MINUTES

SCHEDULED COUNCIL MEETING WARRNAMBOOL CITY COUNCIL 5:45 PM - MONDAY 6 MAY 2024



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 <u>www.warrnambool.vic.gov.au</u>. 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 MAY 2024 COMMENCING AT 5:45 PM

PRESENT:	Cr. Ben Blain, Mayor/Chairman Cr. Otha Akoch Cr. Debbie Arnott Cr. Vicki Jellie AM 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 Ms Brooke Love, Director Community Development 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

MOVED: CR VICKI JELLIE SECONDED: CR DEBBIE ARNOTT

That the apology from Cr Angie Paspaliaris be accepted.

CARRIED - 6:0

3. CONFIRMATION OF MINUTES

MOVED: CR MAX TAYLOR SECONDED: CR DEBBIE ARNOTT

That the Minutes of the Scheduled Meeting of Council held on 8 April 2024, be confirmed.

CARRIED - 6:0

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

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

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

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

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

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

Nil.

5. MAYORAL PRESENTATION

Like to thank Leadership Great South Coast for coming to watch the meeting tonight, it's really great to see you here, especially Catherine Darkin and Kate Roache and I would also like to give a special mention to Sarah Bubb-Dempster our Procurement Officer at Warrnambool City Council, who is also taking part in the program. Thank you so much, you are going to be our future leaders and I really hope you get a lot out of the course and enjoy the meeting tonight.

I would like to mention as well in the Mayor's report, it was a huge week in Warrnambool last week. There was the great honour for the CEO and I at the greyhounds with the Jack Daffy Memorial Race; that was a really special moment especially seeing as Jack passed away earlier this year so it was really great to be a part of that. May races was huge, it hit over 30,000 people coming to town over 3 days and it was great when you were down the CBD or out at the race track; restaurants were abuzz, the City was alive, it was a really great event and really well done to Luke and all the team out at the race course, it was a rally fun last three days.

Also later in the week Cr Jellie as Deputy Mayor I believe you are going to launch Food Cube at Archie which is going to be a really good project for everyone out there and next week we are going to the MAV State Council putting forward our Airbnb and airport funding motions so there is a bit going on at the moment which is really good to see.

6. PUBLIC QUESTION TIME

Nil.

7. **REPORTS**

7.1. OPEN DATA POLICY

DIRECTORATE : GOVERNANCE

Purpose:

This report provides information on the proposed Open Data Policy.

Executive Summary

The intent of this policy is to enable public access to some Council data to support research and education, promote innovation, support improvements in productivity, stimulate growth in the local and Victorian economy, and enhance access to information-rich resources to support evidence-based decision making in the public sector.

MOVED: CR RICHARD ZIEGELER SECONDED: CR DEBBIE ARNOTT

That Council adopt the attached Open Data Policy 2024.

CARRIED - 6:0

Background

Open access to government data is an established international trend and a growing trend. It enables public sector information to be treated as a valuable resource and promotes the adoption of data openness and government transparency. The principle of data openness rests on the democratic premise that public sector information is a resource that should be available for community access and use.

There are many benefits of the availability of government data for the public good. The draft Open Data Access Policy promotes a position of data openness, unless there is a clear need to restrict or preclude access for reasons of privacy, security, confidentiality, or other relevant considerations.

The intent of this policy is to enable public access to Council data to support research and education, promote innovation, support improvements in productivity, stimulate growth in the local and Victorian economy, and enhance access to information-rich resources to support evidence-based decision making in the public sector.

Issues

This policy is expected to achieve the following benefits:

- Stimulate economic activity and drive innovation and new services to the community and business by providing information that can identify new opportunities.
- Increase productivity and improve personal and business decision making based on improved access to data.
- Improve research outcomes by enabling access to primary data to researchers in a range of disciplines.
- Reduce the effort required to share data with other parties.
- Improve the efficiency and effectiveness of government by encouraging better management practices and use of the data.

The local government sector is the custodian of many high value datasets such as trees, accessible buildings, roads, drains, properties, planning permits, footpaths, bike lanes, waste collection zones, parks, events, signs, and amenities. When this data is released in machine-readable formats, it can be easily manipulated and consumed by a range of computer systems and web services (e.g. mobile apps and web portals). This type of data is highly sought after by researchers, developers, other government agencies, and the public. The more government data that is available in machine-readable formats, the more it can be used, reused, repurposed and built on in combination with other data, for everyone's benefit.

Some examples of open government data use cases include:

- Open Bin Map: http://www.openbinmap.org/
- Open Trees: <u>http://www.opentrees.org/</u>

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

5.7 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

Policy to be adopted at the 6 May 2024 Scheduled Council meeting.

Community Impact / Consultation

The recommended IAP2 approach is to "inform".

Legal Risk / Impact

N/A

Officers' Declaration of Interest

Nil.

Conclusion

An Open Data Policy has been developed for consideration of Council.

ATTACHMENTS

1. Open Data Access Policy 2024 [7.1.1 - 5 pages]





DOCUMENT CONTROL

Document Title:	Open Data Access Policy
Policy Type:	Council
Responsible Branch:	Governance
Responsible Officer:	Manager Governance
Document Status:	Draft
Approved By:	Council
Approved Date:	May 2024
Review Date:	May 2028





1. INTRODUCTION

1.1. Purpose

This policy provides direction on the release, licensing, and management of Council data so that it can be used and reused by the community and businesses.

1.2. Scope

This policy applies to Warrnambool City data. Warrnambool City data refers to datasets and databases owned and held by the Council and stored in formats including hardcopy, electronic (digital), audio, video, image, graphical, cartographic, physical sample, textual, geospatial or numerical form. This policy does not apply to software.

1.3. Definitions

Term	Definition	
Data & Datasets	Any information held in digital or hardcopy format	
Flexible licence	When datasets are made available, they need to be done so under licence, to the extent they are protected by copyright Public sector datasets should be released under terms allowing flexible public re-use without further permission. Applying Creative Commons (CC) licensing is the recommended way to achieve this. The default licence is CC-BY 4.0 as it is the least restrictive licence for datasets released under the Policy.	

2. POLICY STATEMENT

Warrnambool City Council recognises the benefits from and encourages the availability of government data for the public good.

Policy Detail

The policy of the Warrnambool City Council is to, consistent with the requirements of this policy, make available its data in an open exchange format:

- To enable public access to government data to support research and education, promote innovation, support improvements in productivity and stimulate growth in the Victorian economy.
- To enhance sharing of, and access to, information-rich resources to support evidencebased decision making in the public sector.

Principles

These principles are based on a presumption of data openness, where default position is to release data unless there is a clear need to restrict or preclude access for reasons of privacy, security or other relevant considerations:

- Council data will be made available unless access is restricted for reasons of privacy, public safety, security and law enforcement, public health, and compliance with the law.
- Council data will be made available under flexible licences.



Responsible Branch: Governance | Approved Date: May 2024 | Review Date: May 2028

OPEN DATA ACCESS POLICY



- With limited exceptions, Council data will be made available at no or minimal cost.
- Council data will be easy to find (discoverable) and accessible in formats that promote its reuse.

Availability

Each data set will be assessed by the Manager Governance and Manager Information Services for appropriateness and compliance with Council policy prior to release.

Before making a decision the Manager Governance and Manager Information will:

- Conduct a risk assessment of the data in accordance with Council's Risk Management policy, in consultation with the Manager Organisation Development where necessary.
- Consult with the Director who has responsibility for the data.
- Consider the accuracy, reliability, and integrity of the data.
- Ensure that the data does not include any data or information that would not be suitable for release in line with Council's Privacy Policy and other obligations.
- Ensure that the data is not so specific or narrow as for its release to allow for the identification of specific individuals.
- Consider the potential for the data to be used for non-ethical purposes;
- Consider all other relevant consequences and benefits of making the data available to the public.
- Maintain the presumption of data openness at all times.

Benefits

The policy is expected to achieve the following benefits:

- Stimulate economic activity and drive innovation and new services to the community and business
- Increase productivity and improve personal and business decision-making based on improved access to data
- Improve research outcomes by enabling access to primary data to researchers in a range of disciplines
- Reduce the effort required to share data with other parties
- Improve the efficiency and effectiveness of government by encouraging better management practices and use of the data.

Exceptions

Not all data is suitable for release under the policy.

Access to some data will be restricted for reasons of privacy or identification of individuals, public health, and compliance with the law. Only data owned by the Warrnambool City Council or sufficiently licensed to the Warrnambool City Council will be released under this policy.





3. GOVERNANCE

3.1. Owner

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

3.2. Review

The Manager Governance will review the procedure for any necessary amendments no later than 4 years after its formulation or after the last review.

3.3. 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.*

It is considered that this Policy does not adversely impact community members or employees of different genders and has been developed in accordance with the *Gender Equality Act 2020.*



7.2. ASSET MANAGEMENT POLICY REVIEW

DIRECTORATE : City Infrastructure

Purpose:

This report provides information on the revised Asset Management Policy which is due for review.

Executive Summary

The Asset Management Policy applies to all Councillors, Council officers, Committees of Management, consultants responsible for asset management undertaken for or on behalf of Council. This can and will include people involved in the creation, operation, maintenance, renewal, upgrade, expansion and disposal of Council assets.

The policy defines the guiding principles, practices and responsibilities which consistently apply in managing Council assets. It ensures that asset related decisions align with community expectations and service needs in a sustainable manner and acts to moderate the risk of poorly managed assets.

The policy has been reviewed against current activities and best practice. Only minor changes to this policy are proposed.

MOVED: CR MAX TAYLOR SECONDED: CR DEBBIE ARNOTT

- 1. That Council adopt the revised Asset Management Policy 2024.
- 2. That Council revoke the previously adopted Asset Management Policy

CARRIED - 6:0

Background

The Asset Management Policy is a mechanism for elected Councillors and executive management to signal their commitment and priorities for asset management programs. The policy provides a clear direction for asset management and defines the key principles that underpin asset management for a council.

For the purposes of this Policy, an asset is defined as any physical item which has value, enables services to be provided and has an economic life of greater than 12 months. Items considered assets include Plant, Equipment, Property, Buildings, Facilities, Infrastructure, Commercial Investments, Natural and Heritage items owned or controlled by Council.

The very nature of asset management requires input and interaction between all facets of the organisation and with a whole of Council approach to asset management, this policy will help to establish the platform required for the sustainable and responsible management of Council's assets, based on services provided.

Issues

The Asset Management Policy is an integral document within the asset management framework. Every council is exposed to considerable political, managerial and financial risks due to its scale of investment in infrastructure assets. A council is better able to manage these risks and obtain better value for money in the delivery of services to the community by applying a strategic approach to asset management.

This review has provided the opportunity to streamline and re-word the policy without changing the intended outcomes. The changes made to the policy section are to remove goals that will be accomplished through effective asset management and tasks incumbent on asset managers to perform their operational duties. Changes have also been made to remove duplication of information already captured in our asset management plans and remove some governance items that have not been met in the past so are considered obsolete to the current principles of Council asset management.

Financial Impact

No more costs will be incurred by adopting the revised policy document. The policy is designed to provide guiding principles for cost-effective long-term asset management practices.

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.

Timing

The adoption of the revised Asset Management Policy ensures that the document is up to date and will continue to provide a comprehensive, accountable and transparent Asset Management Framework for Council.

Community Impact / Consultation

This policy is designed to inform the community of the guiding principles followed in the Council's stewardship role of Strategic Asset Management.

Legal Risk / Impact

The Asset Management Policy is an integral document within the asset management framework designed to ensure appropriate management of Council's assets to support the delivery of services that meet current and future community needs.

Officers' Declaration Of Interest

Nil

Collaborative Procurement

Conclusion

The existing policy has been in place for 4 years and must be reviewed. This review has enabled the document to be streamlined and re-word the existing Asset Management Policy without wholesale change to the intended outcomes.

ATTACHMENTS

- 1. Asset Management Policy Review 2024 [7.2.1 7 pages]
- 2. Gender impact assessment [7.2.2 18 pages]





DOCUMENT CONTROL

Document Title: Asset Management Policy		
Policy Type:	Council	
Responsible Branch:	City Infrastructure	
Responsible Officer:	Manager Strategic Assets, Property and Projects	
Document Status: Approved		
Approved By:	Council	
Adopted Date:	May 2024	
Review Date:	March 2024	

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 Policy Type: Council | Responsible Branch: City Infrastructure | Approved Date: May 2024 | Review Date: March 2024



1. INTRODUCTION

1.1. Purpose

This Asset Management Policy defines the key principles that under pin asset management and supports Council's strategic objectives through the development and implementation of a corporate asset management framework. The framework is designed to ensure appropriate management of Council's assets to support the delivery of services that meet current and future community needs.

1.2. Scope

This policy applies to all Councillors, Council officers, Committees of Management, consultants responsible for asset management undertaken for or on behalf of Council. This can and will include persons involved in the creation, operation, maintenance, renewal, upgrade, expansion and disposal of Council assets.

Council recognises that the very nature of asset management requires input and interaction between all facets of the organisation, including units that do not have specific responsibility for managing assets but require Council assets in the delivery of services.

With a whole of Council approach to asset management, Council will establish the platform required for the sustainable and responsible management of Council's assets, based on services provided.

For the purpose of this Policy, an asset is defined as any physical item which has value, enables services to be provided and has an economic life of greater than 12 months. Items considered assets include Plant, Equipment, Property, Buildings, Facilities, Infrastructure, Commercial Investments, Natural and Heritage items owned or controlled by Council.

1.3. Intended Outcomes

This policy and the documents that support it will ensure;

- Understanding of the services Council delivers and the assets required to meet these services.
- All Council assets are adequately documented.
- Service and asset related risks are identified and managed appropriately.
- Sustainable management of assets.
- Roles and responsibilities of Council and its staff are defined.
- Compliance with legislation and regulatory requirements.
- Consideration is given to environmental impacts including climate change.

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2. POLICY

Council is committed to applying appropriate asset management practices aimed at achieving = the lowest long-term economic and environmental cost, whilst delivering the best outcome for the community.

This will include a range of commitments which are outlined as follows:

- Council will comply with all relevant Standards, reporting requirements and legislative and regulatory obligations.
- Asset management will be service driven and will align with the strategic priorities and directions of the Council.
- Asset management will be integrated into corporate governance including enterprise planning, reporting and risk management frameworks and practices.
- In accordance with the Council Plan, Long Term Financial Plan, and Annual Budgets, provide quality infrastructure assets that support services that are appropriate, accessible, responsive, affordable and sustainable to the community.
- Manage the performance, risk and expenditure on infrastructure assets in a sustainable manner throughout their lifecycle, including through planning, design, development, operation, maintenance and disposal.
- Manage Council's capital, operations and maintenance expenditures within current revenues to
 optimise agreed levels of service and manage related risks and costs over the entire life of
 infrastructure assets.
- Decommission and dispose of assets that are under-utilised and no longer economically, socially or sustainably viable.
- Involve and consult with the community and key stakeholders in accordance with Council's Community Engagement Policy.
- Service delivery assets will be created, acquired, maintained and rehabilitated to enable the organisation to meet its strategic service delivery goals efficiently and effectively.
- Asset Management Plans will include processes and actions which provide accountability to deliver defined levels of service.
- Infrastructure investment decisions shall be made using a structured, transparent and consistent approach with consideration to whole of life costs to ensure appropriate allocation of resources
- Allocate appropriate resources to ensure Asset Management practices can be undertaken in a timely manner and 'life cycle' costs are optimised.
- Continue to seek opportunities for multiple use infrastructure assets.
- Continue to pursue external funding to support and maintain infrastructure assets to minimise the financial impact to the community
- Ensure that the roles and responsibilities of all asset owners, managers and users are well defined and understood. Reinforce and support asset management roles and responsibilities across the organisation at a functional level. The various key roles, responsibilities and delegations associated with service delivery and asset management is documented in the Asset Management Strategy.

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- Invest in appropriate and timely asset management training and development programs for staff and Councillors as required.
- Council will support the implementation of the Asset Management Strategy and foster a strong asset management culture across Council through a cross functional Asset Management Steering Committee.

3. GOVERNANCE

3.1. Review

The Policy shall be formally reviewed and adopted by Council when developing its Council Plan, and within 12 months following Council elections.

The Policy will otherwise be monitored regularly to ensure its relevance in terms of community needs and expectations, Council goals and targets and statutory requirements. The Chief Executive Officer and Executive Management Team shall review compliance with this policy on a regular basis and report to Council accordingly.

3.2. Reporting

The Asset Management Steering Committee will report to Council annually through the State of the Assets Report, the report will include the following:

- Current status of assets across the organisation.
- Status of the renewal gap, and trend analysis.
- Summary of asset condition change over previous 12 month period.

The Asset Management Steering Committee will meet as required to discuss the following:

- Minutes of the previous Asset Management Steering Committee meeting.
- Current status of actions from the Asset Management Strategy.
- Summary of each of the Asset Management Plans, including trends, opportunities and risks.
- Council controlled infrastructure assets that are not identified as directly supporting an adopted Council Service Plan.

3.3. Compliance Responsibility

Council recognises that the nature of asset management requires input from, and interaction between, all facets of the organisation including areas that do not have specific responsibility for asset management but make use of Council owned or managed assets in the delivery of services.

The responsibilities and relationships associated with Asset Management within Council are:

- 3.3.1. Council
 - To act as overall stewards for infrastructure assets that are owned or controlled by Council.

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- To provide sustainable assets for the community by recognising and considering the full cost of Council acquiring, maintaining, renewing and operating assets throughout their lifecycle.
- To provide assets that deliver sustainable services to benefit the community to a level of service that justifies the costs of owning and operating these assets.
- To make decisions regarding assets that are made in accordance with the Council Plan 2021-2025 (revised 2023).
- To review and adopt the Asset Management Policy.
- To review and adopt the Asset Management Strategy.
- To approve appropriate resources for asset management activities in the Long Term Financial Plan and the annual budget.

3.3.2. Executive Management Team (Chief Executive and Directors)

- To foster and support the cross-functional Asset Management Steering Committee.
- To ensure that accurate and reliable information is presented to Council for decisionmaking.
- To ensure that adequate resources are provided to implement the approved Asset Management Strategy and Asset Plans.
- To continually promote Asset Management across the organisation and Council.
- To ensure that Asset Management Strategies and Asset Plans align and support the Council Plan objectives.
- To ensure alignment and compliance with Council's legislative responsibilities.

3.3.3. Asset Management Steering Committee

- To represent the key asset management functions e.g. Infrastructure Planning, Maintenance and Delivery, Finance, Community Engagement and direct service provision such as Recreation & Culture, Aged & Disability and Community Services.
- To monitor the development, implementation and review of the Asset Management Policy, Asset Management Strategy and Asset Plans.
- Ensure efficient and effective use of Council funds and optimising "life cycle" cost of all assets.
- Promote and raise awareness of asset management to the Council, staff, key stakeholders and the community.
- Provide feedback on draft recommendations and actions that are identified in various reviews including but not limited to internal and external audit reports.

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- 3.3.4. All Employees
 - Council staff who are responsible for the management, acquisition (including gifted assets), upgrade or disposal of any asset must perform their duties in accordance with the principles and values of this Asset Management Policy.
 - Undertake actions as assigned and provide progress reporting to the Asset Management Steering Committee.

4. CHARTER OF HUMAN RIGHTS COMPLIANCE

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

5. REFERENCES AND RELATED DOCUMENTS

- ISO 55000 International ISO standards for Asset Management.
- Department of Environment, Land, Water and Planning- Better Practice Guide and Asset Planning and Accountability Framework for Local Government.
- Asset Genetics and Unlocking Hidden Capital McKinsey Report Global Infrastructure Initiative 2016.
- Council Plan 2021-2025 (revised 2023)
- Road Management Act 2004
- Local Government Act 2020Asset Management Strategy
- Asset Management Plans (various)
- Risk Management Policy, Plans and Strategy
- Long Term Financial Plan
- Asset Accounting Policy
- Strategic Resource Plan
- Municipal Road Management Plan
- Annual Budgets and Business Plans

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Templates and resources

to support gender impact assessments



COMMISSION FOR GENDER EQUALITY IN THE PUBLIC SECTOR

MINUTES - Scheduled Council Meeting - 6 May 2024

This toolkit was developed by **The Equality Institute** (EQI) in close consultation with the **Commission for Gender Equality in the Public Sector**. A previous iteration of the toolkit was developed by EQI and PricewaterhouseCoopers Consulting (Australia) Pty Ltd (PwC) and piloted in seven areas across the Victorian Public Service, seven public entities, ten local councils, and a university.

The use of inclusive language in this document

When this document refers to 'woman/ women' or 'man/men' it refers to female or male identifying people; this includes transgender people, cisgender people, and others who identify themselves within the spectrum of the gender identity of woman or man. This document also uses the term 'gender diverse people', who may identify as non-binary, trans, agender, genderqueer, genderfluid or with any other term.

For more information see the <u>Victorian</u> Government Inclusive Language Guide.

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3



How to use these supporting templates and resources

These templates are designed to support your work in Section 3 of the **Gender impact assessment toolkit** ('the toolkit').

There is a template aligned to each of the 4 steps involved in conducting a gender impact assessment. Each template provides a useful record for reporting and can assist with demonstrating your compliance with the Gender Equality Act.

These templates are also available to download on the **Commission for Gender Equality in the Public Sector** website.



You will see this icon in the toolkit where it is suggested you should use these templates.

In this resource, you will also find a list of open-source Victorian and Australian research and data on gender, by different indicators, including workforce participation, education, health, and violence against women. This is designed to support your work in Section 3 of the toolkit to understand your policy context (Step 2). 5



Template 1

Define the issues and challenge assumptions

This template is designed to support your analysis for Step 1 of the gender impact assessment process. You can read more on pages 18 to 20 of the toolkit.

A What is the issue the policy, program or service is aiming to address:

See page 18 of the toolkit. Think about why is this policy, program or service needed?

B Key questions

More information needed?

See page 19 of the toolkit – summarise the key points of your discussion for each question. Remember this is an opportunity to critically analyse the issue. If you feel you need more information to answer the question, tick the box and you can come back to this in Step 2.

1. Are the people who are targeted and impacted by the policy, program or service included in the decision-making?

2. Do you think that people of different genders access this policy, program or service at the same rate?



Template 2

Understand the policy context

This template is designed to support Step 2 in the gender impact assessment process and should be used in conjunction with pages 22 to 28 of the toolkit.

What information is available to understand who is likely to be affected by the policy, program or service?

List available information.

Do you alre	eady have this information?	How will you find t information you n	
Yes	No	Internal data	List useful sources:
lf yes, list sou	rces:	Desktop research	
		Stakeholder consultations	
		Other:	

8

What did the research and evidence tell you?

Make sure to reference the sources you used. List the key points below or include a link to a document summarising the evidence.

Have you consulted with affected stakeholders on this aspect?

This could be formal or informal consultation.

Yes No

If yes, please give details. If no, please explain why not.

9

2 What information is available to understand the lived experiences of the diverse groups who will be affected?

List available information.

Do you already have this information?	How will you find the further information you need?
Yes No	Internal data List useful sources:
If yes, list sources:	Desktop research
	Stakeholder consultations
	Other:

What did the research and evidence tell you?

Make sure to reference the sources you used. List the key points below or include a link to a document summarising the evidence.

Have you consulted with affected stakeholders on this aspect?

This could be formal or informal consultation.

Yes No

If yes, please give details. If no, please explain why not.



3 How is this policy, program or service likely to have different impacts for different people?

List available information.

Do you already have this information?	How will you find the further information you need?
Yes No If yes, list sources:	Internal data List useful sources: Desktop research
ir yes, list sources.	Stakeholder consultations
	Other:

10

What did the research and evidence tell you?

Make sure to reference the sources you used. List the key points below or include a link to a document summarising the evidence.

Have you consulted with affected stakeholders on this aspect?

This could be formal or informal consultation.

Yes No

If yes, please give details. If no, please explain why not.





Template 3 Options analysis

This template is designed to be used in conjunction with pages 30 to 33 of the toolkit to support you to undertake an options analysis to consider the gendered benefits and costs and overall gendered impact of your proposed policy, service or program design. This step pulls together all the analysis you have undertaken in Steps 1 and 2. There is an example at page 33 of the toolkit which may assist in completing this template.

A Proposed Option 1

For each option describe the proposed policy solution, or design of the program or service you are working on. See page 30 for what you should include.

B Gendered costs and benefits

Use your analysis in Steps 1 and 2 to identify the potential benefits and costs of your proposed policy, program or service. See page 31 for some guiding questions.

Benefits

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Costs & risks

C Overall gender impact

Assess the overall gender impact. Do the benefits outweigh the costs or vice versa? Figure 6 on page 32 provides some examples of negative and positive outcomes. See also the examples on page 33.

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A Proposed Option 2

For each option describe the proposed policy solution, or design of the program or service you are working on. See page 30 for what you should include.

Gendered costs and benefits

Use your analysis in Steps 1 and 2 to identify the potential benefits and costs of your proposed policy, program or service. See page 31 for some guiding questions.

Benefits

В

Costs & risks

C Overall gender impact

Assess the overall gender impact. Do the benefits outweigh the costs or vice versa? Figure 6 on page 32 provides some examples of negative and positive outcomes. See also the examples on page 33.

13


Template 4 Making recommendations

The final step in the gender impact assessment process is to make a final recommendation based on your analysis. Provide a rationale for the proposed recommendation and include any mitigation strategies that could be used to avoid any harmful unintended outcomes.

Recommendation

See page 34 of the toolkit for an example of a recommendation.

Description

Include here the rationale for your recommendation as well as any mitigation strategies needed. In line with the Gender Equality Act, explain how your recommendation meets the needs of persons of different genders; addresses gender inequality; and promotes gender equality.



Open-source gender data and research

This table provides data to support your analysis and understanding of the policy context (Step 2 in the toolkit). It contains both Victorian and National data sources.

Sector	Victorian Statistics	$ \!$
 Working population Labour force Employment conditions Underutilised labour Not in the labour force 	Victoria Community Profile: Victoria employment status Victoria's Gender Equality Baseline Report - <u>Domain 1: Victorians live free from gendered norms, stereotypes and expectations</u>	Australian Bureau of Statistics (ABS): Gender Indicators, Australia Australian Human Rights Commission: Supporting Working Parents: Pregnancy and Return to Work National Review – Report Australian Public Service Commission: Employment by Gender Department of Jobs & Small Businesses: Employment by Occupation & Gender Parliament of Australia: Employment by industry statistics Workplace Gender Equality Agency: • Gender pay gap statistics • Gender workplace statistics at a glance • Higher education enrolment and graduate labour market statistics • Australia's gender equality scorecard (2018/9) • Australia's gender equality scorecard (2017/18)
 Earnings, income & economic situation & housing Earnings Main source of income at retirement Superannuation Economic resources Financial stress Housing circumstances 	Homelessness Australia: <u>Homelessness in Victoria</u> Victoria's Gender Equality Baseline Report - <u>Domain 3: Victorians have equal</u> access to economic and material security	Equality Rights Alliance: <u>Housing</u> Gender wage gap statistics: <u>a quick guide</u> Gender Wage Gap: <u>Wage Developments in</u> <u>Australia</u> Monash University & Australian Super, <u>The Future Face of Poverty is Female, Stories</u> <u>Behind Australian Women's Superannuation</u> <u>Poverty in Retirement</u> National Foundation for Australian Women: <u>Housing</u> Unsettled: <u>Life in Australia's private rental market</u> The Association of Superannuation Funds of Australia: <u>Superannuation account balances by</u> <u>age and gender</u>
Education Attainment • Year 12 or a formal qualification at Certificate II or above • Non-school qualification • Literacy and numeracy skills	Education Victoria: <u>Summary Statistics</u> for Victorian Schools 2020 Student cohort groups: per cent achieving national minimum standard 2019 Education Victoria: <u>Teaching Supply and</u> <u>Demand Report 2018</u> Senior Secondary Certificate: <u>Statistical Information 2019</u>	ABS: <u>Gender Indicators Education Data 2019</u>

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Sector	C Victorian Statistics	→ National Statistics
 Participation and education & employment Participation and retention Participation in a non- school qualification Work related learning Not fully engaged in education and/ or employment Starting salaries 	Government school student attendance rates by: <u>sex, indigenous status and year</u> <u>level, 2018</u>	ABS: <u>Education and work</u> Australia Institute of Health and Welfare: <u>School retention and completion, 2019</u>
Risk factors and service • Consumption of alcohol • Smoking • Overweight/obesity • Levels of exercise • Medicare services	<u>Victorian Population Health Survey (2017)</u>	Australian Institute of Health and Welfare: <u>How do Australian females access care</u> Australian Institute of Health and Welfare: <u>Lifestyle and risk factors</u>
Work and family balance • Time use • Providing care • Time stress and work and family balance • Overall life satisfaction • Volunteering	Volunteering: <u>Victoria</u>	ABS: <u>Caring in the community</u>
Safety and justice, crime • Experiences of crime • Victimisation rates • Imprisonment rates • Offender rates	Prison Population 2005-2016: <u>Victoria</u> Sentencing Advisory Council: <u>Gender Differences in Sentencing</u> <u>Outcomes 2010</u>	ABS: <u>Personal Safety survey (2017)</u> National Community Attitudes Survey (NCAS): <u>2017 key findings</u> Our Watch: <u>Understanding Violence, Facts</u> <u>and Figures</u>
 Health status Life expectancies Long-term health conditions Living with a disability Psychological stress Mental health 	Life Expectancy: <u>Victoria</u> <u>Victoria's mothers, babies and children</u> Victoria's Gender Equality Baseline Report - <u>Domain 2: Victorians are</u> <u>empowered, healthy and safe</u>	Australian Institute of Health and Welfare, Life expectancy Australian Institute of Health and Welfare: <u>The Health of Australia's Females</u> Australian Institute of Health and Welfare: <u>Mothers. Babies and Children</u>
 Deaths Death rates Deaths from cancer Death rates from diseases of the circulatory system Suicides Drug induced deaths Perinatal deaths 	Births, Deaths & Marriages: <u>Victoria</u> Cancer in Victoria, <u>Statistics and Trends 2016</u> Transport Accident Commission: <u>Road deaths</u>	Australian Institute of Health and Welfare: <u>Deaths in Australia 2018</u>





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7.3. REVOCATION OF SHORT STAY ACCOMMODATION LOCAL LAW

DIRECTORATE : GOVERNANCE

Purpose:

This report presents Council with a draft Local Law to revoke the Short Stay Accommodation Local Law.

Executive Summary

At its February meeting Council resolved to not charge the Short Stay Accommodation Local Law registration fee for the 2024 calendar year and instructed the Chief Executive Officer to undertake the required legislative process to revoke the Warrnambool City Council Local Law No. 2 – Short Stay Accommodation Local Law.

A consultation window opened on 27 March 2024 and ran for 21 days until 17 April 2024. This consultation invited community members to have their say on the yoursay website with a notice advertising the consultation being placed on Council's website and in the Warrnambool Standard. No submissions were received at the time of the consultation window closing.

The next required step is that Council make the Revocation Local Law to formally revoke the Local Law currently in force.

MOVED: CR DEBBIE ARNOTT SECONDED: CR RICHARD ZIEGELER

That Council adopt the Revocation Local Law 2024.

CARRIED - 6:0

Background

In adopting the 2022-23 Annual Budget, Council signalled the introduction of a short stay accommodation fee to help address inequalities between registered accommodation and nonregistered accommodation providers, whilst also contributing to services, events, infrastructure, and natural assets that support the local visitor economy.

This was followed by the adoption of the Short Stay Rental Accommodation Local Law on 6 February 2023. This law not only introduced the fee on short stay accommodation providers but also provided for administrative, regulatory, and enforcement matters. Specifically, the stated objectives of the local law were:

- 1. provide clear guidelines on the required standards for the operation of this type of accommodation;
- 2. ensure equity within the municipal tourism sector by Short Stay Rental Accommodation providers contributing to the tourism sector;
- 3. enhance neighbourhood amenity;
- 4. provide for the administration of this Local Law and of Council's powers and functions; and
- 5. assist with the Peace, order and good governance of the municipal district.

The local law also required owners of short stay accommodation properties to be registered with Council and maintain compliance with the Short Stay Rental Accommodation Code of Conduct – which covered:

- displaying the code of conduct for occupants and visitors;
- taking responsibility for the behaviour of occupants and visitors and addressing unacceptable behaviour;
- informing occupants and visitors of waste disposal arrangements and removing any excess waste left by occupants and visitors;
- providing off-street parking for occupant's motor vehicles, and providing parking arrangement information to occupants prior to arrival;
- banning additional accommodation by way of tents, caravans. campervans, or similar facilities;
- restricting the use of outdoor areas between 11pm and 7am; and
- maintaining land connected to the dwelling in good condition.

This Local Law came into effect immediately and remains in force at present. As of December 2023, 139 properties had registered as short stay accommodation providers with the Council, generating \$55,600 in registration fees for the 2023 calendar year. However, In September 2023, the Victorian State Government announced that a new state-based levy would be introduced on short stay accommodation. The levy would amount to a 7.5% charge and be introduced from January 2025 as part of its new housing policy, with the funds collected to be directed towards social housing. The 7.5% levy is expected to raise \$70m for the state government.

The estimated revenue is intended to be transferred to Homes Victoria to be invested in social and affordable housing options, with 25 per cent to be invested in homes in regional Victoria. The state government indicated that this levy would replace any levies introduced by local government authorities. Local Government Authorities were not consulted prior to the announcement by the state government.

At the Council meeting held on 5 February 2024, Council considered the operation of the Principal Local Law in the context of the announcement by the State Government that a new levy would be introduced on short stay accommodation.

Council was presented with three options:

- 1. Remove the Local Law and associated registration fee for the 2024 calendar year.
- 2. Do not change the current arrangement.
- 3. Maintain the Local Law but remove the registration fee.

The State Government, having removed the ability of Council to generate income, could not reasonably expect Local Government to manage amenity and other issues associated with short stay accommodation.

Having regard to this information, Council resolved as follows:

That Council:

1. Resolve to not charge the Short Stay Accommodation Local Law registration fee for the 2024 calendar year.

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2. Instructs the Chief Executive Officer to undertake the required legislative process to revoke the Warrnambool City Council Local Law No. 2 – Short Stay Accommodation Local Law.

Issues

Work has been undertaken following the resolution of Council instructing the CEO undertake the required process.

To revoke a Local Law, a Revocation Local Law must be made following the same process that Council is required to follow in making any other local law. That process is set out in Division 3 of Part 3 of the *Local Government Act 2020* (the Act).

Council must complete the following steps when making the Revocation Local Law:

- preparation and approval of a draft local law;
- compliance with Council's Community Engagement Policy;
- receipt of a certificate from a solicitor under s 74 of the LGA;
- making of a Resolution to make the Revocation Local Law; and
- publication of the notice that the local law has been made.

Given the terms of the Resolution made on 5 February 2024 and that the Revocation Local Law has no effect other than to revoke the Principal Local Law the Chief Executive Officer approved the Revocation Local Law for public notice and community engagement purposes under delegation.

This draft local law is attached to this report. nlt's purpose is to revoke Council's *Local Law Number* 2 – Short Stay Accommodation Local Law.

A community consultation window opened on 27 March 2024 and ran for 21 days until 17 April 2024. This consultation invited community members to have their say on the yoursay website with a notice advertising the consultation being placed on Council's website and in the Warrnambool Standard. No submissions were received at the time of the consultation window closing.

According to s 74(1) of the Act, before Council makes the Revocation Local Law, it must obtain a certificate from a solicitor stating that they are of the opinion that the Revocation Local Law is consistent with the local law requirements set out in s 72 of the Act. This certificate has been provided by Maddocks law firm and is attached to this report for Council.

Once Council has received and considered the:

- (a) proposed Revocation Local Law;
- (b) certificate provided by a solicitor under s 74 of the LGA; and
- (c) submissions received in respect of the proposed Revocation Local Law (if Council adopts a 'Consult' level of community engagement),

Council must then decide whether it will make the Revocation Local Law.

Financial Impact

As of December 2023, 139 Short Stay Accommodation properties have registered with the Council, generating \$55,600 in registration fees.

WARRNAMBOOL CITY COUNCIL



REVOCATION LOCAL LAW 2024

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8.	Revocation of the Principal Local Law	.1

[9480153:43064634_1]

REVOCATION LOCAL LAW 2024

PART 1 – INTRODUCTION

1. Title

This Local Law will be known as the "Revocation Local Law 2024".

2. Purpose of this Local Law

The purpose of this Local Law is to revoke Council's Local Law Number 2 – Short Stay Accommodation Local Law.

3. Authorising Provision

This Local Law is made under section 71(1) of the Local Government Act 2020.

4. Operation Date

This Local Law operates from the Commencement Date.

5. Revocation

This Local Law ceases to operate on the day after the Commencement Date.

6. Application

This Local Law applies and has operation throughout the whole of Council's municipal district.

7. Interpretation

Unless the contrary intention appears in this Local Law, the following words and phrases are defined as indicated:

"Council" means Warrnambool City Council.

"Commencement Date" means the date which is the day after the day on which this Local Law was made by Council.

"Principal Local Law" means Council's Local Law Number 2 – Short Stay Accommodation Local Law.

PART 2 – REVOCATION OF THE PRINCIPAL LOCAL LAW

8. Revocation of the Principal Local Law

The Principal Local Law is revoked on the Commencement Date.

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1

WARRNAMBOOL CITY COUNCIL

This Local Law was made by resolution of Council at a meeting held on 6 May 2024. THE COMMON SEAL of WARRNAMBOOL CITY COUNCIL was hereto affixed in the presence of:

.....



[9480153:43064634_1]

2

Attachment_7.3.1 page 3

Solicitor's Certificate - Section 74(1) Local Government Act 2020

Warrnambool City Council Revocation Local Law 2024

Warrnambool City Council (**Council**) is proposing to make the Revocation Local Law 2024 (**proposed** Local Law).

I have been asked to provide a certificate under s 74(1) of the *Local Government Act 2020* (Act) in respect of the proposed Local Law.

In accordance with s 74(1) of the Act, I have assessed the proposed Local Law for consistency with the local law requirements, as outlined in the following table.

Local Law Requirement	Consistent
A local law must not be inconsistent with any Act (including the <i>Charter of</i> <i>Human Rights and</i> <i>Responsibilities Act 2006</i>) or regulations.	Yes. The proposed Local Law does not overlap or conflict with, or duplicate, existing legislation. The proposed Local Law is therefore not inconsistent with any Act or regulations. The proposed Local Law has been reviewed for compatibility with the <i>Charter of Human Rights and Responsibilities Act 2006</i> (Charter) and is considered to be compatible with the Charter.
A local law must not duplicate or be inconsistent with a planning scheme that is in force in the municipal district.	Yes. Nothing in the proposed Local Law concerns or otherwise engages the Warrnambool Planning Scheme.
A local law for or with respect to the issuing of film permits must not be inconsistent with the film friendly principles.	Yes. Not applicable – the proposed Local Law does not address film permits.
A local law must not exceed the power to make local laws conferred by this Act or any other authorising Act.	Yes. The proposed Local Law is consistent with, and does not exceed, the scope of Council's powers to make Local Laws under the Act.
A local law must be consistent with the objectives of this Act or any other authorising Act.	Yes. The proposed Local Law furthers the objects of accountable, transparent, collaborative and efficient operations of Council in a manner that engages with the municipal community and its needs.
A local law must be expressed as clearly and unambiguously as is reasonably possible.	Yes. The proposed Local Law is clear and unambiguous.

[9480153:43490993_1]

Maddocks

Local Law Requirement		Consistent
expres under	s there is clear and ss power to do so this Act or any other rising Act, a local law not— seek to have a retrospective effect; or impose any tax, fee, fine, imprisonment or other penalty; or	 Yes. The proposed Local Law: does not seek to have retrospective effect; does not create offences or otherwise impose any tax, fee, fine, imprisonment or penalty; and does not authorises the sub-delegation of powers as provided for in s 78(d) of the Act.
(iii)	authorise the sub- delegation of powers delegated under the local law.	
A local law must comply with any details prescribed in the regulations relating to the preparation and content of local laws.		Yes. No regulations relating to the preparation and content of local laws have, at the time of preparing this certification, been made.

This Certificate is only valid as at the date below.

I, Kate Emily Oliver, Partner at Maddocks, certify that I:

- am an Australian lawyer who has been admitted to the legal profession for at least 5 years;
- am not a Councillor of Council;
- have reviewed the proposed Local Law against the local law requirements; and
- am of the opinion that the proposed Local Law is consistent with the local law requirements set out in s 72 of the Act.

Signed by Kate Oliver in Victoria on 22 April 2024

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page 2

7.4. WARRNAMBOOL EVENTS STRATEGY 2024-2028

DIRECTORATE : City Growth

Purpose:

This report presents the Final 2024-28 Warrnambool Events Strategy for Council adoption along with information on the public consultation received.

Executive Summary

The 2024-28 Warrnambool Events Strategy outlines how the City's Events & Promotion team will focus on supporting the growth and attraction of destination events, as well as increasing the economic benefits of events, achieved through a suggested implementation framework.

The strategy focusses on and distinguishes between two types of events:

- Destination Events: Events that attract visitors from outside the region.
- Community events: Events that are primarily for residents of Warrnambool and the surrounding Shires that Warrnambool serves as a service hub.

The draft strategy is for the whole of Council whereas the previous strategy was focused on the Events & Promotion Team role. The key directions from the draft strategy include:



The four strategic priorities over the coming four years will be to:-

- 1. Identify and nurture fit for purpose events.
- 2. Maximise events' contribution to the local economy.
- 3. Empower and enable community and industry to deliver successful events.
- 4. Ensure events are socially, environmentally, and economically sustainable.

Following the release of the draft 2024-2028 Events Strategy for public consultation over a fourweek period, fifteen responses were received with overall feedback supporting the strategy with some minor adjustments and inclusions recommended.

The recommended changes to the Strategy document from the public consultation which have now been included are:

- Include a greater range of photos throughout the strategy to represent the breadth of events Warrnambool has to offer.
- Include lawn bowls on page 17 (5.2 Event Venues & Infrastructure) as a potential of state and national events.

• Include hockey on page 17 (5.2 Event Venues & Infrastructure) as a potential host of state events.

The 2024-28 feedback from stakeholders recognised the previous work of the events and promotion team in supporting community-based events with a recommendation to continue to do so but also place more emphasis on attracting new events and supporting local events (festivals, business, sporting etc.) to grow so they have a greater economic benefit to the city.

In line with Council deliberations, the strategy also now includes a commitment from the Council to deliver an annual community event, detailed on page 20.

• WCC will facilitate a community event as part of its commitment to fostering community engagement, wellbeing, and inclusiveness. Council will produce an annual plan for an approved seasonal event that meets the objectives, sustainability and growth on the overarching goals of the Events strategy including attraction, promotion and economic activity.

MOVED: CR MAX TAYLOR SECONDED: CR RICHARD ZIEGELER

That Council adopts the Warrnambool Events Strategy 2024-28 and writes back to all those who submitted to the consultation of the draft document.

CARRIED 6:0

Background

The previous WCC Events Strategy covered 2018-2022, and the review process has been through key stakeholder engagement, including a public consultation period of four weeks for the feedback on the draft.

Key stakeholder engagement involved input from 62 individuals across 12 stakeholder groups during October 2023.

Issues

No Issues have been identified.

Financial Impact

The 2024-28 Events Strategy will be completed within the budget allocated for review.

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.

1.5 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.

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.

Timing

The strategy will cover 2024 to 2028.

Community Impact/Consultation

Fifteen responses were received with overall feedback supporting the strategy with some minor adjustments and inclusions recommended.

The community feedback on the draft strategy and proposed responses are attached to this report.

Legal Risk/Impact

The draft strategy includes information on accessibility and inclusion. No significant risks have been identified.

Officers' Declaration Of Interest

No conflicts of interest declared.

Collaborative Procurement

N/A

Conclusion

The 2024-28 Warrnambool Events Strategy consultation period has now closed and the final document is presented to Council for adoption.

ATTACHMENTS

- 1. Public Consultation Feedback Informal Council FINA L.docx [7.4.1 12 pages]
- 2. 3587 WCC Event Strategy 230424 [7.4.2 30 pages]

Public Consultation Feedback & Responses – Events Strategy 2024 - 2028

Feedback	WCC Response	Recommendation for Strategy
Very well documented strategies. I don't see too much around live music. We have a vibrant music community and we could host a big music event at the racecourse and that could bring lots of punters (much like spilt milk Ballarat). Just my thoughts.	The strategy supports a collaborative approach from businesses and groups and this could include the local music industry working together to showcase their talents in a festival or event. The WCC Events & Promotion Team supports many community events to achieve their goals and the annual festivals and events funding round may be an option for a group to discuss their idea. Attracting larger music events as mentioned would also be advantageous. Suitable venues are a challenge which has been identified in the strategy.	No change
The Draft Events strategy is very impressive. It condenses complex concepts into clear signposts and it is very readable. Nice work! For first impressions, the images are often more useful than 1000's of words for many people especially those applying for grants for community events. Making sure they reflect the full spectrum of identity both currently and into the future and also that people of any demographic feel safe attending community events in Warnambool are things that I got thinking about. The f-project photos are brilliant. There seems to be a lot of sport photos which is good – also having photos of Multicultural festival / Harmony day in the gardens, the all abilities choir activities and the community garden / sustainability events come to mind for me. Arts/sustainability events cross all ages & demographics and in the current environment 'Next economy - they're needed more than ever. Thanks very much for asking for input. I'll encourage people I know to also provide input.	Thank you for your feedback and suggestions and we will look to provide a greater representation of the types of events in the photos the final strategy document. We agree this helps reflect the full spectrum of events which take place in our city.	Include a greater range of photos throughout the strategy to represent the breadth of events Warrnambool has to offer.

1. Applications need to open earlier in the year because entertainers and venues need to be booked well in advance and dates set. Pre booking expenses e.g. deposits should not preclude a club/organisation from applying for or receiving a grant. 2. Kiwanis meet a need by providing entertainment through the winter and spring months in school holidays and over the past 2 years have had over 400 people attend each event. We try to keep tickets at a minimum to allow most families the opportunity to attend. We have to fundraise to put these events on because we have no financial support. With many children visiting grandparents in the district we are providing a fun event in a covered venue so it is not affected by the weather. Strategic - We provide a regular event for children in the school holidays. A council grant would contribute to the viability and success of these events. Assistance with promoting our events would be very beneficial. Kiwanis would like to commit to these events being run yearly. Socially - Socially these events are important because they bring rural and city children and families together. Clubs/organisations such as Kiwanis which raises money to help kids in need with expenses outside their normal living need support. We need the full support of Council behind any event we organise whether it be advertising, grants, venues, traffic control or publicity. Kiwanis has not been receiving notification of grants etc. of late even though we are supposed to be on the system. The Council speaks of volunter burn-out. Lack of Council support is part of the reason for this. Everything is getting harder and more expensive and many volunteers are getting older, yet we can't attract younger members. When we use our own funds to put on events it means a child is not being helped with that money. We need all the help we can get to make these events happen annually.	Thak-you for providing your feedback. The strategy consultation includes Council reviewing the approach to the funding which is allocated each year. Community events information can be registered at https://whatson.warrnambool.vic.gov.au/register-your-event where it can be listed and promoted. We encourage you to subscribe to the Events & Promotion Newsletter by emailing events@warrnambool.vic.gov.au to receive regular updates including notification of when the grants are being opened.	No change required. The strategy already includes a recommendation to review the festivals and events fund approach and recognises the important role community events play and the role of the events and promotion team.
--	--	---

The overall plan is sound. I represent the retired people of Thank-you for providing your feedback. The strategy consultation includes Council reviewing No change required. The Warrnambool and a bridge club with over 65 members, who play the approach to the funding which is allocated each year. Community events information can strategy already includes a bridge 3 times a week, we are keen to continue organising a bridge be registered at https://whatson.warrnambool.vic.gov.au/register-your-event where it can be recommendation to review the Congress, which attracts not only regional players, but players from listed and promoted. We encourage you to subscribe to the Events & Promotion Newsletter festivals and events fund all over Victoria as well as interstate. Our problem is attracting by emailing events@warrnambool.vic.gov.au to receive regular updates including notification approach and recognises the of when the grants are being opened. players as numbers have dropped since Covid. Also the rules have important role community changed re catering and our members are no longer allowed to events play and the role of the cater for morning and afternoon tea at certain venues, which events and promotion team. elevates costs considerably as players in a Congress like to snack when they have a cup of tea or coffee (brain food). Add to that the cost of a venue hire for all weekend, a competent director to capably run the event and costs become complicated (average cost for a director \$1000 minimum) Most visitors stay one or two nights so contribute greatly to the Warrnambool economy. We offer pickup to accommodate those who travel by train. A member usually hosts the director to cut costs, but we need help to encourage the return of some players who are deterred by the economic pressures today. Perhaps an accommodation promotion where those who stay to play bridge here are offered a discount for example. It takes time to investigate venues, available directors, costs to charge etc. Members are always willing to provide a plate for morning or afternoon tea, but as they get older opt out of playing for various reasons. We need help with funding as we ran at a loss last year, even though there was a rise in numbers. We do not want to lose this event as it benefits not only the mental stimulation for players but enhances the reputation of our club as this is a wellrespected event on the Australian bridge calendar. Yours sincerely, Jan 0438724609

City Memorial Bowls Club	Thank-you for providing your feedback. The strategy will include Lawn Bowls in recognition of	Include lawn bowls on page 17
The Warrnambool Events Strategy 2024-2028 document seems very	The City Memorial Bowls Club hosting the state and national events in 2024 and 2025.	(5.2 Event Venues &
comprehensive – well done. As a Venue Manager from a Club who		Infrastructure) as a potential of
has heavily invested into the sport of Lawn Bowls, providing two		state and national events.
greens undercover, therefore, allowing the sport to be played		
continuously all year round, regardless of the weather: - I would like		
to see "Lawn Bowls" listed on page 17 - 5.2 Event Venues &		
Infrastructure – under both categories of – "host national or major		
events and "host state level competitions". As previously advised		
2024 and 2025 will see Warrnambool host the State and National		
events for competitors that play the sport of bowls with an arm. This		
will see a large influx of tourists to our City and as per the Councils		
Events Strategy will see these events played outside of our main		
months where we are already overflowing withTourists.		
No Comments Made		
I would love to see more events in Warrnambool that promote	Thank-you for your feedback. The strategy supports a collaborative approach from businesses	No change required.
wellbeing, caring for our environment, inclusivity and the arts. For	and community groups and this could include the concept you have mentioned. The WCC	
example hosting a world vegan day at the showgrounds with live	Events & Promotion Team supports many community events to achieve their goals and the	
music, stalls that promote health, wellbeing sessions for e.g.	annual festivals and events funding round may be an option for a group to discuss their idea.	
yoga/arts and crafts activities/cooking classes/dancing/singing etc.		
The event would promote local talent, businesses and produce. A		
percentage of takings from this event could be donated to mental		
health.		

With relation to the relevant areas for Premier Speedway I thought the strategy document has identified as to what I see as the current deficiencies. However, the initiatives to rectify will be critical. Whether that be with the event itself or the club/venue I would like to see the Council and businesses behind the event. There is a lot of acknowledgement for what Premier Speedway financially contributes however for us to maintain our position of hosting large events attracting a national audience we need more support. This comes in the form of not only financial (venue and events) but also other businesses not rapidly increasing prices when the Speedway brings in an influx of people. This is a deterrent and puts the event at risk. With the accessible digital coverage these days we run the risk of people not coming to Warrnambool. This could be an initiative from the proposed Business Group? Suitable accommodation is critical and something we aren't currently coping with both in the form of motel and low cost camping. Strategies to encourage the people visiting for Speedway to come back to Warrnambool should be a key focus and activated at the major events. Additionally, council representation and engagement at our major events would reinforce the foundational values the event strategy contains. I look forward to seeing the execution of the strategy and working closer with all stakeholders.	Thanks Michael for taking the time to provide feedback on the draft strategy. You have highlighted challenges relevant to your event as well as many others and they will be included in action plan for Council to work towards. We look forward to continuing to engage with you as we prioritise the actions from the strategy.	No change required.
Hockey has not been considered. With the new pitch, Warrnambool is in a position to host country championships (includes teams from Ballarat, Geelong, Mt Gambier, etc.). It'd be great if Warrnambool invested more as the current clubrooms are very dated.	Thank-you for providing your feedback. The strategy will reflect hockey as potential host state events.	The strategy will reflect hockey as potential host state events.

Just wanted to put forward a couple of small points: 1. I	Thank-you for taking the time to review the draft strategy and provide your feedback. In	No change required.
understand that Wunta is hard to get up and running with low	relation to Wunta, the strategy supports a collaborative approach from businesses and groups	
volunteer levels, but it's a festival worth pursuing in my opinion.	and the WCC Events & Promotion Team supports many community events to achieve their	
Tapping into the 'retiree community' of Warrnambool, may produce	goals including financial support from the annual festivals and events funding round.	
more volunteers with the capacity to help? Local events like these	Attracting conferences, events and festivals will continue to be an objective. These can be	
may not attract massive tourist numbers, but there are essential for	locally driven and supported by WCC or from outside entities.	
residents to improve liveability. 2. Jazz in the Gardens was such a	Accommodation, particularly high end, was identified in the Economic Development Strategy	
simple, yet beautiful part of Wunta. Is it that hard to run fortnightly	2023-2028 and work has commenced on addressing this.	
jazz session on a Saturday afternoon / evening during Summer?		
Using the old bandstand in the Botanic Gardens would be a perfect		
stage for the performers, and inviting food and beverage trucks at		
the same time, would be great for residents and tourists alike.		
People could bring their own picnic blankets and relax under the		
Summer evening sun. Simple, but highly effective. 3. Warrnambool		
needs another 150-200 bed hotel like the Lady Bay / Sebel resort.		
Can WCC do more to actively encourage / attract developers / major		
hotel chains into constructing something in this space? 4 . A garden		
/ plant / flower festival of some sort could have enormous potential.		
5. Beer festivals continue to thrive across Australia. Could we host		
something similar at Fletcher Jones or Lake Pertobe? 6. Investment		
in a significant basketball facility to replace the ageing Arc, would		
not only be of great value to the local community, but would enable		
Warrnambool to host more regional basketball tournaments,		
injecting enormous financial benefits to the community. Thanks.		
······································		

I think it's great. The only addition I make is that the success of our events is dependent on the intended audience knowing about them. I think the problem with getting current events better attended is the fact that people don't know about them. The marketing strategy is the problem, there is not enough resourcing into people (positions) or promotion.	Thank-you for taking the time to review the draft strategy and provide your feedback. Feedback through the consultation period recognises the role of Council in promoting events, and in building the capacity of event organisers to promote their events.	No change required.
Very comprehensive draft - having run large and small scales events since 2009 I concur with point 4.1 - I think it's important to suggest in the draft that collaborations across sectors are valuable. Just a comment on point 5.1 - sporting events do bring large crowds, however, council should be prepared at directing focus on other segments in particular those that receive less funding - more funding = bigger events / less funding = smaller events (no matter what sector) Offering incentives for events that normally happen in Melbourne for example to be brought to Warrnambool might be worth considering. Focusing on new and emerging segments for example social enterprise	Thank-you for taking the time to review the strategy and provide your feedback. The consultation for the draft strategy recognises the social and well-being importance of community events and support provided by WCC in enabling these. We recognise the balance moving forward in maintaining these community events whilst also supporting those who have the potential to grow and provide economic benefits as well.	No change required.
On first glance this looks like a strategic plan prepared by a consultant who has not engaged with the community and does not know about the demise of the 'Fun 4 Kids' Festival. It seeks events in the middle of the year, apparently without considering the Warrnambool Storytelling Festival, about to have its fourth Festival, and growing every year. The Festival made an intentional decision to address the mid-year vacuum. It also made an intentional decision to work with community arts and cultural groups. The arts community in Warrnambool particularly is diverse and extensive. Cultural and First nations groups are growing. There is no body that encourages a dialogue between these groups or attempts to have them work together. This is a role that City Councils often take on in other areas, but it is understood and accepted that Warrnambool Council has chosen not to take on this role. The Plan speaks of a cut back of the Events department and of funding local community events. This unwise decision could impact on the aforementioned community groups. The area. Whilst this is a reasonable goal, it is	Thank-you for taking the time to review the strategy and provide your feedback. The consultation for the draft strategy recognises the social and well-being importance of community events and support provided by WCC in enabling these. We recognise the balance moving forward in maintaining these community events whilst also supporting those which have the potential to grow and provide economic benefits as well.	No change required.

a rather altruistic and narrow-minded one. Community-based events can grow into events that attract people into the region. This has happened in many other Councils. Community-based events will grow into events that attract people from outside if supported by Council, businesses and the tourism industry. The risk of focussing on events that only and immediately attract visitors from outside the region is that money will be lost putting on these events in the first instance, and there is no guarantee they will achieve their stated aim. The further risk is that the community will react against that happening and to the community being ignored. Is this not in part what happened with the demise of the 'Fun 4 Kids' Festival? Please engage with the community and its groups and work with it to find a pathway to provide events that benefit the community and those groups. They in turn will help the creation and development of events that will bring people into the area. Are we to believe that spending money on bringing big names into town in order to attract visitors, is more important than supporting the community that is here all the time? The Lighthouse Theatre already brings some great acts into town very well. Supporting the many local artists (of various genres), some of whom are recognised more broadly than here, can address both approaches. Surely that is better than directing the bulk of our resources to one type of event. Returning to the Storytelling Festival, it was modelled on a Council-run Storytelling Festival that has been running for 10 years in the Glen Eira Council area. Being Melbourne-based they have been able to source big names. This event was always in the middle of the year. This year after 10 years it has moved the dates to the end of February and cut the length of it significantly. Now, whilst the full reasons for these changes are not known it does suggest some sort of demise in that style of event. It would be worth talking to them, whilst recognising these are two very different regions and Council areas. On a positive note, This change by the Glen Eira Festival could open up the way for the local Festival to access some of the people who have made Glen Eira successful for many years. However the local Festival will not turn its back on the community, rather seeking a way to integrate these two approaches.



