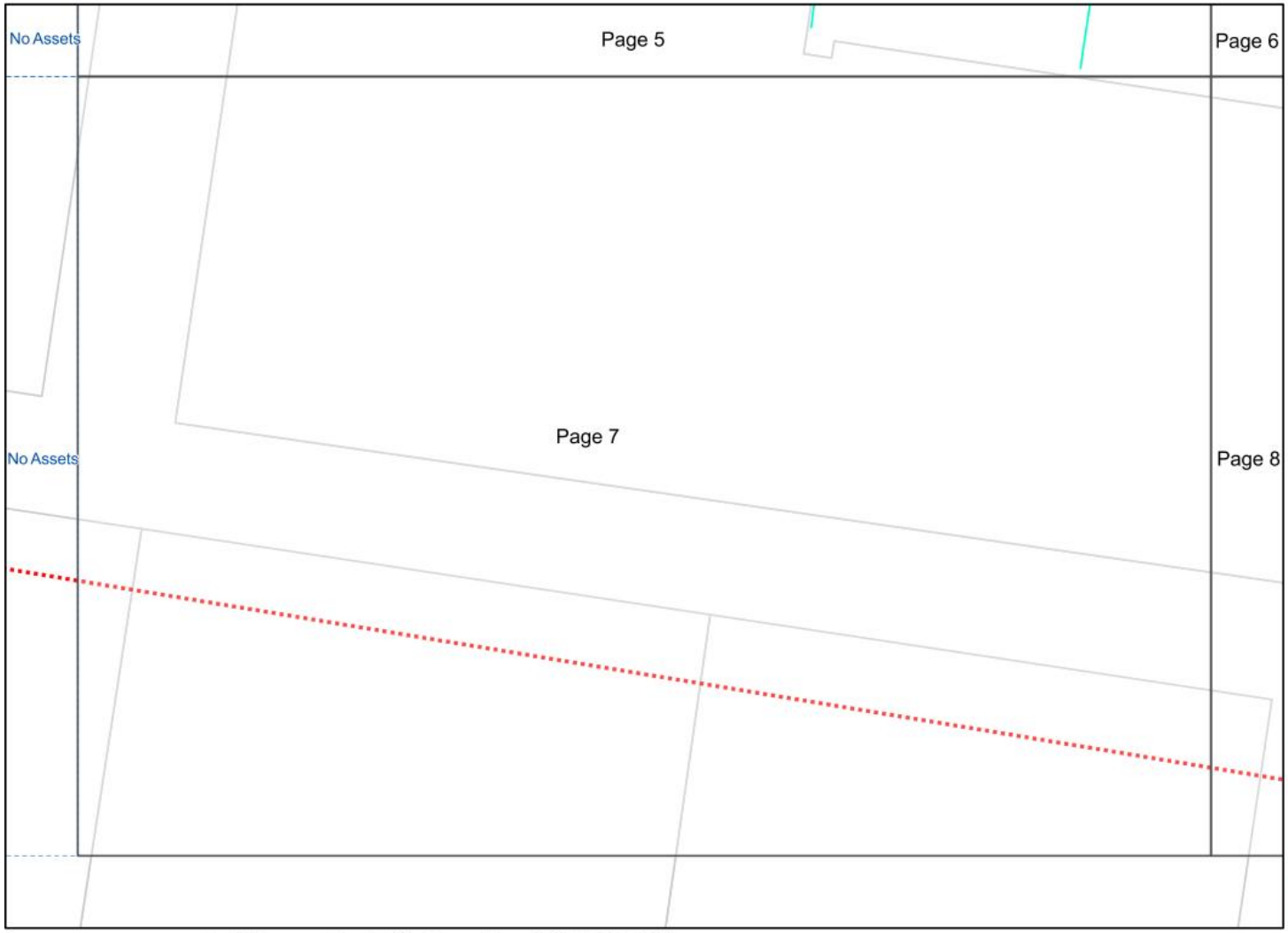
Scale 1:1,000

WARRNAMBOOL CITY COUNCIL

Job # 31173070
Seq # 206847313

Provided by Warrnambool City Council

DIAL BEFORE YOU DIG www.1100.com.au



Legend

DBYD Enquiry

Drainage Pipes

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11/01/22 (valid for 30 days)

Plans generated by SmarterWX™ Automate

0 10 20 40 m

N

Scale 1:1,000

Job # 31173070
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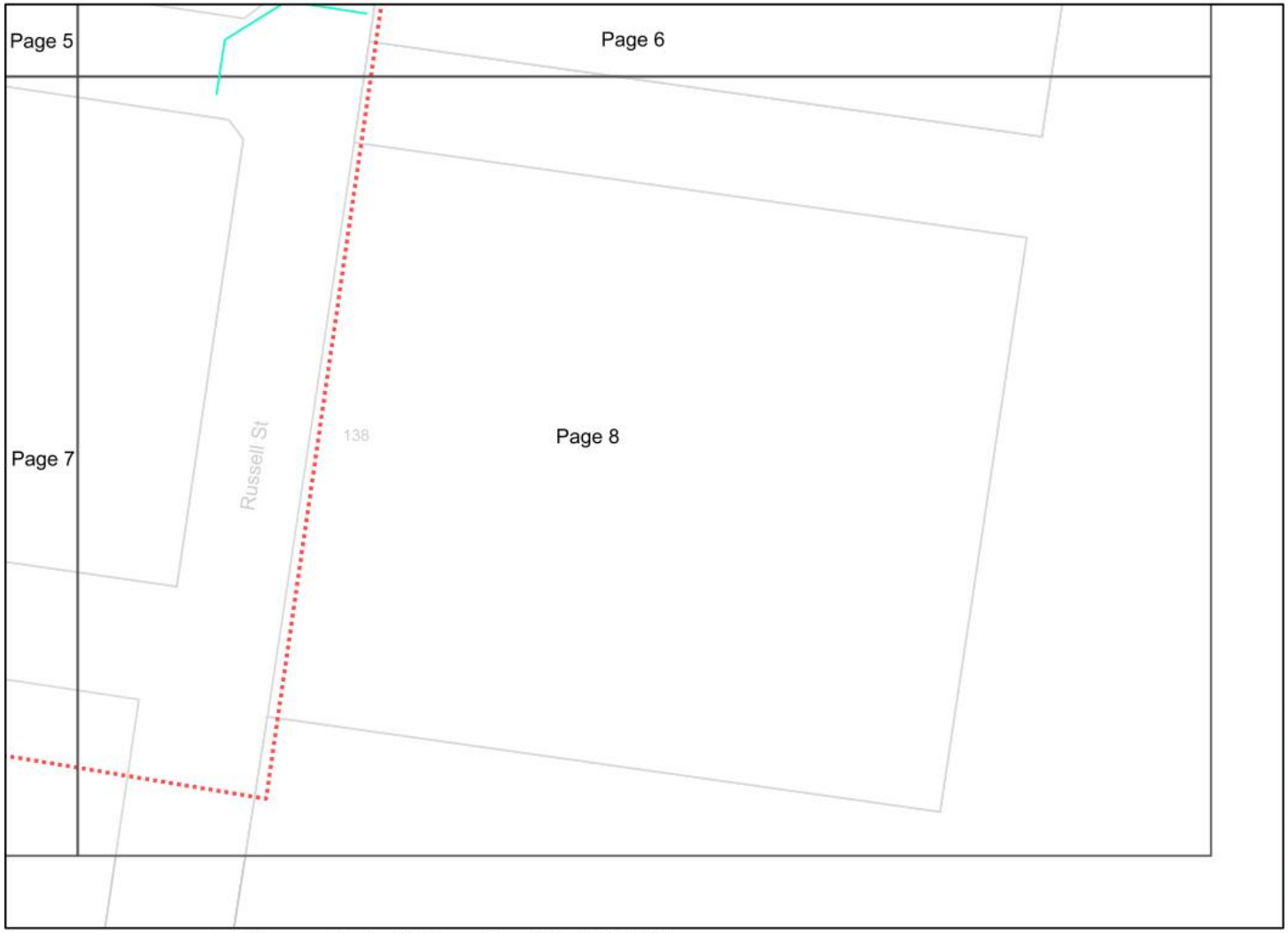

Legend

- DBYD Enquiry
- Drainage Pipes

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11/01/22 (valid for 30 days)

Plans generated by SmarterWX™ Automate

0 10 20 40 m

N

Scale 1:1,000

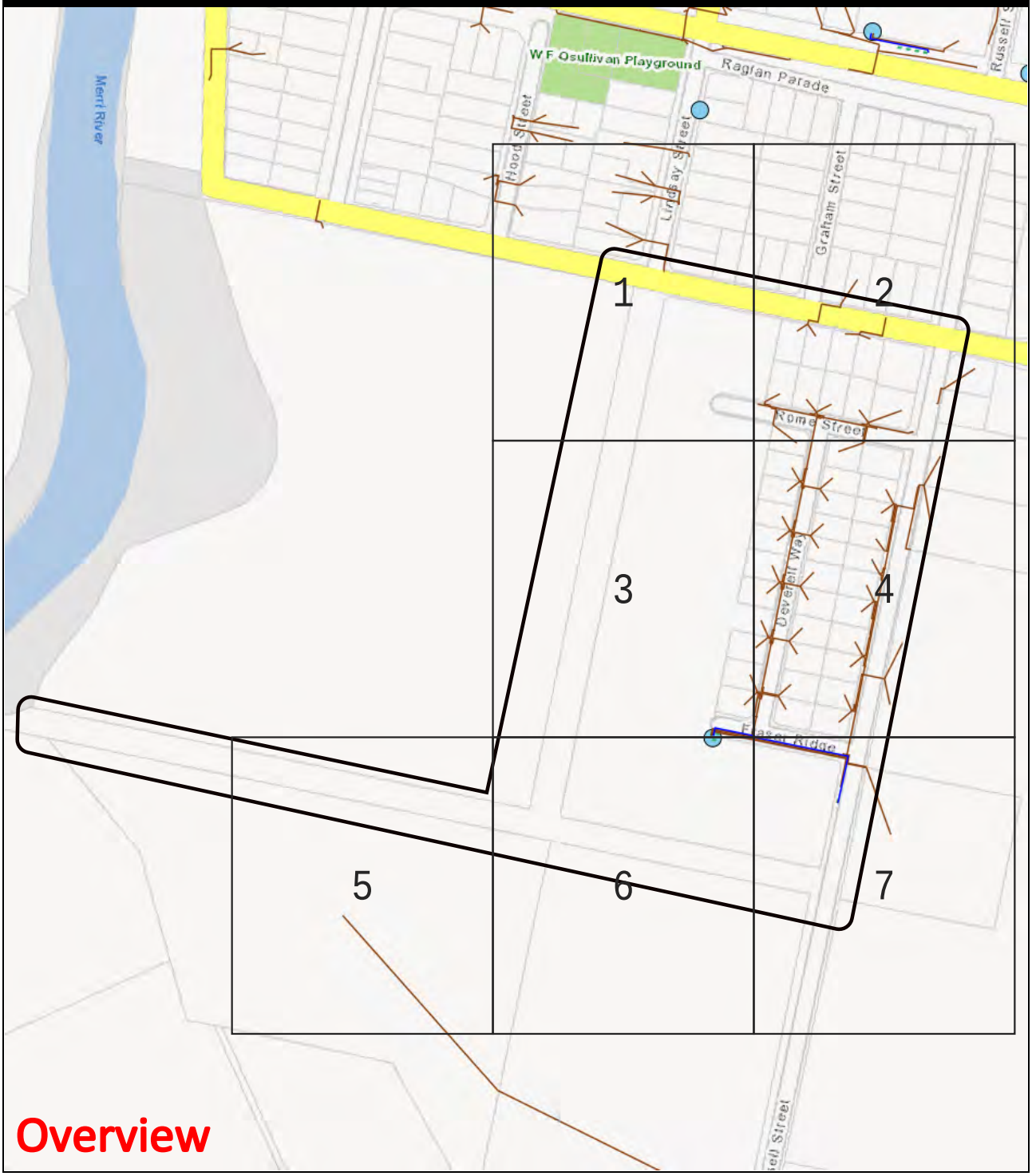
Appendix B – Existing Electricity

Date: 11 Jan 2022

Locality Map

206847315
7 Deverell Way, Warrnambool, VIC 3280

MAP IS A GUIDE ONLY - REFER TO CABLE PLANS FOR ACCURATE ASSET LOCATIONS



LEGEND:

- DBYD Work Area
- Zone Substation
- High Voltage Cable
- Low Voltage Cable
- Communication Cable
- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

This map represents the location of the submitted DBYD Work Area and all Citipower/Powercor responses are based on this location. It is the responsibility of the enquirer to ensure the accuracy of the DBYD Work Area.

Scale: 1:3918

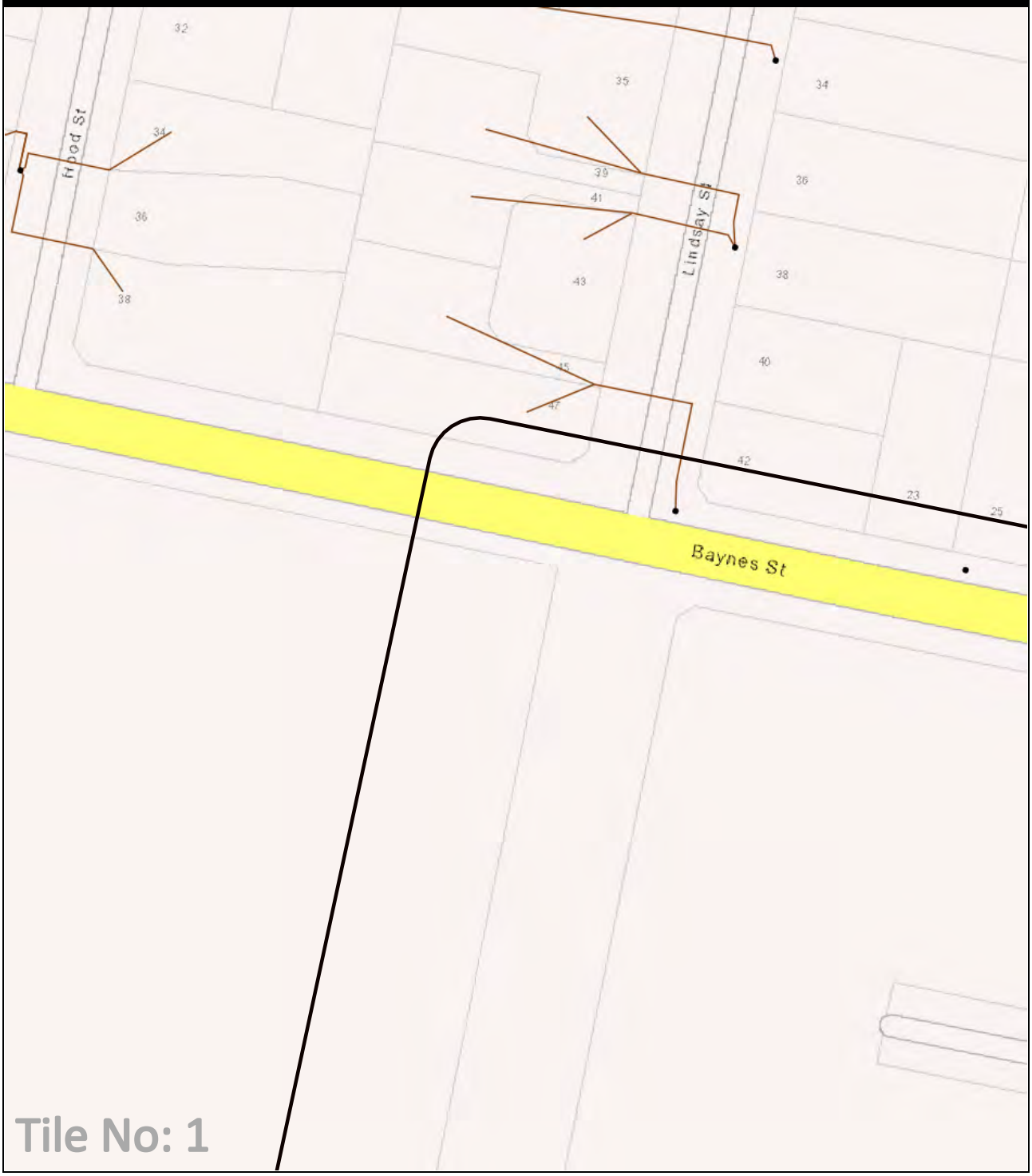
N

Date: 11 Jan 2022

Locality Map

206847315
7 Deverell Way, Warrnambool, VIC 3280

MAP IS A GUIDE ONLY - REFER TO CABLE PLANS FOR ACCURATE ASSET LOCATIONS



LEGEND:

- DBYD Work Area
- Zone Substation
- High Voltage Cable
- Low Voltage Cable
- Communication Cable
- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

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Scale: 1:1000

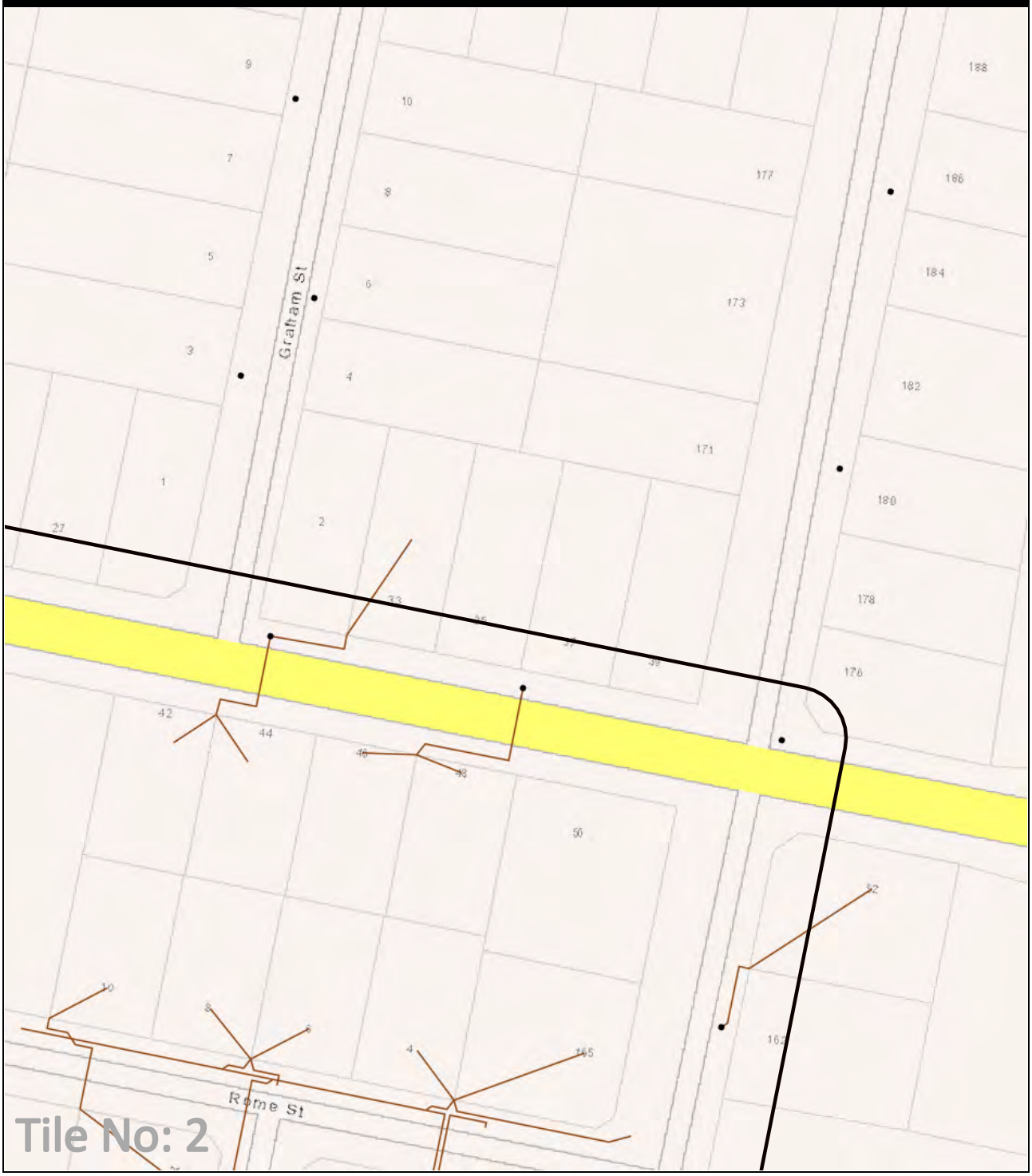
N

Date: 11 Jan 2022

Locality Map

206847315
7 Deverell Way, Warrnambool, VIC 3280

MAP IS A GUIDE ONLY - REFER TO CABLE PLANS FOR ACCURATE ASSET LOCATIONS



LEGEND:

- DBYD Work Area
- Zone Substation
- High Voltage Cable
- Low Voltage Cable
- Communication Cable
- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

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Scale: 1:1000

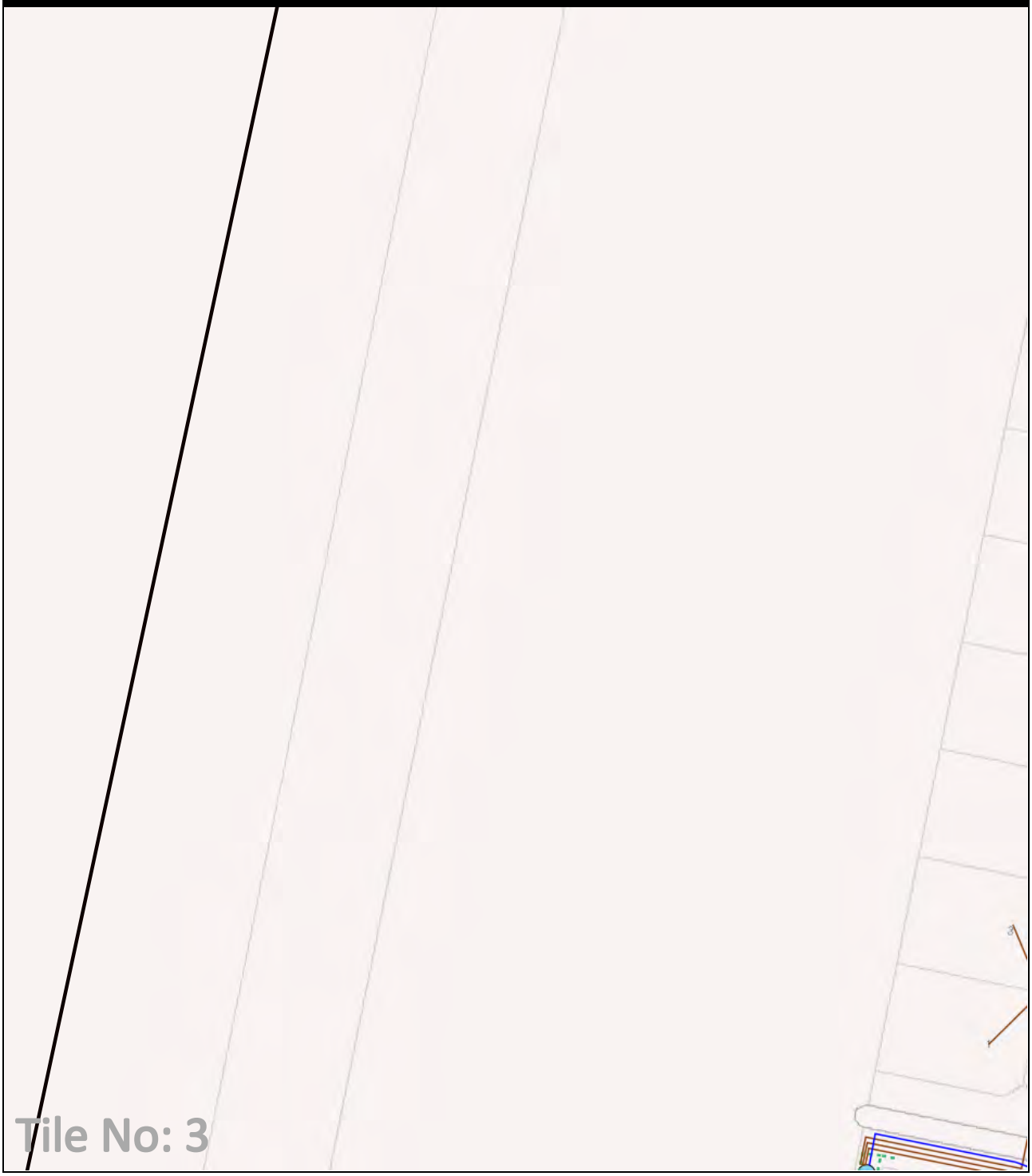
N

Date: 11 Jan 2022

Locality Map

206847315
7 Deverell Way, Warrnambool, VIC 3280

MAP IS A GUIDE ONLY - REFER TO CABLE PLANS FOR ACCURATE ASSET LOCATIONS



LEGEND:

- DBYD Work Area
- Zone Substation
- High Voltage Cable
- Low Voltage Cable
- Communication Cable
- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

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Scale: 1:1000

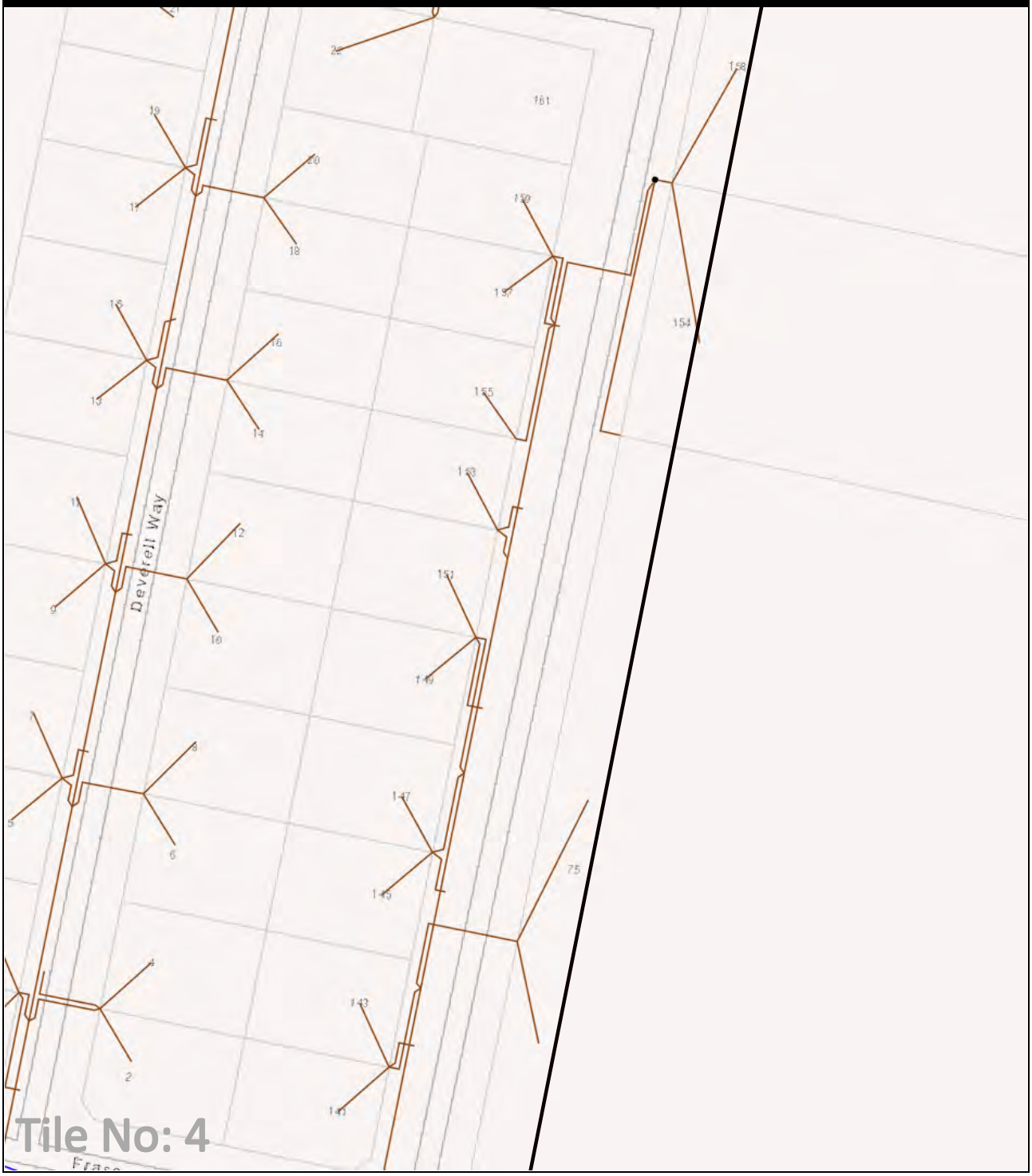
N

Date: 11 Jan 2022

Locality Map

206847315
7 Deverell Way, Warrnambool, VIC 3280

MAP IS A GUIDE ONLY - REFER TO CABLE PLANS FOR ACCURATE ASSET LOCATIONS



LEGEND:

- DBYD Work Area
- Zone Substation
- High Voltage Cable
- Low Voltage Cable
- Communication Cable
- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

This map represents the location of the submitted DBYD Work Area and all Citipower/Powercor responses are based on this location. It is the responsibility of the enquirer to ensure the accuracy of the DBYD Work Area.

Scale: 1:1000

N

Date: 11 Jan 2022

Locality Map

206847315
7 Deverell Way, Warrnambool, VIC 3280

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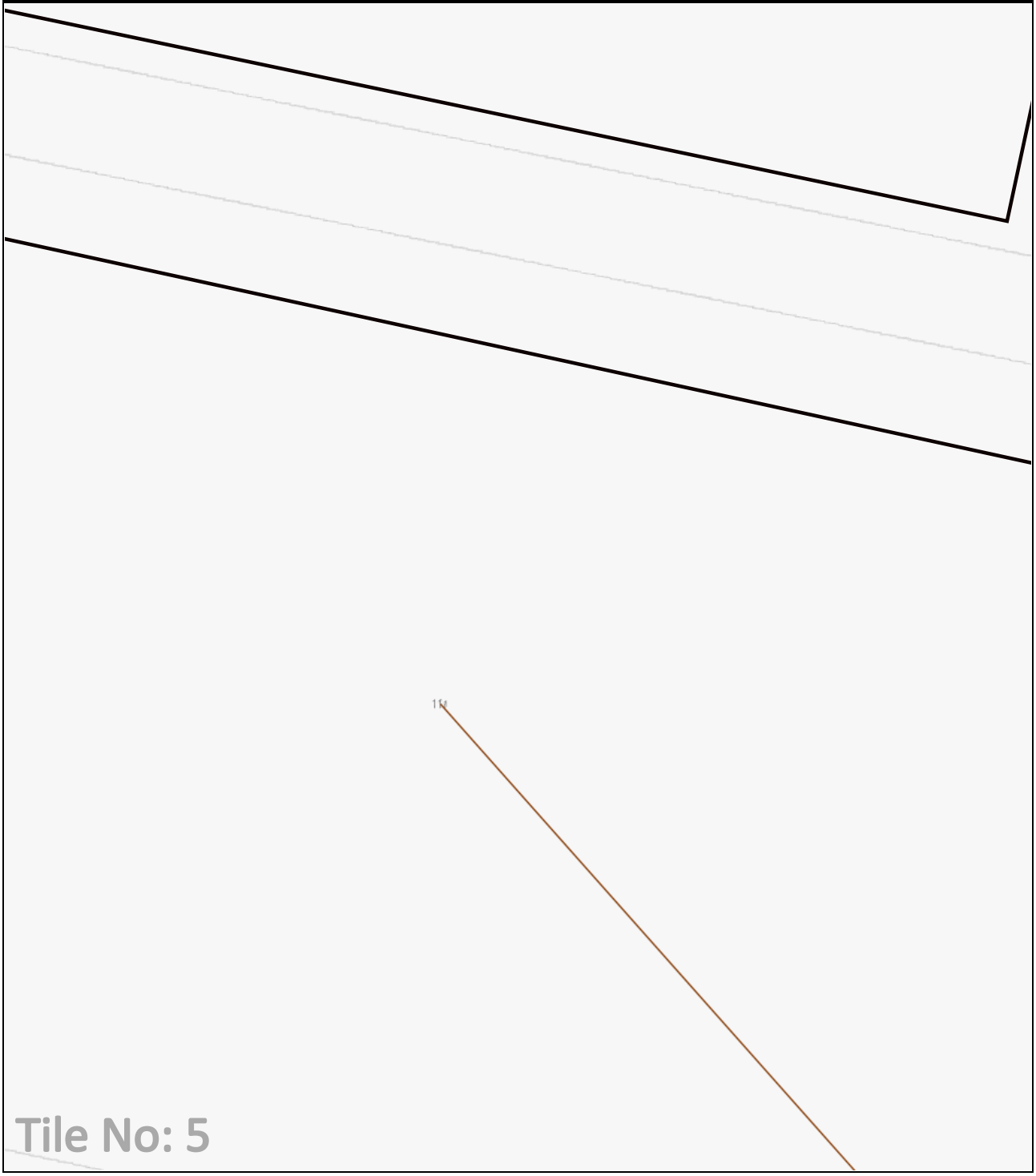

LEGEND:

- DBYD Work Area
- Zone Substation
- High Voltage Cable
- Low Voltage Cable
- Communication Cable
- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

This map represents the location of the submitted DBYD Work Area and all Citipower/Powercor responses are based on this location. It is the responsibility of the enquirer to ensure the accuracy of the DBYD Work Area.

Scale: 1:1000

N

Date: 11 Jan 2022

Locality Map

206847315
7 Deverell Way, Warrnambool, VIC 3280

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- DBYD Work Area
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- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

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Scale: 1:1000

N

Date: 11 Jan 2022

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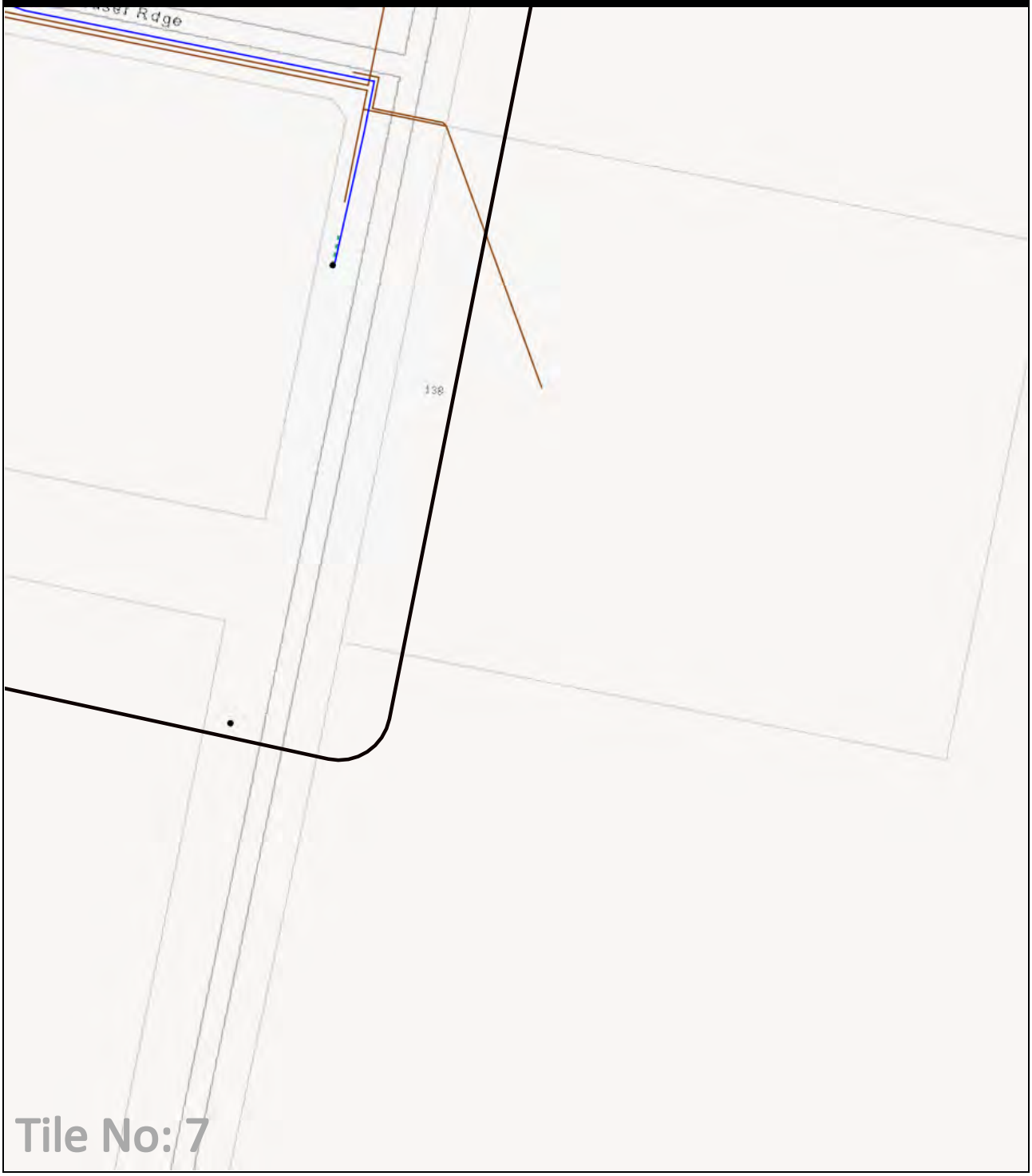


LEGEND:

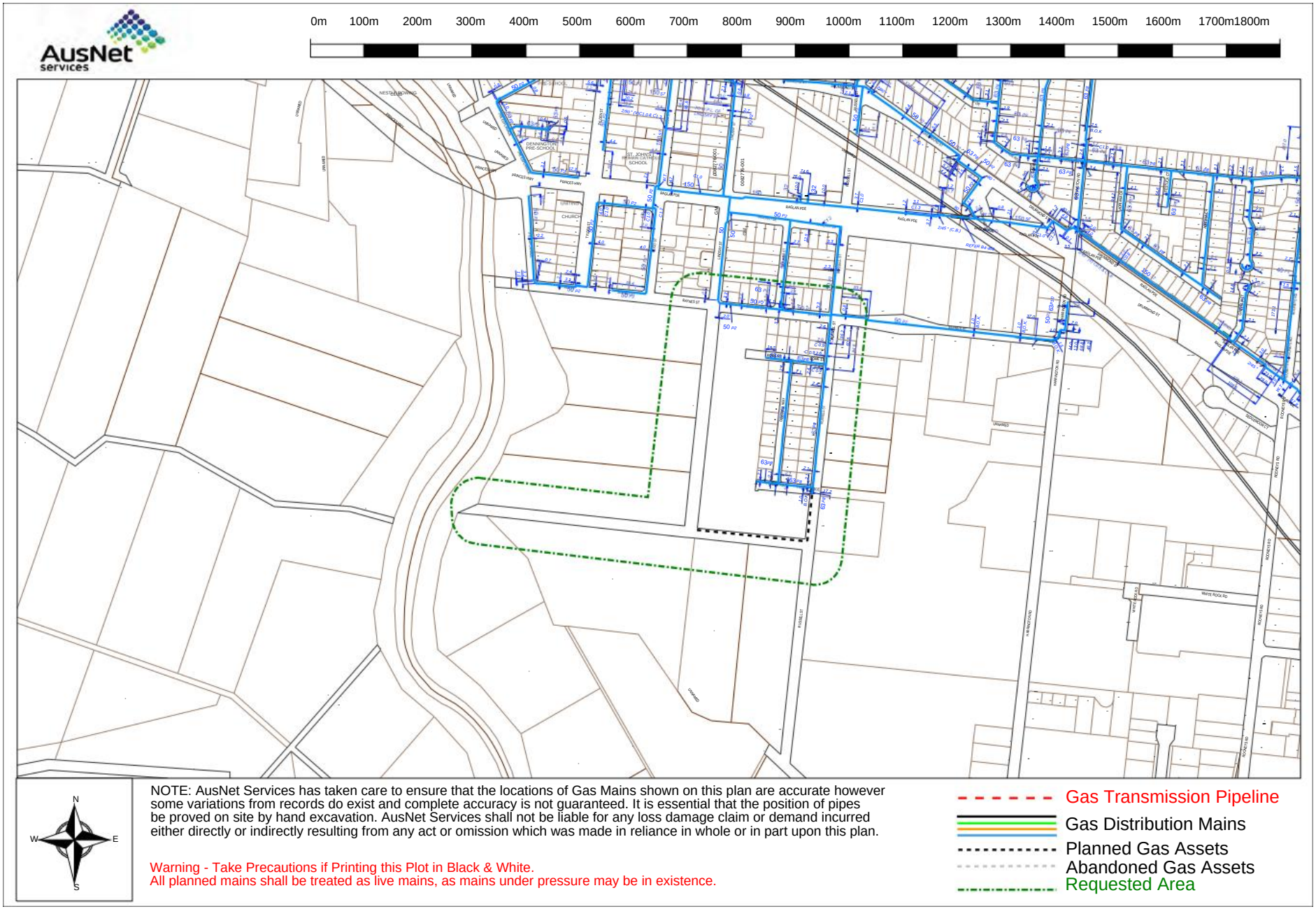
- DBYD Work Area
- Zone Substation
- High Voltage Cable
- Low Voltage Cable
- Communication Cable
- Earth Cable
- SWER Substation
- Distribution Substation
- Pole

This map represents the location of the submitted DBYD Work Area and all Citipower/Powercor responses are based on this location. It is the responsibility of the enquirer to ensure the accuracy of the DBYD Work Area.

Scale: 1:1000

N

Appendix C – Existing Gas


AusNet services
0m 100m 200m 300m 400m 500m 600m 700m 800m 900m 1000m 1100m 1200m 1300m 1400m 1500m 1600m 1700m1800m
N
W
E
S
NOTE: AusNet Services has taken care to ensure that the locations of Gas Mains shown on this plan are accurate however some variations from records do exist and complete accuracy is not guaranteed. It is essential that the position of pipes be proved on site by hand excavation. AusNet Services shall not be liable for any loss damage claim or demand incurred either directly or indirectly resulting from any act or omission which was made in reliance in whole or in part upon this plan.
Warning - Take Precautions if Printing this Plot in Black & White.
All planned mains shall be treated as live mains, as mains under pressure may be in existence.
Gas Transmission Pipeline
Gas Distribution Mains
Planned Gas Assets
Abandoned Gas Assets
Requested Area

Appendix D – Existing Telecommunications

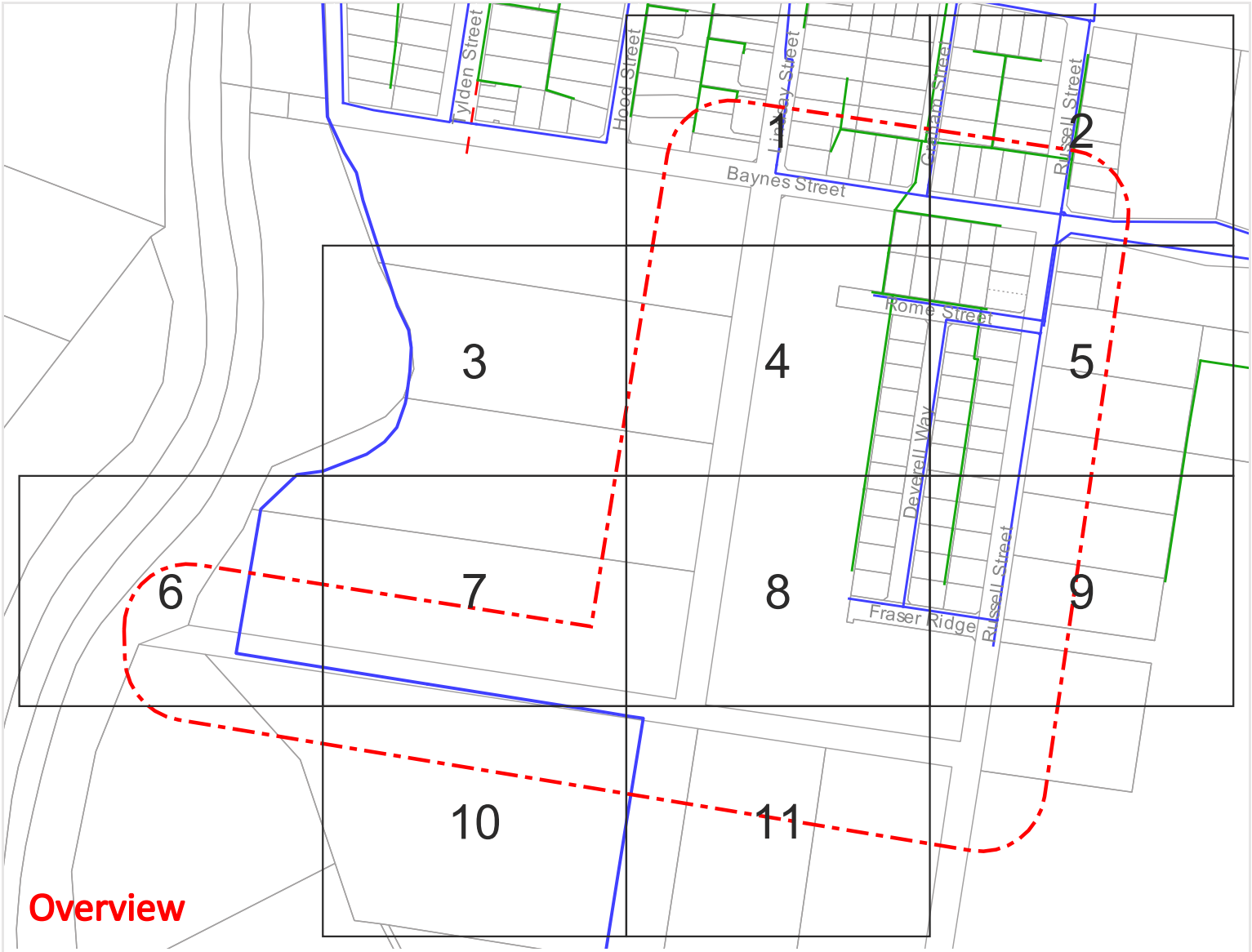
GRAHAM
RUSSELL
ROME
DEVERELL
LINDSAY
A100
P80

Appendix E – Existing Water & Sewerage

wannonWATER

Sequence No: 206847310
Job No: 31173070
Location: 7 Deverell Way, Warrnambool, VIC 3280

DIAL BEFORE YOU DIG
www.1100.com.au
The Essential First Step.



Legend

Asset Types
- Water
- Gravity Sewer
- Pressure Sewer
- Roof Water
- Other Assets

Feature Types
- Pipes
- Private Pipe
- Disused Pipe
- Disused Asbestos Cement
- Surface Fitting/Manhole
- ▶3.1◀ Estimated Offset

PLANS MUST BE PRINTED IN COLOUR

N

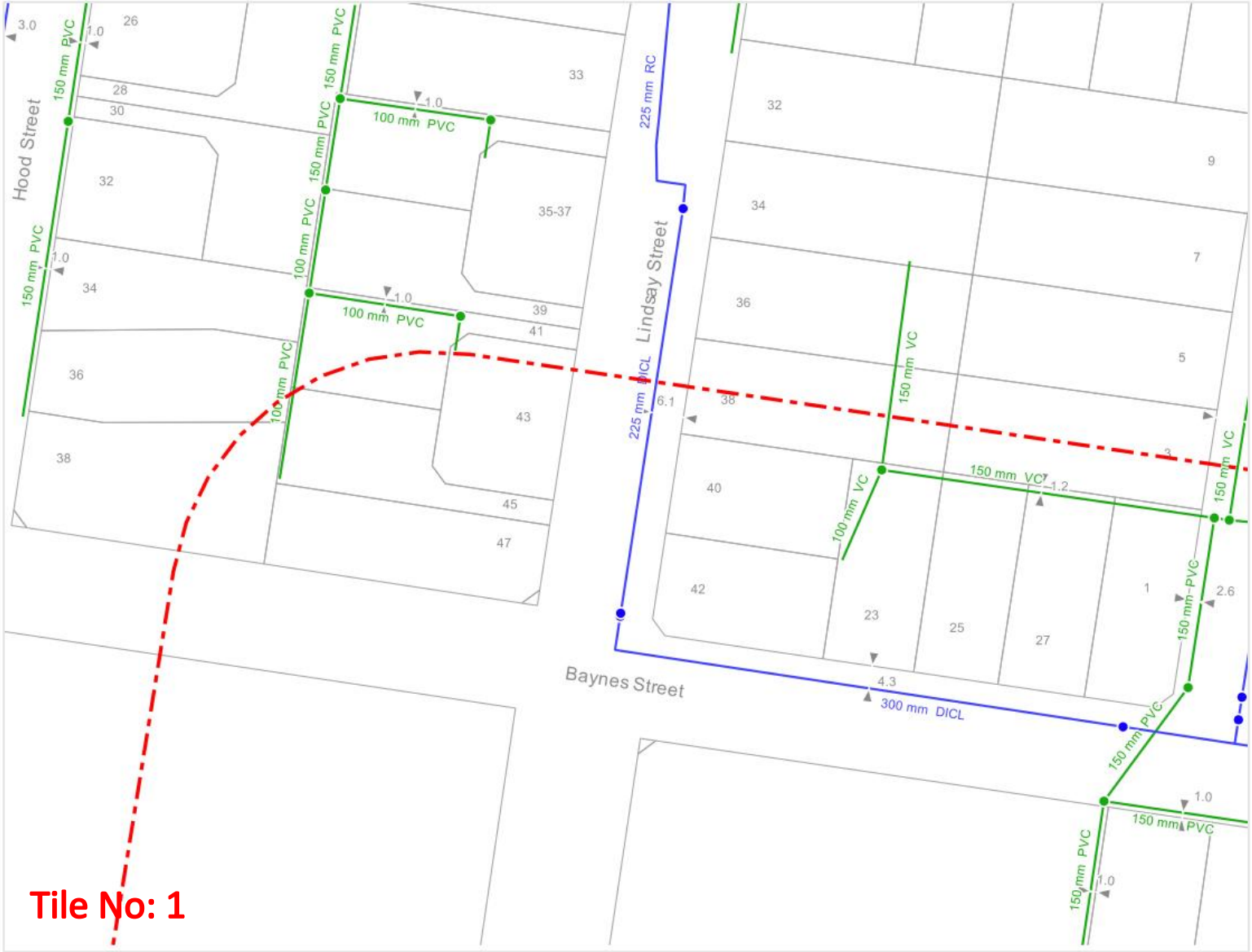
Scale: 1:4100
Expires: 08 Feb 2022

DISCLAIMER: While reasonable measures have been taken to ensure the accuracy of the information contained in this plan response, neither Wannon Water nor PelicanCorp shall have any liability whatsoever in relation to any loss, damage, cost or expense arising from the use of this plan response or the information contained in it or the completeness or accuracy of such information. Use of such information is subject to and constitutes acceptance of these terms.
Wannon Water does not have an obligation to maintain the information, however, we use our best endeavours with available resources to maintain the information, subject to current and accurate information being provided to Wannon Water. The information has not been verified by Wannon Water and may be incomplete, inaccurate, obsolete, superseded or duplicated. It is for the user to satisfy themselves that the information is appropriate for the proposed use and to satisfy themselves of the accuracy or otherwise of the information.

wannonWATER

Sequence No: 206847310
Job No: 31173070
Location: 7 Deverell Way, Warrnambool, VIC 3280

DIAL BEFORE YOU DIG www.1100.com.au
The Essential First Step.



Legend

Asset Types
- Water
- Gravity Sewer
- Pressure Sewer
- Roof Water
- Other Assets

Feature Types
- Pipes
- Private Pipe
- Disused Pipe
- Disused Asbestos Cement
- Surface Fitting/Manhole
- 3.1 Estimated Offset

PLANS MUST BE PRINTED IN COLOUR

N

Scale: 1:1000
Expires: 08 Feb 2022

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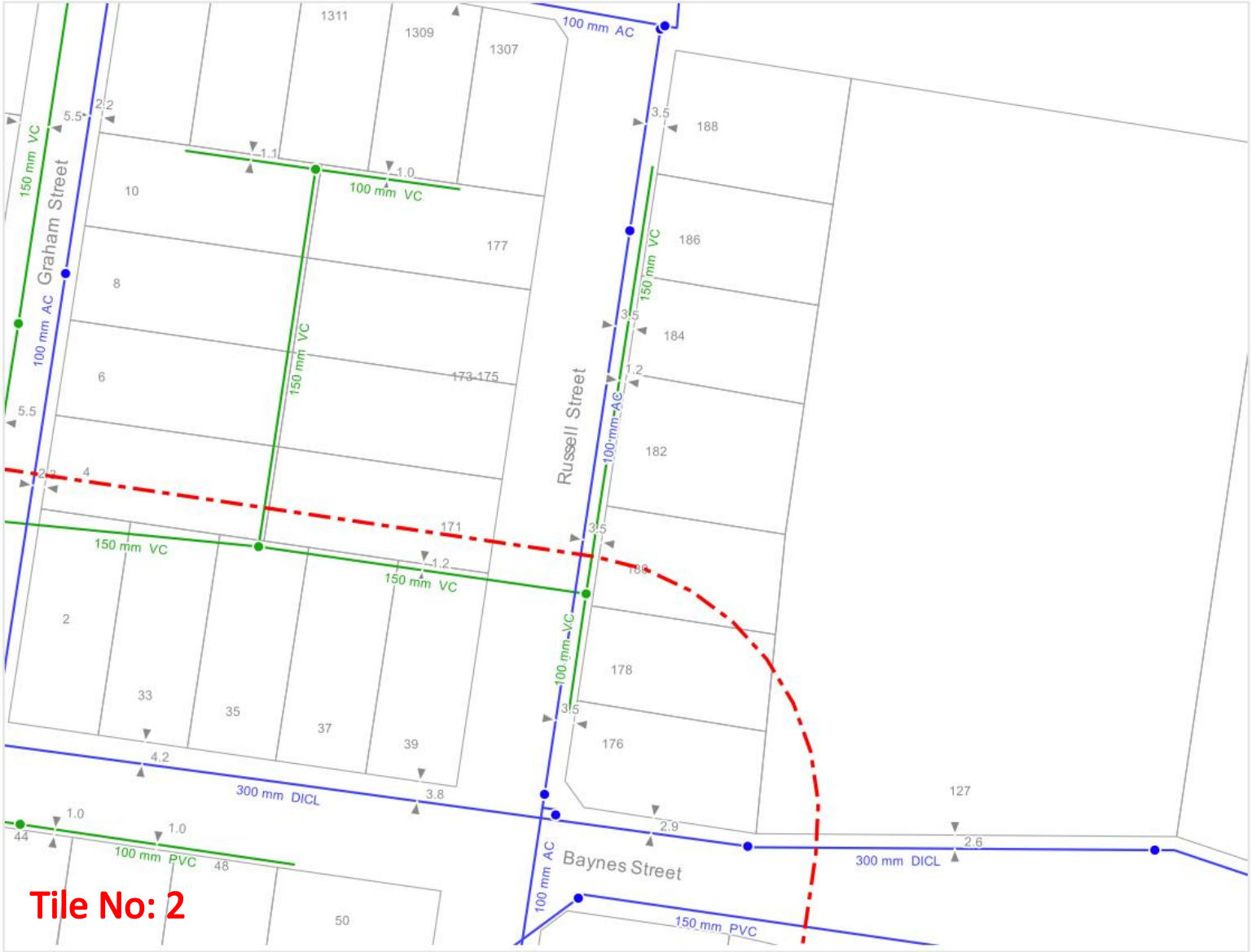
wannonWATER

Sequence No: 206847310
Job No: 31173070
Location: 7 Deverell Way, Warrnambool, VIC 3280

DIAL BEFORE YOU DIG www.1100.com.au
The Essential First Step.



Legend

Asset Types
- Water
- Gravity Sewer
- Pressure Sewer
- Roof Water
- Other Assets

Feature Types
- Pipes
- Private Pipe
- Disused Pipe
- Disused Asbestos Cement
- Surface Fitting/Manhole
- 3.1 Estimated Offset

PLANS MUST BE PRINTED IN COLOUR

N

Scale: 1:1000
Expires: 08 Feb 2022

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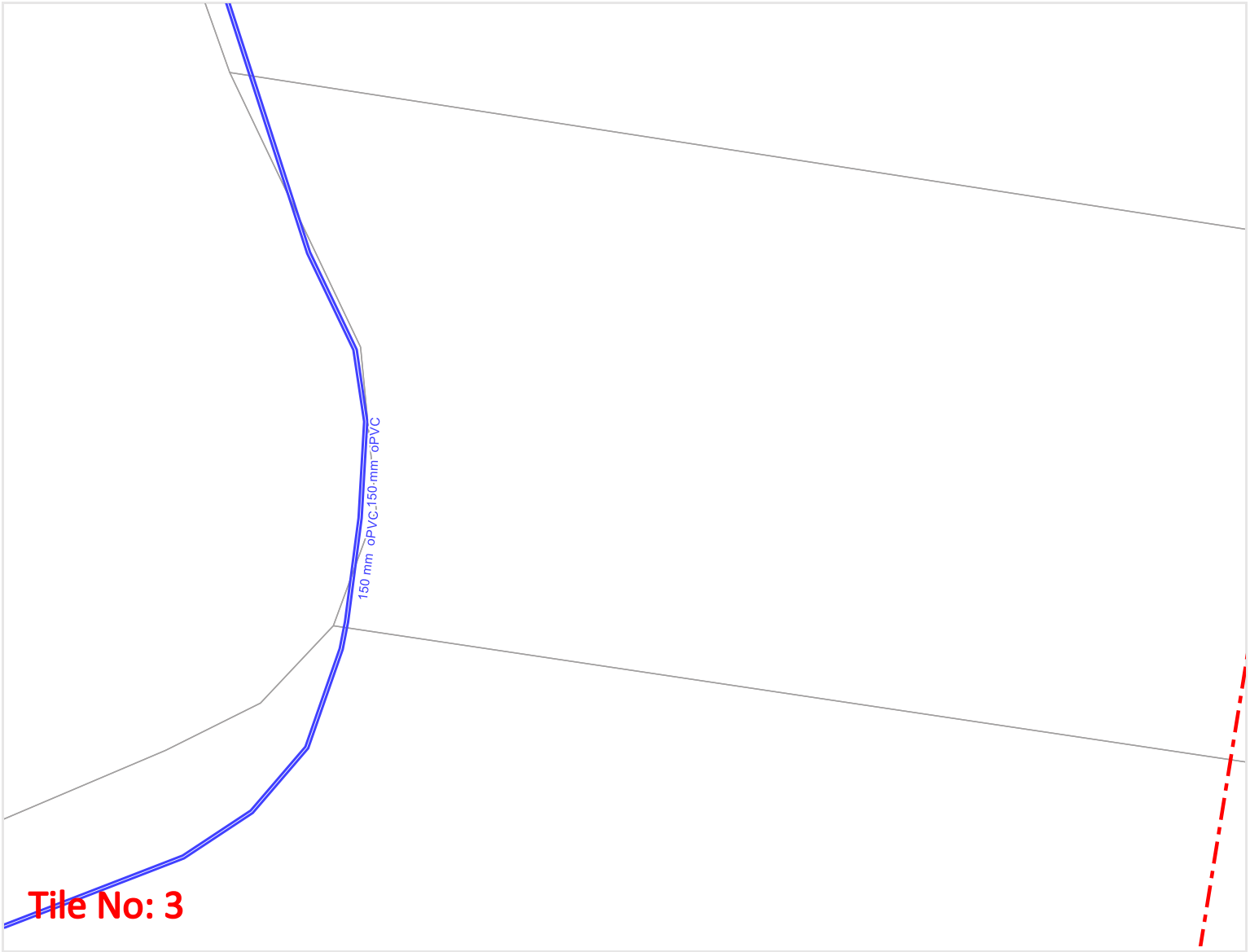
wannonWATER

Sequence No: 206847310
Job No: 31173070
Location: 7 Deverell Way, Warrnambool, VIC 3280

DIAL BEFORE YOU DIG www.1100.com.au
The Essential First Step.



Legend

Asset Types
- Water
- Gravity Sewer
- Pressure Sewer
- Roof Water
- Other Assets

Feature Types
- Pipes
- Private Pipe
- Disused Pipe
- Disused Asbestos Cement
- Surface Fitting/Manhole
- ▶3.1◀ Estimated Offset

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Scale: 1:1000
Expires: 08 Feb 2022

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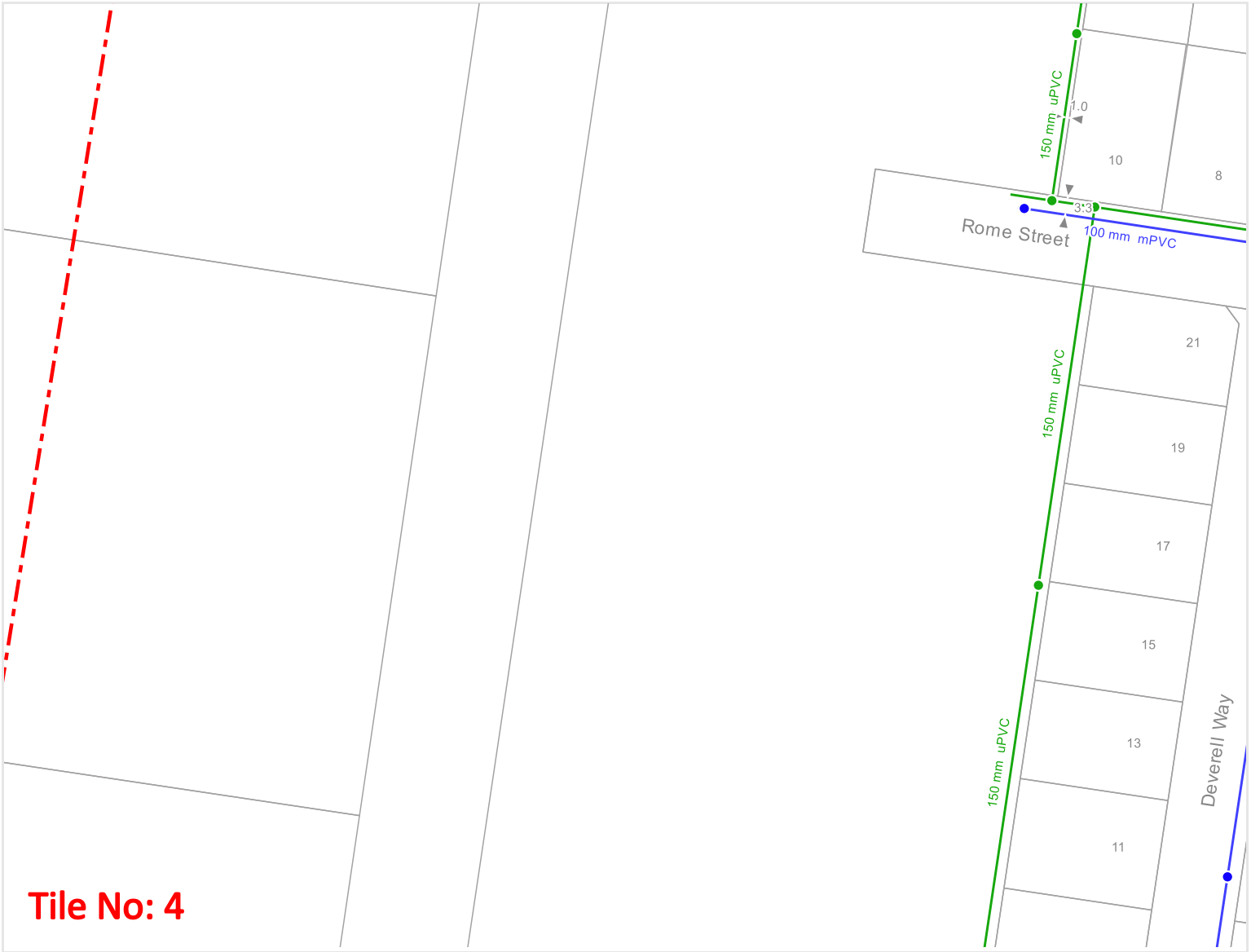
Sequence No: 206847310
Job No: 31173070
Location: 7 Deverell Way, Warrnambool, VIC 3280



Legend

Asset Types
- Water
- Gravity Sewer
- Pressure Sewer
- Roof Water
- Other Assets

Feature Types
- Pipes
- Private Pipe
- Disused Pipe
- Disused Asbestos Cement
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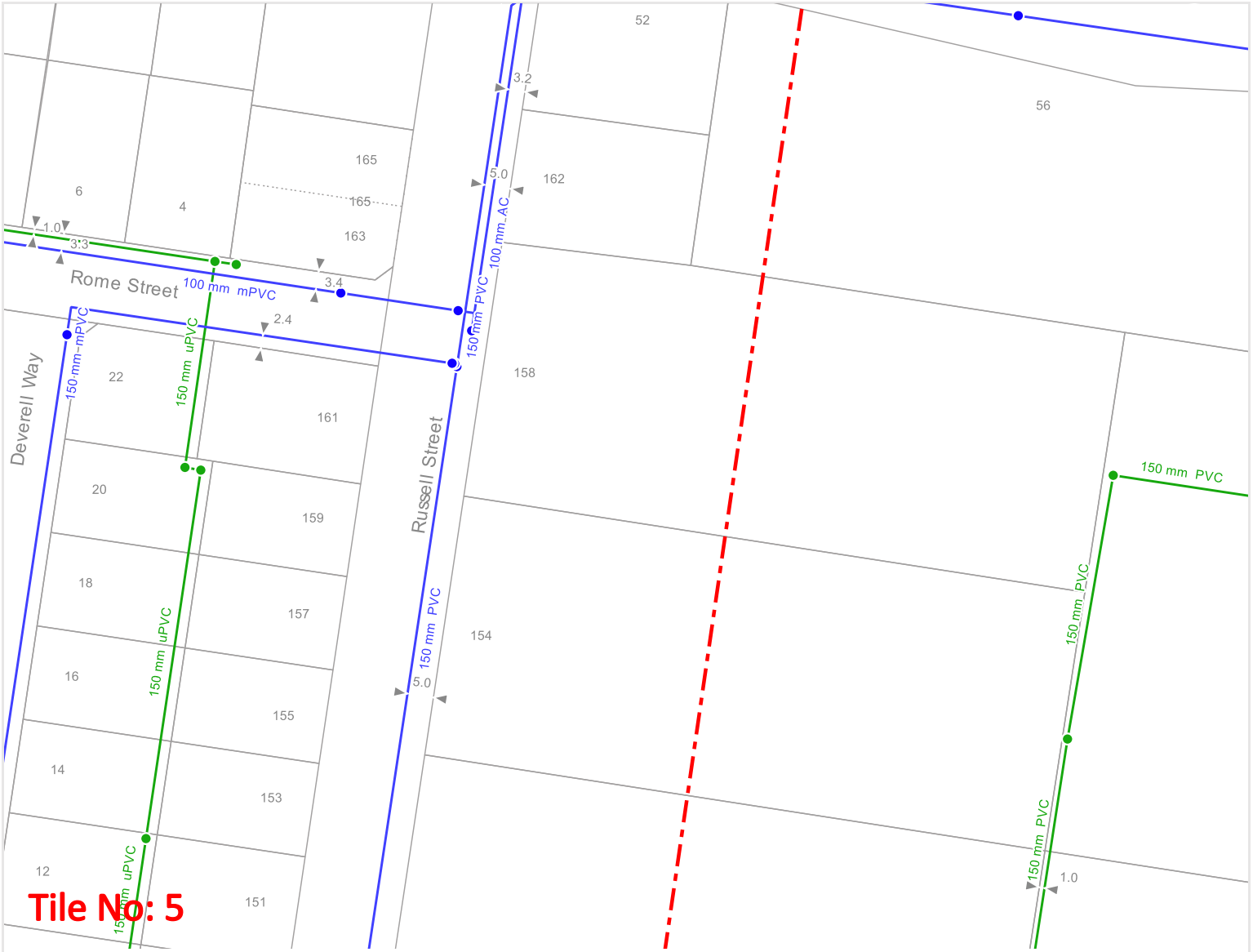

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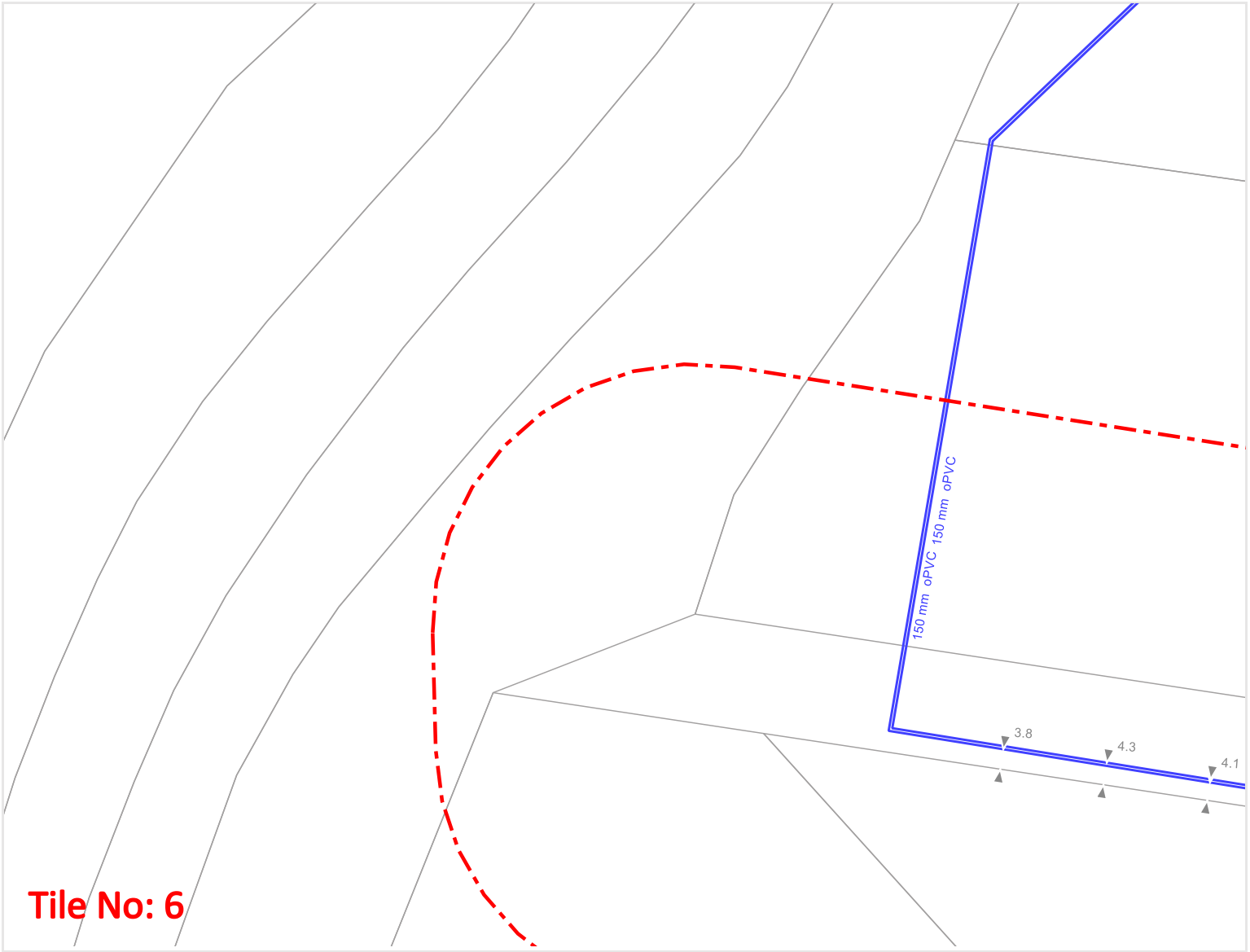

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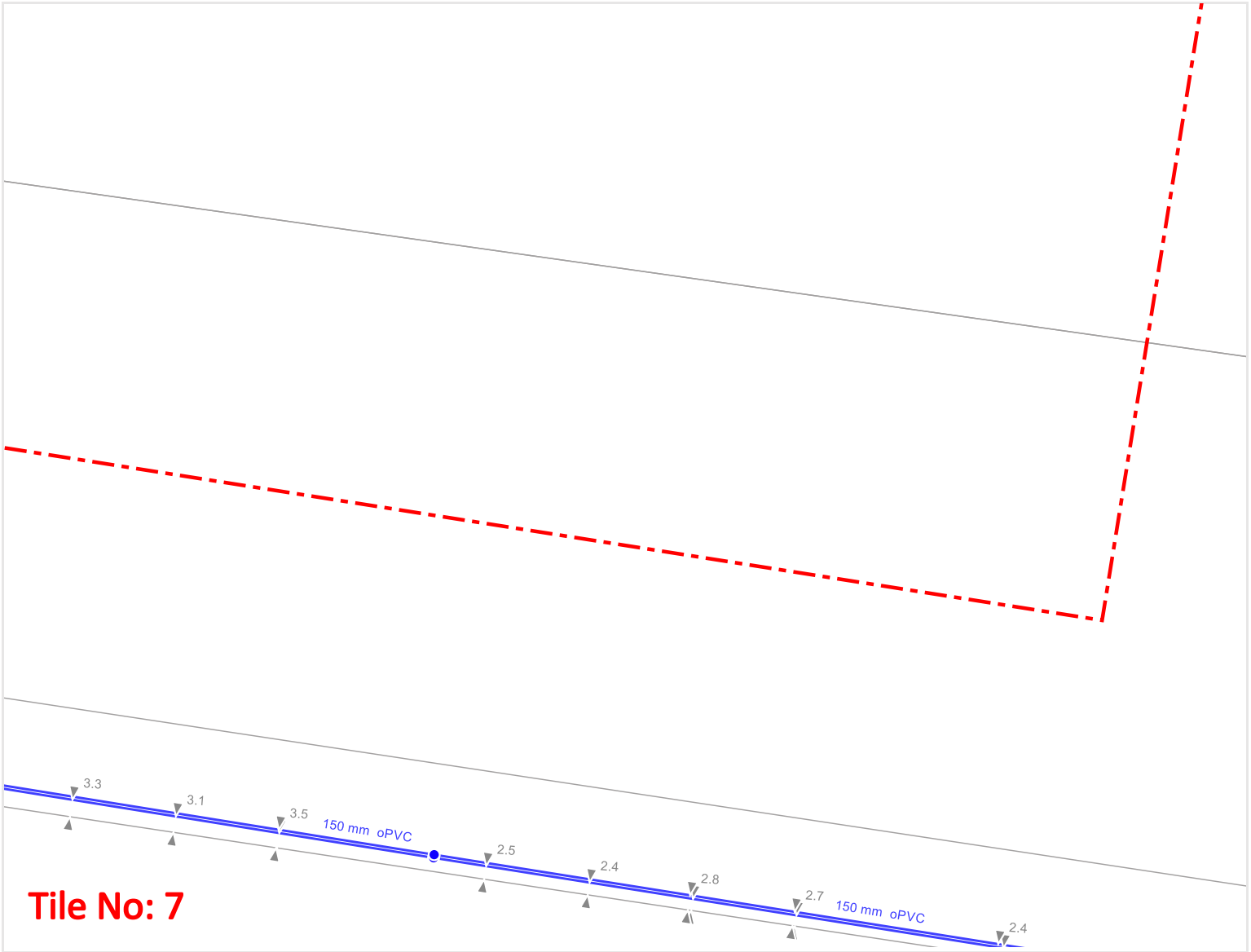

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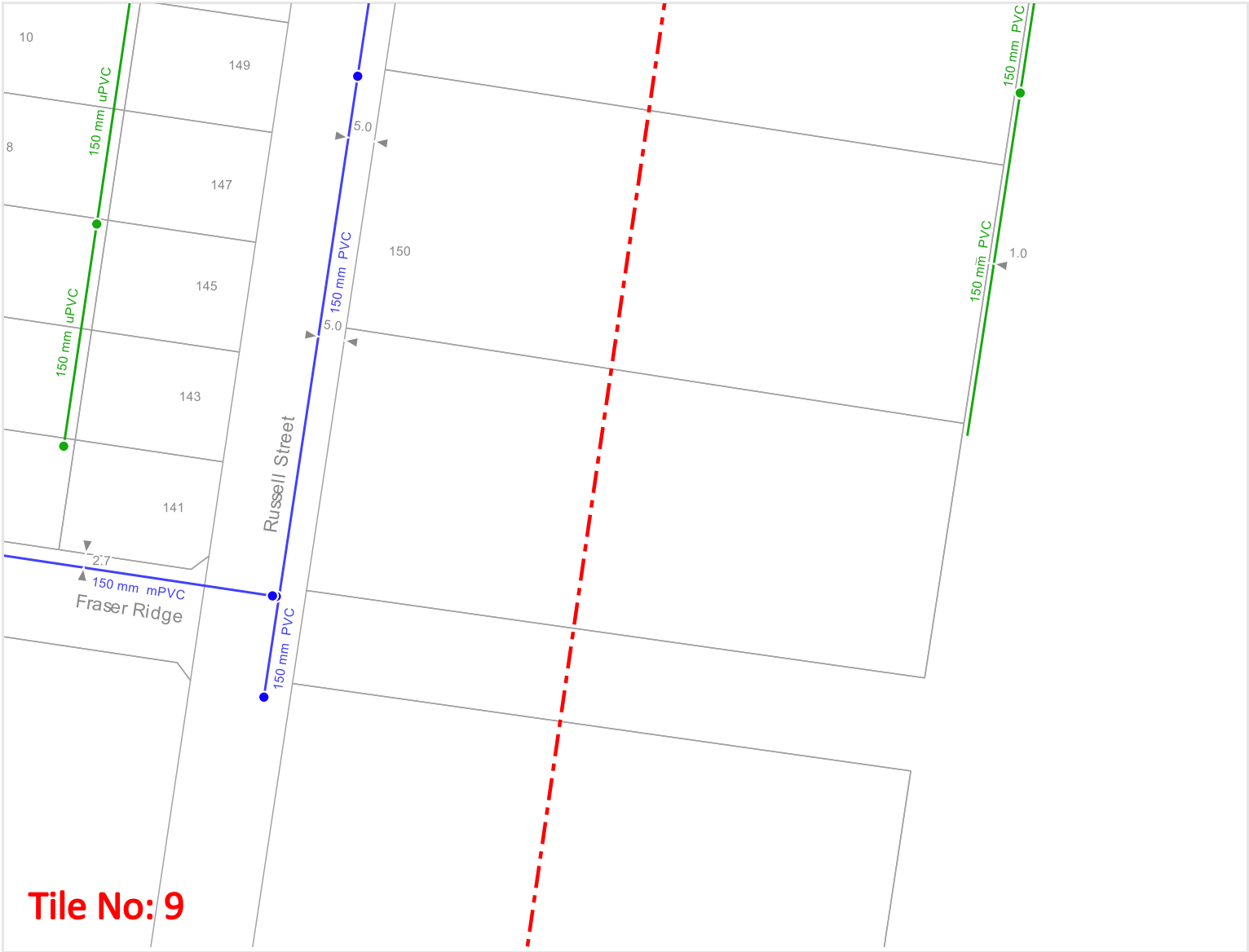

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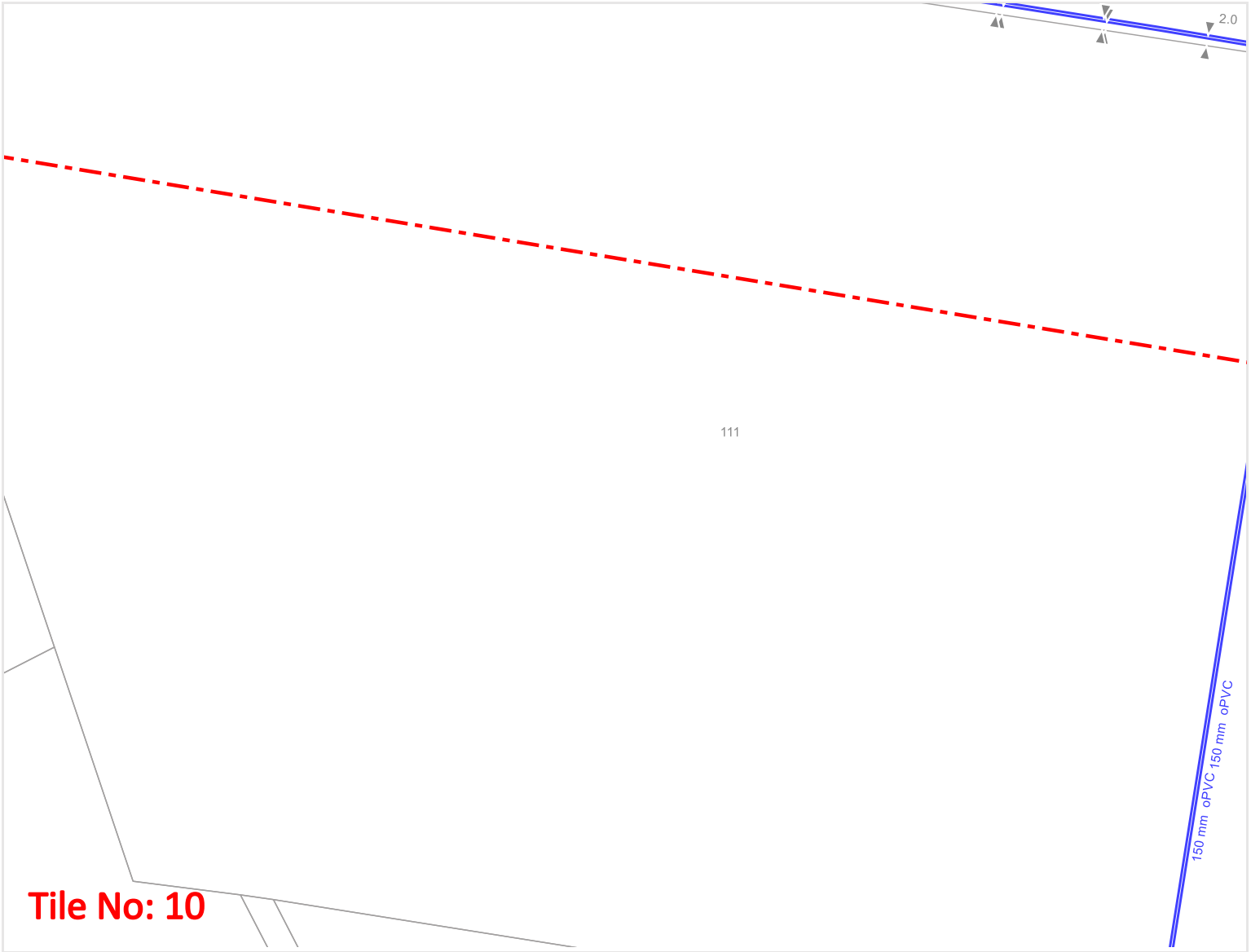

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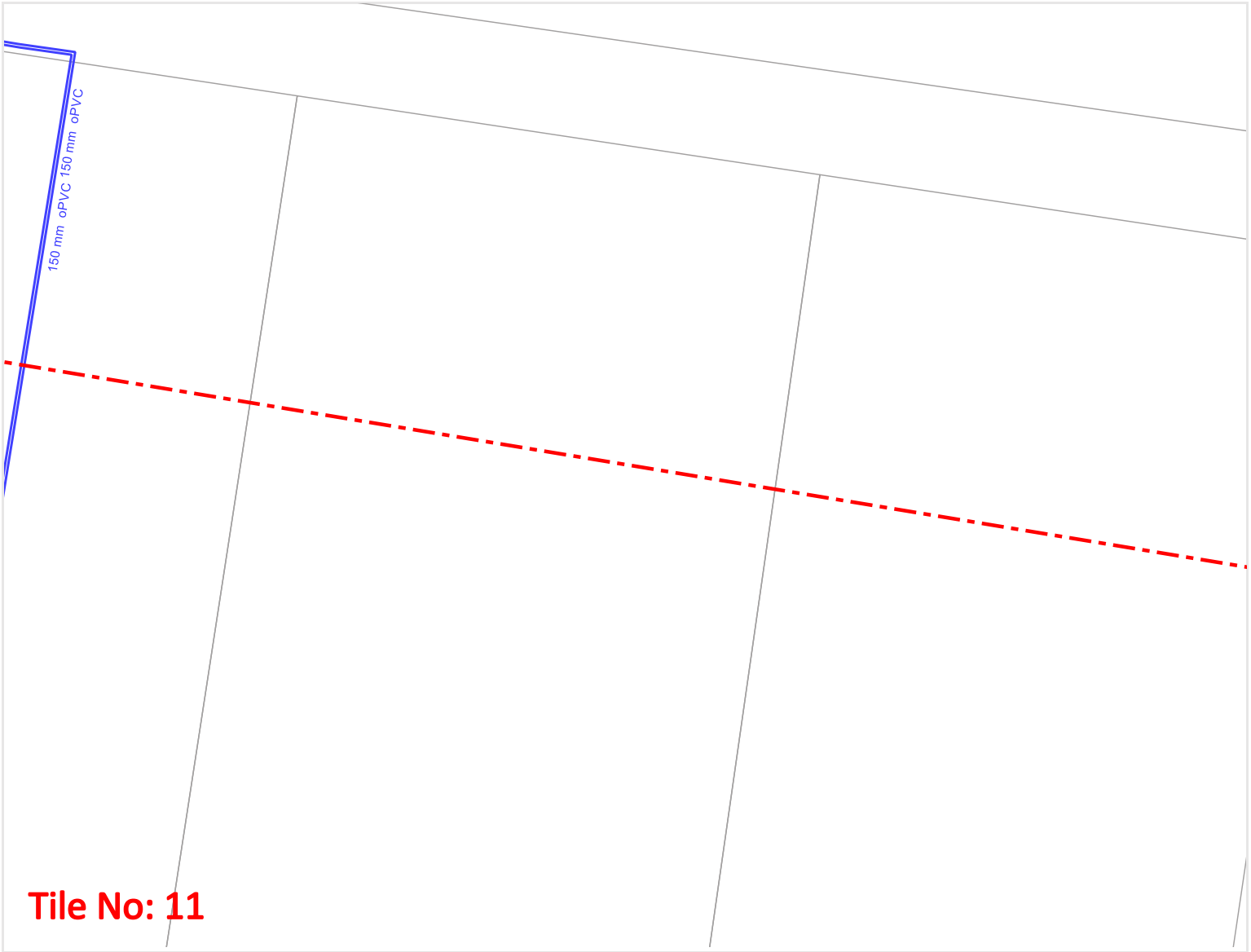

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Appendix F – Information to Assist Development Plan

PM DESIGN | GROUP
Engineering Solutions

12/10/2022

Our ref:	**W.SUB-15780_Complimentary information to design report**
Doc rev:	**A**
File Folder:	**X:\Engineering\000-W\SUB_Subdivisions Land Development\15780_The Heights, Dennington\W.SUB-15780_Complimentary information to design report.docx**

Information to Assist Development Plan

Document Revision Summary

Revision	Date	Description
Rev A	12/10/2022	Initial Report

MELBOURNE
GEELONG
BALLARAT
WARRNAMBOOL
HORSHAM
PORTLAND

www.pmdesign.com.au
admin@pmdesign.com.au

QA10

1 CONTENTS

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3 SEWER DESIGN 3
4 STORMWATER NORTH 5
5 STORMWATER SOUTH 6

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2 INTRODUCTION

This report has been compiled by PM Design to provide complimentary information to the Development Plan created by Milward Engineering Management.

