MINUTES

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



VENUE:

Reception Room
Warrnambool Civic Centre
25 Liebig Street
Warrnambool

COUNCILLORS

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

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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 RECEPTION ROOM, WARRNAMBOOL CIVIC CENTRE, 25 LIEBIG STREET, WARRNAMBOOL ON MONDAY 6 NOVEMBER 2023 COMMENCING AT 5:45 PM

PRESENT: Cr. Ben Blain, Mayor/Chairman

Cr. Debbie Arnott

Cr. Vicki Jellie AM - Virtual 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, Director City Growth Mr James Plozza, Manager Governance Ms. Wendy Clark, Executive Assistant

1. OPENING PRAYER & ORIGINAL CUSTODIANS STATEMENT

Almighty God

Grant to this Council

Wisdom, understanding and Sincerity of purpose

For the Good Governance of this City

Amen.

ORIGINAL CUSTODIANS STATEMENT

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

2. APOLOGIES

Cr Otha Akoch

MOVED: CR. DEBBIE ARNOTT SECONDED: CR. MAX TAYLOR

That the apology from Cr Otha Akoch be accepted.

CARRIED - 6:0

3. CONFIRMATION OF MINUTES

MOVED: CR ANGIE PASPALIARIS SECONDED: CR RICHARD ZIEGELER

That the Minutes of the Scheduled Meeting of Council held on 2 October 2023 and the Minutes of the Scheduled (Annual) Meeting of Council held on 23 October 2023, be confirmed.

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.

 Cr Max Taylor - Item 7.12 - Ziegler Parade Car Parking Upgrade - General Conflict -Relative is part owner of the Frecked Duck business.

5. MAYORAL PRESENTATION

On the weekend we had a bit of excitement up at Flagstaff Hill with Wreckfest 23 happening on Sunday. It was a great event organised by a dedicated sub-committee of the Friends of Flagstaff Hill and supported by Flagstaff Hill. More than 400 people were seeing traditional trades, craft skills and these included a porcelain flower, blacksmiths, a sock maker, a weaver with a loom, hand shearing, quilting, wool spinning, cheese making and a coopers display and more. Music included a brass band, a pipe band and the Tin Shed Singers. Also the 80 pound cannon at the Garrison also got fired on Sunday as well. The food available on the day was a modern interpretation of some of the food that you might have found on the wharf back in the 19th Century and a regional brewery and distillery also set up at Flaggy. It was a really exciting day, every building was activated and it was a real draw card for local residents and regional visitors.

I'd like to say congratulations to everyone for a successful festival that really showcased the best of Flagstaff Hill and I'd also like to just point out as well that we're starting a budget consultation early this year.

We are going to actually be holding two sessions, one on the 16 November between 1pm and 3pm and another on Tuesday 28 November from 6pm to 8pm, if you could get down we will have a bit more to talk about as we move forward but we are trying to get the engagement early and trying to put it out there to go well here are the things that can be influenced in the budget to really try to respond to the needs of the community and our Council Plans, so I look forward to seeing you there.

6. PUBLIC QUESTION TIME

6.1 QUESTION FROM HELEN BROWNE, WARRNAMBOOL

- 1. Again, I request WCC's risk assessment for the current operations of the WWNH and for the proposed location in Pecten Park. When will they be forthcoming?
- 2. When will the
 - a. Documents presented at the community consultations with the public be made available?

 and
 - b. results of the Community Consultation for the WWNH be available to the public

RESPONSE

A report in relation to the West Warrnambool Neighbourhood Community House is proposed to go to the December Council meeting.

The presentations from the focus group discussions, which included risk assessment material, I will make sure that they get up as soon as possible onto our website.

All of the other issues and all of the information that Council needs to make its decision will be part of the final report or the report that goes to the December Council meeting.

6.2 QUESTION FROM NICOLE PARKS, WARRNAMBOOL

- 1. What traffic management will be required for the 2 Granter Street development, during the building and development period, to regulate the number of vehicles parked in the street by builders and developers, which ensure safe passage for school children travelling to and from the Merrivale Primary School?
- 2. What are WCCs plans for the footpath or paths on Granter Street and Landmann Street to and from the school, to ensure safe and all weather foot traffic to and from the school?

RESPONSE

The missing section of footpath from the end of Granter Street on the northern side to link the school will be completed in the next 12 months. Planning for further works to complete several missing sections in the area is also being undertaken as implementation of the priority pedestrian network strategy.

7. REPORTS

7.1. SCHEDULED COUNCIL MEETING DATES 2024

DIRECTORATE: Executive Services

PURPOSE:

The purpose of this report is for Council's consideration and adoption of the Scheduled Council Meeting dates for 2024.

EXECUTIVE SUMMARY

Under Council's Governance Rules, Council is required to fix the dates, times and places of all Scheduled Council Meetings for the following 12 months at the first Council meeting following the Annual (Statutory) Meeting of Council.

The proposed Scheduled Council Meeting dates for the period February 2024 – December 2024 is contained within the recommendation.

MOVED: CR MAX TAYLOR SECONDED: CR DEBBIE ARNOTT

That Warrnambool City Council meetings for 2024 be held at 5.45pm in the Reception Room, Warrnambool Civic Centre, 25 Liebig Street, Warrnambool on the following dates:-

- Monday 5 February 2024
- Monday 4 March 2024
- Monday 8 April 2024
- Monday 6 May 2024
- Monday 3 June 2024
- Monday 1 July 2024
- Monday 5 August 2024Monday 2 September 2024
- Monday 7 October 2024
- Monday 18 November 2024 Annual Meeting
- Monday 2 December 2024

CARRIED - 6:0

BACKGROUND

Council is required to fix the dates, times and places of all Scheduled Council Meetings for the following 12 months at the first Scheduled Council Meeting following the Annual (Statutory) Meeting of Council with the dates, times and places of all Scheduled Council Meetings to be made available to the public.

Public notice of all Scheduled Council Meetings will be provided in accordance with Council's Governance Rules and will be displayed on Council's website.

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

To be adopted at the first Scheduled Council Meeting following the Annual (Statutory) Meeting of Council to be held on Monday 6 November 2023.

ATTACHMENTS

Nil

7.2. ELECTION PERIOD POLICY 2023

DIRECTORATE: Executive Services

PURPOSE:

This report presents a reviewed Election Period Policy for adoption.

EXECUTIVE SUMMARY

The Local Government Elections that are scheduled to occur in October 2024 necessitate that the Election Period Policy be reviewed.

The Policy aims to ensure that Warrnambool City Council's general elections to be held on Saturday, 26 October 2024, and subsequent elections, are conducted in a manner that is ethical, fair and equitable and are publicly perceived as such.

The Policy includes procedures intended to prevent the Council from making inappropriate decisions or using resources inappropriately during the election period before a general election. It places limits on public consultation and the scheduling of Council events and puts in place procedures to ensure that access to information held by Council is made equally available and accessible to candidates during the election.

The previous policy was dated and included many references and processes from the *Local Government Act 1989* that have since been repealed. As such the policy has been rewritten from scratch.

MOVED: CR MAX TAYLOR SECONDED: CR DEBBIE ARNOTT

That Council:

- 1. Adopt the attached Election Period Policy 2023.
- 2. Revoke the Election Period Policy adopted on 3 August 2020.

CARRIED - 6:0

BACKGROUND

Preparations for the October 2024 Local Government Elections are underway. A key part of those preparations is to prepare the organisation, Councillors and potential candidates for the requirements and expectations that will be placed upon them during the election period.

The Local Government Act 2020 (the Act) requires Council to have an Election Period Policy. The policy was last reviewed in August 2020. The policy in its current form is dated and includes numerous references to processes and requirements that no longer exist after the repeal of large parts of the Local Government Act 1989. It has been determined that instead of making marginal revisions to the existing policy, a new policy be developed.

The election period (also known as the caretaker period) starts at the time that nominations for the election of Council close (known as nomination day) until election day. The election period for the 2024 elections will be 24 September 2024 until 6pm on Election Day, Saturday 26 October 2024, inclusive.

ISSUES

The policy sets out the procedures to be applied by Council during the election period for a general election.

The purpose of the Policy is to ensure that the ordinary business of Warrnambool City Council continues throughout the election period in a responsible and transparent manner, and in accordance with statutory requirements and established caretaker conventions.

These conventions are intended to ensure that councils and Councillors will not use public resources in election campaigning or make major policy decisions that may bind the incoming Council.

It aims to avoid the politicisation of the organisational arm of Council and prevents candidates being unfairly advantaged or disadvantaged as a result of incumbency.

This policy aims to address and provide guidelines in respect of the matters listed below:

- Council decision-making
- Public consultation, meetings and Council events
- Use of Council resources
- Access to Council information and assistance to candidates
- Electoral material
- Media and publicity
- Section 123 of the Act (misuse of position)

FINANCIAL IMPACT

The adoption of the attached Election Period Policy 2023 will not impact Council's financial resources. However, the election will come at a large expense with a cost estimate expected to be provided by the Victorian Electoral Commission by December 2023.

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 election period for the 2024 elections will be 24 September 2024 until 6pm on Election Day, Saturday 26 October 2024, inclusive.

COMMUNITY IMPACT / CONSULTATION

Nil.

LEGAL RISK / IMPACT

Nil.

OFFICERS' DECLARATION OF INTEREST

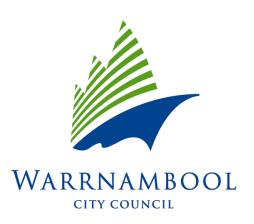
Nil.

CONCLUSION

This Policy facilitates the continuation of Council's ordinary business throughout the election period in a responsible and transparent manner. It aims to ensure that the elections are not compromised by inappropriate electioneering by existing Councillors and safeguards the authority of the incoming Council.

ATTACHMENTS

- 1. Election Period Policy 2023 [7.2.1 14 pages]
- 2. Election Period Policy 2020 [7.2.2 15 pages]



Election Period Policy 2023

APPROVAL DATE: November 2023
REVIEW DATE: October 2027



DOCUMENT CONTROL

Document Title:	Election Period Policy
Policy Type:	Council
Responsible Branch:	Executive Services
Responsible Officer:	Manager Governance
Document Status:	Draft
Approved By:	Council
Approved Date:	November 2023
Review Date:	October 2027

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INTRODUCTION

1.1. Purpose

Section 69 of the Local Government Act 2020 (the Act) requires Council to have an Election Period Policy. The Policy sets out the procedures to be applied by Council during the election period for a general election. During the election period certain prohibitions apply to the general functions and powers of Council.

The Policy has been developed to ensure that Warrnambool City Council's general elections to be held on Saturday, 26 October 2024, and subsequent elections, are conducted in a manner that is ethical, fair and equitable and are publicly perceived as such.

1.2. Scope

This Policy applies to all Council staff, Councillors and election candidates during the election period, also known as the caretaker period.

The election period starts at the time that nominations for the election of Council close, known as nomination day. The election period for the 2024 elections will apply from 24 September 2024 until 6pm on Election Day, Saturday 26 October 2024, inclusive.

1.3. Definitions

Term	Definition
Candidate	means a person who has nominated as a candidate for an election under section 256 of the Act
CEO	Chief Executive Officer
Election day	means the day of the election determined under section 257 or 260 of the Act
Election period	means the period that starts at the time that nominations close on nomination day and ends at 6pm on election day
Electoral material	is defined in the Act as an advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper that is only announcing the holding of a meeting
Electoral matter	means matter which is intended or likely to affect voting in an election but does not include any electoral material produced by or on behalf of the election manager for the purposes of conducting an election
Nomination Day	means the last day on which nominations to be a candidate at a Council election may be received
Returning Officer	the officer appointed by the Victorian Electoral Commission who is responsible for the conduct of the election and who formally announces the election results

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means any Council decision, including decisions made by Council staff acting under a delegation, given by Council during an election period for a general election that:

Significant decisions

- May irrevocably commit the incoming Council to substantial expenditure or to other significant actions; or
- May have an irrevocable or significant impact on the municipality or a significant section of the community.

2. POLICY

2.1. Policy Statement

The Policy is intended to prevent the Council from making inappropriate decisions or using resources inappropriately during the election period before a general election. It places limits on public consultation and the scheduling of Council events and puts in place procedures to ensure that access to information held by Council is made equally available and accessible to candidates during the election.

2.2. Policy Objectives

- **2.2.1.** This Policy facilitates the continuation of Council's ordinary business throughout the election period in a responsible and transparent manner, in accordance with statutory requirements and established "caretaker" conventions.
- **2.2.2.** This Policy explains how Council will conduct its business during the election period to ensure that the elections are not compromised by inappropriate electioneering by existing Councillors and safeguards the authority of the incoming Council.
- **2.2.3.** This Policy aims to address and provide guidelines in respect of the matters listed below:
 - Council decision-making
 - Public consultation, meetings and Council events
 - Council Publications
 - Use of Council resources
 - · Access to Council information and assistance to candidates
 - Media and publicity
 - Section 123 of the Act (misuse of position)

2.3. General

- 2.3.1. During the election period, Council will not make decisions that:
 - Relate to the appointment or remuneration of the Chief Executive Officer (CEO) but not to the appointment or remuneration of an Acting CEO
 - Commits Council to expenditure exceeding 1 per cent of the Council's income
 - Council considers should not be made during an election period

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During the election period, Council will:

- Ensure that Council resources are not used for election campaign purposes, nor in a way that might improperly influence the result of an election
- Limit public consultation, public meetings and Council events in order to facilitate Council's day- today business while avoiding any express or implied links to the election
- Not print, publish or distribute "electoral matter"

2.3.2. Election Period

The election period (also known as the caretaker period) refers to the period commencing on the last day on which nominations for the election can be received (nomination day) and continues until election day.

For the 2024 elections, the election period starts on 24 September 2024 and ends at 6pm on Saturday, 26 October 2024.

Recognising that electioneering can occur at any time throughout a term of Council, this policy is applicable at any time in so far that any candidate should not utilise any Council resource, advantage or benefit for the purposes of electioneering. This extends to practice that could create the public perception that some benefit or advantage has been gained by any candidate.

2.3.3. Communication of Policy

Following the adoption of the Policy, a copy of the Policy will be published on Council's website and copies will also be circulated to nominated candidates at the close of nominations.

The CEO will ensure that all staff are informed of the requirements of this policy prior to commencement of the election period.

2.4. Council Decision Making

2.4.1. Section 69 of the Act prohibits the making of some decisions during an election period.

a) Chief Executive Officer

In accordance with section 69(2)(a) Council must not, during the election period, make a decision that relates to the appointment or remuneration of the CEO, other than a decision to appoint an acting CEO.

b) Contracts

In accordance with section 69(2)(b) Council must not commit to expenditure with a value in excess of the equivalent of 1 per cent of Council's rates and charges levied in the

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preceding financial year.

c) General

In accordance with section 69(2)(c) and (d) Council is prohibited from making a decision that the Council considers could be reasonably deferred until the next Council is in place or that Council considers should not be made during an election period.

d) Invalid Decisions

A Council decision made in contravention of section 69(2) (a) or (b) of the Act is invalid in accordance with section 69(4) of the Act.

e) Compensation

In accordance with section 69(5) of the Act, any person who suffers any loss or damage as a result of acting in good faith on a Council decision that is invalid is entitled to compensation from Council for that loss or damage.

2.4.2. Significant Decisions

Council will use all reasonable efforts to avoid making significant decisions. For the purposes of this Policy, significant decisions include, but are not limited to:

- Decisions that may irrevocably commit the incoming Council to substantial expenditure or to other significant actions, for example spending unbudgeted monies, the allocation of community grants or other direct funding to community organisations
- Decisions that may have an irrevocable and significant impact on the
 municipality or a significant section of the community, for example, major
 planning scheme amendments, unplanned community consultation, adopting a
 new policy, strategy or local law or changes to strategic objectives and
 strategies in the Council Plan

2.4.3. Significant Decision Considerations

Where possible, the CEO will ensure that any anticipated significant decisions are scheduled for Council to consider and determine prior to the start of the election period or are scheduled for determination by the incoming Council.

However, during the election period the CEO may still determine that a significant policy decision is required and will advise Council accordingly. In making any such determination, the CEO will have regard to all circumstances, including, but not limited to:

- Whether the decision is, in fact, significant
- The urgency of the decision (if the decision could reasonably be made by the incoming Council)

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- Whether the decision is likely to be controversial or affect voting in the election
- Whether the decision would require the spending of unbudgeted monies
- Whether the decision is in respect of the completion of an activity already commenced and has been endorsed by the incumbent Council
- · Whether the decision requires community engagement
- Whether the failure to make the decision would have a negative impact on Council, the municipality or the local community
- Whether the disadvantage of avoiding making the decision exceeds the benefit of making the decision
- Any relevant statutory obligations and timeframes
- The best interests of the community and Council

2.4.4. Decisions Made Under Delegation

Decision-making power is delegated to Council staff in accordance with Council's *Delegations and Authorisations Policy*. Staff should be aware that some decisions made by staff under delegation may be significant decisions.

Before making any decisions under delegated authority during the election period, Council officers should carefully consider the following:

- · Whether the decision is significant
- The urgency of the decision can it be deferred until after the election period?
- The possibility of financial or other repercussions if the decision is deferred
- · Whether the decision is likely to be controversial
- Whether the decision is in the best interests of Council and the community

Officers requiring assistance in determining whether a decision is likely to be inappropriate should seek advice from the Manager Governance in the first instance.

2.4.5. Election Period Statement

During the election period, the CEO will ensure that an "election period statement" is included in every report submitted to Council for a decision. The election period statement will appear at the start of each item listed on the agenda and will take the following form:

1. This report is being considered during an election period. The recommended decision is not a prohibited decision in accordance with section 69(2) and (3) of the Local Government Act 2020, nor a significant decision within the meaning of Council's Election Period Policy.

OR

2. This report is being considered during an election period. The recommended decision is not a prohibited decision in accordance with section 69(2) and (3) of the

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Local Government Act 2020 but has been determined by the Chief Executive Officer to be a significant decision within the meaning of Council's Election Period Policy. An exemption is required for the following reasons: [insert reasons for exemption].

In accordance with section 177 of the Act Council may resolve to apply to the Minister for Local Government for a compliance exemption if it is required to make a prohibited decision within the meaning of section 69(2) or 69(3) of the Act.

2.4.6. Announcements If Decisions Made Prior To The Election Period

To avoid doubt, this policy applies only to the actual making of decisions, not the announcement of decisions which have been made prior to the election period. However, as far as practicable such announcements should be made before the election period begins.

2.5. Public Consultation, Meetings and Council Events

2.5.1. Limited Public Consultation

Council will limit public consultation primarily to any consultation required under the *Planning and Environment Act 1987* and matters subject to section 223 of the *Local Government Act 1989*.

Public consultation may also be required in other circumstances to ensure that Council's normal operational activities are proactively managed or as part as established ongoing consultation. In these instances Council will endeavour to reschedule consultation in the first instance. If this is not possible all public consultation done during the Election Period will avoid any express or implied links to the election. Any new public consultation will only be undertaken with the CEO's prior approval.

2.5.2. Public Meetings and Council Events

Public meetings and events coordinated by Council will not be held during the election period, unless the meeting or event cannot be re-scheduled, and it would negatively impact Council or the community. Where it is deemed necessary to hold meetings or events during this period, prior approval is required by the CEO (as well as approval for running sheets and speeches). Where Council meetings or events are held during the election period, Councillors and candidates are not permitted to use events and meetings as forums for electioneering purposes and must not distribute election material.

In instances where a Councillor is invited to attend an external event or function in their capacity as a Councillor, roles are restricted to official duties only (where a Councillor would ordinarily perform such duties.) These duties must be performed in their usual way and Councillors must not use these events for the purposes of electioneering. Invitations are deemed to be in the capacity as Councillor where it is

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coordinated/received via the CEO's office or another Council department and when the invitee would not usually be invited in a private capacity.

2.5.3. Council Meetings

Council meetings will continue during the election period and will be open to the public and livestreamed as usual. Councillors will not use Council meetings during the election period for the purposes of electioneering.

Council will continue to take public questions however questions will not be read out during council meetings and only written responses will be provided.

2.5.4. Advisory Committee Meetings

The operation of Council Advisory Committees shall be suspended upon the commencement of the election period ahead of a general Council election.

Any outstanding Advisory Committee Reports may still be reported to a Council meeting during this period.

Council Committees shall resume meeting following the election and the appointment by the incoming Council of Councillors to each committee.

2.6. Use of Council Resources

2.6.1. A Councillor must not use Council resources in connection with, or in any way that may be perceived as in connection with, an election campaign. This applies to a Councillor standing in Council, State or Federal government elections. Such use would constitute misuse of position by the Councillor.

Council resources include financial, human (a staff member's or a consultant's time) and material resources. In circumstances where it is unclear if the use of Council resources is related, or may be perceived as being related, to a candidate's election campaign, the use should be referred to the Manager Governance for a determination.

- **2.6.2.** The following specific restrictions apply:
 - a) Council resources, including, but not limited to, office space, staff, hospitality services, catering, IT equipment, stationery and use by the Mayor of a Councilowned vehicle, may be used for normal Council business only during the election period and must not be used in connection with a candidate's election campaign.
 - b) Reimbursement of Councillor out-of-pocket expenses during the election period will continue to apply to expenses incurred in the performance of normal Council duties only. Expenses that are, or could be, perceived as supporting or being

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connected with a candidate's election campaign will not be reimbursed.

- c) Photographs or images paid for by Council or taken by Council staff must not be used in election material by any candidate or incumbent Councillor. This extends to images of Councillors, events and any Council infrastructure.
- d) Council's logo, letterhead, or any other Council branding may not be used for, or associated in any way with, a candidate's election campaign.

2.7. Access To Council Information And Assistance To Candidates

Council acknowledges that candidates expect Council to respond to their requests for information that relates to the election. Any such requests will be responded to equitably and as though all candidates have made the same request.

Accordingly, all candidates will receive the same information. Incumbent Councillors will continue to receive information that is necessary to fulfil their Council roles. Where information relates to what could be considered an "election issue" or is not required to fulfil duties as a Councillor, requests will be denied.

- 2.7.1. All candidates will be treated equally which means that:
 - a) Any assistance and advice provided to candidates as part of the conduct of the Council election will be provided equally to all candidates.
 - b) All election process-related enquiries from candidates, whether sitting Councillors or not, will be directed to the Returning Officer or, where the matter is outside the responsibilities of the Returning Officer, to the CEO or a designated member of Council staff.
- **2.7.2.** Councillors and other candidates will not be provided with information or advice from Council staff that may be perceived to support their election campaign. There will be complete transparency in the provision of information and advice during the election period. The following specific restrictions apply:
 - a) Information and briefing materials prepared by staff for Councillors during the election period will relate only to factual matters or to existing Council services or projects. Such information will not relate to policy development, new projects or matters that are the subject of public or election debate or that might be perceived to relate to a candidate's election campaign.
 - b) An Information Request Register will be maintained during the election period. The Register will be made available on Council's website and will record all requests for information by Councillors and candidates, and Council's responses.

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c) Requests for information which require the use of significant Council resources in order to provide a response, or which might be perceived to support an election campaign, will be referred to the CEO for a determination as to whether a response may be provided.

2.8. Electoral Material

2.8.1. Publishing Electoral Material

Electoral material is defined in the Act as an advertisement, handbill, pamphlet or notice that contains electoral matter, but does not include an advertisement in a newspaper that is only announcing the holding of a meeting.

Electoral matter means matter which is intended or likely to affect voting in an election but does not include any electoral material produced by or on behalf of the election manager for the purposes of conducting an election. The definition is to be taken to be intended or likely to affect voting in an election if it contains an express or implicit reference to, or comment on:

- a) the election
- b) a candidate in the election
- an issue submitted to, or otherwise before, the voters in connection with the election

Council must not print, publish or distribute or cause, permit or authorise to be printed, published or distributed, electoral material containing electoral matter.

The definition of 'publish' extends to information published on Council's website and on social media. It includes, but is not limited to, material about the election, incumbent Council, election candidates and issues of contention in the election.

It does not include material produced by the Returning Officer for the purpose of conducting the election, information about the election process, advertisements announcing the holding of meetings and statutory documents such as rate notices, food premises registrations and parking fines.

Some examples of what constitutes electoral matter is material that:

- · Publicises the strengths or weaknesses of a candidate
- · Advocates Council policies or those of a candidate
- Responds to claims made by a candidate
- Publicises the achievements of the incumbent Council or individual Councillors
- Refers to matters known to be contentious in the community and likely to be the subject of election debate
- · Promotes the role or duty of a Councillor

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The wide definition of electoral matter means that Councillors must consider communication activities in their capacity as a Councillor during the election period and the run up to the election period.

To minimise the risk of inadvertent publishing that contains electoral matter, Council will minimise its publication activity during the election period.

2.8.2. Annual Report

The Annual Report is not considered to be an advertisement, handbill or pamphlet, however the Annual Report must not include matter that may be considered electioneering or publicising attributes or achievements of individual Councillors.

Information about Councillors will be restricted to what is required by the Local Government (Planning and Reporting) Regulations 2020.

Despite publication of the Annual Report during the election period, it is deemed appropriate that the Mayoral Message be included in the Annual Report. However, the Mayoral Message will be limited to matters regarding the operations of Council in the proceeding financial and will not be used for electioneering.

2.9. Media and Publicity

2.9.1. Council Issued Communications

Council publicity that contains general ongoing Council news or information about the election process is permitted. Council publicity will not be used in any way that might influence the outcome of the election and will not quote or feature Councillors

The following specific requirements apply during the election period:

- a) Council staff must not make any public statement that could be construed as influencing the election. This does not include statements of clarification that have the prior approval of the CEO. Statements of clarification will only be used where not issuing a statement could mislead or deceive a large proportion of the public and would impact Council's service delivery.
- b) Public events and related publicity campaigns, other than for the purpose of conducting the election, will be avoided wherever possible. Where a public event or publicity campaign is deemed necessary for a Council service or function, it must have the prior approval of the CEO.
- Media releases, responses or statements will be minimised and avoided where possible.

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d) Existing material available to the public in Council facilities will be assessed for inclusion of electoral matter and any such matter will be temporarily withdrawn or not prominently displayed in so far as this is practicable in the circumstances.

2.9.2. Council Websites and Social Media

During the election period, information about Councillors on Council's websites will be restricted to portrait photographs, names, titles, and contact details.

The use of Council-operated social media may will be limited to the advertisement of routine Council business and social media publications will be assessed for the presence of electoral matter by the Manager Communications prior to publishing.

The following specific requirements apply during the election period:

- a) Council will only respond to service requests or requests for information
 published via social media as they relate to operational matters. Where possible,
 responses will be provided privately, rather than being published publicly.
- b) Council will not respond to online commentary throughout the election period, unless clarification is needed to ensure that a large proportion of the public is not misled or deceived in relation to key service delivery.

2.9.3. Councillor-Issued Communication

- a) No media advice or assistance may be provided by staff in relation to election campaign matters, or regarding publicity that involves specific Councillors.
- b) Councillors are not permitted to use their access to Council staff and other Council resources to gain media attention in support of their election campaign.
- c) Councillors and other candidates are permitted to issue their own media releases provided they do not use Council resources, including email, logo or any branding, letterhead or any Council-owned device. Councillors and candidates must make it clear that the views expressed are personal views only, and not the views of the Council.
- d) Councillors are not permitted to comment in an official capacity on any issues raised by the media during the election period. Any comments made to the media must be expressed as personal views only and not the views of Council.
- e) Council resources (Internet access, mobile phones, Council logos) must not be used in connection with setting up or maintaining any social media or online presence as candidates.

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3. Section 123 - Misuse of Position

Pursuant to section 123 of the Act Councillors must not misuse their position to:

- a) Gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person.
- b) Cause, or attempt to cause, detriment to the Council or another person.

Circumstances that constitute a misuse of position, include:

- a) Making improper use of information acquired as a result of a position held.
- b) Disclosing information that is confidential information.
- c) Directing or improperly influencing, or seeking to direct or improperly influence, a member of Council staff.
- d) Exercising, or purporting to exercise, a power, duty or function with no authority to do so.
- e) Using public funds or resources in an improper or unauthorised manner.
- f) Participating in a decision on a matter in which the person has a conflict of interest.

4. GOVERNANCE

4.1. Owner

The Manager Governance, is responsible for ensuring this procedure is implemented, progress is monitored and is regularly reviewed.

4.2. Review

The Manager Governance will review the policy for any necessary amendments no later than no later than 12 months prior to the commencement of each subsequent general election period. The next review is due October 2027.

4.3. Charter of Human Rights Compliance

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006.

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Warning - Uncontrolled when printed.

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ELECTION PERIOD POLICY 1.1 PURPOSE

During the period preceding a Council election the Council assumes a "caretaker role". This period is defined in the Act as the 'Election Period'.

The purpose of this Policy is to ensure that the business of local government in the City of Warrnambool continues throughout an Election Period in a responsible and transparent manner in accordance with statutory requirements and established "caretaker" conventions.

Councils Procedure and proceedings functions are set out in Part 3 Division 2 of the 2020 Local Government Act the caretaker provisions that Councils must take heed of are contained in section 69.

1.2 SCOPE

This policy applies to all Councillors and staff.

During an Election Period the business of the Council continues, and ordinary matters of administration still need to be addressed. This policy establishes a series of caretaker practices which aim to ensure that actions of the Council do not bind an incoming council and limit its freedom of action.

1.3 DEFINITIONS

Term	Definition/Meaning
Act	Local Government Act 2020
Election Period	The period that: Starts at the time that nominations close on nomination day; and Ends at 6pm on election day
Nomination Day	The last day on which nominations to be a candidate at a Council election may be received in accordance with the Act and the regulations
Publication	includes any means of publication, including letters and electronic information on the Internet
Public Consultation	A process that involves inviting individuals, groups or organisations or the community generally to comment on an issue or proposed action or proposed policy, and which includes discussion of that matter with the public
Council Resources	Includes the financial, human and material resources of Council and includes – offices, vehicles, staff, hospitality, services, property, equipment (phones, computers etc.) and stationery etc.

2. POLICY

2.1 POLICY STATEMENT

This policy commits the Council during an Election Period to:

· not making any major decisions;

- not making decisions that significantly affect the municipality or unreasonably bind the incoming Council;
- ensuring that public resources, including staff resources, are not used for election campaign purposes, or in a way that may improperly influence the result of an election; and
- not publishing or distributing electoral matter, unless it is simply information about the election process.

This policy prescribes the actions and procedures the organisation, Councillors and staff will implement during an Election Period in observance of the statutory requirements and in the interests of good governance and a fair election generally.

2.2 POLICY POSITION

This policy applies during any Council Election Period and covers:

- Major decisions made by the Council;
- Scheduling consideration and announcement of major decisions;
- Use of the Council's resources including staff and materials published by Council;
- Access to information by Councillors and candidates;
- Council's online presence including social media;
- Communications and media services;
- Attendance and participation at Council organised activities and events; ☐ Public Consultation.

2.3 ROLES AND RESPONSIBILITIES

2.3.1 Councillors

Councillors are bound by sec. 76D and 76E of the Local Government Act 1989 regarding misuse of position and improper direction and improper influence. A breach of sec. 76D attracts serious penalties including possible imprisonment.

During an Election Period, Councillors must not use Council resources for campaigning to increase advantage over other candidates or to influence voters.

2.3.2 Chief Executive Officer

The Chief Executive Officer will ensure, as far as practicable, that all Councillors and staff are informed of the application of this policy at least 30 days prior to the commencement of an Election Period and instructions are provided to staff on the implementation of the procedures detailed in this policy.

During an Election Period the Chief Executive Officer will be the official spokesperson for the Council in relation to all matters.

3. PROCEDURES

3.1 DECISION MAKING PROCESSES DURING AN ELECTION PERIOD

a) It is an established democratic principle that elected bodies should not unnecessarily bind an incoming government during an election period. The Council therefore commits

to this principle in that it will make every endeavour to avoid making decisions that inappropriately bind the incoming Council. This includes a commitment to not making any "Major Decision" or "Significant Decisions" as specified in this policy.

c) The Chief Executive Officer will ensure, as far as practicable, that matters of Council business requiring Major Decision or Significant Decision are scheduled for Council to



enable resolution prior to the commencement of an Election Period or deferred where appropriate for determination by the incoming Council.

d) Scope exists for Council to hold a Council meeting but only in the most urgent or extraordinary circumstances or any statutory circumstances or any statutory processes that may arise. *Refer clause 3.1.3*

3.1.1 Major Decision

- a) A 'Major Decision means any decision relating to:
 - the employment or remuneration of a Chief Executive Officer, other than a decision to appoint an acting Chief Executive Officer;
 - (ii) termination or the appointment of a Chief Executive Officer;
 - (iii) committing the Council to expenditure exceeding 1% of the Council's income from general rates, municipal charges and service rates and charges in the preceding financial year; and
 - (iv) enabling the use of Council's resources in a way that is intended to influence, or is likely to influence, voting at the election.
- b) If Council considers that there are extraordinary circumstances where the community would be significantly disadvantaged by the Council not making a particular Major Decision, the Council will, by resolution, request an exemption from the Minister for Local Government.
- c) The prohibitions on Major Decisions apply to Special Committees and a person acting under delegation.

3.1.2 Significant Decisions

- a) Over and above the decisions specified as Major Decisions, the Council will avoid making other decisions during an Election Period that are of a significant nature and which would unnecessarily bind an incoming Council.
- b) "Significant Decisions" include:
 - Irrevocable decisions that commit the Council to substantial expenditure or major actions; and
 - (ii) Irrevocable decisions that will have a major impact on the municipality or the community.
- c) The Council acknowledges that it has an ongoing responsibility to act in the best interests of the community. Therefore, where a delay in making a "Significant Decision" would

result in significant detriment to the local community, or the broader community, the Council may make an exception to this procedure. In making an exception to this procedure, the Council will deal with the matter impartially, having regard to the long-term interests of the community and as transparently as possible.

- In the case of a decision that significantly affects the municipality or binds the incoming Council, which is not expressly prohibited, a number of factors will be considered, including:
 - (i) The urgency of the issue could a decision be reasonably deferred until the next Council is in place;
 - (ii) The possibility of financial and/or legal repercussions if it is deferred; (iii) Whether the decision is likely to be controversial; and (iv) The best interests of Council.

3.1.3 Council Meetings

Note: The Council will not hold an ordinary Council Meeting during an Election Period. This section only applies to reports for an unscheduled Council Meeting, if such a meeting is called.

In order to facilitate compliance with its commitment to ensuring appropriate decision-making during elections, Council adopts the following procedure:

- a) During an Election Period, the Chief Executive Officer will ensure that a "Caretaker Statement" is included in every report submitted to a Council meeting (if required) for a decision.
- b) The "Caretaker Statement" will specify one of the following:
 - (i) "The recommended decision is not a "Major Decision" or a "Significant Decision" within the meaning of this policy"; or
 - (ii) "The recommended decision is not a "Major Decision". The recommended decision is a "Significant Decision" within the meaning of this policy, but an exception should be made for the following reasons [insert reasons for making an exemption]"; or
 - (iii) "The recommended decision is to seek an exemption from the Minister because the matter requires a "Major Decision"; or
 - (iv) "The recommended decision is a "Major Decision", but an extraordinary circumstances exemption was granted by the Minister for Local Government on [insert date]".
- c) During an Election Period, the Council will not make a decision on any matter or report that does not include one of these Caretaker Statements.

3.1.4 Delegated Committees and Advisory Committees

The operation of all Delegated Committees and Advisory Committees will be suspended upon the commencement of an Election Period.

3.2 PUBLIC CONSULTATION DURING AN ELECTION PERIOD

a) Public consultations are best to be avoided during an Election Period.

- b) This clause does not apply to public consultation required under any statutory provisions, including the Planning and Environment Act 1987.
- Consultations may be undertaken during an Election Period to facilitate the day-to-day business of Council, to ensure matters continue to be proactively managed.
 Consultations will avoid any express or implied links to a Council election.
- Consultations under statutory provisions shall only proceed after express agreement by the Chief Executive Officer and then if it relates solely to the normal day-to-day business of Council.

3.3 COUNCIL PUBLICATIONS DURING AN ELECTION PERIOD

3.3.1 Certification of Council publications during an election period

a) The Council will not publish material with public funds that may influence, or be seen to influence, voting in a Council election.



- b) The Council will not:
 - (i) Print, publish or distribute; or
 - (ii) Cause, permit or authorise to be printed, published or distributed on behalf of the Council any advertisement, handbill, pamphlet or notice during an election period unless it has been certified, in writing, by the Chief Executive Officer.
- c) This prohibition applies to all documents produced for the purpose of communicating with the community, including:
 - (i) Council newsletters
 - (ii) Advertisements and notices e.g. job advertisements, public notices of contracts etc.
 - (iii) Media releases
 - (v) Leaflets and brochures
 - (vi) Mailouts to multiple addresses
- d) Council will avoid all publication activity during an Election Period except where essential for the conduct of Council operations. Where printing, publishing or distributing a document is deemed essential to Council business during an Election Period the Chief Executive Officer's certification is required. Publication includes electronic information and web-based productions.
- e) The procedure for certifying publication is:

Step	Procedure
Step	Flocedule
-	

1	During an Election Period all proposed publications that are normally sent to the Communications unit and/or other Council units for publication e.g. Organisational Development for job advertisements must be sent in the first instance to the Manager Governance
2	The Manager Governance is responsible for checking that no election material is present (other than factual election process information). <i>Refer clause</i> 3.3.5
3	Should the proposed publication contain electoral material, it will be returned to the author for correction and re-submission.
4	Should the proposed publication not contain electoral material, the Manager Governance will send the material to the Chief Executive Officer for certification, by advising: "This material has been checked and does not contain any electoral or electoral related matter to the best of my knowledge. Can you please certify in writing that you authorise for this material to be printed, published or distributed?"
5	If the proposed publication is approved by the Chief Executive Officer, he/she will certify this in writing: "I certify that the attached material is suitable for printing, publishing or distributing on behalf of Warrnambool City Council"
6	The Manager Governance is responsible for maintaining the record of certification of documents and advising relevant officers of the publication approval.

f) Councillors may publish campaign material on their own behalf, as long as the material does not originate from, or is authorised by, the Council or use Council logos.



3.3.2 Council's Online Facilities (includes Social Media)

- a) The Council website is the main corporate site; there are separate websites for some activities including Warrnambool Art Gallery, Aquazone, Lighthouse Theatre, Surfside Holiday Park and Flagstaff Hill Maritime Village. The Council also has a number of social media sites including twitter feeds and Facebook pages.
- b) Council auspiced social media must not be used for election campaigning.
- c) At the start of an Election Period any online information on Council hosted sites about Councillors who are candidates will be restricted to their name and contact details.
- d) Council agendas and minutes of meetings do not require certification if they are published in the usual way on the website.
- e) Any references on Council's website to the election will only relate to the election process.

- f) Any new material published on Council's website during an Election Period that may be considered an advertisement, handbill, pamphlet or notice must be subject to the certification process.
- g) Any publication on social media sites such as, Facebook, twitter etc. which are auspiced by Council, will require certification by the Chief Executive Officer.
- h) During an Election Period Facebook and twitter posts are to be kept to minimum, normal day- to-day activities only. No launches or announcement of any new projects, policy initiatives, or programs must be made. Where possible, the functions that permit comments and posts by the public on Council social media will be disabled during an Election Period and if so, t h e Council will provide an explanation via social media on this being necessitated in accordance with this Policy.
- i) No new Council You Tube videos will be uploaded during an Election Period.
- j) Council's Communications unit monitors the Council's corporate website, Facebook site and twitter feeds between the hours of 8.15am and 5.00pm on weekdays (excluding public holidays). During an Election Period monitoring will extend to after hours and weekends and will be undertaken by the Communication unit which will have the editing access to delete any material posted that makes reference to candidates or a Council election.

3.3.3 Council Publications

- a) Any current Council publication which may be potentially affected by this policy will be reviewed by the Communication unit in consultation with the Manager Governance to ensure that any circulated, displayed or otherwise publicly available material during an Election Period does not contain material that may be construed as "electoral matter".
- b) Council's City Assist unit undertake an audit of brochures and pamphlets in all Council's customer service centres and remove any which might contain electoral matter prior to an Election Period.
- c) Any references to Councillors in Council publications printed, published or distributed during an Election Period must not include promotional text.
- d) Emails that are part of the normal conduct of Council business should not require certification. However, emails with multiple addressees, used for broad communication with the community, will be subject to the certification process.
- e) Mass mail outs or identical letters sent to a large number of people by or on behalf of Council must be subject to the certification process.
- f) Council staff should not prepare Councillors' private mail or electoral correspondence and such material must not be printed on Council stationery or using Council equipment.
- g) Councillors may use the title "Councillor" in their election material, as they continue to hold that position during an Election Period. To avoid confusion, Councillors shall ensure that any election publication using the title "Councillor" clearly indicates that it is their own material and does not represent Council.
- h) Material printed or disseminated during an Election Period to publicise a function or event must be subject to the certification process.

3.3.4 Council Annual Report

- Council is required to produce an Annual Report and this generally will coincide with an Election Period. This publication is not considered an 'advertisement, handbill, pamphlet or notice' and does not require certification.
- b) The Annual Report must not include material that is electioneering or that publicises the attributes or achievements of individual Councillors.
- c) A summary version of the Annual Report is regarded as a pamphlet and must be subject to the certification process.
- d) Printed copies of the text version of the Annual Report will only be distributed upon request until the expiration of an Election Period.

3.3.5 Electoral Material

Material is definitely an electoral matter if it:

- Publicises the strength or weaknesses of a candidate;
- Advocates the policies of the Council or of a candidate;
- Responds to claims made by a candidate;
- Publicises the achievements of the elected Council;
- Publicises matters that have already been the subject of public debate;
- About matters that are known to be contentious in the community and likely to be the subject of election debate;
- · Deals with Election Candidates statements;
- Refers to Councillors or candidates by name or by implicit reference.

3.4 USE OF COUNCIL RESOURCES DURING AN ELECTION PERIOD

- a) Public resources must not be used in a manner that would influence the way people vote in elections. The Council commits to this principle in that it will ensure that Council resources are not used inappropriately during an Election Period. This includes a commitment to comply with the following procedures.
- b) The Council will ensure that due propriety is observed in the use of all Council resources, and staff are required to exercise appropriate discretion in that regard. In any circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, advice is to be sought from the relevant Director.
- c) Council resources, including offices, support staff, hospitality services, equipment and stationery will be used exclusively for normal Council business during an Election Period and shall not be used in connection with any electioneering activity.
- d) No Council events, logos, letterheads, or other Warrnambool City Council branding can be used for, or linked in any way to, a candidate's election campaign.
- e) The Chief Executive Officer or any staff should not be asked to undertake any tasks connected directly or indirectly with electioneering.
- f) Photos or images taken by or provided by the Council are not to be used by

Councillors for the purposes of electioneering or in support of their election campaign. This applies equally to images on Council websites that may be able to be copied. *Also refer to clause 3.7*

- g) No election material or active campaigning is to be conducted at Council sponsored events or to be displayed in any Council building.
- Staff must not undertake an activity that may affect voting in the election or authorise, use or allocate a Council resource for any purpose that may influence voting in the election.
- i) If staff that feel they are being placed in a compromising situation by a request from a Councillor they should refer the Councillor to the Chief Executive Officer for clarification.
- j) Any staff member who considers that a particular use of Council resources may influence voting in an election or provide an undue advantage for a candidate shall advise the relevant Director before authorising, using or allocating the resource. The Director in consultation with the Chief Executive Officer will decide if the use of Council resources is appropriate or not.
- k) Public events will only be organised and run if it is totally unavoidable to conduct such events during an Election Period and then only with the express permission of the Chief Executive Officer.
- Speeches for Councillors will only be prepared by staff in relation to events that are part
 of the normal services or operation of the Council and such speeches will not be
 circulated or available for publication.
- m) Neither the Council logo nor Council stationery will be used by Councillors in any way that relates to the election.
- n) Equipment and facilities provided to Councillors for the purpose of conducting normal Council business will not be used for campaigning purposes.
- Reimbursement of Councillor expenses incurred during an Election Period should only apply to costs incurred in the performance of normal Council duties, and not for campaigning and not for expenses that could be perceived as supporting or being in connection with a candidate's election campaign.
- p) Where Councillors have Council funded services, such as mobile phones, land lines and internet connections, and where it is impractical for Councillors to discontinue their use of these during the election, then Councillors will either reimburse the Council or not make a Council claim that exceeds normal usage levels for usage of those services during an Election Period.
- q) Councillors with their own private mobile phones may continue to seek reimbursement of telephone expenses incurred in undertaking Council business related calls.
 Councillors will be required to declare that those expenses were incurred in undertaking normal Council business.
- r) During an Election Period, Councillors shall not participate in any regional and or interstate travel in their capacity as a Councillor. In circumstances where it is imperative that the Mayor (or nominee) represent Council on a delegation or forum, the Council may by resolution approve such attendance. If consideration by the Council is impractical the Chief Executive Officer may determine the issue.

3.5 ACCESSING COUNCIL INFORMATION DURING AN ELECTION PERIOD

- a) The Council recognises that all election candidates have rights to information from the Council administration and that it is important that sitting Councillors continue to receive information that is necessary to fulfil their elected roles.
- b) Neither Councillors nor candidates will receive information or advice from staff that might be perceived to support election campaigns, and there shall be complete transparency in the provision of all information and advice during an Election Period.
- c) Information and briefing material prepared by staff for Councillors during an Election Period will relate only to factual matters or to existing Council services to assist Councillors in conducting normal day to day activities.
- d) An Information Request Register will be maintained by the Manager Governance commencing on the opening of nominations. The Register will be a public document (available for inspection) that records all requests for information of a non-election nature by all candidates, and the responses given to those requests.
- e) Responses to candidate's requests will only be issued through the Manager Governance. Staff in receipt of a candidate request must refer the request and any proposed response to the relevant Director and Manager Governance. Only information that can be reasonably accessed will be released.
- f) Any Freedom of Information (FOI) application lodged during an Election Period will be dealt with where possible outside of an Election Period. (the FOI Act specifies a 45day period in providing a response)

3.6 ASSISTANCE TO CANDIDATES

- a) The Council affirms that all candidates standing for the Council election will be treated equally.
- b) Any assistance and advice to be provided to candidates as part of the conduct of a Council election will be provided equally to all candidates.
- c) All election related enquiries from candidates will be directed to the Returning Officer or, where the matter is outside the responsibilities of the Returning Officer, to the Manager Governance.

3.7 COMMUNICATIONS AND MEDIA SERVICES DURING AN ELECTION PERIOD

- a) The Council's communication systems and media services will not be used in any way that might influence the outcome of a Council election.
- b) During an Election Period, staff must not initiate any public statement that relates to an election issue. Public statements are not only formal press releases but also verbal comments at meetings, functions and events where attending as part of their Council role
- c) Council newsletters will not be printed by the Council during an Election Period.
- d) Any edition(s) of Council's C2C published within two months prior to the commencement of an Election Period will only contain general information pertaining to the election process and will not contain any photograph of a Councillor or candidate, or any

statement by a Councillor or candidate. Articles will minimise references to specific Councillors and will not identify any Councillor in a manner that could promote a Councillor as an election candidate.

- e) In response to media inquiries the Chief Executive Officer, Directors or the Manager Communications will only provide a response and such information should relate only to current services and operations.
- f) During an Election Period, the Council initiated communications shall be restricted to the communication of normal Council activities.
- g) No media advice or assistance will be provided to Councillors in relation to election campaign matters.
- h) No publicity will be provided that involves specific Councillors during an Election Period.
- Councillors should not use their position as an elected representative or their access to staff and other Council resources or information in support of an election campaign. This includes photos or images provided by the Council for past Council activities.
- Any requests from Councillors for media advice or assistance during an Election Period will be referred to the Chief Executive Officer.
- k) Media releases will not mention or quote any Councillor(s) during an Election Period.
- Contact with the local media will be restricted to the communication of normal Council activities and responding to questions not involving an election or possible election outcomes.
- Publicity for Council events (if any during an Election Period) will be restricted to the communication of factual material and will not mention or quote any Councillor or candidate.
- n) Councillor participation at Council sponsored events during an Election Period will not be used to gain attention in support of an election campaign.

4. GOVERNANCE

4.1 Policy Owner

- a) The Manager Governance shall be responsible for monitoring the currency of this Policy.
- b) Staff enquiries regarding the implementation of this policy should be directed to either Manager Governance or the relevant Director.
- Councillor or candidate enquires should be directed to the Manager Governance or the Chief Executive Officer.

4.2 Policy Review

This policy will be reviewed no later than six (6) months prior to a Council General Election.

7.3. DRAFT NAMING OF SPORT AND RECREATION FACILITIES POLICY

DIRECTORATE: Community Development

PURPOSE:

This report introduces a draft Policy to guide requests from the community to name Council owned or managed sport and recreation facilities.

EXECUTIVE SUMMARY

Warrnambool sporting clubs and community members, from time to time, seek to recognise people who have supported them and the community through distinguished effort and commitment, by naming a Council owned or managed facility in their honour.

The Naming of Council Sport and Recreation Facilities Policy sets out the guidelines and criteria for which naming requests will be considered and supported.

MOVED: CR RICHARD ZIEGELER SECONDED: CR ANGIE PASPALIARIS

That Council endorses the Naming of Council Sport and Recreation Facilities Policy.

CARRIED - 6:0

BACKGROUND

Warrnambool sporting clubs and community members, from time to time, seek to recognise people who have supported them and the community through distinguished effort and commitment by naming a sport or recreation facility in their honour. While the requests are infrequent, there is currently no policy to guide a consistent approach. While some facilities already have names these have been applied inconsistently and in some cases without Council approval.

Place names are an important part of Warrnambool's cultural, historical and geographic identity. The naming of new places and the preservation of existing ones contributes to a sense of belonging and reflects the cultural values of communities and of Warrnambool's rich sporting history. Place and facility names are therefore of major social importance.

Volunteers are fundamental to the success of sporting clubs and Committee's rely on the knowledge, skills and experiences of volunteers, Volunteers are integral in building community capacity, growing sports and driving participation. Recognising the commitment and personal contribution that individuals and their families provide to local sport, often over long periods of time, is an important aspect of creating a strong sense of local identity and pride.

The development of the Naming of Council Sport and Recreation Facilities Policy sets out the guidelines and criteria for which naming requests will be considered and approved. Approval for any application made under this policy can only be given by Council Resolution and in response to a completed written application that has been assessed by Officers and deemed compliant. Naming requests for living persons can provide a sense of legacy to which current members can acknowledge directly.

Requests to unofficially name, buildings or parts of buildings, sporting infrastructure or sports grounds and active playing surfaces, after a sponsor will not be considered. Council reserves the right to revoke, or de-name Council owned or managed sport facilities of the name is associated with criminal activity, and it is likely to cause distress to members of the community.

Policy Purpose

The policy provides:

- Council with a consistent and standardised approach to processing requests to name Council owned or managed sport facilities.
- Ensures that the naming of Council sport facilities is consistent with Warrnambool's community expectations, Council's strategies and policies, relevant legislation and local laws and the Guidelines for Geographic Names Victoria where applicable.

Policy Scope

The policy applies to Council owned or managed property utilised for sport and recreation purposes where an Agreement is entered into with an organisation.

The Policy applies to the following Council sport facilities:

- Buildings or parts of buildings in Sporting Reserves
- Sporting Infrastructure
- Sportsgrounds and active playing surfaces

The Policy does not apply to:

- Entire Reserves or Parks as considered under the Geographic Names Act 1966.
- Leisure Centres owned or managed by Council or a Council operated service eg: AquaZone, Warrnambool Stadium etc.
- Community and/or multi-use facilities where sport and recreation is not considered the primary or major focus eg neighbourhood houses, community centres, halls, etc
- Requests for plaques and memorials on Council owned or managed land, including streets, reserves or parks.

Naming Criteria & Guiding Principles

All applications will be assessed against the following criteria and guiding principles.

Gender Equality

Council is committed to promoting and achieving gender equality. When considering a naming proposal, Council will review the totality of feature names across the municipality with a gender lens to ensure that there is balanced gender representation in named facilities.

Priority will be given to naming proposals seek to redress any imbalance in the recognition and contribution of particular social groups.

Aboriginal Names

Council is committed to our Aboriginal and Torres Strait Islander community and acknowledges that Aboriginal people have a rich and continuous connection to our area.

The use of traditional Aboriginal names is encouraged, in line with State Government policy, which encourages the greater use of Indigenous names in Victoria through place naming. The widespread use of Indigenous names provides a strong connection to Indigenous heritage and acknowledges Indigenous culture.

As such, Council will prioritise naming proposals which request the use of Aboriginal names. This process will be undertaken in consultation with the Eastern Maar Aboriginal Corporation (EMAC). Council will consult with EMAC prior to any use of the Gunditjmara language or place naming within Gunditjmara country and timeframes for determining such naming proposals will be extended to accommodate for the EMAC's process.

Council will only endorse the naming of a facility with an Aboriginal name if the EMAC supports the proposal.

Community Naming Requests

A naming request will only be considered if the person who is nominated (nominee):

- Is/was of good repute and not likely to be the subject of controversy;
- Has/had made an outstanding contribution to the sport/cultural/community organisation for which the sport facility has been built/constructed/provided;
- Has/had been nominated unanimously by the committee of the relevant sport/cultural/community organisation which is the major user (historically and currently) of the sport facility;
- The naming request has the support of all other tenant clubs and key stakeholders and users.
- Has/had made a significant contribution, over and above other potentially suitable candidates;
- Has/had been a resident of Warrnambool or surrounding district and is/was widely known and respected within the local community; or had a recognised historical link with the locality or is generally acknowledged as having made a significant contribution to the social, economic, sporting and/or cultural development of the community;
- If the person is deceased, the naming request application should include the written consent of their immediate family;
- If the person is living, the naming request application must include the written consent of the nominated person;
- Names considered offensive or likely to give offence will not be considered, as well as names of persons who have been convicted of criminal offences;
- Naming requests for members of the Council staff, Councillors, appointees to Committees of the Council, a person still holding public office or those formally associated with the Council, will not be considered as long as that formal relationship continues to exist; and
- There is broad community respect for the person and acceptance of the proposal generally as determined through an approved public consultation process.
- Requests to unofficially name, buildings or parts of buildings, sporting infrastructure or sports grounds and active playing surfaces, after a sponsor will not be considered.
- Names of political parties or entities will not be considered.

ISSUES

There is currently no policy to guide or to provide a consistent and standard procedure for naming Council sport and recreation facilities.

There has been a naming request for Harris Street Reserve pending since mid 2022 with the nominator advised that the request could not be progressed until a Policy was developed. This policy is in response to this request.

Some sporting infrastructure (cricket training nets) already have unofficial names. These names recognise living persons who have volunteered at the club over a long period of time. Whilst there is a perceived risk in using a living persons name, the benefit and opportunity it provides clubs and the community to honour individuals for contributions that deserve recognition far outweigh any apparent or perceived risk. Clubs rely significantly on volunteers for their knowledge, skills and experiences to operate club-based activities, recognition whilst the person is living is paramount. Clubs who have created a culture of volunteering are more likely to be successful, whilst enabling social connection and a sense of belonging.

It is suggested that should clubs wish to make these official that they follow the process to have them formally endorsed by Council and that otherwise they remain as is but remain unofficial and therefore subject to change.

While there is a very small risk that a living individual may be found to be of ill repute after the fact, this can also be true of someone deceased. As recognising significant contributors to the sport is an important aspect of developing community identify and pride, and that this recognition is best delivered while the person can be appreciate being acknowledged, it is recommended that the naming after the living is allowed.

FINANCIAL IMPACT

If the naming request is endorsed by Council, the applicant will be required to meet all costs associated with the consultation, advertisements and registration costs associated with the name proposal.

The applicant is also required to meet all costs associated with the purchase, advertisement, delivery, installation and maintenance of the approved signage.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community

1.5 Recreation, arts, culture and heritage: Council will support opportunities to participate in a wide range of recreational, arts and cultural programs that promote activity, wellbeing, diversity heritage and which increase community connectedness.

COMMUNITY IMPACT / CONSULTATION

Community does not need to be consulted as the Policy is considered organisational.

LEGAL RISK / IMPACT

NA

OFFICERS' DECLARATION OF INTEREST

NA

CONCLUSION

The Community Requests for the Naming of Council Sport and Recreation Facilities Policy will provide the guidelines, criteria and consistent approach for which naming requests will be considered by Council.

ATTACHMENTS

1. Naming of Council Sport and Recreation Facilities Policy August 20 [7.3.1 - 9 pages]



Naming of Sport & Recreation Facilities Policy

POLICY TYPE: ORGANISATIONAL APPROVAL DATE: ???, 2023 REVIEW DATE: September, 2026

DOCUMENT CONTROL

Document Title:	Requests for the Naming of Sport & Recreation Facilities Policy	
Policy Type:	Organisational	
Responsible Branch:	Recreation & Culture	
Responsible Officer:	Manager Recreation & Culture	
Document Status:	Draft	
Approved By:	Council	
Adopted Date:	2023	
Review Date:	JUNE 2026	

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1 CONTEXT

Place names are an important part of Warrnambool's cultural, historical and geographic identity. The naming of new places and the preservation of existing ones contributes to a sense of belonging and reflects the cultural values of communities both of today and of Warrnambool's rich past. Place and facility names are therefore of major social importance.

Council must bear the responsibility for taking care of the place name heritage and making sure that place name planning for reserves and facilities is conducted in a way that preserves our cultural heritage while responding to and developing with our ever-evolving municipality.

Warrnambool sports clubs and community organisations from time to time seek to recognise persons who have supported them and the community through distinguished effort and commitment by seeking to name a sport or recreation facility in their honour. While the requests are infrequent, Council recognises the importance of this practice and has developed this policy and guidelines to provide a consistent and standard procedure for naming Council sport facilities.

Names should be appropriate to the physical, historical and cultural character of the sport facility.

2 PURPOSE

The purpose of this Policy is;

- To provide Council with a consistent and standardised approach to processing requests to name Council owned or managed sport facilities.
- To ensure that the naming of Council sport facilities is consistent with Warrnambool's community expectations, Council's strategies and policies, relevant legislation and local laws and the Guidelines for Geographic Names Victoria where applicable.

3 SCOPE

The policy applies to Council owned or managed property utilised for sport and recreation purposes where an Agreement is entered into with an organisation.

The Policy applies to the following Council sport facilities:

- · Buildings or parts of buildings in Sporting Reserves,
- · Sporting Infrastructure,
- · Sportsgrounds and active playing surfaces.

The Policy does not apply to:

- Entire Reserves or Parks as considered under the Geographic Names Act 1966.
- Leisure Centres owned or managed by Council or a Council operated service eg: AquaZone, Warrnambool Stadium etc.
- Community and/or multi-use facilities where sport and recreation is not considered the primary or major focus eg neighbourhood houses, community centres, halls, etc
- Requests for plaques and memorials on Council owned or managed land, including streets, reserves or parks.
- Requests to unofficially name, buildings or parts of buildings, sporting infrastructure or sports
 grounds and active playing surfaces after a sponsor.

3.1 Definitions

Council "sports facilities" can include but not necessarily limited to;

TERM

Reserves & parks	Open space, entire reserves or parks dedicated primarily for the use of sport and recreation.
Buildings in reserves or parks	Entire buildings dedicated primarily for the use of sport and recreation.
Parts of buildings in reserves or parks	Parts of buildings that are in reserves or parks dedicated primarily for the use of sport and recreation. Eg. Social room in a sports pavilion.
Sportsgrounds and active playing surfaces	Outdoor sportsgrounds and ovals dedicated for sport and recreation generally found in sports reserves eg sports fields, ovals and pitches, athletics tracks and jumps surfaces, tennis courts, bowling greens, synthetic surfaces etc.
Sporting infrastructure	Sporting infrastructure relates to the structures and infrastructure required to support the delivery of organised sport in active spaces, such as scoreboards, spectator shelters or bleachers, cricket practice wickets, coaches boxes, player shelters, player races, goals and sports fencing etc.

3.2 References

Geographical Names Act 1966

Naming Rules for Places in Victoria

Council Plan 2021-2025 (2022 revision)

Healthy Warrnambool 2021-2025 (Municipal Health & Wellbeing Plan)

Advertising Signage Policy (April 2019)

Warrnambool Planning Scheme - Clause 52.05 Signs

Sporting Reserves Signage Policy 2022

4 POLICY

The Policy sets out the criteria for which naming requests will be considered.

Approval for any applications made under this Policy can only be given by Council Resolution and in response to a completed written application that has been assessed by officers and deemed compliant.

4.1 Guiding Principles & Criteria

All applications will be assessed against the criteria and guiding principles.

4.1.1 Gender Equality

Council is committed to promoting and achieving gender equality. When considering a naming proposal, Council will review the totality of feature names across the municipality with a gender lens to ensure that there is balanced gender representation in named facilities.

Priority will be given to naming proposals which meet the criteria and seek to redress any imbalance in the recognition and contribution of particular social groups.

4.1.2 Aboriginal Names

Council is committed to our Aboriginal and Torres Strait Islander community and acknowledges that Aboriginal people have a rich and continuous connection to our area.

The use of traditional Aboriginal names is encouraged, in line with State Government policy, which encourages the greater use of Indigenous names in Victoria through place naming. The widespread use of Indigenous names provides a strong connection to Indigenous heritage and acknowledges Indigenous culture.

As such, Council will prioritise naming proposals which request the use of Aboriginal names. This process will be undertaken in consultation with the Eastern Maar Aboriginal Corporation (EMAC).

Council will consult with EMAC prior to any use of the Gunditjmara language or place naming within Gunditjmara country and timeframes for determining such naming proposals will be extended to ensure consultation with appropriate Aboriginal authority. Council will only endorse an Aboriginal name with this approval of the relevant Aboriginal authority.

4.2 Community Naming Requests

A naming request will only be considered if the person who is nominated (nominee):

- Is/was of good repute and not likely to be the subject of controversy;
- Has/had made an outstanding contribution to the sport/cultural/community organisation for which the sport facility has been built/constructed/provided;
- Has/had been nominated unanimously by the committee of the relevant sport/cultural/community organisation which is the major user (historically and currently) of the sport facility;
- The naming request has the support of all other tenant clubs and regular users and of the Council sport facility to be named;
- Has/had made a significant contribution, over and above other potentially suitable candidates:
- Has/had been a resident of Warrnambool or surrounding district and is/was widely
 known and respected within the local community; or had a recognised historical link
 with the locality or is generally acknowledged as having made a significant contribution
 to the social, economic, sporting and/or cultural development of the community;
- If the person is deceased, the naming request application should include the written consent of their immediate family;
- If the person is living, the naming request application must include the written consent of the nominated person:
- Names considered offensive or likely to give offence will not be considered;
- Naming requests for members of the Council staff, Councillors, appointees to Committees of the Council, a person still holding public office or those formally associated with the Council, will not be considered as long as that formal relationship continues to exist; and
- There is broad community respect for the person and acceptance of the proposal generally as determined through an approved public consultation process.

Note: Names of political parties or entities will not be considered.

4.3 Signage

Any naming signage must:

- Be accordance with the terms and conditions of club occupancy agreements which stipulate the prior written consent of the Council must be obtained before displaying or affixing any signs, advertisements or notices to any part of the licensed area where such signs, advertisements or notices are visible from outside the Licence Area.
- Comply with any relevant legislation including the Warrnambool Planning Scheme Section 52.05.

The types of signs that will generally be permitted are those that do not require a permit (Section 52.05-10). Examples of signs that do not currently require a permit include signs that are erected:

- on a sports facility providing the sign's display cannot be seen from nearby land (e.g. be inward-facing or facing playing surfaces); and/or
- inside a building that cannot generally be seen outside.
- comply with relevant Council policies and community laws.

It is against Council policy to permanently erect 'real estate' (community billboard) advertising boards or other such permanent signage visible from outside sport reserves.

5 POLICY AUTHORITY

The authority for the for the naming of sport facilities lies with the Warrnambool City Council and is subject to the nomination criteria detailed in this Policy.

Council's strong preference is to retain the existing official names registered in the Victorian Registry of Places but accepts community recommendations to name sport facilities such as:

- Parts of Buildings in Reserves or Parks eg social room or change room in a sports pavilion;
- Sporting Infrastructure eg scoreboards, coaches boxes, spectator shelters, cricket practice nets

Notwithstanding an approval by the Council under this Policy, Council reserves the right to alter or rescind such approval by resolution of the Council.

6 POLICY IMPLEMENTATION

6.1 Naming Requests

- Applications must be in writing and addressed to the Manager of Recreation & Culture.
- All applications considered must be sport facilities identified and included in the Policy Scope (item Requests to name or rename entire reserves, parks and buildings and sportsgrounds/sports surfaces etc. will not be considered).
- All applications to include a supporting statement detailing how the nominee/sponsor meets the nomination criteria as stated in the Policy. The onus is on the requestor to ensure that all criteria and conditions are met. Council officers will not assist in this process.
- Not all naming requests received under this policy will be subject to a report to Council.
- An initial review of the naming request application will be made by Council officers. If the application is consistent with the policy, guidelines and criteria contained herein, a report will be referred to Council recommending Council approve the naming request in accordance with the application.
- Where an application for a naming request is supported by Council, the application will be advertised for a period of 21 days to provide opportunity for community comment and feedback for consideration by Council.
- All applications and any community feedback received will be given careful consideration by Council officers prior to being presented to Council via a Council Report

6.2 Existing Names

Existing names for significant sport facilities are registered in the Geographic Place Names Registry. Names of reserves, parks and significant sport facilities are generally well known, universally accepted and recognised by the broader community.

Requests to rename significant sport facilities will not be supported by Council.

The names of existing sport facilities should only be changed in exceptional circumstances. Generally, a named facility will retain that name as long as it exists unless exceptional circumstances arise that warrant the name being changed.

In some cases there have been historical cases of Council facilities being unofficially named. These names are not be recognised by Council as the official name and do not create a precedence for naming of other facilities in this way. If deemed necessary at any point Council may remove these names from its assets.

6.3 Geographic Names Board

When considering a name proposal, Council will assess whether the proposed name needs to be registered with the Geographical Names Board under the Geographical Names Act 1966.

If Council registers the name with the Geographical Names Board, it will follow the relevant guidelines of the Board and, prior to forwarding a request for naming determination, Council officers will need to ensure that:

- The community was consulted on the proposed name;
- The proposed name is widely supported by the community; and
- The proposed name has been formally endorsed by Council.

Where an application for a naming request is supported by Council, the application will be advertised for a period of 21 days to provide opportunity for community comment and feedback for consideration by Council.

All applications and any community feedback received will be given careful consideration by Council officers prior to being presented to Council via a Council Report before a new place name can be registered in the official Victorian Registry of Places.

6.4 Costs

The applicant is required to meet all costs associated with the consultation, advertisements and registration costs associated with submitting and reviewing a name proposal via the Geographical Names Board.

The applicant is required to meet all costs associated with the purchase, advertisement, delivery, installation and maintenance of the Council approved signage.

6.5 Right to Remove

Council reserves the right to revoke or de-name Council owned or managed sport facilities if the name is associated with criminal activity and it is likely to cause distress to members of the community.

Council reserves the right to remove any signage or structure, approved in accordance with or as a result of this Policy, if it is deemed unsafe and/or if the sport facility (site or asset) is due for redevelopment or renewal.

7 GOVERNANCE

7.1 Owner

Manager of Recreation & Culture

7.2 Review

The Manager of Recreation and Culture will review the policy for any necessary amendments no later than three (3) years after its formulation or after the last review.

7.3 Compliance Responsibility

- 7.3.1 Management Executive Group (Chief Executive and Directors)
- 7.3.2 Managers and Supervisors
- 7.3.3 All Employees

7.4 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 and Responsibilities Act 2006.



7.4. KEY WORKER ACCOMMODATION AND AFFORDABLE HOUSING EXPLORATORY PROJECT

DIRECTORATE: Community Development

PURPOSE:

This report seeks endorsement from Council to proceed with due diligence to explore the possibility of activating Council owned land currently located in the buffer zone of the former saleyards, abutting Harrington Road as an accelerated housing estate, for key worker accommodation and affordable housing.

EXECUTIVE SUMMARY

In light of the severe housing crisis impacting Warrnambool today, and the repercussions being experienced by the community as well as the restricted ability of organisations and businesses in the municipality to attract key workers, Council will:

- 1. Explore the possibility of activating the land currently in the buffer zone of the former saleyards to install 40-50 pre-fabricated modular units as key worker accommodation and affordable housing through a lease agreement with a Community Housing Agency, for a period of 10-15 years.
- 2. Engage with the community to receive feedback on the concept and model of the project.
- 3. Enter into an agreement with a Community Housing Agency to deliver and manage the project.
- Engage with the Federal and State Government to generate funds for the delivery of the project.

While this project is only for key worker accommodation and affordable housing, this project is expected to have a positive impact in assisting the development of further social housing stock.

MOVED: CR DEBBIE ARNOTT SECONDED: CR ANGIE PASPALIARIS

That Council:

- 1. Notes the critical shortage of housing stock to accommodate key workers and the provision of affordable housing in Warrnambool.
- 2. Endorses the commencement of due diligence with the National Housing Finance and Investment Corporation, Homes Victoria and Community Housing Agencies to explore the development of a Key Worker Accommodation and Affordable Housing project on the proposed site at Harrington Road.
- 3. Endorses the initiation of Community Consultation on the project, pursuant to Section 115 of the *Victorian Local Government Act 2020*.
- 4. Delegates the authority to the Chief Executive Officer to enter into an agreement with a Community Housing Agency through an Expression of Interest to conceptualise and finalise the proposal.
- 5. Endorses the Chief Executive Officer to pursue fast-tracked planning pathway from the Minister of Planning for the Project, including written advice from the Chief Executive Officer of Invest Victoria.
- 6. Receives a report from officers to consider the project model pursuant to outcomes from the due diligence process which includes the selection of the preferred Community Housing Agency and community consultation, with an outline of next steps.

BACKGROUND

A range of socio-economic issues has created a severe housing crisis in Warrnambool. All industries, particularly health and human services, education, and construction, are experiencing significant challenges in recruiting key workers, which is having a detrimental impact on the community. With over 300 private rentals operating as short-stay holiday accommodation, closure of a number of motels, and the impacts of the COVID-19 pandemic, the crisis is palpable.

The following are key statistics that speak to the depth of this crisis:

- Rental Vacancy Rate 0.8% (healthy market rate 4%)
- Median rental price \$500 (average increase of \$100 pw from 2021)
- Total rental properties as a ration of total dwellings (18% significantly lower than state average - 30%)
- 1/3rd of renters facing severe rental stress due to increasing rents
- Lack of key worker accommodation is having a negative effect on industries being able to fill positions < economic development
- Lack of local presence of Community Housing Agency to prepare shovel-ready projects for future.

Council's Social Housing Planning document developed in 2019 had identified that the current shortfall in housing in Warrnambool was 1,430 dwellings, which would increase to an estimated 2,812 dwellings by 2036, at current rates of housing growth. In spite of a record number of permits being issued by Council in 2022 (over 400), significant short to medium term solutions are required to mitigitate the range of socio-economic impacts created by the current crisis.

In November 2020, the Victorian Government announced a \$5.3 billion Big Housing Build and Warrnambool was allocated \$25 million at the outset as a priority local government area. This has resulted in around 90 properties being built for social housing, purchased and/or renovated/upgraded. Confirmation of exact numbers could not be received from Homes Victoria at the time of writing this report. None of these have resulted in the increase of affordable community housing stock or key worker accommodation.

Recent discussions with the Federal Government (National Housing Finance and Investment Corporation - NHFIC) and State Government (Homes Victoria) agencies has indicated that there is no further funding pipeline that has been allocated or is currently being considered for Warrnambool unless a shovel-ready project is submitted either by Council or a Community Housing Agency.

In the absence of a pipeline of dwellings being constructed and delivered within a short timeframe, the existing crisis is expected to exacerbate further. There are anecdotal reports from within Council and external agencies that recruitment of employees has been an extreme challenge due to the lack of housing, particularly lack of private rentals. This has a further detrimental impact on the capacity of the municipality to attract key workers who require affordable rental accommodation and also tertiary students. While advocacy is ongoing, there is no guarantee that any housing yields will be realised through existing channels of funding, unless a shovel-ready project is brought into the mix.

Within this context, Council has evaluated how it can facilitate some short to medium term options to improve the housing situation through the activation of land that is either owned by Council or State Government. While activating State Government land will take considerable time, an opportunity has been identified where Council can activate a portion of the buffer land of the former saleyards, abutting Harrington Road, while the Masterplan for the whole of the land is being developed.

THE PROPOSAL

It is proposed that Council explore the possibility of leasing out the land located across from 177 – 195 Harrington Road (~15,000 square metres) for a period of 10-15 years to a Community Housing Agency, who will build between 40-50 units using prefabricated modular construction. These units will be self-contained and be divided across a mix of one-bedroom, two-bedroom and three-bedroom units. The units will be made available as key worker accommodation for organisations and businesses in the municipality, and affordable housing, through a 50-50 split.

While details of the allocations are yet to be worked out, it is expected that key worker accommodation will be allocated by the housing agency through an expression of interest from local employers in the municipality, that will be opened every two years. Affordable housing will be allocated to families by the housing agency through its established model with Department of Housing, primarily targeted at women and children.

The land is currently zoned Farming. Preliminary planning advice received by Council indicates that the Clause 53.23 - Significant Residential Development with Affordable Housing could apply to the land, with a fast-track decision from the Minister for Planning to proceed with the project, overriding any other clause within the Planning Scheme. This will be finalised as part of due diligence as the project cannot proceed without this. The aerial map of the land being explored is attached to this report as Attachment 1. Advice received from Council's Planning Consultant is attached as Attachment 2.

This would be the most appropriate land to consider at present owing to the following:

- Land is currently in a buffer zone without any immediate usage and will be part of a larger Masterplan. The pursuit of this proposal will not negatively impact the future masterplan.
- Timeframes for delivery can be achieved
- Drainage and utility assets already exist
- Close proximity to currently built-up area, schools, markets, services and transport
- Concepts of modular construction can blend with existing neighbourhood character
- Lack of other appropriate land that can be activated in a short time period.

Details of the project concept, management model and project time period will be finalised during the due diligence phase, which will include feedback from the community. The following are the pre-determined concepts that Council is proposing:

- 1. Lease of the land to be for 10-15 years (exact period to be determined as part of due diligence)
- 2. Number of homes to be between 40-50 (final number to be confirmed at the architectural design stage with inclusion of community feedback)
- 3. 50-50 split between key worker accommodation and affordable housing
- 4. Community Housing Agency to fully manage the project.

Pursuant to Section 115 of the Victorian Local Government Act 2020, Council will need to conduct appropriate community consultation on the project, prior to arriving at a decision. This will be pursued as part of due diligence. The community will have an opportunity to provide feedback on the overall proposal of Council and the concepts that will be developed.

One of the current limitations identified by the Council's Social Housing Planning report, on why affordable housing stock has remained stagnant, has been the lack of a local presence of a Community Housing Agency. The initiation of this project can assist a housing agency to have adequate portfolio of housing to enable a local presence and then pursue further developments to increase housing stock. This will not only benefit Warrnambool but the whole of South West Victoria.

First part of the due diligence will be to enter into an agreement with a Community Housing Agency to proceed with the conceptualisation of the project. For this Council will publish a Request for Expression of Interest from interested Community Housing Agencies with footprint in Warrnambool, to lead and manage the project.

Upon completion of the project, the land will return to Council. Method of disposal or relocation of built assets will be determined and finalised as part of due diligence. A tri-partite agreement may need to be entered into between Council, the Community Housing Agency, and the funding agency. This will also be explored during the due diligence phase.

Preliminary research by Council of prefabricated – modular construction has revealed that prefabricated construction technology has significantly evolved over time and currently, the industry is able to deliver high-quality, durable homes that meet 7-star rating for energy efficiency and building standards. The preference for prefabricated modular homes is also necessitated by the pace at which the units can be delivered. Based on initial conversations with a range of builders, the indication is that the entire project can be delivered within 12-15 months from the date of final approval. The current delays experienced by the construction industry are also unlikely to impact on the project because of the model of delivery.

Discussions with the NHFIC and Homes Victoria has indicated that this is a unique concept proposal which suits the needs of South West Victoria, and that NHFIC and Homes Victoria would be interested in exploring this concept further, provided a community housing agency is leading the delivery and management of the project. Additionally, Council has received communications from philanthropic organisations on their willingness to provide funding to Council for development of affordable housing for women and children. This can be further explored during the due diligence phase.

Council's role in all of this will be that of a facilitator bringing the relevant parties together and that of leaseholder and rates collector, with no other obligations expected.

Definitions:

For the purposes of this project, the following will be the operational definitions used:

- Key worker: The definition for key workers will be finalised as part of due diligence. This
 will be achieved through consultation with employers and organisations in the municipality.
 A scope will be developed to only include those industries and their workers that are most
 affected by the current housing crisis. This definition will be periodically reviewed based on
 emerging needs.
- 2. **Affordable housing**: In context of the project, the definition of affordable housing has been modified from how it is understood as defined by Section 3AA of the Planning and Environment Act 1987. For the project, the term affordable housing excludes social housing and public housing.

Social and Economic Impact:

This proposal is expected to have a significant social and economic impact on the Warrnambool community and economy. The ability of Warrnambool to attract and retain key workers will further stimulate the economy and sustain jobs growth.

Some of the short- and long-term social impacts of this project are listed below:

- Lower occupancy costs for rentals across the municipality
- Higher worker productivity through stable housing
- Higher rates of economic stimulation
- Lower risk of homelessness
- Addressing intergenerational disadvantage
- Spin off benefits across sectors such as education, health, and human services, etc.

In the absence of Council actively pursuing a project to be realised for key worker accommodation and affordable housing, there is no expectation that any project will eventuate from other sources in the near future. Neighbouring Councils, Moyne and Corangamite Shire have enabled similar projects with successful outcomes.

ISSUES

Warrnambool's housing crisis is severe and is impacting every social and economic fabric of the municipality. Lack of any key worker accommodation or affordable housing options in the future is going to further damage Warrnambool's social, economic and health determinants, and exacerbate already stressed capacity of organisations to attract, recruit and retain essential workers. Although Council is aware of one major private key worker accommodation project, there are no public projects in the pipeline from any other sources that can add key worker accommodation or affordable housing stock in the short term in the municipality.

Council is also receiving feedback from the community that Council needs to be more proactive in addressing the housing crisis.

FINANCIAL IMPACT

The major impact to Council will be the dedication of staff time to perform due diligence which will need to be absorbed under current allocations, thereby creating some opportunity costs.

The pursuit of planning exemption, expected to be around \$20,000, may need to be incurred by Council, and absorbed under existing budgets. Similarly, community consultation may incur a cost of around \$10,000.

The detailed designs of the project will require costs. However, this will be determined in negotiation with the selected Community Housing Agency and can be reimbursed from project costs.

The allocation of land for the project can create opportunity costs for Council during the lease period. However, the overall positive social and economic impact is expected to far outweigh those opportunity costs.

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.
- 1.3 Health and wellbeing: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.