From Warrnambool Storytelling Festival The Warrnambool	Thank-you for taking the time to review the strategy and provide your feedback. The	No change required.
Storytelling Festival is very pleased that the Warrnambool City	consultation for the draft strategy recognises the social, cultural and well-being importance of	
Council has commissioned this Events Strategy. We are keen to	community events and support provided by WCC in enabling these. We recognise the need to	
support and participate in debate on the role of events, which can	maintain a balance moving forward in maintaining community events for the reasons outline	
be a very significant part of any city's identity. The Events Strategy	above whilst also supporting those who have the potential to grow and provide economic	
addresses most of the elements that one might expect in such a	benefits as well.	
document, mentioning community and culture, social value, the		
importance of events in defining a place, and the links with other		
Council strategies. The economic and touristic value of events is		
highlighted above all; and perhaps this is not surprising given that		
the writers of the strategy are experts in regional tourism. In fact,		
the events strategy in its present form would be better described as		
a component of a tourism strategy. Other than mentioning just		
about every touchpoint possible - although with scant mention of		
the role of local indigenous people - it concludes that community		
events will receive less funding, while "fit-for-purpose" events - read		
economic events - will get more. We understand that the focus of		
the Council and the consultant is economic. But we also believe		
there is a place for community events. The strategy as it stands		
shows limited understanding of the nature and purpose of events,		
other than those that can be measured by the holy dollar. In short,		
this strategy has the blinkers on. We believe that the role of events		
goes far beyond mere dollar inputs. At their best, events can		
strengthen communities, deepen cultural understanding and		
empathy, and expand horizons – vitally contributing to people's		
wellbeing and sense of belonging. Although phrases such as		
"community strengthening" roll easily off the tongue, what do they		
actually mean? Events have arisen from the long historic tradition of		
community celebration; the marking of seasons, the desire to bring		
together people in a way that allows all to participate, the		
importance of ritual, and a suitable recognition of great and terrible		
moments in a place's history, the significance of certain stages of life		
in each person's journey. In this way, events and community are		
inextricably linked. Great events in places big and small have these		
kinds of components. Often those events have economic benefits as		
a by-product, but it would be reasonable to say that if the link with		
community is weakened or broken, the events typically wither away,		
often becoming white elephants whose only value to an area is		

commercial, meaningless for the heart of a place. What elements of our community most need strengthening? As the strategy points out, Warrnambool has an ageing population with lower incomes than the state average. It also experiences problems commonly associated with regional areas. According to the peak organisation of Australasian psychiatrists The overall prevalence of mental illness is broadly similar in rural and urban Australia, but the suicide rate is considerably higher in rural areas, particularly among younger men, elderly men, and Indigenous people. This helps explain the rise of organisations such as the Let's Talk Foundation, established in Warrnambool, initially focusing on suicide prevention. (Let's Talk presented at our 2023 Festival). Big Life was set up in Warrnambool to focus on helping school children identify the things likely to be most important in their personal development throughout their lives. It also throws light on other local initiatives such as the National Centre for Farmer Health - a partnership between Western District Health Service and Deakin University. Crime statistics present another picture of communities that are functioning less than optimally. Warrnambool's crime rate is 16% higher than the state average and increased 14.7% compared to 2022. Communitybased events are part of the patchwork that can provide support and strengthen communities. With its focus on local stories and people, our Storytelling Festival holds up a mirror to our society and allows participants to connect with Warrnambool, its people and history. Some of the sessions at our 2023 event that enjoyed the most acclaim included one that showcased the stories and experiences of four international students who came to Warrnambool. Rob Lowe yarned about the history of Framlingham. A panel of local artists talked about their creative process and practice, as did a panel of local writers. The Festival has grown each year in the number of events attendances and sophistication. It was deliberately established in winter to help fill the gap the Events Strategy identifies. In preparing this response, we are asking the Council to take a longer and broader view of the events' landscape in Warrnambool and surrounds. We are asking it to imagine an events' strategy that would be quite different to that proposed in the Council's document. A strategy that supported events with community connection, that have high volunteer input, that are



supportive of their local people in ways other than economic, that provide the most meaningful way of building and strengthening our community.	



WARRNAMBOOL EVENTS STRATEGY 2024-2028



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Acknowledgement of Country

Warrnambool City Council acknowledges the Peek Whurrong and Kirrae Whurrung Peoples of the Gunditimara, Eastern Maar Nations as the Traditional Owners of the land, waterways and skies within the Warrnambool municipality. We pay our respects to their Elders past and present.



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Acronyms & Definitions

Community event	Events that are primarily for residents of Warrnambool and the surrounding Shires that Warrnambool serves as a service hub.	
The City	Warrnambool City Council	
Destination events	Events that attract visitors from outside the region. These may be sport, business or leisure events.	
Fit for purpose events	Events that can help meet the City's aspirations for events and align to the values.	
GORRT	Great Ocean Road Regional Tourism, the region's Regional Tourism Board (destination management organisation)	
Next economy	The climate-safe global economy founded on renewable sources of energy that the world is transitioning to. Leveraging the transition offers many opportunities for a local economy that is proactive.	
WAG	Warrnambool Art Gallery	
NVS	National Visitor Survey	



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Executive Summary

This Events Strategy builds on the successes from implementing the Warrnambool Events Strategy 2018-2022, outlining how Warrnambool City Council can focus its resources on maximising benefits from events.

Based on analysis of Warrnambool's current events landscape, the Strategy recommends a focus on achieving the following aspirations for Warrnambool's events:



The four strategic priorities over the coming four years will be to

- Identify and nurture fit for purpose events. 1.
- 2. Maximise events' contribution to the local economy.
- Empower and enable community and industry to deliver successful events. З.
- 4. Ensure events are socially, environmentally, and economically sustainable.

Guiding principles will support the identification of events to support the local economy, while identified measures of success will enable the City to identify progress on achieving the aspirations.

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PARTA: SETTING THE SCENE



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Introduction

Warrnambool City Council (the City) is familiar with the economic value that events deliver, particularly by attracting visitors into the region: Warrnambool is home to the 150-year-old May Racing Carnival, Australia's foremost Speedway events, a regional art gallery and performing arts theatre, and an abundance of sporting events including women's AFL, car rallies, outdoor participation sports events, and Australia's oldest cycle race and the world's longest one-day women's cycling race. Innumerable community events also contribute their vibrancy to the quality of life in Warrnambool for the community, reflecting their diverse interests, and adding vibrancy for visitors.

A strategic review of Warrnambool's events industry and how it is supported by the City revealed that there is opportunity to grow the economic and social value of events held in the region. Different types of events have different purposes, achieve different desired outcomes for the City and the community, and support different community and organisational goals, as described in the table below.

Types of value	Economic value	Social value	Environmental value
Examples of value	 Providing direct and indirect economic benefit, including attracting new money into the local economy Supporting growth and skills development in local industries, including creative industries and industries connected with the next economy (the climate-safe economy) Brand and marketing benefits by building a positive identity of Warrnambool, telling the story of the people and the place, and playing a role in changing perceptions. This supports attracting new residents, jobs and investment. Adding to the vibrancy of the visitor experience 	 Inclusively connecting community members and building social cohesion Inclusively connecting community members and building social cohesion Providing legacy outcomes that support community members, such as improved sporting and accessible infrastructure, and by building skills 	 Connecting people to natural environments, supporting the desire to conserve and regenerate them Educating people on environmental matters and their role in protection Protecting fragile marine environments
Types of events that deliver these benefits	 Business events related to local industries Destination events (sports, business and leisure events that attract visitors) Events that attract grants and sponsorship from outside the region Events that buy from local suppliers 	 Events that reflect the interests of locals, including sports events Events that engage community members in team-building and volunteerism Events that celebrate and showcase local culture and heritage 	 Events held away from fragile natural environments Events that do not impact nature, animals and plants Events that have environmental policies Events that educate and empower attendees to rethink waste and energy consumption Businesses events aligned with the next economy



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The events ecosystem is broad, including civic events, events primarily for the community, and events that attract visitors, whether spectator or participation sporting events, festivals and other leisure events, or business events.

Therefore, events touch on many City teams, and involve numerous types of stakeholders in the community. For this reason, there is a need to focus the City's resources in order to maximise the benefits that events deliver to the community and local economy.

There is a need for the City to delineate the support it provides to events that are primarily for community and deliver social benefits from those that attract visitors and deliver economic benefits to ensure that both can be maximised as per their purpose and strategic alignment. Within the limitations of human and financial resources, the City must be clear on its purpose to invest in events that are fit for purpose to achieve its aspirations for events. Focusing resources will help achieve the City's aspirations for events, in particular by leveraging the hard work of event organisers to help them maximise the benefits for the community from the events they are delivering.

Building on the successes of implementing Warrnambool Events Strategy 2018-2022, this Events Strategy focuses on enabling the City to maximise the benefits of events for the local community and its economy and environment.



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2. The value of events

Events build community. They bring together young and old and disparate subcultures, enlarge social networks, and support social cohesion. Events provide communities with resilience during times of hardship, and events can support charities, providing opportunities to raise funds.

Events are catalysts for economic benefits, and are deceptively effective creators of local jobs. Events are a great strategy to grow the visitor economy, as they are important drivers of tourism into regional areas, and they can place a town on the map, being a great way to promote a destination. Three-quarters of event attendees would not have gone to a destination, if not for an event. For 57% of first-time visitors and 69% of repeat visitors to a destination, an event is the main reason for visiting – and most event attendees intend to return to the host destination in the future. Attendees become destination advocates with 59% providing positive word of mouth recommendations of the event to others, and 42% of the destination.

Delegates travelling to business events are particularly valuable for a local economy as they are high yielding with a high average spend per trip. Additionally, many take pre- and post-event tours, bring along companions, and return for leisure having experienced a destination for the first time through the event, further adding to their economic impact.

Business events also have value beyond attracting visitors: benefits that are enduring. substantial, and significant, including enhancing individual and organisational performance, and creating and circulating innovation and knowledge. Business events that reflect local industries and therefore attract locals as well as visitors deliver the greatest value.

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¹Events: Drivers of Regional Tourism, 2014, Tourism Research Australia. ² Events: Drivers of Regional Tourism, 2014, Tourism Research Australia ³ Role of Business Events, Business Events Council of Australia

⁴ Role of Business Events, Business Events Council of Australia

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3. Purpose of the strategy

This four-year Events Strategy outlines how the City's Events & Promotion team will focus on supporting the growth and attraction of destination events, as well as increasing the economic benefits of events, achieved through a suggested implementation framework.

The Strategy aligns with regional strategic plans, and has been developed in consultation with key events stakeholders, including a broad range of City staff, event organisers, venue managers, regional organisations, and Eastern Maar representatives.

The Strategy distinguishes between two types of events, as follows.

Type of event	Definition
Destination events	Events that attract visitors from outside the region. These may be sport, business or cultural/leisure events.
Community events	Events that are primarily for residents of Warrnambool and the surrounding Shires that Warrnambool serves as a service hub.



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4. Informing the strategy

Desktop research and the development of an audit of sport and leisure destination events, and event venues

Consultations with a broad range of local and regional events stakeholders

Findings and Discussion Paper shared with Project Steering Group and Council's Executive Management Team

Draft Strategy shared with Project Steering Group and Council's Executive Management Team, and placed on public exhibition for feedback

Final Strategy delivered to Council for adoption



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4.1 Forces Shaping Events

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Building pressures on event viabilityEvents are risky, increasingly competitive, and resource intensive.Costs to deliver events have skyrocketed in recent years, while grant and sponsorship opportunities have reduced; many events are dependent on annual grants to cover operational costs.Attendee behaviour is changing, such as purchasing tickets last minute.More Australians are interested in 'casual' volunteering within a defined (short) timeframe, rather than being willing to support the perpetuity of an annual event.	Quality over quantity Today's event attendees want interactive and immersive experiences that connect them to locals and local culture, and provide them with a sense of place. Destinations are focusing on attracting fewer visitors with higher per capita value and therefore lower negative impact, rather than trying to attract many attendees with lower value.	Travel with purpose Today's travellers increasingly want to connect with our extraordinary planet. 2/3 of Australians are looking for purposeful travel where there are opportunities to give back to the destination, and are seeking experiences that bring self-discovery and growth, enriching their lives through experiences and learning. 3/4 of travellers are seeking out sustainable options.	Climate change and the next economy Prioritising the longevity of a destination, and its ability to cope with the impacts of climate change, rather than prioritising short-term targets for visitor numbers will help meet travellers' expectations for sustainability, and reduce damage to sensitive natural environments. Business events can help local businesses effectively navigate a local economy's transition during the global shift to the next economy.	Active lifestyles and wellbeing People are embracing healthier lifestyles to maintain their physical and mental health. Participation sports events have strong appeal to niche audiences who are willing to travel to take part in their sport. Sports events are a key motivator for travel.	Inclusion Hosting events that are inclusive is not a passing trend, and nor is it optional as events are all about building community. Events should reflect the diversity of the community – on the organising committee, on stage, and amongst attendees.
⁵ Consumer Insights Research, Tourisn ⁶ Sustainable Travel Report 2023, Book	n Australia, 2021 king.com				

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4.2 Strategic Alignment

Warrnambool's overarching strategy is Warrnambool 2040: The community vision for the future (W2040).

Warrnambool 2040's vision	Warrnambool will be Australia's most resilient and thriving regional economy	Warrnambool will be a city where all people thrive	Warrnambool will be Australia's most liveable regional city	Warrnambool will be Australia's most sustainable regional city
How events can support this vision	Destination events will attract new money into the local economy by attracting visitors to Warrnambool. Business events will support innovation, business growth, and the transition of the local economy to the next economy through capacity building. Events will buy local to support local event suppliers, including the local creative industry. Events will apply for state and federal government funding and corporate sponsorship from outside the region.	Events will be proactively inclusive of all in Warrnambool's diverse community, and provide opportunities for healthy recreation, social connection, and connection with Eastern Maar culture.	Events will bring to life Warrnam- bool's public spaces, providing affordable and accessible recreation for the community. Events will leverage the City's investments into well-connected public and active transport to reduce emissions. Events will create positive marketing opportunities for Warrnambool and expose the city to potential new residents and investors.	Events will improve protections of and connections with Warrnambool's spectacular natural inheritance by proactively reducing emissions and waste, and impacts on the natural environment. Events have an opportunity to educate and change behaviour by connecting people with responsible choices.

Events do not happen in isolation; they should help achieve the organisational objectives of the City, and the strategic objectives for the region.



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Strategic plan	Alignment	Strategic plan	Alignment
Warrnambool Economic Development	 Economic development objectives that events will support include Improve the social and economic prosperity of all residents. Increase visitation and visitor spend, by driving visitor growth through destination awareness, and attracting a high-yielding visitor base through quality events. Attract investment in public and private infrastructure, specifically event venues. Support an environmentally sustainable economy, including by supporting growth in existing industry specialisations. Events can also be aligned with the needs and opportunities in this plan, such as to 	Active Warrnambool 2019-2030	 The Events Strategy is aligned with opportunities and objectives in this Strategy, including Renew sport and active recreation assets. Maintain the strong culture of participation in sports clubs. Support the sustainability of sporting clubs, recognising the importance of volunteers. Encourage more diverse use of sporting reserves and open space. Establish safe and functional walking and cycling connections to all facilities and spaces. Promote the sustainable and responsible use of physical and environmental assets.
Strategy 2023-2028	 Improve destination branding and increase destination awareness as a key visitor attraction on the Great Ocean Road. Attract working-aged residents and young families to support the local workforce and help sustain the local economy. Support business diversity and sustainability to create a more 	Visitor Economy Master Plan for the Great Ocean Road Region 2021-2030	 The Events Strategy aligns with this plan's overarching goals to achieve economic, environmental and community priorities that deliver A thriving, inclusive and resilient visitor economy. Strong, sustainable communities. A healthy natural environment. An alignment of the vision of stakeholders, and new levels of collaboration.
	 viable economy and expand the jobs base. Build regional collaborations and partnerships across the City, industry and government to achieve economic development outcomes. Events bring to life and showcase Warrnambool's value proposition: "Escape to a playful coastal city inspired by the 	The Great South Coast Regional Strategic Plan	 The Events Strategy aligns with this plan's strategies to Position the region for economic growth. Improve connections. Sustain natural assets. Strengthen communities. Increase collaboration.
The destination's brand promise	beauty of nature and the Southern Ocean. 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."	Creative Industries Strategy for South West Victoria	 Increase contaboration. The Events Strategy is aligned with this plan's goal to build beneficial and sustainable creative industries in South West Victoria, and achieve cultural, social and economic outcomes that benefit the community, local creatives, and the local economy.
		The United Nations' Sustainable Development Goals (SDGs)	Actions in this Events Strategy are aligned with the Sustainable Development Goals of 8. Economic growth 9. Industry, innovation and infrastructure 11. Sustainable cities and communities 12. Responsible consumption and production 13. Climate action 14. Life below water 15. Life on land

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The Events Ecosystem

Events are complex activities that touch on many different stakeholders, both within local government and without. They can be very resource intensive, and require close collaboration and communication across teams both internally and externally to achieve desired outcomes.

The following diagram highlights the various roles the City plays in events, and showing how events require a 'whole of local government' approach to gain maximum outcomes. The outer circle demonstrates that many external stakeholders are vital to a healthy events ecosystem, with strong leadership and collaboration required to drive success.



Role

Enable

Description

achieve their full potential

navigate event compliance

opment approval processes

target events and their audiences

Provide cash and in-kind support to events to help them

Provide a concierge approach to help event organisers

Ensure the City's events venues are fit for purpose for

Ensure events meet regulations through event and devel-

•





5. Events Snapshot

5.1 Event Activity







5.2 Event Venues & Infrastructure

City-managed and privately-owned venues

- 2 regional cultural centres (theatre and gallery) •
- Variety of business event venues up to 350 delegates; largest with accommodation has capacity for 200 . delegates
- Variety of open spaces for events, but a gap in a large-capacity all-weather venue

Road cycling Horse Racing Events

Warrnambool can host national or major events in

- BMX
- Cricket Surf lifesaving
- Speedway racing
- Golf Lawn bowls

.

Indoor bowls

Warrnambool can host state level competitions in • Triathlons

- AFI
- Cricket
- Tennis
- Pickleball ٠ Running ٠
- Shooting Golf
 - Hockey

Netball

5.3 Community

Though Warrnambool's population is around 35,000, the regional city is the service centre for over 100,000 residents in nearby southwestern Victoria.

Warrnambool has a neutral SEIFA index of 961 for relative socio economic advantage and disadvantage.

- Highly engaged in participation sports
- 17.5% volunteer
- More vocationally trained workers and fewer professional workers compared to Victorian average, with high employment rates
- Fewer families compared with Victorian average
- Household incomes are 17.5% lower than Victorian average •
- Older and aging population

The City aims to attract working-aged residents and young families to support the local workforce and help sustain the economy.

⁹ Primarily sourced from Census ¹⁰ Socio-Economic Indexes for Australia (SEIFA) 2021.1,000 is the score the median Local Government Area, with numbers below this indicating more disadvantage. ¹¹Warrnambool Economic Development Strategy

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5.4 Visitors

At the western end of the Great Ocean Road, and its only city, Warrnambool attracts almost a million visitors a year, who stay around 1.3 million visitor nights.

Overnight visitors stay on average for 3 nights, and spend \$379 per trip. Together, domestic overnight visitors spend \$154 million per year in Warrnambool. Over a third (37%) of holidaymakers and over half (56%) of business visitors are domestic overnight visitors.

Most visitors to Warrnambool congregate in one small area over one short time of year: an estimated 800,000+ visit Warrnambool's beach, foreshore and Lake Pertobe area each year, with 36% visiting between November and February (peak tourism season).

5.5 Event Visitors

Domestic overnight event visitors to the Great Ocean Road visiting primarily to attend an event come principally from

- Greater Melbourne
- Greater Geelong
- Regional Victoria
- Interstate

New events appeal to overnight event visitors.

Warrnambool's major events tend to attract older males, revealing a gap of events for younger working age adults and their families, and youth.

5.6 Competitive Strengths

"Warrnambool offers city lifestyle experiences wrapped up in the spectacular beauty and wild nature of the raw Southern Ocean."

The destination's appeal lies in its

- Hero experience: big, healthy nature and landscapes
 Country is the one thing all of the community's niche
 groups value
- Water, including the ocean, rivers, Lake Pertobe, Tower Hill, and whales in winter
- City lifestyle experiences by the sea, with quality eateries, quirky street art, and appealing streetscapes
- Cultural quarter between the beach and the CBD
- Eastern Maar culture

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Vibrant creative community

Key industries include health care, manufacture, construction, education, retail, and rental, hiring and real estate. Deakin University's hydrogen fuel cell research hub, Hycel, forms a key part of Warrnambool's preparations to leverage the next economy.

¹² Attracting this demographic by improving the City's liveability has been identified as an aim in the City's economic development strategy.

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5.7 Gaps Analysis

A snapshot of the region's current capability in enabling and maximising the social, environmental and economic outcomes from events is as follows.

CURRENTLY ACHIEVING	 Variety of events year-round, particularly sporting events, which are Warrnambool's key event strength Quality sports and business event venues Event Control Group streamlines event approvals Council provides funding and in kind support to events, including event management resources
GAPS	 Lack of weather protected venues pushes most events into summer Gap of destination winter school holiday event, larger cultural and music events, and events for youth and younger adults Event viability is declining with costs increasing, and volunteer burnout at a peak Events are not currently contributing to achieving Council's sustainability goals Limited four-star accommodation Limited collaboration amongst event stakeholders, combined with reliance on Council Lack of multi-year funding opportunities for events No consistent and transparent process of measuring positive impact and ROI from events
RISK/IMPACT	 Destination events are not achieving their full potential benefits Summer months are congested which causes social and environmental challenges, and reduced ability to leverage events Reduced appeal of Warrnambool during winter Loss of homegrown events to increased costs and other challenges Events having negative impact on the environment Reduced competitiveness of Warrnambool as a business events destination as other regional destinations invest in infrastructure



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6. Visitor markets

Great Ocean Road Regional Tourism (GORRT) has had customer profiles developed for a range of target markets for the wider region. For Warrnambool, the profiles Jess (professional mum) and Miriam (wealthy empty-nester) represent household decision makers when it comes to travel, engage with GORRT's marketing content, and form a large portion of current visitors.

Strong representation from other profiles includes

- Cameron active family Dad
- Cathy and Michael holiday park family
- VJ heart of a multi-generational family in Melbourne's growing western suburbs (a growing market)
- Jim retired regular road tripper (an age group that is growing in visitation)

¹⁴ See https://greatoceanroadtourism.org.au/training-and-development/customerprofiles

Slightly different visitor profiles visit for Warrnambool's major events, such as the May Race Carnival and speedway events, however they were not identified as separate profiles during the development of GORRT's key customer profiles. Different profiles will be attracted to different kinds of events, such as Matthew the professional with a love of the outdoors who would visit Warrnambool to attend spectator and participant sports events, and Ashley the young professional who would visit Warrnambool to attend a cheese and wine festival.

To align with the City's Economic Development Strategy, an area of focus should be on attracting younger working-age attendees and young families to events, to experience Warrnambool, and be attracted to live here. There is also currently a gap in events for children, youth and younger adults.

WCC will facilitate a community event as part of its commitment to fostering community engagement, wellbeing and inclusiveness. Council will produce an annual plan for an approved seasonal event that meets the objectives, sustainability and growth on the overarching goals of the Events strategy including attraction, promotion and economic activity.

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PART B: ΉE STRATEGY





7. Strategy on a page

Vision	Warrnambool has a diverse, vibrant and inclusive portfolio of events that attract overnight visitors, and have a positive impact on the local economy, community and environment.								
Values	We are a proud sporting community We are creatives, entrepreneurs and innovators We are connected through our appreciation of nature We are collaborative and mutually supportive								
Brand proposition	d proposition City lifestyle experiences wrapped up in the spectacular beauty and wild nature of the raw Southern Ocean.								
Aspirations	Attract new revenue into the local economy, providing a boost to local businesses	Attract overnight visitors outside of peak visitation times, particularly in winter	Provide an appealing reason for visitors to stay longer and spend more	Showcase Warrnambool's destination brand of city lifestyle experiences wrapped in raw, wild nature	of city nces				
Visitor markets *	Jess (professional mum)	Miriam (wealthy empty-nester)	Cameron (active family Dad)	Cathy and Michael (holiday park family)	VJ (heart of a multi-generational family)	Jim (retired regular road tripper)			
Strategic Priorities	Identify and nurture the fit for purpose events	Maximise events' contribution to the local economy.	Empower and enable community and industry to deliver successful events	family) Ensure events are socially, environmentally, and economically sustainable					

* Visitor markets (Refer Page 25)

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8. Vision

Warrnambool has a diverse, vibrant and inclusive portfolio of events that attract overnight visitors, and have a positive impact on the local economy, community and environment.

9. Values

We are a proud	We are creatives, entrepreneurs	We are connected through our	We are collaborative and mutually supportive
sporting community	and innovators	appreciation of nature	
Our community loves participating in all kinds of sports, and proactively encourages female participation.	We are readying our local industries for the next economy, and building on the strength of our entrepreneurs, creative industries and diverse cultures.	Nature is important to our lifestyle and economy and we will continue to conserve and regenerate it.	We leverage our strengths by working together to maximise outcomes.

10. Aspirations



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11. Strategic priorities

To enable and support Warrnambool's destination events, and to support the achievement of the aspirations, the recommended priorities for the City over the coming three years are as follows.

- **1.** Identify and nurture fit for purpose events.
- 2. Maximise events' contribution to the local economy.
- 3. Empower and enable community and industry to deliver successful events.
- 4. Ensure events are socially, environmentally, and economically sustainable.

These priorities are within the circle of influence of the City's Events & Promotion team within the City Growth directorate, and other teams whose roles touch on events. Other actions which will support maximising outcomes from events, such as the provision of cycle paths and public transport to enable sustainable transport use by event attendees, have been noted in other strategic plans of the City.

For each of the strategic priorities, considerations have been provided. These are recommended actions to achieve the priorities with flexibility for the team in which are delivered as priority actions and which when resources permit.



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Enablers



Empowering community and industry

Enabling the community's event organisers to deliver their events more efficiently, and more effectively achieve their desired outcomes through resource-efficient capacity building to empower them.

Support local businesses to leverage events to increase sales and visitor spending in the local economy.

Facilitate collaboration in the local events industry.



Whole of local government approach

With the City having so many teams with touchpoints with events, it's key that there is a collaborative approach to supporting events to maximise outcomes from them, with clear responsibilities for teams so everyone knows their part to play in the events ecosystem.



Building a strategic and well-resourced Events & Promotion team

With a clear focus on maximising the economic

benefits of events, this team can concentrate

its resources on achieving this aspiration.

Focused approach

The City has the authority and confidence to turn down requests that divert resources away from achieving its aspirations for events.

A focused approach will result in greater return on investment.



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11.1 Identify and nurture the fit for purpose events

Current event trends are making it more costly and difficult to deliver events, making it even more important for local governments to think strategically about the events they support and how they support them, and to focus on leveraging what the region already has before looking to develop new events.

To support the local economy, a balanced portfolio of events delivered by local event organisers and attracted to Warrnambool, supported by multi-year funding and support programs will offer a greater return on the City's investment than providing many small annual grants to community events that have little economic impact. Attracting business events related to local industries will build local capacity and innovation.

Events that are aligned with the values and desirable principles of this Strategy will provide the most value to Warrnambool. A pragmatic and transparent assessment framework will enable the City

to determine the events that are fit for purpose for the region, how those events should be supported, and the outcomes desired from the City's investment and support.

11.2 Guiding principles

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Recommended overarching principles for determining events that are fit for purpose for Warrnambool are as follows.

These principles will be used to make future decisions on new events that are supported by the City and will empower existing supported events to improve in these areas, as part of a collective effort to achieve desired outcomes from events.

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Principle	Description
Economic value	 Events that result in larger economic gain or leave a positive legacy for Warrnambool such as events that attract and encourage overnight visitation, run over multiple days, use local suppliers, provide opportunities for the local creative industry, leave behind legacy infrastructure, enable community organisations to fundraise, and/or develop local skills. Regular events tend to provider greater cumulative economic impact than one-off events. Events that attract potential new working-age residents.
Attract target visitor markets	Events that attract target visitor markets.
Calendar fit	 Events that fill gaps during off-peak and shoulder season, and outside of long weekends. Events held March–November and mid-week, particularly events that disperse visitation over a longer period i.e., multi-day events will have the most value. Events held in January or during the Easter school holidays contribute to overtourism rather than to the visitor economy.
Environmentally sustainable	 Events that respect the environment, including events that: Reduce and offset emissions Have minimal impact on natural habitats Encourage and enable the use of active and public transport Purchase sustainably Recover resources Educate and engage attendees and suppliers in sustainable behaviours Conserve waterway health
Inclusive and accessible	 Events that are held in accessible venues Events that provide opportunities for social inclusion. Sports events that increase participation by females.
Brand alignment	Events that align to (and activate) the destination brand: "Warrnambool offers city lifestyle experiences wrapped up in the spectacular beauty and wild nature of the raw Southern Ocean."
Community and cultural value	 Events that the community is proud of. Events that offer positive value for residents of all ages. Events that enhance the artistic and cultural diversity of Warrnambool. Events that celebrate Warrnambool heritage and Eastern Maar culture.

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There are different categories and types of events which can make it challenging for a local government to understand which they should support and enable, and when to say no to requests for help. To support the event principles outlined above, the following event categories have been recommended as fit for purpose for Warrnambool. These categories will enable the City to be strategic and transparent in what they support.



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The table below provides insight into the priority principles for each category along with the recommended funding program and allocation, to ensure that the balanced portfolio of events across the year can be achieved. This framework is to be used to create the revised funding program for events and the evaluation criteria. It is important to note that not aligning with one principle or criteria does not exclude an event from funding as events will be assessed against each criteria using a rating system e.g. 2 points for high alignment with a category, 1 point for some alignment, and 0 points for not aligned.

Category	tegory Homegrown destination events		Attracted destination events	Business events	Community and civic events	
Sub category Example events	 Established Jericho Cup Speedway events May Racing Carnival Melbourne to Warrnambool Cycling Festival 	b These are community events Yoga Festival Regional Tou events that have potential to become AFLW Conference g Carnival a destination event and Life Saving Victoria Rotary Distri to reach the below criteria with Triumph National Rally Rotary Distri bol Cycling support e.g. Warrnambool Austin 7 National Bally Pacific History		 Regional Tourism Conference Rotary District 9820 Conference 	 Markets Warrnambool Multicultural Festival Wunta Fiesta 	
Economic value	High		High	High	Low	
Number of attendees	5,000+		2,000+	20-100 (typically 70-80)		
Origin	Over 60% from outside Warrnambool		Over 60% from outside Warrnambool	Over 80% from outside Warrnambool	Predominantly residents	
Attract target visitor markets					N/A	
Calendar fit		High	High	High	Low	
Brand alignment	М	edium	High	Medium	Low	
Community & cultural value	М	edium	Low	Medium	High	
Environmentally sustainable		High		High	High	
Inclusive & accessible		High	High	High	High	
Funding streams	Destination Events	Pathway to Growth program	Event Acquisition Fund Business Events & Conferences		Community Events	



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11.3 Event funding streams

The Festivals and Events Fund 2023 was developed in line with the City's previous Events Strategy and complements support for events available from the state and federal governments, corporates, and philanthropic organisations. Whilst it is sound, it is recommended that the program be refined to support this next phase.

The recommended funding streams include the following.

- Destination Events: This will replace the Tourism Events stream.
- Event Acquisition Fund: This is a new fund to support the acquisition of external sport and cultural events into Warrnambool.
- Business Events & Conferences: This stream will remain as per existing the existing fund.
- Pathway to Growth Program: This is a new multi-year funding stream to support community events that have potential to mature into a destination event (emerging homegrown destination ٠ event). Refer to details below on this recommendation.
- Community Events: This stream will remain as per the existing fund, but with a smaller budget allocation.
- Partnership Stream: A three-year partnership for Warrnambool's heritage major events with agreed benefits for both parties: the City and the sponsored event. The partnership agreement will be ٠ tailored to the event and should outline the desired benefits for Warrnambool, such as increased visitation, increased overnight visitation, increased destination awareness (via media reports on the event), or increased return visitation outside of the peak season (such as via sale of exclusive off-peak packages for attendees).

All events funded by the City must provide robust post event reporting, which includes the use of a consistent measurement of success using the following formulas.

Economic impact:	Visitor nights x Average visitor spend (NVS) = Event value to local economy
Return on investment (ROI):	Visitor nights x Average visitor spend (NVS) / Total grant value = XX:1 (economic impact output: input by the City)
Cost per visitor:	Total annual grant value / Total annual visitation to funded events = \$XX cost per visitor



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12. Measures of success

The Strategy will be reviewed annually by the City to ensure the actions continue to remain relevant. The performance of the event portfolio in achieving the Strategy's vision and delivering on the aspirations will be measured and reported on as part of the annual review.

It is recommended measurable targets are set, for smaller achievements that demonstrate progress, as well as aspirational, action-inducing targets.

Outcome	Measure of funded events	Means of measurement
Visitation benefits	 Numbers of overnight visitors outside of the peak tourism season Average length of stay Average visitor expenditure 	Attendee survey undertaken by event organiser
	 Total visitor expenditure Visiting participant economic impact (e.g. expenditure by visiting entertainers and stall-holders) Event economic impact Return on investment (City's investment : Event economic impact) 	Data from attendee survey undertaken by event organiser input into Economy ID algorithm
Economic benefits	 Total amount of grants and sponsorship secured from outside the Shire Total amount of event organiser local expenditure 	Event organiser budget
	 Number of local staff, artists, and business suppliers hired Number of local Aboriginal staff, artists and Aboriginal-owned suppliers hire 	Event organiser records
	Average percentage of event budget spent with local suppliers across local events	Post event report
	Enhanced individual and organisational performanceInnovation and knowledge created and disseminated	Number of business events connected with local industries
	Skill development of local event organisers	 Number of local event organisers participating in event management training Net Promoter Score by participants of training
Social benefits	 Inclusion of Eastern Maar community and culture Improved accessibility of funded events Opportunities for local creatives Opportunities for youth Community satisfaction with events (Net Promoter Score) 	Post event report
Environmental improvements	Reductions in waste to landfill per attendee	 As part of their sponsorship agreement with the City, funded events must develop a sustainability plan with measurable targets, including for waste reduction20 report on outcomes achieved to the City
	The number of event organisers estimating their event's emissions	Post event report
Brand building	Events that showcase the region's appeal	Alignment with brand value proposition

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7.5. COUNCIL PLAN 2021-2024 (2024 REVISION)

DIRECTORATE : Corporate Strategies

Purpose:

This report provides the revised activities and initiatives which are proposed for inclusion in the revised Council Plan 2021-2025.

Executive Summary

Section 90 of the Local Government Act (2020) requires Council to prepare and approve a Council Plan by October 31 following a general election.

The Council Plan, reviewed annually, is the feature document in Council's suite of strategic planning documents, formulated to guide the work for which Council has responsibility and will provide to our community over a four-year period.

The annual review ensures that the plan remains relevant and delivers on the objectives identified in the plan and in the long-term community vision, Warrnambool 2040.

The Council Plan lists key activities and initiatives Council will undertake over the financial year to deliver on the five objectives described in the plan.

These actions and initiatives demonstrate to the community important areas of effort in the delivery of the plan's key objectives. These objectives are:

- 1. COMMUNITY: To be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.
- 2. ENVIRONMENT: To protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.
- 3. ECONOMY: Support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities attracting ongoing investment.
- 4. PLACE: Provide quality places that all people value and want to live, work, play and learn in.
- 5. COUNCIL: To be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and Victoria's South West.

In late 2023, the community was invited to provide feedback on the Council Plan and, in recent months, Council staff reviewed and updated the activities and initiatives in it.

MOVED: CR DEBBIE ARNOTT SECONDED: CR VICKI JELLIE

That Council considers the revised actions and initiatives in the Council Plan 2021-2025 and releases the revised plan for community feedback.

CARRIED - 6:0

Background

The Council Plan 2021-2025 was adopted in 2021. The development of the Council Plan included a two-day workshop involving all seven Councillors, who reviewed the long-term vision - Warrnambool 2040 - and explored their aspirations for the community over the four-year term. This process considered the realities of resource limitations, new legislative requirements and the implications of COVID-19.

The engagement process continued with a staff workshop, community listening posts and two deliberative engagement workshops to which the community was invited. Further engagement included the release of the draft to the community with a call for review and submissions.

The annual review of the actions and initiatives identified in the Council Plan began in November 2023 with a community survey focused on the Council Budget and Plan. The survey asked respondents to rank each of the five main Council Plan objectives with the results indicated below:

	1	2	3	4	5	TOTAL	SCORE
A healthy communityWe will be a healthy, inclusive and thriving community with equitable access to services, cultural opportunities and recreational activities.	21.05% 4	21.05% 4	26.32% 5	26.32% 5	5.26% 1	19	3.26
A sustainable environmentWe will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.	15.79% 3	10.53% 2	10.53% 2	21.05% 4	42.11% 8	19	2.37
A strong economyWe will support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities that attract ongoing investment.	26.32% 5	21.05% 4	26.32% 5	21.05% 4	5.26% 1	19	3.42
A connected, inclusive placeWe will provide high quality places that people value and want to live, work, play and learn in.	5.26% 1	26.32% 5	21.05% 4	10.53% 2	36.84% 7	19	2.53
An effective CouncilWe will be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warmambool's community, environment and economy and for Victoria's South West.	31.58% 6	21.05% 4	15.79% 3	21.05% 4	10.53% 2	19	3.42

The survey also asked respondents to identify gaps in the Council Plan. There were 11 responses to this question, a number of which were perhaps more applicable to feedback on the Budget.

The responses are below along with the relevant part of the Council Plan.

Suggestion or issue	How Council has addressed the suggestion
There is a major funding distribution issue for the footpath program, Allansford never receives any, Allansford has several streets that have no foot paths, Warrnambool has	Work to improve pedestrian and motorist safety along Ziegler Parade near the bakery is soon to start with funding allocated from the 2023-2024 Council budget.
always had first preference with the funding for years, approx. 10million over a 10-year period, School children have to walk to school	The Allansford Strategic Framework Plan also addresses these issues with the following:
on the roads with heavy vehicles. Tooram Road is in need of a footpath on the East side, from Ziegler Prd to Station Street, this would	A. Investigate an alternative road connection to the Princes Highway to replace Garibaldi Lane.
be a great start, The funding is their every year. but is allocated to Warrnambool The Allansford Ziegler Prd Bridge is in need of	B. Further consider closure of the Ziegler Parade bridge to vehicles only if an alternative entry to the Princes Highway can be established.

Replacement. funding needs to allocated for this replacement.	 C. Investigate options for a shared path connection to Warrnambool and to the Speedway. D. Implement safety measures (permanent barriers, reduced speed limit) to ensure pedestrian safety on the Ziegler Parade bridge. E. Reduce the speed limit along Ziegler Parade to 50km/h. F. Explore traffic calming measures in the school zone. G. Enhance the pedestrian and shared path network by: creating new pedestrian crossings in proximity to the kindergarten and on Tooram Road. Upgrading footpaths along primary and secondary streets by extending the footpath along the southern side of Ziegler Parade and Western side of Catherine Street (between Ziegler Parade and Frank Street); extending the footpath along Elizabeth Street between Ziegler Parade and Station Street; extending the footpath along Station Street between Tooram Road and Elizabeth Street; constructing a new footpath along the northern side of Frank Street and eastern side of Alice Street; and establishing wayfinding signage along the walking paths. H. Extend the on-street bicycle lane along Ziegler Parade to connect to all key destinations within the town. All roads are maintained under the Road Management Plan taking
fixed. Roads are bad and the fixes don't seem good. Why have you downgraded roads in my neighbourhood from asphalt to bitumen. The Asset plan states that the life of each material is 40 years and 15 years respectively.	into account best practice and industry standards.
There are no references to the Council being financially responsible, and mindful of the expenditure on projects in regard to the preferences of the community. A financially responsible council will both be effective and provide a strong economy using the funds collected from residents and through appropriate government/or other grants.	The Council Plan addresses financial responsibility through the following strategy: 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.
Stop increasing our rates by astronomical amounts to waste on roundabouts and resurfacing perfectly good roads!!!	Roads are maintained in accordance with the Road Management Plan to ensure road surfaces and safe and fit-for-purpose, In recent years Council has increased rates in line with, or below, the rate cap set by the Victorian Government.
Engaging with Community Groups to highlight their needs and wants in their community. Helping these groups to fulfil their needs for what's best for their community.	Where it is relevant to do so, Council endeavours to involve all of the community in decision-making. In some instances Council will reach out directly to community groups and recently did so in relation to the Affordable Housing Project.
Some streets in Bushfield are inundated with excess stormwater on annual basis. This can be easily remedied with basic forming and shaping of table drains down Bellmans Road, or as a longer term and more permanent	This is being addressed through the Bushfield-Woodford Strategic Framework Plan which is currently under development.

solution installation of curb and channel drains. The road is extremely narrow and requires cars to veer over onto the side of the road to allow two cars to pass. It is extremely dangerous for both vehicle drivers, passengers and pedestrians. The lack of storm water drains has also caused the postal service to refuse to deliver post to various houses along Bellmans Road for fear of getting their car bogged. For a relatively minimal outlay from Council, these issues may be alleviated.	
It's good, but I would make more emphasis on sustainable transport under the "Healthy Community' heading. We need more people to walk and cycle. Vehicle use is making people sick (by causing air pollution, enabling people to remain sedentary which leads to lifestyle diseases, and causing climate change which leads to increased mosquito-borne diseases).	Council continues to expand its pedestrian network working on priority areas identified in the Principle Pedestrian Network. The Principle Pedestrian Network was developed in consultation with the community and took into local knowledge, current and projected population growth and aims to work "with the local community to become less reliant on private motor vehicle transport and shifting towards utilising more modes of active transport."
Non political council basic services.	Insufficient detail in the feedback to enable a response.
Sporting facilities and events to bring in tourism. New legislation on new buildings in Warrnambool requiring to use Solar Panels on the roof, regardless of how small the business is, have WCC subsidise this along with potentially state government(LOL).	Council is in the process of developing a new Events Strategy but in recent years Council has facilitated events including AFLW matches and surf lifesaving carnivals which draw have boosted visitation. Local businesses can consider entering in to an Environmental Upgrade Agreement with Council which allows them to undertaken sustainability improvements to their buildings – such as solar panels – with the cost of the work repaid through Council rates on terms of up to 20 years.
New business attraction and national scale. Not just a big box retailer. But a HQ of a major business in town.	Council works to attract business investment and is currently refining an online "live, work, invest" website.
Reasonable rental or housing options. A better cancer centre that has more than breast and prostate facilities - more than ONE ENT specialist. More options for the younger generation - from indoor play places to fenced playgrounds to entertainment for the teens.	Council is investigating an affordable housing project. The services offered at the Cancer Centre are governed by South West HealthCare. Council provides an indoor sports stadium, a performing arts theatre, art gallery and indoor pool along with more than 65 playgrounds for young people.

A number of other consultations taking place in the second half of 2023 and early this year have also influenced the proposed activities and initiatives.

These include consultations for:

- the Aquatic Strategy;
- the Art Gallery;
- the Lake Pertobe Integrated Water Management Plan;
- the Warrnambool Foreshore Framework Plan;
- the Flagstaff Hill master plan;
- a business representative group for Warrnambool;
- the South Warrnambool Flood Investigation;
- the Bushfield-Woodford Strategic Framework Plan;

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- the West Warrnambool Neighbourhood House;
- the Allansford Flood and Drainage Study;
- the Economic Development Strategy; and the
- Pest Animal and Plant Framework.

Council staff have since reviewed the annual actions and initiatives within the Plan and proposed the following for 2024-2025:

GOAL 1 - A HEALTHY COMMUNITY: We will be a healthy, inclusive, and thriving community with equitable access to	1.1.1 Review current parenting programs in line with
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.	community profile data to ensure all programs are inclusive to all parents.
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.	1.1.2 Review the Communications Strategy and expand to include customer service elements that align with the Customer Service Charter.
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.	1.1.3 Deliver a new West Warrnambool Neighbourhood House.
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.	1.1.4 Increase access to participation for all abilities and raise awareness within the community regarding the needs of people with a disability.
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 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.	1.2.1 Finalise Council's Reconciliation Action Plan.
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 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.	1.2.2 Increase participation of Aboriginal families in early years services, with a focus on maternal and child health and kindergarten services.
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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	1.3.1 To continue to deliver the actions of the South West Child and Family Alliance to achieve improved outcomes for vulnerable children and young people by working with families to maximise the opportunities and support for their children.

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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	1.3.2 Promote health and wellbeing through delivery of a diverse range of programs for older adults that support social connection and active participation from the Archie Graham Community Centre.
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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	<i>1.3.3</i> Deliver high quality and affordable in-home care within the relevant guidelines and funding agreements.
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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	1.3.4 Engage children in Learn to Swim programs that align with the National Swimming and Water Safety Framework and provide adult learning opportunities in accordance with LSV Swim and Survive program.
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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	1.3.5 Increase participation through activation, promotion and programming of AquaZone that meets the needs of the community.
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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	1.3.6 Continue to implement the Municipal Health and Wellbeing Plan 2021-25 (Healthy Warrnambool) through the Committee of Practice model.
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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	1.3.7 Continue to improve children and families' health and wellbeing as set by reaching the benchmarks within the Healthy Achievement Program.
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 3 - HEALTH & WELLBEING: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	1.3.8 Provide increased services through the Enhanced Maternal and Child Health Service to support children up to the age of three years.

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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 4 - AN ACCESSIBLE CITY: Council will improve the physical and social accessibility to community services, facilities, places and precincts.	1.4.1 Where possible, and in accordance with current standards, deliver all-abilities access compliance as part of asset renewal projects.
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 4 - AN ACCESSIBLE CITY: Council will improve the physical and social accessibility to community services, facilities, places and precincts.	1.4.2 Implement the Fair Access and Use Policy for Community Sports Facilities as mandated by the Victorian Government to be endorsed by Council by 1 July 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 4 - AN ACCESSIBLE CITY: Council will improve the physical and social accessibility to community services, facilities, places and precincts.	1.4.3 Develop a Youth Strategy that will guide Council programs, initiatives, advocacy and engagement with young people.
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 4 - AN ACCESSIBLE CITY: Council will improve the physical and social accessibility to community services, facilities, places and precincts.	1.4.4 Develop a Community Services Infrastructure Plan.
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 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.	1.5.1 Complete the Playspace Strategy for community playgrounds and spaces.
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 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.	1.5.2 Deliver a Lighthouse Theatre season program that is relevant and appealing to the local/South West audience and that provides opportunity to experience a diverse range of performing arts.
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 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.	1.5.3 Deliver Warrnambool Art Gallery exhibitions and experiences that engage community, attract and increase visitors, support artists and build new audiences.

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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 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.	1.5.4 Develop a Warrnambool City Council Arts and Culture Strategy.
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 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.	1.5.5 The Library and Learning Centre will deliver a program of community-responsive activities and events to promote, engage and support learning and literacy to people of all ages and abilities within the community.
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 6 - COMMUNITY LEARNING PATHWAYS: Council will support and encourage lifelong learning that helps built community resilience and preparedness for change.	1.6.1 Maintain and further develop Council's partnership with Deakin University to enable research and development opportunities for community and industry.
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 6 - COMMUNITY LEARNING PATHWAYS: Council will support and encourage lifelong learning that helps built community resilience and preparedness for change.	1.6.2 Development and implement a 10-year Early Years Infrastructure Strategy for Council, in response to Victorian Government kindergarten reforms.
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.	2.1.1 Implement Invasive Plant and Animal Management Framework for the control of environmental weeds and pests.
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.	2.1.2 Develop and implement programs that improve biodiversity, protect and enhance flora and fauna including revegetation with the assistance of community.
GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 2 - WATER & COASTAL MANAGEMENT: Council will protect and enhance the health of Warrnambool's coastline and inland waterways to protect and improve biodiversity.	2.2.1 Implement the Domestic Waste Water Management Plan to improve health and environmental outcomes for our community.
strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 2 - WATER & COASTAL MANAGEMENT: Council will protect and enhance the health of Warrnambool's coastline and	Management Plan to improve health and

GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 2 - WATER & COASTAL MANAGEMENT: Council will protect and enhance the health of Warrnambool's coastline and inland waterways to protect and improve biodiversity.	2.2.2 Implement the Warrnambool Coastal Management Plan to guide the future use, development and management of Warrnambool's coastline.
GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 2 - WATER & COASTAL MANAGEMENT: Council will protect and enhance the health of Warrnambool's coastline and inland waterways to protect and improve biodiversity.	2.2.3 Complete the South Warrnambool Flood Study and begin Planning Scheme Amendment.
GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 3 - ENVIRONMENTAL IMPACT & A CHANGING CLIMATE: Council will encourage innovation and initiatives that minimise Warrnambool's environmental impact.	2.3.1 Investigate options and implications for a seasonal increase of FOGO collection over the spring & summer months.
GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 3 - ENVIRONMENTAL IMPACT & A CHANGING CLIMATE: Council will encourage innovation and initiatives that minimise Warrnambool's environmental impact.	2.3.2 Facilitate and support the delivery of climate change mitigation, adaptation and resilience actions to raise awareness and prepare for a changing climate.
GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 4 - WATER RESOURCE MANAGEMENT: Council will promote and encourage awareness of sustainable practices in our work, and the community including water resource management.	2.4.1 Deliver actions identified in the Albert Park Integrated Water Management Plan and the Lake Pertobe Integrated Water Management Plan.
GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. 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.	2.5.1 Develop and deliver education programs supporting the reduction of landfill, and a greater understanding of contamination impacts.
GOAL 2 - A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities. Objective 6 - AWARENESS & CELEBRATION: Council will foster community awareness and recognition of the benefits of positive outcomes for Warrnambool's environment.	2.6.1 Monitor and manage organisational greenhouse gas emissions and energy usage.

3.1.1 Manage Development Plans and Developer Contributions Plans to meet infrastructure requirements of new areas.
3.1.2 Develop programs and collateral to promote Warrnambool as an appealing investment destination.
3.1.3 Grow engagement with local businesses across the municipality through events and training opportunities.
3.2.1 Facilitate and partner in initiatives to progress the implementation of the Great South Coast Economic Futures Plan.
3.2.2 Review and implement the Warrnambool Economic Development and Investment Strategy to facilitate investment and employment growth across the Warrnambool municipality.
3.2.3 Plan for the development and implementation of precinct structure plans to facilitate investment in appropriate development across the municipality.

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 3 - VISITOR GROWTH: Council will facilitate Warrnambool's visitor growth and year-round visitation through industry development, effective destination management and promotion of attractions and experiences leveraging key events.	3.3.1 Review and implement the Warrnambool Destination Action Plan in partnership with Great Ocean Road Regional Tourism and industry.
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 3 - VISITOR GROWTH: Council will facilitate Warrnambool's visitor growth and year-round visitation through industry development, effective destination management and promotion of attractions and experiences leveraging key events.	3.3.2 Increase visitation with events across the year and enhance the profile of Warrnambool as a destination.
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 3 - VISITOR GROWTH: Council will facilitate Warrnambool's visitor growth and year-round visitation through industry development, effective destination management and promotion of attractions and experiences leveraging key events.	3.3.3 Develop and share economic data and analysis to business and industry to inform the performance of the Warrnambool economy.
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 3 - VISITOR GROWTH: Council will facilitate Warrnambool's visitor growth and year-round visitation through industry development, effective destination management and promotion of attractions and experiences leveraging key events.	3.3.4 Ensure that Council's position is advocated strongly to the Great Ocean Road Coast and Parks Authority.
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 4 - WORKFORCE CAPABILITY: Council will foster the development of a workforce capable of supporting the needs of the local and regional economy.	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.
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 4 - WORKFORCE CAPABILITY: Council will foster the development of a workforce capable of supporting the needs of the local and regional economy.	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.

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 5 - THE DIGITAL ECONOMY: Council will facilitate greater digital capability.	3.5.1 Participate in the implementation of the Great South Coast Digital Plan to address connectivity issues for industry and households.
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.	4.1.1 Develop City-Wide Parking Strategy and implementation plan.
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 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.	4.2.1 Facilitate the development of a regional transport forum for all forms of regional transport (rail, road freight networks, ports and airports).
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 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.	4.2.2 Review Pathway Asset Management Plan and identify key gaps and opportunities for improvement.
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 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.	4.2.3 Advocate for funding to progress the CBD Bus Interchange Project in Lava St.
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 3 - STRONGER NEIGHBOURHOODS: Council will be foster neighbourhood connection and capacity building including the development of inclusive recreational and cultural opportunities.	4.3.1 In consultation with the community, carry out preliminary design and costing for a new sports pavilion and multi-purpose community hub at Brierly Reserve.
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 3 - STRONGER NEIGHBOURHOODS: Council will foster neighbourhood connection and capacity building including the development of inclusive recreational and cultural opportunities.	4.3.2 Finalise the Public Open Space contributions policy.

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 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.	4.4.1 Implement environmentally sustainable development targets into the Planning Scheme to provide for improved sustainability outcomes across the municipality.
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 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.	4.4.2 Review the Smart Buildings Program 2024-2025 to improve energy efficiency and reduce greenhouse gas emissions and utilise renewable energy.
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 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.	4.4.3 Update the Drainage Asset Management Plan.
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 decisionmaking.	5.1.1 Council is refining a "policy dashboard" that will be used to inform regular reporting to Council in the currency of policies.
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 decisionmaking.	5.1.2 Run a robust and comprehensive Councillor Induction program to help ensure good governance in the 2024-2028 Council term.
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 decisionmaking.	5.1.3 Deliver the Coastal Connect project in partnership with the Corangamite and Moyne councils.
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 decisionmaking.	5.1.4 Work with the Victorian Electoral Commission to successfully deliver the 2024 Local Government Election.
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GOAL 5 - AN EFFECTIVE COUNCIL: We will be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and 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 decisionmaking.	5.1.5 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.
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 2 - ENGAGED & INFORMED COMMUNITY: Council will ensure ongoing community engagement to identify changing needs and priorities when developing and delivering services and programs.	5.2.1 Provide a twice-yearly report on the effectiveness of Council's online engagement.
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 2 - ENGAGED & INFORMED COMMUNITY: Council will ensure ongoing community engagement to identify changing needs and priorities when developing and delivering services and programs.	5.2.2 Provide communications support to promote Council services, facilities, programs and events.
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 3 - CUSTOMER-FOCUSED SERVICES: Council will continue and develop a program of Council services that are delivered to the community's satisfaction.	5.3.1 Improve outcomes in the delivery of Council's customer services with the opportunities available through the Coastal Connect shared enterprise software.
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 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.	5.4.1 Finalise an update of the Procurement Policy, introduce relevant training and explore opportunities for joint procurement with other Councils.

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 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.	5.4.2 Continue to evolve the staff training and development programs in order to drive enhanced employee engagement and culture.
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 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.	5.4.3 Introduce positive change through the Women's Network.
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 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.	5.4.4 Continue implementation of Council's Volunteer Strategy.
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 5 - ORGANISATIONAL & FINANCIAL SUSTAINABILITY: Council will ensure organisational and financial sustainability through the effective and efficient use of Council's resources and assets.	5.5.1 Review and update the Long-Term Financial Plan to ensure Council remains financially sustainable into the future.
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 5 - ORGANISATIONAL & FINANCIAL SUSTAINABILITY: Council will ensure organisational and financial sustainability through the effective and efficient use of Council's resources and assets.	5.5.2 Improve digital capacity for Council staff with the implementation of Coastal Connect.

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 6 - RISK MITIGATION: Council will mitigate and manage organisational risks through sound management systems and processes.	5.6.1 Review the IT Strategy and system resilience in relation to data security by collaborating with Corangamite and Moyne shires to develop a shared Cyber Security strategy.
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 6 - RISK MITIGATION: Council will mitigate and manage organisational risks through sound management systems and processes.	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.
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 6 - RISK MITIGATION: Council will mitigate and manage organisational risks through sound management systems and processes.	5.6.3 Ensure effective Business Continuity Planning (BCP) is in place.
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 6 - RISK MITIGATION: Council will mitigate and manage organisational risks through sound management systems and processes.	5.6.4 Embed Council's risk management processes to ensure key strategic and operational decision- making considers risk factors.
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 6 - RISK MITIGATION: Council will mitigate and manage organisational risks through sound management systems and processes.	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.
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 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.	5.7.1 Develop a business case for the Aquatic Strategy.

Council is now able to consider the 2024 revision of the Council Plan and make a decision on releasing the revised plan to the community for comment and submissions.

Financial Impact

The Council Plan is a key strategic document that underpins the Council Budget which describes the annual allocation of Council resources.

Legislation / Policy / Council Plan Context

5 An effective Council

5.3 Customer-focused services: Council will continue to develop a program of Council services that are delivered to the community's satisfaction.

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.

Timing

Council must adopt a revised Council Plan actions and activities for 2024-2025 before June 30, 2024.

Community Impact / Consultation

This motion enables additional community input into the Council Plan review.

Legal Risk / Impact N/A

Officers' Declaration Of Interest

Nil.

Conclusion

Council is in a position to release a revised Council Plan for community comment.

ATTACHMENTS Nil

7.6. COUNCIL PLAN ACTIONS 2023 - 2024: JANUARY - MARCH (QUARTER 3)

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. Council is progressing well to the achievement of Council Plan Actions.

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 RICHARD ZIEGELER

That the Council Plan Actions 2023 – 2024: January – March (Quarter 3), 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.

Council is progressing well to the achievement of Council Plan Actions, with the number of completed actions increasing to 13 for the third quarter of the financial year and good progress on remaining actions.

Q1 ACTIONS BY CATEGORY



Q2 ACTIONS BY CATEGORY



Q3 ACTIONS BY CATEGORY



ATTACHMENTS

1. Council Plan Actions 2023 - 2024: January - March (Quarter 3) [7.6.1 - 25 pages]





Report Generated: 24/04/2024



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	50%		The Customer Focus Group will hold its first meeting in the first half of 2024 with the intention of having a diverse representation of Council staff working together to improve customer service.
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	75%		Council has delivered various asset renewal programs such as footpath and bicycle path renewal and playground renewals at Bradley St and Auty Street underway increasing access to participation for all abilities. Construction of new carparks in the CBD include accessible parks and allow greater access to shops and services - particularly around the CBD. AquaZone will partner in research aimed at helping people with cerebral palsy take part in physical activity. The FitSkills program aim is to increase the participation in physical activity, improve social connections, and promote positive effects on health quality and well-being. Council representatives from Community Development and City Infrastructure met with members of the local All Abilities Advocacy group in March to gain regular feedback on topics such as road safety, beach access, playground updates, public transport and general needs for improvement across council services.
1.1.3	Review and improve the Community Engagement Policy.	Manager Communications	100%		With the formal review of this policy not due until next year an internal review was conducted with no changes to the policy required at this point.
1.1.4	Research and align current programs with community demand and need.	Manager Community Policy & Planning	75%		To address Federal Government reforms for Home Support Programs, Council has progressed the Aged and Disability Services Review with the Final Recommendations report presented to Council at its informal meeting on 25 March. In response to the current housing crisis, Council has sought expressions of interest from Community Housing Agencies to provide key worker and affordable housing options. Two housing agencies have been selected to progress with due diligence.