2.1 Site Field Investigation

Existing site conditions was surveyed by PM Design on the 25/7 – 26/7 and is depicted in the drawings titled W.SUB-15780 Survey Rev B

3 SEWER DESIGN

To the south of Fraser Ridge there is no existing Sewer infrastructure and due to the site's topography it is not feasible to connect this via gravity into the existing infrastructure on the North of the ridge. As a result we recommend a temporary sewer pump station to manage the wastewater from the 28 lots that lie to the south of Fraser Ridge. Figure 1 depicts the proposed cross section of the pump well, with a minimum operating volume of 900 Litres based on a desirable 5 pump starts per hour and an appropriate pump rate of 2 Litres/Sec.

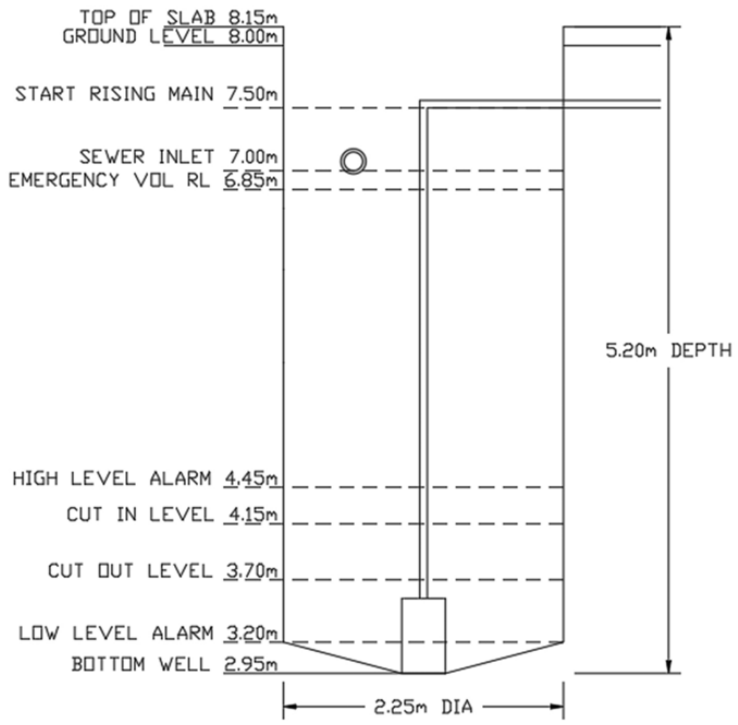


Figure 1: Proposed Sewer Pump Station

The emergency storage is based on a 2 hour storage of the Peak Dry Weather Flow and has a depth of 2.40m in the wet well.

The proposed pump station is a temporary system and hence will be likely be removed in the future, because of this it is not necessary to locate the system in a dedicated permanent services reserve. Within the existing road reserve there is more than ample room to house the system and when the land to the west is developed the pump station may be decommissioned or relocated to the next low point with no residual land left behind. Figure 2 shows the proposed location of the pump well in the road reserve in the South-West corner of the development, this is recommended as the most viable option.

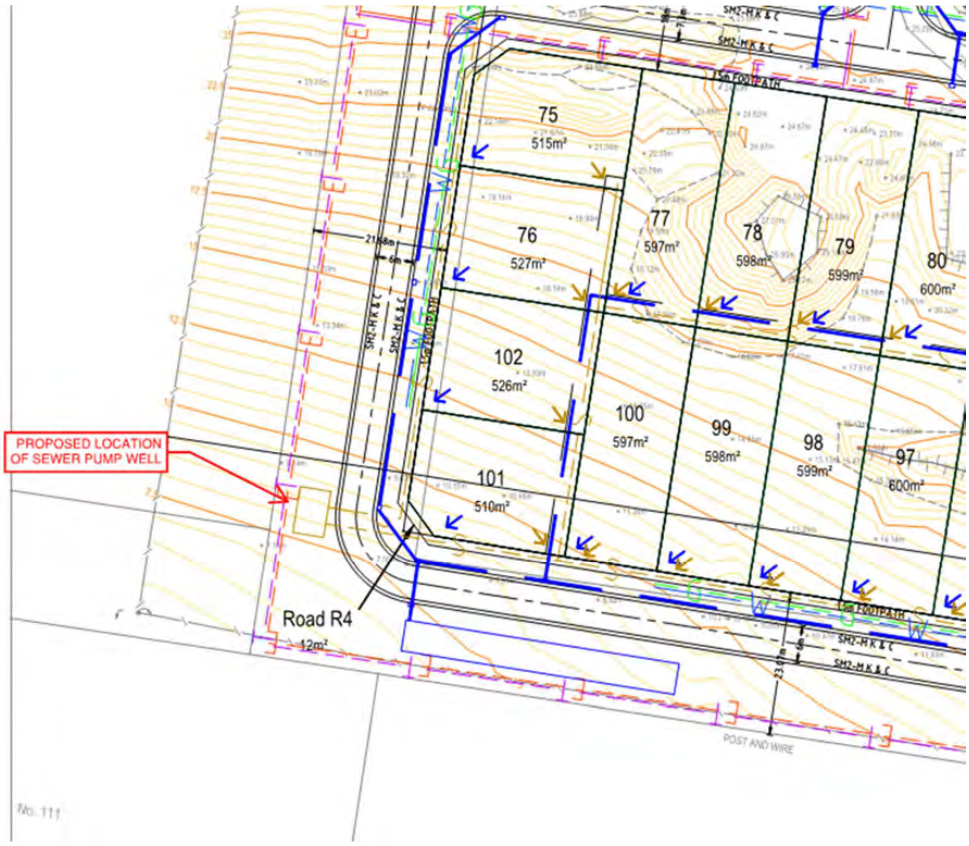


Figure 2: Proposed location of sewer pump well

4 STORMWATER NORTH

North of Fraser Ridge there is an existing storm water detention basin partially constructed, this basin currently has more than adequate volume to detain all storm water runoff from the proposed development adopting the flows calculated in the Noyce Environmental Consulting report. The existing basin has a capacity of approximately 3,712 kL with a top detention water level of 8.4 m AHD, suitable to infiltrate all required runoff as is supported by the Noyce Environmental Consulting report, with well over 300mm freeboard provided to any neighbouring properties or roads.

Figure 3 depicts the storage volume as calculated using Civil Site Design and the existing surface.

Net volume FILL	3,712.420
Area Summary	
Total Cut Area	0.195
Total Fill Area	2,267.814
Total Area	2,268.009

Figure 3: Output from Civil Site Design

As the current basin has sufficient capacity, it is not critical to complete the entire construction of the basin immediately, and is reasonable to defer to a later stage.

Typical WSUD design for a similar system includes provision of a sedimentation basin prior to the main treatment node. In these systems, the sedimentation basin will act to remove gross pollutants and suspended solids prior to discharge into the main infiltration area.

To support deferral of complete construction, it is proposed to provide similar pre-treatment capacity, to maintain the capacity of the infiltration media. This may be provided by a sedimentation basin, or alternatively by a sacrificial filter layer within the main basin.

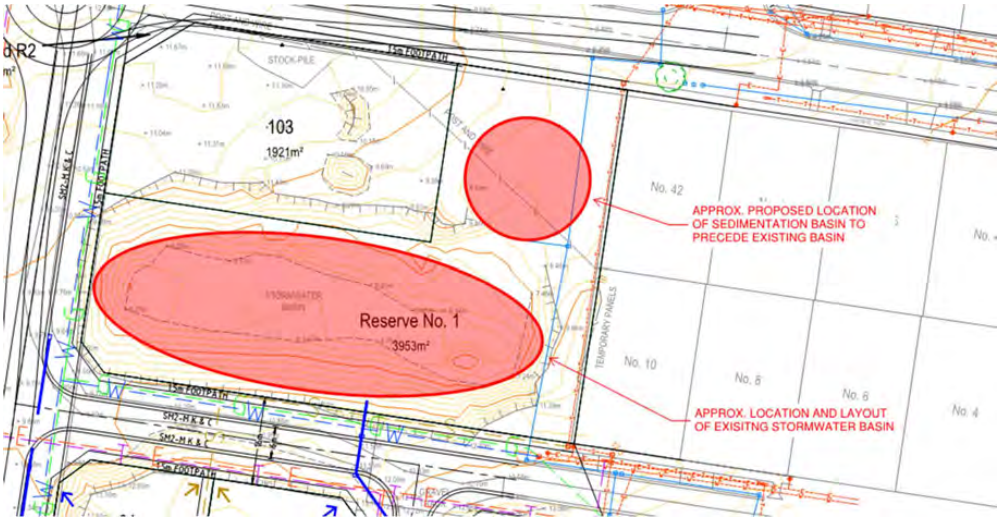


Figure 4: Sketch of Proposed Basins Layout

5 STORMWATER SOUTH

To the south of Fraser Ridge there is no existing drainage infrastructure and runoff follows the existing topography to the West towards the Merri River. As noted within Noyce Environmental Consulting report it is proposed to construct a detention system consisting of 4/No. 1050Ø R.C Pipes and a 20m long bio-swale for treatment and infiltration. An approximate cross section of the proposed system is detailed in Figure 5. A Gross Pollutant Trap will be located immediately prior to the detention system.

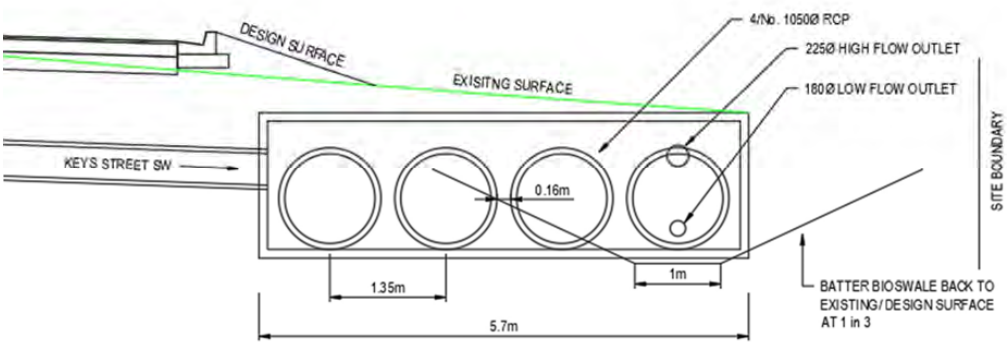


Figure 5: Detention/Infiltration system cross section

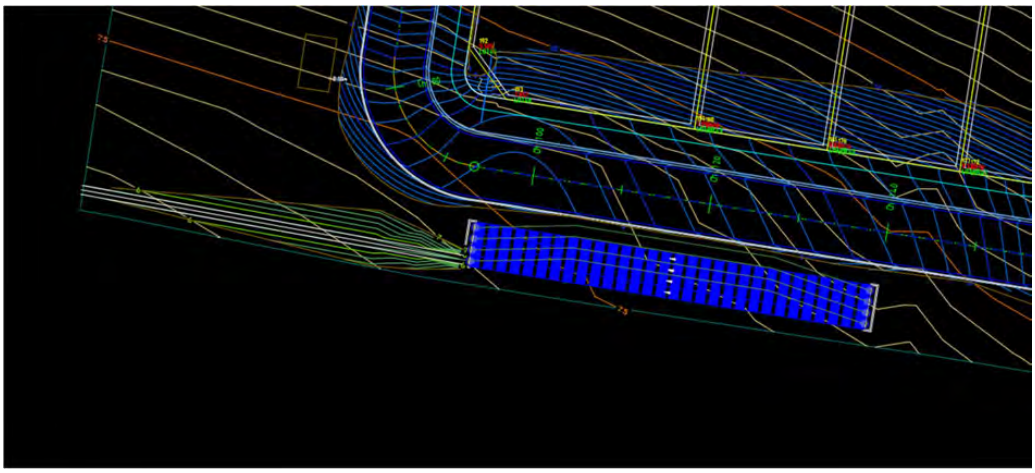


Figure 6: Detention/Infiltration system Plan View

Figure 7 depicts the proposed detention/infiltration system and how the bio-swale will work in relation to the surrounding topography.

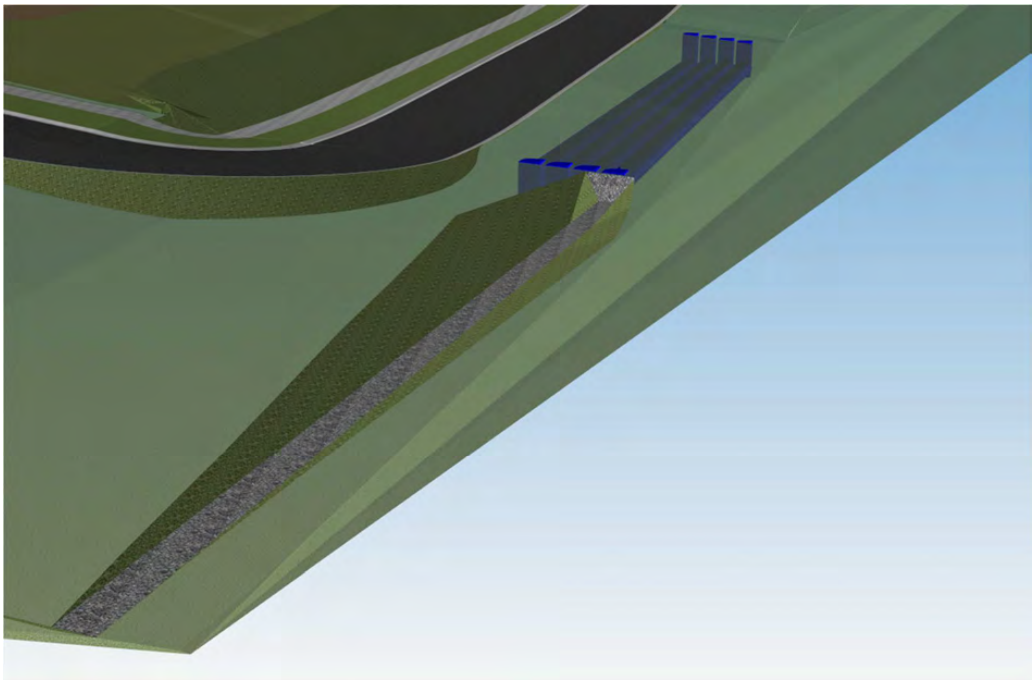


Figure 7: Perspective view of proposed Bio-swale and Storage

The structure is able to be located entirely within the large existing road reserve, allowing unimpeded maintenance access and avoiding undue impact on other properties. Alternatively, the structure could be located entirely within the road pavement, with a piped discharge to the constructed swale.

The selected location directs all stormwater flows to an existing depression, maintaining pre-development conditions, as can be seen in Figure 8.Figure 8: Existing flow path to Merri River

QA10

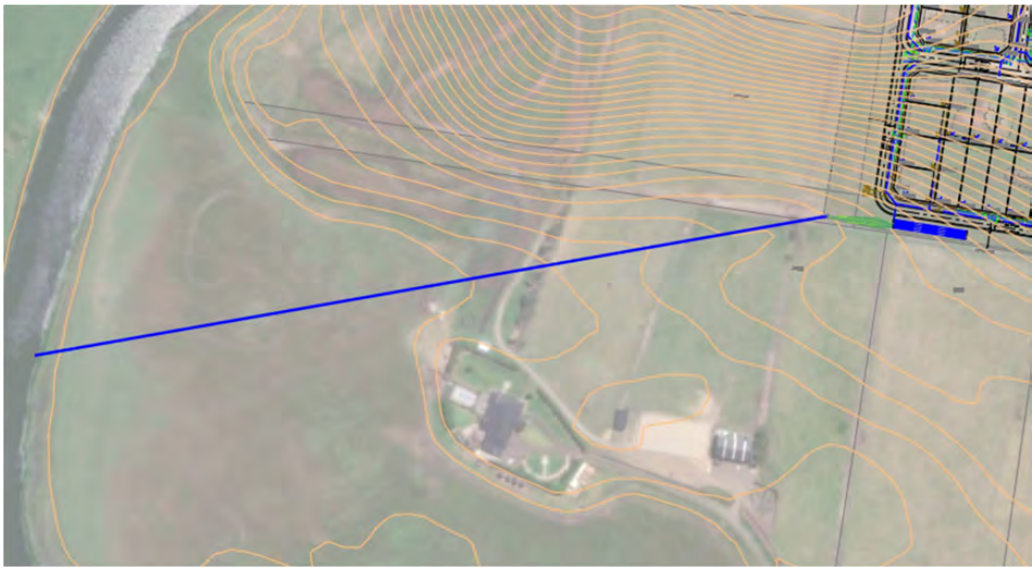


Figure 8: Existing flow path to Merri River

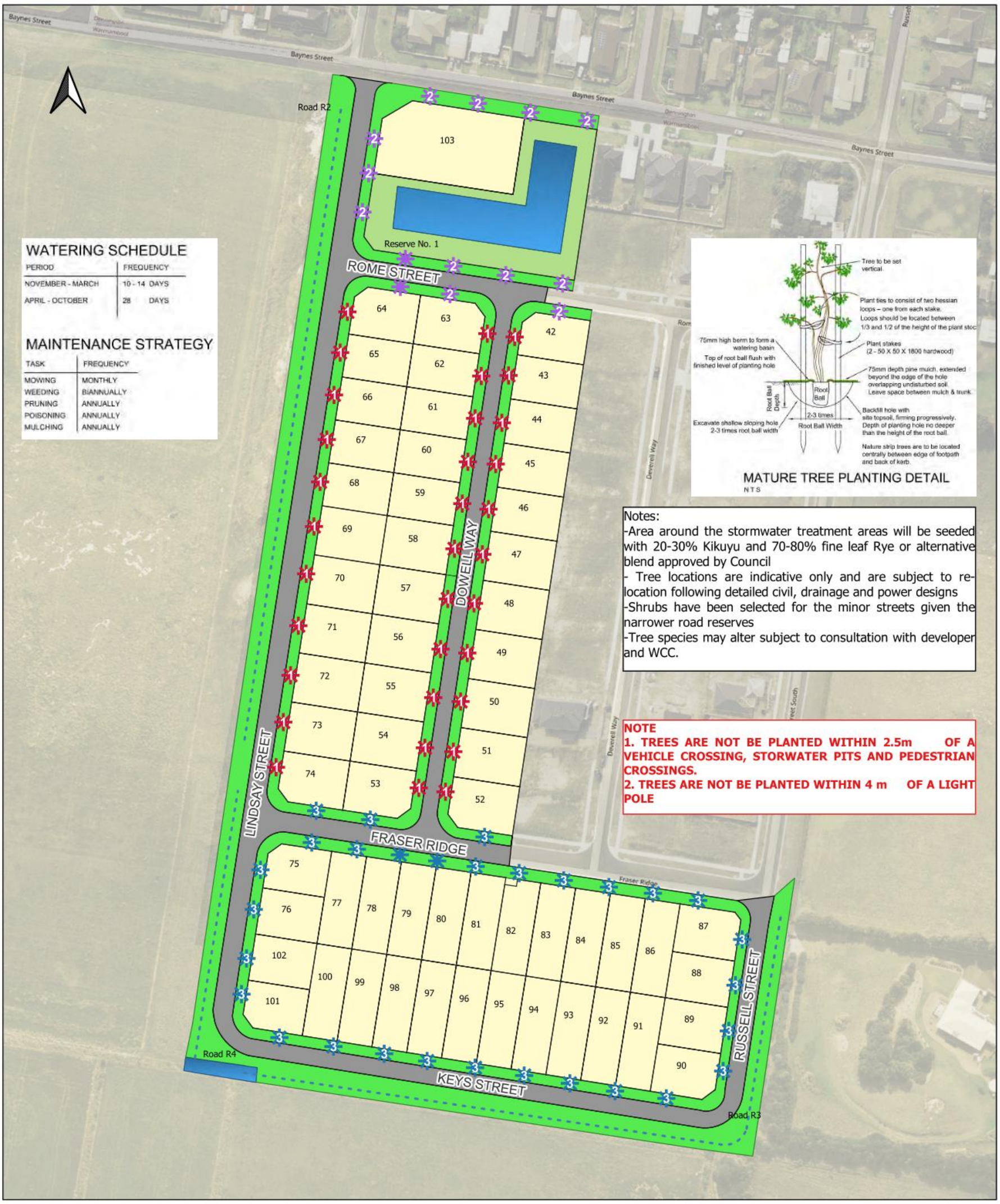
Report Prepared By:

Harry Kaye
Junior Engineer
PM Design Group Engineering Solutions
Email: harry.kaye@pmdesign.com.au

Reviewed By:

Tom Browne
Civil Team Leader
PM Design Group Engineering Solutions
Email: tom.browne@pmdesign.com.au

APPENDIX G – Landscaping Plan



the heights
by Oakwood

LANDSCAPING PLAN
All Stages

Created: 19 September 2022
Version: 2

LEGEND

Street Trees
- 1-Banksia "Sentinel"
- 2-Silver Banksia
- 3-Pin Cushion Hakea
- Indicative Drainge

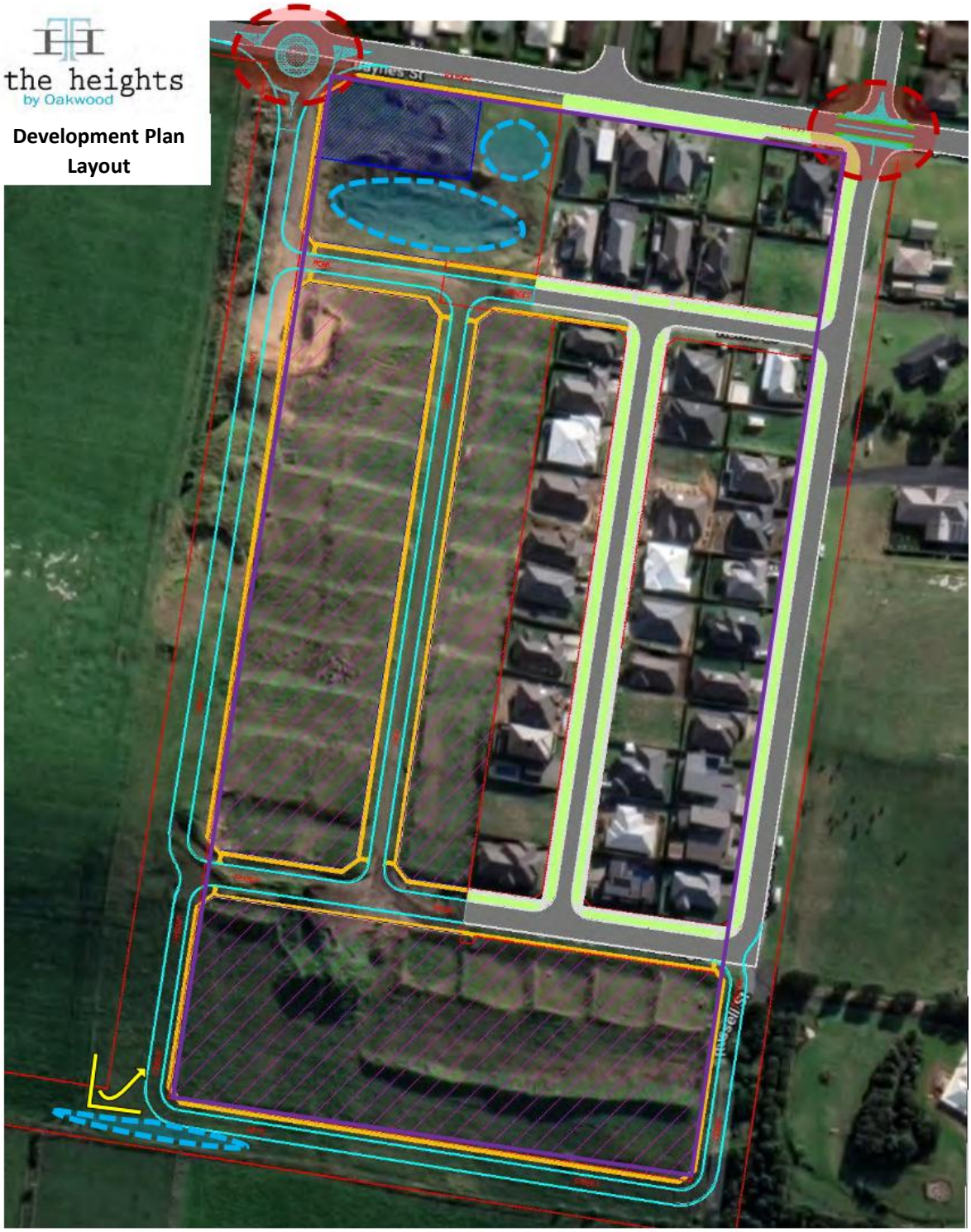
Development Area
- Residential Lots
- Naturestrip
- Road
- Drainage Reserve
- Stormwater Treatment Area

Planting & Maintenance Schedule

Species	Pot size	Growing Height
Banksia 'Sentinel'	50 cm	2.5 x 1 m
Silver Banksia	50 cm	5 x 4 m
Pin-cushion Hakea	50 cm	2-3 m

0 25 50 75 100 m

APPENDIX H – Development Plan Layout



LEGEND

- FOOTPATH INFRASTRUCTURE
- ROAD CARRIAGEWAY INFRASTRUCTURE
- KEY SEWERAGE INFRASTRUCTURE
- DEVELOPMENT PLAN AREA
- KEY DRAINAGE INFRASTRUCTRUE
- RESIDENTIAL LOTS (>500m^2)
- RESIDENTIAL LOTS (MEDIUM DENSITY)
- INTERSECTION TREATMENT

APPENDIX I – Site Feature Survey Plan

PM DESIGN | GROUP
Engineering Solutions

the heights
by Oakwood

THE HEIGTS, DENNINGTON

SURVEY NOTES

LAND TO BE SERVICED: LOT 97, NO. 7 DEVERELL WAY, WARRNAMBOOL VIC 3280 97\PS636695.
SURVEY DATUMS:
WANGOOM PM 769 - 29.46m
WANGOOM PM 124 - 12.99m
WANGOOM PM 126 - 12.62m
LEVELS ARE TO AHD
PROJECTION METHOD: MGA 2020 ZONE 54
PURPOSE OF SURVEY:
PLAN OF SUBDIVISION: SOURCED FROM ROD BRIGHT & ASSOCIATES PTY LTD DRAWING TITLED "PROPOSED 62 LOT SUBDIVISION", DATED: 06/03/2022.
CADASTRAL DATA:

Sheet List Table

Sheet Number	Sheet Title
C000	FACE SHEET
C001	SITE PLAN
C002	PART SITE PLAN - SHEET 1 OF 2
C003	PART SITE PLAN - SHEET 2 OF 2

WARNING
BEWARE OF UNDERGROUND AND OVERHEAD SERVICES
THE LOCATIONS OF UNDERGROUND SERVICES ARE APPROXIMATE ONLY AND THEIR EXACT POSITION SHOULD BE PROVEN ON SITE. NO GUARANTEE IS GIVEN THAT ALL EXISTING SERVICES ARE SHOWN.

LOCALITY PLAN
SCALE 20 0 20 40 60 80 100 1:2000

REV	DATE	BY	APP	REVISION DESCRIPTION
B	27.09.2022	MF	TB	ISSUED TO CLIENT
A	07.09.2022	HK	TB	ISSUED FOR REVIEW

SCALE @ A1

ENGINEER	HK
DESIGNER	HK
DRAWN	HK
CHECKED	TB
APPROVED	TB

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PROJECT: THE HEIGTS, DENNINGTON
PM PROJECT No. : W.SUB-15780
CLIENT: RODGER CONSTRUCTIONS PTY LTD

DWG No. : C000 ---- ----
TITLE : FACE SHEET
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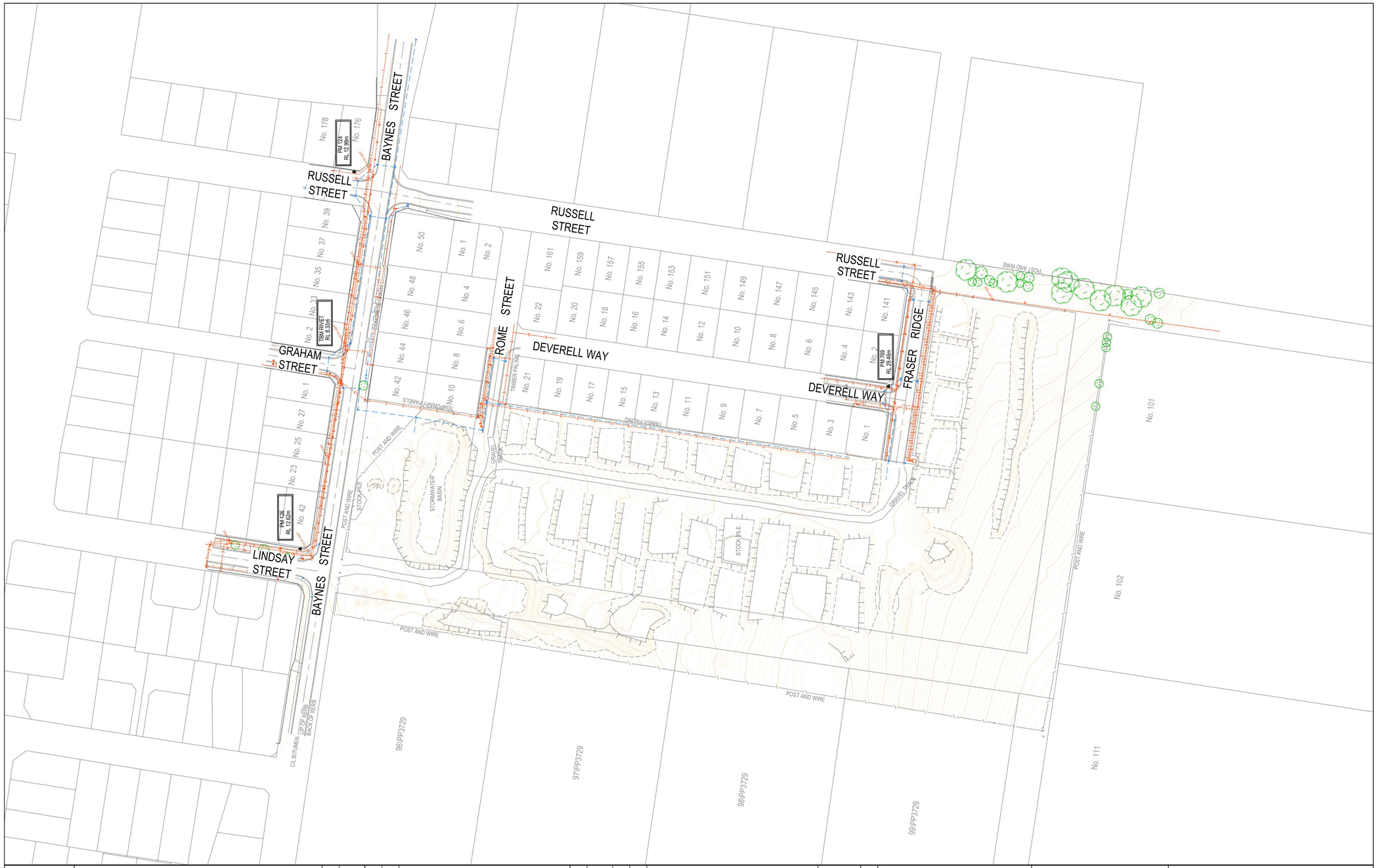
REV: B



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SCALE @ A1

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DRAWN	HK
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APPROVED	TB

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PROJECT: THE HEIGTS, DENNINGTON

PM PROJECT No. : W.SUB-15780

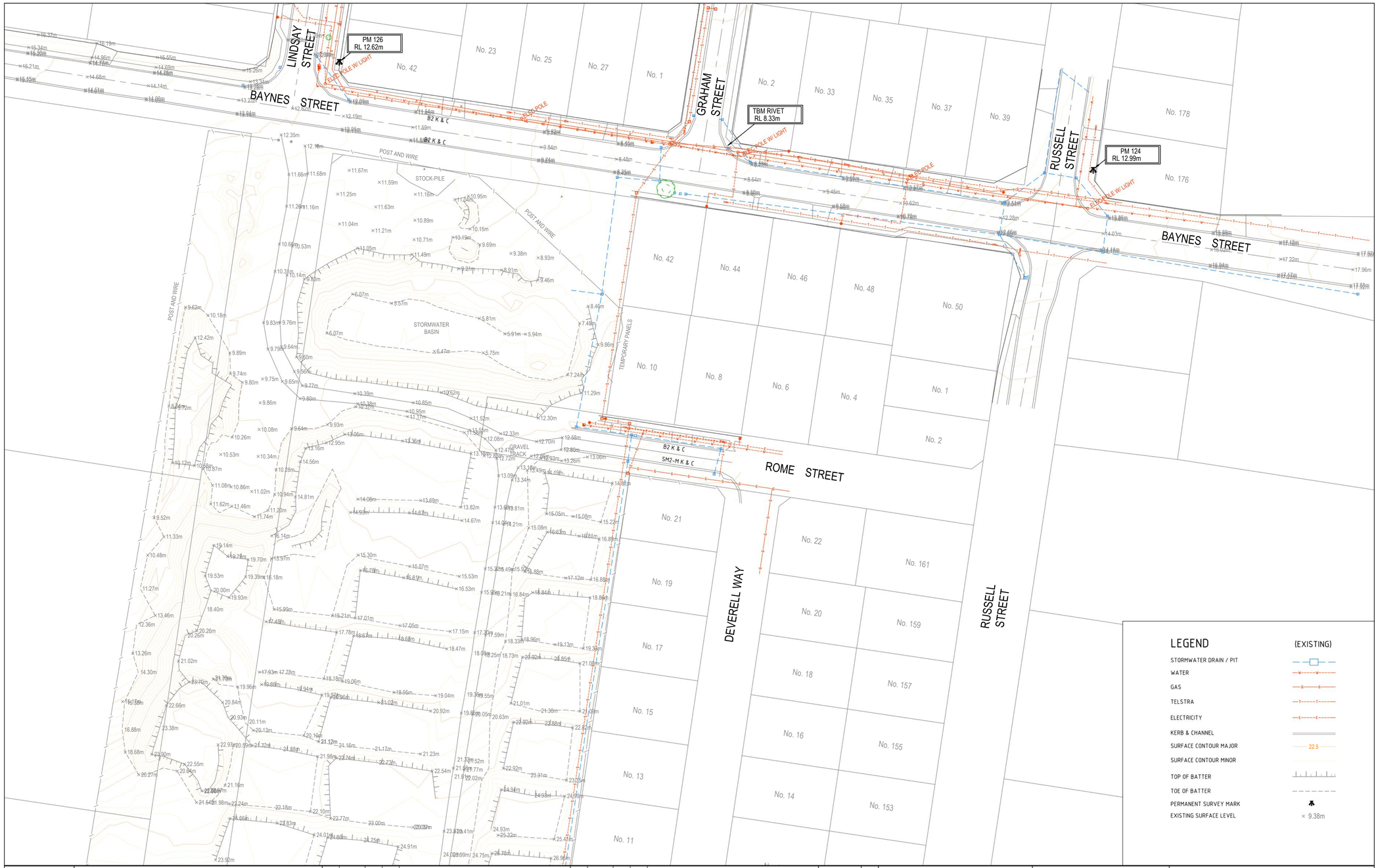
CLIENT: RODGER CONSTRUCTIONS PTY LTD

DWG No. : C001 ---- ----

TITLE : SITE PLAN

X:\ENGINEERING\000-W\SUB_SUBDIVISIONS LAND DEVELOPMENT\15780_THE HEIGHTS, DENNINGTON\C- DRAWING SET\W.SUB-15780_SURVEY - REV B.DWG

REV: B



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REV	DATE	BY	APP	REVISION DESCRIPTION	REV	DATE	BY	APP	REVISION DESCRIPTION
B	27.09.2022	MF	TB	ISSUED TO CLIENT					
A	07.09.2022	HK	TB	ISSUED FOR REVIEW					

ENGINEER	HK
DESIGNER	HK
DRAWN	HK
CHECKED	TB
APPROVED	TB

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PROJECT:
THE HEIGTS, DENNINGTON

PM PROJECT No. : W.SUB-15780

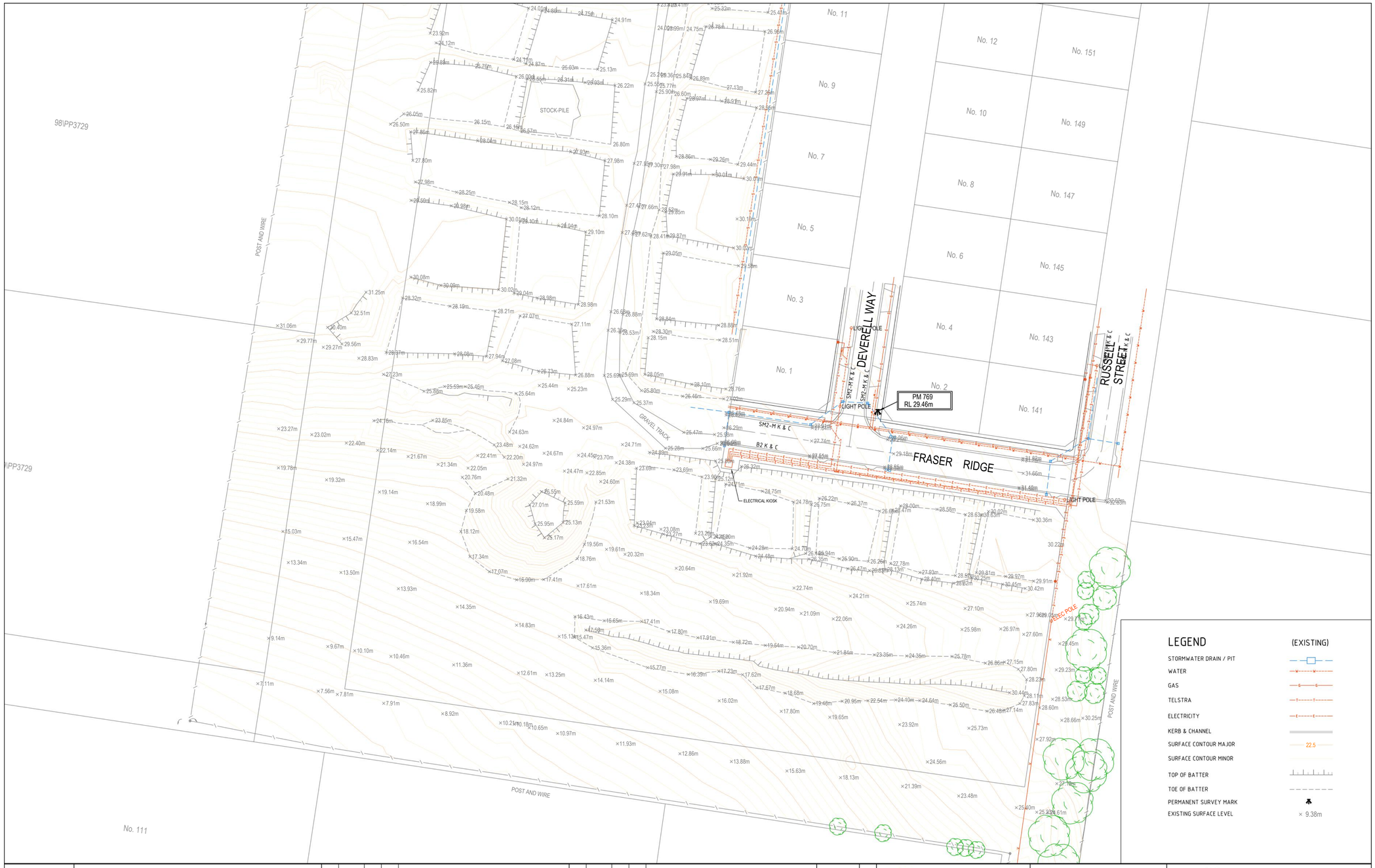
CLIENT: RODGER CONSTRUCTIONS PTY LTD

DWG No. : C002 ---- ----

TITLE :
PART SITE PLAN - SHEET 1 OF 2

X:\ENGINEERING\000-W\SUB_SUBDIVISIONS LAND DEVELOPMENT\15780_THE HEIGHTS, DENNINGTON\C- DRAWING SET\W SUB-15780_SURVEY - REV B.DWG

REV: B



LEGEND (EXISTING)

- STORMWATER DRAIN / PIT
- WATER
- GAS
- TELSTRA
- ELECTRICITY
- KERB & CHANNEL
- SURFACE CONTOUR MAJOR — 22.5
- SURFACE CONTOUR MINOR
- TOP OF BATTER
- TOE OF BATTER
- PERMANENT SURVEY MARK
- EXISTING SURFACE LEVEL — × 9.38m

SCALE 10 0 10 20 1:500

SCALE @ A1

REV	DATE	BY	APP	REVISION DESCRIPTION
B	27.09.2022	MF	TB	ISSUED TO CLIENT
A	07.09.2022	HK	TB	ISSUED FOR REVIEW

REV	DATE	BY	APP	REVISION DESCRIPTION

ENGINEER	HK
DESIGNER	HK
DRAWN	HK
CHECKED	TB
APPROVED	TB

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PROJECT: THE HEIGTS, DENNINGTON

PM PROJECT No. : W.SUB-15780

CLIENT: RODGER CONSTRUCTIONS PTY LTD

DWG No. : C003 --- ----

TITLE : PART SITE PLAN - SHEET 2 OF 2

X:\ENGINEERING\000-W\SUB_SUBDIVISIONS LAND DEVELOPMENT\15780_THE HEIGHTS, DENNINGTON\C- DRAWING SET\W.SUB-15780_SURVEY - REV B.DWG

REV: B

7.10. DP2022-0003 - APPLICATION TO APPROVE AN AMENDED DEVELOPMENT PLAN FOR EMMANUEL COLLEGE (140-150 BOTANIC ROAD AND 13 CRAWLEY STREET)

DIRECTORATE : **City Growth**

PURPOSE:

This report considers an amended Development Plan for Emmanuel College, describing the implementation of a master plan for an existing education facility in relation to 140-150 Botanic Road and 13 Crawley Street, and recommends that Council approve the plan.

EXECUTIVE SUMMARY

Council has received a Development Plan prepared by Myers Planning & Associates for land situated north of Raglan Parade which is currently being used as a secondary school.
The site has an area of approximately 1 hectares and is within the General Residential zone, which generally anticipates residential use and development but allows for other appropriate uses where the education use is long standing.

The plan comprises:

- An amended master plan which largely retains existing buildings and infrastructure,
- A new Year 9 Centre on the adjoining land at 13 Crawley Street,
- A new teaching wing on the existing Goold Campus,
- A new 2-storey senior learning and arts centre,
- An updated landscaping concept.

The plan was subject to non-statutory referrals, and placed on exhibition for a period of two (2) weeks where no objections have been received.

The plan is generally consistent with the Development Plan Overlay requirements and relevant provisions of the Warrnambool Planning Scheme and is therefore appropriate to endorse. If the Development Plan is endorsed a planning application will be subject to further assessment by Council.

MOVED: CR ANGIE PASPALIARIS
SECONDED: CR RICHARD ZIEGELER

That having considered all the matters normally required under Section 60 of the Act for planning applications, Council approve the development plan under the relevant provisions of the Warrnambool Planning Scheme in respect of the land described as Lot 1 on PS 327562 and Lot 2 PS619541, known as 140-150 Botanic Road, WARRNAMBOOL VIC 3280 and Lot 2 PS724625, known as 13 Crawley Street, WARRNAMBOOL VIC 3280, which seeks to facilitate the implementation of a master plan for an existing education facility.

CARRIED - 6:0

BACKGROUND

The proposal seeks approval for an amended Development Plan which would facilitate the implementation of a master plan to guide future development of an Education Facility. Specifically, Emmanuel College has been operating with facilities and students in disparate locations, and has undergone a recent master planning exercise to explore the possibility of integrating facilities on one single 7-12 campus. The main development features of this plan would include the development of the 'Year 9 Centre' on the adjoining land on 13 Crawley (2200m2 of total space with 10 classrooms and gathering spaces), a new teaching wing on the existing Goold Campus, and a new 2-storey senior learning and arts centre. An original master plan was prepared in 2012

and approved as a Development Plan which allowed oversite of the future intentions of the school for their needs at the time. Accordingly, this plan acts as an amendment to that document in an updated format.

In addition to the master plan report authored by Baldasso Cortese and associated development plan, the following reports and appendices were also submitted in support of the application:

- Landscape Plan (Baldasso Cortese)
- Draft Cultural Heritage Management Plan (Compass Heritage Services)
- Stormwater Management Plan (CSE Consulting Engineers)
- Traffic Assessment (T&TS)

The development plan generally seeks to meet future demands for the College in an organised and predictable way. In addition to the proposal of new and renewed spaces, the intent of the plan is to update the understanding of association infrastructure, stormwater, traffic, and amenity impacts.

Landscaping improvements include an enhanced soccer pitch with the potential for a synthetic surface, informal parkland spaces with meandering trees, upgraded hardcourts, a canteen courtyard, and a 'Village Green' as a central point of focus.

ISSUES

As a result of assessment, and responses from various referral sources, a number of concerns were raised in relation to the original application, where amended plans were submitted in December 2022 and February of 2023. These amendments have largely addressed these concerns, where the opportunity to refine details is maintained via future permit requirements. .

The application has been assessed as having appropriately addressed the requirements and objectives of the Development Plan overlay, where the plan achieves the overall objective of adequately describing future development intent. As any remaining concerns can be further controlled at planning permit stage, the recommendation above has been reached.

FINANCIAL IMPACT

Costs associated with the review and assessment of the Development Plan have been included in the 2021/2022 City Strategy and Development Budget.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community
1.4 An accessible city: Council will improve physical and social accessibility to community services, facilities, places and precincts.

4 A connected, inclusive place
4.1 Effective planning: Council will ensure its planning acknowledges the unique character and attributes of local places and that that supports social connection, equitable access, appropriate housing and sustainable population growth.
4.3 Stronger neighbourhoods: Council will foster neighbourhood connections and capacity building including the development of inclusive recreational and cultural opportunities.

TIMING

In accordance with the Planning and Environment Act 1987.

COMMUNITY IMPACT / CONSULTATION

All documentation forming part of the Development Plan (DP) has been subject to referrals, and a period of public exhibition. Exhibition of the DP is a non-statutory requirement to enable Council to make an informed decision on the future development of the site. No submissions were received.

It is acknowledged that not all referral authorities provided a response as of the time of writing, however their comments and input will be sought again within the planning permit process.

LEGAL RISK / IMPACT

The Plan has been processed and assessed in accordance with the requirements of the Warrnambool Planning Scheme and the Planning and Environment Act 1987. The applicant has an avenue of appeal should Council refuse endorsement of the Plan.

OFFICERS' DECLARATION OF INTEREST

No conflict declared.

COLLABORATIVE PROCUREMENT

Not applicable.

CONCLUSION

The role of the Development Plan is to provide direction on the form and layout of future development of the land. The current plan provides an appropriate direction and description of the future form of development on the land. A planning application will be required if the plan is approved and this will allow Council to assess the proposal against the relevant provisions of the Warrnambool Planning Scheme.

ATTACHMENTS

1. DP2022 0003 Delegate Report Emmanuel College [**7.10.1** - 14 pages]
2. D P 2022-0003 Emmanuel College Masterplan Report - M [**7.10.2** - 83 pages]
3. D P 2022-0003 - Appendix A - Proposed Master Plan [**7.10.3** - 1 page]
4. D P 2022-0003 - Appendix C - Landscape Master Plan [**7.10.4** - 1 page]
5. Appendix D - Traffic Impact Assessment Report [**7.10.5** - 101 pages]

Delegate Planning Assessment Report

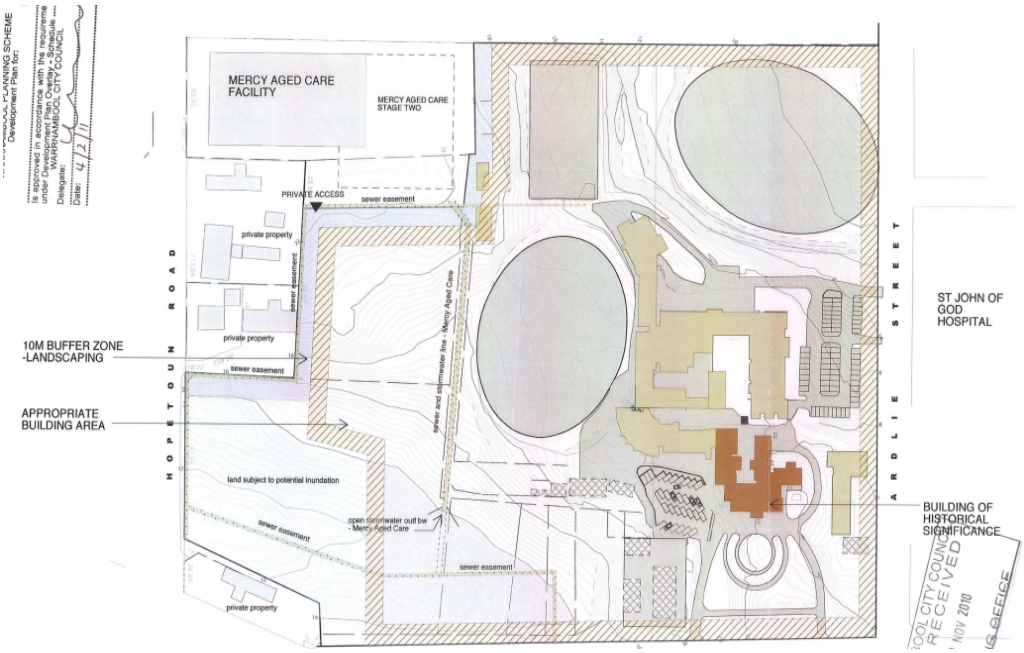
Application Details:

Application is for:	An amended Development Plan which seeks to facilitate the implementation of a master plan for an existing education facility	
Applicant's/Owner's Name:	Myers Planning & Associates 190 Timor Street WARRNAMBOOL, VIC 3280	
	Received: 17 May 2022	Further Info Rec: 5 December 2022 and 16 February 2023
Statutory Days:	N/A	Notice Period: newspaper ad published 14 July 2022
Application Number:	DP2022-0003	
Land/Address:	Lot 1 on PS 327562 and Lot 2 PS619541, known as 140-150 Botanic Road, WARRNAMBOOL VIC 3280 And Lot 2 PS724625, known as 13 Crawley Street, WARRNAMBOOL VIC 3280	
Zoning:	General Residential (Schedule 1)	
Overlays:	Development Plan (Schedule 1) Heritage (partial, Schedule 18)	
Under what clause(s) is a permit required?	Pursuant to Clause 43.04-2, a permit must not be granted until a development plan has been prepared to the satisfaction of the Responsible Authority. Further permits will be required for subdivision and development.	
Restrictive covenants on the title?	None	
Current use and development:	Education Facility (140-150 Botanic) Vacant (13 Crawley)	

Proposal

The proposal seeks approval for an amended Development Plan which would facilitate the implementation of a master plan to guide future development of an Education Facility. Specifically, Emmanuel College has been operating with facilities and students in disparate locations, and has undergone a recent masterplanning exercise to explore the possibility of integrating facilities on one single 7-12 campus. The main development features of this plan would include the development of the 'Year 9 Centre' on the adjoining land on 13 Crawley (2200m2 of total space with 10 classrooms and gathering spaces), a new teaching wing on the existing Goold Campus, and a new 2-storey senior learning and arts centre. An original master plan was prepared in 2012 and approved as a Development Plan which allowed oversite of the future intentions of the school for their needs at the time. Accordingly, this plan acts as an amendment to that document in an updated format.

Figure 1: Original Development Plan (source: endorsed plan from original DP, 2011)



In addition to the master plan report authored by Baldasso Cortese and associated development plan, the following reports and appendices were also submitted in support of the application:

- Landscape Plan (Baldasso Cortese)
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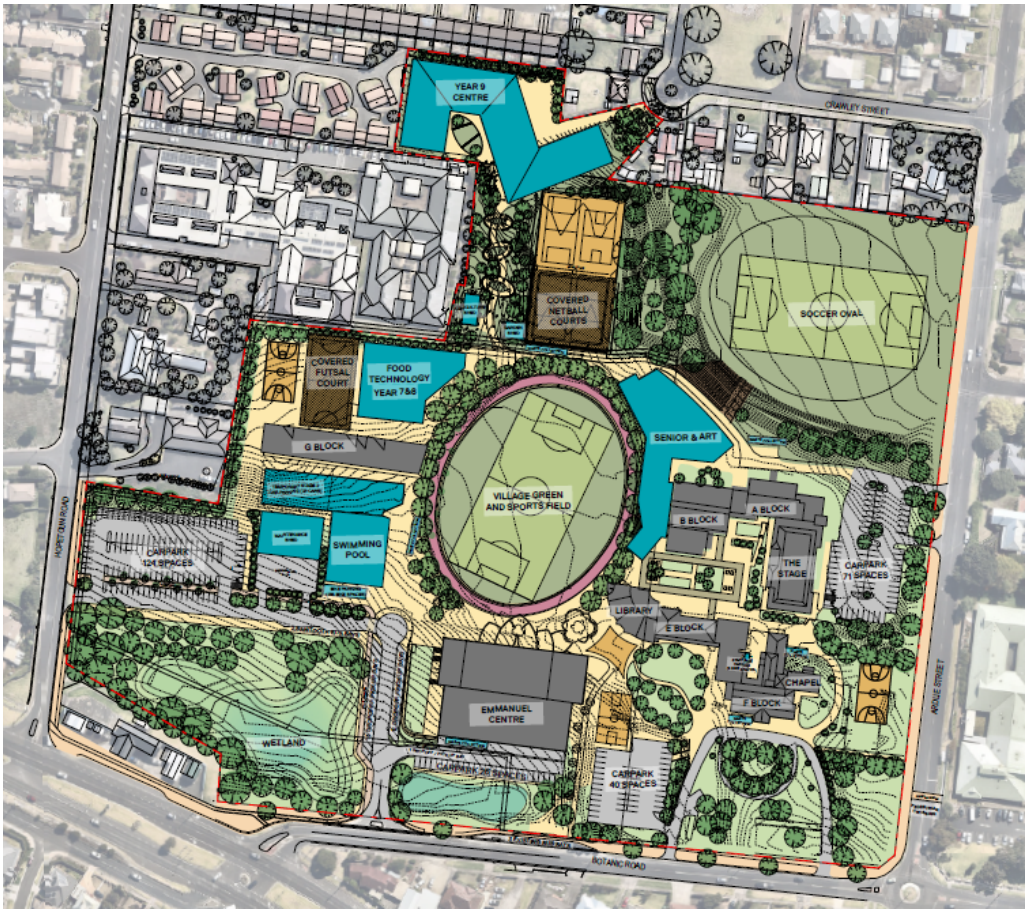
- Stormwater Management Plan (CSE Consulting Engineers)
- Traffic Assessment (T&TS)

The development plan generally seeks to meet future demands for the College in an organised and predictable way. In addition to the proposal of new and renewed spaces, the intent of the plan is to update the understanding of association infrastructure, stormwater, traffic, and amenity impacts.

Figure 1: Proposed amended Development Plan (source: applicant submission)



An indicative landscaping plan has been provided which also shows how the College can update existing spaces with vegetation and open spaces in line with contemporary design outcomes.

Figure 2: Proposed Landscape Plan (source: applicant submission)

Landscaping improvements include an enhanced soccer pitch with the potential for a synthetic surface, informal parkland spaces with meandering trees, upgraded hardcourts, a canteen courtyard, and a 'Village Green' as a central point of focus.

Subject site & locality

The original (Botanic) site has a total area of 10.4 hectares over two titles and currently contains several buildings comprising the Emmanuel College secondary school campus. An existing heritage building is located in the southeast corner being the original convent building known as "Wyton" and formerly known as "St Anne's Convent or Mercy". The convent building dates back to 1874 with an orphanage constructed in 1881, a chapel in 1888, an extension to the boarding school in 1906, construction of the west wing in 1954 and the construction of the courtyard buildings in 1972.

Emmanuel College has undertaken several developments on the subject site with the provision of new buildings and facilities being undertaken on a regular basis since its inception as an education centre. Each of these developments has required planning permission based on the nature of the use in the General Residential zone.

Figure 2: Aerial photograph showing site context (source: Exponare, 2022)

The site is adjoined by two local roads: Hopetoun Road to the west and Ardlie Street to the east, and major arterials road Raglan Parade (Transport zone 2) and Botanic Road (Transport zone 3) to the south.

The site is zoned General Residential and is surrounded by a neighbourhood under the same zone, however the site shares its south western border with a Commercial 2 Zone while an Industrial 3 Zone is sited to the west of the site on the opposite side of Botanic Road with premises fronting Raglan Parade.

Figure 3: Site photograph (source: applicant submission)

(standing on north side of oval facing south)

The additional lot known as 13 Crawley is located to the northwest of the main site and is currently vacant and cleared of vegetation. Vegetation on the general site could be characterised as sparse with only limited scattered trees. No intermittent waterbodies are noted on site, however it is acknowledged that the topography of the land leads to some drainage concerns.

Permit/Site History

Permit History:

A review of Council's online system indicates that a number of planning permits have been approved in relation to the land as follows:

Planning Permit ID	Description	Issue Date
PP2022-0229	Construction and alterations to a fence	19 September 2022
PP2022-0130	Construction of a shade sail structure	14 June 2022
PP2020-0282	Alterations and additions, including partial demolition works, to the existing science building	18 December 2020
PP2020-0147	Extension, external alterations and painting of an existing library	27 August 2020
PP2018-0156	Alterations to an existing building and construction of a verandah	24 September 2018
PP2017-0095	Extensions and alterations to existing hall, construction of a bus shelter and associated works. Secondary consent applications for amended plans on 30 November 2017 and 4 October 2019	20 July 2017
PP2016-0197	External alterations to a building	17 November 2016
PP2016-0053	Construction of a new entry to the existing library of the McAuley Campus and removal of a hedge and replacement of boundary fence	1 June 2016
PP2012-0225	Installation of security screens to leadlight windows	10 December 2012
PP2012-0133	Additions to school hall	12 July 2012
PP2010-0316	Construction of an educational building	27 January 2011
PP2010-0314	Extension to existing verandah	7 February 2011
PP2009-0236	Portable classroom. This permit was amended on 21 December 2009 with the addition of a verandah to a portable classroom	14 October 2009
PP2008-0225	Proposed science facility upgrade and associated works. This permit was amended on 3 September 2008 to change cladding from cement sheet to Colorbond	10 December 2007
PP2008-0200	Partial demolition of an existing building and buildings and works to construct a new classroom (food technology classroom)	3 September 2008

PP2008-063	Construction of a shed	19 March 2008
PP2007-0240	Construction of two relocatable classroom buildings	26 November 2007
PP2007-0225	Buildings and works to construct a classroom (science laboratory) and associated works. This permit was amended on 15 September 2008 with changes being made to the endorsed plans.	10 December 2007
PP2006-0268	Construction of a new portable classroom.	11 January 2007
PP2006-0232	Construction of a storage shed	16 November 2006
PP2006-0100	New library building. This permit was amended on 24 August 2006 and 28 June 2007.	23 December 2005

Restrictions on title:

There are no restrictions registered on any of the three titles.

Cultural Heritage Sensitivity:

The site is located within an area of Aboriginal Cultural Heritage Sensitivity. Clause 46(3) of the *Aboriginal Heritage Regulations 2018* states that despite subregulation (1) of this clause which lists an education centre as a high impact activity *the construction of a building or the construction or carrying out of works on land is not a high impact activity if it is for, or associated with, a purpose listed under subregulation (1)(b) for which the land was being lawfully used immediately before 28 May 2007*. The land was being used for an education centre prior to 28 May 2007 as is evident from the previous planning approvals. Therefore the proposed buildings and works are not classified as a high impact activity.

Notwithstanding, the applicant has engaged a consultant to prepare a CHMP, and an approved plan has been provided. The outcome of the plan will inform future development.

Public Notification

The application was subject to a non-statutory notification period of two weeks via a newspaper ad, and a post on Council's website. The newspaper ad was run on 14 July 2022. At the time of writing, no submissions have been received in relation to the proposal.

Referrals

A non-statutory referral request was sent to the Department of Transport based on the adjacent Transport zone 2 road. After several months with no response, Council's Infrastructure department followed up to request input, where it was indicated that the original request was not received, or lost. The information was re-sent 9 September 2022 where it was

indicated it would be forwarded to additional parties due to staffing shortages. No response has been received at the time writing.

Internal Referrals:

The application was referral internally to the following departments:

- City Infrastructure
- City Sustainability
- Council's Heritage Advisor

Council's City Sustainability provided a response 18 July 2022 with the following comments:

> *There is no issue for the amended development plan from a natural environment perspective. The plan itself outlines an increase in vegetation from what is currently onsite and the formation of a wetland/environmental/woodland area. Future construction plans will require more detailed conditions that can be provided in relation to environmental matters. The following should be considered:*
>
> - *Environmental Weeds as referred to in Department of Environment, Land, Water and Planning Advisory list of environmental weeds in Victoria, April 2018 must not be used in any of the landscaping works.*
> - *As the proposal is near a waterway and there is a risk that inappropriate landscaping plants will impact on the values of the site, use these conditions;*
> - *Landscaping must use indigenous species of local provenance.*
> - *Landscaping plans must be submitted to and approved by Warrnambool City Council prior to any landscaping works.*
> - *Weed control by an experienced bush regenerator, will be carried out along disturbed areas during and post construction to control any weed outbreaks.*
>
> *As there is an increase in hard surface run off due to the added buildings and paved areas it would be preferable if Integrated Water Management ideals be investigated to find the best way to deal with increased.*

Council's Infrastructure department replied 13 July 2022 requesting a stormwater plan on account of the natural basin required for retention of a broader external catchment, to confirm if the plan considered volumes to retain this catchment without risk to the broader community. On this basis the plan was amended the first time in December 2022 to include stormwater information.

A complete review was then conducted by Infrastructure in relation to the updated plan, which led to the next amendment submitted 16 February 2023. Although detailed review of this version is ongoing, confirmation has been provided from Infrastructure that concerns can be dealt with appropriately, both in relation to drainage/stormwater, and in relation to parking. It is noted that infrastructure will obtain additional opportunities for comment as individual planning permit applications are submitted.

Councils' Heritage advisor has yet to provide a written response, however informal discussion is ongoing, and the implications are limited based on the partial nature of the overlay.

Assessment

PLANNING POLICY

The following policies are relevant to this application:

- Clause 02.03 (Strategic Directions)
- Clause 02.04 (Strategic Framework Plan)
- Clause 13.03 Floodplains
- Clause 15.01 Built Environment
- Clause 15.03-1S – Heritage conservation
- Clause 19.02-2S – Education facilities
- Clause 19.02-6S (Open Space)
- Clause 19.02-6L (Open Space)
- Clause 19.03-3L (Integrated Water Management)

The Municipal Policy Statement (MPS) and Planning Policy Framework (PPF) broadly seek to promote sustainable growth and development in regional Victoria with a focus for growth and investment in major regional cities, including Warrnambool. Warrnambool's Strategic Framework Plan is provided in Clause 02.04, where the subject site is located adjacent to the major arterial highway bisecting the city, but in an otherwise unmarked/undesignated area.

The PPF includes policy directives for retaining settlement boundaries and seeking growth and diversity in locations with excellent access to service and amenities. Development that respects existing or preferred neighbourhood character and minimises impacts on neighbouring properties is also sought. The proposal supports the renewal, maintenance and improvement of buildings within the Emmanuel College education campus. The proposal appropriately avoids amenity impacts on adjoining properties, the subject site is highly accessible to public and other forms of transport, and the proposed development respects and facilitates pedestrian access.

Clause 13.03 seeks to protect life, property and community infrastructure from flood hazards and to maintain the natural flood storage function of floodplains. The proposal does not involve construction in any designated wetlands.

Clause 19.02-6S seeks to establish, manage and improve a diverse and integrated network of public open space that meets the needs of the community. The proposal does not include any new areas of public open space, however there is adequate provision in surrounding areas. Accordingly, it can be summarised that the proposed development plan is generally in line with planning policy.

ZONE

The subject site is within the General Residential Zone, Schedule 1.

The Purpose of this zone is:

- *To implement the Municipal Planning Strategy and Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

The proposed development plan does not trigger a permit under the zone. Future planning applications will be assessed under the purpose and decision guidelines of the zone, where the use is existing and the campus contributes to the existing character of the area.

OVERLAYS

Heritage (Clause 43.01 and Schedule 18)

The site is partially under this overlay, where the purpose is as follows:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To conserve and enhance heritage places of natural or cultural significance.*
- *To conserve and enhance those elements which contribute to the significance of heritage places.*
- *To ensure that development does not adversely affect the significance of heritage places.*
- *To conserve specified heritage places by allowing a use that would otherwise be prohibited if this will demonstrably assist with the conservation of the significance of the heritage place.*

The approval of a Development Plan does not require consideration under this overlay, as individual permits will be required at future stages. Notwithstanding, the heritage context relates to the old convent building which occupies a relatively small portion of the site. The associated Statement of Significance is as follows:

> *This complex is important primarily for its role in service to the community since 1872 and also for its association with Captain John Ardlie. The convent residence, orphanage and chapel are important architecturally.*

Potential heritage impacts are being reviewed by Council's Heritage advisor, and any future comments will be integrated as relevant.

Development Plan (Clause 43.04 and Schedule 1)

The subject site is within the Development Plan Overlay Schedule 1 (DPO1) and the application seeks approval for a Development Plan under this overlay.

The purpose of the DPO is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.*
- *To exempt an application from notice and review if a development plan has been prepared to the satisfaction of the responsible authority.*

Pursuant to Clause 43.04-2, a permit must not be granted to use or subdivide land, or construct a building or carry out works until a development plan has been prepared to the satisfaction of the Responsible Authority.

The proposal is broadly consistent with the objectives and requirements of overlay. An assessment of the development plan against the objectives and requirements of Schedule 1 to Clause 43.04 Development Plan Overlay has been undertaken in the tables below. It is clear that the existence of this particular DPO is a legacy of the surrounding zone, as the specific schedule relates to 'Residential Development'; consequently there are a number of objectives which do not immediately translate to the non-residential use. Notwithstanding, the overall purpose of the overlay is to guide future use and development, leading to the plan's continued relevance.

Objective	Comment
• Include a Site Analysis which shows the topography of the land, and the location of any existing vegetation, drainage lines, existing buildings, sites of conservation, heritage or archaeological significance and other features	**Acceptable** An Existing Conditions Plan has been provided, where the development plan responds to the site topography. Limited significant vegetation exists on site. The existing campus is generally oriented northwest to southeast along a ridgeline, with the convent founded on this ridgeline. Slopes approaching 50% are present on the site, and some proposed buildings may be at risk of inundation. This risk has been identified by referral responses, and risk are being mitigated where possible.
• Show the proposed subdivision layout including lots, roads, public open space and other features of the subdivision in a manner which is responsive to the features identified in the Site Analysis.	**Acceptable** No subdivision is proposed, however it has been noted that the integration of a new lot (13 Crawley) may lead to confusion with different legal points of discharge. It has been recommended to the applicant that consolidation would be supported, where that decision is pending. Internal roads and access has been shown, where some concerns have been raised by Infrastructure but can be accommodated.
• Identify the means by which sites of conservation, heritage or archaeological significance will be managed during the construction phase of the subdivision.	**Acceptable** An approved Cultural Heritage Management Plan has been submitted in support of the Development Plan. The activity description in the CHMP notes the site is currently used as a school and associated sporting areas, and the description assumes full ground disturbance for those area intended for development. No heritage material was identified during the assessment. A permit condition should be applied to any future permit issued requiring compliance with the CHMP conditions.
• Identify Appropriate Building Areas on the site and within individual lots that are suitable for the construction of dwellings or other buildings, which are not affected by constraints such as slope, potential for inundation, or presence of remnant vegetation to the satisfaction of the	**Acceptable** The Plan identified areas for potential future growth in line with the findings of the masterplanning exercise. The proposed Year 9 building, the swimming pool, and Food Tech buildings area on land with slope in excess of

Objective	Comment
responsible authority. If there are no constraints affecting the site, all lots should be notated as Appropriate Building Areas.	10%, however they have been justified in their context, and the stormwater management plan has been developed to manage future development.
• Include a Landscaping Plan showing the location of existing vegetation to be retained and proposed vegetation.	**Acceptable** A Landscaping plan has been submitted. Limited significant vegetation exists. The plan proposes street planting of indigenous trees, and new integrated landscaped areas integral to the plan. Specific details of planting size , species, height at maturity are not provided, however this detail can be provided at future stages, and the plan is broadly appropriate. It has been noted that at present that College has not provided any street trees despite over 700m of road frontage. The specific provision of additional landscaping can be addressed at future stages.
• Show suitable road and pedestrian linkages between the site and adjacent areas.	**Acceptable** A Traffic Report has been submitted in support of the application. A number of inconsistencies have been identified by Council's infrastructure department, however the report has been modified in response, and the traffic concerns can be addressed. On-street parking and proposed bus bays remain as one of these concerns, however as on site parking requirements are met, it is expected that issues can be resolved.
• Outline arrangements for the provision and funding of physical infrastructure.	**Acceptable** As the plan involves privately-owned land, it is assumed additional infrastructure will be located on site and also privately owned. Where any Council assets are impacted by potential future development, Council's Infrastructure department is working with the applicant to understand and plan for any impact.
• Identify the staging of the subdivision.	**Acceptable** Not applicable as no subdivision proposed, however staging of construction is outlined in the plan.

In summary, the amended plan has sought to adjust the existing approved plan, and accommodate a wider range of facilities across the entire site, instead of clustering around historical buildings in the southeast corner. This is turn allows for increased flow of movement, and the opportunity to integrate landscaped and green spaces into the interstices between buildings.

While there are undoubtedly details to be worked out, the intent of a Development Plan is to describe future development patterns. In this regard the proposal responds to the overall purpose of the overlay, and represents an appropriate outcome.

Recommendation

That having considered all the matters normally required under Section 60 of the Act for planning applications, Council approve the development plan under the relevant provisions of the Warrnambool Planning Scheme in respect of the land described as Lot 1 on PS 327562 and Lot 2 PS619541, known as 140-150 Botanic Road, WARRNAMBOOL VIC 3280 and Lot 2 PS724625, known as 13 Crawley Street, WARRNAMBOOL VIC 3280, which seeks to facilitate the implementation of a master plan for an existing education facility.

BALDASSO CORTESE

EMMANUEL COLLEGE, WARRNAMBOOL

MASTER PLAN REPORT REV 04

PROJECT: 20210026

January 2023

PREPARED BY

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Revision History

Revision 04	Date 14/02/2023	Issued By TP	Checked By Tim Pyke

Reference: G:\2021\20210026_Emmanuel College Warrnambool MP\DWG\02_MP\MP Report

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OVERVIEW I 1. EXECUTIVE SUMMARY

In March 2021, Baldasso Cortese was commissioned to undertake a masterplan for Emmanuel College in Warrnambool. This report captures the investigations, discussions and design outcomes of the masterplan process over 2021.

This work was undertaken at the college and online between representatives of the school and Baldasso Cortese. Site investigations were carried out via the provision of site and building plans, photographs, property report investigations, conversations with the school, and site visits to inspect the existing conditions.

Three workshops with the school were conducted by Baldasso Cortese:

- Briefing Workshop – to understand the education brief, issues, and future aspirations.
- Options Review Workshop – to review potential masterplan design responses, including landscape input
- Confirmation, Staging & Decanting, Risk Analysis Workshop – to confirm the preferred masterplan layout, proposed staging, how decanting will occur, and potential risks and issues that future projects will need to address.

(The minutes for these workshops can be found in the Appendices of this report.)

Emmanuel College was established in 1991 with the joining of St Anne's and CBC schools. The historic convent building constructed in the 1870's still stands at the front of the campus, facing onto Botanic Road.

Until the construction of the new Year 7/8's building on the Goold Campus in 2011, campus growth overtime and the construction of new facilities had concentrated to the north of the original convent building. This was followed by the Emmanuel Centre in 2016, the Performing Arts Centre in 2018 and the library refurbishment in 2020. The existing science building is currently undergoing a major refurbishment and extension due for completion later this year.

Many of the earlier facilities, located around the existing convent, are limited by their current location, connectivity and layouts. A number of the facilities no longer support the directions that the college wishes to take concerning learning and teaching and offer limited refurbishment opportunities due to age and condition.

Feasibility studies have identified the location of the future Year 9 building to be on the McAuley Campus. This study has instigated the need to undertake a new master plan and explore the impact of bringing the Year 9s and Year 11/12s onto an integrated 7-12 campus.

The college aspires to the following:

- Living the six Mercy Values of Courage, Hospitality, Justice, Respect, Service and compassion
- Provide a master plan that reflects a college that provides Identity, Ownership and Safety.
- Additional general learning areas to cater for growing numbers and to build capacity for a 1350 student enrolment.
- To build upon the heritage of the school.
- Contemporary dynamic learning environments that are adaptable and support a variety of learning modes.
- Integration of well-being into all new facilities and landscape spaces.
- The rationalisation of floor levels within the buildings to enable DDA compliance throughout.
- Provide an integrated landscape master plan and explore both social and play space and wetlands along the Botanic Road frontage.
- Better connectivity and 'flow' across the campus.
- Provide group learning facilities
- Provide additional parking for 'returning' Senior Students.

Priority projects include the following:

- Stage 1 - Completing the proposed Year 9 Centre would add approximately 2,200sqm of enclosed floor area to the overall campus. There would be the addition of up to 10 classrooms with associated shared/ breakout space, adaptable specialist spaces and a gathering space for up to 250 students.
- Stage 2 - Construct a new teaching wing, food tech spaces and shared collaboration space on the Goold Campus for the year 7/8s.
- Stage 3 - Construct new 2-storey senior learning and arts centre to the area northwest of the existing science block.

OVERVIEW I 2. SCHOOL & PROJECT TEAM

School

Peter Morgan	Principal
Stephen Kerr	Business Manager
Michael Wrigley	Deputy Principal
Claire Wrigley	Assistant Principal - Students
Justin Houlihan	Assistant Principal – Learning and Teaching
Shane Smith	Director Senior School
Josie Munro	Director of Year 9
Jaqui Floyd	Environment and Sustainability Coordinator

Mercy Education

Joe Konynenburg	Manager Strategy & Innovation

Baldasso Cortese

Peter Brown	Associate Director
Tim Pyke	Associate

Consultants

Lindsay Fraser	Landscape Architect	Land Design Partnership

OVERVIEW I 3. ENROLMENT DEMAND & LOCATION

Emmanuel College is located in Warrnambool, approximately 1km north of the town centre. The college is a dynamic Catholic Learning Community and continues to develop its students academically, physically, socially and spiritually. Whilst there is considerable pressure on rural schools, Emmanuel College is continuing to grow its number of enrolments.