3 A strong economy

- 3.1 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
- 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.
- 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

4.1 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.

4.4 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.

5 An effective Council

- 5.6 Risk mitigation: Council will mitigate and manage organisational risks through sound management systems and processes.
- 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

Post endorsement from Council, the following are the next steps and the expected timelines:

- Exploration of planning amendments and/or exemptions Nov 2023-Feb 2024
- Community consultation Nov-Dec 2023
- Local forums with organisations and businesses in the municipality Nov 2023
- Briefing to Council on results of community consultation and local forum discussions Dec 2023
- Publication of an Expression of Interest and recruitment of a Community Housing Agency -Nov 2023
- Selection of Community Housing Agency and signing of Memorandum of Understanding -December 2023
- Due diligence with Federal and State Government entities Nov 2023 Feb 2024
- Detailed model and concept design Jan Feb 2024
- Preliminary Report to Council on results from due diligence, community consultation, financial modelling, concept finalisation and next steps - March 2024

COMMUNITY IMPACT/CONSULTATION

Council officers have conducted detailed discussions with the following agencies in the preparation of this report:

- 1. National Housing Finance and Investment Corporation
- 2. Homes Victoria
- 3. Municipal Association of Victoria
- 4. Housing Choices Australia
- 5. Haven Home Safe
- 6. The Salvation Army
- 7. Beyond Housing
- 8. Vasey RSL Care
- 9. Women's Housing Ltd.
- 10. Gunditimara Aboriginal Cooperative
- 11. Brophy Youth and Family Services
- 12. Emma House
- 13. Heatherlie Homes and Uniting Church
- 14. Owen Built Homes
- 15. Federation Homes
- 16. Luxabode

If Council officers proceed with due diligence process, forums will be organised with housing agencies, local organisations and businesses to explore the different models further and generate community consensus and support for the project.

Pursuant to the Section 115 of the Victorian Local Government Act 2020, consultation with the community will also be initiated to provide feedback on the project.

LEGAL RISK/IMPACT

The major risk identified to date is the potential for a delay from the Minister of Planning to provide exemption for the project to proceed, thereby disrupting expected or projected timelines. It is expected that the proposed project will have significant positive social and economic impact. A detailed risk assessment will be developed as part of due diligence.

OFFICERS' DECLARATION OF INTEREST

There are no conflicts of interest.

CONCLUSION

Based on current estimates arrived at through a series of stakeholder consultations, Warrnambool currently has a shortfall of around 120 rental homes that can ease the severe housing crisis to some extent. The development of 40-50 units to cater to key worker accommodation and affordable housing is expected to considerably ease the housing crisis and create better social and economic impact across the community and businesses. Consequential benefits will positively impact the South West Victoria region.

ATTACHMENTS

- 1. Aerial Map of Site Being Explored (1) [7.4.1 1 page]
- 2. MEMO Affordable Housing Summary 161023 [7.4.2 6 pages]

Aerial Map of Land Being Explored

 $Harrington\ Road\ Proposed\ Site-South\ View \backslash$



Harrington Road Proposed Site – North View





MEMO

To: Ashish Sitoula

From: Jason Black

cc: Julie McLean, Rachel Edwards

Date: 16 October 2023

Re: Affordable Housing Proposal – 180 Harrington Road, Dennington

The proposal seeks to deliver affordable housing, on Council land, funded by either State or Commonwealth Governments, which will be managed by a community housing organisation.

The proposal anticipates the development of approximately 40-50 pre-fabricated dwellings. The land on which the development would occur would be leased by Council to a community housing provider, for approximately 10-15 years. There is no subdivision of land required for the development.

Proposed occupants would be 50% affordable housing for people on the public housing register and 50% affordable housing for essential/key workers.

The Site

The location currently being considered for the proposed development is at 180 Harrington Road in Dennington. The site is located within the Farming Zone.

The purpose of the Farm Zone is:

- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

Various types of accommodation have been considered for the proposal and the land use able for these uses in the Farming Zone is shown below.



Гоминіч	l and l lac	Conditions	Definition
Farming Zone	Land Use	Conditions	Definition
Section 1	Rural Worker Accommodation	The number of persons accommodated at any time must not be more than 10. Must be used in conjunction with Agriculture on the same land or contiguous land in the same ownership. Must be used exclusively for accommodating workers engaged on the same land or contiguous land in the same ownership. Must be the only accommodation other than a dwelling on the same land or contiguous land in the same ownership. Must be on the same lot as an existing dwelling. The lot must be at least the area specified in a schedule to this zone for which no permit is required to use land for a dwelling. If no area is specified, the lot must be at least 40 hectares. Must meet the requirements of Clause 35.07-2. Must be located more than one kilometre from the nearest title boundary of land subject to: ■ A permit for a wind energy facility; or ■ An application for a permit for a wind energy facility; or ■ An incorporated document approving a wind energy facility; or A proposed wind energy facility; or A proposed wind energy facility for which an action has been taken under section 8(1), 8(2), 8(3) or 8(4) of the Environment Effects Act 1978. Must be located more than 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the Mineral Resources (Sustainable Development) Act 1990.	Land used to accommodate a person engaged in agricultural production, away from their normal place of residence.
Section 2	Dwelling – if Section 1 Condition is not met	Must meet the requirements of Clause 35.07-2.	
	Group Accommodation		Land, in one ownership, containing a number of dwellings used to



	Rural Worker Accommodation – If Section 1 Condition is not met.	accommodate persons away from their normal place of residence. Land used to accommodate a person engaged in agricultural production, away from their normal place of
		residence.
Section 3	Community Care Accommodation	Land used to provide accommodation and care services. It includes permanent, temporary and emergency accommodation. It may include supervisory staff and support services for residents and visitors.
	Residential Village	Land, in one ownership, containing a number of dwellings, used to provide permanent accommodation and which includes communal, recreation or medical facilities for residents of the village.

Clause 35.072 – Use of land for a dwelling, sets out the following requirements:

- Access to the dwelling must be provided via an all-weather road with dimensions adequate to accommodate emergency vehicles.
- Each dwelling must be connected to reticulated sewerage, if available. If reticulated sewerage is not available all wastewater from each dwelling must be treated and retained within the lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017 for an on-site wastewater management system.
- The dwelling must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for fire fighting purposes.
- The dwelling must be connected to a reticulated electricity supply or have an alternative energy source.

These requirements also apply to a dependent person's unit and a rural worker accommodation.

Clause 35.07-5 – Application requirements for dwellings, specifies that an application to use a lot for a dwelling must be accompanied by a written statement which explains how the proposed dwelling responds to the decision guidelines for dwellings in the zone.



Planning Provisions

Exemptions under Clause 52.20 – Victoria's Big Housing Build, Clause 52.22 – Community Care Accommodation, and Clause 53.20 – Housing By Or On Behalf Of Homes Victoria do not apply to development of housing within the Farming Zone, while Clause 52.31 – Local Government Projects does not apply to accommodation. As such, exemptions under these provisions do not apply to the proposal.

Clause 53.23 – Significant Residential Development with Affordable Housing was introduced into the Scheme under VC242. The purpose of this clause is:

- To facilitate residential development that includes affordable housing to meet existing and future needs.
- To facilitate the redevelopment and renewal of public housing stock to meet existing and future needs.
- To facilitate residential development carried out by the State of Victoria or jointly or in partnership with the private sector, including via innovative funding, investment and partnership approaches.
- To facilitate residential development with high quality urban design, architecture and landscape architecture.
- To provide opportunities for non-residential use and development in association with residential development.

The clause applies to an application under any provision of the planning scheme, including the Farming Zone, if the application includes the use and development of land for accommodation (not subdivision) and the conditions corresponding to a category in Table 1 is met:



Table

Category	Condition
Category1	The estimated cost of the development of land for accommodation (other than camping and caravan park, group accommodation and residential hotel) as specified in the quantity surveyor report required under clause 53.23-3 must be at least: # \$50 million if any part of the land is in metropolitan Melbourne; or # \$15 million if the land is not in metropolitan Melbourne. At least 10% of the total number of dwellings in the development must be affordable housing, or alternatively this condition may be met via an alternative mechanism for the provision of affordable housing specified in the agreement under section 173 of the Act referred to in clause 53.23-4. Must have written advice from the Chief Executive Officer, Invest Victoria confirming the likely financial feasibility of the proposal.
Category 2	The use or development of land for accommodation (other than camping and caravan park, group accommodation and residential hotel) will be: carried out by or on behalf of, or jointly or in partnership with, the State of Victoria or a public authority; or funded, or partly funded, by the State of Victoria or a public authority; or carried out on Crown land. At least 10% of the total number of dwellings in the development must be affordable housing, or alternatively this condition may be met via an alternative mechanism for the provision of affordable housing specified in the agreement
Category 3	The responsible authority has advised in writing that the use or development of land for accommodation (other than camping and caravan park, group accommodation and residential hotel) is of significance having regard to: The purpose of clause 53.23. The percentage of the total number of dwellings in the development that are proposed to be affordable housing and whether an alternative mechanism will be used for the delivery of affordable housing. The estimated cost of development. The location of the development and whether it has convenient access to jobs, services, infrastructure and community facilities. Whether the design, liveability and sustainability of the development is exemplary. Whether the development will be owned and operated by a community housing provider. Must have written advice from the Chief Executive Officer, Invest Victoria confirming the likely financial feasibility of the proposal.

The proposal to develop affordable social and key worker housing on the site has an estimated cost of development of approximately \$8mill. As such, the proposal would not meet the condition in category 1.

In order to meet the category 2 condition, the proposal would need to be partially or fully funded by the State of Victoria or a public authority, or be carried out by, on behalf of, or in partnership with the State of Victoria or a public authority. Confirmation would be required as to whether Council is considered a public authority for the purposes of this condition.

Finally, if the above is not met, category 3 requires that the responsible authority (Minister for Planning) advise in writing that the proposal is of significance, and written advice from Invest Victoria confirming the likely financial feasibility of the proposal.



Clause 72.01-1 – Minister is responsible authority, specifies that the Minister for Planning is the responsible authority an application where Clause 53.23 applies.

Pursuant to Clause 53.23.-2 – Planning Scheme Requirements, the responsible authority may waive or vary any minimum garden area, building height or setback requirements, or conditions opposite a use in Section 2 in a zone, and any application requirements in the scheme.

The application requirements set out in Clause 53.23-3 – Application Requirements, as appropriate, include:

- A quantity surveyor report prepared by a suitably qualified person specifying the estimated cost of the development. For a development that includes more than one use, the report should specify the estimated cost of development for each use.
- A report that demonstrates how the proposal will contribute to the provision of affordable housing to meet existing and future needs.
- Written advice of the Chief Executive Officer, Invest Victoria.

Clause 53.23-5 – Exemption from review, also exempts applications under this clause from the decision requirements of sections 64(1), (2) and (3), and the review rights of sections 82(1) of the Act.

Recommendations

Preliminary discussions should be conducted with both Invest Victoria and DTP as to whether the proposed development of affordable housing could be considered under the provisions of Clause 53.23.

Utilising the provisions of Clause 53.23 would allow the application for an affordable housing development to be fast-tracked with the Minister for Planning, and would not need to meet the usual requirements of housing within the Farming Zone.

7.5. S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION (PLANNING AND ENVIRONMENT ACT 1987)

DIRECTORATE: Executive Services

PURPOSE:

This report seeks Council's endorsement of an updated S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987).

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement for appointment of authorised officers under the *Planning and Environment Act 1987* through the updated Instrument of Authorisation and Appointment ('the instrument'). This request results from recent staff changes.

By authorising the relevant officers to perform their duties under the *Planning and Environment Act* 1987, Council will ensure these officers have the required authority to carry out their roles within legislated requirements.

MOVED: CR ANGIE PASPALIARIS SECONDED: CR DEBBIE ARNOTT

Council Resolves that:

- 1. The members of Council staff referred to in the instrument attached be appointed and authorised as set out in the instrument.
- 2. The instrument comes into force immediately upon the common seal of Council being affixed to the instrument and remains in force until Council determines to vary or revoke it.
- 3. The Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) dated 6 March 2023 be revoked.
- 4. The common seal of Council be affixed to the Instrument.

CARRIED - 6:0

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* (Vic) 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* (Vic) authorisation generally to institute proceedings for offences against the Act and/or any regulations.

If officers are not appropriately authorised, they will not have the legal authority to perform key aspects of their role which would result in a lack of enforcement across the City. If officers act without the correct authority, actions can also be challenged and invalidated on that basis, and the officers may be personally liable.

The attached instrument has been reviewed and updated to reflect recent staff changes and authorises the following officers:

Hannah Carswell
John Edwards
Julie McLean
Matthew Cross
Morteza Mirgholami
Nicholas Legoe
Peter Reid
Rob Wandell
Srimali Mellawa

FINANCIAL IMPACT

Nil.

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
- 5.6 Risk mitigation: Council will mitigate and manage organisational risks through sound management systems and processes.

TIMING

N/A

COMMUNITY IMPACT / CONSULTATION

Nil.

LEGAL RISK / IMPACT

Not endorsing the updated instrument will limit the authorisations and authority of selected officers. Additionally, If officers act without the correct authority, actions can also be challenged and invalidated on that basis, and the officers may be personally liable.

OFFICERS' DECLARATION OF INTEREST

Nil.

COLLABORATIVE PROCUREMENT

N/A.

CONCLUSION

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

ATTACHMENTS

1. S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987) [7.5.1 - 2 pages]

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)

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

In this instrument "officer" means -

Hannah Carswell John Edwards Julie McLean Matthew Cross Morteza Mirgholami Nicholas Legoe Peter Reid Rob Wandell Srimali Mellawa

By this instrument of appointment and authorisation Warrnambool City Council -

- under s 147(4) of the Planning and Environment Act 1987 appoints the officers to be authorised offices for the purposes of the Planning and Environment Act 1987 and the regulations made under that Act; and
- under s 313 of the Local Government Act 2020 authorises the officers 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 November 2023.

The Common Seal of WARRNAMBOOL CITY COUNCIL was affixed in the presence of :)
was affixed in the presence of .	,
Chief Executive Officer	
Date:	

7.6. COUNCIL PLAN ACTIONS 2023 - 2024: JULY - SEPTEMBER (QUARTER 1)

DIRECTORATE: Corporate Strategies

PURPOSE:

This report provides information on the progress in achieving the actions set down for 2023-2024 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 actions set out in the Council Plan and Budget for the financial year 2023 –2024.

The actions give a brief insight into the extensive range of works services and projects undertaken by the organisation for the community.

The actions 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 Council Plan Actions 2023 – 2024: July – September (Quarter 1), be received.

CARRIED - 6:0

BACKGROUND

The Warrnambool City Council Plan 2021 – 2025 (Revised 2023) 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 Council Plan actions 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. Council Plan Actions 2023 - 2024: July - September (Quarter 1) [7.6.1 - 24 pages]



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

2



Warrnambool City Council Council Plan Actions

Q1, 2023/2024

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	Develop a new Customer Service Strategy to ensure it aligns with the Customer Service Charter and provides improved customer service outcomes for the community.	Manager Communications	5%		A review of the Customer Service Strategy is under way.
1.1.2	Increase access to participation for all abilities and raise awareness of the community regarding the needs of people with a disability.	Manager Community Policy & Planning	25%		An all abilities accessible path from the All Abilities Changing Room at McGennan's Car Park to the beach footpaths has been constructed. Council continues to meet with the Self Advocacy Network, which is a local advocacy group that raises awareness about the bespoke needs to people with disabilities and different abilities. Feedback from the Self Advocacy Network on Council work around the All Abilities Changing room and footpath, and the works around disability parking improvement in the CBD has been positive.
1.1.3	Review and improve the Community Engagement Policy.	Manager Communications	5%		The review of the Community Engagement Policy will be undertaken in the second half of the financial year.
1.1.4	Research and align current programs with community demand and need.	Manager Community Policy & Planning	25%		Council is currently in the process of independently reviewing the delivery of the Commonwealth Home Support Program against the reforms proposed by the Federal Government to transition this service into the In-home Aged Care Service. Over the quarter, a survey was sent out to recipients of the CHSP services which has received responses from over 300 people. This review will inform Council on how it can be engaged in the delivery of services and programs to seniors in the community in the future.
1.1.5	Design and deliver a new West Warrnambool Neighbourhood House.	Manager Community Policy & Planning	25%		Deliberative engagement with the community to seek feedback on a proposed concept of locating the West Warrnambool Neighbourhood House within Pecten Avenue Park began in July 2023. As part of the engagement, 247 members from the community participated in an online survey. A listening post organised at the park attracted over 150 residents. A report will be presented to Council in December 2023 to decide on next

Completed	Drograpaing	On Hold	Not	Not	Withdrawn
Completed	Progressing	Oli Hold	Progressing	Completed	Withdrawn

Q1, 2023/2024

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					steps for the construction of a new West Warrnambool Neighbourhood House.

Objective 2: ENGAGEMENT WITH 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	Facilitate and foster collaborative relationships with Aboriginal and Community Controlled Organisations (ACCOs) to further the achievement of Reconciliation outcomes.	Manager Community Policy & Planning	25%		Council continues to meet with the Eastern Maar Aboriginal Corporation (EMAC) and the Gunditimara Aboriginal Cooperative on a range of issues that can further achieve reconciliation outcomes. At its quarterly meeting with EMAC in September, Council discussed a range of projects related to natural environment and sustainability, city growth and planning, emergency management and language and cultural development. Council has also facilitated a local First Nations reference group to discuss cultural art and signage to be embedded within the Warrnambool Library and surrounding precinct.
1.2.2	Increase participation of Aboriginal families and individuals across Council programs and services.	Manager Children & Family Services	10%		Enrolments for kindergarten in 2024 indicate increase of 1.2% in participation rates for aboriginal children compared to the 2023 data. Staff have been engaging with agencies and promoting the Koorie Kids Shine - Department of Education promotional materiel throughout the registration for enrolments and continue to support and engage families.

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	Develop a policy for Liquor Licences in Recreation Reserves.	Service Manager Recreation & Culture	15%		Draft policy commenced.
1.3.2	Develop and action a marketing and customer engagement strategy that capitilises on Aquazone's unique offering.	Aquazone Service Manager	50%		Business plan and Marketing plan developed and being implemented. Each core income area has an individual events calendar that includes a record of marketing and programming event s for the year.
1.3.3	Continue to implement the Municipal Health and Wellbeing Plan 2021-25 (Healthy Warrnambool)	Manager Community Policy & Planning	25%		The Communities of Practice (CoP) implementing the Healthy Warrnambool Plan 2021-25 continue to meet quarterly. During the current quarter, the Climate Change CoP discussed the implementation



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	through the Committee of Practice model.				of the projects identified in the Health in a Changing Climate Forum organised in May 2023. Council has also facilitated the dispersal of grant funds up to \$5,000 to schools in Warrnambool to enable projects linked to climate and health, through funding from the Department of Environment, Energy and Climate Action. The Social and Emotional Wellbeing CoP included a presentation from Dr. Stephen Carbone from Prevention United who provided an orientation to participants on conducting self-assessments on the social determinants of mental health and wellbeing. The Active Living CoP involved a guest presentation from Dr. Rachel Kennedy on social support initiatives that facilitate exercise participation of people with disabilities.
1.3.4	Implement and review compliance with Child Safe Standards.	Service Manager Early Years Learning & Development	25%		50 Kindergarten staff completed professional development delivered by Body Safety Australia, focusing on child sexual abuse prevention. 4 Family workshops were offered in July and August. 480 children participated in the body safety superstars program delivered at Kindergartens in August, empowering children and families awareness.
1.3.5	Continue to improve children and families' health and wellbeing as set by the Healthy Achievement Program.	Service Manager Early Years Learning & Development	25%		3 early learning centre's menu's has been assessed and approved by the Healthy eating advisory service inline with Smiles 4 Miles program requirements. Smiles 4 Miles training was also completed by the Family Day Care Unit.
1.3.6	Enhance the Maternal Child Health program for children aged up to four years in line with community needs.	Service Manager Early Years Intervention & Support	60%		Commenced Multiple Birth Support Group with 9 families attending the weekly sessions. Provision of Facilitated MCH GAP Group (new parents to Warnambool) to connect with existing first Parent groups. Social and Emotional Support Group for Parents with decline in mental health facilitated by Social Worker Sleep and Settling Education session Group delivery with 12 families attending delivered by MCH team.
1.3.7	In line with community demand ensure programs for older people are accessible, relevant and affordable.	Manager Community Policy & Planning	25%		Council continues to offer programs to older people in the community through the Archie Graham Centre. In this quarter, close to 6,400 persons attended the centre to participate in programs or attend the cafe for socilaisation. Group exercise, hydrotherapy, strength training, yoga, indoor bowls and intercultural cafe are some of the popular programs.
1.3.8	Advocate for early years workforce initiatives that support recruitment and retention of high quality early years staff and service.	Manager Children & Family Services	5%		Workforce Plan to be developed through funding allocated by the Department of Education, templates have been received and talks have begun with surrounding councils to provide a regional approach to workforce shortages.

Completed	Progressing On	On Hold	Not	Not	Withdrawn	4	
	Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	4



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.3.9	Ensure our early years services meet the needs of our culturally diverse community.	Service Manager Early Years Learning & Development	25%		Florence Collins' Children's Services Complex submitted a reconciliation action plan which has been approved by Narragunnawali for implementation.

Objective 4: AN 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	Develop a Community Services Infrastructure Plan.	Manager Community Policy & Planning	25%		Council continues to review its facilities and service levels in line with programming and the emerging needs of the community. Council's Community Services Infrastructure Plan 2013 is scheduled to be reviewed in the current years and plans are in place to recruit an external consulting agency to conduct the assessment and provide a structured Community Services Infrastructure Plan up to 2040.
1.4.2	Deliver all-abilities access compliance as part of new infrastructure projects.	Manager Strategic Assets, Property & Projects	25%		The completion of the McGennan's Amenity Block along with the completion of the surround footpath has created an all-abilities access connection from the new Lake Pertobe Playspace and Changing Places Amenities through to the Beach Access 123 which is proposed include an all-abilities ramp for access to the beach.
1.4.3	Ensure Council's youth programs and activities are accessible, relevant and reflect current community demand and need.	Manager Community Policy & Planning	25%		Council's FreeZA, Engage and Green Futures Now projects continue to engage young people in the municipality. A highlight during the quarter was the Artolescence exhibition - an art exhibit showcasing the artistic and creative talents of local secondary college students - hosted at the F Project, which was opened by Minister for Youth Natalie Suleyman on 20 September. 80 young people have been engaged in this project. Another significant highlight includes the screenings of Embrace Kids - a documentary film about body image by Taryn Brumfitt - which has been viewed by over 300 people. The screenings have received significant positive reviews from local school staff who are now proceeding with the inclusion of the documentary in their curriculum.
1.4.4	Undertake an accessibility audit of Council playgrounds including playground equipment.	Manager Strategic Assets, Property & Projects	0%		Not yet commenced. Item will commence once the asset team resources are increased to enable it.

Completed	Brogressing	On Hold	Not	Not	Withdrawn	_
Completed	Progressing	Oli Holu	Progressing	Completed	withurawn	5

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.5.1	Facilitate development of Warrnambool Art Gallery Strategic Plan 2024 - 2028.	Director Art Gallery	10%		A Warrnambool Art Gallery Business Plan is in progress. Development of the following policies, strategies and frameworks will support the final Business Plan. - Development and adoption of revised Collections Policy (Complete August 2023) - Art Gallery Redevelopment Business Case (Due November 2023) - Art Gallery Redevelopment Funding Strategy (Due December 2023)
1.5.2	Complete the Playspace Strategy for community playgrounds and spaces.	Manager Strategic Assets, Property & Projects	0%		Not yet commenced. Resources within the Strategic Asset team to enable item to be actioned
1.5.3	Deliver a Lighthouse Theatre season program that is marketable and relevant to the local/South West audience and provides opportunity to experience a diverse range of performing arts.	Service Manager Lighthouse Theatre	25%		The 2023 Theatre Season has continued with a wide range of events seeing strong attendance and engagement, with over 2500 people attending performances from Possum Magic, Grigoryan Brothers, JUST! and the Paint What You Hear workshops during this period.
1.5.4	Deliver Warrnambool Art Gallery exhibitions and experiences that engage community, attract and increase visitors, support artists and build new audience.	Director Art Gallery	25%		From July 1 to October 13, The Gallery hosted audiences of 8691 people, noting a minor increase of 200 people from the same period in 2022. This includes - 31 educational programs tailored to tertiary groups from pre-school though to year 12, including kinder, public and private schools, and adult education TAFE 3 Artist Talks - 4 Ticketed Workshops - 2 Member Events - 3 WCC programs - 1 public exhibition opening The Artistic program delivered an exhibition partnership with the Heide Museum of Modern Art, Melbourne accessing additional audiences in excess of 20K (April - September 2023) for the exhibition Paul Yore + Albert Tucker: Structures of Feeling. This included two public programs held by Director Aaron Bradbrook at Heide in his capacity as Director of Warrnambool Art Gallery, on behalf of Warrnambool City Council.

Completed	Progressing On	On Hold	Not	Not	Withdrawn	6	
	Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	О

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					The Gallery also delivered exhibitions including Maar Nation Made, supporting two Maar Nation associated artists Fiona Clarke and Sherry Johnstone; alongside local Warrnambool artist Rachael Robb in her first institutional solo exhibition.
1.5.5	Develop an Arts and Culture Strategy for Warrnambool.	Manager Recreation & Culture	25%		A draft plan is in progress in consultation with internal stakeholders
1.5.6	Ensure the Library and Learning Centre programming is aligned to community need and developed in partnership with community organisations and business sector.	Manager Recreation & Culture	25%		Library programming continues to be enormously successful. In its first year of opening the library delivered 574 programs to 15455 attendees. This is an increase of 268% in participation over the previous year. The library has productive partnerships with University of the 3rd Age (U3A) and Deakin University, publishers and local business and agencies to deliver high-quality programs.

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	Maintain and further develop Council's partnership with Deakin University to enable research and development opportunities for community and industry.	Manager Economic Development	25%		Council's Economic Development and Tourism Advisory Committee (EDTAC): Whilst representatives are selected as individuals and not organisations based we now have a member who is employed at the Deakin Warrnambool Campus. A meeting was held to promote and support Deakin's Manufutures Program to participants from The Ideas Place (Entrepreneurial Start-ups Program). A delegation from Global Victoria (Deputy Commissioner for Trade to China) and two other representatives were hosted for two days which included a tour of the Hycel Technology Hub which is currently under construction. Our Sister City Changchun has expressed interest in a visit in early 2024. In correspondence they are interested in Council facilitating discussions with both South West TAFE and Deakin on their educational offerings. They are also interested in a visit and presentation on the Deakin Hycel Technology Hub.
1.6.2	In response to State Government kindergarten reforms, deliver a Council transition plan.	Service Manager Early Years Learning & Development	25%		Warrnambool Kindergarten infrastructure service plan is under review in collaboration with The Department of Education.

Completed	Brogressing	On Hold	Not	Not	Withdrawn	7
Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	,

Q1, <u>2023</u>/2024

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	The Depot Team and Environmental Sustainability Team will work in collaboration to deliver the Albert Park Re-Vegetation Program.	Coordinator Municipal Depot Operations	5%		Landscape plan completed and been out for public consultation. Minor plantings for Staff Plant a Tree day 2023 undertaken that aligns with planting requirements in the plan.
2.1.2	Implement Pest Plant and Animal Management Framework for the control of environmental weeds and pests.	Natural Environment Officer	40%		The Invasive Plant & Animal Framework has been endorsed and a 12 month action plan is now being drafted.
2.1.3	In line with targets in the Green Warrnambool strategy develop and implement programs that improve biodiversity and protect and enhance flora and fauna.	Natural Environment Officer	20%		Actions from the Albert Park Revegetation Plan have commenced.

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	50%		The strategies of the Domestic Wastewater Management Plan 2020-2025 continue to be implemented. Data from archived sources has been collated to identify high-risk sites. Funding through the DEECA ODWM grants program was secured to assist with resourcing the audits of high-risk sites, with audits commencing in the previous financial year. Audits are scheduled to continue in Q2 & Q3 of 2023/24. Software system functionality for the approval process of new systems and monitoring of existing systems has been improved. Engagement with Wannon Water is continuing to discuss future planning of sewerage services.
2.2.2	Implement the Warrnambool Coastal Management Plan to guide the future use, development and	Natural Environment Officer	20%		Actions from the Wild Coast Masterplan are being undertaken. The drafting of the Warrnambool Foreshore Reserve Vegetation Action Plan continues.

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	management of Warrnambool's coastline.				
2.2.3	Complete the South Warrnambool Flood Study and begin Planning Scheme Amendment.	Coordinator City Strategy	25%		The South Warrnambool flood investigation is progressing on schedule. The 3rd community engagement is to be held on 8 November with flood maps being presented and mitigation options to be investigated.

Objective 3: ENVIRONMENTAL IMPACT & 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	Explore option of a seasonal increase of FOGO collection over warmer months.	Coordinator Natural Environment	10%		Item will be actioned as part of the annual budget process.
2.3.2	Deliver the 2023-2024 Smart Buildings energy efficiency program to reduce greenhouse gas emissions and utilise renewable energy.	Natural Environment Officer	30%		Actions from the program continue to be undertaken. A focus on electric vehicle charging for Council fleet has been a highlight.
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	40%		The Warrnambool Extreme Heat Vulnerability project has been completed and will provide a base for further actions.

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	Development of the Lake Pertobe Integrated Water Management Plan.	Coordinator Natural Environment	85%		The development of the Lake Pertobe Integrated Water Management Plan is underway and nearing completion with a draft report under review.



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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	Develop and deliver education program supporting the reduction of landfill, and a greater understanding of contamination impacts.	Coordinator Natural Environment	15%		The education to support the reduction of landfill and the impacts of contamination is underway and will further be enhanced by the development of an education program and delivery with education material and resources.

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	Monitor and manage organisational greenhouse gas emissions and energy usage.	Natural Environment Officer	20%		Monitoring continues and management actions put in place when needed.



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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	Manage Development Plans and Developer Contributions Plans to meet infrastructure requirements of new areas.	Coordinator City Strategy	25%		Development plans continue to be prepared and implemented. More recent plans that have been approved are 191-201 Morriss Road (48 Lots); and amended plan for 119 Bridge Road, Bushfield (increased number of lots from 20 to 30). Officers continue to work with developers on developing and implementing development plans and managing developer contributions across the residential growth areas, and particularly within the North of the Merri.
3.1.2	Develop programs and collateral to promote Warrnambool as an appealing investment destination.	Manager Economic Development	50%		The Economic Development Team is working through establishing an online and hard copy approach to an investment and attraction prospectus which details all of the information needed for business, investors or families to consider a move to Warrnambool. The information will fall under 'Live, Work and Invest' categories and be under its own web page. The project is 50% complete with an expectation for completion in late 2023 and will provide a professional 'one stop shop' for businesses, investors or families considering Warrnambool as a destination. Developing the prospectus is timely as Economic Development Australia (EDA) of which WCC is a member is establishing an investment and attraction group. The aim will be for EDA to utilise its position and connections to engage investors for the priorities identified by its members. Leveraging off the connections of other members involved will also be the aim of the group. The first meeting will be held in October.
3.1.3	Grow engagement with local businesses across the municipality through events and training opportunities.	Manager Economic Development	25%		Warrnambool Business Representative Group Survey: An initial business breakfast was held (21 attended) and supported pursuing the establishment of a group. We are currently completing a city wide business survey with SED Consulting for which will help shape the next steps, possible structure and recommendations on what a chamber should initially focus on. The Economic Development Team commenced a

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					second round of 'Un-Retiring The Bool' focusing 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. With the Christmas and holiday period coming up the aim is to support businesses with the staffing challenges many face. Registrations from businesses are open all of the time and retirees register during a one month period. All businesses receive a tailored report on who might be looking for the type of work which they offer. Strong planning and interaction with local businesses for a Black Friday (Nov 24) shopping day/weekend and commencement of Christmas activation's from the 1st of December for three weeks has taken place. A stronger emphasis on activation's right across the city has been a focus after feedback received from last years campaign. Training & Events: To assist Warrnambool businesses the following were held with strong numbers attending. August 25th - One on One Business Mentoring Day (5 bookings, fully booked) September 15th - The Basics of Social Media (25 bookings, fully booked) September 22nd - Business and Bookkeeping
					Workshop (6 bookings) October 8th - The Basics of Canva (21 bookings, fully booked)

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.	Manager Infrastructure Services	25%		The Great Ocean Road and Southern Grampians Geothermal Tourism Prospectus is now completed and presented at the industry conference in August. The group has now begun work on the Great South Coast Food & Water Security Investment Prospectus.
3.2.2	Review and implement the Warrnambool Economic Development and Investment Strategy to facilitate investment and employment growth across the Warrnambool municipality.	Manager Economic Development	30%		The 2023-2028 Economic Development Strategy was signed off by Council in early October. Initiatives which are in place to facilitate investment and employment growth include: (1) Un-Retiring The Bool facilitates retirees returning to work (2) The Ideas Place: Supporting entrepreneurial Start-ups (3) Business workshops & mentoring and business speakers

Completed	Drogranding	On Hold	Not	Not	Withdrawn	42
Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	12

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					(4) Supporting AgFutures Program (5) Better Approvals - Business Support - New Business Inquiries (6) Survey for a WBool Business Representative Group (7) WBool Funding Finder - Grant Guru (8) Provision of economic data to support major events (9) Development of a WCC Prospectus - Live, Work & Invest (10) Economic Development Australia member and involvement on the new investment & attraction group The Economic Development Manager also sits on the Local Skills & Jobs Taskforce (DEWR).
3.2.3	Plan for the development and implementation of precinct structure plans to facilitate investment in appropriate development across the municipality.	Coordinator City Strategy	25%		The Allansford strategic framework plan (adopted in 2021) is currently being implemented with a range of technical reports being produced which will support rezoning of key sites. The Bushfield-Woodford strategic framework plan is currently out for community consultation. The Eastern Activity Centre structure plan is being implemented by site-specific rezonings. Currently a rezoning request for land at 19 Horne Road is under consideration by the Minister for Planning for authorisation.
					Council officers continue to work with the Victorian Planning Authority in the development of the East of Aberline precinct structure plan, which is Council's largest residential growth area anticipated to accommodate 5000 lots. A range of technical reports are underway for the precinct to support the future urban structure.
					Implementation of Council's other 4 residential growth areas is progressing with development occurring across the 4 growth areas at a healthy rate.

Objective 3: VISITOR GROWTH: Council will facilitate Warrnambool's visitor growth and yearround 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	10%		A survey of Visitor Economy Businesses has been carried out, asking who would like to be involved in being part of developing our Warrnambool Destination Action Plan, (DAP) facilitated by GORRT. The list of businesses has been passed onto GORRT. Planning meetings have been carried out between GORRT and Council Visitor Economy.

Completed	Drogranding	On Hold	Not	Not	Withdrawn	42
Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	13



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Date set for Warrnambool DAP Workshop set for 21st November 2023, facilitated by GORRT, supported by Warrnambool Visitor Economy.
3.3.2	Increase visitation with events across the year and enhance the profile of Warrnambool as a destination.	Service Manager, Events & Promotion	50%		The "Warrnambool Winter" events campaign was delivered through a digital platform created in the "What's On Warrnambool" this year. The program was created to showcase all events in Warrnambool during the Winter School holidays and off peak winter months collectively.
					In comparison to Winter last year, visitation to the winter program has doubled, with a number of events added into the calendar.
					Advertising was including in the Out and About Warrnambool and Ballarat publication, May Racing Carnival guide over 3 days, backs of public toilet doors in Warrnambool, pop up banners, postcards and digital marking on IAMWARRNAMBOOL social media, driving visitation to the online campaign. The event listing was shared with all businesses and tourism operators in Warrnambool to share with their guests and customers.
					The newly created Festivals and Event Fund recipients were announced for the new iteration of the round for the 2023/24 calendar year. Twenty six local events received \$117,000 in funding. Of these, 10 are either brand-new events, or events held in Warrnambool for the first time. It's an exciting mix of events, including arts, culture, sport, music, community and tourism.
3.3.3	Develop and share economic data and analysis to business and industry to inform the performance of the Warrnambool economy.	Manager Economic Development	25%		Economic data from Spendmapp, REMPLAN and Localis continues to be shared with major events and organisations. The WCC website continues to be maintained with economic data to maintain accuracy. Establishing a prospectus focusing on relevant information under the 'Live, Work and Invest' categories will provide further information across a broad range of areas. The CBD Occupancy Report was completed in September.
3.3.4	Ensure that Council's position is advocated strongly to the Great Ocean Road Coast and Parks Authority.	Manager Infrastructure Services	25%		Great Ocean Road Coast and Parks Authority (GORCAPA) is in regular contact with Council about progress and their over arching strategy. GORCAPA is very much focused on other land acquisitions across the Authorities area and it is noted the legislation enables rather than mandates land transfers within Warrnambool City Council.
					Both the CEO and Director City Growth have informed GORCAPA CEO and executives of

Completed	Brogressing	On Hold	Not	Not	Withdrawn	14
Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	14



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Council's expectation that any future land transfers are for both economically profitable and not.

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	65%		Council is halfway through of Year 5 of our GSC DAMA Head Agreement, and we have already utilized 66% of the allocated positions for our region. It is anticipated that we will reach our annual ceiling of 100 worker nominations before the close of the calendar year, with the 5th year of the agreement concluding in late March 2024. For the second consecutive year, we are set to reach the ceiling well ahead of schedule. This situation prevents us from endorsing additional businesses, despite the agreement still being in effect. To ensure the continuity of the program in such circumstances, we have officially requested an increase in our nomination ceiling from 100 to 150 positions for the remainder of the year. On September 28th, we formally submitted a comprehensive business case to the Department of Home Affairs, seeking an extension of our existing DAMA for an additional five years. These changes maintain the formality of the text while providing additional clarity in terms of timelines and actions taken.
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	50%		An application for a further 5 year agreement for the GSC DAMA was submitted in late September with the current agreement expiring at the end of March 2024 which was supported by South West TAFE. Both Deakin and South West TAFE have been involved in the discussions and initial workshops around forming a Business Representative Group for Warrnambool. South West TAFE continues to be involved on the steering committee for The Ideas Place (Entrepreneurial Start-ups Program) which is currently working with a second intake with twenty participants involved.

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Objective 5: THE DIGITAL ECONOMY: 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.	Executive Manager IT Strategy & Transformation Shared Services	100%		Council has concluded its participation in the Great South Coast Digital Plan. The Plan has been produced in its final version and issued to the participating Councils.



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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 City Parking Strategy including accessible parking and expansion of off-street parking areas.	Coordinator Natural Environment	20%		Draft brief prepared to employ consultants to undertake the review. Brief has included, CBD, Hospital Precinct and Industrial zone to the west.

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	Participate in regional activity efforts for improvements to safety on the Princes Highway.	Director City Infrastructure	50%		Princes Highway issues are raised regularly when meeting with senior Department of Transport personnel. Council has also been a co-signatory to correspondence to state and commonwealth transport ministers regarding arterial networks across the region.
4.2.2	Review Pathway Asset Management Plan and identify key gaps and opportunities for improvement.	Manager Strategic Assets, Property & Projects	0%		Not yet commenced. Will be commenced once resources become available in the Strategic Asset Management team
4.2.3	Facilitate the implementation of Cycling Reference Group actions adopted by Council.	Projects Engineer	25%		Council continues to facilitate the implementation of Cycling Reference Group actions adopted by Council. Various Cycling Reference Group actions have been completed and a report will be presented to Council in November, providing an update on the action areas, and incorporating groups membership.

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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	Deliver Stage 1 of the Brierly Reserve redevelopment.	Manager Recreation & Culture	15%		Oval, lighting and fencing designs have been completed. Tender for oval construction has now closed and is currently being assessed. Asbestos building that had been used as the club rooms has removed from the site. Provisions for existing user groups have been put in place to support ongoing activity.
4.3.2	In consultation with the community, carry out preliminary design and costing for a new accessible sports pavilion at Brierly Reserve and research community need for potential community hub.	Manager Recreation & Culture	0%		This project will commence in 2024.
4.3.3	Implement 2023-2024 initiatives of the Open Space Strategy.	Coordinator City Strategy	25%		The Open Space Strategy 2014-2024 is nearing the end of its life. A review of the strategy will be undertaken with the likelihood of a new strategy to be developed in 2025.
					One outstanding recommendation of the strategy is the development of an Open Space Contributions policy. A background review has been completed and externally peer reviewed. Economic modelling and analysis will be commenced in 2024.

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	Implement environmentally sustainable development targets into the Planning Scheme to provide for improved sustainability outcomes across the municipality.	Coordinator City Strategy	25%		Warrnambool, together with 23 other Councils, are working under the lead of the Council Alliance for a Sustainable Built Environment (CASBE) to implement elevated ESD targets into the planning scheme. A planning scheme amendment has been prepared and lodged with the Minister for Planning for authorisation by all individual 24 Councils in July 2022. The Minister has yet to authorise the amendment, however CASBE are holding regular meetings with state government to advocate for the progression of this work.
4.4.2	Review the Sustainable Buildings Policy.	Coordinator Natural Environment	10%		The review of the Sustainable Buildings Policy is underway and will include consideration of it's

Completed	Drogranding	On Hold	Not	Not	Withdrawn	40
Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	10



Q1, 2023/2024

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					implementation and opportunity to further embed across Council.
4.4.3	Participate in the Sustainable Subdivisions Framework trial.	Coordinator City Strategy	100%		The Sustainable Subdivisions framework trial was completed in 2022.

Q1, 2023/2024

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 for 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 our suite of policies and procedures are current.	Manager Governance	20%		Senior Leadership Team has been briefed on the current situation of policies and the importance having polices updated explained. A tracking software solution is being implemented, after which regular reporting to Executive Management Team will be easy to undertake.
5.1.2	Improve Council's governance process and systems to support good governance.	Manager Governance	30%		Software for addressing both policies and delegations is being implemented. A number of key policies which were out of date have been reviewed or are currently being reviewed, including Delegations & Authorisation, Privacy, Fraud & Corruption, and Election Period.
5.1.3	Work with the South West Alliance to deliver benefits for the region.	Manager Governance	25%		CEO and Mayor have been attending South West Victoria Alliance meetings with a renewed focus on Warrnambool as a regional leader.
5.1.4	Continue to enhance organisational awareness of Victoria's Child Safe Standards via customised training programs. Implement measures to maintain and improve compliance with the Standards.	Manager Organisation Development	50%		Over 500 employees have now completed the updated mandatory Child Safety Training Module via LITMOS. The Learning & Development Team have also arranged additional training for dedicated areas, provided in a face to face session from a third party provider.

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	Monitor and report on the reach and effectiveness of Council's communications measures including engagement through the Your Say website.	Manager Communications	25%		Recent community engagement efforts have resulted in high levels of participation by the community with 248 residents responding to surveys about the West Warrnambool Neighbourhood House while more than 300

Q1, 2023/2024

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					responded to a survey on aged care and disability services.
5.2.2	Provide communications support to promote Council services, facilities, programs and events.	Manager Communications	25%		A range of materials including videos, photos, website changes, posters, flyers, programs and copy have been created to support activities including the Seniors Festival, AFLW match and the Youth Awards.

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	Improve outcomes in the delivery of Council's customer services.	Manager Communications	25%		The formation of an internal Customer Focus Group is proposed to ensure that our systems and processes have a customer-first design.

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	Support an organisational approach to strategic procurement to ensure effective operational decision making that improves organisational performance.	Director Corporate Strategies	25%		New Procurement co-ordinator has been appointed and a review of the procurement policy is due by end of calendar year
5.4.2	Continue to evolve the staff training and development programs in order to drive enhanced employee engagement and culture.	Manager Organisation Development	50%		The centralised training model continues to drive equitable training outcomes across the 4 Council directorates. The Learning & Development Team are implementing actions derived from extensive training needs analysis ensuring all required and identified training is delivered.
5.4.3	Implement workplace actions identified within Councils Gender equity Action Plan, (GEAP), resulting in improved gender equity outcomes.	Manager Organisation Development	50%		Actions identified within the GEAP are being implemented in line with the plan, overseen by the Gender Equity Action Committee.
5.4.4	Review Council's Workforce Management Plan.	Manager Organisation Development	20%		Resourcing associated with the workforce plan is under review, aligned with a revised strategic intent.
5.4.5	Continue implementation of Council's Volunteer Strategy.	Manager Community	25%		Council continues to implement the Volunteering Strategic Plan 2021-24 through the finalisation of the Volunteer entry, Volunteer management and

Completed	Drogranding	On Hold	Not	Not	Withdrawn	24
Completed	Progressing	Oli Holu	Progressing	Completed	Withurawn	21

Q1, 2023/2024

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
		Policy & Planning			Volunteer exit frameworks. A workshop was organised with cross-Council staff to discuss on uniform methods of managing volunteer entry, retention and exit and improving volunteer experience with Council areas. A Volunteer Management and Support Policy is also being drafted by the group, which will be finalised during the current year.

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	Ensure procurement compliance and risk mitigation and that Council is operationally effective.	Manager Financial Services	20%		Procurement Coordinator appointed September 2023.
5.5.2	Review Council's property management processes in relation to leases and licensing.	Manager Strategic Assets, Property & Projects	20%		Council's lease and licence management systems are being reviewed in line with the Coastal Connect project.
5.5.3	Review and update the Long Term Financial Plan to ensure Council remains financially sustainable into the future.	Manager Financial Services	20%		Will be updated in line with 2024-25 budget process.
5.5.4	Enhance business processes including IT systems integration.	Manager Financial Services	25%		Implementation of Coastal Connect project in progress and due for completion before end 2024.
5.5.5	Improve digital capacity for Council staff.	Executive Manager IT Strategy & Transformation Shared Services	10%		Council has commenced the adoption of Office 365, evaluated its remote desktop access and commenced the roll out of MS Teams.

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 by collaborating with Corangamite and Moyne	Executive Manager IT Strategy & Transformation Shared Services	75%		Council's ICT team continues to work through the recommendation and requirements of the VPDSF. The 2022-23 attestation has been completed. Concurrently the teams are working through a joint Cyber Strategy plan with Corangamite Shire and

Completed	Drogranding	On Hold	Not	Not	Withdrawn	22
Completed	Progressing	Oli Holu	Progressing	Completed	Williardwii	22



Q1, <u>202</u>3/2024

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	shires to develop a shared Cyber Security strategy.				Moyne Shire to provide better resilience and data security.
5.6.2	Implement the 2023-2024 elements of Council's Victorian Protective Data Security Plan lodged with the Office of the Victorian Information Commissioner in August 2022.	Executive Manager IT Strategy & Transformation Shared Services	50%		Council's Victorian Protective Data Security Plan was lodged with the Office of the Victorian Information Commissioner by 31 August 2022 this concluded the first year of actions. Work has commenced on the second year of actions with a joint efficient approach planned across three councils.
5.6.3	Ensure effective Business Continuity Planning (BCP) is in place.	Manager Organisation Development	60%		The overarching BCP in in place with the BCP sub-plans currently being reviewed.
5.6.4	Enhance Council's risk management processes to ensure key strategic and operational decision-making considers risk factors.	Manager Organisation Development	50%		Training sessions for all directorates outlining Councils enhanced Risk indentification and control processes re being delivered throughout October 2023.
5.6.5	Continue the development and implementation of Council's Health and Safety Management System with a focus on injury prevention, improved return-to-work processes, OHS training calendar implementation and increased organisation engagement.	Safety & Risk Coordinator	50%		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.

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	25%		A range of documents were produced to support the advocacy priorities of Council which include: a safer Raglan Parade; revegetation and pathways along the Merri River; affordable housing; early years infrastructure and career incentives; Lake Pertobe - the next stage; Port of Warrnambool improvements; Clean Energy Centre of Excellence; a greener Lighthouse Theatre and an improved whale viewing platform.

Q1, 2023/2024

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.	Executive Manager IT Strategy & Transformation Shared Services	0%		The Implementation stage of the shared ERP Coastal Connect Project has commenced and is tracking on budget and on time with significant input from staff at the three Councils. Council continues to be the administering Council. The ERP will provide a solid basis for a shared shares model to gain the efficiencies promoted by the original business case.
5.8.2	Pursue funding for animal shelter redevelopment in collaboration with surrounding municipalities to facilitate a regional facility if appropriate.	Coordinator Natural Environment	20%		Discussions with officers from surrounding municipalities have been held around the potential to collaborate and facilitate a regional animal shelter facility. There is currently a mix of needs and approaches for running an animal shelter and current partnerships in place. There was a view that a regional facility may not be appropriate for all surrounding municipalities and further consideration required to develop a scope prior to pursuing funding.

7.7. SEPTEMBER FINANCE REPORT

DIRECTORATE: Corporate Strategies

PURPOSE:

The purpose of this report is to present to Council the financial results for the 3 months ended 30 September 2023.

EXECUTIVE SUMMARY

- This Quarterly Financial Report compares actual financial results to budget for the 3 months from 1 July 2023 to 30 September 2023.
- The Quarterly Financial Report also shows a "revised budget" column, which includes \$20.2 million of budgets carried forward from the previous financial year for the completion of ongoing projects. This includes approximately \$4m of grant funding for the "Coastal Connect" joint venture between Corangamite, Warrnambool, and Moyne Councils related to IT system upgrades.
- The report sets out the financial results for Council's recurrent (day-to-day) operations, projects, capital works, rates, and borrowings.
- Overall the monthly actual results indicate an unfavourable financial position of \$0.37m compared to the year-to-date budget, mostly due to timing of capital works funding.
- This report meets the requirements of section 97 of the Local Government Act 2020 to present
 a quarterly financial report to Council at a public meeting that compares actual and budgeted
 results to date.

MOVED: CR ANGIE PASPALIARIS SECONDED: CR RICHARD ZIEGELER

That Council receive the Quarterly Financial Report for the period July to September 2023.

CARRIED - 6:0

BACKGROUND

Council reports quarterly on its financial results in accordance with Section 97 of the *Local Government Act 2020*. As soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a Quarterly Budget Report is presented to the Council at a Council meeting which is open to the public.

FINANCIAL IMPACT

This report contributes to Council's financial management principles with analysis and commentary on variances to budget.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

5 An effective Council

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.

OFFICERS' DECLARATION OF INTEREST

No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

CONCLUSION

The Quarterly Financial Report for the 3 months from 1 July 2023 to 30 September 2023 is presented to Council.

ATTACHMENTS

1. September 2023 Monthly Finance Report [7.7.1 - 18 pages]



September 2023

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Appendix C: Detailed YTD Net Capital Results	,

September 2023

I. Executive Summary

The monthly report is designed to illustrate the financial performance and position of Warrnambool City Council compared to its adopted and revised budget for the period ending 30 September 2023. The revised budget column includes carried-forward project budgets from the 2022-23 financial year of \$20.2m. The three months' actual results indicate an unfavourable financial position of (\$0.370m) to the revised budget.

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Key Financial Results	Adopted Budget \$'000	Revised Budget \$'000	YTD Budget \$'000	YTD Committed \$'000	YTD Variance		
•	·	·		·	·		
Rates	46,779	46,779	46,779	40,040	67		
Recurrent Income	52,068	52,045	10,783	11,145	361		
Recurrent Expenditure	(82,546)	(82,917)	(22,562)	(22,665)	(103)		
Net Recurrent Surplus/(Deficit)	(30,478)	(30,872)	(11,778)	(11,520)	258		
Project Income	569	1,707	520	525	5		
Project Expenditure	(1,264)	(8,333)	(1,943)	(2,089)	(145)		
Net Project Surplus/(Deficit)	(695)	(6,625)	(1,424)	(1,564)	(140)		
Capital Income	2,087	11,658	712	892	179		
Capital Expenditure	(16,064)	(39,555)	(9,016)	(9,788)	(772)		
Net Capital Surplus/(Deficit)	(13,977)	(27,897)	(8,304)	(8,896)	(592)		
Loan Drawdowns	0	0	0	0	0		
Loan Repayments	(1,681)	(1,681)	(420)	(383)	38		
Net Financing Position	(1,681)	(1,681)	(420)	(383)	38		
Surplus / (Deficit) Brought Forward	0	20,244	20,244	20,244	0		
Total	(53)	(53)	45,097	44,728	(370)	_	

Rates: Supplementary rates higher than budget by \$67k.

Recurrent: is \$0.258m favourable to budget due to the following main reasons:

- More activity in Lighthouse Theatre commercial hires \$169K offset by related expenditure.
 Also the visitor services (ticket sales, kiosk) activity has been stronger than expected by \$50k partially offset by related expenditure.
- Early learning income is \$107k favourable to budget due to centres operating at capacity.
- The 2023-24 School Crossing Supervisor subsidy received was higher than budgeted by \$26k due to new school crossings. This is offset in employee benefits.
- Savings in salaries across a number of areas within the organisation mainly due to vacant positions totalling \$968k. This variance will be reviewed during the reforecast process in November.
- Unfavourable variance in materials and services of (\$1.108m) due to a number of factors but largely due to timing of funding and reserve transfers (refer to s4 for further details).

Projects: Unfavourable variance of (\$0.140m) mainly due to timing of projects.

Capital Works: is (\$0.592m) unfavourable to budget due to Small Infrastructure Fund works (\$87k) and South of the Merri River Open Space Precinct Plan (\$71k) to be funded from reserves, playground renewal (\$231k) to be funded from the renewal reserve and Developer Contribution Plan (DCP) design costs (\$129k) to be funded from reserves once the design costs are finalised. The balance of the variance in capital expenditure is due to timing of projects. This is partially offset by a favourable variance in capital contributions income due to timing of Public Open Space Subdivider contributions \$47k, Street Tree Developer contributions \$47k and Drainage contributions \$43k.

September 2023

2. Top 5 Favourable to Budget Recurrent Services

The below summary details the year to date Top 5 recurrent services with a favourable position to the revised budget and associated commentary.

	YTI Budg		YTD Committed	Varianc	e
No.	Key Financial Results	\$'000	\$'000	\$'000	
1	Early Learning Centres	(4)	205	209	
2	Project Management	(282)	(191)	91	
3	Strategic Asset Management	(198)	(136)	62	
4	Organisation Development	(878)	(825)	54	
5	Pre-Schools	(24)	29	54	

Commentary

1: Early Learning Centres:

Reason: Early learning income is \$107k favourable to budget due to centres operating at capacity year to date (budget is set at 95% capacity). Savings in salaries of \$130k across the three centres due to vacant positions and limited backfill availability. The balance of the variance is due to timing.

2: Project Management:

Reason: Savings in salaries of \$87k due to vacant positions and acting positions.

3: Strategic Asset Management:

Reason: Savings in salaries due to vacant positions of \$87k partially offset by professional services relating to operational activities (asset management end of financial year support, asset management review and planning) that were unable to be completed by staff due to vacancies (\$30k).

4: Organisational Development:

Reason: Public liability insurance \$20k under budget and a favourable variance in salaries of \$30k due to a vacant position.

5: Pre-Schools:

Reason: Savings in salaries of \$26k with all positions now filled but still no backfill availability with coordination staff currently doing backfill. Small increases in grant funding of \$9k due to indexation and minor timing variances.

September 2023

3. Top 5 Unfavourable to Budget Recurrent Services

The below summary details the year to date Bottom 5 recurrent services with an unfavourable position to the revised budget and associated commentary.

		YTD Budget	YTD Committed	Variance	e
No.	Key Financial Results	\$'000	\$'000	\$'000	
1	Parks & Gardens	(1,262)	(1,516)	(254)	Þ
2	Building Strategy & Services	(940)	(1,042)	(102)	Þ
3	Fleet Management	129	70	(59)	Þ
4	Infrastructure Services Administration	(155)	(205)	(49)	Þ
5	Saleyards	(18)	(63)	(45)	Þ

Commentary

1: Parks & Gardens:

Reason: Unexpected storm damage costs of (\$70k), whereby Council is exploring funding opportunities under the Commonwealth Emergency funding program. Tree management and maintenance was unfavourable (\$156k). This was due to an incorrect puchase order that was raised for two years of costs instead of one. The order has been amended in October which will reduce this variance by \$80k. The balance of the unfavourable variance for the 23-24 tree will be offset by savings in the the employee costs budget within this area. There are also some minor timing variances.

Action: Funding opportunities to be explored for the unexpected storm damage. Tree watering contract order for 23-24 amended in October. The balance of the unfavourable variance for the 23-24 tree watering contract to be reviewed during the budget reforecast process in November.

2: Building Strategy & Services:

Reason: (\$30k) higher insurance costs than budgeted. (\$70k) of asbestos removal works at Surfside Holiday Parks with external funding from the Victorian Asbestos Eradication Agency to be received once the works have been completed which will be after the 23-24 tourist season.

Action: Insurance costs to be reviewed during the budget reforecast process in November and funding to be received for asbestos removal.

3: Fleet Management:

Reason: Heavy plant recovery income not as high as budgeted by (\$58k). **Action:** Review heavy plant recovery rates with the Infrastructure team.

4: Infrastructure Services Administration:

Reason: Timing of consulting costs relating to assets and project work.

Action: To be reviewed during the budget reforecast process in November.

5: Saleyards:

Reason: Unfavourable variance due to truck wash operating costs.

Action: To be reviewed during the budget reforecast process in November.

September 2023

4. Statement of Comprehensive Income

	Adopted Budget	Revised Budget	YTD Budget	YTD Committed		riance	
	\$'000	\$'000	\$'000	\$'000	\$'000	%	
Revenue							
Rates and Charges	46,879	46,879	46,796	46,865	69	0% 🚄	
Statutory Fees and Fines	2,283	2,283	495	496	1	0.1%	
User Fees	20,482	20,405	4,158	4,204	47	1.1% 🚄	_
Recurrent Grants	15,013	16,547	2,696	3,023	327	12.1%	
Non-Recurrent Grants	4,531	10,202	85	66	(18)	(21.7%)	~
Contributions - Cash	2,181	5,287	935	1,104	169	18.1%	
Contributions - Non Cash	5,000	5,000	0	0	0	0.0%	•
Other Income	420	272	80	80	0	0.1%	_
Interest Income	608	738	488	471	(18)	(3.7%)	
Revenue Total	97,395	107,612	55,733	56,309	576	1.0%	
Expenses							
Employee Benefits	42,691	44,248	11,140	10,233	907	8.1%	_
Materials and Services	33,355	39,139	10,178	11,373	(1,196)	(11.7%)	
Bad and Doubtful Debts	147	147	1	0	1	100.0%	
Finance Costs	224	224	56	37	19	34.2%	_
Other Expenses	482	482	109	120	(11)	(10.3%)	~
Depreciation	13,097	13,097	0	0	0	0.0% =	
Net loss / (gain) on asset disposal	218	(152)	(41)	(34)	(6)	134.3%	
Expenses Total	90,213	97,184	21,443	21,729	(286)	(1.3%)	
Net Surplus / (Deficit)	7,182	10,428	34,290	34,580	290	0.8%	
Other Comprehensive Income							
Net asset revaluation	10,409	10,409	0	0	0	0.0% =	
Total Comprehensive Income	17,591	20,837	34,290	34,580	290	0.8%	
Net Underlying Surplus / (Deficit)	2,182	5,428	34,290	34,580	290	0.8%	

Net Surplus/(Deficit): The net surplus is \$34.580m which is \$0.290m favourable to the revised budget.

Revenue: is \$0.576m favourable to budget due to:

- Supplementary rates higher than budget by \$67k.
- Recurrent Grants Preschool grant funding higher than budget by \$261k due to part of the
 budget being incorrectly mapped to a fee income account rather than a grant income
 account, however, overall the budget and actuals balance. This will be corrected in October.
 The 2023-24 School Crossing Supervisor subsidy received was higher than budgeted by
 \$26k due to new school crossings. This is offset in employee benefits.
- Contributions Cash Timing of Public Open Space Subdivider contributions \$47k, Street
 Tree Developer contributions \$47k and Drainage contributions \$43k.

September 2023

Expenses: are (\$0.286m) unfavourable to budget due to:

- Employee benefits lower than anticipated by \$907k mainly due to vacancies across a
 number of areas and the timing of employee costs. Some positions have now been filled.
 Recruitment remains a challenge in the preschool sector, as well as for seasonal casuals in
 recreation and tourism services. This variance will be reviewed during the reforecast process
 in November.
- Materials and services higher than budget (\$1.196m) with more activity in Lighthouse Theatre commercial hires (\$170k) offset by increased fee income, timing of parks and gardens expenditure (\$308k), (\$142k) accommodation strategy which was budgeted in the capital works program (to be transferred in October), (\$70k) asbestos removal works at Surfside Holiday Parks offset by external funding from the Victorian Asbestos Eradication Agency to be received once the works have been completed, heavy plant recovery not as high as budgeted (\$55k), unexpected storm damage costs (\$70k) with potential funding opportunities under the Commonwealth Emergency funding program, (\$45k) unfavourable variance in truck wash operating costs, with the balance of variations mostly due to budget timing variations. Budget variances and timing will be reviewed as part of the November reforecasting process.

September 2023

5. Balance Sheet

	2023/24 Opening Balance \$'000	Movement \$'000	YTD Closing Balance \$'000
Current Assets			
Cash & Cash Equivalents	7,795	(1,467)	6,329
Investments	40,500	(1,000)	39,500
Trade and Other Receivables	3,242	35,135	38,377
Other Assets	3,279	(205)	3,074
Current Assets Total	54,816	32,463	87,279
Non-Current Assets			
Trade and Other Receivables	0	0	0
Property Plant & Equipments	831,921	2,607	834,522
Non-Current Assets Total	831,921	2,607	834,522
Total Assets	886,737	35,070	921,801
Current Liabilities			***************************************
Trade and Other Payables	11,681	(2,362)	9,314
Trust Funds and Deposits	2,027	(15)	2,012
Provisions	6,913	0	6,913
Interest-bearing Loans and Borrowings	1,909	(472)	1,436
Lease Liabilities	277	0	277
Current Liabilities Total	22,807	(2,850)	19,952
Non-Current Liabilities			
Provisions	961	0	961
Interest-bearing Loans and Borrowings	8,420	0	8,420
Lease Liabilities	741	0	741
Non-Current Liabilities Total	10,123	0	10,123
Total Liabilities	32,930	(2,850)	30,074
Net Assets	853,807	37,920	
Equity			
Accumulated Surplus	274,746	37,921	312,667
Reserves	579,061	07,521	579,061
Total Equity	853,807	37,921	\

<u>Cash & Investments:</u> have increase since August with the first quarter rate instalment payable at the end of September 2023.

<u>Trade and Other Receivables:</u> have increased significantly from the start of the financial year due to raising the full year's rates revenue in July with instalments due quarterly. This will reduce throughout the year as customers make their instalment repayments.

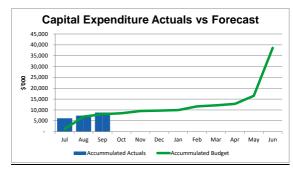
September 2023

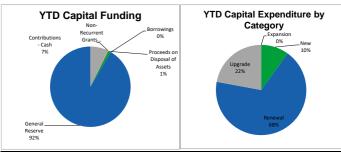
6. Capital Expenditure and Funding

Capital Expenditure: Council has a number of major capital works underway including the Port of Warrnambool upgrade works and the Brierly Masterplan implementation with a major focus on renewal within the 2023-24 financial year. Currently Council's committed amount is unfavourable compared to the year to date budget of (\$772k). This is mainly due to Small Infrastructure Fund works (\$87k) and South of the Merri River Open Space Precinct Plan (\$71k) to be funded from reserves, playground renewal (\$231k) to be funded from the renewal reserve and Developer Contribution Plan (DCP) design costs (\$129k) to be funded from reserves once the design costs are finalised. The balance is due to timing of projects.

<u>Capital Funding:</u> The majority of the works to date have been funded through Council funds (92%). There are significant grants that are anticipated to be received during the year.

	Adopted Budget	Revised Budget	YTD Budget	YTD Committed	Variano	:e
	\$'000	\$'000	\$'000	\$'000	\$'000	
Expenditure						
New	2,329	5,845	772	878	(106)	\blacksquare
Renewal	8,550	15,246	5,546	5,977	(431)	\blacksquare
Upgrade	5,185	14,581	1,711	1,945	(234)	\blacksquare
Expansion	0	0	0	0	0	
Capital Expenditure	16,064	35,671	8,029	8,801	(772)	$\overline{}$
Funding						
Contributions - Cash	910	3,886	479	614	135	
Non-Recurrent Grants	686	6,326	60	39	(21)	\blacksquare
Proceeds on Disposal of Assets	492	861	41	95	54	
Borrowings	0	0	0	0	0	
General Reserve	13,977	24,599	7,449	8,052	603	
Capital Funding	16,064	35,671	8,029	8,801	772	





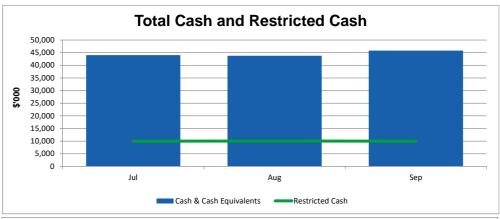
Monthly Financial Report

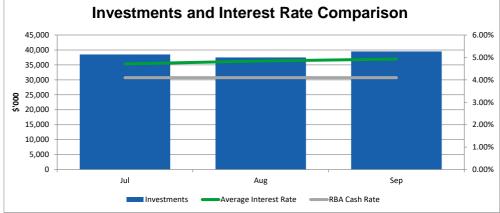
September 2023

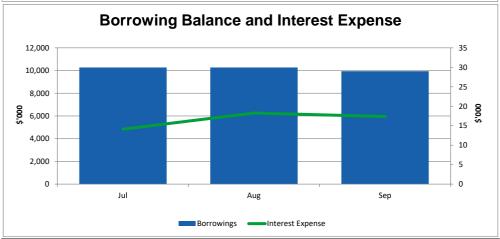
7. Treasury Report

<u>Cash:</u> Total cash held (including investments) at the end of September is \$45.83m, of which \$9.98m is restricted.

<u>Investments:</u> The average interest rate held on investments at the end of September was 4.93% which is higher than the RBA cash rate of 4.10%. Current investment rates have been over 5.0%.







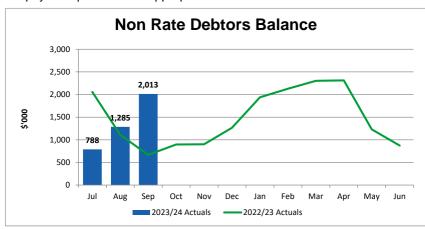
Monthly Financial Report

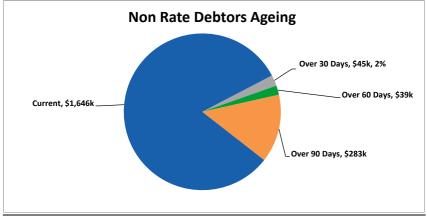
September 2023

8. Debtors Report

Non Rate Debtors: were \$2.013m in September, with \$1.646m or 82% of the debt classified as current.

- 30 Days \$45k (2%) \$8k owing from the Greater Shepparton City Council for the 2022-23 quarter 4 Regional Cities Victorian contribution. The balance of the outstanding 30 day debt amounts are not material and reminder invoices will be sent.
- 60 Days \$39k (2%) \$11k owing from the Department of Transport for Warrnambool Pedestrian Crossings and Pathways Project Flexible Transport Solutions Program 2022-23. The balance of the outstanding 60 day debt amounts are not material and reminder invoices will be sent.
- 90 Days \$283k (14%) –\$252k relating to a developer contribution plan (DCP) obligation from Rodger Constructions for Northern Edge Estate stage 6 (185 Aberline Road). Council has agreed for the developer to provide a bank guarantee and defer the DCP payment. The invoice will be cancelled and reissued at the appropriate time. HACC Debtors amounting to \$10k are being followed up, mainly relating to "Let's Get Care" managed recipients. The remaining 90 day debtors will be followed up and Council is working with overdue debtors and setting up payment plans where appropriate.





Monthly Financial Report

September 2023

9. Budget Variations

	Budget	Cumulative
	Variation	Total
Item	\$	\$
Adopted Budget Surplus		(52,561)
Rollovers - Net	(20,243,704)	(20,296,265)
Cash Surplus/(Deficit) Bought Forward	20,243,704	(52,561)
External budget variations - new grants		·
DHHS - Mental health community navigator funds year 2	89,062	36,501
DHHS - Mental health community navigator funds year 2	(89,062)	(52,561)
Visit Victoria - Regional Events Funding - Art Gallery exhibition	120,000	67,439
Visit Victoria - Regional Events Funding - Art Gallery exhibition	(120,000)	(52,561)
Dep. Of Education - Educational Toys & Equipment grant (\$5,000 x 12 kinders)	60,000	7,439
Dep. Of Education - Educational Toys & Equipment grant (\$5,000 x 12 kinders)	(60,000)	(52,561)
Multiple institutions - Coastal Connect interest income budget	130,000	77,439
Multiple institutions - Coastal Connect interest income budget	(130,000)	(52,561)
Regional Arts Victoria - Art Gallery First Nations project funds	41,668	(10,893)
Regional Arts Victoria - Art Gallery First Nations project funds	(41,668)	(52,561)
Beyond Bank - Healthy Moves Program sponsorship year 2	3.000	(49,561)
Beyond Bank - Healthy Moves Program sponsorship year 2	(3,000)	(52,561)
Department of Transport - Black Spot funding, Kepler & Lava Street	392,074	339,513
Department of Transport - Black Spot funding, Kepler & Lava Street	(392,074)	(52,561)
Department of managers - brack open tunding, Replief & Lava Street Bernard	8,000	(44,561)
D Jones Foundation - contribution to library garden sculpture	(8,000)	(52,561)
SW Tafe - reimbursement of library chairs	10,572	(41,989)
SW Tafe - reimbursement of library chairs	(10,572)	(52,561)
AL Lane Foundation - Cannon restoration funds	10,000	(42,561)
AL Lane Foundation - Cannon restoration funds	(10,000)	(52,561)
Dept of Health - Mental Health Workforce additional funding	19,785	(32,776)
Dept of Health - Mental Health Workforce additional funding	(19,785)	(52,770)
Dept of Health - Wertain Health Workloice additional funding	(19,700)	(02,001)
Internal budget variations - transfers between cost centres		***************************************
City Infrastructure Health & Wellbeing group - From Facilities	2,500	(50,061)
City Infrastructure Health & Wellbeing group - To Directorate	(2,500)	(52,561)
Coordinator Natural Environment position - From City Development	131,258	78,697
Coordinator Natural Environment position - To City Sustainability	(131,258)	(52,561)
Internal budget variations - transfers to/from cash reserves		
Revise Coastal Connect rollover due to late 2022-23 expenses (from IT)	162,895	110,334
Revise Coastal Connect rollover due to late 2022-23 exp (from reserves)	(162,895)	(52,561)
Art Gallery Liebig St business case - approved by council 5/6/2023 (to Art Gallery)	65,000	12,439
Art Gallery Liebig St business case - approved by council 5/6/2023 (from reserves)	(65,000)	(52,561)
Lake Pertobe Multi-Sport Court (to Other Construction)	15,000	(37,561)
Lake Pertobe Multi-Sport Court - Small Infrastructure Fund (from reserves)	(15,000)	(52,561)
Horne Road Developer Contribution, 4th payment - (developer contributions)	250,000	197,439
Horne Road Developer Contribution, 4th payment (reserves)	(250,000)	(52,561)
	(200,000)	(02,001)
Pavisad Budget Surplus//Deficit\		(52,561)
Revised Budget Surplus/(Deficit)		(02,001)

Appendix A: Detailed YTD Net Recurrent Results

Recurrent YTD Net Results By Directorate

	Adopted Budget	Revised Budget	YTD Budget	YTD Committed	Variance	e
Directorate	\$'000	\$'000	\$'000	\$'000	\$'000	
Corporate Strategies	(4,246)	(4,266)	(3,746)	(3,747)	(1)	
City Infrastructure	(16,980)	(16,881)	(4,944)	(5,293)	(350)	
Community Development	(5,988)	(6,507)	(1,522)	(999)	524	
City Growth	(3,265)	(3,218)	(1,566)	(1,481)	85	
Total Recurrent Surplus / (Deficit)	(30,478)	(30,872)	(11,778)	(11,520)	258	

Recurrent YTD Net Results by Program

Cost Centre	Adopted Budget \$'000	Revised Budget \$'000	YTD Budget \$'000	YTD Committed \$'000	Variance \$'000	e
Grand Total	(30,478)	(30,872)	(11,778)	(11,520)	258	
Corporate Strategies						
Information Services	(2,691)	(2,691)	(692)	(702)	(9)	
Revenue Services	(480)	(500)	(935)	(942)	(8)	
Organisation Development	(1,967)	(1,967)	(878)	(825)	54	
Old Cost Items	0	0	0	(1)	(1)	
Financial Services	(1,118)	(1,118)	(272)	(294)	(21)	_
Governance	(206)	(206)	(52)	(42)	10	
Executive Office	(564)	(564)	(140)	(148)	(8)	
Elected Council	(522)	(522)	(89)	(82)	7	
City Assist	(523)	(523)	(131)	(150)	(19)	
Communications	(701)	(701)	(164)	(166)	(2)	_
Corporate Overheads	(331)	(331)	(122)	(112)	10	
Sundry Corporate	(144)	(144)	(64)	(64)	1	
Corporate Strategies Directorate	(378)	(378)	(94)	(81)	13	
Council Contributions	(61)	(61)	0	(0)	(0)	_
Employee Oncosts	270	270	(476)	(479)	(3)	
Legal, Strategy & Procurement	(301)	(301)	(58)	(26)	32	
Saleyards	(36)	(36)	(18)	(63)	(45)	
Banking & Treasury	5,506	5,506	439	427	(12)	
Total Corporate Strategies	(4,246)	(4,266)	(3,746)	(3,747)	(1)	
City Infrastructure						
Waste Management	(4,720)	(4,572)	(1,142)	(1,180)	(38)	
Parks & Gardens	(4,535)	(4,535)	(1,262)	(1,516)	(254)	
Building Strategy & Services	(1,947)	(1,947)	(940)	(1,042)	(102)	_
Roads Maintenance	(1,558)	(1,558)	(401)	(404)	(4)	
Drainage Maintenance	(908)	(908)	(218)	(234)	(16)	_
Infrastructure Services Administration	(782)	(782)	(155)	(205)	(49)	_
Strategic Asset Management	(866)	(866)	(198)	(136)	62	
Infrastructure Management	(974)	(981)	(230)	(221)	9	
Street Cleaning	(531)	(531)	(125)	(126)	(1)	_
Facilities & Projects	(178)	(175)	(44)	(43)	1	

Environment Management	(388)	(388)	(88)	(115)	(27)	
City Infrastructure Directorate	(408)	(410)	(108)	(114)	(6)	·
Animal Management	(132)	(132)	(107)	(60)	47	
Footpaths/Bicycle Path Maintenance	(288)	(288)	(82)	(82)	(0)	_
City Sustainability	(329)	(460)	(115)	(93)	22	
Construction Engineering	(36)	(36)	(43)	(55)	(12)	_
Project Management	(464)	(464)	(282)	(191)	91	
Immunisation	(199)	(199)	(59)	(64)	(5)	_
City Amenity Administraion	(291)	(291)	(71)	(54)	18	
Airport	(192)	(192)	(29)	(22)	7	
School Crossing & Local Laws	(330)	(240)	96	105	10	
Port of Warrnambool	(0)	(0)	(35)	(36)	(1)	_
Bridge Maintenance	(100)	(100)	(25)	(30)	(5)	_
Emergency Management	(79)	(79)	22	24	2	
External Recharges	19	19	5	1	(4)	_
Property Management	585	585	140	100	(40)	_
Parking Management	1,674	1,674	423	428	5	
Fleet Management	974	974	129	70	(59)	_
Total City Infrastructure	(16,980)	(16,881)	(4,944)	(5,293)	(350)	
-	(, ,	, ,	(, ,	(, ,	. ,	
Community Development	(1.115)	(1.15.1)	(121)	(0.7)		<u> </u>
Municipal Library	(1,118)	(1,131)	(131)	(87)	44	
Aquazone	(1,036)	(1,036)	(281)	(232)	49	
Art Gallery	(676)	(676)	(161)	(137)	24	1
Community Development Directorate	(332)	(332)	(87)	(82)	5	
General Recreation	(400)	(435)	(136)	(145)	(9)	Ŷ
Early Years Customer Service & Adminis	(372)	(372)	(93)	(84)	9	<u> </u>
Maternal Child & Health (MCH)	(309)	(309)	(80)	(64)	16	<u> </u>
Archie Graham Centre	(300)	(304)	(75)	(75)	(1)	•
Lighthouse Theatre	(401)	(401)	(118)	(79)	39	<u> </u>
Recreation & Culture Management	(296)	(358)	(51)	(56)	(6)	_
Personal Care	116	116	27	13	(14)	_
Warrnambool Multi-Purpose Stadium	(146)	(146)	(35)	(47)	(12)	•
Youth Services	(145)	(196)	(15)	(12)	3	1
Strategic Community Planning & Policy	(393)	(393)	(108)	(71)	37	<u></u>
Pre-School Field Officers	(16)	(16)	(4)	(2)	2	
Capacity Access Inclusion Administration	(39)	(39)	0	1		
Volunteer Services	(134)	(134)	(34)	(37)	(4)	Ŷ
Community Care Management	68	(7)	(5)	(2)	3	<u> </u>
Family Day Care	(26)	(26)	(6)	10	17	
Children and Family Services Admin	(23)	(23)	(6)	(6)	(0)	Ŷ
Aquazone - Hydro Pool	(28)	(28)	(5)	(1)	4	
Capacity Access and Inclusion Admin	0	0	0	(0)	(0)	•
Healthy & Engaged Communities Manag	(93)	(93)	(43)	(37)	6	
South West Carer Respite	(4)	(66)	(12)	(12)	(0)	~
Respite Care Services	(5)	(64)	(1)	1 (47)	3	
Neighbourhood House Program	(24)	(24)	(6)	(17)	(11)	ļ
Social Support	(57)	(106)	(14)	5		1
Gymnastics Stadium	(14)	(14)	(18)	(5)	14	1
Home Maintenance	(86)	(86)	(30)	(24)	6	
Reserve Fees	180	180	8	5	(3)	1
Child & Family Services	18	(93)	13	25		<u> </u>
Pre-Schools	2	2	(24)	29	54	

Outside School Hours Care	96	96	7	(2)	(9)	
Meals On Wheels	3	3	4	22	18	
Centre Based Child Care	2	2	(4)	205	209	
Total Community Development	(5,988)	(6,507)	(1,522)	(999)	524	
City Growth						
City Development and Strategy	(1,489)	(1,357)	(347)	(336)	11	
Economic Development	(589)	(589)	(130)	(120)	10	
Events & Promotions	(803)	(823)	(297)	(297)	(0)	_
Flagstaff Hill & Visitor Information Centre	(999)	(1,064)	(343)	(338)	4	
Environmental Health	(159)	(159)	(83)	(59)	24	
City Growth Directorate	(278)	(278)	(69)	(69)	1	
Visitor Economy	(308)	(308)	(48)	(49)	(0)	
Statutory Building Services	(174)	(174)	(50)	(65)	(15)	_
Holiday Parks	1,533	1,533	(199)	(148)	52	
Total City Growth	(3,265)	(3,218)	(1,566)	(1,481)	85	

Appendix B: Detailed YTD Net Project Results

Projects YTD Net Results by Directorate

Cost Centre	Adopted Budget \$'000	Revised Budget \$'000	YTD Budget \$'000	YTD Committed \$'000	Variance	е
Grand Total	(695)	(6,625)	(1,424)	(1,564)	(140)	
Corporate Strategies	,	(, ,	() /	(, ,		
Information Services	(75)	(75)	0	0	0	
Organisation Development	(20)	(56)	(3)	(1)	3	
Corporate Strategies Directorate	0	(105)	0	0	0	
Executive Office	0	0	(80)	(67)	13	
Total Corporate Strategies	(95)	(236)	(83)	(68)	16	
	(66)	(200)	(66)	(00)		
City Infrastructure						
Animal Management	0	(63)	0	0	0	
Immunisation	0	(8)	0	0	0	
Infrastructure Services Administration	(60)	(60)	(15)	0	15	
Strategic Asset Management	(15)	(15)	(3)	0	3	
School Crossing & Local Laws	0	(77)	0	0	0	
Infrastructure Management	0	(102)	(27)	(42)	(15)	_
City Infrastructure Directorate	0	0	0	(142)	(142)	_
City Sustainability	(0)	(957)	(408)	(429)	(21)	_
Total City Infrastructure	(75)	(1,282)	(452)	(613)	(161)	
Community Development						
Youth Services	0	(3)	(3)	0	3	
Child & Family Services	0	(942)	(1)	(2)	(1)	_
Volunteer Services	0	(50)	25	25	0	
Neighbourhood House Program	0	(30)	(14)	(14)	0	
Art Gallery	0	(250)	(128)	(118)	10	
Recreation & Culture Management	0	(6)	0	0	0	
Children and Family Services Admin	(95)	(100)	(16)	0	16	
Strategic Community Planning & Policy	(0)	(494)	36	28	(8)	_
Municipal Library	0	(42)	(3)	(7)	(4)	
Archie Graham Centre	0	0	0	(1)	(1)	_
Maternal Child & Health (MCH)	0	(177)	(0)	2	2	
Aquazone	0	(160)	(129)	(129)	0	
Regional Early Years	0	(311)	30	30	(0)	
Community Development Directorate	(165)	(243)	0	0	0	
Capacity Access and Inclusion Admin	0	(218)	(124)	(126)	(1)	
General Recreation	(35)	0	0	0	(0)	
Pre-Schools	0	(544)	23	21	(3)	
Centre Based Child Care	0	0	0	0	0	
Total Community Development	(295)	(3,569)	(303)	(291)	12	
City Growth						
Economic Development	0	(169)	2	3	0	
Environmental Health	0	(13)	(4)	(4)	(0)	_
Flagstaff Hill & Visitor Information Centre		(158)	(111)	(115)	(4)	_
City Development and Strategy	(160)	(1,197)	(473)	(477)	(4)	_
Total City Growth	(230)	(1,538)	(585)	(593)	(8)	

Appendix C: Detailed YTD Net Capital Results

Capital YTD Net Results by Directorate

Cont Contra	Adopted Budget \$'000	Revised Budget \$'000	YTD Budget \$'000	YTD Committed \$'000	Variance	e
Cost Centre		* ***		* ***	• • • • • • • • • • • • • • • • • • • •	
Grand Total	(13,977)	(27,897)	(8,304)	(8,896)	(592)	
Corporate Strategies						
Banking & Treasury	(2,252)	(2,655)	(10)	21	31	
Saleyards	0	(4,710)	(155)	(132)	24	
Information Services	(272)	(4,344)	(1,053)	(1,052)	1	
Total Corporate Strategies	(2,524)	(11,709)	(1,219)	(1,163)	55	
City Infrastructure						
Airport	(31)	(31)	3	0	(3)	_
Infrastructure Services Administration	(100)	(100)	0	0	0	
Drainage Maintenance	0	(73)	(73)	(73)	0	
Parks & Gardens	0	(68)	0	41	41	
Environment Management	(20)	(20)	0	0	0	
Construction Engineering	(50)	(208)	(110)	(123)	(13)	_
City Sustainability	0	(1,862)	(22)	(25)	(3)	_
Playgrounds	(329)	(329)	(337)	(568)	(231)	_
Carpark Construction	(150)	(150)	0	(3)	(3)	_
Footpaths/Bicycle Path Maintenance	(275)	(275)	(71)	(127)	(57)	_
Footpath/Bicycle Path Construction	(872)	(872)	(508)	(517)	(9)	_
Port of Warrnambool	0	(206)	(68)	(73)	(5)	_
Bridge Construction	(275)	(424)	(547)	(556)	(9)	
Fleet Management	(1,102)	(2,088)	(1,793)	(1,753)	40	
Other Construction	(414)	(1,388)	(444)	(639)	(195)	_
Buildings Construction	(1,540)	(2,444)	(495)	(500)	(5)	_
Drainage Construction	(126)	(1,282)	(1,070)	(1,060)	10	
Road Construction	(2,539)	1,216	(582)	(620)	(38)	_
Total City Infrastructure	(7,824)	(10,605)	(6,116)	(6,596)	(479)	
•	,	(, ,	(, ,	(, ,	, ,	
Community Development		0		(4)	(4)	_
Community Development Directorate	0	0	0	(1)	(1)	_
Neighbourhood House Program	(500)	(500)	0	(4)	(4)	
Capacity Access and Inclusion Admin	(52)	(115)	(61)	(61)	(0)	
Warrnambool Multi-Purpose Stadium	(31)	(31)	(5)	(0)	5	
Pre-Schools	0	(63)	0	(2)	(2)	_
Children and Family Services Admin	(42)	(76)	5	(4)	(9)	_
Archie Graham Centre	(226)	(226)	0	0	0	
Lighthouse Theatre	(96)	(96)	(80)	(92)	(12)	_
Art Gallery	(71)	(303)	(107)	(120)	(13)	-
Aquazone	(52)	(89)	(36)	(25)	11	
Municipal Library	(200)	(365)	(34)	(41)	(6)	_
General Recreation	(1,954)	(3,513)	(752)	(758)	(6)	_
Total Community Development	(3,223)	(5,378)	(1,070)	(1,109)	(39)	
City Growth						
Development Contribution Plans	0	250	250	121	(129)	_
Holiday Parks	(206)	(255)	(148)	(149)	(1)	_

Flagstaff Hill & Visitor Information Centre	(200)	(200)	0	0	0	
Total City Growth	(406)	(205)	102	(28)	(130)	

7.8. PLANNING PERMIT APPLICATION PP2022-0205 2 GRANTER STREET AND 82 AND 84 LANDMANN STREET WARRNAMBOOL

DIRECTORATE : City Growth

PURPOSE:

This report summarises the planning assessment that provides a recommendation for the application for the construction of six (6) dwellings on three (3) existing residential lots, and recommends that Council issue a Notice of Decision to grant a permit subject to conditions.