Completed Pro	rogressing	On Hold	Not Progressing	Not Completed	Withdrawn	2
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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.1.5	Design and deliver a new West Warrnambool Neighbourhood House.	Manager Community Policy & Planning	50%		Council has sought tenders for design and construction of a modular building. Tenders close 5 April 2024.

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	75%		Council continues to meet with the Eastern Maar Aboriginal Corporation and the Gunditjmara Aboriginal Cooperative on a quarterly basis. Council has recommenced recruitment for an Aboriginal Liaison Officer which is an an identified role only open to Aboriginal and Torres Strait Islander applicants. This role will focus on continuing Council's commitment to Reconciliation and finalising the Reconciliation Action Plan as well as working with internal and external stakeholders to strengthen connections to this place, raise awareness of Aboriginal and Torres Strait Island culture and knowledge, and support the improvement of community health and wellbeing.
1.2.2	Increase participation of Aboriginal families and individuals across Council programs and services.	Manager Children & Family Services	100%		Enrolments for aboriginal children and families have increased across all early years services with the connections made through the Maternal Child Health Program.

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	50%		Draft Policy to apply to community based sport and recreation clubs for the sale and consumption of alcohol on Council owned or managed recreation reserves.
1.3.2	Develop and action a marketing and customer engagement strategy that capitilises on Aquazone's unique offering.	Aquazone Service Manager	95%		Implementation is showing an overall projected increase in attendance, of close to 14000. FYProj LFY Variation AQ 152126 139600 12527 9% GF 29047 28149 898 3% HF 32648 32197 451 1% Total 213821 199946 13875 7%
1.3.3	Continue to implement the Municipal Health and Wellbeing Plan 2021-25	Manager Community	75%		Three meetings were held over January-April 2024 for the Community of Practice Groups under the Healthy Warrnambool Plan 21-25. These include

Completed Progressing	On Hold	Not Progressing	Not Completed	Withdrawn	3
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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	(Healthy Warrnambool) through the Committee of Practice model.	Policy & Planning			groups focused on; Social and Emotional Wellbeing, Climate Change and the Community and Healthy eating/ Improving local food systems. A new working group has also been formed to scope out local initiatives to address vaping in the community. Two gambling support drop in sessions have been held in partnership with Meli at the Archie Graham Centre, to provide free counselling support for those affected by gambling. Council has also supported a social media campaign developed by the Department of Social Services, to raise awareness of the harms of online gambling and the supports available.
1.3.4	Implement and review compliance with Child Safe Standards.	Service Manager Early Years Learning & Development	75%		Child resource being developed to ensure that children understand their rights when attending Council services.
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	75%		Stephanie Alexander Kitchen Garden Foundation memberships have been renewed at all early years sites and the program will continue to develop more than 800 children's understanding of planting, growing, harvesting and cooking.
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	100%		Mental Health group has been set up and recruiting families from the EMCH program with maximum of 10 participants each week. The program has been developed by family practitoner/social worker.
1.3.7	In line with community demand ensure programs for older people are accessible, relevant and affordable.	Manager Community Policy & Planning	100%		A range of Council's programs provide accessible, relevant and affordable programs for older people in the community to improve their health and wellbeing. The Food Cube Project progressed at Archie Graham providing inspiration, practical demonstration and opportunities for community members to be involved in the set-up of a wicking bed vegie garden system to grow real food and gain the health and wellbeing benefits at low cost.
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	100%		Council has worked with the MAV workforce working group and Department of Education providing needs of the industry and the reviewing new initiatives for the sector. An advocacy document was prepared to for Councillors and CEO to advocate to State Government around needs of workforce and infrastructure for the city.
1.3.9	Ensure our early years services meet the needs of our culturally diverse community.	Service Manager Early Years Learning & Development	75%		Sherwood Park Early Learning Centre has developed and submitted a draft Reconciliation Action Plan in collaboration with the staff and families at the service.

Completed Progressing On Hold Not Progressing Not Completed Withdrawn	4
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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	50%		Planning for the review of Council's Community Services Infrastructure Plan has commenced.
1.4.2	Deliver all-abilities access compliance as part of new infrastructure projects.	Manager Strategic Assets, Property & Projects	75%		 Infrastructure projects underway, or completed in Q3 that deliver all-abilities access include: A pathway to improve access at the Bradley/Archibald Street Playground Renewal project. Upcoming works include all abilities seating. The Playspace Renewal Program included the installation of crumbed rubber. which improves access for all abilities when compared with other materials. Archie Graham Centre courtyard access doorway improvements aimed at meeting all-abilities compliance. Kepler Street Carpark accessible parking is now complete. Koroit/Banyan Street tactile installation/pram crossing. Design for the Zeigler Parade On-Street Parking Upgrade including new all-abilities parking.
1.4.3	Ensure Council's youth programs and activities are accessible, relevant and reflect current community demand and need.	Manager Community Policy & Planning	75%		Planning for the development of a Youth Strategy commenced. The Strategy will be developed in collaboration with Moyne Shire Council and will set the direction of council's work in collaborating with young people and other stakeholders and to include the voices of young people in the policies, strategies, services and programs that Council delivers. It aims to identify the needs and concerns of young people, create a vision, prepare for the future, define goals, guide action, and align activities and resources to achieve this.
1.4.4	Undertake an accessibility audit of Council playgrounds including playground equipment.	Manager Strategic Assets, Property & Projects	45%		An accessibility audit is being undertaken as part of the playground condition inspections program. This activity is underway.

Completed Progressing On Hold Not Progressing Not Completed Withdrawn	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	15%		Draft Strategic Plan is underway, due for completion by June 2024.
1.5.2	Complete the Playspace Strategy for community playgrounds and spaces.	Manager Strategic Assets, Property & Projects	20%		A review of the current Playspace Strategy has commenced. This review will be informed by information collected through the Playspace accessibility and condition audits, and activities undertaken in relation to playground renewals and upgrades in recent years.
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	75%		Always a crowd favourite the 2024 year started off with Holiday Actors' hugely popular production of Legally Blonde. The program continues to be popular with a diverse audience, including The Cat in the Hat, Flying Fruit Fly Circus, Cosentino, NEWK, Lost in Shanghai and a huge amount of live music. Tony Atwood's autism seminars were a sellout with the local community.
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	50%		From November 2023 - March 2024, the Gallery hosted audiences of 14,835 an increase of 32% in attendance following the same period in 2023/23. This spike in visitation has increased gift store revenue by 93%, alongside membership subscriptions by 31%. The exhibition Lisa Gorman + Mirka Mora has been shortlisted in the 2024 Australian Interior Design Awards. School education attendance and engagement has delivered and increase of 25% based upon the same period in 2022/23.
1.5.5	Develop an Arts and Culture Strategy for Warrnambool.	Manager Recreation & Culture	40%		A review of the draft strategy and engagement with internal stakeholders has commenced.
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.	Service Manager - Library & Learning Hub	75%		The Warrnambool Library and Learning Centre's public programming offer continues to expand as more sessions are delivered across a range of ages and interests, utilising the versatile and functional spaces of the building. The community response has been overwhelmingly positive with growth in attendance across all programs. For the year to date (1 July 2023 - 31 March 2024), 634 program sessions attracted more than 13,901 attendees, an increase of 45% in the number of sessions offered and 40% in participation over the previous nine month period which included the

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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					library opening celebrations. The Library and Learning Centre has successfully partnered with more than twenty external organisations, agencies and businesses over this time, and continues to further explore and develop outreach and partnership opportunities.

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	75%		Council's Economic Development and Tourism Advisory Committee (EDTAC) has a representative from Deakin and has provided input into the proposed Business Representative Group. Council continues to support and be updated on the progress of the Hycel Technology Hub which is under construction.
1.6.2	In response to State Government kindergarten reforms, deliver a Council transition plan.	Service Manager Early Years Learning & Development	75%		Consultant has been appointed to complete workforce plan for early years services.

Completed Progressing On Hold Not Progressing Not Completed Not Completed Withdrawn 7
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GOAL 2: A SUSTAINABLE ENVIRONMENT: We will protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.1.1	The Depot Team and Environmental Sustainability Team will work in collaboration to deliver the Albert Park Re-Vegetation Program.	Coordinator Municipal Depot Operations	25%		Waiting for favourable planting weather and 2024/25 budget approval.
2.1.2	Implement Pest Plant and Animal Management Framework for the control of environmental weeds and pests.	Natural Environment Officer	75%		An action plan is still to be completed but opportunities to undertake recommended works have been undertaken.
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	60%		Collaborative projects to improve biodiversity and protect and enhance flora and fauna continue.

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	85%		Audit of high risk sites completed. Final report & grant acquittal via DEECA on track for completion by 31 May 2024. Other strategies within DWMP to be prioritised in Q4 once high risk audit program complete.
2.2.2	Implement the Warrnambool Coastal Management Plan to guide the future use, development and management of Warrnambool's coastline.	Natural Environment Officer	50%		Implementation of the management plan continues with several projects underway.
2.2.3	Complete the South Warrnambool Flood Study and begin Planning Scheme Amendment.	Coordinator City Strategy	65%		The South Warrnambool flood investigation is progressing on schedule. The 3rd community engagement was held on 8 November with draft flood maps presented and mitigation options explored and discussed. A floor level survey of more than 150 dwellings has been completed. This

Completed Progressing	On Hold	Not Progressing	Not Completed	Withdrawn	8
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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					survey is required for both the mitigation works pre- feasibility analysis, and the emergency management components of the project. Recommendations from the independent model reviewer are currently being completed. It is anticipated that finalised flood mapping will be ready for presentation to the community and stakeholders in the next few weeks. The final stages of the mitigations options analysis can also be completed at that point. When that is complete, community and PRG meetings will be scheduled to discuss the final mapping and the results of the mitigation options analysis.

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	90%		Financial estimates have been included in the 2024/2025 budget process for the Executive and Council consideration to fund a seasonal FOGO collection.
2.3.2	Deliver the 2023-2024 Smart Buildings energy efficiency program to reduce greenhouse gas emissions and utilise renewable energy.	Natural Environment Officer	65%		The Smart Buildings energy efficiency program continues to be undertaken with a new list of projects being compiled.
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	70%		Projects to assist in our understanding of climate impacts on coastal assets continue. Projects to increase tree canopy, reduce heat island affects and improve vegetation quality across the municipality continue.

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	95%		The community consultation on the draft plan has been completed and the final plan will be reported to Council in the near future.

Completed Progressing On Hold Not Progressing	Not Completed	Withdrawn	9
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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	40%		The development and implementation of an educational program to support the reduction of landfill and reduce contamination impacts is currently underway and will include educational material and resources for the community.

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	60%		Traditionally Council have monitored electricity, gas, water and fuel consumption but are now expanding to include waste monitoring.

Completed Progressing On Hold Not Progressing Not Completed Withdrawn 1	10
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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	50%		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. Officers are currently having pre-application discussions with developers on a number of development plans and development fronts in the North of the Merri, with the likelihood that applications will be submitted in the upcoming months.
3.1.2	Develop programs and collateral to promote Warrnambool as an appealing investment destination.	Manager Economic Development	90%		The Economic Development Team is finalising online investment and attraction prospectus which details all of the information needed for many areas within Council, business, investors, workers and families to consider a move to Warrnambool. The information falls under 'Live, Work or Invest' categories and be under its own webpage. The prospectus aims to not only be a valuable resource for Council but also local businesses. Feedback from areas within Council, EDTAC and some external businesses and groups for feedback has been completed. The prospectus will be promoted and available late April. A winter campaign 'Embrace Winter' to encourage locals and increase visitation is in planning with input from business areas which are typically quieter during this period currently taking place. From the economic development and events team this includes working with registered accommodation providers to encourage visitors and corporate bookings staying during winter to shop locally. Accommodation providers will receive a card that entitles them to a range of discounts and special offers at participating local businesses who opt into the promotion.

Completed Progressing On Hold Not Not Not Withdrawn 11
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Warrnambool City Council Council Plan Actions

Q3, 2023/2024

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.1.3	Grow engagement with local businesses across the municipality through events and training opportunities.	Manager Economic Development	70%		The steps to determine if a Warrnambool Business Representative Group (WBRG) has support from local businesses to form a group is reaching the final stages. A breakfast with guest speaker Jeremy Crawford (CEO of Geelong Chamber of Commerce) was held in late March which was well attended and a second and final breakfast will be held with Jodie Gillett (CEO Commerce Ballarat & Chair of the Victorian Alliance of Chambers) in late April. Both are providing their experiences and views on what a group might add to Warrnambool. Following the breakfast with Jodie, nominations will be sought from interested parties as part of an open election process to form the inaugural group for Warrnambool. The election process will commence in mid-May and will be finalised in late June 2024. The Economic Development Unit have finalised an online Investment & Attraction Prospectus for Warrnambool. The online prospectus provides information for investors and individuals looking at Warrnambool as a viable option for them and provides information for anyone considering living, working or investing here. This is an important piece of work to promote the opportunities we have to investors, workers, families in a professional and modern format. An accommodation audit across the city has been conducted by the Economic Development Team and with the findings being collated for a final report which will support the teams investment and attraction work. Interim findings indicated support the need for more accommodation which is of no real surprise, in particular high end accommodation options are highlighted. The Events Strategy 2023-2028 has completed the public consultation process. The draft strategy looks at how Council continues to support local and community events whilst also supporting them to grow and become destination events which attract visitors and provide a greater economic benefit to the City. Attracting events in low peak times is also included. The Ideas Place is a business pre-accelerator/start- up program funded via Launch/
Comple	eted Progressing	On Hold	No	ot ogressing	Not Withdrawn 12



Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					programs as well as another 60 plus apply to participate in the Bootcamp program. In this time The Ideas Place has also conducted two Pitch Night events (think The Shark Tank for the local region) where 6 local start-ups and scale-ups have been recipients of over \$40,000 of financial support to continue to make their business dreams a reality. The final intake in the program is now open. The Economic Development Team have launched a winter campaign involving local accommodation providers and businesses which includes a "Warrnambool Winter Discount Card'. Visitors staying in registered accommodation providers for a minimum of two nights will receive a card that entitles them to a range of discounts and special offers at participating local businesses who opt into the campaign. Visitors will be able to view all of the offers on a custom designed webpage, aiming to bring a range of businesses to their attention that they might not have otherwise known about. We know from the work completed with accommodation providers recently their Monday to Thursday occupancy rates are quite steady with corporate bookings therefore the corporate audience is an opportunity to promote Warrnambool to along with our businesses.

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	75%		Council continues to partner and contribute to the great South Coast Economic Futures group and notes the work by the group on delivery of the high value pathways including: Hydrogen development, Food and Fibre investment, Barwon South West clean energy investment footprint, Cross boarder collaboration through green triangle forest industries, and the geothermal tourism 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	50%		 The 2023-2028 Economic Development Strategy was signed off by Council in late 2023. Initiatives which are in place to facilitate investment and employment growth include: (1) Un-Retiring The Bool which facilitates retirees returning to work (2) The Ideas Place: Supporting entrepreneurial Start-ups (3) Business workshops & mentoring and business speakers (4) Supporting the AgFutures Program (5) Better Approvals - Business Support - New

Completed Progressing On Hold	Not Progressing	Not Completed	Withdrawn	13
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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Business Inquiries (6) Facilitate an identify a need for a WBool Business Representative Group (7) WBool Funding Finder - Grant Guru (8) Provision of economic data to support major events (9) Economic Development Australia (EDA) Investment & Attraction Group (10) The draft strategy for the Events & Promotion Team has completed the public consultation period. (11) An accommodation Audit for Warrnambool is being completed The Economic Development & Events Manager sits on the Local Skills & Jobs Taskforce (DEWR) and the EDA Victorian Practitioner Network.
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	75%		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, including a flood and stormwater investigation which is currently underway for the township. The Bushfield-Woodford strategic framework plan is currently being reviewed and updated to reflect community feedback. The Eastern Activity Centre structure plan continues to be implemented by site-specific rezonings. A rezoning of land at 19 Horne Road to the Commercial 2 Zone has been adopted by Council and has now been submitted to the Minister for Planning for final approval. Council officers continue to work with the Victorian Planning Authority (VPA) in the development of the East of Aberline precinct structure plan, which is Council's largest residential growth area anticipated to accommodate 5000 lots and a population of 9000 residents. The Victorian government has identified the PSP as a priority and subsequently the project is now fully funded. A range of technical reports are underway for the precinct to support the future urban structure. Landowner updates continue to be provided by the VPA with the latest update provided on 12 April 2024. Implementation of Council's other 4 residential growth areas is progressing with development occurring across the 4 growth areas at a healthy

Completed	Progressing	On Hold	Not Progressing	Not Completed	Withdrawn	14



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	75%		Workshops undertaken in November 2023 were very successful with great industry representation. Draft Destination Action Plan was received by all attendees in February 2024 for review. Second workshops dates and finalise draft review secured for May 2024.
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 Events and Promotion branch processed 33 events through the Council Event Control Group to provide event support and land owner consent. A further 55 events were supported, through in kind support, logistics and marketing support. Another 16 events were funded to a total of \$116,151 from the last funding round. Key destination events that proceeded in Warrnambool, supported by Council to deliver increased economic impact and visitation included: Melbourne to Warrnambool Cycling Festival Victorian Speedway Sedans Title Double: Modified Sedans & Street Stocks - New Event - Funded via Festivals and Events Fund Warrnambool City Pickleball Open Tournament - New Event - Funded via Festivals and Events Fund Portuguese Festival Targa Classica 2024 - New Event - Funded via Festivals and Events Fund Rotary Conference (District 9810) - New Event - Funded Three Council delivered events during the Summer Holidays: Summer Programing: Nurture In Nature Event Summer Programing: Kites 4 Kids Event The Rotary Conference, Targa Classica and the Pickleball Tournament all received positive feedback from organisers and participants in addition to our regular summer Speedway events and Portugese Festival. Post event reporting and meetings with Melbourne to Warrnambool Cycling event group coming soon. The Embrace Winter campaign EOI has gone out to businesses to be included in a digital campaign to promote winter events in Warrnambool. Events being conducted across WCC facilities will also be promoted so there is a good mix of event types across the platform.

Completed Progressing On Hold Not Progressing Not Completed Withdrawn	15
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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					A landing page and portal are being designed in collaboration with GORRT and BLISS marketing, events on the platform at launch will be included in the first major promotion effort with the ability for businesses to add further content as the Embrace Winter Campaign progresses.
					Extensive planning, consultation and resources have gone into the preparation of Solstice Search Party event on 29th June. This event will be the cornerstone event of the Embrace Winter campaign described above. A talented line up of quality acts with a nationally recognisable headliner is being curated by Raglan Presents, along with Wild Honey performers and fire effigy, Neon Light gardens and extensive food truck offering organised by the Events Team and its partners/supplier. We would like recognise the Events and Promotion Team on their great work throughout summer and in attracting and supporting the new events outlined above which help promote Warrnambool to a new audience and stimulate economic benefit.
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	75%		Economic data from Spendmapp, REMPLAN and Localis continues to be shared with major events and organisations to support them. The Council website continues to be maintained with economic data to maintain accuracy. An online Investment & Attraction Prospectus will be made available in late April to promote Warrnambool to those looking to 'Live, Work or Invest' in our city.
3.3.4	Ensure that Council's position is advocated strongly to the Great Ocean Road Coast and Parks Authority.	Manager Infrastructure Services	75%		Council met with Minister in Melbourne in March and advocated for clarity around GORCAPA taking over any coastal crown land parcels in Warrnambool. A follow up letter is being sent to the Minister to seek written feedback.

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	e	Responsible Officer	Progress	s Traffic Lights	Comm	nents		
3.4.1	Migration Ag (DAMA) rep for the Grea region and t Certifying Bo	Designated Area greement resentative role t South Coast he Regional ody function on e Great South	Designated Area Migration Agreement Coordinator	95%		Depar conclu receip which same Agree - Exter - Alloc visas (eeveral months of neg tment of Home Affairs Ided the process on the t of the GSC DAMA vi- was promptly signed day. The key highligh- ment are as follows: nsion for a duration of ation of 300 nomination (combined); ision for unlimited Em	e, we successfully the 26th of March, up aried Head Agreem and executed on the ts of the new 12 months; ons for 482 and 494	ent, e
Comple	ted	Progressing	On Hold	N Pi	ot rogressing		Not Completed	Withdrawn	16



Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					 Scheme (ENS) nominations; Addition of 79 new occupations, significantly increasing the total offering for our region to 113; Introduction of a Permanent Residence pathway after 2 years of employment for 482 visa holders, aligning with current legislation; Expansion of Temporary Skilled Migration Income Threshold (TSMIT) and English language concessions to encompass a broader spectrum of occupations. On the first day of Year 6 of the Agreement, four businesses were endorsed for a total of 15 positions, with ongoing discussions with another eight businesses across the region underway. In the forthcoming weeks, we plan to run information sessions across the region to clarify the changes and the benefits they will bring to our local businesses.
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%		A one year extension was received on the agreement for the GSC DAMA in late March. The new agreement has an increase from 100 worker endorsements per year to 300 and the number skilled occupations available going from 38 to 113. The ceiling of 100 workers has been met in the past two years indicating business across the Great South Coast are supportive of the program. A five year extension was requested however with a review of Australia's immigration policy taking place in 2024 the one year extension is in line with other DAMA programs. Councils Economic Development and Advisory Committee includes a Deakin representative which provides input into planned or proposed initiatives.

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.

Completed Progressing On Hold Not Completed Not Completed	Withdrawn	17
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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	55%		The Car Parking Strategy is underway with the appointment of a consultant to undertake survey work and development of the strategy.

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	100%		The regional action group advocating for the Princess Highway has ceased operating and a broader transport advocacy model is proposed to be developed covering all modes of transport investment.
4.2.2	Review Pathway Asset Management Plan and identify key gaps and opportunities for improvement.	Manager Strategic Assets, Property & Projects	50%		The Pathways Asset Management Plan is currently being reviewed and updated.
4.2.3	Facilitate the implementation of Cycling Reference Group actions adopted by Council.	Projects Engineer	75%		Council continues to facilitate the implementation of Cycling Reference Group actions adopted by Council. A report was provided to Council in November 2023 detailing the Cycling Reference Group Review 2020-23 Report and group updates. Cycling Reference Group meeting minutes are scheduled for the May Council Meeting.

Completed Progressing On Hold Not Progressing Not Completed Withdrawn	18
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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.	Service Manager Recreation & Culture	75%		Field of Play works are progressing as planned with irrigation, drainage and concrete cricket wicket completed. Electrical in ground works is complete.
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	20%		A procurement plan and project plan have been developed. Documentation for a community engagement consultant has been developed and tendered. Tender documentation for a consultant to prepare the Business case based on community consultation has been prepared.
4.3.3	Implement 2023-2024 initiatives of the Open Space Strategy.	Coordinator City Strategy	50%		The Open Space Strategy 2014-2024 is nearing the end of its life. A review of the strategy is being 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 report has been completed and externally peer reviewed. Economic modelling and analysis will be commenced in 2024 to support the rationale and justification of the policy.

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	50%		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 was submitted to 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. In addition to the local initiative, the State Government is rolling out a number of planning reforms in the ESD space, including transitioning to a gas free community, which is part of the State Government's ESD Roadmap.

Completed Progressing On Hold	Not Not Progressing Co	t Withdrawn 19
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Warrnambool City Council Council Plan Actions

Q3, 2023/2024

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.4.2	Review the Sustainable Buildings Policy.	Coordinator Natural Environment	25%		The review of the Sustainable Buildings Policy & Guidelines is underway. This includes consideration of the policy's implementation and where there is further opportunity to embed sustainable design into the built form and environmental considerations for Council's buildings and facilities.
4.4.3	Participate in the Sustainable Subdivisions Framework trial.	Coordinator City Strategy	100%		The Sustainable Subdivisions framework trial was completed in 2022.

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GOAL 5: AN EFFECTIVE COUNCIL: We will be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and 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	75%		The Senior Leadership Team has been briefed on the current situation of policies and the importance having polices updated explained. A tracking software solution has been implemented, allowing regular reporting to the Executive Management Team.
5.1.2	Improve Council's governance process and systems to support good governance.	Manager Governance	75%		Software for addressing both policies and delegations have been implemented. Key policies have been reviewed a reporting on Council's policy framework to the executive is now ongoing. Key instruments of delegation and authorisation are also being reviewed and updated.
5.1.3	Work with the South West Alliance to deliver benefits for the region.	Manager Governance	100%		Council has taken on the role of Chair of the South West Alliance and is providing active leadership in the region across a number of areas.
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	80%		Following the successful delivery of recognised Child Safety Training reformation of the Child Safe Committee will occur by June 2024.

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	75%		Over the quarter consulted with the community on the draft master plan for the former saleyards site, the Draft Warrnambool Events Strategy, CCTV in the CBD and concluded consultations on the Aquatic Strategy, the Art Gallery, the Draft Lake Pertobe Integrated Water management Plan and the Warrnambool

Completed Progressing	On Hold	Not Progressing	Not Completed	Withdrawn	21
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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Foreshore Framework Plan . The community was particularly engaged with the Aquatic Strategy (about 200 submissions), Foreshore Framework Plan (more than 600 submissions) and Art Gallery consultation (more than 200 submissions).
5.2.2	Provide communications support to promote Council services, facilities, programs and events.	Manager Communications	75%		The AquaZone website was rebuilt and features new photos and videos. Promotional materials also prepared for the Ideas Place, Green Futures, the Up In Lights Gallery and visiting events including the State Bodyboard Titles and Targa Classica.

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	30%		Work is under way to improve EFTPOS payment availability for customers.

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	95%		Procurement Policy is being updated in line with MAV Best practice guidelines (released early 2024) and will be presented to Council for consideration before 30 June 2024. Shared procurement for ICT and infrastructure projects continue to be sought and implemented with Moyne and Corangamite
5.4.2	Continue to evolve the staff training and development programs in order to drive enhanced employee engagement and culture.	Manager Organisation Development	100%		Staff centralised staff training and development model has now been fully embedded into everyday operation's and is working well.
5.4.3	Implement workplace actions identified within Councils Gender equity Action Plan, (GEAP), resulting in improved gender equity outcomes.	Manager Organisation Development	100%		All current action have been completed and implemented. Periodic reporting to the Gender equality Commission has been completed.

Completed Progressing On Hold Not Progressing Not Completed Not Completed Withdrawn	22
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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.4.4	Review Council's Workforce Management Plan.	Manager Organisation Development	60%		Workforce plan is under constant review.
5.4.5	Continue implementation of Council's Volunteer Strategy.	Manager Community Policy & Planning	75%		Council's Volunteer Policy is under review. Volunteer Management Procedures are in final draft for review by internal stakeholders.

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	75%		Procurement Policy has been updated with input from Best Practice guidelines and advice from Procurement Australia. New procurement training modules are in design phase and will be rolled out to organisation in the second half of 2024.
5.5.2	Review Council's property management processes in relation to leases and licensing.	Manager Strategic Assets, Property & Projects	70%		Council's lease and licence management systems are being reviewed in line with the Coastal Connect project. Work continues with business improvement activities for open space bookings, and information sharing between departments in relation to consents, bookings, and conditions of use on Council and Crown land that Council is CoM for.
5.5.3	Review and update the Long Term Financial Plan to ensure Council remains financially sustainable into the future.	Manager Financial Services	80%		Will be updated in line with 2024-25 budget process.
5.5.4	Enhance business processes including IT systems integration.	Manager Financial Services	50%		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	40%		Council teams continue to work on minor Projects. The major focus is the Coastal Connect Project that will improve digital capacity amongst staff.

Completed Progressing On Hold Not Progressing Not Completed Withdrawn	23
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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 shires to develop a shared Cyber Security strategy.	Executive Manager IT Strategy & Transformation Shared Services	80%		Council continues to work in collaboration with Moyne Shire Council and Corangamite Shire Council to implement the joint Cyber Security plan outcomes. Work has been completed on implementing software protection and application upgrades. This work will continue for the remainder of 2024.
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	60%		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. The progress of this work has been impacted by the Business as Usual staff teams being involved in the Coastal Connect Project.
5.6.3	Ensure effective Business Continuity Planning (BCP) is in place.	Manager Organisation Development	100%		All organisational and corporate risks have undergone a thorough review with controls and action owners identified and allocated.
5.6.4	Enhance Council's risk management processes to ensure key strategic and operational decision-making considers risk factors.	Manager Organisation Development	100%		All Risks have now been reviewed and the Risk Management framework, (Risk Policy and Procedure) updated and implemented.
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	60%		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. Limited human resource in the Safety and Risk Team is hampering further progress.

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 Nam	e	Responsible Officer	Progres	ss Traffic Lights	Comm	nents		
5.7.1		terials to ocacy efforts on advocacy	Manager Communications	75%		Suite of advocacy materials was revised and updated ahead of a Council delegation to the Victorian Parliament in March. These covered issues including: Raglan Parade pedestrian safety,			
Comple	eted	Progressing	On Hold		Not Progressing		Not Completed	Withdrawn	24



Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Merri River revegetation, affordable housing, early years infrastructure and workforce, the Port of Warrnambool, a Clean Energy Centre of Excellence, the whale platform, Brierly Reserve and the adding sustainability features to the Lighthouse Theatre.

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	75%		The South West Council ICT Alliance (SWCICTA) continues to deliver the Coastal Connect Project. As we enter into the final twelve months of the Project work has begun on benefits realisation and looking forward to realising the outcomes of the shared ERP system.
5.8.2	Pursue funding for animal shelter redevelopment in collaboration with surrounding municipalities to facilitate a regional facility if appropriate.	Coordinator Natural Environment	20%		Regional discussions have been undertaken and indicate that a regional facility may not be appropriate for all surrounding municipalities at this stage.

Completed Progressing On Hold Not Progressing Not Completed Withdrawn	25
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7.7. 2024-25 DRAFT BUDGET

DIRECTORATE : Corporate Strategies

Purpose:

This report presents the 2024-25 Draft Annual Budget to Council for the purpose of releasing for community engagement.

Executive Summary

Following the requirements of the *Local Government Act 2020* (sections 94 and 96), Warrnambool City Council is preparing the Draft Budget for the 2024-25 financial year, which includes the allocation of resources for the next four years. This budget aligns with the vision and objectives set forth in the Council Plan, aiming to make Warrnambool a thriving city at the heart of coast and country.

The draft budget has been developed in line with best practice principles, adhering to the Local Government (Planning & Reporting) Regulations 2020. It will include:

- Financial statements
- Services and initiatives data
- Rating and borrowings data
- Proposed Fees and charges for 2024-25

Following Council approval, a public notice regarding the draft budget will be made available online and through local media. The draft document will be accessible electronically and in hardcopy at Council's service center. A 14-day window will be provided for public submissions.

Residents can submit their feedback through a dedicated portal on the Council website or in writing.

Those who wish to present their views in person will be invited to attend a hearing of submissions on 20 May 2024.

The final budget for 2024-25 is expected to be presented for Council adoption on Monday, 3 June 2024.

MOVED: CR DEBBIE ARNOTT SECONDED: CR RICHARD ZIEGELER

That Council:

- 1. Place the 2024-25 Draft Budget on exhibition for a period of two weeks, and invite submissions from the public.
- 2. Give public notice of its intention to adopt its budget at the June Council Meeting, subject to any changes.
- 3. Hear any submissions received about the Draft Budget at a hearing on Monday, 20 May 2024, at 5:45pm in Council Chambers.
- 4. Give notice of the proposed cessation of the Small Infrastructure fund.

CARRIED - 6:0

Background

As required by Section 94 of the Local Government Act 2020, Council is legally obligated to create and adopt a budget for each financial year and the following three years. The Act and related regulations establish a consistent format for all local governments, based on the annual "model budget" provided by the state government.

The Model Budget 2024-2025 will include details like financial statements, planned capital works, funded services and initiatives, proposed fees and charges, and rating and borrowing information. This Draft Budget sets out how Council funding will be directed to deliver services and maintain infrastructure for our community's benefit. These allocations directly support the vision and objectives outlined in the Council Plan, which itself was developed through extensive collaboration with our community stakeholders over the past few years.

Community engagement was held for the first time before the drafting of the budget began, in November 2023, and Council intends to continue this practice of community input informing the draft budget in future. We heard from that engagement that the community wanted above all an effective Council and a strong local economy. We also heard that the community's priority for Council investment was geared towards investment in roads and pathways. Council marries this feedback with a broad range of strategic plans that comprehensively review services, demography and legislative requirements to deliver the best mix of services to our diverse community.

Issues

Council has prepared the 2024-2025 Draft Budget in accordance with Council's budget principles. The Budget has been reviewed over a series of workshops with officers and Councillors. The draft budget has been prepared under the State Government's Fair Go Rates System. Under this system, the Minister for Local Government determines the maximum "average" rate cap for the next fiscal year. For the 2024-25 financial year, the rate cap has been set at 2.75%. The draft budget attempts to balance ongoing service and infrastructure needs of the Warrnambool community in an efficient and financially sustainable way. The key drivers for the budget are:

- to maintain important community services,
- to fund renewal of infrastructure and community assets, ensuring ongoing suitability for use,
- focus on opportunities for our community to thrive in partnership with other levels of government.
- to consolidate a financial position that ensures ongoing financial viability,
- to enable delivery of capital projects that will enhance the communities' outcomes around learning, commerce, and recreation,
- to seed fund key strategic priorities for Councils long term aspirations for the community

It is noted that for every \$100 in taxes paid by Victorian residents, rates make up approximately \$3.50, the other \$96.50 is made up of State and Commonwealth Government taxes.

Council delivers a diverse and wide range of services to the community and the budget process requires the review and construction of annual income and expenditure budgets to assess the ongoing levels of resources necessary to deliver these services.

Council is mindful of its requirement to be financially sustainable (low risk rating achieved for from the Victorian Auditor General) and assesses the changing environment within which it operates and the budget impacts of these changes.

Small Infrastructure Fund

Council's Small Infrastructure Fund, whilst providing funding opportunities for local community groups, is no longer considered fit-for-purpose in its current state as Council moves to a subdivided, ward-based structure.

Council resolved at its meeting on 3 November 2014 to allocate a once-off amount of \$395,943 to the fund and an ongoing percentage of future rate income to the fund.

The intent of the concept was to create a fund to assist in the financing of projects that fail to gain capital works funding in the budget process and which maybe smaller projects that improve the linkages and livability of the local neighbourhood areas within the municipality.

The 2024-25 Draft Budget does not include further allocations to the Small Infrastructure fund. From the 2024-25 financial year. The allocation to the fund must cease to balance Council's budget in response to growing infrastructure needs and will no longer be suitable as a funding program under its terms of reference for a subdivided, ward-based Council.

Community groups seeking Council support are encouraged to make a submission to an annual budget community engagement round.

Unallocated funds currently held in the small infrastructure fund will be returned to Council's cash reserves.

Legislation / Policy / Council Plan Context

5 An effective Council

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.5.3 Customer-focused services: Council will continue to develop a program of Council services that are delivered to the community's satisfaction.

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.

Timing

- Public exhibition of the draft budget 6 May 2024 to 19 May 2024.
- Closing date for written submissions to the draft budget 19 May 2024.
- Opportunity to be heard supporting a written submission at a Hearing of Submissions meeting 20 May 2024.

Community Impact / Consultation

This Draft Budget prioritizes the long-term sustainability of our community's services and infrastructure. Extensive consultations confirm the communities' desire for a vibrant, growing city.

While some key priorities like transportation, education, and healthcare fall outside our direct control, Council will continue advocating on the behalf of the Warrnambool community. This budget reflects Council's commitment to community engagement. Community input is crucial, and the following five core values have been incorporated to ensure meaningful participation:

- Transparency: Your contributions influence decision-making.
- Sustainability: We consider your needs and the city's well-being.
- Inclusiveness: We involve those potentially affected.
- Information: We provide tools for informed participation.
- Diversity: We acknowledge different perspectives (age, ability, culture).

The 2024-25 Draft Budget will be exhibited for feedback for a two-week period starting the 6th of May 2024. This follows the first round of community engagement conducted in November /December 2023, that informed the initial budget drafting.

• How to Get Involved:

Those wishing to make a submission will be able to do so in writing to PO Box 198 Warrnambool 3280 and submit this feedback either through the post or online through Council's website at <u>www.yoursaywarrnambool.com.au.</u> Those making submissions must provide their name and contact details.

Officers' Declaration of Interest

No Declaration of Interest to declare

Conclusion

The 2024-25 Warrnambool City Council Draft Budget was prepared in line with the Local Government Act 2020 requirements. It is presented to Council with the recommendation to place on public exhibition and invite submissions from the public

ATTACHMENTS

- 1. 2024-25 Draft Budget [7.7.1 55 pages]
- 2. Appendix 1: Fees and Charges Draft Budget 2024-25 [7.7.2 25 pages]


MINUTES - Scheduled Council Meeting - 6 May 2024



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Introduction by the Mayor and Chief Executive Officer

We're pleased to present to the Warrnambool community the Draft 2024-2025 Budget.

We believe it strikes a balance between meeting community aspirations in terms of providing projects and services our city needs – and the community's expectations that we deliver value for money and manage our resources wisely. Despite tightening budgets at all levels of government there is still plenty happening on the capital works front. Our proposed \$27.9 million program comprises **\$10.4 million** of existing and ongoing projects and **\$17.5 million** of new project allocations, including:

- \$9 million of new budget allocations to Council's asset renewal program, which sees ongoing renewal of Council's roads, bridges, footpaths, and buildings,
- A \$2.1 million upgrade of the Matron Swinton Childcare Centre, which will increase capacity for the provision
 of up to 33 additional childcare spaces, and a new community hub multipurpose room suitable for Maternal
 Child Health consultations,
- \$1.5 million towards the redevelopment of recreation facilities at Walter Oval,
- \$0.7 million to upgrade the flooring at the Val Bertrand Netball Stadium,
- \$0.6 million on Council's CBD Footpaths and Car Parks program,
- \$0.35 million on upgrading irrigation at Friendly Society's Park,
- A detailed business case for the future proposed aquatic facility redevelopment, and
- Year three of the joint "Coastal Connect" information technology shared services alliance, partnering with Corangamite and Moyne Shires.

We'll also continue to deliver important services. Council recently re-committed to providing home support services including aged and disability care and this is reflected in the draft budget.

This is a financially responsible budget. We plan to increase rates by an average of 2.75%, in line with the Victorian Government's rate cap, and 0.20% lower than the 2023-24 rise. This equates to an average of 88 cents per week increase for property owners with homes valued between \$500,000 and \$1 million. For residents with homes valued under \$500,000 the increase will be less than 50 cents a week.

The waste management charge that covers the four-bin kerbside collection service has been cut from \$427 to \$417.

No new borrowings are budgeted for the 2024-25 financial year. Council will hold a responsible loan portfolio of \$6.8m (down from \$8.5m in 2023-2024) and will continue to repay debt. This decrease in our borrowings give us capacity for the needs of our growing city which also services a much larger, regional population.

There are major projects on the horizon which are part of the plan to cater for our city's growing population. Our Aquatic Strategy describes how we can upgrade AquaZone in stages so that it can meet the needs of more people.

Many residents will be aware of the work under way at Brierly Reserve and we will soon be having conversations with north-east Warrnambool residents about a community hub at Brierly and how we could ensure that it provides the services and programs most needed by the community.

Council will need external funding to complete the Brierly Reserve and AquaZone redevelopments and Council will be advocating for funding from the Australian and Victorian governments to bring these projects to completion.

Council's budgeted operating result shows a surplus of \$8.3 million. In simple terms, the surplus is generated to fund capital works and meet council commitments such as loan repayments. In accordance with Australian Accounting Standards, the surplus includes one-off funding tied to the delivery of specific projects, and excludes capital expenditure. It also includes non-cash valuation movements related to community assets. The Income Statement surplus does not represent unallocated cash available to Council. The underlying budget has been created on a balanced cash basis, whereby the amount of cash received by Council is balanced to the amount spent.

The Budget is prepared based on the priorities outlined in the Council Plan 2021-2025 and to the objectives in the long-term community vision, Warrnambool 2040. We recommend that the Budget is read in conjunction with the Council Plan. The vision for the four-year life of the Council Plan is for Warrnambool to be a Thriving City in the Heart of Coast and Country





Andrew Mason Chief Executive Officer



Budget influences

Cost increases continue to impact Council budgets. These include rising construction and building costs that comprise a large part of Council's budget. The table below shows cost increases relevant to Council over the past financial year:

Increase	Index			
13.3%	Electricity Index			
7.2%	Non-Residential Building Construction			
5.4%	Heavy and Civil Engineering Construction			
4.9%	Road and Bridge Construction			
Source – Australian Bureau of Statistics				

Council must also absorb significant increases in State Government charges including substantial increases in Workcover premiums, Victorian Electoral Commission costs, and compliance and regulation costs. At the same time we must contend with diminishing grant opportunities.

Council maintains assets worth more than \$800 million and is heavily focused on ensuring these are maintained and renewed. These assets include buildings, roads, recreation and drainage. The 2024-25 budget includes an allocation of \$9 million towards asset renewal.

Council's Waste Management Charge provides the four-bin kerbside collection which is levied on rates notices to property owners. Council is budgeting to reduce the Waste Management Charge in 2024-25 in response to Ministerial guidelines.

Expected Average Residential Rates	2023-24	Increase/ (Decrease)	2024-25	% Increase/ (Decrease)
Average Residential Rates	\$1,499.13	\$41.23	\$1,540.36	2.75%
Municipal Charge	\$294.65	\$8.10	\$302.75	2.75%
Waste Management Fee	\$427.00	(\$10.00)	\$417.00	(2.40%)
Average Residential Rates & Charges	\$2,220.78	\$39.33	\$2,260.11	1.77%

Waste Management Charge	2022-23	2023-24	2024-25
Garbage collection & disposal (including EPA Levies)	\$91.35	\$94.27	\$102.14
Recycling collection & processing	\$66.80	\$73.77	\$84.11
FOGO collection & processing		\$56.01	\$55.64
Glass collection & processing	\$25.39	\$28.26	\$29.29
Street cleaning	\$64.48	\$67.01	\$66.06
Drainage cleaning/rubbish removal/foreshore cleaning	\$51.03	\$54.23	\$53.80
Council overhead		\$53.44	\$25.97
Total	\$412.58	\$427.00	\$417.00

How we invest each \$100	
Construction, roads, paths and drains	22.27
Parks, recreation, libraries and culture	20.45
Aged and family services	19.94
Administration	14.13
Economic development and tourism	8.22
Environmental, waste management and street cleaning	5.82
Engineering and planning	4.38
Regulatory control, public health and safety	3.73
Elected Council and governance	1.07
Total	\$100.00



1. Link to the Integrated Strategic Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated strategic planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated strategic planning and reporting framework that applies to local government in Victoria. At each stage of the integrated strategic planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



The timing of each component of the integrated strategic planning and reporting framework is critical to the successful achievement of the planned outcomes.

1.1.2 Key planning considerations

Service level planning

Although councils have a legal obligation to provide some services— such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore, councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

Community consultation needs to be in line with Council's adopted Community Engagement Policy and Public Transparency Policy.



1.2 Our purpose

Our vision

A thriving city at the heart of coast and country.

Our values

Accountability

We will be responsible and take ownership for our actions and decisions by being ethical, honest and transparent.

Collaboration

We will foster effective relationships through engagement, communication and cooperation; supporting decisions and outcomes for the benefit of all.

Respectfulness

We will treat everyone with dignity, fairness and empathy; providing them with the opportunity to share views and to be heard.

Progressiveness

We will evolve and grow by encouraging development, change and continuous improvement in everything that we do.

Wellbeing

We will commit to providing a safe and healthy workplace that promotes staff engagement, performance and achievement allowing all employees to flourish for the benefit of themselves and the organisation.

1.3 Strategic objectives

Council's strategic objectives were developed with the community in response to the vision and goals described in the long-term community plan, Warrnambool 2040.

Strategic Objective	Description
A healthy community	To be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.
A sustainable environment	To protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.
A strong economy	Support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities attracting ongoing investment.
A connected, inclusive place	Provide quality places that all people value and want to live, work, play and learn in.
An effective Council	To be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and Victoria's south west.



2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2024-25 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below:



2.1 Strategic Objective 1: A Healthy Community

To be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.

Strategies to achieve Strategic Objective 1 (A Healthy Community) are:

- 1.1 Welcoming and inclusive city
- 1.2 Aboriginal communities
- 1.3 Health and wellbeing
- 1.4 Accessible city
- 1.5 Recreation, arts, culture and heritage
- 1.6 Community learning pathways

The service categories to deliver these key strategic objectives are described below.

Service area	Description of services provided		2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Aged Services	This area provides a range of services including meals on wheels, personal care, respite, home maintenance, home care,	Inc	4,153	4,557	4,050
	adult day care and senior citizens programs.	Exp	4,351	5,234	4,561
		Surplus / (deficit)	(198)	(677)	(511)
Family Services	This service provides family orientated support services including pre-schools, maternal & child health, child care.	Inc	8,920	10,119	10,378
	counselling & support, youth services, immunisation, family day care.	Ехр	9,199	10,897	11,216
		Surplus / (deficit)	(279)	(778)	(838)



Service area	Description of services provided		2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Art and Culture	Provision of high-quality venues where people can see, present and explore the	Inc	2,887	2,535	2,391
	arts, ideas and events provided at the Warrnambool Art Gallery and Light House Theatre.	Exp	3,858	3,582	3,557
		Surplus / (deficit)	(971)	(1,047)	(1,166)
Library Services	Provision of quality library and information services to the community.	Inc	598	699	730
		Exp	1,419	1,824	1,905
		Surplus / (deficit)	(821)	(1,125)	(1,175)
Recreation	Provision of sport, recreation and cultural facilities, service and programs in response to identified community need and to	Inc	192	235	222
	provide information and advice to clubs and organisations involved in these areas.	Exp	734	920	818
		Surplus / (deficit)	(542)	(685)	(596)
Leisure Centres	The Arc and Aquazone provide premier indoor community leisure facilities in South	Inc	2,813	2,788	2,887
	West Victoria, providing equitable and affordable access to a wide range of aquatic and fitness activities.	Exp	3,657	3,910	4,081
		Surplus / (deficit)	(844)	(1,122)	(1,194)
Health Services	Administration of legislative requirements pertaining to public health, immunisation and freed promises. Propagation of the	Inc	265	258	303
	and food premises. Preparation of the Health & Wellbeing plan and the Reconciliation Action Plan.	Exp	699	891	1,056
		Surplus / (deficit)	(434)	(633)	(753)

Major initiatives

Matron Swinton Children's Care Centre Upgrade
 Val Bertrand Stadium Flooring Upgrade

Other initiatives

3) Aquazone Redevelopment Business Case4) Municipal Health and Wellbeing Plan Action Plans



Service performance outcome indicators

Service	Indicator	2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Facilities Health inspections of aquatic facilities	[Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	0	3.5	4
Utilisation of Aquatic Facilities	(Number of visits to aquatic facilities / Municipal population]	5.63	5.91	6.03
Cost of Aquatic Facilities	[Direct cost of aquatic facilities less income received / Number of visits to aquatic facilities]	\$2.79	\$2.89	\$3.22
Food Safety				
Food safety Timeliness	Time taken to action food complaints [Number of days between receipt and first response action for all food complaints / Number of food complaints]	3.82	1.4	1.0
Food Safety - service standard	Food safety assessments [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100	28.23%	98%	100%
Food safety - service cost	Cost of food safety service [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984]	\$391.81	\$ 525.20	\$ 534.69



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[Number of critical noncompliance outcome notifications and major noncompliance notifications about a food premises followed up / Number of critical non- compliance outcome notifications and major non-compliance notifications about a food premises] x100	50.00%	97.35%	100.00%
Physical library collection usage [Number of physical library collection item loans / Number of physical library collection items]	3.21	3.46	3.50
Recently purchased library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x100	67.53%	83.70%	81.68%
Active library borrowers in municipality [Number of active library borrowers in the last three years / The sum of the population for the last three years] x100	17.10%	27.03%	37.92%
Cost of library service per population [Direct cost of the library service / Population]	\$38.20	\$48.54	\$50.12
Infant enrolments in the MCH service [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100	101.12%	100.00%	100.00%
Cost of the MCH service [Cost of the MCH service / Hours worked by MCH nurses]	\$83.13	\$83.78	\$83.72
	noncompliance outcome notifications and major noncompliance notifications about a food premises followed up / Number of critical non- compliance outcome notifications and major non-compliance notifications about a food premises] x100 Physical library collection usage [Number of physical library collection item loans / Number of physical library collection items] Recently purchased library collection [Number of library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x100 Active library borrowers in municipality [Number of active library borrowers in the last three years / The sum of the population for the last three years] x100 Cost of library service per population] [Direct cost of the library service / Population] Infant enrolments in the MCH service [Number of infants enrolled in the MCH service (from birth notifications received)	noncompliance outcome 50.00% noncompliance notifications 50.00% up / Number of critical non- 50.00% compliance outcome notifications and major non-compliance notifications about a food premises] x100 Physical library collection usage 3.21 Physical library collection items 3.21 Recently purchased library 3.21 collection item loans / Number of physical library collection items 67.53% collection [Number of library collection items purchased in the last 5 years / Number of library collection items] Active library borrowers in municipality 17.10% [Number of active library borrowers in the last three years / The sum of the population for the last three years / The sum of the population for the last three years / The sum of the library service per population \$38.20 [Direct cost of the library service / Population] 101.12% Infant enrolments in the MCH service (from birth notifications received) / Number of birth notifications received) / Number of birth notifications received) 101.12% Cost of the MCH service [Cost of the MCH service / Hours worked \$83.13	honcompliance outcome notifications and major noncompliance notifications about a food premises followed up / Number of critical non- compliance outcome notifications and major non-compliance notifications about a food premises] x100 50.00% 97.35% Physical library collection usage [Number of physical library collection item loans / Number of physical library collection items] 3.21 3.46 Recently purchased library collection items purchased in the last 5 years / Number of library collection items purchased in the last 5 years / Number of library collection items purchased in the last 5 years / Number of library collection items purchased in the last 5 years / Number of library collection items purchased in the last three years / Number of library collection items purchased in the last three years / Number of library collection items surchased in the last three years / Number of library collection items surchased in the last three years / Number of library collection items surchased in the last three years / Number of infants enrolled in the MCH service [Number of infants enrolled in the MCH service / Population 101.12% 100.00% Infant enrolments in the MCH service [Number of birth notifications received] x100 101.12% 100.00%



Maternal and child health - participation	Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	79.42%	369.32%	413.70%
Maternal and child health - participation	Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	80.75%	80.25%	86.42%
Maternal and child health - satisfaction	Participation in 4-week Key Age and Stage visit [Number of 4- week key age and stage visits / Number of birth notifications received] x100	98.04%	100.00%	100.00%
Recreational facilities	Satisfaction	67	69	71



2.2 Strategic Objective 2: A Sustainable Environment

To protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.

Strategies to achieve Strategic Objective 2 (A Sustainable Environment) are:

- 2.1 Natural environment
- 2.2 Water and coastal management
- 2.3 Minimise environmental impact and a changing climate
- 2.4 Water resource management
- 2.5 Waste minimisation
- 2.6 Awareness and celebration

The service categories to deliver these key strategic objectives are described below.

Service area	Description of services provided		2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Environmental Management and	This service develops environmental policy, coordinates and implements environmental projects and works with other services to	Inc	21	13	22
Sustainability	improve Council's environmental performance.	Ехр	655	809	819
		Surplus/ (deficit)	(634)	(796)	(797)
Waste Management & Street Cleaning	This service provides kerbside collections and processing of garbage, recycling and Food Organics Green Organics (FOGO)	Inc	10	183	65
_	properties in Council. It also provides street cleaning, leaf collection and street litter bins throughout Council.	Exp	5,005	5,439	5,666
		Surplus/ (deficit)	(4,995	(5,256)	(5,601)
Parks and Gardens	This service covers a range of areas such as tree pruning, planting, removal, planning and street tree strategies, management of	Inc	397	409	421
	conservation and parkland areas, creeks and other areas of environmental	Exp	4,786	5,085	5,051
	significance. Parks Management provides management and implementation of open space strategies and maintenance programs.	Surplus/ (deficit)	(4,389)	(4,676)	(4,630)

Major initiatives

1) Continued delivery of environment and sustainability capital program.

2) Footpath and bike path renewal.

Other initiatives

3) Beach Access Renewal and Risk Mitigation Program

Service Performance Outcome Indicators

Service	Indicator	2022-23 Actual	2023-24 Forecast	2024-25 Budget
Appearance of public areas	Satisfaction	73	73	73



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Environmental sustainability	Performance	61	70	70
Waste collection	Satisfaction	70	70	70
Waste collection	Satisfaction - [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x 1000	38.43	36.00	35.57
Waste collection	Service Standard - [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x 10,000	0.67	0.55	0.47
Waste collection	Service cost - bin collection service [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]	\$82.28	\$90.57	\$91.53
Waste collection	Waste diversion - [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$46.48	\$40.47	\$36.65
Waste collection	Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill	67.24%	65.79%	66.69%



2.3 Strategic Objective 3: A Strong Economy

Support a resilient local and self-sustaining regional economy that encourages economic growth and provides increased employment opportunities attracting ongoing investment.

Strategies to achieve Strategic Objective 3 (A Strong Economy) are:

- 3.1 Build on competitive strengths
- 3.2 Emerging industries
- 3.3 Visitor growth
- 3.4 Workforce capability
- 3.5 Digital capability

The service categories to deliver these key strategic objectives are described below.

Service area	Description of services provided		2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Statutory Building Services	This service provides statutory building services to the Council community including processing of building permits.	Inc	162	121	144
Gervices	processing of building permits.	Exp	250	304	326
		Surplus/ (deficit)	(88)	(183)	(182)
City Strategy & Development	This service prepares and processes amendments to the Council Planning Scheme. This service processes statutory	Inc	401	377	449
	planning applications, provides advice and makes decisions about development	Exp	1,457	1,757	1,864
	proposals which require a planning permit, as well as representing Council at the Victorian Civil and Administrative Tribunal where necessary. It monitors the Council's Planning Scheme, prepares major policy documents and processes amendments to the Council Planning Scheme.	Surplus/ (deficit)	(1,056)	(1,380)	(1,415)
Livestock Exchange	The South West Victoria Livestock Exchange ceased operating during 2023-	Inc	522	88	-
	24. Ongoing costs relate to site maintenance only.	Exp	1,021	185	30
		Surplus/ (deficit)	(499)	(97)	(30)
Holiday Parks	Provides affordable holiday accommodation that is modern, clean and well maintained in a family orientation atmosphere.	Inc	3,549	3,935	3,977
		Exp	2,178	2,199	2,276
		Surplus/ (deficit)	1,371	1,736	1,701
Flagstaff Hill Maritime Village and Visitor	A City and Regional tourism hub open 364 days of the year that includes a Visitor Information Centre and Flagstaff Hill	Inc	1,493	1,236	1,382
Information Centre	Maritime Village, which tells the maritime history of the region during the day and a	Exp	2,174	2,498	2,423
	'Shipwrecked' Sound and Light Laser show in the evening.	Surplus/ (deficit)	(681)	(1,262)	(1,041)



Service area	Description of services provided		2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Economic Development	Includes the industry and business -support, research and statistical analysis and project development which underpin economic	Inc	5	-	3
	development.	Exp	741	843	867
		Surplus/ (deficit)	(736)	(843)	(864)
Warrnambool Airport	This service provides a regional Airport that meets the needs of users and operates as a viable commercial enterprise to the benefit	Inc	205	226	241
	of the region.	Exp	285	413	364
		Surplus/ (deficit)	(80)	(187)	(123)
Port of Warrnambool	Council manages the City's port facility on behalf of the State Government.	Inc	102	103	103
		Exp	103	103	103
		Surplus/ (deficit)	(1)	0	0
Festivals and Events Group	Delivers a range of promotions, festivals and events along with attracting events to the city to deliver economic benefits.	Inc	2	14	4
		Exp	937	1,152	1,194
		Surplus / (deficit)	(935)	(1,138)	(1,190)

Major initiatives 1) CBD Footpath and Car parking upgrades

Other initiatives

Warrnambool Futures Blueprint
 Warrnambool Events Strategy.



Service Performance Outcome Indicators

Service	Indicator	2022-23 Actual	2023-24 Forecast	2024-25 Budget
Tourism development	Satisfaction	70	70	70
Population growth	Satisfaction - measure of community perception	57	57	57
Statutory planning	Timeliness - Time taken to decide planning applications [The median number of days between receipt of a planning application and a decision on the application]	83	83	83
Statutory planning	Service standard - Planning applications decided within required time frames [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100	66.97%	66.97%	66.97%
Statutory planning	Service cost - Cost of statutory planning service [Direct cost of the statutory planning service / Number of planning applications received]	\$3,130.56	\$3,514.50	\$3,549.65
Statutory planning	Decision making -Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	80%	100%	100%



2.4 Strategic Objective 4: A Connected, Inclusive Place

Provide quality places that all people value and want to live, work, play and learn in.

Strategies to achieve Strategic Objective 4 (A Connected, Inclusive Place) are:

- 4.1 Effective planning
- 4.2 Connected community
- 4.3 Stronger neighbourhoods
- 4.4 Sustainable practices

The service categories to deliver these key strategic objectives are described below.