The enrolments for Emmanuel College are predicted to continue to grow, with a maximum number of students set by the school at 1,350. The current enrolment figure for 2021 is 1,200 students. Once the Senior school moves back onto the McAuley Campus in 2022, followed by the Year 9s in 2025, the existing facilities will need to be expanded to cope with the growing student cohort. Particularly with the shortfall of General-Purpose Learning Areas (GPLA), specialist spaces, art, food tech and gathering spaces for multiple classes.

While the forecast enrolments are predicted to continue to grow over the next five to ten years, the shortfall of facilities will only continue. Reconfiguration and addition to the existing facilities is required to accommodate the 10-stream enrolment, enable enhanced and collaborative teaching and learning, and meet the expectations of the wider school community.

The master plan framework will enable the increase in required numbers of the teaching facilities, adding considerably to the overall floor area of the school and is a great opportunity to provide an enhanced learning environment that supports the dynamic learning objectives of the college.

The opportunity also exists to create new general learning spaces that can then be used, in the short term, as decanting space whilst other parts of the school are redeveloped.

Stage 1 - the construction of the proposed Year 9 Centre would add approximately 2,200sqm of enclosed floor area to the overall campus. There would be the addition of up to 10 classrooms with associates shared/ breakout space, adaptable specialist spaces and a gathering space for up to 250 students.

Stage 2 - Construct new teaching wing, food tech spaces and shared collaboration space on the Goold Campus for the year 7/8s.

Stage 3 - Construct new 2-storey senior learning and arts centre to the area northwest of the existing science block.

EXISTING CONDITIONS I 4. EXISTING BUILDING & SITE ASSESSMENT

Emmanuel College is located at 140 Botanic Road, Warrnambool, and occupies a campus area of around 10.9ha. The college has grown over time with the addition of the Goold Campus and the current integration of the parcel of land at 13 Crawley Street.

The site has a considerable fall from north to south, impacts floor levels and access, but also overland water flow. There is little original vegetation across the site.
The campus is bound by Botanic Road to the south, Ardlie Street to the east and Hopetoun Road to the west. The adjacent neighbours are mostly 1& 2 storey residential homes, including the Mercy Place nursing home to the northwest of the campus and St John of God Hospital to the southeast.

The historic buildings, including the original convent, are located in the southeast corner of the campus facing Botanic Road. The administration and library building steps back toward the central oval. A small car park sits to the west of the heritage building.

Further to the west is the Emmanuel Centre, a large gymnasium and materials technology facility, constructed over two levels, taking advantage of the slope towards Botanic Road.

To the west of the main agrgation of buildings is sizeable unutilised paddock that slopes heavily to the south. The grassed frontage to the school forms part of a flood mitigation system required by the local authority.

A large sport's oval sits at the centre of the campus with the Year 7+8s building located to the west, maintenance sheds and hard courts to the north and a series of buildings to the east that enclose the oval. Unfortunately, none of the buildings surrounding the oval can open up and engage with the outdoor spaces.

A secondary(lower) playing field sits at the northeast corner of the campus, surrounded by a steep embankment.

There is a main staff carpark to the eastern side of the site off Ardlie Street that patrons of the performing arts venue also use. Drop-off and pick-up occur mainly along Botanic Road and includes both local and school buses.

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EXISTING CONDITIONS I 5. EXISTING CONDITIONS PLAN

LOWER LEVEL

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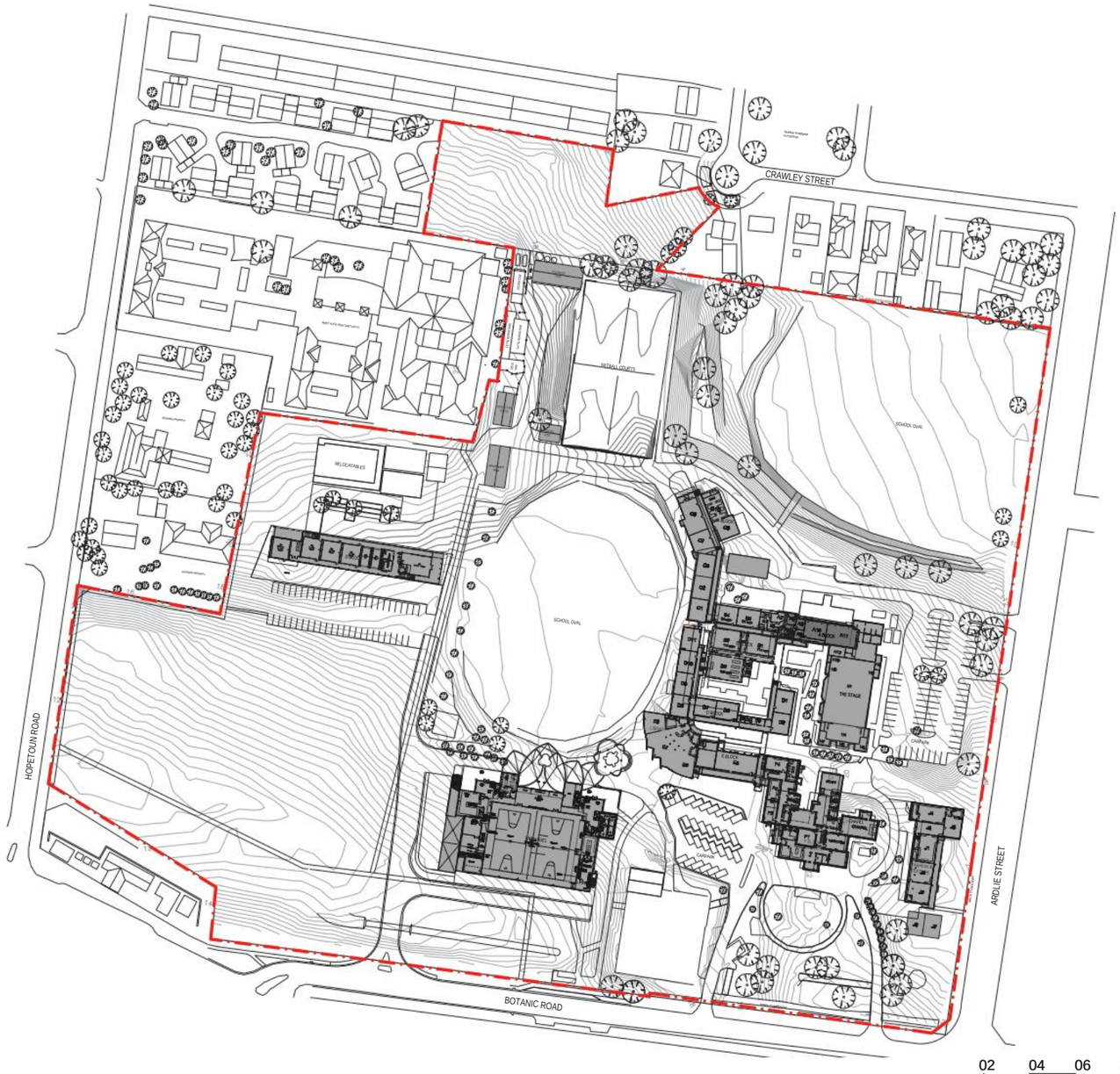
EXISTING CONDITIONS I 5. EXISTING CONDITIONS PLAN



GROUND LEVEL

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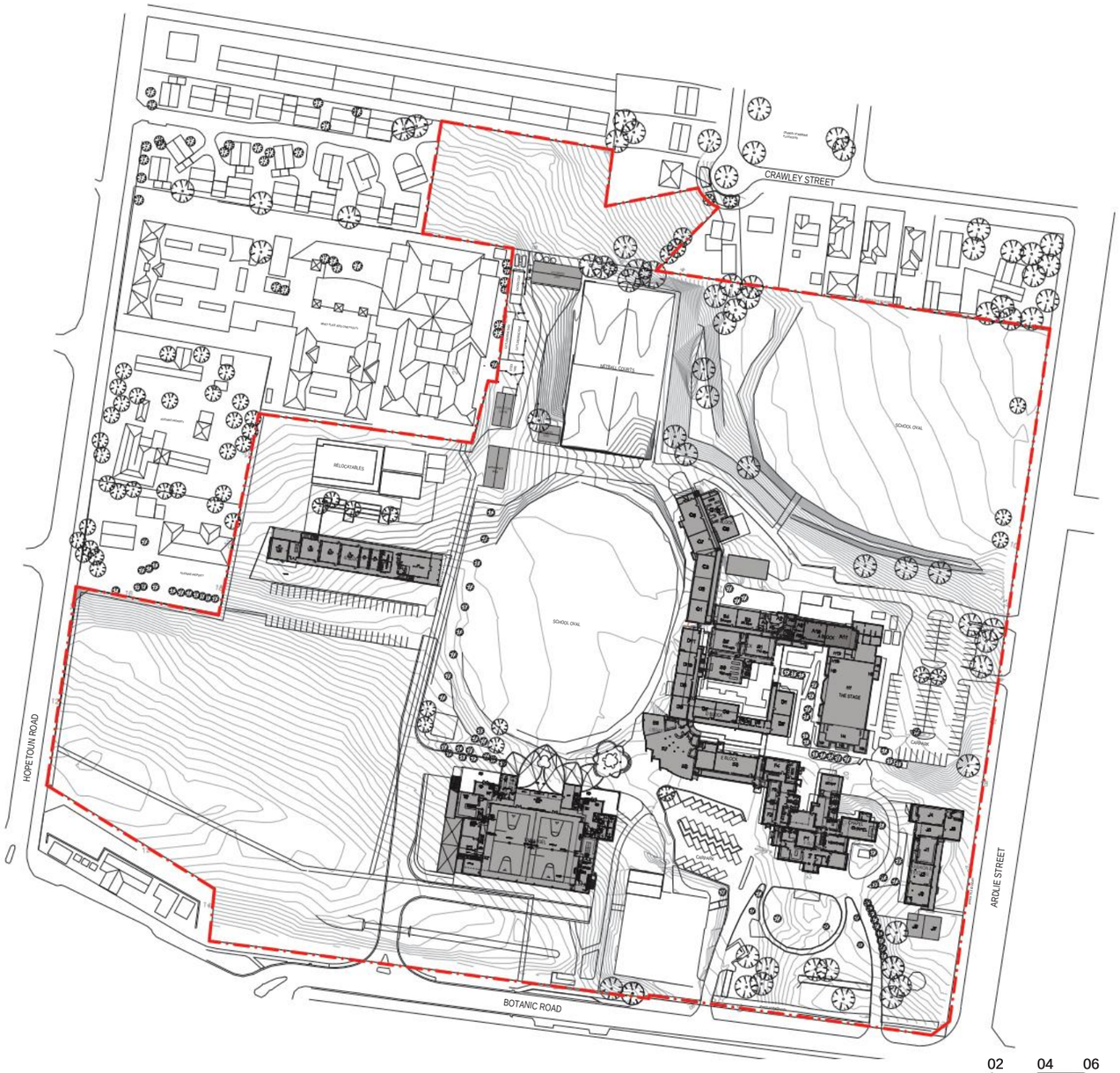

UPPER LEVEL

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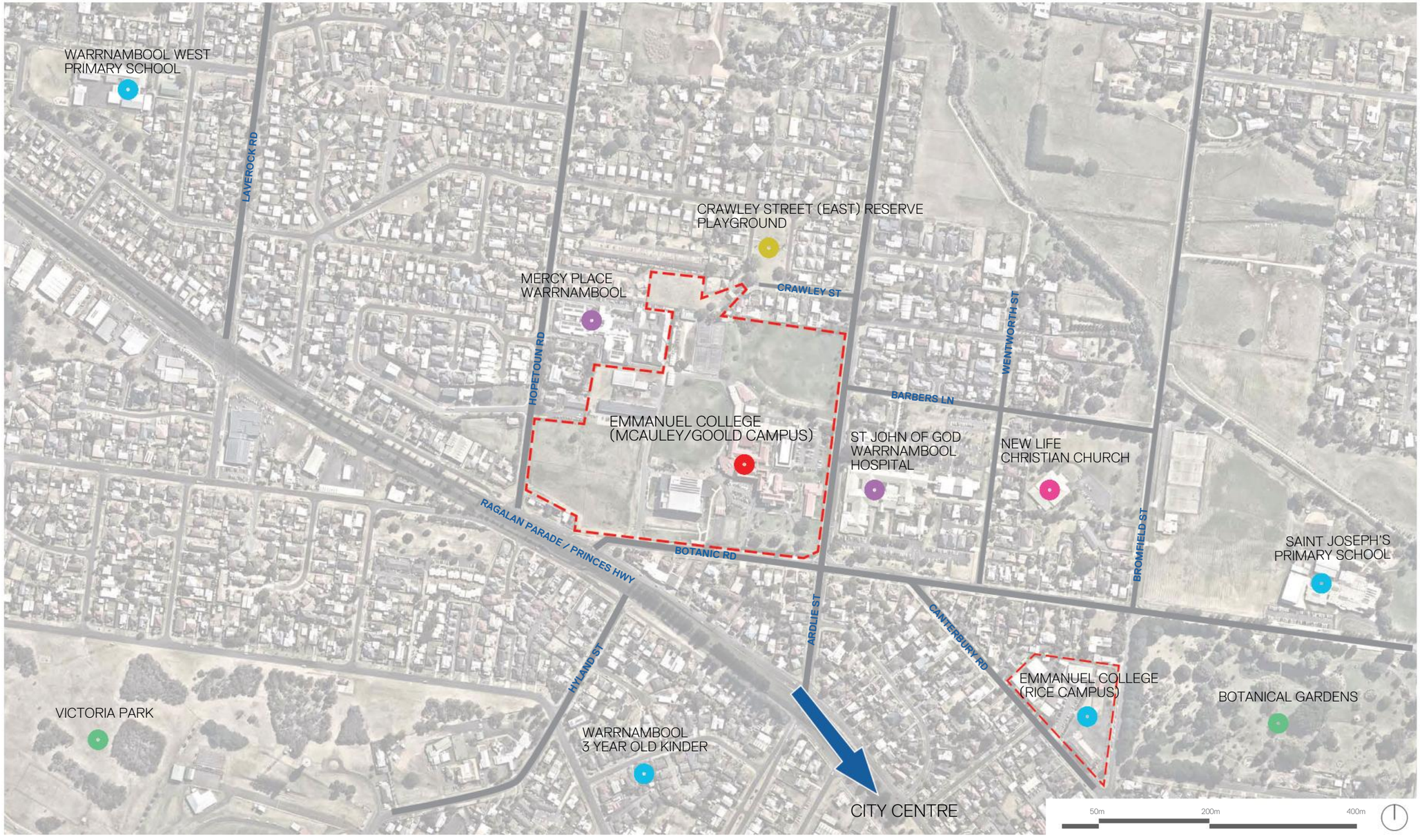
MASTERPLAN I 6. SITE CONTEXT



MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES

Site Utilisation

The existing College buildings are located mainly on the southwestern portion of the site. They have grown north from the convent building, creating a dense coverage of facilities over a small area of the campus. It is not until the more recent developments were built that land to the south and west has been utilised. Despite the feeling of over crowing and ad-hoc growth, this older area of the campus has a fine grain and character that is rich and active. Small courtyard spaces provide social space and pathways to the various buildings.
There are multiple floor levels across this part of the campus as the various buildings rise toward the heritage convent at the top of the hill. The resultant stairs and ramps make access difficult and are not compliant with the current requirements for disabled access

Opportunity exists to create additional facilities in several locations:

- The open land to the west
- Location of the current Year 8 relocatables
- Play courts and maintenance areas to the north
- Unused play courts to the front of the school

Site Access, Drop offs and Pick ups

Emmanuel College has street frontage along both Botanic Road and Ardlie Street. The majority of students enter the school through multiple entry points along both of these roads. Many students arrive at the college via local and school buses with the bus drop-off point on Botanic Road in front of the Emmanuel Centre. Cars also pull into the western entry alongside the Emmanuel Centre to drop-off/pick-up students, but this creates the possibility of conflict with pedestrians and other school users.

There is also rear pedestrian access from Ardlie Street, where there is a road crossing. Additional drop-off occurs further along both Botanic Road and Ardlie Street, with students walking a short distance to the school. Visitors and some staff can enter the school via Botanic Road directly to the front of the convent and park.

Topography

The campus is oriented along a ridgeline that runs from the north west to south east, The St Annes Convent was founded on this ridgeline, along with the school oval. The site falls away from this ridgeline, becoming more pronounced towards the oval at the north east corner of the site, whilist the southwestern corner of the site, is a significant depressionthat is incorporated into a local council overland flow mitigation scheme.

Compliance with access requirements across the site will be an essential feature of future work, including access to the proposed Year 9 centre, from the main entries to the campus. The large site and hillside setting has created multiple floor levels throughout the existing buildings and ways of enabling equality of access will need to be explored.

Climatic Conditions

The College campus, situated on a large open south-facing hillside, is exposed to the local weather conditions. Warrnambool has approximately 100 days of rain per year, low winter temperatures and is buffeted by s for many days of the year. The main wind directions are southeasterly over the summer months and south /southwesterly during the winter. It will be important to create sheltered outdoor areas and protected landscapes to enable outdoor learning and comfortable social spaces across he campus.

Planning Overlays

The campus sits within a Planning Scheme classification of General Residential with a Development Plan Overlay. The permit process for any future building works will require the preparation of a development plan (DP), followed by a permit that aligns with the DP. A DP is a higher order outline of land use and development areas, which also comes with no formal planning notice to neighbours and reduces third party rights. Councillor approval would be sought by Council. There is currently in place a process managed by the Department of Environment, Land, Water and Planning(DELWP) where the Planning Minister becomes the responsible authority for planning approval for Victorian school projects over $3M and may be an alternative route to be considered.

Influence on the Masterplan

IDENTITY OWNERSHIP SAFETY

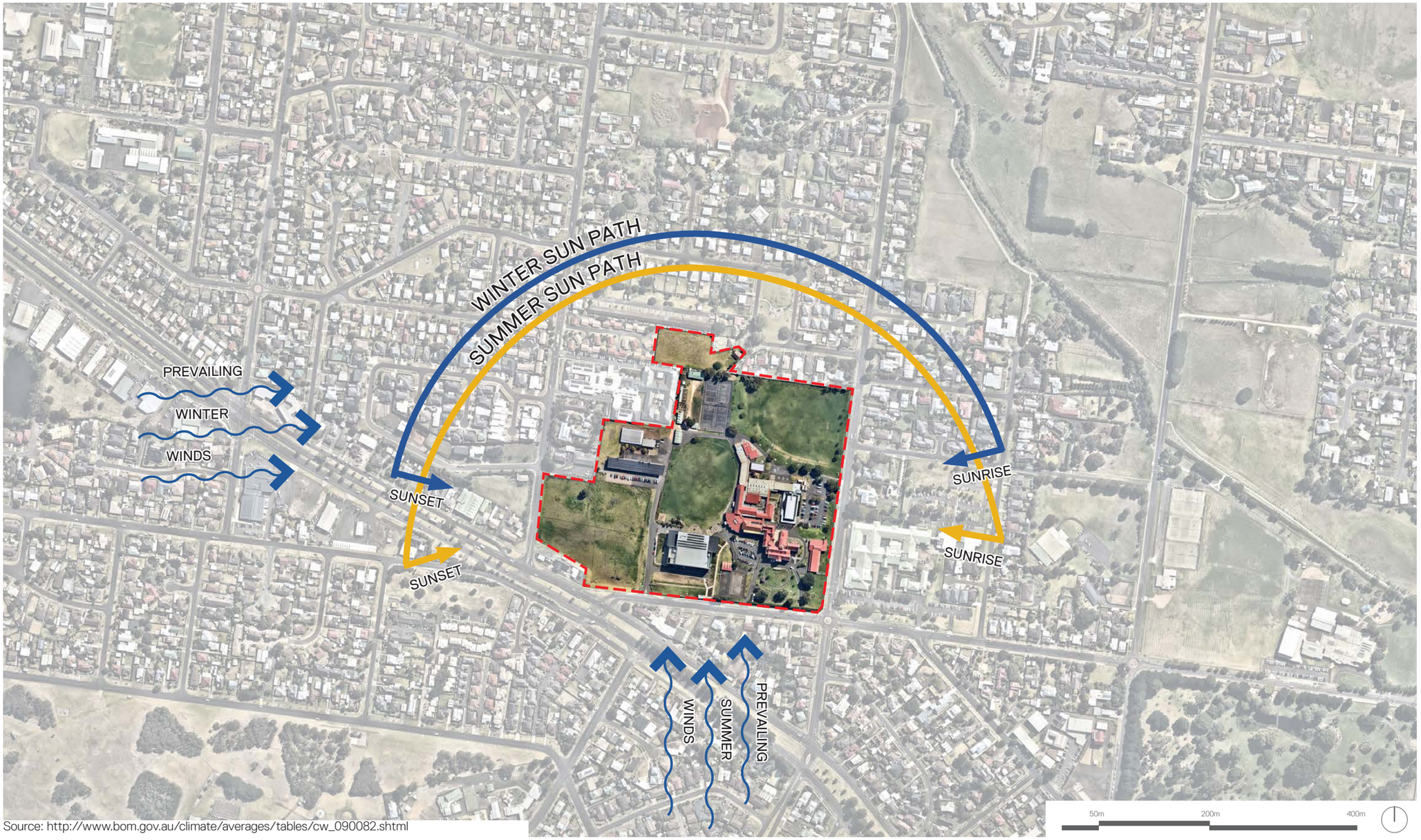
The reworking of the master plan has provided the opportunity to reduce the historical concentration of the built form of the campus onto the eastern side of the site and create a greater distribution of facilities across the campus.

This will enable the central oval to become a become contained and protected by surrounding buildings and a more important landscape within the campus.

The current lack of movement from east to west across the campus is also an issue that we can help repair by generating clear and efficient movement patterns across the school, both internally and externally.

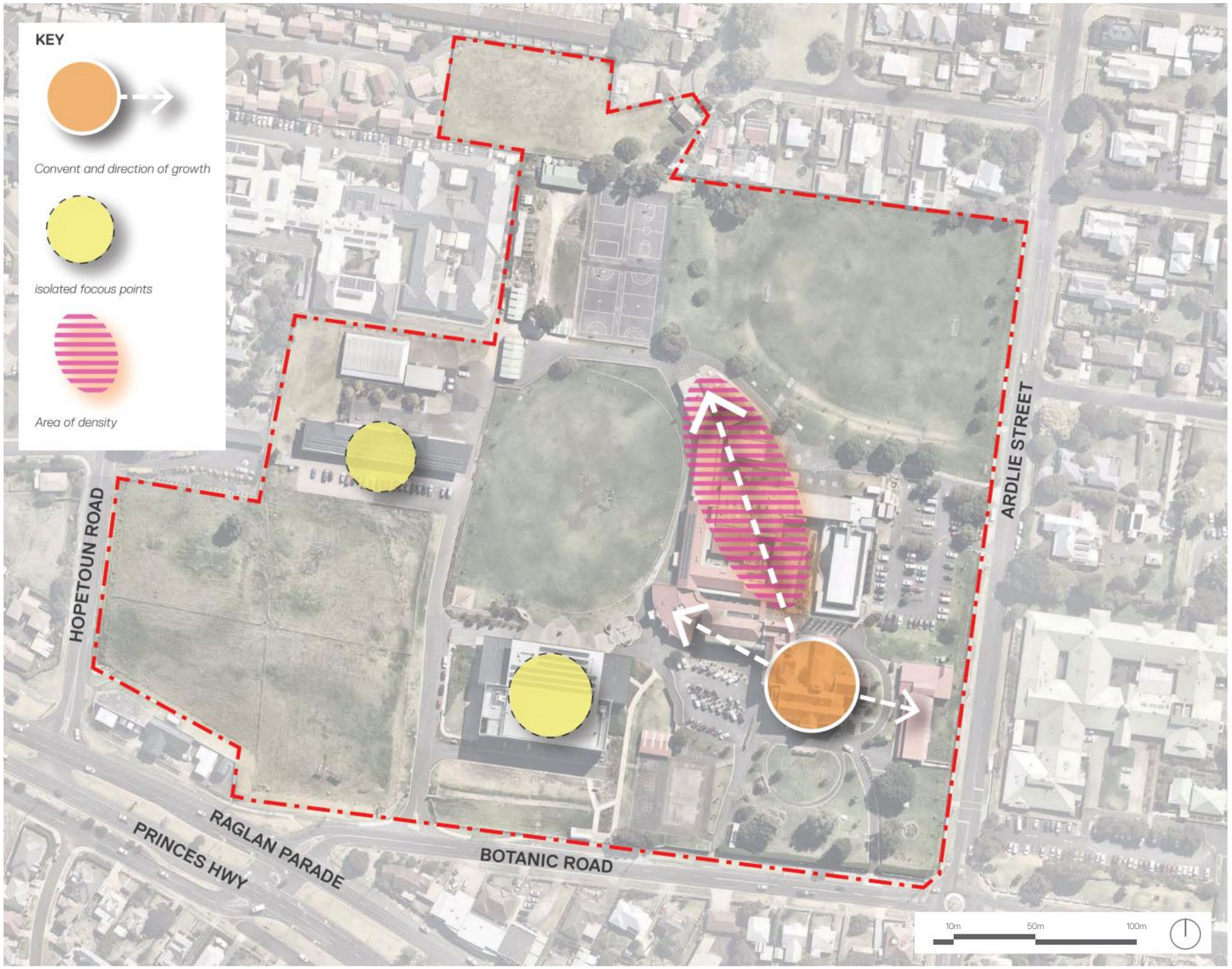
The site topography and climate will also play a role in determining the purpose and location of future buildings and social spaces.
As the college grows we wish to ensure that the historic convent building retains it's important role of being the main outward presentation of the college but creating new facilities that present

MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES



Source: http://www.bom.gov.au/climate/averages/tables/cw_090082.shtml

MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES



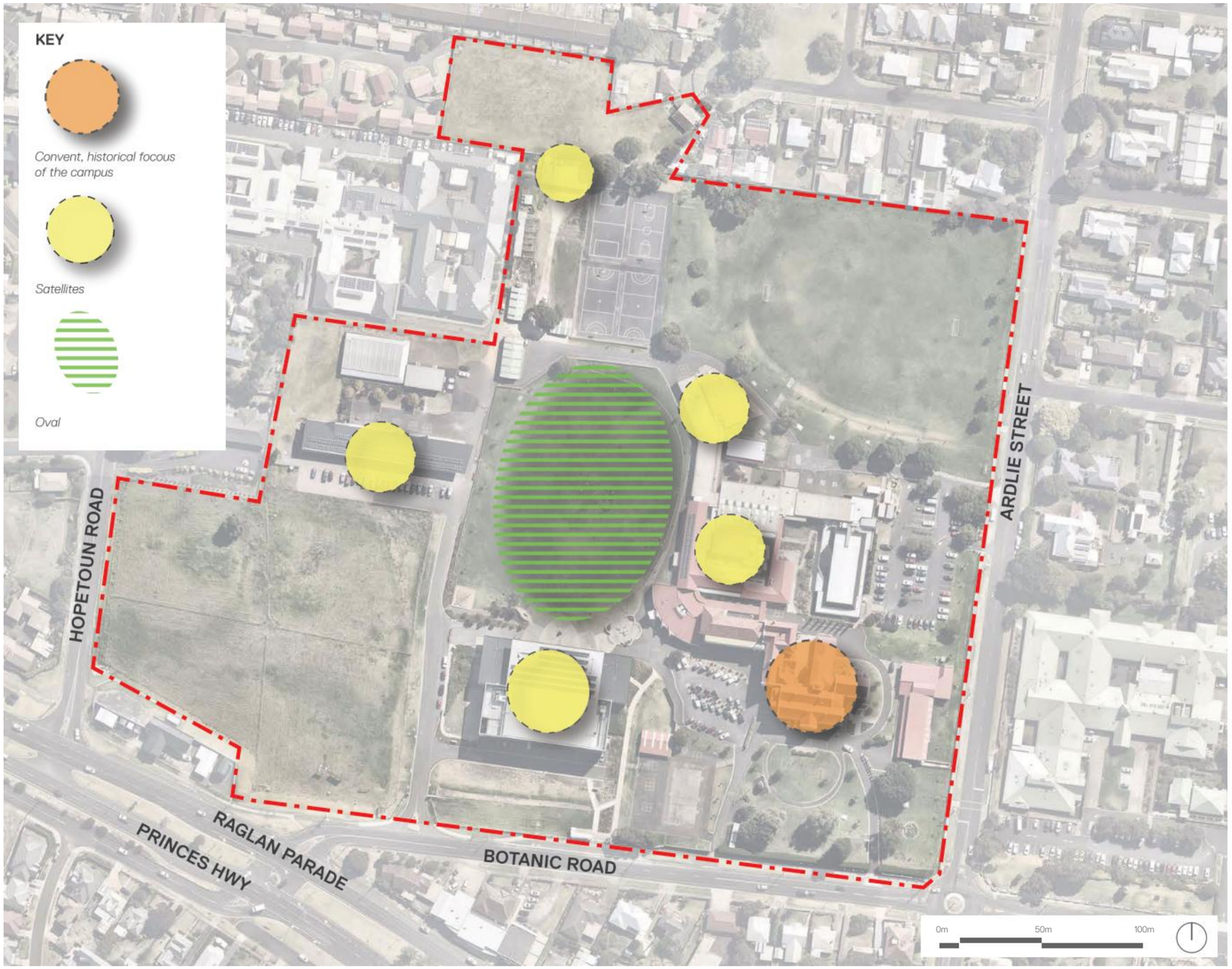
01 - GROWTH

The original focus of campus development was the location of the convent at the top of the hill and lands around it. The focus in the future will shift to the connection that links up buildings and spaces in-between.

The growth of the College around the convent creates densification of all activities on one part of the site.

The nature of the site has broken up and separated without a sense of equality by the past planning. Therefore, there is a need for a more integrated community.

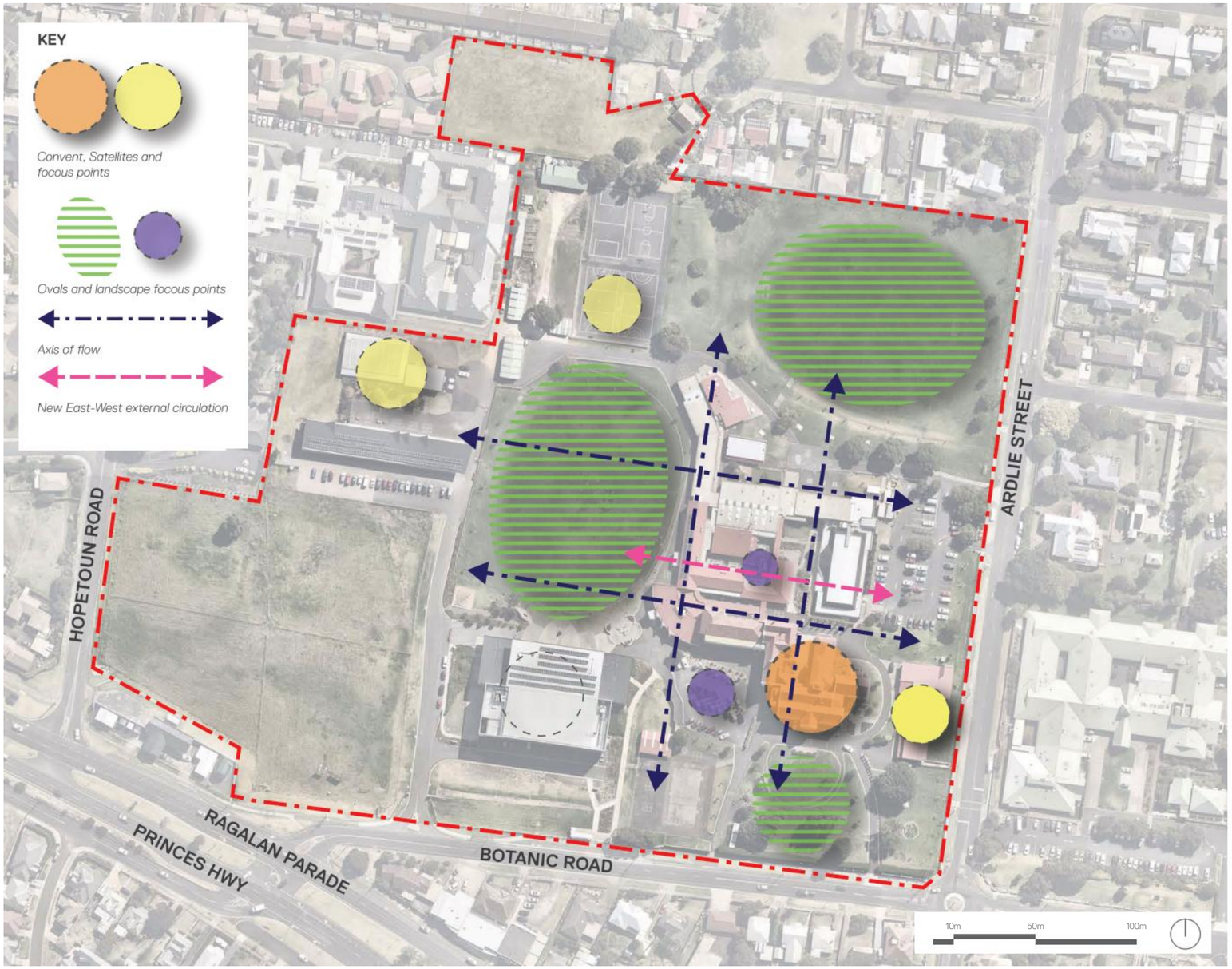
MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES



02 - SATELLITE

The devolution of the centre towards a 'satellite' model that disseminates uses more broadly around the campus has created the McAuley Campus as a single campus with parts of individual identity.

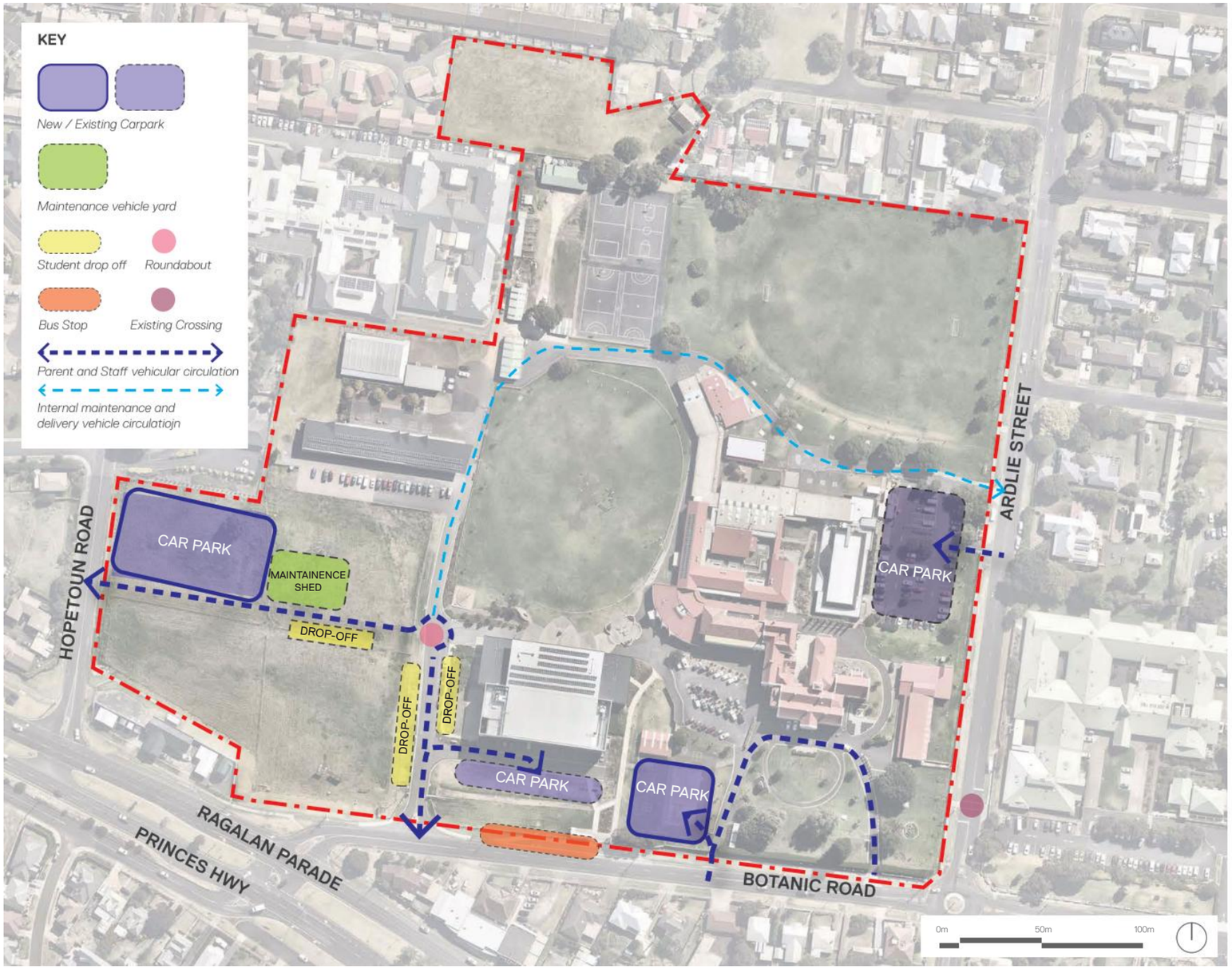
MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES



03 - FLOW

A greater and clearer movement for connection across the campus, both north – south and east – west will be developed. The campus has to enable a 'Flow' to manage the movement of different users through the college in a clear, intuitive, and safe way.

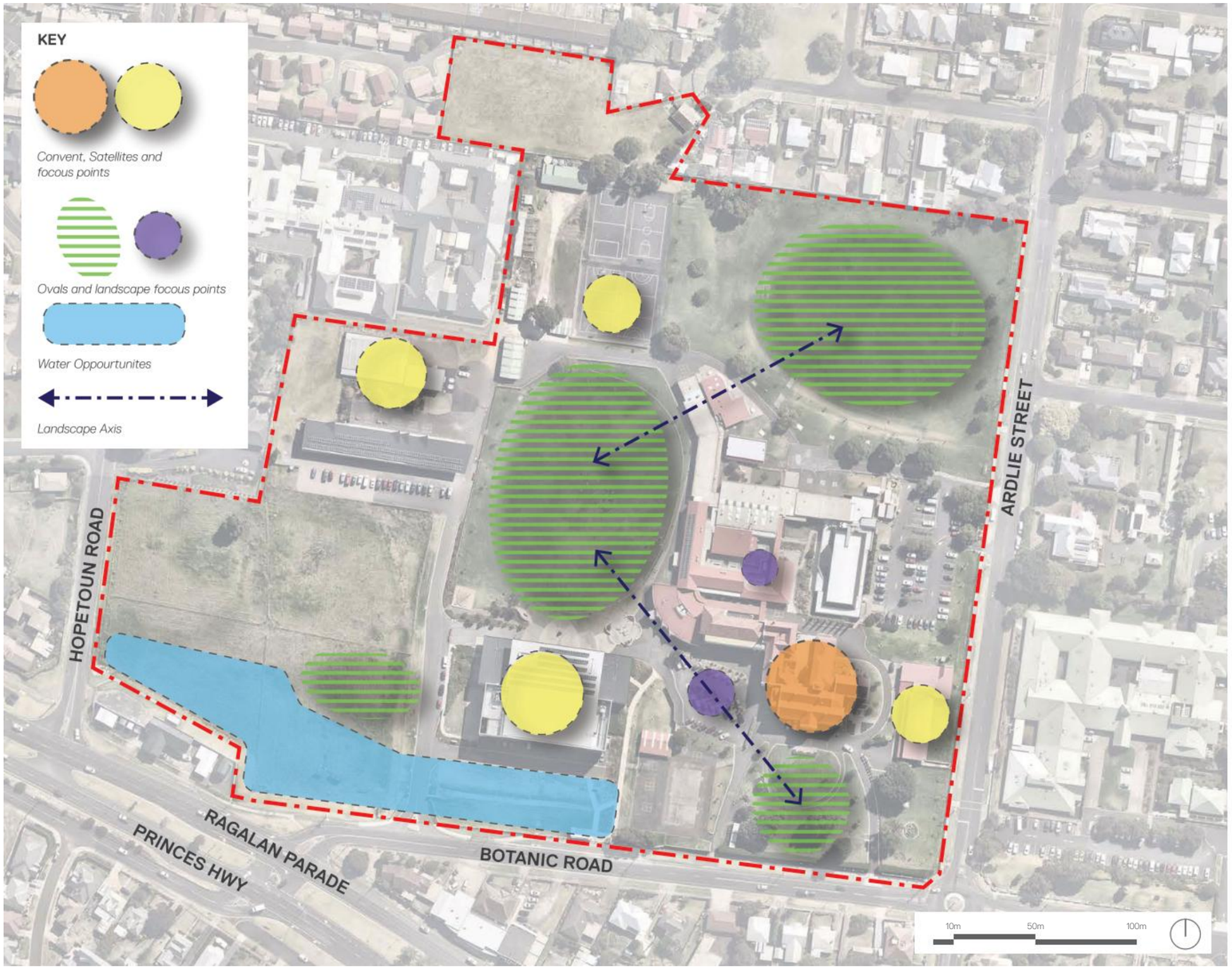
MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES



04 - CAR PARKING & DROP-OFF POINTS

Better connectivity and 'flow' for students, staffs and visitors with multiple pick-up and drop-off points, and additional parking for 'returning' senior students ensure people can get priority over vehicles.

MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES



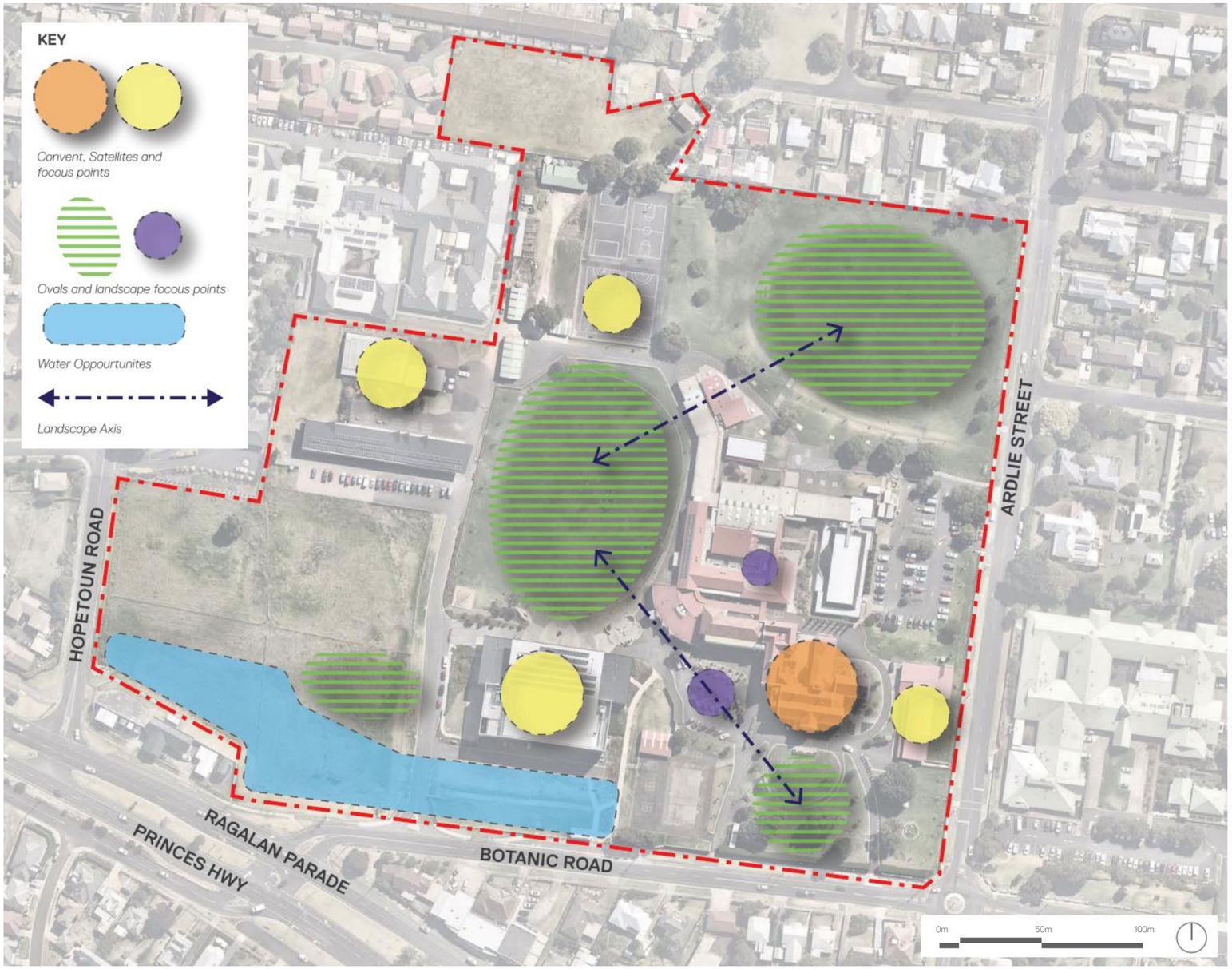
05 - OPPORTUNITIES

The existing College buildings are located mainly on the south eastern portion of the site that creates a dense coverage of facilities over a small area of the campus.

To break open the current model and reduce reliance on the tight, cramped buildings, corridors, and outdoor spaces surrounding the convent, will create a more open, de-centralised campus that will provide greater student connectivity and engagement opportunities.

The idea of 'Slow Campus' provides places to stop, look around, and engage with buildings and landscapes differently. It creates spaces to enjoy and recognise different parts of the campus, e.g. from the arrival or convent to the canteen, and from the library to the Year 9 centre.

MASTERPLAN I 7. SITE ANALYSIS AND OPPORTUNITIES



06 - CONNECTIVITY

The wider distribution and connectivity of landscape provide sports, play, social and outdoor learning space, from the arrival to the oval and from the courts to courtyards.

MASTERPLAN I 8. TOWN PLANNING REVIEW

The Emmanuel College campus is located in General Residential Zone - Schedule 1 (GRZ1).

It is bounded be residential areas on the NW and SE, the Mercy Place nursing home on the NW, the St John of God Hospital across Ardlie Street, and more residences to the south of Botanic Road.

Overlays
There are development plan, heritage and aboriginal cultural heritage overlays on the school campus property, and the land of surroundings.

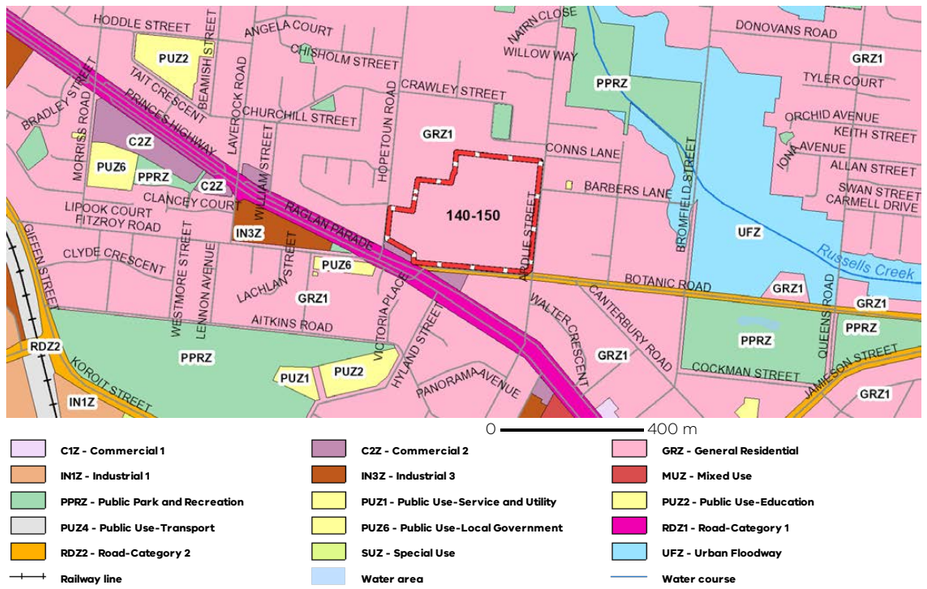
Town Planning Applications and Timeline
Baldasso Cortese contact the Planning Department at the Warnambool City Council.

Planning applications might typically take up to 3 months for planning approvals.

Depending on the value of the Stage 1 project, i.e. if over $3M, will go for Victorian State Planning approvals rather than the local government planning approvals.

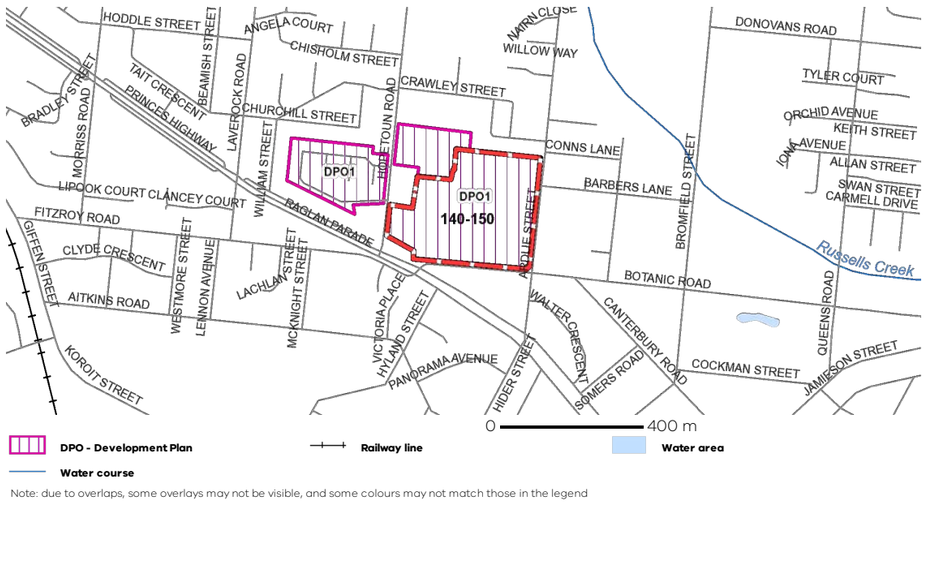
MASTERPLAN I 8. PLANNING REVIEW

MCAULEY/Goold - Planning Zones



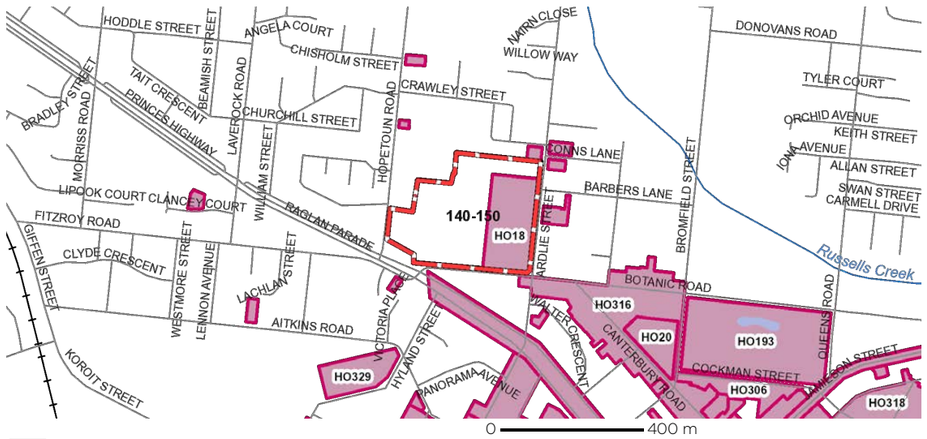
Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

MCAULEY/Goold - Development Plan Overlays



Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

MCAULEY/Goold - Heritage Overlays



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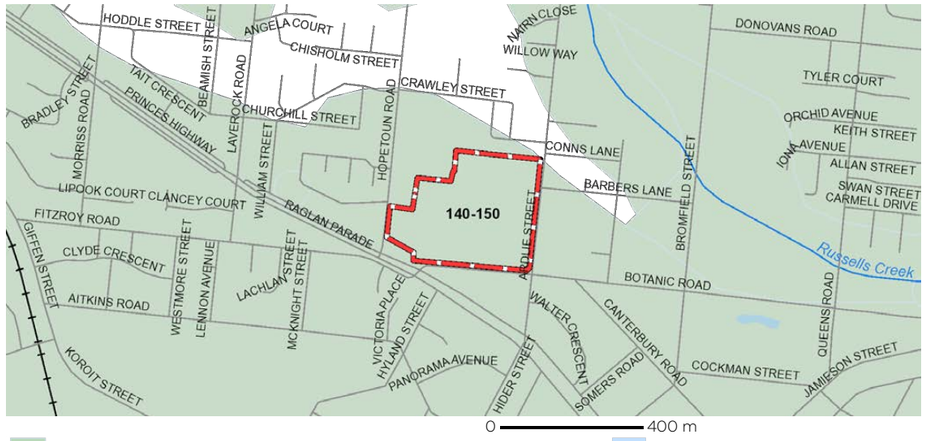
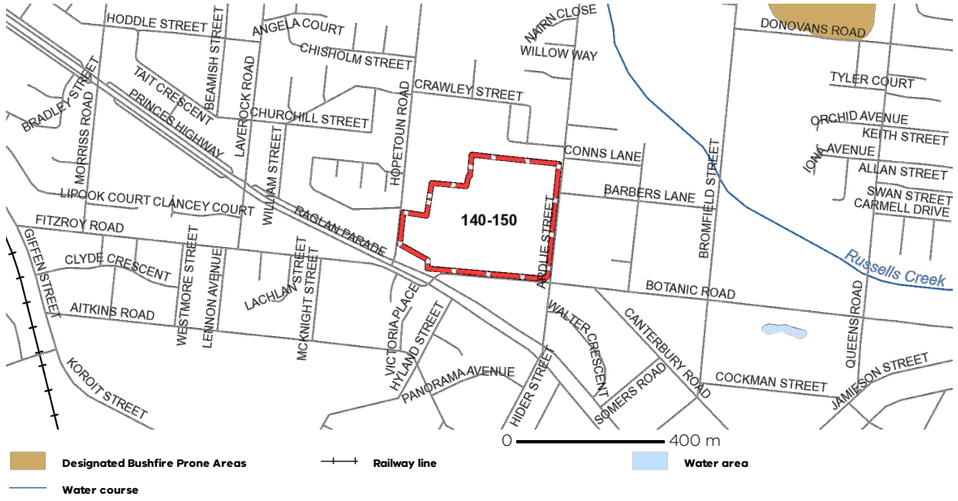
MCAULEY/Goold - Areas of Aboriginal Cultural Heritage Sensitivity

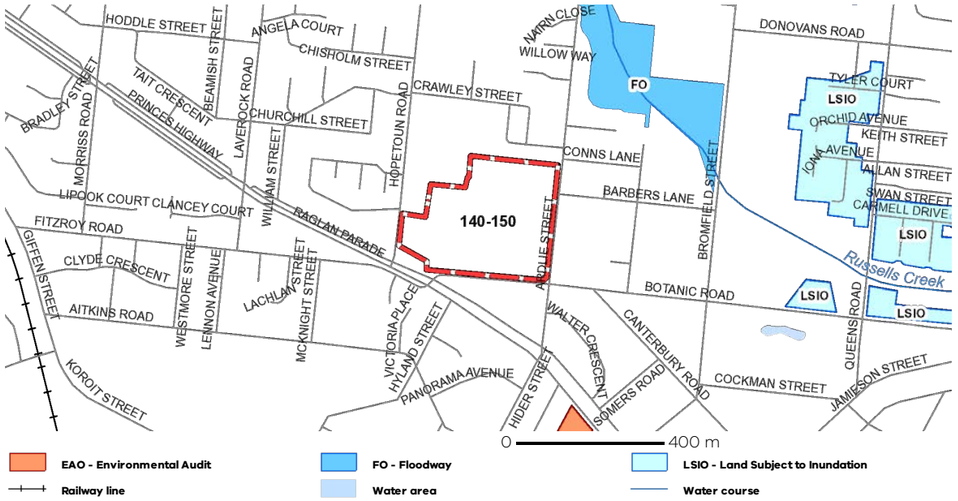


MASTERPLAN I 8. TOWN PLANNING REVIEW

MCAULEY/Goold - Designated Bushfire Prone Areas



MCAULEY/Goold - Other Overlays



Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

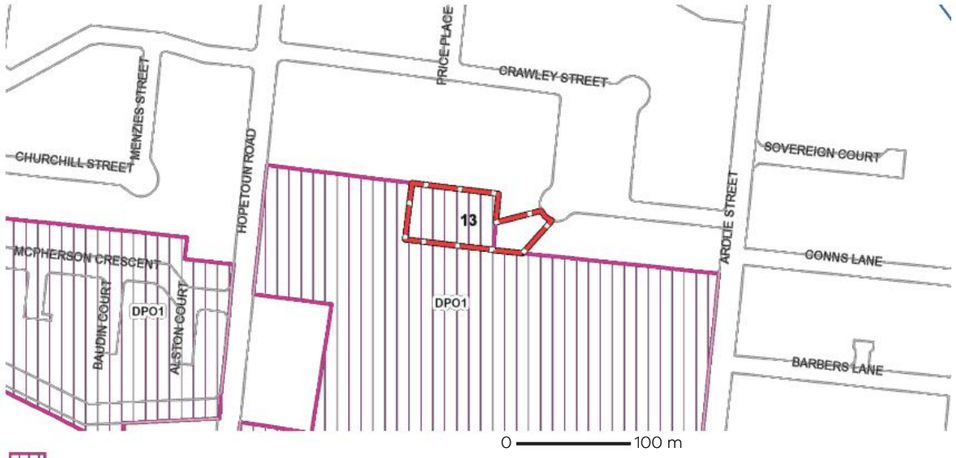
MASTERPLAN I 8. TOWN PLANNING REVIEW

CRAWLEY ST ACQUISITION - Planning Zones

GRZ - General Residential
RDZ1 - Road-Category 1
PPRZ - Public Park and Recreation
UFZ - Urban Floodway
PUZ1 - Public Use-Service and Utility
Water course

Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

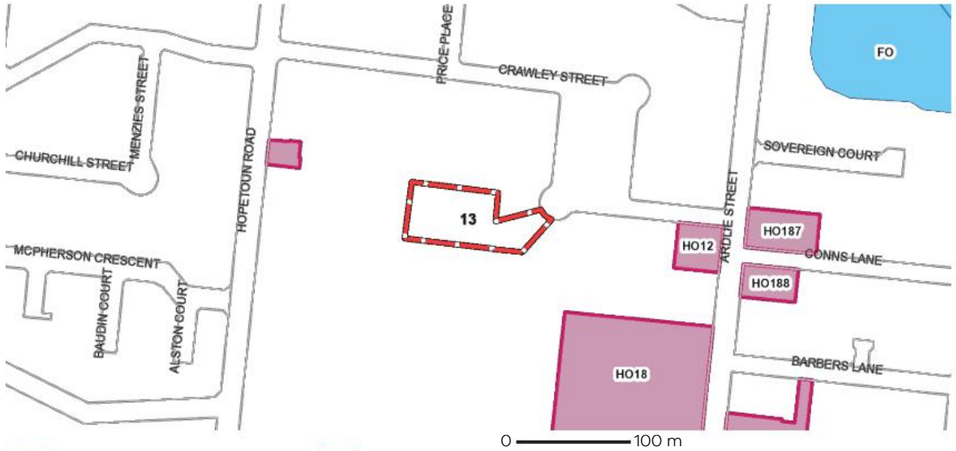
CRAWLEY ST ACQUISITION - Development Plan Overlays



DPO - Development Plan
Water course

Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

CRAWLEY ST ACQUISITION - Heritage Overlays



FO - Floodway
HO - Heritage
Water course

Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

CRAWLEY ST ACQUISITION - Areas of Aboriginal Cultural Heritage Sensitivity

Aboriginal Cultural Heritage
Water course

MASTERPLAN I 8. TOWN PLANNING REVIEW

CRAWLEY ST ACQUISITION - Designated Bushfire Prone Areas

MASTERPLAN I 9. MASTERPLAN SOLUTION

This master plan has endeavoured to address the requirements established in the briefing sessions and workshops held with the school, and the earlier conversation held concerning the development of the future Year 9 Centre.

The decision to move the Senior Year 11+12 cohort back onto the McAuley Campus, with the desire for senior students to be seen and known by the Junior school, will considerably impact the number of students occupying the site. This return of senior students in 2022, along with the inclusion of the Year 9 Centre onto the northern parcel of land at 13 Crawley Street, will provide the ability to create an inclusive and integrated campus for students from years 7-12. This integrated campus and anticipated growth will put much pressure on existing facilities and play/ social spaces. The school has noted that it has largely caught up with the infrastructure shortfalls resulting from significant student numbers from 2004 to 2015. Further and additional and improved teaching areas continue to be a priority for the school. Improving connectivity and a sense of community were also essential elements. Reinforcing the visibility of the history and enhancing the accessibility of the existing buildings are also crucial. Creating spaces for inclusion, hospitality and welcome, both internally and externally, is essential.

The school wishes to enhance the delivery of the Arts and 'bring it back to the fore' and to help students explore and foster their passions.

The proposed master plan proposes a more equitable distribution of facilities across the wider campus and creates a greater focus on the central oval as the 'village green'. The edges of the 'green' will be activated by built form and outdoor learning opportunities and a covered way or promenade will wrap around the oval, providing a walking circuit and outdoor learning/social spaces.

The new buildings to the northeast will house senior learning spaces and the art's faculty, with outdoor learning opportunities adjacent to the oval. Tailored specialist spaces would provide excellent learning opportunities for the students. An enhanced perception of the importance of the arts within the college and the development will provide additional classroom spaces but also a variety of shared and break out spaces to support the general leaning and provide a greater choice for both students and staff in the way they wish to learn or to teach.

Directly to the north of the oval, the building on the Crawley Street site will house the new Year 9 Centre. It will be connected back to the main campus via a 'bridge' landscape that will establish a transition space for students to separate themselves from the rest of the campus, enabling the new centre to appear as a stand-alone facility.

The proposed building to the northwest of the oval will house the extension of the Year 7+8s cohort with additional classroom spaces and new shared/breakout space constructed to work jointly between the existing building and the new. The relocation of the food tech facilities to the ground floor of this new block will again create a greater distribution of all year groups across the school and create learning spaces directly connected to outdoor learning, garden spaces and possibly a kitchen garden. These uses will also provide an opportunity to connect with the adjacent Residential Aged Care Facility

The parcel of land to the southwest of the oval will be developed to provide new car parking opportunities for staff and senior students and a new location for maintenance buildings and a new outdoor sport's store, bus parking and deliveries. The long term also provides the possibility of creating a swimming pool facility and with the proximity of the Emmanuel Centre, a sports and health precinct.

The convent and library, both having undergone recent refurbishment work, will remain as they are. However, with the relocation of the arts faculty, the opportunity exists to construct a new outdoor court/play area for the senior students, who will be housed back in the convent building. The area directly to the north of the historic building currently contains narrow covered walkways and a linear classroom block. It is proposed to demolish these and create a protected central garden courtyard. This space will act as a new heart to the school, a beautiful and peaceful landscaped space that will reflect the faith and identity of the college. It could act as a sculpture garden and be used for gatherings and conferences.

It is also an important aspect of the master plan to look at the image of the College onto Botanic Road and to enhance the presentation. We are planning to improve the landscape elements around the convent to introduce a new garden where the existing car park is located and moving the car park to the area of unused courts. In front of the Emmanuel Centre and to the west it is planned to introduce a large area of wetland landscape and to revegetate with native trees and fauna to create both a wonderful landscape and also a new learning environment for the sciences.

Equitable access, in compliance with the Disability Discrimination Act, to all areas is not currently possible with many different floor levels inhibiting direct access around the campus, particularly within the congromelation of buildings astemming from the convent. The proposed masterplan and future design proposals will seek to address this with the provision of new lifts or the installation of stair wheelchair lifts that can be folded out of the way when not in use.

To rollout this masterplan while maintaining a functioning school day to day, the works need to happen in a staged approach across the campus. Certain refurbishment works can only happen in a logical sequence once other works are completed. People and programs will need to decant into temporary spaces and maybe not ideal spaces, for the duration of each stage of works.

A staging and decanting strategy is outlined in Section 11 of this report – Priority Projects and Staging.

Whilst the master plan has created a framework for future development across the campus and outlined new opportunities, any future developments will be impacted by the outcomes of future design workshops and the Planning process. The master plan is seen as a work in progress and has to be adaptable to future changes in circumstances.

MASTERPLAN I 9. MASTERPLAN SOLUTION

MASTERPLAN

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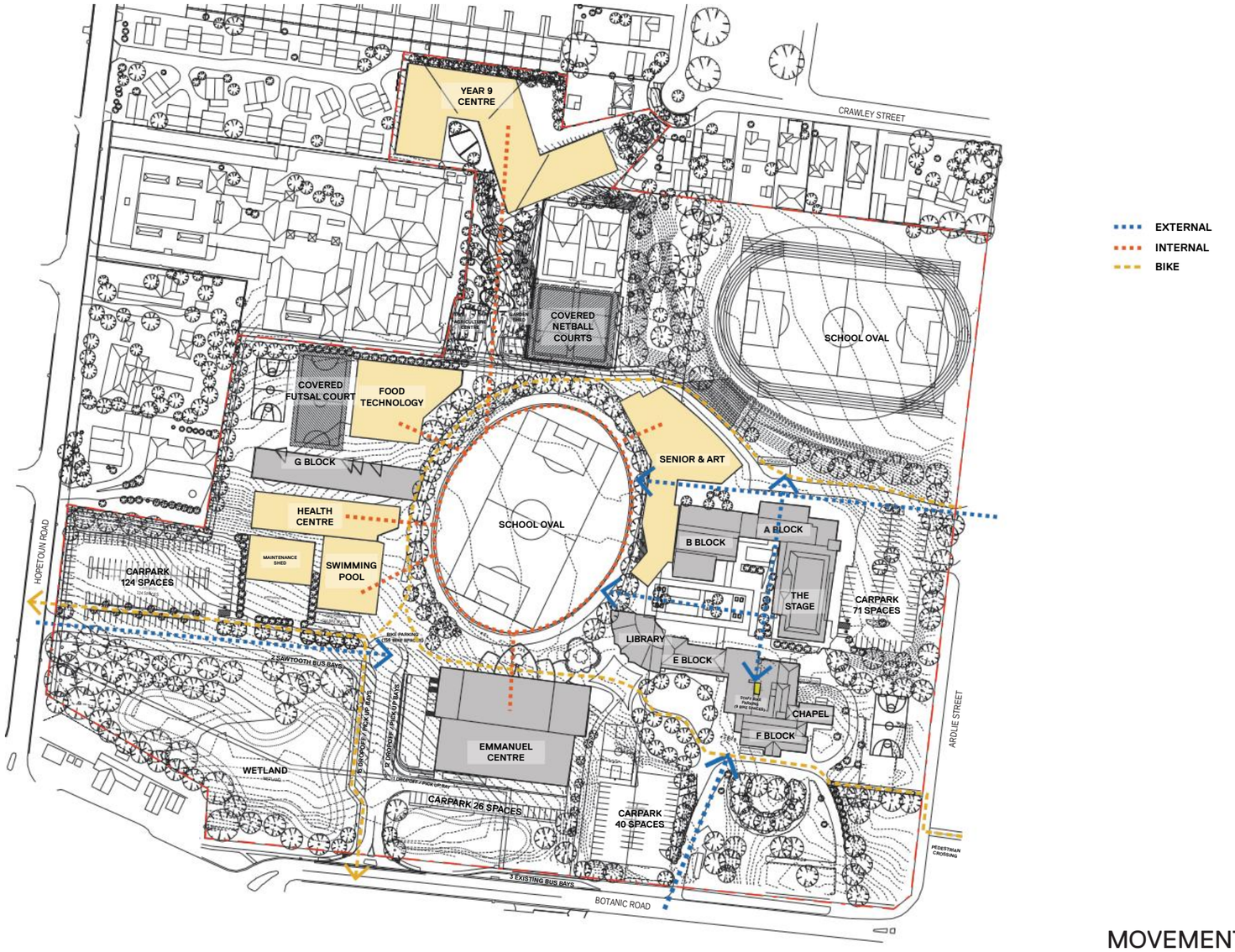
MASTERPLAN I 9. MASTERPLAN SOLUTION



MOVEMENT DIAGRAM

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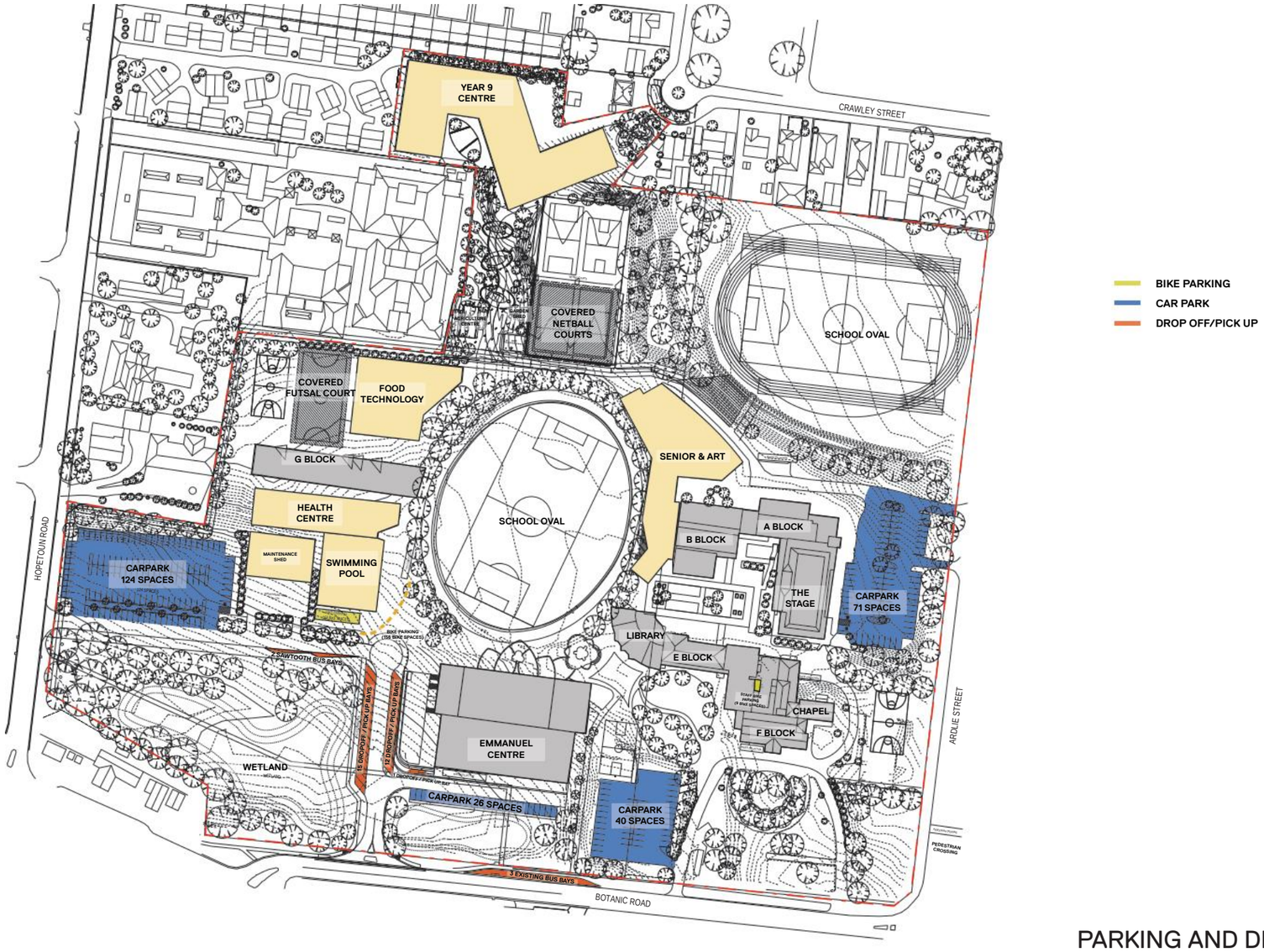
MASTERPLAN I 9. MASTERPLAN SOLUTION



PARKING AND DROP OFF

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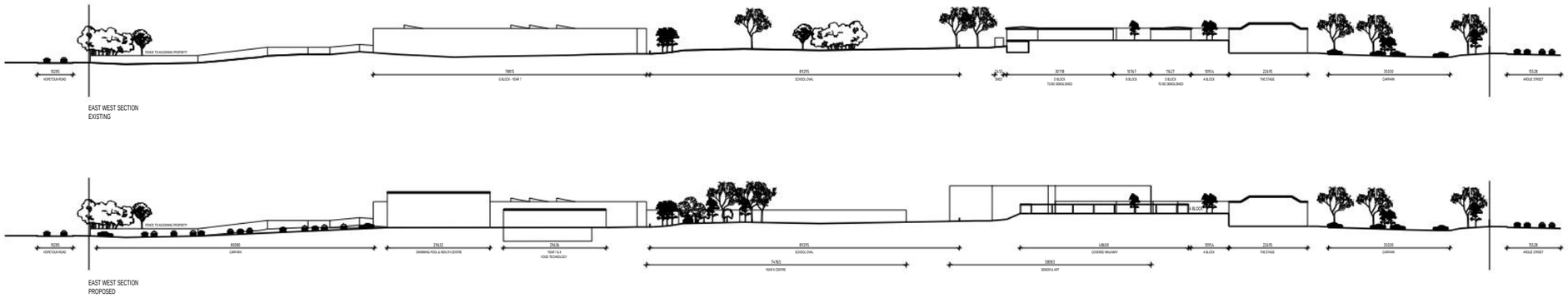
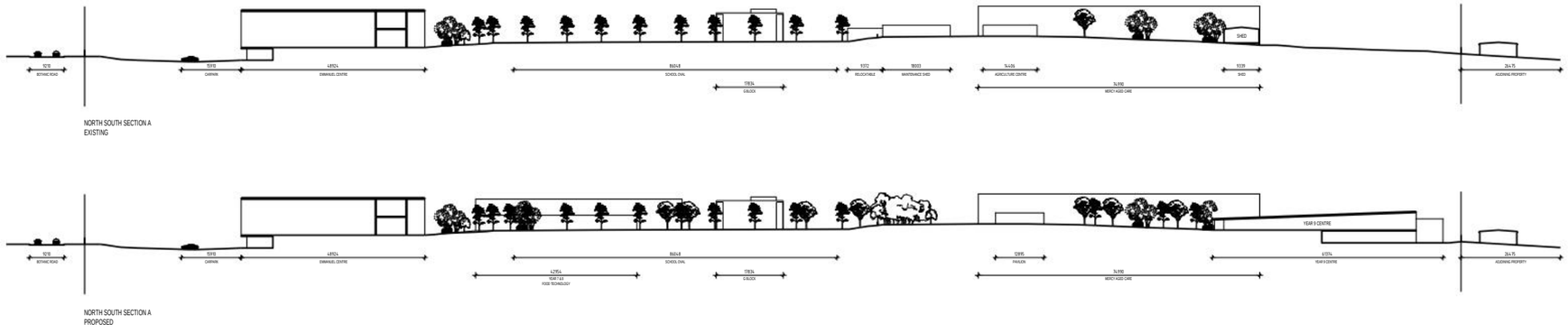
MASTERPLAN I 9. MASTERPLAN SOLUTION

EXISTING AND PROPOSED SITE SECTIONS





EXISTING & PROPOSED SITE SECTIONS

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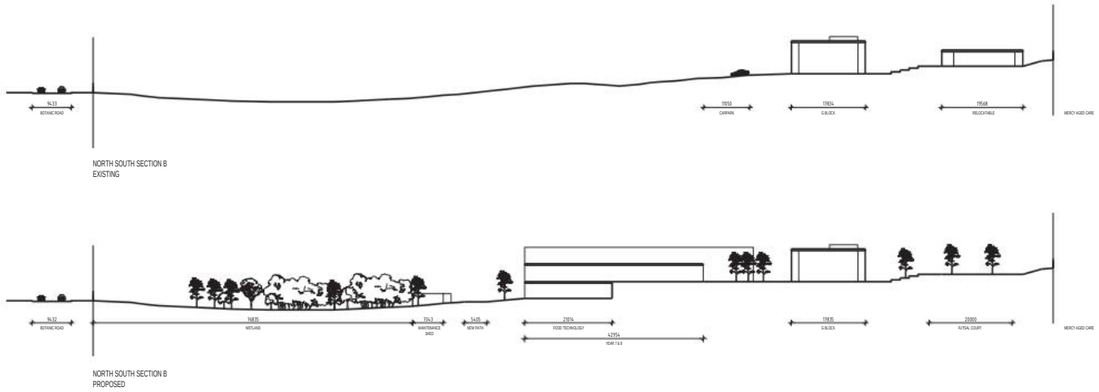

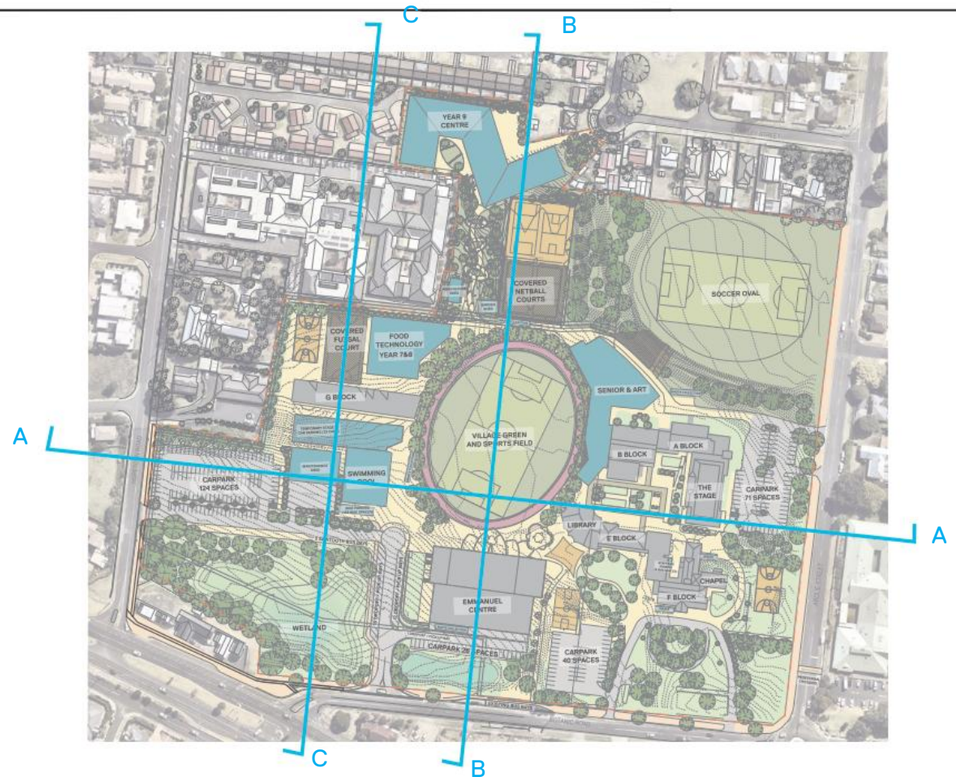

EXISTING & PROPOSED SITE SECTIONS

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MASTERPLAN I 9. MASTERPLAN SOLUTION

ZONE 1

YEAR 9 PRECINCT

- Indoor - Outdoor
- Access to courts
- 'Bridge'
- Gate house building
- Landscape

ZONE 5

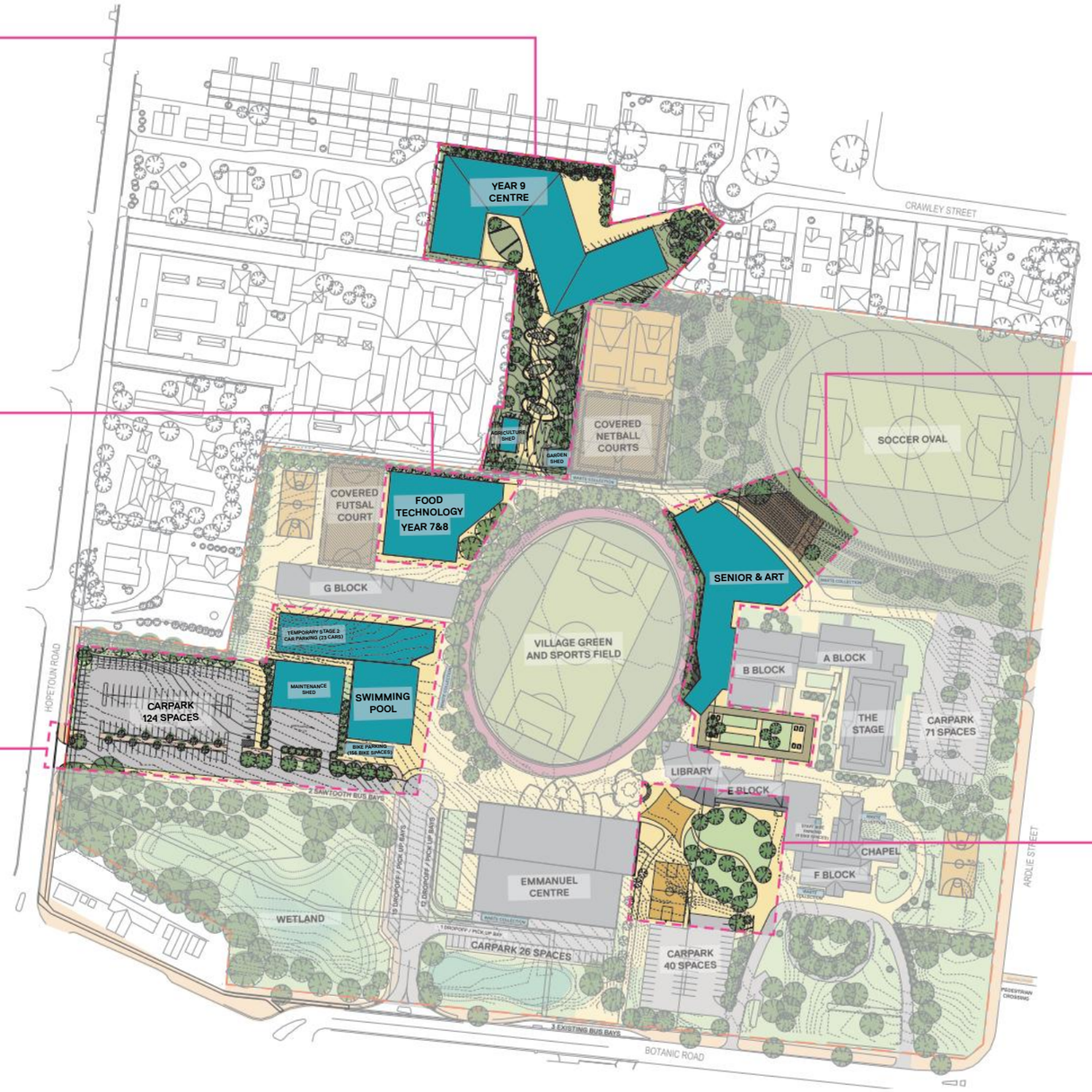
YEAR 7, 8 & FOOD TECHNOLOGY

- Food technology
- Productive gardens
- Classroom
- Shared space
- Outdoor learning

ZONE 4

SWIMMING POOL & HEALTH

- Entry
- Staff / Student
- Car park & Bike park
- Maintenance Sheds



ZONE 2

SENIOR & SPECIALIST

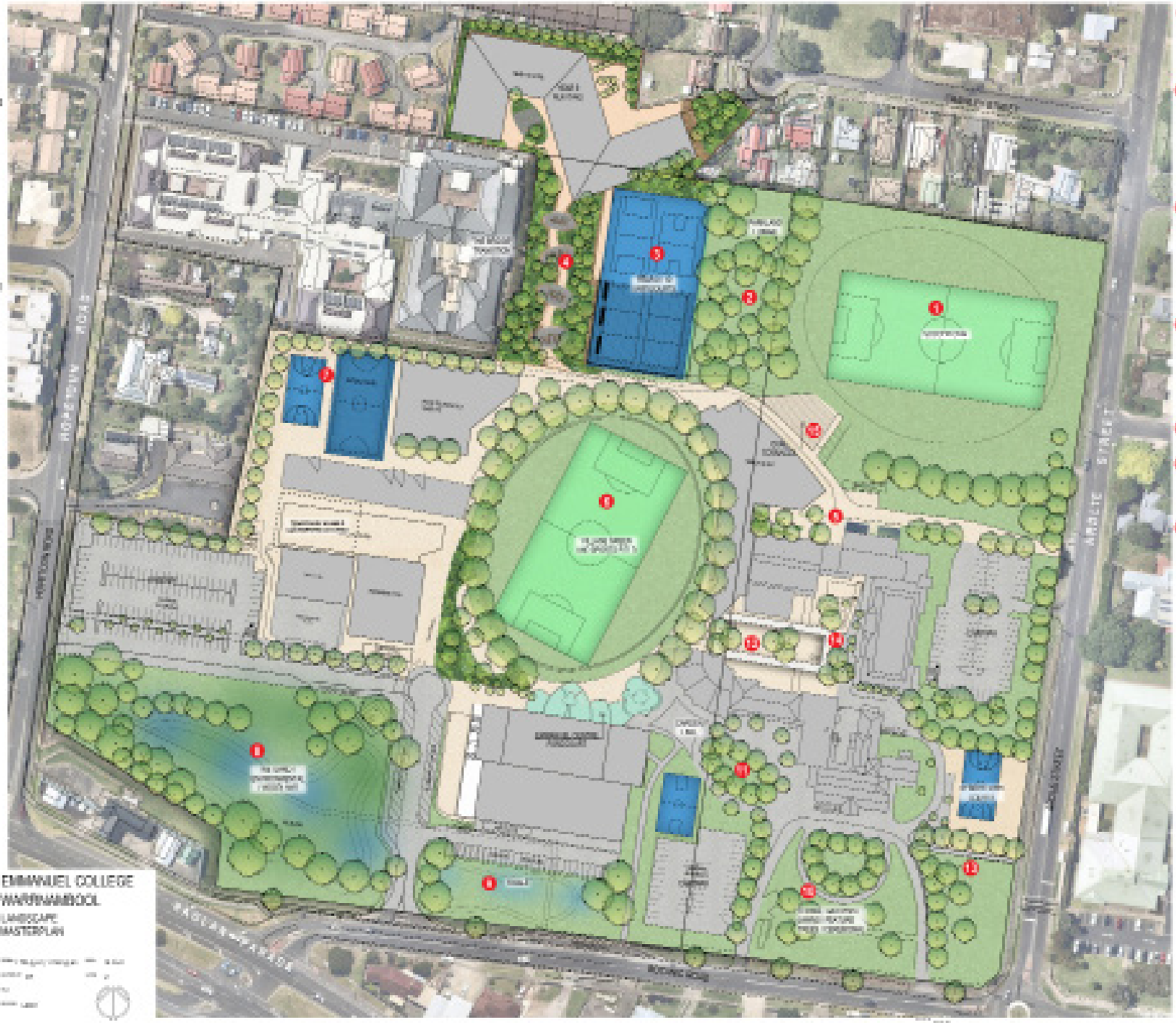
- Amphitheatre to oval
- 2 level building
- Art
- Classrooms
- Formal Sculpture garden

ZONE 3

SENIOR COURT

- P.E. Court
- Social / Indigenous landscape
- Connecting & Gathering

1. Lower oval enhanced with formal soccer pitch (potentially synthetic surface)
2. Existing grassed batter enhanced as a 'parkland' space with informally spaced trees and potential paths and seating.
3. Upgraded hardcourts.
4. 'The Bridge' – a landscape space expressing the transition from the main campus to the Year 9 campus with planted structures, seating 'pods' and site specific vegetation.
5. Existing science wing / outdoor courtyard enhanced to provide additional space for student socialisation and improved circulation.
6. The 'Village Green' - the existing central oval is transformed into a focus of formal and informal campus activity through strategic building placement and landscape development.
7. Year 7/8 courtyard developed as an interactive multifunctional space with a play space, informal hardcourt and kitchen garden.
8. The unused lower corner of the site is developed as an environmental zone, including wetland and woodland areas providing exploration opportunities, environmental studies and potentially windbreak planting.
9. The existing swale is softened as a landscape element through planting of trees and wetland species where appropriate.
10. The existing garden form and features, including the recently enclosed grotto, are retained and enhanced with new complementary plantings to create a quiet, peaceful space for students and community.
11. The existing car park in the vicinity of the historic building (now the Senior Centre) is removed to create a landscape forecourt / gathering space and a new car park is constructed closer to Hopetoun Road.
12. Removal of existing buildings creates the opportunity for a new formal courtyard with potential for sculpture and group learning socialisation and College events.
13. Memorial garden retained into the future.
14. Existing courtyard simplified to provide clear access and integration with formal courtyard (12).
15. Existing batter modified to provide terraced seating looking over enhanced lower oval.