EXECUTIVE SUMMARY

- Council has received an application for the construction of six (6) dwellings following the demolition of the existing dwellings, outbuildings and fences that are located on the land.
- The subject site comprises three (3) existing residential lots in the General Residential Zone (GRZ1) and each lot currently contains a single storey dwelling, carport and storage shed. The site is adjoined by land which is zoned Industrial 3 (IN3Z) along the rear lot boundaries.
- The development will comprise five double storey dwellings (Units 1, 2, 4, 5 and 6) and one (1) single storey dwelling (Unit 3) each dwelling will be provided with a single garage and detached storage shed. Two existing vehicle crossovers provide vehicle access to the site and a new vehicle crossover will be constructed on Landmann Street to provide access to an uncovered visitor car parking space which is required as the development contains more than five (5) dwellings.
- The application triggers a permit for the development of two (2) or more dwellings on a lot. The use of the land for the new dwellings does not require planning permission and is therefore not being assessed.
- The application was subject to public notice, which resulted in six (6) submissions, all in objection to the proposed development. Grounds of objection related to siting the dwellings near existing industrial land resulting in adverse amenity impacts to the occupants of the dwellings and potential complaints which could impact the ongoing use of existing industrial sites (ie. noise complaints), insufficient on-site car parking, adverse traffic and parking impacts, safety concerns in relation to vehicles accessing the site when school children are walking to and from nearby Merrivale Primary School, change in character of the existing residential area from predominantly single storey dwellings to dwellings of two (2) storey design and are not owner-occupied and decrease in property values as a result of the development.
- The application has been assessed against the relevant planning controls and is supported by planning policy being generally in accordance with the objectives of the Warrnambool Planning Scheme. A minor variation to Standard B14 (width of vehicle crossovers) of Clause 55 is required and the application plans do not comply with the minimum dimensions for single garages prescribed in the design standards of Clause 52.06-9 (further discussion below). If the application is supported, a Notice of Decision would be required as all objections have been sustained.

MOVED: CR MAX TAYLOR SECONDED: CR DEBBIE ARNOTT

That Council, having caused notice of Planning Application No. PP2022-0205 to be given under Section 52 of the *Planning and Environment Act 1987* and or the Warrnambool Planning Scheme, and having considered all the matters required under Section 60 of *the Planning and Environment Act 1987* issue a Notice of Decision declaring an intent to grant a permit under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as Lot 1 LP 201047T, Lot 1 LP 147260S and Lot 1 LP 147261Q, 2 Granter St, 82 & 84 Landmann St WARRNAMBOOL VIC 3280, for the construction of six (6) dwellings in accordance with the endorsed plans, subject to the following conditions:

1. Approved and Endorsed Plans - Changes Required

Before the development starts, plans must be approved and endorsed by the responsible authority. The plans must be:

- a. Prepared to the satisfaction of the responsible authority
- b. Drawn to scale with dimensions
- c. Submitted in electronic form
- d. Generally in accordance with the plans submitted with the application and the amended plans submitted on 12 October 2022 but amended to show the following details:
 - i) The internal dimensions of each garage having a minimum length of six (6) metres and a minimum width of 3.5 metres.

2. Layout Not Altered

The layout of the development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.

3. Landscaping Completion

All landscaping must be completed within twelve (12) months of occupation of the dwellings, to the satisfaction of the responsible authority.

4. Landscaping Maintenance

The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority.

5. Construction Amenity

To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:

- i. Stockpiles of topsoil, sand, aggregate, spoil or other material must be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and must have measures in place to prevent the movement of such material off site;
- ii. Building operations such as brick cutting, washing tools, concreting and bricklaying must be undertaken on the building block. The pollutants from these building operations must be contained on site; and
- iii. Builders waste must not be burnt or buried on site. All waste must be contained and removed to a Waste Disposal Depot.

6. Stormwater Management Plan

Before the commencement of construction 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 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 dwelling;
- 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 stormwater discharge from the development will be limited such that post development flows for the 20% and the 1% AEP do not exceed pre-development flows;
- g) Details and measures to enhance stormwater discharge quality from the site and protect downstream waterways and groundwater in accordance with Clause 56.07-4 of the Planning Scheme;

- h) Where residential tank systems are included in the stormwater treatment train for the development, agreements to the satisfaction of Council for the provision and maintenance of these systems;
- i) Evidence that stormwater runoff resulting from a 1% AEP storm event is able to pass through the development via reserves and/or easements, or be retained within lots without causing damage or nuisance to adjoining lots; and
- j) Where drainage is required to be conveyed across privately owned land, easements to be created or demonstration that the consent of the landholder has been provided.

7. Stormwater Works

The endorsed Stormwater Management Plan is to be implemented to the satisfaction of the responsible authority prior to occupation of any new dwelling.

8. Vehicle Access

Before the occupation of the development, the applicant must provide vehicle access 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 expenses.

NOTES

a. Permit Expiry

This permit will expire if any of the following circumstances applies:

- i. The development is not started within two (2) years of the date of this permit.
- ii. The development is not completed within four (4) years of the date of this permit.

The responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or:

- i. Within six months afterwards for commencement, or
- ii. Within twelve months afterwards for completion.

b. Cultural Heritage Management

If any Aboriginal cultural heritage sites are located during works on the site the necessary contingency measures must be followed in accordance with those identified in Part 2 of the approved Cultural Heritage Management Plan No. 193581 dated 4 September 2023 and approved by the Eastern Maar Aboriginal Corporation on 15 September 2023.

c. Clause 55 Assessment

The proposed development has been assessed against the provisions of Clause 55 of the Warrnambool Planning Scheme.

d. Building Regulations

This application has <u>not</u> been assessed against the relevant provisions of the *Building Regulations 2018*.

e. Road Reserve Works Permit

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.

f. Asset Protection Permit

Before the commencement of any physical works to the site, an Asset Protection Permit must be obtained from Council. The 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.

g. Discharge of Polluted Water

Polluted drainage must be treated and/or absorbed on the lot from which it emanates to the satisfaction of the responsible authority. Polluted drainage must not be discharged beyond the boundaries of the lot from which it emanates or into a watercourse or easement drain. Refer to Environment Protection Authority Victoria (EPA) guidelines.

CARRIED - 4:2

Crs Taylor, Arnott, Jellie & Blain voting for the motion.

Crs Paspaliaris and Ziegeler voting against the motion.

BACKGROUND

The subject site comprises three (3) existing residential lots with a total area of approximately 1938m². The land is an irregular shape located on a sharp bend at the intersection of Granter Street and Landmann Street. The site is located in an established residential neighbourhood where the surrounding lots along Granter Street and Landmann Street have generally been developed for residential purposes with the prevailing character being single storey dwellings on conventional sized residential lots. However, due to the slope of the land on the south side of Granter Street, there are some dwellings that reflect a 2 storey development from the rear with sub-floor or split level designs. Surrounding dwellings are typically traditionally designed with either hipped or peaked roofs, brick veneer or weatherboard cladding and have consistent setback and siting characteristics. The land is located in close proximity to the West Warrnambool Industrial Estate and adjoins land zoned Industrial 3 along the rear lot boundaries. The adjoining industrial land fronts Strong Street and has been developed with industrial buildings that contain a range of light industrial uses.

Each of the three (3) existing lots contain a single storey dwelling, carport and detached storage shed. Vehicle access to the land is currently via two existing crossovers, a double crossover to 2 Granter Street and 84 Landmann Street and a single crossover to 82 Landmann Street. A new vehicle crossover is proposed adjoining the existing single crossover servicing 82 Landmann Street to provide access to a proposed visitor car parking space on the site. No significant vegetation is observed on the land. The streetscape could be characterised as reasonably informal, where street trees are limited, and parking would appear to include both formal accessways with some evidence of parking along the nature strip.

The proposal seeks to permit the construction of six (6) dwellings on the subject site. Five (5) of the dwellings, Units 1, 2, 4, 5 and 6, will be double storey in design and one (1) dwelling, Unit 3, will be single storey. The development will follow the demolition of the existing dwellings, outbuildings and fences (with the exception of the boundary fence adjoining 80 Landmann Street) that are located on the land. The proposed dwellings are sited in a 'side by side' arrangement of three 'pairs' of dwellings with party walls separating each of dwellings. Private open space is located to the rear of the dwellings and small storage sheds are provided within the backyard areas. The proposed built form includes hipped roof profiles, vertical weatherboard cladding to the first floor levels, face brickwork to the ground floor levels and *Colorbond* steel roofing. Each of the double storey dwellings include three (3) bedrooms, two (2) bathrooms, an open plan kitchen/meals/living area and a single garage. The single storey dwelling contains the same rooms as the larger dwellings but only contains two (2) bedrooms.

Two (2) car parking spaces are required to be provided for dwellings with three (3) or more bedrooms and one (1) car parking space is required for one or two bedroom dwellings. A visitor car parking space is also required to be provided for developments containing five (5) or more dwellings. Single car parking spaces will be provided for each dwelling within the new garages and an additional uncovered parking space will be provided to the front of each of the garage doors for Units 1, 2, 4, 5 and 6 as the required second car parking space. Unit 3 contains two (2) bedrooms and only requires the provision of a single on-site car parking space which will be provided within the new single

garage. A visitor car parking space will be provided on the site to the front of Unit 1. The development complies with the number of car parking spaces required to be provided on the site however the internal dimensions of the proposed single garages do not comply with the design standards of Clause 52.06-9 (refer to discussion below).

ISSUES

A planning assessment has been carried out which assessed the proposal against all of the relevant provisions/policies within the Warrnambool Planning Scheme as well as the grounds raised by objectors where it has been concluded that the application should be supported.

A copy of the delegate report has been included as an attachment (Attachment 1) to this report, however, the following summary/discussion is provided in relation to what was considered the key issues:

Clause 52.-6-9 - Design standards for single garages – Amended plans required

The proposed dimensions of the single garages associated with each of the new dwellings do not meet the minimum dimensions (3.5 metres in width by 6 metres in length) specified in Clause 52.06-9 of the Planning Scheme. There is adequate space on the site to allow for garages that comply with the minimum dimensions of Clause 52.06-9. A condition of any planning permit would require amended plans to be provided to comply with the minimum dimensions for single garages.

Clause 55 Assessment – Width of vehicle crossovers - Minor variation required

An assessment against Clause 55 (ResCode) has been completed where the objectives and standards have generally been met with the exception of Standard B14 which relates to the maximum width of vehicle crossovers. Clause 55 details that the width of the vehicle crossovers on the site should not exceed 33% of the site frontage which equates to 11.8 metres. The proposed vehicle crossovers have a combined width of 12 metres exceeding the specified maximum width by 0.2 metres or 0.3%. The variation is deemed to be minor, will not result in any adverse impacts and therefore has been assessed as being appropriate

Objections

Objections were received from six (6) parties. Three (3) objections were lodged by industrial land owners or occupiers in relation to the proximity of the dwellings to adjoining industrial land which fronts Strong Street. The objectors were concerned that the increase in the density of the development and the siting of the proposed dwellings would result in negative amenity impacts on the new dwellings from the industrial sites and impinge on the existing industrial uses potentially resulting in complaints about the operation of the industrial uses (ie. noise complaints). The remaining three (3) objections were lodged by owners or occupiers of land in Granter Street and were primarily based on concerns about impacts on the residential area including the proposed development not being in character with the existing residential neighbourhood, negative traffic and parking impacts, safety concerns for school children walking to and from Merrivale Primary School and a decrease in property values. While planning case law firmly indicates that Council's role is limited to specific planning concerns, the relevant grounds of objection were individually assessed, and the recommendation is shown to be appropriate.

The proposed development will result in residential urban consolidation consistent with the purpose of the General Residential Zone, which aims to encourage a diversity of housing types, focus on housing affordability and housing growth particularly in locations offering good access to services and transport and encourage development that respects the neighbourhood character of the area. The development is generally in accordance with the Warrnambool Planning Scheme however amended plans will be required to ensure that the single garages meet the minimum dimensions detailed in the design standards of Clause 52.06-9 to allow for functional use. The approval of a minor variation to Standard B14 of Clause 55 to allow the maximum width of vehicle crossovers to exceed the recommended width of the street frontage by 0.2 metres (0.3%) is considered to be appropriate.

In relation to specific grounds of objection, it is not anticipated that the adjoining industrial area will negatively impact the new dwellings as the subject land has long been used for residential purposes without any known negative amenity impacts on the surrounding industrial area. The proposed setbacks of the dwellings from the industrial land and the provision of a new 2.5 metre high timber paling fence along the rear site boundary will further reduce any potential impacts from the existing industrial uses on the occupants of the new dwellings. The adjoining industrial land is zoned Industrial 3 which encourages uses of a light industrial type, and to provide a buffer between heavier industrial uses and local communities.

Each dwelling has the required number of car parking spaces and an additional visitor car parking space has also been provided on the site. Accordingly, there is no underlying assumption that onstreet parking will be adversely affected. The nature of stated use of the dwellings does not require planning permission as the use of a 'dwelling' is as-of-right under the zone. In other words, a dwelling can be used on the site without planning permission, and the planning trigger in question is appropriate development. The maximum height of the development being 7.15 metres is well under the maximum allowable 11 metres under the zone and whilst the surrounding residential development generally comprises single storey dwellings the location of the site at the intersection of Granter and Landmann Street ensures a certain level of separation from the surrounding area which results in the height of the dwellings not being overly intrusive or obvious. The dwellings also have large front setbacks to reduce the impact of the two storey built form. It should be noted that a single dwelling which is two storey in design and with a height not exceeding 11 metres could be constructed on an individual lot within the General Residential Zone along Landmann Street or Granter Street without the requirement for a planning permit.

As per the assessment, the grounds of objection should not lead to refusal, and having considered relevant decision guidelines, the proposed construction of six (6) dwellings at 2 Granter Street, 82 and 84 Landmann Street Warrnambool is an appropriate planning outcome.

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

TIMING

The application timeframes are within statutory requirements.

COMMUNITY IMPACT / CONSULTATION

- In line with Council's instrument of delegation at the time that the application was submitted, as a result of having more than five (5) objections, a consultation meeting was held with a quorum of Councillors on 29 November 2022.
- The application was also internally referred to Council's infrastructure department, whereby comments that were provided have been included in the assessment of the application. No external referrals were required or undertaken.

LEGAL RISK / IMPACT

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

OFFICERS' DECLARATION OF INTEREST

No conflict of interest has been declared.

COLLABORATIVE PROCUREMENT

Not applicable

CONCLUSION

The development of the site with six (6) dwellings represents an appropriate scale design response in consideration of the surrounding residential area that adjoins industrial land. The development achieves an increase in residential density in an area which is ideally located in close proximity to community services, public transport and Warrnambool's Central Business District on a site that is capable of accommodating change. Appropriate infrastructure will be required to be provided in association with the development as conditions of the planning permit. The proposed development will foster both increased housing diversity and housing affordability within an existing residential area of Warrnambool which are key objectives of planning policy.

ATTACHMENTS

- 1. Planning Council Report PP2022 0205 202249 (2) [7.8.1 57 pages]
- 2. P P 2022-0205 Application Documents re 2 Granter S [7.8.2 69 pages]

Attachment A – Delegate planning Report

Attachment B – Application documents





Delegate Planning Assessment Report

Application Details

Application Bota	
Application is for:	Construction of six (6) dwellings
Applicant's/Owner's Name:	Salvation Army Housing (Victoria) C/- GrayKinnane Pty Ltd PO Box 512 ASCOT VALE VIC 3032
Date Received:	8 August 2022
Statutory Days:	33 days @ 6 November 2023 (from date of receipt of further information - submission of CHMP on 5 October 2023)
Application Number:	PP2022-0205
Planner:	Senior Statutory Planner
Land/Address:	Lot 1 LP 201047T, Lot 1 LP 147260S & Lot 1 LP 147261Q
	2 Granter St, 82 & 84 Landmann St WARRNAMBOOL VIC 3280
Zoning:	General Residential – Schedule 1 (GRZ1)
Overlays:	None
Under what clause(s) is a permit required?	Clause 32.08-6 - Construct two or more dwellings on a lot (GRZ1)
Restrictive covenants on the title?	None Apply
Current use and development:	Single storey dwelling, single carport and detached storage shed located on each of the three (3) existing residential lots

Subject Site & Locality

The subject site is located at 2 Granter Street, 82 and 84 Landmann Street, Warrnambool. The site forms part of an established urban area which is located approximately two (2) kilometres to the north-west of the Central Business District. The land is located in close proximity to the West Warrnambool Industrial Estate and adjoins land that is located within an Industrial 3 Zone (IN3Z) along the rear lot boundaries of the site. The adjoining industrial land fronts Strong Street and has been developed with industrial buildings that are occupied by a range of light industrial uses.

The subject site comprises three (3) existing residential lots as follows:

Lot 1 LP 201047T – 2 Granter Street

This lot measures 674m² in area and has a frontage of 11.5 metres to Granter Street, a depth of 36.58 metres along the northern lot boundary and 33.88 metres along the southern lot boundary. The width of the rear lot boundary measures 28.99 metres. This lot is adjoined by existing residential sites to the north-west at 4 Granter Street and to the south at 84 Landmann Street (part of the development site) and an industrial site to the north-east at 23 Strong Street;

■ Lot 1 LP 147261Q – 84 Landmann Street

This lot measures 674m² in area, is located directly at the sharp bend at the intersection of Granter Street and Landmann Street having a frontage of 8.85 metres to Granter Street and a frontage of 4.17 metres to Landmann Street. The depth of this lot is 33.88 metres along the northern boundary and 32.37 metres along the southern boundary. The width of the rear lot boundary measures 26.38 metres. This lot is adjoined by residential sites at 2 Granter Street to the north and 82 Landmann Street to the south (both lots forming part of the development site) and by an industrial site at 21 Strong Street to the east; and

Lot 1 LP 147260S – 82 Landmann Street

This lot measures 590m² in area, has a frontage of 11.5 metres to Landmann Street and a depth of 32.37 metres along the northern lot boundary and 36.61 metres along the southern lot boundary. The width of the rear lot boundary measures 30.27 metres. The site is adjoined by 84 Landmann Street to the north (part of the development site), a residential site at 80 Landmann Street to the south and an industrial site at 19 Strong Street to the east.



Figure 1. Location of subject site (Source: Application documents)

The total area of the subject site measures approximately 1938m² with a combined street frontage of 36.02 metres and a depth along the northern boundary adjoining 4 Granter Street of 36.58 metres. The southern boundary of the land adjoins 80 Landmann Street and has a depth of 36.61 metres. The land is an irregular shape following the line of the sharp bend in the street network directly at the corner of Granter and Landmann Street. Although the site is located at a high point at the northern end of Landmann Street the contour of the land is relatively flat. Landmann Street slopes downwards in a north-south direction and at the intersection with Merrivale Drive the land is a significantly lower ground level than the northern part of the street. The subject site does not contain any significant vegetation.

The existing lots have each been developed with single storey brick dwellings that face the street, a single carport to the side of the dwellings and detached storage sheds within the backyard area. Formal vehicle access has been provided to each lot with a double crossover servicing 2 Granter Street and 84 Landmann Street and a single crossover servicing 82 Landmann Street. The crossovers lead into driveways that provide access to the carports. Secluded private open space is provided to the rear of each of the dwellings within typical

residential backyard areas. Existing fencing on the site consists of a 2.5 metre high chain mesh fence along the rear boundary of the site which adjoins land within the industrial area, a 1.6 metre high timber paling fence along the northern site boundary adjoining 4 Granter Street, a two (2) metre high timber paling fence along the southern site boundary adjoining 20 Landmann Street, a 1.2 metre high timber picket front fence associated with 2 Granter Street and internal timber paling fences are located along the lot boundaries between 2 Granter Street and 84 Landmann Street (height of 1.6 metres) and between 84 and 82 Landmann Street (height of 1.7 metres). All of the existing fences are to be demolished as part of the development of the site except the existing two (2) metre high timber paling boundary fence adjoining 80 Landmann Street which will be retained.



Figure 2. Aerial photograph of subject site and surrounds (Source: Nearmap, 2023)



Figure 3. Enlarged aerial photograph showing site context (Source: Exponare- council mapping system 2023)

The surrounding land which fronts Granter and Landmann Streets is best described as an established residential neighbourhood where all lots within the area have been developed with dwellings and in some cases outbuildings. The prevailing character of the residential area is single dwellings on conventional sized residential lots, where many dwellings are traditionally designed with either hipped or peaked roofs, brick veneer or weatherboard cladding. The existing dwellings generally have consistent setbacks and siting and typically single vehicle crossovers lead into on-site parking areas. Secluded private open space is generally provided to the rear of the dwellings. There are some examples of double storey dwellings and developments that have increased residential densities within the locality including sites which have undergone further subdivision, renovation and/or modernisation.



Figure 4. Existing dwellings on sites (Source: site inspection photos 2023)

Granter Street and Landmann Street are both classified as local roads that are accessed from either Merrivale Drive to the south-west or McMeekin Road to the north-west. Merrivale Drive and McMeekin Road form part of land that is located within the Transport Zone 3 (TRZ3) being designated as significant municipal roads. The surrounding streetscape is reasonably informal, where street trees are limited, and parking includes formal accessways and some evidence of parking along the nature strip areas.

The subject site is located in close proximity to the existing public transportation network. The Warrnambool-Merrivale bus route (Route No. 6) services the area with a bus stop being located approximately 250 metres away from the site on McMeekin Road and additional stops on this route being provided along Merrivale Drive. Bus route No. 6 connects users to the CBD and from there wider areas of Warrnambool.

The main public open space area within the locality is the Merrivale Recreation Reserve which is located to the west of the subject site on the north-west corner of Merrivale Drive and Landmann Street. This reserve is located approximately 70 metres to the south-west of the subject site. Merrivale Primary School is located approximately 125 metres to the south of the subject site opposite the Merrivale Recreation Reserve on the north-east corner of Landmann Street and Merrivale Drive.

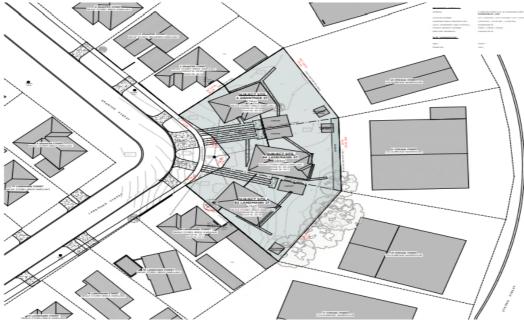


Figure 5. Context plan (Source: Application documents)

Proposal

The proposal seeks to permit the construction of six (6) dwellings on the subject site. The development will take place following the demolition of the existing dwellings, outbuildings and most of the fences that are currently located on the land. Planning approval is not required for the proposed demolition works.

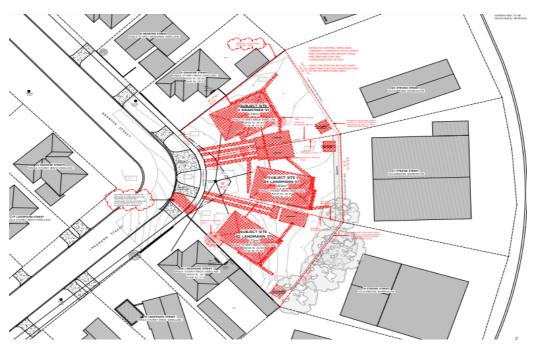


Figure 6. Proposed demolition plan (Source: Applicant documents)

The new housing is proposed to be utilised by existing clients of Salvation Army Housing Victoria (SAHV) and would be provided at an affordable rental rate. The existing housing on the site is currently classified as 'social housing' in that the tenants have qualified for inclusion on the Victorian Housing Register. The proposal is to temporarily relocate the existing tenants during the redevelopment period, giving the existing tenants the opportunity to return to one of the proposed dwellings following construction. The additional dwellings will be tenanted by individuals, couples and/or families in need of social housing as identified from the Victorian Housing Register Priority List.

Design of the Development

The proposed dwellings will front either Granter or Landmann Street. Units 1 and 2 will be sited at 82 Landmann Street, Units 3 and 4 will be sited at 84 Landmann Street and Units 5 and 6 will be sited at 2 Granter Street.



PROPOSED STREETSCAPE - LANDMANN STREET

Figure 7. Existing and proposed streetscape plan (Source: Application documents)

The design of the development includes five (5) double storey dwellings (Units 1, 2, 4, 5 and 6) and one (1) single storey dwelling (Unit 3). The dwellings will essentially be constructed in three pairs and will share common walls to maximise the use of the land. Each dwelling will be provided with a single garage and an additional tandem uncovered parking space will be provided in association with the dwellings that contain three bedrooms (Units 1, 2, 4, 5 and 6). Vehicle access to the garages on the site will be directly from either Granter Street or Landmann Street via existing vehicle crossovers.

In order to better integrate with the surrounding streetscape the double storey dwellings incorporate single storey elements at ground level such as porch entry areas and single garages with recessed first floor levels. The double storey dwellings generally have the same internal layout which has been flipped to allow for appropriate room layout with habitable rooms having views to the outdoors allowing for sufficient daylight to be provided to the main living areas and bedrooms.

The development establishes a street setback exceeding eight (8) metres from the front walls of the garages to both Granter and Landmann Streets which is greater than the front setback of the existing adjoining residential dwellings. Unit 1 will be set back 3.48 metres

from the southern site boundary adjoining 80 Landmann Street and Unit 6 will be set back 1.51 metres from the northern site boundary which adjoins 4 Granter Street. The minimum setback of the new dwellings from the industrial land to the rear of the site will be 2.76 metres where Unit 2 adjoins 19 Strong Street whilst the remaining dwellings will have larger setbacks from the rear lot boundaries.



Figure 8. Proposed site plan (Source: Applicant documents)

The maximum height of the development will be 7.15 metres, the development will have a total site coverage of 36.43%, permeable surfaces will comprise 64% of the total site area and the development will have a garden area comprising 48.67% of the subject site.

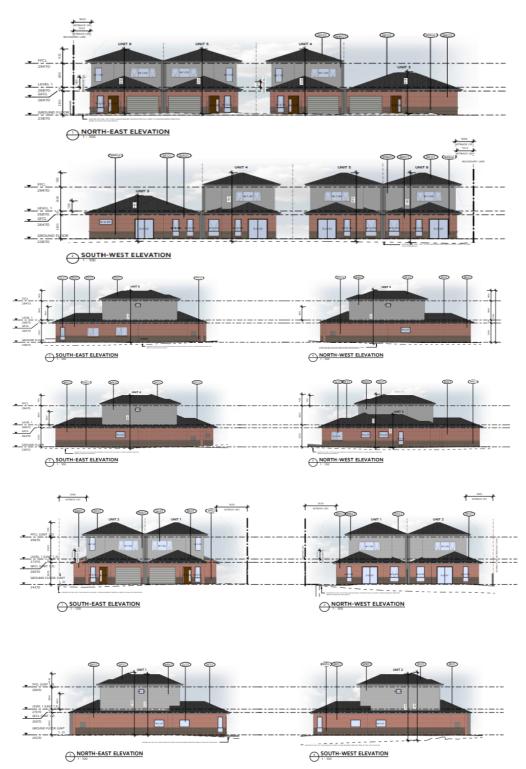


Figure 9. Proposed elevation plans (Source: Application documents)

Dwelling Design

The dwellings will have the following internal layouts:

Unit 3 - Single storey dwelling:

Comprise a total floor area (including garage) of 130m² and include the following rooms:

- Two (2) bedrooms
- Open plan kitchen/meals/living room with direct access to secluded private open space
- Bathroom with bath, shower and vanity unit
- Separate toilet
- European laundry
- Single garage with internal access to the dwelling

Units 1, 2, 4, 5 and 6 - Double storey dwellings:

Comprise a total floor area (including garage) of 117m² for Units 1 and 2 and 114m² for Units 4-6 and include the following rooms:

Ground floor

- Porch/entry area
- One (1) bedroom
- Open plan kitchen/meals/living room with direct access to secluded private open space
- Bathroom with bath, shower and vanity unit;
- Separate toilet
- European laundry
- Single garage with internal access to the dwelling.

First floor

- Two (2) bedrooms
- Bathroom with shower, vanity unit and toilet

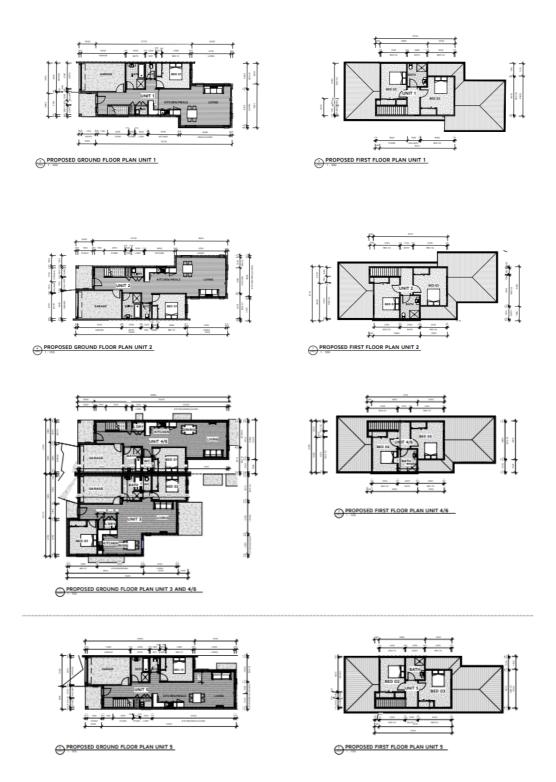


Figure 10. Proposed floor plans (Source: Application documents)

Construction Materials/Colours

The dwellings are traditional in design with hipped roofing but utilise modern construction materials as follows:

- Roofing: Colorbond metal corrugated steel sheeting finished in the colour Monument or similar
- Ground floor walls: Face brickwork with Dark Brown Freedom brick being used for the very bottom section and Red Unwind brick being used for the top section of the walls
- First floor walls: Grey vertical weatherboards
- Windows and doors: Aluminium frames finished in a charcoal, grey or similar colour

The chosen materials and colours are detailed in the Finishes Schedule below.

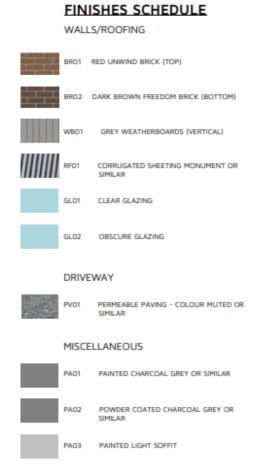


Figure 11. Proposed finishes schedule (Source: Application documents)

Overshadowing

Overshadowing from the proposed development is detailed on the plan below. The new dwlelings will not result in undue overshadowing of any adjoining residential dwellings or the associated areas of private open space.

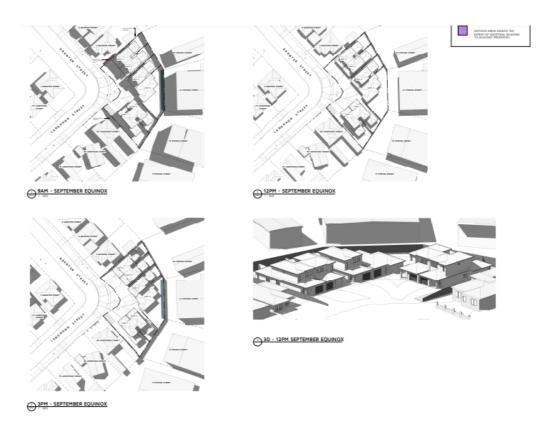


Figure 12. Shadow diagrams (Source: Application documents)

Private open space

Each dwelling will have access to private open space areas including secluded private open spaces. The secluded private open space areas will be located to the rear of each of the dwellings and be directly accessible from the open plan kitchen/meals/living area of each of the dwellings.

The area of private open space for each dwelling will be as follows:

- Unit 1: 141m²
- Unit 2: 77m²
- Unit 3: 273m²
- Unit 4: 65.5m²
- Unit 5: 72.5m²
- Unit 6: 85.5m²

Vehicle access/Car parking spaces

Vehicle access to the new garages associated with each dwelling will be provided via the existing crossovers from Granter or Landmann Street. The crossovers will provide direct vehicle access to driveways which will lead into the single garages associated with each of the new dwellings. There is adequate space to the front of the garage doors of the dwellings that contain three bedrooms (Unit 1, 2, 4, 5 and 6) to provide one (1) additional tandem car parking space which is able to be used in association with each dwelling. Unit 3 only requires one (1) car parking space to be provided as this dwelling only contains two (2) bedrooms. The dimensions of the single garages will be required to be in accordance with the design standards of the Planning Scheme.

The only change to existing vehicle access arrangements will involve the the construction of a new single vehicle crossover from Landmann Street adjoining 80 Landmann Street to provide an area for a visitor car parking space in association with the overall development of the land with more than five dwellings.

Fencing

No front fencing is proposed as part of the development. The plans detail all of the existing boundary fencing will be removed with the exception of the two (2) metre high timber paling fence on the boundary adjoining 20 Landmann Street. New fences will be erected on the site including a timber paling fence with a height of 2.5 metres along the rear boundary of the site that adjoins land within the Industrial 3 Zone, a two (2) metre high timber paling fence along the northern site boundary adjoining 4 Granter Street and timber paling fences with a height of 1.8 metres along the internal boundaries of the site to the rear of each of the dwellings to separate the private open space areas associated with each dwelling allowing for privacy by users of each of the new dwellings.

Landscaping

A Planting Concept Plan has been provided in association with the construction of the new dwellings on the subject site. The proposed landscaping will consist of:

- Planting to the front of the dwellings including the provision of a range of shrubs, tussocks, grasses and evergreen perennials
- Lawn areas to smaller areas at the front of the dwellings, to the sides and the rear of the dwellings in the backyard areas
- The provision of ten (10) deciduous canopy trees on the site
- Lilydale toppings to the pathways
- Concrete areas for the proposed driveways, under the porch entry areas, in association with the patio areas to the rear of each dwelling, under the clothesline areas and as a foundation for the storage sheds
- Mulched areas are provided in small areas to the front and rear of the dwellings

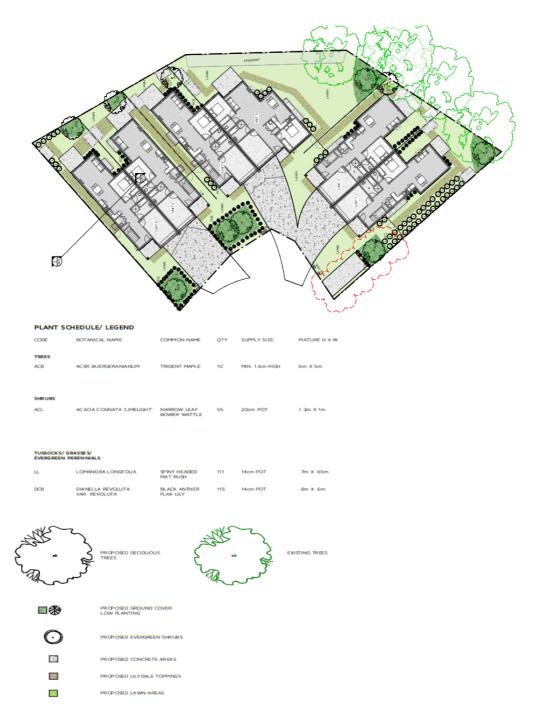


Figure 13. Planting concept plan and schedule (Source: Application documents)

The proposed landscaping is well resolved and will enable the new development to blend in with the surrounding residential area in an appropriate manner.

Permit/Site History

Planning Permit History

There is no recent planning permit history pertaining to the subject site based on Council's electronic records.

Aboriginal Cultural Heritage

Is the site in an area of significance? Yes as detailed on the map below.

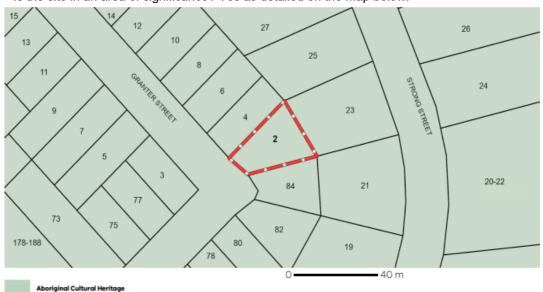


Figure 14. Cultural Heritage Sensitivity Map (Source: Planning Property Report, 2023)

- Is the proposed development exempt? No.
- Has the site been significantly disturbed in the past? Not determined.
- Is a Cultural Heritage Management Plan required? Yes.
- Has the applicant provided an approved Cultural Heritage Management Plan (CHMP)? Yes. Cultural Heritage Management Plan No. 19358 was provided to support the application and was approved by Eastern Maar Aboriginal Corporation as the Registered Aboriginal Party (RAP) for the area on 15 September 2023. Notice of this approval was provided to Council on 21 September 2023 and a copy of CHMP 19358 was provided on 5 October 2023.

Covenants/Restrictions

No covenants, encumbrances or other restrictions are registered on the Certificates of Title associated with the subject site.

Bushfire Prone Area

The subject land is <u>not</u> located within a Bushfire Prone Area.

Statutory Controls

The following permit triggers are relevant to the application.

Clause	Permit Trigger
Clause 32.08 General Residential Zone	Pursuant to Clause 32.08-6 a permit is required to construct two or more dwellings on a lot

Public Notification

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

- Letters to adjoining and adjacent properties owners and occupiers (as detailed on the aerial photograph below);
- A sign being placed on the site; and
- A notice on Council's website.





Figure 15. Properties notified (Source: Council records)

The notification has been carried out correctly. A statutory declaration dated 8 November 2022 was provided by the applicant.

Council received six (6) submissions to the proposed development, where all submissions are considered as objections to the application. As a result of consultation referenced below, no objectors withdrew and all objections to the development remain.

Consultation

A formal request for further information was sent to the applicant on 2 September 2022 requiring the following information to be provided:

- 1. The sites are located within the Aboriginal Cultural Heritage sensitivity area and 6 dwellings across three sites (0.11ha in total extent) is considered as a high impact activity. Thus, an approved Cultural Heritage Management Plan (CHMP) is required for the proposed development in accordance with the Aboriginal Heritage Act 2006.
- 2. Reduction in visitor car parking would not be a good planning outcome for this residential area. The site fronts to a road bend which restricts on street parking in front of the sites. Thus, detail assessment is required on how it will be impacted on the area, why it would not be able to accommodate on the site in a central location appropriately and why council would consider the waiver of the parking spaces.
- 3. Information required on how the overlooking will be managed particularly at ground floor level at north side. Illustrate if the 1.6m height side boundary fencing would limit overlooking.
 - Plans to show how the internal views between dwelling 3 and 4 will be mitigated.

The information in relation to the proposed car parking reduction and consideration of overlooking was addressed by the applicant adequately on 12 October 2022. The planning report and plans provided with the application were amended to provide the required visitor car parking space and also fencing to address overlooking issues between Units 3 and 4. A new vehicle crossover was also detailed on the plans to provide access to the visitor car parking space.

The Cultural Heritage Management Plan (CHMP) was still outstanding at the time of submission of the amended planning report and plans but the specific information that had been provided allowed for the application to proceed to public notification prior to the submission of the CHMP and the associated approval from the local Registered Aboriginal Party (RAP) but the applicant was advised that this information would need to be provided prior to the permit application being determined. The applicant was given extensions of time to provide the required cultural heritage information. On 21 September 2023 Council was provided with notice of the approval of Cultural Heritage Management Plan No. 19358 by the Eastern Maar Aboriginal Corporation dated 15 September 2023 and on 5 October 2023 a full copy of the CHMP was provided.

As a result of notification, six (6) objections were received. Three (3) of the objections were lodged by owners or occupiers of adjoining or nearby industrial land and three (3) objections were lodged by owners or occupiers of nearby residential land in Granter Street. While specific objections provided details and explanation in various forms, it is fair to conclude that grounds of objections fell into the following main categories:

Conflict with adjoining industrial uses

The increased residential density and the siting of the proposed dwellings closer to the existing industrial area which fronts Strong Street than the existing dwellings located at 2 Granter Street and 82 and 84 Landmann Street were raised as issues in three (3) of the objections. Particular mention was made to the concern that future residents of the development may be adversely impacted by the adjoining and nearby industrial uses which may in turn impact or limit the operation of the existing industrial uses within the locality. In particular, concerns were expressed that noise complaints in relation to the industrial uses may be lodged by future residents of the proposed dwellings impacting the operations of existing industrial businesses.

Impact on traffic and pedestrians

Concerns were raised that the development would result in an increase in traffic in the area, additional cars being parked in the street, less room to negotiate the sharp bend at the intersection of Landmann and Granter Street and reduced visibility and safety concerns for school children walking to and from Merrivale Primary School due to additional crossovers and driveways being provided as part of the development.

Insufficient parking provided for the new dwellings

This was raised as an issue although no specific details were provided.

Residential development being out of character with surrounding area

Concerns were raised that the proposed double storey dwellings were inconsistent with existing residential character of the area which generally comprises single storey dwellings that are owner occupied.

Decreased property values

This was raised as an issue although no specific details were provided.

Grounds of objection are addressed in a future section of the report.

In line with Council's instrument of delegation at the time that this application was submitted, as more than five (5) objections were received the proposal must be decided at a Council meeting. Accordingly, a consultation meeting with councillors was arranged at Council offices on 29 November 2022. The meeting was attended by a quorum of councillors, a number of Council officers and objectors.

Referrals

Section 55 Referrals

None required.

Section 52 Referrals

None required.

Internal Referrals

City Infrastructure

Council's engineers did not object to the development subject to conditions being included on the permit relating to the provision of a Stormwater Management Plan, stormwater works and vehicle access. Council's Engineers also recommended that advisory notes be placed on the permit in relation to applications for a Road Reserve Works Permit and an Asset Protection Permit and the discharge of polluted water.

Officer Comment

It is considered appropriate to place all of the recommended conditions and advisory notes on any planning approval.

Assessment

PLANNING POLICY

Municipal Planning Strategy (MPS)

The following clauses within the MPS are the most relevant to the application:

- Clause 02.01 Context
 - Warrnambool is Victoria's largest coastal regional city and is the fastest growing economy and population in South West Victoria.
- Clause 02.02 Vision

The Council Plan (2017-2021) sets out the vision for Warrnambool as 'a cosmopolitan city by the sea'. The four objectives relevant to land use planning are as follows:

- Sustain, enhance and protect the natural environment.
- Foster a healthy, welcoming city that is socially and culturally rich.
- Maintain and improve the physical places and visual appeal of the city.
- Develop a smarter economy with diverse and sustainable employment.
- Clause 02.03 Strategic Directions

Clause 02.03-1 - Settlement

Clause 02.03-5 – Built Environment and Heritage

Clause 02.03-6 - Housing

Housing diversity

Sites within established urban areas have the potential to accommodate further residential development.

There is also capacity for more intensive forms of residential development within proximity to open space, activity centres and along public transport routes.

Warrnambool has a range of dwelling sizes. Every 5 in 10 dwellings contain three bedrooms. Two bedroom and four bedroom dwellings represent one in six of all dwellings.

Over the next two decades, Warrnambool's population is projected to age and household sizes are expected to continue to get smaller. Dwelling sizes, however, are anticipated to increase. By 2031, one quarter of the City's dwellings could consist of four or more bedrooms. More diversity in dwelling sizes is needed.

Council's strategic directions for housing diversity are:

- Providing infill opportunities to accommodate residential development.
- Ensuring future populations have access to a diverse range of housing options including increasing the supply of housing for smaller households.

Housing affordability

The affordability of housing has significant impacts on the liveability and economic prosperity of the community. A lack of affordable housing is a barrier to attracting key

workers and tertiary students to the City. It also has detrimental impacts on sole parents, single people, young people, older people (65+ years) and children of sole parents.

Council's strategic directions for housing affordability are:

- Facilitating smaller lot sizes and housing for the ageing and student populations close to community services.
- Providing social housing in future growth area planning.

Clause 02.04 of the Planning Scheme relating to Warrnambool's Strategic Framework Plan details that the subject site located within the urban settlement boundary of Warrnambool, in an otherwise undesignated area (ie. not a growth area or activity centre). Notably, the site is located to the west and south of the West Warrnambool Industrial Precinct.

Officer Comment

The development represents an appropriate scale design response in the surrounding residential area as in effect the development will result in two dwellings being constructed on each of the three separate residential lots achieving an increase in residential density in an area which is ideally located in close proximity to Warrnambool's Central Business District on a site that is capable of accommodating change. Appropriate infrastructure will be required to be provided in association with the development as conditions of the planning permit and the single garages will be required to have adequate dimensions to enable functional use. The proposed development will contribute to the social housing stock within the City being owned and managed by Salvation Army Housing Victoria (SAHV) and will provide rental accommodation for tenants who have qualified for inclusion on the Victorian Housing Register. The proposed development will foster both increased housing diversity and housing affordability within an existing residential area of Warrnambool which are key objectives of the MPS.

Planning Policy Framework (PPF)

The following clauses within the PPF are the most relevant to the application:

Clause 11 – Settlement

Clause 11.01 Victoria

- Clause 11.01-1S Settlement
- Clause 11.01-1R Settlement Great South Coast

Clause 11.02 Managing growth

- Clause 11.02-2S - Structure Planning

Objective:

To facilitate the orderly development of urban areas.

Strategies:

Ensure effective planning and management of the land use and development of an area through the preparation of relevant plans.

Facilitate the preparation of a hierarchy of structure plans or precinct structure plans that:

- Provide the broad planning framework for an area as well as the more detailed planning requirements for neighbourhoods and precincts, where appropriate.
- Provide for the development of sustainable and liveable urban areas in an integrated manner.
- Assist the development of walkable neighbourhoods.
- Clause 15 Built Environment and Heritage

Clause 15.01 Built environment

- Clause 15.01-1S Urban design
- Clause 15.01-2S Building design
- Clause 15.01-5S Neighbourhood character
- Clause 15.02-1S Energy and resource efficiency
- Clause 15.03-2S Aboriginal cultural heritage
- Clause 16 Housing

Clause 16.01 Residential development

- Clause 16.01-1S Integrated Housing
- Clause 16.01-2S Location of residential development
- Clause 16.01-3S Housing Diversity

Objective:

To provide for a range of housing types to meet diverse needs.

Strategies:

- Ensure housing stock matches changing demand by widening housing choice.
- Facilitate diverse housing that offers choice and meets changing household needs through: a mix of housing types, adaptable internal dwelling design and universal design.
- Encourage the development of well-designed medium-density housing that: respects neighbourhood character, improves housing choice, makes better use of existing infrastructure and improves energy efficiency of housing.
- Support opportunities for a range of income groups to choose housing in well-serviced locations.
- Ensure planning for growth areas provides for a mix of housing types through a variety of lot sizes, including higher housing densities in and around activity centres.
- Clause 16.01-3R Housing Diversity Great South Coast

Clause 16.01-4S – Housing Affordability

Objective:

To deliver more affordable housing closer to jobs, transport and services.

Strategies:

- Improve housing affordability by:
 - Increasing choice in housing type, tenure and cost to meet the needs of households as they move through life cycle changes and to support diverse communities.
 - Encouraging a significant proportion of new development to be affordable for households on very low to moderate incomes.
- Increase the supply of well-located affordable housing by:
 - Facilitating a mix of private, affordable and social housing in suburbs, activity centres and urban renewal precincts.

Officer Comment

The proposal is in accordance with the relevant policy objectives and strategies of the Planning Policy Framework (PPF). The development of the subject site with six (6) dwellings will continue established settlement patterns within the region, whereby residential land which is in an appropriate location is provided with medium density infill housing to increase the residential housing stock. The development of the site will be carried out over three (3) existing residential lots with six (6) new dwellings will allow for more affordable housing to be provided in a well-located area of Warrnambool which can be utilised as a form of public housing being owned and administered by Salvation Army Housing Victoria (SAHV). The PPF encourages the development of existing residential land in this manner.

ZONE

General Residential - Schedule 1 (GRZ1) - Clause 32.08

Purpose

- 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 nonresidential uses to serve local community needs in appropriate locations.

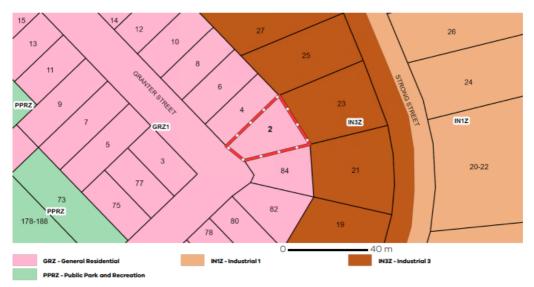


Figure 16. Zoning Map (Source: Planning Property Report, 2023)

Permit Requirement

Pursuant to Clause 32.08-6, a planning permit is required for the construction of two or more dwellings on a lot. A development must meet the requirements of Clause 55, where a separate Clause 55 assessment is attached below.

The proposed development will result in residential urban consolidation which is consistent with relevant provisions of the MPS and PPF and the purpose of the zone which aims to encourage a diversity of housing types, focus on housing affordability and housing growth particularly in locations offering good access to services and transport and encourage development that respects the neighbourhood character of the area. The subject site is well located in close proximity to the Central Business District of Warrnambool and is zoned to be used for residential purposes.

A Clause 55 assessment has been completed as detailed below where standards and objectives have generally been met with the exception of Standard B14 in which a minor variation is sought (further discussion below).

Minimum Garden Area

Clause 32.08-4 outlines that an application to construct or extend a dwelling or residential building must provide a minimum garden area dependent on the size of the subject lot that is being developed as follows:

An application to construct or extend a dwelling or residential building on a lot must provide a minimum garden area as set out in the following table:

Lot size	Minimum percentage of a lot set aside as garden area
400 - 500 sqm	25%
Above 500 - 650 sqm	30%
Above 650 sqm	35%

The development site comprises three (3) existing residential lots and comprises a total area of 1938m². As detailed above for lot sizes containing an area above 650m² the minimum area that is required to be provided as a garden area is 35% of the area of the lot. As such 678m² (35%) of the site for development is required to be provided as garden area. As per figure 17 below, the site provides approximately 981sqm or 50% of the area of the site which exceeds the minimum garden area requirement.



Figure 17 – Garden area (source: calculation by officers)

Maximum Building Height

Under Clause 32.08-10, a building must not exceed 11 metres in height or three (3) storeys at any point. The maximum height of the proposed dwellings is approximately 7.15 metres which complies with the maximum height requirement.

Decision Guidelines

Pursuant to Clause 32.08-13 the relevant decision guidelines include the following:

General

- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of this zone.
- The objectives set out in a schedule to this zone.
- Any other decision guidelines specified in a schedule to this zone.
- The impact of overshadowing on existing rooftop solar energy facilities on dwellings on adjoining lots in a General Residential Zone.

Dwellings and residential buildings

 For the construction and extension of two or more dwellings on a lot, dwellings on common property and residential buildings, the objectives, standards and decision guidelines of Clause 55.

Officer Comment

The proposal is consistent with the Municipal Planning Strategy, the Planning Policy Framework and the purpose of the General Residential Zone and would not adversely impact any existing solar energy facilities on adjoining lots. A detailed assessment against Clause 55 has been completed and the proposed development generally complies with the objectives and standards with the exception of a minor variation to Standard B14 (refer to Particular Provisions section of this report and the separate Clause 55 Assessment).

PARTICULAR PROVISIONS

Car Parking - Clause 52.06

Scope

Clause 52.06 applies to applications where there is an increase in the number of dwellings on the site.

Purpose

- To ensure that car parking is provided in accordance with the State Planning Policy Framework and Local Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.
- To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

Car Parking Requirement

Clause 52.06-5 provides car parking rates for specific uses including where there is an increase in the number of dwellings. The statutory parking requirement for dwellings with one or two bedrooms is one (1) car parking space and for dwellings with three or more bedrooms the requirement is two (2) car parking spaces. In addition to this, one (1) car parking space is required to be provided for visitors to every five dwellings for developments of five or more dwellings.

Design Standards for Car Parking

Clause 52.06-9 details that car parking spaces in garages must be at least six (6) metres long and 3.5 metres wide for a single space as measured inside the garage. The standard minimum dimensions for a car parking space is 2.6 metres in width by 4.9 metres in length and when provided in tandem (one space behind the other) an additional 500mm in length must be provided between each space. Further to this, the design standards detail that where two or more car parking spaces are provided for a dwelling, at least one space must be undercover.

Officer Comment

Based on the construction of one (1) two bedroom dwelling and five (5) dwellings with three bedrooms a total eleven (11) car parking spaces are required to be provided in association with the new dwellings. Additionally, as the development contains more than five (5)

dwellings one (1) additional visitor car parking space is required to be provided. The car parking requirement for the proposed development is **twelve (12)** car parking spaces.

Originally the applicant was seeking a reduction in the car parking requirement by not providing a visitor car parking space in association with the proposed development. Based on a request for further information and advice that the visitor car parking space should be provided on the site the applicant provided amended plans on 12 October 2022 detailing the required visitor car parking space to the north-west of Unit 1 adjoining the site boundary with 80 Landmann Street. The location of the visitor car parking space in this area of the site necessitates the construction of an additional crossover on Landmann Street.

Based on the amended plans submitted on 12 October 2023 the application now details the following proposed car parking spaces:

Land Use	Applied Parking Rate	Parking Measure	Required Parking	Provided Parking
Dwelling	1 space to each one or two bedroom dwelling.	1 dwelling	1 space	1 space
	2 spaces to each three or more- bedroom dwelling	5 dwellings	10 spaces	10 spaces
	1 space For visitors to every 5 dwellings for developments of 5 or more dwellings	5 dwellings	1 space	1 space
Total			12 spaces	12 spaces

Figure 18. Car Parking Provision (Source: Application documents)

Twelve (12) car parking spaces have been provided as part of the development of the site. Six (6) of the car parking spaces are under cover being provided within single garages. However, it should be noted that the single garages detailed on the plans do meet the required minimum internal measurements of the design standards of Clause 52.06-9. All of the garages have a length of less than six (6) metres and widths of less than 3.5 metres. In relation to previous planning permit applications for similar developments by the same applicant the applicant has been advised of the minimum dimensions required to be provided for garages. There is sufficient space on the subject site to allow for the provision of single garages with dimensions that comply with the design standards of Clause 52.06-9. It is considered appropriate to include a condition on the permit which will require amended plans to be submitted detailing the compliance with the minimum internal dimensions of Clause 52.06-9 for single garages being 6 metres in length and 3.5 metres in width.

The second car parking space required to be provided in association with each of the dwellings that contain three (3) bedrooms is able to be accommodated to the front of the garage door for Units 1, 2, 4, 5 and 6. The uncovered car parking spaces provided on the site, included the visitor car parking space, meet the statutory parking requirement and comply with the design standards of Clause 52.06-9.

Clause 55 - Two or more dwellings on a lot

The provisions of Clause 55 apply to proposals for the construction of two or more dwellings on a lot.

Purpose

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To achieve residential development that respects the existing neighbourhood character or which contributes to a preferred neighbourhood character.

- To encourage residential development that provides reasonable standards of amenity for existing and new residents.
- To encourage residential development that is responsive to the site and the neighbourhood.

Officer Comment

The proposal generally complies with the provisions of Clause 55 although a minor variation is required as the proposal does not fully comply with the following standard:

Standard B14 Access – the existing and proposed crossovers measure a total width of twelve (12) metres or 33.3% of the 36.02 metre frontage. The crossovers exceed the maximum width of 33% (11.8 metres) of the frontage as detailed in the standard by 0.2 metres or 0.3%. The variation to Standard B14 is considered to be minor and the proposed number and design of vehicle crossovers associated with the proposed development of the site with six (6) new dwellings respects the neighbourhood character of the area.

A detailed Clause 55 assessment is attached to this report.

GENERAL PROVISIONS

Clause 65 Decision Guidelines

Clause 65.01 Approval of an Application or Plan

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

- The matters set out in section 60 of the Act.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

Officer Comment

The proposed development of the site with six (6) dwellings provides an orderly planning outcome and responds appropriately to the decision guidelines of Clause 65.01. The proposed development will not adversely impact the amenity of the surrounding residential area or impinge on the operations of the adjoining industrial area. Subject to compliance with

conditions of the permit it is not anticipated that there will not be any adverse environmental impacts associated with the development. Stormwater management will be required to be addressed in relation to the new built form on the subject site. No native vegetation is located on the site or in close proximity to the site that will be impacted as a result of this development. Traffic flow and road impacts are not anticipated to be problematic as a result of the proposed development as the car parking requirement has been complied with and the surrounding street network is such that additional vehicle movements to and from the site should not cause any adverse impacts on the safety of vehicles or pedestrians within the locality.

OBJECTIONS

As previously outlined, six (6) submissions have been received in objection to the application. Three (3) of the objections were lodged by owners or occupiers of adjoining or nearby industrial land and related to the impact of existing industrial operations on the new dwellings and three (3) objections were lodged by owners or occupiers of nearby residential land within Granter Street and related to the impact of the development on the surrounding residential neighbourhood. While specific objections provided details and explanation in various forms, it is fair to conclude that grounds of objections fell into the following main categories:

Conflict with adjoining industrial uses

The subject land is located at the interface of the General Residential Zone and an Industrial 3 Zone. The Industrial 3 Zone provides for light industrial uses which are appropriate to be located near residential areas as such uses generally do not result in any adverse amenity impacts on residential areas. The increased residential density and the siting of the proposed dwellings on the subject site is not anticipated to result in a loss of amenity to the future occupants of the dwellings based on the proximity to existing industrial uses on adjoining land which fronts Strong Street. One of the objectors states that there have not been any concerns raised by nearby or adjoining residents in the past and it is considered that the construction of three additional dwellings on the land will not alter the impacts from industrial uses within Strong Street. Appropriate setback distances have been maintained from the proposed dwellings to the boundary with the adjoining industrial land and a 2.5 metre timber paling fence (replacing an existing chain mesh fence of the same height) will be constructed along the rear site boundary providing an additional barrier to prevent views to the industrial sites which will improve the privacy of residents of the new dwellings and also serve to further reduce the impact of any noise generated from the nearby industrial uses.

Adverse impact on traffic and pedestrians

The proposed development is likely to increase traffic and vehicle movements within the area as the development will effectively double the number of dwellings on the land. An assessment of the application needs to determine whether the intensification of the development and the impact on the surrounding street network is appropriate. The proposed development complies with the on-site car parking requirement with each three bedroom dwelling (Units 1, 2,4, 5 and 6) being provided with two (2) car parking spaces and the two bedroom dwelling (Unit 3) being provided with one (1) car parking space. An additional space has been provided, as required, as a visitor car parking space based on the fact that the development contains five or more dwellings. An additional vehicle crossover is proposed to provide access to the visitor car parking space. It is considered that the subject site and the surrounding street network is able to accommodate an increase in traffic within the area. There is adequate space to

accommodate on-site car parking for residents and any additional cars that park within the street will do so in the same manner that vehicles associated with nearby dwellings do. Accordingly, there is no underlying assumption that on-street parking will be affected in any significant way. The development will not result in any changes to how vehicles negotiate the sharp bend at the intersection of Landmann and Granter Street as all street conditions will generally remain the same with the exception of the provision of a new vehicle crossover to access the visitor car parking space on the site. The construction of an additional vehicle crossover on the site will not detrimentally reduce visibility and safety for pedestrians including school children walking to and from Merrivale Primary School but will integrate within the existing streetscape and all car parking will be clear of the existing footpath within Granter Street and Landmann Street. As the Particular Provision for Car Parking has been met, and there is no demonstrable impact on traffic or parking configurations on the street, the proposal should not be refused on the basis of this particular ground.

Insufficient on-site car parking provided in association with the new dwellings

As detailed previously in this report the proposed development complies with the car parking requirements of the Warrnambool Planning Scheme in relation to the number of car parking spaces provided on the site in association with the scale of the development and the size of the dwellings. The applicant will be required to provide amended plans to ensure that the internal dimensions of the single garages proposed to be constructed on the site in association with each of the dwellings comply with the minimum dimensions detailed in Clause 52.06-9 to ensure that the garages are able to be used in a functional manner.

Residential development being out of character with surrounding area

The double storey design of five (5) of the dwellings of the proposed development clearly will present differently than an entirely single storey development would however when considering the appropriateness of the built form the proposed double storey dwellings are not considered to be incongruent to the existing residential character of the area. The subject site is located within a General Residential Zone which does not restrict the construction of single dwellings which are under a height of 11 metres. There is also no specific neighbourhood character policy which applies to the subject site or the surrounding land and as such two storey single dwellings are able to be constructed without planning approval. It is considered that the proposed two storey built form of five of the six dwellings is appropriate for the site as it will allow for a standard residential site to be developed more intensively without adversely impacting the overall character of the surrounding residential area.

The concern about properties not being owner-occupied or being used for social housing is not a planning consideration. The Planning Scheme details that the use of a 'dwelling' is as-of-right under the zone. In other words, a dwelling can be used on the site without planning permission, and the planning trigger in question is appropriate development. Consequently, the assessment here does not include any details of how the dwelling will be used (ie. what segment of the population will reside there), and focusses solely on whether the development is appropriate in relation to matters such as the built form, visual impact of the development and integration of the buildings with the streetscape. This is in line with the case law as described in *Woolworths Ltd v Yarra Ranges SC [2008] VCAT 789*, where the Tribunal commented:

the Tribunal is limited by its statutory jurisdiction. It can only decide a matter based on the actual application before it, and for the limited purpose or 'trigger' for which a permit is required, and having regard to the relevant provisions and decision guidelines in

the Planning and Environment Act 1987 and in the planning scheme that relate to the permit requirement.

Similarly, in *McDonald's Australia Limited v Yarra Ranges SC [2012] VCAT 1539*, 'in principle' type objections were deemed not relevant, where consideration is meant to be confined to buildings and works elements, and not the use. In this case Council has no jurisdiction to consider whether the as-of-right use would speculatively lead to undesirable social consequences.

Decreased property values

The concern about decreasing property values is not a planning consideration. The Tribunal has consistently ruled that property values are not a planning concern.

In summary, all grounds of objection have been considered, and the proposal should not be refused based on the objections alone.

Conclusion

Having considered the decision guidelines, the proposed construction of six (6) dwellings at 2 Granter Street, 82 & 84 Landmann Street Warrnambool is appropriate for the following reasons:

- The dwellings face either Granter Street or Landmann Street and present in the same manner that potential single dwellings could be constructed without requiring a planning permit with the main difference being the provision of additional garaging to each dwelling facing the street;
- The built form of the dwellings is not inconsistent with the surrounding residential area. The proposed dwellings are articulated, and incorporate large front setbacks which will reduce the impact of the two storey built form of Units 1, 2, 4, 5 and 6 on the streetscape. The design and layout of the development serves to reduce the visual bulk of the built form of the dwellings. Accordingly, the proposal is appropriate in terms of the overall impact of the bulk of the dwellings and neighbourhood character considerations:
- The proposed dwellings will not adversely affect the surrounding residential area, the existing neighbourhood character or the streetscape subject to compliance with conditions of the planning permit;
- The proposed dwellings are not likely to be adversely impacted by existing industrial uses that adjoin or surround the subject site. The development site forms part of an established residential area in which there are appears to be no conflict between existing residential and industrial uses. The design of the development, including the setbacks of the dwellings from the rear site boundary which adjoins industrial zoned land and the provision of a new 2.5 metre high timber paling fence along this boundary, will ensure that the occupants of the new dwellings will not be adversely impacted by existing industrial uses;
- The construction of the proposed dwellings meets the minimum garden area requirement of Clause 32.08-4. There is sufficient space to accommodate the minimum 35% garden area;
- The garages provided in association with the new dwellings will be required to meet the minimum internal dimensions which are detailed in Clause 52.06-9 which relates to design standards for car parking. There is sufficient space on the subject site to

provide garages with the required minimum dimensions. A condition of the permit will ensure compliance with this clause in order to ensure that functional undercover car parking spaces are provided on the site in association with the new dwellings;

- An assessment against the provisions of Clause 55 of the Warrnambool Planning Scheme for the construction of two or more dwellings on a lot is has been completed and has demonstrated that the proposed development is generally in accordance with the objectives and standards of Clause 55. A minor variation is required to Standard B14 as the width of the vehicle crossovers exceed the prescribed maximum width of the street frontage of 33% (11.8 metres) by 0.3% (0.2 metres). The variation has been assessed as being appropriate for approval;
- The proposal is generally consistent with the provisions of the MPS and PPF, which encourage more intensive forms of residential development allowing for greater housing diversity and housing affordability within close proximity to open space, activity centres and along public transport routes that provide appropriate development infrastructure; and
- The proposal is generally in accordance with the decision guidelines of Clause 65

Recommendation

That Council having caused notice of Planning Application No. PP2022-0205 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 the application under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as Lot 1 LP 201047T, Lot 1 LP 147260S & Lot 1 LP 147261Q, 2 Granter St, 82 & 84 Landmann St WARRNAMBOOL VIC 3280, for the construction of six (6) dwellings in accordance with the endorsed plans, subject to the following conditions:

Approved and Endorsed Plans – Changes Required

Before the development starts, plans must be approved and endorsed by the responsible authority. The plans must be:

- a) Prepared to the satisfaction of the responsible authority
- b) Drawn to scale with dimensions
- c) Submitted in electronic form
- d) Generally in accordance with the plans submitted with the application and the amended plans submitted on 12 October 2022 but amended to show the following details:
 - i) The internal dimensions of each garage having a minimum length of six (6) metres and a minimum width of 3.5 metres.

2. Layout Not Altered

The layout of the development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.

3. Landscaping Completion

All landscaping must be completed within twelve (12) months of occupation of the dwellings, to the satisfaction of the responsible authority.

4. <u>Landscaping Maintenance</u>

The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority.

5. Construction Amenity

To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:

- Stockpiles of topsoil, sand, aggregate, spoil or other material must be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and must have measures in place to prevent the movement of such material off site;
- b) Building operations such as brick cutting, washing tools, concreting and bricklaying must be undertaken on the building block. The pollutants from these building operations must be contained on site; and
- Builders waste must not be burnt or buried on site. All waste must be contained and removed to a Waste Disposal Depot.

6. Stormwater Management Plan

Before the commencement of construction 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 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 dwelling;
- e) An underground drainage system to convey minor flows (as defined by the IDM) to the drainage outfall for the development;
- Details of how the stormwater discharge from the development will be limited such that post development flows for the 20% and the 1% AEP do not exceed predevelopment flows;
- g) Details and measures to enhance stormwater discharge quality from the site and protect downstream waterways and groundwater in accordance with Clause 56.07-4 of the Planning Scheme;
- h) Where residential tank systems are included in the stormwater treatment train for the development, agreements to the satisfaction of Council for the provision and maintenance of these systems;
- i) Evidence that stormwater runoff resulting from a 1% AEP storm event is able to pass through the development via reserves and/or easements, or be retained within lots without causing damage or nuisance to adjoining lots; and
- j) Where drainage is required to be conveyed across privately owned land, easements to be created or demonstration that the consent of the landholder has been provided.

7. Stormwater Works

The endorsed Stormwater Management Plan is to be implemented to the satisfaction of the responsible authority prior to occupation of any new dwelling.

8. Vehicle Access

Before the occupation of the development, the applicant must provide vehicle access 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.

NOTES

a) Permit Expiry

This permit will expire if any of the following circumstances applies:

- i. The development is not started within two (2) years of the date of this permit.
- ii. The development is not completed within four (4) years of the date of this permit.

The responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or:

- i. Within six months afterwards for commencement, or
- ii. Within twelve months afterwards for completion.

b) Cultural Heritage Management

If any Aboriginal cultural heritage sites are located during works on the site the necessary contingency measures must be followed in accordance with those identified in Part 2 of the approved Cultural Heritage Management Plan No. 193581 dated 4 September 2023 and approved by the Eastern Maar Aboriginal Corporation on 15 September 2023.

c) Clause 55 Assessment

The proposed development has been assessed against the provisions of Clause 55 of the Warrnambool Planning Scheme.

d) Building Regulations

This application has <u>not</u> been assessed against the relevant provisions of the *Building Regulations 2018*.

e) Road Reserve Works Permit

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.

f) Asset Protection Permit

Before the commencement of any physical works to the site, an Asset Protection Permit must be obtained from Council. The 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.

g) Discharge of Polluted Water

Polluted drainage must be treated and/or absorbed on the lot from which it emanates to the satisfaction of the responsible authority. Polluted drainage must not be discharged beyond the boundaries of the lot from which it emanates or into a watercourse or easement drain. Refer to Environment Protection Authority Victoria (EPA) guidelines.

Planner Responsible:	Senior Statutory Planner	Delegate:	
Signature:		Signature:	
Date:	10 October 2023	Date:	



Assessment - Two or More Dwellings on a Lot and Residential Buildings (Clause 55)

Refer to Clause 55 of the Planning Scheme for objectives, decision guidelines and a full description of standards.

APPLICATION: PP2022-0205

ADDRESS: 2 Granter St, 82 & 84 Landmann St WARRNAMBOOL VIC 3280

Objective	Standard	Assessment
Clause 55.02-1 Neighbourhood Character To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character. To ensure that development responds to the features of the site and the surrounding area.	Standard B1 The design response must be appropriate to the neighbourhood and the site. The proposed design must respect the existing or preferred neighbourhood character and respond to the features of the site.	✓ Complies The proposed development of the site consists of the construction of six (6) dwellings. The development will take place over three (3) existing residential lots with each lo currently containing a single storey dwelling, single carpor and storage shed. Five (5) of the new dwellings (Units 1, 2, 4, 5 and 6) are double storey in design and one (1) dwelling (Unit 3) will be single storey. The built form is considered to be complementary to the existing residential environmen which generally comprises established single storey dwellings on medium sized residential lots. Medium density infill development, subdivision and residential renewal is evident within the wider residential area.

Clause 55.02-2 Residential Policy

To ensure that residential development is provided in accordance with any policy for housing policies in the Municipal Planning Strategy and the Planning Policy Framework.

To support medium densities in areas to take advantage of public transport and community infrastructure and services.

Standard B2

An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the development is consistent with any relevant policy for housing in the Municipal Planning Strategy and the Planning Policy Framework.

design it is considered that the proposed dwellings will respect the existing neighbourhood character of the surrounding area by being provided with large front setbacks and design details such as hipped roofing and a simple architectural forms. The use of a range of construction materials including vertical weatherboards, face brickwork and corrugated iron roofing in combination with the scale of the dwellings having appropriate setbacks from the external lot boundaries will ensure that the development integrates well within the surrounding residential area. The front setbacks of the dwellings and the articulation to the front facades also serves to reduce the visual bulk of the overall built form when viewed from Granter Street, Landmann Street and surrounding areas.

Although five of the dwellings will be double storey in

The proposed development is considered to respect the surrounding character of the area and meets the objectives of the General Residential Zone.

✓ Complies

The MPS and PPF both provide high level strategy policy support for urban consolidation and increased housing diversity and housing affordability within existing residential areas. The subject site is appropriately located with regard to services and facilities to support the proposed medium density infill residential development of the subject site with the construction of six (6) dwellings on three (3) conventional sized residential lots.