Service area	Description of services provided		2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Asset Maintenance	This service prepares long term maintenance management programs for Council's property assets in an integrated	Inc	613	631	667
	and prioritised manner in order to optimise their strategic value and service potential.	Ехр	2,528	3,050	3,096
	These include buildings, pavilions, roads, footpaths and tracks and drainage.	Surplus/ (deficit)	(1,915)	(2,419)	(2,429)
Infrastructure Services	This service prepares and conducts capital works and maintenance planning for Council's main civil infrastructure assets in	Inc	4,249	4,928	4,907
	an integrated and prioritised manner in order to optimise their strategic value and service potential. These include roads, laneways, car parks, foot/bike paths, drains and bridges.	Ехр	7,534	8,845	9,349
		Surplus/ (deficit)	(3,285)	(3,917)	(4,442)
Regulatory Services	Local laws enforcement including parking fees and fines, public safety, animal management and traffic control.	Inc	3,432	3,580	3,539
	management and traine control.	Ехр	2,352	2,589	2,627
		Surplus/ (deficit)	1,080	991	912

Major initiatives

- Asset Renewal Programs
 Wollaston Road Duplication (Stage 1)

Other initiatives

- 3) West Warrnambool Neighbourhood House
- 4) Warrnambool Airport Upgrades



Service Performance Outcome Indicators

Service	Indicator	2022-23 Actual	2023-24 Forecast	2024-25 Budget
Roads	Satisfaction of use - Sealed local road requests [Number of sealed local road requests / Kilometres of sealed local roads] x100	60	60	60
Roads	Condition - Sealed local roads maintained to condition standards [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100	93.56%	93.56%	93.56%
Roads	Service cost - Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$142.71	\$142.71	\$142.71
Roads	Service cost - Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$6.52	\$6.52	\$6.52
Roads	Satisfaction - Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	50	50	50
Appearance of public areas	Performance	73	73	73
Animal management	Timeliness - Time taken to action animal management requests [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	1	1	1
Animal management	Service standard Animals reclaimed [Number of animals reclaimed / Number of animals collected] x100	19.18%	19.18%	19.18%
Animal management	Animals rehomed [Number of animals rehomed / Number of animals collected] x100	67.53%	67.53%	67.53%
Animal management	Cost of animal management service per population [Direct cost of the animal management service / Population]	\$17.59	\$20.45	\$19.04
Animal management	Animal management prosecutions [Number of successful animal management prosecutions / Number of animal management prosecutions] x100	0% (Nil)	0% (Nil)	0% (Nil)



2.5 Strategic Objective 5: An Effective Council

To be recognised as a collaborative Council and a high-performing organisation that enables positive outcomes for Warrnambool's community, environment and economy and Victoria's south west.

Strategies to achieve Strategic Objective 5 (An Effective Council) are:

- 5.1 Leadership and governance
- 5.2 Engaged and informed communities
- 5.3 Customer focused services
- 5.4 High performance culture
- 5.5 Organisational and financial sustainability
- 5.6 Risk mitigation
- 5.7 Effective advocacy
- 5.8 Regional role and relationships

The service categories to deliver these key strategic objectives are described below.

Service area	Description of services provided		2022-23 Actual \$'000	2023-24 Forecast \$'000	2024-25 Budget \$'000
Governance & Elected Council	Elected Council governs our City in partnership with and on behalf of our community, and encourages and facilitates	Inc	3	-	-
	participation of all people in civic life. Also includes contributions made to community	Exp	586	788	1,187
	groups and organisations.	Surplus/ (deficit)	(583)	(788)	(1,187)
Executive Services	Manages and facilitates the Council governance service, implementation of Council decisions and policies and	Inc	-	-	-
	compliance with the legislative requirements.	Ехр	572	564	538
		Surplus/ (deficit)	(572)	(564)	(538)
Communications & Customer Service	Provides a customer interface for various service units and a wide range of transactions. Includes media and marketing.	Inc	-	-	-
	transactions, includes media and marketing.	Exp	1,149	1,219	1,199
		Surplus/ (deficit)	(1,149)	(1,219)	(1,199)
Volunteer Services	Volunteer Connect provides support and guidance to organisations and community	Inc	-	-	-
	groups that involve volunteers in their work, and provides a volunteer matching service to bring together volunteer roles, and volunteers to fill them.	Ехр	131	158	141
		Surplus/ (deficit)	(131)	(158)	(141)
Information Services	Enables Council staff to have access to the information they require to efficiently perform their functions. Includes software support,	Inc	1	-	-
	licensing and lease commitments.	Ехр	2,622	2,738	3,132
		Surplus/ (deficit)	(2,621)	(2,738)	(3,132)



		Surplus/ (deficit)	(13,375)	(13,097)	(13,425)
		Exp	13,375	13,097	13,425
Depreciation	Depreciation is the allocation of expenditure write down on all of Council's assets over there useful lives.	Inc	-	-	-
	legal, procurement, overhead costs including utilities and unallocated grants commission funding.	Surplus/ (deficit)	4,585	2,869	3,305
	includes banking and treasury functions, loan interest, audit, grants commission,	Exp	3,671	4,294	4,520
Corporate & Financial Services	Provides corporate support to Council and all divisions/branches in meeting organisational goals and objectives and	Inc	8,256	7,163	7,825
	Includes recruitment, staff inductions, training, implementation of the Corporate Risk Management Framework and managing Council's insurance portfolio.	Surplus/ (deficit)	(1,789)	(1,781)	(1,880)
Management	are highly productive in delivering Council's services to the community.	Exp	1,803	1,789	1,880
Organisation Development & Risk	This service promotes and implements positive HR strategies to assist staff reach their full potential and, at the same time	Inc	14	8	-

Major initiatives

Coastal Connect (Regional Council Transformation Program) with Moyne and Corangamite Shires
 Introduce changes through the Gender Equality Action Plan.

Other initiatives

3) Advocacy by Council on issues outlined in the Advocacy Plan.4) Cyber Security and digital connectivity programs

Service	Indicator	2022-23 Actual	2023-24 Forecast	2024-25 Budget
Governance	Transparency - Council decisions made at meetings closed to the public [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100	4.03%	4.03%	4.03%
Governance	Consultation and engagement - Satisfaction with community consultation and engagement Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement	46	50	50



Governance	Attendance - Councillor attendance at council meetings [The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councillors elected at the last Council general election)] x100	95.92%	100.00%	100.00%
Governance	Service cost - Cost of elected representation [Direct cost of the governance service / Number of Councillors elected at the last Council general election]	\$57,041.14	\$66,058.14	\$60,908.57
Governance	Satisfaction - Satisfaction with council decisions [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	44	50	50
Financial performance	Revenue level - Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	\$2,036.72	\$2,110.15	\$2,176.59
Financial performance	Expenditure level - Expenses per property assessment [Total expenses / Number of property assessments]	\$4,724.40	\$5,010.18	\$4,799.00
Financial performance	Workforce turnover - Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	12.40%	12.40%	12.40%
Financial performance	Working capital - Current assets compared to current liabilities [Current assets / Current liabilities] x100	240.34%	287.21%	227.88%
Financial performance	Unrestricted cash - Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	-38.81%	26.99%	17.35%
Financial performance	Asset renewal - Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation] x100	114.67%	139.83%	183.54%
Financial performance	Loans and borrowings - Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	22.93%	21.85%	16.77%
Financial performance	Loans and borrowings - repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	3.66%	4.66%	4.12%



Financial performance	Indebtedness - Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	14.73%	11.71%	7.03%
Financial performance	Adjusted underlying result - Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	4.05%	0.59%	4.60%
Financial performance	Rates concentration - Rates compared to adjusted underlying revenue	49.54%	50.79%	51.81%
Financial performance	Rates effort - Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.42%	0.41%	0.42%

2.3 Reconciliation with budgeted operating result

	Surplus/ (Deficit)	Expenditure	Income / Revenue
	\$'000	\$'000	\$'000
Strategic Objective 1 - A Healthy Community	(6,233)	27,194	20,961
Strategic Objective 2 - A Sustainable Environment	(11,028)	11,536	508
Strategic Objective 3 - A Strong Economy	(3,144)	9,447	6,303
Strategic Objective 4 - A Connected, Inclusive Place	(5,959)	15,072	9,113
Strategic Objective 5 - An Effective Council	(4,772)	12,597	7,825
Total	(31,136)	75,846	44,710
Expenses added in:			
Depreciation	13,425		
Operational project costs	1,898		
Expensed capital	2,040		
Net loss on disposal	463		
Other	295		
Surplus/(Deficit) before funding sources	(49,257)		
Funding sources added in:			
Rates and charges revenue	48,577		
Operational project grants	344		
Capital grants	3,250		
Contributions - monetary	435		
Contributions - non-monetary	5,000		
Total funding sources	57,606		
Operating surplus/(deficit) for the year	8,349		



3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2024-25 has been supplemented with projections to 2027-28.

This section includes the following financial statements prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

Comprehensive Income Statement

For the four years ending June 30, 2028

		Forecast Budget Actual				
		2023-24	2024-25	2025-26	2026-27	2027-28
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
Income / Revenue		(7.000				
Rates and charges	4.1.1	47,260	48,597	50,483	52,249	54,078
Statutory fees and fines	4.1.2	2,251	2,401	2,461	2,522	2,585
User fees	4.1.3	19,300	19,456	21,155	21,684	22,226
Grants - operating	4.1.4	17,242	16,179	15,371	15,755	16,149
Grants - capital	4.1.4	6,938	3,250	6,260	16,155	12,400
Contributions - monetary	4.1.5	5,980	1,165	1,194	1,224	1,255
Contributions - non-monetary	4.1.5	6,500	5,000	5,000	5,000	5,000
Interest	4.1.6	1,373	1,800	1,845	1,891	1,938
Other income	4.1.6	365	319	327	335	344
Total income / revenue		107,209	98,167	104,096	116,815	115,975
_						
Expenses						
Employee costs	4.1.7	41,891	43,905	45,665	47,495	49,399
Materials and services	4.1.8	36,100	30,862	29,746	30,702	31,691
Bad and doubtful debts		147	150	154	158	162
Depreciation	4.1.9	13,097	13,425	13,761	14,105	14,457
Depreciation - right of use assets	4.1.10	250	265	265	265	265
Lease costs		45	46	47	48	49
Finance costs		224	179	141	111	83
Other expenses	4.1.11	483	523	536	549	563
Net loss on disposal of property, infrastructure, plant and equipment		(11)	463	418	305	206
Total expenses		92,226	89,818	90,733	93,737	96,876
Surplus/(deficit) for the year		14,983	8,349	13,363	23,078	19,099
Other comprehensive income						
Items that will not be reclassified to surplus or deficit in future periods						
Net asset revaluation gain /(loss)		12,469	12,316	16,369	13,070	14,784
Total other comprehensive income		12,469	12,316	16,369	13,070	14,784
Total comprehensive result		27,452	20.665	29,732	36,148	33.883
rotal comprehensive result		21,402	20,005	20,102	30,140	55,005



Balance Sheet For the four years ending June 30, 2028

		Forecast Actual	Budget	Projections			
		2023-24	2024-25	2025-26	2026-27	2027-28	
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000	
Assets							
Current assets							
Cash and cash equivalents		7,339	5,492	5,844	4,420	4,861	
Trade and other receivables		3,180	2,501	2,347	2,341	2,412	
Other financial assets		42,457	32,457	30,457	28,457	26,457	
Inventories		190	228	198	199	205	
Prepayments		987	997	1,007	1,017	1,027	
Other assets		2,172	2,011	1,802	1,840	1,886	
Total current assets	4.2.1	56,325	43,686	41,654	38,275	36,848	
Non-current assets							
Other financial assets		2	2	2	2	2	
Property, infrastructure, plant & equipment		844,714	883,619	913,091	952,143	989,586	
Right-of-use assets	4.2.4	727	430	165	1,763	1,146	
Total non-current assets	4.2.1	845,443	884,051	913,258	953,908	990,734	
Total assets		901,768	927,737	954,912	992,182	1,027,582	
Liabilities							
Current liabilities							
Trade and other payables		4,571	4,617	4,663	4,710	4,757	
Trust funds and deposits		2,046	2,066	2,026	2,038	2,051	
Unearned Incoe/revenue		3,857	3,264	2,201	2,718	2,745	
Provisions		7,084	7,295	7,474	7,657	7,848	
Interest-bearing liabilities	4.2.3	1,771	1,679	1,492	1,125	1,160	
Lease liabilities	4.2.4	282	202	209	185	191	
Total current liabilities	4.2.2	19,611	19,123	18,065	18,433	18,752	
Non-current liabilities							
Provisions		974	1,062	1,076	1,090	1,101	
Interest-bearing liabilities	4.2.3	6,741	5,154	3,849	3,091	4,895	
Lease liabilities	4.2.4	545	474	266	1,764	1,147	
Total non-current liabilities	4.2.2	8,260	6,690	5,191	5,945	7,143	
Total liabilities		27,871	25,813	23,256	24,378	25,894	
Net assets		873,897	901,924	931,656	967,805	1,001,688	
Equity							
Accumulated surplus		288,436	289,566	295,710	318,169	336,650	
Reserves		567,963	580,279	596,648	609,718	624,502	
Other reserves		24,860	32,079	39,298	39,917	40,536	
Total equity		881,259	901,924	931,657	967,804	1,001,688	
		001,209	301,324	551,057	507,004	1,001,000	



Statement of changes in equity For the four years ending June 30, 2028

		Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	NOTES	\$'000	\$'000	\$'000	\$'000
2024 Forecast Actual					
Balance at beginning of the financial year		853,807	274,746	555,494	23,567
Surplus/(deficit) for the year		14,983		-	-
Net asset revaluation gain/(loss)		12,469		12,469	-
Transfers to other reserves		-	(17,757)	-	17,757
Transfers from other reserves	_	-	16,464	-	(16,464)
Balance at end of the financial year	-	881,259	288,436	567,963	24,860
2025 Budget					
Balance at beginning of the financial year		881,259	288,436	567,963	24,860
Surplus/(deficit) for the year		8,349	8,349	-	-
Net asset revaluation gain/(loss)		12,316	-	12,316	-
Transfers to other reserves	4.3.1	-	(17,385)	-	17,385
Transfers from other reserves	4.3.1	-	10,166	-	(10,166)
Balance at end of the financial year	4.3.2	901,924	289,566	580,279	32,079
2026					
Balance at beginning of the financial year		901,924	289,566	580,279	32,079
Surplus/(deficit) for the year		13,363	13,363	-	-
let asset revaluation gain/(loss)		16,369	-	16,369	-
ransfers to other reserves		-	(17,385)	-	17,385
ransfers from other reserves		-	10,166	-	(10,166)
Balance at end of the financial year	_	931,657	295,710	596,648	39,298
2027					
Balance at beginning of the financial year		931,657	295,710	596,648	39,298
Surplus/(deficit) for the year		23,078	23,078	-	-
let asset revaluation gain/(loss)		13,070	-	13,070	-
Transfers to other reserves		-	(17,385)	-	17,385
ransfers from other reserves		-	16,766	-	(16,766)
Balance at end of the financial year	_	967,804	318,169	609,718	39,917
2028					
Balance at beginning of the financial year		967,804	318,169	609,718	39,917
Surplus/(deficit) for the year		19,099	19,099	-	-
let asset revaluation gain/(loss)		14,784	-	14,784	-
Fransfers to other reserves		-	(17,385)	-	17,385
Fransfers from other reserves		-	16,766	-	(16,766)
Balance at end of the financial year	_	1,001,688	336,650	624,502	40,536



Statement of cash flows For the four years ending June 30, 2028

	Forecast	Budget		Projections		
	Actual 2023-24	2024-25	2025-26	2026-27	2027-28	
Notes	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000	\$'000	\$'000	
	Inflow s	Inflows	Inflow s	Inflow s	Inflow s	
	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	
Cash flows from operating activities	. ,	. ,	. ,	. ,	. ,	
Rates and charges	47,260	48,597	50,483	52,249	54,078	
Statutory fees and fines	2,251	2,401	2,461	2,522	2,585	
User fees	19,300	19,456	21,155	21,684	22,226	
Grants - operating	17,242	16,179	15,371	15,755	16,149	
Grants - capital	6,938	3,250	6,260	16,155	12,400	
Contributions - monetary	5,980	1,165	1,194	1,224	1,255	
Interest received	1,373	1,800	1,845	1,891	1,938	
Trust funds and deposits taken	1,195	1,215	1,175	1,187	1,200	
Other receipts	365	319	327	335	344	
Employee costs	(41,891)	(43,905)	(45,665)	(47,495)	(49,399)	
Materials and services	(36,100)	(30,862)	(29,746)	(30,702)	(31,691)	
Trust funds and deposits repaid	(1,175)	(1,195)	(1,215)	(1,175)	(1,187)	
Other payments	(483)	(523)	(536)	(549)	(563)	
Net cash provided by/(used in) operating activities 4.4.1	22,255	17,897	23,109	33,081	29,335	
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment	(18,782)	(27,900)	(23,450)	(35,603)	(32,993)	
Proceeds from sale of property, infrastructure, plant and equipment	355	364	373	382	392	
Payments for investments	(42,000)	(30,000)	(30,000)	(25,000)	(25,000)	
Proceeds from sale of investments	39,500	40,000	32,000	27,000	27,000	
Net cash provided by/ (used in) investing activities 4.4.2	(20,927)	(17,536)	(21,077)	(33,221)	(30,601)	
Cash flows from financing activities						
Finance costs	(224)	(179)	(141)	(111)	(83)	
Proceeds from borrow ings	-	-	-	-	3,000	
Repayment of borrow ings	(1,819)	(1,679)	(1,492)	(1,125)	(1,161)	
Interest paid - lease liability	(45)	(46)	(47)	(48)	(49)	
Net cash provided by/(used in) financing activities 4.4.3	(2,088)	(1,904)	(1,680)	(1,284)	1,707	
Net increase/(decrease) in cash & cash equivalents	(760)	(1,543)	352	(1,423)	441	
Cash and each equivalents at the beginning of the financial year	7 705	7.005	E /00	E 0.1.1	4 400	
Cash and cash equivalents at the beginning of the financial year Cash and cash equivalents at the end of the financial year	7,795	7,035	5,492 5.844	5,844 4,420	4,420 4.861	
Cash and Cash equivalents at the end of the finalicial year	7,035	5,492	5,644	4,420	4,001	



Statement of capital works For the four years ending June 30, 2028

		Forecast Budge Actual			Projections	
		2023-24	2024-25	2025-26	2026-27	2027-28
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
Property						
Land		70	-	-	-	-
Total land		70	-	-	-	-
Buildings		1,630	8,681	3,717	9,606	6,323
Total buildings		1,630	8,681	3,717	9,606	6,323
Total property		1,700	8,681	3,717	9,606	6,323
Plant and equipment						
Plant, machinery and equipment		2,188	1,453	1,185	1,183	1,213
Computers and telecommunications		2,321	2,616	292	299	307
Cultural collections (Library books & Art)		100	677	325	302	309
Total plant and equipment		4,609	4,746	1,802	1,784	1,829
Infrastructure						
Roads		3,832	4,733	4,613	3,704	3,526
Bridges		424	481	4,088	295	303
Footpaths and cyclew ays		2,002	2,280	2,064	4,095	2,136
Drainage		1,408	627	630	633	136
Recreational, leisure and community facilities		3,457	3,713	4,880	16,482	15,159
Parks, open space and streetscapes		649	545	615	630	646
Aerodromes		43	195	296	297	298
Other infrastructure		658	1,900	745	1,077	2,637
Total infrastructure		12,473	14,473	17,931	27,213	24,841
Total capital works expenditure	4.5.1	18,782	27,900	23,450	38,603	32,993
Represented by:	•					
New asset expenditure		469	3,260	1,727	5,014	3,536
Asset renew al expenditure		8,751	9,869	9,189	9,230	8,675
Asset upgrade expenditure		9,562	14,772	12,534	24,359	20,782
Total capital works expenditure	4.5.1	18,782	27,900	23,450	38,603	32,993
	•					
Funding sources represented by:						
Grants		930	3,250	6,260	16,155	12,400
Contributions		197	100	742	819	672
Council cash		17,656	24,550	16,448	18,629	16,921
Borrowings		-	-	-	-	3,000
Total capital works expenditure	4.5.1	18,782	27,900	23,450	35,603	32,993



Statement of human resources

For the four years ending June 30, 2028

	Forecast Actual	Budget		Projections		
	2023-24	2024-25	2025-26	2026-27	2027-28	
	\$'000	\$'000	\$'000	\$'000	\$'000	
Staff expenditure						
Employee costs - operating	41,891	43,905	45,665	47,495	49,399	
Employee costs - capital	987	1,102	1,130	1,158	1,187	
Total staff expenditure	42,878	45,007	46,795	48,653	50,586	
	FTE	FTE	FTE	FTE	FTE	
Staff numbers						
Employees	438.9	432.9	432.9	432.9	432.9	
Total staff numbers	438.9	432.9	432.9	432.9	432.9	

A summary of human resources expenditure categorised according to the organisational structure of Council is included below.

	Comprises						
	Budget	Perma	anent				
Department	2024-25	Full Time	Part time	Casual	Temporary		
	\$'000	\$'000	\$'000	\$'000	\$'000		
Corporate Strategies	7,462	5,323	2,067	72	-		
City Infrastructure	11,877	10,457	1,231	189	-		
Community Development	18,395	8,030	7,527	2,838	-		
City Grow th	6,171	3,990	1,308	873	-		
Total permanent staff expenditure	39,933	27,800	12,133	3,972	-		
Other employee related expenditure	3,972						
Capitalised labour costs	1,102						
Total expenditure	45,007						

A summary of the number of full-time (FTE) Council staff in relation to the above expenditure is included below.

	Comprises					
Department	Budget	Budget Permanent				
	2024-25	Full Time	Part tim e	Casual	Temporary	
Corporate Strategies	71.7	49.3	21.7	0.7	-	
City Infrastructure	112.7	96.4	14.7	1.6	-	
Community Development	192.5	78.0	85.0	29.5	-	
City Grow th	56.0	32.9	14.5	8.6	-	
Total staff	432.9	256.6	135.9	40.4	-	



Summary of Planned Human Resources Expenditure For the four years ending 30 June 2028

Human Resources expenditure by Directorate:

	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000
Corporate Strategies				
Permanent - Full time	5,323	6,146	6,300	6,458
Women	1,421	1,641	1,682	1,724
Men	3,902	4,505	4,618	4,733
Persons of self-described gender	0	0	0	0
Permanent - Part time	2,067	2,387	2,446	2,508
Women	1,902	2,196	2,251	2,307
Men	165	191	196	201
Persons of self-described gender	0	0	0	0
Total Corporate Strategies	7,390	8,533	8,746	8,965
City Infrastructure				
Permanent - Full time	10,457	10,718	10,986	11,261
Women	1,694	1,736	1,780	1,824
Men	8,763	8,982	9,207	9,437
Persons of self-described gender	0	0	0	0
Permanent - Part time	1,231	1,262	1,293	1,326
Women	698	715	733	752
Men	533	546	560	574
Persons of self-described gender	0	0	0	0
Total City Infrastructure	11,688	11,980	12,280	12,587
Community Development				
Permanent - Full time	8,030	8,231	8,437	8,647
Women	6,279	6,436	6,597	6,762
Men	1,751	1,794	1,839	1,885
Persons of self-described gender	0	0	0	0
Permanent - Part time	7,527	7,715	7,908	8,106
Women	7,083	7,260	7,441	7,628
Men	444	455	467	478
Persons of self-described gender	0	0	0	0
Total Community Development	15,557	15,946	16,345	16,753
City Growth				
Permanent - Full time	3,990	4,090	4,192	4,297
Women	1,596	1,636	1,677	1,719
Men	2,394	2,454	2,515	2,578
Persons of self-described gender	0	_,	_,0	_,0
Permanent - Part time	1,308	1,341	1,374	1,409
Women	887	909	932	955
Men	421	432	442	454
Persons of self-described gender	0	0	0	0
Total City Growth	5,298	5,430	5,566	5,705
Casuals, temporary and other expenditure	3,972	3,775	4,558	5,389
Capitalised labour costs	1,102	1,130	1,158	1,187
Total staff expenditure	45,007	46,795	48,653	50,586



Human Resources allocated by Directorate:

	2024-25	2025-26	2026-27	2027-28
	FTE	FTE	FTE	FTE
Corporate Strategies				
Permanent - Full time	47.9	48	48	48
Women	12.8	12.8	12.8	12.8
Men	35.1	35.1	35.1	35.1
Persons of self-described gender	0.0	0.0	0.0	0.0
Permanent - Part time	21.7	21.7	21.7	21.7
Women	20.0	20.0	20.0	20.0
Men	1.7	1.7	1.7	1.7
Persons of self-described gender	0.5	0.5	0.5	0.5
Total Corporate Strategies	69.6	69.6	69.6	69.6
City Infrastructure				
Permanent - Full time	89.3	89.3	89.3	89.3
Women	14.5	14.5	14.5	14.5
Men	18.2	18.2	18.2	18.2
Persons of self-described gender	0.0	0.0	0.0	0.0
Permanent - Part time	14.7	14.7	14.7	14.7
Women	8.3	8.3	8.3	8.3
Men	6.4	6.4	6.4	6.4
Persons of self-described gender	0.0	0.0	0.0	0.0
Total City Infrastructure	104.0	104.0	104.0	104.0
Community Development				
Permanent - Full time	78.0	78.0	78.0	78.0
Women	61.0	61.0	61.0	61.0
Men	17.0	17.0	17.0	17.0
Persons of self-described gender	0.0	0.0	0.0	0.0
Permanent - Part time	85.0	85.0	85.0	85.0
Women	80.0	80.0	80.0	80.0
Men	5.0	5.0	5.0	5.0
Persons of self-described gender	0.0	0.0	0.0	0.0
Total Community Development	163.0	163.0	163.0	163.0
City Growth				
Permanent - Full time	32.9	32.9	32.9	32.9
Women	13.2	13.2	13.2	13.2
Men	19.7	19.7	19.7	19.7
Persons of self-described gender	0.0	0.0	0.0	0.0
Permanent - Part time	14.5	14.5	14.5	14.5
Women	9.8	9.8	9.8	9.8
Men	4.7	4.7	4.7	4.7
Persons of self-described gender	0.0	0.0	0.0	0.0
Total City Growth	47.4	47.4	47.4	47.4
Casuals and temporary staff	40.4	40.4	40.4	40.4
Capitalised labour	8.5	8.5	8.5	8.5
Total staff numbers	432.9	432.9	432.9	432.9



4. Notes to the financial statements

This section presents detailed information on material components of the financial statements. Council needs to assess which components are material, considering the dollar amounts and nature of these components.

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2024-25 the FGRS cap has been set at **2.75%.** The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges. Council's budget has been prepared in line with the rate cap.

A \$250 financial hardship rebate will also be available to ratepayers via an application process.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

This will raise total rates and charges for 2024-25 to \$48.7 million.

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	2023-24	2024-25	Change	
	Forecast Actual	Budget	Change	%
	\$'000	\$'000	\$'000	
General rates*	33,532	35,080	1,548	4.62%
Municipal charge*	5,432	5,657	225	4.15%
Waste management charge	7,520	7,438	(82)	-1.09%
Supplementary rates and rate adjustments	499	328	(171)	-34.27%
Recreational land	77	74	(3)	-4.19%
Interest on rates and charges	100	100	0	0.00%
Total rates and charges	47,160	48,677	1,517	3.22%

*These items are subject to the rate cap established under the FGRS.

4.1.1(b) The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year.

Type or class of land	2023-24 cents/\$CIV ³	· (2024-25 cents/\$CIV*	Change
General rate for rateable general residential properties	0.0025	80	0.002651	2.75%
General rate for rateable farm land properties	0.0015	57	0.001600	2.75%
General rate for rateable commercial properties	0.0055	52	0.005705	2.75%
General rate for rateable industrial properties	0.0052	15	0.005358	2.75%
General rate for rateable vacant land properties	0.0041	46	0.004260	2.75%
Recreational land category 1 properties	\$ 23,293	00 \$	23,933.56	2.75%
Recreational land category 2 properties	0.0020	74	0.002131	2.75%

Note:

Rate in the dollar figures will be updated in line with the Valuer-General Victoria's property valuations due May 2024.



4.1.1(c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2023-24	2024-25	Change	
Type of class of land	\$'000	\$'000	\$'000	%
General Residential land	24,076	25,128	1,051	4.37%
Farm land	467	480	13	2.86%
Commercial land	5,531	5,861	329	5.96%
Industrial land	1,963	2,063	99	5.05%
Vacant land	1,494	1,549	55	3.66%
Recreational land category 1 properties	23	24	1	2.75%
Recreational land category 2 properties	53	50 -	4	-6.78%
Total amount to be raised by general rates	33,609	35,154	1,545	4.60%

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year.

Type or class of land	2023-24	2023-24 2024-25		Change		
Type of class of land	Number	Number	Number	%		
General Residential land	16,060	16,262	202	1.26%		
Farm land	161	160	(1)	-0.62%		
Commercial land	937	950	13	1.39%		
Industrial land	453	464	11	2.43%		
Vacant land	837	864	27	3.23%		
Recreational land category 1 properties	1	1	0	0.00%		
Recreational land category 2 properties	16	15	(1)	-6.25%		
Total number of assessments	18,465	18,716	251	1.36%		

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV)

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year.

	2023-24	2024-25	Change	
Type or class of land	\$'000	\$'000	\$'000	%
General Residential land	9,333,074	9,482,264	149,190	1.60%
Farm land	300,035	300,330	295	0.10%
Commercial land	996,167	1,027,331	31,164	3.13%
Industrial land	376,515	384,927	8,412	2.23%
Vacant land	360,452	363,645	3,193	0.89%
Recreational land category 1 properties	2,970	2,970	-	0.00%
Recreational land category 2 properties	25,782	23,387	- 2,395	-9.29%
Total value of land	11,394,995	11,584,854	189,859	1.67%

Note:

Property Valuation data will be updated in line with the Valuer-General Victoria's property valuations due May 2024.

4.1.1(g) The municipal charge under Section 159 of the Act compared with the previous financial ye

Type of Charge	Per Rateable Property	1	Per Rateable Property	Ch	ange	
rype of Charge	2023-24		2024-25			
	\$		\$	\$	%	
Municipal	\$ 294	.65 \$	302.75		8	2.75%

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year.

Type of Charge	2023-24	2024-25	Change	
rype of Charge	\$'000	\$'000	\$	%
Municipal	5,432	5,657	225	4.15%



4.1.1(i) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year.

Type of Charge	Per Rateable Property 2023-24	Per Rateable Property 2024-25	Chan	ge
	\$	\$	\$	%
Waste Management charge	427.00	417.00	- 10	-2.34%

4.1.1(j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year.

Turne of Charge	2023-24	2024-25	Chang	je
Type of Charge	\$'000	\$'000	\$'000	%
Waste Management charge	7,520	7,438	- 82	-1.09%

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year (excluding Recreational and Cultural Land and interest).

	2023-24	2024-25 Change		
	\$'000	\$'000	\$'000	%
Rates and Charges	46,484	48,176	1,692	3.64%
Supplementary Rates	499	328	(171)	-34.27%
Total Rates and charges	46,983	48,504	1,521	3.24%

4.1.1(I) Fair Go Rates System Compliance

Victoria City Council is required to comply with the State Government's Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2	2023-24	2024-25
Total Rates (budgeted)	\$	37,923,101	\$ 39,728,290
Budgeted Number of rateable properties		18,465	18,716
Base Average Rate	\$	2,054	\$ 2,123
Maximum Rate Increase (set by the State Government)		2.95%	2.75%
Capped Average Rate	\$	2,114	\$ 2,181
Maximum General Rates and Municipal Charges Revenue	\$	39,041,832	\$ 40,820,817
Budgeted General Rates and Municipal Charges Revenue	\$	39,041,832	\$ 40,820,817
Budgeted Supplementary Rates	\$	218,000	\$ 328,000
Budgeted Total Rates and Municipal Charges Revenue	\$	39,259,832	\$ 41,148,817

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charge

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2024-25: estimated \$0.32m and 2023-24: \$0.50m)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- · Changes of use of land such that residential land becomes business land and vice versa.

4.1.1(n) Differential rates

The rate and amount of rates payable in relation to land in each category of differential are:

- A general rate of 0.2651% (0.002651 cents in the dollar of CIV) for all rateable other land properties;
- A general rate of 0.1600% (0.001600 cents in the dollar of CIV) for all rateable farm land properties;
- A general rate of 0.5705% (0.005705 cents in the dollar of CIV) for all rateable commercial properties;
- A general rate of 0.5358% (0.005358 cents in the dollar of CIV) for all rateable industrial properties;
- A general rate of 0.4260% (0.004260 cents in the dollar of CIV) for all rateable vacant land properties; and

Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate, are set out below.



Commercial land

Commercial land is any land, which is:

- Occupied for the principal purpose of carrying out the manufacture/production of, or trade in, goods or services; or
- Unoccupied but zoned commercial under the Warrnambool City Planning Scheme.

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- Construction and maintenance of infrastructure assets;
- Development and provision of health and community services;
- Economic development and planning services, having direct benefit to the use of Commercial Land; and
- Provision of general support services.

The types and classes of rateable land within this differential rate are those having the relevant characteristics described below.

1. Rateable property used for income generation from business and administrative purposes, including, but not limited to, properties used for:

- The sale or hire of goods by retail or trade sales, e.g. shops, auction rooms, milk bars, newsagents;
- The manufacture of goods where the goods are sold on the property;
- The provision of entertainment, e.g. theatres, cinemas, amusement parlours;
- Media establishments, e.g. radio stations, newspaper offices, television stations;
- The provision of accommodation other than residential, e.g. motels, caravan parks, camping grounds, camps, accommodation houses, hostels, boarding houses;
- The provision of hospitality, e.g. hotels, bottle shops, restaurants, cafes, takeaway food establishments, tearooms;
- Tourist and leisure industry, e.g. flora and fauna parks, gymnasiums, boatsheds, indoor sports stadiums, gaming establishments;
- The provision of education, e.g. schools, museums, art galleries;
- Showrooms, e.g. display of goods;
- Religious purposes; and
- Public offices and halls.

2. Properties used for the provision of health services including, but not limited to, properties used for hospitals, nursing homes, rehabilitation, medical practices and dental practices.

3. Properties used as offices including, but not limited to, properties used for legal practices, real estate agents, veterinary surgeons, accounting firms and advertising agencies.

The money raised by the differential rate will be applied to the items of expenditure described in the budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land. The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate, in the case of improved land, is any use of land permitted under the relevant Planning Scheme. The characteristics of planning scheme zoning is the zoning applicable to each rateable land within this category as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.

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Farm Land

Farm land is any land, which is:

• "farm land" as described in of Section 2 (1) of the Valuation of Land Act 1960.

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- Construction and maintenance of infrastructure assets;
- Development and provision of health and community services;
- Encouragement of sustainable and productive use and management of Farm Land; and
- Provision of general support services.

The types and classes of rateable land within this differential rate are those having the relevant characteristics of "farm land" as described in of Section 2 (1) of the Valuation of Land Act 1960.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate, in the case of improved land, is any use of land permitted under the relevant Planning Scheme.

The characteristics of planning scheme zoning is the zoning applicable to each rateable land within this category as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.

Industrial land

Industrial land is any land, which is:

Occupied for the principal purpose of carrying out the manufacture or production of, or trade in, goods or services; or
 Unoccupied but zoned Industrial under the Warrnambool City Planning Scheme.

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- Construction and maintenance of infrastructure assets;
- Development and provision of health and community services;
- Economic development and planning services, having direct benefit to the use of Industrial Land; and
- Provision of general support services.

The types and classes of rateable land within this differential rate are those having the relevant characteristics described but not limited to those below.

Rateable properties which are used in the process of income generation, including, but not limited to the following:

• The manufacture of goods, food and beverage which are generally not sold or consumed on site (but does preclude some warehouse sales);

- The storage of goods;
- The provision of services for the repair of goods;
- The storage of plant and machinery;
- The production of raw materials in the extractive and timber industries; and
- The treatment and storage of industrial waste materials.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever located within the municipal district. The use of the land within this differential rate, in the case of improved land, is any use of land permitted under the relevant Planning Scheme. The characteristics of planning scheme zoning is the zoning applicable to each rateable land within this category as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.



Vacant land

- "Vacant land is any land, which is:
- · Vacant unoccupied land within the Warrnambool City Council; or
- Land on which no building designed or adapted for human occupation is erected

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- Construction and maintenance of infrastructure assets;
- Development and provision of health and community services;
- Encouragement for orderly planning through development of serviced urban properties;
- · Provision of municipal administrative services; and
- Provision of general support services.

The types and classes of rateable land within this differential rate are those having the relevant characteristics of vacant unoccupied land and on which no building designed or adapted for human occupation is erected within the Warrnambool City Council.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate is any use of land permitted under the relevant Planning Scheme.

The characteristics of planning scheme zoning is the zoning applicable to each rateable land within this category as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are no buildings are constructed.

Other land

"Other land is any land, which is:

- Occupied for the principal purpose of human habitation including dwellings, flats and units;
- "residential use land" as described in of Section 2 (1) of the Valuation of Land Act 1960; and
- "urban farm land" as described in of Section 2 (1) of the Valuation of Land Act 1960.

The objective of this differential rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the:

- · Construction and maintenance of infrastructure assets;
- · Development and provision of health and community services; and
- Provision of general support services.

The types and classes of rateable land within this differential rate are those having the relevant characteristics of a property which is used for human habitation including dwellings, flats and units, or is residential use land or urban farm land as described in of Section 2 (1) of the Valuation of Land Act 1960.

The money raised by the differential rate will be applied to the items of expenditure described in the Budget by Council. The level of the rate for land in this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regard to the characteristics of the land.

The geographic location of the land within this differential rate is wherever located within the municipal district.

The use of the land within this differential rate is any use of land permitted under the relevant Planning Scheme. The characteristics of planning scheme zoning is the zoning applicable to each rateable land within this category as determined by consulting maps referred to in the relevant Planning Scheme.

The types of buildings on the land within this differential rate are all buildings which are now constructed on the land or which are constructed prior to the expiry of the 2024-25 financial year.


Cultural and Recreational land

The amounts listed are subject to change until the Valuer General Victoria has provided council with a Generally True and Correct Declaration for the 2024 General Revaluation:

Ratepayer	Assessment Number	Property Address	Amount \$	Last Year
Showgrounds Reserve Committee Of Management	129359	331 Koroit St Warrnambool	7,856.33	7,646.07
Warmambool Golf Club Inc.	131150	1-35 Younger St Warrnambool	4,392.79	4,275.23
Warmambool Swimming Club	131388	10 Queens Rd Warrnambool	1,802.17	1,753.94
Christ Church Tennis Club	132180	66 Henna St Warrnambool	1,731.77	1,685.43
Warrnambool Croquet Club Inc.	134926	60-62 Cramer St Warrnambool	535.02	520.70051
Warmambool Yacht Club Inc.	138135	44 Viaduct Rd Warrnambool	760.29	739.94283
Warmambool Racing Club Inc.	135344	2-64 Grafton Rd Warrnambool	22,273.70	21,677.56
Warmambool Ski Club Inc.	138747	26 Simpson St Warmambool	1,070.04	1,041.40
Warrnambool Lawn Tennis Club	139872	33-45 Pertobe Rd Warmambool	3,745.14	3,644.90
Warmambool Bowls Club	140336	81-85 Timor St Warmambool	4,280.16	4,165.60
Warmambool Kart Club	140883	162 Buckleys Rd Allansford	605.42	589.213735
Dennington Bowling Club Inc.	141525	36 Princes Hwy Dennington	2,210.48	2,151.32
St Joseph Primary School Supergrass Tennis	141935	40 Bromfield St Warrnambool	1,055.96	1027.698375
Warrnambool City Memorial Bowling Club	134927	50-56 Cramer St Warrnambool	23,853.64	23,215.23
Warrnambool Offshore Light Game Fishing Club	17654	48 Viaduct Rd Warrnambool	81.66	79.4774
Warmambool Bowls Club (Carpark)	140338	91 Timor Street Warrnambool	1,760.36	1,713.24



4.1.2 Statutory fees and fines

	Forecast Actual	Budget	Chan	de
	2023-24	2024-25		.90
	\$'000	\$'000	\$'000	%
Animal Control	600	532	- 68	-11.33%
Health and Local Law s	162	195	33	20.37%
Parking Fines	661	758	97	14.67%
Permits and Certificates	330	331	1	0.30%
Tow n Planning and Building	498	585	87	17.47%
Total statutory fees and fines	2,251	2,401	150	6.66%

Statutory fees and fines are mainly levied in accordance with legislation and relate to income collected through parking fines, health registrations, animal registrations, planning permits and building permits.

Town planning and building fees continue to grow on high development volumes. Parking fines will increase in the 2024-25 financial year from \$80 to \$100 per infringement.

4.1.3 User fees

	Forecast Actual	Budget	Change	
	2023-24	2024-25	Ŭ	
	\$'000	\$'000	\$'000	%
Property Management	840	896	56	6.67%
Indoor Aquatic Centre	1,997	2,118	121	6.06%
Childrens Services	4,590	4,846	256	5.58%
Multi Purpose Sports Stadium	725	701 -	24	-3.31%
Cultural Centres	2,345	2,084 -	261	-11.13%
Regulatory Control	2,050	1,976 -	74	-3.61%
Tourism and Promotion	1,194	1,321	127	10.64%
Foreshore Holiday Parks	3,908	3,934	26	0.67%
Livestock Exchange	88		88	-100.00%
Aged Services Fees	927	984	57	6.15%
Other Fees and Charges	636	596 -	40	-6.29%
Total user fees	19,300	19,456	156	0.81%

User fees relate to the wide range of services Council provides across its extensive service delivery programs and includes holiday park fees, leisure centre and performing arts centre user charges, fees

for the provision of child care, family day care and home help, entrance fees at flagstaff hill, car parking fees and livestock exchange selling fees. Council sets fees based on market conditions and the cost associated with running a service, while giving consideration to those who may be suffering financial hardship.

Children's Services user fees will increase year on year based on increased fees and higher enrolment numbers in the program. Cultural Centre user fees will decrease year on year due to the Council exiting gymnastics operations.

Indoor Aquatic Centre user fees are budgeted to increase in the 2024-25 year based on higher visitation to Aquazone.



4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's budget.

	Forecast Actual	Budget	Change		
	2023-24	2024-25	onungo		
	\$'000	\$'000	\$'000	%	
Grants were received in respect of the					
following:					
Summary of grants					
Commonw ealth funded grants	10,883	8,331		-23%	
State funded grants	13,297	11,098	- 2,199	-17%	
Total grants received	24,180	19,429	- 4,751	-20%	
(a) Operating Grants					
Recurrent - Commonwealth Government					
Victoria Grants Commission - Financial Assistance	4,603	4,750	147	3%	
Victoria Grants Commission - Local Roads	815	840	25	3%	
Aged Services	2,051	2,241	190	9%	
Recurrent - State Government					
Port operations	98	98	-	0%	
Family and children	5,304	5,315	11	0%	
Aged services	603	634	31	5%	
Cultural services	750	770	20	3%	
Infrastructure Services	104	104	-	0%	
Environmental initiatives	73	74	1	1%	
School crossing supervision	264	271	7	3%	
Pension rebate	750	800	50	7%	
Other recurrent grants	109	-	- 109	-100%	
Total recurrent grants	15,524	15,897	373	2%	
Non-recurrent - Commonwealth Government					
Other recurrent grants	50	-	- 50	-100%	
Non-recurrent - State Government					
Economic development	160	-	- 160	-100%	
Family and children	864	282	- 582	-67%	
Cultural centres	91	-	- 91	-100%	
Infrastructure services	296	-	- 296	-100%	
Environment initiatives	75	-	- 75	-100%	
Other	183	-	- 183	-100%	
Total non-recurrent grants	1,719	282	- 1,437	-84%	
Total operating grants	17,243	16,179	- 1,064	-6%	
(b) Capital Grants					
Recurrent - Commonwealth Government					
Roads to recovery	425	500	75	18%	
Other	60	-	- 60	-100%	
Total recurrent grants	485	500	15	3%	
Non-recurrent - Commonwealth Government					
Infrastructure Services	2,878	-	- 2,878	-100%	
Non-recurrent - State Government	_,		_,••••		
Port operations	1,750	-	- 1,750	-100%	
Family and children	616	1,500	884	144%	
Recreation	107	1,250	1,143	1068%	
Cultural centres	75	.,_50	- 75	-100%	
Infrastructure services	1,011	_	- 1,011	-100%	
Environment initiatives	15	-	·	-100%	
Total non-recurrent grants	6,452	2,750		-100%	
Total capital grants	6,937	3,250	- 3,687	-53%	

Grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers and funding the capital works program.



4.1.5 Contributions

	Forecast Actual	Budget	Cha	nge
	2023-24	2024-25		
	\$'000	\$'000	\$'000	%
Monetary	5,980	1,165	- 4,815	-80.52%
Non-monetary	6,500	5,000	- 1,500	-23.08%
Total contributions	12,480	6,165	- 6,315	-50.60%

Monetary contributions include monies paid to Council for works, including roads and drainage, required to be completed by developers in accordance with planning permits issued for property development. Also included are philanthropic donations and contributions by other organisations to specific projects.

This income can vary considerably between years as it is largely dependent on development activity driven by the housing market and developers. The 2023-24 forecast included a number of once-off (non-recurring) developer contributions, as well as contributions from various groups to capital works.

Non-monetary contributions occur when upon completion of new developments by external parties the Council takes ownership of the assets and recognises the value of the assets as non-cash contributions in its income statement. Based on the current levels of development and future projects, Council is expecting a decrease in non-monetary contributions in 2024-25 due to the slowdown of development across the city.

4.1.6 Other Income

	Forecast Actual	Budget	Change		
	2023-24	2024-25			
	\$'000	\$'000	\$'000	%	
Interest	1,373	1,800	427	31.10%	
Infrastructure Services	68	77	9	13.24%	
Reimbursements	233	173 -	60	-25.75%	
Other Income	64	69	5	7.81%	
Total other income	1,738	2,119	381	21.92%	

Other revenue relates to a range of items such as investment interest, private works, cost recoups and other miscellaneous income items. Interest revenue will be further influenced in 2024-25 by interest rates and high levels of cash held for the delivery of major infrastructure projects.

4.1.7 Employee Costs

	Forecast Actual	Budget	Change	
	2023-24	2024-25		
	\$'000	\$'000	\$'000	%
Wages and salaries	36,537	38,220	1,683	4.61%
WorkCover	1,078	1,330	252	23.38%
Superannuation	3,990	4,000	10	0.25%
Fringe Benefit Tax	286	355	69	24.13%
Total employee costs	41,891	43,905	2,014	4.81%

Employee costs include all labour related expenditure such as wages, salaries and on-costs such as allowances, leave entitlements, and employer superannuation.

Wages and salaries are budgeted to increase by \$2.01m compared to the 2023-24 forecast. This is mainly due to:

 Council's Workcover premium is expected to increase by \$0.25m year on year. This is the second year of large premium increases, which is due to a state-wide funding shortfall for Workcover that will impact organisations through increased industry rates. The WorkCover budget also covers any shortfalls in the MAV Workcover scheme (expected to be \$0.15m in 2024-25).



• The balance of the increase is mainly due to the impact of pay increases and banding increments under the Warrnambool City Council Enterprise Agreement, and the impact of the Commonwealth Government's increase to the Superannuation Guarantee from 11.0% to 11.5%

4.1.8 Materials and Services

	Forecast Actual	Budget	Change	
	2023-24	2024-25		
	\$'000	\$'000	\$'000	%
Infrastructure Services	7,154	6,967	- 187	-2.61%
Waste Management	4,796	4,943	147	3.07%
Recreation and Cultural Services	5,664	4,228	- 1,436	-25.35%
Childrens Services	3,324	1,203	- 2,121	-63.81%
Corporate Services	5,803	7,850	2,047	35.27%
Tourism and Promotions	2,337	1,739	- 598	-25.59%
Aged Services	1,797	1,359	- 438	-24.37%
Foreshore Caravan Parks	747	781	34	4.55%
Saleyards	167	30	- 137	-82.04%
Planning and building services	1,586	382	- 1,204	-75.91%
Health and Local Laws	2,527	1,257	- 1,270	-50.26%
Other	198	123	- 75	-37.88%
Total materials and services	36,100	30,862	- 5,238	-14.51%

Materials and services include the purchases of consumables, payments to contractors for the provision of services and overhead costs including insurances and utilities.

Council's expenditure on materials and services is budgeted to decrease by \$5.2m in 2024-25. The main reason for this decrease is due to a number of non-recurrent operational projects that were budgeted for in the forecast year, or carried forward from a previous year, that are related to once-off funding allocations, and not recurrent in nature (particularly in the Recreation and Cultural Services, Children's Services, Planning and Building Services, and Health and Local Laws areas, which included a number of grant funded projects).

In 2024-25, Council is undertaking a particular project that would generally would be considered capital in nature, however, as it relates to non-Council assets it is considered an operating expense, which is the shared Coastal Connect ICT project \$2.0m.

4.1.9 Depreciation

	Forecast Actual	Budget	Chan	ge
	2023-24	2024-25		
	\$'000	\$'000	\$'000	%
Property	2,194	2,249	55	2.51%
Plant & equipment	1,886	1,934	48	2.55%
Infrastructure	9,017	9,242	225	2.50%
Total depreciation	13,097	13,425	328	2.50%

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant and equipment including infrastructure assets such as roads and drains. The increase of \$0.32 million for 2024-25 will be due to the capitalisation of new infrastructure completed in 2023-24.



4.1.10 Amortisation - Right of use assets

	Forecast Actual	Budget	Change	
	2023-24	2024-25		
	\$'000	\$'000	\$'000	%
Property	33	34	2	6.00%
Plant & equipment	218	231	13	6.00%
Total depreciation - right of use assets	250	265	15	6.00%

4.1.11 Other expenses

	Forecast Actual	Budget	Chan	ge
	2023-24	2024-25		
	\$'000	\$'000	\$'000	%
Councillor Allow ances	309	324	15	4.85%
Auditors remuneration - internal	61	62	1	1.64%
Auditors remuneration - VAGO	75	75	-	0.00%
Other Expenses	38	62	24	63.16%
Total other expenses	483	523	40	8.28%

Other expenditure relates to a range of unclassified items including audit fees, Councillor allowances, lease costs and miscellaneous items. An increase is expected in 2024-25 for Councillor allowances following the new pay structures set out from the Victorian Independent Remuneration Tribunal.

4.2 Balance Sheet

4.2.1 Assets

Cash assets include cash and investments such as cash held in the bank and in petty cash and the value of investments in deposits or other highly liquid investments with short term maturities of less than 90 days. Investments exceeding 90 days are classified as financial assets. Council expects to have a balance of \$37.9 million in Cash and Investments at the end of the 2024-25 year, being held mainly to deliver future capital works and meet future cash commitments.

Trade and other receivables are monies owed to Council by ratepayers and others. It is expected that these will reduce as a number of grant programs come to an end.

Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, drainage, plant and equipment, which has been built up by the Council over many years. The increase in this balance is attributable to the net result of the capital works program, depreciation of assets, gifted assets and the sale and revaluation of assets.

4.2.2 Liabilities

Trade and other payables are those to whom Council owes money as at 30 June. No significant movement is expected in this category for 2024-25.

Provisions include accrued long service leave, annual leave owing to employees and rehabilitation costs for a cessed landfill site. These employee entitlements are only expected to increase marginally and are influenced by the outcome of the current Enterprise Agreement negotiation and active management of leave entitlements.



4.2.3 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

Council has indicatively planned \$3 million of borrowings in the 2027-28 financial year to help fund Council's contribution to an upgraded aquatic facility. This requirement may change in future years as Council reviews priority projects and strategic opportunities.

	Forecast Actual	Budget	Projections	Projections	Projections
	2023-24	2024-25	2025-26	2026-27	2027-28
	\$	\$	\$	\$	\$
Amount borrowed as at 30 June of the prior year	10,329	8,512	6,833	5,341	4,216
Amount proposed to be borrowed	-	-	-	-	3,000
Amount projected to be repaid	(1,817)	(1,679)	(1,492)	(1,125)	(1,161)
Amount of borrowings as at 30 June	8,512	6,833	5,341	4,216	6,055

4.2.4 Leases by category

As a result of the introduction of *AASB 16 Leases*, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast	Budget
	Actual 2023-24 \$'000	2024-25 \$'000
Right-of-use assets		
Land and buildings	61	36
Plant & Equipment	666	394
Total right-of-use assets	727	430
Lease liabilities		
Current lease Liabilities		
Land and buildings	24	17
Plant & Equipment	258	186
Total current lease liabilities	282	202
Non-current lease liabilities		
Land and buildings	45	40
Plant & Equipment	500	435
Total non-current lease liabilities	545	474
Total lease liabilities	827	677

4.3 Statement of changes in equity 4.3.1 Reserves

Reserves contain both specific cash backed reserves and asset revaluation amounts. Cash backed reserves include statutory reserves, Councils drainage and Carparking/CBD funds.

The asset revaluation reserve represents the difference between the previously recorded value of assets and their current valuations. Assets valuations are required to be considered annually and formally revalued if there is a material change.

4.3.2 Equity

Accumulated surplus is the value of all net assets less specific reserve allocations and revaluations that have built up over financial years.



4.4 Statement of cash flows

Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

4.4.1 Net cash flows provided by/used in operating activities

Net operating cash flows are expected to remain relatively consistent year on year. The net cash flows from operating activities does not equal the operating result for the year as the expected revenues and expenses of the Council that are included in the operating result include non-cash items which have been excluded from the Cash Flow Statement per Australian Accounting Standards.

4.4.2 Net cash flows provided by/used in investing activities

Significant capital projects are expected to be completed in 2024-25, some of which are being carried forward from the 2023-24 budget. These payments for property, plant and equipment will result in Council drawing down some of its short term investments to fund this.

4.4.3 Net cash flows provided by/used in financing activities

No new borrowings have been budgeted in the 2024-25 financial year.

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2024-25 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

4.5.1 Summary

	Forecast Actual 2023-24	Budget 2024-25	Change	%
Property	1,700,000	8,681,456	6,981,456	410.67%
Plant and equipment	4,609,000	4,745,877	136,877	2.97%
Infrastructure	12,473,000	14,472,667	1,999,667	16.03%
Total	18,782,000	27,900,000	9,118,000	48.55%

			Asset expend	liture types		Su	Summary of Funding Sources			
	Project Cost	New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings	
Property	8,681,456	500,000	1,428,456	6,753,000	-	2,500,000	100,000	6,081,456	-	
Plant and equipment	4,745,877	290,000	2,274,877	2,181,000	-	-	-	4,745,877	-	
Infrastructure	14,472,667	2,470,000	6,165,167	5,837,500	-	750,000	-	13,722,667	-	
Total	27,900,000	3,260,000	9,868,500	14,771,500	-	3,250,000	100,000	24,550,000	-	

Council has more than 250 major buildings with a replacement cost of over \$140 million and includes buildings and improvements for community facilities, sports facilities and pavilions and municipal buildings. These assets require renewal investment in addition to the new scheduled building projects. In keeping with the principles of financial sustainability from the *Local Government Act 2020*, the majority of Councils building capital works program is focused on asset renewal rather than building new assets.

Plant and equipment includes plant, machinery and equipment, computers and telecommunications and art works. A Large component in the 2024-25 budget relates to the Coastal Connect project, whereby Council is involved in implementing a new enterprise software system across three regional councils with the backing of the state government's Rural Council Transformation Program. Under this \$4.5m project, Warrnambool, Moyne, and Corangamite councils will all transition to a common software platform, with \$2.0m remaining to be spent on the project from 2024-25 onwards. The remainder of the spend in this category for 2024-25 mainly relates to renewing Councils plant, machinery and equipment.

Infrastructure includes roads, bridges, footpaths and cycleways, drainage, recreation, leisure and community facilities, parks, open space and streetscapes, off street car parks and other structures.