EMMANUEL COLLEGE
WARRNAMBOOL
LANDSCAPE
MASTERPLAN

MASTERPLAN I 10. AREA GUIDELINES & ANALYSIS

The school's current enrolment is approximately 1,250. There is projected local growth, to a preferred long-term enrolment (LTE) to a maximum of approximately 1,350 students.

We have used the standard are figures produces by the Melbourne Archdiocese Catholic Schools (MACS) as a comparative figure to illustrate either the shortfall or oversupply of the facilities across the campus.

The overall existing floor area, as of August 2021, is approximately 12,000sqm, making the square metre rate per student around 7sqm/ student or 20% below the MACS guideline of a maximum 9.75sqm/ student for secondary schools.

Compared to the MACS guidelines, there is a particular shortage across the school of general learning areas. This outcome is supported by the briefing sessions held with the school as part of this master plan process - but also reflects the use of the Rice Campus for senior students. The long term floor area for General Learning Areas is well below the guidelines but will be increased by the additional space realised in the proposed Year 9 Centre.

The current reduction in science will be improved by the current work being undertaken, and this has been allowed for in the existing conditions area analysis.

The existing student amenities are currently low within all existing buildings. The proposed masterplan will aim to increase the number of student amenities across the campus. Existing Administration/Staff areas closely match the MACS guidelines. The shortfall in staff area could easily be achieved with the inclusion of localised staff rooms within the proposed facilities.

Additional floor area would be realised in Stage 1 works as follows:

- Up to 9x additional GLAs
- Science
- Prohject Based Learning
- Shared/breakout space
- Amenities
- Staff facilities
- A central gathering space for multiple classes
- A covered outdoor court.

Additional floor area would be realised in Stage 2 works as follows:

- Larger food tech room and kitchen garden
- Up to 10 x additional GLAs and new shared/breakout space
- Amenities
- Staff facilities

MACS Area Allowances vs Emmanuel College's Areas

EMMANUEL COLLEGE Rev_02
Master Plan Facilites Schedule 24-Apr-22

Entitled Areas	Existing Number of Spaces	Existing Areas (m2)	Area per Student(m2)	Proposed Area per Student (m2)	Proposed Areas (m2)	Excess +/- (m2)
			1250 students	1350 stsudents		
Library	1	849	0.68	0.76	1140	-291
General Learning Areas	38	2434	2.07	3.44	4650	-2216
General Learning Relocatable	11	149				
Physical Education / Courts + Gym	-	1496	1.20	1.11	1496	0
Foyer		730			730	
Adminstration / Staff	-	1037	0.83	1.11	1500	-463
Pupil's Amenities	5	474	0.38	0.67	900	-426
Science	6	749	0.60	1.00	1350	-601
Art	5	603	0.48	0.56	750	-147
Technology / VET	4	602	0.48	0.57	765	-163
Food Technology / Textiles	5	317	0.25	0.39	525	-208
PAC / Music / Drama / Dance	-	563	0.45	0.42	563	0
Foyer/Reception		129		0.10	129	
Chapel	1	107				107
Agriculture / Horticulture		70			290	-220
other/walkway/cafeteria		**1757**				
Total Area	76	12066	7.42	10.95	14787.7	-4628

Note:
** Travel / Engineering is included in area*
** Classification of Gym & Library not included as teaching space*

PROJECT DETAILS I 11. PRIORITY PROJECTS & STAGING

The masterplan proposes increasing the McAuley Campus's overall capacity to realise a fully integrated Year 7-12 College slowly. The relocation of both the senior students followed by the Year 9s on McAuley Street will considerably increase the number of students across the campus and require supporting teaching and specialist spaces. A landscape design that will provide successful sports, play, social and outdoor learning space will be essential for the college. Catering for the school's growth and an integrated landscape is at the heart of the proposed masterplan.

The following staged rollout considers the need for Emmanuel College to maintain a fully operational business while construction and refurbishment projects happen around them.

Stage 1 consists of the following works:
The work on the Crawley Street site can potentially establish building works independent from the existing campus and therefore have minimal impact on the school's operation. The connecting landscape will only be completed once the maintenance facilities have been constructed in their new location on the only land on the west of the campus adjoining Hopetoun Road. At this stage, the works area will be fenced off to ensure separation between the school staff and students and the contractor's team.

The opportunity to construct the maintenance facilities, the new road network and carpark, could be considered a single contract along with the relocation of the car parking at the front of the school and could take place at any time before the completion of the Year 9 Centre.

Stage 2 consists of the following works:
The existing relocatables will have to be relocated to the south of the existing Year 7/8 building before this stage of the works. This works site will have to be separated from the current student routes into the Year 7/8 building for the duration of the build, meaning alternative access paths will have to be set out. The link building that provides shared / breakout space for both the existing and proposed buildings will have to be constructed during the long break to enable the continued use of the year 7/8 building.

The new external spaces including productive garden, will form part of this project, along with the refinishing of the internal access road used for maintenance.
The landscape works around the central oval - including the covered walkway - could be undertaken at any time after the completion of the Stage 2 works

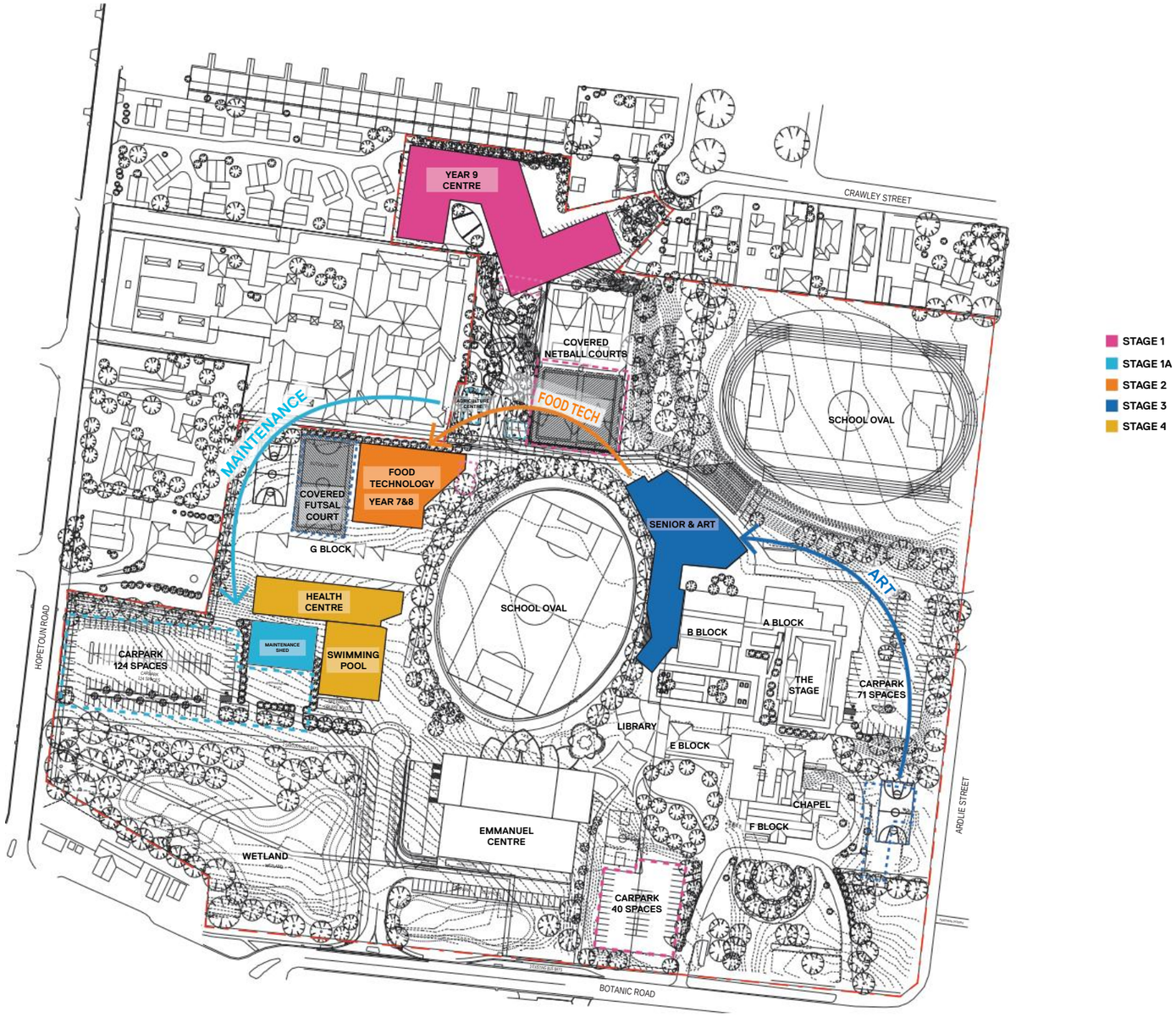
Stage 3 consists of the following works:
Stage 3 is a more difficult area to work in, being in the centre of the school but similar to the science centre. The refurbishment will be fenced off to separate the students from the building works and contractors. Construction access could be achieved from Ardlie Street with huts occupying part of the car park. Demolition of the existing food tech spaces and the western classrooms can then commence. The new 2-storey senior learning centre can then be constructed and will include the new art faculty.

On the completion of this stage of works, the classroom directly to the south of the science block can be demolished to enable the new central, sculpture courtyard to be constructed. The existing art block can also be demolished, and a new sport's court completed for the senior students. A new a sport's court to the north of G Block for students will be completed as well.

Improvements to Student Outcomes, Engagement and Wellbeing
- Connecting the convent back into the campus, through a central courtyard at the heart of the school.
- Increasing the overall number of teaching spaces to accommodate future growth and create more flexible spaces.
- Creating a fully integrated campus and the ability to have all age groups within the single site.
- Access to a variety of learning and teaching spaces provide students with opportunities to engage in their passions and greater self-directed learning.
- Improved opportunities to engage with outdoor learning.
- Improved vertical access across the school and accessibility of classrooms for disabled students or staff.
- Improved landscape play and social spaces throughout the campus.

Durable, Flexible and Sustainable
- Opportunities for use of solar energy generation and storage to be explored.
- Opportunities for water capture and reuse can be explored
- Introduction of high levels of passive environmental design to be incorporated in new facilities.
- Materials and finishes will be selected for their robust performance, low-maintenance requirements and longevity.
- Revegetation of parts of the site would restore flora and fauna, prevent water rain runoff and provide learning opportunities.

PROJECT DETAILS I 11. PRIORITY PROJECTS & STAGING



STAGE 1
STAGE 1A
STAGE 2
STAGE 3
STAGE 4

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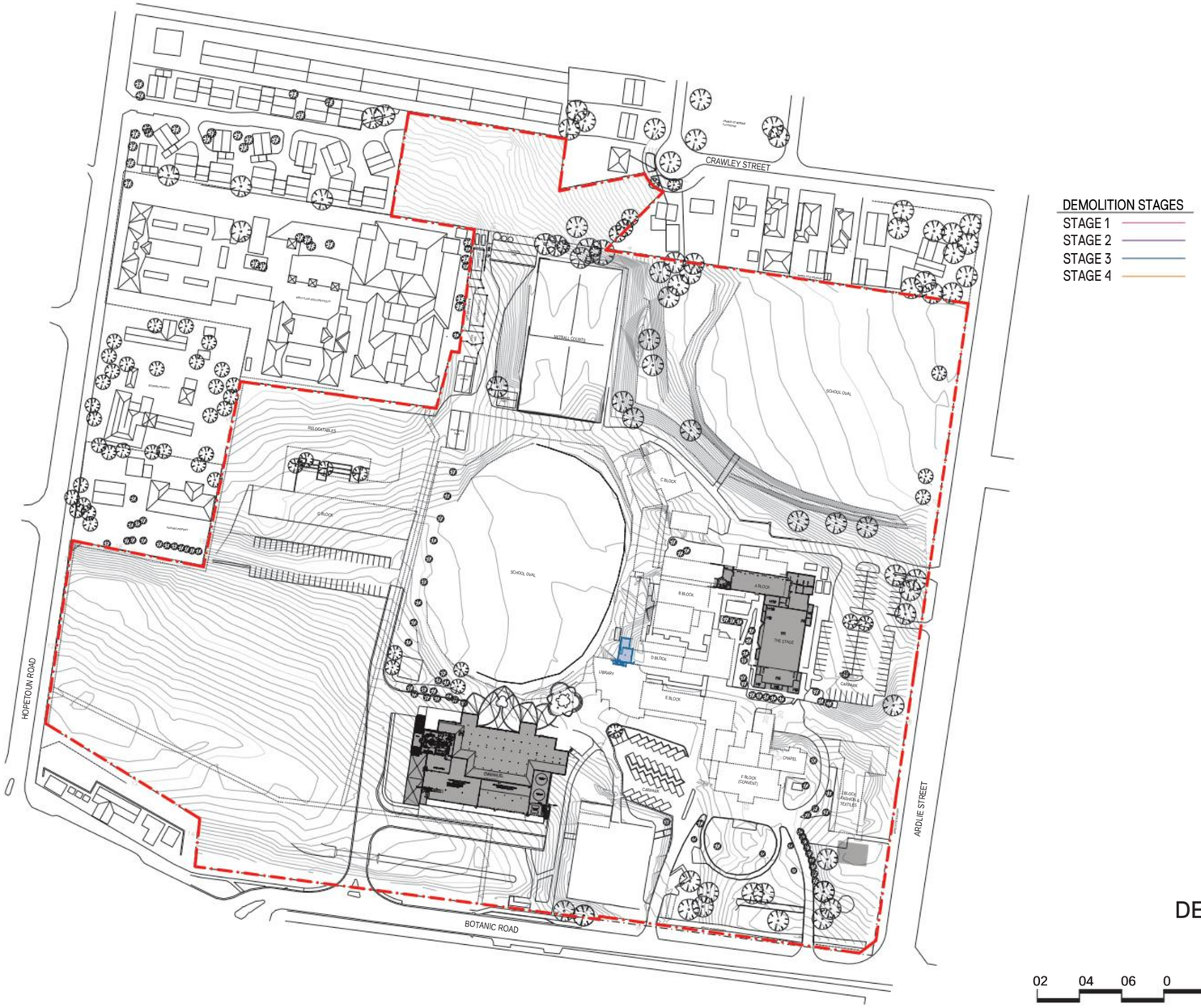
PROJECT DETAILS I 11. PRIORITY PROJECTS & STAGING



DEMOLITION STAGING
LOWER LEVEL

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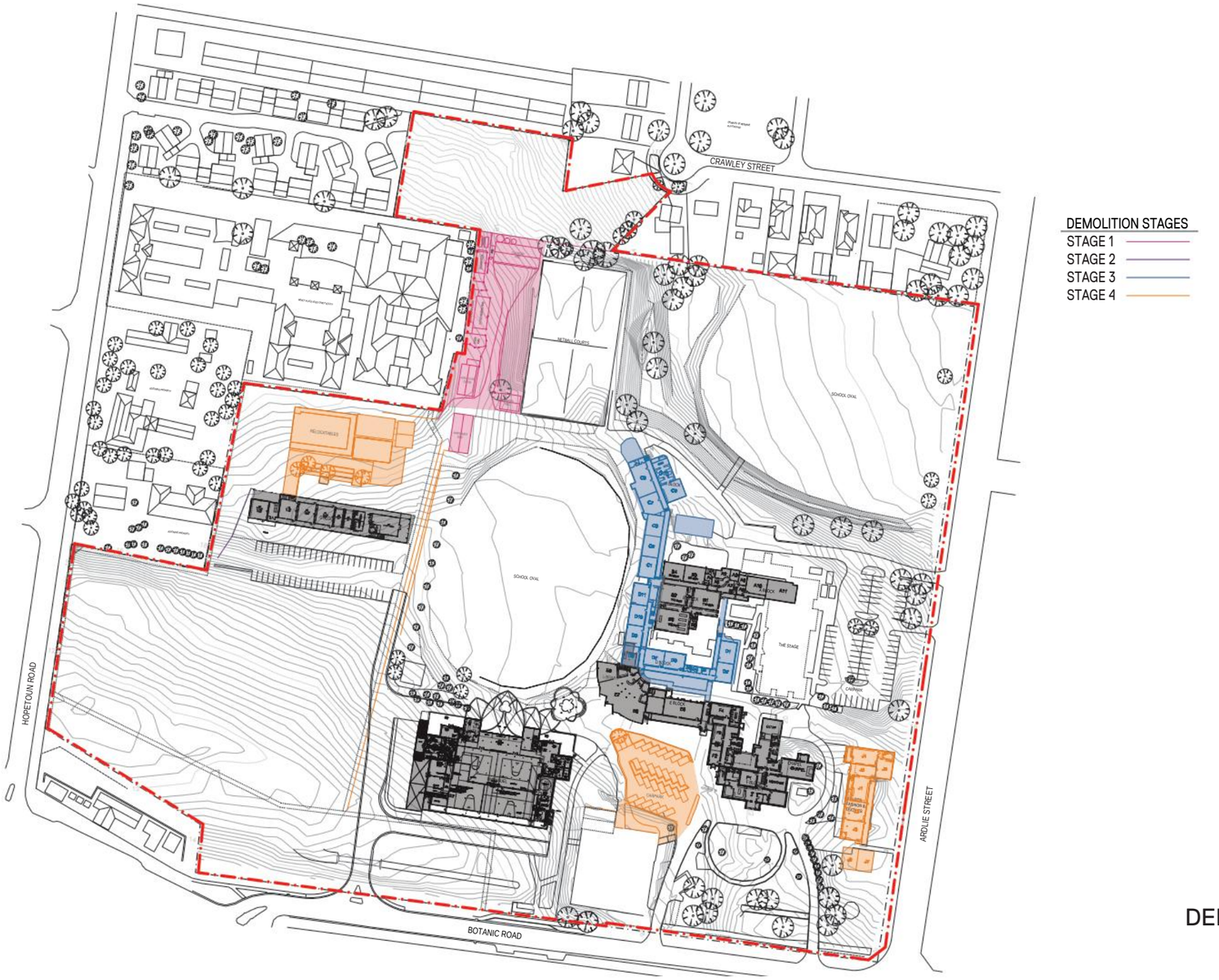
PROJECT DETAILS I 11. PRIORITY PROJECTS & STAGING



DEMOLITION STAGING
GROUND LEVEL

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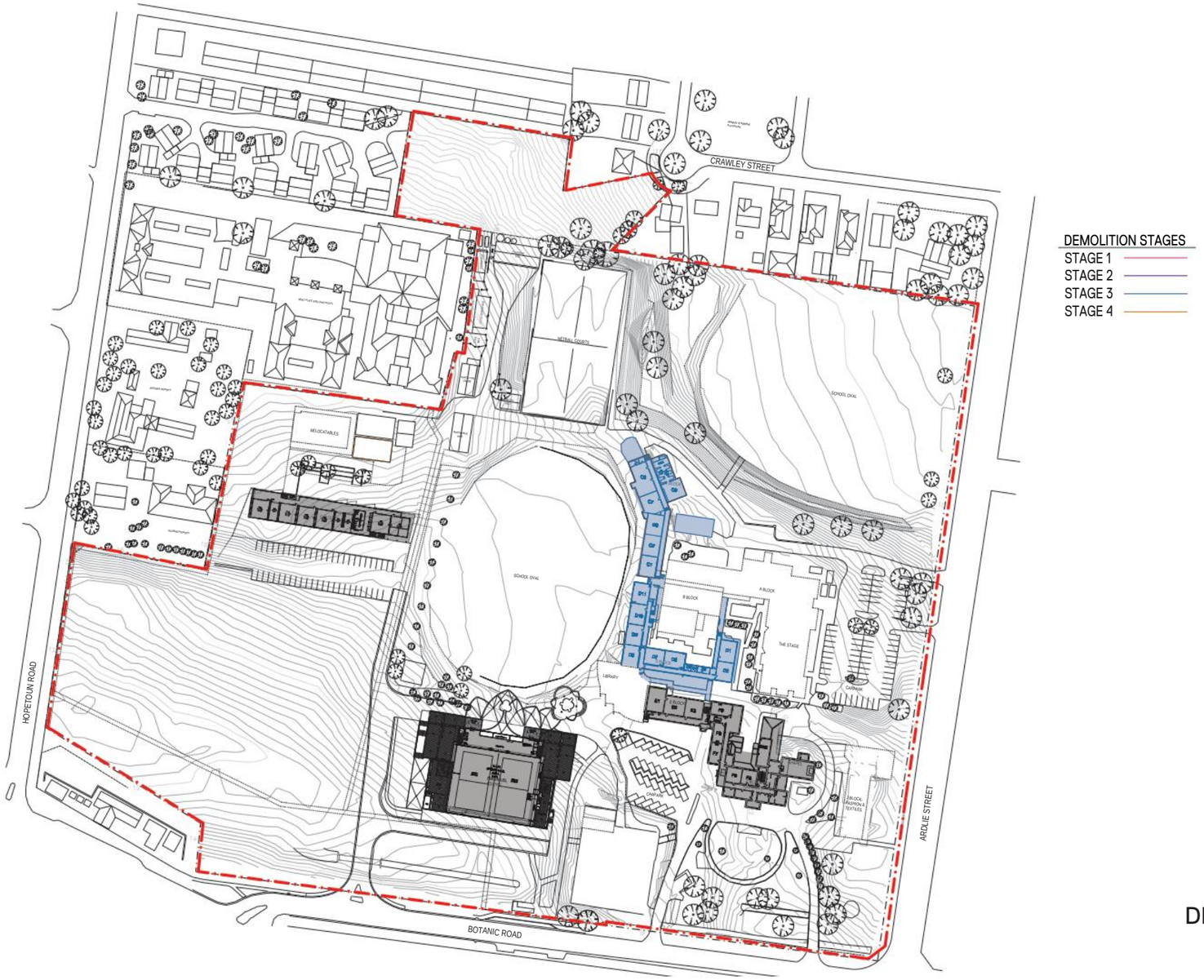
PROJECT DETAILS I 11. PRIORITY PROJECTS & STAGING



DEMOLITION STAGING
UPPER LEVEL

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Scale 1 : 2000

PROJECT DETAILS I 12. COST PLAN A

McLeod+Aitken

Masterplan Works

at

Emmanuel College, Warrnambool

for

Baldasso Cortese

Elemental Summary

Feasibility Cost Plan
Rev A

McLeod + Aitken Limited
Chartered Quantity Surveyors
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390 St Kilda Road
Melbourne, VIC 3004
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23-03-2022

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Feasibility Cost Plan; Notes

General

Project: -
Scope of works for the project comprises development of the existing Emanuel College at Warrnambool across multiple stages of works.
Across the works stages the existing campus is extended to the North and South West with development on existing Greenfield land.

Cost Plan compiled in accordance with Baldasso Cortese Masterplan Document received 11th August 2021 with the following stages of works: -

Stage 1 - Year 9 Precinct
- Demolition of existing small house on site and removal of maintenance sheds
- Clearance of area for works and landscaping
- Construction of new Year 9 Building comprising two storey modern construction with internal and external learning/break-out spaces
- Fit-Out comprising 2 x Science Labs, Workshop Spaces, General Classroom/Flexible Learning Spaces & Internal Half Basketball Court
- Fit-Out assumes flexible classroom spaces with collaborative area's/break-outs - sliding doors etc to open up spaces
- Carpet/Vinyl floor finishes, plasterboard ceilings
- Lift and Stair access to Level 1
- ESD considerations allowance
- Construction of new linking pathway and surrounding landscape to main campus
- Allowance for soft landscaping to balance of site area around building
- Staging of Works to comprise decant of existing
- New Perimeter Fencing around North & West of perimeter to neighbouring dwellings

Stage 2 - Food Technology & Year 7/8 Building
- Demolition of existing covered court on site of proposed stage
- Allowance for breaking out paving's etc to allow for works and landscaping
- Formation of new building via extension to existing building -a allowance for forming connection to existing structure etc
- Construction of new Food Tech & Year 7/8 Building comprising two storey modern construction with internal/external learning & break-out spaces
- 80%/20% ratio allowed for Fully Enclosed Area/Undercover areas from Area on plan
- Fit-Out comprising Food Tech Kitchens/Workspace Classrooms and General Classroom/Flexible Learning Spaces
- Fit-Out assumes flexible classroom spaces with collaborative area's/break-outs - sliding doors etc to open up spaces
- Carpet/Vinyl floor finishes, plasterboard ceilings
- Lift and Stair access to Level 1
- ESD considerations allowance
- Construction of new open Harcourt area + Productive Gardens
- Allowance for landscaping across balance of stage area
- Staging of Works to comprise decant of existing C & D Buildings into new building on completion

Stage 3 - Senior & Specialist
- Partial Demolition of existing Building C&D spaces
- Allowance for breaking out paving's etc to allow for works and landscaping
- Formation of new building via extension to existing building -allowance for forming connection to existing structure etc
- Construction of new Senior & Specialist Building comprising two storey modern construction with internal/external learning & break-out spaces
- 80%/20% ratio allowed for Fully Enclosed Area/Undercover areas from Area on plan
- Fit-Out comprising Art Classrooms, Specialist Art Workshop areas (Pottery, Sculpture etc) and General Classroom/Flexible Learning Spaces
- Fit-Out assumes flexible classroom spaces with collaborative area's/break-outs - sliding doors etc to open up spaces
- Carpet/Vinyl floor finishes, plasterboard ceilings
- Lift and Stair access to Level 1
- ESD considerations allowance
- Construction of new Sculpture Garden on site of demolished buildings
- Construction of Amphitheatre type seating/terracing to Eastern Oval
- Allowance for landscaping across balance of stage area
- Staging of Works to comprise decant of existing J Block Building into new space on completion

Stage 4 - Senior Court & Car Park Works

PROJECT DETAILS I 12. COST PLAN A

Emmanuel College, Warrnambool

Masterplan Works **Mar-22**

Feasibility Cost Plan; Notes

- Demolition of existing J Block Building and Removal of Building to existing hardcourt area adjacent main building
- Formation of 2no. New open hardcourts
- Breaking out and uplift of existing car park area to allow for landscaping works
- Reconfiguration of layout and formation of new Senior Court landscaped area on site of existing car park
- New Shade Sail covered area adjacent to main building
- Staging of works to comprise decant of existing building/store area on hard standing to new maintenance sheds

Stage 5 - 50m Swimming Pool & Health Building, Car Park & Wetlands

- Development of existing Greenfield land to South West of site
- Formation of new access road across site from Hopetoun Road with new crossover and forming roundabout at junction with existing site arterial roads
- Allowance for cut/fill across North portion of stage above access road and for dewatering and land drainage alterations into existing retarding basin to become Wetlands
- Construction of new Single Level Building comprising 50m 8 lane internal Swimming Pool with spectator and change/amenities spaces
- Fit-out in addition to Pool area to comprise 2 x classrooms, Entry/Foyer area
- Feature Landscaped Social/Break-Out space to front of building forming a Courtyard between existing building opposite
- Paving's/Connecting pathways between stage and adjacent campus areas
- Formation of new Western Car Park and Drop-Off Area off new Access Road
- Southern portion of stage to be landscaped as a 'Wetlands' area
- Existing retarding basin to be landscaped to form wetlands with river stones, planting, mature trees to enclose
- Allowance for new perimeter fencing around stage
- New Elevated Deck Space projecting out over Wetland

Cost Plan Assumptions: -

The following scope assumptions have been made in compiling this cost plan: -

General Assumptions/Allowances & Provisions: -

- All new buildings assumed to be constructed mix of Cladding/Glazed envelopes with Ground Slab and Suspended Slab to Upper Floors
- Provision for Lifts & Stairwells to all 2 Level Buildings
- Fit-Out based off area analysis assumptions shown overleaf for each new building - fit-out cost assumptions made on functional usage of space/area
- Fire Services comprising Hydrants/Hose Reels and Automatic Sprinklers included for all buildings
- Provision for Mechanical Heating/Cooling & Ventilation to all Buildings
- Provision for Toilet/Amenities Facilities to all Buildings
- Enhanced ESD allowance included for all buildings - general provision
- Allowance for external learning decks/areas to all buildings except Swimming Pool at approx. 20% of area on plan
- Landscaping assumed to comprise soft and hard elements
- Provision for Contingencies on each Stage at 15%
- Provision for Escalation at 3.5% per annum
- Provision for Head Contract Preliminaries at 13% on all Construction Costs
- Provision for extension of Mains Services/Supplies and Upgrades included for each stage

Staging Assumptions: -

- All works costed assuming Construction commencing June '23
- Costing for Year 9 Buildign updated in line with Cost Plan A Rev C to reflect recent Schematic Design

Notes **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

Emmanuel College, Warrnambool

Masterplan Works **Mar-22**

Feasibility Cost Plan; Notes

Exclusions

The following items are specifically excluded from this cost plan: -

GST
Legal Fees
Temporary Teaching/Accommodation Facilities - Relocatable etc
Delay or acceleration costs
Excavations in rock or other unforeseen ground conditions
Cost of finance
Ground water control
Works to Existing Areas/Buildings not detailed on Masterplan
Compliance Upgrades Works to existing buildings
Refurbishment Works to existing retained buildings
Traffication Works for Access to site other than 1no. New Crossover
Works outside of Site Perimeter
Out of Sequence Works - i.e. enabling works for Future Stages within earlier Stages other than Construction of New Maintenance Sheds in Stage 1
Cost Escalation beyond June 23

Notes **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

PROJECT DETAILS I 12. COST PLAN A

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Area Schedule Summary & Assumptions

Elem Code	Element	Area m2		Total $		Cost $/m2
	Stage 1 - Year 9 Precinct					
Year 9 - Building Area						
	Ground Floor Construction - FECA & UCA	1900	m2			
	First Floor Construction - FECA & UCA	600	m2			
	Functional Area Assumptions					
	Science Labs (2no.)	200	m2			
	General Classrooms - Flexible Learning Spaces (10no.)	800	m2			
	Workshop Areas	400	m2			
	Half Basketball Court - assumed internal c7m high	400	m2			
	Toilets/Amenities	100	m2			
	Circulation/Storage	300	m2			
	External Learning Decks/Void Spaces etc	300	m2			
				2,500.00	**m2**	
New Maintenance Building						
	Ground Floor Construction - FECA	525	m2			
	Functional Area Assumptions					
	Basic Workshop/Storage Area	525	m2			
				525.00	**m2**	
External Space/Landscaping						
	General Landscaped Area around Year 9 Building	3200	m2			
	Linked Pathway & Surrounding Landscape	1250	m2			
	Gatehouse Building	200	m2			
	Surrounding Paving's/Access To New Maintenance Building	450	m2			
				5,100.00	**m2**	
	Stage 2 - Food Tech & Years 7/8					
New Food Tech & Years 7/8 Building						
	Ground Floor Construction - FECA & UCA	1900	m2			
	First Floor Construction - FECA & UCA	1900	m2			
	Functional Area Assumptions					
	Food Tech Kitchen Spaces	700	m2			
	General Classrooms - Flexible Learning Spaces	1500	m2			
	Toilets/Amenities	150	m2			
	Circulation/Storage	700	m2			
	External Learning Decks/Void Spaces etc	750	m2			
				3,800.00	**m2**	
External Space/Landscaping						
	General Landscaped Area around New Building	1900	m2			
	Productive Garden	500	m2			
	Hardcourt	800	m2			
				3,200.00	**m2**	

Area Schedule **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Area Schedule Summary & Assumptions

Elem Code	Element	Area m2		Total $		Cost $/m2
	Stage 3 - Senior & Specialist					
New Senior & Specialist Building						
	Ground Floor Construction - FECA & UCA	1750	m2			
	First Floor Construction - FECA & UCA	1750	m2			
	Functional Area Assumptions					
	Art Classrooms	500	m2			
	Specialist Art Workshop (Pottery/Sculpture etc)	300	m2			
	General Classrooms - Flexible Learning Spaces	1300	m2			
	Toilets/Amenities	150	m2			
	Circulation/Storage	550	m2			
	External Learning Decks/Void Spaces etc	700	m2			
				3,500.00	**m2**	
External Space/Landscaping						
	General Landscaped Area around New Building, Oval & Existing	3900	m2			
	Sculpture Garden	850	m2			
	Amphitheatre	700	m2			
				5,450.00	**m2**	
	Stage 4 - Senior Court & Landscaping/Southern Car Park					
External Space/Landscaping						
	Social/Indigenous Landscape; Feature Landscaping	1300	m2			
	Shade Sail Area	250	m2			
	Hardcourts	1250	m2			
	Car Parking	1550	m2			
				4,350.00	**m2**	
	Stage 5 - Swimming Pool/Health & Wetlands					
New 50m Swimming Pool & Health Building						
	Ground Floor Construction - FECA	2200	m2			
	Functional Area Assumptions					
	Swimming Pool Area	1650	m2			
	Change Rooms & Amenities	150	m2			
	General Classrooms - Flexible Learning Spaces (2no.)	200	m2			
	Foyer/Entrance/Circulation	200	m2			
				2,200.00	**m2**	
External Space/Landscaping						
	Hard Landscaping/Paving/Approaches etc around building	1250	m2			
	Entrance Area Landscaping/Social Area; Feature Landscaping	850	m2			
	Soft Landscaping Generally Around Car Park/Building	1300	m2			
	New Car Park & Drop off Area	3160	m2			
	New Access Road off Hopetoun Road	1100	m2			
				7,660.00	**m2**	
Wetlands						
	Landscaping across Wetlands	9450	m2			
	Elevated Deck/Platforms	250	m2			
				9,700.00	m2	

Area Schedule **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

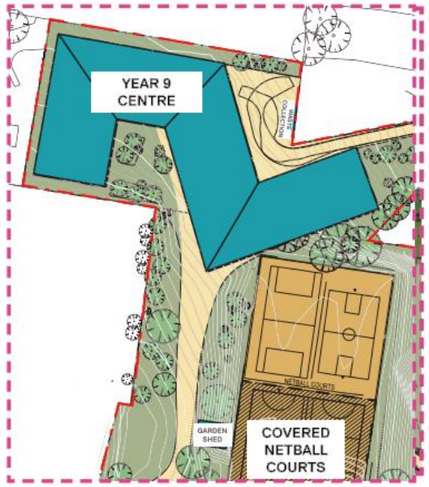
PROJECT DETAILS I 12. COST PLAN A

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Cost Summary - Stages

Elem Code	Element	Base Date	Area m2	Total $	Cost $/m2
	Stage 1 - Year 9 Precinct		**7,850**	**$ 18,639,641**	**$ 2,374.48**
1	Demolition, Alterations & Site Prep (Per Cost Plan A Rev C issued 09.03.22)		8,050	$ 337,247.26	$ 42
2	Landscaped Arrival Path & Gatehouse (Per Cost Plan A Rev C issued 09.03.22)		1,450	$ 892,080.00	$ 615
3	Year 9 Building (Per Cost Plan A Rev C issued 09.03.22)		2,727	$ 11,523,994.25	$ 4,226
4	New Maintenance Building & Access Road		525	$ 1,041,295.00	$ 1,983
5	Contingency & Escalation			$ 2,758,923.30	
6	Design & Authority Fee's			$ 1,448,434.73	
7	FFE - Yr 9 Building			$ 637,666.08	
	Stage 2 - Food Technology Year 7 & 8		**5,100**	**$ 20,213,939**	**$ 3,963.52**
1	Demolition, Alterations & Site Prep		5,100	$ 209,050.00	$ 41
2	New Food Technology & Year 7/8 Building (2 Levels)		3,800	$ 14,343,090.00	$ 3,774
3	Site Works & Landscaping		3,200	$ 307,925.00	$ 96
4	Decanting Existing C&D Block to New Food Tech			$ 80,000.00	
5	Contingency & Escalation			$ 2,988,013.00	
6	Design & Authority Fee's			$ 1,568,706.83	
7	FFE - Food Tech/Yr 7 & 8 Building			$ 717,154.50	
	Stage 3 - Senior & Specialist		**6,150**	**$ 19,902,622**	**$ 3,236.20**
1	Demolition, Alterations & Site Prep		6,150	$ 394,793.75	$ 64
2	New Senior & Specialist Building		3,500	$ 13,403,212.50	$ 3,829
3	Site Works & Landscaping		4,750	$ 777,440.00	$ 164
4	Decanting - Existing J Block into New Senior & Art			$ 50,000.00	
5	Contingency & Escalation			$ 2,925,089.25	
6	Design & Authority Fee's			$ 1,681,926.32	
7	FFE - Senior & Specialist Building			$ 670,160.63	
	Stage 4 - Senior Court & Landscaping/Southern Car Park		**4,350**	**$ 1,076,549**	**$ 247.48**
1	Demolition, Alterations & Site Prep		4,350	$ 165,191.88	$ 38
2	Site Works & Landscaping		4,350	$ 649,750.00	$ 149
3	Decanting Maintenance/Storage Shed			$ 10,000.00	
4	Contingency & Escalation			$ 164,988.38	
6	Design & Authority Fee's			$ 86,618.90	
7	FFE			$ -	
	Stage 5 - Swimming Pool/Health & Wetlands		**19,310**	**$ 21,410,825**	**$ 1,108.79**
1	Demolition, Alterations & Site Prep		9,860	$ 266,050.03	$ 27
2	New 50m Swimming Pool & Health Building		2,200	$ 13,584,577.50	$ 6,175
3	Site Works & Landscaping		7,660	$ 1,391,934.00	$ 182
4	Wetlands		9,450	$ 558,785.00	$ 59
5	Contingency & Escalation			$ 3,160,269.31	
6	Design & Authority Fee's			$ 1,659,141.39	
7	FFE/Specialist Equipment			$ 790,067.33	
	DEVELOPMENT TOTAL (ALL STAGES)			**$ 81,243,576**	

Cost Analysis **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

Stage 1 - Year 9 Precinct



1 - YEAR 9 PRECINCT

- Indoor - Outdoor
- Access to courts
- 'Bridge'
- Gate house building
- Landscape

Elem Code	Description	Quantity	Unit	Rate	To
	Demolition, Alterations & Site Prep (Per Cost Plan A Rev C issued 09.03.22)	**8,050**	**m2**		
	Demolition				
	Demolition & Site Prep	1	item	$ 301,113.63	$ 301,113.
	Preliminaries	1	item	$ 36,133.64	$ 36,133.
			Total		$ 337,247.
	Landscaped Arrival Path & Gatehouse (Per Cost Plan A Rev C issued 09.03.22)	**1,450**	**m2**		
	Landscaping				
	Soft & Hard Landscaping	1	item	$ 796,500.00	$ 796,500.
	Preliminaries	1	item	$ 95,580.00	$ 95,580.
			Total		$ 892,080.
	Year 9 Building (Per Cost Plan A Rev C issued 09.03.22)	**2727**	**m2**		
	Foundations & Ground Floor Slabs	1	item	$ 1,041,793.50	$ 1,041,793.
	Superstructure; Frame, Stairs, Roof, External Walls & Glazing	1	item	$ 4,094,695.50	$ 4,094,695.
	Internal Fit-Out & Formation - Internal Walls, Wall/Ceiling/Floor Finishes, Joinery	1	item	$ 2,541,491.58	$ 2,541,491.
	Building Services & Fittings - Electrical, Mechanical, Hydraulic Services, Lighting, Power & Data Outlets, Sanitaryware etc	1	item	$ 2,138,585.00	$ 2,138,585.
	External Services & Drainage	1	item	$ 472,715.00	$ 472,715.
	Preliminaries	1	item	$ 1,234,713.67	$ 1,234,713.
			Total		$ 11,523,994.
	New Maintenance Building & Access Road	**525**	**m2**		

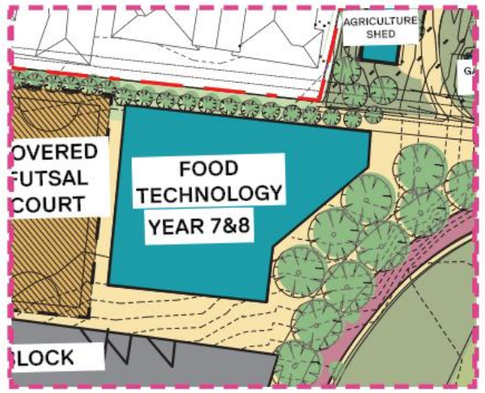
PROJECT DETAILS I 12. COST PLAN A

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Stage 1 - Year 9 Precinct

Elem Code	Description	Quantity	Unit	Rate	Total
	Maintenance Building				
	Foundations; assumed basic strip and pad footings	525	m2	$ 125.00	$ 65,625.00
	Ground Floor concrete slab	525	m2	$ 250.00	$ 131,250.00
	Steel Structural Portal framing	525	m2	$ 120.00	$ 63,000.00
	External walls/Claddings	525	m2	$ 300.00	$ 157,500.00
	Steel Roof Structure	525	m2	$ 120.00	$ 63,000.00
	Roof Cladding; assumed kliplok Colourbond cladding	525	m2	$ 80.00	$ 42,000.00
	Roof Drainage	525	m2	$ 35.00	$ 18,375.00
	Skylights etc	1	item	$ 25,000.00	$ 25,000.00
	External Doors; large format roller doors (assume 6no.) + Access Doors	1	item	$ 97,500.00	$ 97,500.00
	Fit-Out				
	Workshop/Storage Space	525	m2	$ 150.00	$ 78,750.00
	Services Infrastructure	1	item	$ 50,000.00	$ 50,000.00
	Paving's/Access Around Building	450	m2	$ 110.00	$ 49,500.00
	Form Temporary Access Road				
	Access Road; temporary access track/road to new maintenance Shed Area	1	item	$ 50,000.00	$ 50,000.00
	Decant Equipment from existing sheds to new building	1	item	$ 30,000.00	$ 30,000.00
	Preliminaries @ 13%	1	item	$ 119,795.00	$ 119,795.00
				Total	$ 1,041,295.00
	Contingency & Escalation				
	Construction Contingency - 10%	1	item	$ 1,379,461.65	$ 1,379,461.65
	Design Contingency - 5%	1	item	$ 689,730.83	$ 689,730.83
	Cost Escalation - Jun 23 - 5%	1	item	$ 689,730.83	$ 689,730.83
				Total	$ 2,758,923.30
	Design & Authority Fee's				
	Consultant & Authority Fees - 10.5%	1	item	$ 1,448,434.73	$ 1,448,434.73
				Total	$ 1,448,434.73
	Fixtures, Fittings & Equipment (Per Cost Plan A Rev C)				
	Fixtures, Fittings and Equipment				
	Loose Furniture, Equipment Allowance - 5% Construction value Yr9 Building	5.0%	item	$ 12,753,321.51	$ 637,666.08
				Total	$ 637,666.08
	TOTAL FOR STAGE				$ 18,639,640.62

Stage 1 - Year 9 Precinct **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Stage 2 - Food Technology Year 7 & 8



5 - YEAR 7, 8 & FOOD TECHNOLOGY

- Food technology
- Productive gardens
- Classroom
- Shared space
- Outdoor learning

Elem Code	Description	Quantity	Unit	Rate	Total
	Demolition, Alterations & Site Prep	**5100**	**m2**		
	Demolition				
	Allow to demolish existing Covered Courts	1	item	$ 50,000.00	$ 50,000.00
	Break out paving's etc across stage 2 area	4,000	m2	$ 17.50	$ 70,000.00
	Demolish existing maintenance sheds etc	1	item	$ 15,000.00	$ 15,000.00
	Form openings to existing building for extension	1	item	$ 50,000.00	$ 50,000.00
	Preliminaries @ 13%	1	item	$ 24,050.00	$ 24,050.00
				Total	$ 209,050.00
	New Food Technology & Year 7/8 Building (2 Levels)	**3800**	**m2**		
	Foundations & Groundworks allowance	1	item	$ 400,000.00	$ 400,000.00
	Ground Floor concrete slab	1,900	m2	$ 265.00	$ 503,500.00
	Upper Floors; Suspended Slab	1,900	m2	$ 420.00	$ 798,000.00
	Upper Floors; Stairwells & Lift Core	1	item	$ 100,000.00	$ 100,000.00
	Structural Framing	3,800	m2	$ 160.00	$ 608,000.00
	External walls/Claddings	3,800	m2	$ 575.00	$ 2,185,000.00
	Steel Roof Structure	1,900	m2	$ 150.00	$ 285,000.00
	Roof Cladding; assumed kliplok Colourbond cladding	1,900	m2	$ 140.00	$ 266,000.00
	Roof Drainage	1,900	m2	$ 55.00	$ 104,500.00
	Glazing	1	item	$ 750,000.00	$ 750,000.00
	External Doors	1	item	$ 85,000.00	$ 85,000.00
	Extra over interface to existing building (Extension)	1	item	$ 100,000.00	$ 100,000.00
	Fit-Out				
	Food Tech Labs/Workspaces	700	m2	$ 2,580.00	$ 1,806,000.00
	General Classrooms - Flexible Learning Spaces	1,500	m2	$ 1,505.00	$ 2,257,500.00
	Toilets/Amenities	150	m2	$ 2,835.00	$ 425,250.00
	Circulation/Storage	700	m2	$ 680.00	$ 476,000.00
	External Learning Decks/Void Spaces etc	750	m2	$ 475.00	$ 356,250.00
	ESD Allowance	1	item	$ 300,000.00	$ 300,000.00
	Fire Services	3,800	m2	$ 115.00	$ 437,000.00
	Lift Installation	1	item	$ 100,000.00	$ 100,000.00
	External Services Upgrades/Infrastructure	1	item	$ 350,000.00	$ 350,000.00
	Preliminaries @ 13%	1	item	$ 1,650,090.00	$ 1,650,090.00

Stage 2 - Food Tech 7 & 8 **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

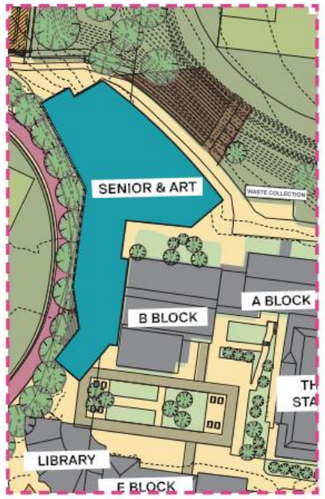
PROJECT DETAILS I 12. COST PLAN A

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Stage 2 - Food Technology Year 7 & 8

Elem Code	Description	Quantity	Unit		Rate		Total
				Total		$	14,343,090.00
Site Works & Landscaping		**3,200**	**m2**				
	External/Site Works to Stage						
	Allowance for External Hardcourt (Uncovered)	800	m2	$	140.00	$	112,000.00
	Basic Landscaping around new building/Majority Soft landscape	1,900	m2	$	45.00	$	85,500.00
	Extra over Productive/Kitchen Garden	500	m2	$	150.00	$	75,000.00
	Preliminaries @ 13%	1	item	$	35,425.00	$	35,425.00
				Total		$	307,925.00
Decanting Existing C&D Block to New Food Tech							
	Decant						
	Remove/relocate equipment from covered courts and buildings to be demolished	1	item	$	5,000.00	$	5,000.00
	Decant existing C&D Block into new Food Tech	1	item	$	75,000.00	$	75,000.00
				Total		$	80,000.00
Contingency & Escalation							
	Construction Contingency - 10%	1	item	$	1,494,006.50	$	1,494,006.50
	Design Contingency - 5%	1	item	$	747,003.25	$	747,003.25
	Cost Escalation - Jun 23 @ 5%	1	item	$	747,003.25	$	747,003.25
				Total		$	2,988,013.00
Design & Authority Fee's							
	Consultant & Authority Fees - 10.5%	1	item	$	1,568,706.83	$	1,568,706.83
				Total		$	1,568,706.83
Fixtures, Fittings & Equipment							
	Fixtures, Fittings and Equipment						
	Loose Furniture, Equipment Allowance - 5% Construction Value of New Build	5.0%	item	$	14,343,090.00	$	717,154.50
				Total		$	717,154.50
TOTAL FOR STAGE						$	20,213,939.33

Stage 2 - Food Tech 7 & 8 **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Stage 3 - Senior & Specialist



2 - SENIOR & SPECIALIST

- Amphitheatre to oval
- 2 level building
- Art
- Classrooms
- Formal Sculpture garden

Elem Code	Description	Quantity	Unit		Rate		Total
Demolition, Alterations & Site Prep		**6150**	**m2**				
	Demolition						
	Allow to demolish existing Building from Area	2,250	m2	$	85.00	$	191,250.00
	Break out paving's etc across stage 3 area	4,750	m2	$	17.50	$	83,125.00
	Form openings to existing building for extension	1	item	$	75,000.00	$	75,000.00
	Preliminaries @ 13%	1	item	$	45,418.75	$	45,418.75
				Total		$	394,793.75
New Senior & Specialist Building		**3500**	**m2**				
	Foundations & Groundworks allowance	1	item	$	400,000.00	$	400,000.00
	Ground Floor concrete slab	1,750	m2	$	265.00	$	463,750.00
	Upper Floors; Suspended Slab	1,750	m2	$	420.00	$	735,000.00
	Upper Floors; Stairwells & Lift Core	1	item	$	100,000.00	$	100,000.00
	Structural Framing	3,500	m2	$	160.00	$	560,000.00
	External walls/Claddings	3,500	m2	$	575.00	$	2,012,500.00
	Steel Roof Structure	1,750	m2	$	150.00	$	262,500.00
	Roof Cladding; assumed kliplok Colourbond cladding	1,750	m2	$	140.00	$	245,000.00
	Roof Drainage	1,750	m2	$	55.00	$	96,250.00
	Glazing	1	item	$	680,000.00	$	680,000.00
	External Doors	1	item	$	175,000.00	$	175,000.00
	Extra over interface to existing building (Extension)	1	item	$	75,000.00	$	75,000.00
	Fit-Out						
	Art Classrooms	500	m2	$	1,930.00	$	965,000.00
	Specialist Art Workshop (Pottery/Sculpture etc)	300	m2	$	2,835.00	$	850,500.00
	General Classrooms - Flexible Learning Spaces	1,300	m2	$	1,505.00	$	1,956,500.00
	Toilets/Amenities	150	m2	$	2,835.00	$	425,250.00
	Circulation/Storage	550	m2	$	680.00	$	374,000.00
	External Learning Decks/Void Spaces etc	700	m2	$	475.00	$	332,500.00

Stage 3 - Senior & Specialist **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

PROJECT DETAILS I 12. COST PLAN A

Emmanuel College, Warrnambool

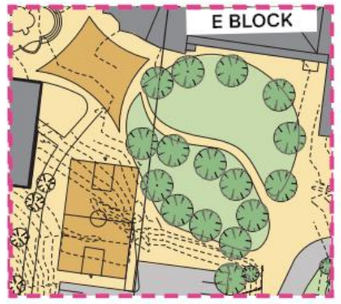
Masterplan Works **Mar-22**

Stage 3 - Senior & Specialist

Elem Code	Description	Quantity	Unit	Rate	Total
	ESD Allowance	1	item	$ 300,000.00	$ 300,000.00
	Fire Services	3,500	m2	$ 115.00	$ 402,500.00
	Lift Installation	1	item	$ 100,000.00	$ 100,000.00
	External Services Upgrades/Infrastructure	1	item	$ 350,000.00	$ 350,000.00
	Preliminaries @ 13%	1	item	$ 1,541,962.50	$ 1,541,962.50
				Total	$ 13,403,212.50
Site Works & Landscaping		**4750**	**m2**		
	External/Site Works to Stage				
	Sculpture Garden	850	m2	$ 250.00	$ 212,500.00
	Basic Landscaping around new building	3,900	m2	$ 45.00	$ 175,500.00
	Amphitheatre to Oval	1	item	$ 300,000.00	$ 300,000.00
	Preliminaries @ 13%	1	item	$ 89,440.00	$ 89,440.00
				Total	$ 777,440.00
Decanting - Existing J Block into New Senior & Art					
	Decant				
	Decant existing J Block into New Senior & Art	1	item	$ 50,000.00	$ 50,000.00
				Total	$ 50,000.00
Contingency & Escalation					
	Construction Contingency - 10%	1	item	$ 1,462,544.63	$ 1,462,544.63
	Design Contingency - 5%	1	item	$ 731,272.31	$ 731,272.31
	Cost Escalation - Jun 23 @ 5%	1	item	$ 731,272.31	$ 731,272.31
				Total	$ 2,925,089.25
Design & Authority Fee's					
	Consultant & Authority Fees - 10.5%	1	item	$ 1,681,926.32	$ 1,681,926.32
				Total	$ 1,681,926.32
Fixtures, Fittings & Equipment					
	Fixtures, Fittings and Equipment				
	Loose Furniture, Equipment Allowance - 5% Construction Value of New Build	5.0%	item	$ 13,403,212.50	$ 670,160.63
				Total	$ 670,160.63
TOTAL FOR STAGE					$ 19,902,622.44

Stage 3 - Senior & Specialist **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

Stage 4 - Senior Court & Landscaping/Southern Car Park



3 - SENIOR COURT

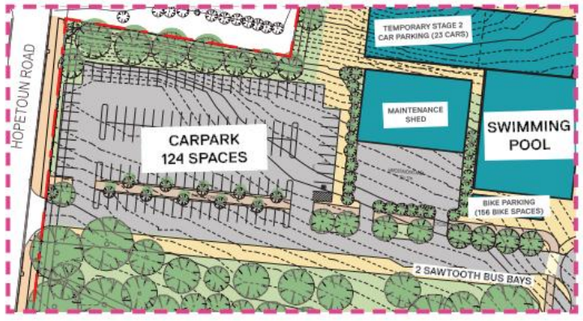
- P.E. court
- Social / Indigenous landscape
- Connecting & Gathering

Elem Code	Description	Quantity	Unit	Rate	To
Demolition, Alterations & Site Prep		**4350**	**m2**		
	Demolition				
	Allow to demolish existing Building from Area; J Building, Single Storey	845	m2	$ 85.00	$ 71,825
	Allow to demolish existing portal framed structure from hardstand area	1	item	$ 20,000.00	$ 20,000
	Site Scrape/levelling to landscape for hardcourts	405	m2	$ 17.50	$ 7,087
	Break out existing paving's to New Social landscaping Area	1,550	m2	$ 18.00	$ 27,900
	Break out existing bitumen/hard standing and base course	1,550	m2	$ 12.50	$ 19,375
	Preliminaries @ 13%	1	item	$ 19,004.38	$ 19,004
				Total	$ 165,191
Site Works & Landscaping		**4350**	**m2**		
	External/Site Works to Stage				
	New Hardcourts (uncovered); 2no.	1,250	m2	$ 140.00	$ 175,000
	Social/Indigenous Landscaped Area	1,300	m2	$ 200.00	$ 260,000
	Shade Sail Area	250	m2	$ 360.00	$ 90,000
	Allowance for upgrades to existing landscaped areas	1	item	$ 50,000.00	$ 50,000
	Preliminaries @ 13%	1	item	$ 74,750.00	$ 74,750
				Total	$ 649,750
Decanting Maintenance/Storage Shed					
	Decant				
	Decant Maintenance/Storage Shed	1	item	$ 10,000.00	$ 10,000
				Total	$ 10,000
Contingency & Escalation					
	Construction Contingency - 10%	1	item	$ 82,494.19	$ 82,494
	Design Contingency - 5%	1	item	$ 41,247.09	$ 41,247
	Cost Escalation - Jun 23 @ 5%	1	item	$ 41,247.09	$ 41,247
				Total	$ 164,988
Design & Authority Fee's					
	Consultant & Authority Fees - 11.5%	1	item	$ 86,618.90	$ 86,618
				Total	$ 86,618

Elem Code	Description	Quantity	Unit	Rate	Total
	TOTAL FOR STAGE			$	1,076,549.15

PROJECT DETAILS I 12. COST PLAN A

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Stage 5 - Swimming Pool/Health & Wetlands



4 - SWIMMING POOL & HEALTH

- Entry
- Staff / Student
- Car park
- Student drop-off
- Maintenance Sheds

Elem Code	Description	Quantity	Unit	Rate	Total
	Demolition, Alterations & Site Prep	**9860 m2**			
	Site Prep				
	Site Scrape across greenfield area; north of new access road; light vegetation	9,860	m2	$ 0.75	$ 7,395.00
	Allowance for balanced Cut/Fill across New Swimming Pool and Parking Area; forming site and formation levels; nominal 350mm across North of site	3,451	m3	$ 22.50	$ 77,647.50
	Demolish existing fencing etc across site area	1	item	$ 2,500.00	$ 2,500.00
	Allow for minor dewatering/new Ag drains across northern area of site; drain into wetlands	9,860	m2	$ 15.00	$ 147,900.00
	Preliminaries @ 13%	1	item	$ 30,607.53	$ 30,607.53
				Total	$ 266,050.03
	New 50m Swimming Pool & Health Building	**2200 m2**			
	Foundations & Groundworks allowance; extra over excavation/formation of pool area	1	item	$ 480,000.00	$ 480,000.00
	Ground Floor concrete slab	2,200	m2	$ 265.00	$ 583,000.00
	Structural Framing; single level	2,200	m2	$ 140.00	$ 308,000.00
	External walls/Claddings; additional height allowance	2,200	m2	$ 825.00	$ 1,815,000.00
	Steel Roof Structure; large span	2,200	m2	$ 205.00	$ 451,000.00
	Roof Cladding; assumed kliplok Colourbond cladding	2,200	m2	$ 140.00	$ 308,000.00
	Roof Drainage	2,200	m2	$ 55.00	$ 121,000.00
	Glazing; Additional height Allowance & Glazed Pool Area	1	item	$ 850,000.00	$ 850,000.00
	External Doors	1	item	$ 140,000.00	$ 140,000.00
	Fit-Out				
	50m Indoor Swimming Pool; 1.0/2.4m deep 21m wide	1	no.	$ 5,000,000.00	$ 5,000,000.00
	Extra Over Seating Terrace/Spectator Area etc	1	item	$ 250,000.00	$ 250,000.00
	Change Rooms/Amenities	150	m2	$ 2,625.00	$ 393,750.00
	General Classrooms - Flexible Learning Spaces	200	m2	$ 1,505.00	$ 301,000.00
	Foyer/Entrance/Circulation	200	m2	$ 840.00	$ 168,000.00
	Fire Services	2,200	m2	$ 115.00	$ 253,000.00
	External Services Upgrades/Infrastructure; Greenfield Site	1	item	$ 600,000.00	$ 600,000.00
	Preliminaries @ 13%	1	item	$ 1,562,827.50	$ 1,562,827.50
				Total	$ 13,584,577.50

Stage 5 - Swimming & Health **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

Emmanuel College, Warrnambool
Masterplan Works **Mar-22**
Stage 5 - Swimming Pool/Health & Wetlands

Elem Code	Description	Quantity	Unit	Rate	Total
	Site Works & Landscaping	**7660 m2**			
	External/Site Works to Stage				
	Forming Access Road Across Site; 6m wide	1,100	m2	$ 165.00	$ 181,500.00
	New Crossover Works (No allowance for Traffication)	1	item	$ 20,000.00	$ 20,000.00
	Form Roundabout at junction with existing site access roads	1	item	$ 7,500.00	$ 7,500.00
	New Car Park & Drop off Area	3,160	m2	$ 200.00	$ 632,000.00
	Entrance Area Landscaping/Social Area; Feature Landscaping	850	m2	$ 200.00	$ 170,000.00
	Hard Landscaping/Paving/Approaches etc around building	1,250	m2	$ 100.00	$ 125,000.00
	Soft Landscaping Generally Around Car Park/Building	1,300	m2	$ 45.00	$ 58,500.00
	Perimeter Site Fencing	110	m2	$ 180.00	$ 19,800.00
	Access Gate @ Hopetoun Road	1	item	$ 17,500.00	$ 17,500.00
	Preliminaries @ 13%	1	item	$ 160,134.00	$ 160,134.00
				Total	$ 1,391,934.00
	Wetlands	**9450 m2**			
	Formation of Wetlands				
	General Landscaping across southern site area forming Wetlands; existing retarding basin; allowance for river stones etc and planting; alterations to site drainage	9,450	m2	$ 20.00	$ 189,000.00
	Planting Mature Tree's	1	item	$ 20,000.00	$ 20,000.00
	Perimeter Treatment; Fencing	475	m	$ 180.00	$ 85,500.00
	Elevated Platform Decks	250	m2	$ 800.00	$ 200,000.00
	Preliminaries @ 13%	1	item	$ 64,285.00	$ 64,285.00
				Total	$ 558,785.00
	Contingency & Escalation				
	Construction Contingency - 10%	1	item	$ 1,580,134.65	$ 1,580,134.65
	Design Contingency - 5%	1	item	$ 790,067.33	$ 790,067.33
	Cost Escalation - Jun '23 @ 5%	1	item	$ 790,067.33	$ 790,067.33
				Total	$ 3,160,269.31
	Design & Authority Fee's				
	Consultant & Authority Fees - 10.5%	1	item	$ 1,659,141.39	$ 1,659,141.39
				Total	$ 1,659,141.39
	Fixtures, Fittings & Specialist Equipment				
	Fixtures, Fittings and Equipment/Specialist Equipment/AV				
	Loose Furniture, Equipment Allowance - 5% Construction Value of New Build	5.0%	item	$ 15,801,346.53	$ 790,067.33
				Total	$ 790,067.33
	TOTAL FOR STAGE				$ 21,410,824.54

Stage 5 - Swimming & Health **Emmanuel College Warrnambool - Cost Plan - Masterplanning - No Escalation**

APPENDICES

APPENDICES I 14. EDUCATION BRIEF

EMMANUEL COLLEGE TO ADVISE

APPENDICES I 15. SURVEY OF SCHOOL FACILITIES

Room No.	Room Name	Area	Library	General Learning Areas	General Learning Relocatable	Physical Education / Courts + Gym	Foyer/Reception	Administration / Staff	Pupil's Amenities	Science	Art	Technology / VET	Food Technology / Textiles	PAC / Music / Drama / Dance	Foyer/Reception	Chapel	Agriculture / Horticulture	Other/walkway/cafeteria	Notes
A/B Block																			
A1	Server	**8**																8	
A2	Store	**7**						7											
A3	Meeting	**10**						10											
A4	Office	**12**						12											
A5	Passage	**51**																51	
A6	Office	**13**						13											
A7	Passage	**17**																17	
A8	Passage/Lockers	**148**																148	
A9	Classroom	**60**		60															
A10	Classroom	**60**		60															
A11	Classroom	**60**		60															
A12	Classroom	**60**		60															
A13	Unisex WC	**4**						4											
A14	Access. WC	**6**						6											
A15	Cleaner	**10**																10	*Under construction Aug 2021*
A16	Office	**12**						12											
A17	Circulation	**26**																26	
A18	Student Admin	**9**						9											
A19	Store	**4**																4	
A20	Stairs	**19**																19	
B1	Science Lab	**114**								114									
B2	Science Lab	**110**								110									
B3	Science Lab	**79**								79									
B4	Science Lab	**72**								72									
B5	Prep	**22**								22									
B6	Science Lab	**128**								128									
B7	Prep	**73**								73									
B8	Prep	**13**								13									
B9	Chemical Store	**10**								10									
B10	Science Lab	**127**								127									
	A/B Block Total	**1,346**																	
C Block																			
C1	Classroom	**75**		75															
C2	Classroom	**75**		75															
C3	Classroom	**75**		75															
C7	Classroom	**86**		86															
C8	food classroom	**121**											121						
C9	Classroom	**92**											92						
C10	classroom/ office	**104**											104						
C11	portable	**75**			75														
C12	Portable	**75**			75														
	walkway	**72**																72	
	C Block Total	**849**																	
D Block																			
D1	Classroom	**71**		71															
D2	Classroom	**59**		59															
D3	Office	**36**						36											
D4	Office	**18**						18											
D5	Office	**18**						18											
D6	Classroom	**74**		74															
D7	Classroom	**71**		71															
D8	Classroom	**71**		71															
D9	Classroom	**71**		71															
D10	Classroom	**71**		71															
D11	Classroom	**75**		75															
	Walk way	**170**																170	
	D Block Total	**804**																	
E Block																			
E1	Classroom	**82**		82															
E2	Classroom	**66**		66															
E3	Classroom	**63**		63															
E5	library (music rooms /studios)	**249**	249																
E6,E7,E8	Library	**601**	601																
	E wing entrance	**40**																40	
	E stairs	**14**																14	
	Walkway	**89**																89	
	development office	**42**						42											
	office	**11**						11											
	office	**9**						9											
	toilet M	**16**							16										
	toilets F	**16**							16										
	walk way	**57**																57	
	E Block Total	**1,355**																	

Room No.	Room Name	Area	Library	General Learning Areas	General Learning Relocatable	Physical Education / Courts + Gym	Foyer/Reception	Administration / Staff	Pupil's Amenities	Science	Art	Technology / VET	Food Technology / Textiles	PAC / Music / Drama / Dance	Foyer/Reception	Chapel	Agriculture / Horticulture	Other/walkway/cafeteria	Notes
F Block																			
F1		**0**																	
F2		**0**																	
F3	office	**42**						42											
F4	office	**21**						21											
F5	classroom	**46**		46															
F6	classroom	**56**		56															
F7	classroom	**46**		46															
F8	classroom	**47**		47															
F9	classroom	**54**		54															
	principal office	**47**						47											
	principal assistant	**23**						23											
	Reception foyer	**35**						35											
	Office	**46**						46											
	Business manager office	**46**						46											
	Finance office	**20**						20											
	sick bay	**36**						36											
	office	**16**						16											
	small office x3 ,	**30**						30											
	Chapel	**107**														107			
	staff room	**172**						172											
	toilet M	**18**						18											
	toilet F	**18**						**18**											
	disable toilet	**18**						**18**											
	office stairs	**69**															69		
	Walk ways	**27**															27		
	staircase	**23**															23		
	F Block Total	**1,060**																	
G Block																			
G1	Office	**109**						109											
G2	Locker bay	**70**															70		
G4	Classroom	**69**		69															
G5	Classroom	**69**		69															
G6	Classroom	**69**		69															
G7	Classroom	**69**		69															
G8	Classroom	**69**		69															
G9	Classroom	**138**		69													69		
G10/11	Locker bay																		
G12	Classroom	**69**		69															
G13	Classroom	**69**		69															
G14	Classroom	**69**		69															
G15	locker bay	**33**															33		
G16	Classroom	**69**		69															
Ground Level	M Toilets	**20**							20										
	F Toilets	**20**							20										
	Disable toilets	**12**							12										
Level 2	M Toilets	**20**							20										
Level 2	F Toilets	**20**							20										
	G Block Total	**1,065**																	
H Block 'The Stage'																			
	Main entry foyer	**81**													***81***				
	Reception office	**48**													***48***				
	office	**13**						**13**											
	toilet passage	**14**															**14**		
	male toilet	**18**							**18**										
	female toilet	**22**							**22**										
	baby change room	**6**															**6**		
	ambulant toilet	**4**															**4**		
	cleaners room	**3**															**3**		
	storage room	**5**						**5**											
	dancing studio	**30**												**30**					
	theatre	**267**												**267**					
	stage	**66**												**66**					
	staff room	**56**						**56**											
	staff room	**26**						**26**											
	studio room	**7**												**7**					
	studio room	**17**												**17**					
	studio room	**17**												**17**					
	stairs	**4**															**4**		
	upper level corridor	**26**															**26**		
	back storage room	**28**												**28**					
	classroom	**29**		**29**															
	class room	**25**		**25**															
	studio room	**10**												**10**					
	studio room	**6**												**6**					
	studio room	**7**												**7**					
	large studio area	**108**												**108**					
	H Block 'The Stage' Total	**942**																	

APPENDICES I 15. SURVEY OF SCHOOL FACILITIES

Room No.	Room Name	Area	Library	General Learning Areas	General Learning Relocatable	Physical Education / Courts + Gym	*Foyer/Reception*	Administration / Staff	Pupil's Amenities	Science	Art	Technology / VET	Food Technology / Textiles	PAC / Music / Drama / Dance	*Foyer/Reception*	Chapel	Agriculture / Horticulture	Other/walkway/cafeteria	Notes
Under croft																			
	Café	**262**																262	
	toilet m	**19**							19										
	toilet F	**38**							38										
	H Block 'The Stage' Total	**319**																	
J Block																			
J1	Classroom (Art)	**93**									93								
J2	Classroom (Art)	**86**									86								
J3	Classroom (Art)	**83**									83								
J4	Classroom (Art)	**117**									117								
J5	Gallery	**79**									79								
J6	Classroom (Art)	**80**									80								
	Gallery	**66**									66								
	J Block Total	**603**																	
Emmanuel Centre																			
	Ground foyer	**406**					***406***												
	Staircase	**9**																**9**	
	kitchen	**70**					***70***												
	Basket ball courts	**1,254**				**1,254**													
	Stage	**30**				**30**													
	Gym	**50**				50													
	Classroom	**57**		**57**															
	Classroom	**57**		**57**															
	Toilet change room M	**50**							**50**										
	Toilet changeroom F	**50**							**50**										
	Disable toilet	**7**							**7**										
	Sports Store (external)	**102**				102													
	Sports Store (internal)	**60**				60													
	Chair storage room	**88**																88	
	office / staff kitchen	**62**						62											
	staff toilet	**10**						**10**											
	Toilets change rooms M	**70**							**70**										
	Toilets changerooms F	**74**							**74**										
	Staircase	**20**																**20**	
	skills centre class room	**85**										**85**							
	work shop class rooms	**149**										**149**							
	work shop class rooms	**93**										**93**							
	work shop class rooms	**73**										**73**							
	work shop class rooms	**102**										**102**							
	work shop class rooms	**101**										**101**							
	vehicle bay	**305**																305	
	level 2 kitchen						***7***												
	foyer						***247***												
	Emmanuel Centre Total	**3,433**																	
	Ag/hort	**70**															70		
	Maintenance Sheds																		
	Total	**12,101**	849	2,434	149	1,496	730	1,073	474	749	603	602	317	563	*129*	107	70	1,757	

APPENDICES I 16. HAZARDOUS MATERIALS REPORT

EMMANUEL COLLEGE TO ADVISE

APPENDICES I 17. MAINTENANCE PLAN

EMMANUEL COLLEGE TO ADVISE

APPENDICES I 18. PROPERTY TITLE (MCAULEY GOOLD CAMPUS)

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 11248 FOLIO 422

Security no : 124079316304E
Produced 16/09/2019 01:14 PM

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 619541P.
PARENT TITLES :
Volume 02644 Folio 685 Volume 10664 Folio 780
Created by instrument PS619541P 07/01/2011

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
MCAULEY PROPERTY LTD of 720 HEIDELBERG ROAD ALPHINGTON VIC 3078
AK613885D 25/09/2013

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS619541P FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

----------END OF REGISTER SEARCH STATEMENT----------

Additional information: (not part of the Register Search Statement)

Street Address: 140-150 BOTANIC ROAD WARRNAMBOOL VIC 3280

DOCUMENT END

Title 11248/422 Page 1 of 1

Imaged Document Cover Sheet

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Document Type	**Instrument**
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Number of Pages (excluding this cover sheet)	**2**
Document Assembled	**16/09/2019 13:14**

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APPENDICES I 18. PROPERTY TITLE (MCAULEY GOOLD CAMPUS)

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Transfer of Land

Section 45 Transfer of Land Act 1958

AK613885D
25/09/2013 $1362 45

Lodged by

Name:	Thomsons Lawyers
Phone:	03 8080 3500
Address:	Level 39, Rialto South Tower, 525 Collins Street, Melbourne Vic 3000
Reference:	MMY:RLG:3445520
Customer Code:	13557X

The transferor at the direction of the directing party (if any) transfers to the transferee the estate and interest specified in the land described for the consideration expressed and subject to the encumbrances affecting the land including any created by dealings lodged for registration before the lodging of this transfer.

Land: *(volume and folio)*

Certificates of Title Volume 10164 Folio 476 and Volume 11248 Folio 422

Estate and Interest: *(e.g. "all my estate in fee simple")*

All its estate in fee simple

Consideration:

$3,600,000.00

Transferor: *(full name)*

SISTERS OF MERCY PROPERTY ASSOCIATION ACN 004 186 725

Transferee: *(full name and address including postcode)*

MCAULEY PROPERTY LIMITED ACN 151 537 450 of 720 Heidelberg Road, Alphington Victoria 3078

Directing Party: *(full name)*

Dated: 10.7.13

Execution and attestation:

See Annexure Page

Approval No. 23591208A | Order to Register | Duty Use Only

T1

Please register and issue Certificate of Title to

Signed | Customer Code

Original
Exempt Section 45
Doc ID 3099069, 30 Aug 2013
SRO Victoria Duty, RXT2

Page 1 of 1

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Land Victoria, 570 Bourke Street, Melbourne, 3000, Phone 8636-2010

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Annexure Page

Transfer of Land Act 1958

AK613885D
25/09/2013 $1362 45

This is page of *Approved Form* T1 dated 10.7.13 between SISTERS OF MERCY PROPERTY ASSOCIATION ACN 004 186 725 and MCAULEY PROPERTY LIMITED ACN 151 537 450

Signatures of the Parties

Executed by SISTERS OF MERCY PROPERTY ASSOCIATION ACN 004 186 725 in accordance with section 127 of the *Corporations Act 2001*:

B.M. Loch

Director | Secretary

Berneice Mary Loch
33 Myrtle Street
Stanmore New South Wales 2048

Ian Richard Hobbs
2/5 Kingsley Grove
Kew East Victoria 3102

Executed by MCAULEY PROPERTY LIMITED ACN 151 537 450 in accordance with section 127 of the *Corporations Act 2001*:

B.M. Loch

Director | Secretary

Berneice Mary Loch
33 Myrtle Street
Stanmore New South Wales 2048

Ian Richard Hobbs
2/5 Kingsley Grove
Kew East Victoria 3102

Approval No. 23591208A

A1

1. If there is insufficient space to accommodate the required information in a panel of the attached form insert the words "See Annexure Page 2" (or as the case may be) and enter all the information on the Annexure Page under the appropriate panel heading.
2. The approved Annexure Pages must be properly identified and signed by the parties to the attached form to which it is annexed.
3. All pages must be attached together by being stapled in the top left corner.