The subject site is located in relatively close proximity to the

		Central Business District of Warrnambool which provides for the needs of households with the entire range of commercial uses being provided within the central commercial area. Public transport is provided in close proximity to the subject site with public bus stops located along both McMeekin Road and Merrivale Drive. Public Bus Route No. 6 provides access to the City centre and other areas of Warrnambool either directly or via further links on the public bus network
		from the City centre.
Clause 55.02-3 Dwelling Diversity	Standard B3	Not Applicable
To encourage a range of dwelling sizes and types in developments of ten or more dwellings.	Developments of ten or more dwellings should provide a range of dwelling sizes and types, including: • Dwellings with a different number of bedrooms. • At least one dwelling that contains a kitchen, bath or shower, and a toilet and a wash basin at ground floor level.	This development relates to the construction of six (6) new dwellings on the subject site.
Clause 55.02-4 Infrastructure	Standard B4	✓ Complies
To ensure development is provided with appropriate utility services and infrastructure. To ensure development does not unreasonably overload the capacity of	Development should be connected to reticulated services, including reticulated sewerage, drainage, electricity and gas, if available. Development should not unreasonably exceed the capacity of utility services and infrastructure,	The subject site is well located within an existing urban area. The proposed development will make use of existing infrastructure which already services the existing dwellings on the subject site and within the surrounding area. The developer will be responsible for upgrading this infrastructure, as necessary, to accommodate the proposed development in order to ensure that the six (6) new

including reticulated services and roads.	dwellings are appropriately serviced.
In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.	
Standard B5 Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility. Development should be oriented to front existing and proposed streets. High fencing in front of dwellings should be avoided if practicable. Development next to existing public open space should be laid out to complement the open space.	✓ Complies The six (6) new dwellings will integrate well with both Granter Street and Landmann Street, which the subject site fronts. The design of the development will result in all of the new dwellings facing the street which is considered to be a desirable design outcome. The development presents with an articulated built form to Granter Street and Landmann Street and the dwellings are appropriately set back from the street in order to allow for car parking to be provided to the front of the dwellings. There is also adequate spacing within the front setbacks to allow for the proposed landscaping as detailed on the Planting Concept Plan and for any potential future landscaping. The use of the existing crossovers and the provision of only one (1) additional single vehicle crossover to provide access to the visitor car parking space associated with the development will not adversely impact the streetscape in a negative manner. The crossovers will provide for appropriate and functional vehicle access to the driveways, garages and uncovered parking spaces associated with the
	In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure. Standard B5 Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility. Development should be oriented to front existing and proposed streets. High fencing in front of dwellings should be avoided if practicable. Development next to existing public open space

		The absence of front fencing will allow for the provision of an open streetscape with clear visibility of the new dwellings an unimpeded vehicle access.
CLAUSE 55.03 SITE LAYOUT AND BUIL	DING MASSING	
Objective	Standard	Assessment
Clause 55.03-1 Street Setback To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.	Walls of buildings should be set back from streets: At least the distance specified in a schedule to the zone; or If no distance is specified in a schedule to the zone, the distance specified in Table B1. Table B1 details that if there is an existing building on one abutting allotment facing the same street and no existing building on the other abutting allotment facing the same street and the site is not on a corner that the minimum street setback is the same distance as the setback of the front wall of the existing building on the abutting allotment facing the front street or 9 metres, whichever is the lesser. Porches, pergolas and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard.	 ✓ Complies Required Unit 1 – 5.975 metres Unit 6 – 6.06 metres Proposed Unit 1 - 8.34 metres Unit 6 - 8.2 metres Setbacks of adjoining sites 80 Landmann - 5.975 metres 4 Granter Street - 6 metres The proposed front setbacks of the new dwellings comply with the minimum street setback requirement as the front setbacks exceed those of the existing adjoining dwellings.
Clause 55.03-2 Building Height	Standard B7	✓ Complies

	The building height of the proposed dwellings complies with the maximum height limitations of the GRZ1. The roofing of the dwellings is traditional in design with hipped forms being provided which is consistent with the prevailing character of the existing dwellings within the surrounding residential area. The recessed first storey levels of the new dwellings results in a built form that is not overly dominant within the surrounding area.
Standard B8 The site area covered by buildings should not exceed: If no maximum site coverage is specified in a schedule to the zone, 60 per cent.	✓ Complies Maximum site coverage - 60% Proposed - 36.43% The building coverage will cover approximately 705m² of the site which equates to 36% of the 1937m² total lot size.
Standard B9 The site area covered by the pervious surfaces should be at least: If no minimum is specified in a schedule to the zone, 20 per cent of the site.	✓ Complies Minimum permeability - 20% Proposed - 64% Permeable areas on the site will measure 1240m² or 64% of the total development site. A Stormwater Management Plan will be required to be
T 6	The site area covered by buildings should not exceed: If no maximum site coverage is specified in a schedule to the zone, 60 per cent. Standard B9 The site area covered by the pervious surfaces should be at least: If no minimum is specified in a schedule to the

stormwater.	designed to:	provided as a condition of the permit and stormwater works
		will be required to be carried out in accordance with the
	Meet the current best practice performance	approved Plan.
	objectives for stormwater quality as contained	
	in the Urban Stormwater – Best Practice	
	Environmental Management Guidelines	
	(Victorian Stormwater Committee, 1999).	
	Contribute to cooling, improving local habitat	
	and providing attractive and enjoyable spaces.	
Clause 55.03-5 Energy Efficiency	Standard B10	✓ Complies
To achieve and protect energy efficient	Buildings should be:	All habitable areas, including habitable rooms and secluded
dwellings and residential buildings.	Buildings should be.	private open space areas have been located to maximise
dwellings and residential buildings.	Oriented to make appropriate use of solar	solar access and no habitable rooms rely on secondary
To ensure the orientation and layout of		light sources.
development reduce fossil fuel energy	 Sited and designed to ensure that the energy 	It is considered that the glazed windows and doors that
use and make appropriate use of daylight	efficiency of existing dwellings on adjoining	have been provided are acceptable in terms of energy
and solar energy.	lots is not unreasonably reduced.	efficiency considerations and in response to the existing
	Sited and designed to ensure that the	site conditions and location of adjoining dwellings.
	performance of existing rooftop solar energy	one conditions and location of adjoining awaiings.
	systems on dwellings on adjoining lots in a	The design of the dwellings has considered the prevention
	General Residential Zone are not	of any issues associated with overlooking adjoining sites
	unreasonably reduced.	however this should not adversely impact the daylight and
	Living areas and private open space should be	solar energy provided to these windows.
	located on the north side of the development, if	
	practicable.	
	Developments should be designed so that solar	
	access to the north-facing windows is maximised.	
Clause 55.03-6 Open Space	Standard B11	« Complies
Clause co.co-o open opace	Oldindard D11	✓ Complies The area to the front of the dwellings will generally be used
		The area to the front of the aweilings will generally be used

To integrate the layout of development with any public and communal open space provided in or adjacent to the development.	If any public or communal open space is provided on site.	by each of the separate dwellings but could function in a semi-communal arrangement as no fencing will be provided to the front of the dwellings. It is considered that the area to the front of the dwellings is appropriately designed and that the new development will integrate well with the existing public open space areas within the general area.
Clause 55.03-7 Safety	Standard B12	✓ Complies
To ensure the layout of development provides for the safety and security of residents and property.	Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways. Planting which creates unsafe spaces along streets and accessways should be avoided.	The entrances to the development will be clearly delineated. All of the new dwellings face the existing streets ensuring obvious and unobscured entrances for pedestrians directly from Granter Street and Landmann Street. Porch entry areas are also provided to the front of each of the new double storey dwellings.
	Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.	The proposed planting detailed on the Panting Concept Plan will not create any unsafe spaces along either Granter or Landmann Street or the accessways associated with the new dwellings or surrounding dwellings.
	Private spaces within developments should be protected from inappropriate use as public thoroughfares.	The siting of the dwellings also allows for passive surveillance of the street with habitable room windows associated with a bedroom of each of the double storey dwellings at first floor level overlooking Granter and Landmann Streets.
Clause 55.03-8 Landscaping	Standard B13	✓ Complies
To encourage development that respects the landscape character of the neighbourhood.	The landscape layout and design should: Protect any predominant landscape features of the neighbourhood.	A Planting Concept Plan and associated Planting Schedule has been submitted with the application which provides appropriate planting (including the provision of deciduous canopy trees) and landscape design features.

To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance.

To provide appropriate landscaping.

To encourage the retention of mature vegetation on the site.

- Take into account the soil type and drainage patterns of the site.
- Allow for intended vegetation growth and structural protection of buildings.
- In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.
- Provide a safe, attractive and functional environment for residents.

Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.

Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made.

The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.

Conditions of the permit will require the proposed landscaping to be completed and maintained to the satisfaction of Council.

Clause 55.03-9 Access

To ensure the number and design of vehicle crossovers respects the neighbourhood character.

Standard B14

The width of accessways or car spaces should not exceed:

- 33 per cent of the street frontage, or
- If the width of the street frontage is less than 20 metres, 40 per cent of the street frontage.

No more than one single-width crossover should

≭ Does not comply

Variation required

Vehicle access to the new dwellings will be provided directly from either Granter Street or Landmann Street via the two (2) existing vehicle crossovers and the provision of one (1) new vehicle crossover.

The existing double and single width vehicle crossovers associated with the land will be retained and will provide

be provided for each dwelling fronting a street.

The location of the crossovers should maximise the retention of on-street car parking spaces.

The number of access points to a road in a Transport Zone 2 or a Transport Zone 3 should be minimised.

Developments must provide for access for service, emergency and delivery vehicles.

access to the garages of all of the dwellings.

The two (2) existing crossovers have a width of six (6) and three (3) metres respectively.

A new vehicle crossover is proposed in Landmann Street adjoining the boundary with 80 Landmann Street. This crossover will form an extension of the existing single width crossover that currently services 82 Landmann Street. The new crossover will have a width of three (3) metres and provide access to a visitor car parking space associated the development. Once constructed the new crossover will have the appearance of a double crossover abutting the existing single width crossover which is located on the subject site.

The total width of the proposed crossovers is twelve (12) metres or 33.3% of the 36.02 metre frontage of the site.

The standard provides for 33% of the street frontage to be occupied by crossovers if the street frontage has a width of 20 metres or more. In relation to the subject site the allowable maximum width for crossovers is 11.8 metres. It is noted if each of the three (3) existing lots were to be developed individually the crossovers could have a total width of 14.4 metres (4.6 metres to 2 Granter and 82 Landmann Street and 5.2 metres to 84 Landmann Street).

It is considered that the provision of the additional vehicle crossover is appropriate and that exceeding the width of the street frontage used for crossovers by 0.3% (0.2 metres) is acceptable to allow for the provision of on-site car parking

Clause 55.03-10 Parking Location

To provide convenient parking for resident and visitor vehicles.

To protect residents from vehicular noise within developments.

Standard B15

Car parking facilities should:

- Be reasonably close and convenient to dwellings and residential buildings.
- Be secure.
- Be well ventilated if enclosed.

Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.

whilst not reducing the number of on-street car parking spaces directly at the intersection of Landmann Street and Granter Street.

It is considered that the use of the two existing vehicle crossovers and the provision of an additional single width crossover in association with the development will not detrimentally impact either Granter or Landmann Street.

The crossovers will allow for adequate and appropriate access to be provided to each dwelling for service, emergency and delivery vehicles.

✓ Complies

On-site single garages are proposed in association with each of the new dwellings. The garages are conveniently located to each dwelling with internal access from the dwellings to the garages being provided. The garages allow for one (1) vehicle to be parked undercover on the site in association with each dwelling.

Additional space is also available to the front of the garage doors to Units 1, 2, 4, 5 and 6 to allow for the required second car parking space to be provided on the site.

Note: The dimensions of the single garages associated with each dwelling, as detailed on the plans, do not comply with the design standards of Clause 52.06-9. In order to ensure that the proposed garages are functional a condition of the permit will require compliance with this clause with each

		garage being required to have minimum internal dimensions of six (6) metres in length by 3.5 metres in width.
CLAUSE 55.04 AMENITY IMPACTS		
Objective	Standard	Assessment
Clause 55.04-1 Side and Rear Setbacks To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	A new building not on or within 200mm of a boundary should be set back from side or rear boundaries: If no distance is specified in the schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.	✓ Complies The dwellings are set back from all boundaries to comply with the required heights at boundaries.
Clause 55.04-2 Walls on Boundaries To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.	A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary should not abut the boundary: If no distance is specified in a schedule to the zone, for a length of more than: 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot.	✓ Complies No walls are proposed to be located on the external boundaries of the subject site with the dwellings being set back a minimum distance of one (1) metre from the nearest lot boundary.

Clause 55.04-3 Daylight to Existing	Standard B19	✓ Complies
Windows To allow adequate daylight into existing habitable room windows.	Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky.	The development has been appropriately set back from all habitable room windows to abutting properties to comply with this standard.
Clause 55.04-4 North Facing Windows	Standard B20	✓ Complies
To allow adequate solar access to existing north-facing habitable room windows.	If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be set back from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.	There are no north facing windows on neighbouring properties that are within three (3) metres of the site boundary.
Clause 55.04-5 Overshadowing Open Space To ensure buildings do not significantly overshadow existing secluded private open space.	Standard B21 Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9am and 3pm on 22 September.	✓ Complies Overshadowing is detailed on the shadow diagrams which have been provided with the application. It is considered that there will be an increased level of overshadowing as a result of the construction of the six (6) new dwellings. The additional overshadowing will only have a minor impact and will not overshadow any main areas of secluded private open space of existing adjoining dwellings. The level of overshadowing is considered to be acceptable.

Clause 55.04-6 Overlooking

To limit views into existing secluded private open space and habitable room windows.

Standard B22

A habitable room window, balcony, terrace, deck, or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio.

Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.

A habitable room window, balcony, terrace, deck, or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:

- Offset a minimum of 1.5 metres from the edge of one window to the edge of the other.
- Have sill heights of at least 1.7 metres above floor level.
- Have fixed, obscure glazing in any part of the window below 1.7 metres above floor level.
- Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.

✓ Complies

Units 1 and 6 which adjoin residential lots with existing dwellings both have first floor habitable rooms with two bedrooms being located on these levels. The main windows have been oriented to face either the street or the industrial land to the rear of the site and are not located within nine (9) metres of the secluded private open space of adjoining dwellings. The windows which are located on either the northern elevation of Unit 6 or the southern elevation of Unit 1 have been designed to be high level windows with no views to the adjoining residential sites at 4 Granter Street to the north or 80 Landmann Street to the south with sill heights that are 1.7 metres above floor level. The development provides an appropriate design response which ensures that there are not any negative impacts of the new dwellings overlooking adjoining lots.

Clause 55.04-7 Internal Views

To limit views into existing secluded private open space and habitable room windows of dwellings and residential buildings within a development.

Standard B23

Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.

✓ Complies

There are no issues with internal views between the six (6) proposed dwellings. The design of the dwellings has been considerate of retaining privacy between the new dwellings. All of the dwellings face the street with the shared walls between the dwellings limiting internal views on the site.

The areas of private open space associated with the new dwellings have been provided in appropriate locations on the site which ensures an appropriate level of separation between the new dwellings. The main private open space areas associated with each dwelling are sited to the rear of the dwellings. Timber paling fences with a height of 1.8 metres will be provided to the rear of the dwellings on the joint site boundaries to provide further privacy between areas of private open space of each of the dwellings.

Clause 55.04-8 Noise Impacts

Protect residents from external noise and contain noise sources in developments that may affect existing dwellings.

Standard B24

Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.

Noise sensitive rooms and secluded private open spaces of new dwellings and residential buildings should take account of noise sources on immediately adjacent properties.

Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.

✓ Complies

The external noise sources associated with the proposal would be no different to that reasonably expected of a standard residential area.

Subject to the appropriate location of plant and equipment this standard will be met.

CLAUSE 55.05 ON-SITE AMENITY AND FACILITIES			
Objective	Standard	Assessment	
Clause 55.05-1 Accessibility To encourage the consideration of people with limited mobility in the design of developments.	Standard B25 The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.	The entries to all dwellings can readily be made accessible for people with limited mobility as they can be entered at grade. Unit 3 is single storey in design and comprises an open plan kitchen/meals/living area, two (2) bedrooms, a bathroom, separate toilet and laundry which could be fully utilised by people with limited mobility. The open plan kitchen/meals/living area, a bedroom, bathroom, separate toilet and laundry associated with Units 1, 2, 4, 5and 6 are located on the ground floor level allowing for partial use of these dwellings by people with limited mobility. It is considered that the two storey design of these dwellings with only stairs to access the first floor level would result in restricted access to the first floor levels by those persons with mobility limitations unless specific treatments are provided to the internal staircases. On balance, having one (1) dwelling which caters entirely for persons with limited mobility and five (5) dwellings that have ground floor areas which provide all of the essential elements associated with a dwelling allowing for use of the ground floor level by people with limited mobility is considered to be an acceptable design response.	

Clause 55.05-2 Dwelling Entry	Standard B26	✓ Complies
To provide each dwelling/residential building with its own sense of identity.	Entries to dwellings and residential buildings should: Be visible and easily identifiable from streets and other public places. Provide shelter, a sense of personal address and a transitional space around the entry.	The entries to the new dwellings will be directly from either Granter Street or Landmann Street and will be clearly visible due to the location of obvious front entranceways and the garage being in close proximity to the entrances of each dwelling. The provision of porch entry areas in association with each of the dwellings, except Unit 3, provides a transitional space from the exterior to the interior of the dwellings and ensures both protection from the weather and a sense of identity for both of the dwellings which is considered to be desirable.
Clause 55.05-3 Daylight to New Windows To allow adequate daylight into new habitable room windows.	Standard B27 A window in a habitable room should be located to face: An outdoor space clear to the sky or a light court with a minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or A verandah provided it is open for at least one third of its perimeter, or A carport provided it has two or more open sides and is open for at least one third of its perimeter.	✓ Complies All habitable windows will open out onto a space clear to the sky which has at least a 3m² light court for daylight access.

Clause 55.05-4 Private Open Space To provide reasonable recreation and service needs of residents by adequate private open space.	A dwelling should have a private open space and if no area or dimensions are specified in a schedule to the zone the private open space should consist of the following: An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room.	✓ Complies Required Minimum 25m² secluded private open space, 40m² overall with a minimum dimension of 3 metres Provided The following areas of private open space have been provided in association with the development: ■ Unit 1: 141m² ■ Unit 2: 77m² ■ Unit 3: 273m² ■ Unit 4: 65.5m² ■ Unit 5: 72.5m² ■ Unit 6: 85.5m² The secluded private open space areas have a minimum dimension of 3 metres provided at ground level. Additional areas of private open space are provided to the front of the dwellings as garden areas which adjoin the existing streets.
Clause 55.05- 5 Solar Access to Open Space To allow solar access into the secluded private open space of new dwellings/buildings.	Standard B29 The private open space should be located on the north side of the dwelling, if appropriate.	✓ Complies All of the secluded private open space areas are located to the rear of the new dwellings with a northerly aspect.

Clause 55.05-Storage To provide adequate storage facilities for each dwelling.	Standard B30 Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.	✓ Complies Storage space is able to be included within both the proposed garage and separate external storage shed associated with each of the dwellings. The garage and shed associated with each dwelling can adequately provide storage space of 6m³ for each dwelling.		
CLAUSE 55.06 DESIGN DETAIL				
Objective	Standard	Assessment		
Clause 55.06-1 Design Detail To encourage design detail that respects the existing or preferred neighbourhood character.	Standard B31 The design of buildings, including: • Façade articulation and detailing, • Window and door proportions, • Roof form, and • Verandahs, eaves and parapets, Should respect the existing or preferred neighbourhood character. Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.	✓ Complies The front facades of the dwellings have been articulated and present in an interesting manner with porch entry areas and a hipped roof form. The new garages will be visually compatible with the development and the preferred character of the area. The design is modern but will respect the existing neighbourhood character of the surrounding residential area by having traditional design elements. The finish of the new dwellings will also be complementary to the existing dwellings located along Granter Street and Landmann Street.		

Clause 55.06-2 Front Fences To encourage front fence design that respects the existing or preferred neighbourhood character.	Standard B32 The design of front fences should complement the design of the dwelling and any fences on adjoining properties. A front fence within 3 metres of a street should not exceed 1.5 metres on a street that is not classified as a Road Zone, Category 1.	N/A No front fencing is proposed.
Clause 55.06-3 Common Property To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained. To avoid future management difficulties in areas of common ownership.	Standard B33 Developments should clearly delineate public, communal and private areas. Common property, where provided	✓ Complies The development of the site with six (6) new dwellings will clearly define the entire area of the site to be used for private residential purposes. The construction of new dwellings will span the majority of the width of the three existing lots with narrow accessways provided to the sides of each dwelling to gain pedestrian access to the rear yard areas. The common areas to the front of the dwellings have been designed to be managed without any future difficulties but clearly present as areas which are associated with the proposed dwellings.

Clause 55.06-4 Site Services

To ensure site services can be installed and easily maintained.

To ensure that site facilities are accessible, adequate and attractive.

Standard B34

The design and layout of dwellings should provide sufficient space (including easements where required) and facilities for services to be installed and maintained efficiently and economically.

Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and should blend in with the development.

The site facilities including mailboxes should be located for convenient access.

Bin and recycling enclosures located for convenient access.

Mailboxes provided and located for convenient access as required by Aust. Post.

✓ Complies

Adequate areas are available on the site for the provision of mailboxes, service metres, clotheslines, bin storage and general storage in appropriate locations.

The provision of a single garage and storage shed in association with each of the new dwellings also aids in the provision of appropriate areas being available for bin storage and general storage.



FORM 2 SECTION 52 (1)

NOTICE OF AN APPLICATION FOR A PLANNING PERMIT

The land affected by the application is located at:	2 Granter St WARRNAMBOOL VIC 3280 82 & 84 Landmann St WARRNAMBOOL VIC 3280
The application is for a permit to:	Construction of six (6) dwellings
The applicant for the permit is:	Salvation Army Housing (Victoria) C/o GrayKinnane Pty Ltd
The application reference number is:	PP2022-0205
You may look at the application and any documents that support the application at the office of the responsible authority:	Warrnambool Civic Centre 25 Liebig Street WARRNAMBOOL 3280 Or online at: https://www.warrnambool.vic.gov.au/advertised-planning-applications
For further reference please contact:	Planning Support Telephone: 03 5559 4800 Email: planning@warrnambool.vic.gov.au

This can be done during office hours and is free of charge.

Any person who may be affected by the granting of the permit may object or make other submissions to the Responsible Authority (Warrnambool City Council).

An objection must

- * be made to the Responsible Authority in writing
- include the reasons for the objection, and
- * state how the objector would be affected.

The responsible authority must make a copy of every objection available at its office for any person to inspect during office hours free of charge until the end of the period during which an application may be made for review of a decision on the application.

If you object, the Responsible Authority will tell you its decision.

Objections/Submissions are accepted by:

- post to Town Planning Office, Warrnambool City Council, PO Box 198 Warrnambool 3280
- in person at the Warrnambool Civic Centre, 25 Liebig Street, Warrnambool
- submitting an 'Objection to grant a Planning Permit' form available from <u>www.warrnambool.vic.gov.au</u> Click on Property – Planning Permits - Objection to grant a Planning Permit form
- email to <u>planning@warrnambool.vic.gov.au</u>

The Responsible Authority will not decide on the application before:	3 November 2022
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Our Ref: PP2022-0205

17/10/2022



The the Occupier 25 Strong St WARRNAMBOOL VIC 3280

Dear Sir/Madam,

Planning Application Number: PP2022-0205
Construction of six (6) dwellings
2 Granter St & 82 & 84 Landmann St WARRNAMBOOL VIC 3280

Council has received a Planning Permit Application for the above property. In accordance with Section 52 of the Planning and Environment Act 1987, notice of the Application is required to be given to any person who may be affected by the granting of a permit.

Details of the Application are outlined in the enclosed 'Notice of an Application for Planning Permit'.

You may object to the application, or make other written submissions in respect of the proposal. All objections/submissions must be made in writing and must be lodged with Council.

Please note that submissions are public documents and may be viewed by others.

Council will not decide on the Application before the date specified on the enclosed 'Notice of an Application for Planning Permit'.

Any queries regarding this matter should be directed to Planning Support on 03 5559 4800.

Yours faithfully,

Srimali Mellawa Town Planner CITY DEVELOPMENT

par Ben Wollen

OIII DEVELOI IIIEI

Encl.

ADVERTISED **PLANNING PROPERTY REPORT**

From www.planning.vic.gov.au at 17 October 2022 11:58 AM

PROPERTY DETAILS

Address: **2 GRANTER STREET WARRNAMBOOL 3280**

Lot 1 LP201047 Lot and Plan Number: Standard Parcel Identifier (SPI) 1\LP201047 Local Government Area (Council): WARRNAMBOOL

www.warrnambool.vic.gov.au

Council Property Number: 128801

Planning Scheme: Warrnambool <u>Planning Scheme - Warrnambool</u>

Directory Reference: Vicroads 514 F6

UTILITIES **STATE ELECTORATES**

Rural Water Corporation: Southern Rural Water Legislative Council: **WESTERN VICTORIA SOUTH-WEST COAST** Urban Water Corporation: Wannon Water Legislative Assembly:

Melbourne Water: Outside drainage boundary

POWERCOR OTHER Power Distributor:

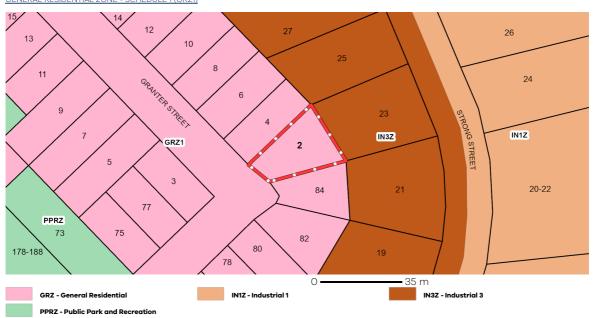
Registered Aboriginal Party: Eastern Maar Aboriginal

Corporation View location in VicPlan

Planning Zones

GENERAL RESIDENTIAL ZONE (GRZ)

GENERAL RESIDENTIAL ZONE - SCHEDULE 1 (GRZ1)



Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

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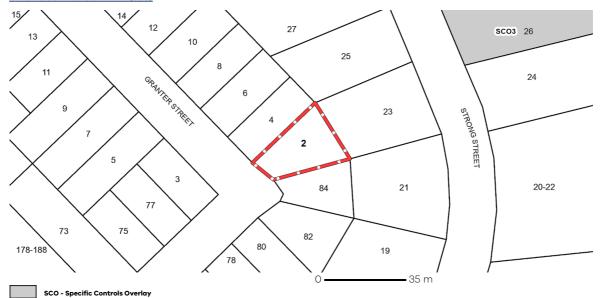
Planning Overlay

None affecting this land - there are overlays in the vicinity

OTHER OVERLAYS

Other overlays in the vicinity not directly affecting this land

SPECIFIC CONTROLS OVERLAY (SCO)



 $Note: due\ to\ overlaps, some\ overlaps\ may\ not\ be\ visible, and\ some\ colours\ may\ not\ match\ those\ in\ the\ legend$

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ADVERTISE PLANNING PROPERTY REPORT

Areas of Aboriginal Cultural Heritage Sensitivity

All or part of this property is an 'area of 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.

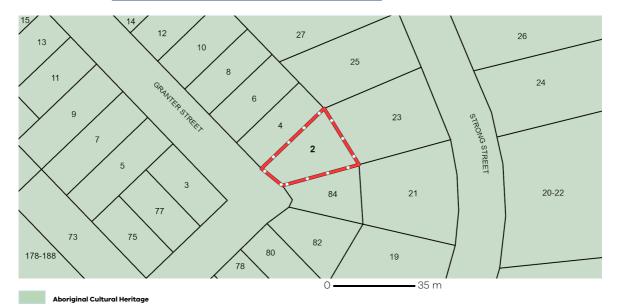
Under the Aboriginal Heritage Regulations 2018, 'areas of cultural heritage sensitivity' are one part of a two part trigger which require a 'cultural heritage management plan' be prepared where a listed 'high impact activity' is proposed.

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

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.aboriginalvictoria.vic.gov.au/aboriginal-heritage-legislation



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Further Planning Information

Planning scheme data last updated on 12 October 2022.

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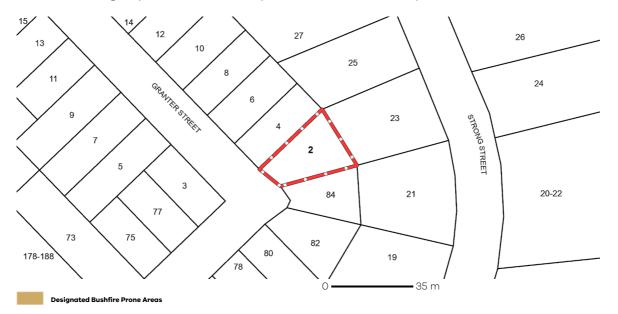
Designated Bushfire Prone Areas

This property is not in a designated bushfire prone grea.

No special bushfire construction requirements apply. Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements.



Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA.

Designated BPA maps can be viewed on VicPlan at https://mapshare.vic.gov.au/vicplan/ or at the relevant local council

Create a BPA definition plan in VicPlan to measure the BPA.

Information for lot owners building in the BPA is available at $\underline{\text{https://www.planning.vic.gov.au.}}$

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website $\underline{\text{https://www.ba.vic.gov.au}}. Copies of the Building Act and Building Regulations are available from \underline{\text{http://www.legislation.vic.gov.au}}. For Planning Scheme \underline{\text{http://www.legislation.vic.gov.au}}. The plan$ Provisions in bushfire areas visit https://www.planning.vic.gov.au.

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

To help identify native vegetation on this property and the application of Clause 52.17 please visit the Native Vegetation Information Management system https://nvim.delwp.vic.gov.au/ and Native vegetation (environment.vic.gov.au/ or please contact your relevant council.

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ADVERTISED **PLANNING PROPERTY REPORT**

From www.planning.vic.gov.au at 17 October 2022 11:59 AM

PROPERTY DETAILS

Address: **82 LANDMANN STREET WARRNAMBOOL 3280**

Lot 1 LP147260 Lot and Plan Number: Standard Parcel Identifier (SPI) 1\LP147260 Local Government Area (Council): WARRNAMBOOL

www.warrnambool.vic.gov.au

Council Property Number: 129496

Planning Scheme: Warrnambool Planning Scheme - Warrnambool

Directory Reference: Vicroads 514 F6

UTILITIES **STATE ELECTORATES**

Rural Water Corporation: Southern Rural Water Legislative Council: **WESTERN VICTORIA SOUTH-WEST COAST** Urban Water Corporation: Wannon Water Legislative Assembly:

Melbourne Water: Outside drainage boundary

POWERCOR OTHER Power Distributor:

Registered Aboriginal Party: Eastern Maar Aboriginal

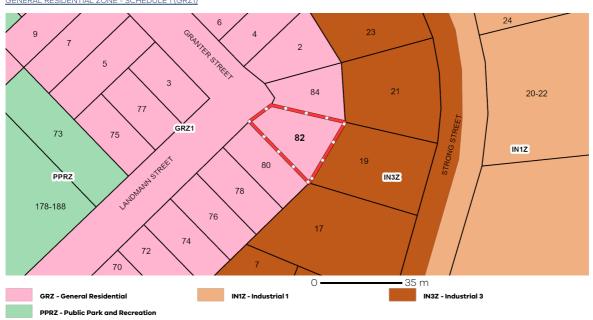
Corporation

Planning Zones

View location in VicPlan

GENERAL RESIDENTIAL ZONE (GRZ)

GENERAL RESIDENTIAL ZONE - SCHEDULE 1 (GRZ1)



Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

Planning Overlays

No planning overlay found

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ADVERTISE PLANNING PROPERTY REPORT

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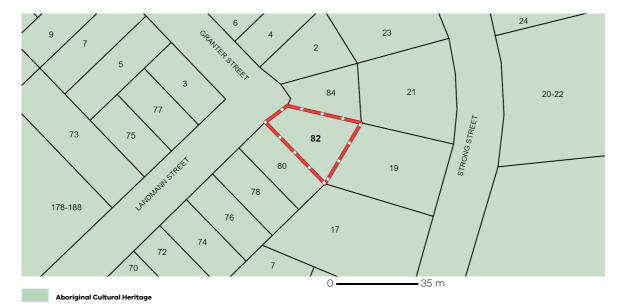
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ADVERTISE PLANNING PROPERTY REPOR

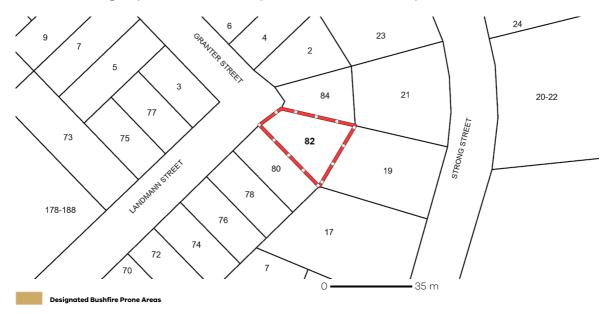
Designated Bushfire Prone Areas

This property is not in a designated bushfire prone grea.

No special bushfire construction requirements apply. Planning provisions may apply.

Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements

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ADVERTISED **PLANNING PROPERTY REPORT**

From www.planning.vic.gov.au at 17 October 2022 11:59 AM

PROPERTY DETAILS

Address: **84 LANDMANN STREET WARRNAMBOOL 3280**

Lot 1 LP147261 Lot and Plan Number: Standard Parcel Identifier (SPI) 1\LP147261

Local Government Area (Council): WARRNAMBOOL www.warrnambool.vic.gov.au

Council Property Number: 129495

Planning Scheme: Warrnambool Planning Scheme - Warrnambool

Vicroads 514 F6 Directory Reference:

UTILITIES **STATE ELECTORATES**

Rural Water Corporation: Southern Rural Water Legislative Council: **WESTERN VICTORIA SOUTH-WEST COAST** Urban Water Corporation: Wannon Water Legislative Assembly:

Melbourne Water: Outside drainage boundary

POWERCOR OTHER Power Distributor:

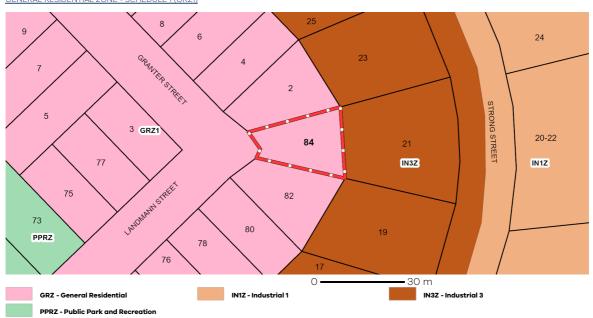
Registered Aboriginal Party: Eastern Maar Aboriginal

Corporation View location in VicPlan

Planning Zones

GENERAL RESIDENTIAL ZONE (GRZ)

GENERAL RESIDENTIAL ZONE - SCHEDULE 1 (GRZ1)



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Planning Overlays

No planning overlay found

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ADVERTISE PLANNING PROPERTY REPORT

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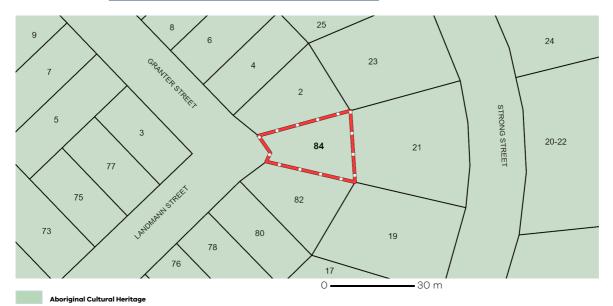
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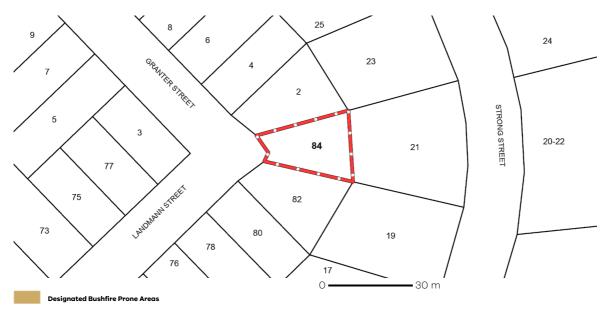
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Where part of the property is mapped as BPA, if no part of the building envelope or footprint falls within the BPA area, the BPA construction requirements

Note: the relevant building surveyor determines the need for compliance with the bushfire construction requirements.



Designated BPA are determined by the Minister for Planning following a detailed review process. The Building Regulations 2018, through adoption of the Building Code of Australia, apply bushfire protection standards for building works in designated BPA.

Designated BPA maps can be viewed on VicPlan at https://mapshare.vic.gov.au/vicplan/ or at the relevant local council

Create a BPA definition plan in VicPlan to measure the BPA.

Information for lot owners building in the BPA is available at $\underline{\text{https://www.planning.vic.gov.au.}}$

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website $\underline{\text{https://www.ba.vic.gov.au}}. Copies of the Building Act and Building Regulations are available from \underline{\text{http://www.legislation.vic.gov.au}}. For Planning Scheme \underline{\text{http://www.legislation.vic.gov.au}}. The plan$ Provisions in bushfire areas visit https://www.planning.vic.gov.au.

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

To help identify native vegetation on this property and the application of Clause 52.17 please visit the Native Vegetation Information Management system https://nvim.delwp.vic.gov.au/ and Native vegetation (environment.vic.gov.au/ or please contact your relevant council.

 $You can find out more about the natural values on your property through NatureKit \underline{NatureKit (environment.vic.gov.au)}\\$

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Any material submitted with this application, including, plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the Planning and Environment Act 1987. If you have any concerns, please contact Council's planning department.

The Lar	nd	
1. Address Street Add	of the land. Complete the Street Address and one of the land.	ne Formal Land Descriptions.
Unit No.:	St. No.: 2	Street name Granter Street and 82-84 Landmann Street
Suburb/lo	cality_Warnambool	postcode 3280
	d Description either A or B.	
A L	ot No.: 1 Lodged Plan	Title Plan ✓ Plan of Subdivision No.: 201047T/147261Q/
or		
B C	rown Allotment No.:	Section No.:
Р	arish/Township Name:	
If this app	lication relates to more than one address, please	
The Pro	posal	
	- give full details of your proposal and attach the in on will delay your application.	formation required to assess the application. Insufficient or unclear
2. For what	use, development or other matter do you require a p	permit?
scheme, r		plans and elevations; any information required by the planning ning permit checklist; and if required, a description of the likely
3. Estimate	d cost of development for which the permit is requir	ed
Cost: <u>\$\$33</u>	You may be required to	verify this estimate.
Insert '0' i		e, subdivision, removal of covenant, liquor licence)
Existing	Conditions	
	how the land is used and developed now t, three dwellings, medical centre with two practi	tioners, licensed restaurant with 80 seats, grazing.
Residentia	I	

Title Information

5. Encumbrances on title

ADVERTISED

Does the proposal breach, in any way, an encumbrance o other obligation such as an easement or building envelo	on title such as a restrictrive covenant, section 173 agreement or ope?
Yes Provide a copy	
No	
Not applicable (no such encumbrance applies).	
ing 'register search statement', the title diagram and the	parcel of land forming the subject site. (The title includes: the coverassociated title documents, known as 'instruments', eg. restrictive
Applicant and Owner Details 6. Provide details of the applicant and the owner of the land. Applicant (The person who wants the permit.)	
. , , ,	_ Surname
Organisation (if applicable): <u>Salvation Army</u>	
	Street name 95-99 Railway Road
	_ State Vic postcode
·	
	different from the applicant, provide the details of that person.
Same as applicant (If so, go to 'contact information')	
Title: First Name: Robyn	
Organisation (if applicable)	Graykinnane Pty Ltd
	_ Street name PO Box 512 _ State Vic postcode 3032
Suburb/locality Ascot vale	_ State _vic postcode _3032
Contact information Please provide at least one contact ph	hone number
Business Phone	Email robyn@graykinnane.com.au
Mobile Phone <u>0409009833</u>	- Fax
Owner (The person or organisation who owns the land)	
✓ Same as applicant	
 Where the owner is different from the applicant, provide tl	he details of that person or organisation.
Title: First Name:	Surname
Organisation (if applicable)	
	Street name
Suburb/locality	
Owners signature (Optional)	Date
Declaration	
7. This form must be signed by the applicant Remember it is against the law to provide false or mislead heavy fine and cancellation of the permit.	ling information, which could result in a
I declare that I am the applicant; and that all the informati self) has been notified of the permit application.	ion in this application is true and correct; and the owner (if not my-
Signature	Date 8/8/2022

Need help with the Application?

ADVERTISED

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

8. Has there been a pre-application meeting with a Council planning officer?					
√	/es	no	If yes, with whom?: Luke Coghlan		Date: 8/8/2022
Che	ecklist				
9. Ha	ve you				
\checkmark	Filled in	the form	completely?		
✓	Provided	d all nece	ssary supporting information and do	ocuments?	
	√ A 0	current co	ppy of title (no more than 3 months	old) including a copy of any encu	imbrances affecting the land.
	√ Pla	ans shov	ring the layout and details of the p	roposal	
	✓ A	plan of ex	cisting conditions		
	ch	ecklist.	ition required by the planning schem a description of the likely effect of tl	•	
	√ Sig	gned the	declaration (section 7)?		
Lod	lgement	and Pa	yment		
Lodo	ge the com	ipleted ai	nd signed form and all documents v	vith:	
In Pe	erson:	Warrn	ambool City Council Civic Centre, 2	5 Liebig Street, Warrnambool 8.3	30am to 5.00pm
Mail	:	PO Bo	x 198, WARRNAMBOOL Victoria 32	80	
E-ma	-mail planning@warrnambool.vic.gov.au				

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 09646 FOLIO 382

Security no : 124098019686R Produced 01/06/2022 02:24 PM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 201047T. PARENT TITLE Volume 09370 Folio 655 Created by instrument LP201047T 28/11/1985

REGISTERED PROPRIETOR

Estate Fee Simple Sole Proprietor

SALVATION ARMY HOUSING (VICTORIA) of 95-99 RAILWAY ROAD BLACKBURN VIC 3130 AV665837B 25/05/2022

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 or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE LP201047T FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER		STATUS	DATE
AV617021Y	TRANSFER CONTROL OF ECT	Completed	11/05/2022
AV665827E (E)	DISCHARGE OF MORTGAGE	Registered	25/05/2022
AV665828C (E)	WITHDRAWAL OF CAVEAT	Registered	25/05/2022
AV665837B (E)	TRANSFER	Registered	25/05/2022

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 2 GRANTER STREET WARRNAMBOOL VIC 3280

ADMINISTRATIVE NOTICES

NIL

eCT Control 19065N THOMSON GEER Effective from 25/05/2022

DOCUMENT END

Title 9646/382 Page 1 of 1





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Document Identification	LP201047T
Number of Pages	1
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Delivered by LANDATA®, timestamp 01/06/2022 14:28 Page 1 of 1 AE Ri 5 SCALE SHEET SIZE 1:500 A3 ORIGINAL TOWNSHIP OF WARRNAMBOOL CROWN ALLOTMENTS 43 & 44 (PART) TO BE COMPLETED WHERE APPLICABLE
THIS SURVEY HAS BEEN CONNECTED TO PERMANENT THE LAND TO BE SUBDIVIDED IS SHOWN ENCLOSED BY THICK LINES 7.10112 PLAN OF SUBDIVISION LAND SUBJECT TO EASEMENT e-1 DRAINAGE AND SEWERAGE VIDELP 132203 DEPTH LIMITATION 15.24M EDITION 1

MARSH/TOWNSHIP/GHARM ,P201047 OTHER NOTATIONS THIS PLAN IS NOT THE RESULT OF SURVEY TITLE REF: VOL. 9370 FOL. 655 LAST PLAN REF: L.P. 132203 LOT 33 5 0 NUMBER OF SHEETS IN PLAN NUMBER OF THIS SHEET IN PROCLAIMED SURVEY AREA NO. 23 APPROVE NOTATIONS LENGTHS ARE IN METRES OFFICE USE ONLY PARISH OF WANGOOM COUNTY OF VILLIERS SCALE 0 SECTION 70 OFFICE USE ONL (ASSISTANT) REGISTRAR OF TITLES 28.11.82 ONLY CERTIFICATE A ORICERTIFICATE BITG BF CO STREET PLAN APPROVED OFFICE USE ONL' STRONG A O B AND A REQUIREMENT NO REQUIREMENT PURSUANT TO SECTION 589E OF THE LOCAL GOVERNMENT ACT 1958 HAS BEEN MADE THIS PLAN ACCORDS WITH A PLAN

SEALED BY THE COUNCIL UNDER SECTION 5698 OF THE LOCAL CERTIFICATE OF MUNICIPAL CLERK 1353m² THIS PLAN ACCORDS WITH A PLAN EXEMPTED FROM SUBDA OF DIVISION 191 OF PART XIX OF THE LOCAL GOVERNMENT CONFIRMED BY THE PLANNING APPEALS BOARD ON MUNICIPAL CLERK THE COUNCIL ON
THE PLANNING APPEALS BOAT GOVERNMENT ACT 1958 ON 041 061 051 674 m² 001 SURVEYORS REF 074 277 WENDY S Rudolph Jelmoni LICENSED SURVEYOR 18th APRIL 1985. 8 OZ CORRECT. CERTIFICATION BY SURVEYOR 08 **∕** TITLE SIHL GOO MERRI CRESCENT, WARRNAMBOOL, 3280 MADE CERTIFY THAT (055) G21822 YIH MATHEMATICALLY HAS BEEN ACCORDS AMENDMENTS j E

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 09585 FOLIO 039

Security no : 124098019792C Produced 01/06/2022 02:26 PM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 147261Q. PARENT TITLE Volume 09370 Folio 656 Created by instrument LP147261Q 17/12/1984

REGISTERED PROPRIETOR

Estate Fee Simple Sole Proprietor

SALVATION ARMY HOUSING (VICTORIA) of 95-99 RAILWAY ROAD BLACKBURN VIC 3130 AV665837B 25/05/2022

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 or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE LP147261Q FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER		STATUS	DATE
AV617021Y	TRANSFER CONTROL OF ECT	Completed	11/05/2022
AV665827E (E)	DISCHARGE OF MORTGAGE	Registered	25/05/2022
AV665828C (E)	WITHDRAWAL OF CAVEAT	Registered	25/05/2022
AV665837B (E)	TRANSFER	Registered	25/05/2022

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 84 LANDMANN STREET WARRNAMBOOL VIC 3280

ADMINISTRATIVE NOTICES

NIL

eCT Control 19065N THOMSON GEER Effective from 25/05/2022

DOCUMENT END

Title 9585/039 Page 1 of 1





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Document Identification	LP147261Q
Number of Pages	1
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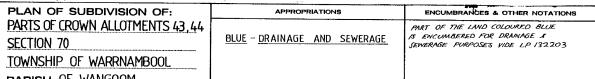
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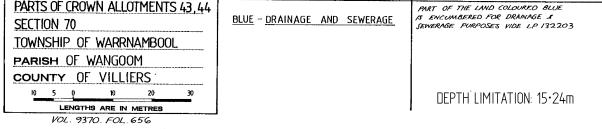
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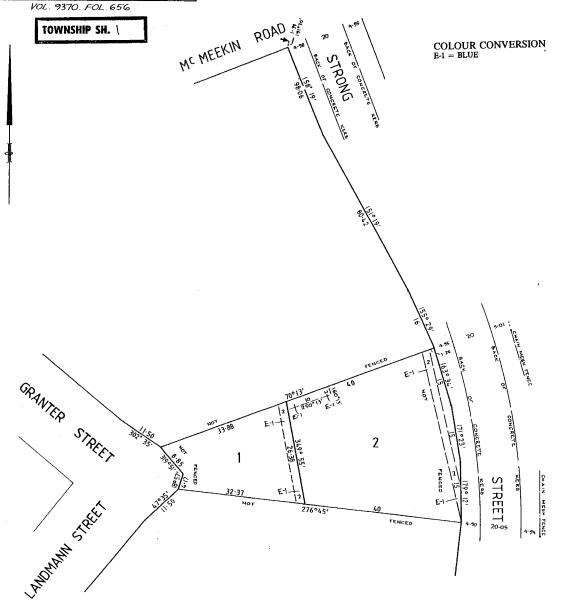
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LP147261Q **EDITION 1**







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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 09585 FOLIO 037

Security no : 124098019893R Produced 01/06/2022 02:28 PM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 147260S. PARENT TITLE Volume 09370 Folio 657 Created by instrument LP147260S 10/12/1984

REGISTERED PROPRIETOR

Estate Fee Simple Sole Proprietor

SALVATION ARMY HOUSING (VICTORIA) of 95-99 RAILWAY ROAD BLACKBURN VIC 3130 AV665837B 25/05/2022

ENCUMBRANCES, CAVEATS AND NOTICES

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DIAGRAM LOCATION

SEE LP147260S FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER		STATUS	DATE
AV617021Y	TRANSFER CONTROL OF ECT	Completed	11/05/2022
AV665827E (E)	DISCHARGE OF MORTGAGE	Registered	25/05/2022
AV665828C (E)	WITHDRAWAL OF CAVEAT	Registered	25/05/2022
AV665837B (E)	TRANSFER	Registered	25/05/2022

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 82 LANDMANN STREET WARRNAMBOOL VIC 3280

ADMINISTRATIVE NOTICES

NIL

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Title 9585/037 Page 1 of 1





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Document Identification	LP147260S
Number of Pages	1
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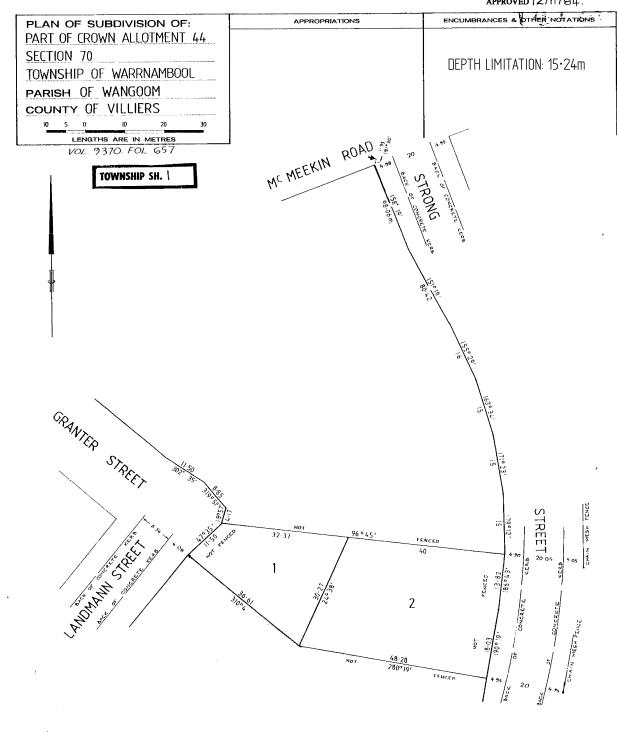
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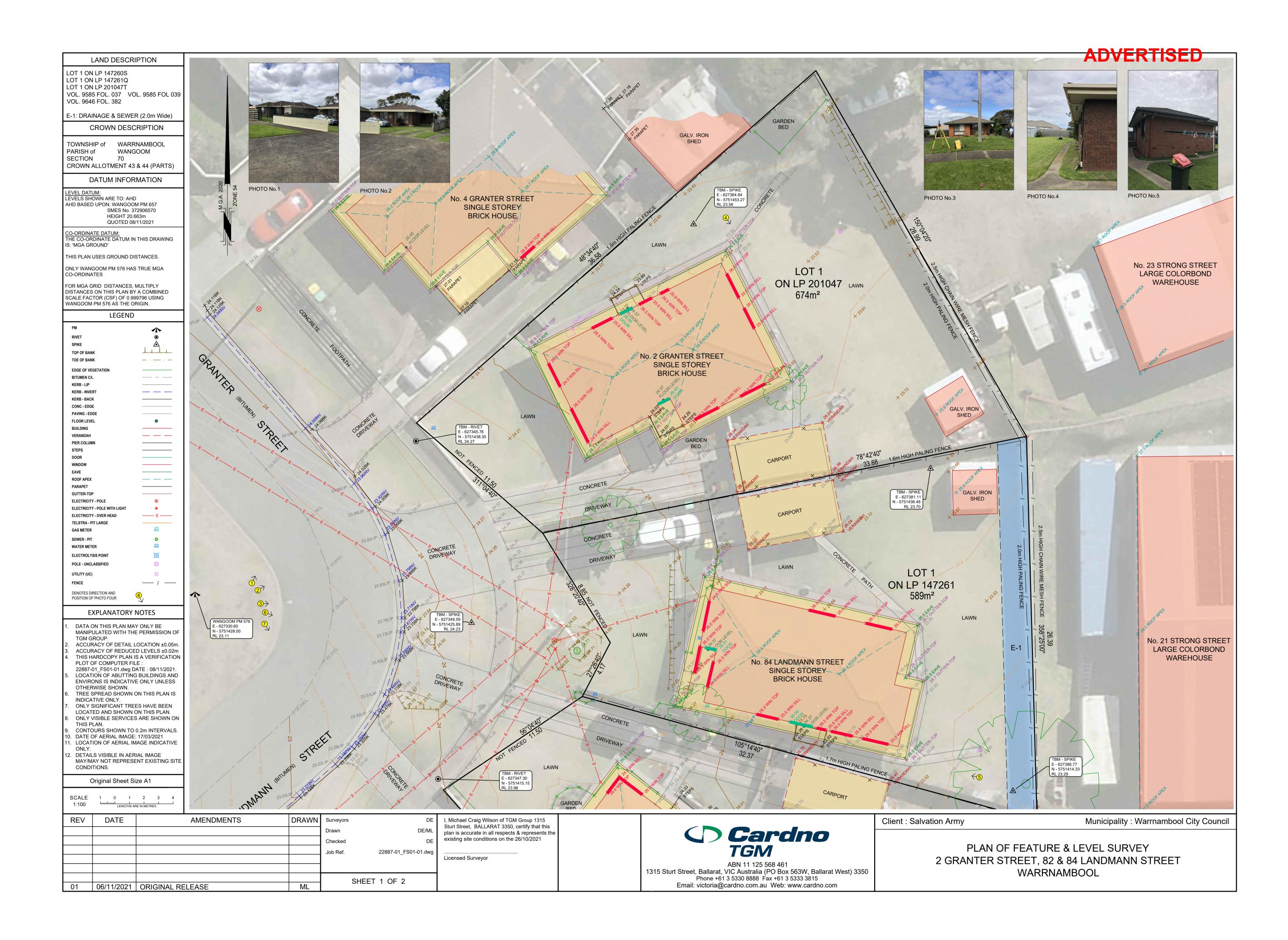
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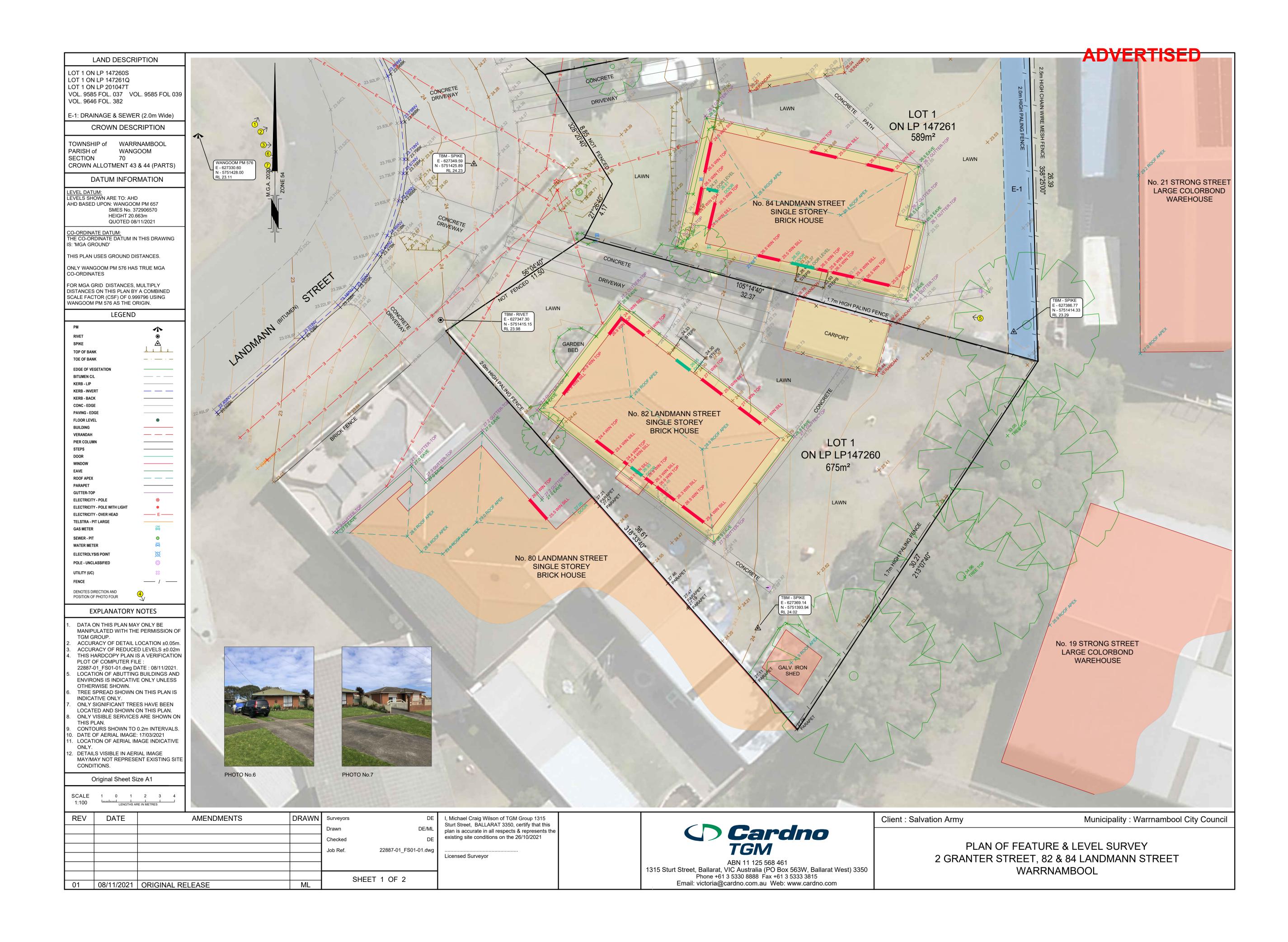
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ADVERTISE 17260S







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Town Planning Submission

2 Granter Street and 82 & 84 Landmann Street, Warrnambool

Warrnambool Planning Scheme

August 2022



01

1.0 Introduction

Planning approval is sought for the construction of six dwellings on land at 2 Granter Street and 82 & 84 Landmann Street, Warrnambool, together with the reduction in car parking requirements (visitor parking).

The site is within a General Residential Zone (Schedule 1) pursuant to the provisions of the Warrnambool Planning Scheme and is not subject to any overlay controls.

The application seeks the following approval under the Warrnambool Planning Scheme for:

- Construct two or more dwellings on a lot pursuant to Clause 32.08-6 of the General Residential Zone.
- A reduction in car parking requirements pursuant to the particular provisions at Clause 52.06.

This report provides an assessment of the proposal against relevant provisions of the Warrnambool Planning Scheme and should be read in association with:

Architectural plans prepared by Baumgart Clark Architects.

Background

The housing is proposed for existing clients of the Salvation Army Housing Victoria (SAHV) and would be provided at an affordable rental rate. The dwellings would be designed to a silver accessible standard.

The existing dwellings on the subject site are currently 'social housing' in that the tenants qualified for inclusion on the Victorian Housing Register.

The proposal is to temporarily relocate the existing tenants during the



redevelopment period, then they would be given the opportunity to return to one of the proposed dwellings.

The additional dwellings delivered by the redevelopment will be tenanted by individuals, couples and/or families in need of social housing and identified from the Victorian Housing Register Priority List.

The social housing rent model used by Salvation Army Housing Victoria is based on 25% of total income plus applicable Commonwealth Rental Assistance ("CRA"). Many social housing tenants receive a Commonwealth Pension and CRA and it is expected that most, if not all, of the 'new' tenants will be relying on Government provided income (being a pension and CRA).

Salvation Army Housing has applied for 100% capital funding from the Victorian Government as part of the Social Housing Growth Fund Regional Round. If successful, Salvation Army Housing Victoria may proceed with one or more of the redevelopments partly or wholly funded by Salvation Army Housing Victoria.



02

Site Analysis

2.1 Subject Site

The subject sites comprise three adjoining lots on the eastern corner of Granter and Landmann Street, within a residential area of Warrnambool, approximately 2.0 kilometres from the Warrnambool Principal Activity Centre.



Cadastral map of the subject site

The land is formally described as:

- Lot 1 on Lodged Plan 147206;
- Lot 1 Lodged Plan 147261; and
- Lot 1 Lodged Plan 201047T.

The land at 84 Landmann Street is encumbered by a two metre wide drainage and sewage easement that runs along the rear boundary however 82 Landmann Street and 2 Grater Street do not feature



easements. The lots are not encumbered by any covenants or other restrictions.

The lots combine to form an irregularly shaped parcel of land that follows the curve on the corner of Landmann Street and Granter Street. The lots have a combined frontage to Granter and Landmann Streets of 36.02 metres, a depth to the southern boundary of 36.61 metres. The land has an area of 1938 square metres.

The land is relatively flat and contains a mix of trees and shrubs, none of which are significant.

Each lot has been developed with a single storey brick dwelling that are orientated to the street. Crossovers and a detached carport are a feature with each of the dwellings and an area of secluded private open space is featured to the rear. A low scale picket fence is also featured alongside the frontage at 2 Granter Street.



Aerial Photo of the subject site (Source: Nearmaps)

2.2 Surrounds

The subject site is located within a predominately residential area of Warrnambool approximately 2.0 kilometres from the Warrnambool Principal Activity Centre.

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Location Map

Granter Street and Landmann Street, to the site's frontage, form a local residential street that connects to McMeekin Road to the west and Merrivale Drive to the south. Nature strips, footpaths and kerbside parking are featured to both sides of the road reserve.

The Route 6 Bus (Warrnambool to Merrivale) provides a stop 250 metres from the site, on McMeekin Road connecting residents to Warrnambool Principal Activity Centre and the wider public transport network. The site is well serviced by retail, recreational and community facilities with several education opportunities including Merrivale Primary School and Brauer College as well as having several childcare centres and kindergartens nearby. Merrivale Recreation Reserve is proximate to the site and the coastal environs of the Thunder Point Coastal Reserve are within comfortable walking distance.

Residential properties surrounding the subject are varied in architectural styles and scale however are predominantly single storey brick dwellings with hipped tiled roof forms. The pattern of development includes crossovers and accessways to off street parking, often within the front setback. Secluded private open spaces areas are provided to the rear.

In relation to the site's immediate context, the land at 80 Landmann Street and 4 Granter Street have been developed with a single storey dwellings that each feature an accessway and garage that abut the common



boundary.

The adjoining lots have also been developed with single storey development that is setback from side boundaries, with the exception of the land to the rear which has been developed with industrial warehouses within an Industrial 3 Zone.



03

3.0 Proposal

Planning approval is sought for the construction of six dwellings on land at 2 Granter Street and 82 & 84 Landmann Street, Warrnambool, together with the reduction in car parking requirements (visitor parking).

Built Form

The application proposes to demolish the existing dwellings on the land in order to construct five (5) two storey/three bedroom dwellings and one (1) single storey/two bedroom dwellings. A total of 6 dwellings.

The dwellings the following floor plan:

- Five (5) three-bedroom dwellings each with a common bathroom, bedroom and kitchen and living room with direct access to a secluded open space area with that meets the minimum area requirements at ground floor. At first floor, two bedrooms and a common bathroom are provided
- One (1) single storey two bedroom dwelling with a common bathroom, two bedrooms and kitchen and living room with direct access to a secluded open space area with that meets the minimum area requirements.

The proposed development will incorporate materials such as face brickwork at ground floor with weatherboard cladding elements at first floor level. A hipped roof form is proposed.

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North-East Elevation

Each dwelling is provided with a single garage (and tandem space), with access taken from the existing crossovers to Granter Street and Landmann Street.

The building will have a maximum height of 7.15 metres. The development will feature a total site coverage of 36.43 percent, permeable surfaces of 64.00 percent and a total garden area of 48.67 percent.



04

Relevant Planning Provisions

Clauses of the Warrnambool Planning Scheme of relevance to the application are identified below:

04.1 Zoning

Under the Warrnambool Planning Scheme, the subject land is within the Commercial 1 Zone

General Residential Zone

The purpose of this zone 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.

04.2 Planning Policy Framework

The Purpose & Vision and Planning Policy (PPF) at Clauses 02 to 19 of the Warrnambool Planning Scheme seek to ensure that land use and development planning policies in Victoria meet the objectives of planning in Victoria as set out in the Planning and Environment Act 1987.



The Purpose & Vision and PPF contains a range of policies that are to be considered and balanced to achieve the overarching objective of planning and 'net community benefit'.

The Purpose & Vision and PPF includes the following relevant policies:

Municipal Planning Strategy

•	02.02	Vision
•	02.03	Strategic Directions
•	02.04	Strategic Framework Plan

Included at Clause 2 of the Planning Scheme is the Municipal Planning Strategy (MPS), which provides an overview of the municipality and important local planning objectives.

Planning Policy Framework

•	Clause 11	Settlement

- 11.01-1S Settlement
- 11.01-1R Settlement Great South Coast

Clause 15 Built Environment and Heritage

- 15.01-1S Urban Design
- 15.01-1L-01 Urban design (Local)
- 15.01-2S Building design
- 15.01-4S Healthy neighbourhoods
- 15.01-5S Neighbourhood character
- 15.02-1S Energy and resource efficiency

Clause 16 Housing

- 16.01-1S Housing Supply
- 16.01-1L Housing Growth
- 16.01-2S Housing affordability

• Clause 18 Transport

• 18.01-1S Land use and transport integration



• 18.01-3S Sustainable and safe transport

04.4 Particular & General Provisions

The following key Particular and General Provisions are relevant to the proposal:

•	52.06	Car Parking

55 (Dwellings & Residential Buildings)

• 52.34 Bicycle facilities

65 Decision guidelines

04.5 Operational Provisions

Clause 71 outlines the way in which the Planning Scheme operates.

Clause 71.02-1 outlines the purpose of the Planning Policy Framework and seeks to ensure that the objectives of planning in Victoria are fostered through 'appropriate land use and development planning policies and practices that integrate relevant environmental, social and economic factors in the interests of net community benefit and sustainable development'.

Clause 71.02-3 refers to 'Integrated Decision Making' and states that responsible authorities 'should endeavour to integrate the range of policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations, however, in bushfire affected areas, planning and responsible authorities must prioritise the protection of human life over all other policy considerations.



05

5.0 Planning Assessment

An assessment of the proposed development requires consideration of the following matters:

- The level of strategic support for the proposed development in the Purpose & Vision and Planning Policy (PPF) at Clauses 02 to 19 of the Warrnambool Planning Scheme;
- The appropriateness of the proposed development having regard to the surrounding context and the relevant built form and urban design policies contained in the Planning Scheme;
- Clause 55 (ResCode) of the Warrnambool Planning Scheme inclusive of amenity considerations for the future occupiers and surrounding uses/occupiers; and
- The suitability of access and car parking arrangements.

An assessment against these issues has been provided below.

5.1 Strategic Considerations

The relevant policy directions outlined in the scheme encourage well-designed development which make effective use of existing infrastructure and provide additional and diverse housing opportunities.

In particular, Clause 11.0 (Settlement) and Clause 16 (Housing) of the Warrnambool Planning Scheme seek to facilitate a consolidation of established urban areas and encourage the provision of diversity in housing choice.



Clause 16.01-1S of the Warrnambool Planning Scheme seeks to (inter alia):

Objective:

Facilitate well-located, integrated and diverse housing that meets community needs; and

Strategies:

Ensure that an appropriate quantity, quality and type of housing is provided, including aged care facilities and other housing suitable for older people, supported accommodation for people with disability, rooming houses, student accommodation and social housing.

Support opportunities for a range of income groups to choose housing in well-serviced locations.

Council's Local Planning Policy Framework also identifies that need to provide additional and diverse housing opportunities. In particular, Council at Clause 02.03-5 seeks that "Sustainable Development" is envisaged as:

A socially and economically sustainable Warmambool will generally include a mix of shops and services, community facilities, employment choices, housing choices, a network of open spaces, and public transport options.

At Clause 02.03-6 (Housing) Council's strategic directions include:

Providing infill opportunities to accommodate residential development.

Ensuring future populations have access to a diverse range of housing options including increasing the supply of housing for smaller households.

Furthermore, Council recognises that Housing Affordability is a localised issues that needs to be addressed with the policy direction at Clause 02.03-6 stating:

The affordability of housing has significant impacts on the liveability



and economic prosperity of the community. A lack of affordable housing is a barrier to attracting key workers and tertiary students to the City. It also has detrimental impacts on sole parents, single people, young people, older people (65+ years) and children of sole parents.

Council's strategic directions for housing affordability are:

- Facilitating smaller lot sizes and housing for the ageing and student populations close to community services.
- Providing social housing in future growth area planning.

Further strategic support is found at Clause 16.01-1L (Housing Supply) where the strategies include:

Support increased residential densities in growth areas and established urban areas within proximity to existing or planned transport corridors, activity centres and open space.

Support residential infill development within established urban areas that complements the area's neighbourhood character.

In accordance with these policies, the proposal to construct six dwellings to provide affordable accommodation in this location would provide for additional and accessible housing for a larger cross-section of the community that is located within proximity to the Warrnambool Principal Activity Centre.

The residential nature of the development is also in accordance with the site's General Residential zoning, which includes the purpose (inter alia):

To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.

The scale of development and the proposed layout will also respect the built form and neighbourhood character objectives of the Scheme which is discussed further below.



05.2 Neighbourhood Character & Design

The most relevant provisions in determining the appropriateness of the proposed development in terms of respecting neighbourhood character and the maintenance of residential amenity are Neighbourhood character considerations required to be addressed by the application are detailed at the Decision Guidelines of the GRZ1, ResCode Standard B1 (Neighbourhood Character) and Clause 15.01-1 (Urban Design).

The planning policy framework seeks to encourage residential development that respects existing neighbourhood character of the area. Clause 02.03-5 (Built Heritage and Development) provides direction with respect to Neighbourhood Character Considerations as follows:

Parts of Warrnambool are increasingly a focus for medium density redevelopment. Within the inner residential areas, there are buildings and streets of historic value and a mix of housing style that form the character of the area.

Failure to consider neighbourhood character has resulted in some development within the inner areas being out of character. Heritage and character considerations do not preclude infill development, rather they add to the range of design considerations that should be considered and responded to.

Council's strategic direction for neighbourhood character is:

• Integrating infill development with the existing architectural, historic and landscape character of the neighbourhood.

The local strategy at Clause 15.01-1L (Urban Design) provides the following strategies for guidance (inter alia):

Support development that contributes to active street frontages.

Support development that applies design techniques (including façade variation, contrast, repetition, colour, texture and detail) that will integrate a building with its surrounds.

Avoid the removal and lopping of significant exotic and indigenous



trees to facilitate the construction of buildings and works or installation of utility services.

The subject site is located in an established area where the existing neighbourhood character of the immediate area includes single storey dwellings (with some more second storey extensions), with generous open space areas and minimal boundary construction.

The application provides a considered response by providing for modest side-by-side development, that is setback from side boundaries, that follows the rhythm and pattern of development along the street.

The built form will be well articulated via the use of recesses and varied setbacks at ground and first floor level. The design response includes habitable rooms and fenestration that addresses the street frontage and will activate the frontage with the public realm.

The proposed development will incorporate materials such as face brickwork at ground floor with weatherboard cladding at first floor level. A hipped roof form is proposed thus complementing the existing materials and roof forms within the surrounding context.

The development is setback from the frontage so to allow for generous front garden areas which will include the planting of shrubs and low level planting as shown in the landscape plan that accompanies the application. Furthermore, the existing crossovers are utilised and provide access to a single garage of each of the dwellings.

The development provides for an appropriate environmentally sustainable outcome. The development can easily incorporate water sensitive urban design, will provide passive solar access to living areas and will incorporate canopy tree planting in the front and rear setbacks which will soften the impact of the built form.

05.3 Clause 55 - Two or More Dwellings on a Lot

The proposal to develop the site with a residential building requires an assessment against requirements at Clause 55 of the Warrnambool Planning Scheme. A detailed assessment is provided at Attachment 1 of this submission.



The assessment identifies that the proposed development responds well to all standards and objectives of the planning scheme to provide for appropriate amenity and character outcomes.

With regards to onsite amenity of future residents, the proposed dwellings will each have comfortable and accessible floor plans with internal areas having direct access to secluded private open space areas from living rooms.

The proposal has responded to the orientation of the site with open space areas that will receive adequate solar access. These areas are accessible direct from common living areas while all habitable rooms within the development benefit from direct solar access, ensuring there is no reliance upon borrowed light.

The dwellings will have a clearly identifiable front entrance that is well articulated and will provide shelter and a sense of address. The layout of the car parking onsite will facilitate entry and egress from the site in an efficient manner.

The development minimises offsite amenity impacts with boundary setbacks that address requirements of the relevant standards with boundary wall construction avoided. This reduces overshadowing of abutting allotments. The development's double storey design and well-articulated form minimises visual bulk impacts on surrounding properties.

Character consideration related to building height, site coverage, site permeability and front setback are all satisfied by the development.

05.4 Access and Car Parking

In accordance with the requirements of Clause 52.06, the proposed development generates the following statutory car parking requirements:

Land Use	Applied Parking Rate	Parking Measure	Required Parking	Provided Parking
Dwelling	1 space to each one or two bedroom dwelling.	1 dwelling	1 space	1 space
	2 spaces to each three or more- bedroom dwelling	5 dwellings	10 spaces	10 spaces
	1 space For visitors to every 5 dwellings for developments of 5 or more dwellings	5 dwellings	1 space	0 spaces
Total			12 spaces	11 spaces



As the table above demonstrates, car parking for the development is provided in accordance with requirements of the Planning Scheme with covered parking available for each dwelling within a single garage and tandem car parking space arrangement, however a dispensation is sought for the requirement of a visitor car parking space.

It is submitted that the subject site is well located with respect to access to the local bus (with direct access to Warrnambool Principal Activity Centre) which will reduce the demand for vehicles on the site.

Visitors to the site have access to on street car parking, which is underutilised at present, with residents along Granter and Landmann Streets predominantly parking within front setbacks and alongside dwellings.

The proposed development also adequately addresses the design standards related to car parking at Clause 52.06-8 as a result of the following:

- Providing accessways which have minimum widths of 3.0 metres;
- Allowing all vehicles to safely enter and exit the site in an efficient manner;
- Providing minimum headroom of 2.4 metres for car parking spaces;
- Providing garages with car parking dimensions in accordance with the table at Clause 52.06-8;
- Achieving appropriate gradients for parking spaces and the accessway; and
- Providing passive surveillance and landscaping of car parking spaces and the accessways.

05.5 General Provisions

Clause 65 requires that before deciding on an application or approval of a plan, the Responsible Authority must consider a number of matters. An assessment against these provisions is provided as follows:

• The proposal is consistent with the matters set out in Section 60 of the *Planning and Environment Act 1987*.



- The proposal is consistent with the Planning Policy Framework, including the Municipal Strategic Statement.
- The proposal is consistent with the purpose of the General Residential Zone affecting the land.
- The proposed development would not have an adverse impact on the amenity of the area.
- There is no public open space within proximity of the subject site.
- The proposed development will not cause or contribute to land degradation, salinity or reduce water quality.
- The proposed development will be connected to underground drainage and as such will not have any adverse impact on the quality of stormwater within and exiting the site.
- The subject site does not contain any indigenous native vegetation in the meaning of the Planning Scheme.
- The proposed development would not contribute to any flood, erosion or fire hazard.



06

6.0 Conclusion

It is submitted that the proposal for the construction of six dwellings on land at 2 Granter Street and 82 & 84 Landmann Street, Warrnambool, together with the reduction in car parking requirements (visitor parking is consistent with the Planning Policy Framework and other relevant provisions set out in the Warrnambool Planning Scheme.

The proposed development represents a quality purpose designed response to the neighbourhood character objectives and other objectives of Clause 55 and will provide a high standard of onsite amenity \without unreasonably affecting the amenity of the adjoining dwellings.

We submit that the proposal is worthy of Council support.



01

Attachment

Clause 55 Assessment

CLAUSE	STANDARD	ASSESSMENT
55.02-1 Neighbourhood Character	B1	COMPLIES The design response is appropriate to the area and respects the existing and emerging character of the area as outlined in the detailed discussions that form part of the report.
55.02-2 Residential Policy	B2	COMPLIES The proposal satisfies the residential policy objectives as outlined in the detailed discussions that form part of the report.
55.02-3 Dwelling Diversity	В3	COMPLIES The proposed development will contribute to dwelling diversity in the area, by way of providing for an accessible and affordable housing within an area dominated by single dwellings on large lots.
55.02-4 Infrastructure	В4	COMPLIES The site is located in an established urban area of Warrnambool where the existing infrastructure can accommodate any additional demands likely to result from the proposed development.
55.02-5 Integration with the Street	B5	COMPLIES Each dwelling will be oriented to the street frontage and will each be provided with legible and easily identifiable front entrance.
55.03-1 Street Setback	В6	COMPLIES Dwelling 1 is setback 8.34 metres and Dwelling 6 is setback 8.2 metres in accordance with the Standard.



CLAUSE	STANDARD	ASSESSMENT	
55.03-2 Building Height	В7	COMPLIES The development features a maximum overall height of 7.0 metres.	
55.03-3 Site Coverage	B8	COMPLIES Site coverage of 36.43% percent is proposed that meets the maximum of 60%	
55.03-4 Permeability	B9	COMPLIES Site permeability of 64.0% is proposed that exceeds the minimum of 20%.	
55.03-5 Energy Efficiency	B10	COMPLIES The proposal provides for habitable room windows which maximise energy efficiency for each dwelling and secluded private open space areas respond to the orientation of the land. Shadow diagrams submitted with the application demonstrate that overshadowing of abutting properties will be acceptable and will not detrimentally impact on the energy efficiency of adjoining dwellings.	
55.03-6 Open Space	B11	COMPLIES No public open space areas adjoin the site.	
55.03-7 Safety	B12	COMPLIES The dwellings are orientated towards the street frontage with porch areas for each dwelling clearly visible from the streetscape. Habitable room windows are provided at ground floor and at first floor level fronting the street, ensuring a good level of passive surveillance.	
55.03-8 Landscaping	B13	COMPLIES Open space areas within the development have been designed to accommodate landscaping, including the provision of canopy trees.	
55.03-9 Access	B14	COMPLIES Vehicular access to the development is to be via the existing crossovers to the frontage.	
55.03-10 Parking Location	B15	COMPLIES Easily accessible parking is provided for each dwelling in a single garage and tandem parking space or single garage arrangement. The garages/carports will be secure and well ventilated.	



CLAUSE	STANDARD	ASSESSMENT
55.04-1 Side and Rear Setbacks	B17	COMPLIES Side and rear setbacks are provided in accordance with the standard.
55.04-2 Walls on Boundaries	B18	COMPLIES No walls on boundaries are proposed.
55.04-3 Daylight to Existing Windows	B19	COMPLIES The development provides appropriate setbacks and light courts to neighbouring habitable room windows.
55.04-4 North Facing Windows	B20	COMPLIES There are no north facing windows within 3.0 metres of the boundary of the site.
55.04-5 Overshadowing Open Space	B21	COMPLIES Shadow diagrams submitted with the application demonstrate that overshadowing of abutting properties is within acceptable parameters under the standard.
55.04-6 Overlooking	B22	COMPLIES Habitable windows of the development on the upper level are screened or feature raised sill heights as required.
55.04-7 Internal Views	B23	COMPLIES No internal views are proposed by way of window locations.
55.04-8 Noise Impact	B24	COMPLIES There are no noise sources located in close proximity to the site and the residential development will not generate unreasonable offsite noise impacts.
55.05-1 Accessibility	B25	COMPLIES At grade entrances are provided to each dwelling.
55.05-2 Dwelling Entry	B26	COMPLIES The entry to each dwelling is easily identifiable from the street and is sheltered appropriately to create a sense of personal address.
55.05-3 Daylight to New Windows	B27	COMPLIES The necessary light courts are provided to new windows within the development.