4.5.2 New Budget Capital Works Allocations

			Asset expend	diture types		Summary of Funding Sources				
Capital Works Area	Project Cost	New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings	
PROPERTY										
Land										
Land acquisition DCP intersection w orks										
Buildings										
Matron Swinton Children's Centre Upgrade	2,100,000	-	-	2,100,000	-	1,500,000	-	600,000	-	
Walter Oval Clubrooms Upgrade	1,500,000	-	-	1,500,000	-	1,000,000	100,000	400,000	-	
Building Renew al Program	1,328,456	-	1,328,456	-	-	-	-	1,328,456	-	
Archie Graham Building Renew al	200,000	-	100,000	100,000	-	-	-	200,000	-	
Heritage Centre Design and Planning	100,000	-	-	100,000	-	-	-	100,000	-	
Accessible Infrastructure Program	50,000	-	-	50,000	-	-	-	50,000	-	
TOTAL PROPERTY	5,278,456	-	1,428,456	3,850,000	-	2,500,000	100,000	2,678,456	-	
PLANT AND EQUIPMENT										
Plant, Machinery and Equipment										
Plant Replacement Program	1,453,000	-	1,453,000	-	-	-	-	1,453,000	-	
Library Stock Renew al	287,228	-	287,228	-	-	-	-	287,228	-	
Computers and Telecommunications										
Π Hardw are	284,649	-	284,649	-	-	-	-	284,649	-	
Lighthouse Theatre Radio Equipment	45,000	-	-	45,000	-	-	-	45,000	-	
Aquazone CCTV Upgrade	36,000	-	-	36,000	-	-	-	36,000	-	
Cultural										
Public Art Initiatives	20,000	20,000	-	-	-	-	-	20,000	-	
TOTAL PLANT AND EQUIPMENT	2,125,877	20,000	2,024,877	81,000	-	-	-	2,125,877	-	



	Asset expenditure types Summary of Funding Sources									
	Ducia et Occet		Assetexpen	diture types		Su	immary of Fu		es	
Capital Works Area	Project Cost	New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowing	
INFRASTRUCTURE				_						
Roads										
Local Road Renew al Program	4,053,455	-	4,053,455	-	-	500,000	-	3,553,455		
Wollaston Road Duplication (Stage 1)	500,000	-	-	500,000	-	-	-	500,000		
Road Safety Strategy Implementation	120,000	-	-	120,000	-	-	-	120,000		
Road Safety Audit Implementation	30,000	-	-	30,000	-	-	-	30,000		
Street Light Upgrades	30,000	-	-	30,000	-	-	-	30,000		
Bridges										
Bridges Renew al Program	281,057	-	281,057	-	-	-	-	281,057		
Daltons Road Bridge Upgrade Planning and Design	200,000	-	-	200,000	-	-	-	200,000		
Footpaths and Cycleways										
Footpath Renew al Program	879,515	-	879,515	-	-	-	-	879,515		
CBD Footpath and Car Park Program	600,000	-	-	600,000	-	-	-	600,000		
New Footpath Construction	320,000	320,000	-	-	-	-	-	320,000		
Beach Access	180,000	-	180,000	-	-	-	-	180,000		
Drainage										
Drainage Program	626,595	-	126,595	500,000	-	-	-	626,595		
Recreational, Leisure & Community Facilities										
Val Bertrand Stadium Flooring Upgrade	665,000	-	-	665,000	-	-	-	665,000		
Friendly Socieity's Park Irrigation Upgrade	350,000	-	-	350,000	-	250,000	-	100,000		
Holiday Park Improvement Program	200,000	-	-	200,000	-	-	-	200,000		
Aquazone Minor Works Program	92,500	-	-	92,500	-	-	-	92,500		
Art Gallery Minor Capital	50,000	50,000	-	-	-	-	-	50,000		
River Works Minor Capital	50,000	50,000	-	-	-	-	-	50,000		
Childrens Services (allocation)	40,000	40,000	-	-	-	-	-	40,000		
Stadium Minor Capital Program	30,000	30,000	-	-	-	-	-	30,000		
Lighthouse Theatre (allocation)	30,000	30,000	-	-	-	-	-	30,000		
Archie Graham Minor Capital	30,000	30,000	-	-	-	-	-	30,000		
Library Minor Capital	20,000	20,000	-	-	-	-	-	20,000		
Parks, Open Space and Streets capes										
Playground and Open Space Renew al Program	344,545	-	344,545	-	-	-	-	344,545		
Public Open Space Improvements Program	200,000	-	-	200,000	-	-	-	200,000		
Airport										
Warrnambool Airport Upgrades	150,000	-	-	150,000	-	-	-	150,000		
Airport Minor Works Program	45,000	-	-	45,000	-	-	-	45,000		
TOTAL INFRASTRUCTURE	10,117,667	570,000	5,865,167	3,682,500	-	750,000	-	9,367,667		
TOTAL NEW CAPITAL WORKS	17,522,000	590,000	9,318,500	7,613,500	-	3,250,000	100,000	14,172,000		

4.5.3 Works carried forward from the 2023-2024 year

			Asset expen	diture types			Summary of Fu	Inding Source	es
Capital Works Area	Project Cost	New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
PROPERTY									
Buildings									
Energy Saving Program	1,825,000	-	-	1,825,000	-			1,825,000	
Council Pound upgrade	700,000	-	-	700,000	-			700,000	
West Warrnambool Neighbourhood House	500,000	500,000	-	-	-			500,000	
Other Building Projects	378,000	-	-	378,000	-			378,000	
Footpaths and Cycleways									
CBD Footpath and Car Park Program	300,000	300,000	-	-	-			300,000	
Computers and Telecommunications									
Coastal Connect ICT Project	2,000,000	-	-	2,000,000	-			2,000,000	
Recreational, Leisure & Community Facilities									
Brierly Reserve Masterplan Implementation	1,000,000	-	-	1,000,000	-			1,000,000	
Lake Pertobe Upgrade Works	200,000	-	-	200,000	-			200,000	
Flagstaff Hill Future Upgrades	200,000	-	-	200,000	-			200,000	
Public Open Space Improvement Program	150,000	-	-	150,000	-			150,000	
Brierly Cricket Nets	150,000	-	-	150,000	-			150,000	
Other Carryforw ard Projects	455,000	-	-	455,000	-			455,000	
Other Infrastructure							-		
Saleyards Future use	1,500,000	1,500,000	-	-	-			1,500,000	
Beach Access Renew al and Risk Mitigation Program	300,000	-	300,000	-	-			300,000	
Street Tree Program	100,000	100,000	-	-	-			100,000	
Computers and Telecommunications									
ICT Strategy Implementation	150,000	150,000	-	-	-			150,000	
Civic Centre Generator	100,000	-	-	100,000	-			100,000	-
Cultural									
Library Stock Renew al	250,000	-	250,000	-	-			250,000	
Public Art Initiatives	120,000	120,000	-	-	-			120,000	
TOTAL CARRIED FORWARD CAPITAL WORKS	10,378,000	2,670,000	550,000	7,158,000	-			10,378,000	-

Summary of Planned Capital Works Expenditure For the years ending 30 June 2026, 2027 & 2028

2025-26	1	Asset Expenditu	re Types			Fu	Inding Sources		
2025-26	Total	New	Renewal	Upgrade	Total	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
De di dia an	0.747	454	4 400	0.404	0.747	4 000	0	0.747	
Buildings	3,717	151	1,462	2,104	3,717	1,000	0	2,717	0
Total Property	3,717	151	1,462	2,104	3,717	1,000	0	2,717	0
Plant and Equipment									
Plant, machinery and equipment	1,185	31	1,155	0	1,185	0	375	810	0
Computers and telecommunications	292	0	292	0	292	0	0	292	0
Cultural collections (Library books & Art)	325	31	294	0	325	0	0	325	0
Total Plant and Equipment	1,802	62	1,741	0	1,802	0	375	1,427	0
Infrastructure									
Roads	4,613	0	3,460	1,154	4,613	500	170	3,943	0
Recreational, leisure and community facilities	3,785	900	0	2,885	3,785	755	80	2,950	0
Footpaths and cycleways	2,064	563	902	600	2,064	100	75	1,889	0
Aquatic Facilities	1,095	0	95	1,000	1,095	500	0	595	0
Drainage	630	0	630	0	630	0	0	630	0
Parks, open space and streetscapes	615	0	353	261	615	0	37	578	0
Bridges	4,088	0	288	3,800	4,088	3,200	0	888	0
Coastal Management	215	0	185	30	215	0	0	215	0
Holiday Parks	205	0	0	205	205	0	0	205	0
Aerodromes	296	0	0	296	296	0	0	296	0
Other infrastructure	326	51	75	200	326	205	5	116	0
Total Infrastructure	17,932	1,514	5,986	10,431	17,932	5,260	367	12,304	0
Total Capital Works Expenditure	23,450	1,727	9,189	12,535	23,450	6,260	742	16,448	0

2026-27	1	Asset Expenditu	re Types			Fu	Inding Sources		
2026-27	Total	New	Renewal	Upgrade	Total	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
D 11 11	0.000	0.50	4 400	7.050	0.000	4 000	0	5 000	
Buildings	9,606	853	1,496	7,258	9,606	4,600	0	5,006	0
Total Property	9,606	853	1,496	7,258	9,606	4,600	0	5,006	0
Plant and Equipment									
Plant, machinery and equipment	1,183	0	1,183	0	1,183	0	380	803	0
Computers and telecommunications	299	0	299	0	299	0	0	299	0
Cultural collections (Library books & Art)	302	0	302	0	302	0	0	302	0
Total Plant and Equipment	1,784	0	1,784	0	1,784	0	380	1,404	0
Infrastructure									
Roads	3,704	0	3,546	158	3,704	500	175	3,029	0
Recreational, leisure and community facilities	6,385	1,400	0	4,985	6,385	2,755	112	3,518	0
Footpaths and cycleways	4,095	2,571	924	600	4,095	1,295	75	2,725	0
Aquatic Facilities	10,097	0	0	10,097	10,097	7,000	0	97	3,000
Drainage	633	0	633	0	633	0	0	633	0
Parks, open space and streetscapes	630	0	362	268	630	0	72	558	0
Bridges	295	0	295	0	295	0	0	295	0
Coastal Management	220	0	189	31	220	0	0	220	0
Holiday Parks	210	0	0	210	210	0	0	210	0
Aerodromes	297	0	0	297	297	0	0	297	0
Other infrastructure	647	191	0	456	647	5	5	637	0
Total Infrastructure	27,212	4,161	5,950	17,101	27,212	11,555	439	12,218	3,000
Total Capital Works Expenditure	38,602	5,014	9,230	24,359	38,602	16,155	819	18,628	3,000

2027-28	l.	Asset Expenditu	re Types			Fu	Inding Sources		
2027-28	Total	New	Renewal	Upgrade	Total	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Duildings	6.000	54	4 504	4 7 4 0	6 200	4.040	0	5.000	
Buildings	6,326	54	1,531	4,742	6,326	1,040	0	5,286	
Total Property	6,326	54	1,531	4,742	6,326	1,040	0	5,286	,
Plant and Equipment									
Plant, machinery and equipment	1,213	0	1,213	0	1,213	0	385	828	C
Computers and telecommunications	307	0	307	0	307	0	0	307	C
Cultural collections (Library books & Art)	309	0	309	0	309	0	0	309	C
Total Plant and Equipment	1,829	0	1,829	0	1,829	0	385	1,444	C
Infrastructure									
Roads	3,526	0	3,365	162	3,526	500	180	2,846	C
Recreational, leisure and community facilities	5,059	2,700	0	2,359	5,059	1,755	27	3,277	C
Footpaths and cycleways	2,136	589	947	600	2,136	100	75	1,961	Ċ
Aquatic Facilities	10,100	0	0	10,100	10,100	7,000	0	100	3,000
Drainage	136	0	136	0	136	0	0	136	C
Parks, open space and streetscapes	646	0	371	275	646	0	0	646	C
Bridges	303	0	303	0	303	0	0	303	C
Coastal Management	225	0	194	32	225	0	0	225	C
Holiday Parks	215	0	0	215	215	0	0	215	C
Aerodromes	298	0	0	298	298	0	0	298	C
Other infrastructure	2,193	193	0	2,000	2,193	2,005	5	183	C
Total Infrastructure	24,838	3,482	5,316	16,040	24,838	11,360	287	10,191	3,000
Total Capital Works Expenditure	32,993	3,536	8,675	20,782	32,993	12,400	672	16,921	3,000



5a. Financial Performance Indicators

The following tables highlight Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives. The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Targeted performance indicators - Service

Indicator	Measure	Actual	Forecast Actual	Target	Tai	ons	Trend	
indicator	Measure	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	+/o/-
Governance			•					
Consultation and engagement (Council decisions made and implemented with community input)	Satisfaction with community consultation and engagement Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	46	50	50	50	50	50	o
Roads								
Condition (sealed local roads are maintained at the adopted condition standard)	Sealed local roads below the intervention level Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	93.56%	93.56%	93.56%	93.56%	93.56%	93.56%	0
Statutory planning								
Service standard (planning application processing and decisions are in accordance with legislative requirements)	Planning applications decided within the relevant required time Number of planning application decisions made within the relevant required time / Number of planning application decisions made	66.97%	66.97%	66.97%	66.97%	66.97%	66.97%	o
Waste management								
Waste diversion (amount of waste diverted from landfill is maximised)	Kerbside collection waste diverted from landfill Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	67.24%	65.79%	66.69%	66.69%	66.69%	66.69%	o

*Note: The introduction of the Victorian State Government's Container Deposit Scheme may impact future recycling collection volumes. The impact of the scheme on kerbside recycling volumes is yet to be ascertained.

Key to Forecast Trend:

+ Forecasts improvement in Council's financial performance/financial position indicator

- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator



Targeted performance indicators - Service

Indicator	Measure	tes	Actual	Forecast Actual	Target	Tai	Target Projectic		Trend
Indicator	measure	Notes	2022-22	0	0	0	0	0	+/o/-
Liquidity									
Working Capital (sufficient working capital is available to pay bills as and when they fall due)	Current assets compared to current liabilities Current assets / current liabilities	1	240%	287%	228%	230%	207%	196%	o
Obligations									
Asset renewal (assets are renewed as planned)	Asset renewal compared to depreciation Asset renewal and upgrade expense / Asset depreciation	2	115%	140%	184%	158%	238%	204%	o
Stability									
Rates concentration (revenue is generated from a range of sources)	Rates compared to adjusted underlying revenue Rate revenue / adjusted underlying revenue	3	49.54%	50.79%	51.81%	51.81%	51.81%	51.81%	o
Efficiency									
Expenditure level (resources are used efficiently in the delivery of services)	Expenses per property assessment Total expenses / no. of property assessments		\$4,724.40	\$5,010.18	\$4,799.00	\$4,799.00	\$4,799.00	\$4,799.00	o

Key to Forecast Trend:

+ Forecasts improvement in Council's financial performance/financial position indicator

o Forecasts that Council's financial performance/financial position indicator will be steady

- Forecasts deterioration in Council's financial performance/financial position indicator

Notes to indicators

1. Working Capital

The proportion of current liabilities represented by current assets. Working capital is shown to remain relatively consistent over the 4 year budget and be in line with expectations.

2. Asset renewal

This percentage indicates the extent of Council's renewal and upgrade against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets. Council continues to invest in asset renewal and where possible it leverages grant funding for significant renewal and upgrade projects. This ensures that Council continues to meet the current demand of its assets.

3. Rates concentration

Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Councils reliance on rate revenue is to remain stable over time.

5b. Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

		es	Actual	Forecast	Budget		Projection	\$	Trend
Indicator	Measure	Notes	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	+/o/-
Operating position									
Adjusted underlying result (an adjusted underlying surplus is generated in the ordinary course of business)	Adjusted underlying surplus (or deficit) Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	4.05%	0.59%	4.60%	5.82%	5.37%	4.95%	+
Liquidity									
Unrestricted cash (sufficient cash that is free of restrictions is available to pay bills as and when they fall due)	Unrestricted cash compared to current liabilities Unrestricted cash / current liabilities	2	38.81%	26.99%	17.35%	20.53%	12.59%	14.41%	o
Obligations									
Loans and borrowings (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings compared to rates Interest bearing loans and borrowings / rate revenue	3	22.93%	21.85%	16.77%	8.35%	5.84%	9.77%	o
Loans and borrowings (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings repayments compared to rates Interest and principal repayments on interest bearing loans and borrowings / rate revenue		3.66%	4.66%	4.12%	3.24%	2.37%	2.30%	o
Indebtedness (level of long term liabilities is appropriate to the size and nature of a Council's activities)	Non-current liabilities compared to own-source revenue Non-current liabilities / own source revenue		14.73%	11.71%	7.03%	5.33%	6.08%	7.85%	o
Stability									
Rates effort (rating level is set based on the community's capacity to pay)	Rates compared to property values Rate revenue / CIV of rateable properties in the municipal district		0.42%	0.41%	0.42%	0.43%	0.44%	0.44%	o
Efficiency									
Revenue level (resources are used efficiently in the delivery of services)	Average rate per property assessment General rates and municipal charges / no. of property assessments		\$2,037	\$2,110	\$2,177	\$2,252	\$2,308	\$2,365	o

Notes to indicators

1. Adjusted underlying result

An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. The underlying result is expected to be around the breakeven to a small surplus for the budget projection period.

2. Unrestricted Cash

The cash not associated to a particular use within Council or a legislative requirement. Council maintains a consistent ratio over the 4 year budget.

3. Debt compared to rates

Council will continue to use debt as a funding strategy to enable generational capital projects such as the Reid Oval upgrade, Learning & Library Hub, Civic Centre upgrade and the Brierly Community Hub. Debt is also being used to fund income generating projects at the Livestock Exchange and cost saving projects through the Smart Buildings program. Council has a borrowing strategy that it adheres to when planning its long-term funding strategy.



6. Schedule of Fees and Charges

This appendix presents the fees and charges of a statutory/non-statutory nature which will be charged in respect to various goods and services during the financial year 2024-25.

Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation. The fees listed are a maximum and Council have the discretion to charge a lesser amount if appropriate.

Interest on Unpaid Monies other than rates and charges In accordance with Section 227(a) of the Local Government Act 1989 Council sets the rate of interest to apply to unpaid monies, other than rates and charges, presently at 10.00% but subject to change when the rate is set by the State Government at 30th June 2024.

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee GST	Inc		I-25 Fee c GST	Fee Inc / Decre		Annual % Change	Basis of Fee
	Р	Property Manage	ement							
User Fees & Charges										
Applications to use Crown & Council Land	Per Application	Non-Taxable	\$ 29	9.00	\$	29.70	\$	0.70	2.41%	Council
Licences preparation fee	Per Application	Taxable	-	7.80	\$	131.00	\$	3.20	2.50%	Council
Lease preparation fee	Per Application	Taxable		5.80	\$	190.40	\$	4.60	2.48%	Council
Survey plan fee	Per Application	Non-Taxable	\$ 1,859			,906.40		46.50	2.50%	Council
Title search fee	Per Application	Non-Taxable	\$ 48	3.60	\$	49.80	\$	1.20	2.47%	Council
Outdoor Café /Laneway Bar Fees										
Licence Fee (per week)	Per Week	Non-Taxable	\$ 226	6.70	\$	232.40	\$	5.70	2.51%	Council
Table Fee (per table)	Per Table	Non-Taxable	\$ 46	6.60	\$	47.80	\$	1.20	2.58%	Council
Rate Search Fees										
Rate history search fee	First 3 Hours	Non-Taxable	\$ 440).90	\$	451.90	\$	11.00	2.49%	Council
Rate history search fee	After 3 Hours	Non-Taxable		9.70	\$	143.20	Ψ \$	3.50	2.51%	Council
Rate history search fee (0-10 Years)	Each	Non-Taxable		5.40	\$	27.10	\$	0.70	2.65%	Council
Copy of previous years Rate Instalments Notices	Each	Non-Taxable		3.60	\$	19.10	\$	0.50	2.69%	Council
	Lacit		ψ	5.00	Ψ	10.10	Ψ	0.00	2.0370	Codition
Search, retrieval and photocopying fees										
Search, inspection, retrieval or access fee	Per Search	Non-Taxable	\$ 27	7.90	\$	28.60	\$	0.70	2.51%	Council
Search, inspection, retrieval or access fee (Offsite)	Per Search	Non-Taxable	\$ 44	1.00	\$	45.10	\$	1.10	2.50%	Council
Photocopying/printing any document	Per A4/A3 page	Non-Taxable	\$ (0.80	\$	0.80	\$	-	0.00%	Council
Photocopying/printing any document	Per A1,2,0 page	Non-Taxable	\$ 5	5.80	\$	5.90	\$	0.10	1.72%	Council
Mapping Products (Commercial Use)										
Size A0	Per print	Taxable	\$ 159	9.40	\$	163.40	\$	4.00	2.51%	Council
A1	Per print	Taxable		6.50	\$	129.70	\$	3.20	2.53%	Council
A2	Per print	Taxable		1.50	\$	96.90	\$	2.40	2.54%	
A3	Per print	Taxable		5.00	\$	66.60	\$	1.60		Council
A4	Per print	Taxable						1.60		Council
			\$ 62	2.50	\$	64.10	\$	1.60	2.46% 2.56%	-
			\$ 62	2.50	\$	64.10	\$		2.46%	Council
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Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc		Fee Increase	Annual %	Basis of Fee
			GST	Inc GST	/ Decrease \$	Change	
	F	Revenue Manag	ement				
Necessary Certificate x2							
Less than \$500	Per Application	Non-Taxable	\$ 107.60	\$ 110.30	\$ 2.70	2.51%	Council
\$500 - \$999	Per Application	Non-Taxable	\$ 190.40	\$ 195.20	\$ 4.80	2.52%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 190.40	\$ 195.20	\$ 4.80	2.52%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 223.60	\$ 229.20	\$ 5.60	2.50%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 269.10	\$ 275.80	\$ 6.70	2.49%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 269.10	\$ 275.80	\$ 6.70	2.49%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$ 335.30	\$ 343.70	\$ 8.40	2.51%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$ 391.20	\$ 401.00	\$ 9.80	2.51%	Council
\$70,000.01 & over	Per Application	Non-Taxable	\$ 474.00	\$ 485.90	\$ 11.90	2.51%	Council
Professional (Item 1 Complaints)							
Less than \$500	Per Application	Non-Taxable	\$ 240.10	\$ 246.10	\$ 6.00	2.50%	Council
\$500 - \$999	Per Application	Non-Taxable	\$ 503.00	\$ 515.60	\$ 12.60	2.50%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 503.00	\$ 515.60	\$ 12.60	2.50%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 616.90	\$ 632.30	\$ 15.40	2.50%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 743.10	\$ 761.70	\$ 18.60	2.50%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 743.10	\$ 761.70	\$ 18.60	2.50%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$ 922.20	\$ 945.30	\$ 23.10	2.50%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$ 1,110.60	\$ 1,138.40	\$ 27.80	2.50%	Council
\$70,000.01 & over	Per Application	Non-Taxable	\$ 1,326.90	\$ 1,360.10	\$ 33.20	2.50%	Council
Service Fee							
Service Fee	Per Application	Non-Taxable	\$ 78.70	\$ 80.70	\$ 2.00	2.54%	Council
Other Professional Costs							
Warrant							
Less than \$500	Per Application	Non-Taxable	\$ 62.10	\$ 63.70	\$ 1.60	2.58%	Council
\$500 - \$999	Per Application	Non-Taxable	\$ 127.30	\$ 130.50	\$ 3.20	2.51%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 127.30	\$ 130.50	\$ 3.20	2.51%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 151.10	\$ 154.90	\$ 3.80	2.51%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 189.40	\$ 194.10	\$ 4.70	2.48%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 189.40	\$ 194.10	\$ 4.70	2.48%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$ 237.00	\$ 242.90	\$ 5.90	2.49%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$ 284.60	\$ 291.70	\$ 7.10	2.49%	Council
\$70,000.01 & over	Per Application	Non-Taxable	\$ 334.30	\$ 342.70	\$ 8.40	2.51%	Council
Summons for Oral Examination							
Less than \$500	Per Application	Non-Taxable	\$ 64.20	\$ 65.80	\$ 1.60	2.49%	Council
\$500 - \$999	Per Application	Non-Taxable	\$ 153.20	\$ 157.00	\$ 3.80	2.48%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 153.20	\$ 157.00	\$ 3.80	2.48%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 184.20	\$ 188.80	\$ 4.60	2.50%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 202.90	\$ 208.00	\$ 5.10	2.51%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 202.90	\$ 208.00	\$ 5.10	2.51%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$ 256.70	\$ 263.10	\$ 6.40	2.49%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$ 311.50	\$ 319.30	\$ 7.80	2.50%	Council
\$70,000.01 & over	Per Application	Non-Taxable	\$ 363.30	\$ 372.40	\$ 9.10	2.50%	Council
Necessary Affidavit							
Less than \$500	Per Application	Non-Taxable	\$ 107.60	\$ 110.30	\$ 2.70	2.51%	Council
\$500 - \$999	Per Application	Non-Taxable	\$ 224.60	\$ 230.20	\$ 5.60	2.49%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 224.60		\$ 5.60	2.49%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 272.20		\$ 6.80	2.50%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 324.00	\$ 332.10	\$ 8.10	2.50%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 324.00		\$ 8.10	2.50%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$ 407.80		\$ 10.20	2.50%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$ 480.20	\$ 492.20	\$ 12.00	2.50%	Council
	1						

Budget 2024/25

Fee/Charge Description	Unit	GST Status	20	23-24 Fee Inc GST		24-25 Fee nc GST	Fee Increase / Decrease \$	Annual % Change	Basis of Fee
		levenue Manag	emer	nt					
Application for Order	1				1				
Less than \$500	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$500 - \$999	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
\$70,000.01 & over	Per Application	Non-Taxable	\$	50.70	\$	52.00	\$ 1.30	2.56%	Council
Instructions to Defend									
Less than \$500	Per Application	Non-Taxable	\$	110.70	\$	113.50	\$ 2.80	2.53%	Council
\$500 - \$999	Per Application	Non-Taxable	\$	238.10	\$	244.10	\$ 6.00	2.52%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$	238.10	\$	244.10	\$ 6.00	2.52%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$	296.00	\$	303.40	\$ 7.40	2.50%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$	352.90	\$	361.70	\$ 8.80	2.49%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$	352.90	\$	361.70	\$ 8.80	2.49%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$	439.90	\$	450.90	\$ 11.00	2.50%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$	528.90	\$	542.10	\$ 13.20	2.50%	Council
\$70,000.01 & over	Per Application	Non-Taxable	\$	634.50	\$	650.40	\$ 15.90	2.51%	Council
Order for Substituted Service									
Less than \$500	Per Application	Non-Taxable	\$	162.50	\$	166.60	\$ 4.10	2.52%	Council
\$500 - \$999	Per Application	Non-Taxable	\$	293.90	\$	301.20	\$ 7.30	2.48%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$	293.90	\$	301.20	\$ 7.30	2.48%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$	348.80	\$	357.50	\$ 8.70	2.49%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$	409.90	\$	420.10	\$ 10.20	2.49%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable Non-Taxable	\$	409.90	\$	420.10 530.40	\$ 10.20 \$ 12.90	2.49% 2.49%	Council Council
\$20,000.01 - \$40,000.00 \$40,000.01 - \$70,000.00	Per Application Per Application	Non-Taxable	\$ \$	517.50 609.60	\$ \$	624.80	\$ 12.90 \$ 15.20	2.49%	Council
\$70,000.01 & over	Per Application	Non-Taxable	ֆ \$	709.00	φ \$	726.70	\$ 15.20 \$ 17.70	2.49%	Council
Necessary Notice/Certificate			-						
Less than \$500	Per Application	Non-Taxable	\$	53.80	\$	55.10	\$ 1.30	2.42%	Council
\$500 - \$999	Per Application	Non-Taxable	\$	95.20	\$	97.60	\$ 2.40	2.52%	Council
\$1,000 - \$4,999	Per Application	Non-Taxable	\$	95.20	\$	97.60	\$ 2.40	2.52%	Council
\$5,000 - \$7,499	Per Application	Non-Taxable	\$	111.80	\$	114.60	\$ 2.80	2.50%	Council
\$7,500 - \$9,999	Per Application	Non-Taxable	\$	134.60	\$	138.00	\$ 3.40	2.53%	Council
\$10,000 - \$20,000	Per Application	Non-Taxable	\$	134.60	\$	138.00	\$ 3.40	2.53%	Council
\$20,000.01 - \$40,000.00	Per Application	Non-Taxable	\$	167.70	\$	171.90	\$ 4.20	2.50%	Council
\$40,000.01 - \$70,000.00	Per Application	Non-Taxable	\$	195.60	\$	200.50	\$ 4.90	2.51%	Council
\$70,000.01 & over	Per Application	Non-Taxable	\$	237.00	\$	242.90	\$ 5.90	2.49%	Council
Issue Fees									
Claim or Counterclaim									
Fee	Per Application	Non-Taxable	\$	158.70	\$	162.70	\$ 4.00	2.52%	Council
Application for Order									
Fee	Per Application	Non-Taxable	\$	46.70	\$	47.90	\$ 1.20	2.57%	Council
With Preparation	Per Application	Non-Taxable	\$	76.20	\$	78.10	\$ 1.90	2.49%	Council
46A Summons/46B Rehearing Application						105			
Fee	Per Application	Non-Taxable	\$	164.90	\$	169.00	\$ 4.10	2.49%	Council
With Preparation	Per Application	Non-Taxable	\$	194.50	\$	199.40	\$ 4.90	2.52%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	(24 Fee Inc GST		4-25 Fee c GST	Increase crease \$	Annual % Change	Basis of Fee
		Revenue Manag	ement		1				
Summons for Oral Examination including hear									
Fee	Per Application	Non-Taxable	\$	108.90	\$	111.60	\$ 2.70	2.48%	Council
Certificate for Supreme Court									
Fee	Per Application	Non-Taxable	\$	21.70	\$	22.20	\$ 0.50	2.30%	Council
With Preparation	Per Application	Non-Taxable	\$	51.30	\$	52.60	\$ 1.30	2.53%	Council
Application for Attachment of Earnings									
Fee	Per Application	Non-Taxable	\$	155.60	\$	159.50	\$ 3.90	2.51%	Council
Attachment of Earnings/Debt Order									
Fee	Per Application	Non-Taxable	\$	21.70	\$	22.20	\$ 0.50	2.30%	Council
With Preparation	Per Application	Non-Taxable	\$	51.30	\$	52.60	\$ 1.30	2.53%	Council
Warrant Fees									
Fee	Per Application	Non-Taxable	\$	18.60	\$	19.10	\$ 0.50	2.69%	Council
Sheriff's Warrant Fee	Per Application	Non-Taxable	\$	213.30	\$	218.60	\$ 5.30	2.48%	Council
Application under the Judgement Debt Recove	rv Act				-				
Summons for Examination	Per Application	Non-Taxable	\$	164.90	\$	169.00	\$ 4.10	2.49%	Council
Instalment Application/Agreement (Creditor)	Per Application	Non-Taxable	\$	87.10	\$	89.30	\$ 2.20	2.53%	Council
Application to Vary/Cancel (Creditor)	Per Application	Non-Taxable	\$	87.10	\$	89.30	\$ 2.20	2.53%	Council
Service Cost									
Attempted Service (Item 78)	Per Application	Non-Taxable	\$	44.50	\$	45.60	\$ 1.10	2.47%	Council
Service by Post (Item 77)	Per Application	Non-Taxable	\$	13.50	\$	13.80	\$ 0.30	2.22%	Council
Allowance per km (Item 79)	Per Application	Non-Taxable	\$	0.80	\$	0.90	\$ 0.10	12.50%	Council
		Coast and Riv	/ers						
Mooring Fees									
Boat less than 10m pa	Per boat	Taxable	\$	290.00	\$	304.50	\$ 14.50	5.00%	Council
Boat 10.1m to 15m pa	Per boat	Taxable	\$	365.00	\$	383.30	\$ 18.30	5.01%	Council
Boat 15.1 – 20m pa	Per boat	Taxable	\$	420.00	\$	441.00	\$ 21.00	5.00%	Council
Boat 20.1 – 25m pa	Per boat	Taxable	\$	520.00	\$	546.00	\$ 26.00	5.00%	Council
Jetty Fees – pa: Permit for breakwater and Hopkins River	Per boat	Taxable	\$	240.00	\$	252.00	\$ 12.00	5.00%	Council
Mooring inspection fee	Per boat	Taxable	\$	210.00	\$	220.50	\$ 10.50	5.00%	Council
Mooring infrastructure hire	Per boat	Taxable	\$	100.00	\$	105.00	\$ 5.00	5.00%	Council
Berth permit or mooring licence - new application fee	Per boat	Taxable	\$	90.00	\$	94.50	\$ 4.50	5.00%	Council
Annual Parking Permit Fees									
Breakwater (per vehicle)	Per vehicle	Taxable	\$	75.00	\$	78.80	\$ 3.80	5.07%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	202	23-24 Fee Inc GST		24-25 Fee Inc GST	e Increase ecrease \$	Annual % Change	Basis of Fee
		Airport							
Landing fee - Commercial* (per landing)	\$ per 1,000 kg	Taxable		12.40	\$	13.00	\$ 0.60	4.84%	Council
Landing fee - Recreational Aircraft > 1,800kg (per landing)	\$ per 1,000 kg	Taxable	\$	12.40	\$	13.00	\$ 0.60	4.84%	Council
Flight training - local operator (per aircraft)	Annual	Taxable	\$	1,159.20	\$	1,200.00	\$ 40.80	3.52%	Council
Flight training - non local operator (per landing)	\$ per 1,000 kg	Taxable	\$	6.20	\$	6.50	\$ 0.30	4.84%	Council
Local user fee - Commercial (per aircarft)	Annual	Taxable	\$	1,159.20	\$	1,200.00	\$ 40.80	3.52%	Council
Local user fee - Recreational (per aircraft)	Annual	Taxable	\$	289.80	\$	300.00	\$ 10.20	3.52%	Council
Ambulance Vic/PelAir (per landing)	Per Landing	Taxable	\$	17.10	\$	17.50	\$ 0.40	2.34%	Council
Ambulance Vic HEMS4	No Charge	Taxable	\$	-	\$	-	\$ -	0.00%	Council
RFDS Aircraft	No Charge	Taxable	\$	-	\$	-	\$ -	0.00%	Council
Police/Fire	No Charge	Taxable	\$	-	\$	-	\$ -	0.00%	Council
RPT (per landing)	\$ per 1,000 kg	Taxable	\$	12.40	\$	13.00	\$ 0.60	4.84%	Council
Pavement Concession - aircraft > 5,700kg & tyre pressure >109psi	Per Landing	Taxable	\$	170.80	\$	175.00	\$ 4.20	2.46%	Council
Use terminal/toilets	Per Hour	Taxable	\$	20.50	\$	20.00	\$ (0.50)	-2.44%	Council
Driver Training	Per Day	Taxable	\$	438.30	\$	450.00	\$ 11.70	2.67%	Council
*Off Shore Ops Babcock Helicopter Hangar 3 - Landing Fee 50% discount									
	In	frastructure Se	rvice	s					
Road Reserve Works Permit		Ι		-	Г				
Minor Works less than \$10.000	Per Application	Non-Taxable	\$	160.00	\$	160.00	\$ -	0.00%	Council
Minor Works great than \$10,000	Per Application	Non-Taxable	\$	710.00	\$	750.00	\$ 40.00	5.63%	Council
Minor Works Public Notice Fee	Per Application	Non-Taxable	\$	60.00	\$	60.00	\$ -	0.00%	Council
Large Projects	Per Application	Non-Taxable		By Negotia	atio	n			Council
Asset Protection Permit									
Asset Inspection Checklist	Per Application	Non-Taxable	\$	160.00	\$	160.00	\$ -	0.00%	Council
Livestock Crossing Permit:									
Stock Crossing Permit	Per Application	Non-Taxable	\$	160.00	\$	160.00	\$ -	0.00%	Council
Stormwater Legal Point of Discharge Application:									
Single dwelling development - Note 1 Building Regulations 2018 - Fee and Penalty Schedule - Regulation 36(4) - 9.77 Fee Units	Per Application	Non-Taxable	\$	144.70	\$	150.00	\$ 5.30	3.66%	Statutory
nformation only - Note 1	Per Application	Non-Taxable	\$	70.00	\$	70.00	\$ -	0.00%	Council
Short notice fee - Note 1	Per Application	Non-Taxable	\$	125.00	\$	130.00	\$ 5.00	4.00%	Council
Street tree – supply and install including maintenance period of 24 months - Note 1	Per Tree	Non-Taxable	\$	385.00	\$	400.00	\$ 15.00	3.90%	Council
Build Over Stormwater Easement Application - Note 1	Per Application	Non-Taxable	\$	130.00	\$	135.00	\$ 5.00	3.85%	Council
Rain Garden (small up to 4.5m2) – supply and nstall vegetated landscaping including maintenance period of 24 months	Per Rain Garden	Non-Taxable	\$	3,450.00	\$	3,600.00	\$ 150.00	4.35%	Council
Rain Garden (medium up to 9.0m2) – supply and nstall vegetated landscaping including maintenance period of 24 months	Per Rain Garden	Non-Taxable	\$	3,930.00	\$	4,100.00	\$ 170.00	4.33%	Council
Stormwater drainage line inspection (high resolution camera) – 4 hours	Per Inspection	Non-Taxable	\$	725.00	\$	750.00	\$ 25.00	3.45%	Council
Stormwater drainage line inspection (high		1			\$		\$ 40.00	2.65%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	20)23-24 Fee Inc GST		24-25 Fee Inc GST	Fee Increas / Decrease		Basis of Fee
		Open Space I	lire						
Botanic Gardens - Weddings and Events									
Small Event - (No Marquee, Vehicle Access or Use of Rotunda)	Per event	Taxable	\$	120.00	\$	130.00	\$ 10.00	8.33%	Council
Use of Band Rotunda and or Vehicle Access	Per hire	Taxable	\$	195.00	\$	200.00	\$ 5.00	2.56%	Council
Small Marquee (6m x 6m, or up to 36 square metres) weddings and events *	Per marquee	Taxable	\$	625.00	\$	650.00	\$ 25.00	4.00%	Council
Medium Marquee (8m x 8m, or up to 64 square metres) weddings and events *	Per marquee	Taxable	\$	1,250.00	\$	1,300.00	\$ 50.00	4.00%	Council
Large Marquee *	Per marquee	Taxable		Price on event a	appl	ication			Council
Note: * = Marquee fees include vehicle access and	use of Band Rotunda	if required							
_ake Pertobe - Events									
Community Events (not for profit)	Per event	Taxable		١		harge			Council
Small Events (under 200 attendees)	Per event	Taxable	\$	310.00	\$	320.00	\$ 10.00	3.23%	Council
Medium Events (between 200 to 500 attendees)	Per event	Taxable	\$	620.00	\$	650.00	\$ 30.00		Council
Large Events (over 500 attendees)	Per event	Taxable	\$	1,250.00		1,300.00	\$ 50.00		Council
<u> </u>			•	.,	-	.,			
		Lighthouse Th	eatre)					
Staff - all venues and user types									
Supervising Technician	Per hour	Taxable	\$	65.00	\$	67.00	\$ 2.00	3.08%	Council
Technician	Per hour	Taxable	\$	59.00	\$	61.00	\$ 2.00	3.39%	Council
Front of House Supervisor or Duty Officer	Per hour	Taxable	\$	65.00	\$	67.00	\$ 2.00	3.08%	Council
Front of House Officer (Box Office, Bar, Merchandise Seller)	Per hour	Taxable	\$	59.00	\$	61.00	\$ 2.00	3.39%	Council
Jsher Provision Fee	Per performance	Taxable	\$	260.00	\$	260.00	\$-	0.00%	Council
Ticket Fees (patrons & ticket purchasers)			-						
Online/Web Booking Fee	Per booking	Taxable	\$	6.95	\$	6.95	\$-	0.00%	Council
Phone Booking Fee	Per booking	Taxable	\$	3.00	\$	3.00	\$ -	0.00%	Council
Community & Local Non for Profit					-				
THEATRE ticketed performance - Hire rate plus	Per performance	Taxable	\$	605.00	\$	620.00	\$ 15.00	2.48%	Council
5% of net ticket sales THEATRE ticketed performance - Second		Taxable	φ \$	383.00	\$	393.00	\$ 10.00		Council
Performance same day	Per performance		·						-
THEATRE - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$	57.00	\$	57.00	\$ -	0.00%	Council
THEATRE - Rehearsal (Inc. Technical Equipment)	Per hour	Taxable	\$	67.00	\$	67.00	\$-	0.00%	Council
Community & Local Non for Profit									
STUDIO ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$	393.00	\$	399.00	\$ 6.00	1.53%	Council
STUDIO ticketed performance - Second Performance same day	Per performance	Taxable	\$	255.00	\$	260.00	\$ 5.00	1.96%	Council
STUDIO - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$	57.00	\$	57.00	\$-	0.00%	Council
STUDIO - Rehearsal (Inc. Technical Equipment)	Per hour	Taxable	\$	67.00	\$	67.00	\$-	0.00%	Council
Local Artists and Non-local Non for Profit									
THEATRE ticketed performance - Hire rate plus	Per performance	Taxable	\$	860.00	\$	880.00	\$ 20.00	2.33%	Council
5% of net ticket sales THEATRE ticketed performance - Second	Per performance	Taxable	\$	390.00	\$	400.00	\$ 10.00	2.56%	Council
Performance same day THEATRE - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$	57.00	\$	57.00	\$ -	0.00%	Council
THEATRE - Rehearsal (Inc. Technical	Per hour	Taxable	\$	67.00	\$	67.00	\$ -	0.00%	Council
Equipment) STUDIO ticketed performance - Hire rate plus 5%	Per performance	Taxable	\$	535.00	\$	548.00	\$ 13.00		Council
of net ticket sales STUDIO ticketed performance - Second	Per performance	Taxable	\$	255.00	\$	260.00	\$ 5.00		Council
Performance same day STUDIO - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$ \$	57.00	\$	57.00	\$ -	0.00%	Council
· · · · /									
STUDIO - Rehearsal (Inc. Technical Equipment)	Per hour	Taxable	\$	67.00	\$	67.00	\$-	0.00%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	20	23-24 Fee Inc GST		24-25 Fee Inc GST	Fee Increas / Decrease		Basis of Fee
		Lighthouse The	eatre	1					
Other Fees - Community, Non for Profits and L		j · · · · ·			1				
Equipment & Consumable Items									
Steinway Grand piano (plus tuning if required)	Per item	Taxable	\$	105.00	\$	105.00	\$ -	0.00%	Council
Minimum Consumable Charge (gel, tape,	Per item	Taxable	\$	34.00	\$	34.00	\$ -	0.00%	Council
batteries)			· ·		· ·				
Radio Mics Minimum Marketing Charge	Per item Per item	Taxable Taxable	\$ \$	49.00 62.50	\$ \$	49.00 65.00	\$ - \$ 2.50	0.00%	Council Council
······································			Ť		Ť				
Ticketing Fees (hirer) - based on gross prices									
Tickets \$10.99 and under	Per ticket	Taxable	\$	1.60	\$	1.60	\$-	0.00%	Council
Tickets \$11.00 - \$39.99	Per ticket	Taxable	\$	3.10	\$	3.20	\$ 0.10	3.23%	Council
Tickets \$40.00 and over	Per ticket	Taxable	\$	4.10	\$	4.20	\$ 0.10	2.44%	Council
Credit Card/Electronic Payment Fee	Per ticket	Taxable			÷	io 3%			Council
Complimentary Tickets	Per ticket	Taxable	\$	0.60	· ·	0.60	\$-	0.00%	Council
Event Creation and Set of Tickets	Per season	Taxable	\$	57.00	\$	57.00	\$-	0.00%	Council
Ticketed Event: Subsidised Professional Comp	anios				_				
THEATRE ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$	1,400.00	\$	1,450.00	\$ 50.00	3.57%	Council
THEATRE ticketed performance - Second	Per performance	Taxable	\$	640.00	\$	655.00	\$ 15.00	2.34%	Council
Performance same day THEATRE - Rehearsal	Per hour	Taxable	\$	67.00	\$	67.00	\$ -	0.00%	Council
STUDIO ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$	650.00	\$	665.00	\$ 15.00	2.31%	Council
STUDIO ticketed performance - Second Performance same day	Per performance	Taxable	\$	380.00	\$	388.00	\$ 8.00	2.11%	Council
STUDIO - Rehearsal	Per hour	Taxable	\$	67.00	\$	67.00	\$-	0.00%	Council
Ticketed Event: Standard Hirer Rates THEATRE ticketed performance - Hire rate plus									
5% of net ticket sales	Per performance	Taxable	\$	1,900.00	\$	2,000.00	\$ 100.00	5.26%	Council
THEATRE ticketed performance - Second Performance same day	Per performance	Taxable	\$	650.00	\$	670.00	\$ 20.00	3.08%	Council
THEATRE - Rehearsal	Per hour	Taxable	\$	67.00	\$	67.00	\$-	0.00%	Council
STUDIO ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$	670.00	\$	685.00	\$ 15.00	2.24%	Council
STUDIO ticketed performance - Second Performance same day	Per performance	Taxable	\$	400.00	\$	410.00	\$ 10.00	2.50%	Council
STUDIO - Rehearsal	Per hour	Taxable	\$	67.00	\$	67.00	\$-	0.00%	Council
Other Fees - Subsidised theatre and Standard I Equipment & Consumable Items	nires				_				
Steinway Grand piano (plus tuning if required)	Per item	Taxable	\$	240.00	\$	240.00	\$ -	0.00%	Council
Minimum Consumable Charge (gel, tape, batteries)	Per item	Taxable	\$	68.00	\$	70.00	\$ 2.00		Council
Radio Mics	Per booking	Taxable	\$	98.00	\$	98.00	\$ -	0.00%	Council
Minimum Marketing Charge	Per booking	Taxable	\$	125.00	\$	130.00	\$ 5.00	-	Council
Ticketing Fees (hirer) - based on gross prices					-				
Tickets \$10.99 and under	Per ticket	Taxable	\$	3.40	\$	3.50	\$ 0.10	_	Council
Tickets \$11.00 - \$39.99	Per ticket	Taxable Taxable	\$	4.40	\$	4.50	\$ 0.10	-	Council
Tickets \$40.00 - \$59.99 Tickets \$60.00 and over	Per ticket	Taxable Taxable	\$ \$	5.50	\$ \$	5.60	\$ 0.10 \$ 0.20	-	Council
Credit Card/Electronic Payment Fee	Per ticket Per ticket	Taxable	φ	6.60		6.80 to 3%	\$ 0.20	3.03%	Council Council
Complimentary Tickets	Per ticket	Taxable	\$	0.60	\$	0.60	\$ -	0.00%	Council
Event Creation and Set of Tickets (Per Season)	Per season	Taxable	\$	120.00	\$	125.00	\$ 5.00		Council
Urgent (<72hr) Event Creation and Set of Tickets (Per Season)	Per season	Taxable	\$	240.00	\$	250.00	\$ 10.00	4.17%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc GST	2024-25 Fee Inc GST	Fee Increase / Decrease \$	Annual % Change	Basis of Fee
		Lighthouse Th	eatre				
Merchandise							
Including foyers, Theatre, Studio, Atrium and Meeting Room	Per sale	Taxable	12%	on gross sales			Council
Non-Ticketed Event: Non for Profit Organisation	ns						
THEATRE - Event Hire (up to 9 hrs)	Per session	Taxable	\$ 1,325.00	\$ 1,350.00	\$ 25.00	1.89%	Council
THEATRE - Additional Hours	Per hour	Taxable	\$ 67.00	\$ 67.00	\$ -	0.00%	Council
STUDIO - Event Hire (up to 9 hrs)	Per session	Taxable	\$ 720.00	\$ 735.00	\$ 15.00	2.08%	Council
STUDIO - Additional Hours	Per hour	Taxable	\$ 67.00	\$ 67.00	\$ -	0.00%	Council
STUDIO - Meeting only - basic A/V requirements and fixed layout. (9am to 5pm Monday to Friday only)	Per session	Taxable	\$ 360.00	\$ 360.00	\$ -	0.00%	Council
MEETING ROOM - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 270.00	\$ 270.00	\$-	0.00%	Council
MEETING ROOM Half Day (under 4 hours) - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 200.00	\$ 200.00	\$-	0.00%	Council
MEETING ROOM - Weekdays outside of business hours and Weekends	Per booking	Taxable	by	negotiation			Council
STUDIO: Used in conjunction with Theatre event hire	Per event per day	Taxable	\$ 420.00	\$ 430.00	\$ 10.00	2.38%	Council
MEETING ROOM: Used in conjunction with Theatre or Studio event hire	Per event per day	Taxable	\$ 165.00	\$ 165.00	\$ -	0.00%	Council
MAIN FOYER - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 340.00	\$ 345.00	\$ 5.00	1.47%	Council
MAIN FOYER - Weekdays outside of business hours and Weekends	Per booking	Taxable	by	negotiation			Council
Non-Ticketed Event: Standard Rates							
	Per session	Taxable	\$ 2,200.00	\$ 2,250.00	\$ 50.00	2.27%	Council
THEATRE - Event Hire (up to 9 hrs) THEATRE - Additional Hours	Per session	Taxable	\$ 2,200.00 \$ 67.00	\$ 2,250.00	\$ 50.00	0.00%	Council
		Taxable			\$ - \$ -	0.00%	Council
STUDIO - Event Hire (up to 9 hrs) STUDIO - Additional Hours	Per session Per hour	Taxable	\$ 880.00 \$ 67.00	\$ 880.00 \$ 67.00	\$ - \$ -	0.00%	Council
STUDIO - Additional Hours STUDIO - Meeting only - basic A/V requirements and fixed layout. (9am to 5pm Monday to Friday only)	Per session	Taxable	\$ 400.00		\$ -	0.00%	Council
MEETING ROOM - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ -	\$ -	\$ -	0.00%	Council
MEETING ROOM Full Day (over 4 hours) - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 270.00	\$ 270.00	\$ -	0.00%	Council
MEETING ROOM Half Day (under 4 hours) - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 200.00	\$ 200.00	\$ -	0.00%	Council
MEETING ROOM - Weekdays outside of business hours and Weekends	Per booking	Taxable	by	negotiation			Council
STUDIO: Used in conjunction with Theatre event hire	Per event per day	Taxable	\$ 517.50	\$ 518.00	\$ 0.50	0.10%	Council
MAIN FOYER - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 351.90	\$ 353.00	\$ 1.10	0.31%	Council
MAIN FOYER - Weekdays outside of business hours and Weekends	Per booking	Taxable	by	negotiation	1		Council
MAIN FOYER - Used in conjunction with Theatre: Event	Per booking	Taxable	No charge			0.0%	Council
MAIN FOYER - Used in conjunction with Studio	Per hour	Taxable	\$ 125.00	\$ 125.00	\$ -	0.00%	Council
Room Change Surcharge (Change of Format from Standard)	Per booking	Taxable	\$ 65.00	\$ 70.00	\$ 5.00	7.69%	Council
Functions							
Catered Functions (Dinners, Luncheons, Wedd	inas)						
STUDIO - Function Hire - up to 9 hrs access, includes Meeting Room	Per booking	Taxable	\$ 1,300.00	\$ 1,350.00	\$ 50.00	3.85%	Council
STUDIO - Additional Hire hours or Setup hours	Per hour	Taxable	\$ 67.00	\$ 67.00	\$ -	0.00%	Council
MAIN FOYER - Used in conjunction with Catered Function	Per session	Taxable	\$ 130.00	\$ 130.00	\$ -	0.00%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc GST	; 2	024-25 Fee Inc GST	Fee Increa / Decreas		Basis of Fee
		is hthe use Th						
Other Fees		Lighthouse The	eatre			1		
Equipment & Consumables Items								
			<u> </u>		0.40.00	¢	0.000/	Osumali
Steinway Grand Piano (plus tuning if required)	Per item	Taxable	\$ 240.0	0 \$	240.00	\$ -	0.00%	Council
Radio Mics	Per booking	Taxable	\$ 98.0	_		\$-	0.00%	Council
Rubbish Removal	Per skip bin	Taxable	\$ 150.0	0 \$	160.00	\$ 10.	0 6.67%	Council
		Aquazone						
Day Admissions: Aquatics		Aquazone						
Adult swim	Per day	Taxable	\$ 7.6	0 9	7.80	\$ 0.	20 2.63%	Council
Child swim (3-15 years)	Per day	Taxable	\$ 5.3	_		\$ 0.		Council
Concession swim	Per day	Taxable	\$ 5.3	0 9	5.40	\$ 0.	10 1.89%	Council
Family swim (unlimited family members/same residence)	Per day	Taxable	\$ 22.7	0 \$	3 23.30	\$0.	60 2.64%	Council
Day Admissional Uselik & Fitness				_				
Day Admissions: Health & Fitness Gymnasium	Per day	Taxable	\$ 16.5	0 9	6 16.90	\$ 0.	10 2.42%	Council
Gymnasium- Concession	per day	Taxable	\$ 11.5	_		\$ 0.		Council
Fitness class	Per class	Taxable	\$ 16.5			\$ 0.		Council
Older adult exercise class	Per class	Taxable	\$ 11.5			\$ 0.		Council
Preventative Health Classes	Per class	Taxable	\$ 6.5	-		\$ 0.		Council
School aerobics	Per class	Taxable	\$ 8.5	0 9	8.70	\$ 0.	20 2.35%	Council
Personal Training 1 hour	Per session	Taxable	\$ 95.2	0 \$	97.60	\$ 2.	40 2.52%	Council
Personal Training 45 minutes	Per session	Taxable	\$ 71.4	0 \$	73.20	\$1.	30 2.52%	Council
Personal Training ½ hour	Per session	Taxable	\$ 47.6	0 \$	48.80	\$ 1.	20 2.52%	Council
Learn to Swim (Pool Entry & Assessment)				_				
Per class (2nd child and 3rd child discounts								
apply)	Per class	Non-Taxable	\$ 15.8	0 9	5 16.20	\$ 0.	40 2.53%	Council
Private lessons 1/2 hour lesson	Per lesson	Non-Taxable	\$ 59.0			\$ 1.		Council
1 hour lesson	Per lesson	Non-Taxable	\$ 110.7			\$ 2.		Council
School swim - no instruction	Per child	Non-Taxable	\$ 5.4	0 \$	5.50	\$ 0.	10 1.85%	Council
School swim - with instruction Ration 10:1 - 45min	Per child	Non-Taxable	\$-	4	9.35	\$9.	35 NEW	Council
School swim - with instruction Ration 10:1 - 60min	Per child	Non-Taxable	\$-	\$	5 11.20	\$ 11.	20 NEW	Council
School swim - with instruction Ration 8:1 - 30min	Per child	Non-Taxable	\$ -	\$	9.35	\$9.	35 NEW	Council
School swim - with instruction Ration 8:1 - 45min	Per child	Non-Taxable	\$-	\$	5 11.20	\$ 11.	20 NEW	Council
School swim - with instruction Ration 8:1 - 60min	Per child	Non-Taxable	\$-	4	13.50	\$ 13.	50 NEW	Council
School swim - with instruction Ration 6:1 - 30min	Per child	Non-Taxable	\$-	\$	5 11.20	\$ 11.	20 NEW	Council
School swim - with instruction Ration 6:1 - 45min	Per child	Non-Taxable	\$-	\$	13.50	\$ 13.	50 NEW	Council
School swim - with instruction Ration 6:1 - 60min	Per child	Non-Taxable	\$-	4	16.20	\$ 16.	20 NEW	Council
School at pool	Per child	Non-Taxable	\$ 11.6	0 \$	5 11.90	\$ 0.	30 2.59%	Council
Learn to Swim Monthly Direct Debit	Per direct debit per month	Non-Taxable	\$ 66.2	0 \$	67.90	\$1.	2.57%	Council
Learn to Swim Monthly Direct Debit (Concession)	Per direct debit per month	Non-Taxable	\$ 46.3	0 \$	47.50	\$1.	20 2.59%	Council
Group Entry				+				
Adult Swim	Per session	Taxable	\$ 7.0	0 9	7.20	\$ 0.	20 2.86%	Council
Adult Gym	Per session	Taxable	\$ 15.5	_		\$ 0.		Council
Adult Fitness Class	Per session	Taxable	\$ 15.5	_		\$ 0.		Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-	24 Fee Inc GST		24-25 Fee nc GST	Fee Increase / Decrease \$	Annual % Change	Basis of Fee
M.:14: D		Aquazone	1					1	
Multi Pass – Health & Fitness	Denner	Tauahla	¢	004.40	^	204.00	* 7.40	0.540/	O sum sil
Fitness class - 20 pass	Per pass	Taxable	\$	294.40	\$	301.80	\$ 7.40	2.51%	Council
Multi Pass – Aquatics									
Adult - 20 Pass	Per pass	Taxable	\$	136.00	\$	139.40	\$ 3.40	2.50%	Council
Adult -50 Pass	Per pass	Taxable	\$	340.00	\$	348.50	\$ 8.50	2.50%	Council
Child - 20 Pass	Per pass	Taxable	\$	100.60	\$	103.10	\$ 2.50	2.49%	Council
Child - 50 Pass	Per pass	Taxable	\$	251.50	\$	257.80	\$ 6.30	2.50%	Council
Concession - 20 Pass	Per pass	Taxable	\$	95.20	\$	97.60	\$ 2.40	2.52%	Council
Concession - 50 Pass	Per pass	Taxable	\$	238.00	\$	244.00	\$ 6.00	2.52%	Council
Facility Hire					<u> </u>			1	
Up to four hours	Per booking	Taxable	\$	575.00	\$	589.40	\$ 14.40	2.50%	Council
Up to ten hours	Per booking	Taxable	\$	890.00	\$	912.30	\$ 22.30	2.51%	Council
Lane hourly - commercial	Per hour per lane	Taxable	\$ \$	47.50	\$ \$	48.70	\$ 22.30 \$ 1.20	2.53%	Council
Lane hourly - community	Per hour per lane	Taxable	\$	5.30	\$	5.40	\$ 0.10	1.89%	Council
School booking cancellation fee (per lane) (<12	Per lane	Taxable	\$	51.80	\$	53.10	\$ 0.10 \$ 1.30	2.51%	Council
hrs notice) Functional Studio	Per hour	Taxable	\$	67.30	\$	69.00	\$ 1.70	2.53%	Council
	Per hour	Taxable	\$	72.50	\$	74.30	\$ 1.80	2.48%	Council
Multi-purpose room	Fer flour	TAXADIE	φ	72.50	φ	74.30	φ 1.60	2.40%	Council
Memberships - Gold									
12 months	Per membership	Taxable	\$	1,130.20	\$	1,158.50	\$ 28.30	2.50%	Council
3 months	Per membership	Taxable	\$	282.60	\$	289.70	\$ 7.10	2.51%	Council
Direct debit monthly rate	Per membership per month	Taxable	\$	94.20	\$	96.60	\$ 2.40	2.55%	Council
Direct Debit monthly Concession Rate	Per membership per month	Taxable	\$	65.90	\$	67.50	\$ 1.60	2.43%	Council
Memberships - Gym and Swim									
12 months	Per membership	Taxable	\$	999.60	\$	1,024.60	\$ 25.00	2.50%	Council
3 months	Per membership	Taxable	\$	249.90	\$	256.10	\$ 6.20	2.48%	Council
Direct debit monthly rate	Per membership per month	Taxable	\$	83.30	\$	85.40	\$ 2.10	2.52%	Council
Direct Debit monthly Concession Rate	Per membership per month	Taxable	\$	58.30	\$	59.80	\$ 1.50	2.57%	Council
Memberships - Fitness and Swim		- ··		000 0-		1 00 1 01		0.500/	
12 months	Per membership	Taxable	\$	999.60		1,024.60	\$ 25.00	2.50%	Council
3 months Direct debit monthly rate	Per membership Per membership per	Taxable Taxable	\$ \$	249.90 83.30	\$ \$	256.10 85.40	\$ 6.20 \$ 2.10	2.48% 2.52%	Council Council
Direct Debit monthly Concession Rate	month Per membership per	Taxable	\$	58.30	\$	59.80	\$ 1.50	2.57%	Council
Memberships - Swim Only	month				É				
12 months	Per membership	Taxable	\$	900.00	\$	922.50	\$ 22.50	2.50%	Council
3 months	Per membership	Taxable	\$	225.00	\$	230.60	\$ 5.60	2.49%	Council
Direct debit monthly rate	Per membership per month	Taxable	\$	75.00	\$	76.90	\$ 1.90	2.53%	Council
Direct Debit monthly Concession Rate	Per membership per month	Taxable	\$	52.50	\$	53.80	\$ 1.30	2.48%	Council
Memberships - Family Swim	nonui								
12 months	Per membership	Taxable	\$	1,987.20	\$	2,036.90	\$ 49.70	2.50%	Council
3 months	Per membership	Taxable	\$	496.80	\$	509.20	\$ 12.40	2.50%	Council
Direct debit monthly rate	Per membership per month	Taxable	\$	165.60	\$	169.70	\$ 4.10	2.48%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc GST	2024-25 Fee Inc GST	Fee Increa / Decrease		Basis of Fee
	•	Art Gallery		•			
User Fees and Charges		Art Gallery			1		
Admission to special exhibition/event	Per admission	Taxable	Dependent	on exhibition/	event		Council
Research Inquiry – per hour	Per hour	Taxable	\$ 46.60	\$ 47.80		2.58%	Council
Curatorial Advice – per hour	Per hour	Taxable	\$ 129.40		· ·		Council
Education workshop/activity	Per activity	Taxable	+	dent on activi	÷ 0	2.47.70	Council
Public program event/activity	Per activity	Taxable		dent on activi	,		Council
Front-of-house and out-of-hours staff	Per hour	Taxable	\$ 46.60	· · · · · · · · · · · · · · · · · · ·	<u>.</u>	2.58%	Council
		Тахаріс	φ 40.00	φ 47.00	ψ ι.	.0 2.0070	Counten
Annual Subscription							
Family	Per subscription	Taxable	\$ 70.00	\$ 70.00	\$ -	0.00%	Council
Family 3 Years	Per subscription	Taxable	\$ 200.00	\$ 200.00	\$ -	0.00%	Council
Individual	Per subscription	Taxable	\$ 40.00	\$ 40.00	\$ -	0.00%	Council
Individual 3 years	Per subscription	Taxable	\$ 110.00	\$ 110.00	\$ -	0.00%	Council
Individual concession	Per subscription	Taxable	\$ 25.00	\$ 30.00	\$ 5.	0 20.00%	Council
Individual concession 3 years	Per subscription	Taxable	\$ 65.00	\$ 80.00	\$ 15.	0 23.08%	Council
Life	Per subscription	Taxable	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%	Council
Rental							
Exhibition in George Lance Gallery/Temporary Exhibition Gallery	Per Exhibition	Taxable	Ν	legotiation	•		Council
Commission on art sales	Per sale	Taxable	\$ 0.40	\$ 0.40	\$ -	0.00%	Council
Commission on shop sales	Per sale	Taxable	\$ 1.00	\$ 1.10	\$ 0.	0 10.00%	Council
Commission on consignment shop sales	Per sale	Taxable	\$-	\$ 0.30	\$ 0.	0 NEW	Council
Meetings/functions	Per hour	Taxable	\$ 129.40	\$ 132.60	\$ 3.	2.47%	Council
Transparency/digital image (for reproduction)	Per item	Taxable	Ν		Council		
Display easels (x2) – per hour each	Per hour / each	Taxable	\$ 10.40	\$ 10.70	\$ 0.	2.88%	Council
Back loading frames – per hour each	Per hour / each	Taxable	\$ 10.40	\$ 10.70	\$ 0.	2.88%	Council
Lectern hire	Per hour	Taxable	\$ 10.40	\$ 10.70	\$ 0.	2.88%	Council
Microphone and overhead PA	Per hour	Taxable	\$ 20.70	\$ 21.20	\$ 0.	0 2.42%	Council
Directional lighting (gallery spaces) – per event	Per event	Taxable	\$ 93.20	\$ 95.50	\$ 2.	30 2.47%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status		23-24 Fee Inc GST		24-25 Fee Inc GST		e Increase ecrease \$	Annual % Change	Basis of Fee
		Sportsgroun	as		1					
Sports ground casual hire (includes use of pavi										
Half day	Per booking	Taxable	\$	137.50	\$	150.00	\$	12.50	9.09%	Council
Full day	Per booking	Taxable	\$	275.00	\$	300.00	\$	25.00	9.09%	Council
Sports ground oval line marking (pre-season practice matches)	Per booking	Taxable	\$	137.50	\$	150.00	\$	12.50	9.09%	Council
Football/Netball League Finals (senior competition)	Per day	Taxable	\$	1,100.00	\$	1,100.00	\$	-	0.00%	Council
Football/Netball League Finals (junior and/or female competition only)	Per day	Taxable	\$	550.00	\$	550.00	\$	-	0.00%	Council
Cricket League Finals (senior competitions)	Per day	Taxable	\$	275.00	\$	275.00	\$	-	0.00%	Council
Cricket League Finals (junior and/or female competition only)	Per day	Taxable	\$	137.50	\$	137.50	\$	-	0.00%	Council
School Use (local, interschool, regional, state competition days)	Per day	Taxable	\$	550.00	\$	550.00	\$	-	0.00%	Council
Commercial hire	Per day	Taxable	\$	2,200.00	\$	2,200.00	\$	-	0.00%	Council
Unauthorised Use (base charge plus at cost cleaning and/or damages)	Per event	Taxable	\$	1,100.00	\$	1,100.00	\$	-	0.00%	Council
Unauthorised Works on Council Owned or Managed Land (base charge plus at cost cleaning and/or damages, rectification and/or remedial works)	Per event	Taxable	\$	2,200.00	\$	2,200.00	\$	-	0.00%	Council
Commercial cleaning of facilities (when left in unsuitable condition)	Per event	Taxable		At co	ost	plus 25%				Council
Reid Oval social room - clubs/community groups (no kitchen use)	Per hour	Taxable	\$	27.50	\$	27.50	\$	-	0.00%	Council
Reid Oval social room - clubs/community groups (includes kitchen use)	Per hour	Taxable	\$	44.00	\$	44.00	\$	-	0.00%	Council
Reid Oval social room - commercial/for profit groups (no kitchen use)	Per hour	Taxable	\$	55.00	\$	55.00	\$	-	0.00%	Council
Reid Oval social room - commercial/for profit groups (includes kitchen use)	Per hour	Taxable	\$	77.00	\$	77.00	\$	-	0.00%	Council
Reid Oval oval floodlights (competition/event use)	Per hour	Taxable	\$	44.00	\$	44.00	\$	-	0.00%	Council
Commercial cleaning of facilities (post League finals, casual events & schol competition use)	Per booking	Taxable	\$	137.50	\$	220.00	\$	82.50	60.00%	Council
Sports ground seasonal use fee										
Category 1 (Oval, netball courts x 2 & change rooms)	Per season	Taxable	\$	8,487.60	\$	8,487.60	\$	-	0.00%	Council
Category 2 (Oval, netball court x 1 & change rooms)	Per season	Taxable	\$	6,790.30	\$	6,790.30	\$	-	0.00%	Council
Category 3 (Oval, practice nets & change rooms)	Per season	Taxable	\$	5,093.00	\$	5,093.00	\$	-	0.00%	Council
Category 4 (Oval & change rooms)	Per season	Taxable	\$	4,243.80	\$	4,243.80	\$	-	0.00%	Council
Category 5 (Oval)	Per season	Taxable	\$	849.20	\$	849.20	\$	-	0.00%	Council
Category 6 (Regional Facility)	Per season	Taxable		At co	ost	plus 25%	-			Council
Pre-season fee (Jan to Mar training, plus 25% of seasonal fee)	Per season	Taxable				plus 25%				Council
Pre-season fee (Oct to Mar training, plus 50% of seasonal fee)	Per season	Taxable		At co	ost	plus 50%				Council
Jse of second ground for competition (plus 50% of seasonal fee)	Per season	Taxable		At co	ost	plus 50%				Council
All year round competition use (incur two seasonal charges)	Per season	Taxable		A	t co	ost x 2				Council
Recreation Facilities rent		Taxable		D ₁	No	gotiation				Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	202	3-24 Fee Inc GST	24-25 Fee Inc GST	Increase crease \$	Annual % Change	Basis of Fee
	v	Varrnambool St	adium	1	 			
Player Fees								
School	Per player	Taxable	\$	5.90	\$ 6.00	\$ 0.10	1.69%	Council
Casual Shot	Per player	Taxable	\$	5.00	\$ 5.00	\$ -	0.00%	Council
Stadium Hire								
Court hire for licenced resident sports associations domestic competitions & training	Per hour	Taxable	\$	41.00	\$ 42.00	\$ 1.00	2.44%	Council
Hourly rate with lights: commercial	Per hour	Taxable	\$	360.00	\$ 369.00	\$ 9.00	2.50%	Council
Hourly rate with lights: community/school	Per hour	Taxable	\$	255.00	\$ 261.40	\$ 6.40	2.51%	Council
School use between 9am - 3pm	Per booking	Taxable	\$	980.00	\$ 1,004.50	\$ 24.50	2.50%	Council
Highball Court - up to 12 hours	Per booking	Taxable	\$	515.00	\$ 527.90	\$ 12.90	2.50%	Council
Highball Court - with lights: commercial	Per hour	Taxable	\$	81.00	\$ 83.00	\$ 2.00	2.47%	Council
Highball Court - with lights: community/school	Per hour	Taxable	\$	61.00	\$ 62.50	\$ 1.50	2.46%	Council
Highball Court - School use between 9am - 3pm	Per booking	Taxable	\$	360.00	\$ 369.00	\$ 9.00	2.50%	Council
Show Court - up to 12 hours	Per booking	Taxable	\$	670.00	\$ 686.80	\$ 16.80	2.51%	Council
Show Court - with lights: commercial	Per hour	Taxable	\$	81.00	\$ 83.00	\$ 2.00	2.47%	Council
Show Court - with lights: community/school	Per hour	Taxable	\$	61.00	\$ 62.50	\$ 1.50	2.46%	Council
Show Court - School use between 9am - 3pm	Per booking	Taxable	\$	360.00	\$ 369.00	\$ 9.00	2.50%	Council
Seahawks/Mermaids Home Games & Finals Both Teams	Per game	Taxable	\$	680.00	\$ 697.00	\$ 17.00	2.50%	Council
Single Team	Per game	Taxable	\$	420.00	\$ 430.50	\$ 10.50	2.50%	Council
Multi-Purpose Room								
Up to 12 hours (with other hires)	Per booking	Taxable	\$	200.00	\$ 205.00	\$ 5.00	2.50%	Council
Up to 12 hours (room only)	Per booking	Taxable	\$	400.00	\$ 410.00	\$ 10.00	2.50%	Council
Multi-purpose room - Per hour	Per hour	Taxable	\$	60.00	\$ 61.50	\$ 1.50	2.50%	Council
User groups up to 12 hours	Per booking	Taxable	\$	150.00	\$ 153.80	\$ 3.80	2.53%	Council
Meeting room up to 12 hours	Per booking	Taxable	\$	68.00	\$ 69.70	\$ 1.70	2.50%	Council
Meeting room - Per hour	Per hour	Taxable	\$	30.00	\$ 30.80	\$ 0.80	2.67%	Council
Facility Hire								
Kitchen facilities	Per booking	Taxable	\$	190.00	\$ 194.80	\$ 4.80	2.53%	Council
User group sports hire up to 12 hours	Per booking	Taxable	\$	1,290.00	\$ 1,322.30	\$ 32.30	2.50%	Council
3crt stadium Commercial users up to 12 hours	Per booking	Taxable	\$	1,860.00	\$ 1,906.50	\$ 46.50	2.50%	Council
2crt NB stadium up to 12 hours	Per booking	Taxable	\$	985.00	\$ 1,009.60	\$ 24.60	2.50%	Council
Outside School Hours Care								
Vacation care daily rate	Per day	Non-Taxable	\$	88.00	\$ 90.20	\$ 2.20	2.50%	Council
After school care casual rate per session	Per session	Non-Taxable	\$	31.10	\$ 31.90	\$ 0.80	2.57%	Council
After school care permanent rate per session	Per session	Non-Taxable	\$	28.00	\$ 28.70	\$ 0.70	2.50%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc GST	2024-25 Fee Inc GST	Fee Increase Annual / Decrease \$ Change		Basis of Fee						
		Childrens Serv	rices										
Kindergartens													
Fees Per Term - 4 year old (15 hour per week)													
Term 3 & 4	Per term	Non-Taxable	No fee charg	No fee charged for kinders due to Free Kinder announcement									
Term 1 & 2	Per term	Non-Taxable		Council									
Fees Per Term- 3 year old (5 hours per week)													
Term 3 & 4	Per term	Non-Taxable	No fee charg	Council									
Term 1 & 2	Per term	Non-Taxable		announcer	nent		Council						
Centre Based Care													
User Fees & Charges													
Daily fee - Jul to Dec	Per day	Non-Taxable	\$ 125.00	\$ 132.00	\$ 7.00	5.60%	Council						
Daily fee - Jan to June	Per day	Non-Taxable	\$ 125.00	\$ 132.00	\$ 7.00	5.60%	Council						
Family Day Care													
User Fees & Charges													
8am to 6pm – per hour							Council						
After hours – per hour					Council								
Public holidays – per hour				Council									
Breakfast	Fees & charges set			Council									
Lunch	by Educators under	Non-Taxable	Fees & charges se	Council									
Dinner	National guidelines												
Snacks													
Trips				Council									
Parent Admin Levy - per child per week, capped at 2 children	Per child per week	Non-Taxable	\$ 10.20	Council									
Educator Levy - per hour	Per hour	Non-Taxable	\$ 1.20	\$ 1.20	\$-	0.00%	Council						
	0												
llene Meladenene	Commur	nity Care (previ		1	1								
Home Maintenance	Dealerson	New Truckle	01.10	¢ 04.70	A 0.00	0.040/	Qaurail						
Lawn mowing and tip fees: low Lawn mowing and tip fees: medium & couples	Per hour Per hour	Non-Taxable	\$ 40.10	\$ 21.70 \$ 41.20	\$ 0.60 \$ 1.10	2.84% 2.74%	Council Council						
Lawn mowing and tip fees: Private	Per hour	Taxable	\$ 80.70	\$ 82.90		2.73%	Council						
Home Care Packages and Brokerage Clients	Per hour	Taxable	\$ 80.70	\$ 82.90	\$ 2.20	2.73%	Council						
Tip fee		Taxable	\$ 5.20	\$ 5.30	\$ 0.10	1.92%	Council						
Property modification (plus cost of materials): low	Per hour	Non-Taxable	\$ 21.10	\$ 21.70	\$ 0.60	2.84%	Council						
Property modification (plus cost of materials): medium	Per hour	Non-Taxable	\$ 40.10	\$ 41.20	\$ 1.10	2.74%	Council						
Property modification (plus cost of materials): Private	Per hour	Taxable	\$ 80.70	\$ 82.90	\$ 2.20	2.73%	Council						
Home Care Packages and Brokerage Clients	Per hour	Taxable	\$ 80.70	\$ 82.90	\$ 2.20	2.73%	Council						
Note: Minimum 1 hour applies to home maintenance													