THE BACK OF THIS FORM MUST NOT BE USED

Land Victoria, 570 Bourke Street, Melbourne, 3000, Phone 8636-2010

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 10164 FOLIO 476

Security no : 124079316302G
Produced 16/09/2019 01:14 PM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 327562H.
PARENT TITLE Volume 01453 Folio 480
Created by instrument PS327562H 13/04/1994

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
MCAULEY PROPERTY LTD of 720 HEIDELBERG ROAD ALPHINGTON VIC 3078
AK613885D 25/09/2013

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS327562H FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

----------END OF REGISTER SEARCH STATEMENT----------

Additional information: (not part of the Register Search Statement)

Street Address: 140-150 BOTANIC ROAD WARRNAMBOOL VIC 3280

DOCUMENT END

Title 10164/476 Page 1 of 1

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Document Assembled	**16/09/2019 13:14**

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APPENDICES I 18. PROPERTY TITLE (MCAULEY GOOLD CAMPUS)

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PLAN OF SUBDIVISION | Stage No. / | LR use only EDITION 1 | PS 619541 P

Location of Land
Parish: WANGOOM
Township: ——
Section: ——
Crown Allotment: 120 (PART)
Crown Portion: ——

Title References:
Vol 2644 Fol 685 &
Vol 10664 Fol 780

Last Plan Reference: TP 515573R & PS 448253V
Postal Address: HOPETOUN ROAD
WARRNAMBOOL 3280
MGA Co-ordinates: E 628 860
(Of approx. centre of plan) N 5 752 070 Zone 54

Vesting of Roads or Reserves

Identifier	Council/Body/Person
Nil	Nil

Council Certification and Endorsement
Council Name: WARRNAMBOOL CITY COUNCIL **Ref:** S 47 / 08

1. This plan is certified under section 6 of the Subdivision Act 1988.

~~2. This plan is certified under section 11 (7) of the Subdivision Act 1988. Date of original certification under section 6~~

~~3. This is a statement of compliance issued under section 21 of the Subdivision Act 1988.~~

Open Space

(i) A requirement for public open space under section 18 Subdivision Act 1988 ~~has~~ / has not been made.

~~(ii) The requirement has been satisfied.~~

~~(iii) The requirement is to be satisfied in Stage~~

Council Delegate
~~Council seal~~
Date 18/6/2010

Notations

Depth Limitation: Does not apply

Staging: This is not a staged subdivision
Planning Permit No. P 2008 - 284

Survey:- This plan is based on partial survey. Lot 1 is the subject of this survey. Lot 2 has been deduced from titles. See Abstract of Field Records for detail.

To be completed where applicable.

This survey has been connected to permanent marks no(s). WANGOOM 165, 376, 567

In proclaimed Survey Area no. 23 WARRNAMBOOL

Easement Information

Legend: E - Encumbering Easement or Condition in Crown Grant in Nature of an Easement
A - Appurtenant Easement R - Encumbering Easement (Road)

Subject Land	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	SEWERAGE	2	C/E S861928H	CITY OF WARRNAMBOOL
E-1	SEWERAGE	2	THIS PLAN	WANNON REGION WATER CORPORATION
E-2	SEWERAGE	2	PS 448253V	SOUTH WEST WATER AUTHORITY
E-3	SEWERAGE	2	C/E S861929E	CITY OF WARRNAMBOOL
E-3	SEWERAGE	2	THIS PLAN	WANNON REGION WATER CORPORATION
E-4	SEWERAGE	SEE DIAG.	THIS PLAN	WANNON REGION WATER CORPORATION
E-5	SEWERAGE	2	THIS PLAN	LOT 1 THIS PLAN
E-6	POWERLINE	5	THIS PLAN: SECTION 88 ELECTRICITY INDUSTRY ACT 2000	POWERCOR AUSTRALIA LTD

LR use only
Statement of Compliance / Exemption Statement
Received ✓
Date 23 / 12 / 2010

LR use only
PLAN REGISTERED
TIME 3.29pm
DATE 7/1/2011
A.R.T.
Assistant Registrar of Titles

Sheet 1 of 2 sheets

ALAN H. SIMPSON
● LAND SURVEYOR ●
A.C.N. 062 912 510
P.O.BOX 421, WARRNAMBOOL 3280
PHONE (03) 55611846 FAX (03) 55621775

LICENSED SURVEYOR (PRINT) ALAN HALSTEAD SIMPSON
SIGNATURE DATE 05 / 05 / 2010
REF 1737 1737_V2_PS1.DWG 1737.SEE VERSION 2

DATE 18/6/2010
COUNCIL DELEGATE SIGNATURE

Original sheet size A3

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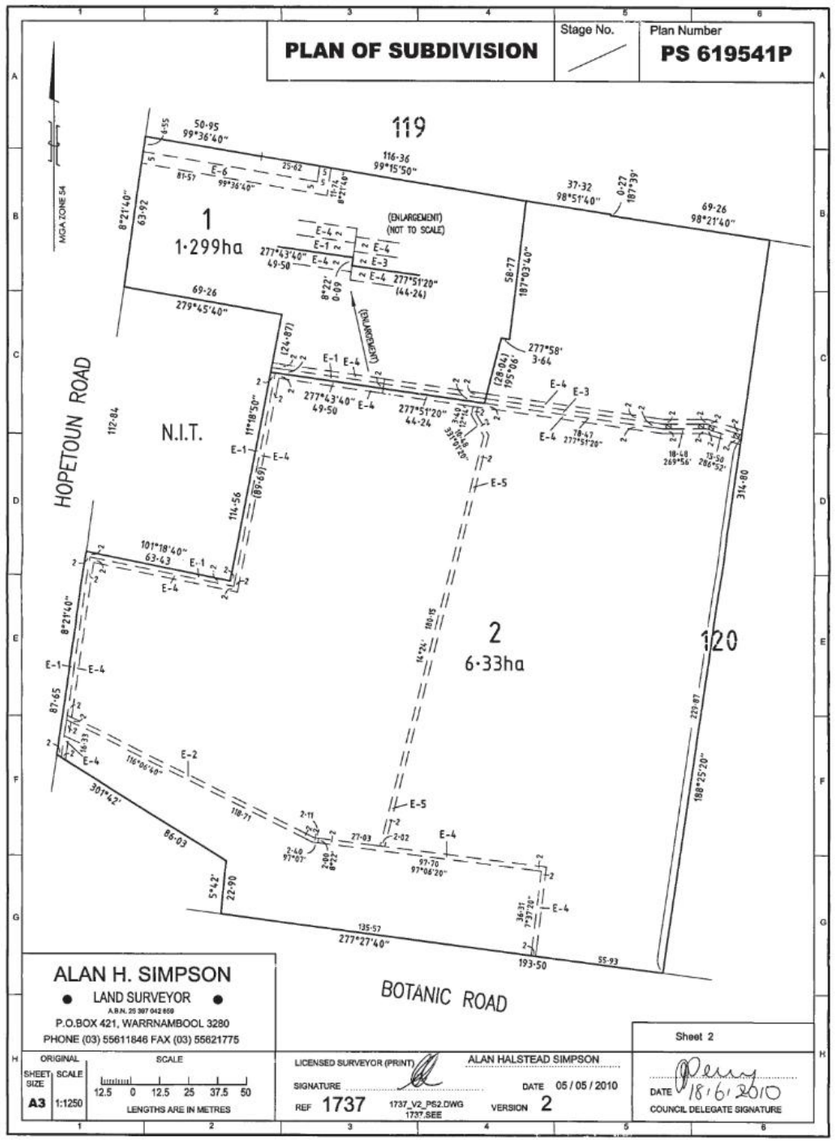
PLAN OF SUBDIVISION | Stage No. / | Plan Number **PS 619541P**



APPENDICES I 18. PROPERTY TITLE (MCAULEY GOOLD CAMPUS)

Imaged Document Cover Sheet

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Document Type	**Plan**
Document Identification	**PS327562H**
Number of Pages (excluding this cover sheet)	**3**
Document Assembled	**16/09/2019 13:14**

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PLAN OF SUBDIVISION
Under Section 35 of the Subdivision Act 1988

STAGE NO. / LTO use only **EDITION 1** | Plan Number **PS 327562 H**

Location of Land
Parish: WANGOOM
Township: ——
Section: ——
Crown Allotment: 120 (PART)
Crown Portion: ——
LTO Base Record: CHART 23 (3729)
Title Reference: VOL. 11453 FOL. 480
Last Plan Reference: ——
Postal Address: BOTANIC ROAD WARRNAMBOOL 3280
(at time of subdivision)
AMG Co-ordinates (of approx. centre of land in plan) E 628920 N 5751860 Zone: 54

Council Certification and Endorsement
Council Name: CITY OF WARRNAMBOOL Ref: S 43/93
A. This is a plan under section 35 of the Subdivision Act 1988 which does not create any additional lots.
B. This plan is exempt from Part 3 of the Subdivision Act 1988.
~~C. This is a plan under section 35 of the Subdivision Act 1988 which creates (an) additional lot (s).~~
D. It is certified under section 6 of the Subdivision Act 1988.
~~E. It is certified under section 11(7) of the Subdivision Act 1988.~~
~~F. Date of original certification under section 6 / /~~
G. This is a statement of compliance under section 21 of the Subdivision Act 1988
Council delegate
~~Council seal~~
Date 26 / 7 / 1993

Vesting of Roads or Reserves
Roads and reserves vest in the council/body/person named when the appropriate vesting date is recorded or transfer registered.

Identifier	Council/Body/Person
ROAD R-1	CITY OF WARRNAMBOOL

Notations
Staging: This ~~is~~/is not a staged subdivision
Planning permit No.
Depth Limitation DOES NOT APPLY

Land to be acquired by agreement: ROAD R-1
Land to be acquired by compulsory process: NIL
All the land is to be acquired free from all encumbrances other than any easements specified on this plan.

Survey: This plan ~~is~~/ is not based on survey
To be completed where applicable
This survey has been connected to permanent marks no(s).
In Proclaimed Survey Area No.

Easement Information
Easements marked (+) are created upon registration of this plan.
Easements marked (*) are created when the appropriate vesting date is recorded or transfer registered.
Easements marked (#) are removed when the appropriate vesting date is recorded or transfer registered
Legend: A - Appurtenant Easement E - Encumbering Easements R - Encumbering Easement (Road)

Symbol	Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
*	R-1	WAY AND DRAINAGE	SEE DIAG.	THIS PLAN	LAND IN THIS PLAN
	E-1	SEWERAGE	2	S861927L	CITY OF WARRNAMBOOL

LTO use only
Statement of Compliance/ Exemption Statement
Received ✓
Date 17 / 9 / 93

LTO use only
PLAN REGISTERED
TIME 10.10
DATE 13/ 4 / 94
Assistant Registrar of Titles

Sheet 1 of 3 Sheets

ADSHEAD & MCRUIE PTY. LTD.
LAND SURVEYORS & PLANNERS
63 KEPLER ST. WARRNAMBOOL 3280
TEL. 623752 FAX (055) 611659
A.C.N. 005064980

LICENSED SURVEYOR (PRINT) JOHN CROFTS TURNER
SIGNATURE..... DATE 2 / 7 / 93
REF 1184/2 VERSION 01

DATE / /
COUNCIL DELEGATE SIGNATURE

Original sheet size A3

T.O.10

APPENDICES I 18. PROPERTY TITLE (MCAULEY GOOLD CAMPUS)

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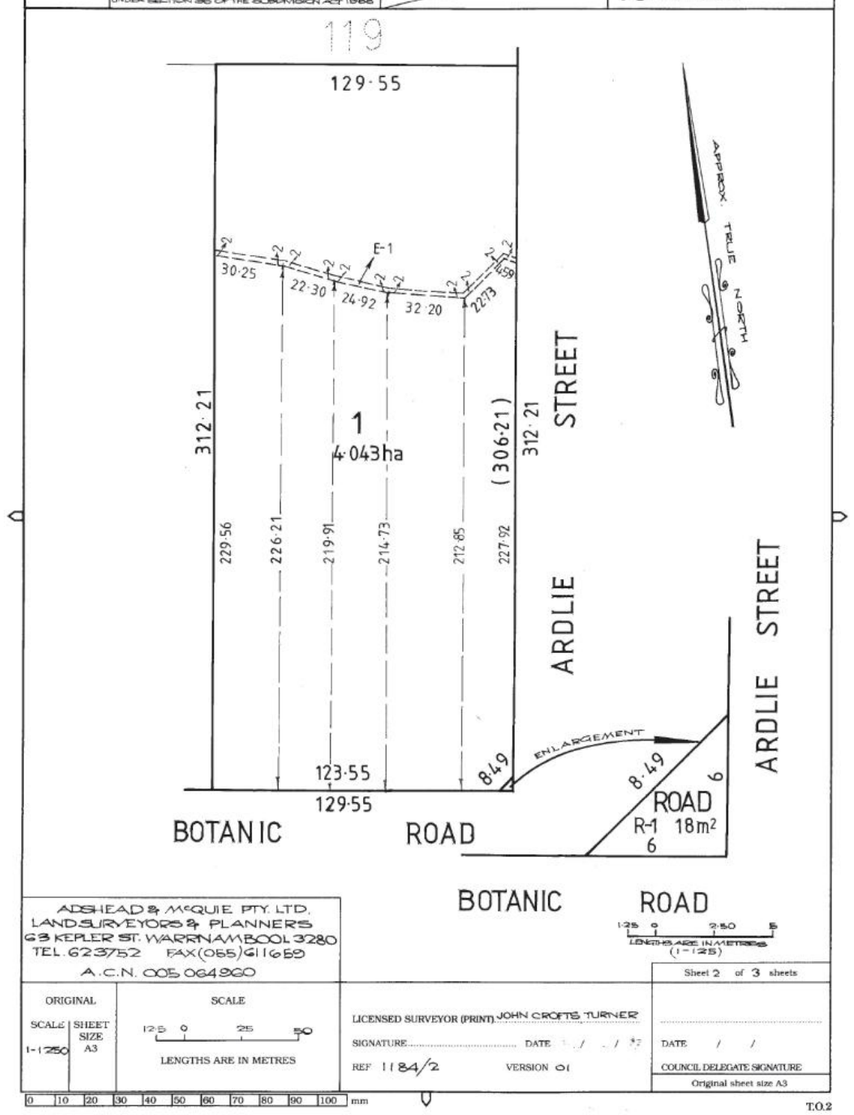
PLAN OF SUBDIVISION
UNDER SECTION 35 OF THE SUBDIVISION ACT 1988

Stage No.

Plan Number **PS** 327562H



ADSHEAD & McQUIE PTY. LTD.
LAND SURVEYORS & PLANNERS
63 KEPLER ST. WARRNAMBOOL 3280
TEL. 623752 FAX(055)611659
A.C.N. 005 064 960

Sheet 2 of 3 sheets

ORIGINAL SCALE 1:1250 | SHEET SIZE A3

SCALE 12·5 0 25 50 LENGTHS ARE IN METRES

LICENSED SURVEYOR (PRINT) JOHN CROFTS TURNER
SIGNATURE..... DATE / / 93
REF 1184/2 VERSION 01

DATE / /
COUNCIL DELEGATE SIGNATURE
Original sheet size A3

0 10 20 30 40 50 60 70 80 90 100 mm

T.O.2

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PLAN OF SUBDIVISION
Under Section 35 of the Subdivision Act 1988

Stage No.

Plan Number **PS** 327562H

VESTING DATES & TRANSFER REGISTRATION DATES OF ACQUIRED LAND

Land affected	Land acquires by compulsory process prior to certification			Land acquired by compulsory process after registration of plan				Land acquired by agreement	LTO reference of transfers or notifications of vesting dates	Assistant Registrar of Titles Signature
	Vesting date	Gov't Gaz.		Date of recording of vesting date	Vesting date	Gov't Gaz.		Date of registration of transfer		
		Page	Year			Page	Year			
ROAD R-1	—	—	—	—	—	—	—	26-11-93	S811906L	

ADSHEAD & McQUIE PTY. LTD.
LAND SURVEYORS & PLANNERS
63 KEPLER ST. WARRNAMBOOL 3280
TEL. 623752 FAX(055) 611659
A.C.N. 005 064 960

Sheet 3 of 3 sheets

ORIGINAL SCALE | SHEET SIZE A3

SCALE

LENGTHS ARE IN METRES

LICENSED SURVEYOR (PRINT) JOHN CROFTS TURNER
SIGNATURE..... DATE 8 / 7 / 93
REF 1184/2 VERSION 01

DATE / /
COUNCIL DELEGATE SIGNATURE
Original sheet size A3

0 10 20 30 40 50 60 70 80 90 100 mm

T.O.13

APPENDICES I 18. PROPERTY TITLE (CRAWLEY STREET)

Imaged Document Cover Sheet

The document following this cover sheet is an imaged document supplied by LANDATA®, Victorian Land Registry Services.

Document Type	**Plan**
Document Identification	**PS724625V**
Number of Pages (excluding this cover sheet)	**3**
Document Assembled	**02/09/2021 11:37**

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Signed by Council: Warrnambool City Council, PP Ref: PP2014-0168, Cert Ref: Sub2014-042, Original Certification: 04/09/2015, S.O.C.: 23/12/2015

PLAN OF SUBDIVISION

EDITION 1 | **PS 724625V**

LOCATION OF LAND

PARISH : WANGOOM
TOWNSHIP : ———
SECTION : ———
CROWN ALLOTMENT : 119 (PART)
CROWN PORTION : ———

TITLE REFERENCE : Vol 9938 Fol 482
Vol 9008 Fol 879

LAST PLAN REFERENCE : LOT 1 on TP 123301M
LOT 64 on LP 59001

POSTAL ADDRESS : 20 HOPETOUN ROAD
(At time of subdivision) WARRNAMBOOL 3280

MGA94 Co-ordinates : **E** 628 850 **Zone :** 54
(of approx centre of land in plan) **N** 5 752 250 **GDA 94**

COUNCIL: WARRNAMBOOL CITY COUNCIL

VESTING OF ROADS AND/OR RESERVES

IDENTIFIER	COUNCIL/BODY/PERSON
Nil	Nil

NOTATIONS

DEPTH LIMITATION : DOES NOT APPLY

SURVEY : This plan is based on survey.
To be completed where applicable.
This survey has been connected to permanent marks no(s)
In Proclaimed Survey Area No. 23 WARRNAMBOOL

STAGING : This is not a staged subdivision.
Planning Permit No. P2011-311

NOTATIONS

THIS IS A SPEAR PLAN

EASEMENT INFORMATION

LEGEND: A - Appurtenant Easement E - Encumbering Easement or Condition in Crown Grant in Nature of an Easement R - Encumbering Easement (Road)

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	DRAINAGE	3.70	THIS PLAN	WARRNAMBOOL CITY COUNCIL
E-1	SEWERAGE	3.70	THIS PLAN	WANNON REGION WATER CORPORATION

ALAN H. SIMPSON
● LAND SURVEYOR ●
A.C.N. 062 912 510
P.O.BOX 421, WARRNAMBOOL 3280
PHONE : (03) 5561 1846 EMAIL : admin@simpsurv.com.au

SURVEYORS FILE REF: **2217** 2217V3_PS1.DWG 2217_PLANE.SEE

ORIGINAL SHEET SIZE: A3 | SHEET 1 OF 2

ALAN HALSTEAD SIMPSON, VERSION 3

PLAN REGISTERED
TIME: 3:22 PM DATE: 25 / 02 / 16
D.REVELL
Assistant Registrar of Titles

Signed by: Alan Halstead Simpson (Alan H Simpson Land Surveyors Pty Ltd) Surveyor's Plan Version (3) SPEAR Ref: S055573S 20/07/2015

APPENDICES I 18. PROPERTY TITLE (CRAWLEY STREET)

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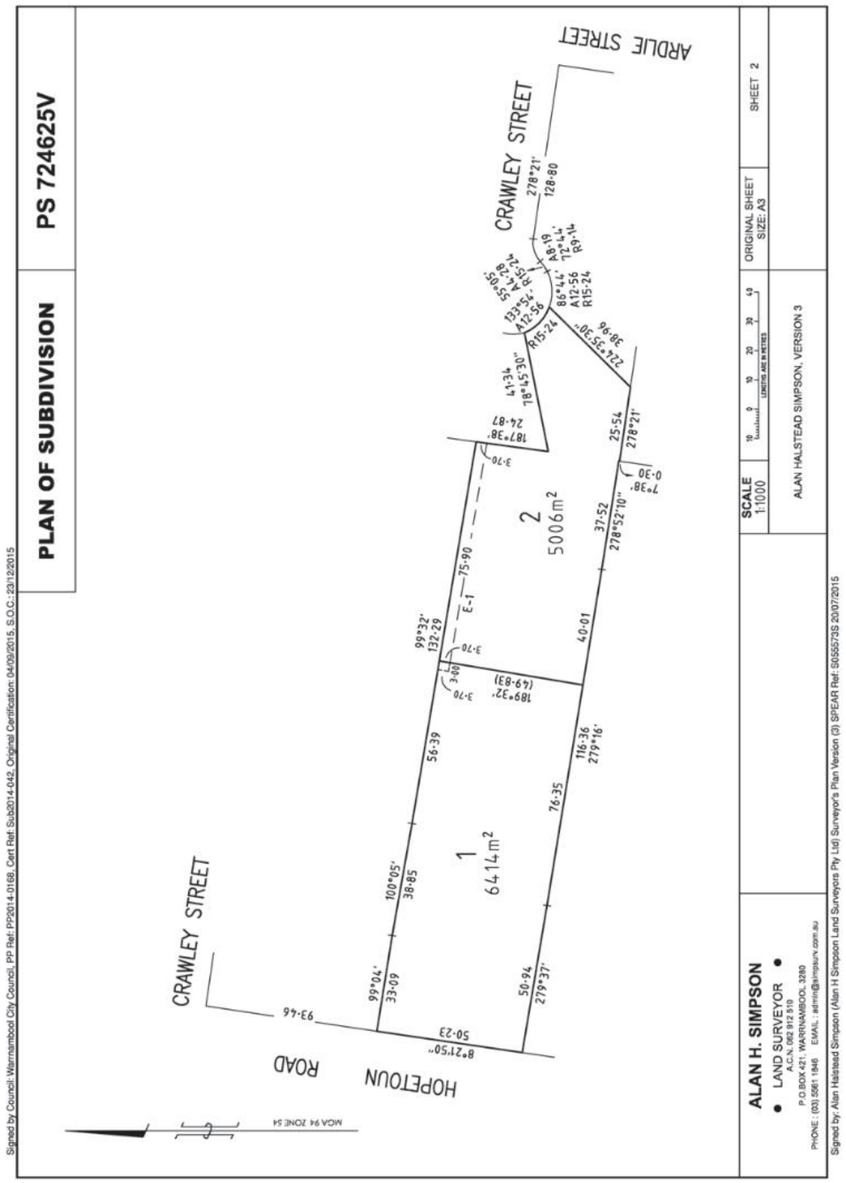

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WARRNAMBOOL
CITY COUNCIL

Plan of Subdivision PS724625V

Certification of plan by Council (Form 2)

SUBDIVISION (PROCEDURES) REGULATIONS 2011

SPEAR Reference Number: S055573S
Plan Number: PS724625V
Responsible Authority Name: Warrnambool City Council
Responsible Authority Permit Ref. No.: PP2014-0168
Responsible Authority Certification Ref. No.: Sub2014-042
Surveyor's Plan Version: 3

Certification

☑ This plan is certified under section 6 of the Subdivision Act 1988

Public Open Space

A requirement for public open space under section 18 of the Subdivision Act 1988

Has not been made at Certification

Digitally signed by Council Delegate: Julie Perry
Organisation: Warrnambool City Council
Date: 04/09/2015

Signed by: Julie Michele Perry (Warrnambool City Council) 04/09/2015

APPENDICES I 19. PLANNING PROPERTY REPORT

Land .vic.gov.au

Property Report from www.land.vic.gov.au on 04 August 2021 10:11 AM

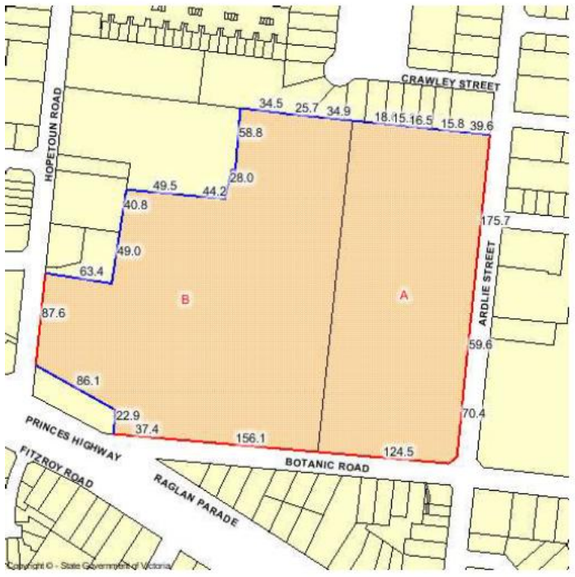
Address: 140-150 BOTANIC ROAD WARRNAMBOOL 3280
Lot and Plan Number: This property has 2 parcels. See table below.
Standard Parcel Identifier (SPI): See table below.
Local Government (Council): WARRNAMBOOL **Council Property Number:** 131409
Directory Reference: VicRoads 514 J5

This property is not in a designated bushfire prone area.
No special bushfire construction requirements apply. Planning provisions may apply.

Further information about the building control system and building in bushfire prone areas can be found in the Building Commission section of the Victorian Building Authority website www.vba.vic.gov.au

Site Dimensions

All dimensions and areas are approximate. They may not agree with the values shown on a title or plan.



Area: 104339 sq. m (10.4 ha)
Perimeter: 1405 m

For this property:
— Site boundaries
— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available.

8 dimensions shorter than 14m not displayed

Calculating the area from the dimensions shown may give a different value to the area shown above - which has been calculated using all the dimensions.

For more accurate dimensions get copy of plan at **Title and Property Certificates**

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Land .vic.gov.au

Parcel Details

Letter in first column identifies parcel in diagram above

	Lot/Plan or Crown Description	SPI
A	Lot 1 PS327562	1\PS327562
B	Lot 2 PS619541	2\PS619541

State Electorates

Legislative Council: WESTERN VICTORIA
Legislative Assembly: SOUTH-WEST COAST

Utilities

Rural Water Corporation: Southern Rural Water
Urban Water Corporation: Wannon Water
Melbourne Water: outside drainage boundary
Power Distributor: POWERCOR (Information about choosing an electricity retailer)

Planning Zone Summary

Planning Zone: GENERAL RESIDENTIAL ZONE (GRZ)
GENERAL RESIDENTIAL ZONE - SCHEDULE 1 (GRZ1)
Planning Overlays: DEVELOPMENT PLAN OVERLAY (DPO)
DEVELOPMENT PLAN OVERLAY - SCHEDULE 1 (DPO1)
HERITAGE OVERLAY (HO)
HERITAGE OVERLAY SCHEDULE (HO18)

Areas of Aboriginal Cultural Heritage Sensitivity:

All or part of this property is an 'area of cultural heritage sensitivity'.

Planning information continued on next page

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APPENDICES I 19. PLANNING PROPERTY REPORT

Land .vic.gov.au

Planning scheme data last updated on 29 July 2021.

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting Planning Schemes Online

This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the *Planning and Environment Act 1987*. It does not include information about exhibited planning scheme amendments, or zonings that may abut the land. To obtain a Planning Certificate go to Titles and Property Certificates

The Planning Property Report includes separate maps of zones and overlays

For details of surrounding properties, use this service to get the Reports for properties of interest

To view planning zones, overlay and heritage information in an interactive format visit Planning Maps Online

For other information about planning in Victoria visit www.planning.vic.gov.au

Heritage Register data last updated on 3 August 2021.

This report is NOT a **Heritage Certificate** issued pursuant to Section 50 of the Heritage Act 1995. It does not show places which may be under consideration for inclusion in the Victorian Heritage Register.

For more information on the **Victorian Heritage Register** go to Victorian Heritage Database

Other information about the heritage status of this property, how to obtain a Heritage Certificate, and any heritage approvals that may be required, may be obtained from Heritage Victoria

Areas of Aboriginal Cultural Heritage Sensitivity

'Areas of cultural heritage sensitivity' are defined under the Aboriginal Heritage Regulations 2018, and include registered Aboriginal cultural heritage places and land form types that are generally regarded as more likely to contain Aboriginal cultural heritage.

Under the Aboriginal Heritage Regulations 2018, 'areas of cultural heritage sensitivity' are one part of a two part trigger which require a 'cultural heritage management plan' be prepared where a listed 'high impact activity' is proposed.

If a significant land use change is proposed (for example, a subdivision into 3 or more lots), a cultural heritage management plan may be triggered. One or two dwellings, works ancillary to a dwelling, services to a dwelling, alteration of buildings and minor works are examples of works exempt from this requirement.

Under the Aboriginal Heritage Act 2006, where a cultural heritage management plan is required, planning permits, licences and work authorities cannot be issued unless the cultural heritage management plan has been approved for the activity.

For further information about whether a Cultural Heritage Management Plan is required go to http://www.aav.nrms.net.au/aavQuestion1.aspx

More information, including links to both the Aboriginal Heritage Act 2006 and the Aboriginal Heritage Regulations 2018, can also be found here - https://www.vic.gov.au/aboriginalvictoria/heritage/planning-and-heritage-management-processes.html

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Area Map

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APPENDICES I 19. PLANNING PROPERTY REPORT

Land .vic.gov.au

Property Report from www.land.vic.gov.au on 17 August 2021 10:19 AM

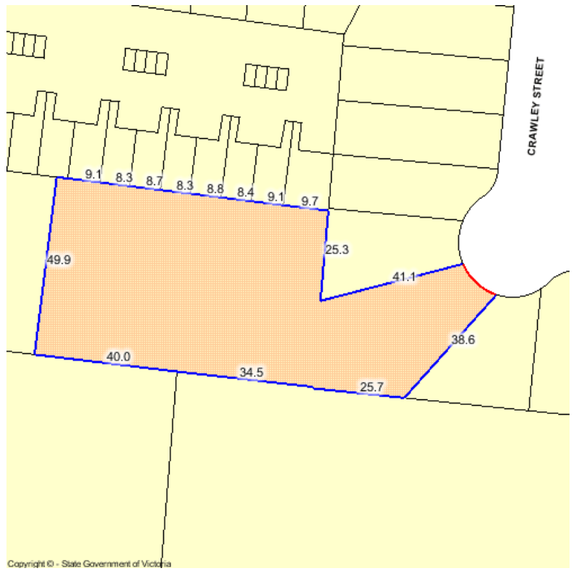
Address: 13 CRAWLEY STREET WARRNAMBOOL 3280
Lot and Plan Number: Lot 2 PS724625
Standard Parcel Identifier (SPI): 2\PS724625
Local Government (Council): WARRNAMBOOL **Council Property Number:** 131722
Directory Reference: VicRoads 514 J5

This property is not in a designated bushfire prone area.
No special bushfire construction requirements apply. Planning provisions may apply.

Further information about the building control system and building in bushfire prone areas can be found in the Building Commission section of the Victorian Building Authority website www.vba.vic.gov.au

Site Dimensions

All dimensions and areas are approximate. They may not agree with the values shown on a title or plan.



Area: 5051 sq. m
Perimeter: 349 m

For this property:
— Site boundaries
— Road frontages

Dimensions for individual parcels require a separate search, but dimensions for individual units are generally not available.

14 dimensions shorter than 4m not displayed

Calculating the area from the dimensions shown may give a different value to the area shown above - which has been calculated using all the dimensions.

For more accurate dimensions get copy of plan at
Title and Property Certificates

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Land .vic.gov.au

State Electorates

Legislative Council: WESTERN VICTORIA
Legislative Assembly: SOUTH-WEST COAST

Utilities

Rural Water Corporation: Southern Rural Water
Urban Water Corporation: Wannon Water
Melbourne Water: outside drainage boundary
Power Distributor: POWERCOR (Information about choosing an electricity retailer)

Planning Zone Summary

Planning Zone: GENERAL RESIDENTIAL ZONE (GRZ)
GENERAL RESIDENTIAL ZONE - SCHEDULE 1 (GRZ1)
Planning Overlay: DEVELOPMENT PLAN OVERLAY (DPO)
DEVELOPMENT PLAN OVERLAY - SCHEDULE 1 (DPO1)
Areas of Aboriginal Cultural Heritage Sensitivity:
All or part of this property is an 'area of cultural heritage sensitivity'.

Planning scheme data last updated on 11 August 2021.

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting Planning Schemes Online

This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the *Planning and Environment Act 1987*. It does not include information about exhibited planning scheme amendments, or zonings that may abut the land. To obtain a Planning Certificate go to Titles and Property Certificates

The Planning Property Report includes separate maps of zones and overlays

For details of surrounding properties, use this service to get the Reports for properties of interest

To view planning zones, overlay and heritage information in an interactive format visit Planning Maps Online

For other information about planning in Victoria visit www.planning.vic.gov.au

Areas of Aboriginal Cultural Heritage Sensitivity

'Areas of cultural heritage sensitivity' are defined under the Aboriginal Heritage Regulations 2018, and include registered Aboriginal cultural heritage places and land form types that are generally regarded as more likely to contain Aboriginal cultural heritage.

Under the Aboriginal Heritage Regulations 2018, 'areas of cultural heritage sensitivity' are one part of a two part trigger which require a 'cultural heritage management plan' be prepared where a listed 'high impact activity' is proposed.

If a significant land use change is proposed (for example, a subdivision into 3 or more lots), a cultural heritage management plan may be triggered. One or two dwellings, works ancillary to a dwelling, services to a dwelling, alteration of buildings and minor works are examples of works exempt from this requirement.

Under the Aboriginal Heritage Act 2006, where a cultural heritage management plan is required, planning permits, licences and work authorities cannot be issued unless the cultural heritage management plan has been approved for the activity.

For further information about whether a Cultural Heritage Management Plan is required go to http://www.aav.nrms.net.au/aavQuestion1.aspx

More information, including links to both the Aboriginal Heritage Act 2006 and the Aboriginal Heritage Regulations 2018, can also be found here - https://www.vic.gov.au/aboriginalvictoria/heritage/planning-and-heritage-management-processes.html

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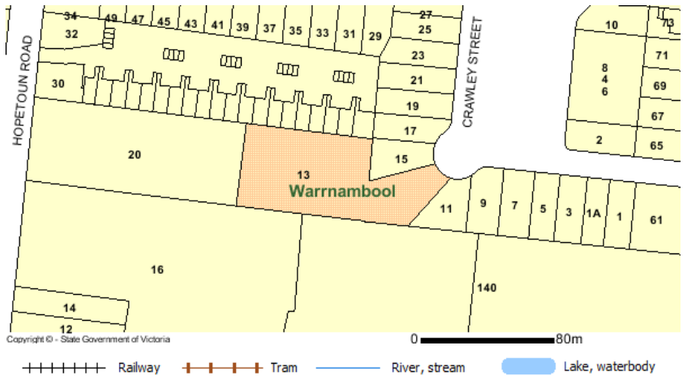
APPENDICES I 19. PLANNING PROPERTY REPORT

Land
.vic.gov.au

Area Map



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13-CRAWLEY-STREET-WARRNAMBOOL-DETAILED-PROPERTY-REPORT Page 3 of 3

APPENDICES I 19. PLANNING PROPERTY REPORT

PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

From www.planning.vic.gov.au at 03 August 2021 05:37 PM

PROPERTY DETAILS

Address:	**140-150 BOTANIC ROAD WARRNAMBOOL 3280**	
Lot and Plan Number:	**More than one parcel - see link below**	
Standard Parcel Identifier (SPI):	**More than one parcel - see link below**	
Local Government Area (Council):	**WARRNAMBOOL**	www.warrnambool.vic.gov.au
Council Property Number:	**131409**	
Planning Scheme:	**Warrnambool**	Planning Scheme - Warrnambool
Directory Reference:	**Vicroads 514 J5**	

This property has 2 parcels. For full parcel details get the free Property report at Property Reports

UTILITIES

Rural Water Corporation:	**Southern Rural Water**
Urban Water Corporation:	**Wannon Water**
Melbourne Water:	**Outside drainage boundary**
Power Distributor:	**POWERCOR**

View location in VicPlan

STATE ELECTORATES

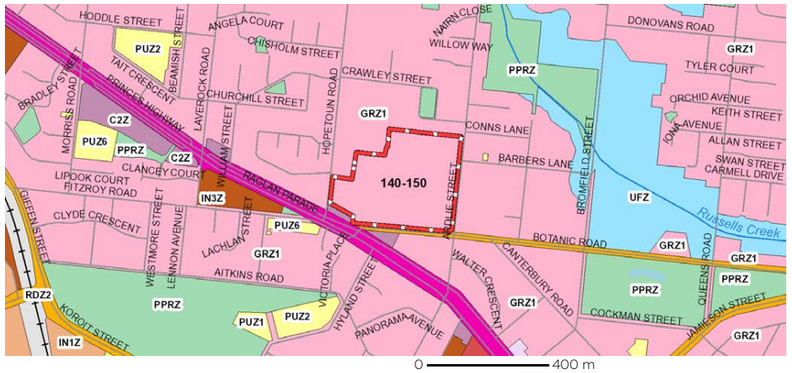
Legislative Council:	**WESTERN VICTORIA**
Legislative Assembly:	**SOUTH-WEST COAST**

OTHER

Registered Aboriginal Party:	**Eastern Maar Aboriginal Corporation**

Planning Zones

GENERAL RESIDENTIAL ZONE (GRZ)
GENERAL RESIDENTIAL ZONE - SCHEDULE 1 (GRZ1)



C1Z - Commercial 1	C2Z - Commercial 2	GRZ - General Residential
IN1Z - Industrial 1	IN3Z - Industrial 3	MUZ - Mixed Use
PPRZ - Public Park and Recreation	PUZ1 - Public Use-Service and Utility	PUZ2 - Public Use-Education
PUZ4 - Public Use-Transport	PUZ6 - Public Use-Local Government	RDZ1 - Road-Category 1
RDZ2 - Road-Category 2	SUZ - Special Use	UFZ - Urban Floodway
Railway line	Water area	Water course

Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

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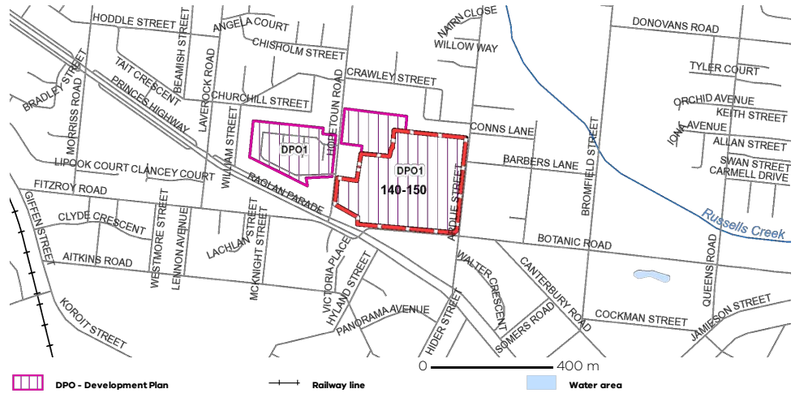
PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

Planning Overlays

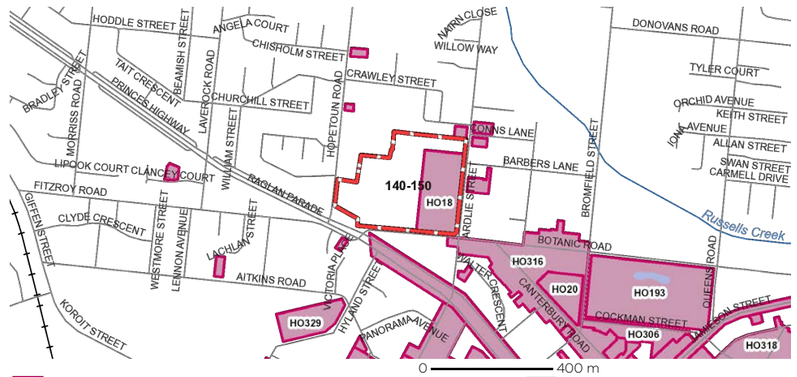
DEVELOPMENT PLAN OVERLAY (DPO)
DEVELOPMENT PLAN OVERLAY - SCHEDULE 1 (DPO1)



DPO - Development Plan	Railway line	Water area
		Water course

Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

HERITAGE OVERLAY (HO)
HERITAGE OVERLAY - SCHEDULE (HO18)



HO - Heritage	Railway line	Water area
		Water course

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APPENDICES I 19. PLANNING PROPERTY REPORT

PLANNING PROPERTY REPORT

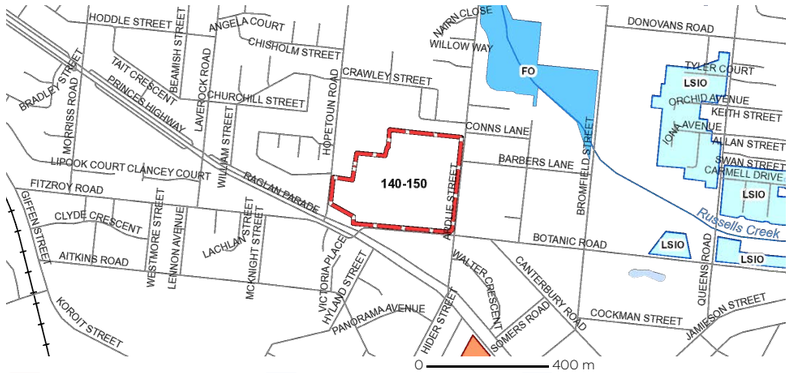
VICTORIA State Government | Environment, Land, Water and Planning

Planning Overlays

OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

ENVIRONMENTAL AUDIT OVERLAY (EAO)
FLOODWAY OVERLAY (FO)
LAND SUBJECT TO INUNDATION OVERLAY (LSIO)



EAO - Environmental Audit
FO - Floodway
LSIO - Land Subject to Inundation
Railway line
Water area
Water course

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PLANNING PROPERTY REPORT

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Areas of Aboriginal Cultural Heritage Sensitivity

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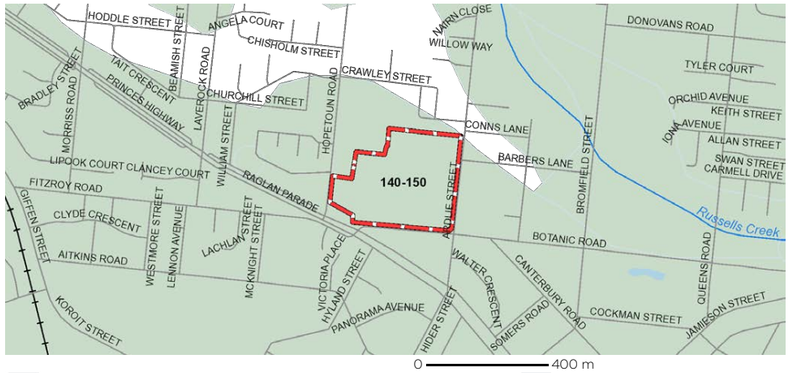

Aboriginal Cultural Heritage
Railway line
Water area
Water course

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APPENDICES I 19. PLANNING PROPERTY REPORT

PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

Further Planning Information

Planning scheme data last updated on 29 July 2021.

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PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

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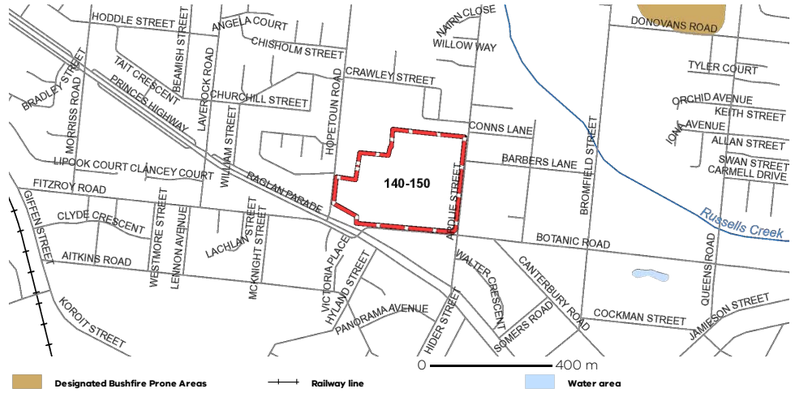

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Note: prior to 8 September 2011, the whole of Victoria was designated as bushfire prone area for the purposes of the building control system.

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Native Vegetation

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see Native Vegetation (Clause 52.17) with local variations in Native Vegetation (Clause 52.17) Schedule

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APPENDICES I 19. PLANNING PROPERTY REPORT

PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

From www.planning.vic.gov.au at 16 August 2021 02:08 PM

PROPERTY DETAILS

Address:	**13 CRAWLEY STREET WARRNAMBOOL 3280**
Lot and Plan Number:	**Lot 2 PS724625**
Standard Parcel Identifier (SPI):	**2\PS724625**
Local Government Area (Council):	**WARRNAMBOOL** www.warrnambool.vic.gov.au
Council Property Number:	**131722**
Planning Scheme:	**Warrnambool** Planning Scheme - Warrnambool
Directory Reference:	**Vicroads 514 J5**

UTILITIES

Rural Water Corporation:	**Southern Rural Water**
Urban Water Corporation:	**Wannon Water**
Melbourne Water:	**Outside drainage boundary**
Power Distributor:	**POWERCOR**

View location in VicPlan

STATE ELECTORATES

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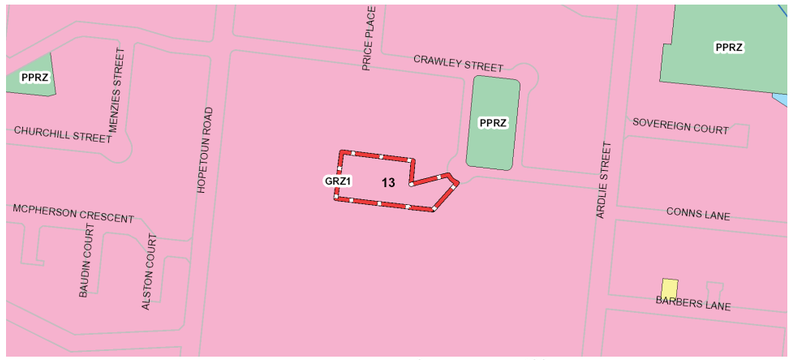

GRZ - General Residential
PPRZ - Public Park and Recreation
PUZ1 - Public Use-Service and Utility
RDZ1 - Road-Category 1
UFZ - Urban Floodway
Water course

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PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

Planning Overlays

DEVELOPMENT PLAN OVERLAY (DPO)
DEVELOPMENT PLAN OVERLAY - SCHEDULE 1 (DPO1)

DPO - Development Plan
Water course

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OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

FLOODWAY OVERLAY (FO)
HERITAGE OVERLAY (HO)

FO - Floodway
HO - Heritage
Water course

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APPENDICES I 19. PLANNING PROPERTY REPORT

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PLANNING PROPERTY REPORT: 13 CRAWLEY STREET WARRNAMBOOL 3280 Page 3 of 5

PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

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APPENDICES I 19. PLANNING PROPERTY REPORT

PLANNING PROPERTY REPORT

VICTORIA State Government | Environment, Land, Water and Planning

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PLANNING PROPERTY REPORT: 13 CRAWLEY STREET WARRNAMBOOL 3280 Page 5 of 5

APPENDICES I 20. MEETING MINUTES

MASTER PLAN WORKSHOP No 1 MINUTES

Date /	Thursday 22 April 2021	
Time /	10:00am-12:00pm	
Project /	Emmanuel College	
Project No /	20210026	
Venue /	Emmanuel College	
Attendees /	Peter Morgan	Emmanuel College
	Stephen Kerr	Emmanuel College
	Michael Wrigley	Emmanuel College
	Claire Wrigley	Emmanuel College
	Justin Houlihan	Emmanuel College
	Shane Smith	Emmanuel College
	Josie Monro	Emmanuel College
	Jacqui Floyd	Emmanuel College
	Peter Brown	Baldasso Cortese
	Yau Nga	Baldasso Cortese
Apologies /	NIL	

Item	Topic	Action	Date

1.0 Introductions

- Project Control Group introductions completed.
- Last masterplan was completed in 2012.
- Year 12s will be brought back onto the main campus next year to become an integrated year 7-12 campus.

2.0 School Vision and Values

- Visibility – symbolism/imagery:
  - Symbolism and faith connection.
  - Imagery can be found across the campus in most rooms.
- Experiences are through the school environment more than the built environment.
- Dynamic learning environment:
  - Currently in development.
  - Changing from non-cellular teaching – moving away from four walls, so that they can teach differently. School wants adaptable spaces.
  - Progressive and innovative – need an environment that will enable this. In return, it will flow onto the students through a rich experience linking to their faith.
  - Challenge students in their learning and teaching.
  - Question – do you create the space first for the dynamic learning first (chicken and egg).
- Ownership of space for both students and teachers.
  - But still be flexible for others to use the same space.
  - Collective ownership, work together and responsible for using this space again.
  - Year 9 Centre will shift ownership to the students.
  - Functionality sometimes prohibits ownership, for example students pinning things onto the walls.
- Hubs within the campus – seniors and juniors.
- Identity amongst different teaching cohorts.

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BALDASSO CORTESE

- Giving students choice and variety of space that matches their way of operating.
- Wellbeing:
  - Learning wellbeing, social wellbeing, and spiritual wellbeing.
  - Not just a space or place, is part of curriculum and every space.
  - Local, main point of contact.
  - Learning diversity.
  - With councillors, teachers feel unqualified to feel they can help with wellbeing.
- Creating a **safe** place.
  - Feel safe in shared spaces.
  - Inviting and welcoming spaces.
  - Openness.
  - Visibility.
  - Cohort mixing – younger students may feel uncomfortable walking through the "space" belonging to older students.
- Indoor spaces that lend themselves to be outdoor spaces.
  - Landscape masterplan to work along this masterplan.
  - Protection from sun, rain and wind.
  - Landscape to be inclusive and integrated.
- Three words to sum up the school's objectives:
  - Identity
  - Ownership
  - Safety.

3.0 Facilities Brief

- Student numbers (whole school) – 1500 in the future when single campus.
- Student numbers (whole school) – 1350 currently, 1200-1400 for the next 7 or 8 years.
- Student numbers (per year level) – 250 at year 7 and drops to ~210 by year 12.
- 10 streams – 1400 students.
- Gym can fit 1500 for assemblies.
- 150 staff.
- Marketing strength – large school with small hubs (breaks down numbers). Students have an identity; students lose each other when the school becomes too big and impersonal.
- Carpark numbers:
  - 100 year 12 cars.
  - 200 staff cars.
- Community engagement:
  - Emmanuel Centre and Stage are used externally by the community, usually out of school hours so students can still use the facilities during the day.
  - Good marketing for the school to have community come and use the space.
  - Idea of having activities/classes for parents to use the school's facilities. Have parents learning in the room next to their children.
- Safety regarding toilets and gender.
- Safety regarding transport.

4.0 Site Analysis

- Currently front carpark is used by visitors and staff who need to duck in and out from Rice Campus.

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APPENDICES I 20. MEETING MINUTES

- Currently students enter from 2x entries on Ardlie Street.
- Town bus drop-off currently on Botanic Road; potential to move to bus stop Ardlie Street as the bus goes from Botanic Road, turns left to Ardlie Street, and left into Crawley Street.
- Separate cars and student.
- Parents currently dropping students off by driving down Botanic Road and into the school road near the multipurpose hall. Some parents illegally turn right into the school road from Botanic Road.
- Question posed – do parent have to access school in a car?
- Currently bike shed near Botanic Road although students enter from Ardlie Street. New bike facilities required.
- Flood collection zone along Botanic Road. Creation of wetlands drainage as learning space.
- Activate frontage:
  - Senior Courts?
  - Swap cars and courts?
- Proposed senior 10-12 oval has a slop on the south-west side, how to use the slope? Tiered steps?
- Covered space required.
- Extra senior cafeteria near staff carpark. Existing cafeteria to be for year 7-8.
- Possibly extending the staff carpark along Ardlie Street.
- Bin locations, currently 3x locations which should be reconsidered for truck access:
  - North-west corner of multipurpose hall,
  - North-east corner of administration building,
  - North of proposed year 12 precinct.
- North-east oval to be for seniors.
- Central oval to be for year 7-8.
- South-west paddock could possibly have the year 12 carpark and maintenance sheds.
- Fire pump located on the south-east corner of the multipurpose hall.
- Covered roof to existing courts.
- Passive play space to the north-west corner of the year 7-8 building.

5.0 Measures of Success

This project will be a success if…

- BC to send this statement to PCG group. PCG group to complete the sentence and send response back to BC.
- These responses will help us in the masterplanning.

6.0 What's Next?

- Confirm the briefed requirements.
- Develop planning options and opportunities for next workshop.
- Integration of the landscape design into the process.
- Analysis of movement and flow across the campus.
- Next Workshop – date tbc

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APPENDICES I 20. MEETING MINUTES

MASTER PLAN WORKSHOP No 1 MINUTES

Date /	Thursday 3rd June2021	
Time /	11:00am-1:00pm	
Project /	Emmanuel College	
Project No /	20210026	
Venue /	On-line	
Attendees /	Peter Morgan	Emmanuel College
	Stephen Kerr	Emmanuel College
	Michael Wrigley	Emmanuel College
	Claire Wrigley	Emmanuel College
	Justin Houlihan	Emmanuel College
	Shane Smith	Emmanuel College
	Josie Monro	Emmanuel College
	Peter Brown	Baldasso Cortese
	Lindsay Fraser	Land Design Partnership
Apologies /	NIL	

Item	Topic	Action	Date
1.0	**General**		

- All shared space to be safe, visible and open
- Question posed as to could the 'lower oval' be made synthetic?
- Could the lower oval house an athletic track and other field events
- Use the slope from the canteen to the oval as an amphitheatre. Perception that the slope provides poor access and can be dangerous
- Move any proposed courts on the Goold Campus side to the north of the existing building to provide protection from winds
- Explore areas that could provide external shelters and protection from the wind and rain
- Explore the nature of the Aged care interface that enables integration and security, as students travel in and out of the home
- Consider the opportunity for a productive or "kitchen" garden.
- Consider the opportunity for a covered (perhaps synthetic) court space to the north of the central oval.
- Opening up the 'centre' behind the library was looked upon as a good idea.
- Central courtyard space proposed north of the library could form a sculpture space that reflects faith and identity of the College
- Courtyard could be thought of as the 'Heart' of the school and used for gatherings / conferences etc
- Explore opportunity to locate a court space adjacent to the gym if existing car park is moved
- It was thought that the arts centre could move into a new teaching building with food tech
- Drama faculty is to remain in its current location
- Noted that exams will happen in new science expansion
- If a new senior teaching building is explored then noted that there is a 4 part senior vertical pastoral care system

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- Noted that both textiles, media room and food tech will need to be relocated after the closure of the Rice Campus

- How will we consider the growth of industrial skills and applied learning opportunities
- Noted that Ballarat Tech School facilities were a good example of STEM
- Noted that a new maintenance area will require an parking place for both the current 27 seat bus and future 57 seat coach
- Provide a large outdoor sports store possibly next to maintenance
- Consider the possible inclusion of a swimming pool facility
-

5.0 Measures of Success

This project will be a success if…

- Responses from the school have been received

6.0 What's Next?

- Prepare facilities schedules
- Develop final master planning option and opportunities
- Complete landscape design layout.
- Commence final report
- Next Workshop – date tbc

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APPENDICES I 20. MEETING MINUTES

BALDASSO CORTESE

MASTER PLAN WORKSHOP No 1 MINUTES

Date /	Thursday 15th July, 2021	
Time /	11:00am-1:00pm	
Project /	Emmanuel College	
Project No /	20210026	
Venue /	Emmanuel College, Heritage Room	
Attendees /	Stephen Kerr	Emmanuel College
	Michael Wrigley	Emmanuel College
	Claire Wrigley	Emmanuel College
	Justin Houlihan	Emmanuel College
	Shane Smith	Emmanuel College
	Josie Monro	Emmanuel College
	Peter Brown	Baldasso Cortese
	Tim Pyke	Baldasso Cortese
	Lindsay Fraser	Land Design Partnership
Apologies /	Peter Morgan	Emmanuel College

Item	Topic	Action	Date
1.0	**General** • Masterplan and site opportunities presented to Project Group. This was well received by the school • Landscape Masterplan presented		
2.0	**What's Next?** • Commence final report		

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APPENDICES I 22. RISK REVIEW

Type of Risks	Potential Problems	Mitigation Strategies	Responsible Parties	OPEN/CLOSED/ONGOING
OH&S - Design	Accidents like slips, electrocution, falls, etc.	Ensure new facilities respond to safety in design and relevant standards and codes.	Consultants, School and Builders	Open
OH&S - Construction	Accidents during construction that impact workers on site or school students and staff.	Ensure site safety management plan is enacted.	Consultants, School and Builders	Open
Equal Access/DDA compliance	Lack of compliant access and facilities, excludes people with disabilities, e.g. hearing loops & augmentation, lifts, etc	Ensure new works are DDA compliant and accessible facilities are provided in all areas.	Consultants, School	Open
Vehicular / pedestrian traffic - Construction	Clash of vehicular and pedestrian traffic during construction	Builder to ensure a site management plan is agreed with the school. Deliveries/removal of materials to happen out of school hours.	Builder, School	Open
Site Access for Construction / Emergency Vehicles	Ambulance entry from Palmer Street. Stretcher movement via stairs is difficult	Ensure new layouts accommodates stretcher movements within buildings.	School	Open
Financial	Funding to build new or refurbish buildings	Ensure a quantity surveyor informs the school financial planning around projects.	Consultants, School, Mercy Education	Open

APPENDICES I 22. RISK REVIEW

Type of Risks	Potential Problems	Mitigation Strategies	Responsible Parties	OPEN/CLOSED/ONGOING
Financial	Unexpected expenses during projects, particularly on Heritage buildings.	Ensure appropriate design and construction contingencies are allowed for all projects.	Consultants, School	Open
Existing Hazardous Materials	Asbestos, lead paint, PCBs, SMFs are found in the existing building fabric which need to be removed.	Review asbestos register. Early site investigations. Build in allowances for removal of known hazmat.	QS, consultants	
Ground Conditions	In ground soft spots, hidden footings.	Obtain geotechnical surveys.	Consultants, School	Open
Services Infrastructure	Inadequate supply of water (pressure), fire services, power, gas, or broken pipes below ground.	Investigate the adequacy and compliance of existing services to the campus, given the anticipated load. Investigate with utilities – power capacity, water pressures/ flows	Consultants	Open
Location & capacity of services	Accidentally hitting services in excavation cutting them off, interrupting supply, etc.	Inground services survey to locate, size and assess the condition of existing services as much as possible.	Consultants	Open
Community Engagement	Resistance from school community to proceed with projects.	Keep the community informed of projects as they progress, and allow them to be involved in the planning.	School	Open

APPENDICES I 22. RISK REVIEW

Type of Risks	Potential Problems	Mitigation Strategies	Responsible Parties	OPEN/CLOSED/ONGOING
Neighbours	Disgruntled neighbours making complaints to the School and Council about traffic and noise etc.	Communicate with neighbours about pending works ahead of time. Address their issues where practicable and possible.	School	Open
Town Planning	Delay in approvals by Heritage Victoria or Local Authority. DEWLP processes for projects over $3M.	Allow contingency in the program for approval periods. Pre-application meeting recommended. Town planning consultant, heritage consultant (potentially).	Consultants, School	Open
Heritage Overlays	Restricting conditions to development because of heritage overlay implications.	Liaise with Heritage Consultants early about the types of acceptable development. Pre-application meetingsæ recommended.	Consultants, School	Open
Title Consolidation	Development restrictions due to there being two different titles.	Not likely but updating certain titles properties recommended.	Mercy Education, School	Open
Disruption to Teaching & Learning	Interruption to teaching & learning, decanting issues, impact of noise.	Manage timing of noisy activities, set up acoustic barriers/hoarding between occupied areas and site.	Builder, School	Open

APPENDICES I 22. RISK REVIEW

Type of Risks	Potential Problems	Mitigation Strategies	Responsible Parties	OPEN/CLOSED/ONGOING
Disruption to open space access	Limitation on areas available.	-	School	
Builder's site access, location of builder's accommodation, etc.	Area for builders huts, takes away the area on the campus grounds and takes away from the available open space or car parking.	Hut location strategy to form part of tender requirements	School, Consultants, Builder	
Staff car parking disruption	Possible loss of staff car parking on the campus during construction	College to provide temporary parking on graveled areas	Builder, School	Open

APPENDICES I 23. MASTER PLAN REPORT CHECKLIST

Master Plan Report Checklist

School:	Emmanuel College
Location:	140 Botanic Road Warrnambool
Parish:	Warrnambool
Principal:	Peter Morgan
Architect:	Baldasso Cortese

Enrolment		
Current:	**Long-Term (LTE):**	**Peak:**

Item	Master Plan Type			Included			Comments (include notes for items that are not contained in the report)
	Basic	Upgrade	Comprehensive				
Overview							
1. Executive Summary	✓	✓	✓	YES	NO	NA	
2. School and Project Team	✓	✓	✓	YES	NO	NA	
3. Enrolment Demand and Location	✓	-	✓	YES	NO	NA	
Existing Conditions							
4. Existing Conditions Plan	✓	✓	✓	YES	NO	NA	
5. Existing Building and Site Assessment	✓	✓	✓	YES	NO	NA	
Master Plan							
6. Site Context	-	✓	✓	YES	NO	NA	
7. Site Analysis Plan	-	✓	✓	YES	NO	NA	
8. Town Planning Review	-	✓	✓	YES	NO	NA	
9. Master Plan Solution	✓	✓	✓	YES	NO	NA	
10. Area Guidelines and Analysis	✓	✓	✓	YES	NO	NA	
Project Details							
11. Priority Projects and Staging	✓	✓	✓	YES	NO	NA	
12. Learning Space and Area Summary	✓	✓	✓	YES	NO	NA	Reffer appendicies
13. Cost Plan A	✓	✓	✓	YES	NO	NA	
Appendices							
14. Education Brief	-	✓	✓	YES	NO	NA	Reffer. Minutes
15. Survey of School Facilities	✓	✓	✓	YES	NO	NA	
16. Hazardous Materials Report	✓	✓	✓	YES	NO	NA	
17. Maintenance Plan	-	✓	✓	YES	NO	NA	
18. Property Title	-	✓	✓	YES	NO	NA	
19. Planning Property Report	-	✓	✓	YES	NO	NA	
20. Meeting Minutes	-	✓	✓	YES	NO	NA	
21. Master Plan Options	-	✓	✓	YES	NO	NA	
22. Risk Review	-	✓	✓	YES	NO	NA	
23. Master Plan Report Checklist	✓	✓	✓	YES	NO	NA	

APPENDICES I 23. MASTER PLAN REPORT CHECKLIST

Endorsement of Master Plan Report

I certify that all necessary enquiries expected of a professional consultant carrying out the services when preparing this master plan have been made. The information contained in this report is, to the best of my knowledge and belief, true and correct.

On the school's behalf, I authorise the Architect to submit this Master Plan Report based on the information supplied and certification given.

Architect

Date:

Principal's Delegated Authority

Date:

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PROPOSED MASTERPLAN

SKETCH DESIGN - NOT FOR CONSTRUCTION

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NORTH

Revision	Description	Date
A		17.11.21
B		11.03.22
C		11.04.22
D		21.04.22
E		22.04.22
F		24.10.22
G		10.11.22
H		15.02.23

SCALE 1 : 1000 (A1) 1 : 2000 (A3)

0 10 50 100m

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140 Botanic Road, Warrnambool

PROPOSED MASTERPLAN

JOB NUMBER	DRW NUMBER	REV
20210026	SK201	H

1. Lower oval enhanced with formal soccer pitch (potentially synthetic surface)
2. Existing grassed batter enhanced as a 'parkland' space with informally spaced trees and potential paths and seating.
3. Upgraded hardcourts.
4. 'The Bridge' - a landscape space expressing the transition from the main campus to the Year 9 campus with planted structures, seating 'pods' and site specific vegetation.
5. Existing science wing / canteen courtyard enhanced to provide additional space for student socialisation and improved circulation.
6. The 'Village Green'- the existing central oval is transformed into a focus of formal and informal campus activity through strategic building placement and landscape development.
7. Year 7/8 courtyard developed as an interactive multifunctional space with a play space, informal hardcourt and kitchen garden.
8. The unused lower corner of the site is developed as an environmental zone, including wetland and woodland areas providing exploration opportunities, environmental studies and potentially windbreak planting.

9. The existing swale is softened as a landscape element through planting of trees and wetland species where appropriate.
10. The existing garden form and features, including the recently restored grotto, are retained and enhanced with new complementary plantings to create a quiet, peaceful space for students and community.
11. The existing car park in the vicinity of the historic building (now the Senior Centre) is removed to create a landscape forecourt / gathering space and a new car park is constructed closer to Hopetoun Road.
12. Removal of existing buildings creates the opportunity for a new formal courtyard with potential for sculpture and group learning /collaboration and College events.
13. Memorial garden retained into the future.
14. Existing courtyard simplified to provide clear access and integration with formal courtyard (12)
15. Existing batter modifed to provide terraced seating looking over enhanced lower oval

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Collaborative

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EMMANUEL COLLEGE WARRNAMBOOL

LANDSCAPE MASTERPLAN

SCALE 1:750 @ A1 | 1:1500 @ A3
DATE 15.02.23
DRAWN BY SW
CHKD LF
REV.
DRG.NO. LSK01

T&TS TRANSPORT & TRAFFIC SOLUTIONS

Traffic Impact Assessment Report

Emmanuel College, Warrnambool

140 Botanic Road, Warrnambool

Emmanuel College

May 2022

Document Issue Record

Project:		Emmanuel College, Warrnambool – Traffic Impact Assessment Report		
Project Number:		22001		
Client:		Emmanuel College		
Filename:		22001 Emmanuel College, Warrnambool TIAR_Draft1.docx		
Issue	**Date**	**Prepared by:**	**Checked by:**	**Approved by:**
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Description:		Draft – Issued for Client and Consultant Team Review.		
B	10/05/22	Tony Dinh	Michael Marsicovetere	Michael Marsicovetere
Description:		Final – Issued for Council Submission.		

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1 INTRODUCTION

1.1 Background

Transport & Traffic Solutions Pty Ltd (T&TS) has been engaged by Emmanuel College to prepare a Traffic Impact Assessment Report (TIAR) in support of a planning permit application for the proposed expansion of Emmanuel College at 140 Botanic Road, Warrnambool. The proposed expansion of Emmanuel College will be delivered over three stages.

The first stage will involve the relocation of all Year 9 students from the Rice Campus (Bromfield Street) to the McAuley Campus (Botanic Road) via the construction of a new Year 9 Centre south of Crawley Street. The second stage will involve the construction of a new teaching wing, food technology spaces and shared collaboration spaces within the McAuley Campus for year 7 and 8 students. The third stage (full development) will involve the construction of a new two-storey senior learning and arts centre buildings. Two new off street car parks with capacity for up to a total of 164 car parking spaces and a new drop-off/ pick-up zone with capacity for a total of 54 car parking spaces will also be constructed as development of the college progresses. A new access point is proposed on Hopetoun Road (all vehicles) and Crawley Street (waste collection vehicles only). All other site access points will remain.

Once fully developed, the college will cater for 1,350 students and 185 employees on site at any one time.

1.2 Aim of this Report

The aim of this report is to review the Emmanuel College Masterplan from a traffic engineering perspective and determine if adequate vehicle, pedestrian, and cyclist access has been provided to/ from the site, if the provision of car parking and bicycle facilities meets the requirements of the Warrnambool Planning Scheme, and what impact the expansion of the college will have on the adjacent road network.

1.3 References

The following references were used to assist in the preparation of this report:

- Department of Environment, Land, Water and Planning, VicPlan and Planning Schemes Online, State Government of Victoria, Accessed March 2022;
- Austroads Guide to Road Design, Austroads Guide to Traffic Management, Australian Standards, and the VicRoads Supplement to the Austroads Guide and Australian Standards, as detailed in this report;
- Proposed Masterplan, 140 Botanic Road, Warrnambool, Baldasso Cortese, Drawing No. SK201, Rev E, 22 April 2022; and
- Other documents as referenced within this report.

2 EXISTING CONDITIONS ASSESSMENT

2.1 Location & Land Use

Emmanuel College is located at 140 Botanic Road, Warrnambool. It is bounded by existing residential dwellings to the north, Ardlie Street to the east, Botanic Road to the south and Hopetoun Road to the west. The total site area is approximately 10.9 hectares. Refer Figure 2.1 for the location of Emmanuel College.

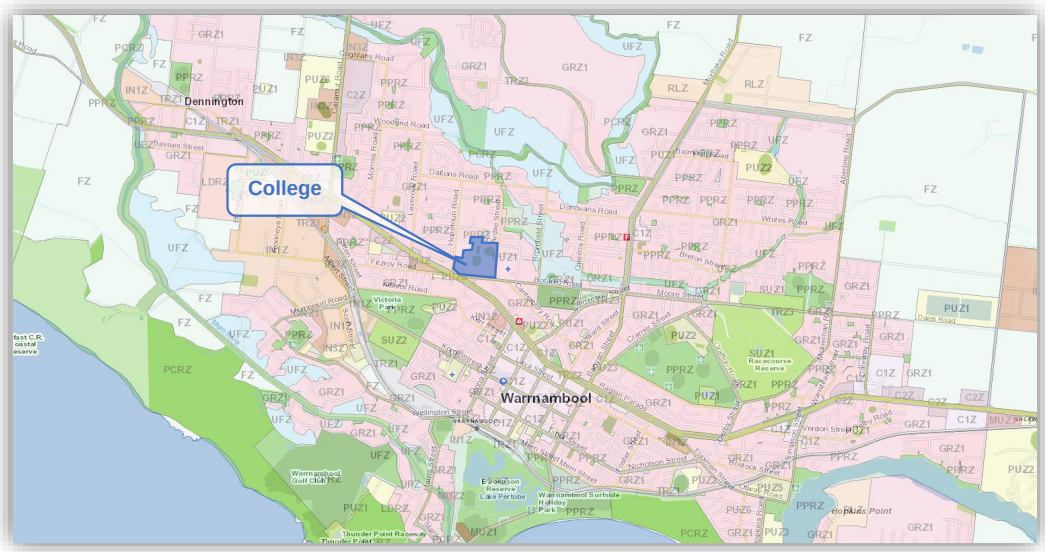


Figure 2.1: Locality Plan[1]

The college is located within a General Residential Zone – Schedule 1 (GRZ1). A Development Plan Overlay – Schedule 1 (DPO1) and Heritage Overlay (HO18) applies to the site.

2.2 Site Details

The college consists of existing school buildings, two large playing fields, the Emmanuel Centre and four off-street car parks across the site.

Access to the college and off-street car parks is provided from the existing road network as follows:

- Ardlie Street via a 3.5 metre wide entry only access point and a 5.0 metre wide exit only egress point located 75 metres and 50 metres south of Barbers Lane respectively. This access point services the existing eastern off-street car park with capacity for up to 71 car parking spaces.
- Botanic Road via a 4.7 metre wide entry only access point and a 5.2 metre wide exit only egress point located 100 metres and 30 metres west of the Botanic Road/ Ardlie Street roundabout respectively. This access point services the existing Emmanuel College Buildings E & F South Car Park with capacity for up to 34 car parking spaces.
- Botanic Road via an 8.0 metre wide two-way access point located approximately 55 metres east of the Raglan Parade/ Fitzroy Road/ Botanic Road intersection. This access point services the existing Emmanuel Centre South Car Park with capacity for 21 car parking spaces and the Year 7 & 8 Buildings South Car Park with capacity for up to 50 car parking spaces.

A bus zone with capacity for three buses (private) is provided on the north side of Botanic Road. A bus zone with capacity for ten buses (9 private & 1 public) and one bus (public) is also provided on the west

http://mapshare.maps.vic.gov.au/vicplan/, March 2022

and east side of Ardlie Street respectively. An existing Children's Crossing is provided on Ardlie Street to the east of the college, approximately 30 metres north of the Botanic Road/ Ardlie Street roundabout.

A total of two existing pedestrian/ cyclist access points are provided into the college as follows:

1. Botanic Road – A 2.5 metre wide pedestrian/ cyclist path is provided at the site's southern boundary, directly adjacent to the bus zone in front of the Emmanuel Centre. This pedestrian/ cyclist access path connects to a student gathering area which provides access to the college buildings.
2. Ardlie Street – A 2.0 metre wide gate lockable pedestrian access point is provided on the site's eastern boundary, approximately 15 metres north of the children's crossing on Ardlie Street. This pedestrian access point provides access to the buildings on the east side of the college.

Refer Figure 2.2 for the location of the college access points, off-street car parks, bus zones and children's crossing.

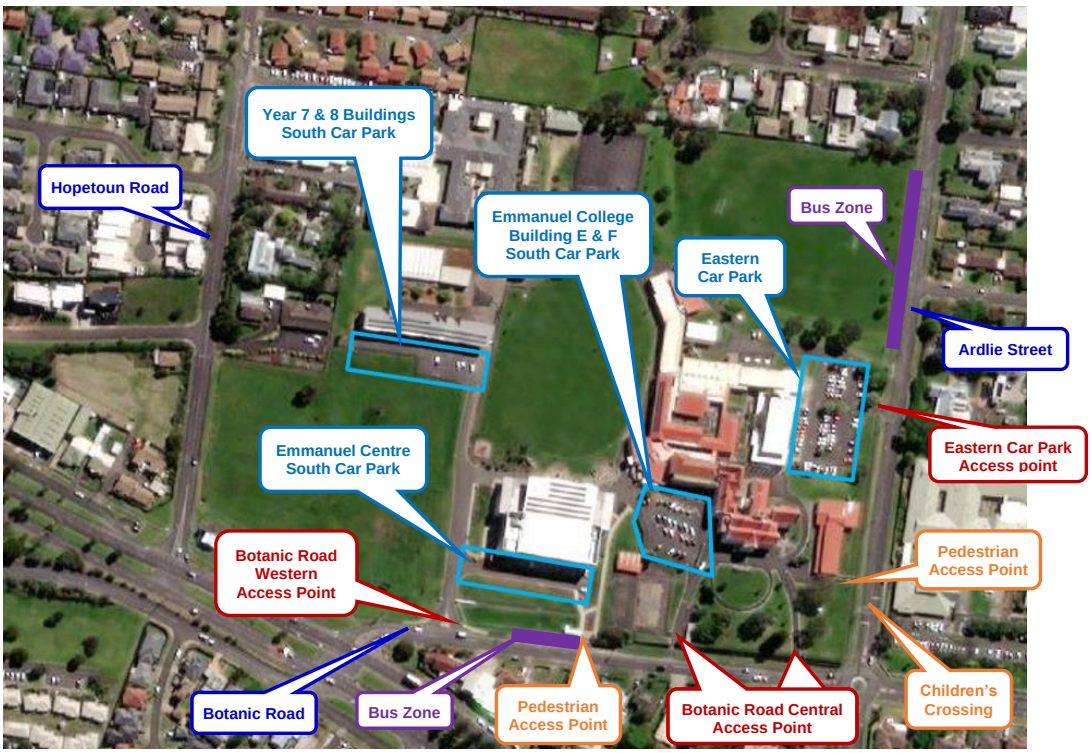


Figure 2.2: Site Details Map

2.3 Road Network

2.3.1 Road Network Characteristics

An inspection of the road network adjacent to the college was undertaken on Thursday 27 January 2022, between the hours of 12:30pm and 3:00pm. Conditions were sunny and dry. Details of the site inspection are as follows.

2.3.1.1 Ardlie Street

Ardlie Street is a sealed two-lane two-way undivided road which runs in a north-south direction between Daltons Road in the north and Raglan Parade (A1) in the south. Referring to Warrnambool's Register of Public Roads, Ardlie Street is classified as an "Access" road between Botanic Road and Raglan Parade, and a "Collector" road between Daltons Road and Botanic Road.

Adjacent to the college, Ardlie Street consists of a 10.8 metre wide carriageway. A 1.5 metre wide footpath is provided on the west side of Ardlie Street and on the east side of Ardlie Street to the south of the eastern bus stop only. Ardlie Street slopes downwards from Raglan Parade to a sag adjacent to Barbers Lane which then inclines again to the north. Refer Figure 2.3 and Figure 2.4.

A posted speed limit of 60 km/h applies to Ardlie Street. A time controlled school zone speed limit of 40 km/h applies to Ardlie Street (8-9:30am and 2:30-4pm school days) between 5 Ardlie Street (north of Botanic Road) and Barbers Lane.

Figure 2.3: Ardlie Street, looking north

Figure 2.4: Ardlie Street, looking south

2.3.1.2 Botanic Road

Botanic Road is a sealed two-lane two-way undivided road which runs in an east-west direction between the Hopkins Highway/ Moore Street/ Jamieson Street/ Botanic Road roundabout in the east and Raglan Parade in the west. Referring to Warrnambool's Register of Public Roads, Botanic Road is classified as a "Link" road.

Adjacent to the college, Botanic Road comprises of a 7 metre wide carriageway with a 1.5 metre wide bicycle lane on both sides of the carriageway. A 1.5 metre wide footpath and varying width grass verge is provided on both sides of Botanic Road. A 3.5 metre wide bus bay is provided on the north side of Botanic Road in front of the Emmanuel Centre. Botanic Road inclines to the east from Raglan Parade to a crest located adjacent to 103 Botanic Road. Refer Figure 2.5 and Figure 2.6.

A posted speed limit of 60 km/h applies to Botanic Road. A time controlled school zone speed limit of 40 km/h applies to Botanic Road (8-9:30am and 2:30-4pm school days) between 95 Botanic Road and 121 Botanic Road (east of the Emmanuel Centre access point).

The intersection of Botanic Road and Ardlie Street is controlled by a single lane roundabout. Refer Figure 2.7.

Figure 2.5: Botanic Road, looking east

Figure 2.6: Botanic Road, looking west

Figure 2.7: Botanic Road/ Ardlie Street Roundabout

2.3.1.3 Hopetoun Road

Hopetoun Road is a sealed two-lane two-way undivided road which runs in north-south direction between Daltons Road in the north and Raglan Parade in the south. Referring to Warrnambool's Register of Public Roads, Hopetoun Road is classified as a "Collector" road.

Adjacent to the college, Hopetoun Road consists of a 10.9 metre wide carriageway. A 1.5 metre wide footpath is provided on the west side of the road only. Hopetoun Road inclines to the north from Raglan Parade. Refer Figure 2.8 and Figure 2.9.

An urban default speed limit of 50 km/h applies to Hopetoun Road.

Figure 2.8: Hopetoun Road, looking north

Figure 2.9: Hopetoun Road, looking south

2.3.1.4 Crawley Street

Crawley Street is a sealed two-lane two-way undivided road which runs in a generally east-west direction between Ardlie Street in the east and Churchill Street/ Williams Street in the west. Adjacent to the Crawley Street (East) Reserve Playground, Crawley Street is a one-way road. Referring to Warrnambool's Register of Public Roads, Crawley Street is classified as an "Access" road

North of the college, Crawley Street consists of an 8.1 metre wide carriageway (two-way) between 5 Crawley Street and Ardlie Street with a 1.5 metre wide footpath on both sides of the road. Between 5 Crawley Street and 15 Crawley Street, the Crawley Street carriageway reduces to 5.8 metre wide (one-way) with a 1.5 metre wide footpath on the south side of the road only. Refer Figure 2.10 and Figure 2.11.

An urban default speed limit of 50 km/h applies to Crawley Street.

Figure 2.10: Carlingford Road, looking east

Figure 2.11: Carlingford Road, looking west

2.3.2 Road Network Volumes

Traffic volume surveys were completed by Nationwide Traffic Surveys Pty Ltd on Hopetoun Road (between the McPherson Crescent and Princes Highway/Raglan Parade) between 20 February 2022 and 27 February 2022, and at the Botanic Road/ Ardlie Street roundabout on Wednesday 23 February between 8:00am-9:30am and 2:30pm-4:30pm. The results are summarised below.

2.3.2.1 Hopetoun Road

A summary of the traffic volumes for all vehicles on Hopetoun Road is provided in Table 2.1. Refer Appendix A for a copy of the traffic volume summary.

Table 2.1: Traffic Volume Survey Results – Hopetoun Road

	Direction		Combined	Average Speed	85th Percentile Speed
	North	South			
Weekday Average (Monday-Friday)	1,401 vpd	1,190 vpd	2,591 vpd	53.3	61.3
MDWK Average AM Peak (8:00 to 9:00)	52 vph	133 vph	184 vph	53.0	61.5
MDWK Average PM Peak (15:00 to 16:00)	131 vph	108 vph	239 vph	53.9	61.4

A summary of the existing traffic volumes as illustrated in Table 2.1 follows:

- The 24-hour two-way daily traffic volume for Hopetoun Road is 2591 vehicles per day, with 1401 vpd (54%) travelling northbound and 1190 vpd (46%) travelling southbound.