CLAUSE	STANDARD	ASSESSMENT
55.05-4 Private Open Space	B28	COMPLIES Each dwelling is provided a SPOS area that responds to the orientation of the site having direct access from living rooms. Total private open space areas for each dwelling is in the form of a backyard that exceeds the minimum area and width requirements of the standard
55.05-5 Solar Access to Open Space	B29	COMPLIES Each dwelling has SPOS area with good solar access that responds to the orientation of the site. No dwelling relies on a south facing SPOS area.
55.05-6 Storage	B30	COMPLIES Storage is provided to the standard in the form of a shed in the SPOS area.
55.06-1 Design Detail	B31	COMPLIES The proposed development, including design detailing, responds appropriately to the urban design and neighbourhood character policies as outlined in the detailed discussions that form part of the report.
55.06-2 Front Fences	B32	COMPLIES No front fencing is proposed.
55.06-3 Common Property	B33	COMPLIES Common areas are designed so to be easily maintained.
55.06-4 Site Services	B34	COMPLIES Sufficient space is provided for services to be installed and maintained. The location of bins, mailboxes and meters will be easily accessible for providers such as Australia Post.

SAH VARIOUS WARRNAMBOOL SITES - 2 GRANTER STREET, 82 & 84 LANDMANN STREET

SALVATION ARMY HOUSING

2174

TOWNPLANNING APPLICATION FOR THE DEMOLITION OF THREE (3) DWELLINGS, CONSOLODATION OF THREE (3) SITES, AND CONSTRUCTION OF FIVE (5) DOUBLE STOREY DWELLINGS AND ONE (1) SINGLE STOREY DWELLING.

PROPERTY DETAILS

ADDRESS: 2 GRANTER STREET & 82-84 LANDMANN STREET, WARRNAMBOOL, 3280

LOT/PLAN NUMBER: LOT 1 LP201047 / LOT1 LP147260 / LOT 1 LP147261

STANDARD PARCEL IDENTIFIER (SPI): 1/LP201047 / 1/LP147260 / 1/LP147261

LOCAL GOVERNMENT AREA (COUNCIL): WARRNAMBOOL

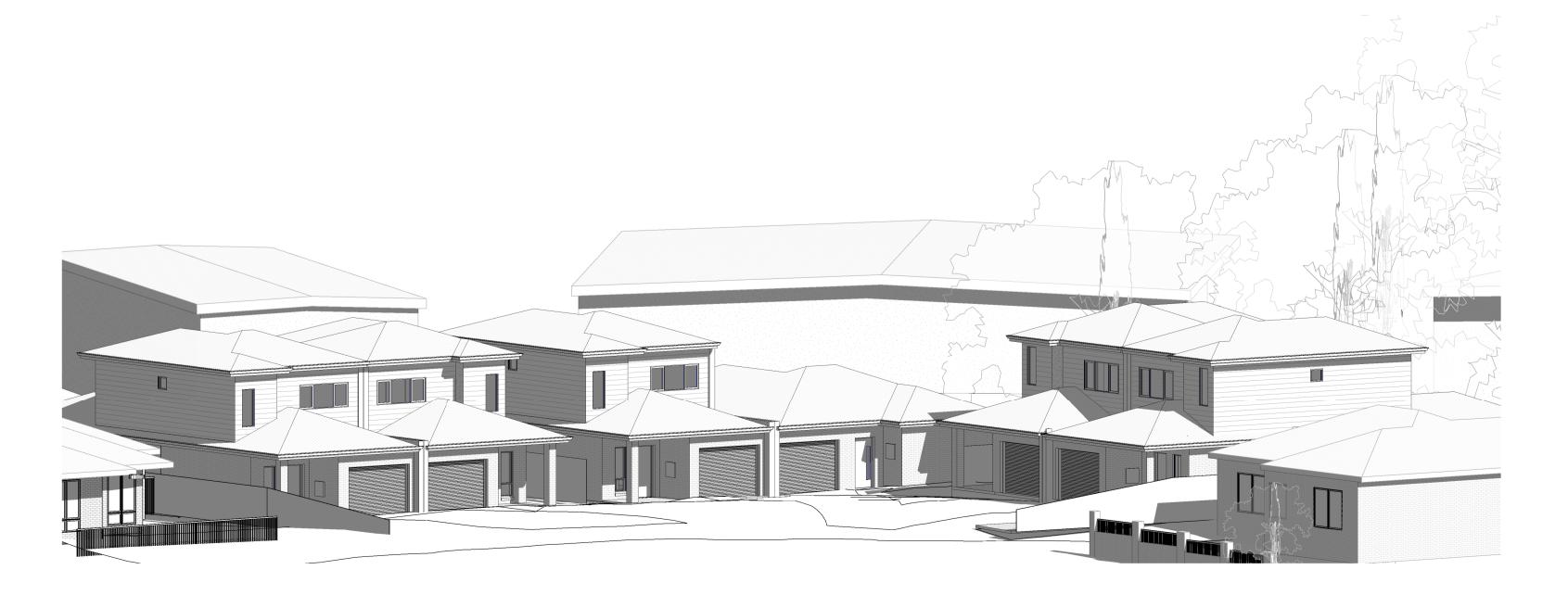
COUNCIL PROPERTY NUMBER: 128801 / 129496 / 129495

DIRECTORY REFERENCE: VicRoads 514 F6

SITE DIMENSIONS

AREA: 1938m²
PERIMETER: 195m

SHEET LIST				
SHEET NUMBER	SHEET NAME	CURRENT REVISION		
0000	COVER PAGE	В		
0100	EXISTING NEIGHBOURHOOD SITE PLAN	A		
0101	DESIGN RESPONSE SITE PLAN	Α		
0102	STREETSCAPE ELEVATIONS	А		
0150	PROPOSED DEMOLITION PLAN	В		
0201	PROPOSED SITE PLAN - GROUND	D		
0202	PROPOSED SITE PLAN - FIRST FLOOR	А		
0250	SITE ROOF PLAN	Α		
0400	SITE ELEVATIONS	Α		
0401	SITE ELEVATIONS	В		
0450	PROPOSED FLOOR PLAN 1	Α		
0451	PROPOSED FLOOR PLAN 2	Α		
0600	SITE DEVELOPMENT PLAN	С		
0650	PLANTING CONCEPT PLAN	В		
0900	SHADOW DIAGRAMS	Α		
1005	SITE SURVEY	Α		



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Head Office

Stalbridge Chambers

Level 4, Suite 2

443 Little Collins Street

Melbourne VIC 3000

Level 4

204 Clarence Street

Sydney NSW 2000

Canberra

Level 2 101 Northbourne Avenue Turner ACT 2612

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REVISIONS

A 31/03/2022 ISSUED FOR REVIEW

B 10/10/2022 COUNCIL RFI

TITLE

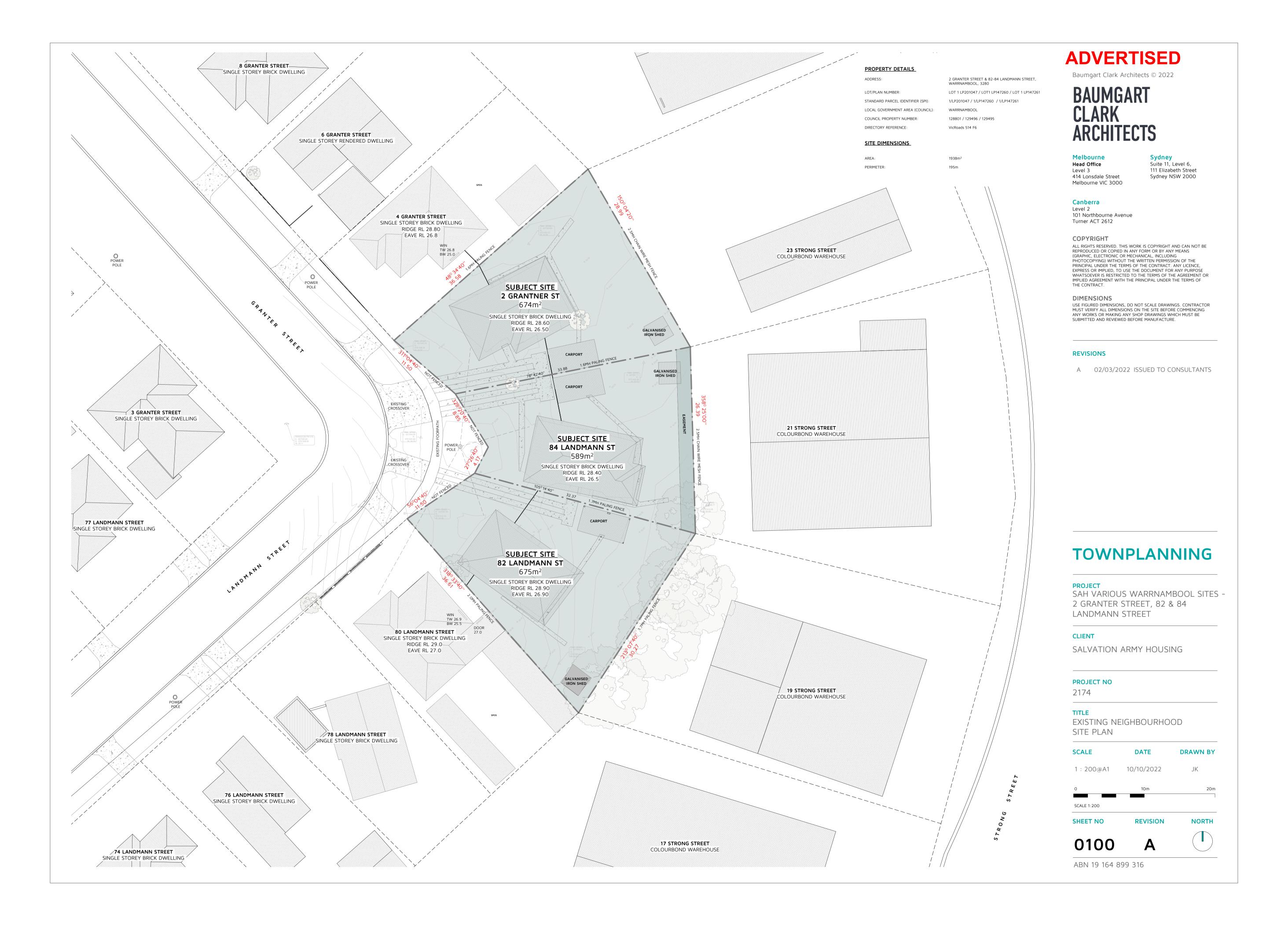
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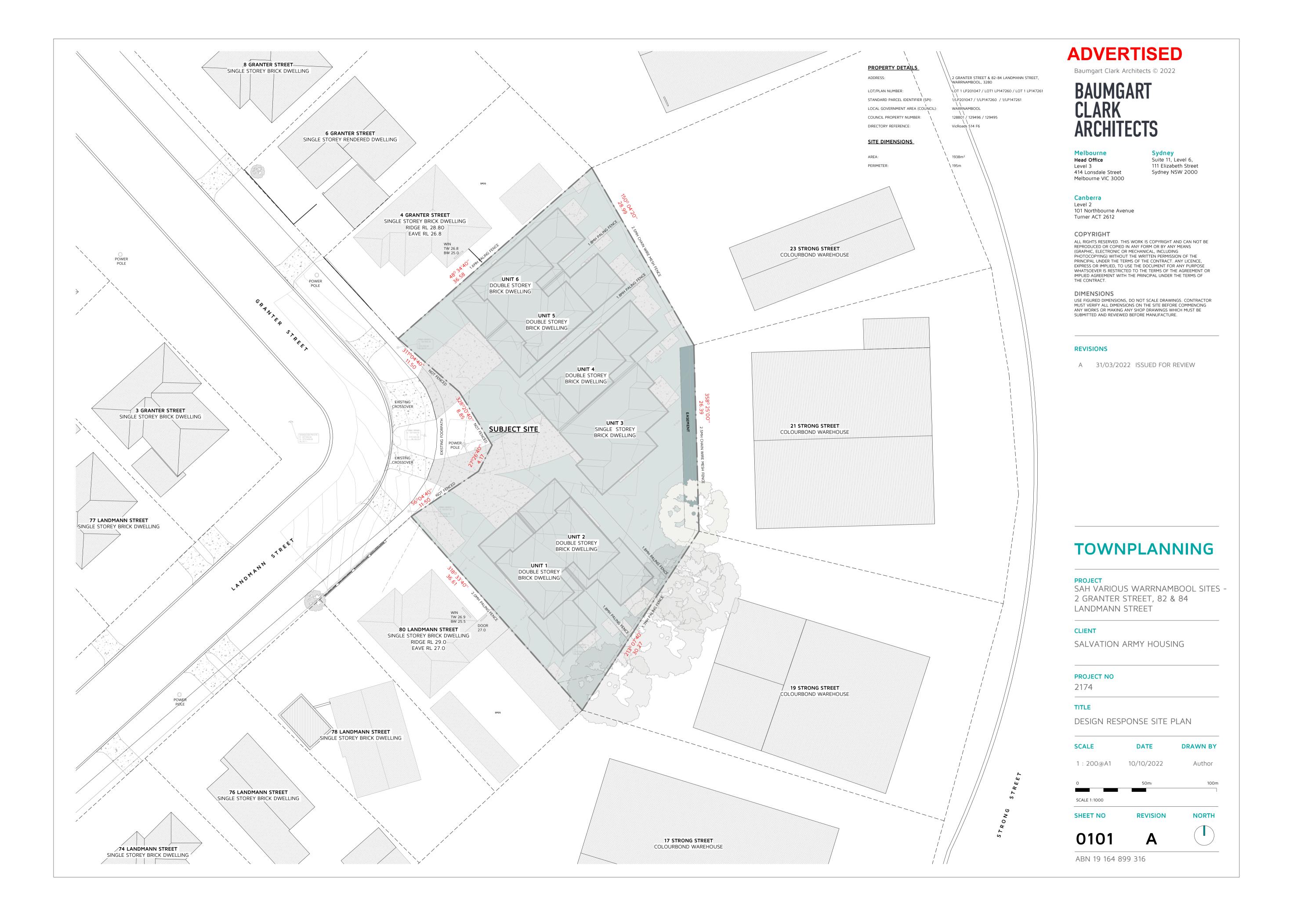
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6 GRANTER STREET

EXISTING STREETSCAPE - GRANTER STREET

4 GRANTER STREET

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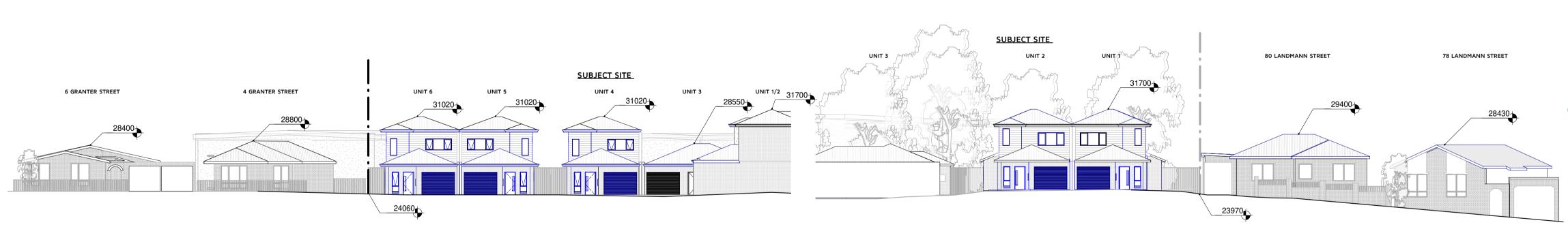
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TOWNPLANNING

PROJECT

SAH VARIOUS WARRNAMBOOL SITES -2 GRANTER STREET, 82 & 84 LANDMANN STREET

CLIENT

SALVATION ARMY HOUSING

PROJECT NO 2174

TITLE

SCALE

STREETSCAPE ELEVATIONS

SHEET NO
SCALE 1:1000
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0102

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DRAWN BY

ABN 19 164 899 316

PROPOSED STREETSCAPE - GRANTER STREET

SUBJECT SITE

2 GRANTER STREET

PROPOSED STREETSCAPE - LANDMANN STREET

1: 200

SUBJECT SITE

EXISTING STREETSCAPE - LANDMANN STREET

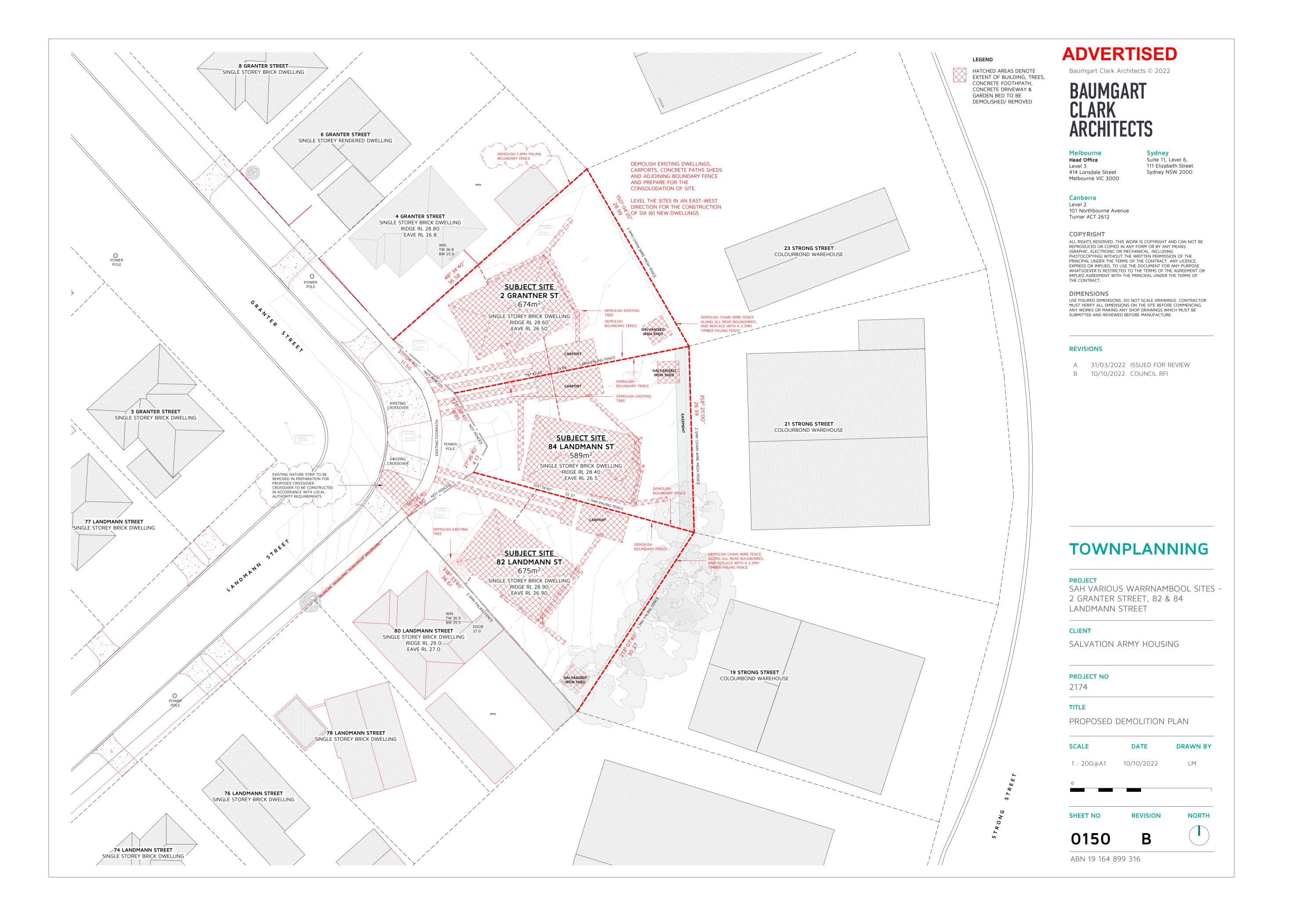
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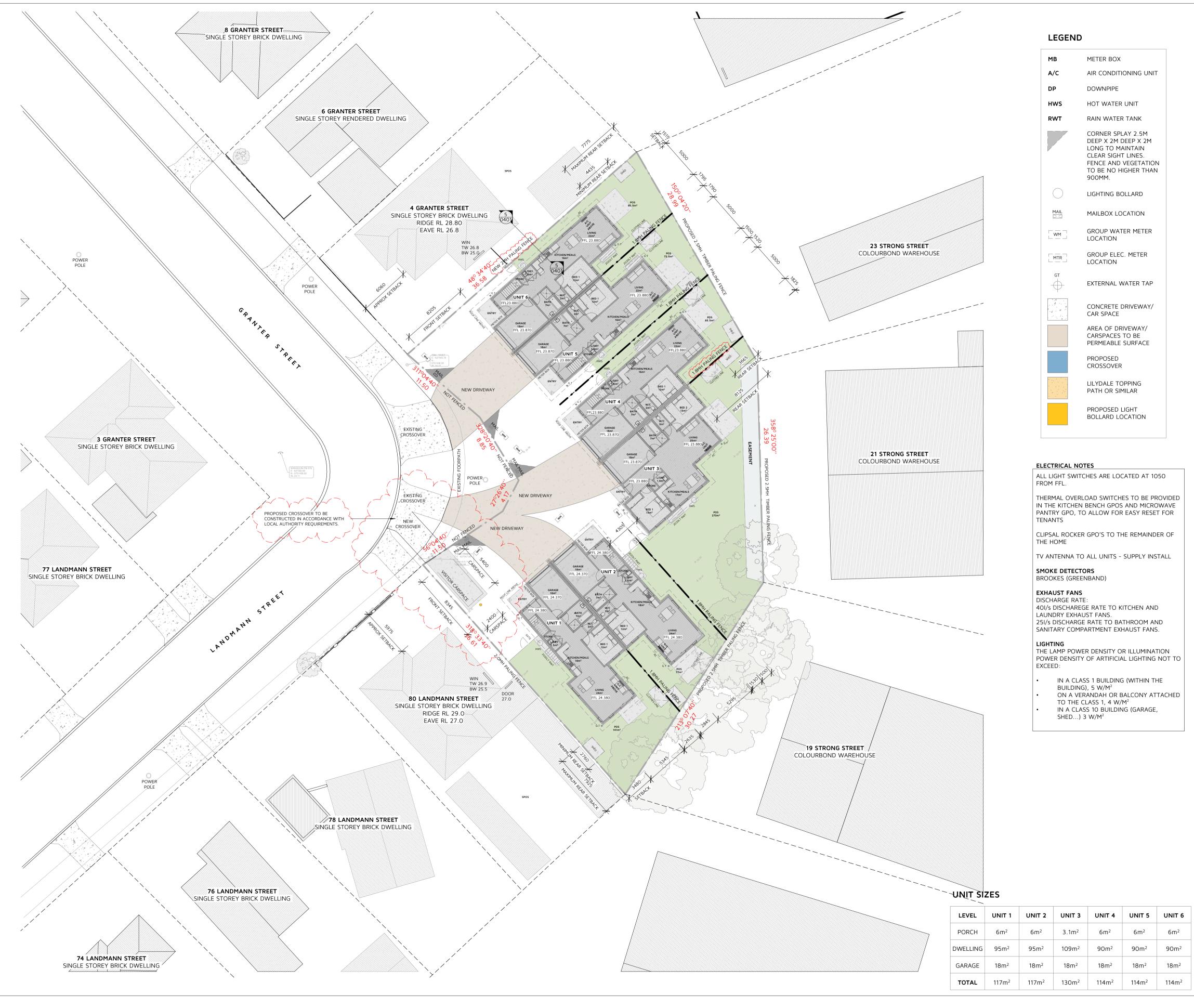
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REVISIONS

- 02/03/2022 ISSUED TO CONSULTANTS
- B 31/03/2022 ISSUED FOR REVIEW
- C 27/07/2022 ISSUED FOR REVIEW
- D 10/10/2022 COUNCIL RFI

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SALVATION ARMY HOUSING

PROJECT NO

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TITLE

SCALE

PROPOSED SITE PLAN -GROUND

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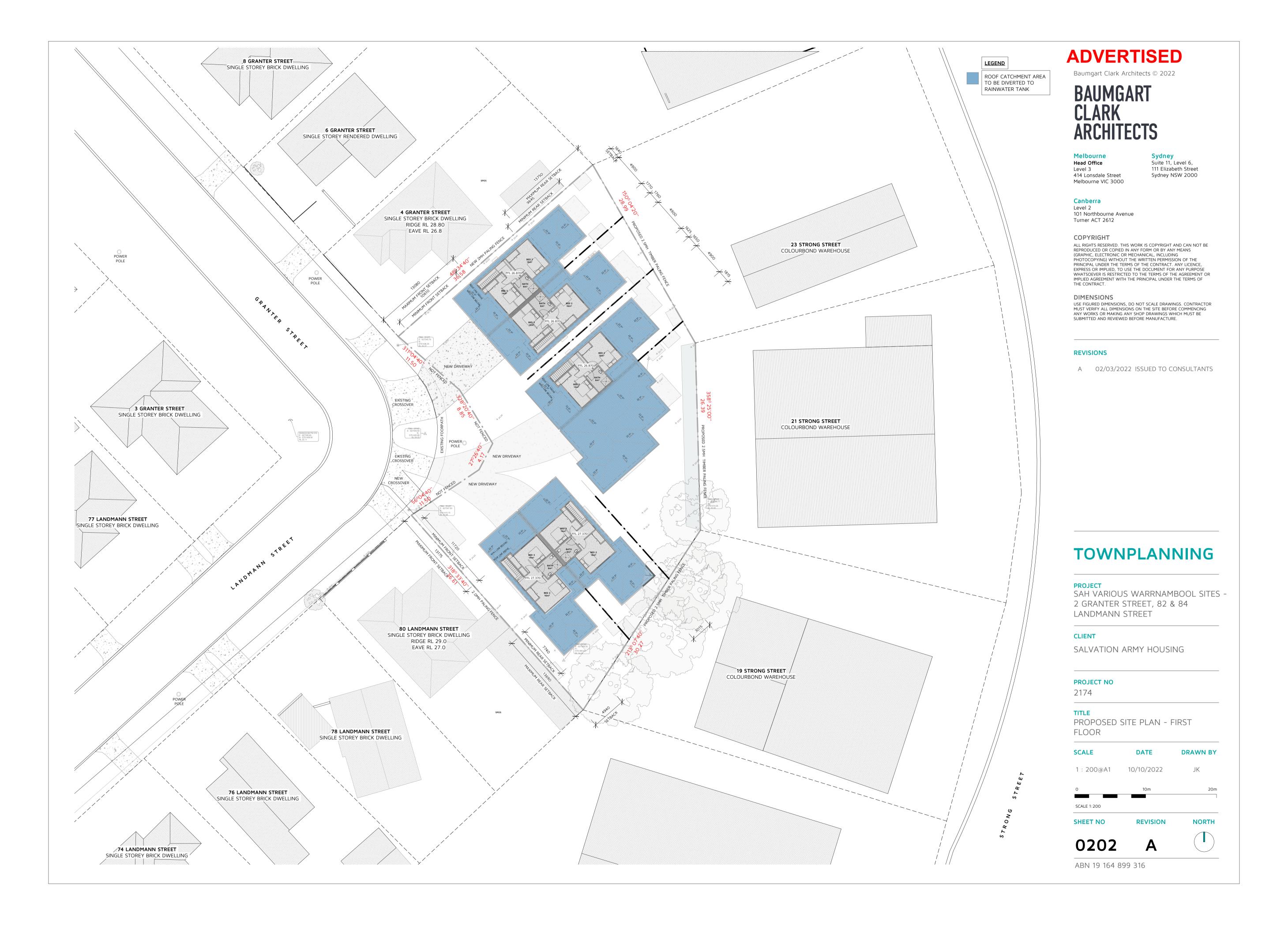
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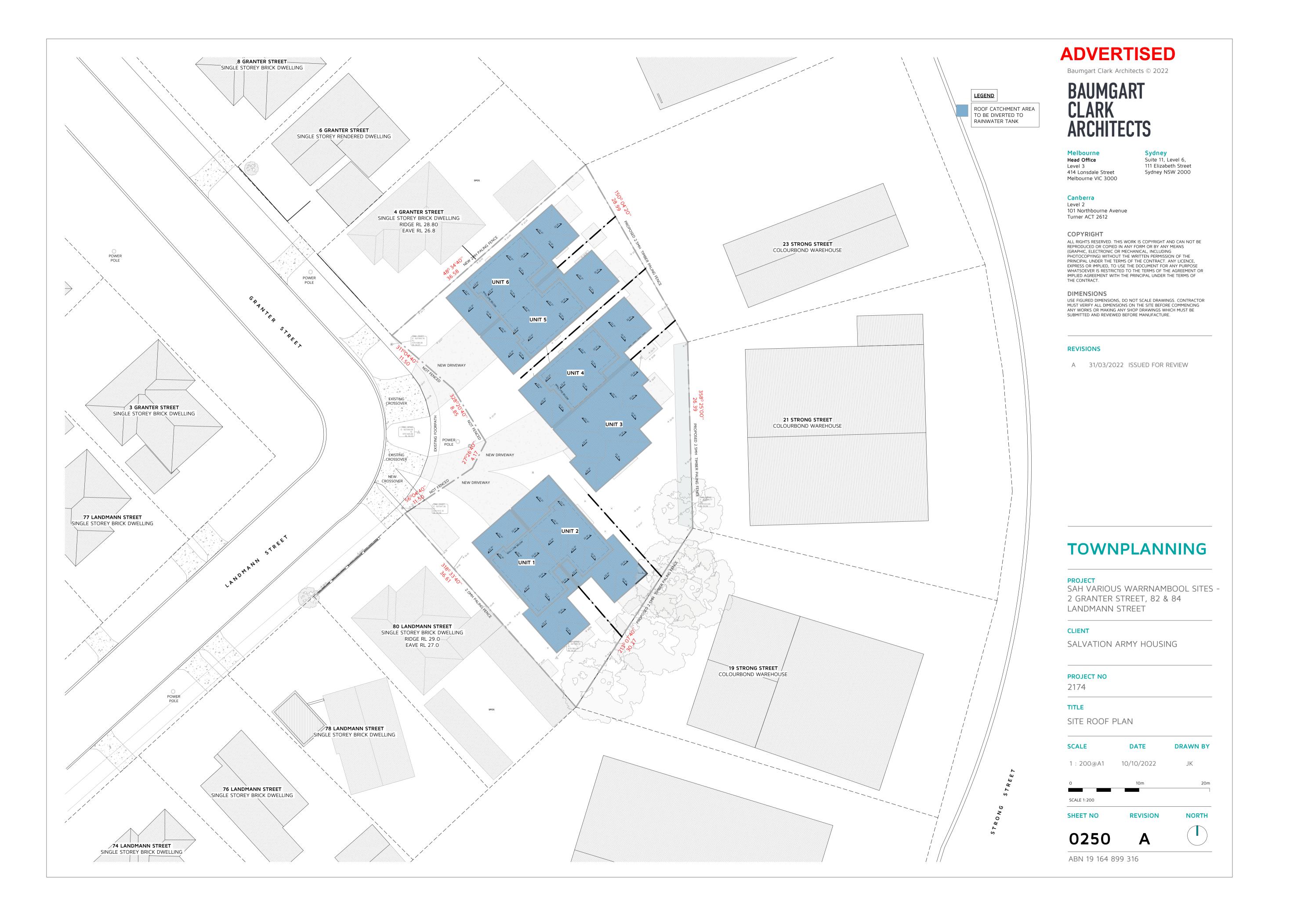
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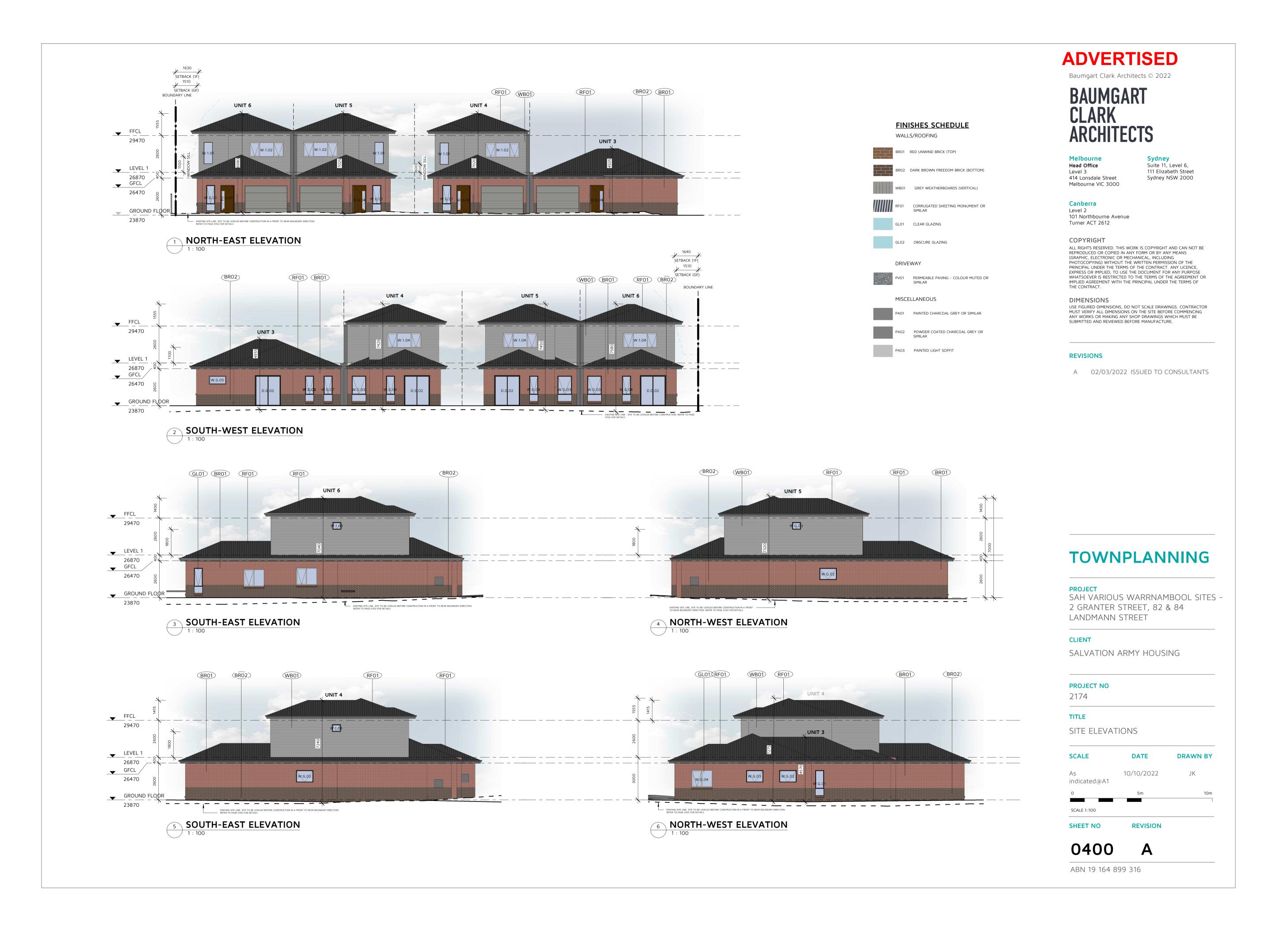


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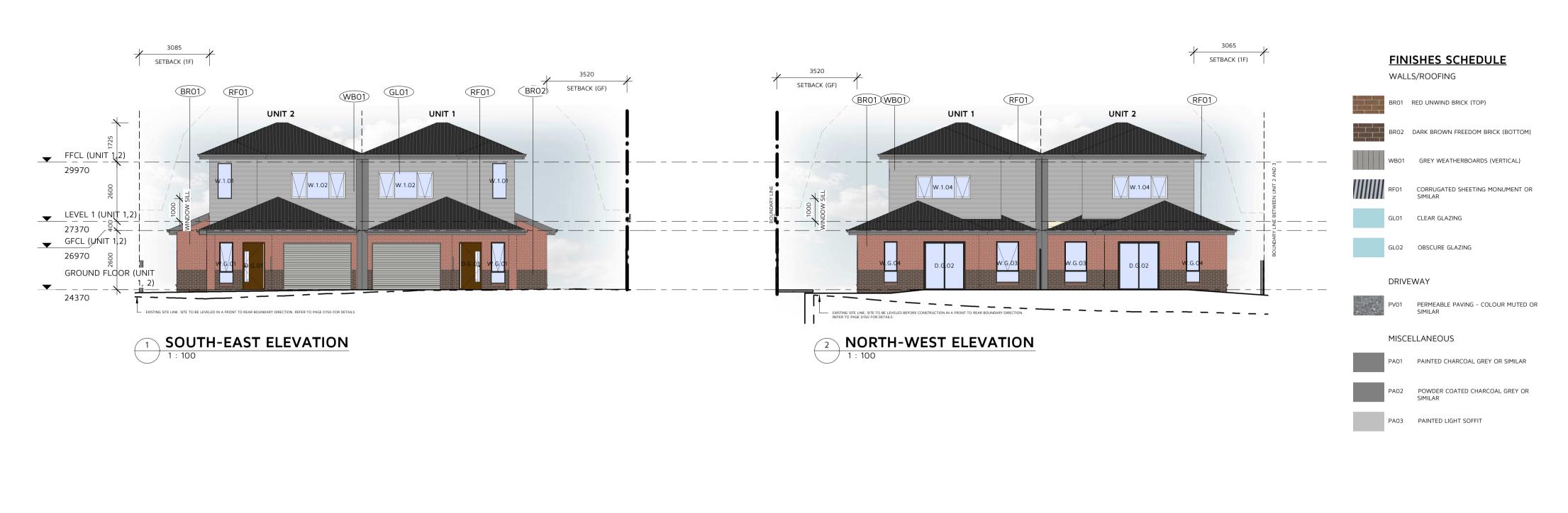


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CLIENT

SALVATION ARMY HOUSING

PROJECT NO

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TITLE

SITE ELEVATIONS

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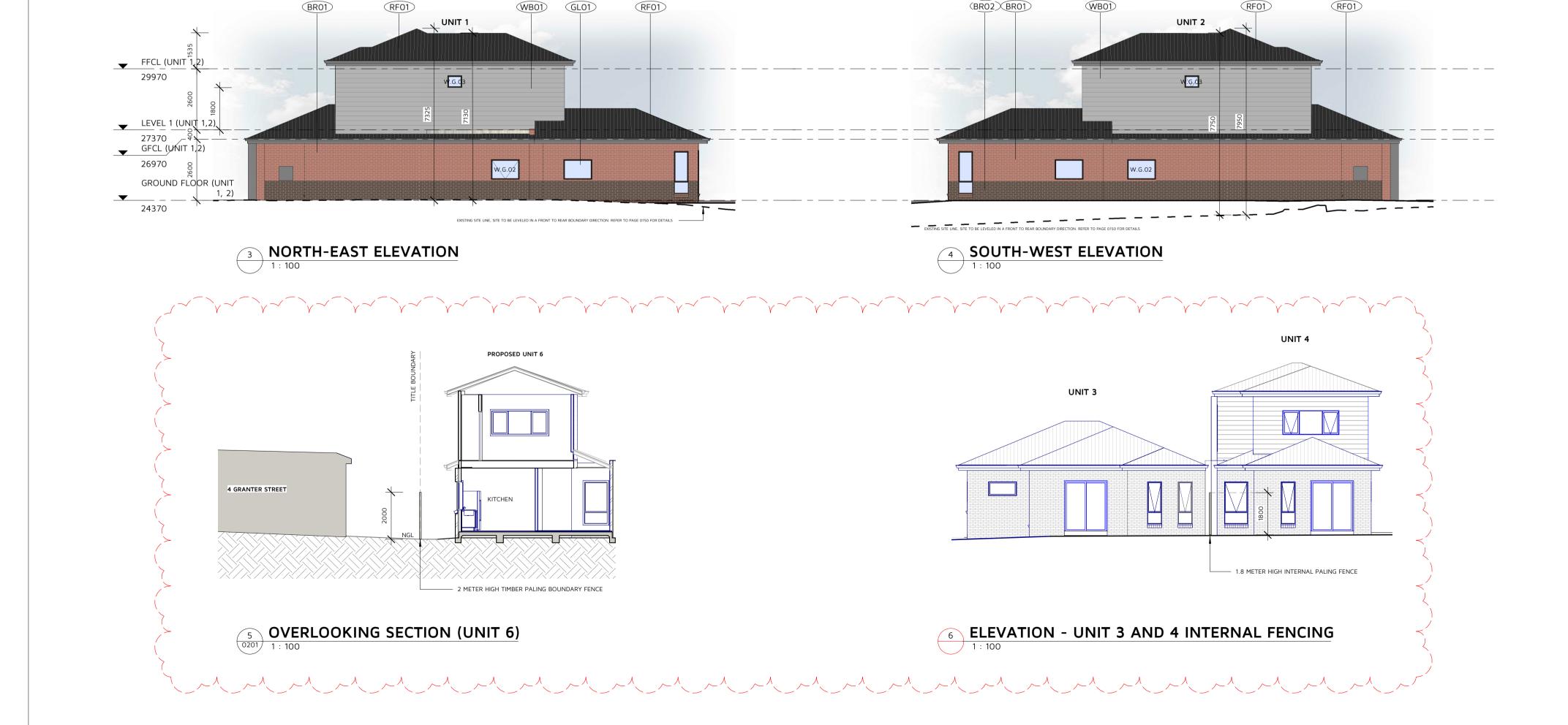
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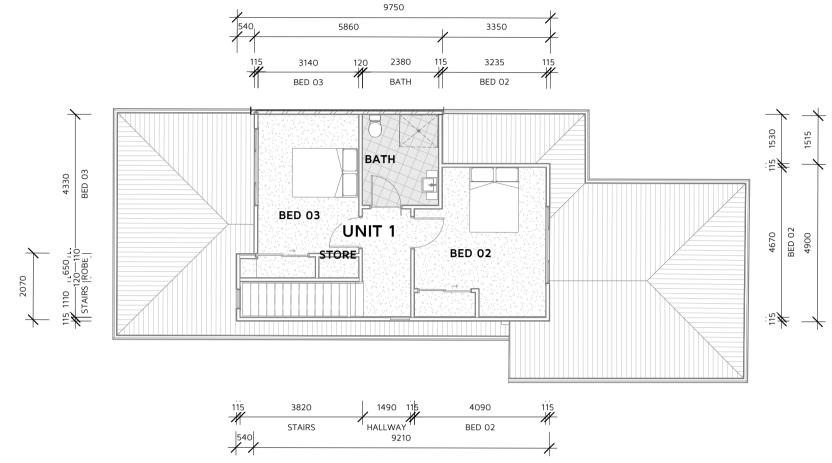
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GARAGE KITCHEN/MEALS LIVING KITCHEN MEALS/LIVING 16725

PROPOSED GROUND FLOOR PLAN UNIT 1

1: 100



PROPOSED FIRST FLOOR PLAN UNIT 1

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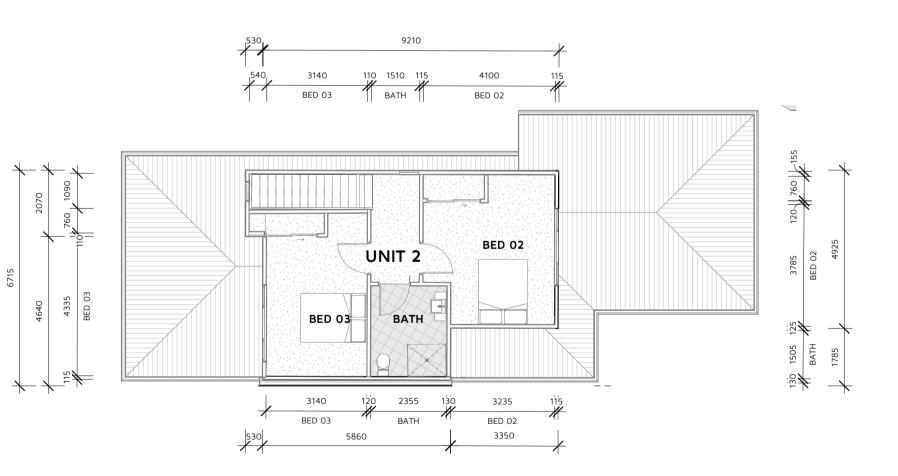
DIMENSIONS

REVISIONS

UNIT 2 GARAGE BED 01

PROPOSED GROUND FLOOR PLAN UNIT 2

1: 100



PROPOSED FIRST FLOOR PLAN UNIT 2

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TOWNPLANNING

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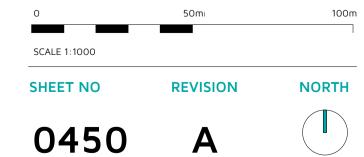
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PROJECT NO 2174

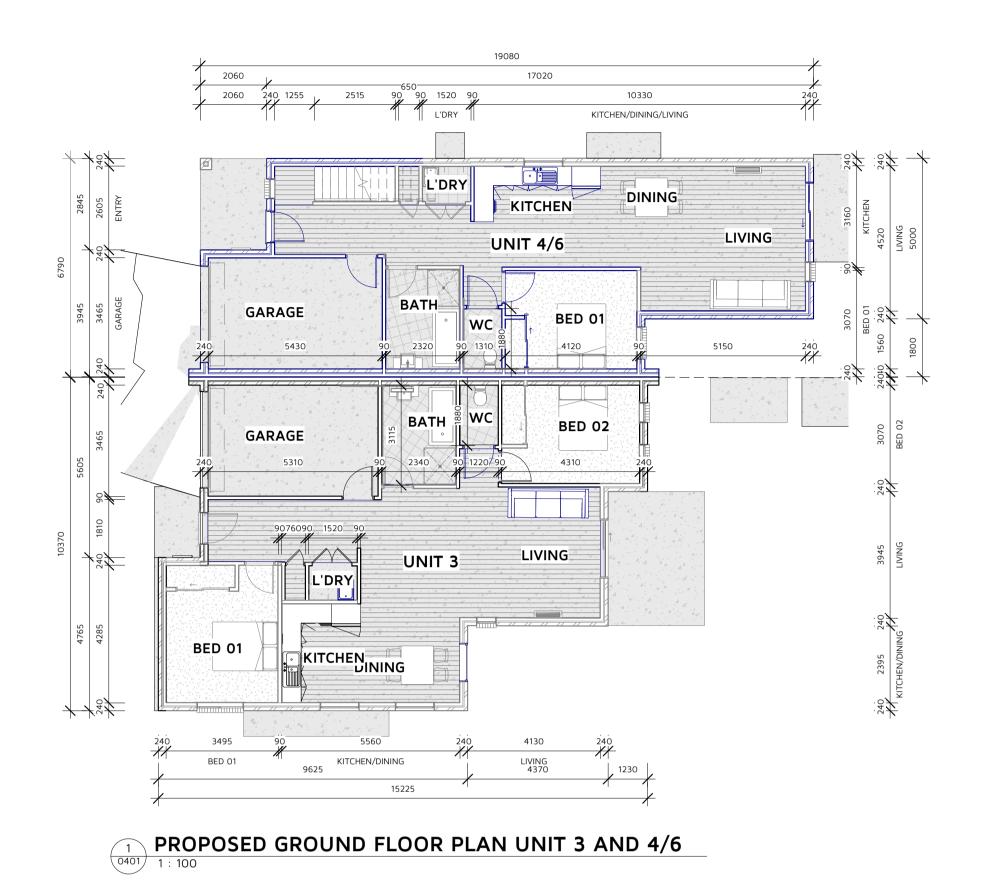
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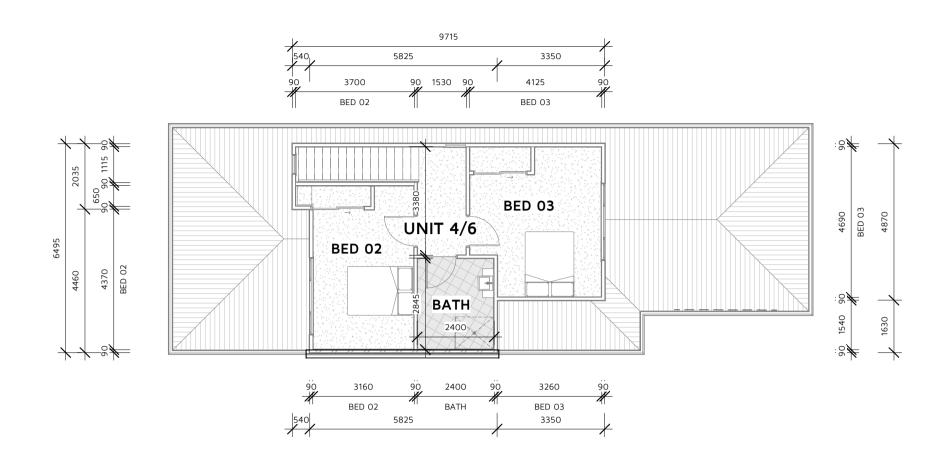
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Warrnambool City Council Minutes for Scheduled Council Meeting Attachment 7.8.2





PROPOSED FIRST FLOOR PLAN UNIT 4/6

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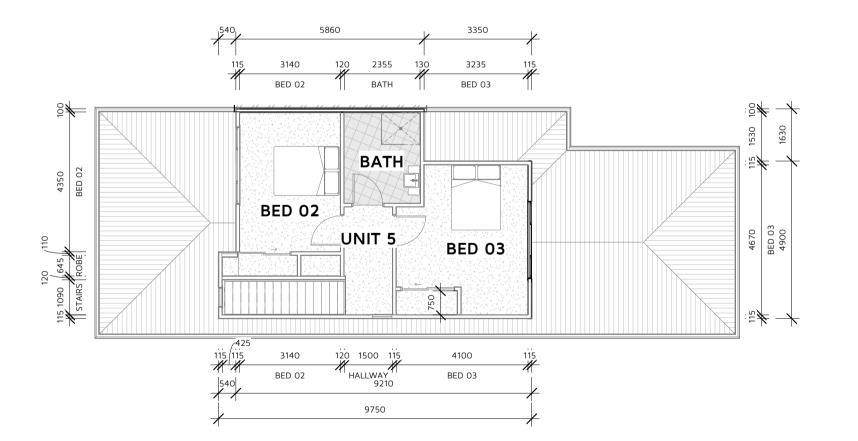
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REVISIONS

A 02/03/2022 ISSUED TO CONSULTANTS

6 PROPOSED GROUND FLOOR PLAN UNIT 5
1: 100



PROPOSED FIRST FLOOR PLAN UNIT 5

1: 100

TOWNPLANNING

PROJECT

SAH VARIOUS WARRNAMBOOL SITES -2 GRANTER STREET, 82 & 84 LANDMANN STREET

CLIENT

SALVATION ARMY HOUSING

PROJECT NO

2174

TITLE

SCALE

PROPOSED FLOOR PLAN 2

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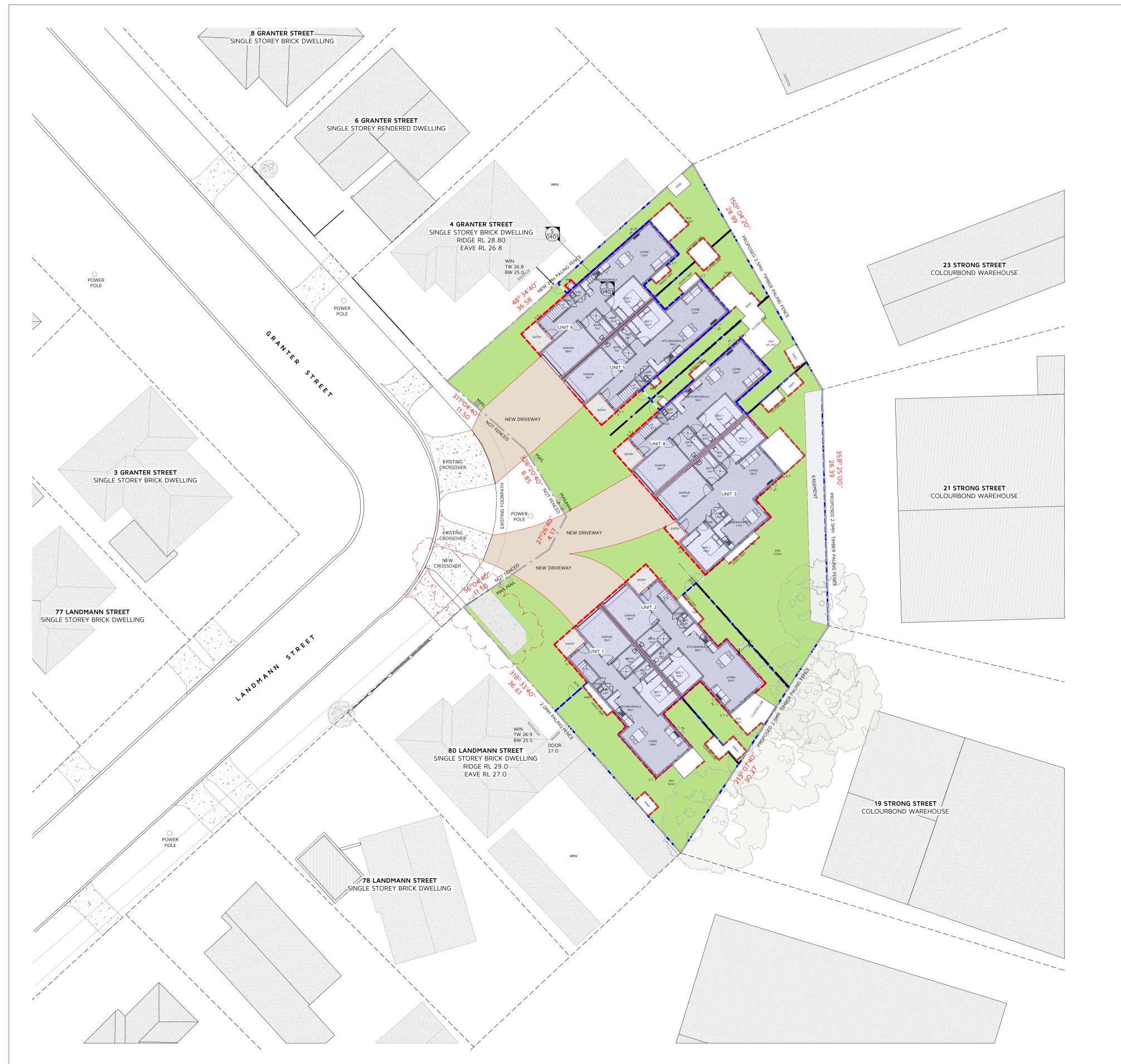
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REVISION

Warrnambool City Council
Minutes for Scheduled Council Meeting Attachment 7.8.2 6 November 2023



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BAUMGART CLARK ARCHITECTS

Melbourne **Head Office**

Level 3 414 Lonsdale Street Melbourne VIC 3000

DWELLING 1 : 117m² DWELLING 2: 117m² DWELLING 3: 130m² DWELLING 4: 114m² DWELLING 5 : 114m² DWELLING 6: 114m²

IMPERVIOUS SURFACES: EXISTING: 669.7m² PROPOSED: 853.7m²

TOTAL: 706m²

SITE DEVELOPMENT

SUMMARY

SITE AREA: 1937.54m²

SITE COVERAGE: 36.43%

GARDEN AREA(m²): 943.13m²

GARDEN AREA(%): 48.67% MIN. REQUIRED: 30%

SITE PERMEABILITY: 64%

CAR PARKS/ GARAGES: 6

DWELLING SIZE (O/A GROUND):

SITE DWELLINGS: 6

IMPERVIOUS SURFACES EXCLUDING DWELLING: 97.43m² (5.02%)

SECLUDED PRIVATE OPEN SPACE (SPOS):

DWELLING 1 : 141m2 DWELLING 2: 77m2 DWELLING 3 : 273m2 DWELLING 4: 65.5m2 DWELLING 5: 72.5m2 DWELLING 6: 85.5m2

PERMEABLE DRIVEWAY AREA (m²): 185.15m² **(9.55%)**

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REVISIONS

A 31/03/2022 ISSUED FOR REVIEW B 27/07/2022 ISSUED FOR REVIEW

C 10/10/2022 COUNCIL RFI

TOWNPLANNING

PROJECT

SAH VARIOUS WARRNAMBOOL SITES -2 GRANTER STREET, 82 & 84 LANDMANN STREET

CLIENT

SALVATION ARMY HOUSING

PROJECT NO

2174

TITLE

SITE DEVELOPMENT PLAN

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GENERAL NOTES

Subgrade preparation

Site preparation to be carried out in accordance with best horticultural practice and under suitable conditions. Disturbance to indigenous soil structure is to be minimised. The use of machinery that may damage soil structure or profile is not acceptable. Sub-grade to all lawn and planted areas is to be cultivated to a minimum depth of 150mm and shaped to achieve drainage falls prior to topsoiling. Subgrade to be tested prior to preparation and conditioning to determine ph, salinity and gypsum requirement. Any gypsum required is to to be distributed at the manufacturers recommended rate and cultivated into the sub-grade at a minimum depth of 150mm . Proposed topping areas to be graded / drained to prevent water discharge into neighbouring properties

Weed control

Remove and dispose of environmental weeds off site prior to subgrade preparation, topsoiling and planting works .

Soil Preparation

and as follows:

Topsoil is to be spread in maximum 150mm layers, lightly compacted by use of a 150 -200kg roller, or by thoroughly walking until it accords with finished kerb levels or to within 75mm below edging levels to accommodate mulch. Imported topsoil for garden beds is to be medium texture general purpose garden soil and lightly compacted to minimum 300mm depth to garden beds. Soil is to comply with s.a.a. 2223-1978,

- free from perennial weeds and their roots, bulbs and rhizomes
- free from building rubble and any other matter deleterious to plant growth
- ph to be 6.0 7.0 texture to be light to medium friable loam
- free from silt material

Imported topsoil for lawn rejuvenation / establishment shall have the above characteristics, but shall be a free draining sandy loam lightly compacted to minimum 100mm depth

The specified mulch for garden beds is to be an aged organic material with 60 - 80 percent of its volume being wood chips particles in a size range of 25 - 50 mm maximum. Mulch is to be spread at a consolidated depth of 75mm

Planting Procedure

If soil to planting hole is dry - fill with water and allow to drain completely. Tree roots are to be teased outwards if matted or circling occurs prior to backfilling. Place tree in centre of hole on firm soil to prevent sinking, ensuring top of the rootball is flush with the surrounding soil surface and the trunk is vertical. Backfill material is to be in a loose, friable state, with no bricks, rocks or foreign material - if sufficient material is not available form the original hole to backfill, a similar soil type must be sourced and used. Soil material must be firmly backfilled in layers to prevent large air pockets from occurring, then thoroughly watered in. Trees to be staked with two 2250mm x 70mm hardwood stakes driven firmly into the ground - stakes must not be placed through the rootball area. Trees are to be secured to each stake with a strong, soft and flexible material, tight enough to support the tree in windy conditions - yet loose enough to stimulate development of a good supportive root system. Tree tie material must not injure tree bark or restrict trunk growth for a minimum period of three years. Slow release fertiliser (3/6 month formulation) such as 'Osmocote' is to be applied to the top of the rootball area away from the trunk / stem to manufacturers specifications and watered in immediately. All trees to be mulched to a diameter of 1200mm wide and to a depth of 100mm but must not be in contact with the tree trunk. Mulch is to be an aged organic material with 60 - 80 percent of its volume being wood chip particles in a size range of 25 - 50mm maximum. Mulch is to be spread at a consolidated depth of 75mm. The planting hole surface is to be shaped to minimise waterlogging/excessive water retention but retain the mulch material neatly. The site must be left in a clean and safe condition

Plant Establishment Period

The landscape is to be maintained by applying best horticultural practice to promote healthy plant performance for a 13 week establishment period following the approval of Practical Completion by the responsible authority including (but not limited to) the following tasks -Pruning as necessary to maintain plants in a healthy and structurally sound manner, pest and diseases - vegetation to be pest and disease free, mulching, staking and tying -75mm mulch depth to be maintained around tree bases throughout maintenance period, watering - as often as necessary to ensure healthy and vigorous growth in accordance with current local watering regulations, weeding - maintained in a weed free state over the entire mulch area by spraying or mechanical mean, fertilising - 3/6 x monthly slow release fertiliser in accordance with manufacturers recommended application rates, replacement of deceased, stolen or vandalised plants beyond repair or regrowth with the same species as specified in the plant schedule within the assigned maintenance period

An in-ground automatic drip irrigation system to be installed to all garden areas and planter boxes (If applicable) in accordance with current local watering regulations

Timber edging to be 75mm x 25mm treated pine secured to 300mm long treated pine stakes at nom. min 1000mm spacings with galvanised screws and installed to all junctions between garden beds, lawn and topping / pebble areas

Landscape and / or building contractor(s) are responsible for civil and hydraulic computations for landscape building works including, but not limited to surface and sub surface drainage for all landscape areas prior to commencement of works

General

construction

While care has been taken to select tree species with non-invasive root systems it is recommended that root control barriers be installed for any trees located within two metres of any building lines.

Climbing plants (If applicable) are to be trained to supportive mesh, wire or lattice fixed over entire fence section from base to top Do not scale from plan - contractor to verify all dimensions on site prior to commencing

Plants - Quality of Trees and Shrubs

Trees and shrubs shall be healthy nursery stock free from insects, diseases and weeds. The specified plant heights, and pot sizes are minimums. if plant material is unavailable in these sizes, larger stock must be used. Plant substitution is not acceptable unless confirmed by the responsible authority in writing. The contractor is to supply and install semi mature trees which meet the following criteria: Have a minimum planted height to sizes as indicated in the plant schedule, have a minimum trunk calliper of 50mm at ground level, be undamaged and free of diseases and insect pests, not be root bound or have circling or girdling roots but have roots grown to the edge of - the container, should bear a single straight trunk, strong branching pattern, and full canopy, show healthy, vigorous growth

Protection of Existing Trees

This plan is to be read in conjunction with the relevant arboricultural report. All existing vegetation shown on the endorsed plan (subject site and neighbouring properties) to be retained must be suitably marked before any development (including demolition) commences on the land and that vegetation must not be removed, destroyed or lopped without the written consent of the responsible authority. Before the commencement of works (including demolition) start, tree protection barriers must be erected around trees (subject site and neighbouring properties) to form a defined tree protection zone during demolition and construction in accordance with tree protection measures as per AS 4970-2009 (Tree protection in development sites) and to the satisfaction of the responsible authority.

Any pruning that is required must be carried out by a trained and competent arborist with a thorough knowledge of tree physiology and pruning methods to carry out pruning to the Australian standard - AS 4373-2007 (Pruning of amenity trees). All tree protection practices must be adhered to in accordance with the arboricultural report and to the satisfaction of the responsible authority

PLANT SCHEDULE/ LEGEND

BOTANICAL NAME

TREES					
ACB	ACER BUERGERANIANUM	TRIDENT MAPLE	10	MIN. 1.6m HIGH	6m X 5m
SHRUBS					
ACL	ACACIA COGNATA 'LIMELIGHT'	NARROW LEAF BOWER WATTLE	55	20cm POT	1.2m X 1m

COMMON NAME QTY SUPPLY SIZE MATURE H X W

TUSSOCKS/ GRASSES/ EVERGREEN PERENNIALS

LL	LOMANDRA LONGFOLIA	SPINY HEADED MAT RUSH	111	14cm POT	.7m X .65
DCB	DIANELLA REVOLUTA	BLACK ANTHER	115	14cm POT	.6m X .6m
	VAD DEVOLUTA	FLAVILLY			



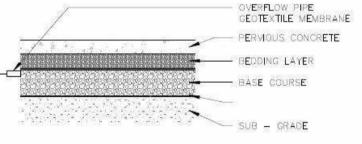
PROPOSED GROUND COVER

PROPOSED EVERGREEN SHRUBS PROPOSED CONCRETE AREAS

PROPOSED LILYDALE TOPPINGS

PROPOSED LAWN AREAS

TYPICAL PERMABLE CONCRETE DETAIL



Surface Finishes Detail

Garden Beds

400mm APPROVED MEDIUM LOAM SOIL MIN 150mm DEEP ROTARY HOED SUBGRADE

75mm ORGANIC PINE BARK MULCH

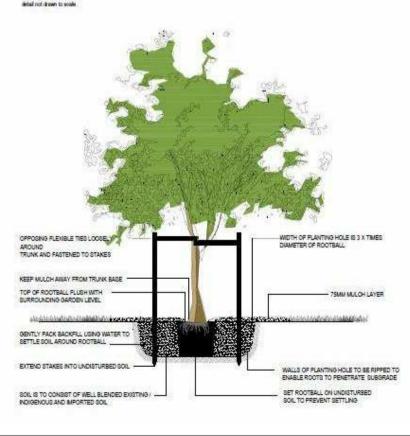
Topping / Pebble areas

40MM COMPACTED DROMANA TOPPINGS / 30 TO 40MM RIVER PEBBLE 75MM COMPACTED FOR BASE (NO COMPACTED FOR BASE AROUND BASE OF EXISTING TREES) SUBGRADE

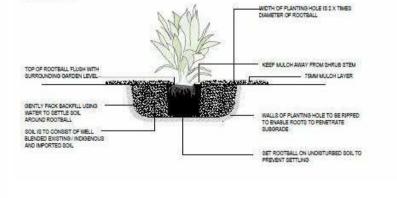
Lawn areas

STRATHAYR SIR WALTER SOFT LEAF BUFFALO' OR SIMILAR INSTANT LAWN 100MM APPROVED SANDY LOAM SOIL MIN 150mm DEEP ROTARY HOED SUBGRADE

Advanced Tree Planting



Shrub Planting



Timber Edge Treatment

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REVISIONS

- A 31/03/2022 ISSUED FOR REVIEW
- B 10/10/2022 COUNCIL RFI

TOWNPLANNING

PROJECT

SAH VARIOUS WARRNAMBOOL SITES -2 GRANTER STREET, 82 & 84 LANDMANN STREET

CLIENT

SALVATION ARMY HOUSING

PROJECT NO 2174

SCALE

TITLE

PLANTING CONCEPT PLAN

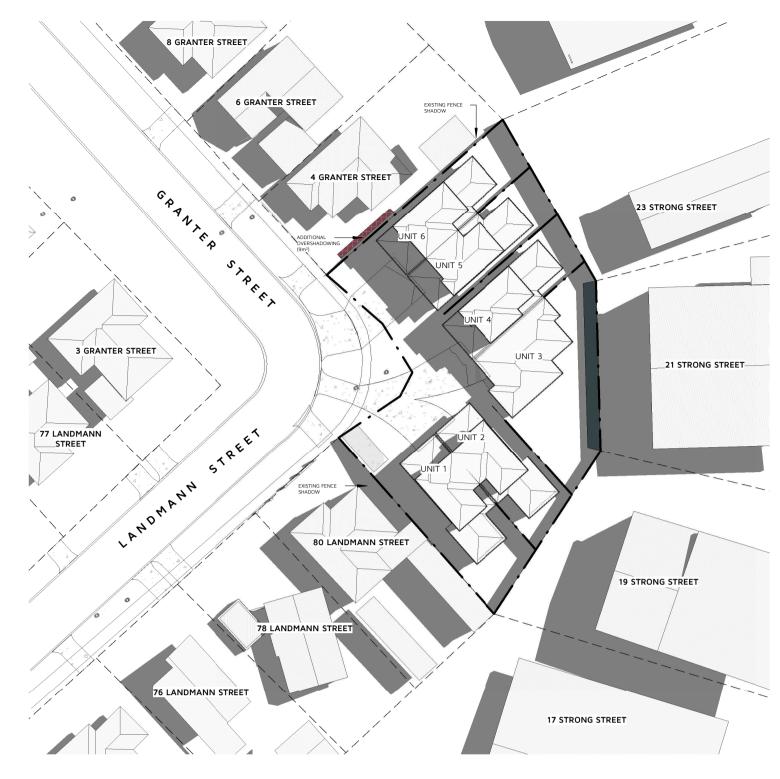
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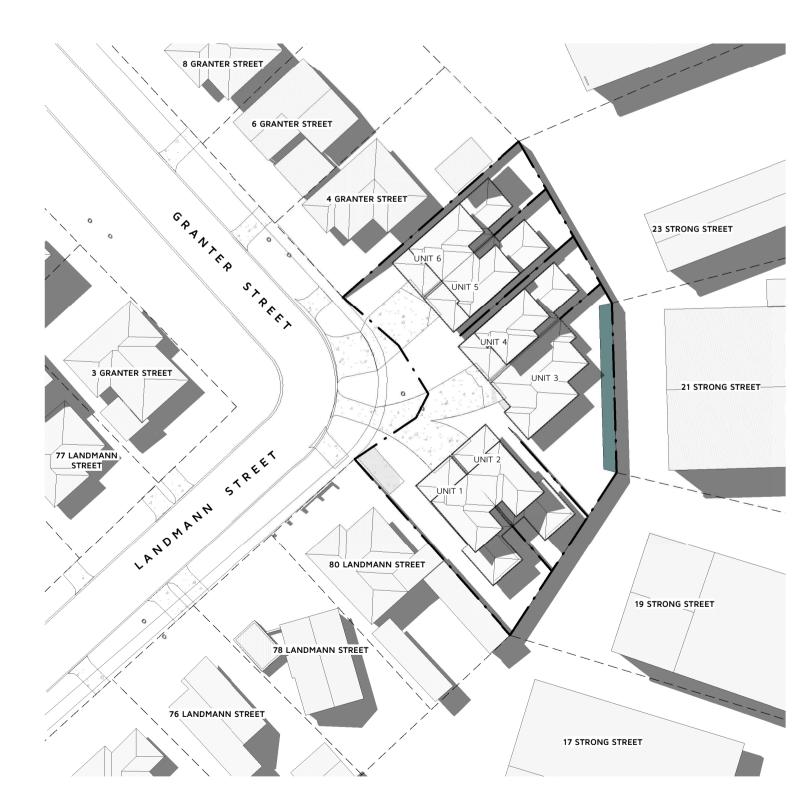


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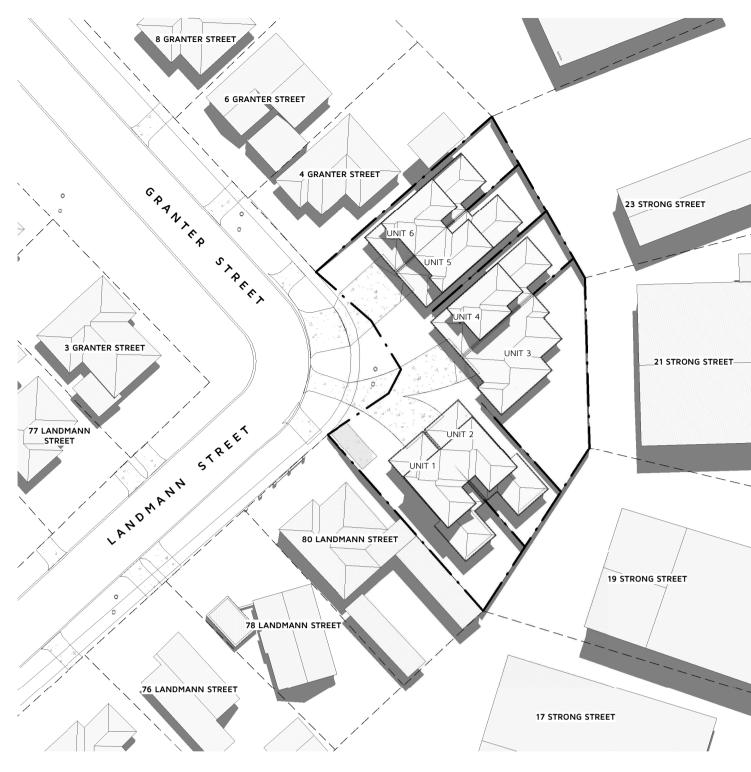
Warrnambool City Council
Minutes for Scheduled Council Meeting Attachment 7.8.2 6 November 2023 Page | 250



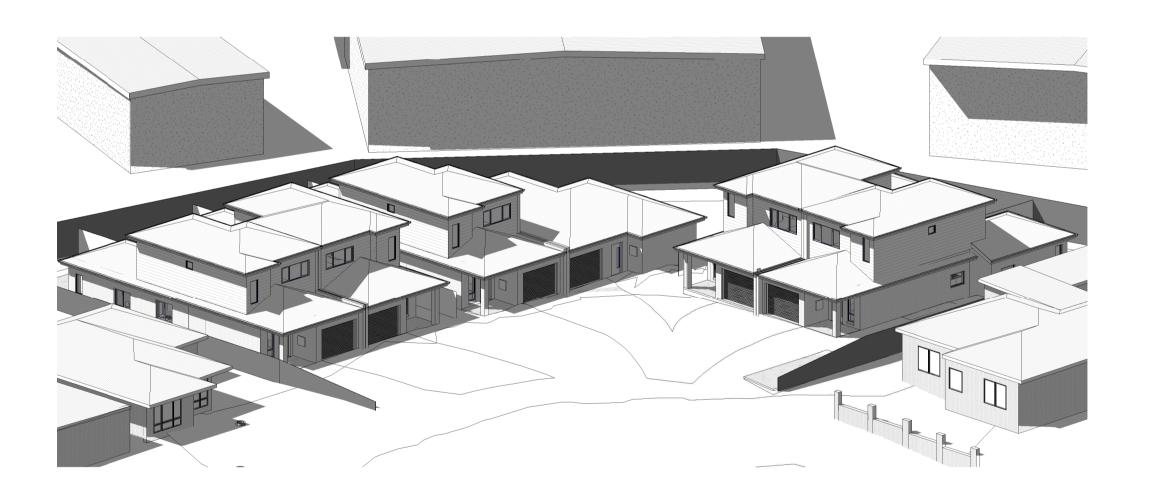




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2 12PM - SEPTEMBER EQUINOX 1:500



3D - 12PM SEPTEMBER EQUINOX

ADVERTISED

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SHADOW LEGEND

HATCHED AREAS DENOTE THE EXTENT OF ADDIOTNAL SHADOWS

TO ADJACENT PROPERTIES

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REVISIONS

A 31/03/2022 ISSUED FOR REVIEW

TOWNPLANNING

PROJECT
SAH VARIOUS WARRNAMBOOL SITES -2 GRANTER STREET, 82 & 84 LANDMANN STREET

CLIENT

SALVATION ARMY HOUSING

PROJECT NO 2174

TITLE

SHADOW DIAGRAMS

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7.9. FLAGSTAFF HILL RE-IMAGINED VISION AND OPPORTUNITIES PLAN DRAFT REPORT

DIRECTORATE: City Growth

PURPOSE:

Flagstaff Hill Re-Imagined. Vision and opportunities plan 2023 Draft report has been provided by Urban Enterprise. The purpose is to provide an overview to the Council and seek approval to put the draft document out for public consultation.

EXECUTIVE SUMMARY

After Flagstaff Hill's (FSH) 50 years of operation, a new future for the site needs to be imagined, to both address critical issues, respond to project objectives and drive longer term economic tourism and social benefits to the region. The current service offering has experienced a steady decline in visitation over many years and continues to operate at a significant financial loss to the Council year on year.

The aim of the FSH Re-Imagined project is to explore the future precinct development opportunities and options for the FSH site, articulate a vision for the site and provide a framework that will guide future directions and investment into the precinct.

Extensive stakeholder engagement and learnings from similar historical tourist operations across the state has helped inform the Draft Report, which outlines;

- PROJECT OBJECTIVES
- WHAT ARE THE CRITICAL ISSUES
- A NEW VISION FOR FLAGSTAFF HILL
- GUIDING PRINCIPLES

The long-term vision of the plan is to attract private investment to the site, with opportunities to adjust and enhance the site with smaller investments in the near to medium term.

MOVED: CR DEBBIE ARNOTT SECONDED: CR RICHARD ZIEGELER

That Council approves the release of the Draft Flagstaff Hill Reimagined document for public consultation for a period of three weeks. The CEO may choose to extend the consultation period depending on the feedback received at the completion of the three-week period.

CARRIED - 6:0

BACKGROUND

After Flagstaff Hill's (FSH) 50 years of operation, a new future for the site is being imagined, to both address critical issues, respond to project objectives and drive longer term economic tourism and social benefits to the region.

The aim of the FSH Re-Imagined project is to explore the future precinct development opportunities and options for the FSH site, articulate a vision for the site and provide a framework that will guide future directions and investment into the precinct.

This Draft Report outlines;

- PROJECT OBJECTIVES
- WHAT ARE THE CRITICAL ISSUES
- A NEW VISION FOR FLAGSTAFF HILL
- GUIDING PRINCIPLES

The following guiding principles have been utilised in considering strategic directions and opportunities for the site, and to assist with future planning for the site.

- 1. Respond to Place
- 2. Foster Regeneration
- 3. Enable Transition & Evolution
- 4. Promote Economic Development
- 5. Establish Strategic Partnerships
- 6. Inclusive & Accessible

• STRATEGIC OBEJECTIVES

- 1. Create a demand driving destination
- 2. Facilitate investment
- 3. Integrate First Peoples Led Experience
- 4. Protect State Significant Heritage
- 5. Leverage the sites unique attributes
- 6. Renew, re-use and adapt infrastructure
- 7. Improve Access and accessibility
- 8. Allow for a staged development

PRECINCT OPPORTUNITIES

- 1. Geothermal Water Park
- 2. Geothermal Bathing & Relaxation
- 3. Accommodation
- 4. Food & beverage
- 5. Museum
- 6. Functions and Events
- 7. Access & Accessibility

IMPLEMENTATION APPROACH

Phase 1 (0-2 years)

Phase 2 (3-5 years)

Phase 3 (5+ Years)

PROJECT BENEFITS

- 1. Delivering a major tourism precinct
- 2. Aligning to regional strategic priorities
- 3. Improved financial outcomes
- 4. Delivering economic benefit
- 5. Heritage protection and conservation
- 6. Integration of First Peoples culture
- 7. Growing Warrnambool's tourism brand
- 8. Aligning to state tourism priorities

This project builds on previous work, including an investment logic mapping process (ILM) process completed by Warrnambool City Council that identified three key problems:

- The breadth and quality of Flagstaff Hill Maritime Village (FHMV) current offering results in a failure to drive visitation and yield from domestic and international visitors to Warrnambool
- 2. The current return on investment from FHMV, coupled with a lack of community ownership and engagement does not sustain continuation of the current investment by WCC
- 3. The limitations of the FHMV site resulting in under utilisation of the assets and site opportunities

ISSUES

The site has operated at a significant financial cost to Council for many years, and there is a long-term trend in decreasing visitation. While operationally there are immediate opportunities to improve operationally, it is unlikely the historic maritime village concept can be viable long term, considering trends of this type of experience across the state and Australia.