Budget 2024/25

Fees and Charges

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc GST	2024-25 Fee Inc GST	Fee Increase / Decrease \$	Annual % Change	Basis of Fee
	Commu	nity Care (previ	ously HACC)				
Home Care							
HACC Community Care Low care	Per hour	Non-Taxable	\$ 9.50	\$ 9.80	\$ 0.30	3.16%	Council
HACC Community Care Medium Care	Per hour	Non-Taxable	\$ 16.90	\$ 17.40	\$ 0.50	2.96%	Council
HACC Community Care High care	Per hour	Non-Taxable	\$ 52.10	\$ 53.50	\$ 1.40	2.69%	Council
Home Care Packages and Brokerage Clients	Per hour	Non-Taxable	\$ 67.80	\$ 69.70	\$ 1.90	2.80%	Council
CHSP Personal care – low	Per hour	Non-Taxable	\$ 9.50	\$ 9.80	\$ 0.30	3.16%	Council
CHSP Personal care – medium	Per hour	Non-Taxable	\$ 16.90	\$ 17.40	\$ 0.50	2.96%	Council
CHSP Personal care - High	Per hour	Non-Taxable	\$ 52.10	\$ 53.50	\$ 1.40	2.69%	Council
Home Care Packages and Brokerage Clients	Per hour	Non-Taxable	\$ 67.80	\$ 69.70	\$ 1.90	2.80%	Council
CHSP Domestic Assistance Low care	Per hour	Non-Taxable	Now C		Council		
CHSP Domestic Assistance Medium care	Per hour	Non-Taxable	Now C		Council		
CHSP Domestic Assistance High care	Per hour	Non-Taxable	Now C		Council		
CHSP Community Care Low	Per hour	Non-Taxable	\$ 9.50	\$ 9.80	\$ 0.30	3.16%	Council
CHSP Community Care Medium	Per hour	Non-Taxable	\$ 16.90	\$ 17.40	\$ 0.50	2.96%	Council
CHSP Community Care High	Per hour	Non-Taxable	\$ 52.10	\$ 53.50	\$ 1.40	2.69%	Council
Home Care Packages and Brokerage Clients	Per hour	Non-Taxable	\$ 67.80	\$ 69.70	\$ 1.90	2.80%	Council
Note: Minimum 1/2 hour applies to home care							
Flexible Respite care	Per session	Non-Taxable	\$ 5.30	\$ 5.40	\$ 0.10	1.89%	Council
Respite Care Programs	Per session	Non-Taxable	\$ 8.30	\$ 8.50	\$ 0.20	2.41%	Council
Accomidation Respite care	One night	Non-Taxable	\$ 15.50	\$ 15.90	\$ 0.40	2.58%	Council
Accomidation Respite care	Two night	Non-Taxable	\$ 25.90	\$ 26.60	\$ 0.70	2.70%	Council
CACPS	Per hour	Taxable	\$ 67.60	\$ 69.50	\$ 1.90	2.81%	Council
Post Acute Care	Per hour	Taxable	\$ 67.60	\$ 69.50	\$ 1.90	2.81%	Council
CHSP/HACC Financial Hardship Fee	Per Application	Taxable	\$ 3.10	\$ 3.20	\$ 0.10	3.23%	Council
Plus travel costs per km - Private Clients / Fees for Service	Per km	Taxable	\$ 1.50	\$ 1.50	\$ -	0.00%	Council

Note: - Minimum 1 hour applies to Home Care and Respite Care services - Minimum ½ hour applies to Personal Care services - Minimum 1 hour will apply to all services provided outside of regular hours, Monday to Friday 6 am to 6pm - Time and ½ is charged to CACPS and PAC after 6pm for the first 2 hours and then double time after that, Saturday incurs time and ½ for the first 2 hours and then double time before midday - After midday until Monday morning 6am charges are double time - All CHSP & HACC PYP Programs are GST free

		1				1	
Social Support Group							
CHSP Daily session fee – low	Per session	Non-Taxable	\$ 8.40	\$ 8.60	\$ 0.20	2.38%	Council
CHSP Daily session fee – medium	Per session	Non-Taxable	\$ 10.40	\$ 10.70	\$ 0.30	2.88%	Council
CHSP Daily session fee – high	Per session	Non-Taxable	\$ 42.10	\$ 43.30	\$ 1.20	2.85%	Council
CHSP In Venue Meal	Per meal	Non-Taxable	\$ 9.60	\$ 9.90	\$ 0.30	3.13%	Council
CHSP Café program	Per session	Non-Taxable	\$ 8.40	\$ 8.60	\$ 0.20	2.38%	Council
CHSP Financial Hardship Fee	Per Application	Taxable	\$ 3.10	\$ 3.20	\$ 0.10	3.23%	Council
HACC Daily session fee - low & medium	Per session	Non-Taxable	\$ 8.40	\$ 8.60	\$ 0.20	2.38%	Council
HACC Daily session fee – high & full cost participants (GST free)	Per session	Non-Taxable	\$ 42.10	\$ 43.30	\$ 1.20	2.85%	Council
HACC In Venue Meal	Per meal	Non-Taxable	\$ 9.60	\$ 9.90	\$ 0.30	3.13%	Council
HACC Café program	Per session	Non-Taxable	\$ 8.40	\$ 8.60	\$ 0.20	2.38%	Council
HACC Financial Hardship Fee	Per Application	Taxable	\$ 3.10	\$ 3.20	\$ 0.10	3.23%	Council
Meals On Wheels							
CHSP Meal 3 course	Per meal	Non-Taxable	\$ 12.70	\$ 13.00	\$ 0.30	2.36%	Council
HACC Meal 3 course	Per meal	Non-Taxable	\$ 12.70	\$ 13.00	\$ 0.30	2.36%	Council
CHSP Meal 2 course	Per meal	Non-Taxable	\$ 9.70	\$ 10.00	\$ 0.30	3.09%	Council
HACC Meal 2 course	Per meal	Non-Taxable	\$ 9.70	\$ 10.00	\$ 0.30	3.09%	Council

Budget 2024/25

Fees and Charges

Fee/Charge Description	Unit	GST Status)23-24 Fee Inc GST	2024-25 Fee Inc GST			crease ease \$	Annual % Change	Basis of Fee
	1	Archie Graha	am				1			
User Fees & Charges										
Hydro pools casual admission	Per admission	Non-Taxable	\$	10.50	\$	10.80	\$	0.30	2.86%	Council
Commercial pool use	Per use	Taxable	\$	105.30	\$	107.90	\$	2.60	2.47%	Council
Community pool use	Per use	Taxable	\$	73.70	\$	75.50	\$	1.80	2.44%	Council
Tech Support	Per session	Taxable	\$	7.30	\$	7.50	\$	0.20	2.74%	Council
Mahjong, scrabble, backgammon	Per session	Taxable	\$	2.00	\$	2.00	\$	-	0.00%	Council
Room hire										
Small Interview Room - Office Style / Interview Room (Capacity 2-3)	Per hour per room	Taxable	\$	17.00	\$	17.40	\$	0.40	2.35%	Council
Small Interview Room - Office Style / Interview Room (Capacity 2-3)	Per half day per room	Taxable	\$	57.00	\$	58.40	\$	1.40	2.46%	Council
Small Interview Room - Office Style / Interview Room (Capacity 2-3)	Per full day per room	Taxable	\$	102.00	\$	104.60	\$	2.60	2.55%	Council
Medium Interview Room - Office Style / Interview Room (Capacity 4-6)	Per hour per room	Taxable	\$	22.50	\$	23.10	\$	0.60	2.67%	Council
Medium Interview Room - Office Style / Interview Room (Capacity 4-6)	Per half day per room	Taxable	\$	79.50	\$	81.50	\$	2.00	2.52%	Council
Medium Interview Room - Office Style / Interview Room (Capacity 4-6)	Per full day per room	Taxable	\$	135.00	\$	138.40	\$	3.40	2.52%	Council
Seniors Meeting Room - Lecture/Workshop: Tables and chairs (Capacity 30/20)	Per hour per room	Taxable	\$	28.00	\$	28.70	\$	0.70	2.50%	Council
Seniors Meeting Room - Lecture/Workshop: Tables and chairs (Capacity 30/20)	Per half day per room	Taxable	\$	96.00	\$	98.40	\$	2.40	2.50%	Council
Seniors Meeting Room - Lecture/Workshop: Tables and chairs (Capacity 30/20)	Per full day per room	Taxable	\$	180.00	\$	184.50	\$	4.50	2.50%	Council
Recreation Hall - Lecture/Workshop: Tables and chairs (Capacity 150/80)	Per hour per room	Taxable	\$	45.00	\$	46.10	\$	1.10	2.44%	Council
Recreation Hall - Lecture/Workshop: Tables and chairs (Capacity 150/80)	Per half day per room	Taxable	\$	148.00	\$	151.70	\$	3.70	2.50%	Council
Recreation Hall - Lecture/Workshop: Tables and chairs (Capacity 150/80)	Per full day per room	Taxable	\$	270.00	\$	276.80	\$	6.80	2.52%	Council
Community Programs 1 - Lecture/Workshop: Tables and chairs (Capacity 35/25)	Per hour per room	Taxable	\$	39.50	\$	40.50	\$	1.00	2.53%	Council
Community Programs 1 - Lecture/Workshop: Tables and chairs (Capacity 35/25)	Per half day per room	Taxable	\$	135.00	\$	138.40	\$	3.40	2.52%	Council
Community Programs 1 - Lecture/Workshop: Tables and chairs (Capacity 35/25)	Per full day per room	Taxable	\$	227.00	\$	232.70	\$	5.70	2.51%	Council
Community Programs 2 - Lecture/Workshop: Tables and chairs (Capacity 30/20)	Per hour per room	Taxable	\$	34.00	\$	34.90	\$	0.90	2.65%	Council
Community Programs 2 - Lecture/Workshop: Tables and chairs (Capacity 30/20)	Per half day per room	Taxable	\$	113.00	\$	115.80	\$	2.80	2.48%	Council
Community Programs 2 - Lecture/Workshop: Tables and chairs (Capacity 30/20)	Per full day per room	Taxable	\$	204.00	\$	209.10	\$	5.10	2.50%	Council

Note: - Not for Profit (NFP) Organisations will receive a flat 50% discount on full rates outlined above. NFP eligibility status must be confirmed by providing documentation outlining registration with a regulatory body - Volunteer groups can access Archie venues at no charge, subject to room availability and proof of volunteer status - Please note Organisations may apply for financial assistance for room hire fee through the Community Support Fund https://www.warrnambool.vic.gov.au/community-development-fund - Alternatively organisations may negotiate in-kind donation of room hire through a Warrnambool City Council partnership arrangement

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc			Fee Increase		Basis of Fee
			GST	Inc	GST	/ Decrease \$	Change	
	1	Health	1					
Food								
Class 1 - Aged Care/Hospitals	Per application	Non-Taxable	-	_	793.20	\$ 793.20	NEW	Council
Class 1 - Childcare	Per application	Non-Taxable	\$ 515.90		528.80	\$ 12.90	2.50%	Council
Class 2 - Supermarket	Per application	Non-Taxable	\$ -	\$ 1,5	500.00	\$ 1,500.00	NEW	Council
Class 2 - Major (ie. large capacity venues, licensed hotels/gaming venues, manufacturers, large food franchises)	Per application	Non-Taxable	\$-	\$ 7	717.00	\$ 717.00	NEW	Council
Class 2 General	Per application	Non-Taxable	\$ 466.30) \$ 4	478.00	\$ 11.70	2.51%	Council
Class 2 - Home Based	Per application	Non-Taxable	\$ 466.30) \$ 3	382.40	\$ (83.90)	-17.99%	Council
Class 2 - Canteens/sporting club kitchens	Per application	Non-Taxable	\$ 159.90) \$ 1	163.90	\$ 4.00	2.50%	Council
Class 2 - Additional FoodTrader Component	Per application	Non-Taxable	\$-	\$ 1	136.00	\$ 136.00	NEW	Council
Class 3 - Supermarket	Per application	Non-Taxable	\$-	\$ 4	478.00	\$ 478.00	NEW	Council
Class 3 and 3A - General	Per application	Non-Taxable	\$-	\$ 2	244.00	\$ 244.00	NEW	Council
Class 3 - Home Based	Per application	Non-Taxable	\$ 178.50)\$1	183.00	\$ 4.50	2.52%	Council
Class 3 - Additional FoodTrader Component	Per application	Non-Taxable	\$-	\$	76.00	\$ 76.00	NEW	Council
Hairdressers, beauty salons (one off fee)	Per application	Non-Taxable	\$ 231.30	-	237.10	\$ 5.80	2.51%	Council
Beauty premises - General Procedures	Per application	Non-Taxable	\$ 164.00		168.10	\$ 4.10	2.50%	Council
Beauty premises - Skin Penetration	Per application	Non-Taxable	\$ -	\$ 2	252.00	\$ 252.00	NEW	Council
Onsite Wastewater Management Systems (OW	MS)							
Note: The EPA's Environment Protection Regu	,	fees for OWMS						
Application to construct, install or alter OWMS [1]	Per application	Non-Taxable	\$ 760.40)\$7	779.40	\$ 19.00	2.50%	Statutory
Application for minor alteration to OWMS [2]	Per application	Non-Taxable	\$ 579.50) \$ 5	594.00	\$ 14.50	2.50%	Statutory
Transfer a permit [3]	Per application	Non-Taxable	\$ 154.50)\$1	158.40	\$ 3.90	2.52%	Statutory
Amend a permit [4]	Per application	Non-Taxable	\$ 161.50)\$1	165.50	\$ 4.00	2.48%	Statutory
Renew a permit [5]	Per application	Non-Taxable	\$ 129.30)\$1	132.50	\$ 3.20	2.47%	Statutory
Notes:								
 In addition to the initial fee, \$91 payable per ho 	ur of assessment (afte	r exceeding initia	al 8.2 hours) up to a	maximu	m of \$2,	,006		
[2] Consists only of the installation, replacement or			-	1 OWMS	3			
[3] An OWMS application has been submitted but			erred					
[4] E.g. changing wastewater system type or pluml		o Install						
[5] When the Permit to Install has expired - 2 years	s after it was issued							
Acquatic Facilities								
Annual registration fee - first pool	Per registration	Non-Taxable	\$ 310.50)\$3	318.30	\$ 7.80	2.51%	Council
Annual registration fee - subsequent pools	Per registration	Non-Taxable	\$ 51.80) \$	53.10	\$ 1.30	2.51%	Council
Transfer fee	Per registration	Non-Taxable	50% of an	nual fee				Council
Pool sampling fee - microbiological	Per sample	Non-Taxable	\$-	\$	77.00	\$ 77.00	NEW	Council
New Registration Fees								
New premises pre-application fee and/or pre- registration inspection fee	Per registration	Non-Taxable	\$ 221.00)\$2	226.50	\$ 5.50	2.49%	Council
Notes:								
 Pro-rata fees apply for new registrations (quarter 	ly) 							
Transfer fees								
Transfer fee	Per application	Non-Taxable	50%		Council			
Accommodation								
Accommodation premises	Per application		\$ 257.70)\$2	264.10	\$ 6.40	2.48%	Council
Other fees								
Re-inspection fee	Per application		\$ 90.60) \$	92.90	\$ 2.30	2.54%	Council
Caravan Parks								
Caravan Parks (per site)	Per application	+	Set by	State Go	overnme	ent		Statutory
								Graturory
Budget 2024/25

Fee/Charge Description	Unit	GST Status	20	023-24 Fee Inc GST		024-25 Fee Inc GST		e Increase ecrease \$	Annual % Change	Basis of Fee
		Immunisatio	'n							
User Fees & Charges										
Application for immunisation records (search fee)	Per application	Non-Taxable	\$	25.90	\$	27.00	\$	1.10	4.25%	Council
Influenza vaccine & administration (flu injection)	Per injection	Taxable	\$	27.90	\$	29.00	\$	1.10	3.94%	Council
Assesment of overseas immunisation records (inclusion on to AIR)	Per child	Non-Taxable	\$	80.00	\$	82.00	\$	2.00	New	Council
		Local Laws	s							
User Fees & Charges										
Derelict vehicle release	Per vehicle	Non-Taxable	\$	430.00	\$	441.00	\$	11.00	2.56%	Council
Tables and chairs	Per table	Non-Taxable	\$	185.00	\$	185.00	\$	-	0.00%	Council
Goods on footpath	Per item	Non-Taxable	\$	227.70	\$	233.00	\$	5.30	2.33%	Council
A/Frames permit	Per frame	Non-Taxable	\$	158.40	\$	162.00	\$	3.60	2.27%	Council
Itinerant trading annual permit	Per application	Non-Taxable	\$	621.00	\$	636.00	\$	15.00	2.42%	Council
Itinerant trading 6 monthly permit	Per application	Non-Taxable	\$	362.30	\$	371.00	\$	8.70	2.40%	Council
Itinerant trading weekend permit	Per application	Non-Taxable	\$	129.40	\$	132.00	\$	2.60	2.01%	Council
Itinerant trading organiser permit (markets and festivals)	Per application	Non-Taxable	\$	1,552.50	\$	1,591.00	\$	38.50	2.48%	Council
Impounded trolley release fee	Per trolley	Non-Taxable	\$	124.20	\$	127.00	\$	2.80	2.25%	Council
Permit to burn	Per permit	Non-Taxable	\$	124.20	\$	127.00	\$	2.80	2.25%	Council
Horses on beach trainer permit	Per permit	Non-Taxable	\$	265.00	\$	272.00	\$	7.00	2.64%	Council
Horses on beach daily access fee	Per horse	Non-Taxable	\$	3.50	\$	3.60	\$	0.10	2.86%	Council
Horses on beach swim access fee	Per horse	Non-Taxable	\$	2.00	\$	2.10	\$	0.10	5.00%	Council
Hire of cat cage	Per cage	Non-Taxable	\$	30.00	\$	30.00	\$	-	0.00%	Council
Hire Citronella Collar per week	Per item	Non-Taxable	\$	25.00	\$	25.00	\$	-	0.00%	Council
Hire Bark inhibiter per week	Per item	Non-Taxable	\$	25.00	\$	25.00	\$	-	0.00%	Council
Hire Bark counter per week	Per item	Non-Taxable	\$	25.00	\$	25.00	\$	-	0.00%	Council
Block slashing prior to declared fire season	Per job	Non-Taxable	\$	165.60	\$	170.00	\$	4.40	2.66%	Council
Skip bin permit	Per permit	Non-Taxable	\$	20.00	\$	20.00	\$	-	0.00%	Council
Parking Fees and Fines										
On-Street and Off Street										
1st hour off street parking (excluding Coles & Target carparks) in zones 1P & 2P	Per hour	Taxable		Ν	lo c	harge				Council
All parking zones 1P 2P 4P	Per hour	Taxable	\$	2.00	\$	2.00	\$	-	0.00%	Non-statutory
All Day	Per day	Taxable	\$	4.00	\$	4.00	\$	-	0.00%	Non-statutory
Disabled Parking	Per day	Taxable		N	lo c	harge				Council
Reserved bay permit in CBD per day	Per day	Taxable	\$	15.00	\$	15.00	\$	-	0.00%	Council
Credit Surcharge on Smart Meters										
Credit Surcharge on Smart Meters	Per transaction	Taxable		Depende	ent	on Bank Fe	es			Council
Parking Permits - Disabled and Returned Service					\vdash					
Replacement	Per permit	Non-Taxable		N	lo c	harge				Council
New	Per permit	Non-Taxable		N	lo c	harge				Council
Resident Parking permit	Per permit per annum	Non-Taxable	\$	15.00	\$	15.00	\$	-	0.00%	Council
Car parking Fines					F					
Car parking fines set by Council	Per fine	Non-Taxable	\$	80.00	\$	100.00	\$	20.00	25.00%	Non-statutory

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-	-24 Fee Inc GST	2024-25 Fee Inc GST	Fee Increase / Decrease \$	Annual % Change	Basis of Fee
		Local Laws	5					
Animal Registrations								
Unsterilised dog	Per dog	Non-Taxable	\$	220.00	\$ 220.00	\$-	0.00%	Council
Sterilised dog	Per dog	Non-Taxable	\$	72.00	\$ 72.00	\$-	0.00%	Council
Unsterilised dog (pensioner)	Per dog	Non-Taxable	\$	110.00	\$ 110.00	\$-	0.00%	Council
Sterilised dog (pensioner)	Per dog	Non-Taxable	\$	36.00	\$ 36.00	\$-	0.00%	Council
Dog over 10 years old	Per dog	Non-Taxable	\$	72.00	\$ 72.00	\$-	0.00%	Council
Dog over 10 years old (pensioner)	Per dog	Non-Taxable	\$	36.00	\$ 36.00	\$-	0.00%	Council
Dog kept for working with Livestock (rural)	Per dog	Non-Taxable	\$	72.00	\$ 72.00	\$-	0.00%	Council
Dog kept for working with Livestock (rural)	Per dog	Non-Taxable	\$	36.00	\$ 36.00	\$ -	0.00%	Council
(pensioner)		Non-Taxable	\$	36.00	\$ 37.00	\$ 1.00	2.78%	Council
Dog registration at pound release	Per dog Per dog	Non-Taxable	э \$	330.00	\$ 338.00	\$ 1.00	2.78%	Council
Declared Dangerous or Restricted Breed Unsterilised cat	Per dog	Non-Taxable	э \$	220.00	\$ 220.00	\$ 8.00	0.00%	Council
			·					
Sterilised cat	Per cat	Non-Taxable	\$	72.00	\$ 72.00		0.00%	Council
Cat registration at pound release	Per cat	Non-Taxable	\$	36.00	\$ 36.00	\$ -	0.00%	Council
Unsterilised cat (pensioner)	Per cat	Non-Taxable	\$	110.00	\$ 110.00	\$ -	0.00%	Council Council
Sterilised cat (pensioner)	Per cat	Non-Taxable	\$ \$	36.00	\$ 36.00 \$ 102.00	\$ - \$ 2.00	0.00%	
Permit to house a third dog / cat	Per cat	Non-Taxable	·	100.00	\$ 102.00	-	2.00%	Council
Replacement registration tag	Per tag	Non-Taxable	\$	20.00	\$ 20.00	\$ -	0.00%	Council
Registered Foster Carer	Per registration	Non-Taxable	\$	20.00	\$ 20.00	\$ -	0.00%	Council
Foster Care Dog / Cat Fee	Per animal	Non-Taxable	\$	8.00	\$ 8.00	\$ -	0.00%	Council
Grazing permit	Per permit	Non-Taxable	\$	200.00	\$ 205.00	\$ 5.00	2.50%	Council
Registered animal businesses	Per businesses	Non-Taxable	\$	205.00	\$ 210.00	\$ 5.00	2.44%	Council
Impounded animal release fee: Cat	Per Cat	Non-Taxable	\$	165.60	\$ 170.00	\$ 4.40	2.66%	Council
Impounded animal release fee: Dog Notes:	Per Dog	Non-Taxable	\$	165.60	\$ 170.00	\$ 4.40	2.66%	Council
 Animal registration fees apply from 1 April 2024 Pro-rata fees – 50% of pet registration fees app Deceased animals – 50% refund of fees availat Short stay accomodation Short Stay Accommodation 		ember of current	registrat	ion period 400.00	\$ 400.00	\$ -	0.00%	Council
		Flagstaff Hi	II		1			
Admission Fees		Flagstaff Hi						
Admission Fees Adults	Per admission	Flagstaff Hi	II \$	19.70	\$ 20.20	\$ 0.50	2.54%	Council
	Per admission Per admission			19.70 15.50	\$ 20.20 \$ 15.90	\$ 0.50 \$ 0.40	2.54% 2.58%	Council Council
Adults		Taxable	\$				-	
Adults Concession	Per admission	Taxable Taxable	\$ \$	15.50	\$ 15.90	\$ 0.40	2.58%	Council
Adults Concession Child	Per admission Per admission	Taxable Taxable Taxable	\$ \$ \$	15.50 9.30	\$ 15.90 \$ 9.50	\$ 0.40 \$ 0.20	2.58% 2.15%	Council
Adults Concession Child Family	Per admission Per admission Per admission	Taxable Taxable Taxable Taxable	\$ \$ \$ \$	15.50 9.30 51.20	\$ 15.90 \$ 9.50 \$ 52.50	\$ 0.40 \$ 0.20 \$ 1.30	2.58% 2.15% 2.54%	Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions	Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$	15.50 9.30 51.20 4.70	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10	2.58% 2.15% 2.54% 2.13%	Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions	Per admission Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10	2.58% 2.15% 2.54% 2.13% 2.44%	Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults	Per admission Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80	2.58% 2.15% 2.54% 2.13% 2.44% 2.50%	Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession	Per admission Per admission Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.80 \$ 0.70	2.58% 2.15% 2.54% 2.44% 2.44% 2.50% 2.41%	Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child	Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.80 \$ 0.70 \$ 0.40	2.58% 2.15% 2.54% 2.44% 2.44% 2.50% 2.41% 2.27%	Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C)	Per admission Per admission Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.80 \$ 0.70 \$ 0.40 \$ 2.00	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.24%	Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C)	Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.80 \$ 0.70 \$ 0.40	2.58% 2.15% 2.54% 2.44% 2.44% 2.50% 2.41% 2.27%	Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession	Per admission Per admission Per admission Per admission Per admission Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.80 \$ 0.70 \$ 0.40 \$ 2.00	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.24%	Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C) Additional Child Day and Night Package (30% off your Day Entry when you purchase Night Show)	Per admission Per admission Per admission Per admission Per admission Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.80 \$ 0.70 \$ 0.40 \$ 2.00	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.24%	Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C) Additional Child Day and Night Package (30% off your Day Entry when you purchase Night Show) Adults	Per admission Per admission Per admission Per admission Per admission Per admission Per admission Per admission Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80 12.40	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80 \$ 12.70	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.40 \$ 0.80 \$ 0.70 \$ 0.40 \$ 2.00 \$ 0.30	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.44% 2.42%	Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C) Additional Child Day and Night Package (30% off your Day	Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$ \$\$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80 12.40 45.65	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80 \$ 12.70 \$ 46.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.40 \$ 0.80 \$ 0.70 \$ 0.40 \$ 0.30 \$ 0.30 \$ 1.15	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.44% 2.42% 102.5%	Council Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C) Additional Child Day and Night Package (30% off your Day Entry when you purchase Night Show) Adults Concession	Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80 12.40 45.65 39.85	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80 \$ 12.70 \$ 46.80 \$ 40.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.40 \$ 0.80 \$ 0.70 \$ 0.40 \$ 0.30 \$ 0.30 \$ 0.30 \$ 1.15 \$ 0.95	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.44% 2.42% 102.5% 102.5%	Council Council Council Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C) Additional Child Day and Night Package (30% off your Day Entry when you purchase Night Show) Adults Concession Child Family (2A + 2C)	Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80 12.40 45.65 39.85 24.15	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80 \$ 12.70 \$ 46.80 \$ 40.80 \$ 40.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.40 \$ 0.80 \$ 0.70 \$ 0.40 \$ 0.30 \$ 0.30 \$ 0.30 \$ 0.30 \$ 0.55 \$ 0.65	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.44% 2.42% 102.5% 102.5% 102.4% 102.7%	Council Council Council Council Council Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C) Additional Child Day and Night Package (30% off your Day Entry when you purchase Night Show) Adults Concession Child Concession Child Chi	Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80 12.40 45.65 39.85 24.15	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80 \$ 12.70 \$ 46.80 \$ 40.80 \$ 40.80	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.10 \$ 0.40 \$ 0.80 \$ 0.70 \$ 0.40 \$ 0.30 \$ 0.30 \$ 0.30 \$ 0.30 \$ 0.55 \$ 0.65	2.58% 2.15% 2.54% 2.13% 2.44% 2.50% 2.41% 2.27% 2.44% 2.42% 102.5% 102.5% 102.4% 102.7%	Council Council Council Council Council Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Family (2A + 2C) Additional Child Day and Night Package (30% off your Day Entry when you purchase Night Show) Adults Concession Child Family (2A + 2C) Flagstaff Hill Memberships	Per admission Pe	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 32.00 29.00 17.60 81.80 12.40 45.65 39.85 24.15 116.80	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 83.80 \$ 12.70 \$ 46.80 \$ 40.80 \$ 24.80 \$ 119.70	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.80 \$ 0.70 \$ 0.40 \$ 2.00 \$ 0.30 \$ 1.15 \$ 0.95 \$ 2.90	2.58% 2.15% 2.54% 2.13% 2.44% 2.44% 2.41% 2.27% 2.44% 2.42% 102.5% 102.4% 102.5%	Council Council Council Council Council Council Council Council Council Council Council Council Council
Adults Concession Child Family Member School Education visits Additional Education Sessions Sound & Light Show Admissions Adults Concession Child Day and Night Package (30% off your Day Entry when you purchase Night Show) Adults Concession Child Day and Night Package (30% off your Day Entry when you purchase Night Show) Adults Concession Child Family (2A + 2C) Flagstaff Hill Memberships Individual	Per admission	Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable Taxable	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	15.50 9.30 51.20 4.70 4.10 29.00 17.60 81.80 12.40 45.65 39.85 24.15 116.80	\$ 15.90 \$ 9.50 \$ 52.50 \$ 4.80 \$ 4.20 \$ 32.80 \$ 29.70 \$ 18.00 \$ 33.80 \$ 12.70 \$ 46.80 \$ 40.80 \$ 40.80 \$ 24.80 \$ 119.70 \$ 44.60	\$ 0.40 \$ 0.20 \$ 1.30 \$ 0.10 \$ 0.10 \$ 0.80 \$ 0.70 \$ 0.80 \$ 0.70 \$ 0.40 \$ 2.00 \$ 0.30 \$ 0.30 \$ 0.30 \$ 0.30 \$ 0.55 \$ 2.90 \$ 1.10	2.58% 2.15% 2.54% 2.44% 2.44% 2.50% 2.41% 2.27% 2.44% 2.42% 102.5% 102.5% 102.4% 102.5% 102.5%	Council Council Council Council Council Council Council Council Council Council Council Council Council Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	202	3-24 Fee Inc GST		24-25 Fee Inc GST		Increase crease \$	Annual % Change	Basis of Fee
		Flagstaff Hi								
School Memberships										
Enrolment of 0-50 students	Per membership	Taxable	\$	62.10	\$	63.70	\$	1.60	2.58%	Council
Enrolment of 51-100 students	Per membership	Taxable	\$	77.60	\$	79.50	\$	1.90	2.45%	Council
Enrolment of 101-250 students	Per membership	Taxable	\$	98.30	\$	100.80	\$	2.50	2.54%	Council
Enrolment of 251-500 students	Per membership	Taxable	\$	134.60	\$	138.00	\$	3.40	2.53%	Council
Enrolment of 500 students or more	Per membership	Taxable	\$	160.40	\$	164.40	\$	4.00	2.49%	Council
Weddings and Functions										
Flagstaff – Ceremony Only	Per ceremony	Taxable	\$	931.50	\$	954.80	\$	23.30	2.50%	Council
Flagstaff – Marquee	Per marquee	Taxable	\$	2,587.50	\$	2,652.20	\$	64.70	2.50%	Council
Mission to Seaman's Church	Per event	Taxable	\$	672.80	\$	689.60	\$	16.80	2.50%	Council
The Wharf in front of the Steam Packet Inn	Per event	Taxable	\$	672.80	\$	689.60	\$	16.80	2.50%	Council
The Village Green	Per event	Taxable	\$	672.80	\$	689.60	\$	16.80	2.50%	Council
The Sailmaker's Loft	Per event	Taxable	\$	983.30	\$	1,007.90	\$	24.60	2.50%	Council
Wharf Theatre	Per event	Taxable	\$	1,138.50		1,167.00	\$	28.50	2.50%	Council
Hire of the Steam Packet Inn Venue Only	Per event	Taxable	\$	517.50	\$	530.40	\$	12.90	2.49%	Council
Hire of the Steam Packet Inn (Hourly Rate)	Per hour	Taxable	\$	155.30	\$	159.20	\$	3.90	2.51%	Council
Wedding Photo's in the Village (Hourly Rate)	Per hour	Taxable	\$	155.30	\$	159.20	\$	3.90	2.51%	Council
Visitor Services Display of brochures and access to visitor	Fee for service	Taxable	Fe	e for service rel Tourism Ma						
City Highlights 1 Hour Tour	Per tour	Taxable	\$	98.30	\$	100.80	\$	2.50	2.54%	Council
Note: Flagstaff Hill Maritime Village and Visitor Se	rvices fees will apply fr	om 1 April 2023	in ac	cordance with T	our	rism Industr	y Sta	ndards		
	(1.1.									
	- Mi	eet a Maremma	tour	s	1					
				00.70			•	4.00	0.000/	
Adults	Per admission	Taxable	\$	20.70	\$	22.00	\$	1.30	6.28%	Council
Concession	Per admission	Taxable	\$	15.50	\$	16.00	\$	0.50	3.23%	Council
Child (5-12 years)	Per admission	Taxable	\$	8.30	\$	8.50	\$	0.20	2.41%	Council
Family (2 Adult, 2 Child)	Per admission	Taxable	\$	46.60	\$	48.00	\$	1.40	3.00%	Council
Student	Per admission	Taxable	\$	15.50	\$	16.00	\$	0.50	3.23%	Council
Under 5 (free of charge)	Per admission	Taxable		N	10 0	harge				Council
SCHOOL GROUPS (Prep to Year 12):										
Minimum cost - Up to 18 students	per group	taxable	\$	170.80	\$	175.00	\$	4.20	2.46%	Council
19-30 students (\$9.72/head for first 18 participants, then \$9.50/head for the each additional participant up to 30)	per student	taxable	\$	9.10	Ė	9.50	\$	0.40	4.40%	Council
31-60 students (group fee - \$9.57/head for the first 30 participants)	Per group	taxable	\$	280.10	\$	287.00	\$	6.90	2.46%	Council
31-60 students (\$9.57/head for the first 30 participants, then \$6/head for each additional participant up to 60)	per student	taxable	\$	5.70	\$	6.00	\$	0.30	5.26%	Council
Includes staff F.O.C if applicable (teachers, superv	risors etc)									
ADULT GROUPS:					┢					
Minimum cost - Up to 8 participants	per group	taxable	\$	170.80	\$	175.00	\$	4.20	2.46%	Council
9-15 participants (\$21.88/head for first 8 participants, then \$21/head for the each additional participant up to 15)	per participant	taxable	\$	20.50	\$	21.00	\$	0.50	2.44%	Council
16-30 participants (group fee - \$21.47/head for the first 15 participants)	Per group	taxable	\$	314.20	\$	322.00	\$	7.80	2.48%	Council
16-30 participants (\$21.47/head for the first 15 participants, then \$17.50/head for each additional participant up to 30)	per participant	taxable	\$	17.10	\$	17.50	\$	0.40	2.34%	Council
31-60 participants (group fee -\$19.50/head for the first 30 participants)	Per group	taxable	\$	570.40	\$	585.00	\$	14.60	2.56%	Council
31-60 participants (\$19.50/head for the first 30 participants, then \$10.50/head for each additional participant up to \$20	per participant	taxable	\$	10.20	\$	10.50	\$	0.30	2.94%	Council
participant up to 60)										

Budget 2024/25

Fee/Charge Description	Unit	GST Status	202	3-24 Fee Inc GST		24-25 Fee nc GST		e Increase ecrease \$	Annual % Change	Basis of Fee
	Ύν	leet a Maremma	' tour	6						
CONCESSION GROUPS:										
Minimum cost - Up to 10 participants	per group	taxable	\$	170.80	\$	175.00	\$	4.20	2.46%	Council
11-20 participants (\$17.50/head for first 10 participants, then \$14/head for the each additional participant up to 20)	per participant	taxable	\$	13.70	\$	14.00	\$	0.30	2.19%	Council
21-30 participants (group fee - \$15.75/head for first 20 participants)	Per group	taxable	\$	307.40	\$	315.00	\$	7.60	2.47%	Council
21-30 participants (\$15.75/head for first 20 participants, then \$12/head for the each additional participant up to 30)	per participant	taxable	\$	11.40	\$	12.00	\$	0.60	5.26%	Council
31-60 participants (group fee - \$14.40/head for first 30 participants)	Per group	taxable	\$	421.20	\$	432.00	\$	10.80	2.56%	Council
31-60 participants (\$14.40/head for first 30 participants, then \$8.20/head for the each additional participant up to 60)	per participant	taxable	\$	8.00	\$	8.20	\$	0.20	2.50%	Council
Includes 2 staff F.O.C if applicable (tour leader, bu	s driver etc)									
PAYMENT PROCESS:										
All group bookings will require the completion of Na booking confirmation email.	me and Address Reg	ister Form for W	arrnan	nbool City Cou	ncil f	for invoicin	ig. Ti	his form w	ill be provide	ed in your
IMPORTANT INFORMATION:							-			
The maximum number of participants is 30 for the running two back-to-back sessions.	Penguin Protectors W	arrnambool Exp	erience	e at Stingray Ba	ay. C	Groups of u	up to	60 will be	accommoda	ated for by
For in-house presentations, the limit of 30 participa our best to accommodate your needs. Travel is inc from the Warrnambool Town Centre. Please conta location for group photos with the dog.	uded for locations wit	hin the Warrnam	ibool 3	280 postcode.	Fee	s apply for	r loca	ations outs	ide of this a	rea, up to 20kn
-		1			1					

Budget 2024/25

			20	23-24 Fee Inc	2024-25 Fee	Fee Increase	Annual %	
Fee/Charge Description	Unit	GST Status	20	GST	Inc GST	/ Decrease \$		Basis of Fee
		Holiday parl	ks					
Surfside & Shipwreck Holiday Parks								
Sites Powered : Peak Season - Daily powered	Per site	Taxable	\$	78.00	\$ 80.00	\$ 2.00	2.56%	Council
Sites Powered : Peak Season - Night two person	Per site	Taxable	\$	78.00	\$ 80.00	\$ 2.00	2.56%	Council
Sites Powered : Peak Season - Night single	Per site	Taxable	\$	66.00	\$ 68.00	\$ 2.00	3.03%	Council
Sites Powered: High Season - Daily powered	Per site	Taxable	\$	66.00	\$ 66.00	\$ -	0.00%	Council
Sites Powered: High Season - Night two person	Per site	Taxable	\$	53.00	\$ 55.00	\$ 2.00	3.77%	Council
Sites Powered: High Season - Night single	Per site	Taxable	\$	42.00	\$ 45.00	\$ 3.00	7.14%	Council
Sites Powered: Low Season - Daily powered	Per site	Taxable	\$	59.00	\$ 59.00	\$ -	0.00%	Council
Sites Powered: Low Season - Night two person	Per site	Taxable	\$	47.00	\$ 47.00	\$ -	0.00%	Council
Sites Powered: Low Season - Night single	Per site	Taxable	\$	40.00	\$ 40.00	\$ -	0.00%	Council
Second Car Fee	Per site	Taxable	\$	-	\$ 20.00	\$ 20.00	NEW	Council
Boat and tow vehicle	Per site	Taxable	\$	-	\$ 40.00	\$ 40.00	NEW	Council
Surfside & Shipwreck Holiday Parks Sites Unpowered : Peak Season - Daily family								
unpowered	Per site	Taxable	\$	66.00	\$ 68.00	\$ 2.00	3.03%	Council
Sites Unpowered : Peak Season - Night two person	Per site	Taxable	\$	66.00	\$ 68.00	\$ 2.00	3.03%	Council
Sites Unpowered : Peak Season - Night single	Per site	Taxable	\$	54.00	\$ 56.00	\$ 2.00	3.70%	Council
Sites Unpowered: High Season - Daily family	Per site	Taxable	\$	53.00	\$ 54.00	\$ 1.00	1.89%	Council
Sites Unpowered: High Season - Night two person	Per site	Taxable	\$	46.00	\$ 46.00	\$ -	0.00%	Council
Sites Unpowered: High Season - Night single	Per site	Taxable	\$	38.00	\$ 40.00	\$ 2.00	5.26%	Council
Sites Unpowered: Low Season - Night family	Per site	Taxable	\$	47.00	\$ 47.00	\$ -	0.00%	Council
Sites Unpowered: Low Season - Night two person	Per site	Taxable	\$	41.00	\$ 41.00	\$ -	0.00%	Council
Sites Unpowered: Low Season - Night single	Per site	Taxable	\$	35.00	\$ 35.00	\$ -	0.00%	Council
Surfside Cabins								
Beach Chalet: Peak Season - Daily	Per chalet	Taxable	\$	300.00	\$ 305.00	\$ 5.00	1.67%	Council
Beach Chalet: Peak Season - Weekly	Per chalet	Taxable	\$	2,065.00	\$ 2,135.00	\$ 70.00	3.39%	Council
Beach Chalet: High Season - Daily	Per chalet	Taxable	\$	240.00	\$ 245.00	\$ 5.00	2.08%	Council
Beach Chalet: High Season - Weekly	Per chalet	Taxable	\$	1,680.00	\$ 1,715.00	\$ 35.00	2.08%	Council
Beach Chalet: Low Season - Daily	Per chalet	Taxable	\$	215.00	\$ 220.00	\$ 5.00	2.33%	Council
Beach Chalet: Low Season - Weekly	Per chalet	Taxable	\$	1,505.00		\$ 35.00	2.33%	Council
Cedar Cabins: Peak Season - Daily	Per cabin	Taxable	\$	225.00	\$ 230.00	\$ 5.00	2.22%	Council
Cedar Cabins: Peak Season - Weekly	Per cabin	Taxable	\$	1,575.00	\$ 1,614.40	\$ 39.40	2.50%	Council
Cedar Cabins: High Season - Daily	Per cabin	Taxable	\$	185.00	\$ 190.00	\$ 5.00	2.70%	Council
Cedar Cabins: High Season - Weekly	Per cabin	Taxable	\$	1,295.00	\$ 1,330.00	\$ 35.00	2.70%	Council
Cedar Cabins: Low Season - Daily	Per cabin	Taxable	\$	165.00	\$ 170.00	\$ 5.00	3.03%	Council
Cedar Cabins: Low Season - Weekly	Per cabin	Taxable	\$	1,155.00	\$ 1,190.00	\$ 35.00	3.03%	Council
Mariner cottages: Peak Season - Daily	Per cottage	Taxable	\$	210.00	\$ 220.00	\$ 10.00	4.76%	Council
Mariner cottages: Peak Season - Weekly	Per cottage	Taxable	\$	1,470.00	\$ 1,540.00	\$ 70.00	4.76%	Council
Mariner cottages: High Season - Daily	Per cottage	Taxable	\$	170.00	\$ 175.00	\$ 5.00	2.94%	Council
Mariner cottages: High Season - Weekly	Per cottage	Taxable	\$	1,190.00	\$ 1,225.00	\$ 35.00	2.94%	Council
Mariner cottages: Low Season - Daily	Per cottage	Taxable	\$	150.00	\$ 155.00	\$ 5.00	3.33%	Council
Mariner cottages: Low Season - Weekly	Per cottage	Taxable	\$	1,050.00	\$ 1,085.00	\$ 35.00	3.33%	Council
Lighthouse Lodge			-					
Exclusive Use Rate (1-4 guests) – Normal	Per night	Taxable	\$	295.00	\$ 390.00	\$ 95.00	32.20%	Council
Exclusive Use Rate (1-4 guests) - Peak	Per night	Taxable	\$	362.30	\$ 590.00	\$ 227.70	62.85%	Council
Exclusive Use Rate (5-6 guests) – Normal	Per night	Taxable	\$	388.10	\$ 390.00	\$ 1.90	0.49%	Council
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Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023	-24 Fee Inc GST		4-25 Fee nc GST		Increase ecrease \$	Annual % Change	Basis of Fee
	N 1	Vaste Manage	ment							
Jser Fees & Charges										
FOGO Compostable Liners (roll of 150)	Per roll	Non-taxable	\$	12.40	\$	12.70	\$	0.30	2.42%	Council
Bin springs	Per springs	Non-taxable	\$	10.40	\$	10.70	\$	0.30	2.88%	Council
3in latches	Per latch	Non-taxable	\$	5.20	\$	5.30	\$	0.10	1.92%	Council
240L landfill bin	Per bin	Non-taxable	\$	102.50	\$	105.00	\$	2.50	2.44%	Council
		Planning								
Statutory Planning Fees										
All fees are set by the State Government of Victoria 2016, and are subject to change. Statutory planning			Environ	ment (Fees)	Regu	Ilation 201	6 an	nd the Sub	division (Fee	es) Regulation
Non-statutory Planning Fees										
Request to amend permit or endorsed plans under the provisions of Secondary Consent within condition of permit	Per permit	Taxable	\$	223.80	\$	229.40	\$	5.60	2.50%	Council
Extension of time for Planning Permits:										Council
First extension	Per application	Taxable	\$	115.60	\$	218.50	\$	102.90	89.01%	Council
Second extension	Per application	Taxable	\$	320.90	\$	328.90	\$	8.00	2.49%	Council
Additional extensions	Per application	Taxable	\$	435.10	\$	446.00	\$	10.90	2.51%	Council
Approval of Development Plans to the satisfaction of the Responsible Authority	Per application	Taxable	\$	755.90	\$	774.80	\$	18.90	2.50%	Council
Approval of amendments to Development Plans o the satisfaction of the Responsible Authority	Per application	Taxable	\$	755.90	\$	774.80	\$	18.90	2.50%	Council
Approval of 173 Agreements - plus cost of legal advice if required	Per application	Taxable	\$	186.40	\$	191.10	\$	4.70	2.52%	Council
Review of compliance of Section 173 Agreements (plus cost of legal advice if required)	Per application	Taxable	\$	186.40	\$	191.10	\$	4.70	2.52%	Council
Notification of Planning Applications or Planning Scheme Amendments:										
Up to 10 letters/notices	Per letter/notice up to 10	Taxable	\$	124.30	\$	127.40	\$	3.10	2.49%	Council
Additional letters/notices	Per letter/notice	Taxable	\$	6.00	\$	6.20	\$	0.20	3.33%	Council
Plans to Comply Condition (2nd and subsequent changes)	Per application	Taxable	\$	-	\$	145.00	\$	145.00	NEW	Council
Property Inquiry relating to planning history	Per inquiry	Taxable	\$	87.00	\$	189.20	\$	102.20	117.47%	Council
Planning written advice	Per inquiry	Taxable	\$	69.80	\$	171.50	\$	101.70	145.70%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status	2023-24 Fee Inc GST	2024-25 Fee Inc GST	Fee Increase / Decrease \$	Annual % Change	Basis of Fee
		Building					
Statutory Building Fees							
All fees are set by the State Government of Victori Statutory building fees are GST Free unless specil		e Building Regu	lations 2018 and are	subject to cha	nge.		
Non Statutory Building Fees							
Note: Additional statutory State Government charg	es and conditions are r	elevant to all B	uilding Applications.				
	Up to \$300,000	Taxable	\$ 2,618.60	\$ 2,684.10	\$ 65.50	2.50%	Council
New dwellings including single detached houses or attached multi unit developments	\$300,001-\$500,000	Taxable	\$ 4,383.20	\$ 4,492.80	\$ 109.60	2.50%	Council
	\$500,001+	Taxable	Price on Application	n (POA)			Council
	Up to \$10,000	Taxable	\$ 740.30	\$ 758.80	\$ 18.50	2.50%	Council
Extensions and/or alterations (including	\$10,001-\$50,000	Taxable	\$ 1,257.40	\$ 1,288.80	\$ 31.40	2.50%	Council
demolitions) to dwellings	\$50,001-\$150,000	Taxable	\$ 2,347.40	\$ 2,406.10	\$ 58.70	2.50%	Council
	\$150,001+	Taxable	Price on Application	n (POA)			Council
	Up to \$10,000	Taxable	\$ 551.90	\$ 565.70	\$ 13.80	2.50%	Council
	\$10,001-\$20,000	Taxable	\$ 740.30	\$ 758.80	\$ 18.50	2.50%	Council
Minor works - Garages/sheds, carports, swimming pools, fences, retaining walls etc.	\$20,001-\$50,000	Taxable	\$ 980.50	\$ 1,005.00	\$ 24.50	2.50%	Council
	\$50,001-\$100,000	Taxable	\$ 1,379.60	\$ 1,414.10	\$ 34.50	2.50%	Council
	>\$100,001+	Taxable	Price on Application	n (POA)			Council
Swimming pools and Spas	Any Value	Taxable	Price on Application	n (POA)		NEW	Council
Any additional inspection	Domestic	Taxable	\$ 211.80	\$ 217.10	\$ 5.30	2.50%	Council
Any additional inspection	Commercial	Taxable	\$ 286.50	\$ 293.70	\$ 7.20	2.51%	Council
Amendment and/or extension of building permits;	Domestic	Taxable	\$ 211.80	\$ 217.10	\$ 5.30	2.50%	Council
Amendment and/or extension of building permits,	Commercial	Taxable	\$ 286.50	\$ 293.70	\$ 7.20	2.51%	Council
A	Domestic	Taxable	\$ 211.80	\$ 217.10	\$ 5.30	2.50%	Council
Amendment of approved plans	Commercial	Taxable	\$ 286.50	\$ 293.70	\$ 7.20	2.51%	Council
Additional Building Fees							
Administration of Building Notice	Per notice	Taxable	\$ 746.00	\$ 764.70	\$ 18.70	2.51%	Council
Administration of Building Order	Per order	Taxable	\$ 497.30	\$ 509.70	\$ 12.40	2.49%	Council
Temporary Structure Siting Approval	Per siting	Taxable	\$ 497.30	\$ 509.70	\$ 12.40	2.49%	Council
Occupancy Permit for Places of Public Entertainment (POPE)	Per permit	Taxable	\$ 621.60	\$ 637.10	\$ 15.50	2.49%	Council
Provide copy of Building Permit or Occupancy Permit (with owners consent)	Per permit	Taxable	\$ 87.70	\$ 89.90	\$ 2.20	2.51%	Council
Provide copy of Building Permit including plans – Domestic (with owners consent)	Per permit	Taxable	\$ 152.80	\$ 156.60	\$ 3.80	2.49%	Council
Provide copy of Building Permit including plans – Commercial (with owners consent)	Per permit	Taxable	\$ 349.50	\$ 358.20	\$ 8.70	2.49%	Council
Essential Safety Measure Assessment - minimum fee	Per assessment	Taxable	\$ 683.80	\$ 700.90	\$ 17.10	2.50%	Council