- The two-way mid-week average AM peak hour traffic volume is 184 vehicles per hour (7% of the daily traffic volume), with 52 vph (28%) travelling northbound and 133 vph (72%) travelling southbound.
- The two-way mid-week average PM peak hour traffic volume is 239 vehicles per hour (9% of the daily traffic volume), with 131 vph (55%) travelling northbound and 108 vph (45%) travelling southbound.
- The combined weekday average speed is 53.3 km/h.
- The combined weekday 85th percentile speed is 61.3 km/h.

Further to the above:

- Approximately 4.4% of vehicles recorded on Hopetoun Road were commercial vehicles.

As detailed in section 2.3.1.3, Hopetoun Road is classified as a Collector Road. The expected capacity of a Collector Road is 3,000vpd to 7,000vpd[2] vehicles per day (vpd). Therefore, the existing recorded traffic volume equivalent to 2,591 vpd is well below the expected capacity of this road.

2.3.2.2 Ardlie Street & Botanic Road

Traffic volume data has been provided by Warrnambool City Council for Botanic Road and Ardlie Street as follows:

- Botanic Road between Raglan Parade and Ardlie Street between 11 August 2018 and 21 August 2018.
    - AM Peak: 480 vehicles per hour
    - PM Peak: 440 vehicles per hour
    - Daily: 4,450 vehicles per day
- Ardlie Street between Barbers Lane and Conns Lane between 19 July 2018 and 31 July 2018.
    - AM Peak: 240 vehicles per hour
    - PM Peak: 280 vehicles per hour
    - Daily: 2,300 vehicles per day

As detailed in section 2.3.1.1 and 2.3.1.2, both Ardlie Street and Botanic Road are classified as a Collector Road and Link Road respectively. The expected capacity of a Collector Road is 3,000vpd to 7,000vpd[2], and for a Link Road is 7,000vpd to 12,000vpd. Therefore, the estimated traffic volume equivalent to 2,300vpd for Ardlie Street and 4,450vpd for Botanic Road is well below the expected capacity of these roads.

2.3.2.3 Botanic Road/ Ardlie Street Roundabout

Figure 2.12 below provides a summary of the 30 minute AM and PM peak traffic volumes for all vehicles recorded at the Botanic Road/ Ardlie Street roundabout between 8:30am and 9:00am and 3:30pm and 4:00pm respectively. A 30 minute peak hour has been selected for analysis purposes due to the short duration of the college peak hour.

[2] Clause 56.06-8 Lot access objective of the Warrnambool Planning Scheme.

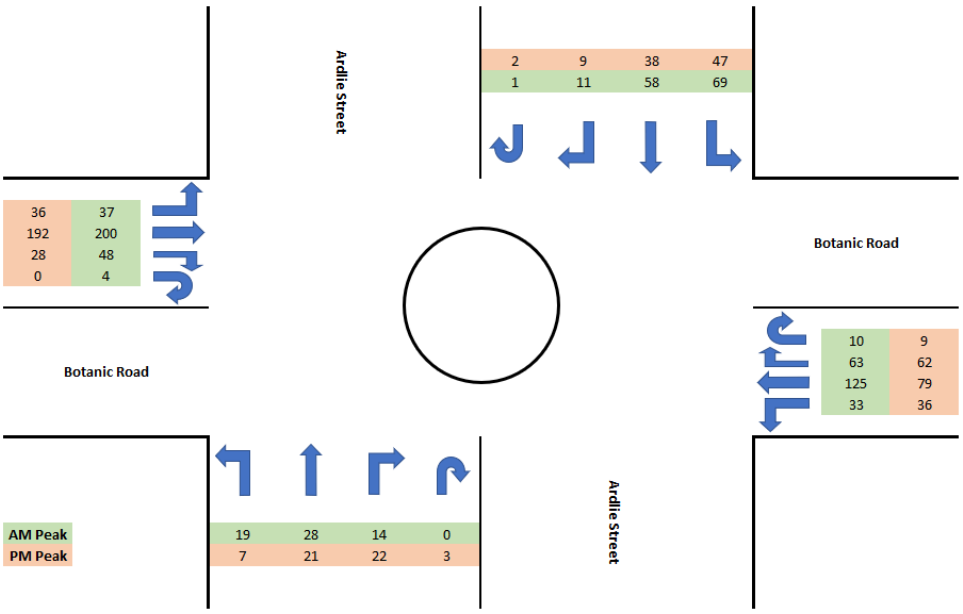


Figure 2.12: Traffic Volume Survey Results – Botanic Road/ Ardlie Street Roundabout

To understand what impact the proposed development of the college will have on the existing Botanic Road/ Ardlie Street roundabout, a check of the operational performance of the existing roundabout was undertaken using SIDRA Intersection 9.0 software.

A summary of the Degree of Saturation, Average Delay, Level of Service, and 95% Back of Queue Distance results of the analysis for the "total approach" of the roundabout with the existing traffic volumes are provided in Table 2.2. Full results are provided in Appendix B.

Table 2.2: SIDRA Summary Results – Existing Botanic Road/ Ardlie Street Roundabout

Approach Leg	Ardlie Street (South)	Botanic Road (East)	Ardlie Street (North)	Botanic road (West)
AM Peak				
Degree of Saturation	0.143	0.441	0.375	0.552
Average Delay (sec)	5.7	5.3	7.1	5.2
Level of Service	A	A	A	A
95% Queue Distance (m)	5.7	22.5	18.1	32.9
PM Peak				
Degree of Saturation	0.110	0.325	0.243	0.482
Average Delay (sec)	5.7	4.8	6.4	4.7
Level of Service	A	A	A	A
95% Queue Distance (m)	4.1	15.2	10.7	25.2

As detailed in Table 2.2, the Ardlie Street Road approach legs have a Level of Service A, Degree of Saturation below 0.38, Average Delay less than 8 seconds, and Queues less than 19 metres long during both the AM Peak and PM Peak periods.

The Botanic Road approach legs have a Level of Service A, Degree of Saturation below 0.56, Average Delay less than 6 seconds, and Queues less than 33 metres long during both the AM and PM Peak periods.

These results indicate that the existing roundabout is currently operating well below its expected capacity.

2.3.3 Site Access Point Volumes

Traffic volume surveys were completed by Nationwide Traffic Surveys Pty Ltd at the Botanic Road/ Botanic Road Western Access Point intersection (two-way access point), the Botanic Road/ Botanic Road Central Access Point Intersection (one-way entry and one-way exit), and at the Ardlie Street/ Eastern Car Park Access Point Intersection (one-way entry & one-way exit) on Wednesday 23 February between 8:00am-9:30am and 2:30pm-4:30pm.
Refer Figure 2.13 to Figure 2.15 for the intersection turning movement volumes at these intersections during the 30 minute AM & PM Peak periods between 8:30am to 9:00am and 3:30pm to 4:00pm respectively.

A check of the operational performance of the existing site access points was undertaken using SIDRA Intersection 9.0 software to understand what impact the proposed development of the college will have on the existing site access points.

2.3.3.1 Botanic Road/ Botanic Road Western Access Point Intersection

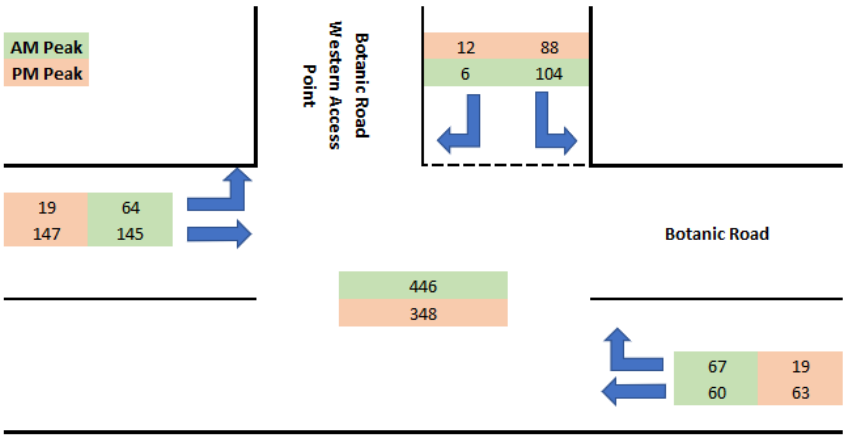


Figure 2.13: Traffic Volume Survey Results – Botanic Rd/ Botanic Rd Western Access Point Intersection[3]

A summary of the Degree of Saturation, Average Delay, Level of Service, and 95% Back of Queue Distance results of the analysis for the "total approach" of the intersection with the existing traffic volumes are provided in Table 2.3. Full results are provided in Appendix B.

[3] It is noted that only left-in/ left-out movements are permitted at the existing Botanic Road Western Access Point due to the existing double solid lines provided on Botanic Road across the access point. Refer Section 3.3 for the history of this access point including details of how right turn movements into the college were originally permitted by VicRoads & Council.

Table 2.3: SIDRA Summary Results – Existing Botanic Rd/ Botanic Rd Western Access Point Intersection

Approach Leg	Botanic Road (East)	Botanic Road Western AP (North)	Botanic Road (West)
AM Peak			
Degree of Saturation	0.177	0.186	0.226
Average Delay (sec)	3.5	4.7	1.1
Level of Service	-	A	-
95% Queue Distance (m)	6.5	5.5	0
PM Peak			
Degree of Saturation	0.094	0.171	0.173
Average Delay (sec)	1.4	4.7	0.4
Level of Service	-	A	-
95% Queue Distance (m)	2.1	4.9	0

As detailed in Table 2.3, the Botanic Road Western Access Point approach has a Level of Service A, Degree of Saturation below 0.19, Average Delay less than 5 seconds, and Queues less than 5 metres long during both the AM Peak and PM Peak periods.

The Botanic Road approaches have a Degree of Saturation below 0.23, Average Delay less than 4 seconds, and Queues less than 7 metres long during both the AM and PM Peak periods.

These results indicate that the existing intersection is currently operating well below its expected capacity.

2.3.3.2 Botanic Rd/ Botanic Rd Central Access Point Intersection

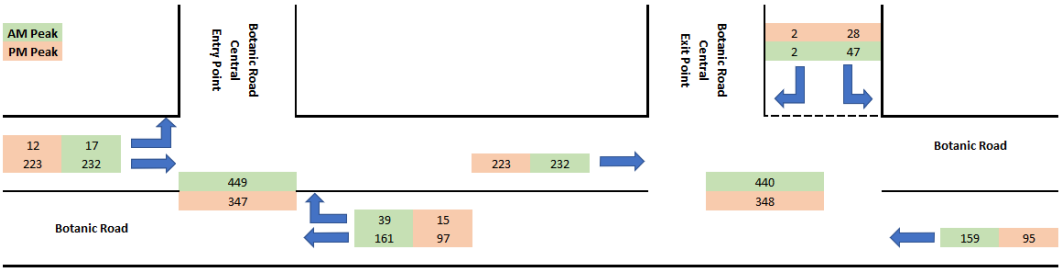


Figure 2.14: Traffic Volume Survey Results – Botanic Rd/ Botanic Rd Central Access Point Intersection

A summary of the Degree of Saturation, Average Delay, Level of Service, and 95% Back of Queue Distance results of the analysis for the "total approach" of the intersection with the existing traffic volumes are provided in Table 2.4. Full results are provided in Appendix B.

Table 2.4: SIDRA Summary Results – Existing Botanic Rd/ Botanic Rd Central Access Point Intersection

	Entry Point Intersection		Exit Point Intersection		
Approach Leg	**Botanic Road (East)**	**Botanic Road (West)**	**Botanic Road (East)**	**Botanic Rd Central Exit Point (North)**	**Botanic Road (West)**
AM Peak					
Degree of Saturation	0.243	0.259	0.165	0.098	0.240
Average Delay (sec)	2.0	0.3	0	5.4	0
Level of Service	-	-	-	A	-
95% Queue Distance (m)	6.4	0	0	2.6	0
PM Peak					
Degree of Saturation	0.129	0.244	0.098	0.059	0.231
Average Delay (sec)	1.2	0.2	0	5.2	0
Level of Service	-	-	-	A	-
95% Queue Distance (m)	2.2	0	0	1.5	0

As detailed in Table 2.4, the Botanic Road Central Exit Point approach has a Level of Service A, Degree of Saturation below 0.1, Average Delay less than 6 seconds, and Queues less than 3 metres long during both the AM Peak and PM Peak periods.

All Botanic Road approaches at both the entry and exit points have a Degree of Saturation below 0.26, Average Delay less than 2 seconds, and Queues less than 7 metres long during both the AM and PM Peak periods.

These results indicate that the existing intersections are currently operating well below expected capacity.

2.3.3.3 Ardlie Street/ Eastern Car Park Access Point Intersection

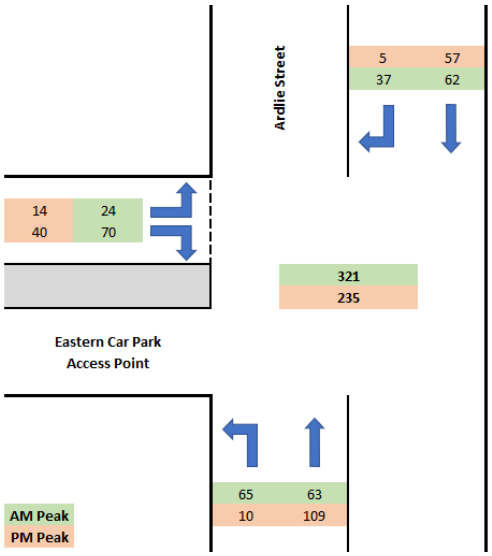


Figure 2.15: Traffic Volume Survey Results – Ardlie Street/ Eastern Car Park Access Point Intersection

A summary of the Degree of Saturation, Average Delay, Level of Service, and 95% Back of Queue Distance results of the analysis for the "total approach" of the intersection with the existing traffic volumes are provided in Table 2.5. Full results are provided in Appendix B.

Table 2.5: SIDRA Summary Results – Existing Ardlie Street/ Eastern Car Park Access Point Intersection

Approach Leg	Ardlie Street (South)	Ardlie Street (North)	Eastern Car Park AP (West)
AM Peak			
Degree of Saturation	0.129	0.113	0.156
Average Delay (sec)	1.7	2.0	4.8
Level of Service	-	-	A
95% Queue Distance (m)	0	3.5	3.8
PM Peak			
Degree of Saturation	0.117	0.063	0.086
Average Delay (sec)	0.3	0.4	4.7
Level of Service	-	-	A
95% Queue Distance (m)	0	0.6	2.0

As detailed in Table 2.5, the Eastern Car Park Access Point approach has a Level of Service A, Degree of Saturation below 0.16, Average Delay less than 5 seconds, and Queues less than 4 metres long during both the AM Peak and PM Peak periods.

The Ardlie Street approaches have a Degree of Saturation below 0.13, Average Delay less than 2 seconds, and Queues less than 4 metres long during both the AM and PM Peak periods.

These results indicate that the existing intersection is currently operating well below its expected capacity.

2.3.3.4 Site Access Point Intersections Summary

Based on the intersection turning movement volumes, a total of 289 vehicles and 253 vehicles enter and exit the college respectively during the 30 minute AM Peak period, and a total of 80 vehicles and 184 vehicles enter and exit the college respectively during the 30 minute PM Peak period.

2.3.3.5 Existing Trip Generation Rate

Based on a total of 1,050 students present on site at Emmanuel College during the time of the survey, it can be concluded that the college generates approximately 0.52 two-way vehicle trips per student (53% enter & 47% exit) during the 30 minute AM Peak period and 0.25 two-way vehicle trips per student (30% enter & 70% exit) in the 30 minute PM peak period.

2.4 Car Parking

2.4.1 Car Parking Provision

The following off-street and on-street car parking facilities are provided within and external to the college.

- Off-street
  - Eastern car park.
  - Emmanuel College Buildings E and F south car park.
  - Emmanuel Centre south car park.
  - Year 7 & 8 buildings south car park.
- On-street
  - Ardlie Street - Between Crawley Street and Botanic Road.
  - Botanic Road - Between Raglan Parade/ Princes Highway and Ardlie Street.
  - Hopetoun Road - Between McPherson Crescent and Raglan Parade/ Princes Highway.

Refer Figure 2.16 for the car parking locations.

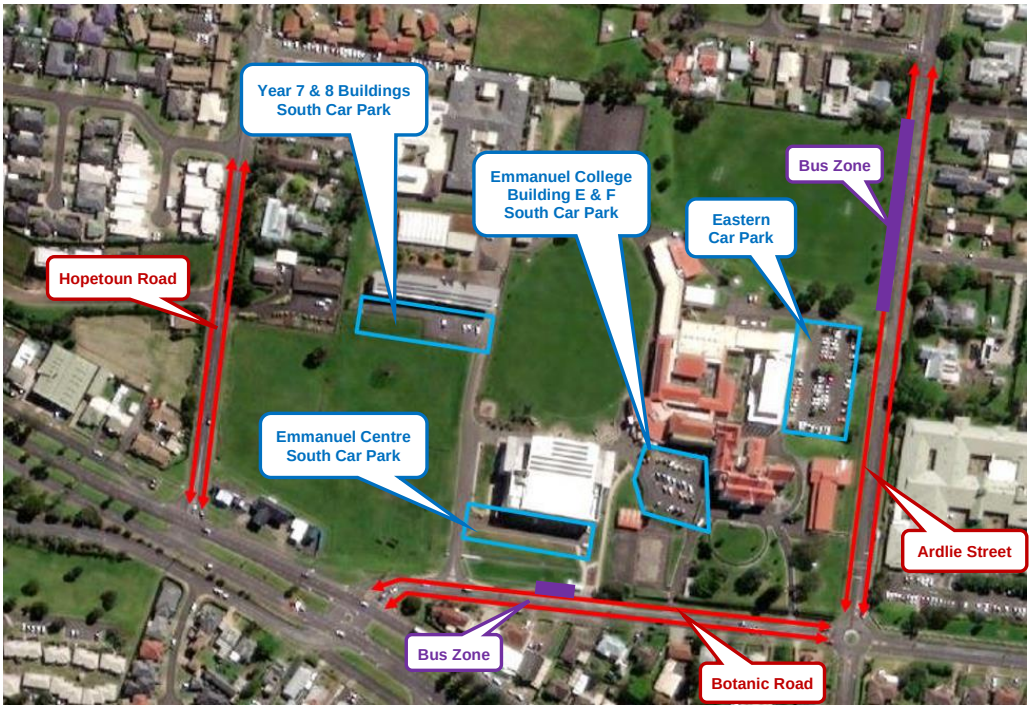


Figure 2.16: Car Parking Occupancy Survey Map

2.4.2 Car Parking Occupancy Survey

A Car Parking Occupancy Survey was completed of the off-street and on-street car parking facilities as detailed in Figure 2.16 by Nationwide Traffic Surveys on Wednesday 23 February 2022 between 8:00am-9:30am and 2:30pm-4:00pm at 15 minute intervals.

The car parking occupancy survey was completed to determine the existing off-street and on-street car parking demand.

2.4.2.1 On-street Car Parking Survey Results

Ardlie Street

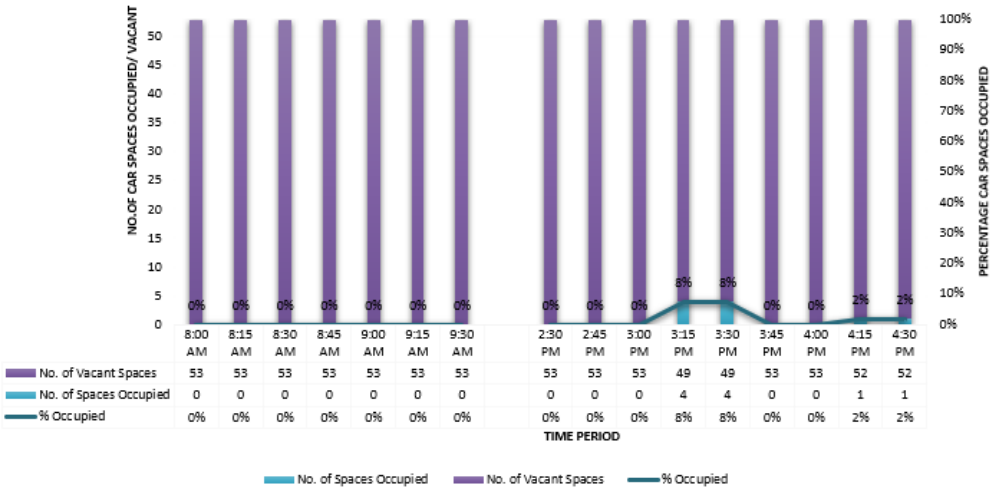
Ardlie Street between Crawley Street and Botanic Road has a total capacity for up to 42 on-street car parking spaces and 11 bus parking spaces. The east side of Ardlie Street has capacity for up to 27 car parking spaces and one bus parking space (public bus), and the west side of Ardlie Street has capacity for up to 15 car parking spaces and 10 bus parking spaces (9 school buses and 1 public bus) within a bus zone.

The Ardlie Street parking spaces are controlled as follows:

- East Side
  - Time controlled Bus zone (between 8:00am to 5:00pm Mon-Fri) – North of the children's crossing.
- West Side
  - No Stopping when flags are displayed - Between Botanic Road and approximately 20 metres north of the children's crossing cross walk line.
  - Time controlled Bus zone (between 8:30am to 4:30pm school days) - Between Crawley Street and opposite 52 Ardlie Street.
  - Time controlled No stopping (between 8:30am to 4:30pm school days) – Between the bus zone and the bus stop flag/hail post located opposite 40 Ardlie Street.

All other on-street car parking spaces between Crawley Street and Botanic Road are unrestricted.

The Ardlie Street car parking occupancy survey results are summarised in Figure 2.17.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	53	53	53	53	53	53	53	53	53	53	49	49	53	53	52	52
No. of Spaces Occupied	0	0	0	0	0	0	0	0	0	0	4	4	0	0	1	1
% Occupied	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	8%	8%	0%	0%	2%	2%

Figure 2.17: Car Parking Occupancy Survey Results – Ardlie Street

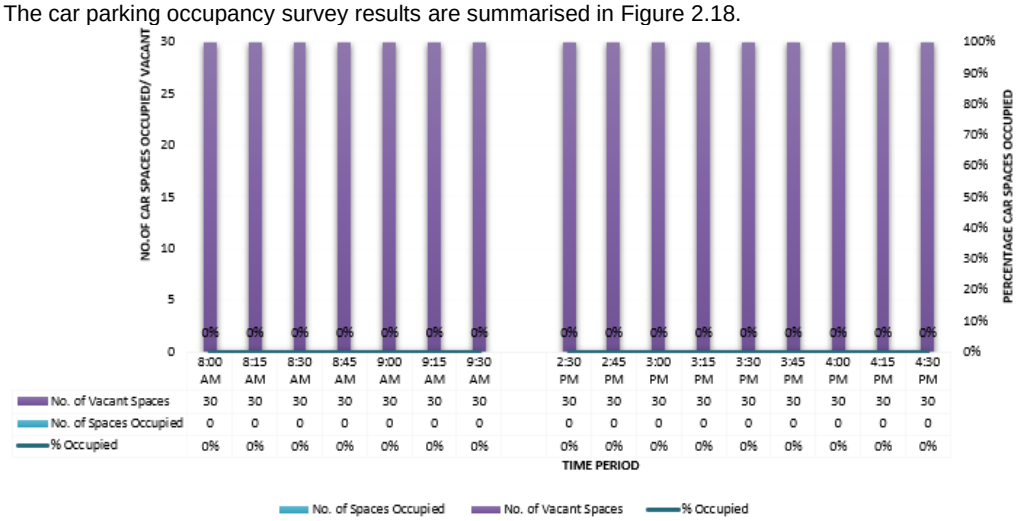
As illustrated in Figure 2.17, zero (0) on-street car parking spaces were occupied during the AM period. During the PM period, the peak demand for car parking occurred at 3:15pm and 3:30pm with a total of four (4) car parking spaces occupied. During this same time three (3) buses were parked in the bus zone on the west side of Ardlie Street.

Botanic Road

Botanic Road between Raglan Parade/ Princes Highway and Ardlie Street has a total capacity for up to 27 on-street car parking spaces and 3 bus parking spaces. The north side of Botanic Road has capacity for up to 10 car parking spaces and three bus parking spaces (school bus) within a bus zone, and the south side of Botanic Road has capacity for up to 17 car parking spaces.

All on-street car parking spaces are unrestricted, where-as the bus zone is time controlled between 8:30am-9:15am and 3:15pm-4:15pm school days.

The car parking occupancy survey results are summarised in Figure 2.18.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
No. of Spaces Occupied	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Occupied	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Figure 2.18: Car Parking Occupancy Survey Results – Botanic Road

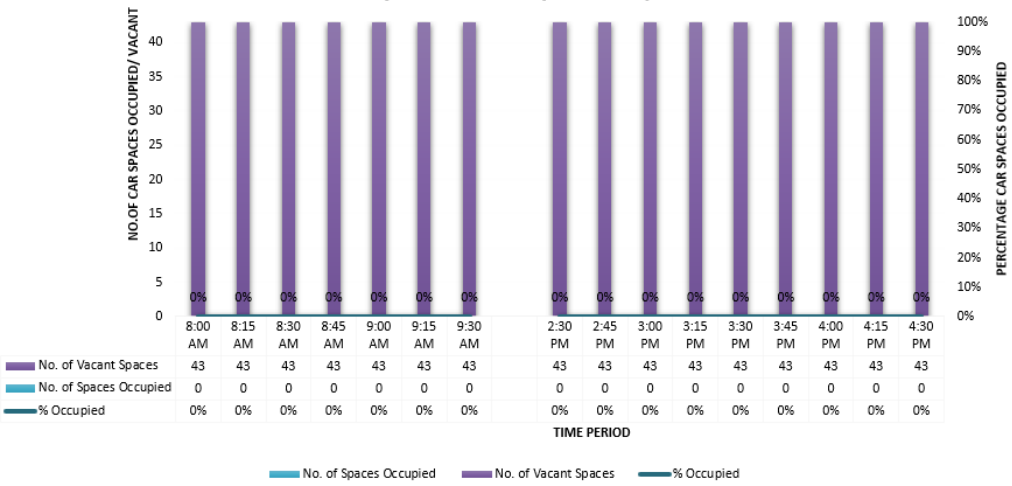
As illustrated in Figure 2.18, zero (0) on-street car parking spaces were occupied during the AM and PM period.

Hopetoun Road

Hopetoun Road between McPherson Crescent and Raglan Parade/ Princes Highway has a total capacity for up to 43 on-street car parking spaces. The east and west side of Hopetoun Road has capacity for up to 24 car parking spaces and 19 car parking spaces, respectively.

All on-street car parking spaces are unrestricted.

The car parking occupancy survey results are summarised in Figure 2.19.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	43	43	43	43	43	43	43	43	43	43	43	43	43	43	43	43
No. of Spaces Occupied	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Occupied	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Figure 2.19: Car Parking Occupancy Survey Results – Hopetoun Road

As illustrated in Figure 2.19, zero (0) on-street car parking spaces were occupied during the AM and PM period.

2.4.2.2 On-street Car Parking Occupancy Summary

Based on the car parking occupancy survey results, the college generated no demand for on-street car parking during the AM Period, where-as during the PM period the college generated a peak demand for four (4) on street car parking spaces between 3:15pm and 4:15pm.

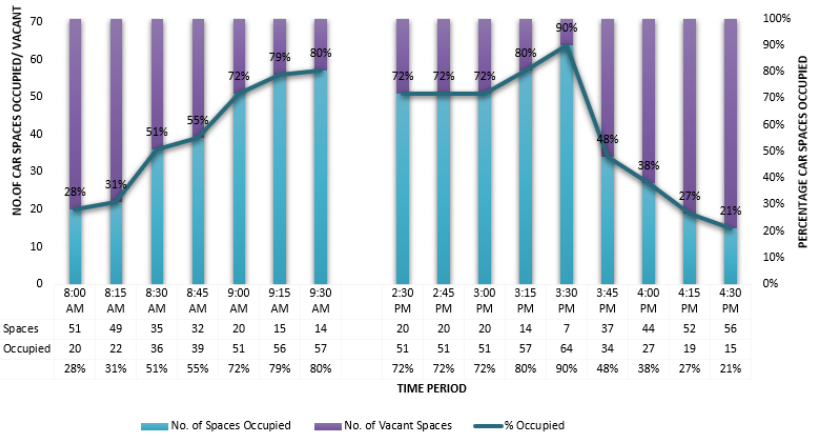
Based on the car parking occupancy survey results, it can be concluded that the college has a very low demand for on-street car parking spaces. This is likely due to parents and visitors of the college using the off-street car park to drop-off and pick-up children, and a majority of students using alternative modes of transport such as walking, cycling, and bus whilst travelling to/ from the college.

2.4.2.3 Off-street Car Parking Survey Results

Eastern Car Park

The eastern car park consists of 71 car parking spaces including one accessible car parking space for disabled users. All car parking spaces within the eastern off-street car park are unrestricted.

The car parking occupancy survey results are summarised in Figure 2.20.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	51	49	35	32	20	15	14	20	20	20	14	7	37	44	52	56
No. of Spaces Occupied	20	22	36	39	51	56	57	51	51	51	57	64	34	27	19	15
% Occupied	28%	31%	51%	55%	72%	79%	80%	72%	72%	72%	80%	90%	48%	38%	27%	21%

Figure 2.20: Car Parking Occupancy Survey Results – Eastern Car Park

As illustrated in Figure 2.20, during the AM period, the number of occupied car parking spaces increases gradually from 20 (28%) spaces recorded at 8:00am to a peak of 57 (80%) spaces recorded at 9:30am.

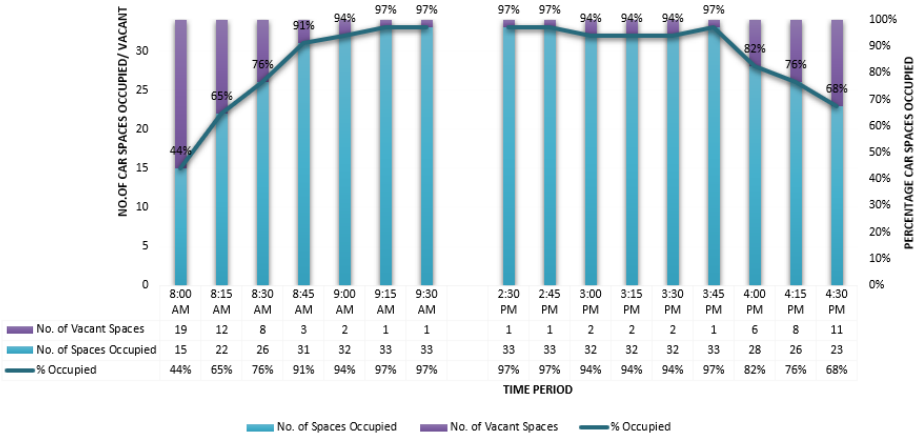
During the PM period, the number of occupied car parking spaces increases from 51 (72%) spaces recorded at 2:30pm to a peak of 64 (90%) spaces recorded at 3:30pm. After this time the number of car parking spaces occupied falls rapidly to 15 (21%) spaces recorded at 4:30pm

It is noted that between 9:30am and 2:30pm, six (6) vehicles (staff) left the car park.

Emmanuel College Building E & F South Car Park

The Emmanuel College Building E & F South Car Park consists of 34 car parking spaces including one accessible car parking space for disabled users, two visitor spaces and one car parking space for the principal. All other car parking spaces within the off-street car park are unrestricted.

The car parking occupancy survey results are summarised in Figure 2.21.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	19	12	8	3	2	1	1	1	1	2	2	2	1	6	8	11
No. of Spaces Occupied	15	22	26	31	32	33	33	33	33	32	32	32	33	28	26	23
% Occupied	44%	65%	76%	91%	94%	97%	97%	97%	97%	94%	94%	94%	97%	82%	76%	68%

Figure 2.21: Car Parking Occupancy Survey Results – Emmanuel College Building E & F South Car Park

As illustrated in Figure 2.21, during the AM period, the number of occupied car parking spaces increases gradually from 15 (44%) spaces recorded at 8:00am to a peak of 33 (97%) spaces recorded at 9:15am and 9:30am.

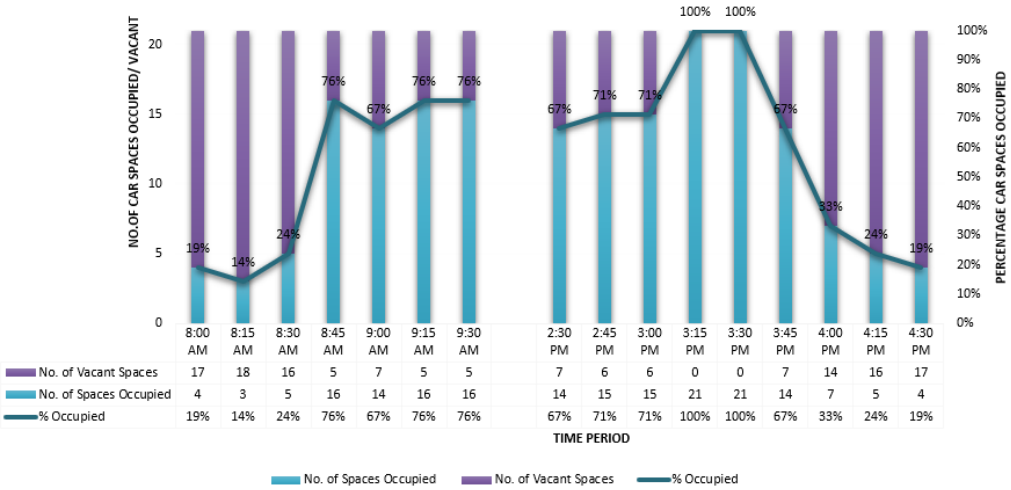
During the PM period, the number of occupied car parking spaces is constant between 2:30pm and 4:00pm with 33 (97%) spaces occupied. After this time the number of occupied car parking spaces falls gradually to 23 (68%) spaces recorded at 4:30pm.

It is noted that between 9:30am and 2:30pm, no vehicles left the car park.

Emmanuel Centre South Car Park

The Emmanuel Centre South Car Park consists of 21 car parking spaces. All car parking spaces within this car park are unrestricted.

The car parking occupancy survey results are summarised in Figure 2.22.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	17	18	16	5	7	5	5	7	6	6	0	0	7	14	16	17
No. of Spaces Occupied	4	3	5	16	14	16	16	14	15	15	21	21	14	7	5	4
% Occupied	19%	14%	24%	76%	67%	76%	76%	67%	71%	71%	100%	100%	67%	33%	24%	19%

Figure 2.22: Car Parking Occupancy Survey Results – Emmanuel Centre South Car Park

As illustrated in Figure 2.22, during the AM period, the number of occupied car parking spaces increases gradually from 4 (19%) spaces recorded at 8:00am to a peak of 16 (76%) spaces recorded at 9:30am.

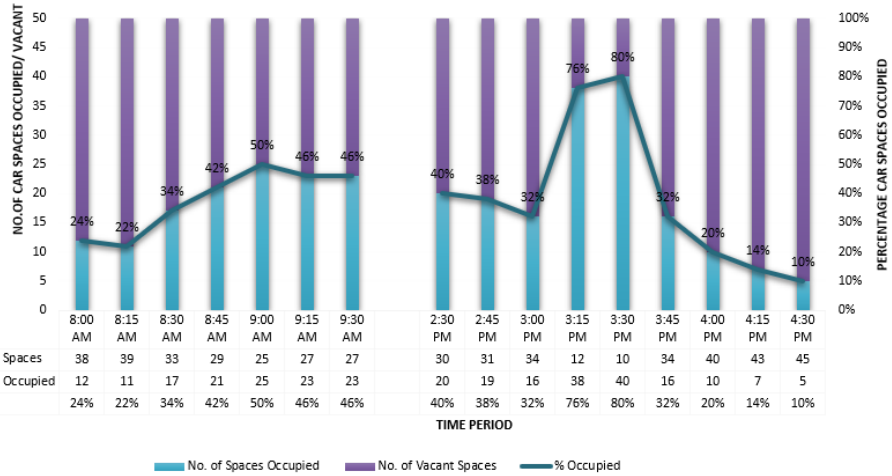
During the PM period, the number of occupied car parking spaces increases from 14 (67%) spaces recorded at 2:30pm to a peak of 21 (100%) spaces recorded at 3:15pm and 3:30pm. After this time the number of car parking spaces occupied falls rapidly to 4 (19%) spaces recorded at 4:30pm.

It is noted that between 9:30am and 2:30pm, two (2) vehicles (staff) left the car park.

Year 7 & 8 Buildings South Car Park

The Year 7 & 8 Buildings South Car Park consists of approximately 50 car parking spaces. All car parking spaces within the western off-street car park are unrestricted.

The car parking occupancy survey results are summarised in Figure 2.23.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM	2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	38	39	33	29	25	27	27	30	31	34	12	10	34	40	43	45
No. of Spaces Occupied	12	11	17	21	25	23	23	20	19	16	38	40	16	10	7	5
% Occupied	24%	22%	34%	42%	50%	46%	46%	40%	38%	32%	76%	80%	32%	20%	14%	10%

Figure 2.23: Car Parking Occupancy Survey Results – Year 7 & 8 Buildings South Car Park

As illustrated in Figure 2.23, during the AM period, the number of occupied car parking spaces increases gradually from 12 (24%) spaces recorded at 8:00am to a peak of 25 (50%) spaces recorded at 9:00am. After this time, the number of car parking spaces occupied falls to 23 (46%) spaces recorded at 9:30am.

During the PM period, the number of occupied car parking spaces increases from 20 (40%) spaces recorded at 2:30pm to a peak of 40 (80%) spaces recorded at 3:30pm. After this time the number of car parking spaces occupied falls rapidly to 5 (10%) spaces recorded at 4:30pm.

It is noted that between 9:30am and 2:30pm, three (3) vehicles (staff) left the car park.

2.4.2.4 Off-street Car Parking Summary

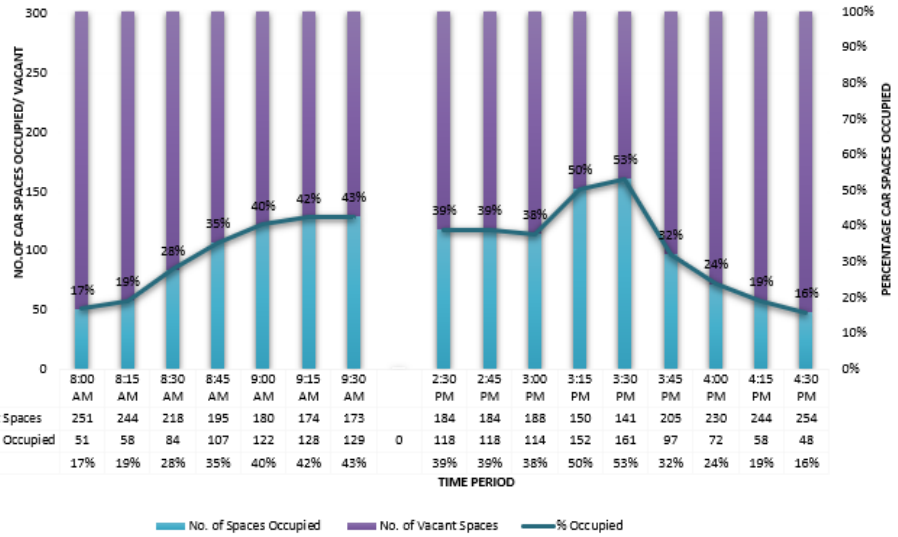
Based on the car parking occupancy survey results, during the AM period, the number of occupied car parking spaces across the college increases gradually from 51 (29%) spaces recorded at 8:00am to a peak of 129 (73%) spaces recorded at 9:00am.

During the PM period, the number of occupied car parking spaces across the college increases from 118 (67%) spaces recorded at 2:30pm to a peak of 157 (89%) spaces recorded at 3:30pm. After this time the number of car parking spaces occupied falls rapidly to 47 (27%) spaces recorded at 4:30pm.

It is noted that between 9:30am and 2:30pm, a total of eleven (11) vehicles (staff) left the car parks across the college.

2.4.2.5 On-Street & Off-street Car Parking Occupancy Survey Summary

Figure 2.24 provides a summary of the car parking occupancy survey results for both the on-street and off-street car parks.



	8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM	9:15 AM	9:30 AM		2:30 PM	2:45 PM	3:00 PM	3:15 PM	3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
No. of Vacant Spaces	251	244	218	195	180	174	173		184	184	188	150	141	205	230	244	254
No. of Spaces Occupied	51	58	84	107	122	128	129	0	118	118	114	152	161	97	72	58	48
% Occupied	17%	19%	28%	35%	40%	42%	43%		39%	39%	38%	50%	53%	32%	24%	19%	16%

Figure 2.24: Car Parking Occupancy Survey Results – Entire College Site

As illustrated in Figure 2.24, during the AM period, the number of occupied car parking spaces increases gradually from 51 (17%) spaces recorded at 8:00am to a peak of 129 (43%) spaces recorded at 9:00am.

During the PM period, the number of occupied car parking spaces increases from 118 (39%) spaces recorded at 2:30pm to a peak of 161 (53%) spaces recorded at 3:30pm. After this time the number of car parking spaces occupied falls rapidly to 48 (16%) spaces recorded at 4:30pm.

Further, during the peak demand for parking a total 19 off-street car parking spaces and 122 on-street car parking spaces were not occupied.

2.4.2.6 Existing Off-Street Car Parking Demand

The total increase in occupied spaces within all four car parks due to parents and visitors is estimated to be approximately 43 car parking spaces in the PM peak period (13 within the eastern car park, 6 within the Emmanuel Centre south car park and 24 car parks within the Year 7 & 8 buildings south car park).

Based on a total of 1,050 students on site at Emmanuel College during the time of the survey, this equates to an off-street car parking demand equivalent to 0.04 visitor car parking spaces per student in the PM peak.

Within all four off-street car parks within the school site, a total of 129 car parking spaces were estimated to be occupied in the AM peak (9:30am) by staff.

Based on a total of 160 staff on site at Emmanuel College during the time of the survey, this equates to a car parking demand equivalent to 0.8 car parking spaces per staff member in the AM peak.

2.5 Transport & Path Network

The Warrnambool City Council Sustainable Transport Travel Map details the footpaths, shared paths, bicycle paths and public transport network within Warrnambool. Refer Figure 2.25 for an extract of the Sustainable Transport Travel Map. As illustrated in Figure 2.25, the college is located approximately a 15 minute bicycle ride or 30 minute walk from the Warrnambool Town Centre.

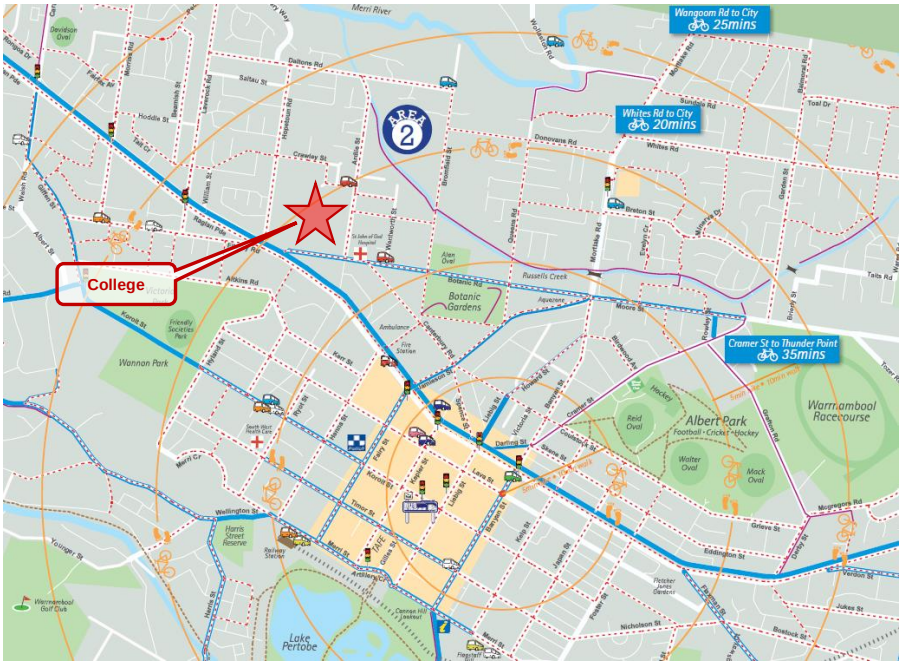


Figure 2.25: Warrnambool Sustainable Transport Travel Map

2.5.1 Public Transport

Bus Route 2 Warrnambool – Gateway Plaza via Centro operates along Crawley Street to the north, Ardlie Street to the east, Botanic Road to the south-east and Hopetoun Road to the north-west of the college. The closest bus stops that service both route directions are located on Ardlie Street, north of the children's crossing and the Eastern Car Park. During school drop off and pick up times, buses arrive and depart these stops at 8:39am and 3:39pm (northbound on Ardlie Street) and 8:45am and 3:45pm (southbound on Ardlie Street).

Bus Route 8 Warrnambool – Port Fairy operates along Raglan Parade to the south-west of the college. The closest bus stop is located at the corner of Raglan Parade and Botanic Road. Buses service this stop approximately every 3 hours. During school drop off and pick up times buses arrive and depart this stop at 3:42pm.

2.5.2 Private College Bus Service

The college currently runs eight (8) private bus services in two (2) waves at the McAuley Campus and two (2) private bus services at the Rice Campus. Details of the Bus service at each campus follows:

- McAuley Campus
  - Bus stops are located on the west side of Ardlie Street north of the Eastern Car Park exit point and the north side of Botanic Road east of the Emmanuel Centre South Car Park access point.
  - In the AM, the first wave of buses arrive at approximately 8:20am and depart straight after students disembark and the second wave of buses arrive at approximately 8:40am and depart straight after students disembark.

- In the PM, the first wave of Buses arrive at 3:20pm and leave at 3:35pm and the second wave of buses arrive at approximately 3:40pm and leaves at 3:50pm.

- Rice Campus
  - Bus stops are located on the west side of Canterbury Road and south side of Bromfield Street.
  - In the AM, buses arrive at approximately 8:30am and depart straight after students disembark.
  - In the PM, buses arrive at 3:30pm and leave at 3:45pm.

2.5.3 Path Network

Referring to Figure 2.25, a 1.5 metre wide bicycle lane is provided on both sides of Botanic Road and Raglan Parade/ Princes Highway to the south of the college. A concrete shared path is also provided along Russells Creek to the north-east of the college between Daltons Road/ Ardlie Street and Garden Street. The bike lanes and shared path form part of the Principal Bicycle Network.

A 1.5 metre wide footpath is provided adjacent to the site on the following roads:

- West side of Ardlie Street and east side of Ardlie Street south of the eastern bus stop.
- Both sides of Botanic Road.
- West side of Hopetoun Road.
- Both sides of Crawley Street east of 5 Crawley Street and on the south side of Crawley Street west of 5 Crawley Street.

2.6 Casualty Crash Statistics

The casualty crash history of the road network adjacent to the college was sourced from the VicRoads' Crashstats database for the period between 24 January 2014 and 24 January 2019. The database indicates that ten (10) casualty accidents occurred as follows:

<u>At the Ardlie Street & Botanic Road roundabout</u>:

- Serious injury crash at 3:30am on 2 March 2014 where a passenger fell from the vehicle. DCA 190. Conditions were dark with street lights on.
- Serious injury crash at 4:50pm on 19 February 2016 where a motorcycle and passenger vehicle collided when driving through the roundabout (cross traffic). DCA 110. Conditions during the day were dry.

<u>At the intersection of Raglan Parade/ Fitzroy Road/ Botanic Road:</u>

- Other injury crash at 7:45am on 16 March 2015 where a vehicle heading through the intersection collided with a vehicle turning right. DCA 121. Conditions at dawn were dry.
- Serious injury crash at 9:10pm on 11 November 2016 where a vehicle drove off the carriageway and collided with a fence and pole. DCA 173. Conditions were dry and dark with street lights on.
- Other injury crash at 12:10pm on 4 December 2017 where a vehicle drove off the carriageway and collided with a signage post. DCA 183. Conditions during the day were dry.
- Serious injury crash at 2:05pm on 19 September 2018 where a cross traffic collision occurred between a passenger vehicle and light commercial vehicle. DCA 110. Conditions during the day were dry.
- Other injury crash at 5:13pm on 21 March 2018 where a cross traffic collision occurred between a passenger vehicle and utility vehicle. DCA 110. Conditions during the day were dry.
- Serious injury crash at 7:05pm on 18 February 2019 where a cross traffic collision occurred between a motorcycle and passenger vehicle. DCA 110. Condition during the day were dry.

<u>At the intersection of Hopetoun Road & McPherson Crescent:</u>

- Other injury crash at 12:35pm on 17 October 2015 where a vehicle heading through the intersection collided with a vehicle turning right at the intersection. DCA 113. Conditions during the day were dry.

At the intersection of Raglan Parade & Hopetoun Road:

- Serious injury crash at 9:35am on 7 March 2016 where a rear end collision occurred. DCA 130. Conditions during the day were dry.

Considering that all crashes occurred outside of the school drop off and pick up periods (8-9:30am and 2:30-4pm), it can be concluded that the school drop off and pick up traffic is not contributing to these crashes. Therefore, there are no serious safety concerns with the existing roads adjacent to the school site during school drop off pick up times.

3 BACKGROUND TRANSPORT REVIEW

3.1 Warrnambool Strategic Framework Plan

Clause 02-03 of the Warrnambool Planning Scheme details the Planning Scheme requirements specific to the Warrnambool Strategic Framework Plan. Refer to Figure 3.1 for a copy of the Warrnambool Strategic Framework Plan as taken from Clause 02-04 of the Planning Scheme.

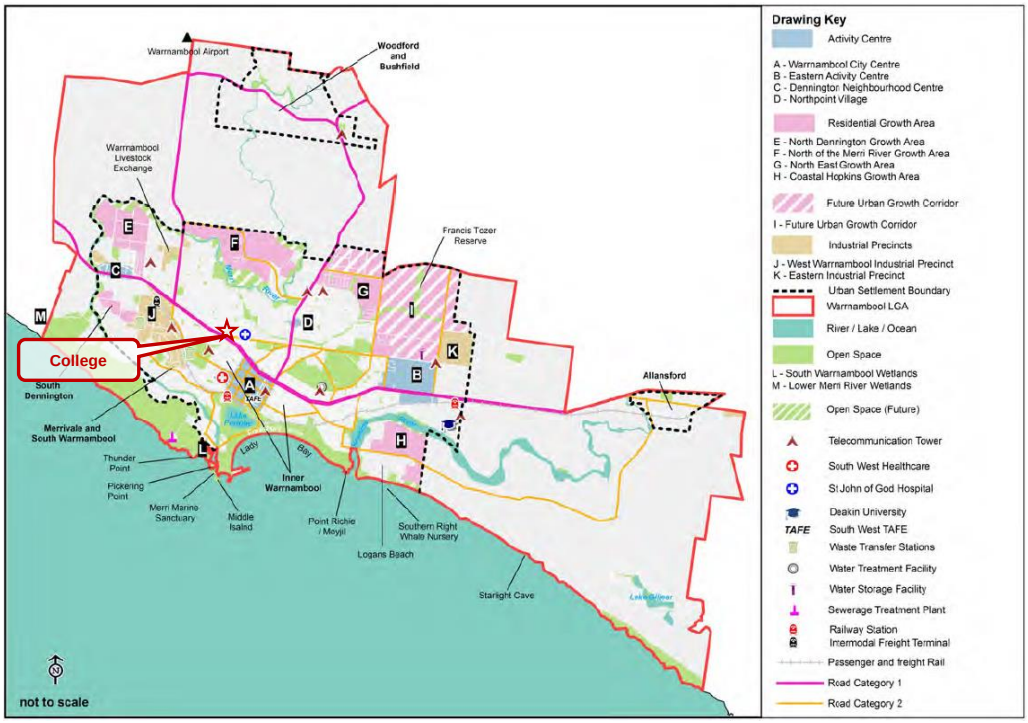


Figure 3.1: Warrnambool Strategic Framework Plan

As illustrated in Figure 3.1, the site is located to the north of the Warrnambool City Centre. The St John of God Hospital and a Road Category 2 is located directly east and south of the site respectively. Princes Highway/ Raglan Parade to the south of the site is a Road Category 1.

From a transport perspective, there are no objectives and strategies outlined in Clause 02-03 of the Planning Scheme that are specifically related to the site.

3.2 Botanic Precinct Local Area Traffic Management Plan

Safe System Solutions Pty Ltd was engaged by Warrnambool City Council to prepare a Local Area Traffic Management Plan (LATM) for the Botanic Precinct within Warrnambool. The LATM aims to address the travel challenges that the local community faces, propose cost-effective solutions to improve safety and road congestion, and create safer streets for all road users.

Refer Figure 3.2 for an extract of the map of the potential LATM infrastructure changes within the Botanic Precinct.

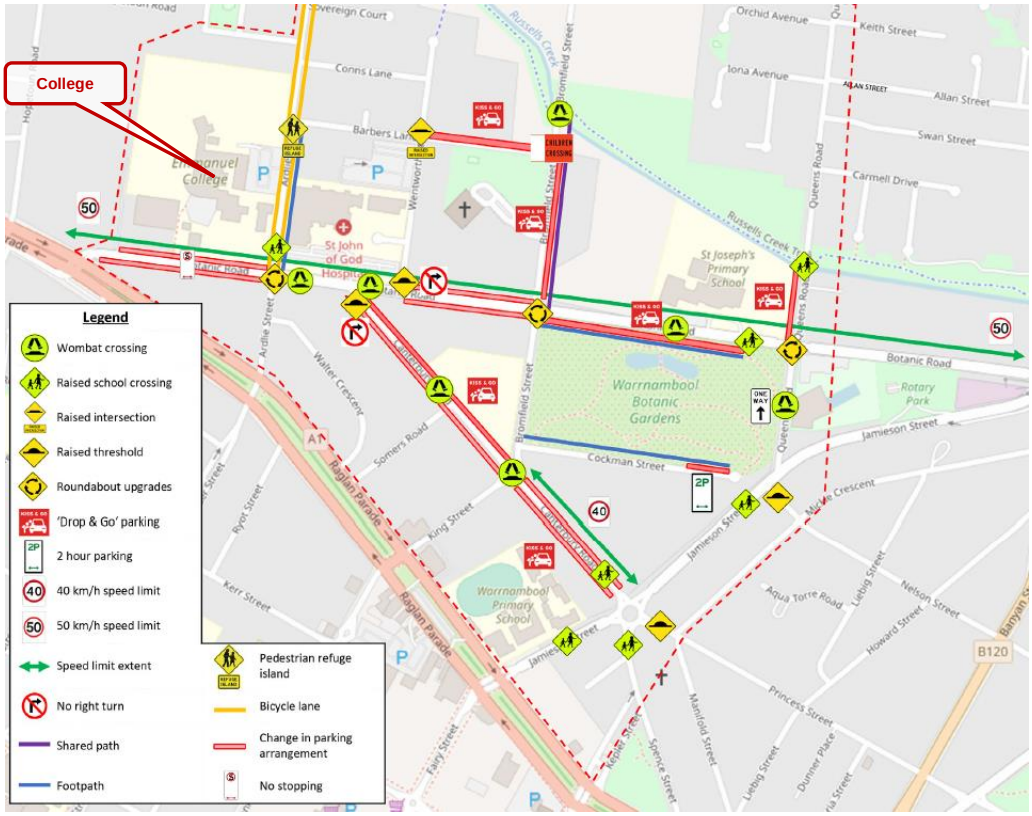


Figure 3.2: Botanic Precinct LATM Infrastructure Changes Map

Referring to Figure 3.2, the following LATM projects are proposed adjacent to the college:

- Pedestrian refuge island on Ardlie Street south of Barbers Lane.
- Convert the existing school crossing on Ardlie Street to a raised school crossing.
- Implement on-road bicycle lanes on Ardlie Street north of Botanic Road.
- Construct a footpath on the east side of Ardlie Street between Barbers Lane and Botanic Road.
- Replace the existing pedestrian refuge island at the Botanic Road/ Ardlie Street eastern approach with a wombat crossing.
- Upgrade the Botanic Road/ Ardlie Street roundabout to have raised platforms on all approaches to the roundabout, enlarge the central island and install kerb outstands.
- Install no stopping signs on Botanic Road between Raglan Parade/ Princes Highway and Ardlie Street to stop parked vehicles obstructing the bicycle lanes.
- Reduce the speed limit on Botanic Road to 50km/h from 60km/h outside of school hours.

All proposed LATM projects are supported, however it is recommended that the following also be adopted:

- Extend the 40km/h speed limit during school hours on Botanic Road up to Raglan Parade/ Princes Highway.
- Reduce the speed limit on Ardlie Street to 50km/h from 60km/h outside of school hours and extend the 40km/h speed limit during school hours on Ardlie Street to the north along the college boundary.

3.3 Botanic Road Western Access Point Intersection

The existing Botanic Road/ Botanic Road Western Access Point intersection currently operates as a left-in/ left-out only intersection with double solid lines along Botanic Road adjacent to the intersection. However, as per the traffic volume survey results as illustrated in Figure 2.13, it has been observed that a high number of vehicles turn right-in into the site (67 vehicles during the AM Peak Period) and a low number of vehicles turn right-out of the site (12 vehicles during the PM Peak Period).

As part of the initial masterplan for the site (2012), the Botanic Road western access point intersection was analysed by GTA Consultants (now Stantec) in their Traffic Impact Assessment Report for the masterplan development. Further, discussions were undertaken with both Council and the Department of Transport regarding the permitted movements at this intersection as follows (Refer Appendix C for a copy of these documents):

1. <u>GTA Consultants Traffic Impact Assessment Report:</u>

   A traffic impact assessment report dated December 2012 was prepared by GTA Consultants for the initial masterplan of Emmanuel College which provided advice on traffic and transport matters associated with the development of the masterplan.

   The report concluded that the configuration of the Botanic Road western access point should consist of both right and left turn entry movements and left turn only exit movements due to the issues that would arise from restricting right turn entry movements such as the increase in concentration of traffic at the Raglan Parade/ Fitzroy Road/ Botanic Road intersection.

2. <u>Department of Transport (VicRoads):</u>

   On 7 May 2013, the DoT provided Warrnambool City Council with comments regarding the Botanic Road western access point intersection which has been summarised below:

   a. The proposal to create an access to the college from Botanic Road, 60 metres from Raglan Parade may have potential to cause undue stress on the Raglan Parade/ Botanic Road intersection.

   b. The potential stress would be exacerbated by the implementation of left-in/ left-out only traffic movements as all traffic entering the access point will have to approach via the Raglan Parade/ Botanic Road intersection.

   c. DoT (VicRoads) believes that right turn entry should be permitted with only left turn exit movements at the access point.

3. <u>Warrnambool City Council:</u>

   On 24 May 2013, Warrnambool City Council stated that a road safety audit would be required to be undertaken on the proposed access point which was to be designed to provide for the following:

   a. Left turn exit only onto Botanic Road, no right turn exit from college land into Botanic Road will be permitted.

   b. Right turn and left turn entry into the college land will be permitted.

4. <u>Feasibility Stage Road Safety Audit – Proposed Site Access Road from Botanic Road:</u>

   Brian Consulting Pty Ltd completed a road safety audit dated 5 November 2013 as requested by Warrnambool City Council for the proposed access road from Botanic Road permitting right-in, left-in and left-out movements only.

   Key findings of the road safety audit are as follows:

   a. Sight distances at the intersection are adequate for both the east and west directions.

   b. Provision of a left turn exit only from the access road will direct all traffic to the east towards the Ardlie Street/ Botanic Road roundabout. Traffic wishing to travel to the west may make either a U-turn at the roundabout or turn right into Ardlie Street to Raglan Parade which are both considered to be adequate and safe manoeuvres.

   c. The proposal will have minimal effect on the overall road network.

d. The expected queuing of traffic at the Raglan Parade/ Botanic Road intersection on Botanic Road is not expected to restrict right turn entry into the access road during peak times.

e. The layout has been checked for access and turning of both cars and buses and found to be adequate.

f. As the surrounding area is fully developed, it is not expected that there will be large unforeseen changes in traffic volumes or characteristics.

5. Planning Permit No. P2014-007:

A Planning Permit was issued on 15 April 2014 by Warrnambool City Council for the construction of a multi-purpose hall and access road. Condition 10e of the planning permit states that the intersection of the new access road and Botanic Road should have:

i) a left turn entry and left turn exit only with Botanic Road from the development, and

ii) no public access active pick-up/ drop-off activities are to be undertaken.

Based on the above, the Botanic Road Western Access Point had in principle approval from the DoT (VicRoads) and Warrnambool City Council to permit right-in/ left-in/ left-out only movements which was also supported by a road safety audit. However, the planning permit has restricted the access point to left-in/ left-out only movements, contrary to the DoT's and Council's internal advice.

Reviewing historical aerial photography, it is noted that the double solid lines were installed on Botanic Road sometime mid to late 2017, well after the construction of the access point.

As drivers are currently performing a right turn movement into the site at the access point and there is no history of accidents occurring at the access point during school drop off and pick up times and considering the DoT's safety concerns associated with increasing traffic at the Raglan Parade/ Botanic Road intersection, it is recommended that a break in the double solid lines be provided adjacent to the access road entry to allow right turn entry into the site.

4 PROPOSED DEVELOPMENT

4.1 Development Plan

The proposed development consists of expanding Emmanuel College at 140 Botanic Road, Warrnambool (McAuley Campus) to cater for a total of 1350 students due to the relocation of the year 11 and 12 students (completed in 2022) and year 9 students (expected 2025) from the Rice Campus to the McAuley Campus and a total of 185 staff on site at any one time. The proposed expansion is expected to occur over three stages as follows:

- Stage 1: Construction of a Year 9 Centre including 10 classrooms, shared spaces, specialist spaces and gathering areas[4], and a new staff car park with capacity for up to 40 car parking spaces over the unused courts fronting Botanic Road.
- Stage 2: Construction of a new teaching wing, food technology spaces and shared collaboration spaces within the McAuley Campus for year 7 and 8 students, a new visitor drop-off/ pick-up zone with capacity for a total of 54 car parking spaces adjacent to the Emmanuel Centre, and a bus parking zone with capacity for two buses.
- Stage 3 (Full Development): Construction of a new two-storey senior learning and arts centre buildings, a new staff/ student car park with capacity for up to 124 car parking spaces (74 staff spaces & 50 students) on the west side of the site, and the removal of the existing Emmanuel College Building E & F South Car Park north of the stage 1 car park.

Emmanuel College operates Monday to Friday between 8:00am and 4:30pm.

Refer Figure 4.1 below for the Proposed Masterplan of the college at full development. Refer Appendix D for the Proposed Masterplan (Full Development).

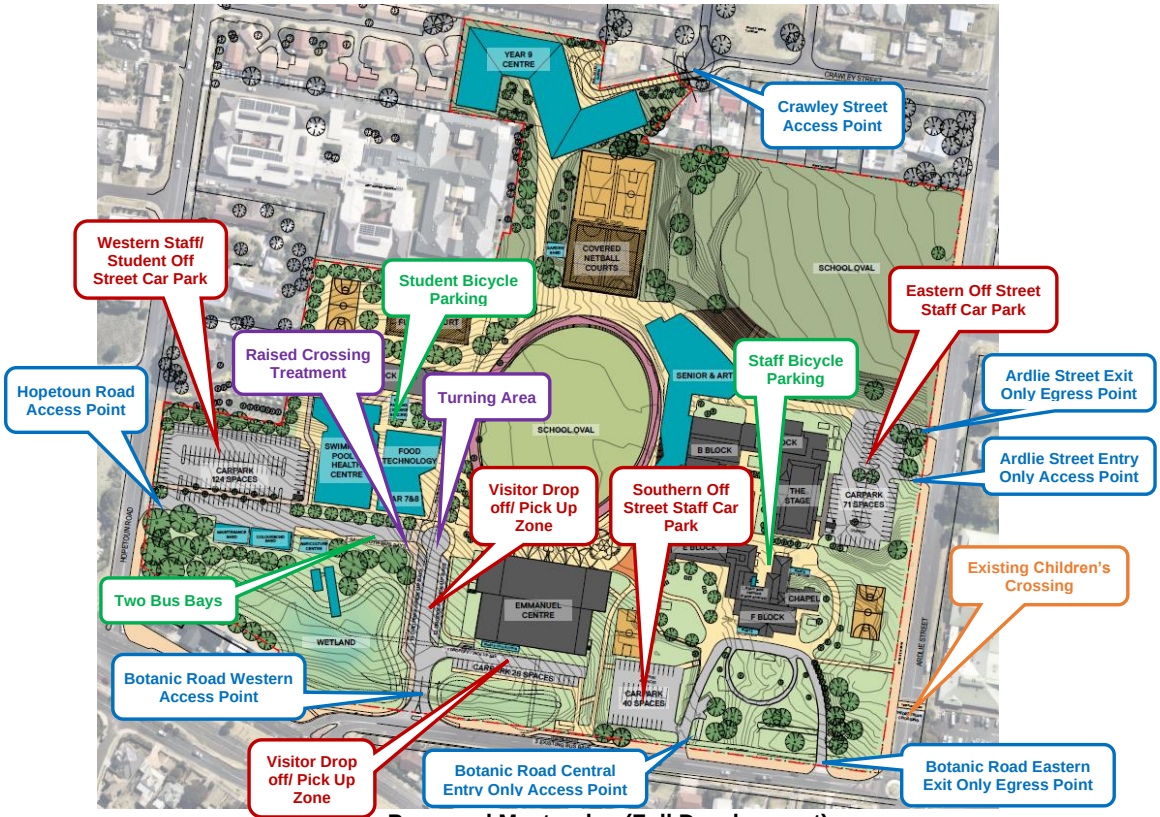


Figure 4.1: Proposed Masterplan (Full Development)

[4] The Year 9 Centre located adjacent to Crawley Street will be subject to a separate planning permit application.

4.2 Access & On-Site Circulation

4.2.1 Vehicular Access

Vehicle access to the site is provided via the three existing access points (1 No. Ardlie Street and 2 No. Botanic Road, refer Section 2.2) and two proposed new access points; one on Hopetoun Road for all vehicles and one on Crawley Street for waste collection vehicles only. Details of the new access points are provided below.

- Hopetoun Road:

  A two-way 6.0 metre wide access point is proposed approximately 60 metres south of McPherson Crescent. This access point connects to a 6.0 metre wide east-west aligned accessway which services the new western off-street car park, two bus bays and the maintenance buildings. This access point will be used by staff and students who drive to the school, maintenance and waste collection vehicles, and buses (exit only).

- Crawley Street:

  A one-way 3.0 metre wide access point is proposed at 13 Crawley Street. This access point connects to a 3.0 metre wide north-east to south-east aligned accessway which services the waste bins north of the Year 9 Centre.

Once stage two is constructed, the internal north-south aligned accessway from Botanic Road and the east-west aligned accessway from Hopetoun Road will connect at a turnaround area located to the north-east of the Emmanuel Centre. Vehicles accessing the drop off/ pick up zone will be required to use the turnaround area to exit the site at Botanic Road.

The western leg of the turnaround area will be restricted to buses and the odd school maintenance vehicles only (one-way westbound) and designed as a raised crossing treatment. Signage will also be provided to re-affirm that visitors are not allowed to access the east-west aligned accessway from the turnaround area. Refer Section 5.3.2 for further details on recommended signage.

The access points are to be constructed as concrete vehicle crossovers and are to match the proposed levels on Hopetoun Road and Crawley Street.

4.2.2 Bus Access

Two bus parking bays (sawtooth layout) are provided within the site on the south side of the east-west aligned accessway directly west of the turnaround area. These bus bays will cater for the relocation of two existing bus routes currently utilising the on-street bus zones and/ or an additional two new bus routes subject to student demand.

Buses will enter the site from Botanic Road, turn left into the east-west aligned accessway at the turnaround area, and park within the bus parking bays. The bus will then exit the bus bay in a forward direction, drive west down the east-west aligned accessway and exit the college via Hopetoun Road.

Refer to Appendix E for the Swept Path Assessment drawing no. 22001EC-00-301 & 302 for a 12.5m long HRV (bus) entering, exiting, and circulating the college and parking within the bus parking bays.

4.2.3 Waste Collection Vehicle Access

Waste collection points are proposed around the college as follows:

- On the north side of the A Block building (existing).
- North of the Chapel (existing).
- South of the F Block building (relocated from the existing location south of the E Block building).
- South of the Emmanuel Centre (proposed).
- East of the Food Technology and Year 7 & 8 Centre building (proposed).
- East side of the Year 9 Centre (proposed).

A few 120L bins will be placed along the accessway by maintenance staff prior to a waste collection vehicle arriving at the college. A waste collection vehicle will enter the college from the closest access

point to each respective waste collection point and empty each bin before driving to the next waste collection point. The waste collection vehicle may be required to exit the college to access each waste collection point.

Refer to Appendix E for the Swept Path Assessment drawing no. 20010BR-00-302 to 304 for an 8.8m long MRV entering the college and completing waste collection at the new waste collection locations.

For safety reasons, it is recommended that waste collection services occur any time prior to 8:00am, or after 4:00pm weekdays, or anytime on weekends and non-school days.

The waste collection service and the location of the waste collection points are adequate from a traffic engineering perspective.

4.2.4 Maintenance/ Delivery Vehicle Access

The existing Maintenance Shed, Colourbond Shed and Agriculture Centre have been relocated from the north of the college to the south of the east-west aligned accessway, west of the bus parking bays. Access to these buildings for external maintenance/ delivery vehicles is provided from Hopetoun Road. All internal school maintenance vehicles (lawn mowers, utes, etc.) will access these buildings via the turnaround area.

All external maintenance/ delivery vehicles will access the college via Hopetoun Road. The vehicles will drive eastbound along the east-west accessway, perform a U-turn adjacent to these buildings, and then park adjacent to these buildings within the designated loading areas. The maintenance/ delivery vehicles will then exit the loading bays in a forward direction, drive west down the east-west aligned accessway and exit the college via Hopetoun Road.

For safety reasons, it is recommended that maintenance/ delivery vehicle access to the site is restricted to prior to 8:00am, between 9am and 3pm, or any time after 4:00pm school days, or anytime on weekends and non-school days.

The proposed location of the access points including bus, waste collection and maintenance vehicle access and on site circulation are adequate from a traffic engineering perspective.

4.2.5 Pedestrian & Cyclist Access & Internal Circulation

Pedestrian and cyclist access to the site is provided via the two existing access points (1 No. Ardlie Street and 1 No. Botanic Road, refer Section 2.2) and two proposed new access points (1 No. Botanic Road and 1 No. Hopetoun Road). Details of the new access points are provided below.

- Botanic Road – A 2.5 metre wide pedestrian/ cyclist access point is provided adjacent to the Botanic Road western access point which connects to the path along the drop-off/ pick-up zone.
- Hopetoun Road – A 2.5 metre wide pedestrian/ cyclist access point is provided at the site's western boundary north of the Hopetoun Road access point. This pedestrian/ cyclist connection will run along the southern section of the western car park, connect into the internal path network within the college and lead to the bicycle parking area.

A 1.4 metre wide and 2.5 metre wide footpath is provided on the east and west side of the proposed school drop off/ pick up spaces respectively, a 2.5 metre wide footpath is provided on the south side of the bus parking bays, and a varying width footpath is provided on the north side of the east-west aligned accessway. All proposed paths connect to the existing and proposed internal college path network and to the new Botanic Road and Hopetoun Road pedestrian and cyclist access points.

A 4.0 metre wide raised pedestrian crossing is provided directly west of the vehicle turning area. The raised pedestrian crossing provides a connection between the drop-off/ pick-up zone, the bus parking bays and the college buildings.

The location of all pedestrian and cyclist access points are adequate.

Further, the existing path network located external to the college allows safe and convenient access to the college via walking and cycling modes for students and residents.

4.3 Parking Provisions

4.3.1 Car Parking

4.3.1.1 Off-street Car Parking

- Stage 1:

  All existing car parks within the college are proposed to remain during Stage 1 of the development. Details of each car park follows:

  - Existing Eastern Car Park - 71 No. 90 degree angled car parking spaces including two accessible car parking spaces for disabled users.
  - Emmanuel College Building E & F South Car Park - 34 No. 45 degree angled car parking spaces including one accessible car parking space for disabled users.
  - Emmanuel Centre south car park - 21 No. 90 degree angled car parking spaces and 12 No. parallel drop-off/ pick-up car parking spaces to the west of the Emmanuel Centre.
  - Year 7 & 8 buildings south car park - 50 No. 90 degree angled car parking spaces.

  A new car park with capacity for 40 No. 90 degree angled car parking spaces will be constructed to the south of the Emmanuel College Buildings E and F (southern off-street staff car park) over the old courts. Access to this car park will be via a 4.6 metre wide access point located directly north of the Botanic Road Central Access Point. The access point into this car park will be sign posted accordingly.

  Therefore, a total of 228 car parking spaces will be provided within the college during Stage 1 of the development.

- Stage 2:

  The existing Year 7 & 8 buildings south car park is proposed to be removed and the existing drop-off/ pick-up area west of the Emmanuel Centre is proposed to be demolished and reconstructed with 27 No. 45 degree angled car parking spaces (12 No. car parking spaces on the east side and 15 No. car parking spaces on the west side). These car parking spaces will be signposted as a drop-off/ pick-up zone for parent/ visitor use.

  The Emmanuel Centre south car park is proposed to be converted into a drop-off/ pick-up zone. An additional five 90 degree angled car parking spaces (two to the east and three to the west of the existing spaces) are proposed to be constructed. One parallel car parking space is also proposed on the north side of the accessway servicing this car park. All 27 car parking spaces are intended for parent/ visitor use.

  The Existing Eastern Car Park and the Emmanuel College Building E & F South Car Park will be converted to staff use only. The access point into these car parks will be sign posted accordingly.

  Therefore, a total of 199 car parking spaces will be provided within the college during Stage 2.

- Stage 3 (Full development):

  A new off-street car park (Western off-street car park) with capacity for up to 124 car parking spaces including one accessible car parking space for disabled users will be constructed to the east of Hopetoun Road, north of the east-west aligned accessway.

  This car park is proposed to be used by staff and students who drive to the college. The access point into this car park will be sign posted accordingly.

  The existing Emmanuel College Buildings E and F south car park, 34 No. spaces will be removed.

  Therefore, once the site is fully developed, a total of 289 off-street car parking spaces will be provided within the college.

4.3.1.2 On-street Car Parking

As detailed in Section 2.4.2, on-street car parking is provided on Ardlie Street, Botanic Road and Hopetoun Road adjacent to the college for parents to drop off and pick up their children.

Considering that the parking on Botanic Road will be restricted to No Stopping (refer Section 3.2, LATM recommendation), a total of 80 No. on-street car parking spaces will be available for parents and visitors of the college if required.

4.3.2 Bike Parking

A bicycle parking area with capacity for 156 bicycles via 78 bicycle hoops is provided for student use between the G block building and Food Technology building. Access to the bicycle parking area is provided via the paved area adjacent to the college buildings. The bicycle parking area will be provided in Stage 2 of the development.

A bicycle parking area with capacity for 9 bicycles via 5 bicycle hoops is provided for staff use within the college building between the E block and F block. It is understood that this bicycle parking area will be lockable. A shower for staff use is provided within the Emmanuel Centre, within the McAuley staffroom and within the G block building.

5 PARKING ASSESSMENT

5.1 Car Parking Requirement

Clause 52.06 of the Warrnambool Planning Scheme details the car parking requirement in accordance with State and Local Planning Policy for a proposed new use or a proposed change in existing use within the City of Warrnambool. Clause 52.06-5, Table 1 sets out the number of car parking spaces required for a particular use. For a Secondary School use, the car parking requirement is 1.2 spaces to each employee that is part of the maximum number of employees on site at any time.

Therefore, the car parking requirements are set out in Table 5.1.

Table 5.1: Car Parking Requirement

Use	Rate & Measure	Stage	Quantity	No. of Spaces Required
Secondary School	1.2 spaces to each employee that is part of the maximum number of employees on the site at any time	1 (Year 9 Centre)	175 employees on site at any time	210
Secondary School	1.2 spaces to each employee that is part of the maximum number of employees on the site at any time	2	185 employees on site at any time	222
Secondary School	1.2 spaces to each employee that is part of the maximum number of employees on the site at any time	3 (Full Development)	185 employees on site at any time	222

As detailed in Table 5.1, the college has a statutory car parking requirement equivalent to 210 car parking spaces at Stage 1 (Year 9 Centre) and 222 car parking spaces at Stage 2 & 3 (full development).

Therefore, the provision of:

- 228 car parking spaces at Stage 1 of the college development exceeds the statutory car parking requirement by 32 car parking spaces.
- 199 car parking spaces at Stage 2 of the college development does not meet the statutory car parking requirement by 23 car parking spaces.
- 289 car parking spaces at Stage 3 (full development) exceeds the statutory car parking requirement by 67 car parking spaces.

5.2 Stage 2 Car Parking Demand Assessment

Clause 52.06-3 of the Warrnambool Planning Scheme allows a permit application to reduce (including reduce to zero) the number of car parking spaces required if it is accompanied by a Car Parking Demand Assessment.

Further, Clause 52.06-7 of the Warrnambool Planning Scheme states that "A*n application to reduce (including reduce to zero) the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay must be accompanied by a Car Parking Demand Assessment. The Car Parking Demand Assessment must assess the car parking demand likely to be generated by the proposed increase to the existing use*":

A car parking demand assessment is provided below.

As detailed in Section 2.4.2.5, the college has a car parking demand equivalent to 0.8 car parking spaces per staff member and 0.04 visitor car parking spaces per student during the PM peak period. Based on a total of 185 staff on site at any one time and 1350 students, at stage 2 of the development, the college is expected to generate a demand for car parking equivalent to 148 staff car parking spaces and 54 visitor car parking spaces, 202 total car parking spaces.

Therefore, the provision of 199 off-street car parking spaces across the college and 80 on-street car parking spaces during stage 2 of the development will adequately cater for the car parking demand likely to be generated by the college.

Alternatively, a temporary gravel car park could be constructed within the college site, with capacity for 23 car parking spaces to meet the planning scheme requirement equivalent to 222 car parking spaces. The gravel car park can then be removed after construction of the western car park in Stage 3.

5.3 Design Standards for Car Parking

The car park and access layout has been assessed against the requirements of the Warrnambool Planning Scheme Clause 52.06-9, the Australian/ New Zealand Standard for off-street car parking (AS/NZS 2890.1:2004), and the Australian Standard for off-street parking for people with disabilities (AS/NZS 2890.6:2009).

5.3.1 Accessway & Car Parking Space Dimensions

The Hopetoun Road access point has been designed to cater for a 12.5 metre long HRV exiting the college and an 8.8 metre long MRV entering the college. The accessway connecting to the Hopetoun Road access point is 6.0 metres wide.

The proposed vehicle crossing to the Year 9 Centre has been designed in accordance with the Infrastructure Design Manual. However, the splay on the northern side of the vehicle crossing is not proposed to be constructed to provide additional clearance to the existing power pole. Further, a waste collection vehicle is not expected to turn left to the west side of the existing tree on Crawley Street.

Refer to Appendix E for the Swept Path Assessment drawing no. 20010BR-00-304 for an 8.8m long MRV entering and exiting the college to the Year 9 Centre.

Details of all other car parks follows:

1. Eastern Off-street Car Park (Existing):

   Passenger vehicle access to this car park is provided from the existing Ardlie Street 3.5 metre wide entry and 5.0 metre wide exit point. Both access points connect to an existing 6.4 to 7.0 metre wide accessway.

   All existing 71 No. 90 degree angle car parking spaces including the two accessible car parking spaces for disabled users and shared area measures 5.2 metres long by 2.6 metres wide.

2. Southern Off-street Car Park:

   Passenger vehicle access to this car park is provided from the existing Botanic Road Central Entry Point accessway via a 4.6 metre wide access point. The access point connects to a 6.0 to 6.9 metre wide accessway which circulates the car park.

   All 40 No. 90 degree angle car parking spaces measure 5.2 metres long by 2.6 metres wide.

3. Emmanuel Centre Drop-off/ Pick-up Zone:

   Passenger vehicle access to the Emmanuel Centre drop-off/ pick-up zone is provided from the existing Botanic Road western access point. The access point connects to an existing 8.0 metre wide accessway which then narrows to 7.0 metres wide adjacent to the 45 degree angled car parking spaces.

   The 27 No. 45 degree angled drop-off/ pick-up car parking spaces to the west of the Emmanuel Centre measure 4.9 metres long by 2.6 metres wide whereas the existing and proposed 26 no. 90 degree angled drop-off/ pick-up car parking spaces and one parallel drop-off/ pick-up car parking space to the south of the Emmanuel Centre measure 5.2 metres long by 2.6 metres wide and 6.7 metres long by 2.3 metres wide respectively. The existing accessway servicing the car parking spaces to the south of the Emmanuel Centre is 6.2 metres wide.

4. Western Car Park:

   Passenger vehicle access to the western car park is provided from the east-west aligned accessway via a 6.4 metre wide one-way entry point. The one-way entry point connects to a 6.4 metre wide accessway which circulates the car park. The exit point from the car park is one-way only and is located at the eastern end of the car park.