While stakeholder engagement was extensive and well attended, there are and will be disparate opinions about what the future of the site should be. As such, whichever path Council choose will likely garner some criticism.

Engagement with traditional owners has occurred and is ongoing. Their interest in the site and capacity to become involved with its future will likely depend on what other experiences the site facilitates and their own capacity to offer experiences.

FINANCIAL IMPACT

The project was made possible by funding from the Victorian State Government, through the Department of Jobs, Skills, Industry and Regions (DJSIR)

However, there will be implementation considerations if the Flagstaff Hill Re-Imagined Vision and opportunities plan is endorsed and adopted by the Council. A greater level of planning will be required to realise the vision and change of this magnitude. This will require time and investment in the planning process.

Further advice is required to inform a detailed masterplan for the site and expand on other considerations. More detailed advice on the following (which is expanded upon on page 98 of the report) will be required:

- Engagement
- Site survey
- Heritage assessment
- Geotechnical investigations
- Infrastructure and services advice
- Statutory planning advice
- Legal advice and investment / implementation strategy
- Traffic assessment
- Private sector / specialist advice in relation to private sector investment opportunities
- Governance
- Investment Attraction

The Council will have the opportunity to invest in some of the immediate changes once some of the above is complete. Council Officers will continue to present operational changes to increase income and / or cut costs that could help fund some of the early investment.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

3 A strong economy

- 3.1 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
- 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.
- 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

4.4 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.

TIMING

25/10/23	-	Submit and discuss with EMT

26/10/23 - PRG Workshop / Meeting and Feedback

30/10/23 - Present draft at Informal Meeting of Council

- Council resolution to release the draft document for comment

07/11/23 to 05/12/23 - Exhibition of Concept / Executive Summary

- Public Consultation Period

06/12/23 to 20/12/23 - Final Report

05/02/24 - Schedule at Council Meeting for adoption

COMMUNITY IMPACT / CONSULTATION

A Project Reference Group was established from Key Stakeholders across a variety of industry groups.

Other Stakeholder engagement to date has been extensive and included;

- Warrnambool City Council
- Economic Development, & Tourism
- Community Development
- Infrastructure and Planning
- Flagstaff Hill and VIC staff and volunteers
- Great Ocean Road Regional Tourism
- Department of Jobs, Skills, Industry and regions
- Eastern Maar Aboriginal Corporation
- Great Ocean Road Coasts and Parks Authority
- Peninsula Hot Springs and Loyly Studio

Community engagement process was undertaken which included an online survey and drop-in sessions with residents. Project engagement opportunities were advertised on the Councils Have Your Say page, print, radio and digital media opportunities were also utilised to promote engagement.

A visitor survey was also undertaken to understand more about visitors to Flagstaff Hill, see INSIGHTS, Pages 66 to 72 of the attached report.

LEGAL RISK / IMPACT

Legal considerations may become apparent once some of the more detailed planning is completed.

This document may invite negative feedback from some community members which will need to be acknowledged and responded to as required.

OFFICERS' DECLARATION OF INTEREST

N/A

CONCLUSION

The Flagstaff Hill Re-Imagined Draft document has been produced from an extensive consultation process and with input from numerous experts in tourism offerings and the Warrnambool visitor economy. The vision does recommend major changes to the offerings and experiences at the site albeit over what will be a long-term outlook.

ATTACHMENTS

1. Flagstaff- Hill- Re- Imagined- Final- Draft- Oct-2023-3 [7.9.1 - 102 pages]

Minutes for Scheduled Council Meeting Attachment 7.9.1

urban planning economics+tourism enterprise

FLAGSTAFF HILL RE-IMAGINED

Vision and opportunities plan

October 2023 | Final Draft (3)

Prepared by Urban Enterprise for Warrnambool City Council



Warrnambool City Council acknowledges the Peek Whurrong and Kirrae Whurrung Peoples of the Gunditjmara, Eastern Maar Nations as the Traditional Owners of the land, waterways and skies within Warrnambool municipality. We acknowledge and pay our respects to Elders, past, present and emerging.

Urban Enterprise would like to acknowledge the contributions made by Warrnambool City Council and members of the Project Reference Group in preparation of this report:

Warrnambool City Council

- Paul Thompson, Manager, Tourism, Warrnambool City Council
- Luke Coughlan, Director City Growth, Warrnambool City Council

Project Reference Group:

We acknowledge the contributions made by the Project Reference Group throughout the project, including Councillors (Cr Debbie Arnott, Cr Richard Ziegla, Cr Otha Akoch), Great Ocean Road Regional Tourism (Liz Price, CEO, Great Ocean Road Regional Tourism), Department of Jobs, Skills (Nick Byrne, Manager Tourism and Investment Facilitation), Industry and Regions and Friends of Flagstaff Hill, and other stakeholders throughout.

The project was made possible by funding from the Victorian State Government, through the Department of Jobs, Skills, Industry and Regions (DJSIR) and Warrnambool City Council.

Authors:

Todd Ainsaar (Director, Urban Enterprise)

In collaboration with:

Kurt Ainsaar (Director, Urban Enterprise)
Ned Barry (Analyst, Urban Enterprise)
Tayler Neale (Senior Consultant, Urban Enterprise)
Keith Westbrook (Director/Architect, Cumulus Studio)
Xinyi Wang (Architect, Cumulus Studio)

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EXECUTIVE SUMMARY

OVERVIEW

Flagstaff Hill is a ticketed tourism attraction located in Warrnambool, in south west Victoria within the Great Ocean Road tourism region.

Warrnambool City Council manages the site and the attraction, which includes a museum, maritime village and sound and light show.

Now, **50** years since the village was constructed, a new future for the site is being imagined to both address critical issues, respond to project objectives and drive longer term economic, tourism and social benefits to the region.

The aim of the Flagstaff Hill Re-Imagined project is to explore the future precinct development opportunities and options for the Flagstaff Hill site, articulate a vision for the site and provide a framework that will guide the future directions and investment into the precinct.

PROJECT OBJECTIVES

- Set a vision and future
 direction for the site that is
 strategic, and evidence
 based.
- 2. Enable future public and private investment opportunities into the site to be realised.
- Identify suitable product and experience development opportunities for the site that appeal to regional target markets and support financial and economic sustainability.
- 4. Grow visitation and visitor yield to Warrnambool through enhanced tourism experiences.

COMMUNITY & STAKEHOLDER ENGAGEMENT

Community engagement included an online survey (attracting 506 responses), community drop-in sessions at Flagstaff Hill as well as a visitor survey.

In addition, a range of stakeholders were engaged to discuss the project, including:

- · Warrnambool City Council
 - Economic Development & Tourism
 - · Community Development
 - Infrastructure and Planning
- Flagstaff Hill and VIC Staff and volunteers
- · Great Ocean Road Regional Tourism
- Department of Jobs, Skills, Industry and Regions;
- Eastern Maar Aboriginal Corporation
- Great Ocean Road Coasts and Parks Authority
- Peninsula Hot Springs & Loyly Studio

WHAT ARE THE CRITICAL ISSUES?

- Visitation to the attraction has been declining over the long term, with a loss of around 30,000 annual visitors from FY09 to FY19.
- Council provides ongoing subsidies to operate the attraction, equating to an average cost of \$720K per annum or \$7.2 million over the past ten-years (including operation of the visitor information centre).
- 3. Investment and re-investment into the Sound and Light Show has not resulted in the creation of additional visitation to the site or improved the financial operating performance of the attraction.
- Without progress towards a re-imagined site, it is likely that incremental capital investments will continue to be required to keep the attraction operating at a functional level.
- The positioning, breadth and quality of the current offering results in a failure to drive significant visitation, yield and value add from the visitor market.
- 6. The attraction is located on a prominent and strategic site within Warrnambool, the current attraction and existing infrastructure mean the favourable aspects of the site are not being leveraged, leading to an underutilisation of the asset.

- 7. There are several current infrastructure and operational challenges, such as a lack of universal accessibility; village buildings requiring re-investment to provide for adaptive re-use opportunities; limited foot traffic through the village to provide sufficient demand for adaptive re-use of village buildings.
- 8. The site is Crown Land, which generally provides opportunity for leases of up to 21 years. Lease terms of greater than 21 years are reserved for large scale projects of regional or state significance, where the associated costs are higher and a longer lease term is required.
- Major investment is required to reposition and re-imagine the site with private sector investment. Facilitation of major private sector investment will require securing a lease term over 21 years, which will require ministerial approval.
- 10. The site contains State Significant Heritage assets, which require preservation, conservation and management. Specific heritage advice is required to determine development and management requirements.

-4.7% per annum

Average visitation decline between FY09 – FY19

-30,000

Total loss of visitors based on FY09 performance vs FY19 performance

\$720K per annum

Total average operating subsidy between F14-FY23 (including Flagstaff Hill & Visitor Services)

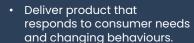
\$7.2 million

Total operating subsidy between F14-FY23

TOURISM STRATEGY (KEY POINTS)







- Drive additional length of stay, visitor yield.
- Attract new higher yielding markets.
- Deliver and address gaps in accommodation (+2,700-3,800 rooms across GOR);
- Address product gaps in attractions and experiences, including the night time economy.
- Promote Warrnambool as a tourism hub, under a hub and spoke model.
- Flagstaff Hill noted as a key investment opportunity.



- Growing geothermal and wellness product and experiences within the Great South Coast.
- Opportunities for Flagstaff
 Hill to deliver a Geothermal
 Water Park, Bathing and
 Accommodation.
- Target lifestyle leaders and international visitors.
- · Major capital investment.

Focus Areas:

- First Peoples led experiences.
- · Wellness.
- Arts and culture.
- Food and drink.
- · Nature.

Target markets:

- Lifestyle leaders (domestic)
- High value travellers (international)

Other:

- · Motivate visitation.
- Invest in projects.
- High quality and personalised visitor servicing.
- · First Peoples focused.
- Valuable for communities.
- Unique to place.
- Drive economic growth.
- · Inclusive and welcoming.

OPTIONS CONSIDERED

Having considered a range of factors (attraction performance, site, stakeholder and community views, and the visitor economy), three strategic options were formulated and presented to the Project Reference Group and Warrnambool City Council. There was general consensus that a broader strategic approach was needed, resulting in option 3 being the preferred approach.

	1. Enhance the current experience (Business as usual)	2. Re-think the experience, considering new strategic investment opportunities.	3. Integrated precinct development, considering public and private sector investment opportunities.
Summary	 Maintain the site in its current format; Select experience and infrastructure upgrades and enhancements Council managed. 	 Re-positioning of the offering. Exploration of new value add experiences (village activations, night experiences, functions and events, dining and hospitality and tour operators etc). Council managed. Potential to involve other commercial operators and partners (F&B, tours operators) 	 Major re-visioning and re-positioning of the site. Open and integrated visitor and community precinct. Private and public sector investment opportunities.
Possible Uses and Activities (examples)	 Museum and visitor servicing Maritime Village (with additional activations). Upgraded/new sound and light show production. Dining and hospitality. Broader use for events and functions. 	 Museum and visitor servicing. Village (re-positioned offering / new activations); New night experiences (e.g. light festival events); Event/amphitheatre space (festivals, events), Expanded dining and hospitality offerings; Spaces for tour operators; Food and beverage. 	Geothermal/wellness; Accommodation; Functions and events; Museum, retail/shop, tour operators and visitor servicing; Integrated First Nations experience Hospitality and dining (brewery, distillery, café etc); Functions and events;
Capital investment	Low-Medium	High	Major
Capital Funding	Public	Public	Private / Public
Operational Funding	Council	Council	Private / Public
Implementation Risk	Low	Low	High
Re-imagining	None	Medium	High
Tourism Impact	Low	Low-Medium	High
			Preferred option.

SETTING A NEW VISION FOR FLAGSTAFF HILL

The following vision has been developed to support the re-imagining of Flagstaff Hill:

Flagstaff Hill is a thriving integrated community and major tourism precinct in Warrnambool.

Set amongst layers of historic buildings and regenerated landscape, visitors can engage with a range of activities and experiences (geothermal bathing, accommodation, contemporary approach to the display and interpretation of the museum artefacts, food and beverage, First People's led experiences, wellness, history and heritage, functions and events).

The precinct and its experiences recognise and are responsive to First Peoples culture, State significant heritage assets, museum artefacts and the sites unique attributes and landscape.

GUIDING PRINCIPLES

The following guiding principles have been utilised in considering strategic directions and opportunities for the site, and to assist with future planning for the site.

01	02	03
Respond to Place	Foster Regeneration	Enable Transition and Evolution
04	05	06
Promote Economic Development	Establish Strategic Partnerships	Inclusive and accessible

STRATEGIC DIRECTIONS

01. Create a demand driving destination.



- a) Create a major tourism precinct. Revitalise the visitor experience.
- Encourage a mix of activities.
- d) Leverage the sites unique attributes.
- Attract year-round and repeat visitation.
- Respond to regional product gaps and investment opportunities.
- g) Target regional growth markets.

02. Facilitate investment.



- a) Leverage new investment in tourism experiences and infrastructure.
- Unlock private sector investment.
- Advocate for public sector investment to unlock development opportunities and realise the vision.
- d) Establish partnerships.e) Renew infrastructure.

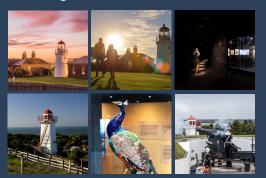
03. Integrate First People's led experiences.



- a) Recognise and integrate First People's history, cultural and tourism experiences into the site (as appropriate and advised).
- b) Consider First Nations tourism opportunities (commercial investments, tour operators, events, food and beverage, wellness, language and naming, signage, welcome to Countries for events and gatherings).

Flagstaff Hill Re-Imagined

04. Protect state significant heritage.



- a) Preserve and protect State significant heritage assets.
- b) New experiences and development should be sensitive and sympathetic to heritage assets.
- c) Interpret heritage assets.
- d) Consider a contemporary approach to the display and interpretation of the museum artefacts.
- e) Provide for selective and sensitive adaptive re-use of heritage buildings.

05. Leverage the sites unique attributes.



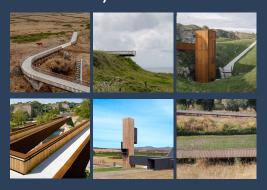
- a) Capitalise on the site's prominent location.
- b) Leverage the sites views.
- c) Celebrate heritage.
- d) Enhance the sites landscape, connection to the coast and connection to places of cultural significance (including views to Moyjil).

06. Renew, re-use and adapt infrastructure



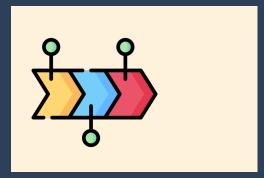
- a) Enable selective re-use and adaptation of facilities and infrastructure.
- b) Invest in new infrastructure to regenerate the tourism experience.
- c) Consider the decommissioning of infrastructure where it is not required or fit for purpose.

07. Improve access and accessibility.



- a) Better connect the precinct with its surrounds.
- b) Improve access into and around the site.c) Create universal accessibility and inclusive experiences.

08. Allow for staged development.



a) Consider how the vision for the site can be realised over time, recognising the sites complexities and challenges in implementing the vision.

PRECINCT OPPORTUNITIES

Geothermal Water Park*

A year-round geothermal family attraction for Warrnambool catering to both visitors and locals. Uniquely integrated into the village area and opportunities to reflect First People's culture or maritime themes. The geothermal waterpark would provide opportunities for geothermal bathing, kids activities, village experiences (F&B, picnics, and pop-up events).

Geothermal Bathing & Relaxation*

Building on the sites geothermal opportunity is the potential to incorporate geothermal bathing and wellness for adults.

Geothermal bathing and relaxation areas provides a major private sector development opportunity, which could be packaged with other geothermal facilities, on-site accommodation, food and beverage facilities and wellness.

Accommodation

(with co-located facilities including F&B, wellness and function facilities)

The site's strategic location and commanding views provide opportunity for the consideration of development of visitor accommodation, which would be complementary to geothermal experiences on site.

Two key accommodation opportunities could be explored, including:

- A 60-80 room hotel complex, complementary to the geothermal water park, offering accessible accommodation, as well as catering to functions and small-medium size conferences; and
- A boutique and high quality hotel of approximately 40-60 rooms, targeting State tourism target markets (the lifestyle leaders and high value international travellers). The hotel could include incorporation of new wellness facilities and experiences (spa, massage, yoga/Pilates) and an onsite boutique restaurant and bar serving local produce and fine wine and drinks.

Food and beverage

There is opportunity to enhance the food and beverage offerings across the site, including consideration of:

- A destination food and beverage offering, targeting locals and visitors such as an integrated brewery/distillery, serving quality pub fare. The offering could include a produce store, indoor and outdoor dining, private functions and views across the coast.
- Village food and beverage offerings, to cater to on site visitors, events and functions. Existing village food and beverage offerings require upgraded facilities to improve their operations and offerings. Key areas where an upgrade could be considered include the Steam Packet Inn (pub) and tearooms.







Drawing by Loyly studio









PRECINCT OPPORTUNITIES

Museum

The site holds a number of unique artefacts, alongside state significant heritage buildings, and a strong connection to the coast.

There is opportunity to revitalise the museum space (considering opportunities for how the collection is displayed and stored).

Changes to the way the museum experience is delivered could include co-location with Warrnambool's visitor servicing (incorporating merchandise, new displays and interpretations as well as space for tour operators).

Functions and Events

The site currently hosts a limited series of events, with opportunity to expand this offering by addressing infrastructure and access constraints (such as location of and limited food and drink preparation areas, quality of function spaces, and site accessibility).

A re-imagining of the site provides opportunity to consider a greater program of function and events on site, which could include consideration of:

- Private functions (birthdays, weddings, corporate events and conferences);
- Open air cinemas;
- Food events;
- Cultural events (including First People's led events):
- Health and wellness events:
- · Arts and cultural events;
- Music and performances;
- Markets.

Access & Accessibility

The site faces a number of access and accessibility constraints that hinder activation opportunities within the Village. There is opportunity to address these challenges through improved infrastructure that can enhance the visitor experience and functionality of the site. This can include consideration of:

- New lift access into the village, that could also double as an observation deck and storm viewing lookout, leveraging the sites elevated position and extensive coastal views, which would provide an attraction in its own right
- Upgraded and improved pathways and boardwalks throughout the village (addressing steep gradients).
- Better connecting the site with its surrounds, including new pedestrian connections to the Lake Pertobe precinct and Cannon Hill.
- A new train platform to the south (providing opportunity for mass transit of visitors on the doorstep of the site), improving conditions for private sector investment.













IMPLEMENTATION APPROACH

The opportunities presented are intended to provide a vision that will guide planning and development of the site over the long term.

The site is highly complex. There are specific conditions and risks associated with attraction of private sector investment that requires lease terms above 21 years, with projects required to be of regional or state significance and requiring ministerial approval.

The conditions under which opportunities can be realised differs based on the type and scale of investment and the who the lead proponent is (ie. private or public).

In addition, the contribution towards reimaging the site and the overall tourism and economic impact will differ based on the opportunity and how it is realised. Major private sector investment opportunities will have the biggest impact (both in terms of re-positioning of the site and tourism impact) but these are the more complex opportunities to deliver. A phased implementation approach is recommended that will enable some change to occur on site in the interim (whilst planning is progressed on unlocking private sector investment opportunities).

Interim investments would improve the operational and tourism performance of the site without compromising future major investment opportunities.

Phase 1 (0-2 years): Phase 3 (5+ years): Phase 2 (3-5 years): Detailed site masterplan, including Progress planning related to detailed designs for interim capital Progress investment attraction commercial investment works. Progress planning to unlock Deliver interim capital works and commercial investment opportunities and and investment opportunities including opportunities. Implement Planning Framework First People's led experiences. Interim capital works could include: Consider changes to operations and governance alongside any Lookout corridor / storm viewing tower / lift. capital investment, to improve Select upgrade of village buildings (improved F&B/functions/event) operating performance and Improved accessibility (accessible pathways, platforms, lift). deliver new tourism experiences. New pedestrian connections into the Precinct (Lake Pertobe, Cannon Hill). Expanded function and event offerings.

IMPLEMENTATION APPROACH (DETAILED MASTERPLAN)

A greater level of planning is required to realise the vision and change of this magnitude. This will require time and investment into the planning process.

Further advice is required to inform a detailed masterplan for the site and expand on other considerations.

Future planning requirements to inform a detailed site masterplan include:

- Engagement with stakeholders
- Site survey
- · Heritage assessment
- · Geotechnical investigations
- Infrastructure and services advice
- Statutory planning advice
- Traffic assessment
- Legal advice and
- investment/implementation strategy
 Private sector specialist advice / market sounding (relating to investment opportunities)

Other:

- Business cases for private sector investments
- · Changes to site governance

PROJECT BENEFITS

A re-imagining of the site has the potential to generate a range of benefits for Warrnambool, the region and the state of Victoria:

Delivering a major tourism precinct.

Investing in projects and experiences that address regional product and experience gaps and create destination driving experiences.

Delivering economic benefit.

Attracting additional visitors, extended length of stay and visitor spend, translating into new business opportunities and employment growth.

Growing Warrnambool's tourism brand.

Supporting the regions tourism brand, and growing its standing as visitor destination.

Aligning to regional strategic priorities.

Addressing product and experience gaps, attracting new markets, driving visitation and yield, promoting hub and spoke visitation.

Heritage protection and conservation.

Ensuring ongoing management and maintenance of state significant heritage assets.

Aligning to state tourism priorities.

Facilitating investments that align to state tourism priorities.

Improved financial outcomes.

Reduction in recurring financial subsidies provided by Council. This expenditure could be re-allocated (within the precinct or externally to other tourism and community initiatives).

Integration of First Peoples culture.

Integrating First Peoples culture into the precinct through redevelopment.

1.

BACKGROUND

This section provides an outline of the project, its aims and objectives and the process undertaken.

BACKGROUND

INTRODUCTION

Flagstaff Hill, is located on the land of the Peek Whurrong and Kirrae Whurrung Peoples of the Gunditjmara and Eastern Maar Nations, in Warrnambool, overlooking lady bay and within walking distance to the Warrnambool CBD (see study area at Figure 1).

The site is managed by Warrnambool City Council as a ticketed tourist attraction, offering a museum showcasing shipwreck artefacts, a recreated maritime village, a State significant heritage precinct, a nightly sound and light show, and hireable short stay accommodation (converted house).

The maritime village was first developed through a joint community and Council project in the 1970's with the aim to preserve the city's links to its maritime heritage, and to create a year round visitor attraction.

The site includes the 1858 state heritage listed Lady Bay Lighthouse complex, including the Warrnambool Garrison containing some of the world's rarest and most significant cannons. The museum is home to Victoria's largest publicly accessible shipwreck artefact collection, including the prized Loch Ard Peacock.

Now, approximately 50 years since the maritime village was first constructed, this project is being undertaken to re-imagine a new future for the site, which aims to address underlying issues in regard to the sites financial and economic sustainability and deliver new benefits to the region.

Warrnambool City Council engaged Urban Enterprise, in collaboration with Cumulus Studio to deliver the project.

The project was made possible by funding from the Victorian State Government, through the Department of Jobs, Skills, Industry and Regions (DJSIR) and Warrnambool City Council.

A new future for the site is being imagined, 50 years since the maritime village was first constructed.

Figure 1: Study Area



INVESTMENT LOGIC MAP

This project builds on previous work, including an investment logic mapping (ILM) process completed by Warrnambool City Council that identified three key problems, including:

- The breadth and quality of FHMV's current offering results in a failure to drive visitation and yield from domestic and international visitors to Warrnambool.
- 2. The current return on investment from FHMV, coupled with a lack of community ownership and engagement does not sustain continuation of the current investment by WCC.
- 3. The limitations of the FHMV site result in underutilisation of the asset.

A key strategic response identified through the ILM process was the need to consider development of the site both through public and private investment.

A number of ideas were generated through the ILM process including development of an accommodation complex, events/exhibition space, tech-based playground, better linking FHMV to the Lake Pertobe precinct, enhanced community services, development of a regional hub Visitor Information Centre, links to the CBD and cultural precinct, and the telling of the Moyjil story.

This project builds on and aims to respond to these key problems.

PROJECT AIM

This project aim is to:

Explore the future precinct development opportunities and options for the Flagstaff Hill site, articulate a vision for the site and provide a framework that will guide the future directions and investment into the precinct.

PROJECT OBJECTIVES

The project objectives are:

1.

Set a vision and future direction for the Precinct that is strategic, and evidence based.

2.

Enable future public and private investment opportunities into the Precinct to be realised. 3.

Identify suitable product and experience development opportunities for precinct that appeal to target markets and support the financial sustainability of the site.

4.

Grow visitation and visitor yield to Warrnambool through enhanced tourism experiences.

PROCESS

The following provides an outline of the components and process that has been undertaken to guide the project. The project has been overseen by a Project Reference Group (PRG), who have provided ongoing review and advice at key project milestones.

Site visits, stakeholder and community engagement. Site visits, Meetings with stakeholders. Community engagement (online survey and drop-insessions).	Site analysis and attraction assessment. Product and experiences. Visitation. Financial performance. Statutory and physical conditions.	Strategic Review and Tourism Context. State, regional and local strategy. Tourism economy.	Strategic options • Definition and tabling of strategic options to be considered.	Scenario mud- mapping • Preparation of high level mud map scenario options.	Investment opportunities. Compilation of research and analysis in regard to key investment opportunities.	Vision, principles and strategic directions • Articulation of a vision, principles and strategic directions for the site.
Meeting with PRG.			Meeting with PRG. Presentation to EMT and Council.	Meeting with PRG.		Meeting with PRG.

2. SITE OVERVIEW

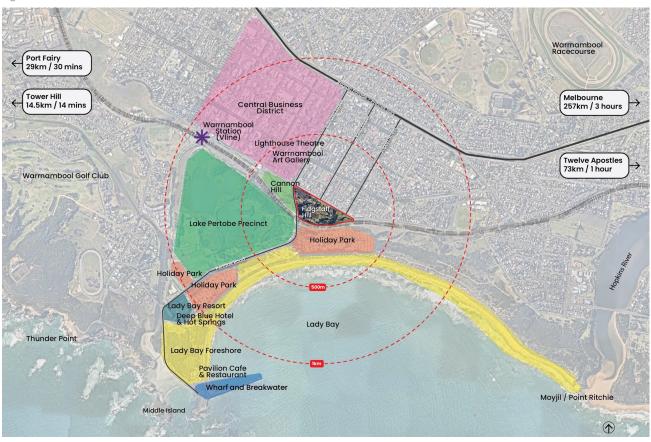
This section provides an overview of the site, considering its locational, physical, statutory and regulatory attributes.

LOCATION

Flagstaff Hill Maritime Village is located at 89 Merri Street Warrnambool, on Gunditjmara Country.

The site occupies a prominent position within Warrnambool over a site of 4.67ha, located at the juncture of the central business district (CBD), the Lake Pertobe Tourism and Recreation Precinct and the Lady Bay Foreshore area (see Figure 2).

Figure 2: Location Context



CAPITAL IMPROVEMENTS

The site contains a significant number of capital improvements that vary in terms of asset life, condition and build quality, scale, functionality and heritage significance.

The village buildings were primarily constructed through the 1970s. These buildings range from small, single room, single storey buildings to larger, two storey buildings. The buildings are generally not fit for commercial occupation, posing some current challenges to operations due to limitations on services.

The most significant improvement on site is the main visitor building, which includes Warrnambool's Visitor Information Centre and Flagstaff Hill reception and ticketing, gift shop, restaurant – Pippies by the Bay (leased to third party), museum (located at the lower levels) and administration/office area.

This building has undergone a number of redevelopments and refurbishments over time, which is evident in the buildings presentation and structure.



ACCESS & MOVEMENT

The site car park is accessed via Merri Street, which connects to Banyan Street (a key north south arterial), connecting to the Princes Highway and Pertobe Road (providing direct access to the foreshore and Lake Pertobe).

The CBD, Lake Pertobe and Train station are all generally within a walkable distance from the site.

Pedestrian access to the site is via the main visitor centre.

The site is navigable via bluestone pathways throughout the village area and bitumen pathways elsewhere.

The main pathway between the visitor centre and village is quite steep, limiting access for some visitors and creating universal accessibility issues.



CROWN LAND

Flagstaff Hill is Crown Land, reserved for the purposes of "Public recreation and for facilities and services for tourists".

Crown Allotment 5, is unreserved Crown land.

Warrnambool City Council has been appointed as the Committee of Management under the Crown Land Reserves Act 1978 (CLRA) with responsibility for the management of the land (Crown Land Allotments 2, 3 and 4, Section 5A, Township of Warrnambool, Parish of Wangoom).

The use, management, lease and sale of Crown land is highly regulated in terms of legislation and government policy.

Council has been provided the power under Section 17D, to lease any part of the land for any purpose approved by the responsible Minister, for a specific term of not more than 2l years. However, only the Minister can enter into a lease for a term greater than 2l years.

If the Site is to be sold or leased, the framework established under the Crown Land (Reserves) Act 1978 (Vic) (CLRA), the Land Act 1958 (Land Act) and various policies of the Victoria Government, will be relevant for the purpose of managing the process for the granting of lease(s) and/or determining whether the Site is surplus to government needs and suitable for sale.

Further information is provided on the following pages.



CROWN LAND

LEASING POLICY FOR VICTORIAN CROWN LAND 2023

The Leasing Policy for Victorian Crown Land 2023 applies to the Crown Land (Reserves) Act 1978, the Forests Act 1958 and the Land Act 1958.

The policy provides a consistent framework to the leasing of Crown Land by formalising Crown Land Leasing Principles at a State wide level, including:

- Principle 1 to provide benefits to the public through leasing including Traditional Owner rights.
- Principle 2 to ensure consistency and transparency in leasing.
- Principle 3 to manage leased Crown land in an environmentally sustainable manner.

The following guidance in regard to lease terms is provided under Principle 2.

21 year lease terms

The policy states that a term of 21 years is considered enough to accommodate the purpose of most leases. The primary considerations when determining the term of any lease are the community benefit that will accrue from the lease and the nature and significance of the proposed permitted use and development under the lease.

Factors that will be considered when assessing the term of a lease include:

- The ability of the prospective tenant to fund, resource and manage the lease;
- The community benefit that will accrue from the lease:
- The level of investment to be made by the tenant under the lease;
- Alignment with any existing agreements or

tenure over adjacent land;

- The purpose of the lease and activities proposed under the lease; and
- The minimum term permitted under the Retail Leases Act 2003 if the lease is for the retail purposes.

Lease terms greater than 21 years

It is recognised that for large-scale projects of regional or state significance, where the associated costs are inevitably higher, a longer-term lease may be required. The term granted must be appropriate to that use and not necessarily the maximum lease term permitted under the relevant Act.

The Minister will only consider departures from the 21-year maximum term of lease under the Crown Land (Reserves) Act 1978 and Forests Act 1958 in accordance with the criteria specified in these Acts. These Acts provide that the Minister may grant leases for a term of more than 21 years, but not more than 65 years, if the Minister is satisfied that:

- The purpose of the lease is not detrimental to the reserve purpose;
- The proposed use, development, improvements or works specified in the lease are of a substantial nature and of a value which justifies a longer-term lease; and
- The granting of a longer-term lease is in the public interest.

Business case requirements for lease terms greater than 21 years

To enable the Minister to assess lease terms greater than 21 years under the Crown Land (Reserves) Act 1978, Forests Act 1958 and Land Act 1958, a business case must be prepared which provides comprehensive details of:

- The strategic importance (state or regional significance, or provision of essential services) of the proposal;
- The environmental, social and economic costs and benefits of the lease proposal;
- The capital outlays proposed, and term proposed to amortise investment;
- Any reasons why the investment cannot be amortised within a 21-year term; and
- Any other matters relevant to the Minister's assessment.

The onus will be on the prospective tenant to provide the information in a business case

DEECA advise that any lease over 21 years would transfer site management from Council to the Minister for Environment.

CROWN LAND

SALE OF CROWN LAND

The Department of Energy, Environment and Climate Action (DEECA), noted that a sale of the site to Council could be considered.

The Victorian Government Landholding Policy and Guidelines, together with the Victorian Government Land Transactions Policy and Guidelines and the Victorian Government Strategic Crown Land Assessment Policy and Guidelines, provide the overall framework for the management of land assets by Victorian Government agencies.

The Victorian Government Landholding Policy and Guidelines (2017) outlines the circumstances in which government agencies may purchase and retain land.

The Landholding Policy and Guidelines define land as being 'surplus' if it no longer contributes to an agency's current or future service delivery needs.

Before being listed for public sale, surplus land is offered through a 'first right of refusal' process to local government and other Victorian Government departments, agencies and the Commonwealth Government. This process allows for surplus government land to be considered for community use, or for an alternative public service need, before it is released for sale on the open market.

Before Crown land is transacted, a strategic Crown land assessment must be undertaken by DEECA in accordance with the Victorian Government Strategic Crown Land Assessment Policy and Guidelines (2016. The Strategic Crown Land Assessment would ensure the land is surplus to Government requirements, ensure

the protection of public land values and determine the status of traditional owner and / or native title rights for Crown land.

The navigational aids on site, including the Lighthouse, would need to be considered when determining if the land would be surplus to Government needs.

If the land was deemed to be surplus to Government requirements, the Department of Treasury and Finance (DTF) would manage the sale.

Prior to offering land for sale by a public process, agencies must have in place the most appropriate planning provisions (including zoning) so that the land can be sold on the basis of its highest and best use.

If an agency considers that putting in place the most appropriate zoning is not required prior to offering land for sale by public process, it must obtain an exemption in accordance with section 2(d) of the Policy. If an exemption is obtained, the agency may conduct the sale based on the existing zoning, however the valuation must reflect the appropriate zoning taking into account the planning risk being transferred to the purchaser.

Re-imaging the site will require an appropriate investment strategy aligned to the opportunities (and constraints) presented by the sites Crown land status.

Specific legal advice and further work may be required to determine an appropriate investment pathway in consultation with DEECA and other key stakeholders.

PUBLIC LAND ACT

DEECA advise that the Victorian Government is currently developing legislation to renew Victoria's public land legislation.

A consultation paper was released in 2021, which outlines intention to improve the framework through which public land can be managed effectively for the benefit of the whole community. This will:

- Enable Traditional Owners' selfdetermination in relation to public land, including providing greater opportunities for Traditional Owners to manage public land and apply their cultural knowledge and practice.
- Introduce a new Public Land Act to support communities to realise the value of public land – for example, through streamlines processes for granting tenures and other approvals, guided by clear principles and subject to proportional checks and balances to ensure appropriate use of public land, and assisting regional economies by enabling appropriate use of public land.
- Provide appropriate tools to support the management of public land.

DEECA advise that the legislation is expected to be realised by 2025, which may include implications for management of Flagstaff Hill.

PLANNING CONTROLS

ZONING

The site is zoned Public Park and Recreation Zone (PPRZ).

The purposes of the PPRZ is to:

- Recognise areas for public recreation and open space;
- · Protect and conserve areas of significance where appropriate; and
- Provide for commercial uses where appropriate land is subject to the provisions of the Warrnambool Planning Scheme.

Commercial uses such as retail are permitted on the site, subject to the planning permit approval process.

OVERLAYS

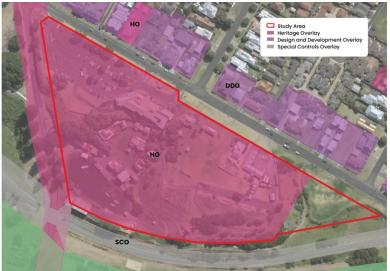
The Heritage Overlay (HO) applies to the site for the protection of the Lighthouses and Garrison areas.

HO125 covers majority of the Flagstaff Hill site, and HO126 controls the Victorian Heritage Listed Lady Bay Lighthouse Complex and Warrnambool Garrison areas.

Under the Heritage Overlay, a permit is required for any development, demolition, subdivision, construction, signage, external or internal painting and finishes and repairs and maintenance which would change the appearance of the heritage place.

The parcel of vacant Crown land to the east is not affected by any overlays.





HERITAGE

The Lady Bay Lighthouse Complex is listed on the Victorian Heritage Register (H1520).

STATEMENT OF SIGNIFICANCE1

What is significant?

The Lady Bay Lighthouse Complex was originally built in 1858-9 of basalt quarried on the Salt Water (Maribyrnong) River, Melbourne.

The upper tower, chartroom, cottage and privy were originally located on Middle Island, and the lower light was formerly located on a timber tower on the beach. In 1871 the lights were moved to Flagstaff Hill as leading lights for the entry to the treacherous and shallow Warrnambool Harbour.

The lower light was placed on a bluestone obelisk that had been erected there as a navigation marker in 1854. A flagstaff had been erected on the hill as early as 1853.

The battery of two 80 pounder rifled, muzzle loading guns was added in 1887 as part of a general upgrade to the defences of Victoria which saw Port Phillip Bay transformed into a fortress and the nearby ports of Belfast (Port Fairy) and Portland receive a similar armament to Warrnambool.

The fortifications and guns were in a derelict condition until they were restored after the complex was integrated into the Flagstaff Hill Maritime Museum in the 1970s.

How is it significant?

The Lady Bay Lighthouse Complex is of historical, scientific (technological) and architectural significance to the State of Victoria.

Why is it significant?

The Lady Bay Lighthouse Complex is of historical significance as a reminder of Victoria's maritime heritage and the important role played by regional ports in the process of colonial expansion.

When Warrnambool was first established, in 1847, its bay was considered to provide a safe harbour. This opinion changed after shipping first began to use it and the need for navigational aids was soon realised. Lighthouses were a vital part of the maritime infrastructure of a colony that was largely dependent on shipping for its communication with the metropolis, for its migrant intake and for its trade with the other Australian colonies and the rest of the world.

These lighthouses provide an excellent example of the kind of navigational aids constructed in the early years of regional expansion in Victoria.

The Lady Bay Lighthouse Complex is of historical significance for its intact battery and guns, a strong reminder of Victoria's wealth and determination to protect itself from the perceived threat of invasion in the 1880s. The remaining guns are scientifically (technologically) significant as physical reminders of a time when these weapons represented advanced design in artillery.

The Lady Bay Lighthouse Complex is of architectural significance as a fine example of Public Works Department architecture of the 1850s and 1880s. The modest but dignified and sturdy lighthouse structures are indicative of the importance of lighthouses to the communities that relied upon them to facilitate safe passage for shipping, at a time when such transport was crucial to relatively isolated towns like Warrnambool. The battery revetments and mounds and the magazine chambers are typical of this specialised form of design.

HERITAGE

Generally, any proposed works of significance that do not fall under a permit exemption would require approval from Heritage Victoria.

Generally permit is required for the following works:

Extensions, interior works, demolition or relocation of buildings and structures.

Changes to colour schemes and signage.

Construction of new buildings and garden structures like fences, decks, pathways, driveways.

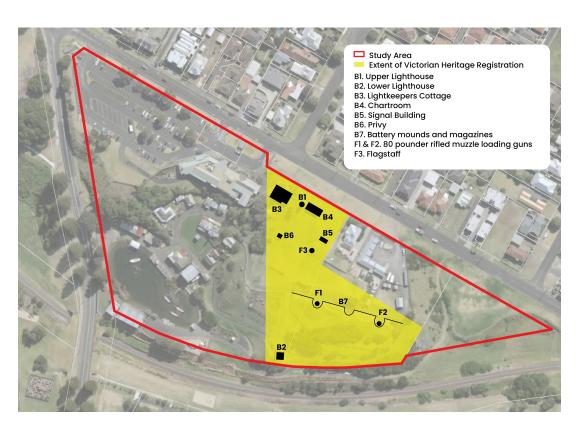
Works to registered trees and gardens which are not regular maintenance works.

Excavation including damage or alteration to an archaeological artefact.

Relocation or repair of objects.

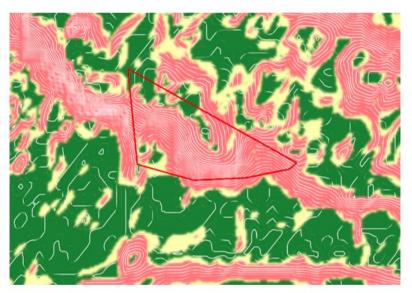
Any substantial redevelopment of the site would require consideration of the heritage listing and heritage structures.

It is likely that the extent of the Victorian Heritage Registration area (as shown in the map to the right) will pose development limitations. Further specialist heritage advice should be sought to provide further guidance in relation to development opportunities and constraints, and ongoing management responsibilities.



TOPOGRAPHY & SLOPE

The site slopes from north (Merri Street) to the south railway line, forming a natural amphitheatre around the village. The slope creates access challenges.





Slope: 1:20 - 1:14

Slope > 1:14 (7:14%)

Slope < 1:20 (5%)

Indicative site boundary

VIEWS

The site is located along a ridge line, offering exceptional views toward Lady Bay, Lake Pertobe and out toward the Southern Ocean. There is opportunity to further capitalise on the aspects of the site.



SUB-PRECINCTS

Having considered the sites conditions, the following plan segments the site into sub-precincts and comments on development suitability.



1. Existing Car Park

Existing infrastructure, suitable for re-use, re-configuration and upgrade as required.

2. Ridge

Ridge line and primary location to capture site views. Suitable for redevelopment.

3. Village

Main village precinct, suitable for adaptive re-use and activation.

4. Heritage

State significant heritage area. Not suitable for major redevelopment. Potential for temporary activations and popups.

5. Eastern Zone

Suitable for redevelopment and activation, integrating with the heritage precinct and capturing coastal views.

KEY POINTS

- Flagstaff Hill is located on a highly strategic and prominent site within Warrnambool, which provides spectacular coastal views from its elevated position.
- The site topography and current access arrangements limit universal accessibility, which impact operations (e.g. transport required to sound and light show).
- The site has State heritage significance. Redevelopment opportunities would be limited within the heritage area. There is a need to ensure the heritage assets are maintained in perpetuity (including associated costs).
- The village buildings in their current form are generally not suitable for commercial occupation (e.g. food and beverage operators), due to the small scale of some buildings and limited existing services).
- Some buildings present more suitable reactivation options than others. Re-investment into the assets would be required to make them fit for alternative re-use.

The site is Crown Land, reserved for the purposes of "public recreation and for facilities and services for tourists". The use, management, lease and sale of Crown land is highly regulated in terms of legislation and government policy. Crown Land generally carries lease terms of up to 21 years, with lease terms of greater than 21 years reserved for large scale projects of regional or state significance, where the associated costs are higher and a longer lease term is required. Facilitation of major private sector investment will require securing a lease term over 21 years. Lease terms greater than 21 years are subject to ministerial approval.

3.

ATTRACTION OVERVIEW & PERFORMANCE

This section provides a summary of the attraction and its performance, considering visitation and financial performance.

PRODUCT & EXPERIENCES

Flagstaff Hill tells the tales of the Shipwreck Coast through a museum, village and sound and light show.

A summary of the sites primary and secondary offerings and ancillary services and experiences is shown below, with further discussion provided on the following pages.

Primary Experiences	Secondary Offerings	Heritage Precinct	Food and Beverage	Visitor Servicing /
 Re-created maritime village Museum Sound and light show 	 Events Boatbuilders yard Private Functions Maremma Dogs 	 Lady Bay Lighthouse Keepers Cottage Chartroom Garrison Artillery Battery). 	Tea Rooms Restaurant (Pippies by the Bay)	Visitor Information Centre Gift Shop Accommodation (lighthouse lodge)

THE MUSEUM

The Museum, located in the visitor centre building, is home to Australia's richest collection of shipwreck artefacts from some of the 200 ships known to have been wrecked along the coast.

The Collection is made up of over 8,000 catalogued objects, of which around 30% is a significant collection of Shipwreck Relics. There is also a significant collection of documents, paintings and archives. Key items in the Collection include:

- · The Loch Ard Peacock;
- Items belonging to Tom Pearce and Eva Carmichael such as Tom's binoculars and the Carmichael Watch; and
- The Schomberg Diamond.

The Loch Ard Peacock is valued at over \$4 million and considered Australia's most valuable shipwreck artefact. The Loch Ard Peacock was being transported by the Loch Ard ship when it ran into the cliffs at Loch Ard Gorge.

The museum also includes items on loan from the Warrnambool Art Gallery, including the Scene of The Wreck of The Lock Ard by Frederick Horatio Bruford (1878), which features the Loch Ard Peacock in the foreground of the painting.

The museum includes a theatrette space, which shows a video of Warrnambool's early history and samples of the stories on offer in the village.

Museum entry includes a 40 minute guided tour (offered once daily) led by a guide in costume. The guides provide interesting facts about the museum's collection and life in the 19th century.

The strength of the museum experience is the activation by the guides and quality of some of the existing artefacts. However, generally the museum experience and displays are becoming dated. The Museum mostly relies on static displays of information which is becoming increasingly limited in its appeal and engagement.







THE VILLAGE

The Village experience includes heritage and recreated buildings, built in the 1970s to replicate the experience of a maritime village.

The village includes cobblestone streets and over 40 period-style buildings including a school, church, fire station, blacksmith, inn and many more.

Visitors are provided with a map of the village, which summarises the history of the village and identifies each of the historic and recreated buildings. The village and museum is open daily from 9am-5pm.

The cobblestone streets wind through the village to the Ornamental Lake (fed by bore water) and Wharf located in the south-west corner of the precinct.

The lake is also used to provide the waterwall for Sound and Light Show projections.

The village buildings were originally constructed as props and therefore would require re-investment and upgrade to make them suitable for commercial occupation.

There are also a number of authentic heritage buildings on site that are on the Victorian Heritage Register, located around the Lighthouse Complex, these include the Lady Bay Lighthouse, Chart Room, Lighthouse Keepers Cottage and the Warrnambool Garrison Artillery Battery.

The Lighthouse Keepers Cottage is furnished with original furniture to recreate what the cottage would have looked like, whilst the Chart Room is vacant, but has been utilised for school group activities in school holiday periods. The Lighthouse is also publicly accessible, providing views across Lady Bay.

Within the village, the Tea Rooms is run by paid staff and serves light lunches and snack (toasted sandwiches, soups), Devonshire tea, coffee and other beverages.

The Steam Packet Inn, located along the wharf area is a licensed venue, catering for private functions and events, however, it is not open on a regular basis.

The Lolly Shop within the village is typically staffed by volunteers and offers sweets and confectionary for purchase.

Discussion

There are issues in establishing a viable commercial food and beverage operator within the village due to the limited and periodic foot traffic through the village. Visitation numbers would need to significantly increase in order to enable the attraction of a viable operator. In addition, buildings such as the Tea Rooms and Steam Packet Inn lack the required facilities to introduce a more substantial F&B offering.

A key issue faced by FHMV is ensuring the ongoing activation of the buildings to enhance the visitor experience. Key buildings, such as the Blacksmith and Steam Powered Workshop are activated by volunteers from time to time. As expressed through consultation, it is difficult to maintain real life activation of these assets on an ongoing basis through the use of volunteers and financial limitations in utilising paid staff. To combat a lack of activation, digital displays were installed 3-4 years ago in some of the key village buildings to provide interpretive content. The digital displays assist in providing some level of activation, however, are generally limited in application across the village.













SOUND & LIGHT SHOW

The Sound and Light show is the most recent addition to the core experience offering of Flagstaff Hill. The visitor centre is used as the staging point for the Sound and Light Show. Visitors are guided through the museum and village carrying lanterns before the show. The guide talks of maritime history and the history of the village.

Named "Tales of the Shipwreck Coast" the Sound and Light Show combines three stories, including local Aboriginal creation stories, the Loch Ard shipwreck experience and the recently introduced 'Harpooned' experience telling the tale of Warrnambool's Whaling History. The original idea was to produce three separate shows, leveraging these themes, however, budget constraints forced the stories to be combined into one.

Light is projected from the wharf area onto a water wall within the ornamental lake. Visitors are seated within the wharf theatre, which includes seating which moves/shakes in line with the show. There is also a secondary projector screen for part of the story.

Shows begin nightly at dusk, with start times changing seasonally. The Sound and Light show runs for approximately 70 minutes. In Summer, screenings of the show can often commence quite late due to a late sunset.

The same presentation is presented nightly, with limited ability to update or augment the production without significant expense. Presenting the same show nightly would reduce opportunities for repeat visitation, and may limit the ability of the attraction to drive new night time patronage.



VISITOR INFORMATION CENTRE

The Visitor Centre is the main entrance and hub for visitors to FHMV. The Centre includes the Warrnambool VIC; FHMV ticketing, museum, retail shop, toilets and staff offices. Pippies restaurant is also contained within this facility, however, has a separate entrance accessible via the car park.

The visitor centre is accessed from the car park, which includes space for approximately 180 vehicles, 8 long vehicle spaces and bus drop off areas.

The Warrnambool VIC is an accredited VIC, which provides a booking service for accommodation, transport, tours and other visitor needs. The co-location of the VIC with FHMV provides advantages and efficiencies in operations and assists in driving incidental visitation through the FHMV attraction.

The visitor centre is used as the staging point for tours (both day and night), with seating provided for visitors while they wait.

The gift shop offers a significant amount of merchandise, objects and tourist souvenirs for purchase.

FOOD & BEVERAGE

There are two key F&B offerings within the precinct. This includes Pippies Restaurant, located within the main visitor centre building and accessible via the main car park. The restaurant is leased to a third party operator. The restaurant offers a seafood inspired menu.

The second offering is The Tea Rooms, located within the central village area, serving light lunches (toasted sandwiches, soups), devonshire tea, coffee and other beverages.

ACCOMMODATION (LIGHTHOUSE LODGE)

Accommodation is offered at the Lighthouse Lodge , which is located between the Chartroom and Maintenance and Storage area, the Lodge provides accommodation in the original Warrnambool Harbour Masters house.

The accommodation was set up with three rooms, each with their own ensuite facilities, so that it could be used as shared accommodation. More recently, exclusive use of the Lodge has been offered to visitors for rates starting from \$250 per night. In peak times a minimum 3 night stay is required.

The Lodge provides access to the lawn area of the Flagstaff Hill village, offering outstanding views across the Southern Ocean.

EVENTS

Key events at FHMV include a school holiday series of themed events for children and events on the hill area including 'Day on the Hill', 'NYE on the Hill' and 'Chill on the Hill' (selected evenings in January), which offer friendly events with live music, family entertainment, and food offerings.

The NYE on the Hill attracts over 1,000 people and offers family friendly entertainment and food. Visitors can enjoy fireworks from the hill as part of the NYE celebrations.

The Chill on the Hill event occurs on select Wednesday nights in January at the Steam Packet Inn. Kids are free to explore the village, whilst adults can enjoy a drink or meal from the various food stalls dotted around the village. Visitors can bring a picnic rug, chair or relax on the grass.

School holiday programs have included a variety of themed activities for kids, including arts and crafts.

Consultation suggests that the running of the events typically requires a substantial labour effort, in part because FHMV was not purpose built for this use. Operational constraints include limitations on plant and equipment, proximity of storage areas to function and event spaces and labour requirements.

PRIVATE FUNCTIONS

Select facilities of FHMV can be hired out for private functions and events, including use of the outdoor grassed area on the hill and indoor facilities.

Generally, there is scope for improvement of the function venues to attract greater patronage. Currently a significant labour effort is required to facilitate private functions.

Types of functions held at FHMV include wedding ceremonies, private and corporate functions.

A summary of the available function venues is outline in the Table 2.

Table 2: Function Spaces

Venue	Capacity
Indoor Venues	
Great Circle Gallery Theatrette	60 seated
Mission to Seamen's Chapel	50 seated
Steam Packet Inn	45 standing / 25 seated
The Sailmakers Loft	70 seated / 80 standing
Tearooms	40 seating, 50 standing + 30 seating outside / 70 standing
Wharf Theatre (Covered)	120
Outdoor Spaces	
Flagstaff Hill	300
The Village Green	300
The Wharf in front of Steam Packet Inn	200

MANAGEMENT & OPERATIONS

SITE MANAGEMENT

Warrnambool City Council is the appointed manager of the site and is responsible for the management of the land (Crown Land Allotments 2, 3 and 4). Crown Allotment 5, (at the eastern end of the precinct) is unreserved Crown land.

Flagstaff Hill is managed and operated within the Visitor Economy unit of Council's City Growth department. Overarching guidance and management is provided by the Director for City Growth, with Site operations and activities managed by the Flagstaff Hill Service Manager.

Council is responsible for all aspects of precinct operation. This includes:

- · Ticket sales and revenue generation;
- · Day to day operations;
- · Staffing and volunteers;
- Maintenance and capital investment;
- · Marketing and promotion.

STAFF AND VOLUNTEERS

Council employs close to 14 FTE staff to operate and manage Flagstaff Hill. The majority of these staff members are employed within Village Activations and Visitor Experience roles, including maintenance. The management and co-ordination team includes 5 staff members (5 FTE).

There are 109 volunteers assisting with the operation of the FHMV, however, only around 20 of these are considered to be active volunteers. Flagstaff Hill relies on volunteer contributions to ensure the Visitor information Centre is adequately staffed, to operate the village activations, for the Garrison Activation and for Administration Collection Maintenance.

The majority of volunteer hours are attributed to the village activations

Council employs a volunteer coordinator position to assist in managing volunteers.

VISITATION

Figure 3 shows the estimated number of visitor walk ins to the visitor information centre / Flagstaff Hill. Prior to covid-19, there were around 170,000 walk ins to the site in FY19, which reduced to around 153,000 walk ins as of FY23.

Some caution should be exercised when relying on this data, as it is derived from door counters, which may overstate unique visitors, however, the general trends and year on year variations provide useful insights when comparing trends to paid Flagstaff Hill visitors (see Figure 4).

Approx. 170,000 walk in visitors to the site in FY19.





Source: Warrnambool City Council, analysed by Urban Enterprise, 2023

VISITATION

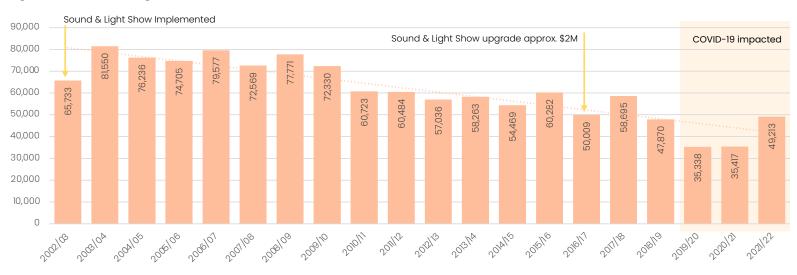
Figure 4 shows total visitation to Flagstaff Hill between FY03 and FY22. Visitation peaked in FY04 at 81,550 visitors, declining to 47,870 in FY19 (pre-covid).

In the ten years to FY19 (i.e. pre-covid), the attraction experienced an average decline in visitation of 5% per annum.

In FY19, Flagstaff Hill visitors equated to 31% of on site visitors (ie. people who walked through the door). Over the ten years FY09 to FY19, this rate was equivalent to 37%.

-4.7% p.a. average decline in visitation between FY09 – FY19





Source: Warrnambool City Council, analysed by Urban Enterprise, 2023

VISITATION BY PRIMARY EXPERIENCES

Figure 5 shows visitation to Flagstaff Hill split between the key experiences (the village and the sound and light show).

Visitation has been trending down across both experiences. When first implemented, the sound and light show was attracting in the order of 30,000 visitors per annum between FY04 and FY09, which has reduced to around 15,000–20,000 in more recent years (FY15 to FY19), despite re-investment into the sound and light show in FY17.

A similar trend is observable for village visitation, which peaked in FY04 at 49,655 visitors and declined to 34,004 in FY19. It is apparent that investments into the attraction, including the upgrade to the sound and light show in 2017 has not led to additional visitor growth.

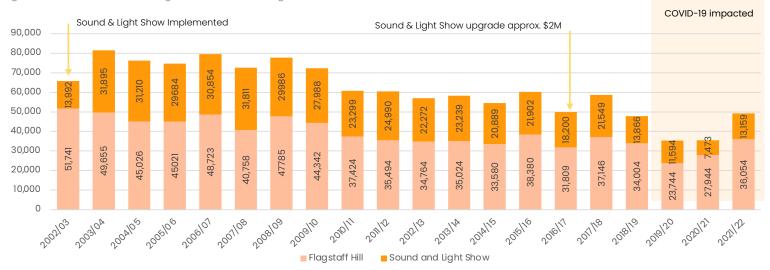
Village

Average visitation loss of -3.3% per annum between FY09 – FY19

Sound & Light Show

Average visitation loss of -7.4% per annum between FY09 – FY19





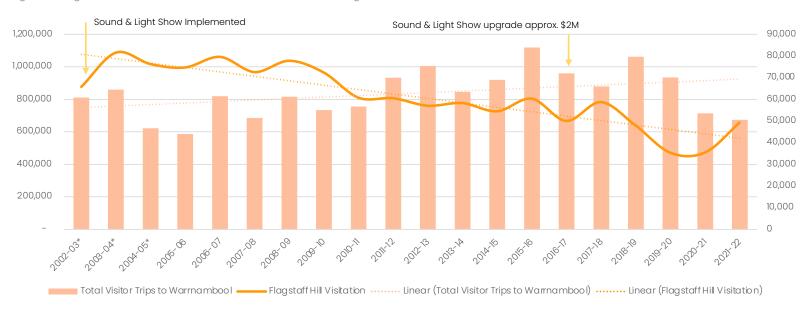
Source: Warrnambool City Council, analysed by Urban Enterprise, 2023

VISITATION COMPARISON

Figure 6 shows visitation to Flagstaff Hill alongside visitation to Warrnambool (sourced from Tourism Research Australia's National and International Visitor Survey).

The chart shows that whilst visitation to Warrnambool has generally been trending upwards (at a rate of around 3% per annum), visitation to Flagstaff Hill has been trending down. This indicates that Flagstaff Hill's capture rate of the available visitor market has been declining.





Source: Warrnambool City Council, Tourism Research Australia, analysed by Urban Enterprise, 2023

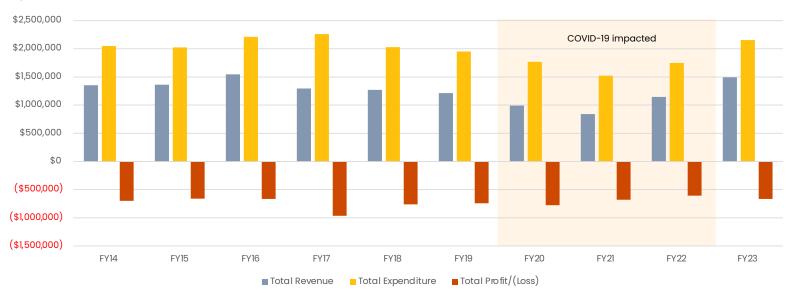
OPERATING RESULTS

Figure 7 shows total site revenue and expenditure between FY14 and FY23. Over the ten (10) financial years **Council has been required to subsidise \$7.2 million in operating costs, an average of \$720,000 per year.** This includes both the operation of Flagstaff Hill and the Visitor Information Centre. Council estimate that around 37% (\$272K) of this cost can be attributed to the Visitor Services aspects of the site, resulting in around 63% (\$448K) attributed cost to Flagstaff Hill.

\$720k per annum

average operating subsidy between F14-FY23 (approximately 63% attributed to Flagstaff Hill and 37% to visitor services)





Source: Warrnambool City Council, analysed by Urban Enterprise, 2023

1. Based on a 40% allocation of payroll and admin costs and 20% of property and operating costs.

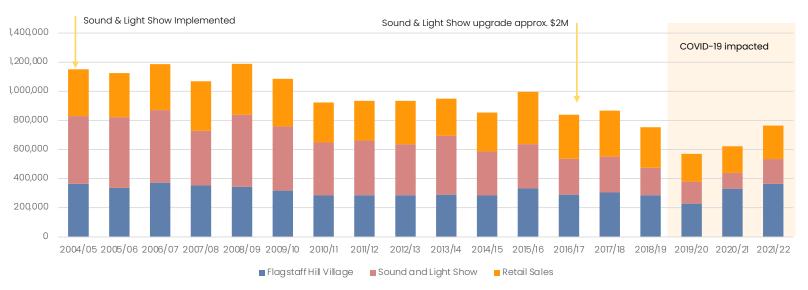
PRIMARY REVENUE STREAMS

Figure 8 shows the core revenue streams of the site between FY05 and FY22 (including the village, sound and light show and retail sales).

Revenue from the village and sound and light show has followed a similar declining trend to visitation.

The major investments into the site including the Sound and Light Show and its subsequent upgrade do not appear to have improved the financial performance of the attraction.





Source: Warrnambool City Council, analysed by Urban Enterprise, 2023

COMPETITOR ATTRACTIONS

Table 3 provides an analysis of the predominately Victorian competitor attractions framework, with consideration to maritime heritage attractions, general heritage attractions and family attractions.

Flagstaff Hill is facing increasing competition from both heritage attractions and large commercially operated attractions.

There are ten maritime museums in Victoria, three of which are in regional Victoria being Queenscliff, Warrnambool and Port Albert.

Key maritime heritage attractions include the Australia National Maritime Museum (Sea Museum) and Polly Woodside, Port of Echuca and Pioneer Settlement.

Almost all heritage attractions assessed are ticketed, charging a small fee for entry. Entry to Flagstaff Hill is at the mid-upper scale of the ticket prices, however, is comparable with similarly sized attractions.

There are a range of historic maritime assets across the region, including Otway Lighthouse Station, Cape Nelson Lightstation near Portland, Split Point Lighthouse at Aireys Inlet, and Portland Maritime Discovery Centre.

Cape Otway Lightstation is a significant tourist attraction for the Great Ocean Road region, attracting 150,000 visitors in 2018/19.

Other major heritage attractions within regional Victoria include Sovereign Hill and Bendigo Heritage Attractions.

Sovereign Hill operates an outdoor village experience and an indoor Museum. Sovereign Hill attracted over 500,000 visitors per annum precovid, however, visitation has been impacted due to the loss of international travellers resulting from the covid-19 pandemic. Sovereign Hill operated from a much larger site and offers a greater number of activities and more immersive experiences. In addition, Ballarat is located within an easy daytrips distance from Melbourne, Ballarat, Bendigo and Geelong.

Bendigo Heritage Attractions core offerings of heritage tramway tours and gold mine tours attract similar levels of visitation to FHMV.

Family attractions are all ticketed experiences, however almost all attractions provide at least three or four hours' worth of activities to engage families and children.

Discussion

With the exception of Sovereign Hill in Ballarat, heritage attractions across Regional Victoria attract relatively low level of visitation (<50,000 annual). This suggests that market appeal for attractions with a purely heritage-based offering may have limited market and growth potential.

This evidence lends support for heritage attractions to diversify the product and experience offering to appeal to a broader range of market segments and attract repeat visitation.

Table 3: Attraction Benchmarking

	Core offer	Location	Ownership	Ticketed	Adult Ticket Price	Kids Ticket Price	Visitation (2018/19)
lagstaff Hill Maritime Village	Museum, Sound and Light Show, Village	Warrnambool	Council	Yes	\$19.50 Day \$32 Night	\$9.30 Day \$17.60 Night	47,870
Maritime Heritage Attractions							
Australia National Maritime Museum Sea Museum)	Museum	Sydney	Not-for-Profit	Yes	\$25	\$15	236,832 (ticketed) 781,187 (unpaid)
Polly Woodside	Ship, Museum	Melbourne	National Trust	Yes	\$16	\$9.50	-
Seaworks Maritime precinct	Events, Museum	Williamstown	Not-for-Profit	Museum	\$5 (museum)	\$10 (family)	100,000 (event visitors)
Queenscliffe Maritime Museum	Museum	Queenscliff	Committee of Management	Yes	\$10	\$5	-
Port of Echuca	Discovery Centre, cruises, events	Echuca	Council	Yes - Partly	\$10.50 (tour)	\$6 (tour)	30,000 (Discovery Centre)
he Mission to Seafarers	Tours, venue hire, events	Melbourne	Charitable Organisation	Yes	\$15 (tour)	-	-
Pioneer Settlement	Village, museum, sound and light show	Swan Hill	Council	Yes	\$30.50	\$21.50	45,000 (light show)
Cape Otway Lightstation	Precinct, tours, walks, accommodation	Cape Otway	Private	Yes	\$19.50	\$7.50	150,000
Portland Maritime Discovery Centre	Museum, Visitor Information Centre	Portland	Council	Yes	Free	Free	-
ort Welshpool Maritime Museum	Museum	Port Welshpool	Council	Yes	\$5	\$10 (family)	200
ort Albert Maritime Museum	Museum	Port Albert	Council	Yes	\$8	\$2	-
Heritage Attractions							
Sovereign Hill	Open-air museum, museum, night show, tours, events, education program	Ballarat	Not-for-Profit	Yes	\$49	\$29	527,100
Old Melbourne Gaol	Tours	Melbourne	National Trust	Yes			
Central Deborah Gold Mine (Bendigo Heritage Attractions)	Tours	Bendigo	Not-for-Profit	Yes	\$35 (mine tour)	\$25 (mine tour)	50,000
Bendigo Tramways (Bendigo Heritage Attractions)	Tours, private functions	Bendigo	Not-for-Profit		\$12.50	\$7.50	54,272
amily Attractions							
Puffing Billy Railway	Tours, museum, events, private and corporate functions, visitor centre (under construction)	Belgrave	State Government Entity	Yes	\$62	\$31	487,543
Melbourne Museum	Museum, IMAX 3D cinema	Melbourne	State Government Entity	Yes	\$15	Free up to 16 years	N/A
Melbourne Zoo	Zoo	Melbourne	State Government Statutory Authority	Yes	\$46	Free weekends and holidays* \$23 weekdays	1,537,000
Sea Life Melbourne Aquarium	Aquarium, Tours	Melbourne	Private	Yes	\$32-42	\$25-28	N/A
Otway Treetop Adventures	Treetop walks, zip lines, tours	The Otways	Private	Yes	\$27.50 (walk)	\$21.50(walk)	N/A
Sumbuya World	Theme Park	Tynong	Private	Yes	\$39	\$34	N/A
Geelong Adventure Park	Theme Park, events	Wallington	Private	Yes	\$52.50	\$42.50	N/A
unfields Whittlesea	Theme Park	Whittlesea	Private	Yes	\$49.50	\$41.50	N/A

KEY POINTS

- Flagstaff Hill offers a museum, village and sound and light show as its core experiences.
- The attraction has changed and expanded over the years. The most significant experiential and operational change being the addition of the sound and light show.
- Visitation and financial data suggests that investment (and re-investment) into the Sound and Light Show has not resulted in additional visitation or improved the operating performance of the attraction.
- Visitation and revenue generation has been declining over the long term (despite reinvestment into the site).
- Due to a lack of financial capacity (due to patronage), ongoing and extensive activations of the village are not viable, whilst limited footfall through the village means on site food and beverage options are limited.
- Ongoing financial subsidies are required on an annual and ongoing basis, totalling \$7.2 million (average of \$720K per annum) over the previous ten years. This presents an opportunity cost to Warrnambool City Council.

4.

TOURISM CONTEXT

The following provides a summary of the local and regional tourism context, as well as a summary of tourism strategy relevant to planning for the future of Flagstaff Hill.

TOURISM CONTEXT

Warrnambool is located approximately 3 hours south west of Melbourne and forms part of the Great Ocean Road Tourism Region, which stretches from Torquay to the South Australian Border and includes coastal and hinterland destinations.

The Great Ocean Road region offers state and nationally significant natural attractions, touring, coastal and hinterland attractions and activities. Drawcard attractions include the Shipwreck Coast, with the twelve Apostles, the Otway National Park, beaches and rugged coastline, and agricultural hinterland.

The natural attractions provide a variety of activities including coastal and inland walks, swimming and boating and wildlife. The hinterland offers emerging farmgate experiences, as well as natural reserves and rail trails.

The many towns, cities, villages and hamlets of the region celebrate local history and heritage, provide local experiences and accommodate varying levels of tourism product and infrastructure.

As a regional City, Warrnambool is the major service centre for the western region of the Great Ocean Road region (the Great South Coast), attracting residents for retail, hospitality, health, education and employment.

Tourism product strengths include coastal attractions and recreation activities (Lady Bay Foreshore), family activities and accommodation (Lake Pertobe precinct), nature based assets (Tower Hill Indigenous Nature Reserve, Middle Island - home to breeding colonies of little penguins) and other attractions, including Flagstaff Hill, Warrnambool Art Gallery, and the Lighthouse Theatre.

Point Ritchie and the Moyjil story is also a significant Indigenous site and emerging attraction.

There are also several destinations and attractions close to Warrnambool that can be done as part of a day trip, including Port Fairy, Budj Bim and the Twelve Apostles.

Tourism is an important driver of Warrnambool's economy, however, its performance has been impacted by the covid-19 pandemic.

Pre-pandemic, tourism contributed \$227 million in economic output to the Warrnambool economy (accounting for 5% of total output pre-covid). This has reduced to \$165 million as of 2023 (3.3% of total economic output).

In 2019, Tourism also supported 1,285 jobs, accounting for 7.7% of total employment. As of 2023, it is estimated this has reduced to 1,082 jobs (5.8% of total jobs).

Pre-covid (2019)	\$227 million tourism output (5.0% of Warrnambool output)	1,285 tourism jobs (7.7% of Warrnambool jobs)
2023	\$165 million tourism output (3.3% of Warrnambool output)	1,082 tourism jobs (5.8% of Warrnambool jobs)

Source: Remplan, 2019 & 2023

TOURISM CONTEXT

Figure 9: Map of the Great Ocean Road Region



Source: Great Ocean Road Tourism, Visitor Economy Masterplan, 2021

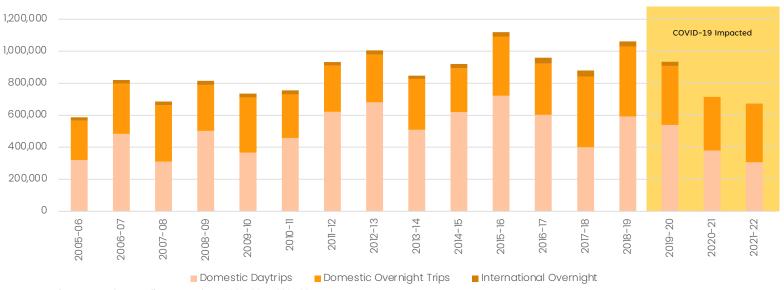
TOURISM CONTEXT

VISITATION

Pre-covid (2018-19), Warrnambool attracted over 1 million visits, with the majority of the market consisting of domestic daytrip visitors (56%), followed by domestic overnight visitors (41%). International overnight visitors comprised 3% of visitation.

In the ten years pre-pandemic, visitation grew at a rate of 2.7% per annum, with growth highest for domestic overnight visitors (4.3% p.a.), followed by international overnight (2.1% p.a.) and domestic daytrips (1.7% p.a.).





Source: Tourism Research Australia, NVS and IVS, 2005–06 to 2021–22

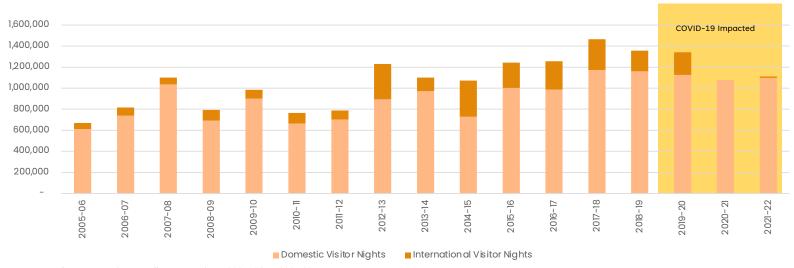
TOURISM CONTEXT

VISITOR NIGHTS

Pre-covid (2018-19), Warrnambool attracted close to 1.4 million visitor nights, 85% of which were from domestic visitors, with 15% from international visitors.

In the ten years pre-pandemic, domestic visitor nights grew at a rate of 5.3% per annum, whilst international visitor nights grew at a rate of 6.8% p.a.

Figure 11: Historical Visitor Nights to Warrnambool (2005/06-2021/22)



Source: Tourism Research Australia, NVS and IVS, 2005–06 to 2021–22

TOURISM CONTEXT

DOMESTIC VISITOR SNAPSHOT

The main reason visitors travel to Warrnambool is for holiday and leisure activities.

The high level of 'other' day trip visitation confirms Warrnambool's role as a regional centre in the Great South Coast region, welcoming regional visitors for purposes such as employment, shopping, hospitality, medical etc

The most common overnight travel party to Warrnambool are lone travellers and adult couples, with a lower proportion of families.

The distance from capital city markets of Melbourne and Adelaide discourages day trip and 'weekend escape' visitation.

Warrnambool relies on visitation from regional Victoria and regional South Australia.

Social activities and outdoor/nature-based activities are most commonly undertaken by visitors.

The majority of overnight visitors stay in commercial accommodation.

Table 4: Domestic Visitor Profile (Snapshot)

Domestic Visitation	Daytrips	Overnight trips
Purpose of Visit	48% Holiday 23% Other 18% VFR 10% Business	42% Holiday 33% VFR 19% Business 6% Other
Travel Party	N/A	32% Lone Travellers 23% Adult couples 21% Family groups 18% Friends or relatives travelling together
Activities	61% Social activities 16% Outdoor/nature activities 7% Active outdoor/sports	39% Social activities 22% Outdoor/nature activities 10% Active outdoor/sports
Origin	80% Regional Victoria 14% Metropolitan Melbourne 6% South Australia	43% Regional Victoria 39% Metropolitan Melbourne 6% South Australia
Accommodation	N/A	63% Commercial accommodation 37% Private accommodation

Source: Tourism Research Australia, NVS and IVS, based on 5 year average of calendar year data 2015-2019

TOURISM STRATEGY

EXPERIENCE VICTORIA 2033

The Victorian State Government recently released Experience Victoria 2033, a tourism plan for the state, which provides a roadmap for how government and the tourism sector can work together to maximise the benefits of tourism.

The Plan takes an experiential approach to developing the visitor economy and sets out priorities for product and experience development.

The vision as outlined in the plan is:

"We will work together to make Victoria a leader in the delivery of exceptional, diverse, and connected experiences for visitors. We will invest in bold, innovative, and inspiring tourism products and experiences that attract more visitors to come to Victoria, stay longer, and spend more. We will ensure Victoria maximises the social and economic benefits of domestic and international tourism. We will – by creating a strong, resilient visitor economy – build a prosperous, sustainable future for Victoria."

The Plan outlines the products and experiences areas that will be focused on to drive growth, these are shown bat Figure 12.

Figure 12: Product and Experience Focus Areas for Growth



Delivery of the plan will include consideration of:

- Building a highly skilled, local workforce;
- Inspire travellers to visit and return;
- Make it easier to get in and around the state;
- Investment facilitation in projects;
- Build a strong and resilient industry;
- · Digital connectivity;
- · Community engagement;
- High quality and personalised visitor servicing;
- Provide high quality data and insights;

The plan will focus on delivering the following outcomes:

- First Peoples focused;
- Valuable for our communities;
- · Unique to place;
- Driving economic growth;
- Innovative and outstandina:
- Sustainable and regenerative;
- · Inclusive and welcoming.

TOURISM STRATEGY

VICTORIA'S TARGET VISITOR MARKETS

Victoria's key target markets for demand-driving marketing activity are High-Value Travellers (HVTs) in international markets and Lifestyle Leaders in the domestic market.

HIGH VALUE TRAVELLERS (INTERNATIONAL)

HVTs are empowered and increasingly knowledgeable about the world around them.

HVTs view knowledge about a destination as fundamental to an enriching travel experience. HVTs prefer authentic holidays where they experience the local culture and everyday life. They want to experience everything from the local cuisine to the natural surroundings.

HVTS can be leisure tourists, working-holiday makers, visiting friends and relatives, or business travellers

LIFESTYLE LEADERS (DOMESTIC)

Lifestyle Leaders represent more than 30 per cent of the Australian population (5.95 million Australians). They are professionals or managers and have an average annual household income of \$130,160. They spend more when they travel and travel more than the average population.

They like to shop, particularly online, and are open to trying new things. When they travel, they like to stay active, experience the local culture and see nature.

They are less likely to prefer to have their trips organised for them.

Lifestyle Leaders can be leisure tourists, working-holiday makers, visiting friends and relatives, or business travellers.

TOURISM STRATEGY

GREAT OCEAN ROAD VISITOR ECONOMY MASTERPLAN

The Great Ocean Road Visitor Economy Masterplan (Great Ocean Road Regional Tourism, 2021), provides a strategic framework for the growth and development of the regional tourism economy.

The Plan outlines

...By 2030, the Great Ocean Road Region visitor economy will be Australia's leading responsible tourism region, achieving balanced socio economic, environmental and cultural outcomes, represented by:

A significant upgrade and development of public and private infrastructure to meet demand and support the region's communities;

- Increased visitor yield and dispersal contributing to a thriving economy
- Effective management of visitation pressures
- Active and supportive community engagement
- · Engaged participation by traditional owners
- · Effective, efficient and collaborative regional governance
- High standards of visitor experiences and services providing seamless visitor satisfaction
- Development of destinations, experiences and services which support communities and respond to market demand.

The Plan aims to **Grow a balanced**, **managed and thriving visitor economy**.

Achieved by growing:

Visitor length of stay and expenditure	Visitor dispersal (geographic, seasonal and mid-week)	visitor satisfaction	
Jobs	Product, experiences and services	Visitor and community amenity	Community engagement and support

Figure 13: GOR Visitor Economy Objectives

TOURISM STRATEGY

The Great Ocean Road Visitor Economy Master Plan has a focus on addressing supply side issues and opportunities, as outlined below. Reimagining Flagstaff Hill can respond to these needs.

SUPPLY SIDE FOCUS OF THE GOR VISITOR ECONOMY MASTERPLAN

1.

New and improved product.

Product
development is
key to changing
consumer
behaviour –
driving increased
length of stay,
dispersal and yield
and attracting new
higher yielding
audiences.

2.

Address product gaps.

The region has a strong investment pipeline but significant product gaps remain. 3.

Products that enhance and enrich the visitor experience.

Critical is ensuring that the focus is not solely on large scale game changing infrastructure projects but that products, services and experiences support visitor needs.

4.

Build competitiveness.

The region has significant gaps in accommodation, attractions, experiences and food to compete with other key Victorian and interstate destinations. Whilst some product development has occurred in recent years, more is needed.

5.

Enhance overnight value proposition.

Critical are products that support the night-time economy and drive overnight stays and nonweather dependent activity that supports year-round visitation. 6.

Maintain and grow signature event base.

Events continue to play a key role in driving visitation, although the capacity of communities to continue to drive events is diminishing with event funding becoming increasingly difficult to obtain.

TOURISM STRATEGY

The Plan outlines product gaps in attractions, experiences and events in Warrnambool, noting the following specific opportunities.