Budget 2024/25

Fee/Charge Description	Unit	GST Status		24 Fee Inc GST		4-25 Fee nc GST	Increase crease \$	Annual % Change	Basis of Fee
		Library							
Photocopying and printing									
B&W A4	per page	Taxable	\$	0.20	\$	0.20	\$ -	0.00%	Council
B&W A3	per page	Taxable	\$	0.40	\$	0.40	\$ -	0.00%	Council
Colour A4	per page	Taxable	\$	0.60	\$	0.60	\$ -	0.00%	Council
Colour A3	per page	Taxable	\$	1.20	\$	1.20	\$ -	0.00%	Council
Inter library loan - plus cost to Council from pr	per item	Taxable	P.O.A		P.C	D.A			Council
Debt recovery - plus cost of item	per account	Taxable	\$	15.50	\$	15.50	\$ -	0.00%	Council
Merchandise	per item	Taxable	P.O.A		P.C	D.A			Council
Withdrawn item	per item	Taxable	P.O.A		P.C	D.A			Council
Replacement library card	per card	Taxable	\$	2.00	\$	2.00	\$ -	0.00%	Council
Sales of Australian Standard (student only)			P.O.A		P.C	D.A			Council
Meeting room hire (commercial) Half day (4 hours)			\$	200.00	\$	200.00	\$ -	0.00%	Council
Meeting room hire (commercial) Full day			\$	350.00	\$	350.00	\$ -	0.00%	Council
Meeting room hire (NFP + Individual) Half day (four hours)			\$	150.00	\$	150.00	\$ -	0.00%	Council
Meeting room hire (NFP + Individual) Full day			\$	262.50	\$	262.50	\$ -	0.00%	Council
Meeting room hire (commercial) per hour			\$	60.00	\$	60.00	\$ -	0.00%	Council
Meeting room hire (NFP + Individual) per hour			\$	45.00	\$	45.00	\$ -	0.00%	Council
Library hire (Commercial or private) After hours			\$	500.00	\$	500.00	\$ -	0.00%	Council
Library hire (Commercial or private) after hours staffing per person/per hour			\$	50.00	\$	50.00	\$ -	0.00%	Council
Tech Lab Consumables	per item	Taxable	P.O.A		P.C	D.A			Council
		Hall Hire			-				
Community not-for-profit	per hour (min 2 hrs)	Taxable	\$	10.00	\$	15.00	\$ 5.00	50.00%	Council
Community not-for-profit - full day	8 hours	Taxable	\$	60.00	\$	60.00	\$ -	0.00%	Council
Community not for profit if facility is used for fund raising or where admission is charged	8 hours	Taxable	\$	100.00	\$	120.00	\$ 20.00	20.00%	Council
Commercial	per hour (min 2 hrs)	Taxable	\$	40.00	\$	45.00	\$ 5.00	12.50%	Council
Commercial - full day	8 hours	Taxable	\$	200.00	\$	250.00	\$ 50.00	25.00%	Council
Bond - high risk	Per Booking	Non-Taxable	\$	1,000.00	\$	1,000.00	\$ -	0.00%	Council
Bond - medium risk	Per Booking	Non-Taxable	\$	500.00	\$	500.00	\$ -	0.00%	Council
Bond - low risk	Per Booking	Non-Taxable	\$	250.00	\$	250.00	\$ -	0.00%	Council
Bond - key	Per Booking	Non-Taxable	\$	20.00	\$	20.00	\$ -	0.00%	Council

7.8. QUARTERLY FINANCIAL REPORT - JANUARY - MARCH 2024

DIRECTORATE : Corporate Strategies

Purpose:

The purpose of this report is to present the January to March 2024 Quarterly Financial Report to Council.

Executive Summary

- This quarterly finance report compares actual financial results to budget and forecast for the three months from 1 January 2024 to 31 March 2024 refer Attachment 1 Quarterly Finance Report.
- The report sets out the financial results for Council's recurrent (day-to-day) operations, projects, capital works, rates, and borrowings.

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 results against budget.

MOVED: CR DEBBIE ARNOTT SECONDED: CR RICHARD ZIEGELER

That the Quarterly Financial Report for the period January to March 2024 be received.

CARRIED - 6:0

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.

Legal Risk / Impact

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 results against budget.

Conclusion

The January to March 2024 Quarterly Financial Report is attached to this report.

ATTACHMENTS

1. Quarterly Finance Report - January to March 2024 - Council Meeting [7.8.1 - 14 pages]



Jan - Mar 2024

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Jan - Mar 2024

I. Executive Summary

The monthly report is designed to illustrate the financial performance and position of Warrnambool City Council compared to its adopted and forecast budget for the period ending 31 March 2024.

The nine months actual results indicate a favourable financial position of \$0.51m to the forecast.

Key Financial Results	Adopted Budget \$'000	Forecast \$'000	YTD Forecast \$'000	YTD Committed \$'000	YTD Variar to Foreca: \$'000	
Rates	46,779	47,160	47,083	47,160	76	
Recurrent Income	52,068	53,156	36,076	36,395	318	
Recurrent Expenditure	(82,546)	(83,028)	(60,571)	(61,037)	(466)	$\mathbf{}$
Net Recurrent Surplus/(Deficit)	(30,478)	(29,872)	(24,494)	(24,642)	(148)	
Project Income	569	2,433	1,676	1,689	13	
Project Expenditure	(1,264)	(9,989)	(3,277)	(3,296)	(19)	$\mathbf{\nabla}$
Net Project Surplus/(Deficit)	(695)	(7,556)	(1,601)	(1,607)	(6)	1
Capital Income	2,087	12,755	3,171	3,514	342	
Capital Expenditure	(16,064)	(40,005)	(19,852)	(20,036)	(184)	\bullet
Net Capital Surplus/(Deficit)	(13,977)	(27,251)	(16,680)	(16,522)	158	
Loan Drawdowns	0	0	0	0	0	
Loan Repayments	(1,681)	(1,681)	(1,261)	(1,291)	(30)	$\mathbf{\nabla}$
Net Financing Position	(1,681)	(1,681)	(1,261)	(1,291)	(30)	►
Surplus / (Deficit) Brought Forward	0	20,244	20,244	20,244	0	
Total	(53)	1,044	23,290	23,341	51	

Rates: Supplementary rates are \$76k favourable to forecast.

Recurrent: is (\$0.148m) unfavourable to forecast. Income is higher than anticipated primarily due to a favourable variance in user fees relating to Lighthouse Theatre commercial hires (with offsetting related expenditure) and higher interest income. There continues to be a favourable variance in employee costs partially due to vacant positions and there is an unfavourable variance in materials and services due to a number of factors including timing (refer to section 5 for further details).

Projects: Unfavourable variance of (\$0.06m) mainly due to timing of projects.

<u>Capital Works</u>: is \$0.158m favourable to forecast due to unbudgeted proceeds from the sale of the saleyards assets of \$185k and higher than expected interest on Coastal Connect investments \$133k partially offset by developer contribution plan design costs of (\$159k) to be funded from reserves once the costs are finalised.

Forecast: An updated forecast was completed in March having a net favourable impact of \$493k increasing the expected cash result to \$1.044m. This is mainly due to:

- \$765k favourable due to vacant positions.
- \$300k favourable due to additional interest income.
- \$112k favourable mainly due to increased site fee income at the Holiday Parks offset by minor increases in related expenditure.
- (\$73k) unfavourable due to lower revenue in After School Care and Vacation Care.
- (\$78k) unfavourable due to increased fees relating to the RSPCA agreement.
- (\$86k) unfavourable in Aquazone fee income (\$69k) and higher gas costs (\$32k) offset by decreased cleaning costs \$15k.

Jan - Mar 2024

- (\$127k) unfavourable due to additional costs in relation to Council's Events Program (Winter Solstice).
- (\$150k) unfavourable due to lower revenue at Flagstaff Hill Maritime Village and termination of lease.
- (\$159k) unfavourable mainly due to increased waste costs related to contamination and higher disposal costs.

Jan - Mar 2024

2. Top 5 Favourable to Forecast Recurrent Services

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

		Forecast	YTD Forecast Budget	ecast YTD YT		ince ast
No.	Key Financial Results	\$'000	\$'000	\$'000	\$'000	
1	Project Management	(464)	(804)	(616)	188	
2	Strategic Asset Management	(801)	(589)	(512)	77	
3	Infrastructure Management	(898)	(618)	(577)	41	
4	Pre-Schools	97	184	224	40	
5	Municipal Library	(1,058)	(633)	(594)	39	

Commentary

1: Project Management:

Reason: Favourable variance in salaries of \$240k which is to be offset with capitalised labour during the end of financial year process plus timing of expenditure reducing the variance to \$188k.

2: Strategic Asset Management:

Reason: Variance due to timing of expenditure.

3: Infrastructure Management:

Reason: Savings in salaries of \$41k due to vacant positions.

4: Pre-Schools:

Reason: Favourable revenue variance of \$26K of which \$10k is due to higher than forecast attendance across nine sites and \$16k of grants yet to be reconciled. Other expenses underspend of \$15K due to timing.

5: Municipal Library:

Reason: Favourable variance in salaries totalling \$56k to be utilised by casuals to backfill parental leave cover plus timing of expenditure reducing the variance to \$39k.

Jan - Mar 2024

3. Top 5 Unfavourable to Forecast Recurrent Services

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

		Forecast	YTD Forecast Budget	YTD Committed	YTD Varia to Foreca	
No.	Key Financial Results	\$'000	\$'000	\$'000	\$'000	
1	Parks & Gardens	(4,675)	(3,562)	(3,808)	(246)	
2	Building Strategy & Services	(1,932)	(1,679)	(1,817)	(138)	
3	Saleyards	(97)	(76)	(200)	(124)	
4	Environment Management	(388)	(298)	(366)	(67)	
5	Drainage Maintenance	(908)	(667)	(705)	(38)	

Commentary

1: Parks & Gardens:

Reason: (\$100k) overspend due to September 2023 storm damage costs, (\$15k) additional expenditure in power line costs with the balance of the variance due to timing.

Action: Storm damage and power line costs are a permanent variance for 2023-24. Timing variances will be in line with budget by the end of the financial year.

2: Building Strategy & Services:

Reason: The variance is due to timing and will be in line with budget by the end of the financial year.

Action: Variance is due to timing and will resolve itself by the end of the financial year.

3: Saleyards:

Reason: Unbudgeted variance in the truck wash operating costs (\$124k).

Action: This is a permanent variance for 2023-24.

4: Environmental Management:

Reason: Mainly due to overspend in beach cleaning due to community demand (\$50k).

Action: This is a permanent variance for 2023-24.

5: Drainage Maintenance:

Reason: The variance is due to timing and will be in line with budget by the end of the financial year.

Action: This timing variation will realign as the year progresses.

Jan - Mar 2024

4. Statement of Comprehensive Income

	Adopted Budget	Forecast	YTD Forecast	YTD Committed	YTD Variance to Forecast		þ
	\$'000	\$'000	\$'000	\$'000	\$'000	%	
Revenue							
Rates and Charges	46,879	47,260	47,158	47,237	78	0.2%	
Statutory Fees and Fines	2,283	2,251	1,894	1,941	48	2.5%	
User Fees	20,482	19,370	15,329	15,499	170	1.1%	
Recurrent Grants	15,013	18,228	8,790	8,816	26	0.3%	
Non-Recurrent Grants	4,531	10,783	1,228	1,237	10	0.8%	
Contributions - Cash	2,181	6,296	2,277	2,420	142	6.3%	
Contributions - Non Cash	5,000	4,000	0	0	0	0.0%	~
Other Income	420	365	272	278	6	2.1%	
Interest Income	608	1,373	1,298	1,507	209	16.1%	
Revenue Total	97,395	109,926	78,246	78,935	689	0.9% 4	
Expenses							
Employee Benefits	42,691	42,769	30,572	30,072	501	1.6%	
Materials and Services	33,355	42,415	23,378	24,358	(980)	(4.2%)	
Bad and Doubtful Debts	147	147	4	0	4	100.0%	
Finance Costs	224	224	168	172	(4)	(2.3%)	
Other Expenses	482	483	330	348	(18)	(5.4%)	
Depreciation	13,097	13,097	0	0	0	0.0%	
Net loss / (gain) on asset disposal	218	(182)	(365)	(439)	74	50.9%	
Expenses Total	90,213	98,952	54,087	54,510	(423)	(0.8%)	
Net Surplus / (Deficit)	7,182	10,974	24,159	24,425	266	1.1% ∡	
Other Comprehensive Income							
Net asset revaluation	10,409	10,409	0	0	0	0.0%	
Total Comprehensive Income	17,591	21,383	24,159	24,425	266	1.1% 4	
Net Underlying Surplus / (Deficit)	2,182	6,974	24,159	24,425	266	1.1% ⊿	

Net Surplus/(Deficit): The net surplus is \$24.425m which is \$0.266m favourable to the forecast budget.

Revenue: is \$0.689m favourable to forecast due to:

- Supplementary rates higher than forecast by \$76k.
- User Fees Mainly due to more activity in Lighthouse Theatre commercial hires \$164k offset by relevant expenditure.
- Contributions Cash \$108k year to date favourable variance in long service leave transferred from other Councils for new employees which will realign when the net movement in the long service leave provision is calculated at the end of the financial year. The balance is mainly due to timing of paid parental leave.
- Interest Income Higher interest rates than anticipated resulting in a \$209k favourable variance to forecast.

Jan - Mar 2024

Expenses: are (\$0.423m) unfavourable to forecast due to:

- Employee Benefits are lower than forecast by \$501k partially due to a favourable variance within Project Management of \$240k which will be offset with capitalised labour once Work in Progress is capitalised during the end of financial year process. The balance is primarily due to vacant positions with some of the savings being used for casuals to cover leave.
- Materials and Services Materials and services are higher than forecast by (\$980k) partially due to unexpected storm damage costs (\$100k), (\$237k) in Parks & Gardens due to timing of program delivery and partially offset in employee benefits savings, (\$175k) in Roads Maintenance due to timing of program delivery and partially offset in employee benefits savings, more activity in Lighthouse Theatre commercial hires (\$126k) offset by increased fee income, truck wash operating costs (\$69k), overspend of (\$50k) for beach cleaning due to community demand, increased power line expenditure (\$15k) with the balance due to timing.

Jan - Mar 2024

5. Balance Sheet

	2023/24		YTD
	Opening Balance	Movement	Closing Balance
	\$'000	\$'000	\$'000
Current Assets			
Cash & Cash Equivalents	7,795	(6,170)	1,625
Investments	40,500	6,000	46,500
Trade and Other Receivables	3,242	10,360	13,602
Other Assets	3,279	269	3,548
Current Assets Total	54,816	10,459	65,276
Non-Current Assets			
Trade and Other Receivables	0	0	0
Property Plant & Equipments	831,921	10,391	842,306
Non-Current Assets Total	831,921	10,391	842,306
Total Assets	886,737	20,851	907,582
Current Liabilities			L
Trade and Other Payables	11,681	(2,506)	9,171
Trust Funds and Deposits	2,027	240	2,267
Provisions	6,913	0	6,913
Interest-bearing Loans and Borrowings	1,909	(1,358)	551
Lease Liabilities	277	0	277
Current Liabilities Total	22,807	(3,623)	19,178
Non-Current Liabilities	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		
Provisions	961	0	
Interest-bearing Loans and Borrowings	8,420	0	<u>}</u>
Lease Liabilities	741	0	741
Non-Current Liabilities Total	10,123	0	10,123
Total Liabilities	32,930	(3,623)	29,301
Net Assets	853,807	24,474	878,281
Equity	1		
Accumulated Surplus	274,746	24,474	299,219
Reserves	579,061	0	579,061
Total Equity	853,807	24,474	878,281

<u>Cash & Investments:</u> The third quarter rates instalment (due February) increased the amount of cash reserves however some capital works progress payments made over the past three months including Hockey Synthetic Pitch Replacement, Japan St Drainage Upgrade, Brierly Masterplan Implementation and the 2023-24 resealing works payment have impacted the balance. The annual Technology One fee for 31/03/24 – 30/03/25 of \$699k was paid in March with Council to invoice Corangamite and Moyne Shires for their share. The 3rd instalment of the Fire Services Levy was also paid in March.

<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.

Jan - Mar 2024

6. Capital Expenditure and Funding

Capital Expenditure: Council has a number of major capital works incomplete including 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 forecast of (\$191k). This is mainly due to Developer Contribution Plan (DCP) design costs (\$159k) to be funded from reserves once the design costs are finalised with the balance due to timing.

<u>Capital Funding</u>: The majority of works to date have been funded through Council funds (83%). There are still some grants anticipated to be received over the remainder of the year.

	Adopted Budget \$'000	Forecast \$'000	YTD Forecast \$'000	YTD Committed \$'000	YTD Variance to Forecast \$'000	
Expenditure						
New	2,329	5,673	2,068	2,102	(34)	-
Renewal	8,550	16,487	11,754	11,823	(69)	▼
Upgrade	5,185	13,962	5,010	5,097	(88)	▼
Expansion	0	0	0	0	0	
Capital Expenditure	16,064	36,122	18,832	19,023	(191)	
Funding						
Contributions - Cash	910	4,826	1,448	1,465	17	
Non-Recurrent Grants	686	6,907	1,203	1,210	7	
Proceeds on Disposal of Assets	492	891	365	550	185	
Borrowings	0	0	0	0	0	
General Reserve	13,977	23,497	15,816	15,797	(18)	
Capital Funding	16,064	36,122	18,832	19,023	191	





Jan - Mar 2024

7. Treasury Report

<u>Cash:</u> Total cash held (including investments) at the end of March was \$48.13m, of which \$10.00m is restricted.

Investments: The average interest rate held on investments at the end of March was 5.26% which is higher than the RBA cash rate of 4.35%. Current investment rates have been over 5.0%.







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Jan - Mar 2024

8. Debtors Report

Non Rate Debtors: were \$1.053m in March, with \$818k or 78% of the debt classified as current.

- 30 Days \$103k (10%) Warrnambool Basketball ARC Stadium \$6k. The balance of the outstanding 30 day debt amounts are not material and reminder invoices will be sent.
- 60 Days \$37k (3%) Sportsground various Club Contributions totalling \$15k. No further material individual debtors. The balance of the outstanding 60 day debt amounts are not material and reminder invoices will be sent.
- 90 Days \$96k (9%) Warrnambool Football Netball Club \$20k contribution to Reid Oval Redevelopment Project (2nd Instalment). CEO/Management discussions in place to rectify arrears. Regional Cities Victoria contributions (quarter 1) outstanding from Latrobe City Council \$9k; HACC Debtors amounting to \$18k are being followed up, mainly relating to 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.





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Jan - Mar 2024

9. Budget/Forecast Variations

Item Adopted Budget Surplus Rollovers - Net November forecast adjustments December forecast adjustments	Variation \$	Total \$
Adopted Budget Surplus Rollovers - Net November forecast adjustments	\$	C
Rollovers - Net November forecast adjustments		ų į
November forecast adjustments		(52,561)
· · · · · · · · · · · · · · · · · · ·	(20,243,704)	(20,296,265)
December forecast adjustments	286,517	(20,009,748)
December ivietast aujustments	316,524	(19,693,224)
March forecast adjustments	493,213	(19,200,011)
Cash Surplus/(Deficit) Bought Forward	20,243,704	1,043,693
External budget variations - new grants		
January to March variations		
VSBA Building Blocks Inclusion Equipment 2023 (12 Kinders)	119,512	1,163,205
VSBA Building Blocks Inclusion Equipment 2023 (12 Kinders)	(119,512)	1,043,693
VSBA Inclusion - Building & Playgrounds 2023 (Dennington all access path)	25,600	1,069,293
VSBA Inclusion - Building & Playgrounds 2023 (Dennington all access path)	(25,600)	1,043,693
DFFH - Human Services Standards Funding CFS - New Accreditation Funding	3,206	1,046,899
DFFH - Human Services Standards Funding CFS - New Accreditation Funding	(3,206)	1,043,693
DHHS Maternal & Child Health More Support for Mums Dads and Babies	99,000	1,142,693
DHHS Maternal & Child Health More Support for Mums Dads and Babies	(99,000)	1,043,693
Art Gallery Major Exhibition Ticket Sales Nov to Mar	97,712	1,141,405
Art Gallery Major Exhibition Ticket Sales Nov to Mar	(97,712)	1,043,693
Internal budget variations - transfers between cost centres		
January to March variations	*****	*****
Growing Green Rooms allocated from Healthy Warrnambool Plan Project Funding	5,000	1,048,693
Growing Green Rooms allocated from Healthy Warrnambool Plan Project Funding	(5,000)	1,043,693
Building renewal capital moved to Art Gallery lighting project	25,000	1,068,693
Building renewal capital moved to Art Gallery lighting project	(25,000)	1,043,693
Transfer new vehicle costs from Maternal & Child Health to Light Fleet	40,000	1,083,693
Transfer new vehicle costs from Maternal & Child Health to Light Fleet	(40,000)	1,043,693
Transfer from City Sustainability to Footpath Renewal	68,792	1,112,485
Transfer from City Sustainability to Footpath Renewal	(68,792)	1,043,693

Jan - Mar 2024

9. Budget/Forecast Variations continued

ltem	Budget Variation \$	Cumulative Total \$
Internal budget variations - transfers to/from cash reserves		
January to March variations		
North Edge Estate - 126 & 180 Wangoom Road DCP Obligation Stage 8- Roger Constructions	362,070	1,405,763
North Edge Estate - 126 & 180 Wangoom Road DCP Obligation Stage 8- Roger Constructions	(362,070)	1,043,693
Horne Road Developer Contribution, 5th payment - (developer contributions)	250,000	1,293,693
Horne Road Developer Contribution, 5th payment (reserves)	(250,000)	1,043,693
Transfer from reserves to small infrastructure capital expenditure	100,000	1,143,693
Transfer from reserves to small infrastructure capital expenditure	(100,000)	1,043,693
Transfer from reserves for South of the Merri Open Space Precinct expenditure	57,000	1,100,693
Transfer from reserves for South of the Merri Open Space Precinct expenditure	(57,000)	1,043,693
Mc Gennans Change Facilities - DEECA did not approve - transfer back to reserves	60,000	1,103,693
Mc Gennans Change Facilities - DEECA did not approve - transfer back to reserves	(60,000)	1,043,693
4G Car Parking Meter upgrade between parking management and reserves	42,000	1,085,693
4G Car Parking Meter upgrade between parking management and reserves	(42,000)	1,043,693
Cark parking strategy transfer between parking management and reserves	90,364	1,134,057
Cark parking strategy transfer between parking management and reserves	(90,364)	1,043,693
Transfer from renew al reserve to Footpath Construction Capital	100,000	1,143,693
Transfer from renew al reserve to Footpath Construction Capital	(100,000)	1,043,693
Brierly Masterplan Implementation - transfer other recreation capital for electrical/lighting	150,000	1,193,693
Brierly Masterplan Implementation - transfer other recreation capital for electrical/lighting	186,775	1,380,468
Brierly Masterplan Implementation - transfer from open space reserves for electrical/lighting	113,225	1,493,693
Brierly Masterplan Implementation - transfer budgets to cover electrical/lighting	(450,000)	1,043,693
Forecast Budget Surplus/(Deficit)		1,043,693

7.9. WARRNAMBOOL SALEYARDS HIGHEST AND BEST USE MASTER PLAN

DIRECTORATE : City Growth

Purpose:

This report considers the feedback from the community consultation on the draft Saleyards Highest and Best Use Master Plan Draft document and recommends Council adopt the document.

Executive Summary

Council appointed Insight Planning Consultants to prepare a best and highest use master plan for the Warrnambool Saleyards and surrounds. The draft document was presented to Council on 4th March and released for public consultation.

The study area includes land that had previously been held as a 'buffer' area to the West, South and North of the Saleyards site. This includes a combination of private and Council owned land.

Seven (7) comments were received via YourSay website, and 2 meetings held with individual landowners in the precinct. The feedback is discussed further in the report.

Minor changes have been made to the final document (Attachment 1), to respond to the submissions received (discussed further in the report). The plan responds to the site-specific design characteristics and surrounding zonings and recommends most of the land within the study area be rezoned to the General Residential Zone GRZ1. This would increase housing opportunities in this area significantly.

Environmental site investigations to date indicate most land within the area could be developed without excessive remediation works, the Saleyards site itself would require a full Environmental Audit that will guide remediation dependent on desired use in the future.

MOVED: CR DEBBIE ARNOTT SECONDED: CR MAX TAYLOR

That Council adopt the Warrnambool Saleyards Highest and Best Use Master Plan document, and commence the next phase of strategic and structure planning work for the study area.

CARRIED - 6:0

Background

Council resolved to proceed with strategic planning for the Saleyards site when the service was discontinued in 2023. Work has been undertaken to produce a Highest and Best Use Master Plan which proposes Council's preferred land use and zonings for the land within the study area. See Figure 1.



Figure 1: Study Area (source: Insight Planning)

Work undertaken to produce the draft document includes preliminary site investigation and soil assessment, soil contamination assessment, economic baseline and land use assessment and land valuations.

The draft plan was released for public comment for a 28 day period. Feedback received is discussed further below.

Issues

The draft Highest and Best use Master Plan includes landowners other than the Council. These owners were contacted and sent copies of the draft plan. Three (3) landowners have provided feedback:

191 Rooneys Road;

157-175 Rooneys Road and 18 Shannon Road; and

Brauerander Park, 55 Caramut Road.

General support has been received from these landowners.

The draft plan also includes the proposed rezoning of two parcels of Industrial 3 zoned land within the study area; one west of the Saleyards consisting of two properties (98 Coghlans Road and 102 Coghlans Road); and the Brauerander Park site and adjacent property at 67 Caramut Road. The properties in Coghlans Road are proposed for potential re-zoning to residential to reflect the longer term strategic direction for the area, while the Brauerander Park is proposed to become General Residential and the property at 67 Caramut Road proposes a Commercial 2 zone.

It is important to note that, once adopted, this Plan will then allow Council to proceed with further strategic planning of the area, including structure planning. This work will further explore the potential land uses and rezonings as well as undertake the required technical assessments. This work will be a precursor to any actual change to the zones in the planning scheme.

Further community and landowner engagement will be undertaken through the structure planning and planning scheme amendment (rezoning) phases of the project.

Financial Impact

Costs to date have been accommodated under the Council budget for the Saleyards decommissioning and planning budget. Should the Plan be adopted funding options for the future strategic work will need to be investigated, including the consideration of landowner funding contributions. The scope of the strategic work will need to be refined, however indicative costings are within the range of \$275,000 to \$300,000.

Legislation / Policy / Council Plan Context

1 A healthy community

1.4 An accessible city: Council will improve physical and social accessibility to community services, facilities, places and precincts.

4 A connected, inclusive place

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

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.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.

Timing

Routine. Subject to funding considerations, the next phase of strategic planning work can commence.

Community Impact / Consultation

The draft plan was on public consultation for 28 days. Copies were sent to landowners within the study area; the plan was available on Council's website via YourSay. Media articles also appeared in the Warrnambool Standard newspaper.

Seven (7) comments were received via YourSay. The issues raised are summarised below:

- Need for more diversity in housing block sizes (lifestyle blocks)
- Saleyards site should be converted into a sporting precinct, including new indoor and outdoor pools, indoor tennis, and more indoor netball and basketball courts. Saleyards site could also house the West Warrnambool Neighbourhood House, creating a community hub.
- Smaller lot sizes, including townhouses should be provided next to former saleyards site to provide for 'downsizers'. This would free up family sized homes for families.
- Land should not be used for housing and should remain industrial due to Caramut Road having heavy truck usage.
- Houses should not be built so close to existing industries this will lead to complaints of noise, dust, etc.
- Space for affordable, sustainable housing should be prioritised.

MINUTES - Scheduled Council Meeting - 6 May 2024

- Low income housing should be created on the surplus river side land to provide for rental accommodation and to provide a long-term income stream.
- Looks like a great plan with additional amenities and housing which is well needed. Need to consider connections to other areas such as Wollaston Road.
- An existing business on east side of Caramut Road requires 10,000sqm for new premises and requests all land remain commercial.

It is important to note that the plan does allow for expansion of the indoor sports stadium should that be required in the future.

The plan does not propose any residential development along Caramut Road (south of Coghlans Road). This will assist to ameliorate impacts on existing businesses, including truck and vehicle movements on Caramut Road.

In response to the submission from an existing business requiring a larger site, the plan has been altered to include additional commercial land within the former Saleyards site.

The plan shows Brauerander Park as potential rezoning to residential, however that is subject to further investigation, in the context of recognising that the current zoning of Industrial is not appropriate for this sporting facility.

The site at 67 Caramut Road is identified for potential rezoning to Commercial 2, which is consistent with the zonings on the east side of Caramut Road. The plan has been updated to clearly reflect this intended change.

The feedback and submissions received will be further addressed through the next phase of strategic planning, when a further level of detail will be provided showing the urban layout and structure of the area. This will include any required separation distances to existing industries, provision of services, infrastructure, and open space. This work will also refine the zonings that will be applied across the precinct.

As mentioned above, three (3) landowners have provided feedback:

191 Rooneys Road;

157-175 Rooneys Road and 18 Shannon Road; and

Brauerander Park, 55 Caramut Road.

General support has been received from these landowners, and the landowners will continue to be engaged with through the next phase of the planning for the area.

Legal Risk / Impact

Risks will be managed by ensuring any future development of the area is underpinned by appropriate strategic planning processes in accordance with relevant legislative requirements, practice notes and guidelines.

Officers' Declaration of Interest

None declared.

Collaborative Procurement

Not applicable.

Conclusion

The Warrnambool Saleyards Highest and Best Use Master Plan document identifies appropriate land uses for the study area, and is recommended for adoption. The next phase of strategic planning work will enable a further level of detail to be fleshed out for the precinct, and produce an urban layout and structure to support future rezonings. Further community and landowner engagement will be included in the next phase of strategic work.

ATTACHMENTS

1. Highest and Best Use Master Plan Report Final [7.9.1 - 24 pages]





Highest and Best Use Master Plan Report

81-99 Caramut Road, Warrnambool

Prepared by Insight Planning Consultants for Warrnambool City Council 30 April 2024

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Introduction

This report has been prepared by Insight Planning Consultants for Warrnambool City Council, in relation to the former Warrnambool Livestock Exchange (saleyards) at 81-99 Caramut Road, Warrnambool (the Site) and surrounding non-urban land.

This report follows the completion of the key stakeholder consultation process on the previous plan options prepared for the Site. It presents and supports the final Concept Masterplan and associated plans prepared by Patch Design (April 2024), included at Appendix 2 of this report. It also provides a summary of the background assessments undertaken for the Site to date and relevant planning context.

This report should be read in conjunction with the following assessments, which have helped to inform the master planning for the Site:

- Land Valuation Reports, Roger Cussen Property Specialist (February 2021)
- Economic Baseline and Land Use Assessment, Think Economics (August 2023)
- Preliminary Site Investigation and Soil Sampling, Tonkin & Taylor (May 2023)
- Soil Contamination Assessment, Tonkin & Taylor (December 2023)

Subject Site

The Site is located at 81-99 Caramut Road (*PC 362040*) in Warrnambool and was previously used for the former Warrnambool Livestock Exchange (**saleyards**), which ceased operations in June 2023.

The Site is located on the south-western corner of the intersection between Caramut Road to the east and Coghlans Road to the north, is generally rectangular in shape and has a total area of approximately 12.45 hectares.

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Figure 1: Site Aerial (Landchecker 2024)

The Site is zoned Public Use Zone 6 (**PUZ6**), which is for 'local government' purposes. Figure 2 below shows the zoning of the Site and its surrounds. The Site is not affected by any Overlays.

Site Surrounds and Context

The Site is surrounded by Commercial 2 Zone (C2Z) land on the eastern side of Caramut Road, Industrial 3 Zone (IN3Z) to the north-east, south and west, Farming Zone (FZ) to the south and east, and Public Use Zone (PUZ) to the south and further west. Land further north along the Merri River is within the Urban Floodway Zone (UFZ), while land further to the east, south and west is in the General Residential Zone (GRZ). Caramut Road is in a Transport Zone 2 (TRZ2). The Site forms part of a broader precinct being considered for rezoning, generally bound by the Merri River to the north, Caramut Road to the east, Harrington Road to the west and the established residential area and Brauer College to the south (together, the Precinct).

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Figure 2: Zone Map (Landchecker 2024)

Surrounding land uses within the adjacent industrial and commercial areas include Landscaping and building supplies, Concrete products, Logistics and Transport, Motor repairs, Warehouse, Storage, Chemical manufacture, Steel fabrication, Agriculture machinery sales, and Farm equipment supplies among others. There is also a large amount of undeveloped land within the existing Commercial 2 Zone, however some of the land has recently been subdivided and is currently on the market, which indicates that further development may occur in the near future.

The current PUZ6 zoning of the Site seeks to recognise the public land use of the Site and to provide for 'local government' purposes. In order for the Site to be sold and/or redeveloped, this land must first be rezoned to an alternative zone.

The FZ land adjacent to the Site appears to have been retained for non-urban purposes to act as a buffer for the former saleyards on the Site and surrounding industrial uses, some of which appear to have associated buffers. It is clear that once the Site is rezoned, that surrounding non-urban land within the Precinct would become a planning anomaly within its broader context. The existing IN3Z applying to Brauerander Park also seems to be an anomaly and does not appropriately reflect the use of the land and should be rectified through the proposed rezoning. There is also existing IN3Z applying to land at 98-102 Coghlans Road, which is separated from the existing employment precinct further east along Caramut Road. The industrial zoning of this land could pose issues once surrounding land is rezoned for residential purposes. The existing use of these properties for a garden supplies centre could continue if this land was rezoned under existing use rights, however rezoning these properties

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Warrnambool Livestock Exchange



would prevent further industrial uses occurring in the future that could have additional amenity impacts to surrounding residential areas.

As such, in additional to the proposed rezoning of the non-urban land surrounding the Site for residential purposes, we recommend that these other zoning anomalies also be addressed through the proposed rezoning of the overall Precinct.

Aboriginal Cultural Heritage Sensitivity

Part of the Site and much of the broader Precinct is affected by an area of Cultural Heritage Sensitivity, in particular due to proximity to the Hopkins River. The extent of this area is shown in Figure 3 below. Future development of the land within this area would need to appropriately respond to the requirements of relevant legislation, including the *Aboriginal Heritage Act 2006* and *Aboriginal Heritage Regulations 2018*. As each land parcel within the Precinct is located at least partially within an area of Cultural Heritage Sensitivity, any high impact activity, as defined by the Aboriginal Heritage Regulations, proposed to occur within the Precinct will require the preparation of a Cultural Heritage Management Plan (CHMP). High impact activities generally include subdivision and development of land for residential (3 or more lots/dwellings) or commercial purposes.



Figure 3: Extent of Cultural Heritage Sensitivity (Landchecker 2024)

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Bushfire Prone Area

Part of the Site and much of the broader Precinct is located within a designated Bushfire Prone Area. The extent of this is shown in Figure 4 below. Future development of the land within this area would need to appropriately respond to the relevant requirements, including those found at Clause 13.02 of the Warrnambool Planning Scheme, to adequately address any bushfire risk.



Figure 4: Extent of Bushfire Prone Area (Landchecker 2024)

Amenity Buffers

In determining the Concept Masterplan for the Site and surrounding Precinct, analysis into the existing industrial land uses within the surrounding area and any amenity buffers that may encroach into the land to be rezoned had been undertaken. There are a number of documents and provisions relating to amenity buffers which provide further clarity on how these buffers are to be determined and assessed. Some of the key provisions are summarised below.

Recommended separation distances for industrial residual air emissions, Publication 1518 (March 2013) – EPA Victoria

The guideline provides advice on recommended separation distances between industrial land uses that emit odour or dust, and sensitive land uses.

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In some instances, the appropriate separation distance may vary from that recommended in this guideline as a result of site-specific operational or environmental conditions. In such cases, a detailed assessment and a resultant proposal that satisfies the Environment Protection Authority (EPA) will be required before a variation can be given planning approval.

This guideline applies only to off-site residual odour and dust emissions from industries which have the potential to impact on human health and wellbeing, local amenity and aesthetic enjoyment. Noise, vibration, ambient and hazardous air pollutants have not been considered in the development of this guideline.

Other regulations, policies and guidance relevant to the consideration of land use separation for environmental protection include:

- State Environment Protection Policy (Air Quality Management)
- State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) No. N-1
- Noise from Industry in Regional Victoria, EPA Victoria, 2011
- Land Use Planning Near Major Hazard Facilities, WorkSafe, 2010
- Victoria Planning Provisions, Department of Planning and Community Development

Section 8 of the guideline identifies that 'separation distances should be determined by measuring from the 'activity boundary' of the industrial activity to the nearest sensitive land use'. The activity boundary of the industrial activity is the area that includes all current or proposed industrial activities from which industrial residual air emissions (**IRAEs**) may arise.

The guideline sets out two methods of applying separation distances. Given the urban context of the saleyard, Method 1 (the 'urban' method) is most appropriate, which measures the separation distance from the activity boundary of the industry to the property boundary of the nearest sensitive land use, as illustrated below.



Section 9 of the guidelines outlines the process of varying a recommended separation distance. Where a variation from the recommended separation distance is sought, approval should not be given by the planning authority or other responsible authority until the relevant land use separation issues have been resolved to the satisfaction of EPA.

It should be the responsibility of the 'agent of change' to provide evidence to the planning authorities or other responsible authorities that a variation from the recommended separation distances is appropriate. For the purposes of the guideline, the 'agent of change' is the proponent of

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the proposed land use that will give rise to the consideration of separation distances, whether for a new industrial or sensitive land use is proposed. In this instance, the agent of change would be Warrnambool City Council.

Interface land uses are those that can be located within separation distances between industrial land uses and sensitive land uses. Table 5 of the guideline provides examples of activities and their suitability as interface land uses, as shown below.

Suitability	Examples of interface land use
To be encouraged	Agriculture, car parks, cinema-based entertainment facilities, emergency services facilities, natural systems, offices, research centres, service stations and veterinary clinics.
To be considered (subject to assessment)	Light industry with no adverse amenity potential and utilities (except for sewage works).
To be prevented	Sensitive land uses and industrial land uses that require separation distances as listed in the Index.

The guideline also provides guidance criteria that may be considered for assessment of a site-specific variation to the recommended separation distances as follows:

Criteria	Explanation
Transitioning of the industry	Existing industry has formally indicated that it will transition out of an area and over a specified timeframe.
Plant equipment and operation	The industrial plant and equipment have an exceptionally high standard of emission control technology.
Environmental risk assessment	An environmental risk assessment of IRAEs has been completed that demonstrates a variation is justified.
Size of the plant	The plant is significantly smaller or larger than comparable industries.
Topography or meteorology	There are exceptional topographic or meteorological characteristics which will affect dispersion of IRAEs.
Likelihood of IRAEs	Particular IRAEs are either highly likely or highly unlikely to occur.

The IRAE provides the following additional guidance for considering separation distances:

- **Cumulative Impacts:** the guideline does not recommend specific separation distances for any cumulative impacts resulting from the co-location of like industries.
- Interface Land Uses: the guideline provides example of activities and their suitability as interface land uses. However, it is not intended to be an exhaustive list of all activities.
- Inter-industry separation distances: the guideline recommends addressing inter-industry separation distances on a case-by-case basis to ensure that appropriate planning solutions are reached. Planning authorities need to ensure that their strategic land use plans, policies and controls are appropriately framed for managing incompatible inter-industry uses. Designation of sub-precincts that are dedicated to particular types of industrial activities, within a larger industrial precinct, is an effective means of preventing and managing incompatible industries.

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Improving Planning Responses for Buffers/Separation Distances

This Technical Report was released in 2019 as part of a review of buffers in strategic and statutory planning. The report provides a useful summary of the 2013 guideline, including the role of the EPA, the purpose and intent of recommended separation distances, and operation and principles to support a variation to a recommended separation distance, as outlined above.

The technical report identifies and compares the guidance that currently exists within the Victorian Planning Provisions (**VPPs**,) IRAEs and other relevant guidance documentation regarding separation distances from industrial uses. It highlights that there are many inconsistencies between the separation distances in the guideline and the planning provisions.

Victorian Planning Provisions

Clause 53.10 – Uses and Activities with Potential Adverse Impacts

The purpose of this clause is 'to identify those types of uses and activities, which if not appropriately designed and located, may cause offence or unacceptable risk to the neighbourhood'.

The Table to Clause 53.10-1 sets out threshold distances from the specified uses, being the shortest distance from any part of the land to:

- Land (not a road) in an Activity Centre Zone, Capital City Zone, Commercial 1 Zone, Docklands Zone, residential zone, or Rural Living Zone; or
- Land used for a Hospital, an Education centre or a Corrective institution; or
- Land in a Public Acquisition Overlay to be acquired for a Hospital, and Education centre or a Corrective institution.

Some of the uses listed in the Table to Clause 53.10-1 are found within the surrounding area, such as the 'automotive repairs' at 18 and 22 Coghlans Road and 34 Caramut Road. A full list of properties and their current land use is outlined in Appendix 1.

As there are also existing land uses which may or may not meet the conditions in Clause 53.10-1, it is recommended that consultation occur with the EPA, in relation to any other potential amenity buffers that would encroach within the areas to be rezoned, as part of the Planning Scheme Amendment process for the rezoning of the Precinct.

Background Assessments

The following assessments have been undertaken to help inform the masterplan for the Site:

- Land Valuation Reports, Roger Cussen Property Specialist (February 2021)
- Economic Baseline and Land Use Assessment, Think Economics (August 2023)
- Preliminary Site Investigation and Soil Sampling, Tonkin & Taylor (May 2023)
- Soil Contamination Assessment, Tonkin & Taylor (November 2023)

Land Valuations

Land valuations were prepared by Roger Cussen Property Specialist dated 28 February 2021, for the Site at 81-99 Caramut Road, and the adjoining property to the east at Rooneys Road.

The valuation report for the Site identified the highest and best use for this land, based on surrounding land uses, to be industrial/commercial. Based on the analysis of recent sales, the report valued this land at \$5,225,000 if it were to remain in the PUZ6, and \$6,145,000, based on a rate of approximately \$60/sqm, should it be rezoned IN3Z, though commentary within the report indicates that either IN3Z or C2Z could be appropriate and similarly valued.

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The valuation report for the adjoining land at Rooneys Road identifies the highest and best use for this land, based on surrounding land uses, to be either residential or a mixture of residential and industrial/commercial. Based on the analysis of recent sales, the report valued this land at \$745,000 if it were to remain in the FZ, \$2,265,000, based on a rate of approximately \$199,735/ha, if it were entirely in the GRZ, and \$3,171,800, based on a rate of \$194,647/ha for the residential component (9.22ha) and \$65/sqm for the industrial/commercial component (2.11ha), should it be rezoned a mix of GRZ and IN3Z, though commentary within the report indicates that either IN3Z or C2Z could be appropriate and similarly valued.

While some time has passed since the valuation reports were prepared and property prices have generally increased for both residential and industrial land since then, the reports provided a useful basis for the preparation of previously prepared master plan options for the Site and surrounding non-urban land.

It should be noted however that while the valuations may have indicated that a higher proportion of industrial land would have resulted in the highest total value, this did not sufficiently consider the level of demand for a larger area of industrial/commercial land and therefore the value of this land may have been more accurately calculated at a lower rate.

Economic Baseline and Land Use Assessment

The Economic Baseline and Land Use Assessment was prepared by Think Economics in November 2023 to:

- Provide an independent assessment of the current and future supply and demand dynamics for employment land in Warrnambool and, specifically in relation to the Site, assess, define and evaluate potential uses which maximise highest and best use outcomes;
- Analyse and compare supply and demand conditions related to potential planned employment land uses to determine the current and forecast market gap (ie opportunity), including detailed catchment analysis to identify and analyse the specific supply conditions, demand drivers and forecast market opportunity; and
- Provide clear recommendations as to the market viability for each potential land use, based on current and forecast market gap conditions and input and direction into the master planning process.

The assessment determined that the strongest employment land use opportunity is considered to be a local convenience centre that could support a mix of retail and small-scale office (medical) uses onsite.

The local centre would consist of up to 1,200sqm of retail uses with up to an additional 200sqm of attached office/medical space. The overall floor area of 1,400sqm is expected to require a site area of approximately 4,000-5,000sqm.

Other industrial uses (bulky goods, warehouse) were considered in this assessment, but it was determined that there is limited opportunity for additional industrial land in this location, in particular due to the large proportion of undeveloped Commercial 2 Zone land immediately east of Caramut Road.

Preliminary Site Investigation and Soil Sampling

Tonkin & Taylor (**T&T**) undertook preliminary site testing and prepared a Preliminary Site Investigation (**PSI**) in May 2023.

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The aim of this investigation was to identify potential sources of contamination and the types of contaminants likely to be present based on current and former land uses.

The targeted soil investigation found that only two locations marginally exceeded contaminant levels (arsenic and copper), however these were considered unlikely to represent an unacceptable risk to human health or ecosystem maintenance.

The contamination status of the Site was considered unlikely to preclude redevelopment of the site for any purpose, including sensitive residential uses – subject to further investigation and if needed, remediation works.

Soil Contamination Assessment

Further testing of the Site was undertaken by T&T as part of a Soil Contamination Assessment (**SCA**) in October 2023, based on the recommendations of the previous PSI. The SCA included targeted preliminary soil investigation to quantitively inform the likely site contamination status based on the findings of the previous PSI, including additional land being considered for purchase by Council.

The SCA found exceedances in the review of laboratory analytical data from the onsite testing undertaken when compared against adopted ecological and human health criteria, specifically exceedances of Arsenic, Copper, Chromium and Nickel.

In-situ soils are preliminarily categorised as 'Category C' at the Saleyards and 'Fill Material' at the Southern paddock for the purpose of offsite disposal. Stockpiles in the Southern paddock are assumed to be from the same original source as part of the construction of the Brauerander athletics complex adjacent to the Site.

Additionally, one fragment of Asbestos Containing Material (ACM), in the form of bonded cement sheet, was observed on the site within a stockpile in the Eastern paddock (and removed from site as a sample). The sample was tested and reported a positive result for the presence of asbestos.

These matters will need to be resolved and remediated prior to the future development of the Site for sensitive uses.

Environmental Audit

As part of the proposed rezoning of the Site and surrounding non-urban land within the broader Precinct, based on the findings of the previous contamination assessments undertaken, it has been determined that it is highly likely that an environmental audit will be required.

The environmental audit process system is legislated under the Environment Protection Act. Under Section 208 of the Environment Protection Act, the purpose of an environmental audit for land use planning purposes is to:

- Assess the nature and extent of the risk of harm to human health or the environment from the contaminated land
- Recommend measures to manage the risk of harm to human health or the environment from the contaminated land
- Make recommendations to manage the contaminated land, waste, pollution or activity.

The environmental audit must be carried out by an EPA-appointed environmental auditor, who will perform an independent assessment of site conditions and risks. This process would include remediation of any contamination issues prior to the redevelopment of the land for residential and other purposes, to ensure that the land is suitable for these sensitive (residential) uses.

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As part of the Planning Scheme Amendment for the rezoning of land within the Precinct for residential purposes, Ministerial Direction 1 - Potentially Contaminated Land requires the planning authority to satisfy itself that the land is suitable for this use by:

- 1. A Preliminary Risk Screen Assessment (PRSA) statement stating that no audit is required; or
- 2. An environmental audit statement stating that the land is suitable for the proposed use; or
- 3. Where complying with 1 or 2 is difficult or inappropriate, deferring these requirements through application of an Environmental Audit Overlay (EAO) or other appropriate measure.

Whether the audit system requirements are met at the time of the amendment or deferred, the determination of whether land is potentially contaminated must always be made at the time of the amendment and be documented in the explanatory report.

Based on the recommendations of the previous contamination assessments undertaken at the Site, it is highly likely that a PRSA would determine that an environmental audit is required, and as such undertaking a PRSA ahead of the environmental audit is considered to be unnecessary. Given that Council may retain or develop part of the Site or surrounding land, it is recommended to commence the Environmental Audit process ahead of or in conjunction with the planning scheme amendment, rather than deferring this requirement until after the land is rezoned. Given that timing for approval of an environmental audit is uncertain, it is recommended that an EAO be included as part of the preparation of the planning scheme amendment for the rezoning. The inclusion of the EAO could be removed however prior to gazettal of the planning scheme amendment should the environmental audit be completed before this occurs.

Preferred Concept Masterplan

Based on the findings of the background assessments undertaken, a Concept Masterplan has been developed which identifies the future urban structure for the Site and surrounding non-urban land. A Design Response Plan, which highlights how the Concept Masterplan has addressed the key issues and opportunities identified through the previous processes, and a Site Context Plan, which identifies existing zones and where the Precinct sits within the broader Warrnambool/Dennington context, have also been prepared to accompany the Concept Masterplan. These three plans are included at Appendix 2 of this report. An extract of the Concept Masterplan and a brief description of key items is provided below.

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Figure 5: Concept Masterplan (Patch Design 2024)

The Concept Masterplan features predominantly residential development of the Site, with a small Local Convenience Centre of approximately 4,000-5,000sqm on the corner of Coghlans Road and Caramut Road and adjacent commercial uses making up the balance of the Caramut Road frontage, based on the findings of the Economic Baseline and Land Use Assessment (Think Economics, November 2023) and the community consultation undertaken by Council. The residential area within

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the former saleyards is indicated as being 'subject to further investigation and site rehabilitation', due to the need for remediation works to occur as part of an environmental audit process to make the land suitable for sensitive uses. The Council-owned land west and south of the Site is also proposed to be rezoned for residential purposes.

The land north of Coghlans Road currently in the FZ, the two IN3Z properties south of Coghlans Road, and Brauerander Park are identified in the Concept Masterplan as being 'potential opportunity for rezoning'. While the IN3Z property west of Caramut Road is identified as 'potential commercial area'. These parcels are not owned by Council, and further consultation with these landowners will need to occur before these parcels can be definitively included in the proposed rezoning. As previously outlined in this report, these properties are planning anomalies within the broader site context and it is not considered appropriate to leave these properties in their current zonings. As such, it is recommended that these properties also be rezoned as part of the proposed planning scheme amendment. Targeted consultation with the landowners of these properties will need to occur prior to the inclusion of the properties in the rezoning amendment and to determine the most appropriate zone for these properties.

The area directly west of the Warrnambool Indoor Stadium has been identified indicatively for 'potential recreation facility'. This would allow Council to retain and utilise this land for recreational facilities, such as the expansion of the stadium, without needing to purchase additional land for this purpose elsewhere. The location of any recreational facility is subject to change in the future, with any balance of the land being used for residential purposes.

The areas previously identified for 'potential community housing' in earlier plan options have been removed in the Concept Masterplan. Based on ongoing discussions with Council officers, while there is clear intent by Council to deliver a key worker/affordable housing project within the Precinct, the location for this remains uncertain. Further, this housing project could be proposed anywhere in the proposed GRZ once the land has been rezoned, under different provisions of the Scheme. Therefore, given that the location of this is still being deliberated, a specific location has not been identified on the Concept Masterplan, in order to not prejudice the final outcome of this process.

Recommendations

The following recommendations are made based on the content of the background assessments and reports prepared to date and to assist in the preparation of the planning scheme amendment for the rezoning of land within the Precinct:

- 1. Undertake consultation with the EPA in relation to potential amenity buffers from existing industrial land uses in proximity to the Precinct.
- 2. Commence an environmental audit process in conjunction with the preparation of a planning scheme amendment for the rezoning of the Precinct.
- 3. Undertake targeted community consultation with landowners of properties proposed to be rezoned as part of the planning scheme amendment.

Conclusion

This report has been prepared in relation to the former Warrnambool Livestock Exchange at the Site and surrounding non-urban land within the broader Precinct being considered for rezoning by Warrnambool City Council.

This report follows the completion of the key stakeholder consultation process on the previous plan options prepared for the Site. It presents and supports the final Concept Masterplan, and provides a

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summary of the background assessments undertaken for the Site to date and relevant planning context.