The 124 No. 90 degree angle car parking spaces measure 4.9 metres long by 2.6 metres wide including one accessible car parking space for a disabled user and shared area. As per the Warrnambool Planning Scheme, the disabled car parking spaces may encroach into the accessway width by 500mm.

5. Year 9 Centre:

   Vehicle access to/ from the Year 9 Centre is provided from Crawley Street via a 3.0 metre wide access point. The access point connects to a 3.0 metre wide accessway which leads toward the Year 9 Centre.

All car parking space dimensions, accessway widths and access point widths meet the requirements of the Warrnambool Planning Scheme and the Australian Standards.

The shared areas adjacent to all accessible car parking spaces are to be line marked as per the AS/NZS 2890.6:2009 - Parking facilities, Part 6: Off-street parking for people with disabilities, with a bollard provided adjacent to the accessway. The accessible car parking space is to be sign posted and line marked so that it is easily identifiable upon entry into the college.

5.3.2 Safety

The following recommendations are made to improve safety within the site:

- As detailed in Section 4.2.1, to prevent parents, visitors, and local traffic from using the east-west aligned accessway, the following signage is to be installed:
  - Hopetoun Road Access Point - “Staff, Student, Bus & Maintenance Vehicle Access Only” signage.
  - East-west accessway
    - West of the bus parking bays - “School Maintenance Vehicle Access Only” signage facing west.
    - East of the raised crossing - “Bus & School Maintenance Vehicle Access Only” signage facing east towards the turning area.
    - South of the Turnaround area – “No Left Turn, Buses & School Maintenance Vehicle Excepted” signage facing approaching traffic.
- “Staff & Student Parking Only” signage be provided at the western car park access point and “Staff Parking Only” signage be provided at the eastern car park, southern car park access points.
- “Drop-off/ pick-up zone” adjacent to the Emmanuel Centre car parks.
- “No stopping” signage be provided around the drop-off/ pick-up zone turning area.
- “Zebra” crossing signage be provided at the raised crossing west of the turnaround area.

➢ All landscaped areas located adjacent to the pedestrian crossing points and the circulation road intersections have vegetation that is less than 900mm in height so as not to obstruct driver and pedestrian sightlines.

➢ The Hopetoun Road access point be provided with a corner splay or area at least 50 per cent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent exit lane, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height.

Further, it is also recommended that the following works occur at the existing Botanic Road Western Access Point immediately to allow the right turn movement into the site and to re-enforce the prohibition of the right turn movement out of the site:

➢ The addition of extra line marking and a left turn pavement arrow adjacent to the median island to re-enforce the left turn only movement.

➢ The addition of a “No Right Turn at Botanic Road” signage (R2-V126(R)) installed within the site on the approach to Botanic Road.

- Provide a break in the double solid lines on Botanic Road adjacent to the entry lane to allow for vehicles to turn right into the access point.

As two new access points are proposed on Hopetoun Road and Crawley Street, it is recommended that a 40km/h speed limit during school times be implemented on Hopetoun Road and a 40 km/h permanent speed limit be implemented on Crawley along the college boundary.

It is understood that the off-street car parks will have lighting in accordance with the Australian Standards. This will be detailed during the design phase of the project.

5.4 Bicycle Facilities

Clause 52.34 of the Warrnambool Planning Scheme details the requirement for Bicycle Facilities in accordance with State and Local Planning Policy for a proposed new use or a proposed change in existing use within the City of Warrnambool.

5.4.1 Bicycle Facilities Requirement

Clause 52.34-5, Table 1 sets out the minimum number of bicycle spaces required for a particular use. For the proposed Secondary School use, the statutory bicycle space requirement is 1 employee space to each 20 employees, and 1 visitor space to each 5 pupils.

It is understood that the college will have 1350 students and 185 staff on site at any one time after Stage 2 of the college development. Therefore, based on the planning scheme, the proposed college will have a statutory bicycle parking requirement equivalent to 270 Bicycle parking spaces for the college students and 9 Bicycle parking spaces for staff.

Therefore, in accordance with the Warrnambool Planning Scheme, a total of 270 student bicycle parking spaces and 9 staff bicycle parking spaces are to be provided at Stage 2 of the college development.

The provision of nine bicycle parking spaces via 5 bicycle hoops for staff use within the college building between the E & F blocks meets the requirements of the Warrnambool Planning Scheme, where-as the provision of 156 bicycle parking spaces via 78 bicycle hoops for student use does not meet the requirement of the Warrnambool Planning Scheme.

As per the travel data received from the college, approximately 40 students of the current 1,050 students currently cycle to the college. Extrapolating this to the expected 1,350 student enrolment at full development, it is expected that approximately 51 students will ride to school.

Therefore, the provision of 156 bicycle parking spaces via 78 bicycle hoops for student use is a more than acceptable bicycle provision for the college site at full development.

Further, as more than five employee bicycle spaces are required, a shower and change room facility are to be provided on-site for staff use. Therefore, the provision of a shower and change room facility within the Emmanuel Centre, McAuley staffroom and within the G block building exceeds the requirements of the planning scheme.

5.4.2 Design of Bicycle Spaces

In accordance with Clause 52.34-6, all proposed bicycle parking hoops are to provide a bicycle parking space equivalent to 1.8 metres long and 1.0 metre wide between the rails. The access path/clear area in front of the rails is to be at least 1.5 metres wide to allow ease of access into the bicycle parking space. Further, all bicycle rails are to be:

- Securely fixed to the ground.
- Allow a cyclist to easily lock the bicycle frame and wheels.

The proposed location of the bicycle parking area:

- Provide convenient access to and from the main building entrance(s).
- Do not interfere with access to doorways, pedestrian paths, and car parking spaces.
- Do not cause a hazard to bicycle users and other users of the site.

The design of the bicycle parking facilities is in accordance with the Warrnambool Planning Scheme.

6 TRAFFIC ASSESSMENT

As detailed in Section 4.3, at full development the following modifications will have occurred to the existing car parks:

- Eastern Car Park – Converted the existing 71 No. staff/ visitor car park to a staff only car park. No changes are proposed to the existing car parking provision.
- Emmanuel College Building E & F South Car Park – Removal of the 34 existing car parking spaces, and the construction of 40 new car parking spaces (southern staff car park) over the existing courts.
- Emmanuel Centre South Car Park & Year 7 & 8 Buildings South Car Park – Removal of 62 car parking spaces, the construction of a 32 new drop off/ pick up car parking spaces and conversion of the existing 21 Emmanuel Centre south car parking spaces to drop-off/ pick-up spaces (Visitor drop-off pick up zone).

Further, an additional 124 staff/ student car parking spaces will be provided in the Western off-street car park.

As the Eastern Car Park will experience a drop in traffic in the peak 30 minute time period due to the removal of visitor parking and the southern car park will not experience an increase in traffic even though an extra six staff car parking spaces have been provided in this location, i.e. staff will arrive/ leave either before/ after the peak 30 minute time period, an assessment of these access points will not be completed.

Therefore, an intersection assessment of the Botanic Road/ Botanic Road Western Access Point, the Hopetoun Road/ Hopetoun Road Access Point, and the Botanic Road/ Ardlie Street intersection will be completed to determine what impact the proposed Masterplan will have on Botanic Road and Hopetoun Road adjacent to the site.

6.1 Botanic Road/ Botanic Road Western Access Point

As detailed in Section 2.4.2.6, it is estimated that during the 30 minute PM Peak period, 30 car parking spaces within the existing Emmanuel Centre South car park and the Year 7 & 8 Buildings South Car Park were occupied by visitors.

Therefore, due to the redevelopment of the existing staff/ visitor car park into a 54 car space drop off/ pick up zone, and the relocation of all visitor trips to this car park, it is expected that the existing movements into and out of the site at the Botanic Road/ Botanic Road Western Access Point will increase by a factor of 1.8 (54 new car parking spaces divide by 30 existing occupied car parking spaces). Therefore, for analysis purposes the existing turning movement volumes at the existing access point will be factored up by 1.8[5].

Refer Figure 6.1 for the expected intersection turning movement volumes at the Botanic Road Western Access Point.

[5] The AM peak turn movement volumes have been increased by the same factor as a worst-case scenario.

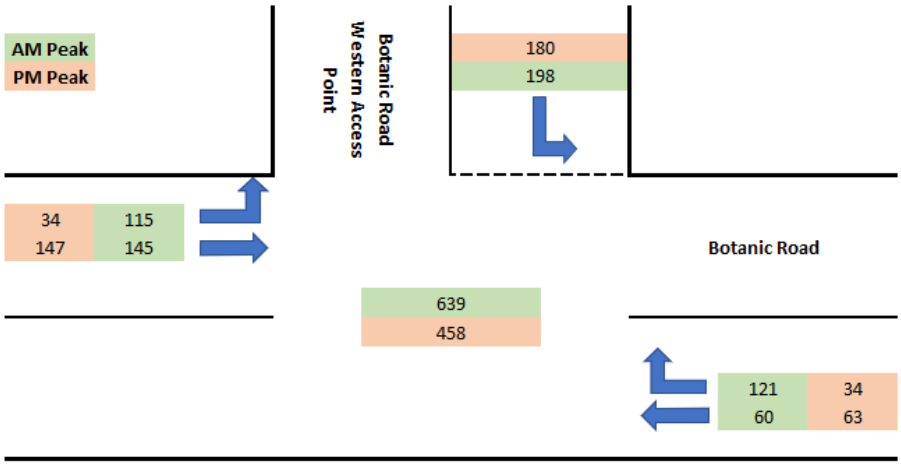


Figure 6.1: Botanic Road/ Botanic Rd Western Access Point Intersection Future Intersection Turning Movement Volumes[6]

A summary of the Degree of Saturation, Average Delay, Level of Service, and 95% Back of Queue Distance results of the analysis for the "total approach" of the intersection with the existing traffic volumes are provided in Table 6.1. Full results are provided in Appendix F.

Table 6.1: SIDRA Summary Results – Existing Botanic Road/ Botanic Rd Western Access Point Intersection with Future Volumes

Approach Leg	Botanic Road (East)	Botanic Road Western AP (North)	Botanic Road (West)
AM Peak			
Degree of Saturation	0.298	0.321	0.281
Average Delay (sec)	5.1	4.8	1.5
Level of Service	-	A	-
95% Queue Distance (m)	12.5	10.8	0
PM Peak			
Degree of Saturation	0.119	0.289	0.189
Average Delay (sec)	2.2	4.7	0.6
Level of Service	-	A	-
95% Queue Distance (m)	3.5	9.4	0

As detailed in Table 6.1, the Botanic Rd Western Access Point approach has a Level of Service A, Degree of Saturation below 0.33, Average Delay less than 5 seconds, and Queues less than 11 metres long during both the AM Peak and PM Peak periods.

The Botanic Road approaches have a Degree of Saturation below 0.3, Average Delay less than 6 seconds, and Queues less than 13 metres long during both the AM and PM Peak periods.

These results indicate that the existing intersection permitting left-in/ left-out/ right-in only movements is expected to continue operating well below its expected capacity at full development.

[6] As the college is located within an established area, the existing through traffic volumes have not been grown. Any growth has been accounted for with the increase in student numbers.

6.2 Hopetoun Road Access Point

The Hopetoun Road access point is expected to generate approximately 50 student trips into the site during the AM peak period and 50 student trips out the site during the PM peak period and 22 staff trips into and out of the site during the 30 minute AM & PM peak period[7]. Therefore during the 30 minute AM and PM peak period, a total of 72 vehicles will enter and exit the site respectively.

Refer Figure 6.2 for the expected intersection turning movement volumes at the Hopetoun Road Access Point. It is estimated that approximately 30% of vehicles will enter/ exit the site from/ to the north and 70% of vehicles will enter/ exit the site from/ to the south.

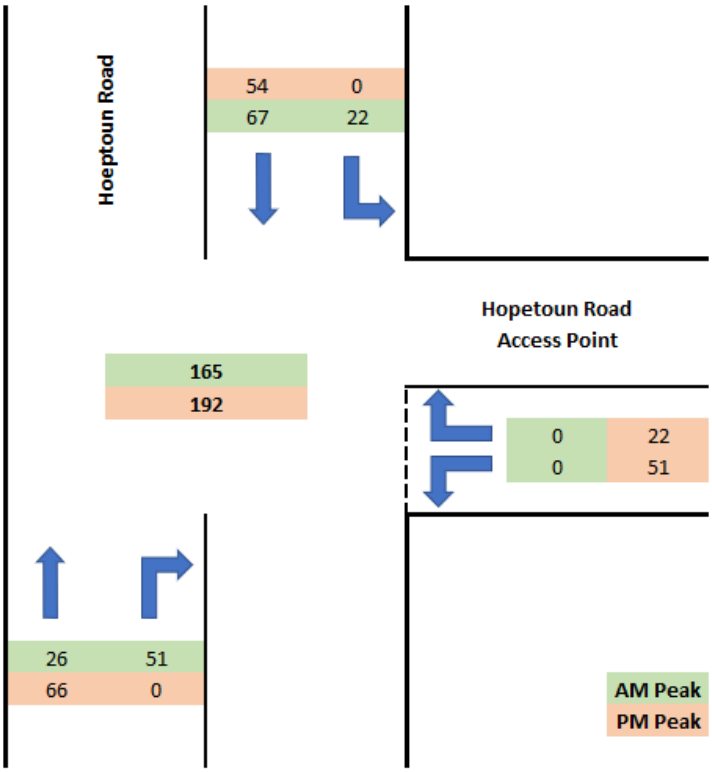


Figure 6.2: Hopetoun Road/ Hopetoun Road Access Point Intersection Future Intersection Turning Movement Volumes[6]

A summary of the Degree of Saturation, Average Delay, Level of Service, and 95% Back of Queue Distance results of the analysis for the "total approach" of the intersection with the existing traffic volumes are provided in Table 6.2. Full results are provided in Appendix F.

[7] Based on the car parking occupancy survey, it is estimated that 30% of staff enter and exit the site during the AM & PM peak periods respectively.

Table 6.2: SIDRA Summary Results – Hopetoun Rd/ Hopetoun Rd Access Point Intersection with Future Volumes

Approach Leg	Hopetoun Road (South)	Hopetoun Road Access Point (East)	Hopetoun Road (North)
AM Peak			
Degree of Saturation	0.092	0.003	0.090
Average Delay (sec)	2.9	4.2	0.9
Level of Service	-	A	-
95% Queue Distance (m)	3.2	0.1	0
PM Peak			
Degree of Saturation	0.065	0.111	0.056
Average Delay (sec)	0.1	4.0	0.1
Level of Service	-	A	-
95% Queue Distance (m)	0.1	3.0	0

As detailed in Table 6.2, the Hopetoun Road Access Point approach has a Level of Service A, Degree of Saturation below 0.12, Average Delay less than 5 seconds, and Queues less than 3 metres long during both the AM Peak and PM Peak periods.

The Hopetoun Road approaches have a Degree of Saturation below 0.1, Average Delay less than 3 seconds, and Queues less than 4 metres long during both the AM and PM Peak periods.

These results indicate that the future Hopetoun Road/ Hopetoun Road Access Point intersection is expected to operate well below its expected capacity at full development.

6.3 Botanic Road/ Ardlie Street intersection

Based on the results of the Botanic Road/ Botanic Road Western Access Point intersection assessment and considering that the existing Botanic Road/ Ardlie Street roundabout is currently operating well below its expected capacity with a level of service A, refer Section 2.3.2.2, it is expected that the relocation of all college visitor trips to the proposed visitor pick up/ drop off zone and the increase in trips due to the increased enrolments (300 students) will not have a detrimental impact on the operational performance of the existing roundabout. Therefore, an assessment of the Botanic Road/ Ardlie Street roundabout is not required.

7 RECOMMENDATIONS & CONCLUSION

Based on the findings of this traffic impact assessment report, the following recommendations are made:

- Speed Limits:
  - Extend the 40km/h school zone speed limit on Botanic Road up to Raglan Parade/ Princes Highway.
  - Reduce the speed limit on Ardlie Street to 50km/h from 60km/h outside of school hours and extend the 40km/h speed limit during school hours on Ardlie Street to the north along the college boundary.
  - A 40km/h speed limit during school times be implemented on Hopetoun Road and a 40 km/h permanent speed limit be implemented on Crawley Street along the college boundary.

  It is noted that the change in speed limit is the responsibility of the road authority.
- Waste collection services occur any time prior to 8:00am, or after 4:00pm weekdays, or anytime on weekends and non-school days.
- Maintenance/ delivery vehicle access to the site is restricted to prior to 8:00am, between 9am and 3pm, or any time after 4:00pm school days, or anytime on weekends and non-school days.
- To prevent parents, visitors, and local traffic from using the internal east-west aligned accessway, the following signage is to be installed:
  - Hopetoun Road Access Point - “Staff, Student, Bus & Maintenance Vehicle Access Only” signage.
  - East-west accessway:
    - West of the bus parking bays - “School Maintenance Vehicle Access Only” signage facing west.
    - East of the raised crossing - “Bus & School Maintenance Vehicle Access Only” signage facing east towards the turning area.
    - South of the Turnaround area – “No Left Turn, Buses & School Maintenance Vehicle Excepted” signage facing approaching traffic.
- “Staff & Student Parking Only” signage be provided at the western car park access point and “Staff Parking Only” signage be provided at the eastern car park, southern car park access points.
- “Drop-off/ pick-up zone” adjacent to the Emmanuel Centre car parks.
- “No stopping” signage be provided around the drop-off/ pick-up zone turning area.
- “Zebra” crossing signage be provided at the raised crossing west of the turnaround area.
- All landscaped areas located adjacent to the pedestrian crossing points and the circulation road intersections have vegetation that is less than 900mm in height so as not to obstruct driver and pedestrian sightlines.
- The Hopetoun Road access point be provided with a corner splay or area at least 50 per cent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road.
- Botanic Road/ Western Access Point Intersection:
  - The addition of extra line marking and a left turn pavement arrow adjacent to the median island to re-enforce the left turn only movement.
  - The addition of a “No Right Turn at Botanic Road” signage (R2-V126(R)) installed within the site on the approach to Botanic Road.

- Provide a break in the double solid lines on Botanic Road adjacent to the entry lane to allow for vehicles to turn right into the access point.

Based on the key findings and recommendations of this TIAR, it can be concluded that the proposed expansion of the college is generally in accordance with the requirements of the Warrnambool Planning Scheme and Australian Standards. Further, the expansion of the college as per the Proposed Masterplan provided in Appendix D will not have a detrimental impact on the existing road network adjacent to the site.

Therefore, provided that the recommendations as detailed in this TIAR are made conditions of the planning permit and implemented into the Proposed Masterplan, then there are no traffic engineering reasons as to why the responsible authority should not grant a planning permit to expand the college.

APPENDIX A – TRAFFIC VOLUME SURVEY RESULTS

Kings Highay Study March 2005

Automatic Traffic Count Summary Sheet

[for tube counters]

Street Name :	Hopetoun Rd	Location :	Btw Princes Hwy and McPherson Cres
Suburb/Locality :	Warrnambool	Start Date :	Sunday 20 February 22
		Finsh Date :	Saturday 26 February 22
Site ID Number :	6237_01	Speed Zone :	50
Prepared By :	Counters Plus	Road Classification :	
Date :	Mon 07 Mar 22		
File Name :	C:\Users\Tony Dinh\Box Sync\Projects\22001_Emmanual College\Key Data\Traffic Surveys\TTS Hopetoun Rd Btwn Princes Hwy and Mcpherson Cres Results.xlsm		

			Direction of Travel		
			Two-Way	Northbound	Southbound
Traffic Volume :		Week Days Only	2,591	1,401	1,191
[Vehicles/Day]		7 Day Average	2,425	1,315	1,110
Peak Hour	**AM**	8:00	184	52	133
Volume:	**PM**	17:00	242	152	90
Speeds :		85th Percentile	61	60	62
[Km/Hr]		Average	53.3	52.5	54.2
Classification % :		Class 1*	94.4%	93.1%	95.8%

Notes : (Observations)

* Class 1 - Short Vehicles up to 5.5m

Automatic Traffic Counts - Site Data

Site No:	6237_01
Date:	Sunday 20 February 22
Start Time:	00:00
Prepared by:	Counters Plus
Road:	Hopetoun Rd
Suburb/Locality:	Warrnambool
Location : Btw Princes Hwy and McPherson Cres	
Counter No:	
Map Ref:	TBA
Comments:	

North Point

Survey No.	6237	7 Day Total	9207
Road	Hopetoun Rd	% Heavies	5.27%
Site No.	6237_01	Weekday Total	7003
Direction	Northbound	% Heavies	5.58%
Location	Btw Princes Hwy and McPherson Cres	Weekend Total	2204
		% Heavies	4.26%
Period	Sun 20 Feb - Sat 26 Feb 22		

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun	7 Day	Weekday	Weekend
Date	21/02/2022	22/02/2022	23/02/2022	24/02/2022	25/02/2022	26/02/2022	20/02/2022	Average	Average	Average
AM Peak	10:00-90	10:00-91	10:00-92	10:00-88	11:00-109	11:00-112	10:00-84	11:00-92.6	11:00-90.4	11:00-98
PM Peak	17:00-140	17:00-179	17:00-160	15:00-150	17:00-134	13:00-105	14:00-90	17:00-130.7	17:00-152	15:00-91
00:00	4	3	3	7	5	17	28	10	4	23
01:00	0	4	0	2	5	10	6	4	2	8
02:00	0	2	0	2	2	6	6	3	1	6
03:00	1	2	4	2	0	5	9	3	2	7
04:00	3	2	3	1	3	5	0	2	2	3
05:00	4	6	2	4	6	2	3	4	4	3
06:00	33	35	40	34	32	18	17	30	35	18
07:00	34	42	36	28	35	23	15	30	35	19
08:00	52	48	52	57	49	18	19	42	52	19
09:00	49	69	79	59	69	52	37	59	65	45
10:00	90	91	92	88	78	100	84	89	88	92
11:00	88	80	88	87	109	112	84	93	90	98
12:00	105	110	99	113	102	94	79	100	106	87
13:00	104	101	107	100	95	105	63	96	101	84
14:00	85	109	110	91	113	84	90	97	102	87
15:00	125	122	137	150	119	94	88	119	131	91
16:00	129	155	137	136	124	81	85	121	136	83
17:00	140	179	160	147	134	73	82	131	152	78
18:00	85	71	102	84	96	87	61	84	88	74
19:00	59	46	67	80	83	54	51	63	67	53
20:00	47	52	52	52	73	51	37	52	55	44
21:00	24	32	58	32	49	42	32	38	39	37
22:00	31	23	26	28	37	36	20	29	29	28
23:00	13	17	10	13	18	29	10	16	14	20
Total	1305	1401	1464	1397	1436	1198	1006	1315	1401	1102
% Heavy	6.5%	5.0%	6.1%	5.0%	5.3%	4.8%	3.6%	5.3%	5.6%	4.3%

Survey No.	6237	7 Day Total	7769
Road	Hopetoun Rd	% Heavies	2.77%
Site No.	6237_01	Weekday Total	5954
Direction	Southbound	% Heavies	3.09%
Location	Btw Princes Hwy and McPherson Cres	Weekend Total	1815
		% Heavies	1.71%
Period	Sun 20 Feb - Sat 26 Feb 22		

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun	7 Day	Weekday	Weekend
Date	21/02/2022	22/02/2022	23/02/2022	24/02/2022	25/02/2022	26/02/2022	20/02/2022	Average	Average	Average
AM Peak	08:00-126	08:00-126	08:00-141	08:00-146	08:00-125	10:00-88	11:00-83	08:00-110	08:00-132.8	11:00-83.5
PM Peak	15:00-107	17:00-105	15:00-109	15:00-111	15:00-114	12:00-83	13:00-79	15:00-96.3	15:00-108	13:00-77
00:00	0	0	2	0	1	8	8	3	1	8
01:00	0	3	0	0	2	1	4	1	1	3
02:00	1	4	3	2	2	5	4	3	2	5
03:00	1	1	3	2	0	8	6	3	1	7
04:00	6	7	3	4	6	6	4	5	5	5
05:00	21	24	24	22	21	7	4	18	22	6
06:00	25	29	30	34	39	18	16	27	31	17
07:00	63	60	69	73	65	31	18	54	66	25
08:00	126	126	141	146	125	66	40	110	133	53
09:00	60	75	83	72	67	65	57	68	71	61
10:00	82	81	68	76	85	88	64	78	78	76
11:00	79	76	75	78	67	84	83	77	75	84
12:00	76	72	82	82	73	83	64	76	77	74
13:00	80	87	82	69	77	75	79	78	79	77
14:00	77	82	92	86	76	57	63	76	83	60
15:00	107	99	109	111	114	63	71	96	108	67
16:00	72	82	83	82	80	58	70	75	80	64
17:00	78	105	93	90	86	52	58	80	90	55
18:00	57	51	59	68	64	48	38	55	60	43
19:00	37	32	56	39	59	53	31	44	45	42
20:00	29	28	38	32	49	28	34	34	35	31
21:00	19	21	21	20	29	25	18	22	22	22
22:00	17	11	16	9	18	16	12	14	14	14
23:00	10	9	10	7	15	18	6	11	10	12
Total	1123	1165	1242	1204	1220	963	852	1110	1191	908
% Heavy	3.7%	2.9%	3.4%	2.4%	3.1%	2.0%	1.4%	2.8%	3.1%	1.7%

Survey No.	6237	7 Day Total	16976
Road	Hopetoun Rd	% Heavies	4.12%
Site No.	6237_01	Weekday Total	12957
Direction	Combined N-S	% Heavies	4.44%
Location	Btw Princes Hwy and McPherson Cres	Weekend Total	4019
		% Heavies	3.11%
Period	Sun 20 Feb - Sat 26 Feb 22		

Day	Mon	Tue	Wed	Thu	Fri	Sat	Sun	7 Day	Weekday	Weekend
Date	21/02/2022	22/02/2022	23/02/2022	24/02/2022	25/02/2022	26/02/2022	20/02/2022	Average	Average	Average
AM Peak	08:00-178	08:00-174	08:00-193	08:00-203	11:00-176	11:00-196	11:00-167	11:00-170	08:00-184.4	11:00-181.5
PM Peak	15:00-232	17:00-284	17:00-253	15:00-261	15:00-233	13:00-180	15:00-159	15:00-215.6	17:00-242.4	13:00-161
00:00	4	3	5	7	6	25	36	12	5	31
01:00	0	7	0	2	7	11	10	5	3	11
02:00	1	6	3	4	4	11	10	6	4	11
03:00	2	3	7	4	0	13	15	6	3	14
04:00	9	9	6	5	9	11	4	8	8	8
05:00	25	30	26	26	27	9	7	21	27	8
06:00	58	64	70	68	71	36	33	57	66	35
07:00	97	102	105	101	100	54	33	85	101	44
08:00	178	174	193	203	174	84	59	152	184	72
09:00	109	144	162	131	136	117	94	128	136	106
10:00	172	172	160	164	163	188	148	167	166	168
11:00	167	156	163	165	176	196	167	170	165	182
12:00	181	182	181	195	175	177	143	176	183	160
13:00	184	188	189	169	172	180	142	175	180	161
14:00	162	191	202	177	189	141	153	174	184	147
15:00	232	221	246	261	233	157	159	216	239	158
16:00	201	237	220	218	204	139	155	196	216	147
17:00	218	284	253	237	220	125	140	211	242	133
18:00	142	122	161	152	160	135	99	139	147	117
19:00	96	78	123	119	142	107	82	107	112	95
20:00	76	80	90	84	122	79	71	86	90	75
21:00	43	53	79	52	78	67	50	60	61	59
22:00	48	34	42	37	55	52	32	43	43	42
23:00	23	26	20	20	33	47	16	26	24	32
Total	2428	2566	2706	2601	2656	2161	1858	2425	2591	2010
% Heavy	5.2%	4.1%	4.9%	3.8%	4.3%	3.6%	2.6%	4.1%	4.4%	3.1%

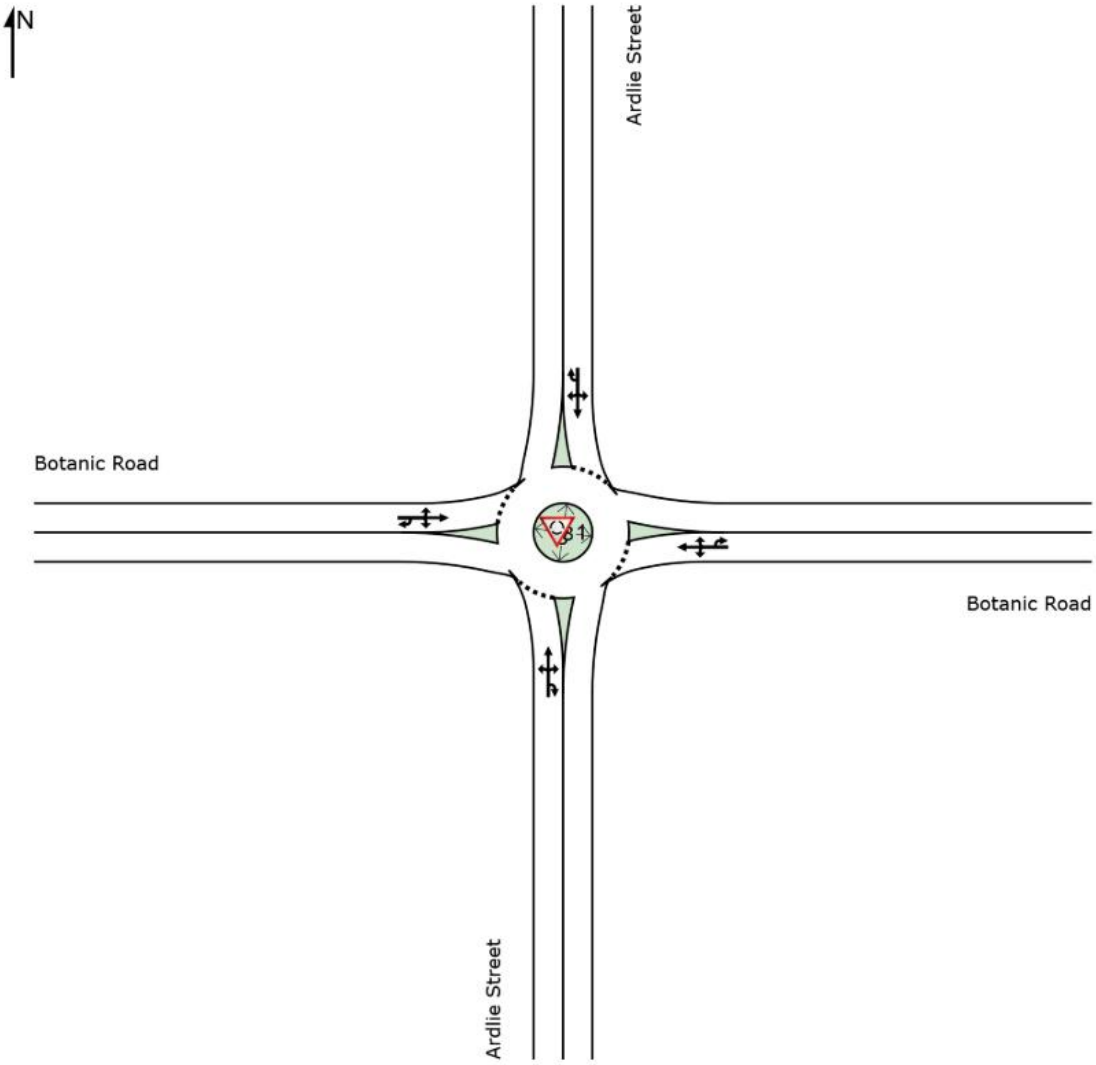
APPENDIX B – EXISTING SIDRA ANALYSIS RESULTS

SITE LAYOUT

Site: 1 [Botanic Road/ Ardlie Street Roundabout - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Roundabout

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.



LANE SUMMARY

Site: 1 [Botanic Road/ Ardlie Street Roundabout - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Roundabout

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
South: Ardlie Street													
Lane 1[d]	124	0.0	870	0.143	100	5.7	LOS A	0.8	5.7	Full	500	0.0	0.0
Approach	124	0.0		0.143		5.7	LOS A	0.8	5.7				
East: Botanic Road													
Lane 1[d]	462	2.6	1049	0.441	100	5.3	LOS A	3.1	22.5	Full	500	0.0	0.0
Approach	462	2.6		0.441		5.3	LOS A	3.1	22.5				
North: Ardlie Street													
Lane 1[d]	278	3.5	741	0.375	100	7.1	LOS A	2.5	18.1	Full	500	0.0	0.0
Approach	278	3.5		0.375		7.1	LOS A	2.5	18.1				
West: Botanic Road													
Lane 1[d]	578	8.0	1047	0.552	100	5.2	LOS A	4.4	32.9	Full	500	0.0	0.0
Approach	578	8.0		0.552		5.2	LOS A	4.4	32.9				
Intersection	1442	4.7		0.552		5.6	LOS A	4.4	32.9				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Roundabout LOS Method: SIDRA Roundabout LOS.
Lane LOS values are based on average delay per lane.
Intersection and Approach LOS values are based on average delay for all lanes.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

d Dominant lane on roundabout approach

MOVEMENT SUMMARY

Site: 1 [Botanic Road/ Ardlie Street Roundabout - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Roundabout

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Ardlie Street														
1	L2	19	0.0	38	0.0	0.143	5.2	LOS A	0.8	5.7	0.59	0.63	0.59	37.5
2	T1	28	0.0	56	0.0	0.143	4.9	LOS A	0.8	5.7	0.59	0.63	0.59	38.1
3	R2	14	0.0	28	0.0	0.143	7.9	LOS A	0.8	5.7	0.59	0.63	0.59	38.0
3u	U	1	0.0	2	0.0	0.143	9.2	LOS A	0.8	5.7	0.59	0.63	0.59	38.4
Approach		62	0.0	124	0.0	0.143	5.7	LOS A	0.8	5.7	0.59	0.63	0.59	37.9
East: Botanic Road														
4	L2	33	3.0	66	3.0	0.441	4.6	LOS A	3.1	22.5	0.57	0.61	0.57	37.6
5	T1	125	1.0	250	1.0	0.441	4.2	LOS A	3.1	22.5	0.57	0.61	0.57	38.1
6	R2	63	6.0	126	6.0	0.441	7.4	LOS A	3.1	22.5	0.57	0.61	0.57	38.1
6u	U	10	0.0	20	0.0	0.441	8.5	LOS A	3.1	22.5	0.57	0.61	0.57	38.5
Approach		231	2.6	462	2.6	0.441	5.3	LOS A	3.1	22.5	0.57	0.61	0.57	38.0
North: Ardlie Street														
7	L2	69	7.0	138	7.0	0.375	7.1	LOS A	2.5	18.1	0.77	0.79	0.77	37.1
8	T1	58	0.0	116	0.0	0.375	6.5	LOS A	2.5	18.1	0.77	0.79	0.77	37.6
9	R2	11	0.0	22	0.0	0.375	9.5	LOS A	2.5	18.1	0.77	0.79	0.77	37.6
9u	U	1	0.0	2	0.0	0.375	10.8	LOS B	2.5	18.1	0.77	0.79	0.77	38.0
Approach		139	3.5	278	3.5	0.375	7.1	LOS A	2.5	18.1	0.77	0.79	0.77	37.3
West: Botanic Road														
10	L2	37	14.0	74	14.0	0.552	5.1	LOS A	4.4	32.9	0.63	0.61	0.63	37.5
11	T1	200	9.0	400	9.0	0.552	4.6	LOS A	4.4	32.9	0.63	0.61	0.63	38.1
12	R2	48	0.0	96	0.0	0.552	7.4	LOS A	4.4	32.9	0.63	0.61	0.63	38.1
12u	U	4	0.0	8	0.0	0.552	8.7	LOS A	4.4	32.9	0.63	0.61	0.63	38.5
Approach		289	8.0	578	8.0	0.552	5.2	LOS A	4.4	32.9	0.63	0.61	0.63	38.0
All Vehicles		721	4.7	1442	4.7	0.552	5.6	LOS A	4.4	32.9	0.64	0.65	0.64	37.9

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Roundabout LOS Method: SIDRA Roundabout LOS.
Vehicle movement LOS values are based on average delay per movement.
Intersection and Approach LOS values are based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

LANE SUMMARY

Site: 1 [Botanic Road/ Ardlie Street Roundabout - Existing PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Roundabout

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
South: Ardlie Street													
Lane 1[d]	106	0.0	967	0.110	100	5.7	LOS A	0.6	4.1	Full	500	0.0	0.0
Approach	106	0.0		0.110		5.7	LOS A	0.6	4.1				
East: Botanic Road													
Lane 1[d]	372	3.0	1146	0.325	100	4.8	LOS A	2.1	15.2	Full	500	0.0	0.0
Approach	372	3.0		0.325		4.8	LOS A	2.1	15.2				
North: Ardlie Street													
Lane 1[d]	192	4.4	790	0.243	100	6.4	LOS A	1.5	10.7	Full	500	0.0	0.0
Approach	192	4.4		0.243		6.4	LOS A	1.5	10.7				
West: Botanic Road													
Lane 1[d]	514	3.8	1067	0.482	100	4.7	LOS A	3.5	25.2	Full	500	0.0	0.0
Approach	514	3.8		0.482		4.7	LOS A	3.5	25.2				
Intersection	1184	3.3		0.482		5.1	LOS A	3.5	25.2				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Roundabout LOS Method: SIDRA Roundabout LOS.
Lane LOS values are based on average delay per lane.
Intersection and Approach LOS values are based on average delay for all lanes.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

d Dominant lane on roundabout approach

MOVEMENT SUMMARY

Site: 1 [Botanic Road/ Ardlie Street Roundabout - Existing PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Roundabout

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Ardlie Street														
1	L2	7	0.0	14	0.0	0.110	4.5	LOS A	0.6	4.1	0.50	0.59	0.50	37.5
2	T1	21	0.0	42	0.0	0.110	4.2	LOS A	0.6	4.1	0.50	0.59	0.50	38.1
3	R2	22	0.0	44	0.0	0.110	7.2	LOS A	0.6	4.1	0.50	0.59	0.50	38.0
3u	U	3	0.0	6	0.0	0.110	8.5	LOS A	0.6	4.1	0.50	0.59	0.50	38.4
Approach		53	0.0	106	0.0	0.110	5.7	LOS A	0.6	4.1	0.50	0.59	0.50	38.0
East: Botanic Road														
4	L2	36	3.0	72	3.0	0.325	3.8	LOS A	2.1	15.2	0.43	0.53	0.43	37.8
5	T1	79	1.0	158	1.0	0.325	3.4	LOS A	2.1	15.2	0.43	0.53	0.43	38.3
6	R2	62	6.0	124	6.0	0.325	6.6	LOS A	2.1	15.2	0.43	0.53	0.43	38.3
6u	U	9	0.0	18	0.0	0.325	7.7	LOS A	2.1	15.2	0.43	0.53	0.43	38.7
Approach		186	3.0	372	3.0	0.325	4.8	LOS A	2.1	15.2	0.43	0.53	0.43	38.2
North: Ardlie Street														
7	L2	47	9.0	94	9.0	0.243	6.4	LOS A	1.5	10.7	0.67	0.71	0.67	37.3
8	T1	38	0.0	76	0.0	0.243	5.7	LOS A	1.5	10.7	0.67	0.71	0.67	37.9
9	R2	9	0.0	18	0.0	0.243	8.7	LOS A	1.5	10.7	0.67	0.71	0.67	37.9
9u	U	2	0.0	4	0.0	0.243	10.0	LOS B	1.5	10.7	0.67	0.71	0.67	38.3
Approach		96	4.4	192	4.4	0.243	6.4	LOS A	1.5	10.7	0.67	0.71	0.67	37.6
West: Botanic Road														
10	L2	36	11.0	72	11.0	0.482	4.9	LOS A	3.5	25.2	0.58	0.58	0.58	37.7
11	T1	192	3.0	384	3.0	0.482	4.3	LOS A	3.5	25.2	0.58	0.58	0.58	38.3
12	R2	28	0.0	56	0.0	0.482	7.3	LOS A	3.5	25.2	0.58	0.58	0.58	38.2
12u	U	1	0.0	2	0.0	0.482	8.6	LOS A	3.5	25.2	0.58	0.58	0.58	38.6
Approach		257	3.8	514	3.8	0.482	4.7	LOS A	3.5	25.2	0.58	0.58	0.58	38.2
All Vehicles		592	3.3	1184	3.3	0.482	5.1	LOS A	3.5	25.2	0.54	0.59	0.54	38.1

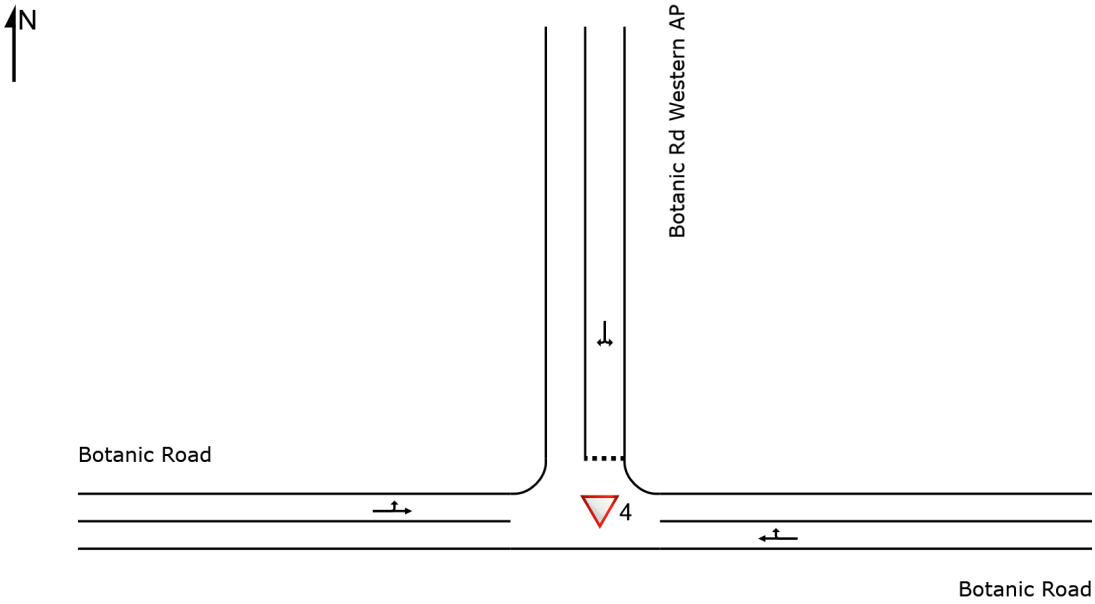
Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Roundabout LOS Method: SIDRA Roundabout LOS.
Vehicle movement LOS values are based on average delay per movement.
Intersection and Approach LOS values are based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

SITE LAYOUT

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.



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LANE SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Road													
Lane 1	254	1.4	1432	0.177	100	3.5	LOS A	0.9	6.5	Full	240	0.0	0.0
Approach	254	1.4		0.177		3.5	NA	0.9	6.5				
North: Botanic Rd Western AP													
Lane 1	220	0.9	1184	0.186	100	4.7	LOS A	0.8	5.5	Full	100	0.0	0.0
Approach	220	0.9		0.186		4.7	LOS A	0.8	5.5				
West: Botanic Road													
Lane 1	418	7.6	1850	0.226	100	1.1	LOS A	0.0	0.0	Full	60	0.0	0.0
Approach	418	7.6		0.226		1.1	NA	0.0	0.0				
Intersection	892	4.2		0.226		2.7	NA	0.9	6.5				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Road														
5	T1	60	3.0	120	3.0	0.177	1.5	LOS A	0.9	6.5	0.47	0.33	0.47	35.4
6	R2	67	0.0	134	0.0	0.177	5.3	LOS A	0.9	6.5	0.47	0.33	0.47	35.9
Approach		127	1.4	254	1.4	0.177	3.5	NA	0.9	6.5	0.47	0.33	0.47	35.6
North: Botanic Rd Western AP														
7	L2	104	1.0	208	1.0	0.186	4.6	LOS A	0.8	5.5	0.40	0.57	0.40	34.9
9	R2	6	0.0	12	0.0	0.186	6.9	LOS A	0.8	5.5	0.40	0.57	0.40	30.4
Approach		110	0.9	220	0.9	0.186	4.7	LOS A	0.8	5.5	0.40	0.57	0.40	34.7
West: Botanic Road														
10	L2	64	2.0	128	2.0	0.226	3.4	LOS A	0.0	0.0	0.00	0.14	0.00	38.1
11	T1	145	10.0	290	10.0	0.226	0.0	LOS A	0.0	0.0	0.00	0.14	0.00	38.4
Approach		209	7.6	418	7.6	0.226	1.1	NA	0.0	0.0	0.00	0.14	0.00	38.4
All Vehicles		446	4.2	892	4.2	0.226	2.7	NA	0.9	6.5	0.23	0.30	0.23	36.4

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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LANE SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Existing PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Road													
Lane 1	164	0.0	1749	0.094	100	1.4	LOS A	0.3	2.1	Full	240	0.0	0.0
Approach	164	0.0		0.094		1.4	NA	0.3	2.1				
North: Botanic Rd Western AP													
Lane 1	200	0.0	1173	0.171	100	4.7	LOS A	0.7	4.9	Full	100	0.0	0.0
Approach	200	0.0		0.171		4.7	LOS A	0.7	4.9				
West: Botanic Road													
Lane 1	332	3.5	1915	0.173	100	0.4	LOS A	0.0	0.0	Full	60	0.0	0.0
Approach	332	3.5		0.173		0.4	NA	0.0	0.0				
Intersection	696	1.7		0.173		1.9	NA	0.7	4.9				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Existing PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Road														
5	T1	63	0.0	126	0.0	0.094	0.5	LOS A	0.3	2.1	0.22	0.12	0.22	37.7
6	R2	19	0.0	38	0.0	0.094	4.7	LOS A	0.3	2.1	0.22	0.12	0.22	38.0
Approach		82	0.0	164	0.0	0.094	1.4	NA	0.3	2.1	0.22	0.12	0.22	37.8
North: Botanic Rd Western AP														
7	L2	88	0.0	176	0.0	0.171	4.5	LOS A	0.7	4.9	0.39	0.57	0.39	34.9
9	R2	12	0.0	24	0.0	0.171	5.8	LOS A	0.7	4.9	0.39	0.57	0.39	30.4
Approach		100	0.0	200	0.0	0.171	4.7	LOS A	0.7	4.9	0.39	0.57	0.39	34.6
West: Botanic Road														
10	L2	19	0.0	38	0.0	0.173	3.4	LOS A	0.0	0.0	0.00	0.05	0.00	39.8
11	T1	147	4.0	294	4.0	0.173	0.0	LOS A	0.0	0.0	0.00	0.05	0.00	39.4
Approach		166	3.5	332	3.5	0.173	0.4	NA	0.0	0.0	0.00	0.05	0.00	39.4
All Vehicles		348	1.7	696	1.7	0.173	1.9	NA	0.7	4.9	0.17	0.22	0.17	37.4

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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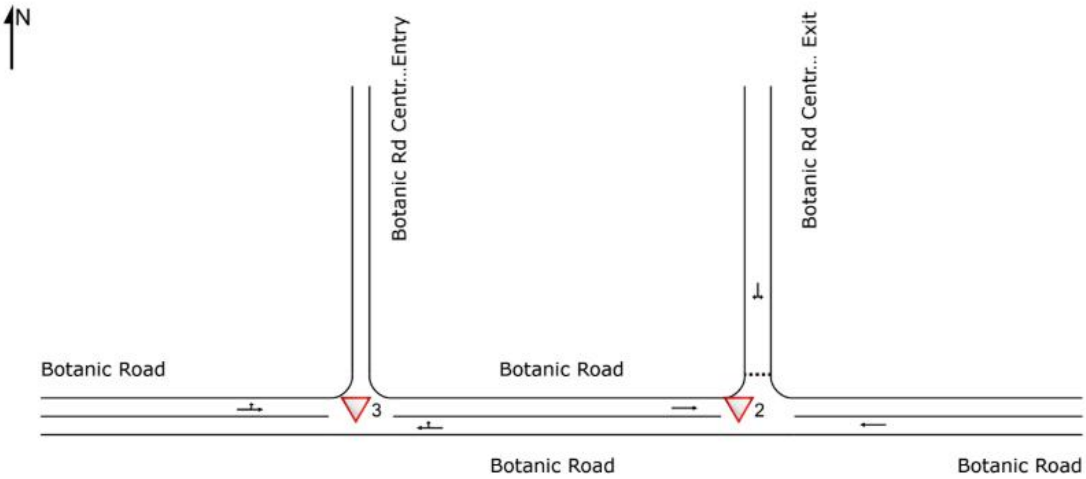
NETWORK LAYOUT

Network: N101 [Botanic Rd/ Botanic Rd Central Access Point - Existing AM Peak (Network Folder: General)]

New Network
Network Category: (None)

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.



SITES IN NETWORK		
Site ID	**CCG ID**	**Site Name**
2	NA	Botanic Rd/ Botanic Rd Central Exit Point - Existing AM Peak
3	NA	Botanic Rd/ Botanic Rd Central Entry Point - Existing AM Peak

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LANE SUMMARY

Site: 2 [Botanic Rd/ Botanic Rd Central Exit Point - Existing AM Peak (Site Folder: Emmanuel College)]

Network: N101 [Botanic Rd/ Botanic Rd Central Access Point - Existing AM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Road															
Lane 1	318	3.0	318	3.0	1933	0.165	100	0.0	LOS A	0.0	0.0	Full	30	0.0	0.0
Approach	318	3.0	318	3.0		0.165		0.0	NA	0.0	0.0				
North: Botanic Rd Central Exit															
Lane 1	98	0.0	98	0.0	1000	0.098	100	5.4	LOS A	0.4	2.6	Full	100	0.0	0.0
Approach	98	0.0	98	0.0		0.098		5.4	LOS A	0.4	2.6				
West: Botanic Road															
Lane 1	464	3.0	464	3.0	1933	0.240	100	0.0	LOS A	0.0	0.0	Full	75	0.0	0.0
Approach	464	3.0	464	3.0		0.240		0.0	NA	0.0	0.0				
Intersection	880	2.7	880	2.7		0.240		0.6	NA	0.4	2.6				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 2 [Botanic Rd/ Botanic Rd Central Exit Point - Existing AM Peak (Site Folder: Emmanuel College)]

Network: N101 [Botanic Rd/ Botanic Rd Central Access Point - Existing AM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Road														
5	T1	318	3.0	318	3.0	0.165	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	40.0
Approach		318	3.0	318	3.0	0.165	0.0	NA	0.0	0.0	0.00	0.00	0.00	40.0
North: Botanic Rd Central Exit														
7	L2	94	0.0	94	0.0	0.098	5.3	LOS A	0.4	2.6	0.47	0.63	0.47	26.8
9	R2	4	0.0	4	0.0	0.098	8.4	LOS A	0.4	2.6	0.47	0.63	0.47	26.3
Approach		98	0.0	98	0.0	0.098	5.4	LOS A	0.4	2.6	0.47	0.63	0.47	26.8
West: Botanic Road														
11	T1	464	3.0	464	3.0	0.240	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	39.9
Approach		464	3.0	464	3.0	0.240	0.0	NA	0.0	0.0	0.00	0.00	0.00	39.9
All Vehicles		880	2.7	880	2.7	0.240	0.6	NA	0.4	2.6	0.05	0.07	0.05	36.8

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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LANE SUMMARY

Site: 3 [Botanic Rd/ Botanic Rd Central Entry Point - Existing AM Peak (Site Folder: Emmanuel College)]

Network: N101 [Botanic Rd/ Botanic Rd Central Access Point - Existing AM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Road															
Lane 1	400	3.0	400	3.0	1648	0.243	100	2.0	LOS A	0.9	6.4	Full	75	0.0	0.0
Approach	400	3.0	400	3.0		0.243		2.0	NA	0.9	6.4				
West: Botanic Road															
Lane 1	498	3.2	498	3.2	1923	0.259	100	0.3	LOS A	0.0	0.0	Full	200	0.0	0.0
Approach	498	3.2	498	3.2		0.259		0.3	NA	0.0	0.0				
Intersection	898	3.1	898	3.1		0.259		1.0	NA	0.9	6.4				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 3 [Botanic Rd/ Botanic Rd Central Entry Point - Existing AM Peak (Site Folder: Emmanuel College)]

Network: N101 [Botanic Rd/ Botanic Rd Central Access Point - Existing AM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Road														
5	T1	322	3.0	322	3.0	0.243	0.9	LOS A	0.9	6.4	0.28	0.12	0.28	37.1
6	R2	78	3.0	78	3.0	0.243	6.4	LOS A	0.9	6.4	0.28	0.12	0.28	34.5
Approach		400	3.0	400	3.0	0.243	2.0	NA	0.9	6.4	0.28	0.12	0.28	36.7
West: Botanic Road														
10	L2	34	6.0	34	6.0	0.259	3.5	LOS A	0.0	0.0	0.00	0.03	0.00	40.0
11	T1	464	3.0	464	3.0	0.259	0.0	LOS A	0.0	0.0	0.00	0.03	0.00	39.4
Approach		498	3.2	498	3.2	0.259	0.3	NA	0.0	0.0	0.00	0.03	0.00	39.5
All Vehicles		898	3.1	898	3.1	0.259	1.0	NA	0.9	6.4	0.13	0.07	0.13	38.1

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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LANE SUMMARY

Site: 2 [Botanic Rd/ Botanic Rd Central Exit Point - Existing PM Peak (Site Folder: Emmanuel College)]

Network: N102 [Botanic Rd/ Botanic Rd Central Access Point - Existing PM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Road															
Lane 1	190	3.0	190	3.0	1933	0.098	100	0.0	LOS A	0.0	0.0	Full	30	0.0	0.0
Approach	190	3.0	190	3.0		0.098		0.0	NA	0.0	0.0				
North: Botanic Rd Central Exit															
Lane 1	60	0.0	60	0.0	1017	0.059	100	5.2	LOS A	0.2	1.5	Full	100	0.0	0.0
Approach	60	0.0	60	0.0		0.059		5.2	LOS A	0.2	1.5				
West: Botanic Road															
Lane 1	446	3.0	446	3.0	1933	0.231	100	0.0	LOS A	0.0	0.0	Full	75	0.0	0.0
Approach	446	3.0	446	3.0		0.231		0.0	NA	0.0	0.0				
Intersection	696	2.7	696	2.7		0.231		0.5	NA	0.2	1.5				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 2 [Botanic Rd/ Botanic Rd Central Exit Point - Existing PM Peak (Site Folder: Emmanuel College)]

Network: N102 [Botanic Rd/ Botanic Rd Central Access Point - Existing PM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Road														
5	T1	190	3.0	190	3.0	0.098	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	40.0
Approach		190	3.0	190	3.0	0.098	0.0	NA	0.0	0.0	0.00	0.00	0.00	40.0
North: Botanic Rd Central Exit														
7	L2	56	0.0	56	0.0	0.059	5.1	LOS A	0.2	1.5	0.45	0.60	0.45	26.9
9	R2	4	0.0	4	0.0	0.059	7.0	LOS A	0.2	1.5	0.45	0.60	0.45	26.5
Approach		60	0.0	60	0.0	0.059	5.2	LOS A	0.2	1.5	0.45	0.60	0.45	26.9
West: Botanic Road														
11	T1	446	3.0	446	3.0	0.231	0.0	LOS A	0.0	0.0	0.00	0.00	0.00	39.9
Approach		446	3.0	446	3.0	0.231	0.0	NA	0.0	0.0	0.00	0.00	0.00	39.9
All Vehicles		696	2.7	696	2.7	0.231	0.5	NA	0.2	1.5	0.04	0.05	0.04	37.6

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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LANE SUMMARY

Site: 3 [Botanic Rd/ Botanic Rd Central Entry Point - Existing PM Peak (Site Folder: Emmanuel College)]

Network: N102 [Botanic Rd/ Botanic Rd Central Access Point - Existing PM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Road															
Lane 1	224	3.0	224	3.0	1741	0.129	100	1.2	LOS A	0.3	2.2	Full	75	0.0	0.0
Approach	224	3.0	224	3.0		0.129		1.2	NA	0.3	2.2				
West: Botanic Road															
Lane 1	470	3.2	470	3.2	1925	0.244	100	0.2	LOS A	0.0	0.0	Full	200	0.0	0.0
Approach	470	3.2	470	3.2		0.244		0.2	NA	0.0	0.0				
Intersection	694	3.1	694	3.1		0.244		0.5	NA	0.3	2.2				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 3 [Botanic Rd/ Botanic Rd Central Entry Point - Existing PM Peak (Site Folder: Emmanuel College)]

Network: N102 [Botanic Rd/ Botanic Rd Central Access Point - Existing PM Peak (Network Folder: General)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	DEMAND FLOWS [Total veh/h	HV] %	ARRIVAL FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Road														
5	T1	194	3.0	194	3.0	0.129	0.5	LOS A	0.3	2.2	0.18	0.08	0.18	38.2
6	R2	30	3.0	30	3.0	0.129	5.9	LOS A	0.3	2.2	0.18	0.08	0.18	35.9
Approach		224	3.0	224	3.0	0.129	1.2	NA	0.3	2.2	0.18	0.08	0.18	38.0
West: Botanic Road														
10	L2	24	6.0	24	6.0	0.244	3.5	LOS A	0.0	0.0	0.00	0.02	0.00	40.1
11	T1	446	3.0	446	3.0	0.244	0.0	LOS A	0.0	0.0	0.00	0.02	0.00	39.6
Approach		470	3.2	470	3.2	0.244	0.2	NA	0.0	0.0	0.00	0.02	0.00	39.6
All Vehicles		694	3.1	694	3.1	0.244	0.5	NA	0.3	2.2	0.06	0.04	0.06	39.0

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Network Data dialog (Network tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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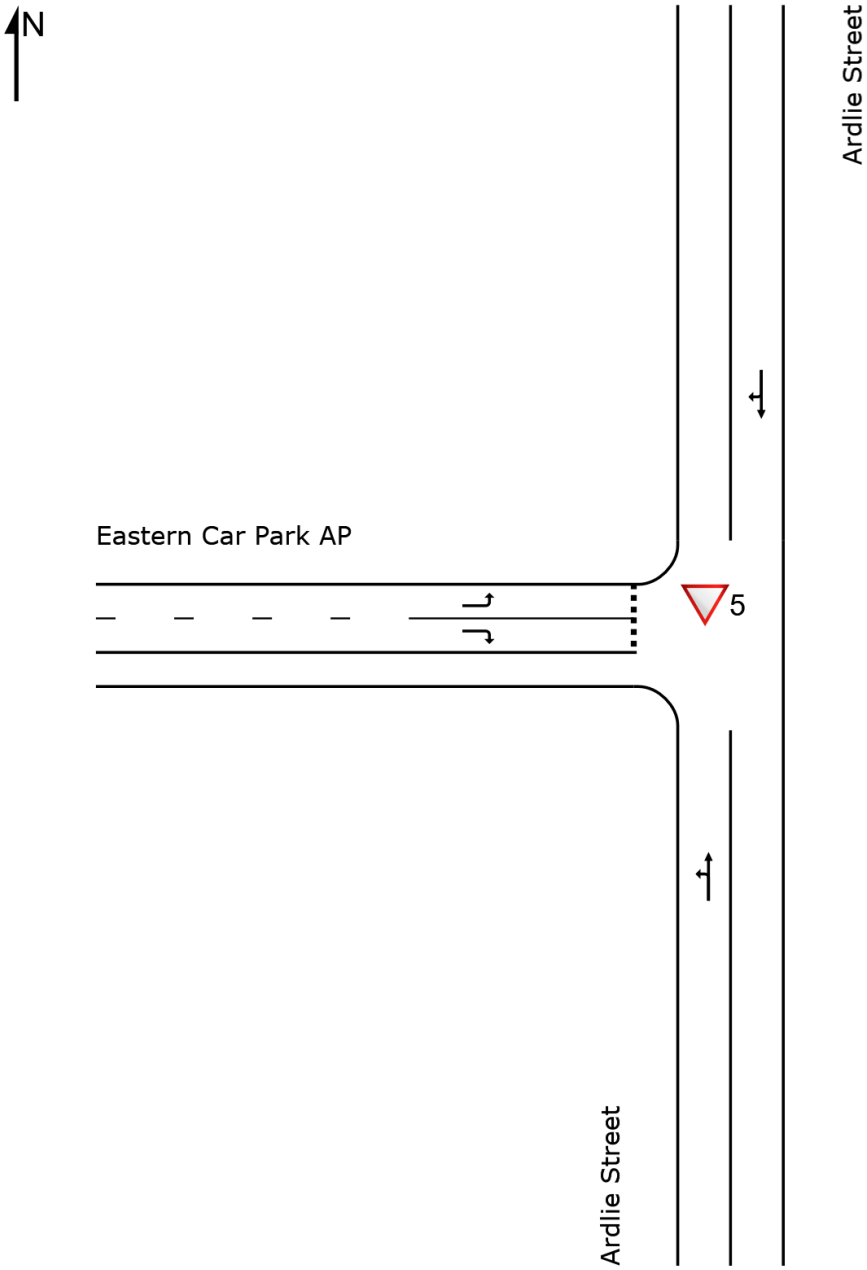
SITE LAYOUT

Site: 5 [Ardlie Street/ Eastern CP Access Point - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.



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LANE SUMMARY

Site: 5 [Ardlie Street/ Eastern CP Access Point - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
South: Ardlie Street													
Lane 1	256	6.4	1989	0.129	100	1.7	LOS A	0.0	0.0	Full	200	0.0	0.0
Approach	256	6.4		0.129		1.7	NA	0.0	0.0				
North: Ardlie Street													
Lane 1	198	1.9	1757	0.113	100	2.0	LOS A	0.5	3.5	Full	300	0.0	0.0
Approach	198	1.9		0.113		2.0	NA	0.5	3.5				
West: Eastern Car Park AP													
Lane 1	48	0.0	1461	0.033	100	3.8	LOS A	0.1	0.9	Full	50	0.0	0.0
Lane 2	140	0.0	898	0.156	100	5.2	LOS A	0.5	3.8	Full	50	0.0	0.0
Approach	188	0.0		0.156		4.8	LOS A	0.5	3.8				
Intersection	642	3.1		0.156		2.7	NA	0.5	3.8				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 5 [Ardlie Street/ Eastern CP Access Point - Existing AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Ardlie Street														
10	L2	65	0.0	130	0.0	0.129	3.4	LOS A	0.0	0.0	0.00	0.23	0.00	38.0
11	T1	63	13.0	126	13.0	0.129	0.0	LOS A	0.0	0.0	0.00	0.23	0.00	38.4
Approach		128	6.4	256	6.4	0.129	1.7	NA	0.0	0.0	0.00	0.23	0.00	38.2
North: Ardlie Street														
5	T1	62	3.0	124	3.0	0.113	0.6	LOS A	0.5	3.5	0.28	0.19	0.28	38.0
6	R2	37	0.0	74	0.0	0.113	4.3	LOS A	0.5	3.5	0.28	0.19	0.28	38.0
Approach		99	1.9	198	1.9	0.113	2.0	NA	0.5	3.5	0.28	0.19	0.28	38.0
West: Eastern Car Park AP														
7	L2	24	0.0	48	0.0	0.033	3.8	LOS A	0.1	0.9	0.22	0.45	0.22	35.7
9	R2	70	0.0	140	0.0	0.156	5.2	LOS A	0.5	3.8	0.41	0.62	0.41	33.0
Approach		94	0.0	188	0.0	0.156	4.8	LOS A	0.5	3.8	0.36	0.57	0.36	33.8
All Vehicles		321	3.1	642	3.1	0.156	2.7	NA	0.5	3.8	0.19	0.32	0.19	37.1

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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LANE SUMMARY

Site: 5 [Ardlie Street/ Eastern CP Access Point - Existing PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
South: Ardlie Street													
Lane 1	238	6.4	2029	0.117	100	0.3	LOS A	0.0	0.0	Full	200	0.0	0.0
Approach	238	6.4		0.117		0.3	NA	0.0	0.0				
North: Ardlie Street													
Lane 1	124	6.4	1964	0.063	100	0.4	LOS A	0.1	0.6	Full	300	0.0	0.0
Approach	124	6.4		0.063		0.4	NA	0.1	0.6				
West: Eastern Car Park AP													
Lane 1	28	0.0	1342	0.021	100	4.1	LOS A	0.1	0.6	Full	50	0.0	0.0
Lane 2	80	0.0	926	0.086	100	4.9	LOS A	0.3	2.0	Full	50	0.0	0.0
Approach	108	0.0		0.086		4.7	LOS A	0.3	2.0				
Intersection	470	4.9		0.117		1.3	NA	0.3	2.0				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 5 [Ardlie Street/ Eastern CP Access Point - Existing PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Ardlie Street														
10	L2	10	0.0	20	0.0	0.117	3.4	LOS A	0.0	0.0	0.00	0.04	0.00	40.0
11	T1	109	7.0	218	7.0	0.117	0.0	LOS A	0.0	0.0	0.00	0.04	0.00	39.7
Approach		119	6.4	238	6.4	0.117	0.3	NA	0.0	0.0	0.00	0.04	0.00	39.7
North: Ardlie Street														
5	T1	57	7.0	114	7.0	0.063	0.1	LOS A	0.1	0.6	0.07	0.04	0.07	39.5
6	R2	5	0.0	10	0.0	0.063	4.2	LOS A	0.1	0.6	0.07	0.04	0.07	39.9
Approach		62	6.4	124	6.4	0.063	0.4	NA	0.1	0.6	0.07	0.04	0.07	39.5
West: Eastern Car Park AP														
7	L2	14	0.0	28	0.0	0.021	4.1	LOS A	0.1	0.6	0.30	0.47	0.30	35.4
9	R2	40	0.0	80	0.0	0.086	4.9	LOS A	0.3	2.0	0.38	0.58	0.38	33.3
Approach		54	0.0	108	0.0	0.086	4.7	LOS A	0.3	2.0	0.36	0.55	0.36	33.9
All Vehicles		235	4.9	470	4.9	0.117	1.3	NA	0.3	2.0	0.10	0.16	0.10	38.7

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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APPENDIX C – BOTANIC ROAD WESTERN ACCESS POINT PERMITTED MOVEMENTS DOCUMENTS[8]

[8] The GTA Consultants traffic impact assessment report and the Feasibility Stage Road Safety Audit by Brian Consulting Pty Ltd can be provided at request.

Our Ref: OUTR13/2E80D59B

24 May 2013

WARRNAMBOOL
CITY COUNCIL

Mr Matt Cirillo,
c/- Mr Brendan Howard
Urbanomics
40 Kepler Street
WARRNAMBOOL 3280

Dear Matt and Brendan

Re: Emmanuel College Development Plan (amended)

I refer to the above and advise that Council has received and considered responses from external referral authorities, being VicRoads and Public Transport Victoria. Council's Infrastructure Services have also considered the proposal in conjunction with the response from the referral authorities.

In order for the proposed amended development plan to proceed to notification, it is suggested that the following information be provided:-

1. Full scaled plans, as per the plan submitted in February, 2013, titled "*Development Plan Overlay Submission Emmanuel College June 2012 amended February 2013..*"
2. The submitted traffic report should be updated to reflect the (above) submitted plan;
3. The amended development plan documentation should state that any future planning permit issued generally in accordance with the approved development plan will include the following conditions on permit:-

   New Access Points (Botanic Road and Ardlie Street)

   a) Prior to commencement of works, a road safety audit will be undertaken and prepared by a suitably qualified person(s) and submitted to the satisfaction of the Responsible Authority.
   b) Prior to commencement of works, the access points must be designed to provide for the following:
      (i) Left turn exit only onto Botanic Road, no right turn exit from college land into Botanic Road will be permitted. Traffic management works are to be provided as identified in the road safety audit;
      (ii) Right turn and left turn entry into the college land will be permitted. Traffic management works are to be provided as identified in the road safety audit.
      (iii) Traffic management works along Ardlie Street as identified in the road safety audit report.

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

.../2

WARRNAMBOOL
CITY COUNCIL

4. Commentary to address the following, relevant, points:-

   a) Identify Appropriate Building Areas and Staging (as reflected on the submitted plan);
   b) Suitable road and pedestrian linkages between the site and adjacent areas;
   c) Outline arrangements for the provision and funding of physical infrastructure.

Council report scheduling would ideally see the proposal placed on public notice as soon as possible.

I have attached a copy of the referral responses for your information and records.

Yours Faithfully

Jodie McNamara
Co-ordinator of City Development.

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180 Fyans Street
South Geelong Victoria 3220
PO Box 775 Geelong Victoria 3220

Telephone (03) 5225 2525
Fax (03) 5221 6102

vicroads.vic.gov.au

Ms Jodie McNamara

7 May 2013

Warrnambool City Council
P O Box 198
WARRNAMBOOL VIC 3280

Contact: Peter Gstrein
Your Ref: Development Plan – Emmanuel College
File No: SY-003-WRB-001

Dear Jodie

RE: EMMANUEL COLLEGE DEVELOPMENT PLAN
ROAD: BOTANIC ROAD, WARRNAMBOOL, 3280

I refer to the above Development Plan and advise that VicRoads supports the proposal in principle and provides the following comments:

VicRoads believes that the proposal to create an access to the development from Botanic, 60 metres from Raglan Parade may have the potential to cause undue stress on the Raglan Pde/Botanic Rd intersection. There is no proposal to signalise this intersection in the short to medium term;

This potential stress would be exacerbated by the imposition of left in/left out only traffic movements, as all traffic entering the access will have to approach via that intersection;

Thus, it is VicRoads belief that right turn entry should also be permitted (with only left turn exit movements). This may, however, create increased stress on Botanic Rd;

Given that the existing "Bus Interchange" does not have the capacity to accommodate the entire bus fleet required for the existing student population, let alone the forecast total including an increase of 200 students, investigation of a purpose-designed on-site Bus Interchange would be suggested.

Should you require further information, please contact Peter Gstrein at this office on telephone number: 5561 9214 or email: peter.gstrein@roads.vic.gov.au

Yours sincerely

BRYAN SHERRITT
MANAGER PROGRAM DEVELOPMENT
SOUTH WESTERN VICTORIA

Warrnambool City Council
10 MAY 2013
Ref No: 2FOEA5dB
Officer: [illegible]
Scanned Yes / No | Ch:

VICROADS n1969369 Emmanuel College Development Plan Comments

Victoria

VicRoads ABN 61 760 960 480

PSL 59

The endorsed storm water management plan is to be implemented prior to use or occupation of the development.

Road Infrastructure Works

10. Before the commencement of any development works a detailed plan must be submitted to and endorsed by Council. The plan must be in accordance with current Council Design Guidelines and the approved Development Plan, and provide for the following.

e) Intersection of the New Access Road and Botanic Road

In relation to these works the following restrictions must be applied.

i. A left turn entry and left turn exit only with Botanic Road from the development.

ii. No public access active pick-up / drop-off activities are to be undertaken

f) Internal Access Roads and Car park areas.

g) Upgrade of Street lighting at the intersection of the New Access Road and Botanic Road

Prior to the use or occupation of the development, the following must be provided to the satisfaction of Council.

Construction Management Plan (CMP)

11. Prior to the commencement of any works of the development (including any preliminary site preparation and establishment works, demolition or material removal) a Construction Management Plan must be submitted to and approved by the Responsible Authority. The plan must include and address the following:

a) Details of Public Safety, Amenity Considerations and Site Security.

b) Environmental Management Plan (EMP) in accordance with the EPA document "Environmental Guidelines for Major Construction Sites" February 1996 or its successor document, including:

i. Operating Hours, Noise and Vibration Controls;
ii. Air and Dust Management;
iii. Stormwater and Sediment Control; and
iv. Waste and Materials Reuse Management.

c) Construction Program.

d) Traffic Management Plan.

e) Evidence of relevant authority approvals and insurance required to undertake works.

Date Issued: 15/4/2014	**Signature for the Responsible Authority:**
Note: Under Part 4, Division 1A of the Planning and Environment Act 1987, a permit may be amended. Please check with the responsible authority that this permit is the current permit and can be acted upon.	

This document is a copy only. The onus is on the reader to confirm its status with the responsible authority.