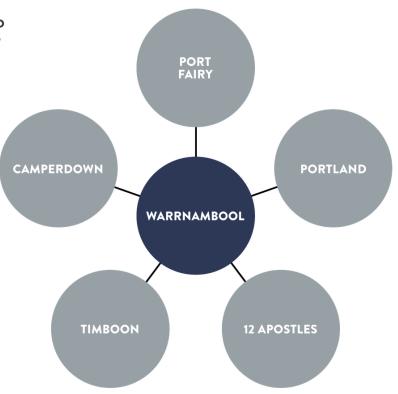
"The enhancement and revitalisation of the Flagstaff Hill Precinct and the cultural offering in Warrnambool presents an opportunity to appeal to new higher yielding markets outside of summer peak."

Other product and experience development opportunities noted include:

- Events
- · The foreshore
- · Whale watching
- Wellness
- Agri-tourism
- Food
- Night-time economy

There is also a focus on developing a hub and spoke visitation model for the region, which can be leveraged across destination, products and experiences.

Warrnambool presents a strong destination based hub, where daytrips and other experiences can be undertaken.



TOURISM STRATEGY

Re-imagining Flagstaff Hill should recognise the tourism brand of Warrnambool.



Archetype	Core Audience	Value Proposition	Personality	Tone of Voice	Key Offering
The Jester	Creative opinion leaders & Inspired by Nature	Warrnambool offers city lifestyle experiences wrapped up in the spectacular beauty and wild nature of the raw Southern Ocean. This combination offers opportunities for relaxation, refined refreshment and brings a new sense of playfulness, adventure and rejuvenation.	 Free spirited Playfully adventurous Welcoming 	If the Warrnambool brand could speak, it would be playful, fun and welcoming. It would make you laugh with its humour and smile with its optimism. It would speak with a sense of wonder and come alive when talking about nature. More than anything, Warrnambool shows life through the eyes of a child	 Nature in action Breathtaking coastal scenery Outdoor fun for kids Urban experiences for the whole family Preserved heritage for history lovers Maritime history

KEY POINTS

- Tourism is strategically important to the regional economy and its future growth.
- As the largest regional centre in the Great South Coast, Warrnambool has a role to play in supporting higher order services and infrastructure to service the regional visitor economy.
- Visitation to Warrnambool was steadily climbing pre-pandemic attracting over 1 million visitors in 2018-19. The majority of the market comprise domestic daytrips and domestic overnight visitors, visiting for a holiday, to see friends and family or business.
- The daytrip market is comprised primarily of visitors from regional Victoria whilst the overnight market consists of both regional Victorian and metropolitan Melbourne visitors.
- Victoria is focussing on attracting high value international travellers and the lifestyle leader market as the key growth opportunities. In addition, focus areas for product ad experience growth include First Peoples led experiences, food and drink, wellness, arts and culture and nature.

- The Great Ocean Road Visitor Economy Masterplan identifies a number of considerations relevant to the re-imagining of Flagstaff Hill, these include:
 - There is a need for new product development that responds to changing consumer behaviour.
 - There is a need to drive additional length of stay, visitor yield.
 - There is a need to attract new higher yielding markets.
 - There is a need to deliver address gaps in accommodation, attractions and experiences to ensure the region remains competitive with other destinations.
 - There is a need to deliver products and experiences that enhance the nigh time economy.
 - There is opportunity to encourage Warrnambool as a hub for regional touring.
 - Flagstaff Hill; presents significant opportunity to drive off-peak visitation and appeal to new markets, and address product gaps in food, night time economy, wellness and others.

5. INSIGHTS

Engagement with stakeholders, the community and on site visitors has assisted with framing issues and opportunities for the site. The following presents a summary of key insights.

STAKEHOLDER ENGAGEMENT

A range of stakeholders were engaged to discuss the project, including:

- · Warrnambool City Council
 - Economic Development & Tourism
 - Community Development
 - Infrastructure and Planning
- Flagstaff Hill and VIC Staff and volunteers
- Great Ocean Road Regional Tourism
- Department of Jobs, Skills, Industry and Regions;
- Eastern Maar Aboriginal Corporation
- Great Ocean Road Coasts and Parks Authority
- Peninsula Hot Springs & Loyly Studio

The following provides a summary of key points raised during consultation relevant to the project

The Attraction

- Attracts mainly adult couples and families.
- The attraction arrival experience is confusing.
- There is a lack of ongoing activation of the village.
- There is a perception issue for visitors (some think it's a museum, others a theme park).
- A number of the facilities need updating, including toilets, repairs and maintenance to village buildings.
- There is a need to tell the story of First Nations people better throughout the experience.
- A lot of people come to town and are looking for something to do and Flagstaff Hill provides an experience that people can do.
- Many visitors that attend the sound and light show don't know what to expect but enjoy the experience.
- The business model of the attraction hasn't changed much since the 1970s, but the market has changed. There is a need to think about what the modern visitor wants.

- There is limited refreshment of the story, people go once and then don't have to go again.
- The site offers some of the best views in Warrnambool.
- There could be a focus on selling more local produce and products.
- The space could be used more for events.
- Hard to run functions and events, due to clashes with nightly sound and light show and structure, location and quality of BOH facilities.
- There is a need to refresh the product and experience so that it is relevant to consumers.
- There is a need to offer more value-add experiences that can be charged for. This could include considering free entry, with value add products and experiences that are charged for.

Museum

- The museum is accredited through Australian Museums and Galleries Association. Accreditation required to be renewed every 5 years.
- The museum has a collection of over 10,000 objects, of which around 8,500 are on Victorian collections online.
 Approximately 1,500 objects aren't significant.
- The attraction is a museum first and foremost.
- The museum collection can't be sold.
- There is a need for improved facilities to store and manager the collection. Current facilities are inadequate.
- The main museum gallery space, which was updated in 2017, is in need of a major update.
- In addition, an exhibition space would enable the attraction of touring exhibitions such as from the National Maritime Museum.
- The museum story could be broadened beyond shipwrecks and include more of the story of the sea.

STAKEHOLDER ENGAGEMENT

Visitor Economy

- Distance from Melbourne means
 Warrnambool is primarily an
 overnight destination. Daytrip visitors
 are originating in regional Victoria.
- There is a need for more tourism products and attractions, places where visitors can spend time and money.
- Warrnambool is a city by the sea. As a regional city it can provide higher order infrastructure and services for visitors yet maintain a sea-side village feel. The city is a point of difference for Warrnambool, this plays into the potential for Warrnambool to be a hub and spoke destination.
- Events are a good driver of visitation to the region.
- Summer is peak season, whilst visitation in winter is limited. There is a need to drive visitation in the winter months.
- There is a lack of conference and functions spaces with breakout spaces.
- Limited live music venues.
- Need for useable indoor winter spaces (e.g. places selling local food, beer and wine, by the fire, storm viewing).

- A redevelopment of the Twelve Apostles Visitor Centre is planned, which may tell the Lochard story, a key story currently told at Flagstaff Hill. Potential to be a competitor in the future so there is a need to consider how the museum and other experiences at Flagstaff Hill are positioned.
- The CBD has its back to the coast, there is opportunity for Flagstaff Hill to better connect the CBD with the coast.
- Opportunity for more destination hospitality, showcasing local produce.
- The rail connection to Warrnambool is an access advantage. With the introduction of \$10 adult fares and \$5 for children, there may be greater opportunity to attract daytrips from Melbourne, Western Metropolitan Melbourne, Geelong and other origin destinations.
- During project consultation a redevelopment of the Warrnambool Art Gallery was being investigated for the Cannon Hill site, adjacent to Flagstaff Hill. At the time of writing, the Art Gallery is progressing with a development on their existing site.
- There is an opportunity to connect the Cannon Hill site with Flagstaff Hill via a pedestrian walkway.

First Nations

- Historical hesitancy towards
 Flagstaff Hill due to the maritime colonial village and aspects of the sites.
- A repositioning of the site or a "clean slate" would open up greater opportunity for First Nations involvement.
- Opportunities to support the site hosting various activities promoting it as an integrated and central cultural, visitor and community precinct in Warrnambool.
- It was noted that the site could support a variety of commercial uses and that First Nations involvement in hospitality, accommodation, conferencing etc could be explored, subject to further considerations.

Commercial Development

 A 21 year lease is typically not adequate to attract commercial investment. There would need to be a change to the lease terms to facilitate commercial investment.

COMMUNITY ENGAGEMENT

A community engagement process was undertaken which included an online survey and drop-in sessions with residents. Project engagement opportunities were advertised on Council's Have Your Say page. The following presents the key insights through the survey and drop-in-sessions.

Table 5: Survey Respondent Profile

506
Respondents.

89% live in
Warrnambool

11% outside of
Warrnambool

11% outside of
Warrnambool

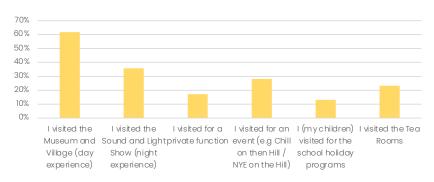
64% Female
34% Male

2% prefer
not to say

87% of
respondents have
visited the site.

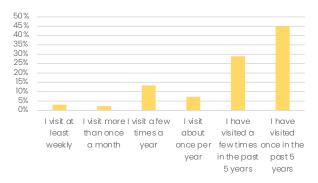
6% are volunteers
3% employees

Figure 14: Experiences Undertaken by the Community



Q: The following question relates to the paid ticket area of Flagstaff Hill only (ie. museum, village, sound and light show). Which of the following statements applies to you? Please select all that apply. N=506

Figure 15: Frequency of Site Visit



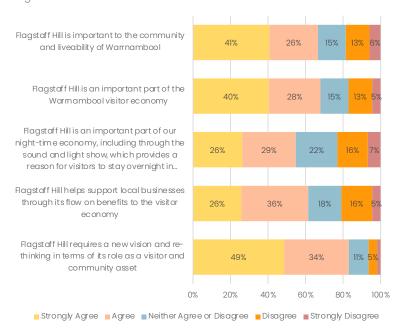
Q: Please indicate how often you have visited the paid ticket area (ie. museum, village, sound and light show) of Flagstaff Hill in the past 5 years? N=428

Close to 75% of respondent have only visited FHMV once/or a few times in the past 5 years, indicating a lack of repeat visitation.

COMMUNITY ENGAGEMENT

83% of survey respondents agreed with the statement "Flagstaff Hill requires a new vision and re-thinking in terms of its role as a visitor and community asset"

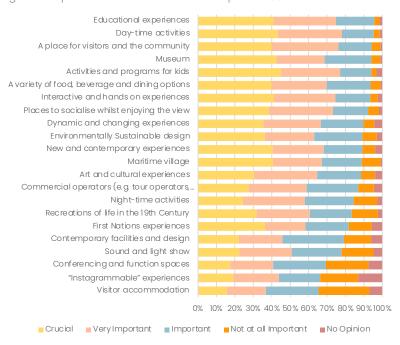
Figure 16: Sentiment



Q: Thinking of Flagstaff Hill, please indicate the extent to which you agree with the following statements. N=482

There was a strong response in regards to the importance of delivering a range of experiences and activities.

Figure 17: Opinion on site activities and experiences



Q. Please tell us how important you believe the following items are when considering the future of Flagstaff Hill. N=406

COMMUNITY ENGAGEMENT

A range of open ended ideas and opportunities were recorded by survey respondents. Some key themes are highlighted in Figure 18.

Figure 18: Ideas and Opportunities (open ended responses summary of themes)



Q: Please tell us about any specific ideas or opportunities you think should be explored as part of re-imagining Flagstaff Hill.

VISITOR SURVEY

In order to understand more about visitors to Flagstaff Hill, an online visitor survey was conducted, which ran between late December 2022 and mid-March 2023. The survey was accessible on mobile devices by scanning a QR code on site.

Key results are summarised below. Generally, those that responded to the survey had an enjoyable experience on site. Although there is a broader market and financial sustainability issue at play as evidenced by declining long term visitation and revenue, the experience is still enjoyable, as evidenced from those that responded to the survey. Generally positive Trip Advisor reviews support this finding.

Number of Respondents 116 Respondents	Place of Residence • 64% live in Victoria (15% in Warrnambool) • 34% live interstate • 2% live overseas	Reason for visiting Warrnambool 60% for a holiday 14% locals 11% VFR 12% Passing through 1% to attend a specific event 1% to visit Flagstaff Hill 1% on a group tour	Overnight Stay 74% of respondents staying overnight* Average length of stay of 3.2 nights	Age 70% of respondents aged 30-54 years	Frequency of Visit to Warrnambool • 43% first time visitors to Warrnambool • 29% had visited Warrnambool before (but not regular visitors) • 15% regular visitors.
Top activities undertaken on site • Museum and village (56%) • Museum, Village and Sound and Light Show (17%). • Function or event (17%)	Village Experiences undertaken • Self-guided walk around the village (90%). • Museum (84%) • Gift shop (49%) • Lolly shop (47%) • Tea Rooms (35%)	Time Spent on site 44% between 1 & 2 hours 38% between 2 & 3 hours	Motivations for visiting Flagstaff Hill I like to visit local attractions when I'm on holiday (53%) I'm generally interested in history and heritage (44%) I was looking for a place to entertain the kids (30%) I was looking for something to do during the day (22%) I'm passionate about maritime history (16%) I'm visiting for a specific function or event (15%)		Value for Money Very good 57% Good 29% Neutral 11% Poor 3%

STRATEGIC OPTIONS CONSIDERED

Three strategic options tabled and considered for the future of the site.

STRATEGIC OPTIONS

Having considered a range of factors (attraction performance, site, stakeholder and community views, and the visitor economy), three strategic options were formulated and presented to the Project Reference Group and Warrnambool City Council. There was general consensus that a broader strategic approach was needed, resulting in option 3 being the preferred approach.

	1. Enhance the current experience (Business as usual)	2. Re-think the experience, considering new strategic investment opportunities.	3. Integrated precinct development, considering public and private sector investment opportunities.
Summary	 Maintain the site in its current format; Select experience and infrastructure upgrades and enhancements Council managed. 	 Re-positioning of the offering. Exploration of new value add experiences (village activations, night experiences, functions and events, dining and hospitality and tour operators etc). Council managed. Potential to involve other commercial operators and partners (F&B, tours operators) 	 Major re-visioning and re-positioning of the site. Open and integrated visitor and community precinct. Private and public sector investment opportunities.
Possible Uses and Activities (examples)	 Museum and visitor servicing Maritime Village (with additional activations). Upgraded/new sound and light show production. Dining and hospitality. Broader use for events and functions. 	 Museum and visitor servicing. Village (re-positioned offering / new activations); New night experiences (e.g. light festival events); Event/amphitheatre space (festivals, events), Expanded dining and hospitality offerings; Spaces for tour operators; Food and beverage. 	 Geothermal/wellness; Accommodation; Functions and events; Museum, retail/shop, tour operators and visitor servicing; Integrated First Nations experience Hospitality and dining (brewery, distillery, café etc); Functions and events;
Capital investment	Low-Medium	High	Major
Capital Funding	Public	Public	Private / Public
Operational Funding	Council	Council	Private / Public
Implementation Risk	Low	Low	High
Re-imagining	None	Medium	High
Tourism Impact	Low	Low-Medium	High
			Preferred option.

Note, the potential to co-locate the Warrnambool Art Gallery on Flagstaff Hill was explored as part of development of these strategic options. The Gallery is progressing with an option to deliver an improved gallery on its existing site and therefore, the concept was not progressed further.

7. INVESTMENT OPPORTUNITIES

Having identified an integrated precinct development model as the preferred strategic direction for the site and attraction. Key commercial investment opportunities, including accommodation, geothermal and wellness, food and beverage and functions were analysed at a high level, to assist in framing a future vision for the site.

This section includes compilation and analysis of select market research and evidence to support the assessment and vision.

INVESTMENT OPPORTUNITIES

ACCOMMODATION SUPPLY: WARRNAMBOOL

Urban Enterprise completed an audit of the commercial accommodation offering in Warrnambool (excludes Airbnb) to identify the overall accommodation mix, and potential gaps and opportunities.

Warrnambool's accommodation offering primarily includes a mix of hotels and motels located in the CBD, as well as caravan and camping facilities, and two resorts/hotels in the foreshore precinct.

In total, there are 88 commercial accommodation establishments, with a total capacity of 1,328 rooms / sites.

Key observations:

- Motels/Motor Inns account for 39% of room capacity, followed by caravan and camping (22%) and hotels (15%).
- Most existing accommodation is concentrated to central Warrnambool and the foreshore.
- Deep Blue Hotel and Lady Bay Resort on the foreshore are both 4-star establishments that are popular and well-visited.
- There are very limited examples of new, contemporary accommodation that has been delivered in Warrnambool.

Table 6: Commercial Accommodation, Warrnambool (2022)

	Total	%	Rooms	%
Motel / Motor Inn	24	27%	523	39%
Caravan, Camping and Holiday Park	14	16%	291	22%
Hotel	10	11%	200	15%
Self-contained house/apartment/unit	26	30%	176	13%
Resort	1	1%	85	6%
Serviced Apartment	7	8%	24	2%
Backpacker / Hostel	2	2%	19	1%
Bed and Breakfast / Guesthouse	4	5%	10	1%
Experiential Accommodation (e.g. farmstay, glamping, tiny homes etc.)	0	0%	0	0%
Total	88		1,328	

Source: Urban Enterprise, 2022

ACCOMMODATION

ACCOMMODATION GAPS

3-to-3.5-star standard hotel/motor inns are the most utilised types of accommodation in Regional Victoria, followed by caravan parks and commercial camping grounds. This reflects the overwhelming majority of accommodation stock, which is weighted towards these types of accommodation.

The popularity and utilisation of luxury hotels or resorts (4-5 stars) and short-stay rental accommodation (house or apartment) recorded strong growth in the 5-years prior to COVID-19, which could be a result of changing consumer preferences.

Visitors staying in luxury hotels or resorts (4 or 5 star) in Regional Victoria is significantly underrepresented compared with Regional NSW and Regional QLD, which more likely reflects the unavailability of stock as opposed to weak market appeal.

It is apparent that there is expressed demand in Regional Victoria for standard hotel/motel, caravan and camping accommodation, and that demand for this accommodation is well met due to the availability of supply.

With the exception of a few higher quality accommodation providers, the accommodation stock in Warrnambool is not particularly well-matched to Victoria's key target markets, which include "lifestyle leaders" in the domestic market.

Figure 19: Visitors by Accommodation Type, Regional Victoria (2010-2019)

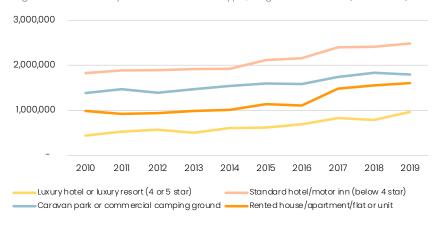
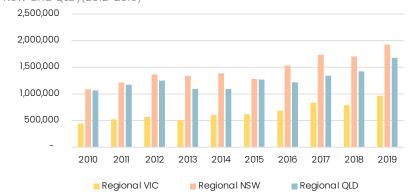


Figure 20: Visitors Staying in Luxury Hotel or Resort (4 or 5 stars) (Regional Vic, NSW and OLD)(2012-2019)



Source: Tourism Research Australia

ACCOMMODATION

ACCOMMODATION DEMAND: VISITOR FORECASTS

The Great Ocean Road Visitor Demand and Accommodation Forecast Report, prepared by Deloitte in 2020, provides visitor projections for the Warrnambool region, which encompasses Warrnambool municipality and the eastern portion of Moyne Municipality.

The Report estimates that the region attracted around 1.25 million visitors in 2019 prior to the COVID-19 pandemic. Total visitation is projected to reach approximately 1.77 million by 2030, growing at an average rate of 3.2% per annum.

Overnight trips are projected to increase from around 492,000 in 2019 to 719,000 in 2030, representing 46% growth (+3.5% per annum).

The increase in overnight visitation to Warrnambool will generate additional demand for commercial accommodation rooms. The report estimates that there will be demand for an additional (+2,715-3,869 rooms across GOR by 2030).

With limited development of new commercial accommodation stock in Warrnambool in recent years, there is a strategic opportunity to provide new accommodation that:

- Serves the projected increase in visitor demand over time;
- Addresses current gaps in the type of accommodation available;
- · Meets visitor market preferences; and
- Contributes to the creation of an integrated tourism precinct.

+46%

(+227,000) projected increase in domestic overnight visitors to the Warrnambool region between 2019 and 2030 Demand for between +2,715 and +3,869 accommodation rooms across the Great Ocean Road Region by 2030.

Table 7: Visitor Projections, Warrnambool Region, 2019-2030

	2019	2030	Change	Change %	AAGR
Total Domestic Visitation	1,206,000	1,768,000	+562,000	+47%	+3.5%
Overnight visitation	492,000	719,000	+227,000	+46%	+3.5%

Source: Great Ocean Road Visitor demand and accommodation forecast Report, Deloitte, 2020

GEOTHERMAL & WELLNESS

Victoria is fast becoming the nations hot springs state, taking advantage of the geothermal water along the southern coast. Hot Springs and Wellness centres focus on providing services aimed at renewing the body, mind and spirit, through various treatments and professional services.

Visitation to health spas/wellness centres in Victoria has grown by 200% between 2010 and 2022 across day, overnight and international visitors; growing at a rate of 14% per annum precovid.

2022 saw a return to pre-covid visitation to health spa/ wellness centres with approximately 600,000 visitors. Indicating the markets rebound from covid and rising demand.

The key target market for wellness tourism is the "lifestyle leaders" market, aligning to Victoria's key target market for the state. The promotion and development of geothermal facilities in the region provides potential to grow visitation from this market segment.

The Great Victorian Bathing Trail is a vision for a tourism route connecting Hot springs, mineral springs and sea baths throughout Victoria (see Figure 20).

The trail seeks to connect visitors with experiences in wellness spas, nature trails, mindfulness and yoga, arts and first nations experiences, farmgate food and wine, and accommodation.

Figure 21: The Great Victorian Bathing Trail



Source: The Great Ocean Road & Southern Grampians Geothermal Investment Prospectus, Great South Coast Economic Futures, 2023

GEOTHERMAL & WELLNESS

Warrnambool is noted as a location for geothermal and wellness on the Great Victorian Bathing Trail, further, the recent Great South Coast Economic Future project (2023), proposes a number of concepts for new geothermal opportunities in the region, including at Flagstaff Hill.

The report notes the potential for hot spring bathing, paired with accommodation to provide an all season, all year activation, including offerings for both adults and families.

Considerations:

- The health and wellness tourism sector has experienced significant growth in the past decade.
- Warrnambool is well placed being along the Great Victorian Bathing Trail.
- Its geographic location is highly suited to hot springs, due to the land's geothermal properties.
- Deep Blue Hotel and Springs currently operates in Warrnambool already, offering a wide variety of wellness packages and there is potential to further grow this market by catering to different market segments.
- A potential Hot springs and wellness centre on the site could seek to differentiate its offering by catering toward a family-oriented market leveraging proximity to the Lake Pertobe Precinct and carayan park accommodation.
- The concept for geothermal facilities on site is supported by the Great South Coast Economic Futures project.

"We propose having two main types of hot springs on the site. A relaxation hot springs for guests coming to experience tranquillity and escape for adults and people seeking relaxation. And a thermal hot springs water park designed for families and youth to enjoy water slides and fun activities that are suitable for all seasons of the year."

Artist's impression of geothermal bathing at Flagstaff Hill



Source: The Great Ocean Road & Southern Grampians Geothermal Investment Prospectus, Great South Coast Economic Futures, 2023. Drawing by Loyly Studio.

FOOD & BEVERAGE

Victoria has a strong reputation for food, wine, brewing and distilling. At the heart of Victoria's reputation is a prominent agriculture and agribusiness industry that underpins high quality fresh produce and "paddock to plate" experiences.

Food and Drink is one of Experience Victoria's (2023) key pillars to drive growth in the visitor economy.

Food, drink and eating out is one of the primary activities undertaken by domestic and international visitors across Regional Victoria. Figure 21 shows that in 2019, more than 29 million visitors to Regional Victoria ate out as part of their trip. This level of visitation has almost doubled since 2010.

In Warrnambool, the CBD is the prime location for hospitality. There is a mix of casual, takeaway, restaurant, pub and café dining, including both day and night-time establishments that are generally concentrated along Liebiq Street, Kepler Street and Timor Street.

Although the foreshore and waterfront precinct performs an important tourism role, there are limited hospitality offerings on the waterfront with views, apart from the Pavilion and Simon's Waterfront. Other dining opportunities with views include Pippies by the Bay (at Flagstaff Hill) and the Warrnambool RSL.

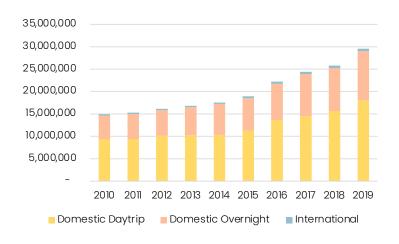
There is an opportunity for the site to assist in diversifying the local and regional food and drink offering and broaden the range of markets that the site caters to. This could include a destination dining facilities (such as an integrated café/ brewery/ distillery/ restaurant/ produce store), boutique dining as part of accommodation providers and smaller takeaway/kiosk options.

Importantly, hospitality is needed to drive visitation, diversify the product offering and ultimately promote a cohesive and integrated visitor experience.

+98%

increase in total visitors to Regional Victoria who ate out as part of their trip.

Figure 22: Visitors who eat out, regional Victoria (2010-2019))



Source: Tourism Research Australia

FUNCTIONS

Table 8 provides a summary of conferencing and event venues in Warrnambool. There are a number of facilities to choose from, however, there is a gap in the provision of mediumlarge conferencing and event venues which capitalise on Warrnambool's coastal setting.

Simons Waterfront/Surf Life Saving Club (capacity for up to 200 seated guests) and the Pavilion (capacity for up to 100 guests) are examples of venues with water views.

Functions and events cater for both the resident and visitor market, and can be a key driver for regional visitation.

Warrnambool has attracted consistent population growth over time. As of 2022, the Warrnambool LGA had an estimated resident population of approximately 35,520 residents, growing by close to 2,500 residents since 2012 (+0.7% p.a.). Warrnambool's population is forecast to reach approximately 40,000 residents by 2036, which will create an organic growth in demand for function and event spaces.

Select facilities at Flagstaff Hill can be hired out for private functions and events, including use of the outdoor grassed area on the hill and indoor facilities. Functions held at FHMV include wedding ceremonies, private and corporate functions. However, several operational challenges and constraints limit function hire and event use. This includes clashes with the sound and light show, sub-par facilities, limitations on plant and equipment, proximity of spaces to preparation and storage areas, and labour requirements.

Nonetheless, the unique setting, as well as the highly accessible and advantageous location that is adjacent to the foreshore precinct and CBD builds the case for functions and events to prevail at the site in future, as long as facilities are enhanced and well positioned to accommodate such activities.

Importantly, the potential to host functions and events at the site alongside the potential for other investment opportunities (accommodation, hospitality and other key products and attractions) will complement one another, and promote an integrated visitor experience.

This would include consideration of:

- High quality functions and events spaces (which can be multipurpose and flexible, e.g. a restaurant with capacity to host events), providing outstanding coastal view.
- Leveraging on site accommodation and packaged with other on site activities (e.g. geothermal, museum pass, dining).
- Leveraging the sites location, proximity to the CBD, train station and foreshore.

Table 8: Function Venues in Warrnambool

	N4 Oit
	Max. Capacity Banquet
Archie Graham Community Centre	120
Best Western Olde Maritime Motor Inn	90
Brother Fox catering and Events	350
The Cally Hotel	NA
City Memorial Bowls Club	350
Deakin University	NA
The Emmanuel Centre	650
Flagstaff Hill	250 (Marquee)
The Flying Horse	100
Hotel Warrnambool	120
Lady Bay Resort	200
Lighthouse Theatre	220
Mid City Warrnambool	200
Quest Warrnambool	NA
Raffertys Tavern	160
The Stage at Emmanual College	NA
Simons Waterfront + Surf Club	200
South West Tafe	60
The Pavilion	100
The Whalers Hotel	80
Warrnambool Art Gallery	80
Warrnambool Bowls Club	160
Warrnambool Football Club	200
Warrnambool Golf Club	150
Warrnambool Greyhound Racing Club	300
Warrnambool Racing Club	250
Warrnambool Stadium	200

PRECINCT VISION & OPPORTUNITIES

The following provides a vision, guiding principles, strategic directions, precinct opportunities and considerations relating to delivery and implementation.

VISION

The following provides a vision to guide Flagstaff Hill's future:

Flagstaff Hill is a thriving integrated community and major tourism precinct in Warrnambool.

Set amongst layers of historic buildings and regenerated landscape, visitors can engage with a range of activities and experiences (geothermal bathing, accommodation, contemporary approach to the display and interpretation of the museum artefacts, food and beverage, First People's led experiences, wellness, history and heritage, functions and events).

The precinct and its experiences recognise and are responsive to First Peoples culture, State significant heritage assets, museum artefacts and the sites unique attributes and landscape.

GUIDING PRINCIPLES

The following guiding principles have been utilised when considering strategic directions and opportunities for the site, and to assist with future planning for the site.

01

02

03

04

05

06

Respond to Place

Foster Regeneration Enable
Transition and
Evolution

Promote Economic Development Establish Strategic Partnerships Inclusive and accessible

Protect and conserve State significant heritage.

Respond to site conditions (heritage, topography, climate, infrastructure, assets, access).

Revitalise the visitor experience.

Integrate First People's history, culture and tourism experiences.

Protect and establish landscape and environmental values.

Reuse assets and infrastructure where practical.

Allow for the site to be developed in a deliberate and staged manner.

Recognise transition will require further planning, time and investment.

Provide opportunity for the site to evolve over time (short, medium and long term) in line with market opportunity and investment capacity. Create a demand driving visitor destination.

Drive additional visitation and yield.

Facilitate investment into the site (including private and public sector investment).

Improve financial and economic outcomes.

Recognise that transition requires engagement and strategic partnerships with Government, stakeholders, community and the private sector.

Inclusive and accessible infrastructure and tourism experiences

Flagstaff Hill Re-Imagined

Urban Enterprise | 88

STRATEGIC DIRECTIONS

01. Create a demand driving destination.



The site's location and attributes lend it to becoming a major demand driving tourism precinct, with the opportunity to provide high levels of economic valueadd to the region.

A mix of experience, activities and infrastructure is required, which leverage the sites unique attributes and advantages (location, views, heritage assets).

- a) Create a major tourism precinct.
- b) Revitalise the visitor experience.
- c) Encourage a mix of activities.
- d) Leverage the sites unique attributes.
- e) Attract year-round and repeat visitation.
- f) Respond to regional product gaps and investment opportunities.
- g) Target regional growth markets.

02. Facilitate investment.



Revitalisation of the vision requires new investment in demand driving experiences and activities.

Re-imaging the site as an integrated and mixed use tourism precinct will require private sector investment in demand driving tourism experiences and infrastructure.

Private sector investment will require lease terms of over 21 years to provide commercially attractive investment opportunities.

- a) Leverage new investment in tourism experiences and infrastructure.
- b) Unlock private sector investment.
- Advocate for public sector investment to unlock development opportunities and realise the vision.
- d) Establish partnerships.
- e) Renew infrastructure.

03. Integrate First People's led experiences.



Future planning and development of the site should recognise and integrate First People's history, tourism and cultural experience into the site.

Working with Traditional Owners and First People's communities and businesses.

- Recognise and integrate First People's history, cultural and tourism experiences into the site (as appropriate and advised through consultation with Traditional Owners and First Peoples).
- b) Consider First Nations tourism opportunities (commercial investments, tour operators, events, food and beverage, wellness, language and naming, signage, welcome to Countries for events and gatherings).

STRATEGIC DIRECTIONS

04. Protect state significant heritage.



The sites state significant heritage assets including the lighthouses, lightkeepers cottage, chartroom, signal building and artillery cannons require ongoing protection, conservation and management.

Re-imaging the site will need to be sensitive to the core heritage precinct, including through locating and major redevelopments outside of the heritage precinct, and ensuring ongoing conservation and management of the heritage assets.

- a) Preserve and protect State significant heritage assets.
- New experiences and development should be sensitive and sympathetic to heritage assets.
- c) Interpret heritage assets.
- d) Consider a contemporary approach to the display and interpretation of the museum artefacts.
- e) Provide for selective and sensitive adaptive re-use of heritage buildings.

05. Leverage the sites unique attributes.



Leveraging the sites competitive advantages will assist in supporting investment opportunities and a worldclass visitor precinct.

The sites extensive views can be better capitalised on and provide a unique setting for tourism activities, whilst the sites well maintained gardens and open spaces provide a pleasant setting and amenity for visitor experiences.

Further landscape re-generation will provide an enhanced setting for proposed visitor activities, and where required provide internal landscape buffers between different land uses.

- a) Capitalise on the site's prominent location.
- b) Leverage the sites views.
- c) Celebrate heritage.
- d) Enhance the sites landscape, connection to the coast and connection to places of cultural significance (including views to Moyiil).

06. Renew, re-use and adapt infrastructure



There is a significant amount of existing infrastructure on site. Some infrastructure requires renewal, other may be suitable for re-use and adaptation.

Major infrastructure investment is required to deliver major tourism opportunities with some buildings providing opportunities for adaptive re-use such as buildings in the village and the use of the wharf theatre as a staging area for events and pop-ups.

There is also opportunity for infrastructure adaptation and renewal to be phased over time, in line with commercial opportunities and investment capacity.

For example, there could be a small adaptation to the current visitor centre to facilitate access to the geothermal water park etc, with future opportunity for wholesale renewal of this facility.

- a) Enable selective re-use and adaptation of facilities and infrastructure.
- b) Invest in new infrastructure to regenerate the tourism experience.
- c) Consider the decommissioning of infrastructure where it is not required or fit | 90 for purpose.

STRATEGIC DIRECTIONS

07. Improve access and accessibility.



The sites topography and terrain poses challenges for access.

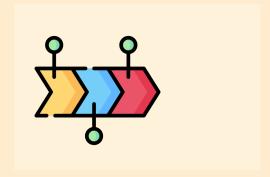
When re-imagining the site, better access could be incorporated through clever design that adds to the site experience and facilitates universal accessibility both in infrastructure and experience.

This could include the use of lifts that double as viewpoints, boardwalks, ramps and stairs and tiered landscapes which respond to the sites slope and topography.

In addition, there are opportunities to better connect the precinct with its surrounds including Cannon Hill and the Lake Pertobe precinct.

- a) Better connect the precinct with its
- b) Improve access into and around the site.
- c) Create universal accessibility and inclusive experiences.

08. Allow for staged development.



Realisation of the vision will occur over the long term. Development of the site should be allowed to occur over time in a deliberate but flexible manner, which responds to statutory, market, site and investment considerations.

 a) Consider how the vision for the site can be realised over time, recognising the sites complexities and challenges in implementing the vision.

PRECINCT OPPORTUNITIES

The following present key redevelopment opportunities for the site. There is opportunity for commercial experiences to be First Peoples led, and/or developed in collaboration with First Peoples.

1. Geothermal Water Park

The site provides opportunity for consideration of a geothermal water park, providing a unique investment opportunity and potential to activate the site as a year-round tourism attraction.

The opportunity for a geothermal water park has been identified as part of the Great South Coast Economic Futures Geothermal Tourism Prospectus (2023).

The park could be uniquely integrated into the village area with opportunities to reflect First People's culture or maritime themes of the site. Activities could include geothermal bathing, kid's activities and co-location with village experiences (F&B, pop-up events, picnics).

The Geothermal Water Park would cater to both locals and visitors (including interstate and international markets). Positioned on the doorstep of caravan parks and camping sites, nearby hotels and the CBD. The attraction would appeal to families, groups, friends and relatives travelling together, and touring international visitors.

A geothermal water park provides a major private sector development opportunity, which could be packaged with other geothermal facilities, on-site accommodation, food and beverage facilities and





2. Geothermal Bathing and Relaxation

Building on the sites geothermal opportunity is the potential to incorporate geothermal bathing and wellness for adults.

The opportunity for geothermal bathing and relaxation pools has been identified as part of the Great South Coast Economic Futures Geothermal Tourism Prospectus (2023).

Geothermal bathing facilities could be discreetly located in the landscape with separation provided from the water park, allowing privacy and the ability to offer the experiences to different markets.

Geothermal bathing and relaxation areas provides a major private sector development opportunity, which could be packaged with other geothermal facilities, on-site accommodation, food and beverage facilities and wellness.

Adults geothermal bathing would be highly complementary to luxury accommodation, catering to overnight visitors.





3. Accommodation (with co-located facilities including F&B, wellness and function facilities)

The site's strategic location and commanding views provide opportunity for the consideration of development of visitor accommodation, which would be complementary to geothermal experiences on site.

Two key accommodation opportunities could be explored, including:

- A 60-80 room hotel (or serviced apartment)
 complex of upper midscale quality which would be
 complementary to the geothermal water park,
 offering accessible accommodation, as well as
 catering to functions and small-medium size
 conferences; and
- A boutique and high quality hotel of approximately 40-60 rooms, targeting State tourism target markets (the lifestyle leaders and high value international travellers). The hotel could include incorporation of new wellness facilities and experiences (spa, massage, yoga/Pilates) and an onsite boutique restaurant and bar serving local produce and fine wine and drinks.





PRECINCT OPPORTUNITIES

4. Food and Beverage

There is opportunity to enhance the food and beverage offerings across the site, including consideration of:

- A destination food and beverage offering, targeting locals and visitors such as an integrated brewery/distillery, serving quality pub fare. The offering could include a produce store, indoor and outdoor dining, private functions and views across the coast.
- Village food and beverage offerings, to cater to on site visitors, events and functions. Existing village food and beverage offerings require upgraded facilities to improve their operations and offerings. Key areas where an upgrade could be considered include the Steam Packet Inn (pub) and tearooms.



5. Museum

The site holds a number of unique artefacts, alongside state significant heritage buildings, and a strong connection to the coast.

There is opportunity to revitalise the museum space (considering opportunities for how the collection is displayed and stored).

Changes to the way the museum experience is delivered could include co-location with Warrnambool's visitor servicing (incorporating merchandise, new displays and interpretations as well as space for tour operators).





6. Functions and Events

The site currently hosts a limited series of events, with opportunity to expand this offering by addressing infrastructure and access constraints (such as location of and limited food and drink preparation areas, quality of function spaces, and site accessibility).

A re-imagining of the site provides opportunity to consider a greater program of function and events on site, which could include consideration of:

- Private functions (birthdays, weddings, corporate events and conferences);
- · Open air cinemas;
- Food events:
- Cultural events (including First People's led events);
- Health and wellness events;
- · Arts and cultural events:
- Music and performances;
- Markets.





PRECINCT OPPORTUNITIES

7. Access and Accessibility

The site faces a number of access and accessibility constraints that hinder activation opportunities within the Village. There is opportunity to address these challenges through improved infrastructure that can enhance the visitor experience and functionality of the site. This can include consideration of:

- New lift access into the village, that could also double as an observation deck and storm viewing lookout, leveraging the sites elevated position and extensive coastal views, which would provide an attraction in its own right.
- Upgraded and improved pathways and boardwalks throughout the village (addressing steep gradients).
- Better connecting the site with its surrounds, including new pedestrian connections to the Lake Pertobe precinct and Cannon Hill.
- A new train platform to the south (providing opportunity for mass transit of visitors on the doorstep of the site), improving conditions for private sector investment.







Legend

- 1. Gateway / site landmark
- . Car park
- 3. Mixed use and integrated facility, including:
 - Accommodation (uppermidscale)(60-80 rooms)
 - Function space
 - Museum
 - Destination F&B
 - Storm viewing
- 4. Geothermal water park entry (incl. ticketing, admin, visitor services and amenities).
- 5. Water slide / water play
- Lookout corridor and storm viewing tower, with lift access shaft to village.
- Adaptive re-use and activation (café/kiosk, kids activities, lolly shop).
- 8. Open space for gathering, picnics and relaxation.
- Geothermal water bathing and play.
- O. Adaptive re-use for F&B & bath house.
- 11. Adaptive re-use for events (e.g. pop-up cinema, music).
- 12. Chill-out bungalows for
- Geothermal Water Park.

 13. Reception (hotel and adults geothermal)
- 14. Wellness stúdio
- 15. Landscape buffers
- is. Lariuscape bullers
- 6. Geothermal bathing (adults only)
- 17. Luxury boutique hotel (40-60 rooms)
- 18. Hotel car park and access boardwalk.
- 19. Heritage interpretation

0----0

View corridor Heritage buildings Landscape regeneration Vehicular traffic Pedestrian traffic Future station & connection

DELIVERABILITY OF PRECINCT OPPORTUNITIES

The opportunities presented are intended to provide a vision that will guide planning and development of the site over the long term.

As outlined in this report, the site is highly complex. There are specific conditions and risks associated with attraction of private sector investment that requires lease terms in excess of 21 years, with projects required to be of regional or state significance and requiring ministerial approval.

Therefore, Table 9 (as follows) provides an outline of the deliverability of the precinct opportunities, considering:

- · Major private sector investment opportunities; and
- Complementary private sector investment opportunities or publicly led opportunities.

The conditions under which these opportunities can be realised differs based on the type and scale of investment and the who the lead proponent is (ie. private or public).

In addition, the contribution towards re-imaging the site and the overall tourism impact will differ based on the opportunity and how it is realised, these considerations are noted in Table 9.

Table 9: Deliverability of Precinct Opportunities

Investment opportunities	Key investment proponent (public or private sector)	Likelihood of delivery within or under 21-year lease?	Degree of Planning and Delivery Complexity?	Estimated scale of capital investment required?*	Estimated Planning & Delivery Timeframe	Contribution to re- imagining Flagstaff Hill?	Tourism Impact		
Major Private Sector Investment Opportunities									
Geothermal Water Park Geothermal Bathing & Relaxation Accommodation	Private	Low	High	High	5+ years	High	High		
Comment	These investments will be primarily reliant on the private sector, with potential to consider a public/private sector partnership. These investments could be packaged, acknowledging the complementary nature of the proposals. Further planning is required.	The ability to deliver these investments under a 21 year lease is low, with a longer term lease required to provide the necessary investment returns to justify private sector investment. The required lease term is subject to the scale of capital investment needed. Further examination of capital requirements and investment partnership opportunities would be needed to confirm the investment requirements.	There is a high degree of planning and delivery complexity associated with Crown Land leasing (above 21 years). There is a need for a business case, technical assessments, statutory planning framework, ministerial approval, investment attraction and establishment of strategic partnerships.	The scale of capital investment is dependent on the type and scale of the project. Further detailed planning and concept plans are required to provide robust estimates.	Planning and delivery timeframes estimated to be 5+ years related to major private sector investment.	These investments have strong potential to make a significant contribution to re-imagining flagstaff Hill, delivering major tourism infrastructure and facilities, activating the site and enabling other private sector investment opportunities to be realised.	Potential to attract new visitor markets, increase visitor length of stay and expenditure, contribute to destination awareness and marketing and stimulate further investment.		

Table 9: Deliverability of Precinct Opportunities (continued)

FINAL DRAFT

Investment opportunities	Key investment proponent (public or private sector)	Likelihood of delivery within or under 21-year lease?	Degree of Planning and Delivery Complexity?	Estimated scale of capital investment required?*	Estimated Planning & Delivery Timeframe	Contribution to re- imagining Flagstaff Hill?	Tourism Impact	
Complementary private sector investment opportunities or publicly led opportunities								
Destination Food & Beverage								
Village Food & Beverage Offerings	Private; or	Low (private led)	High (private led)	Medium (private led)	5+ years (private)	High (private led)	High (private led)	
Museum	Public	High (public led)	Low (public led)	Medium (public led)	3-5 years (public)	Low-Medium (public led)	Low-Medium (public led)	
Functions & Events						,	,	
Access and Accessibility								
Comment	The planning pathway will be dependent on the lead proponent. If a private sector led approach is taken, these investments would be complementary to proposed major investments (i.e. geothermal and accommodation). Alternatively, opportunities could be delivered by the public sector as standalone or packaged investments. It would be important to ensure major private sector investment opportunities are not compromised through short term or interim developments. The Public sector would be responsible for leading the planning process and funding capital	Under a private sector led development, it is likely a longer term lease would be required to provide the necessary investment returns to justify private sector investment (particularly when packaged with other major investments - geothermal, accommodation). Under a publicly led development, Council would own the infrastructure and manage additional operations. Some facilities or operations could be leased to a third party (e.g. destination food and beverage, functions).	There is a high degree of planning and delivery complexity, associated with Crown Land leasing (above 21 years), in seeking private sector investment. Planning and delivery complexity is significantly reduced under a publicly led approach.	The scale of capital investment is dependent on the type and scale of the project. Further detailed planning and concept plans are required to provide robust estimates. Under a private led approach, the facilities and offerings would likely be integrated into a larger redevelopment. Under a publicly led approach, the facilities would look to improve the current offering and create new experience opportunities and revenue generation.	Planning and delivery timeframes are contingent on whether the lead proponent is the private or public sector. Planning and delivery timeframes estimated to be 5+ years related to major private sector investment. Shorter timeframes anticipated for public led infrastructure improvements.	A private sector led development, packaged with other major investments would result in the highest overall impact. A publicly led development, would provide for a new F&B drawcard and activation of the site for locals and visitors, however, its impact would likely be much more limited without other major activations.	A private sector led development, packaged with other major investments would result in the highest overall impact. Under a publicly led approach, tourism impacts are anticipated to be modest, but subject to the ultimate experiences delivered.	

IMPLEMENTATION APPROACH

The following provides an outline of how the precinct vision can be implemented, having regard to Crown Land considerations and further planning requirements associated with major private sector investments. The implementation framework enables for some change to occur on site in the interim delivered by the public sector (whilst planning is progressed on unlocking private sector investment opportunities). Interim investments are aimed at improving the operational and tourism performance of the site without compromising future major investment opportunities.

Phase 1 (0-2 years):

Phase 2 (3-5 years):

Phase 3 (5+ years):

Detailed site masterplan, including detailed designs for interim capital works. Progress planning to unlock investment opportunities including First People's led experiences.

Deliver interim capital works

Progress Planning and Implement Planning Framework

Progress investment attraction and commercial investment opportunities.

Prepare a detailed masterplan for the site, that includes consideration of:

- Undertake technical assessments to inform planning (site survey; heritage assessment; traffic assessment; geotechnical investigations; infrastructure and services advice; statutory planning advice; legal advice; investment/implementation strategy).
- Identify a package of interim capital works (including detailed designs) that can be taken forward by Council (whilst progressing planning for private sector investment opportunities).
- Costings of interim capital works and other capital works to inform business case;
- Ensure masterplan allows for realisation of major private sector investment opportunities.

Deliver interim capital works (documented in the detailed masterplan, but the could include):

- New lookout corridor and storm viewing tower, with lift and stair access to village;
- Select upgrade/adaptive re-use of village buildings (café/tea rooms and Steam Packet Inn for improved F&B offering and improved capacity to cater to functions and events).
- Better and upgraded accessibility across the site (accessible pathways, platforms, lift), with a focus on the village area to address universal accessibility challenges.
- Improved pedestrian connections into the Precinct (southern connection to holiday parks/Lake Pertobe, pedestrian connection to Cannon Hill, train platform).
- Expanded on site function and event offerings (including night-time events).

Consider changes to operations and governance alongside any capital investment, to improve operating performance and deliver new tourism experiences.

Implement a planning framework for the site that will enable and guide private sector development opportunities (note, subject to specialist statutory planning

advice).

Progress investment attraction for the site and commercial investment opportunities.

IMPLEMENTATION CONSIDERATIONS

A greater level of planning is required to realise the vision and change of this magnitude.

This will require time and investment into the planning process.

Further advice is required to inform a detailed masterplan for the site and expand on other considerations. The following will be required:

- Engagement Ongoing engagement with government, First People's/Traditional Owners, site stakeholders, and the community will be needed as planning for the site progresses.
- Site survey a site survey is required that will enable the preparation of a detailed masterplan for the site and preparation of detailed designs for interim capital works.
- Heritage assessment specialist heritage advice is required to better inform redevelopment opportunities and management obligations in relation to state significant heritage assets.
- Geotechnical investigations are required to inform development opportunities and constraints, as well as geothermal opportunities.
- Infrastructure and services advice to inform capacity and requirements for services infrastructure upgrades.

- Statutory planning advice Changes to the Planning Scheme may be required to facilitate investment and guide development outcomes. Specialist statutory planning advice is required to scope the level of change that may be required, the strategy to achieve desired investment and planning outcomes, and identify an appropriate pathway for implementation.
- Legal advice and investment/implementation strategy – Facilitation of private sector investment (where a lease term above 21 years is required) will require a specific investment strategy and targeted legal advice, having regard to Crown Land considerations.
- Traffic assessment to inform traffic and transport requirements for the masterplan, including detailed investigation of an opportunity for a train platform to the south of the site.
- Private sector / specialist advice in relation to private sector investment opportunities – specialist private sector advice will be required in relation to key private sector development opportunities including geothermal facilities.
- Governance Amendment to the current site governing arrangements will be required. How the site is governed and managed will depend on how planning and investment into the site progresses through the planning phases.
- Investment Attraction Investment will be required into further planning, capital works and ongoing operations. This will require both public sector investment in the initial planning stages and any interim capital works, as well as private sector investment into new infrastructure, facilities and experiences.

PROJECT BENEFITS

Re-imagining the Flagstaff Hill site has the potential to create a range of benefits for the region. These are summarised as follows:

Delivering a major tourism precinct.

Investing in projects and experiences that address regional product and experience gaps and create destination driving experiences.

Delivering economic benefit.

Attracting additional visitors, extended length of stay and visitor spend, translating into new business opportunities and employment growth.

Growing Warrnambool's tourism brand.

Supporting the regions tourism brand, and growing its standing as visitor destination.

Aligning to regional strategic priorities.

Addressing product and experience gaps, attracting new markets, driving visitation and yield, promoting hub and spoke visitation.

Heritage protection and conservation.

Ensuring ongoing management and maintenance of state significant heritage assets.

Aligning to state tourism priorities.

Facilitating investments that align to state tourism priorities.

Improved financial outcomes.

Reduction in recurring financial subsidies provided by Council. This expenditure could be re-allocated (within the precinct or externally to other tourism and community initiatives).

Integration of First Peoples culture.

Integrating First Nations culture into the precinct through redevelopment.

Facilitating Private Sector Investment.

Facilitating private sector investment into the region, generating new jobs through construction and ongoing operations.

Resident amenity and lifestyle benefits.

New amenities, facilities and experiences for resident use.

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FINAL DRAFT



7.10. AWARD OF CONTRACT 2023035 - BRIERLY RECREATION RESERVE EASTERN OVAL REDEVELOPMENT

DIRECTORATE: City Infrastructure

PURPOSE:

This report provides information on the award of Contract No. 2023035 – Brierly Recreation Reserve Eastern Oval Redevelopment.

EXECUTIVE SUMMARY

- A public tender was advertised on Friday 11 August 2023 inviting tender submissions from suitably qualified and experienced contractors to undertake the reconstruction of the eastern oval within the Brierly Recreation Reserve.
- Close of tenders was 2:00pm 8 September 2023, with the submissions received assessed by the tender assessment panel.
- A Best and Final Offer process was then completed to ensure conformance and value-formoney. This process closed at 2:00pm on Friday 13th of October.
- The full tender pricing received was above the budget range and as result a separable portion was created, removing the electrical portion of works from this award.
- Officers' recommendation is to proceed with the revised tender offer provided by Duggan Civil Pty Ltd for the tendered amount of \$1,933,552.20 excluding GST.

MOVED: CR ANGIE PASPALIARIS SECONDED: CR RICHARD ZIEGELER

That Council

- 1. Award the revised Contract No. 2023035 Brierly Recreation Reserve Eastern Oval Redevelopment to Duggan Civil Pty Ltd for the tendered amount of \$1,933,552.20 (excl. GST), with a total delegated award value of \$2,126,907.42 (incl. GST).
- 2. Authorise Council Officers to deliver the Brierly Recreation Reserve Eastern Oval Upgrade in accordance with the contract under the financial delegations detailed within the Procurement Policy.
- 3. Accept Volume 4B Provisional Items offered to undertake any extra works over and above the lump sum price if required, provided that additional works can be accommodated within the Project budget.
- 4. Authorise the CEO to sign, seal and vary the contract as required.

CARRIED - 6:0

BACKGROUND

The Brierly Recreation Reserve Eastern Oval Redevelopment in its entirety will see the playing surface upgraded to a multi-sport competition-based reserve. The construction will consist of two full-sized soccer pitches overlaying a cricket oval, with improved drainage, sub surface irrigation, a new synthetic cricket pitch, LED lighting (200 lux) and fencing.

In October 2022, Council matched \$1 million funding received via the 2022 Local Sports Infrastructure Fund – Female Friendly Facilities stream, bring the total budget for the project to \$2 million. This project progressed with the creation of a Project Control Group, and subsequent completion of concepts and detailed designs for both the field of play and electrical portions of works.

A Request for Tender (RFT) for Contract 2023035 was advertised on Friday, 11 August 2023, and was open for a period of 4 weeks, ending Friday, 8 September 2023. A three-week Best and Final Offer process was undertaken following this period to ensure conformance and value-for-money. **ISSUES**

The purpose of entering this construction contract is to appoint a suitable contractor to deliver the associated works to the best standard in a safe, timely and efficient manner while minimising the risks to Council.

The submission that was deemed most advantageous was submitted from a local civil contractor, Duggan Civil Pty Ltd, however the full tender submission exceeded the project budget. As result, and to allow project progression, a revised contract scope, less the electrical portion of works was deemed suitable.

As result the Officers' recommendation is to proceed with the tender offer provided by Duggan Civil Pty Ltd for the tendered amount of \$1,933,552.20 excluding GST.

FINANCIAL IMPACT

Council has previously received a \$1 million matched funding contribution from Sport and Recreation Victoria's Local Sports Infrastructure Fund – Female Friendly Facilities stream, creating a \$2 million total project budget.

The electrical portion of works will be readvertised separate to the field of play upgrade, with additional funding sought to complete these works.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community

1.5 Recreation, arts, culture and heritage: Council will support opportunities to participate in a wide range of recreational, arts and cultural programs that promote activity, wellbeing, diversity heritage and which increase community connectedness.

5 An effective Council

5.6 Risk mitigation: Council will mitigate and manage organisational risks through sound management systems and processes.

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

TIMING

Contract Award 08 November 2023

Estimated Construction Commencement 04 December 2023

Funding Milestone – Construction Completion 30 April 2024

COMMUNITY IMPACT / CONSULTATION

Stakeholders will remain updated in line with the Project Communications Plan.

Ongoing liaison with both the Brierly Cricket Club and the incoming Warrnambool Rangers Football Club will ensure key stakeholders are aware of project progression when updates are available. This approach is also consistent with the Modern Dog Club and Brierly Sharks Auskick in a less frequent manner.

LEGAL RISK / IMPACT

Funding milestones within the project currently indicate a construction completion date of 30 April 2024, however, discussions have indicated there is some flexibility should circumstance arise that result in an extension.

OFFICERS' DECLARATION OF INTEREST

No declared interest.

To note:

David Leahy, Director City Infrastructure, declared a Conflict of Interest noting his sister and brother-in-law own Belair Turf Management in South Australia.

This company did not tender for this project.

COLLABORATIVE PROCUREMENT

Project specific procurement - collaborative procurement not applicable.

CONCLUSION

The evaluation panel, with the support of the PCG and EMT, deemed the submission received from Duggan Civil Pty Ltd being suitable for the Brierly Recreation Reserve Eastern Oval Redevelopment. This award is revised with the exclusion of the electrical portion of works to enable commencement of field of play works.

Given recent project success within the recreation reserve lighting space, particularly the Bushfield Rec Reserve Lighting Upgrade, it is also recommended that Council readvertise the electrical portion of the project upon funding confirmation for this portion of works.

ATTACHMENTS

 Attachment 1 Tender Assessment Matrix has been declared Confidential under sections 3(a) and 3(g) of the Local Government Act 2020 and will remain confidential [7.9.1 – 1 page]

7.11. AWARD OF CONTRACT 2022036 - BEACH ACCESS WCC 123 RAMP & STAIRS

DIRECTORATE: City Infrastructure.

PURPOSE:

This report provides information on the award of Contract 2022036 – Beach Access WCC123 Ramp & Stairs

EXECUTIVE SUMMARY

- Beach Access 123 (mid-section of McGennan's car park) was identified in the Beach Access Strategy as a planned project that called for design and replacement due to this access point having been closed due to safety issues.
- A public design and construct tender was advertised on Saturday 27 May 2023 inviting tender submissions from suitably qualified and experienced contractors to carry out works to undertake the design and construction of the Beach Access WCC123 Ramp & Stairs Project.
- Close of tenders was 2:00pm 23 June 2023, many companies downloaded the tender document through the online portal.
- The submissions received were assessed by the tender assessment panel, further clarifications were sought, and this led to a Best & Final Offer process.
- The Best & Final Offer process ensured the tenderers were evaluated on a comparable basis.
- The submissions received were within the budget range and aligned with the original estimates.
- The tender evaluation panel recommendation is to proceed with the tenderer which provides the best value for money, Civilnow Pty Ltd for the tendered amount of \$436,000.00 excluding GST.

MOVED: CR DEBBIE ARNOTT SECONDED: CR ANGIE PASPALIARIS

That Council

- 1. Award Contract No. 2022036 Beach Access WCC123 Ramp & Stairs to Civilnow Pty Ltd for the tendered amount of \$436,000.00 excluding GST, with a total delegated award value of \$479,600.00 including GST.
- 2. Accept the schedule of rates offered to undertake any extra works over and above the lump sum price if required, provided that additional works can be accommodated within the project budget.
- 3. Authorise the CEO to sign, seal and vary the contract as required.

CARRIED - 6:0

BACKGROUND

Warrnambool City Council (Council) is the Committee of Management over the coastal Crown Land which includes beach access, therefore Council is responsible for providing and maintaining this public infrastructure to access Lady Bay and Coastline.

To support Council with management of this infrastructure, the Warrnambool Beach Access Strategy has been developed and provides a strategic approach to prioritising the renewal of Council's ageing coastal access infrastructure. The Strategy guides capital works and maintenance activities required to manage risk to public safety, the natural environment, cultural values, and financial risk of pedestrian coastal access infrastructure.

When developing the Warrnambool Beach Access Strategy, the 2016 Coastal Access Audit Report was also used to help identify the hierarchy and priority of works to beach access structures.

Beach Access 123 has been in the capital works pipeline since its closure due to safety issues. The replacement of Beach Access 123 is further supported by the Beach Access Strategy which calls for its replacement as an immediate priority.

Council Officers have been working with the Department of Energy, Environment and Climate Action (DEECA) in relation to a Marine and Coastal Act (MACA) consent, which is a requirement for any works within 200m of the coastal high-water line. In order to progress the consent process and undertake this project, detailed designs must be completed and submitted to DEECA. The award of this tender will allow this action to occur.

ISSUES

The purpose of entering into this construction contract is to appoint a suitable contractor to deliver the associated works to best standard in a safe, timely and efficient manner while minimising the risks to Council.

Approval to proceed to the construction phase via the MACA consent from DEECA will occur post the detailed design phase. This has the potential to cause a time delay to the proposed project delivery timeline; however, this will be managed through effective communication and ongoing collaboration between Council and DEECA once project timelines are confirmed.

The Beach Access strategy identifies a need to investigate alternative materials as several of the newer hardwood structures are not performing in Warrnambool's harsh conditions and will not achieve their designed useful life. The contract addresses this issue by specifying that a 50yr life cycle of the product is required, this will be assessed during the detailed design phase.

Given the accretion of sand and the artificially elevated sand dunes due to the Maran Grass and Tea Trees, several beach access structures have been inundated and require extension of the landings connecting to the stairs onto the beach.

Coupled with the accretion, climate change adaptability is required for the replacement beach access structures due to storm surges which includes secure foundations, durable base frame structures and decking materials which reduce risk of injury especially from slips and falls.

The alignment and structure will be considered as part of the detailed design process, with special consideration of information available via DEECA's mapshare platform and Coastal Erosion Indicators Report to inform the designer of historical and proposed shifting sand levels and heights.

FINANCIAL IMPACT

The project is being jointly funded by DEECA and Warrnambool City Council, a \$150,000 ex GST grant from DEECA was received in 2022 to proceed with this project.

The additional \$286,000 ex GST is funded through the Beach Access Renewal Program. The program has an allocation for contingency to cover changes or items that are not yet known.

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.
- 1.4 An accessible city: Council will improve physical and social accessibility to community services, facilities, places and precincts.

2 A Sustainable environment

2.3 Environmental impact and a changing climate: Council will encourage innovation and initiatives that minimise Warrnambool's environmental impact.

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.
- 4.4 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.

TIMING

Contract Award 06 November 2023
Practical Completion 14 June 2024
Defects Liability 12 Month Period

COMMUNITY IMPACT / CONSULTATION

Consultation took place during the development of the Beach Access Strategy and further consultation with specific user groups including emergency services was undertaken during the design

The Beach Access Strategy indicates an opportunity to improve beach accessibility for people with disabilities and those with all abilities access requirements in this area. Due to the alignment of the required replacement and opportunity, the project includes a DDA compliant ramp. This is supported by the proximity of this beach access to the disabled carparks in the McGennans carpark, access to the now DDA compliant McGennans amenities block, and the DDA compliant footpath from the Lake Pertobe Playspace and Changing Places amenities, allowing consistent accessible access between Lake Pertobe and the ocean.

LEGAL RISK / IMPACT

The Beach Access WCC123 Ramp and Stairs Project will provide a safe and inclusive facility for users of the Foreshore precinct.

OFFICERS' DECLARATION OF INTEREST

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

COLLABORATIVE PROCUREMENT

The procurement is specific to Council, so collaboration was not available.

CONCLUSION

A full procurement process has been undertaken, with multiple submissions received. After completion of assessments of the submissions by the tender evaluation panel, it is determined that the tender represents best value for Council, and it is recommended that Council award the contract to Civilnow Pty Ltd.

ATTACHMENTS

- Attachment 1 Tender Evaluation Panel Report has been declared Confidential under sections 3(a) and 3(g) of the *Local Government Act 2020* and will remain confidential [7.10.1 – 12 pages]
- 2. Attachment 2 Tender Assessment Matrix has been declared Confidential under sections 3(a) and 3(g) of the *Local Government Act 2020* and will remain confidential [7.10.2 3 pages]

7.12. ZIEGLER PARADE CAR PARKING UPGRADE

DIRECTORATE: City Infrastructure

PURPOSE:

This report provides an update on the detailed design for the proposed parking upgrade for Ziegler Parade, Allansford and provides a recommendation on a revised scope of works.

EXECUTIVE SUMMARY

This report details the site challenges identified during detailed design for the proposed parking upgrade at Ziegler Parade, Allansford and discusses extending the scope of works to deliver a better outcome for the community than the current budget allocation allows.

A project was funded in the 2023/24 budget to improve parking along Ziegler Parade, Allansford with an allocation of \$150,000. Through the detailed design process, additional scope has been identified to optimise the outcome while minimising risks that could be created as part of the project. These changes include significant kerb and channel, pavement strengthening, cycle lanes and stormwater drainage works. The revised estimated cost to deliver these works is \$500,000.

Drainage in Allansford is a major problem and undertaking the original scope of works will contribute greater run-off to an already compromised system.

MOVED: CR DEBBIE ARNOTT SECONDED: CR RICHARD ZIEGELER

That Council allocate additional capital funding from Council reserves for 2023/24 for the on-street car parking upgrade on Ziegler Parade, Allansford to expand the scope of works and provide a better outcome for the Allansford community.

CARRIED - 5:0

BACKGROUND

Since the Freckled Duck Bakery commenced operations in June 2021, demand for parking on Ziegler Parade, east of Tooram Road, has increased significantly as have requests for maintenance of the existing gravel hardstand area.

Planning Permit PP2020-0296 was issued on 10 March, 2021 including a reduction of the car parking requirement from fifteen (15) bays to three (3) bays. Additional on-site car parking plans to comply with Condition 1 of the planning permit were submitted on 27 May 2021 and endorsed on 23 June 2021.

Council allocated \$150,000 in the 2023/24 to upgrade on-street parking on Ziegler Parade adjacent to the Freckled Duck Bakery and Anderson's Garage. The scope of works proposed included:

- kerb and channel
- retaining wall on the north side
- line marking
- parking bay construction

ISSUES

Council has been undertaking frequent maintenance of the existing gravel hardstand area adjacent to the bakery since operations (and the subsequent increase in parking demand) commenced. Numerous complaints and requests for action have been received during this period.

Following the allocation of \$150,000 in the 2023/24 Council budget, detailed design has been undertaken. This has identified a range of issues not addressed in the concept design which has had a substantial impact on the estimated cost to undertake the works and deliver an outcome acceptable to all road users, as well as the adjacent businesses and their patrons.

The items included in detailed design which were not allowed for in the concept design and subsequent budget bid include:

- Road pavement and resurfacing for the through lanes on Ziegler Parade;
- Additional 100m of kerb & channel on the north side;
- Stormwater detention to ensure negative impact downstream does not occur;
- Additional stormwater drainage infrastructure at both the Tooram Road intersection and the adjacent commercial properties on Ziegler Parade;
- Subsoil drainage improvements;
- Wider pavement to accommodate compliant car parking and bicycle lanes in both directions; and
- · Compliant accessible car parking.

These items are considered necessary to delivering a safe, effective and practical outcome for the Allansford community while also being financially responsible on Council's behalf by delivering long lasting infrastructure.

Planning Permit PP2020-0296 was issued on 10 March 2021 including a reduction of the car parking requirement from fifteen (15) bays to three (3) bays. The three bays provided however, are staff car parks and do not benefit the community or adjoining residences.

FINANCIAL IMPACT

Council has budgeted \$150,000 in 2023/24 to undertake the works as outlined in the original concept estimate. An additional \$350,000 is required to complete the project to the required standard. Works cannot be feasibly staged and delivered over two financial years and would likely result in additional budget allocation.

It is inappropriate to fund the shortfall from the road renewal program as this would contribute to Council's renewal gap which is an unsustainable business practice to maintain the required level of service on Council's road network. Further, Ziegler Parade itself is in relatively good condition and would otherwise not require rehabilitation within the next 5-10 years.

If funds were redirected away from renewal to capital, the rehabilitation of Simpson Street between Jukes Street and Verdon Street would be delayed by at least a further year. This in turn would lead to Council's works crews maintaining a deteriorating asset for a further 12 months – the estimated cost of this additional maintenance is \$7,500 excl. GST.

If the Ziegler Parade project was deferred until 2024/25, Council would have a high maintenance obligation to keep the gravel car park area safe and trafficable - the estimated cost of this additional maintenance is \$20,000 excl. GST.

Neither of the above options are considered appropriate. It is therefore proposed to draw from Councils reserves as a result of budget surplus in the 2022/2023 financial year.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

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.

TIMING

The proposed works would still be delivered within the current 2023/24 financial year as per the original budget bid. The project is designed and considered 'shovel ready' subject to liaising with the community on timing. Completing this project in the last quarter of 2023/24 is not possible due to the extent of drainage works and the complexity of the project.

COMMUNITY IMPACT / CONSULTATION

Council is in periodic discussions with the impacted residents and businesses in the vicinity of the proposed works. Further consultation would occur with residents prior to commencement of works to minimise disruption as much as possible.

LEGAL RISK / IMPACT

The larger scope of works recommended in this report would lower Council's risk profile associated with the project by:

- Providing underground stormwater detention to ensure downstream impact does not occur;
- Providing stormwater drainage that reduces the risk of inundation of properties adjacent to the works area; and
- Catering for all road users including the provision of accessible car parking.

The original scope of works could be delivered however it would deliver substandard outcomes, notably in stormwater drainage and accessibility and would likely be poorly received by the community. There is a risk the assets constructed would subsequently have a reduced life if constructed in this manner creating a financial impact in years to come.

OFFICERS' DECLARATION OF INTEREST

No conflicts of interest were declared.

COLLABORATIVE PROCUREMENT

Collaborative procurement is not proposed under this scope of works, where supply and/or panel contracts already exist for most deliverables such as pavement and road making materials, plant and labour and bituminous products. It is also expected that much of the works be project managed and delivered by Council crews.

CONCLUSION

Through the detailed design process, it has been identified that extending the scope of works for this project will ensure an outcome that benefits the Allansford community and the adjacent businesses. The benefits will include formalised parking, improved stormwater drainage, provision of cycle paths, road pavement improvements and kerb & channel.

ATTACHMENTS

1. Capital Works Local Roads Rehab Program 2023-2024 [7.12.1 - 2 pages]

Capital Program:	Road Rehab
Financial Year:	2023/2024
Tech1 Account:	622600-2029
Program Number (Parent Project):	100797 Local Roads Rehab & Resheets

Priority	Project Name	Project Number	Project Manager	Location / Description	Preliminary Estimate	Estimate Source
1	Tooram Road Major Patch	101300	JF	Major Patch at Rail Crossing	\$ 55,000.00	Detailed Design
2	Ziegler Pde (Tooram - Culvert)	TBA	JF	Freckled Duck Car Parking, Road Rehab, K&C, Drainage	\$ 500,000.00	Detailed Design
3	Ziegler Pde CFA Entrance	101301	DA	Major Patch in Driveway	\$ 30,852.00	Detailed Design
4	Willow Tree Lane Upgrade	TBA	TBA	Full length	\$ 200,000.00	Concept Estimate
5	Botanic / Queens Roundabout	TBA	DA	Foam ex-situ	\$ 200,000.00	Concept Estimate
6	Wellington Street	TBA	JF	Foam ex-situ	\$ 88,449.00	Detailed Design
7	Allan Street	TBA	JF	Foam ex-situ	\$ 174,739.00	Detailed Design
3	Bromfield Street	TBA	JF	Foam ex-situ	\$ 81,267.00	Detailed Design
9	Carmell Drive (and Queens Rd)	TBA	JF	Foam ex-situ	\$ 208,386.00	Detailed Design
10	McKnight Street	TBA	JF	Foam ex-situ	\$ 260,926.00	Detailed Design
11	Fairy St: Koroit St (Intersection)	TBA	DA	Roundabout outer ring, SE kerb return, pavement	\$ 350,000.00	Detailed Design
12	Hopetoun Road	TBA	JF	Hopetoun / Chisholm and Hopetoun / Daltons	\$ 202,832.00	Detailed Design
13	Kepler/Lava Roundabout	TBA	SL	Contribution to Blackspot Funding for rehab works	\$ 110,000.00	Detailed Design
14	Koroit St: Fairy - Kepler	101254	DA	Kerb & channel, tree works, pavement in 24/25	\$ 100,000.00	Detailed Design
15	Warrnambool Airport	TBA	TBA	Apron	\$ 388,000.00	Concept Estimate
16	Rooneys Road	TBA	DA	Foam ex-situ	\$ 104,832.00	Detailed Design
17	Rongoa Drive	TBA	DA	Foam ex-situ	\$ 149,154.00	Detailed Design
18	Queens Road Construction Upgrade	TBA	N/A	DCP	\$ 113,000.00	Detailed Design
19	Ozone Carpark	101255	DA	Asphalt Patch and Speed Hump Relocation	\$ 15,000.00	Concept Estimate

		Total	\$ 3,332,437.00
No. Jobs 2023/24	19		
Ready to Build	15	Local Road Renewal Program	\$ 3,261,000.00
Shovel Ready	79%	Reseals	\$ 781,000.00

Tech1 Adopted Budget	\$ 3,261,000.00
Income - LRCI	\$ 245,000.00
Income - RTR	\$ 425,025.00
Income - DOT contribution Raglan Botanic	\$ 22,000.00
Income - CFA Ziegler Pde Contribution	\$ 4,929.21
Income - Goodall Street	\$ 70,000.00
Capital - Kepler/Lava Roundabout Completion	\$ 48,000.00
Capital - Willow Tree Lane Upgrade	\$ 200,000.00
Capital - Ziegler Parade On Street Parking Upgrade (Freckled	\$ 150,000.00
Adjusted Budget Including Income	\$ 4,425,954.21
Roads Program Estimates	\$ 3,332,437.00
Reseal Program (seals plus depot prep)	\$ 781,000.00
Forecast Program Expenditure	\$ 4,113,437.00
Surplus / Deficit	\$ 312,517.21

Project Name	Treatment Types	Estimated Area m ²	Preliminary Estimate	Comments
	7mm, 10mm single seals &			
	14/7mm Double/double			
Reseal Program	seals		\$870,000	Sites yet to be scoped, prelimina

YEAR 3, 2024/25

Priority	Project Name	Project Number	Project Manager	Location / Description	Preliminary Estimate	Comments
1	Koroit Street (Fairy - Kepler)	101254		Deep Lift Asphalt - kerb, trees etc assumed completed.	\$ 695,520.00	
2	Timor St, Gilles St Intersection			Full rehab and roundabout modifications. Impact on Ozone Mo	\$ 480,000.00	Assign PM early - liaise
3	Simpson Street (Verdon - Jukes)			Ex Situ - potential roundabout works to consider	\$ 288,631.00	
4	McMeekin Rd, Strong Intersection			50% complete - awaiting traffic data to finalise pavement desig	\$ 29,370.00	
5	Evelyn Cres (Glenbane - Breton)			80% complete - awaiting traffic data to finalise pavement desig	\$ 55,790.00	
6	Glenrowe Av (Wanstead - Raglan)			Ex-situ FBS FCR	\$ 65,343.30	
7	Coulstock St (Japan – Foster)			New asphalt, some patching. Reseal Full length Cramer - Derby?	\$ 291,935.78	
8	Merri Street (Banyan - Kelp)			Design 10%. Awaiting Geotech. Flaggy internal pavement work	\$ 52,860.00	
9	Cooper St, Robson St Intersection			Design 10%. Awaiting Geotech	\$ 118,050.00	
10	Whites Road (Cherlin - Wares)			Design 80% complete	\$ 300,000	
11	Gateway Rd (Princes Highway - Hoki Str	reet)		Foam insitu - roundabout modifications???	\$ 1,106,640.00	Assign PM early - liaise
12	Jamieson St (Nelson to Canterbury)			Kerb works and rehab.	\$ 415,000.00]
13	Lava St, Lyndoch Ave Intersection			Reconstruct speed hump and intersection. Funding opportunity	\$ 14,774.00	
					\$ 3,913,914.08	

Project Name	Treatment Types	Estimated Area m ²	Preliminary Estimate	Comments	
	7mm, 10mm single seals &				
	14/7mm Double/double				
Reseal Program Yr 3 (2024/25)	seals	109,331	\$825,000	Sites yet to be scoped, prelimir	Await co

vait condition data and

7.13. MIDDLE ISLAND SEASON REPORT 2022-2023

DIRECTORATE: City Infrastructure

PURPOSE:

The purpose of this report is to provide Council with an annual update on the Middle Island Project Season Report 2022-2023.

EXECUTIVE SUMMARY

- The Middle Island Project is a wildlife conservation project to help protect the colony of Little Penguins on Middle Island.
- This report provides an annual update on the implementation of the project and outlines the outcomes of the Middle Island Project Season Report 2022-2023.
- The highlights of the season include continued effectiveness of the Maremma dogs protecting the penguins and ongoing interest and participation in the education program.
- Challenges during the season include the weather and tide conditions which impacted safe crossing to the island and limited the ability to undertake monitoring to estimate the population.

MOVED: CR ANGIE PASPALIARIS SECONDED: CR RICHARD ZIEGELER

That Council receive the Middle Island Season Report 2022-2023.

CARRIED - 7:0

BACKGROUND

The Middle Island Little Penguin Project (the Project) is a wildlife conservation project to help protect a colony of Little Penguins (Eudyptula minor) living on Middle Island.

The Project commenced in 2006 after reports that the penguin numbers in the colony had dropped considerably, to less than 10 from an estimate of around 800 in 2000. The cause of the decline was attributed principally to fox predation and human impact of trampling burrows.

The project is based on the use of Maremma dogs to guard and protect the penguins known as the 'Warrnambool method'. The Maremma dogs were trained and placed on the Island to deter predators, such as foxes, from coming to the Island and killing the penguins.

The aim of the Middle Island Project Season Report is to provide feedback regarding the key achievements of the project.

ISSUES

Middle Island Project 2022-2023 Season Report

The Middle Island Project Season Report outlines the key achievements and challenges during the 2022-2023 Little Penguin breeding season - **refer to Attachment 1**.

The Project highlights for the 2022-2023 season include

- Further expansion of the Education Program in the first 'mostly' normal season since the Covid-19 pandemic
- Continued media interest in the project both locally and across the globe, particularly on social media
- No evidence of foxes on the island during this season

- Continued sponsorship from our two major sponsors, Petstock and the Vet Group
- Support from local businesses and individuals across multiple aspects of the Project

The Project challenges of the 2022-2023 season include

- Access to Middle Island was difficult this season due to weather and tide conditions
 resulting in a significantly reduced monitoring program largely outside of the peak breeding
 and moulting periods
- Navigating limitations to fundraising and grant eligibility for funding

Little Penguin Monitoring

In terms of the Little Penguin population, the Warrnambool Coastcare Landcare Network volunteers conduct penguin arrival counts to estimate the size of the breeding population and surveys to monitor reproductive success. One penguin arrival count and seven breeding surveys were undertaken by WCLN volunteers on Middle Island during the 2022-23 breeding season when conditions enabled safe access to the island. At least ten additional counts and checks that had been planned were cancelled due to dangerous weather and tide conditions.

During the peak breeding period this season it was not possible to access the island. Access to the island was gained in January and an arrival count was held toward the end of that month. However, no arrivals were observed during this count which was outside of the typical peak breeding season and at a time when penguins are expected to be foraging at sea prior to returning for the moult period. Although zero arrivals for this count was not a surprising result, the inability to access Middle Island during peak breeding and the associated lack of arrival observations means it was not possible to estimate the size of the Little Penguin population this season.

Despite lack of direct observations of Little Penguins arriving, breeding or moulting on Middle Island this season, there is indirect evidence of all three activities. WCLN was notified of adult Little Penguin sightings in the Warrnambool area including multiple that entered wildlife care. It is likely these penguins are from the Middle Island colony. A moulting adult was taken into care, rehabilitated and then later released back into Stingray Bay (where it had been found). Fledglings were observed by WCLN volunteers on the Stingray Bay beach, and at least three others from the Warrnambool area were taken into wildlife care. These events all provide indirect evidence of the presence, breeding and moulting of Little Penguins at the Middle Island colony this season.

FINANCIAL IMPACT

The Middle Island Project requires resourcing to implement and includes staffing to care for and train the Maremma Dogs, and to deliver tours and the education program.

The tourism & education program and donations are the main sources of revenue for the Project. Project oversight, coordination and administration support is accommodated within the City Sustainability budget.