APPENDIX D – PROPOSED MASTERPLAN (FULL DEVELOPMENT)

PROPOSED MASTERPLAN

SKETCH DESIGN - NOT FOR CONSTRUCTION

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Revision	Description	Date
A		17.11.21
B		11.03.22
C		11.04.22
D		21.04.22
E		22.04.22

SCALE 1 : 1000 (A1) 1 : 2000 (A3)

0 10 50 100m

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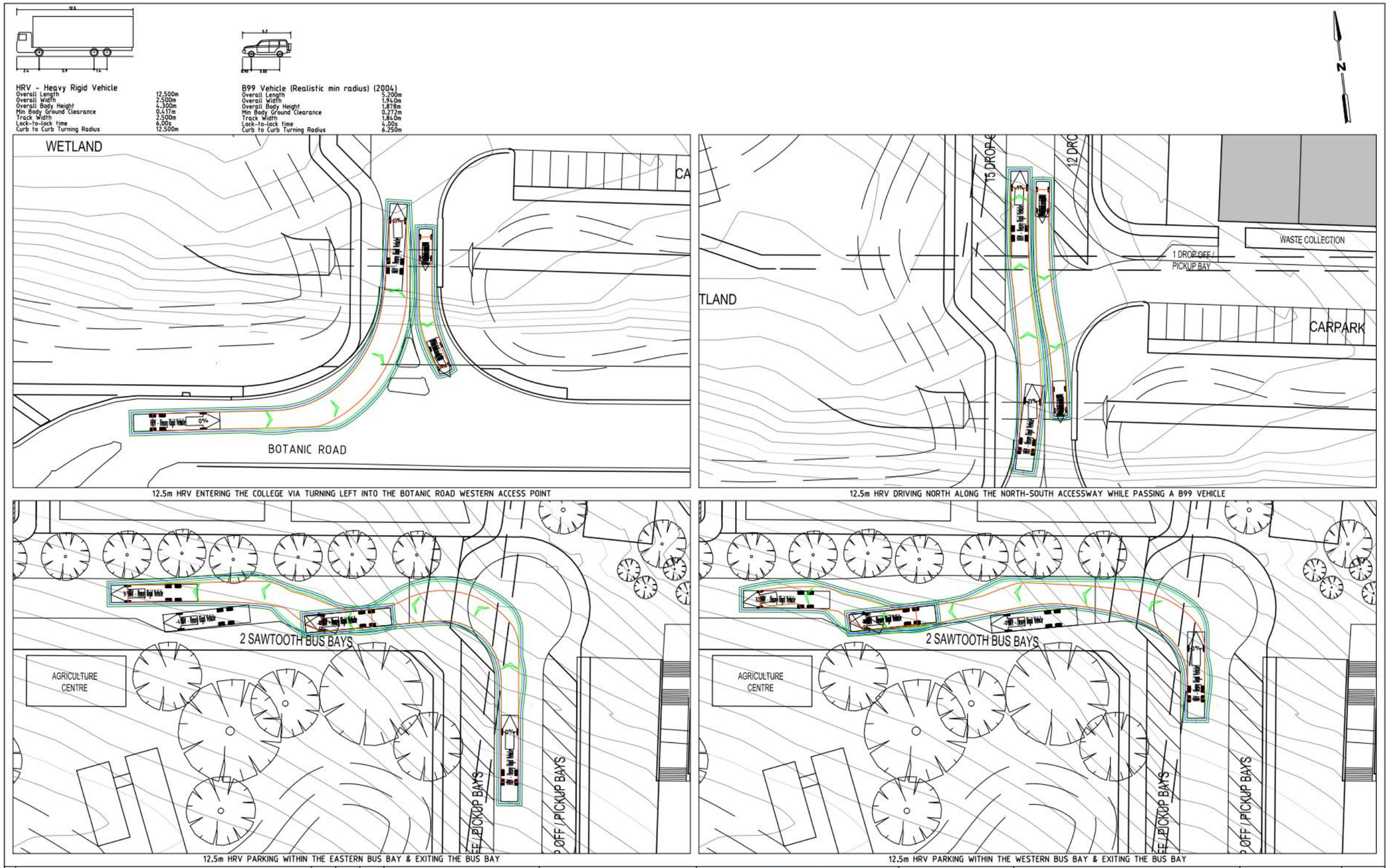
140 Botanic Road, Warrnambool

PROPOSED MASTERPLAN

JOB NUMBER	DRW NUMBER	REV
20210026	SK201	E

APPENDIX E – SWEPT PATH ASSESSMENT



No	REVISION	DATE	DES/DFT	APPR'D

LEGEND
- WHEEL PATH (FORWARD)
- WHEEL PATH (REVERSE)
- BODY OUTLINE (FORWARD)
- BODY OUTLINE (REVERSE))
- 300mm BODY CLEARANCE (FORWARD)
- 300mm BODY CLEARANCE (REVERSE)
- 600mm BODY CLEARANCE (FORWARD)
- 600mm BODY CLEARANCE (REVERSE)

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Transport & Traffic Solutions Pty Ltd
ABN 56 156 612 707
3 Prentice Street, Brunswick, VIC, 3056
Phone: +61 3 9862 3479 | Email: info@tatsolutions.com.au
Transport & Traffic Studies | Parking Studies | Traffic Management
Road Safety | Traffic Engineering | Civil Engineering

Drawn: T. Dinh
Designed: T. Dinh
Checked: M. Marsicovetere
Approved: M. Marsicovetere

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Project: EMMANUEL COLLEGE, WARRNAMBOOL
Title: Swept Path Assessment - 1
12.5m Long HRV (Bus)
Entering, On-site Circulation & Parking
Client: Emmanuel College
140 Botanic Road
Warrnambool VIC 3280

Drawing No. 22001EC-00-301
Revision
Drawing Status: Issued for Approval
Not to be used for construction
Sheet 1 of 4
Date 10.05.22
Scale 1:500 (0 2.5 5 10)
Size A3

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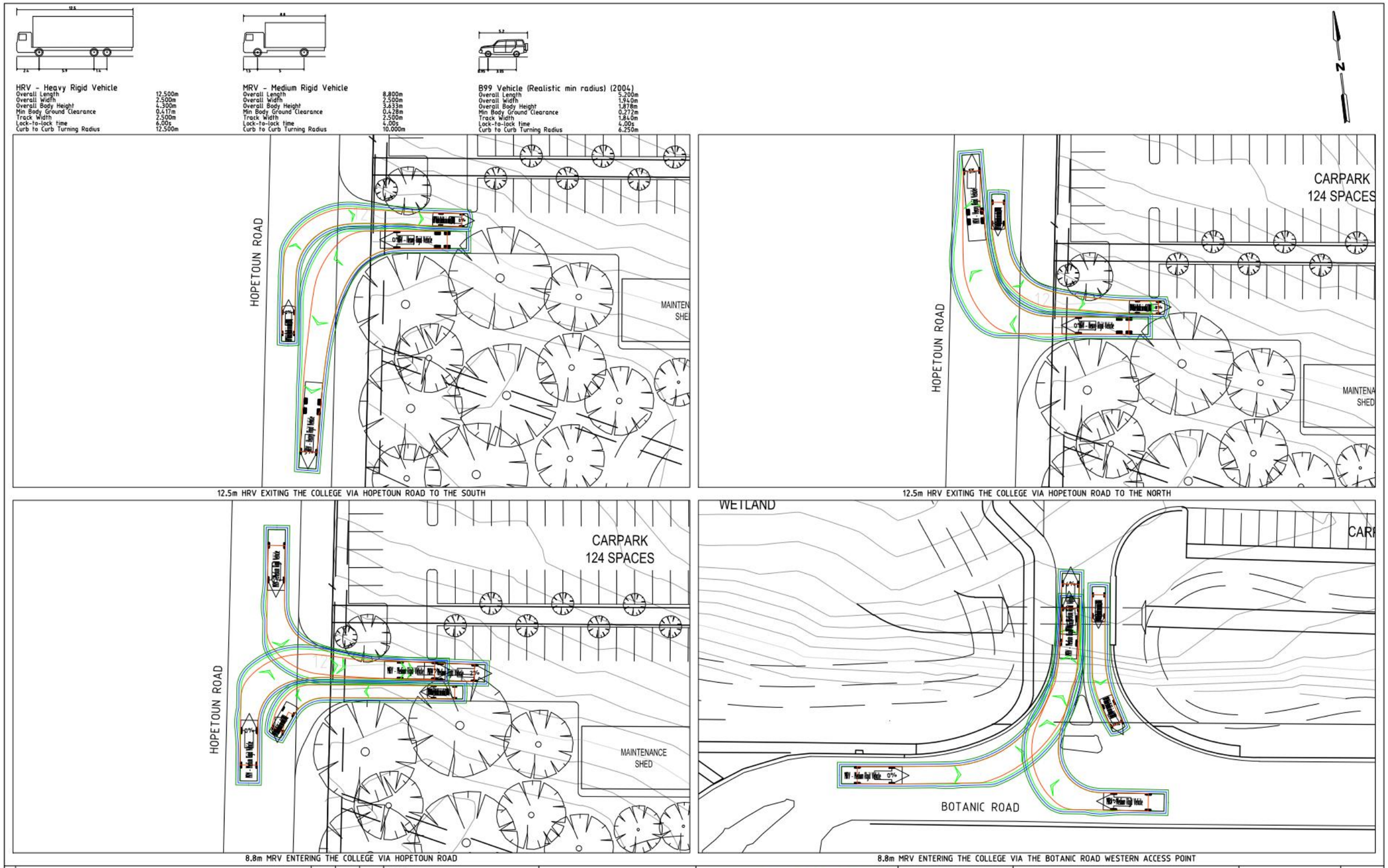

No	REVISION	DATE	DES/DFT	APPR'D

LEGEND
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- WHEEL PATH (REVERSE)
- BODY OUTLINE (FORWARD)
- BODY OUTLINE (REVERSE))
- 300mm BODY CLEARANCE (FORWARD)
- 300mm BODY CLEARANCE (REVERSE)
- 600mm BODY CLEARANCE (FORWARD)
- 600mm BODY CLEARANCE (REVERSE)

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Road Safety | Traffic Engineering | Civil Engineering

Drawn: T. Dinh
Designed: T. Dinh
Checked: M. Marsicovetere
Approved: M. Marsicovetere
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Project: EMMANUEL COLLEGE, WARRNAMBOOL
Title: Swept Path Assessment - 2
12.5m Long HRV & 8.8m Long MRV
HRV Exiting & MRV Entering
Client: Emmanuel College
140 Botanic Road
Warrnambool VIC 3280

Drawing No. 22001EC-00-302
Revision
Drawing Status: Issued for Approval
Not to be used for construction
Sheet 2 of 4
Date 10.05.22
Scale 1:500 (0 2.5 5 10)
Size A3

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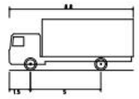
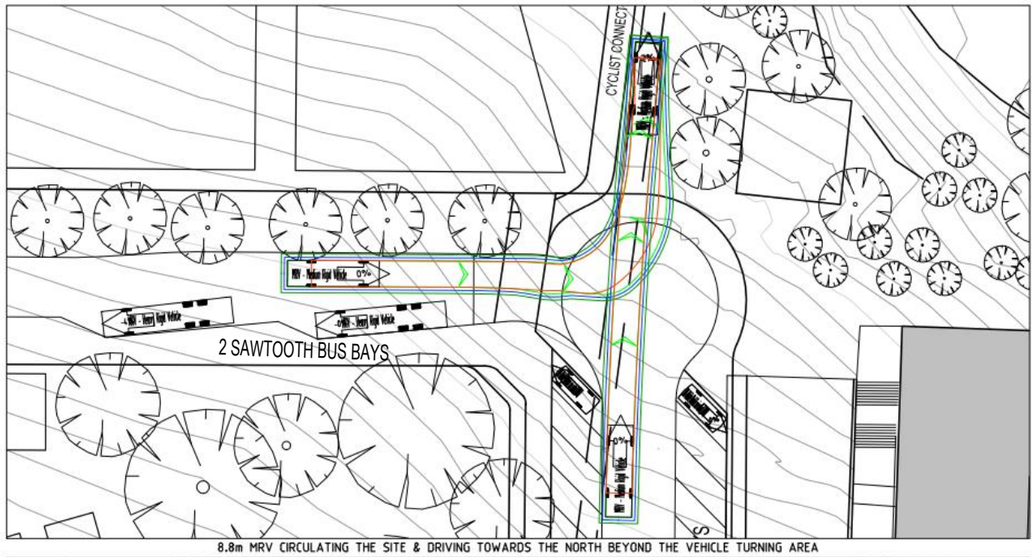
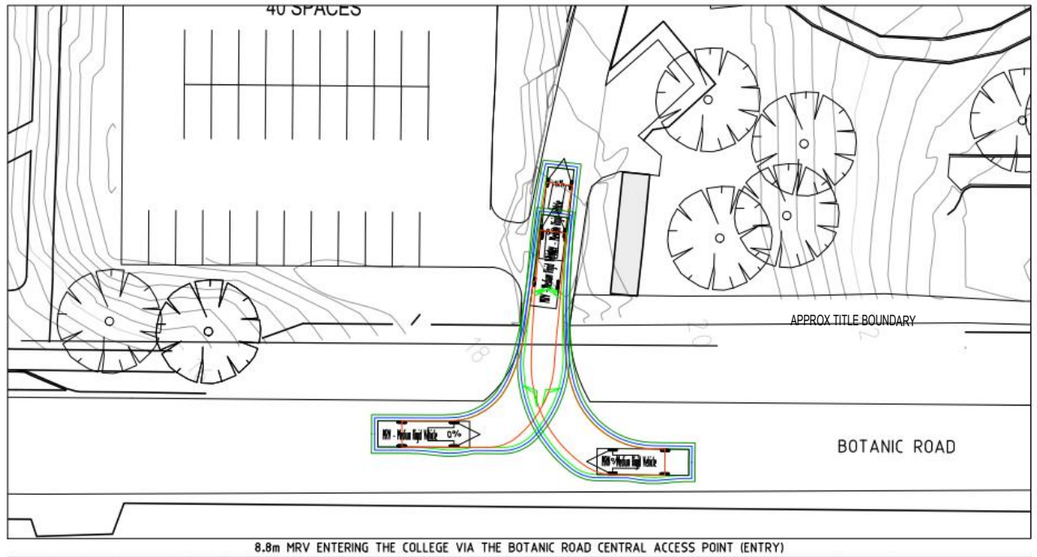


MRV - Medium Rigid Vehicle

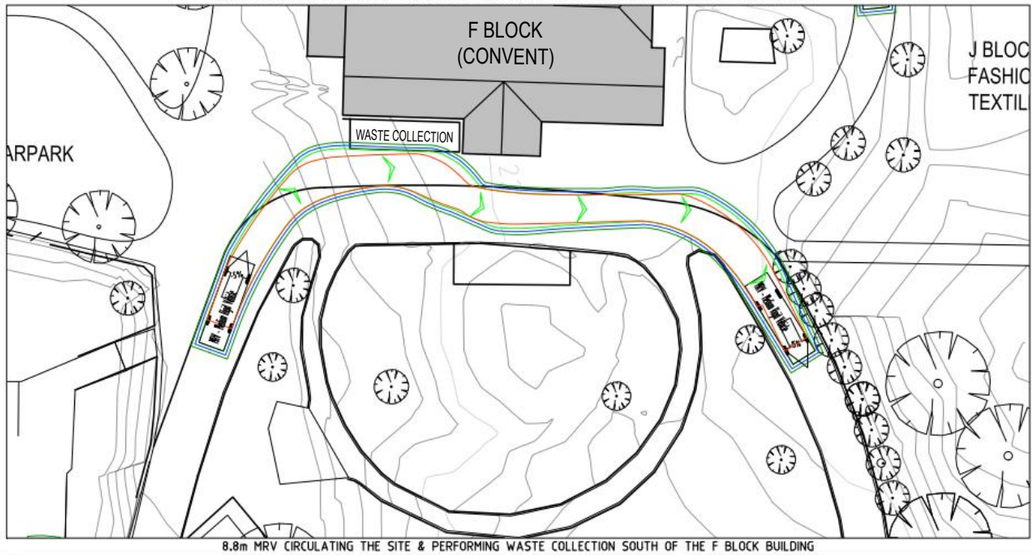
Overall Length	8.800m
Overall Width	2.500m
Overall Body Height	3.633m
Min Body Ground Clearance	0.428m
Track Width	2.500m
Lock-to-lock time	4.00s
Curb to Curb Turning Radius	10.000m



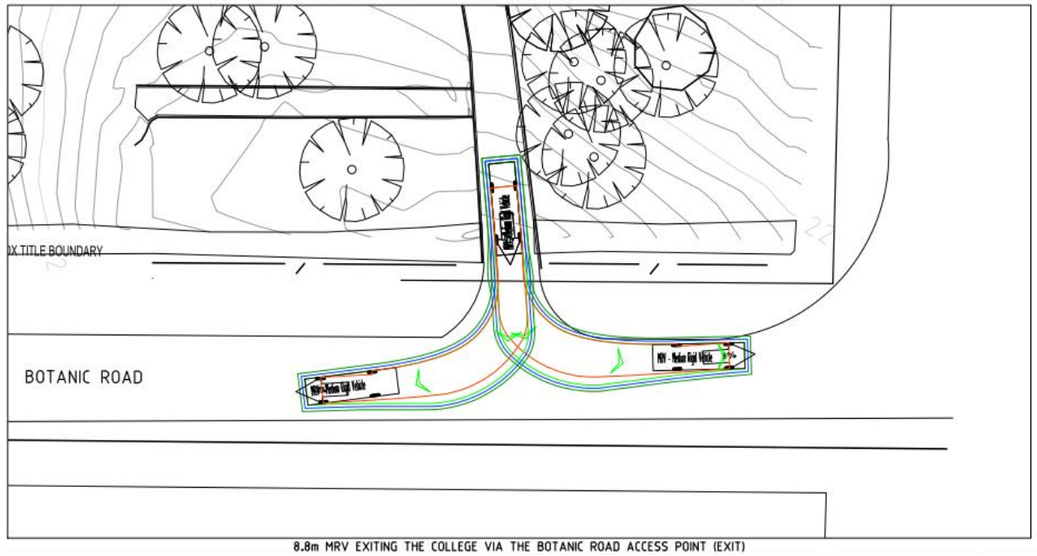
8.8m MRV CIRCULATING THE SITE & DRIVING TOWARDS THE NORTH BEYOND THE VEHICLE TURNING AREA



8.8m MRV ENTERING THE COLLEGE VIA THE BOTANIC ROAD CENTRAL ACCESS POINT (ENTRY)



8.8m MRV CIRCULATING THE SITE & PERFORMING WASTE COLLECTION SOUTH OF THE F BLOCK BUILDING



8.8m MRV EXITING THE COLLEGE VIA THE BOTANIC ROAD ACCESS POINT (EXIT)

No	REVISION	DATE	DES/DFT	APPR'D

LEGEND
- WHEEL PATH (FORWARD)
- WHEEL PATH (REVERSE)
- BODY OUTLINE (FORWARD)
- BODY OUTLINE (REVERSE))
- 300mm BODY CLEARANCE (FORWARD)
- 300mm BODY CLEARANCE (REVERSE)
- 600mm BODY CLEARANCE (FORWARD)
- 600mm BODY CLEARANCE (REVERSE)

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Road Safety | Traffic Engineering | Civil Engineering

Drawn	T. Dinh
Designed	T. Dinh
Checked	M. Marsicovetere
Approved	M. Marsicovetere
Project	EMMANUEL COLLEGE, WARRNAMBOOL
Drawing No.	22001EC-00-303
Revision	
Title	Swept Path Assessment - 3 8.8m Long MRV - Entering & Exiting On-site Circulation & Waste Collection
Drawing Status	Issued for Approval Not to be used for construction
Client	Emmanuel College 140 Botanic Road Warrnambool VIC 3280
Sheet	3 of 4
Date	10.05.22
Scale	1:500 (0 2.5 5 10)
Size	A3

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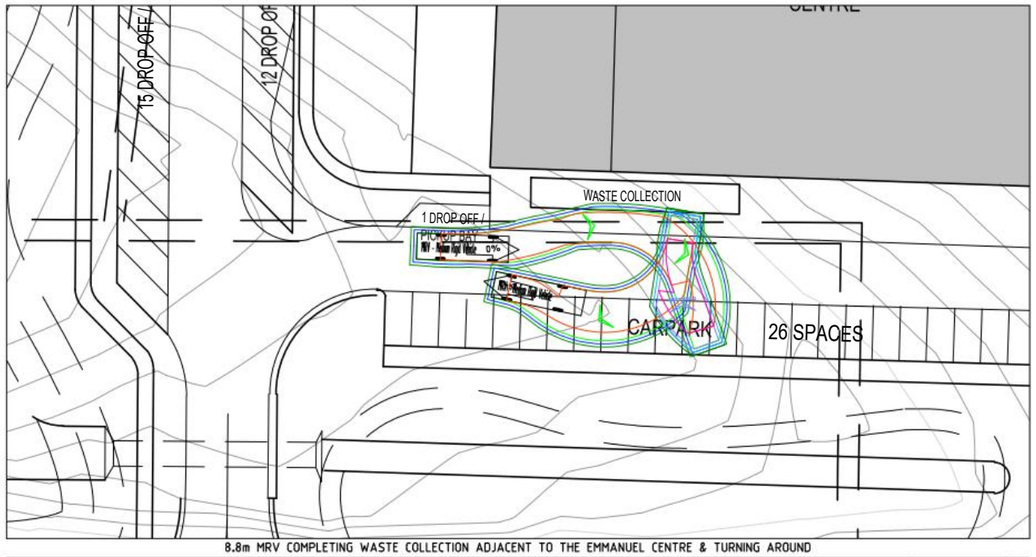
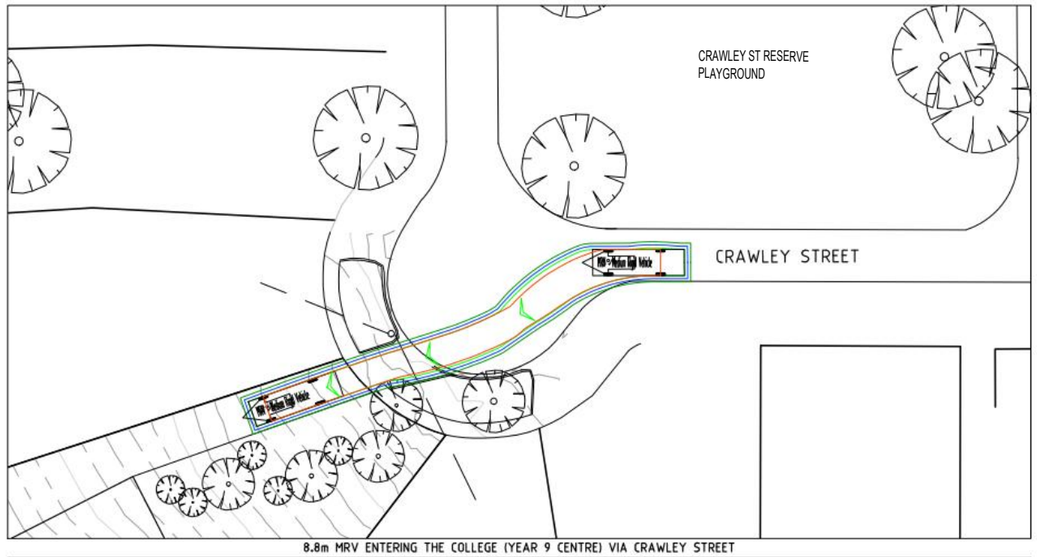
MRV - Medium Rigid Vehicle

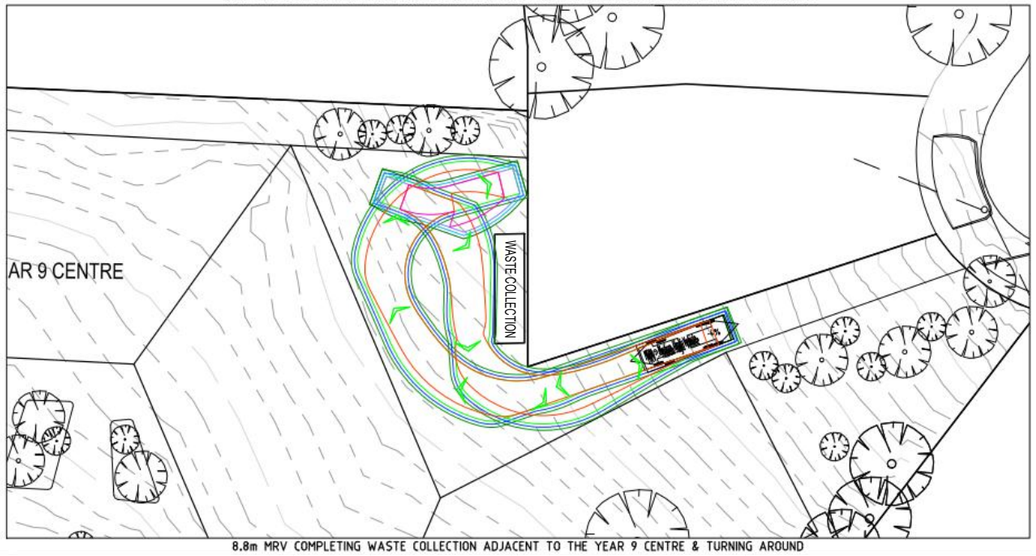
Overall Length	8.800m
Overall Width	2.500m
Overall Body Height	3.633m
Min Body Ground Clearance	0.428m
Track Width	2.500m
Lock-to-lock time	4.00s
Curb to Curb Turning Radius	10.000m



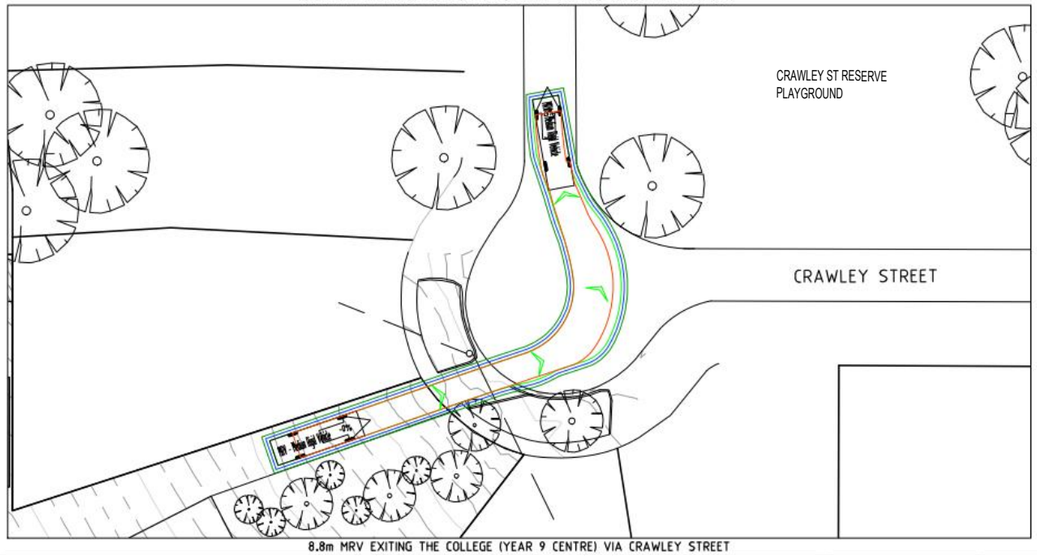
8.8m MRV COMPLETING WASTE COLLECTION ADJACENT TO THE EMMANUEL CENTRE & TURNING AROUND



8.8m MRV ENTERING THE COLLEGE (YEAR 9 CENTRE) VIA CRAWLEY STREET



8.8m MRV COMPLETING WASTE COLLECTION ADJACENT TO THE YEAR 9 CENTRE & TURNING AROUND



8.8m MRV EXITING THE COLLEGE (YEAR 9 CENTRE) VIA CRAWLEY STREET

No	REVISION	DATE	DES/DFT	APPR'D

LEGEND
- WHEEL PATH (FORWARD)
- WHEEL PATH (REVERSE)
- BODY OUTLINE (FORWARD)
- BODY OUTLINE (REVERSE))
- 300mm BODY CLEARANCE (FORWARD)
- 300mm BODY CLEARANCE (REVERSE)
- 600mm BODY CLEARANCE (FORWARD)
- 600mm BODY CLEARANCE (REVERSE)

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Drawn	T. Dinh
Designed	T. Dinh
Checked	M. Marsicovetere
Approved	M. Marsicovetere

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Project	EMMANUEL COLLEGE, WARRNAMBOOL
Title	Swept Path Assessment - 4 8.8m Long MRV - Entering & Exiting the Year 9 Centre & Waste Collection
Client	Emmanuel College 140 Botanic Road Warrnambool VIC 3280
Drawing No.	22001EC-00-304
Revision	
Drawing Status	Issued for Approval Not to be used for construction
Sheet	4 of 4
Date	10.05.22
Scale	1:500 (0 2.5 5 10)
Size	A3

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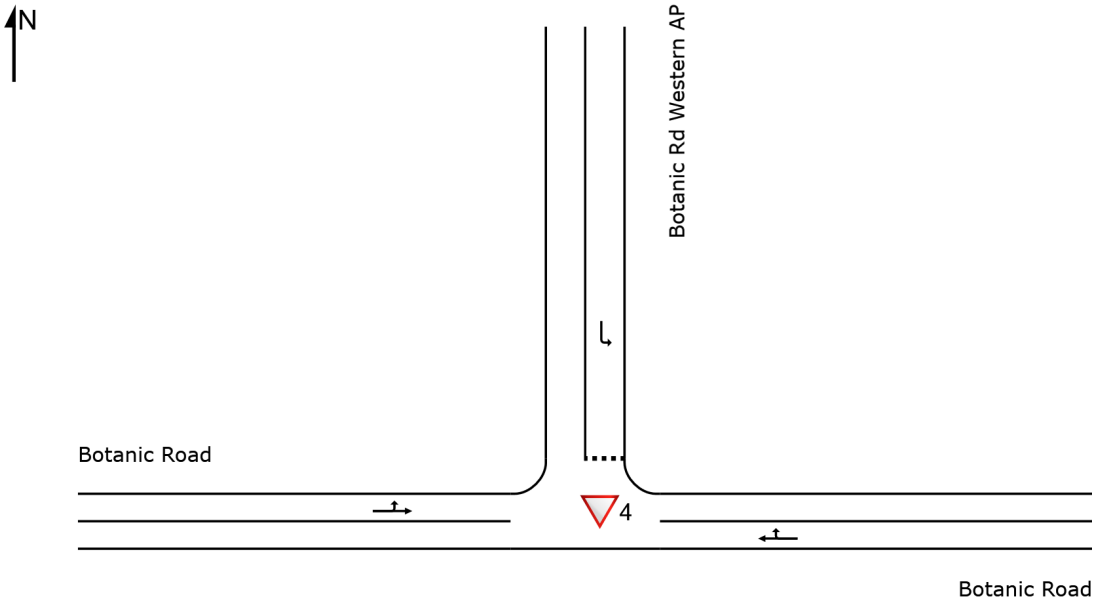
APPENDIX F – BOTANIC ROAD WESTERN ACCESS POINT & HOPETOUN ROAD ACCESS POINT FUTURE YEAR SIDRA ANALYSIS RESULTS

SITE LAYOUT

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Future AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.



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Project: C:\Users\Tony Dinh\Box Sync\Projects\22001_Emmanual College\Modelling\SIDRA\Emmanuel College.sip9

LANE SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Future AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Road													
Lane 1	362	1.0	1215	0.298	100	5.1	LOS A	1.8	12.5	Full	240	0.0	0.0
Approach	362	1.0		0.298		5.1	NA	1.8	12.5				
North: Botanic Rd Western AP													
Lane 1	396	1.0	1233	0.321	100	4.8	LOS A	1.5	10.8	Full	100	0.0	0.0
Approach	396	1.0		0.321		4.8	LOS A	1.5	10.8				
West: Botanic Road													
Lane 1	520	6.5	1850	0.281	100	1.5	LOS A	0.0	0.0	Full	60	0.0	0.0
Approach	520	6.5		0.281		1.5	NA	0.0	0.0				
Intersection	1278	3.2		0.321		3.6	NA	1.8	12.5				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Future AM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Road														
5	T1	60	3.0	120	3.0	0.298	2.7	LOS A	1.8	12.5	0.59	0.51	0.64	33.8
6	R2	121	0.0	242	0.0	0.298	6.3	LOS A	1.8	12.5	0.59	0.51	0.64	34.4
Approach		181	1.0	362	1.0	0.298	5.1	NA	1.8	12.5	0.59	0.51	0.64	34.3
North: Botanic Rd Western AP														
7	L2	198	1.0	396	1.0	0.321	4.8	LOS A	1.5	10.8	0.44	0.59	0.44	34.7
Approach		198	1.0	396	1.0	0.321	4.8	LOS A	1.5	10.8	0.44	0.59	0.44	34.7
West: Botanic Road														
10	L2	115	2.0	230	2.0	0.281	3.4	LOS A	0.0	0.0	0.00	0.20	0.00	37.0
11	T1	145	10.0	290	10.0	0.281	0.0	LOS A	0.0	0.0	0.00	0.20	0.00	37.8
Approach		260	6.5	520	6.5	0.281	1.5	NA	0.0	0.0	0.00	0.20	0.00	37.6
All Vehicles		639	3.2	1278	3.2	0.321	3.6	NA	1.8	12.5	0.30	0.41	0.32	35.5

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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Project: C:\Users\Tony Dinh\Box Sync\Projects\22001_Emmanual College\Modelling\SIDRA\Emmanuel College.sip9

LANE SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Future PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
East: Botanic Rd Western AP													
Lane 1	194	0.0	1632	0.119	100	2.2	LOS A	0.5	3.5	Full	240	0.0	0.0
Approach	194	0.0		0.119		2.2	NA	0.5	3.5				
North: Botanic Rd Western AP													
Lane 1	360	0.0	1247	0.289	100	4.7	LOS A	1.3	9.4	Full	100	0.0	0.0
Approach	360	0.0		0.289		4.7	LOS A	1.3	9.4				
West: Botanic Road													
Lane 1	362	3.2	1912	0.189	100	0.6	LOS A	0.0	0.0	Full	60	0.0	0.0
Approach	362	3.2		0.189		0.6	NA	0.0	0.0				
Intersection	916	1.3		0.289		2.6	NA	1.3	9.4				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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Project: C:\Users\Tony Dinh\Box Sync\Projects\22001_Emmanual College\Modelling\SIDRA\Emmanuel College.sip9

MOVEMENT SUMMARY

Site: 4 [Botanic Rd/ Botanic Rd Western Access Point - Future PM Peak (Site Folder: Emmanuel College)]

Existing Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
East: Botanic Rd Western AP														
5	T1	63	0.0	126	0.0	0.119	0.8	LOS A	0.5	3.5	0.33	0.20	0.33	36.7
6	R2	34	0.0	68	0.0	0.119	4.9	LOS A	0.5	3.5	0.33	0.20	0.33	37.1
Approach		97	0.0	194	0.0	0.119	2.2	NA	0.5	3.5	0.33	0.20	0.33	36.8
North: Botanic Rd Western AP														
7	L2	180	0.0	360	0.0	0.289	4.7	LOS A	1.3	9.4	0.43	0.58	0.43	34.8
Approach		180	0.0	360	0.0	0.289	4.7	LOS A	1.3	9.4	0.43	0.58	0.43	34.8
West: Botanic Road														
10	L2	34	0.0	68	0.0	0.189	3.4	LOS A	0.0	0.0	0.00	0.09	0.00	39.2
11	T1	147	4.0	294	4.0	0.189	0.0	LOS A	0.0	0.0	0.00	0.09	0.00	39.0
Approach		181	3.2	362	3.2	0.189	0.6	NA	0.0	0.0	0.00	0.09	0.00	39.0
All Vehicles		458	1.3	916	1.3	0.289	2.6	NA	1.3	9.4	0.24	0.30	0.24	36.6

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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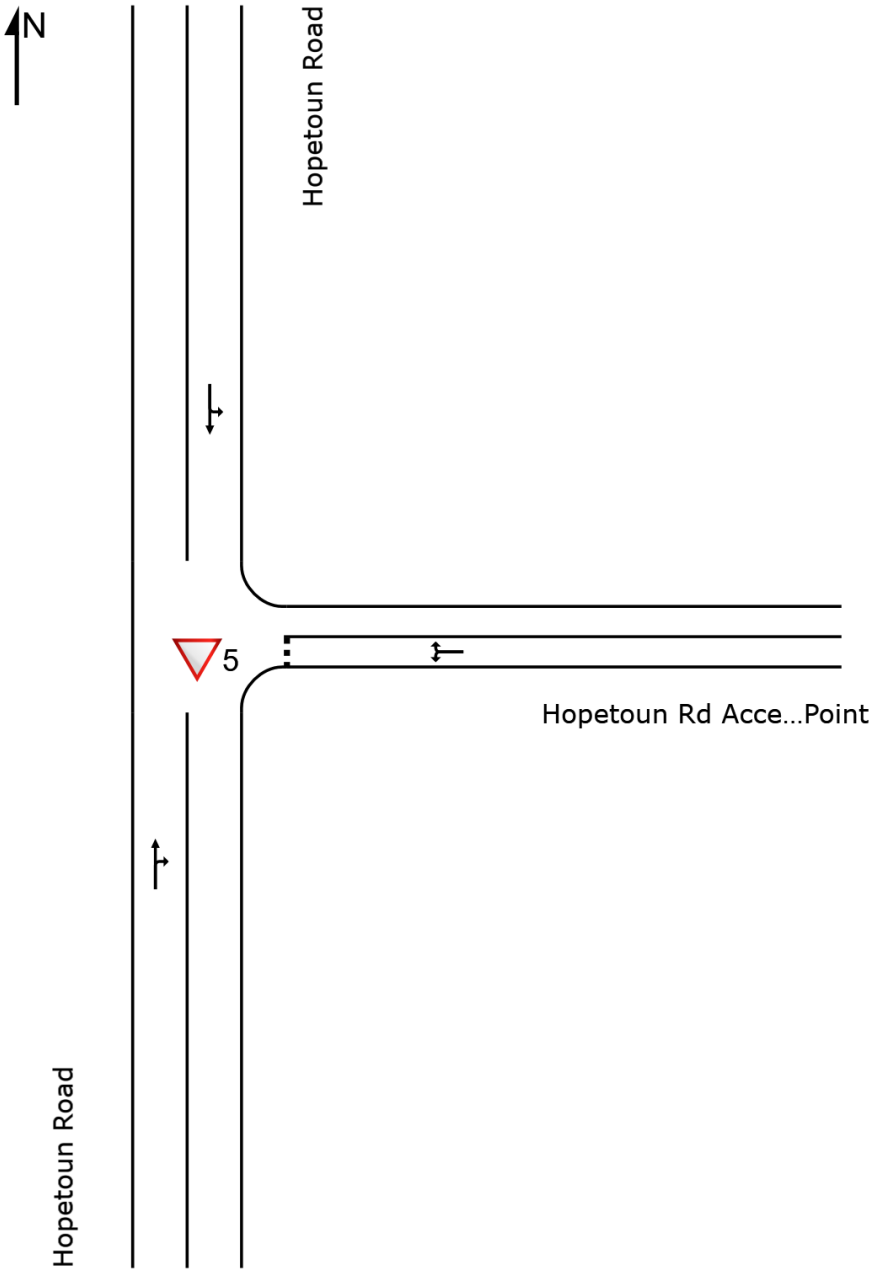
SITE LAYOUT

Site: 5 [Hopetoun Rd/ Hopetoun Rd Access Point - Future AM Peak (Site Folder: Emmanuel College)]

New Site
Site Category: (None)
Give-Way (Two-Way)

Layout pictures are schematic functional drawings reflecting input data. They are not design drawings.



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LANE SUMMARY

Site: 5 [Hopetoun Rd/ Hopetoun Rd Access Point - Future AM Peak (Site Folder: Emmanuel College)]

New Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
South: Hopetoun Road													
Lane 1	154	1.0	1666	0.092	100	2.9	LOS A	0.5	3.2	Full	80	0.0	0.0
Approach	154	1.0		0.092		2.9	NA	0.5	3.2				
East: Hopetoun Rd Access Point													
Lane 1	4	0.0	1163	0.003	100	4.2	LOS A	0.0	0.1	Full	80	0.0	0.0
Approach	4	0.0		0.003		4.2	LOS A	0.0	0.1				
North: Hopetoun Road													
Lane 1	178	9.8	1973	0.090	100	0.9	LOS A	0.0	0.0	Full	500	0.0	0.0
Approach	178	9.8		0.090		0.9	NA	0.0	0.0				
Intersection	336	5.6		0.092		1.8	NA	0.5	3.2				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 5 [Hopetoun Rd/ Hopetoun Rd Access Point - Future AM Peak (Site Folder: Emmanuel College)]

New Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Hopetoun Road														
5	T1	26	3.0	52	3.0	0.092	0.6	LOS A	0.5	3.2	0.29	0.33	0.29	37.6
6	R2	51	0.0	102	0.0	0.092	4.1	LOS A	0.5	3.2	0.29	0.33	0.29	32.8
Approach		77	1.0	154	1.0	0.092	2.9	NA	0.5	3.2	0.29	0.33	0.29	35.7
East: Hopetoun Rd Access Point														
7	L2	1	0.0	2	0.0	0.003	3.8	LOS A	0.0	0.1	0.25	0.46	0.25	31.7
9	R2	1	0.0	2	0.0	0.003	4.6	LOS A	0.0	0.1	0.25	0.46	0.25	37.0
Approach		2	0.0	4	0.0	0.003	4.2	LOS A	0.0	0.1	0.25	0.46	0.25	35.6
North: Hopetoun Road														
10	L2	22	0.0	44	0.0	0.090	3.4	LOS A	0.0	0.0	0.00	0.12	0.00	39.5
11	T1	67	13.0	134	13.0	0.090	0.0	LOS A	0.0	0.0	0.00	0.12	0.00	39.3
Approach		89	9.8	178	9.8	0.090	0.9	NA	0.0	0.0	0.00	0.12	0.00	39.4
All Vehicles		168	5.6	336	5.6	0.092	1.8	NA	0.5	3.2	0.14	0.22	0.14	38.1

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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LANE SUMMARY

Site: 5 [Hopetoun Rd/ Hopetoun Rd Access Point - Future PM Peak (Site Folder: Emmanuel College)]

New Site
Site Category: (None)
Give-Way (Two-Way)

Lane Use and Performance

	DEMAND FLOWS [Total veh/h	HV] %	Cap. veh/h	Deg. Satn v/c	Lane Util. %	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh	Dist] m	Lane Config	Lane Length m	Cap. Adj. %	Prob. Block. %
South: Hopetoun Road													
Lane 1	134	3.0	2072	0.065	100	0.1	LOS A	0.0	0.1	Full	80	0.0	0.0
Approach	134	3.0		0.065		0.1	NA	0.0	0.1				
East: Hopetoun Rd Access Point													
Lane 1	146	0.0	1313	0.111	100	4.0	LOS A	0.4	3.0	Full	80	0.0	0.0
Approach	146	0.0		0.111		4.0	LOS A	0.4	3.0				
North: Hopetoun Road													
Lane 1	110	12.8	1958	0.056	100	0.1	LOS A	0.0	0.0	Full	500	0.0	0.0
Approach	110	12.8		0.056		0.1	NA	0.0	0.0				
Intersection	390	4.6		0.111		1.5	NA	0.4	3.0				

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay per lane.
Minor Road Approach LOS values are based on average delay for all lanes.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road lanes.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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MOVEMENT SUMMARY

Site: 5 [Hopetoun Rd/ Hopetoun Rd Access Point - Future PM Peak (Site Folder: Emmanuel College)]

New Site
Site Category: (None)
Give-Way (Two-Way)

Vehicle Movement Performance

Mov ID	Turn	INPUT VOLUMES [Total veh/30min	HV] %	DEMAND FLOWS [Total veh/h	HV] %	Deg. Satn v/c	Aver. Delay sec	Level of Service	95% BACK OF QUEUE [Veh. veh	Dist] m	Prop. Que	Effective Stop Rate	Aver. No. Cycles	Aver. Speed km/h
South: Hopetoun Road														
5	T1	66	3.0	132	3.0	0.065	0.0	LOS A	0.0	0.1	0.01	0.01	0.01	39.9
6	R2	1	0.0	2	0.0	0.065	3.8	LOS A	0.0	0.1	0.01	0.01	0.01	39.9
Approach		67	3.0	134	3.0	0.065	0.1	NA	0.0	0.1	0.01	0.01	0.01	39.9
East: Hopetoun Rd Access Point														
7	L2	51	0.0	102	0.0	0.111	3.8	LOS A	0.4	3.0	0.22	0.47	0.22	31.9
9	R2	22	0.0	44	0.0	0.111	4.5	LOS A	0.4	3.0	0.22	0.47	0.22	37.0
Approach		73	0.0	146	0.0	0.111	4.0	LOS A	0.4	3.0	0.22	0.47	0.22	34.8
North: Hopetoun Road														
10	L2	1	0.0	2	0.0	0.056	3.4	LOS A	0.0	0.0	0.00	0.01	0.00	40.2
11	T1	54	13.0	108	13.0	0.056	0.0	LOS A	0.0	0.0	0.00	0.01	0.00	39.9
Approach		55	12.8	110	12.8	0.056	0.1	NA	0.0	0.0	0.00	0.01	0.00	39.9
All Vehicles		195	4.6	390	4.6	0.111	1.5	NA	0.4	3.0	0.09	0.18	0.09	38.6

Site Level of Service (LOS) Method: Delay (SIDRA). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Vehicle movement LOS values are based on average delay per movement.
Minor Road Approach LOS values are based on average delay for all vehicle movements.
NA: Intersection LOS and Major Road Approach LOS values are Not Applicable for two-way sign control since the average delay is not a good LOS measure due to zero delays associated with major road movements.
Delay Model: SIDRA Standard (Geometric Delay is included).
Queue Model: SIDRA Standard.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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7.11. STREET NAMING PROPOSAL

DIRECTORATE : **City Growth**

PURPOSE:

Council has received a request to consider a road naming proposal. This report is to advise that the consultation process required under the "Naming rules for places in Victoria" – Statutory requirements for naming roads, features and localities - 2022 (Naming Rules) has been completed. https://www.land.vic.gov.au/place-naming/understand-the-naming-process/the-naming-rules

EXECUTIVE SUMMARY

- Council is the road naming authority for our municipality and must consider road naming requests using the Naming Rules.
- A request was submitted by Steve Myers, Director of Myers Planning Group (Applicant) to name the laneways at the rear of Timor Street, "Dispensary Lane" and "De Grandis Lane". Please see attached the Applicant's report which includes details of the location of the laneways, proposed name history and assessment against the principles of the Naming Rules.
- It is preferred that any new road name should have a historical link to the site or to the Warrnambool region. The applicant has provided information that demonstrates this and the proposed names have also been assessed in the DELWP VicNames Register and considered not to be duplicated with our municipality.
- Consultation has been undertaken in accordance with the Naming Rules.
- Two (2) submissions were received, one (1) in support of the proposed names and one (1) proposing an alternative name.
- An assessment has been provided of the alternative name, and it is recommended that the proposed road names of Dispensary Lane and De Grandi Lane be supported.

MOVED: CR RICHARD ZIEGELER
SECONDED: CR MAX TAYLOR

That Council support the proposed road names Dispensary Lane and De Grandi Lane.

CARRIED - 6:0

BACKGROUND

Myers Planning Group have recently completed construction of a new office building and café with frontage and access to laneways off Timor Street. With the construction of the new building it does propose some confusion with regard to street addressing. There are units to the north of the new building which are addressed "to the rear of Timor Street" This could cause confusion for emergency services.

To name the laneways and revise current addressing is considered beneficial. No submissions were received from the residents of the units.

Council is required to follow the consultation process under the Naming Rules which has now been completed and a decision on the proposed names is required by Council.

ISSUES

Two (2) submissions were received, one (1) in support of the proposed names and one (1) proposing an alternative name.

The proposed alternative name received was “L2P” in honour of the L2P driver mentor program which operates in Warrnambool not far from the laneway and provides benefit to the local community.

Whilst understanding of the sentiment, “L2P” does not meet the following naming principles;

- Principle A – Ensuring public safety – road names must not cause confusion for emergency services, communication and mail services.
- Principle J – Using commercial and business names – road names should not be named after commercial businesses including not for profit organisations.
- Principle K – Language – a road name cannot be a numeric value either in full alphabetised or numeric format.

Therefore, L2P is not considered suitable under the Naming Rules and the submitter will be advised accordingly.

FINANCIAL IMPACT

There may be a financial impact once the road names are approved and Council may bear the cost of mail redirection for those residents impacted any revised street addressing.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

5 An effective Council
5.1 Leadership and governance: Council will be a high-functioning team committed to respectful relationships, collaboration and ongoing engagement. It will provide strong, effective leadership, sound governance and informed decision-making

TIMING

Routine

COMMUNITY IMPACT / CONSULTATION

The Rates and Revenue team in collaboration with the Building & Planning Support team were responsible for the consultation process and it was completed in accordance with the Naming Rules.

LEGAL RISK / IMPACT

Minimal impact. Consideration of proposed road names is the responsibility of Council and the Naming Rules advise that appropriate naming is essential to identify locations for emergency services, deliveries and the like.

OFFICERS’ DECLARATION OF INTEREST

None declared

COLLABORATIVE PROCUREMENT

Not applicable

CONCLUSION

Council is the road naming authority for our municipality and must consider road naming requests using the Naming Rules.

This report is to advise Council of the response from the consultation process and to recommend the proposed road names to Council for approval.

ATTACHMENTS

1. Road Naming Request Rear of 190 Timor Street if Dm G Co Ldk 6 Hfa 0 B Oi 0 O 8 Q [**7.11.1** - 7 pages]
2. Road Naming Consultation diagram 2022 [**7.11.2** - 1 page]

24 July 2022

Julie Perry
Coordinator City Building and Administration Support
Warrnambool City Council
PO Box 198
WARRNAMBOOL VIC 3280

By email only: planning@warrnambool.vic.gov.au

Dear Julie

Road Naming Request, Rear of 190 Timor Street, Warrnambool

I am writing to request consideration of a proposal to name two un-named laneways within the Warrnambool CBD.

We are currently developing a site at the rear of 186-194 Timor Street. The site is currently known as 'Rear of 190 Timor Street, Warrnambool'.

The new building is the future home of CoLab - and will contain a cafe, coworking space, community meeting space, and offices for several tenants including Myers Planning and Associates, Assemble Design Collective, and HEM Communities.

The site adjoins two unnamed laneways, one to the south and one to the east which currently provide access to the rear of properties along Timor Street (southern laneway) and the Ozone Carpark (eastern laneway). Access to our new building will be via the southern laneway.

We are concerned the current address ('Rear of 190 Timor Street, Warrnambool') will be difficult for people to identify our location, potentially causing confusion for emergency services and the delivery of goods.

We have identified two potential names which reflect the history of the surrounding area. These proposals are discussed below.

Southern Laneway (Road-029) - Dispensary Lane Proposal

The southern laneway provides access to the rear of properties at 186-194 Timor Street. The laneway has historically provided 'back of house' access to these tenancies. See Figure 1 overleaf.

Myers Planning Group Pty Ltd
ABN 53 253 414 622
182B Lava Street,
Warrnambool VIC 3280
Australia
Telephone 61 3 5562 9443
admin@myersplanninggroup.com.au
www.myersplanninggroup.com.au

Figure 1 - Proposed Dispensary Lane

Our development will be accessed from this laneway, with two pedestrian access points to the building - the main entry to CoLab and a secondary entry for the cafe (marked with an asterisk above). We intend to re-seal the laneway prior to completion of the development (expected to be around October 2022).

During initial site works, several old chemist bottles were discovered buried across the site, including a bottle stamped 'R.F Kennedy & Co, Chemists, Warrnambool'.

We have since learned that Richard Frank Kennedy (1826-1903) established a pharmacy (Kennedy's Drug Depot) at 188 Timor Street (today occupied by Lady Vanderburg restaurant).

The following is an extract from the Warrnambool Historical Society's records:

> '…He established a large pharmacy in Timor Street with a retail, wholesale and manufacturing business. In 1891 he erected a new building which was described as one of the most elegant and best-stocked chemist shops in Victoria. Kennedy was active in Warrnambool community affairs and was a foundation member of the

> Warrnambool Bowls Club, being its first Vice-President and an early President. The business continued after Kennedy's death, trading as 'R.F.Kennedy and Co.'
>
> 'Richard Frank Kennedy was one of the most significant businessmen in Warrnambool in the late 19th century. The products of his chemist shop and factory were distributed all over Victoria and beyond.'

The following image is from the State Library collection and depicts Kennedy's Drug Depot and its elaborate interior.

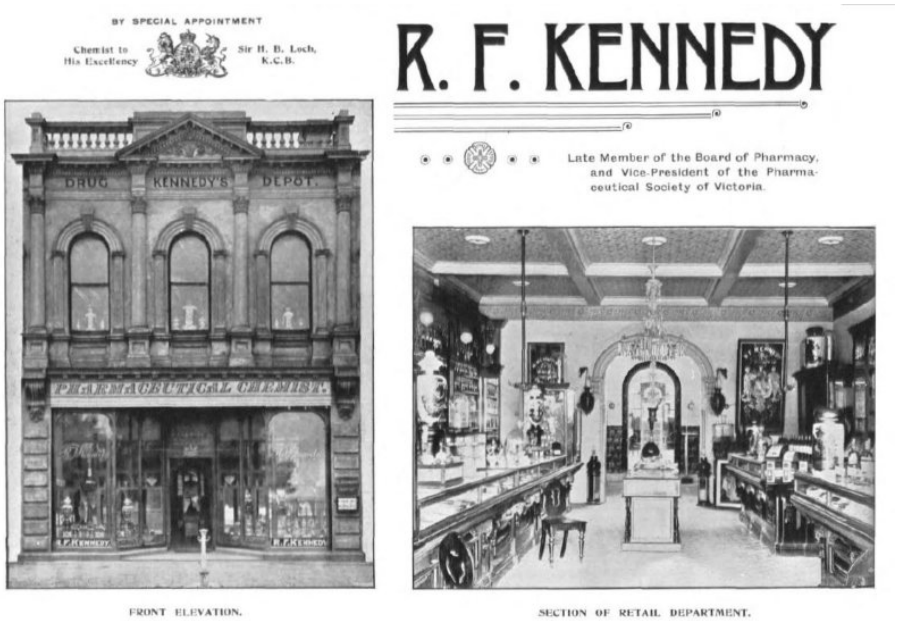

Figure 2 - Kennedy's Drug Store, 188 Timor Street (source State Library of Victoria)

Kennedy Street in Merrivale is named after Richard Kennedy. Warrnambool City Council's history of road names notes:

> 'Richard Frank Kennedy (1826-1903) born England, came to Melbourne in 1856 and then to Warrnambool in 1870. A Councillor 1885-90, he was a chemist in Timor Street (opposite the Post Office) in the 1880s. He was for many years president of the Warrnambool Hospital and Benevolent Asylum, president of the Mechanics' Institute and Art Gallery, a trustee of the Savings Bank and for many years a justice of the peace. He lived at "Ivanhoe", Canterbury Road…'

To avoid duplication of road names, while still recognising Kennedy's connection the area, we would like to apply to have this laneway named **Dispensary Lane** in recognition of the laneway's connection to Kennedy's Drug Store and the significant contribution that Richard Kennedy made to the formation years of the City of Warrnambool.

The proposed name addresses the following relevant principles as set out in the *Naming rules for places in Victoria 2022 - Statutory requirements for naming roads, features and localities* (the naming rules).

Principal A - Ensuring public safety

Complies. The proposal will assist with operational safety for emergency response and public services (such as mail). The site is currently known as 'Rear of 190 Timor Street' which is confusing for emergency services and delivery of goods.

We are concerned that as long as the laneway remains un-named, the building will not be easily identifiable.

Principal B - Recognising the public interest, and Principal C - Linking the name to the place

Complies. The proposal recognises the history of Richard Kennedy and his drug store at 188 Timor Street. The rear of the property (including our site) was clearly used as part of the drug store.

The proposed name will celebrate and recognise the establishment and early years of Warrnambool as we know it today, and the role of Richard Kennedy and his drug store.

Principal D - Ensuring names are not duplicated

Complies. The proposal does not duplicate an existing name within Warrnambool or within 15 kilometres of the road.

Principal F - Names must not discriminate or be offensive

Complies. The proposed name does not discriminate or cause offensive.

Principal K - Language

Complies. The proposed name is easy to pronounce, spell and write.

The naming of the above laneway is our primary request to ensure the building is easily identifiable. Our secondary request relates to the eastern laneway, as discussed below.

Eastern Laneway (Road-128) - Proposed De Grandis Lane

The eastern laneway provides access to the Ozone carpark from Timor Street. The laneway is between 178-182 Timor Street and 186 Timor Street. See Figure 3 overleaf.

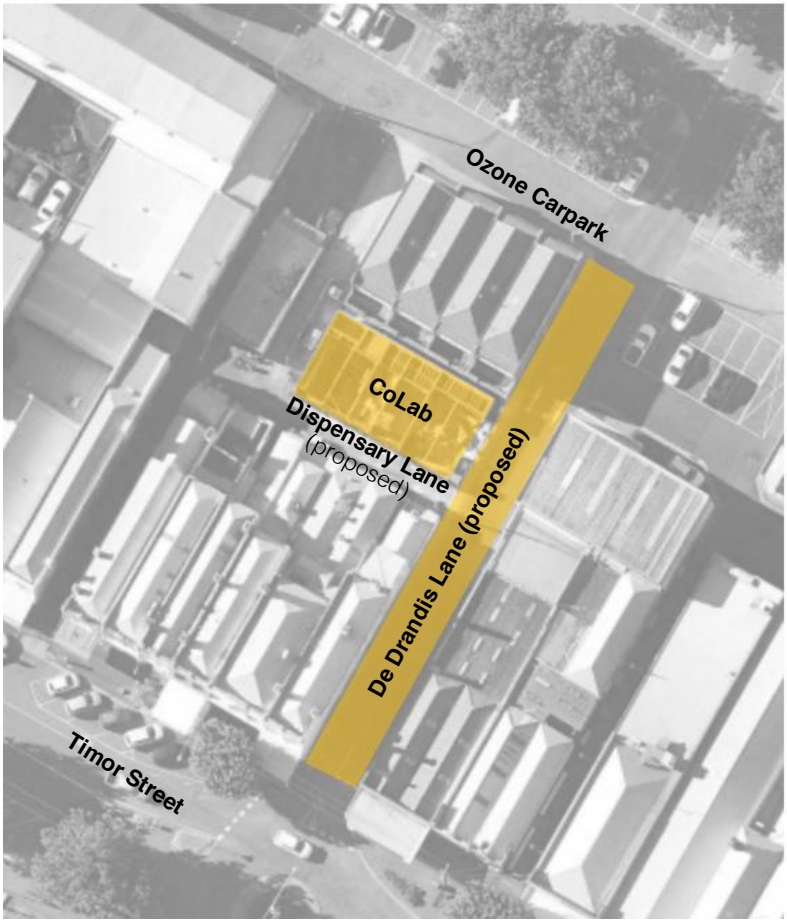

Figure 3 - Proposed De Grandis Lane

The De Grandi's were well known for their sports goods store which operated at 178-182 Timor Street (De Grandi's Sportsgoods Store). After 114 years of family ownership, the store closed in 2011 (business was founded in 1897 by Lou De Grandi). Today, the former De Grandi's Sportsgoods Store sign is proudly maintained in the laneway.

We would like to apply to have this laneway named **De Grandis Lane** in recognition of the significant contribution that the De Grandi family has made to Warrnambool over the decades.

The proposed name addresses the following relevant principles as set out in the naming rules.

Principal A - Ensuring public safety

Complies. The proposal will assist with operational safety for emergency response and public services (such as mail). Locally, the De Grandi's store is well known, and the laneway is often informally referred to as the De Grandi's Laneway to assist with identification.

While not required to allow identification of our building, the naming of this laneway will assist in identifying our building (such as 'CoLab is located on the corner of De Grandis Lane and Dispensary Lane'). In turn, we believe this will assist emergency services and delivery of goods.

Principal B - Recognising the public interest, and Principal C - Linking the name to the place

Complies. The proposal recognises the significant contribution the De Grandi family has made to Warrnambool over the decades. The proposed name also has direct links to the heritage De Grandi's store signage which takes pride of place at the entry the road.

Principal D - Ensuring names are not duplicated

Complies. The proposal does not duplicate an existing name within Warrnambool or within 15 kilometres of the road. There is a De Grandis Road in Hawkesdale (around 32 kilometres from the road).

Principal F - Names must not discriminate or be offensive

Complies. The proposed name does not discriminate or cause offensive.

Principal I - Using commemorative names, and Principal J - Using commercial and business names

Complies. The proposed name commemorates the significant contribution of an iconic (former) Warrnambool business (De Grandi's Sports Store), and the contribution the De Grandi family has made to Warrnambool over the decades. The De Grandi family is held in strong regard by the community and has a long association with the laneway and adjoining store.

Principal K - Language

Complies. The proposed name is easy to pronounce, spell and write.

Thank you for the opportunity to submit these road names for your consideration.

If you have any questions, please contact me on telephone (03) 5562 9443 or email steve@myersplanninggroup.com.au.

Yours sincerely,

Steve Myers, Director

Naming rules for places in Victoria

Statutory requirements for naming roads, features and localities

The diagram below shows the process a member of the public would follow when consulted by a naming authority.

1. You have received a proposal for naming or renaming a road, feature or locality.
2. Decide whether the proposal directly affects you. For example, will your address change?
3. Decide if you support the proposal.
4. If you support the proposal, do you need to respond?
5. Are you able to propose a new name, boundaries or advice or do you support the name or boundaries?
6. If you do not support the proposal you may seek further information or submit an objection to the naming authority that sent the proposal.
7. The naming authority must consider all responses and decide on whether to accept or reject the name proposal.
8. If the naming authority rejects the naming proposal, another proposal might be made or the exisiting proposal could be altered, based on initial community feedback.
9. If the naming authority decides to proceed with the naming proposal you could appeal the decision by contacting the Registrar of Geographic Names.
10. GNV will audit the naming proposal and will either reject or accept the proposal.
11. If rejected, the naming authority may have to provide additional information or alter the exsiting proposal, which might result in additional consultation with affected parties.
12. If accepted, the Registrar of Geographic Names will proceed to gazette and register the proposed name and/or boundaries.

delwp.vic.gov.au

VICTORIA State Government | Environment, Land, Water and Planning

7.12. WARRNAMBOOL-CHANGCHUN SISTER CITY FRAMEWORK AGREEMENT AND PLAN

DIRECTORATE : City Growth

PURPOSE:

This report provides information and requests endorsement of the Warrnambool-Changchun sister city Framework Agreement and the 2023-2025 Warrnambool-Changchun Exchange and Cooperation Plan. The documents are proposed to be signed by the Chief Executive Officers at the 10th Anniversary Warrnambool-Changchun online ceremony in late March (TBC).

EXECUTIVE SUMMARY

Warrnambool City Council's sister city relationship with Changchun, China began in 2012, with several inbound and outbound business delegations travelling between the two cities to promote trade and investment. In 2015, Warrnambool City Council conducted the 'Food & Agriculture into Asia' assessment report between Warrnambool and Changchun and identified the opportunities for the export of agriculture and food products.

Post COVID-19, both cities have engaged in discussions to support our City and regional businesses to plan and conduct trade with Changchun. It is proposed that a new Framework and Three-Year Plan 2023-2025 be agreed to which will guide the ongoing cooperation between the two cities.

Upon signing the two agreements, Changchun Municipal Government will:

- Establish a Small and Medium Enterprise (SME) online platform on WeChat (Chinese communication platform) to share and promote the Great Warrnambool regional food information for export. Warrnambool City Council will provide product information from regional businesses who are willing to explore potential to export.
- Facilitate with Warrnambool City Council to develop sister school relationships.
- Work with Warrnambool City Council around the potential opportunity for an Agricultural Machinery Show to highlight their machinery industry.

MOVED: CR BEN BLAIN
SECONDED: CR RICHARD ZIEGELER

That Council note and approve the signing of the Warrnambool-Changchun Framework Agreement and Three-Year Plan 2023-2025 by the Chief Executive Officer at the 10th Warrnambool-Changchun Anniversary Online Ceremony.

CARRIED - 6:0

BACKGROUND

The Warrnambool City Council's sister city relationship with Changchun, China has been strong in the past ten years with many visits made by delegations from both cities. The sister city agreement relates to "mutual benefit, exchanges and co-operation" in a variety of fields and to "promote common prosperity and development." With the easing of COVID restrictions and the improving diplomatic relationship between Australia and China It is an opportune time to capitalise on the momentum of the relationship for regional development.

A stronger trade and cultural relationship with Changchun will contribute to recognising a growing Chinese community in Warrnambool and will also support multiculturalism in our community by strengthening the people-to-people ties.

Several delegations from both cities have made visits between the two cities since the Sister City arrangement was confirmed, however COVID-19 has stymied the activity during the last three years. Changchun is now keen to reestablish productive relations and has floated the possibility of a visit by delegates to Warrnambool in the second half of 2023.

ISSUES

In the past several years, there has ben some diplomatic tensions between Australia and China. On February 6, 2023, Australian Trade Minister Don Farrell had a virtual exchange with China's Minister of Commerce Wang Wentao. Farrell said that this meeting, the first since 2019, represented "another important step in stabilizing Australia's relations with China." The announcement is the most recent sign that ties between the two countries are warming up.

With the Australian Government's stance viewed as positive and outward looking, it is now a good time to reconnect Warrnambool business community to the opportunities in our sister city, Changchun.

Council Officers have written to DFAT to get advice on how to register the proposed agreement as per the DFAT website.

FINANCIAL IMPACT

None, administration and activity covered under operational budgets.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community
1.1 Be a welcoming and inclusive city: Warrnambool will be a city that is more welcoming to all and which fosters diversity.

3 A strong economy
3.2 Emerging industries: Council will encourage emerging industry sectors that contribute to Warrnambool's economic growth and diversity.
3.3 Visitor growth: Council will facilitate Warrnambool's visitor growth and year-round visitation through industry development, effective destination management and promotion of attractions, experiences and by leveraging key events.

5 An effective Council
5.7 Effective advocacy: Council will pursue effective advocacy by providing compelling materials for desired support and funding for community priorities through establishing strong relationships with other levels of government, strategic partners and key stakeholders
5.8 Regional role and relationships: Council will acknowledge Warrnambool's capability as the regional centre of southwest Victoria through appropriate leadership, advocacy and partnerships that enable greater opportunity for the region

TIMING

Online 10th anniversary ceremony planned for late March 2023.

COMMUNITY IMPACT / CONSULTATION

The Economic Development Team will engage with targeted local businesses, while providing end-to-end support services to navigate the cultural and commercial complexities and build Chinese business capability and confidence in Warrnambool and the surrounding region.

LEGAL RISK / IMPACT

Officers have written to DFAT to get advice on how to register the proposed agreement as per the DFAT website.

OFFICERS' DECLARATION OF INTEREST

None

COLLABORATIVE PROCUREMENT

N/A

CONCLUSION

With the Changchun / Warrnambool Sister City relationship reaching 10 years and and the improving diplomatic relationship between the two countries, it is an opportune time to reconfirm Council's commitment to the relationship.

ATTACHMENTS

1. FINAL Framework Agreement between Changchun and Warrnambool [**7.12.1** - 6 pages]
2. FINAL Three Year 2023 2025 Plan for Changchun and Warrnambool [**7.12.2** - 3 pages]
3. FINAL Framework Agreement beteween Changchun and Warrnambool CHINESE [**7.12.3** - 4 pages]
4. FINAL Three Year 2023 2025 Plan for Changchun and Warrnambool CHINESE [**7.12.4** - 2 pages]

Framework Agreement on Joint Establishment Changchun-Warrnambool SME Trade Platform

Party A: Changchun People's Association for Friendship with Foreign Countries

Party B: Warrnambool City Council

Party C: Changchun Association of Private Enterprises

Under the framework of the China-Australia Comprehensive Strategic Partnership and for the purpose of further enhancing our friendly exchanges, expanding and deepening our cooperation, elevating economic and trade cooperation to a higher level, facilitating economic and trade interactions and mutually beneficial cooperation among our enterprises and benefiting our citizens, Party A, Party B and Party C, based on the principles of self-willingness, equality, mutual benefits and win-win results, and through friendly consultation, agree to reach the following agreement on joint establishment of the Changchun-Warrnambool SME Trade Online Platform. The agreement is as follows:

Article 1 Purpose of Cooperation

The three Parties, following the principles of "being promoted by

the government, implemented by enterprises, participated by various industries and built through joint efforts", pursuing market-oriented and goal-driven approaches, shall jointly establish the Changchun-Warrnambool SME Trade Platform. It is aimed to enhance the exchanges and step up cooperation among our SMEs, and elevate our economic and trade cooperation to a higher level.

Article 2 Content of Cooperation

2.1 To facilitate exchanges and cooperation of SMEs from two cities, the three Parties agree to jointly establish the Changchun-Warrnambool SME Trade Online Platform, providing such online functions as policy services, special services, enterprise exhibitions and communication among enterprises.

2.2 The three Parties agree to hold online and offline trainings and briefings, so as to enable more enterprises to understand the platform and join it, enrich its content and increase its users. As required by the three Parties, we will promote SMEs from both cities to conduct reciprocal visits and exchanges and organise some targeted activities in a timely manner to promote products and attract investments, helping enterprises to explore more channels, identify business opportunities and achieve win-win cooperation.

2.3 The three Parties agree to fully leverage the resources and social relations of the two cities to promote and popularise the platform and allow SMEs to understand, join and use the platform.

Meanwhile, the three Parties shall also build channels of communication and exchange between enterprises of supply and demand side, help SMEs from both cities to address difficulties encountered in business exchanges, in an effort to better serve the enterprises joining the platform.

Article 3 Obligations of All Parties

3.1 Obligations of Party A

3.1.1 Party A shall leverage its strength in coordination and organisation to push forward the platform building in an orderly manner.

3.1.2 Party A shall support platform operation and provide relevant language service.

3.1.3 Party A shall make full use of its domestic and overseas resources to recommend and invite relevant small and medium-sized enterprises to join the trade platform, in a bid to create more opportunities for mutually beneficial cooperation between enterprises of both cities.

3.1.4 Party A shall proactively promote and popularise the trade platform in proper means to enable the platform to play a bigger role in economic and trade exchanges and cooperation between the two cities and the wider region.

3.2 Obligations of Party B

3.2.1 Party B shall integratr resources in local industries and enterprises, and actively recommend and invite relevant small and medium-sized enterprises to join the trade platform, so as to create more opportunities for mutually beneficial cooperation between enterprises of both cities.

3.2.2 Party B shall proactively promote and popularise the trade platform to enable the platform to play a bigger role in economic and trade exchanges and cooperation between the two cities and the wider region.

3.2.3 Party B shall actively work with Party A and Party C to facilitate the design and development of the trade platform, and provide and update the recommended enterprise and product information as needed, so as to upload it on the platform.

3.3 Obligations of Party C

3.3.1 Party C shall make full use of its advantages to propose a design plan according to the actual needs of Party A and Party B. After unanimous approval of the design plan by all Parties, Party C shall be in charge of the technical development and function realisation of the platform.

3.3.2 Party C shall provide necessary funding for the platform, and shall be responsible for the technical support, regular

maintenance, and system upgrades of the platform to ensure that the platform can operate normally.

3.3.3 Relying on the resources of enterprises covered by the Association, Party C shall actively recommend and invite relevant small and medium-sized enterprises to join the trade platform, so as to expand the scope and increase the clout of the platform.

Article 4 Miscellaneous

4.1 This agreement shall enter into force on the date of its signature and shall remain valid for a period of three years, or termination of this agreement through written consent of the three Parties. This Agreement may be extended upon unanimous consent by the Contracting Parties through friendly consultations.

4.2 Matters not covered or any dispute arising herein shall be settled by the three parties through consultation. Any amendment or supplement to this Agreement shall be made in writing by the three parties. Such supplemental agreement shall be deemed as the integral part of this Agreement and have the same legal effect as this Agreement.

4.3 This Agreement is made in triplicate, with each party holding one copy. This Agreement is written in Chinese and English languages, both texts being equally authentic.

Party A: Changchun People's Association for Friendship with Foreign Countries

(Stamp)

Signature:

Date:

Party B: Warrnambool City Council

(Stamp)

Signature:

Date:

Party C: Changchun Association of Private Enterprises

(Stamp)

Signature:

Date:

Three-Year (2023-2025) Plan for Friendly Exchanges and Cooperation Between Changchun, the People's Republic of China And Warrnambool, the Commonwealth of Australia (Draft)

Changchun, China and Warrnambool, Australia have been committed to promoting governmental and non-governmental exchanges since establishment of sister-city relationship in 2013. This is evidenced by frequent high-level visits and successful cooperation on, among others, agriculture, livestock, education, culture, sports and transportation.

Through friendly consultation, the two cities agree to sign the *Three-Year (2023-2025) Plan for Friendly Exchanges and Cooperation* between the two sides, in a bid to enhance mutually beneficial cooperation under the RCEP framework. The content of the plan is as follows:

Article 1

The two sides will carry out a wide range of online and offline exchange and promotion activities based on the principle of equality and mutual benefits, so as to explore opportunities.

Article 2

The two sides will jointly establish Changchun-Warrnambool SME Trade Platform, expand import and export trade cooperation on agro-products,

aquatic products, machinery, food and other areas, boosting the economic development of the two cities in the post- pandemic era.

Article 3

The two sides will strengthen cooperation on agricultural science and technology and expand more promotion opportunities by attending industry exhibitions and building online and offline exhibition and sales platforms.

Article 4

The two sides will encourage more friendly exchanges and cooperation on education, jointly build and develop relationships between our sister schools, launch diversified exchange and training programs for teachers and students, further deepen the friendship between our two peoples and advance education of our two cities.

Article 5

The two sides will jointly cultivate and bring in diversified talents from sci-tech, commercial, educational, cultural, sports and other areas, so as to underpin the development of two cities.

Article 6

The officials and relevant authorities of two sides will keep in regular contact to consult on our exchange and cooperation projects and other issues of common concern.

This plan serves as a basic framework for more in-depth cooperation

between the two sides in the future. The two sides should engage in pragmatic cooperation in a positive manner and keep consulting on the implementation of the specific projects.

This plan is written in duplicate in the Chinese and English languages, both texts being equally authentic. It shall come into force on the date of signature, with a validity period of three years.

(Signature&Title)	**(Signature& Title)**
(Stamp)	**(Stamp)**
Changchun Municipal People's Government	**Warrnambool City Council**
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22 March 2023	**22 March 2023**

中国长春市与澳大利亚瓦南布尔市合作共建中小企业贸易平台框架协议

甲方：长春市人民对外友好协会

乙方：澳大利亚瓦南布尔市政府

丙方：长春市民营企业协会

为进一步提升两市友好交往水平，拓宽两市合作广度与深度，推动经贸领域合作提质升级，便利两市企业经贸往来与互利合作，更好造福两市人民，甲、乙、丙三方经友好协商，本着自愿平等、互利共赢的原则，在中澳全面战略伙伴关系框架下，就合作共建中国长春市与澳大利亚瓦南布尔市中小企业贸易平台事宜达成如下协议：

一、合作宗旨

三方本着“政府推动、企业主体、行业参与、协调共建”的原则，坚持市场主导与目标驱动，在真实、充分表达各自意愿的基础上，合作共建“中国长春市与澳大利亚瓦南布尔市中小企业贸易平台”，增进两市中小企业交往，加快两市企业合作步伐，促进两市经贸合作迈上新台阶。

二、合作内容

（一）三方同意合作共建长春市与瓦南布尔市中小企业贸易线上平台，实现政策服务、专项服务、企业展示、企业交流

等线上功能，为两市中小企业交流合作提供便利。

（二）三方同意联合举办线上、线下培训及推介说明会，让更多企业了解并进驻平台，丰富平台内容和用户数量。根据三方需求，积极组织两市企业开展线下互访交流活动，并适时举办有针对性的宣传推介及招商引资活动，帮助企业拓展渠道、挖掘商机，实现合作共赢。

（三）三方同意充分利用两市资源及社会关系，对平台进行整体宣传推广，让两市中小企业了解平台、进驻平台、使用平台，搭建服务方和需求方沟通交流桥梁，对两市企业业务交往中遇到的困难给予积极帮助，更好地服务入驻平台企业。

三、各方职责

（一）甲方职责

1、 甲方发挥组织协调优势，有序组织推进平台建设工作。

2、甲方为平台运营提供支持及相关语言服务。

3、甲方发挥国内外资源优势，积极推荐相关中小企业加入贸易平台，为两市企业互利合作提供更多机会。

4、甲方通过合适的方式积极宣传推广贸易平台，助力平台在两市及更大区域范围内的经贸交往与合作中发挥更大作用。

（二）乙方职责

1、乙方发挥当地行业企业资源优势，积极推荐中小企业加入贸易平台，为两市企业互利合作提供更多机会。

2、乙方积极宣传推广贸易平台，助力平台在两市及更大区域范围内的经贸交往与合作中发挥更大作用。

3、乙方积极配合甲方、丙方推进贸易平台的设计及建设工作，并按照需要提供并更新推荐的企业及产品信息，上传至线上平台。

（三）丙方职责

1、丙方发挥协会优势，根据甲乙双方实际需求提出设计方案，各方一致通过后，由丙方负责平台的技术开发和功能实现。

2、丙方提供必要的经费支持，并负责平台的技术支持与定期维护、更新和系统升级，确保平台能够正常运营。

3、丙方依托协会覆盖的企业资源，积极推荐相关行业企业加入贸易平台，扩大平台辐射面与影响力。

四、其他事项

（一）本协议自三方法定代表人（负责人）或授权代表签字并加盖公章之日起生效，协议有效期为3年。或经三方书面确认，同意终止本协议时止。本协议到期后，三方如想继续合作，可协商重新签订合作协议。

（二）本协议未尽事宜及争议事项，由三方协商处理。协议三方对本协议内容的修改或补充，应采用书面形式订立补充协议，补充协议将成为本协议的有效组成部分，与本协议具有同等法律效力。

（三）本协议一式三份，甲方、乙方、丙方各执一份。本协议正本分别用中文和英文书写，两种文本具有同等法律效力。

甲方：长春市人民对外友好协会

（公章）

授权代表签字：

签约日期　　年　月　日

乙方：澳大利亚瓦南布尔市政府

（公章）

授权代表签字：

签约日期　　年　月　日

丙方：长春市民营企业协会

（公章）

授权代表签字：

签约日期　　年　月　日

中华人民共和国长春市与澳大利亚联邦瓦南布尔市 2023-2025 年交往计划
（草稿）

中国长春市与澳大利亚瓦南布尔市自 2013 年缔结友好城市以来，一直致力于促进两市间的政府交流与民间交往，双方高层领导互访不断，在农业、畜牧业、教育、文化、体育、交通等领域交流合作成果丰硕。

为适应新形势，推进高水平对外开放，加强两市在 RCEP 框架下积极开展互利合作，推动两市合作提质升级，经两市友好协商，同意签署两市 2023-2025 年交往计划。内容如下：

1.双方根据平等互利的原则，开展一系列线上、线下合作交流与推介活动，探寻合作机遇，深挖合作潜力。

2.双方将共建长春-瓦南布尔中小企业贸易平台，扩大两市在农产品、水产品、机械、食品等领域进出口贸易合作，为两市疫后经济发展注入动力。

3.双方将加强农业科技领域合作，并通过参加行业展会、建立线上线下展销平台等方式拓宽宣传推介渠道，提升品牌知名度。

4.双方鼓励教育友好交流与合作，加大“姊妹校”联建， 开展多元化教师及学生交流培训项目，进一步增进两市人民友谊，推动两市教育发展。

5.双方将探索联合培养并引进科技、商业、教育、文化、

体育等领域人才，为两市城市发展提供多元化人才支撑。

6.双方领导人和有关部门保持经常联系，以便就双方交流与合作事宜及共同关心的问题进行协商。

本交往计划为双方未来开展更深入合作项目的基础框架，双方应本着积极的态度务实合作，并不断就具体项目推进落实进行充分协商。

本交往计划一式两份，分别用中文和英文写成，两种文本同为正本。本交往计划自签字之日起生效，有效期为三年。

中国长春市人民政府	**澳大利亚瓦南布尔市政厅**
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2023 年 2 月 28 日	2023 年 2 月 28 日

7.13. INFORMAL MEETINGS OF COUNCIL REPORTS

DIRECTORATE : EXECUTIVE SERVICES

PURPOSE

The purpose of this report is to provide Council with copies of Informal Meetings of Council (previously known as "Assembly of Councillor Records") as previously required under section 80A(2) of the Local Government Act 1989.

BACKGROUND INFORMATION

Section 80A(2) of the Local Government Act 1989 required the record of an Assembly of Councillors to be reported at an ordinary Council meeting.

Assembly of Councillor Records are no longer a requirement in the Local Government Act 2020 as of 24 October 2020. However, under Council's Governance Rules, a summary of the matters discussed at the meeting are required to be tabled at the next convenient Council meeting and recorded in the minutes of that Council meeting.

REPORT

The record of the following Informal Meetings of Council are enclosed:-

Monday 13 February 2023 – refer **Attachment 1**.

Monday 20 February 2023 – refer **Attachment 2.**

Monday 27 February 2023 – refer **Attachment 3.**

ATTACHMENTS

1. Assembly of Councillors Record 13 February 2023 [**7.13.1** - 1 page]
2. Assembly of Councillors Record 20 February 2023 [**7.13.2** - 2 pages]
3. Assembly of Councillors Record 27 February 2023 [**7.13.3** - 2 pages]

MOVED: CR BEN BLAIN
SECONDED: CR ANGIE PASPALIARIS

That the record of the Informal Meetings of Council held on 13, 20 and 27 February 2023, be received.

CARRIED - 6:0

Informal Meeting of Council Record

Name of Committee or Group (if applicable):	Informal Meeting of Council (Councillor Briefing)
Date of Meeting:	13 February 2023
Time Meeting Commenced:	3.01pm
Councillors in Attendance:	Cr. D. Arnott, Mayor Cr. O. Akoch Cr. B. Blain Cr. V. Jellie AM Cr. A. Paspaliaris (arrived at 3:34pm) Cr. M. Taylor Cr. R. Ziegeler
Council Officers in Attendance:	Peter Utri, Director Corporate Strategies Luke Coughlan, Acting Director City Growth Ingrid Bishop, Director Community Development Julie Anderson, Acting Director City Infrastructure
Other persons present:	Jonathon Rochwerger, Consultant – Urban Enterprise Julia Cretan, Consultant – Urban Enterprise
Apologies	David Leahy, Acting Chief Executive Officer
Matters Considered:	1. Warrnambool Economic Development Strategy – (3.01pm - 4.07pm) 2. Reid Oval Development Review - (4.08pm - 4.17pm)
Council and Officer Items Raised (4.17pm – 4.24pm):	Bus stop query – South Warrnambool Edwards Bridge Great South Coast – Food & Fibre
Councillor Conflicts of interest Disclosures: **Nil**.	
Councillor /officer Name: **Nil.**	
Meeting close time:	4:24pm
Record Completed by:	Julie Anderson, Acting Director City Infrastructure

Informal Meeting of Council Record

Name of Committee or Group (if applicable):	Informal Meeting of Council (Councillor Briefing)
Date of Meeting:	20 February 2023
Time Meeting Commenced:	3.03pm
Councillors in Attendance:	Cr. D. Arnott, Mayor Cr. O. Akoch Cr. B. Blain - ZOOM Cr. V. Jellie AM Cr. A. Paspaliaris Cr. M. Taylor Cr. R. Ziegeler
Council Officers in Attendance:	Andrew Mason, Chief Executive Officer Peter Utri, Director Corporate Strategies David Leahy, Director City Infrastructure Luke Coughlan, Acting Director City Growth Ingrid Bishop, Director Community Development Wendy Clark, Executive Assistant Ashish Sitoula, Manager Strategic Community Planning & Policy (3.41pm – 4.37pm) Rachael Edwards, Coordinator Mental Health Services – (3.41pm – 4.08pm) Nerissa Lovric, Community Planning & Health Promotion Officer (3.41pm – 4.08pm)
Other persons present:	
Apologies	Nil.
Matters Considered:	1. VEC Electoral Boundary Review - (3.04pm - 3.25pm) 2. SWVLX - Decommissioning Project Status - (3.25pm – 3.40pm) 3. Confidential - Award of Contract 2022034 - Tooram Road Outfall Drainage Construction (3.40pm - 3.45pm) *This report has been declared confidential under the following section of the Local Government Act 2020:Ssection 3 (g) - private commercial information, being information provided by a business, commercial or financial undertaking that (i) relates to trade secrets; or (ii) if released would unreasonably expose the business, commercial or financial undertaking to disadvantage.* 4. South West Mental Health Workforce Incentive Program - (3.45pm - 4.02pm) 5. Climate Health Forum - (4.02pm - 4.08pm) 6. Warrnambool Crisis Accommodation Project Update - (4.09pm - 4.37pm)
Council and Officer Items Raised	• Speed of VLocity trains on the Melbourne to Warrnambool line. • AquaZone feasibility study and ongoing condition considerartions. • Federal Government infrastructure funding for drainage system. • Warrnambool Art Gallery. • Security at Surfside Caravan Park. • Overhanging bushes on footpaths. • Rebuilding of McGennan's amenities block.

Councillor Conflicts of interest Disclosures: Item 2.6 **-** Warrnambool Crisis Accommodation Project Update	
Councillor /officer Name: Cr Max Taylor - Due to owning a property in proximity to the proposed location. Cr Taylor left the meeting at 4:09pm and returned to the meeting at 4.38pm.	
Meeting close time:	5.05pm
Record Completed by:	Wendy Clark Executive Assistant

Informal Meeting of Council Record

Name of Committee or Group (if applicable):	Informal Meeting of Council (Councillor Briefing)
Date of Meeting:	27 February 2023
Time Meeting Commenced:	3.00pm
Councillors in Attendance:	Cr. D. Arnott, Mayor Cr. O. Akoch Cr. B. Blain – arrived at 3.12pm Cr. V. Jellie AM - Zoom Cr. A. Paspaliaris Cr. M. Taylor Cr. R. Ziegeler
Council Officers in Attendance:	Andrew Mason, Chief Executive Officer Peter Utri, Director Corporate Strategies David Leahy, Director City Infrastructure Luke Coughlan, Acting Director City Growth Ingrid Bishop, Director Community Development Wendy Clark, Executive Assistant Donna Porritt, Executive Manager IT Strategy & Transformation Shared Services (3.31pm – 3.36pm) - Zoom Julie McLean, Manager City Strategy & Development (3.43pm – 4.09pm) Nick Legoe, Senior Statutory Planner (3.43pm – 4.02pm) Jin Kim, Co-ordinator, Economic Development & Investment (4.08pm – 4.20pm) John Brockway, Manager Financial Services (4.13pm – 4.24pm)
Other persons present:	-
Apologies	Nil.
Matters Considered:	1. Appointment of Independent Audit And Risk Committee Member - (3.01pm - 3.05pm) 2. Activities & Initiatives 2022-2023: October - December (Quarter 2) - (3.05pm- 3.30pm) 3. Coastal Connect ICT Procurement Policy - (3.31pm - 3.35pm) 4. S5 Instrument of Delegation - Council to CEO (3.36pm - 3.37pm) 5. S6 Instrument of Delegation - Council to Members of Staff (3.37pm -3.38pm) 6. S11A Instrument of Appointment And Authorisation Under the Planning And Environment Act 1987 (3.38pm - 3.39pm) 7. Whites Road Gum Trees - (3.40pm -3.45pm) 8. PP2022-0047 - 5 Manuka Drive - (3.45pm - 4.02pm 9. DP2022-0002 - Application To Approve A Development Plan For The Heights (Russell Street Dennington) - (4.02pm - 4.05pm) 10. DP2022-0003 - Application To Approve An Amended Development Plan For Emmanuel College (140-150 Botanic Road And 13 Crawley Street) -(4.05pm - 4.06pm 11. Street Naming Proposal- 4.07pm - 4.09pm) 12. Changchun and Warrnambool (2023-2025) Plan - (4.10pm - 4.20pm) 13. January Monthly Finance Report - (4.20pm – 4.24pm)

	14. Mayoral Diary Update - (4.25pm – 4.26pm)
Council and Officer Items Raised	• Removal of 2 Palm trees. • Jetty Flat ground maintenance. • City Memorial Bowls Club. • Whites Road pedestrian safety.

Councillor Conflicts of interest Disclosures:	
Councillor /officer Name:	
Meeting close time:	4.31pm
Record Completed by:	Wendy Clark Executive Assistant

7.14. MAYORAL & CHIEF EXECUTIVE OFFICER COUNCIL ACTIVITIES - SUMMARY REPORT

DIRECTORATE : Executive Services

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 / Event
16 February 2023	Melbourne	Mayor & Acting Chief Executive Officer - Regional Cities Victoria General Meeting.
	Melbourne	Mayor – Emperor of Japan, 63rd birthday celebration.
23 February 2023	Warrnambool	Mayor & Chief Executive Officer – Eastern Maar Aboriginal Corporation Quarterly Forum
24 February 2023	Warrnambool	Mayor & Chief Executive Officer – SouthWest Victoria Alliance Board Meeting.
	Warrnambool	Mayor – Welcome to Big Life cyclists riding from Melbourne to Warrnambool.
	Warrnambool	Mayor – South West Academy of Sport presentation evening.
1 March 2023	Warrnambool	Mayor & Chief Executive Officer – Club Connect March.
2 March 2023	Warrnambool	Mayor – Deakin University Warrnambool Campus Graduation for Faculties of Arts & Education, Business & Law, Health and Science, Engineering and Built Environment.
	Timboon	Chief Executive Officer – Great South Coast Regional Partnership Meeting.

MOVED: CR ANGIE PASPALIARIS
SECONDED: CR RICHARD ZIEGELER

That the Mayoral & Chief Executive Officer Council Activities – Summary Report be received.

CARRIED - 6:0

8. NOTICE OF MOTION

No Notices of Motion have been received.

9. GENERAL BUSINESS

Nil.

10. URGENT BUSINESS

Nil.

11. CLOSE OF MEETING

The meeting closed at 6.59pm.

CHAIRMAN