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.
- 2.2 Water and coastal management: Council will protect and enhance the health of Warrnambool's coastline and inland waterways to protect and improve biodiversity
- 2.3 Environmental impact and a changing climate: Council will encourage innovation and initiatives that minimise Warrnambool's environmental impact.
- 2.6 Awareness and celebration: Council will foster community awareness and recognition of the benefits of positive outcomes for Warrnambool's environment

3 A strong economy

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

- 5.1 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
- 5.2 Engaged and informed community: Council will ensure ongoing community engagement to identify changing needs and priorities when developing and delivering services and programs.

TIMING

The annual season report is an opportunity to report on the implementation of the project and identify the key achievements and challenges during the Little Penguin breeding season.

COMMUNITY IMPACT/CONSULTATION

Interest in the Maremma dogs and their role on Middle Island continues to attract significant media interest locally and internationally and is documented in the season report for each year. In 2022-2023 highlights included:

- Two TikTok stories attracting hundreds of thousands of views one TikTok video about the Warrnambool Maremmas and penguins was watched four million times and received 421,000 'likes'
- Australian Geographic's Aussie Towns series by Bruce Elder
- YouTube published video on the Middle Island Project attracted several thousand views

The Warrnambool Penguins website recorded 25,000 views and more work is being done to better understand website traffic.

LEGAL RISK/IMPACT

The Middle Island Project continues to implement the 'Warrnambool Method' which has proven successful in protecting the colony of little penguins. Predation by foxes continues to be a significant threat to the Little Penguin colony on Middle Island.

The fox control program alone would not be sufficient to deter the foxes from Middle Island or eliminate the fox population, however is an effective measure to reduce the population and provide a multifaceted and coordinated year-round approach to the protection of the Little Penguin.

OFFICERS' DECLARATION OF INTEREST

None.

CONCLUSION

The Middle Island Project has been a long running and successful program for the protection of the Little Penguin by the Maremma Guardian Dogs. The ongoing long-term monitoring of the Little Penguin colony and biodiversity of Middle Island is important to continue to guide conservation efforts into the future. The annual season report provides an opportunity to reflect on the key achievements and challenges and adapt implementation of the Project across the Little Penguin breeding season and prepare for the upcoming season.

ATTACHMENTS

1. Middle Island Project Season Report 2022-2023 [7.13.1 - 16 pages]



SEASON REPORT 22/23

The Middle Island Project (the Project) has contributed to the conservation of the Middle Island Little Penguin colony for eighteen years. The Project's innovative use of Maremma guardian dogs to protect Little Penguins in a world-first conservation project of this kind, is now known as 'The Warrnambool Method' of wildlife conservation. By controlling fox predation on Middle Island, the Middle Island Project saw the recovery of the Little Penguin colony to over 200 individuals in the 2016-17 breeding season.

Warrnambool City Council oversees the Project, with the Warrnambool Coastcare Landcare Network (WCLN) undertaking monitoring of the Little Penguin colony, Deakin University contributing to research and the Warrnambool Field Naturalists Club, the Department of Energy, Environment and Climate Action and Parks Victoria providing support and advice for Project delivery via the Middle Island Project Committee. These organisations come together with major sponsors Petstock Warrnambool and The Vet Group to ensure the ongoing success of the Project.

The aim of the Middle Island Project Season Report is to provide feedback regarding the key achievements of the Project from July 2022 to June 2023 in the context of the objectives outlined by the Strategic Plan 2020-2025.



The Project highlights for 2022-2023 include:

- Further expansion of our Education Program in the first 'mostly' normal season since the Covid-19 pandemic
- Continued media interest in the

- project both locally and across the globe, particularly on social media
- No evidence of foxes on the island during this season
- Continued sponsorship from our two major sponsors, Petstock and the Vet Group
- Support from local businesses and individuals across multiple aspects of the Project

Project Challenges

- Access to Middle Island was difficult again this season due to weather and tide conditions resulting in a significantly reduced monitoring program largely outside of the peak breeding and moulting periods
- Navigating limitations to fundraising and grant eligibility for Project funding

Key Penguin Statistics:

 In direct evidence of the colony on Middle Island, including evidence of breeding and moulting activities, was used in the absence of direct observations due to unsafe crossing conditions restricting access to Middle Island

- and therefore direct observation
- One penguin arrival count and seven breeding surveys were undertaken when conditions enabled access to Middle Island
- Over 100 hours were dedicated to the Middle Island Project by WCLN volunteers as part of a wider community and education program this season

Key Maremma Statistics:

- Mezzo, Isola and Oberon continue their work guarding Middle Island from foxes
- Avis and Amor continued their work within our Education Program

Key Education Statistics:

- Delivering our Penguin Protectors Warrnambool education program to over 2300 participants throughout the season
- 2 students contributed to the Middle Island Project through Deakin's Work Placement program
- 2 Honours students from Deakin completed their research investigating contamination in penguin carcasses







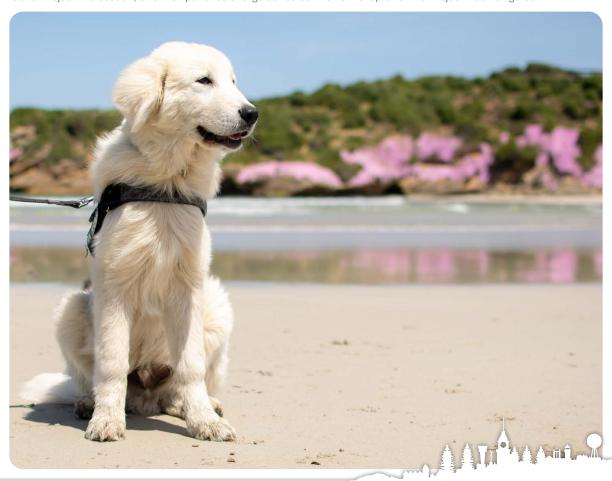


MIDDLE ISLAND PROJECT COMMITTEE

The Middle Island Project Committee's first meeting was held during the 2022-23 season, enabling advice and guidance to be provided to the Project by key stakeholders. This Committee has evolved from the Middle Island Project Working Group as part of the transition to an ongoing program under the management of Warrnambool City Council. The Committee is comprised of a representative from the following organisations, groups and agencies, in addition to a Project Officer and a Penguin Monitoring Officer.

- Deakin University
- Warrnambool Field Naturalists Club
- 3. Warrnambool Coastcare Landcare Network
- The Department of Environment, Land, Water and Planning
- Parks Victoria
- Community Representative
- Warrnambool City Council Officer
- Warrnambool City Council Councillor.

Warrnambool City Council would like to thank Committee members for their contribution and support to the Middle Island Project this season, and their patience and guidance as this new chapter of the Project was navigated.





WARRNAMBOOL COASTCARE LANDCARE NETWORK SUMMARY

The Warrnambool Coastcare Landcare Network (WCLN) has monitored the Little Penguin colony on Middle Island since the Project's inception in 2006. WCLN volunteers undertake breeding surveys and arrival counts using Phillip Island Nature Park methods during the breeding season to monitor the population and reproductive success.

The 2022-23 season was another challenging season, where frequent and prolonged dangerous crossing conditions including the formation of a deep channel in front of Middle Island. As a result, the Little Penguin monitoring on Middle Island was again significantly reduced and limited to a small team of volunteers with experience in accessing Middle

Island when conditions allowed. WCLN was however able to engage additional volunteers through an expansion of Community Outreach and Education activities this season, with a community event attended by over 70 individuals a highlight. In total, approximately 30 volunteers dedicated over 100 hours of their time to WCLN's Middle Island Project activities this season, including the monitoring program, revegetation on Middle Island and the education activities. Another highlight of the 2022-23 breeding season was that no fox attacks were observed on Middle Island, confirming the importance of WCC's Maremma Guardian and Fox Control Program in protecting the Little Penguins and other seabirds on Middle Island. WCLN's Little Penguin monitoring program continues to play an important role in informing these efforts which are crucial for supporting the recovery of the Middle Island colony.





LITTLE PENGUIN MONITORING

One penguin arrival count and seven breeding surveys were undertaken by WCLN volunteers on Middle Island during the 2022-23 breeding season when conditions enabled safe access to the island. Throughout the season volunteers continually monitored the crossing and weather conditions. At least ten additional counts and checks that had been planned were cancelled due to dangerous conditions.

As peak breeding season for Little Penguins on Middle Island is in December conducting arrival counts during this period is essential to gain a reliable estimate of population size. During the peak breeding period this season it was not possible to access the island. Access to the island was gained in January and an arrival count was held toward the end of that month. However, no arrivals were observed during this count which was outside of the typical peak breeding season and at a time when penguins are expected to be foraging at seas prior to returning for the moult period. Although zero arrivals for this count was not a surprising result, the inability to access Middle Island during peak breeding and the associated lack of arrival observations means it was not possible to estimate the size of the Little Penguin population this

The extended periods where Middle Island was inaccessible overlapped not only with peak breeding, but also with the typical period of moult. As such, it was also unsurprising that no observations of breeding or moult were made during the seven breeding surveys of artificial nest boxes which occurred when conditions allowed safe access to the Island.

Despite lack of direct observations of Little Penguins arriving, breeding or moulting on Middle Island this season, there is indirect evidence of all three activities. WCLN was notified of adult Little Penguin sightings in the Warrnambool area including multiple that entered wildlife care. It is likely these penguins are from Middle Island colony. A moulting adult was taken into care, rehabilitated and then later released back into Stingray Bay (where it had been found). Fledglings were observed by WCLN volunteers on the Stingray Bay beach, and at least three others from the Warrnambool area were taken into wildlife care. These events all provide indirect evidence of the presence, breeding and



moulting of Little Penguins at the Middle Island colony this season. Breeding and moulting likely occurred during periods when volunteers were unable to safely access Middle Island and/or in areas that cannot be monitored. Parts of the island used by the penguins for breeding and moulting have a soft sandy substrate making them inaccessible by volunteers due to the high risk of burrow trampling and the associated risk of injury to penguins.

The 2022-23 season was the third consecutive season of La Nina conditions, which includes increased rainfall, is believed to be a main driver of more frequent and prolonged periods of dangerous conditions in Stingray Bay acting as a physical barrier to accessing Middle Island. Conditions are now shifting towards neutral and into El Nino and it is anticipated these conditions will facilitate easier, safer access to Middle Island during the next breeding season enabling a return to a more normal monitoring program and a better understanding of the Little Penguin population. Additionally, WCLN has purchased new monitoring equipment (remote camera and acoustic recorder) to expand data collection efforts going forward and to increase knowledge on other seabirds on Middle Island. In particular, there is a large colony of Short-tailed Shearwaters on Middle Island whose survival also relies on the fox control measures used to prevent penguin kills. This additional equipment will enable

volunteers collect data remotely when deployed on Middle Island. This will not only allow data collection during periods volunteers cannot regularly access the island due to dangerous crossing conditions but also allow overnight data collection giving an insight into nocturnal bird activity.

It is imperative to continue fox control efforts including the deployment of Maremma dogs on Middle Island and the fox baiting program. Any lapse in fox control efforts has the potential to devastate Middle Island's small colony of penguins, which had declined in 2020-21, the last season during which the population size could be estimated. The Middle Island penguin colony is resilient and has demonstrated in the past that it can return from the edge of local extinction when the threat of foxes is reduced by the Maremma guardian dogs and fox control efforts. It is believed that localised populations of Little Penguins are in decline across their range and that the extinction of any local colony will significantly impact the species future survival particularly in the face of climatic changes that are predicted to have devastating effects. The Middle Island Little Penguin population will once again be closely monitored by WCLN during the 2023-24 breeding season, informing ongoing fox management programs and aiming to determine the trends of the population.

CONSERVATION & ADAPTIVE MANAGEMENT

The Project has adopted an adaptive management approach to conserve the penguins and other birdlife of Middle Island. Maremma guardian dogs are the main tool used in 'The Warrnambool Method' of wildlife conservation and methods of fox control implemented by the Warrnambool City Council support the work of the Maremmas.

In doing so, the Middle Island Project is working towards their vision 'to ensure the long-term survival of the Little Penguir colony on Middle Island through the use of conservation techniques that reduced the threats posed to these birds.'

Maremma Dogs

The Middle Island Project uses specially trained Maremma guardian dogs to protect the penguins and other seabirds of Middle Island from foxes.

The 2022-23 season, saw the first full season where the Maremma guardian dogs were managed by Warrnambool City Council's Dog Handling team under the guidance of the Natural Environment Coordinator and Middle Island Project Officer. The training and management of the dogs continues to be guided by van Bommel, L (2010) Guardian Dogs: Best Practice Manual for the use of Livestock Guardian Dogs. Considering the unique circumstances and continual evolution of the Project, this season saw the development of additional protocols and guidelines specific to the Middle Island Project which extend beyond the Best Practice Manual. While these protocols and procedures have been developed for consistency, the Middle Island Project remains adaptable in managing the dogs, and the penguin colony as needed to support conservation outcomes.

Throughout 2022-23 season, the Project's three guardian dogs and two education dogs have worked on the Project.









Guardian Dogs



Mezzo

Continued his work as the Project's Lead Guardian protecting Middle Island from foxes



Isola

Spent another season supporting Mezzo in protecting Middle Island's Little Penguins and other seabirds.



Oberon

Enjoyed working with his older siblings on Middle Island and undertaking refresher training following a reduced season last year due to access issues.

Education Dogs



Amor

Enjoyed returning to work as part of the Education Program and extra visits to the beach to help his Guardian team leave scent in the area.



Avis

Continued to be the star of many Penguin Protectors Warrnambool sessions and enjoyed some well-earned time off at the farm following the completion of the dog enclosure extension







Fox control

Fox predation on Middle Island continues to be the biggest threat to the survival of the penguin colony. Warrnambool City Council's Fox Control program continues to play a critical role in protecting the Little Penguins and other seabirds on Middle Island.

During the past 12 months Council's Environment team has undertaken two fox baiting and den fumigation programs and fox den fumigation. Ongoing surveying has also been undertaken by Canidae Development. The surveying involved a full Fox Scat Survey from the Hopkins River mouth in the east to Levy's Point Coastal Reserve in the west. This survey occurred between July and September 2022 and involved GPSing the position of fox scats (54), prints (4), dens (5) and bird carcasses including penguins (3). As outlined in the hot spot map there is a lot of fox activity between Granny's Grave and Point Ritchie (Moyjil), at Pickering Point and west of Shelley Beach. Similar activity was observed in 2018 when this

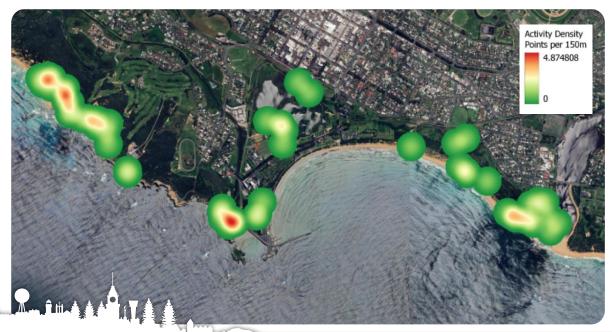
survey was last done but the activity at Levy's Point Coastal Reserve seems to have moved west since then. At Pickering Point fox activity was identified by the presence of scats and three dens were found amongst the coastal scrub between The Breakwater and Worm Bay. The one Little Penguin carcass was found west of Shelley Beach. Another survey was undertaken before, during and after the baiting program that occurred between November and December 2022 (four surveys in total). This survey counted and removed fox scats found in three areas (near Middle island, Lake Pertobe and in line with Warrnambool Golf Course) to gauge the success of the baiting program.

Overall there was a 54% reduction in scats combining all three areas.

The fox baiting program undertaken between November and December 2022 consisted of 10 baiting stations around Lake Pertobe, Worm Bay, The Breakwater, Pickering Point and south of the Warrnambool Golf Course. Over six weeks there were 14 baits taken with the majority of these taken from south of the Warrnambool Golf Course. Foxes were also observed by staff in this area and known dens were fumigated at the completion of baiting. Dens were also fumigated between The Breakwater and Worm Bay in September 2022. A second baiting program started in 2023 on the 15th May and will concluded on the 23rd June. Results for this program will be highlighted in future reports.

Attributed to the combined effort of the Maremma guardian dogs on Middle Island and WCC's Fox Control Program, no fox predation events were recorded on the Island this season. It remains true that while the dogs have been on duty, there has been no evidence of access to the Island by foxes. Difficulty accessing Middle Island safely again this season due to unsafe crossing conditions meant the dogs spent less time on the island than anticipated. Despite this, it appears these conditions also limited opportunities for foxes to cross demonstrated by the lack of kills. Close monitoring of crossing conditions and prompt response by Dog Handlers to access Middle Island when safe to do so by either taking the dogs with them and/or taking over fur to spread the Maremma scent also played an important role in keeping foxes away from Middle Island during accessible periods.

When the dogs are not on Middle Island, including during periods of inaccessibility, WCC Dog Handlers regularly take the dogs to scent the beach at Stingray Bay. The scent of the dogs plays an important role in discouraging foxes from entering the area. Scenting occurs regularly during the winter months when it is generally less safe for the dogs to be on Middle Island. However, scenting will occur daily during the breeding season if the dogs are not on the Island. More vigilance is required during this time due to the increased likelihood of attacks if a fox was to access Middle Island when there is a high abundance of seabirds present.







RESEARCH

The importance of research extends beyond steering the direction of the Middle Island Project, as it plays an important role in increasing society's knowledge in conservation and management as a whole.

During the 2022-23 season, two Honours students at Deakin University completed research projects using penguins from Middle Island. One student looked at the presences of plastics present in the stomachs of penguin carcasses, while the other looked at how the metal composition varied between penguins from Middle Island and the St. Kilda colony. Both of these studies have immediate importance to the Middle Island colony and implications extending throughout the range of the Little Penguin. The studies provide point of reference for plastic and metal concentrations both for future comparison at Middle Island and between colony comparisons. Warrnambool Coastcare Landcare Network organised a Middle Island Project Community Event to support engagement with the Project, and raise awareness and education amongst the local community. To draw attention to the innovative research occurring within the local community's backyard, one of the Honours students was offered the opportunity to present their findings at this event, which was well received and highlighted the community's ongoing support and interest in the Middle Island Project.



EDUCATION and **OUTREACH**

Education and community outreach continues to be an important aspect of the Middle Island Project. This is highlighted by the continued interest in the Project, both locally and globally, the expansion of our Education Program and continued uptake of learning opportunities provided by the Project.

Education Program

Educational sessions associated with the project are delivered by WCC Dog Handlers as part of the MIP's own program and as part of the educational program at Flagstaff Hill Maritime Museum and Village.

The 2022-23 season saw the MIP's education program grow to have its largest reach since before the Covid-19 pandemic. The 'Penguin Protectors Warrnambool' experience engaged over 2,300 individuals in total across these programs.

The Middle Island Project organised 6 sessions at the Pavilion and Beach for group bookings which engaged around 200 participants. A further 440 people joined one of the sessions run during the summer and Easter school holidays. Even numbers of adults and children/students participated, highlighting the interest in the Middle Island Project across all ages, and importantly, the wide appeal of the Penguin Protectors Warrnambool experience.

At Flagstaff Hill 1,700 individuals were engaged in the 44 sessions delivered. For the first time ever the program was delivered to two Contiki tour groups at Flagstaff Hill which highlights the national and international significance of the Middle I sland Program and the important contribution it makes to Warrnambool tourism









Work experience

The opportunity for students to gain work experience at the Middle Island Project continues to be offered to and valued by Deakin University students.

During the 2022-23 season, two final year students from Deakin's Zoology and Marine Biology programs joined WCC's Sustainability and Natural Environment team and contributed the majority of their 160 placement hours toward Middle Island Project activities. Students continued to make a valuable contribution to the Project, including through the development of resources, brainstorming new ideas particularly for education and fundraising and exploring options for new equipment, resources and merchandise.

Most importantly, these placements provide the students with a valuable experience within the workplace and the chance to be involved in a variety of the difference aspects related to implementing a collaborative conservation project. Here are some testimonials from students highlighting the value of their Middle Island Project placements:

'Placement with the Middle Island Project solidified the learning from my science degree and gave me a deeper appreciation for the conservation occurring on our doorstep. [It also] enabled me to acquire the skills and connections I needed to get a job in the conservation industry'

'I really enjoyed my time on placement, I found the experience really immersive, exciting and valuable'



The Middle Island Project continued to engage with the local and global community throughout the 2022-23 season. The Project provides the unique opportunity to build community understanding of conservation management and wildlife education.

In 2022, three market stalls were held providing the opportunity to engage with locals, and visitors to Warrnambool, during the busy summer season. While these stalls were also a way to sell Project merchandise and raise funds to support project activities, it provided another way to be present and raise awareness within the community about the unique work the Project is undertaking.

Interest and engagement with the Project continues to be received from around the globe, with a steady inflow of queries and messages of support from groups and individuals via email, social media and phone calls. Highlights from this reach included a hand written Christmas card and donation received via post from a child in the United States of America. To ensure continued wide reach of our engagement, the Warrnambool Penguins website was updated and upgraded this season to ensure up to date and relevant information is available to the global community.

COMMUNITY

Thank you the Major Sponsor of the Middle Island Project: The Vet Group and Petstock Warrnambool



2 for the second





Community Support

The local and wider community, including local businesses, groups and individuals continued to support the Project during the 2022-23 season. Highlights include a \$1000 donation to the Project fundraised by BirdLife Warrnambool and support from a range of local businesses, with some examples outlined below.

This includes the ongoing support and generosity from Mandy at Lucky Little Penguins, who donates proceeds from the sale of each Project themed greeting card, including a Christmas range. This season, Lucky Little Penguins also donated cards to the Project to sell at our market stalls where the entire sale proceeds went to the Project. Artist Laura Luke, originally from Warrnambool, also raised money for the Project through sales of her Little Penguin themed artwork. Rafferty's Tavern,

Flagstaff Hill and the Warrnambool Visitor Information Centre, Surfside Holiday Park, The Vet Group and Petstock also collected donations for the Middle Island Project by hosting donation boxes.

Additional businesses in Warrnambool also supported the Project through display of promotional media for our Education Program. The Pavilion Café and Bar have also been important supporters of the Project's Education Program, offering use

of their facilities and providing continued support, encouragement and valuable feedback to the program.

These are just some of the local businesses, groups and individuals that have contributed to the Project during the 2022-23 Season. Their willingness to get involved and help raise funds and/or support the Project's activities is greatly appreciated, and highlights the pride the community has for the Project.

















MEDIA AND COMMUNICATIONS

In its eighteenth year, the Middle Island Project continued to attract media attention both locally and on an international level, although this interest eased a little over the past year in terms of the volume of inquiries.

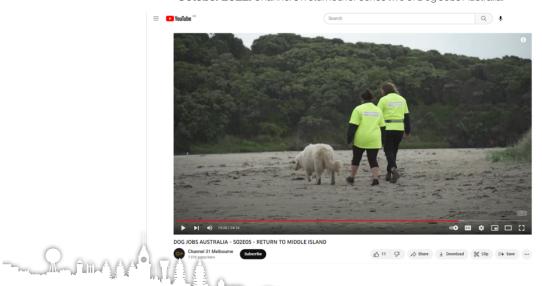
However, at least two stories on the TikTok platform about the Middle Island project recorded hundreds of thousands of views, putting the project before a new audience.

In **June 2022** and in following months the studio behind the Wild Hope documentary series made approaches to Council about making a video however this project has not progressed.

September 2022: The Standard published a story on the broadening of the research effort.



October 2022: Channel 31 returned for series two of Dog Jobs Australia.



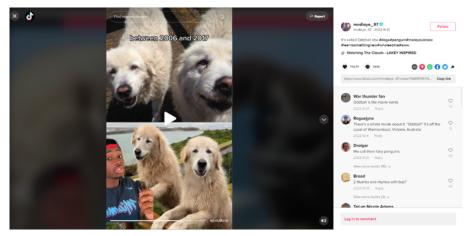






Better Homes and Gardens inquired about access for host and vet Dr Harry to Middle Island.

November 2022: TikTok video about the Warrnambool Maremmas and penguins posted by Mndiay _97 was watched four million times and received 421,000 "likes". This content producer has 359,000 followers on Instagram and 15.9 million followers on TikTok.



November 2022: Australian Geographic's Aussie Towns series by Bruce Elder November 2022.





May 2023: Terra Mater Studios published their YouTube documentary on the Middle Island Conservation Program on YouTube and the video published on YouTube quickly attracted several thousand views.

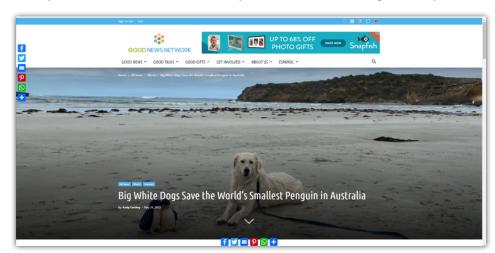




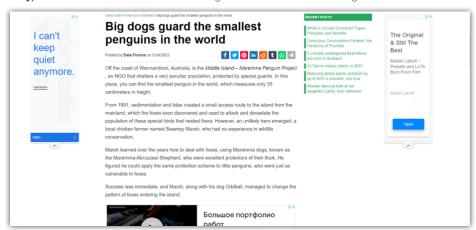


May 2023: ABC Warrnambool interviewed Lillian Maher about the status of the penguins and the conservation program.

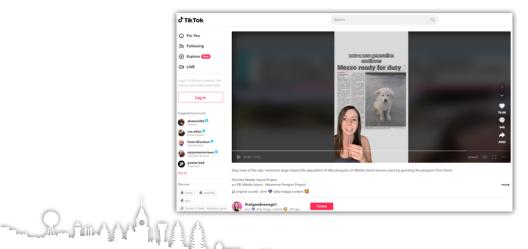
Also in May, the online Good News Network ran a story on the Maremmas after seeing the video by Terra Mater.



May, 2023: The Maremmas featured in Porteguese on the Brazilian website greenme.com.br website



May 2023: TikTok producer that goodnews girl uploaded a video on the project that received more than 400,000 views.





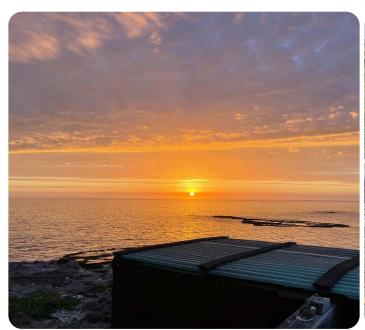


The project's self-published content

The Middle Island Facebook and Instagram pages are useful tools in sharing information about the project.

In the 90 days to May 27, 2023, the Facebook page reached 22,438 people while the Instagram page reached 7,113. The Facebook page has 17,944 followers, 83.8 per cent of whom are female. The Instagram account has 12,300 followers. Posts about the project perform well as do posts to other Council-run pages including Council's main Facebook page.

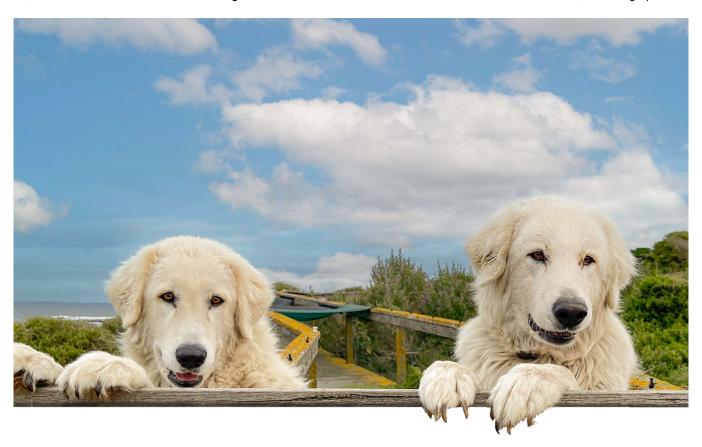
The project website www.warrnamboolpenguins.com.au recorded 25,000 page views from January 1 to May 28 this year. Note that more work is being done to better understand website traffic using Google's new generation analytics tools which has changed metrics from the previous system.











SUPPORT THE MIDDLE **ISLAND PROJECT**

The Middle Island Project is supported by Warrnambool City Council, some great sponsors and a crew of wonderful

You can help the Middle Island Project by following and sharing our social media, hosting a donation box or becoming a sponsor.

If you'd like to help please get in touch: green@warrnambool.vic.gov.au

And if you'd like to help the Project financially you can make a donation through our website at this link: www.warrnamboolpenguins.com.au/get-involved

> Facebook: Middle Island – Maremma Penguin Project **Instagram:** @wboolpenguins Twitter: @wboolpenguins





7.14. CYCLING REFERENCE GROUP - APPOINTMENT OF COMMUNITY MEMBERS

DIRECTORATE: City Infrastructure

PURPOSE:

This report presents the new members of the Cycling Reference Group.

EXECUTIVE SUMMARY

The Cycling Reference Group (CRG) was formed in 2016. The CRG includes members of the community who are active members of the local cycling community, be that recreational; road racing; road biking; mountain biking; commuter; and/or cycling with children, youth, or older people.

The CRG last had community member appointments made in June 2020. The term of these members was due to conclude in June 2022, however, due to challenges created by the pandemic, this was pushed out to June 2023.

The Cycling Reference Group Review 2020-23 report has been completed and outlines the activities and contributions of the CRG over the most recent term of the Group's community members - refer **Attachment 1**.

An expression of interest process was undertaken in August 2023 to seek new members of the CRG, and recommendations for appointment are now submitted to the Council for consideration.

Three original members have been recommended for re-appointment for another term; and a recommendation to appoint five (5) new members to the Cycling Reference Group is proposed.

MOVED: CR ANGIE PASPALIARIS SECONDED: CR DEBBIE ARNOTT

That Council:

- 1. Receive and note the Cycling Reference Group Review 2020-23 Report;
- 2. Thank the concluding members of the Cycling Reference Group for their contributions to group over the past three (3) years;
- 3. Appoint the following people to the Cycling Reference Group for the period November 2023 November 2025:

Re-appointed Members

- Helen Ryan
- Ellen Troitzsch
- Richard Adams

New Members

- Michael Keilar
- Freek den Barber
- Leigh Monaghan
- Zoe Brittain
- Hannah-Lee Obst

CARRIED - 6:0

The Cycling Reference Group (CRG) was established informally in early 2016 as a consultative mechanism to support improvements around infrastructure, amenity and opportunity related to cycling in Warrnambool.

The CRG meets quarterly and, in accordance with the CRG Terms of Reference, has a membership of up to eight community members, one (1) Councilor, and relevant members of Council staff.

Members were last appointed to the CRG in June 2020. Due to challenges over the pandemic and an inability to achieve a quorum at some meetings, the regular two-year term for members, which was due to conclude in June 2022, was extended out to June 2023.

A report detailing the activities of the CRG over the past three (3) years against the objectives of the group has been completed and is attached to this report. Some of the great outcomes that the CRG has supported and provided invaluable input into include:

- Awareness Campaigns
- Improved Community Messaging
- Feedback on infrastructure projects that improve road safety for cyclists
- Advocacy activities.

Due to the conclusion of the previous term for community members on the CRG, in August 2023, Council invited community members to register their interest in becoming members of the CRG. Fourteen (14) expressions were received.

To ensure a balanced representation of cyclists in Warrnambool, each nominee was assessed against the following criteria:

- 1. reasons for nominating;
- 2. experience;
- 3. understanding of road safety and other challenges;
- 4. gender; and
- 5. types of cycling they took part in (Recreational, Road Racing, Road Bikes, Mountain Bikes, Commuter, Cycling with Children, Cycling with Youth, Cycling with Older People).

From the 14 expressions of interest received, five (5) new members are being recommended for appointment to the CRG based on the assessment of each nomination against the above listed criteria. To assist with maintaining some continuity with the CRG, it is also proposed that three (3) previous members be reappointed to the CRG for a second term.

It is proposed that the membership term for community members on the CRG run from November 2023 – November 2025.

ISSUES

The adopted term (1 July 2020 - 30 June 2022) of the community representatives on the CRG has finished. Accordingly, Council undertook a process to invite community members to lodge their interest in joining the CRG.

The appointment, term arrangements and representation parameters are addressed within the Terms of Reference endorsed by Council on 2 December 2019.

FINANCIAL IMPACT

There will be no direct financial cost to Council, however, there is a small commitment of officer resources both as members of and to support the activities of the CRG.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

This report responds to the following Council Plan initiatives:

1 Sustain, enhance and protect the natural environment

1.5 Educate and partner with the community on Council's sustainability initiatives

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

- 2.1 Promote healthy lifestyles
- 2.2 Increase participation, connection, equity, access and inclusion
- 2.3 Increase community health and social connections.
- 2.4 Encourage and support participation in sport, recreation and physical activity.

3 Maintain and improve the physical places and visual appeal of the City

- 3.1 Enhance movement in and around the city including better connections for cyclists and pedestrians
- 3.3 Build Infrastructure that best meets current and future community needs.
- 3.4 Maintain and enhance existing Council infrastructure

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management

5.1 Provision of opportunities for the community to actively participate in Council's decision-making through effective promotion, communication and engagement

TIMING

Due to the expiration of the membership period of the CRG under the Terms of Reference, a process has been undertaken to seek expressions of interest to continue the work of the CRG under a new membership term.

COMMUNITY IMPACT / CONSULTATION

Council has invited nominations from the community for appointment to the CRG, which was done via a public notice in the local media.

The CRG report outlines the outcomes the group has achieved during the three years, providing a cyclists' perspective to community road safety messaging and education, new infrastructure, and strategic projects.

LEGAL RISK / IMPACT

The CRG is a reference group only and holds no decision-making power. The CRG can propose recommendations to Council based on their knowledge and experience as members of the local cycling community to provide information to Council and to support informed decision making by the Council in matters that has a relationship to cycling in the community.

OFFICERS' DECLARATION OF INTEREST

No officer declared an interest in the Cycling Reference Group.

CONCLUSION

The CRG has been operating since 2016. An expression of interest process has been undertaken for new members, and applications have been reviewed by a panel. This report presents a recommendation to the Council to re-appoint three (3) existing members of the CRG and appoint five (5) new members for a period of two (2) years.

ATTACHMENTS

- 1. Attachment 1. Warrnambool Bicycle Reference Group REVIEW 2020-2023 [**7.14.1** 13 pages]
- 2. ECM 10880349 v 5 Updated Terms of Reference Cycling Reference Group 2 December 2019 (1) (1) [7.14.2 2 pages]



Warrnambool Cycling Reference Group REVIEW 2020/23

Vision:

We aspire to a network of cycling routes connecting people to all places in Warrnambool and surrounds. Cycling will be a fun, healthy and safe way for people of all ages and abilities to travel and recreate.

Terms of Reference:

Members of the Cycling Reference Group:

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

Objectives:

- 1. To provide a forum where experience, specialist knowledge and skills in the area of cycling can be utilised.
- 2. To consider, in conjunction with the concerns of other stakeholders and road users, any issues related to cycling.
- 3. Identify and support external funding opportunities (grants) that benefit cycling in Warrnambool.
- 4. Assist in the development of Policies, Strategies and Plans, through active engagement during the development and preparation of such documents

OBJECTIVE	ACTIONS	OUTPUT	Status	OUTCOME
1, 2, 3	Review current literature and messaging and update collateral.	Raise Awareness: Deakin Bike Map to Gateway- how to use bike lanes Road Safety message during Bike Week social media Road Safety message for People who Ride Bikes Campaign Merrivale Drive-Two Way Street signage Radio messaging over Summer to look for cyclists on the road Social Media- Lights and reflectors at night or in reduced visibility. Lights must be visible from at least 200m away. https://www.facebook.com/connectwarmambool/ posts/183175083993183	Complete 2021/22 To continue 2023	Developed collateral which can be used in multiple messaging sources: Radio Print Social media Badges Stickers Funded by TAC and DOT community road safety grants
	Create a cyclists directory. Link with cycling groups/clubs to gain support for directory.	Cyclists Directory A point of reference for all kinds of cyclists in Warrnambool which includes road safety information, cycling groups, etiquette, tips, sustainable transport information. Update Two Way Street and Share the Road literature and utilize in the Cyclists Directory. https://visitwarrnambool.com.au/category/explore/outdoor-activities/biking/	In Progress	Information about cycling on Councils I am Warrambool AND Information about cycling as transport on WCC website Future investigation of a separate information portal

OBJECTIVE	ACTIONS	OUTPUT	STATUS	OUTCOME
1, 2	Work with Community to develop Shared Path Etiquette	Develop Messaging with Community: Collateral and messaging with community delivered as part of the "People who Ride Bikes Campaign" Social media: Bell (SUMMER CAMPAIGN) Footpath decals Bells given away during Bike Week https://www.facebook.com/connectwarmambool/posts/232693412374683	COMPLETE	Developed collateral which can be used in multiple messaging sources: Signage Social media Footpath Decals
1	Work with the Events team to identify opportunities to promote cycling in Warrnambool.	List of new ideas and events which occur in Warrnambool on google drive Sharing events from clubs and community groups- can be done by registering event (link above). If your club or group would like to share an event on FB you can make Connect Warrnambool a co-host for our admin to pick up and share. https://www.facebook.com/connectwarrnambool Cycling in Warrnambool. information and tile on Visit Warrnambool https://visitwarrnambool.com.au/explore/biking/	IN PROGRESS	Promotion of cycling in Warrnambool Investigate opportunities to promote Warrnambool as a cycling destination- holidays ect. Promoting all forms of cycling. Information about suggested cycle destinations with road safety messages with a map at the info centre
1	Investigate reviewing current cycling maps		NOT STARTED	Will be completed when the Sustainable Transport Strategy update is adopted by Council
1	Investigate opportunities to utilise already closed roads for events to promote to cyclists.		NOT STARTED	Needs to be investigated further

OBJECTIVE	ACTIONS	OUTPUT	STATUS	OUTCOME
2, 3	Review capital works projects and provide feedback on infrastructure	Delivered: Shared Paths- Mortlake Road Shared path linking Whites Road to Russells Creek (delivering PPN) Wombat Crossings (externally funded)- Gateway, Breton, Pecten Avenue Roundabout upgrades: (Blackspot funded) Lava/Kepler and Merri/Pertobe/Banyan. School crossing upgrade to platform- Jamieson St and Merrivale Drive (externally funded) Traffic Calming- Merrivale Drive, Dooley St, Hickford Pde Speed Reduction- Wangoom Road, Wollaston Road, Aberline Road, Merri St, Botanic Road	COMPLETE	Delivered 11 road safety infrastructure projects Delivered 5 speed reductions in local streets Delivered 7 externally funded projects Applied for Blackspot Funding for an upgrade to Botanic Queens Road roundabout
1	Assist in identifying areas of concern to Advocate to State Government	Successful reopening of the Gillies St Rail Crossing FUTURE: Developing a letter to alert State Government of concerns at the Princes Highway bridges at Dennington and Allansford as there is no shoulder for cyclists.		Successful advocacy for the Gillies st Rail Crossing reopening
1	Work with the Infrastructure team to develop mutual understanding about operational issues	Review what is/can being done to improve visibility of the on road lanes? Review what is/can being done to improve visibility of the on road lanes?		An understanding of the operations of Council and possible opportunities.
		Review the status of the cleaning and maintenance with debris, gravel, glass of roads?	NOT STARTED	

OBJECTIVE	ACTIONS	OUTPUT	STATUS	OUTCOME
4	Reviewed and gave feedback on strategic plans	Sustainable Transport Strategy update and the Principle Bicycle Network development which give a strategic overview of future bike network and identifies gaps. Botanic Precinct LATM- funded by the TAC community Road Safety Grants	IN PROGRESS	Draft STS being prepared- review funder by TAC community road safety grants to ensure Safe Systems approach to road safety is embedded in the document Delivering Botanic LATM Long term vision would be to Link Promenade, Russells Creek and the proposed Merri paths Advocating for Deakin Link, a link to Woodford precinct and access from Wangoom Road to road and footpath network

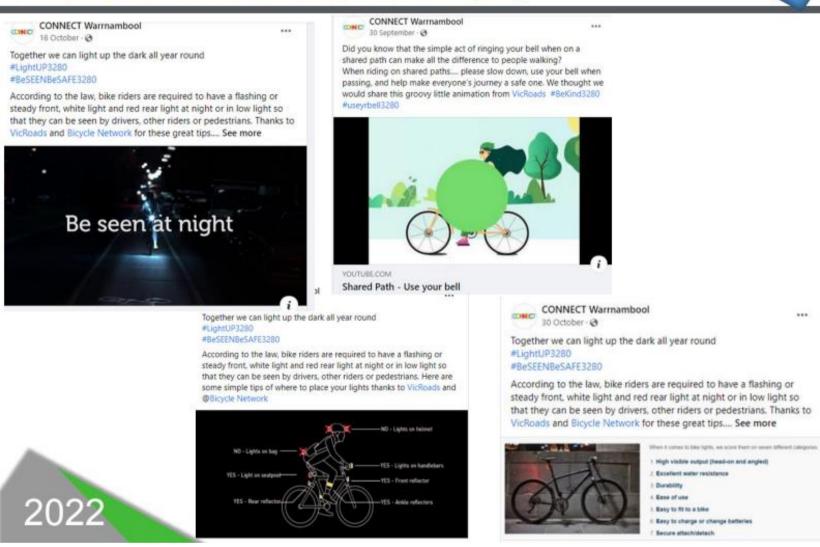
APPENDIX A. EXAMPLES OF PROJECTS DELIVERED 2020-2023

Co-Design- "People who ride Bikes" OUTCOME



2022





Co-Design "People who ride Bikes" OUTCOME: Priming value of "connection"





ACTION: "tie in with schools, community groups- Event= BIKE WEEK"

BIKE WEEK

Distributed DEAKIN UNIVERSITY maps to international students

Attended 3 Community Events- 150 people engaged

55 people registered for 3 events

22 Cafes taking part in promotion

3 Bike Shops taking part in promotion

8 schools take part in Walk/Ride Safely to School

21 Women attend Women on Wheels Session



RIDE YOUR BIKE & WIN

GET AROUND WARRNAMBOOL is celebrating Bike Week for people who ride bikes Ride your bike to a participating cafe between May 15 to 22. Scan the below QR code and go into the draw to WIN a Samsung tablet or a \$100 youcher to a local bike store.

> For more information about Bike Week check out www.w2040.com.au/events

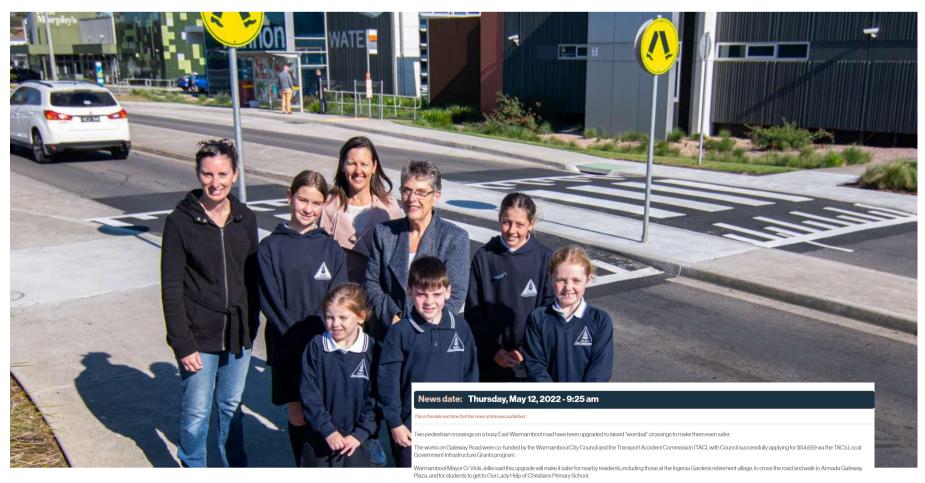


#BeActive3280



2022

ROAD INFRASTRUCTURE: GATEWAY ROAD



"Gateway Road can be very busy, both with vehicles driving along it and pedestrians looking to get across," she said.

"With entry and exit points to shopping centres on both sides of the road, there's a lot going on and drivers need to take care.

"While it is always the driver's responsibility to look for pedestrian crossings and stop if required, we knew that some people still didn't feel safe crossing at the existing pedestrian crossings because of the speed of the traffic.

"Raised crossings slow traffic down and also help to make pedestrians more visible to drivers.

"Part of our Warmambool 2040 plan is to encourage and prioritise sustainable transport, and when we have primary school students, retirees and everyone in between frequently crossing Gateway Road for school, for work or to go to the shops, this project aligns perfectly.

"It's always terrific to partner with external agencies like the TAC where we can to deliver important projects like this to help our annual budget stretch even further."



ADVOCACY- PARTNER WITH VICPOLICE AND ROAD TRAUMA SERVICES TO PROMOTE ROAD SAFETY (HELEN IS A MEMBER OF THE REFERENCE GROUP)

Turn headlights on, pause, and reflect on road safety



By Kimberley Price
Updated June 15 2021 - 11:31pm, first published May 20 2021 - 4:00pm











AWARENESS: Helen Ryan, Rhys Tate, Kajol Eagle and Mark Kirby are part of the Shine a Light on Road Safety campaign. Picture: Anthony Brady

Warrnambool City Council - Cycling Reference Group

Terms of Reference



Purpose of the Reference Group:

To act on behalf of the broader cycling community in providing feedback, comments and user needs to Council during the development and review of Council policy and practice regarding cycling in Warrnambool.

Terms of Reference:

Members of the Cycling Reference Group:

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

Objectives:

The specific objectives include:

- To provide a forum where experience, specialist knowledge and skills in the area of cycling can be utilised.
- To consider, in conjunction with the concerns of other stakeholders and road users, any issues related to cycling.
- Identify and support external funding opportunities (grants) that benefit cycling in Warrnambool.
- Assist in the development of Policies, Strategies and Plans, through active engagement during the development and preparation of such documents.

Advisory Committee Structure:

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

- Council Officers:
 - Councillor (1)
 - Manager Recreation and Culture (or their delegate).
 - Manager Infrastructure Services (or their delegate).
 - Other Council officers, as co-opted, depending on the agenda, including but not limited to road safety, design and development, assets, community infrastructure and planning, recreation.
- Community Members

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

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

Nominations will be sought via public notice and invites to registered clubs to gain community representation. The selection of committee members will consider overall composition of the committee including gender balance.

If more nominees are received than vacant positions, Council will consider all nominees and make a determination of who will be selected to the Committee.

A quorum will consist of the Chair, one (1) Council Officer and three (3) community members, no later than 10 minutes post the nominated meeting start time, for it to be deemed a formal meeting. If a quorum is not reached within this time, the meeting will be recorded as cancelled.

Appointment of chair:

The Chair will be elected with majority support by the community committee members at the first meeting following formulation of the committee. The tenure of the Chair will be no greater than a 12 month period, with the new chair to be elected by the community committee members.

Meeting frequency:

Up to four (4) times per annum to be held quarterly.

Secretariat:

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

Managing conflict of interest:

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

Reporting regime:

The minutes, supporting reports and associated records of each meeting will be presented to Council at a Council briefing session.

Term:

Each committee member will run for a two year term, from 1 July through to 30 June. To ensure continuity of the reference group the term period will be staggered, with up to four (4) positions made available for nomination each year.

In the first year (being 1 July 2019 through to 30 June 2020), four (4) positions will be selected randomly and declared available for nomination. The remaining four (4) positions will remain in place until the expiry of their team being 30 June 2021.

7.15. ADVISORY COMMITTEE REPORTS

DIRECTORATE: EXECUTIVE SERVICES

PURPOSE

This report contains the record of three Advisory Committee meetings.

REPORT

- 1. Economic Development & Tourism Advisory Committee meeting held on 15 September 2023 refer **Attachment 1**.
- 2. Community & International Relations Advisory Committee meeting held on 26 September 2023 refer **Attachment 2**.
- 3. Environment & Sustainability Advisory Committee meeting held on 28 September 2023 refer **Attachment 3**.

ATTACHMENTS

- Economic Development & Tourism Advisory Committee Minutes 15 September 2023
 [7.15.1 7 pages]
- 2. Community & International Relations Advisory Committee Minutes 26 September 2023 [7.15.2 4 pages]
- 3. Environment & Sustainability Advisory Committee Minutes 28 September 2023 [7.15.3 7 pages]

MOVED: CR MAX TAYLOR SECONDED: CR DEBBIE ARNOTT

That the records of the following Advisory Committee Meetings be received:-

- 1. Economic Development & Tourism Advisory Committee meeting held on 15 September 2023;
- 2. Community & International Relations Advisory Committee meeting held on 26 September 2023; and
- 3. Environment & Sustainability Advisory Committee meeting held on 28 September 2023.

CARRIED - 6:0

MINUTES

ECOI	NOMIC	DEVELOP	MEN	T & T	OURI	SM ADVISORY COMMITTEE
Date:	Friday 15 Se	ptember 2023	Time:	2 PM	Location:	Committee Room 1, Warrnambool Civic Centre
Purpose				•	-	vice and direction in relation to Warrnambool economic development and between stakeholders and the Warrnambool City Council.
Role/Obje	ctives	The role of the Commi	ttee is to	:		
		· Advise Council on sig	nificant s	rategic matt	ers, trends or	or issues relating to the economic and tourism development of Warrnambool
		and the Great South C	oast regio	n.		
		· To discuss new initiat	ives and	major project	ts that suppo	ort the Economic Development and Investment Strategy, Events Strategy and
		Warrnambool Destina	tion Actic	n Plan.		
		· To act as a reference group and provide recommendations to Council on matters that fall within the Committees Terms of Reference.				
		-	istry/loca	l knowledge	to help inforr	rm Council decisions on economic development and tourism matters.
Committe	e Members	Cr Max Taylor, Chair				
In Attenda	ance	Cr Vicki Jellie				
		Paul Dillon				
		Penny Irons				
		Leanne Williams				
		Sarah Fitzgibbon				
Council Of		Stephen Hoy – Manager Economic Development & Events				
Attendees	5	Paul Thompson – Manager Tourism Eddie Ivermee – Coordinator of Economic Development & Investment				
		Kate Jolley – Economic Development Project Officer				
		Julie McLean – City Strategy and Development Manager				
		Ashley Ansell - Coord	٠.			
No.	What				Acti	tions
1.	Welcome &	Apologies			Apo	ologies: -Rod Brugman
						- Zita Tattersall
						-Martin Ellul

		-Luke Coughlan
		Absent:
		Guest: Alistair McCosh
2.	Conflict of Interest Declaration	N/A
3.	Minutes from Previous Meeting – 16 June 2023	Moved : Vicki Jellie
		Second : Penny Irons
		Carried
4.	Chamber of Commerce / Business Representative Group — Update	SH — Follow up to Business Representative Group breakfast, a survey has been created by SED to gauge interest from broader group of businesses. Survey will be circulated and will be open until October 9 th
		Survey is 30 questions long.
		Survey will be promoted via the internal database, social media, newsletter, plus handed out, want to get National Businesses on board as well as home businesses
		Two potential outcomes interest will be there or not.
		Once results are in they will be analysed. Need a steering committee to drive forward
		Council will and can assist but must be a business run and lead group
5.	Economic Development Strategy Update	SH Public consultation is complete
	Theme 3: Workforce Attraction and Skills Development – Page 23 & 24 of the DRAFT Strategy	 7 Individual submissions of feedback which is being addressed. Strategy is being tweaked and will be presented to EMT Tuesday 19th then to Council.

		 Prospectus focussing on LIVE WORK INVEST being developed to attract businesses and investors to the area. AM The lack of childcare centres is having knock on effects. Hospitals could employee more positions but the lack of Childcare is preventing relocation of potential employees. A submission is in, to replace existing Childcare at Deakin, enabling study and observations take place at active Childcare PI Childcare is an issue as is shortage of essential housing SH Work being done currently which will be presented soon, in regards to some essential housing solutions SF Need to promote the connectivity Warrnambool offers, cater to the digital nomads working from home, Warrnambool to become an option as palace to base yourself as a home business.
6.	 Economic Development – A few updates Mayors Breakfast Changchun – Sister City Visit & SME Platform The Ideas Place – Start-ups GSC DAMA Application & Talent Beyond Boundaries (TBB) Discussions CBD Shopfront Occupancy Report 	 SH – Mayors Breakfast will be held this year. Friday 23rd November – Black Friday heading into It's All Happening Christmas Season. Summary of the year, BRG results Changchun Sister City visit cancelled for this year El Successful completion of Round 1. Progression amongst all participants was noticeable. Concluded with Pitch Night. Round 2 starts Monday 25^{th.} 32 Businesses signed up. 10-11 week program. SH Application for extension close to being complete. Looking to meet with TBB. Running similar program and yet they take the process a step further with vetting of applicants as well as assisting further with placement. All refugees are off shore

El CBD Database analysis carried out. Occupancy remains strong. Diversification of some sites creating multiple business opportunities. Substantial decrease in vacant properties. High demand for sites across the entire area. Some long term vacancies due to landlord renovations or not leasing. **Key Findings** Vacancies 2021 65 Vacancies 2023 38 Total Occupied 2021 552 Total Occupied 2023 589 Sum of Total Stores 2021 617 Sum of Total Stores 2023 628 Total Business Premises Up 2% Yr on Yr Total Vacant Premises Down -40% Yr on Yr Visitor Economy Update 7. PT – Geothermal Wellness Industry looking to expand across Victoria. Record numbers of interest and development, creating Victorian • The Great Ocean Road & Southern Grampians – bathing trail. Mornington Peninsula has taken over hot springs capital **Geothermal Tourism Prospectus** of Victoria and expanding into Phillip Island Metung & now looking at Flagstaff Hill Masterplan opportunities in the Southwest. Great South Coast Economic Futures Holiday Parks – VicParks Conference update / Strategic launched their "The Great Ocean Road & Southern Grampians Plan Geothermal Tourism Prospectus" in June 2023. Flagstaff Hill has been Visitor Servicing Update – VTIC 2023 Visitor Information highlighted as a preferred option and is looking to be part of the Services Summit Catalyst for Action Flagstaff Hill Reimagined Masterplan which is being finalised over the coming months Visitor Servicing Update – Visitor Economy Industry; What is planned

 Great Ocean Road Regional Tourism 2023 Conference came to Warrnambool

- PT Attended Vic Park Conference to seek inspiration and ideas for the Holiday Parks strategic plan. Knowledge and insights gained around the "all abilities" market, it's now a ten million dollar market covering an extensive area of services, safe quiet soft spaces for those with autism and many more now being provided at Holiday Parks. Electronic information boards, Ebikes, Cross boundary kayaks are some additional service experiences to be added to the plan.
- Warrnmabool Holiday Parks to receive upgraded Boom Gates and Washing Machines
- AA Attended the Visitor Services Summit in Wangaratta. Guest speakers, networking, latest visitor services experiences outlined as well as opportunities to collaborate with the likes of VLine to enhance the regions personalised journey, pause and stop
- Carried out a tourism industry survey reviewing results and feedback to continue to work with and support our tourism operators
- Cultural Capacity Session Ash Bartleigh 21st October @ The Pavilion
 Designed for the Tourism Industry waiting to engage employee or
 partner with indigenous Australian people or businesses.
- Summer networking event for our Tourism Operators
- PT Attended the GORRT Disaster Ready workshop. Helping businesses from Tourism industry get ready for disaster and develop resilience and sustainability within their businesses
- PT Secured prime advertising in various Touring Maps and Visitor
 Guides Ocean Road and Grampians Travel Planners, Melbourne to
 Adelaide Touring Map and Warrnambool Official Map. These
 upgrades showcase Warrnambool as the hub of the Southwest Great

		Ocean Road promoting daily drive routes aiming to increase length of stay, greater visitor spend and dispersal through our neighbouring regions. • Localis Mobility Visitor Data is proving valuable in identifying where visitors are travelling from, (mostly western suburbs, Geelong and Ballarat) and what routes they take to get here (Mostly A1, and not the Great Ocean Road) • Timboon rail trail – bike riding – rail trails – continue to be popular with visitors- • GORRT Conference was successful. Turn out to conference and networking event was strong. Generated 60-75k in revenue for the town with accommodation dining over the two days • GORRT Strategy underway I Am Warrnambool strap line to be looked at. • VJ Wording is not conducive to an inclusive Warrnambool. Link to current I Am Warrnambool marketing below. https://platform.crowdriff.com/m/s-UNVwHZUF3R81aVJE?a=2714-wl-5295fc0f-953d-4436-851b-ed577060c962 https://platform.crowdriff.com/m/s-UNVwHZUF3R81aVJE?a=2714-wl-78e3ed6d-90ab-44bf-8100-88213406dd63
8.	General Business	 MT Business Representative Group, how will it remain sustainable beyond 2 years. Is a Levy or Membership required? Should the committee talk to businesses to gauge feedback or is that doubling up? Can discussion be had with other cities as to how they run their groups? PD Is a feasibility study required?

9.	Next Meeting – 8 December 2023	Aim for update and feedback at next meeting.
		SED will collate and analyse results.
		commitment to participate. The survey is open until October $9^{ ext{th}}$.
		their reasons behind a Yes Or No. As well as gauging their
		Businesses, includes questions to prompt businesses to expand on
		 SH The Have Your Say Survey being circulated amongst Warrnambool

MINUTES

Date:	Tuesday 26 September 2023 Time:		3.30 PM	Location:	Committee Room 1 Warrnamhool Civic Centre	
Purpose Committee Members In Attendance		The purpose of the Correlations and to advant promotes acts of enable participate in communication warrnambool 2040 Geometric and in diversity. Cr. Otha Akoch, Chair David McKenzie Les Gardiner Greta Perry Geoff Spencer Daisy Ye Cameron Burgess Carly Jordan	ice Counc ling all ga nity life. pals – Ou nclusive	will be to pricil's progress roups of pec	s against the V ople within a so	Committee Room 1, Warrnambool Civic Centre c advice on Council's sister city relationships, international Velcoming Cities Standard. The Welcoming Cities Standard ociety to have a sense of belonging and to be able to a city that is more welcoming to all and which fosters
Step Eddi Angi Ingri		Luke Coughlan – Direct Stephen Hoy – Manag Eddie Ivermee – Coord Angie Doldan - Design Ingrid Bishop – Directo Sarah McKeown – City	er Econo dinator Ec ated Area or Comm	mic Develop conomic De a Migration unity Develo	velopment & I Agreement (D opment	nvestment
No.	What	Actions				
1. Welcome & Apologies		es		Apologi	es: Carly Jorda	an, Les Gardiner
				Absent	: Greta Perry –	No Longer a Committee Member
	2. Conflict of Interest Declaration			Nil		

3.	Minutes from previous meeting – Informal Notes 6 June 2023	Noted
	Note: The last meeting did not achieve quorum so there were informal notes taken and circulated.	
4.	Victorian Multicultural Commission - Regional Advisory Council	Warrnambool City Council sent an application to become members of the Regional Advisory Council. Members will be appointed for two years. No information received yet. Will present at the next meeting on the outcome.
5.	Refugee Welcome Zone	Warrnambool City Council have requested to become a refugee welcome zone from the Refugee Council of Australia.
		A signing declaration ceremony will be 11 th December 2023. Time to be confirmed.
		DM: What does joining this mean? No expectations on council just a declaration.
6.	Japanese Gardens Update & History of the Relationship	Japanese Garden Works Update: Lights at the Japanese gardens are in and signage is complete. Track works are still underway.
		History of the Relationship:
		Overview presented by David McKenzie of key dates documented and circulated attached.
		Miura Mayor to visit Warrnambool in November 2023. Dates to be confirmed.
		ACTION: A Plaque to be attached to the garden pavilion when the Miura Mayor visits.
		CB: What is Councils strategic direction to further the relationship going forward with the sister city?

		-Exchange program with the schools that Council is not involved in this program. Opportunity for further relationships, to present ideas with community ceremony.
7.	Refugee & other programs DAMA & Talent Beyond Boundaries DAMA — New Application 2024 - 2028	DAMA & Talent Beyond Boundaries: Council reached out about two months ago to assist in collaborating the two programs. Additional meetings to happen to discuss further collaboration to run it together to assist each other. The DAMA program is a self-sustainable model that we do not get funding.
		DAMA – New Application 2024 – 2028 A business are a base by a business of the property o
		A business case has been developed to renew the DAMA program for a further 5 years. As we are only allocated 100 positions in a year, Council has requested an addition 50 position to extend to the end of this year. Proposing to open to 300 positions per year in the future.
		DAMA Workers get an approved 4-year visa through the DAMA program, from which they can then apply for permanent residence after that time. Workers are eligible to apply for the PR after 3 years of employment.
		Talent Beyond Boundaries program would add recruitment to the DAMA program.
		IB: Can we get WCC as an approved employer? Ingrid to discuss with Angie Doldan.
		DM: Is the housing shortage an issue with this program.
		-The business does not need to provide accommodation as part of this program however they have to demonstrate that there is accommodation available in the area. We help look into it as part of the program. More information for support once they are here is possibly needed.
		OA: Is there particular cultural/countries that are included in this program.

		-TBB is for refugees only. United nation for refugees determine if a person seeking
		international protection is considered a refugee under international law.
8.	Sister City Updates – Potential Visits	Miura: covered earlier in item 6.
	Changchun	
	Miura	Changchun: Visit date cancelled will reassess early next year.
9.	Warrnambool Multicultural Festival - Update	Daisy presented as part of the Warrnambool Multicultural Festival Committee.
		Festival is on 14 th October 2023 at the Civic Green.
		International food to be provided.
		The festival included free activities, stall and performances.
		More than 4000 people attend the festival last year. More than 100 EOI were
		received to perform at the festival.
		Suggestion to Council to help provide assistance for non-for profit events with all accessibly.
		Link for grant opportunities below.
		A new round of grants announced by Andrews government for Victorian multicultural festivals and events:
		https://neoskosmos.com/en/2023/09/24/life/a-new-round-of-grants-announced-by-andrews-government-for-victorian-multicultural-festivals-and-events/
10.	General Business	Cr Akoch updated the committee on activities from his group recently including writing a letter to the prime minister to make the process for refugees seeking to come to Australia less onerous considering their difficulty accessing many of their records and document. Awaiting a response.
11.	Next Meeting – 14 November 2023	Finish 4.56pm

MINUTES

Date:	28 Septen	nber 2023	Time:	4.07 PM	Location:	Committee Roon	n 1, Warrnambool Civic (Centre	
Committee Members In Attendance Council Officer Attendance		Shirley Duffield Sabine Schreiber Geoff Spencer Daniela Rizzo (Via Teams) Juan Donis Andrew Schultz (Via Teams) David Leahy – Director City Infrastructure Lauren Schneider –Manager Sustainability & Compliance Kristy Roche – Natural Environment Officer							
• -	Stephanie Bant – City Infrastructure Administration Office		n Officer	Green	Timing) A (I)			
No.	What						Warrnambool Pillar	111111111111111111111111111111111111111	Who
1.	Cr. Richar	ome & Apologies ichard Ziegeler, Bill Yates, Jeff Moreland-Hunt and Justin Harzmeyer d as apologies. ela Rizzo and Andrew Schultz attended meeting via Teams.			ŕ		5 minutes	Chair	
2.	Conflict of	nflict of Interest Declaration						Chair	
3.	Minutes f	rom Previous Me rom previous me hirley Duffield Sec	eting acc	epted.					Chair
4.	Offshore Matters – Renewable Energy Zones & Seismic Testing • LS introduced Kristy Roche as Natural Environment Officer.		=		10 minutes	LS			

- LS welcomed Andrew Schultz and Daniela Rizzo as new members to the committee attending their first meeting.
- AS introduced himself and advised he had been in Warrnambool for 17 years now.
- DR introduced herself and advised she was a university lecturer. Interested in animals both in the environment and spiritually.
- All members present in the meeting introduced themselves.
- LS introduced topic of offshore matters, noted it was just before Council made a decision to write to the Minister to voice our opposition to Seismic Testing. Noted the committee's involvement in having input into the decision.
- Offshore renewal energy zone proposed as future renewal energy zone.
- LS noted this is the first stage of planning in this area.
- DL noted that offshore wind farms were proposed for Commonwealth waters and the Federal Government was responsible for the Environmental Management Plan.
- DL hoped that people understood the delicate eco system off shore and if damage is done now it can last for many years. Noted decisions made today affect legacy.
- DL acknowledged the work of Justin and Lauren involved in Council's opposition to Seismic Testing.
- JD questioned if Council are opposing all types of Seismic Testing?
- DL responded at this stage Council were just opposed seismic testing for gas exploration as the effects of this are larger than offshore windfarms.

	SS congratulated Lauren and Justin on work completed for opposition to seismic testing.			
5.	 Container Deposit Scheme LS introduced state government initiative for reverse vending machines for container deposit scheme. LS distributed document to committee and explained there would be 3 locations in Warrnambool. No sites confirmed at this stage. LS advised the document would be circulated to the committee members attending online. DL advised the two businesses involved are TOMRA and Cleanaway. DL advised the machines will only accept specified types of materials. DL noted the money from the deposit scheme can either be kept by individuals or you can pick a group to donate too. GS questioned whether the products from the glass bins are sorted? DL explained the sorting process for bins and crushing of bottles. DL advised that Council had used crushed glass as an aggregate in road construction. Noted a couple of hundred tonne had been used in roads. JD questioned if Council have investigated whether we can get money back from glass? DL explained Council recover costs through comingled recycling with glass bins just being crushed. SS thanked staff for including Green Warrnambool Pillar in agenda. 	Wise	10 minutes	LS
6.	 Ma'am Reserve Update Request for clarification on who the manager is for eastern section Reported damage caused by mowing of the road reserve along its eastern boundary, which has high conservation value. 	Natural	10 minutes	KR

- KR shared presentation on Natural Environment Program Update.
- Ma'am reserve update KR advised that she previously worked with DEECA on contaminated land projects. Noted towards end of 2021, the site was closed to investigate contamination from Gun Club that was previously located at the site. Levels of arsenic, led and PAH which were above normal levels. DEECA undertook Environment Management Plan (EMP) for the site. The EMP draft was finalised in August and part of the process in notifying EPA has taken place. At the moment, EPA has advised it's a low to moderate risk and needs to be managed under the EMP.
- LS explained areas that were managed by Council and DEECA. Entrance to be maintained through Council, there is signage to contact Council for access to the site. KR advised the EMP would help form the guidelines.
- SD asked if there will be an option for people to have feedback on the EMP. Advised she believed the site should not be vegetated and the invasive species should be removed.
- SD noted that the fenced boundary does not match the boundary shown on the screen.
- SD advised that burning would not be an option due to the white footed dunnart as they inhabit the reserve.
- KR noted surveys and management plans going forward will be consulted going forward.
- KR noted there could be a delay in the EPA getting back.
- SS asked for the guidelines and EMP to be circulated for discussion at the next meeting.
- LS noted the Council defined land is freehold.
- KR specified it is Council land and the other defined area is crown land managed by DEECA.

	 GS questioned whether it has been investigated whether the site could be moved to be managed either solely by Council or DEECA? KR noted partnership at the moment is working well. SD raised concern of grass being mowed on the road boundary that is introducing grass daisies to the site. 			
7.	 Gardens for Wildlife KR provided recap of what gardens for wildlife aim to do. Noted we started a pilot program a few years ago that is community driven to undertake garden assessments to provide biodiversity and improve health and wellbeing experienced by being out in nature. KR advised there were 6-7 volunteers on the program. Noted it is based on train the trainer model and there had just been a formal project launch. EOI open for volunteers. Showed new webpage for Gardens for Wildlife and EOI section. Recommended for the committee to have a look and come back with any suggestions. Looking to do a hard launch of the program and will be promoting heavily in October. SS advised she was a part of the Warrnambool Community Gardens. Questioned if there were connections for the individual houses to link to Botanic Gardens etc? Are there ways community gardens or Botanic Gardens can be involved in this and become a bio link? LS advised at this stage it was just looking at individual gardens. SS noted she was involved in Warrnambool Community Garden, hoped this wasn't a conflict. GS questioned whether as part of the planning process for the developers whether planting or open space guidelines are stipulated? DL suggested there are guidelines in place for developers to include native plantings and open space. 	Natural	10 minutes	KR

	 SD advised she would never plant Kikuyu grass. Asked if Council plants nature strip with grass? DL confirmed it was a part of the DCP agreement to provide nature strip grass. LS confirmed that Council don't look at types of grass used by Developers just types of plants. SD would like Council to disapprove the use of Kikuyu grass in lawns. GS suggested the Russell's creek track was relatively bare. LS advised planning work was underway for this area for the Russell's Creek area. 			
8.	Upcoming events (Volunteer expo and Green Futures Now Green Event)	All	5 minutes	KR
	KR promoted Gardens for Wildlife and Green Expo that will be at the			
	South West Volunteer Expo and Green Futures Now – Green Event.			
9.	#NaturePact update	Natural, Blue,	5 minutes	KR
	KR explained NaturePact which is run by people and parks	Green		
	foundation encouraging people to spend 2 hours a week in nature.			
	 Explained it was about connecting and caring for nature. 			
	• SD noted it is hard for people who don't have internet access to look			
	at this.			
10.	Warrnambool Invasive Plant & Animal Framework next steps	Natural	5 minutes	LS
	• LS advised it was formally called Pest Plant and Animal framework.			
	Received suggestions for change of name to be consistent with			
	other strategies. Noted members of the committee have been			
	involved in providing submissions and will go to Council for adoption			
	on Monday night.			
11.	General Business			Chair
	SD suggested for the Council to provide the committee with a sheet			
	on how to recycle cartons and boxes now that we can't dispose of			

12.	Next Meeting - 30 November 2023		
	Close of meeting at 5.12pm		
	 DR suggested promoting cooking from indigenous plants. GS noted Gardens for Wildlife mentions that gardens advisors are volunteers, suggested nurseries could become accredited garden advisors to promote types of plants. 		
	 DR commented on gardens for wildlife. Suggested some of the local nurseries could promote selling of native species. Suggested promoting practical applications for rewards of planting such as bringing birds to gardens. LS advised they were working with Worn Gundidj nursery currently. 		
	 LS advised that in some areas recycling is different. The area defined here is Warrnambool. Suggested it is probably a state wide statement as it may differentiate in different areas. 		
	these. Questioned what it means when packaging says check in your area for where to dispose? Questioned who is responsible for things such as flavoured milk cartons? • DL suggested this items such as milk cartons should be recycled.		

7.16. 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:-

- 1. Monday 9 October 2023 refer Attachment 1.
- 2. Monday 30 October 2023 refer Attachment 2.

ATTACHMENTS

- 1. Assembly of Councillors Record 9 October 2023 [7.16.1 2 pages]
- 2. Assembly of Councillors Record 30 October 2023 [7.16.2 2 pages]

MOVED: CR DEBBIE ARNOTT SECONDED: CR ANGIE PASPALIARIS

That the record of the Informal Meetings of Council held on 9 and 30 October 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:	9 October 2023
Time Meeting Commenced:	3.30pm
Councillors in Attendance:	Cr. D. Arnott, Mayor Cr. B. Blain Cr. V. Jellie AM Cr. O. Akoch Cr. A. Paspaliaris Cr. M. Taylor Cr. R. Ziegeler
Council Officers in Attendance:	Andrew Mason, Chief Executive Officer Ingrid Bishop, Director Community Development David Leahy, Director City Infrastructure Luke Coughlan, Director City Growth Peter Utri, Director Corporate Strategies James Plozza, Manager Governance Wendy Clark, Executive Assistant Julie McLean, Manager City Strategy & Development - 3.30pm – 4.14pm Dan Selman, Coordinator Engineering Design - 4.19pm – 4.36pm Abel Farrell, Manager Infrastructure Services - 4.19pm – 4.44pm Julie Anderson, Manager Strategic Assets, Property and Projects - 4.44pm – 4.49pm Justin Harzmeyer, Coordinator Natural Environment & Sustainability - 5.05pm – 5.17pm Lauren Schneider, Manager Sustainability & Compliance – 5.05pm – 5.23pm Paul Thompson, Manager Tourism - 5.25pm – 5.32pm
Other persons present:	Jason Black, Consultant, Insight
Apologies	Nil.
Matters Considered:	 Saleyards Master Plan. Japan Street and Skene Street - Lagunaria Trees. Ziegler Parade Car Parking Upgrade. State of the Assets Report. Warrnambool Extreme Heat Vulnerability Project. Animal Shelter. Warrnambool CBD Business Occupancy Snapshot 2023. Flagstaff Hill Local Ambassador Program. Aquatic Facilities Tour. Annual Meeting.
Council and Officer Items Raised	 Meeting with Sam Groth, MP, Shadow Minister for Tourism, Sport & Youth & Roma Britnell MP. Meeting with Corangamite Shire Council. West Warrnambool Neighbourhood House. Offshore wind farms. Change huts at McGennans car park. Warrnambool Golf Club Warrnambool RSL. Keep Australia Beautiful Tidy Towns Awards. Shared IT Strategy. Bus interchange. Hopkins Point Road Telstra tower. Disabled parking bay concessions.
Councillor Conflicts of inte	

Councillor /Officer Name:		
Meeting close time:	5.39pm.	
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:	30 October 2023
Time Meeting Commenced:	3.00pm
Councillors in Attendance:	Cr. B. Blain, Mayor Cr. O. Akoch Cr. D. Arnott Cr. V. Jellie AM - Virtual Cr. A. Paspaliaris – arrived at 4.07pm Cr. M. Taylor Cr. R. Ziegeler
Council Officers in Attendance:	Andrew Mason, Chief Executive Officer Ingrid Bishop, Director Community Development Abel Farrell, Manager Infrastructure Services, Luke Coughlan, Director City Growth Peter Utri, Director Corporate Strategies James Plozza, Manager Governance Wendy Clark, Executive Assistant Ali Kemp, Manager Recreation & Culture – 4.21pm – 5.08pm David Brydson, Service Manager Aquazone – 4.21pm – 4.59pm Paul Thompson, Manager Tourism – 3.43pm – 4.21pm Justin Harzmeyer, Coordinator Natural Environment & Sustainability - 5.05pm – 5.17pm Nick Higgins, Manager Communications – 5.09pm – 5.18pm Wendy McGorm, 5.09pm - 5.26pm Ashish Sitoula, Manager, Strategic Community Planning & Policy - 5.41pm – 6.02pm Rachel Edwards, Coordinator Mental Health Services - 5.41pm – 6.02pm Shaun Lucas, Senior Project Manager - 6.02pm – 6.09pm
Other persons present:	Warren Green, Aquatic Strategy Consultant
Apologies	Nil.
Matters Considered:	 Find Your Voice Collective. Flagstaff Hill Re-Imagined Vision. Aquatic Strategy 2024-25 Budget And Council Plan Engagement September Finance Report Council Plan Actions 2023 - 2024: July - September (Quarter 1) Scheduled Council Meeting Dates 2024 S11a Instrument of Appointment And Authorisation (Planning And Environment Act 1987) Election Period Policy 2023 Advisory Committee Reports Draft Naming of Sport And Recreation Facilities Policy Key Worker Accommodation And Affordable Housing Exploratory Project Contract 2022036 - Beach Access WCC 123 Ramp & Stairs Ziegler Parade Car Parking Upgrade

	15. Middle Island Season Report 2022-2023		
	16. Cycling Reference Group - Appointment Of Community Members		
	17. Planning Permit Application PP2022-0205 2 Granter Street and 82 & 84 Landmann Street Warrnambool		
	18. Mayoral Diary Update.		
Council and Officer Items	Morriss Road Development Plan.		
Raised	Re-sanding of basketball show court at Warrnambool Stadium.		
	Citizen of the Year and Citizenship ceremony.		
	Hopetoun Street/Clarke Street, Allansford sealing.		
	Flagstaff Hill Volunteers and Friends of Flagstaff Hill.		
	Council bimonthly listening posts.		
	Business operating in a residential zone.		
	Speeding cars at breakwater car park.		
	The Esplanade & Princes Highway intersection traffic concerns.		
	Director Community Development thank you.		
Councillor Conflicts of inter	rest Disclosures:		
Councillor /Officer Name:			
Cr Arnott – Hopetoun Street/0	t/Clarke Street, Allansford sealing and left the meeting during this item.		
Meeting close time:	6.31pm.		
Record Completed by:	Wendy Clark		
	Executive Assistant		

7.17. 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
4 October 2023	Warrnambool	Mayor – Launch of Warrnambool Seniors Festival.
5 October 2023	Warrnambool	Mayor – South West TAFE 2023 Trades Awards Presentations.
6 October 2023	Warrnambool	Mayor – Lexus Melbourne Cup Tour at Merri River School.
7 October 2023	Warrnambool Warrnambool	Mayor – Opening of South West Volunteers Expo. Mayor – Pontings Mitre 10 100 years celebration.
12 October 2023	Warrnambool	Mayor, Councillors & Chief Executive Officer – Meeting with Sam Groth MP, Shadow Minister for Tourism Sport & Youth & Roma Britnell MP Member for South West Coast.
15 October 2023	Warrnambool	Cr Ziegeler represented the Mayor at the Parkinson's
	Warrnambool	Awareness Walk. Cr Blain represented the Mayor at the Warrnambool Moyne Youth Awards.
19 October 2023	Virtual Hamilton	Mayor - Regional Cities Victoria Meeting. Chief Executive Officer – Great South Coast Regional partnership meeting.
21 October 2023	Warrnambool	Mayor – Warrnambool Learning & Library Centre 1st Birthday
	Warrnambool	celebration. Mayor – Triumph Sports Owners Association National Welcome dinner.
26 October 2023	Warrnambool	Mayor – Indigenous Garden opening at Warrnambool
	Warrnambool	College. Chief Executive Officer – Guest speaker at the Rotary Club of Warrnambool East meeting.
27 October 2023	Warrnambool	Mayor & Chief Executive Officer – SouthWest Victoria
	Virtual	Alliance Board meeting. Mayor – Regional Cities Victoria meeting with Minister for Regional Development, Hon. Gayle Tierney MP.
28 October 2023	Warrnambool	Mayor – Warrnambool Show official opening.
29 October 2023	Warrnambool	Cr Ziegeler represented the Mayor at the Walking off the War Within event.

30 October 2023	Warrnambool	Mayor & Chief Executive Officer – South West TAFE Apprentice Chief Industry dinner.
31 October 2023	Warrnambool	Mayor – Leadership Great South Coast 2023 Fruit Rescue launch.

MOVED: CR MAX TAYLOR

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. RESOLUTION TO CLOSE MEETING

MOVED: CR ANGIE PASPALIARIS SECONDED: CR DEBBIE ARNOTT

That in accordance with Section 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public at 6.57pm.

CARRIED - 6:0

12. SECTION 66 (IN-CAMERA) - CONFIDENTIAL ITEMS

- 12.1 MINUTES IN-CAMERA MEETING OF COUNCIL HELD ON 2 OCTOBER 2023.
- 12. MINUTES CHIEF EXECUTIVE EMPLOYMENT MATTERS ADVISORY COMMITTEE HELD ON 9 OCTOBER 2023.

13. RESOLUTION TO RE-OPEN MEETING

MOVED: CR. MAX TAYLOR SECONDED: CR. DEBBIE ARNOTT

That the meeting be re-opened to members of the public at 6.59pm.

CARRIED - 6:0

14. CLOSE OF MEETING

The meeting closed at 6.59pm.

CHAIRMAN