The Concept Masterplan features predominantly residential development of the Site, with a small Local Convenience Centre of approximately 4,000-5,000sqm on the corner of Coghlans Road and Caramut Road and adjacent commercial uses making up the balance of the Caramut Road frontage. The residential area within the Saleyards is indicated as being 'subject to further investigation and site rehabilitation', due to the need for remediation works to occur as part of an environmental audit to make the land suitable for sensitive uses. Additional land within the Precinct is also identified as having opportunity for rezoning to address existing planning anomalies, subject to targeted consultation with the landowners.

The area directly west of the Warrnambool Indoor Stadium has been identified indicatively for 'potential recreation facility'. This would allow Council to retain and utilise this land for recreational facilities, such as the expansion of the stadium, without needing to purchase additional land for this purpose.

The following recommendations are made based on the content of the background work undertaken and to assist in the preparation of the planning scheme amendment for the rezoning of land within the Precinct:

- 1. Undertake consultation with the EPA in relation to potential amenity buffers from existing industrial land uses in proximity to the Precinct.
- 2. Commence an environmental audit process in conjunction with the preparation of a planning scheme amendment for the rezoning of the Precinct.
- 3. Undertake targeted community consultation with landowners of properties proposed to be rezoned as part of the planning scheme amendment.

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Appendix 1 – Existing employment land uses in proximity to the Precinct

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Existing Employment Land Uses and Buffers



Sub-Precinct	Address	Use	Zone	Buffers
1	102 Coghlans Road	Bells Garden Centre, Landscaping and Building	IN3Z	-
		Supplies		
1	98 Coghlans Road	Western District	IN3Z	**500 (if
		Concrete Pipes and		production rate
		Products		exceeds 10,000
				tonnes/annum)
2	14 Coghlans Road	Ryans Transport,	IN3Z	-
		Logistics and Transport		
2	16 Coghlans Road	Ryans Transport,	IN3Z	-
		Logistics and Transport		
2	18 Coghlans Road	South West Truck	IN3Z	100 (automotive
		Centre, Truck & Machine		body, paint and
		Repairs		interior repair)
2	20 Coghlans Road	Ryans Transport/Allens	IN3Z	-
		Freight, Logistics and		
		Transport		
2	22 Coghlans Road	Warehouse.	IN3Z	**100
		Permit for Motor Repairs		(automotive
		Approved		body, paint and
				interior repair)

2	24 Coghlans Road	Richardson Brothers Retreading, Tire Shop	IN3Z	-
2	100 Caramut Road	West Fridge, Air conditioning contractor (warehouse)	IN3Z	-
3	Coghlans Road	Vacant Land	C2Z	-
3	29 Coghlans Road	Ryan Moves, Shipping Container Storage	C2Z	-
3	35 Coghlans Road	Tubbie and Rayz Indoor Batting House, Sports Complex	C2Z	-
3	37 Coghlans Road	Unknown	C2Z	-
3	39 Coghlans Road	EnviroFluid, Chemical Manufacture/Warehouse	C2Z	<pre>**500 (soap and detergent production) **300 (Chemical product manufacture other than listed) **1000 (Biocide production and storage) **2000 (Organic or inorganic industrial chemicals production other than listed)</pre>
3	96 Caramut Road	Adzweld Fabrications, Steel Fabrications	C2Z	**500 (structural or sheet metal production)
3	94 Caramut Road	Western District Agriculture, Tractor dealership	C2Z	-
3	92 Caramut Road	Agrimac, Tractor dealership	C2Z	-
3	88 Caramut Road	Agrimac, Tractor dealership	C2Z	-
3	86 Caramut Road	Vacant Building	C2Z	-
3	56-60 Caramut Road	Vacant Land	C2Z	-
3	80-84 Caramut Road	Vacant Land	C2Z	-
3	76 Caramut Road	Coastal Car Rentals and Car Sales	C2Z	-
3	65-67 Caramut Road	Nutrien, Agricultural service and CLAAS, Farm equipment supplies	IN3Z	-

4	56-60 Caramut Road	Vacant Land, proposed subdivision	C2Z	-		
4	50-54 Caramut Road	Total Dairy Service, dairy supplies (closed?)	C2Z	-		
4	44 Caramut Road	Boxing Gym				
4	1 Fotheringham Street	Price Electrical, Electrician	C2Z -			
4	2 Fotheringham Street	Warehouse/Store	C2Z -			
4	42a Caramut Road	Falcon Traffic Management	C2Z	-		
4	42b Caramut Road	Falcon Traffic Management	C2Z	-		
4	40 Caramut Road	Case Agriculture, farm equipment supplier and Gleeson Real Estate	C2Z	-		
4	2/36 Caramut Road	Russell Hayden Scaffold Hire, Equipment hire (closed?)	C2Z	-		
4	1/36 Caramut Road	TruBlu Dog Wash	C2Z	-		
4	1-3/34 Caramut Road	Pj Glass, glazing, Dog Wash, and Premium Paint Works, Panel beater	C2Z	100 (automotive body, paint and interior repair) **500 (glass and glass production)		
4	30 Caramut Road	Coates Hire, Equipment hire	C2Z	-		

**Potential Buffers that require further investigation



Appendix 2 – Plans (Patch Design, April 2024)

Warrnambool Livestock Exchange



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7.10. WARRNAMBOOL SALEYARDS TRUCK WASH FUTURE OPERATIONS CONSIDERATION

DIRECTORATE : Corporate Strategies

Purpose:

This report considers a recommendation to Council for the proposed closure of the truck wash operations and closure of the commercial effluent dump point at the old sale yards site. This report highlights the significant decline in truck wash utilisation since the closure of the saleyard, the imminent departure of staff from the site and the increased direct cost basis of the service this scenario will create.

The report proposes to notify users, where possible, of Council's intent to close the facility. The proposed closure would be undertaken in a time frame sufficient to allow current users to find alternate truck wash arrangements. The report recommends this closure be no later than 31st December 2024.

Executive Summary

At Council's meeting of 7 November 2022, Council resolved to cease operations of the Warrnambool Saleyards by 30 June 2023. The saleyards subsequently ceased operating as at the final sale on 28 December 2022.

As a part of the resolutions passed by the Council on this matter at that meeting, was a decision to review the strategic land uses of the site, including the future of the truck wash and effluent dump point which are co-located at the Caramut Road site.

The strategic land use work was commissioned and completed, and its findings will be reviewed by Council at the ordinary meeting of Council May 6, 2024.

Separately, officers have undertaken the task of decommissioning the site to salvage as much of the infrastructure on site as possible. This decommissioning work will conclude at the end of May 2024.

Staff have maintained the truck wash and effluent dump point whilst undertaking the decommissioning tasks.

There will no longer be staff onsite to oversee this operation from the end of June 2024.

MOVED: CR DEBBIE ARNOTT SECONDED: CR VICKI JELLIE

- That regular livestock transporters utilising the site and the Australian Live Stock Transporters Association be notified in writing of Council's intent to close the operations of the Warrnambool Saleyards Truck Wash and effluent dump point at the latest by 31 December 2024, at the Caramut Road facility and
- 2. That the truck wash plant located at the site be decommissioned.
- 3. That a rehabilitation and use plan for the site be included in future planning for the overall masterplan exercise for the Caramut Road Site.
- 4. That the CEO be authorised to cease operations at an earlier date if deemed appropriate.

CARRIED - 5:1

Crs. Arnott, Jellie, Blain, Taylor and Akoch voting for the motion.

Cr Ziegeler voting against the motion

Background

At Council's meeting of 7 November 2022, it resolved to cease operations of the Warrnambool saleyards by 30 June 2023. The sale yards subsequently ceased operating as at the final sale on 28 December 2022.

As a part of the resolutions passed by the Council, was a decision to review the strategic land uses of the site including the future of the truck wash and effluent dump point which are co - located at the Caramut Road site.

Council officers have undertaken the project management and decommissioning works to salvage goods on site and have continued to operate both the truck wash and the effluent dump as an adjunct activity to the decommissioning works.

The black water treatment plant associated with the truck wash is a highly complex mechanical means to reduce the concentration of dissolved solids into the sewer system and is designed to reduce trade waste costs. The plant is aging and requires increased maintenance of components of the system. The system will require significant capital expenditure in the future to keep operational.

The truck effluent dump was constructed through grant funding from the Australian Livestock Transporters Association on the basis that the facility remain fee free for a period of three years. The Council has only drawn down half of the grant funding allocated to the project because of the uncertain future of the dump point with the saleyard closure. The closure of the facility would likely see a return of the grant monies received to date or a negotiated compromise.

Declining use and increased operating costs clearly indicate the need to reduce or cease these operations as they will continue to be an increased liability to Council and alternate providers of the service exist elsewhere in the region.

Truck washes exist at Mortlake, Camperdown, Hamilton, Casterton, Mount Gambier and Colac all associated with the saleyard operations at these locations. Livestock transporters would be accessing all these locations in their ordinary work as Warrnambool is no longer a saleyard destination.

As the current key user of the site Council officers met with senior executives from the Midfield group to discuss Midfields truck wash utilisation into the future. Officers were informed at this meeting that Midfield had plans to develop their own truck wash for their fleet.

Issues

- Utilisation of the truck wash has reduced significantly since the closure of the yards.
- The maintenance burden of the operations is specialised, labor intensive and requires ongoing capital.
- The completion of the decommissioning process by June 2024 means there will not be staff on site allocated to the operation and maintenance of the truck wash and dump point. Operations are required over a seven-day period.
- The acquittal of the grant funds associated with construction of the dump point needs to be resolved as the Council needs to negotiate the return or claim of grant funds associated with this project.

- Approximately 6 key operators make up most of the utilisation of the truck wash with the major user of the truck wash being Midfield Meats and their contracted carriers.
- In discussion with Midfields, they have stated they are comfortable to build their own truck wash on their site.
- Estimates on future operations project increasing financial losses to Council with increasing costs and lower utilisation forecast with future significant capital expenditure required for the operation to continue.
- Conclusion of the decommissioning will mean the current location of both the compressor station and water line will be exposed and would require relocation at a significant capital cost in the long-term operation continued.
- Retention of the site would require extensive future capital investment in modernising and replacing the Black Water Plant.
- Truck parking on the site will require further future consideration and management, especially in the long term with the site being considered for redevelopment.

Financial Impact

The projected loss of the truck wash is circa \$100,000 for next year, increasing after that per annum in recurrent costs. This figure is exclusive of the capital costs required to maintain the facility.

Truck wash income has been steadily declining over the last few years prior to being historically quite stable whilst associated with the operation of the saleyards.

Attachment 1: outlines the likely cost to Council for the ongoing operations of the truck wash post June 2024. Some cost savings from these forecasts could be achieved through further investment in energy and water saving initiatives but the operations are more likely to continue to a significant and increasing operating cost to Council.

Financial Year	Income
2018-2019	\$188,829
2019-2020	\$211,957
2020-2021	\$200,175
2021-2022	\$198,412
2022-2023	\$152,098
2023-2024 YTD	\$62,854
(To March 2024)	
	Full year extrapolation \$84,000

Estimated income 2024/2025	Estimated expenditure 2024/2025 * (see cost break down Attachment 1)	Net 2024/2025 Profit/(loss)
\$80,000	\$217,000	\$(117,000)

Legislation / Policy / Council Plan Context

The Council needs to ensure it is compliant with all OH&S regulations associated with staff operating this facility. Council needs to ensure it meets the requirements of its discharge licenses associated with the black water plant and council needs to ensure compliance with EPA regulations and biosecurity regulations associated with the associated activities of the truck wash and effluent dump point.

Timing

If Council sought to cease operations it would be appropriate to notify users of its intent with an appropriate lead time of at least 3 to 6 months. The suggested latest date for closure is proposed to be 31 December 2024.

Clearly the earlier the cessation the less financial impact. Impact to users is clearly being diminished by the evident lower utilisation.

Community Impact / Consultation

The Council can identify the key users of the truck wash as access to the site and billing is conducted via an AVDATA key, as such Council officers will be able to notify users through their registered businesses notifying them of the intention to cease operations by the end of the Calendar year.

Legal Risk / Impact

Most risks are associated with continuing operations and all risks other than reputational risk would be mitigated by the cessation of operations.

Council would be required to rehabilitate the site if it were to use the area for any future development.

The rehabilitation costs for this area of the site would be subject to further investigation and costing.

Officers' Declaration Of Interest

There are no conflicts of interest or duty to declare in the preparation of this report

Collaborative Procurement

The recommendations of this report deal with the cessation of a services and have no procurement implications

Conclusion

By continuing operating the service during the decommissioning period, Council has been able to analyse the utilisation of the facility with a reduced level of haulage activity at the saleyards site.

The operation of the truck wash is not a core business of Council and was always an ancillary commercial service of the saleyard's operation.

The continuing operation poses a significant financial risk to the organisation in a tight economic period. There are alternatives available to transporters though not as convenient to some as Warrnambool.

There will be a budget impost associated with the ongoing operations if Council where to choose to continue, that needs to be factored into the 2024/25 budget process.

ATTACHMENTS

1. Recurrent truck Wash Expenditure Model [7.10.1 - 1 page]

EXPENDITURE MODEL TRUCK WASH (NON CAPITAL)

Projected Result (if we had set up Saleyards as separate business and used consistent assumptions)

Wages and Salaries													
Avg cost per month	3,427	3,427	3,427	3,427	3,427	3,513	3,513	3,513	3,513	3,513	3,513	3,513	41,726.16
Repairs and Maintenance													-
4 pumps, replace 1 per year at \$8k,	667	667	667	667	667	667	667	667	667	667	667	667	8,000.00
Baleen screen maint \$3k	250	250	250	250	250	250	250	250	250	250	250	250	3,000.00
Air Compressor Maintenance, \$2k per year	167	167	167	167	167	167	167	167	167	167	167	167	2,000.00
Pit cleaning, truck washing etc via employee	-	-	-	-	-	-	-	-	-	-	-	-	-
Average cost per month	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	12,960.00
Solids cartage and disposal													-
Solids cartage \$5k (Allen Crowe, MJ Edwards)	417	417	417	417	417	417	417	417	417	417	417	417	5,000.00
Bags 5= \$5k and last 2 years	208	208	208	208	208	208	208	208	208	208	208	208	2,500.00
Average cost per month	625	625	625	625	625	625	625	625	625	625	625	625	7,500.00
Water	103	279	408	400	400	400	400	400	400	400	400	400	- 4,390.05
Trade Waste	7,825	7,395	8,368	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	95,587.77
Electricity	3,034	2,872	2,776	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	35,682.10
Insurance	873	873	873	873	873	873	873	873	873	873	873	873	10,479.00
Fire Services Levy	291	291	291	291	291	291	291	291	291	291	291	291	3,489.97
AVData Billing Service Fees and charges	1,716	1,485	906	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	13,107.13
	13,842	13,195	13,622	13,564	13,564	13,564	13,564	13,564	13,564	13,564	13,564	13,564	162,736.02
Gross expenditure esstimate												\$	\$ 217,422.18

7.11. AUDIT & RISK COMMITTEE CHARTER UPDATE

DIRECTORATE : GOVERNANCE

Purpose:

This Report is to provide Council with an opportunity to review and adopt the amended Audit and Risk Committee Charter (the Charter).

Executive Summary

The Audit and Risk Committee Charter has been reviewed by officers and the Audit and Risk Committee.

The Charter was submitted to the Audit and Risk Committee's March meeting for the Committee's consideration. The Committee, at the March meeting endorsed the officer's amendments to the Charter, recommended some further changes, and that it be presented to Council for their adoption.

This review has resulted in a number of recommended changes. The most substantial include changes to the quorum requirements to make achieving a quorum easier, mandating that members provide formal apologies to the Chairperson if they are unable to attend, and the automatic removal of members from the committee who miss two consecutive meetings without providing written notice to the Chairperson.

MOVED: CR MAX TAYLOR SECONDED: CR RICHARD ZIEGELER

That Council:

- 1. Adopt the attached Audit and Risk Committee Charter dated May 2024.
- 2. Revoke any previously adopted Audit and Risk Committee Charter.

CARRIED - 6:0

Background

The Audit and Risk Committee is a committee made up of Councillors and a number of qualified independent members. It provides broad oversight of certain functions of Council, primarily relating to its corporate functions.

The introduction of the *Local Government Act 2020* (the Act) brought changes to how the Audit and Risk Committee functions and to its roles and responsibilities. This resulted in Council adopting a new Charter at that time to reflect the legislative changes. The Charter was again reviewed in 2022 with a number of changes being made.

Reviews present a good opportunity to reflect on whether the Charter is functioning as required and is allowing the committee to deliver on its legislative goals. It also allows for Council to make improvements to the Charter where these are able to be identified. The draft Charter was submitted to the March Audit and Risk Committee for their review and endorsement. At that meeting, the Audit and Risk Committee endorsed the draft Charter with some further changes and recommended it to Council for adoption.

Issues

The Audit and Risk Committee Charter has been reviewed and the following changes included in a draft document for Council's consideration:

- Rewriting the 'Purpose' section of the Charter to better reflect the functions outlined in the Act.
- Gives the Committee the power to resolve disagreements between management and external auditors by making a determination.
- Required that members who are unable to attend a meeting must provide written notice to the Chairperson no later than 48 hours prior. If a member fails to do this for two consecutive meetings their position will become vacant.
- Changed the quorum requirements to now be one Councillor member and one independent member. However, a section has been added to avoid a scenario where Councillor members have greater voting powers than independent members.
- Expanded the collective expertise of members required to better reflect the required functions of the committee contained within the Act.
- Allowed the Chief Executive Officer to be able to request an Audit and Risk Committee Meeting be called on his own, instead of the current situation where he would need that request be cosigned by a committee member or auditor.
- Added that the committee will review the expenditure of the Chief Executive Officer.
- Amended the conflict of interest section to be more accurate and better reflect the new Act.
- Formalised that the charter be reviewed every year.
- A number of minor changes to improve clarity.

Financial Impact

Nil

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

Timing

The Charter will now be reviewed by the committee annually.

Community Impact / Consultation

The Manager Governance consulted with the Acting Director Corporate Services and the Mayor before making draft changes to the Charter.

The Audit and Risk Committee have reviewed and are recommending the amended Audit and Risk Committee Charter to Council for adoption.

The Manager Governance consulted with the Manager Finance and Director Corporate Services in enacting some of the Committee's recommended changes.

Legal Risk / Impact

Nil

Officers' Declaration of Interest

Nil

Conclusion

The Audit and Risk Committee Charter has been reviewed and updated in line with the Audit and Risk Committee's recommendations.

ATTACHMENTS

- 1. Draft Audit and Risk Committee Charter 2024 [7.11.1 9 pages]
- 2. Draft Audit and Risk Committee Charter 2024 Tracked Changes [7.11.2 10 pages]





AUDIT & RISK COMMITTEE CHARTER

May 2024

www.warrnambool.vic.gov.au

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1. PURPOSE

The Audit and Risk Committee (the Committee) is an independent advisory committee to Council established in accordance with section 53 of the *Local Government Act 2020* (the Act). The Committee is accountable to and reports directly to Council. Pursuant to section 54 of the Act, this charter specifies the Committee's functions and responsibilities.

The purpose of the Committee is to monitor compliance of Council policies and procedures with the overarching governance principles and the Act, monitor Council financial performance and reporting, monitor and provide advice on risk management and fraud prevention systems and controls, and oversee internal and external audit functions.

Through its functions the Committee will advise Council on the effectiveness of the organisation's governance, risk, and financial internal control systems, processes and compliance culture to provide the Council with assurance and confidence in the integrity of these activities.

The Committee's work is to be informed by the requirements of the Act, best practice in audit and risk, and principles of good governance.

2. AUTHORITY

The Committee acts in an advisory capacity only. The Committee is not a delegated committee of Council and has no delegated authority of financial responsibility.

The Committee does not have any management functions and is independent of management.

The Committee has the authority to:

- □ Resolve any disagreements between management and the external auditors on financial reports by making a determination.
- □ Review all strategic audit planning and audit outcomes.
- □ Seek any information it requires from Council members, officers and external parties via the Chief Executive Officer.
- □ Formally meet with Council officers, internal and external auditors as necessary.
- □ Address issues brought to the attention of the Committee, including responding to requests from Council for advice which is within the parameters of the Committee's Charter.
- □ The Chair can be consulted as required, as a sounding board by the Chief Executive Officer or their delegate on matters that arise regarding audit, risk management or governance related issues.

The Chief Executive Officer will determine the reasonability of any request made to officers by the Committee, in particular those not specifically stipulated in the Charter.

3. ROLE OF THE COMMITTEE

The Committee functions and responsibilities, as dictated by section 54(2) of the Act, are to:

Monitor the compliance of Council policies and procedures with

- a. The overarching governance principles; and
- b. The Act and the regulations, and any Ministerial directions'
- b) Monitor Council financial and performance reporting;
- c) Monitor and provide advice on risk management and fraud prevention systems and controls;
- d) Oversee internal and external audit functions.

To achieve this, the Committee will review and advise Council on specific internal systems and procedures of Council through:

- □ Assessing relevant Council policies to monitor compliance with the Act, including the overarching governance principles as set out in section 9 of the Act;
- □ Ensuring the appropriate application of Council's accounting policies, including ensuring compliance with the financial management principles set out in section 101 of the Act;
- □ Assessing and ensuring reliable and complete financial and performance reporting;
- Appraising the level and effectiveness of business continuity plans and enterprise risk management practices, include risks and risk controls and mitigations recording the risk register;
- □ Assessing internal fraud and corruption controls and the results of any control testing undertaken;
- □ Ensuring that internal and external auditors provide independent and objective analysis and reporting on governance, risk management, fraud controls and financial management.

The Committee will do this through the adoption and actioning of an annual work plan which will assist in achieving the abovementioned.

4. MEMBERSHIP

The Committee will be comprised of five members:

- One (1) independent Chairperson;
- Two (2) independent members; and
- □ Two (2) Councillors

All members shall have full and equal voting rights unless a member is unable to vote due to a conflict of interest.

The following requirements will apply to members and the Committee Chairperson

- a) In accordance with section 53(4), the chairperson of an Audit and Risk Committee must not be a Councillor of the Council.
- b) Council will appoint Committee members and the Committee Chairperson by Council resolution;
- c) A quorum of any meeting will be 1 Councillor member and 1 independent member.
- d) If the number of Councillor members in attendance is greater than the number of independent members the independent member voting power will be increased to match the total of the Councillor members in attendance.
- e) The Chairperson shall have a casting vote on occasions where there is an equal tally of votes on a matter.

5. APPOINTMENT, TERM & CHAIR

5.1 Appointment

- Applications for external membership shall be made by way of public notice inviting expressions of interest.
- b) The evaluation of potential members will be undertaken initially by the Chair utilising officer input as required and subsequently by the Mayor and Chief Executive, taking into account the experience of applicants and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment will be put to Council.
- c) The independent members will, collectively, have expertise in:
 - a. financial management and risk,
 - b. experience in public sector management;

- c. policy development and oversight;
- d. audit and audit programmes; and
- e. be conversant with the financial and other reporting requirements.
- d) Councillors will be appointed to the committee by resolution of Council annually.
- e) Remuneration will be paid to each external member of the Committee on the basis of an annual fee, with an additional amount paid to the Chairperson. Annual increases in the remuneration of Committee members will be limited to increases in the Consumer Price Induct (CPI All Groups Melbourne) and adjusted annually on July 1.

5.2 Term

- a) Independent members will be appointed on a term of no greater than four years. These members may have their term extended for a period no greater than a further four years at the discretion of the Council.
- b) Where possible, the terms of external members should be arranged to ensure an orderly rotation and of overlap appointment membership, relative to the elected Council's four year terms.
- c) If an external member misses two consecutive meetings without providing written notice to the chairperson their position will become vacant.
- d) If the Council proposes to remove an external member of the Committee, it must give written notice to the external member of its intention to do so and provide that external member with the opportunity to be heard by the Council, if that external member so requests.

5.3 Chair

- a) The Chairperson shall be appointed by Council from the external members of the Committee.
- b) In the absence of the appointed Chairperson from a meeting, the meeting will appoint an acting Chairperson from the external members present.
- c) The role of the Chair includes:
 - a. Assisting in determining the Agenda for Committee meetings
 - b. Chairing meeting of the Committee in accordance with the meeting Agenda
 - c. Preparation of the biannual Audit and Risk Committee Report that is to be provided to the Chief Executive Officer for tabling at the next practicable Council meeting.

6. MEETINGS

The following requirements shall apply to meetings of the Committee:

- a) The Committee shall meet as required, but at least quarterly each year.
- b) Members of the committee who cannot attend a scheduled meeting must provide notice in writing to the Chairperson no later than 48 hours prior to the meeting.
- c) The Chief Executive, Director Corporate Strategies, Manager Financial Services, Manager Governance, Manager Organisational Development and the internal auditor should attend all meetings, except when the Committee chooses to meet 'in camera'. Other members of Council or Council staff may be invited to attend at the discretion of the Committee in consultation with the CEO, to advise and provide information when required.
- d) The Committee, without management present, will meet separately with the internal auditor and the external auditor, at least annually, to discuss issues of relevant interest.
- e) Representatives of the external auditor will attend a meeting to consider the draft annual financial and performance statements, and both the plans and the results of the external audit and may also be invited to attend other meetings at the discretion of the Committee.
- f) A schedule of meetings and annual work plan will be developed and agreed by members. As an indicative guide, meetings would be arranged to coincide with relevant Council reporting deadlines.

- g) Additional meetings shall be convened at the discretion of the Chairperson or at the written request of the Chief Executive Officer, or any two of the internal auditor, the external auditor, and members of the committee.
- h) The agenda and supporting documentation will be circulated to members of the Committee at least one (1) week in advance of each meeting.
- i) Minutes will be reported to the Council after every meeting inclusive of any report(s) to explain any specific recommendations and key outcomes.
- j) The Corporate Strategies directorate shall provide secretarial and administrative support to the Committee.

7. REPORTING

- a) The Committee will prepare a biannual (twice a year) audit and risk report that describes the activities of the Committee and includes its findings and recommendations and provide a copy of the report to the Chief Executive Officer for tabling at the next Council meeting.
- b) The Committee may report, at any time, to Council on any matters of significance as determined by the Committee.
- c) The Committee Chairperson, will attend a briefing meeting of Councillors annually to:
 - □ Summarise the activities of the Committee during the previous financial year;
 - Provide any recommendations to councillors in relation to the functioning of the Committee; and
 - Brief Council on key aspects of the Committee's proposed annual work plan for the following calendar year; and
 - □ Draw councillors' attention to any other matters which the Chairperson or Committee see as appropriate.
- d) The Chairperson is entitled to attend any informal meeting of Council at any other time to bring any particular matters to the attention to Council which the Chairperson or Committee sees fit. Such meetings may be held with or without management present at the election of the Chairperson following consultation with the Mayor.
- e) The Committee Charter and details of its members will be published on Council's website.
- f) Council's Annual Report will contain information on the makeup of the Committee, number of meetings held and attended by Committee members, audit processes, details of any remuneration paid to independent members during the reporting period and a summary of work completed by the Internal and External Auditor during the year.

8. FUNCTIONS AND RESPONSIBILITIES

The functions and responsibilities of the Committee include:

8.1 External Reporting

- a) Review Council's draft annual financial report, focusing on:
 - a. Accounting policies and Approved Accounting Standards;
 - b. Changes to accounting policies and Approved Accounting Standards;
 - c. The process used in making significant accounting estimates;
 - d. Significant adjustments to the financial report (if any) arising from the audit process;
 - e. Compliance with accounting standards and other reporting requirements of financial
 - and nonfinancial information; and
 - f. Significant variances (with explanations thereof) from prior year's figures.
- b) Review and recommend adoption of the Annual Financial and Performance Statements to Council and review any significant changes and the reasons for the changes that may arise subsequent to any such recommendation but before the financial report is signed.
- c) Review the completeness of management reporting on the legislative performance indicators and the governance and management checklist as prescribed in the *Local Government (Planning and Reporting) Regulations 2020*.

8.2 External Audit

The Committee will:

- a) Oversee the external audit function
- b) Be briefed by the external auditor on the audit engagement and the overall audit strategy of the Victorian Auditor General's Office (VAGO) at the commencement of each year's audit;
- c) Discuss and review with the external auditor the scope of the audit and the planning of the audit;
- d) Discuss and review with the external auditor issues arising from the audit, including all Management Letters issued by the auditor for completeness and appropriateness;
- e) Ensure significant findings and recommendations made by the external auditor and management's proposed responses are received, discussed and appropriately actioned by management;
- f) Review on an annual basis the performance of the external auditors; and
- g) Maintain an awareness of local government performance audits undertaken by VAGO and any other relevant reviews undertaken by bodies such as IBAC and consider recommendations for action or implementation where appropriate.

8.3 Internal Audit

The Committee will:

- a) Oversee the internal audit function
- b) Be kept informed by Council officers of any process to appoint or terminate Council's internal audit service provider and provide advice to Council with respect to appointment of internal auditor services;
- c) Review the level of resources allocated to internal audit and the scope of its authority;
- d) Review the scope of the internal audit plan and programme and the effectiveness of the function. This review should consider whether, over a period of 3 years the internal audit plan systematically addresses:
 - a. Internal controls over significant areas of risk, including non-financial management control systems;
 - b. Internal controls over revenue, expenditure, assets and liability processes;
 - c. The efficiency, effectiveness and economy of significant Council programmes; and
 - d. Compliance with regulations, policies, best practice guidelines, instructions and contractual arrangements;
- e) Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or the Chief Executive;
- f) Review internal audit reports and monitor the implementation by management of recommendations made by internal audit.
- g) Monitor the implementation of recommendations by management;
- Facilitate liaison between the internal and external auditors to promote compatibility, to the extent appropriate, between their audit programmes;
- Critically analyse and follow up any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues, and any other matters relevant under the Committee's Charter. Review management's response to, and actions taken as a result of, the issues raised; and
- j) Review on an annual basis the performance of the internal auditor, including adherence to appropriate professional and quality standards, and where performance is not considered satisfactory, report to Council and make recommendations, which may, in extreme cases, include a recommendation that Council terminate the internal audit contract and undertake a tender process for the appointment of a new internal auditor.

8.4 Risk Management and Fraud Prevention The Committee will:

- a) Monitor the risk exposure of Council by determining if management has appropriate risk management frameworks, processes and adequate management information systems.
- b) Monitor reported breaches of ethical standards and related party transactions and monitor the implementation of recommendations arising from reports presented and review the effectiveness of Council's internal control systems.
- c) Monitor the progress of any major litigation involving Council.
- d) Provide oversight of Council's risk management framework (including Council's health and safety management system) and activities conducted by the internal and external auditors and any other assurance providers, to give assurance over that framework.
- e) Escalate to Council when the Committee feels that management is not responding as it wishes/should on concerns about the risk management framework.
- f) Monitor and provide advice on fraud prevention systems and controls, including:
 - Reviewing processes in the prevention and management of fraudulent activity;
 - Reviewing reports of fraud from management, the status of ongoing investigations and recommendations to improve fraud controls;
 - Assessing the operational effectiveness of the fraud prevention controls; and
 - Ensuring that the internal audit program assists in identifying any potential fraud risks.
- g) Review the expenditure of the Chief Executive Officer.

8.5 Ethical Behaviour

The Committee will:

- a) Receive updates from management of any suspected cases of fraud, corruption or serious misconduct impacting Council;
- b) Recommend any specific measures or investigations identified as necessary or desirable by the Committee to the Council;
- c) Identify and refer specific projects or investigations deemed necessary though the Chief Executive Officer, the internal auditor and the Council, if appropriate.
- d) Monitor any subsequent investigation, including the investigation of any suspected cases of fraud, corruption, serious misconduct or breaches of conflict of interest; and
- e) Review the findings of any examinations by regulatory agencies (eg VAGO), and any auditor (registered internal or external auditors) observations. Other audits/investigation may also be reviewed if relevant to this committee.
- f) Where a suspected fraud or corrupt behaviour is reported or detected and is deemed likely to have a material impact on Councils reputation or operations, in the opinion of the CEO, the CEO will inform the Chair of the Audit and Risk Committee of the incident subject to the limitations on disclosure that may be imposed by external integrity bodies, this may occur outside of the regular quarterly updates on ethical behaviour.

8.6 Financial Reporting and Financial Matters

- a) The Committee will monitor Council financial reporting and performance.
- b) The Committee will receive details of all reimbursements (for out-of-pocket expenses) for Councillors and delegated committee members.
- c) The Committee will exercise an oversight function over compliance with Gifts Policy.

8.7 Council Policies and Procedures

The Committee will monitor the compliance of the Council's policies and procedures against the Act and associated regulations, including the overarching governance principles set out in section 9, and any Ministerial directions by:

- a) Completing an initial review of relevant established, or newly created Council policies and procedures.
- b) Assessing any amendments made to said policies against the principles.
- c) Receiving reports from management on findings of any relevant examinations or investigations undertaken by integrity agencies and subsequent implications and amendments to Council policies and procedures.

8.8 Matters Referred to the Committee by Council

The Committee will address issues brought to its attention, including responding to requests from Council for advice.

8.9 CEO Employment and Remuneration Policy

The Committee will oversee adherence of Council to the CEO Employment and Remuneration Policy.

9. ANNUAL WORKS PROGRAM

The Committee must adopt an annual works program, by no later than 1 May each year.

10. PERFORMANCE EVALUATION

- a) The Committee, in conjunction with Council, and the Chief Executive Officer, should develop the Committee's performance indicators.
- b) The Committee will assess its own performance on an annual basis using a Self-Assessment tool which will be reviewed, adopted and completed by the Committee.
- c) The Committee provide a copy of the annual assessment to the Chief Executive Officer for tabling at the next Council meeting.

11. CONFLICT OF INTEREST AND REGISTER OF INTERESTS

- a) Committee members are obligated to declare any conflicts of interest when performing their duties and functions and must not take any action or make a decision on matters in which they have a conflict.
- b) Members of the Committee must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Committee.
- c) Management of interests includes the proper management of any conflicts of interest as and when they may arise.
- d) Members of the Committee must also be fully aware of the statutory definitions of general and material interests which may give rise to a conflict of interest. These are set out in the Act.
- e) Failure to comply with this section of the charter may result in the member's appointment being terminated by Council.

12. REVIEW OF THE COMMITTEE CHARTER

The Committee will review the Committee Charter every year and recommend any changes to Council for approval.

The next review date will be: May 2025.





AUDIT & RISK COMMITTEE CHARTER

<u>May</u>July 202<u>4</u>2

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12. REVIEW OF THE COMMITTEE CHARTER
1. PURPOSE

The Audit and Risk Committee (*the Committee*) is an independent advisory committee to Councilestablished under section 53 of the Local Government Act 2020 (the Act). Pursuant to section 54(2)of the Act, this section specifies the functions and responsibilities of the Committee.

The purpose of *the Committee* is to advise Council on the effectiveness of the organisation's - governance, risk, and financial internal control systems, processes and compliance culture to provide the Council with assurance and confidence in the integrity of these activities.

The Committee is accountable to and reports directly to Council.

The Committee's work is to be informed by the requirements of the Act, and best practice in audit, risk and governance principles and processes.

The Audit and Risk Committee (the Committee) is an independent advisory committee to Council established in accordance with section 53 of the *Local Government Act 2020* (the Act). The Committee is accountable to and reports directly to Council. Pursuant to section 54 of the Act, this charter specifies the Committee's functions and responsibilities.

The purpose of the Committee is to monitor compliance of Council policies and procedures with the overarching governance principles and the Act, monitor Council financial performance and reporting, monitor and provide advice on risk management and fraud prevention systems and controls, and oversee internal and external audit functions.

Through its functions the Committee will advise Council on the effectiveness of the organisation's governance, risk, and financial internal control systems, processes and compliance culture to provide the Council with assurance and confidence in the integrity of these activities.

The Committee's work is to be informed by the requirements of the Act, best practice in audit and risk, and principles of good governance.

2. AUTHORITY

The Committee acts in an advisory capacity only. <u>The Committee is not a delegated committee of</u> <u>Council and has no delegated authority of financial responsibility</u>. Pursuant to section 53(2) of the Act, the <u>Committee does not have and therefore cannot exercise any executive powers or</u> management functions. The Committee does not have any delegated financial responsibility.

The Committee does not have any management functions and is therefore independent of management.

The Committee's role is to report to Council and provide appropriate advice and recommendations on matters relevant to this Charter in order to facilitate decision making by Council in relation to the discharge of its responsibilities.

The Committee has the authority to:

- <u>Resolve Seek resolution on any disagreements between management and the external auditors on financial reports by making a determination;</u>
- □ Review all strategic audit planning and audit outcomes
- Seek any information it requires from Council members, officers and external parties via the Chief Executive Officer.
- □ Formally meet with Council officers, internal and external auditors as necessary.
- □ Address issues brought to the attention of the Committee, including responding to requests from Council for advice which is within the parameters of the Committee's Charter.
- □ The Chair has no executive authority on behalf of Council but can be consulted as required,

as a sounding board by the Chief Executive Officer or their delegate on matters that arise regarding audit, risk management or governance related issues.

The Chief Executive Officer will determine the reasonability of any request made to officers by the Committee, in particular those not specifically stipulated in the Charter.

3. ROLE OF THE COMMITTEE

The Committee functions and responsibilities, as dictated by section 54(2) of the Act, are to:

Monitor the compliance of Council policies and procedures with

- a. The overarching governance principles; and
- b. The Act and the regulations, and any Ministerial directions'
- b) Monitor Council financial and performance reporting;
- c) Monitor and provide advice on risk management and fraud prevention systems and controls;
- d) Oversee internal and external audit functions.

To achieve this, the Committee will review and advise Council on specific internal systems and procedures of Council through:

- □ Assessing relevant Council policies to monitor compliance with the Act, including the overarching governance principles as set out in section 9 of the Act;
- Ensuring the appropriate application of Council's accounting policies, including ensrueingensuring compliance with the financial management principles set out in section 101 of the Act;
- □ Assessing and ensuring reliable and complete financial and performance reporting;
- Appraising the level and effectiveness of business continuity plans and enterprise risk management practices, include risks and risk controls and mitigations recording the risk register;
- □ Assessing internal fraud and corruption controls and the results of any control testing undertaken;
- □ Ensuring that internal and external auditors provide independent and objective analysis and reporting on governance, risk management, fraud controls and financial management.

The Committee will do this through the adoption and actioning of an annual work plan which will assist in achieving the abovementioned.

4. MEMBERSHIP

The Committee will be comprised of five members:

- □ One (1) independent Chairperson;
- □ Two (2) independent members; and
- □ Two (2) Councillors

All members shall have full and equal voting rights unless a member is unable to vote due to a conflict of interest.

The following requirements will apply to members and the Committee Chairperson

- a) In accordance with section 53(4), <u>the chairperson of an Audit and Risk Committee must</u> <u>not be a Councillor of the Council</u>the Chair can only be an independent member of the <u>Committee. It cannot be a Councillor</u>.
- b) Council will appoint Committee members and the Committee Chairperson by Council resolution;
- c) A quorum of any meeting will be <u>1 Councillor member and 1 independent member.a least</u>

two independent members (which may include the Chairperson) and at least one-Councillor member.

- d) If the number of Councillor members in attendance is greater than the number of independent members the independent member voting power will be increased to match the total of the Councillor members in attendance.
- e) The Chairperson shall be an independent member of the Committee and shall have a casting vote on occasions where there is an equal tally of votes on a matter. In the absence of the appointed Chairperson form a meeting, the meeting will appoint an acting Chairperson from the independent members present.

5. APPOINTMENT, TERM & CHAIR

5.1 Appointment

- a) Applications for external membership shall be made by way of public notice inviting expressions of interest.
- b) The evaluation of potential members will be undertaken initially by the Chair utilising officer input as required and subsequently by the Mayor and Chief Executive, taking into account the experience of applicants and their likely ability to apply appropriate analytical and strategic management skills, and a recommendation for appointment will be put to Council.
- c) The independent members will, collectively, have expertise in:
 - a. financial management and risk,
 - b. experience in public sector management;
 - c. policy development and oversight;
 - b.d. audit and audit programmes; and
 - e.e. be conversant with the financial and other reporting requirements.
- Councillors will be appointed to the committee by resolution of Council annually.members (councillors) shall be appointed annually at Council's Annual (Statutory)-Meeting.
- e) Remuneration will be paid to each external member of the Committee on the basis of an annual fee, with an additional amount paid to the Chairperson. Annual increases in the remuneration of Committee members will be limited to increases in the Consumer Price Induct (CPI All Groups Melbourne) and adjusted annually on July 1.

5.2 Term

- a) Independent members will be appointed on a term of no greater than four years. These members may have their term extended for a period no greater than a further four years at the discretion of the Council. Appointments shall be for a maximum term of four years. Optionfor reappointment, subject to successful performance reviews, are also available and a maximum of one extension.
- b) Where possible, the terms of external members should be arranged to ensure an orderly rotation and of overlap appointment membership, relative to the elected Council's <u>quadrennialfour year</u> –terms.
- b)c) If an external member misses two consecutive meetings without providing written notice to the chairperson their position will become vacant.
- c)d) If the Council proposes to remove an external member of the Committee, it must give written notice to the external member of its intention to do so and provide that external member with the opportunity to be heard by the Council, if that external member so requests.

5.3 Chair

a) The Chairperson shall be appointed by Council from the external members of the

Committee.

- b) In the absence of the appointed Chairperson from a meeting, the meeting will appoint an acting Chairperson from the external members present.
- c) The role of the Chair includes:
 - a. Assisting in determining the Agenda for Committee meetings
 - b. Chairing meeting of the Committee in accordance with the meeting Agenda
 - c. Preparation of the biannual Audit and Risk Committee Report that is to be provided to the Chief Executive Officer for tabling at the next practicable Council meeting.

6. MEETINGS

The following requirements shall apply to meetings of the Committee:

- a) The Committee shall meet as required, but at least quarterly each year.
- a)b) Members of the committee who cannot attend a scheduled meeting must provide notice in writing to the Chairperson no later than 48 hours prior to the meeting.
- b)c) The Chief Executive, Director Corporate Strategies, Manager Financial Services, Manager Governance, Property, Projects & Legal, Manager Organisational Development and the internal auditor (whether a member of staff or contractor) should attend all meetings, except when the Committee chooses to meet 'in camera'. Other members of Council or Council staff may be invited to attend at the discretion of the Committee in consultation with the CEO, to advise and provide information when required.
- c)d) The Committee, without management present, will meet separately with the internal auditor and the external auditor, at least annually, to discuss issues of relevant interest.
- e) Representatives of the external auditor will attend a meeting to consider the draft annual_standard statements, financial financial and performance_statements, and both the plans and the results of the external audit and may also be_-invited to attend other meetings at the discretion of the Committee.
- f) A schedule of meetings and annual work plan will be developed and agreed by members. As an indicative guide, meetings would be arranged to coincide with relevant Council reporting deadlines.
- g) Additional meetings shall be convened at the discretion of the Chairperson or at the written request of the Chief Executive Officer, or any two of the internal auditor, the external auditor, and members of the committee.(2) members of the Committee, the Chief-Executive, the internal or external auditor.
- h)g)The agenda for each meeting shall take a structured format to comply with the Act. Inaddition, the agenda format shall reflect the Committee's annual work plan or matterswhere regular reports should be presented or identified.
- i) The agenda and supporting documentation will be circulated to members of the Committee at least one (1) week in advance of each meeting.
- j)i) Minutes will be reported to the Council after every meeting inclusive of any report(s) to explain any specific recommendations and key outcomes.
- k)j) The Corporate Strategies directorate shall provide secretarial and administrative support to the Committee.

7. REPORTING

- a) The Committee will prepare a biannual (twice a year) audit and risk report that describes the activities of the Committee and includes its findings and recommendations and provide a copy of the report to the Chief Executive Officer for tabling at the next Council meeting.
- b) The Committee may report, at any time, to Council on any matters of significance as determined by the Committee.
- c) The Committee Chairperson, will attend a briefing meeting of Councillors annually (in the period late October-mid November each year) to:
 - □ Summarise the activities of the Committee during the previous financial year;
 - □ Provide any recommendations to councillors in relation to the functioning of the

Committee; and

- Brief Council on key aspects of the Committee's proposed annual work plan for the following calendar year; and
- Draw councillors' attention to any other matters which the Chairperson or Committee see as appropriate.
- d) The Chairperson is entitled to attend any <u>informal meeting of Council briefing of</u> <u>Councillors' meeting</u> at any other time_-to bring any particular matters to the attention to Council which the Chairperson or Committee sees fit. Such meetings may be held with or without management present at the election of the Chairperson following consultation with the Mayor.
- e) The Committee Charter and details of its members will be published on Council's website.
- f) Council's Annual Report will contain information on the makeup of the Committee, number of meetings held and attended by Committee members, audit processes, details of any remuneration paid to independent members during the reporting period and a summary of work completed by the Internal and External Auditor during the year.

8. FUNCTIONS AND RESPONSIBILITIES

The functions and responsibilities of the Committee include:

8.1 External Reporting

- a) Review Council's draft annual financial report, focusing on:
 - a. Accounting policies and Approved Accounting Standards;
 - b. Changes to accounting policies and Approved Accounting Standards;
 - c. The process used in making significant accounting estimates;
 - d. Significant adjustments to the financial report (if any) arising from the audit process;
 - e. Compliance with accounting standards and other reporting requirements of financial and nonfinancial information; and
 - f. Significant variances (with explanations thereof) from prior year's figures.
- b) Review and recommend adoption of the Annual Financial and Performance Statements to Council and review any significant changes and the reasons for the changes that may arise subsequent to any such recommendation but before the financial report is signed.
- c) Review the completeness of management reporting on the legislative performance indicators and the governance and management checklist as prescribed in the *Local Government (Planning and Reporting) Regulations* <u>2020</u><u>2014</u>.

8.2 External Audit

The Committee will:

- a) Oversee the external audit function
- b) Be briefed by the external auditor on the audit engagement and the overall audit strategy of the Victorian Auditor General's Office (VAGO) at the commencement of each year's audit;
- c) Discuss and review with the external auditor the scope of the audit and the planning of the audit;
- d) Discuss and review with the external auditor issues arising from the audit, including all Management Letters issued by the auditor for completeness and appropriateness;
- e) Ensure significant findings and recommendations made by the external auditor and management's proposed responses are received, discussed and appropriately actioned by management;
- f) Review on an annual basis the performance of the external auditors; and
- g) Maintain an awareness of local government performance audits undertaken by VAGO and any other relevant reviews undertaken by bodies such as IBAC and consider recommendations for action or implementation where appropriate.

8.3 Internal Audit

The Committee will:

- a) Oversee the internal audit function
- b) Be kept informed by Council officers of any process to appoint or terminate Council's internal audit service provider and provide advice to Council with respect to appointment of internal auditor services;
- c) Review the level of resources allocated to internal audit and the scope of its authority;
- d) Review the scope of the internal audit plan and programme and the effectiveness of the function. This review should consider whether, over a period of 3 years the internal audit plan systematically addresses:
 - a. Internal controls over significant areas of risk, including non-financial management control systems;
 - b. Internal controls over revenue, expenditure, assets and liability processes;
 - c. The efficiency, effectiveness and economy of significant Council programmes; and
 - d. Compliance with regulations, policies, best practice guidelines, instructions and contractual arrangements;
- e) Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or the Chief Executive;
- f) Review internal audit reports and monitor the implementation by management of recommendations made by internal audit.
- g) Monitor the implementation of recommendations by management;
- Facilitate liaison between the internal and external auditors to promote compatibility, to the extent appropriate, between their audit programmes;
- Critically analyse and follow up any internal or external audit report that raises significant issues relating to risk management, internal control, financial reporting and other accountability or governance issues, and any other matters relevant under the Committee's Charter. Review management's response to, and actions taken as a result of, the issues raised; and
- j) Review on an annual basis the performance of the internal auditor, including adherence to appropriate professional and quality standards, and where performance is not considered satisfactory, report to Council and make recommendations, which may, in extreme cases, include a recommendation that Council terminate the internal audit contract and undertake a tender process for the appointment of a new internal auditor.

8.4 Risk Management and Fraud Prevention

The Committee will:

- a) Monitor the risk exposure of Council by determining if management has appropriate risk management frameworks, processes and adequate management information systems.
- b) Monitor reported breaches of ethical standards and related party transactions and monitor the implementation of recommendations arising from reports presented and review the effectiveness of Council's internal control systems.
- c) Monitor the progress of any major litigation involving Councillawsuits facing the Council.
- d) Provide oversight of Council's risk management framework (including Council's health and safety management system) and activities conducted by the internal and external auditors and any other assurance providers, to give assurance over that framework.
- e) Escalate to Council when the Committee feels that management is not responding as it wishes/should on concerns about the risk management framework.
- f) Monitor and provide advice on fraud prevention systems and controls, including:
 - Reviewing processes in the prevention and management of fraudulent activity;
 - Reviewing reports of fraud from management, the status of ongoing investigations and recommendations to improve fraud controls;
 - Assessing the operational effectiveness of the fraud prevention controls; and
 - Ensuring that the internal audit program assists in identifying any potential fraud risks.
- g) <u>Review the expenditure of the Chief Executive Officer.</u>

8.5 Ethical Behaviour

The Committee will:

- a) Receive updates from management of any suspected cases of fraud, corruption or serious misconduct impacting Council;
- b) Recommend any specific measures or investigations identified as necessary or desirable by the Committee to the Council;
- c) Identify and refer specific projects or investigations deemed necessary though the Chief Executive Officer, the internal auditor and the Council, if appropriate.
- d) Monitor any subsequent investigation, including the investigation of any suspected cases of fraud, corruption, serious misconduct or breaches of conflict of interest; and
- e) Review the findings of any examinations by regulatory agencies (eg VAGO), and any auditor (registered internal or external auditors) observations. Other audits/investigation may also be reviewed if relevant to this committee.
- f) Where a suspected fraud or corrupt behaviour is reported or detected and is deemed likely to have a material impact on Councils reputation or operations, in the opinion of the CEO, the CEO will inform the Chair of the Audit and Risk Committee of the incident subject to the limitations on disclosure that may be imposed by external integrity bodies, this may occur outside of the regular quarterly updates on ethical behaviour.

8.6 Financial Reporting and Financial Matters

- a) The Committee will monitor Council financial reporting and performance.
- b) The Committee will receive details of all reimbursements (for out-of-pocket expenses) for Councillors and delegated committee members.
- c) The Committee will exercise an oversight function over compliance with Gifts Policy.

8.7 Council Policies and Procedures

The Committee will monitor the compliance of the Council's policies and procedures against the_-Local Government Act and associated regulations, including the overarching governance principles set out in s.-<u>ection 99 Local Government Act 2020</u>, and any Ministerial directions by:

- a) Completing an initial review of relevant established, or newly created Council policies and procedures.
- b) Assessing any amendments made to said policies against the principles.
- b)c)-Receiving reports from management on findings of any relevant examinations or investigations undertaken by integrity agencies and subsequent implications and amendments to Council policies and procedures.

8.8 Matters Referred to the Committee by Council

The Committee will address issues brought to its attention, including responding to requests from Council for advice.

8.9 CEO Employment and Remuneration Policy

The Committee will oversee adherence of Council to the CEO Employment and Remuneration Policy.

9. ANNUAL WORKS PROGRAM

The Committee must adopt an annual works program, by no later than 1 May each year.

10. PERFORMANCE EVALUATION

a) The Committee, in conjunction with Council, and the Chief Executive Officer, should develop

the Committee's performance indicators.

- b) The Committee will assess its own performance on an annual basis using a Self-Assessment tool which will be reviewed, adopted and completed by the Committee.
- c) The Committee provide a copy of the annual assessment to the Chief Executive Officer for tabling at the next Council meeting.

11. CONFLICT OF INTEREST AND REGISTER OF INTERESTS

- a) <u>Committee members are obligated to declare any conflicts of interest when performing</u> <u>their duties and functions and must not take any action or make a decision on matters in</u> <u>which they have a conflictSections 123 (misuse of position) and 125 (confidentialinformation) and Division 2 of Part 6 (conflict of interest) of the Act apply to any member of the Committee who is not a Councillor as if the member were a member of a delegatedcommittee.</u>
- b) Members of the Committee must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Committee.
- c) Management of interests includes the proper management of any conflicts of interest as and when they may arise.
- d) Members of the Committee must also be fully aware of the statutory definitions of direct general and materialindirect interests which may give rise to a conflict of interest. These are set out in the Act.
- e) Failure to comply with th<u>is section of the charter e provisions of the Act with regard toconflicts of interest</u> may result in prosecution and the member's appointment being terminated by the Council.

12. REVIEW OF THE COMMITTEE CHARTER

The Committee will review the Committee Charter <u>every year</u>on a biennial basis and recommend any changes to Council for approval.

The next review date will be: May 20254.

7.12. AWARD OF CONTRACT 2024029 - WEST WARRNAMBOOL NEIGHBOURHOOD HOUSE

DIRECTORATE : City Infrastructure

Purpose:

This report provides information in relation to the award of Contract 2024029 – Design and Construction West Warrnambool Neighbourhood House

Executive Summary

- A public tender was advertised on Wednesday 13 March 2024, inviting tender submissions from suitably qualified and experienced contractors to carry out the design and construction of the West Warrnambool Neighbourhood House at Pecten Avenue Reserve, 12-16 Pecten Avenue, Warrnambool.
- Close of tenders was 2:00pm 5 April 2024. Thirty-two companies downloaded the tender documents through the online portal.
- The submissions received have been assessed by a tender assessment panel.
- Pending the outcome of discussion around availability of additional funding to complete the project, the officer's recommendation is to proceed with the tender offer provided by Modular Spaces Pty Ltd for \$631,430.00 excluding GST.

MOVED: CR VICKI JELLIE SECONDED: CR DEBBIE ARNOTT

That Council:

- 1. Award Contract No. 2024029 Design and Construction West Warrnambool Neighbourhood House to Modular Spaces Pty Ltd, for the contract amount of \$631,430.00 excluding GST, with a total delegated award value of \$694,573.00 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.
- 4. Works outside the contract up to the value of \$400,000.00 excl GST, as part of this project, are approved.

CARRIED - 6:0

Background

At the 4 December 2023 Council Meeting, Council endorsed the construction of the West Warrnambool Neighbourhood House at Pecten Avenue Park, and the release of a tender for the construction of a prefabricated modular building at Pecten Avenue Park through the \$500,000 allocated in the Council budget 2023-24.

An outline of the project proposal was provided to the Projects Team on 18 December 2023. Further details were required in order to define the scope of works, and develop a detailed contract specification, before going out to tender for a design and construct contract.

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The Projects Team undertook an investigation to gain a better understanding of areas for consideration and inclusion in the project scope. Investigations included: site classification; survey; service location; and soil sampling.

Incorporating consideration of known user and legislative requirements, and Council policies, design and construction principal's, project requirements were developed to undertake the procurement of a prefabricated modular building in line with current expectations for this project.

A Request for Tender (RFT) for Contract 2024029 was advertised on Wednesday, 13 March 2024, ending Friday, 5 April 2024. Following the tender period, a tender evaluation process was undertaken. The outcome of that procurement process forms the basis of this report.

Issues

The site location of the West Warrnambool Neighbourhood House, Pecten Avenue Reserve, 12-16 Pecten Avenue Warrnambool, presents some unique challenges to the construction process. The site contains no existing services, with the exception of a sewer, which is slightly elevated from the site. All other services will need to be connected to the site.

The cost of connecting services to the site will be an additional cost to Council. Service connection was an exclusion noted by all tenderers during the tender process. Further to connection of services, there is some question as to whether services will have capacity to service the site once operational. Increasing capacity of services will also be an additional cost to Council, if applicable.

Upon completion of construction Council will also be required to fit the building out to the requirements of the service, along with the consideration of some aspects such as lighting and security. These costs will be largely unknown until the design is finalised and works have commenced.

The preferred tenderer has indicated that construction and installation of the building is possible within the required timeframe of 30 September 2024. However, the additional items noted previously will have implications to the project timelines. As with costs, the implications to project timelines are also largely unknown until the tender is finalised and these matters can be addressed with the successful contractor.

The submission that was deemed most advantageous was submitted by Melton-based company Modular Spaces Pty Ltd. As a result, the officers' recommendation is to proceed with the tender offer provided by Modular Spaces for \$631,430.00 excluding GST.

Should Council opt to award the contract, Officers have put the additional funding required to ensure the facility is compliant and operable at approx. \$400,000.00. This figure is over and above the contract award sum and includes contingency for items including but not limited to:

- Lighting
- Security
- Fencing
- Landscaping
- Parking
- Fixtures / fittings (preferred contractor has provided oven and range, others haven't)
- Balustrade on veranda
- Service connections

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Financial Impact

The West Warrnambool Neighbourhood House project is funded by Warrnambool City Council, in its entirety. Budget allocations, expenditure to date, and contract award implications are detailed below.

- Allocation of \$500,000.00 excl GST currently with Community Development
- Allocation of \$95,000.00 excl GST currently with City Infrastructure
- Expenditure to date \$\$5,810.00 excl GST site investigations
- Contract award \$631,430.00 excl GST
- Additional funding required \$400,000.00 excl GST

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.

1.6 Community learning pathways: Council will support and encourage lifelong learning that helps build community resilience and preparedness for change.

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

4.1 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

5.3 Customer-focused services: Council will continue to develop a program of Council services that are delivered to the community's satisfaction.

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.

Timing

Contract Award Estimated Construction Commencement Construction Completion 06 May 2024 13 May 2024 30 September 2024

Operational fit out Service connection Out of scope considerations

Excludes:

Community Impact / Consultation

Stakeholders will remain updated in accordance with the West Warrnambool Neighbourhood House Communications and Engagement Plan.

Significant community and stakeholder consultation took place, during the 'involve' phase of consultation, prior to the development of the project scope and Principal's Project Requirements.

The project has now progressed to the delivery phase. The consultation method has been adjusted to 'inform' to reflect this, as changes in scope post contract aware are not recommended.

Legal Risk / Impact

Council has legislative requirements and Council owned policies to consider as part of delivering the project.

Officers' Declaration of Interest

Nil.

Collaborative Procurement

Nil.

Conclusion

The evaluation panel deemed the submission received from Modular Spaces Pty Ltd, suitable for 2024029 – Design and Construction West Warrnambool Neighbourhood House, and recommends awarding the contract in full, pending funding of contract exclusions, out-of-scope and operational items as detailed.

ATTACHMENTS Nil

7.13. BANYAN STREET TREE REPLACEMENT

DIRECTORATE : City Infrastructure

Purpose:

This report provides information on the issues with the Red Flowering Gums along the Banyan Street centre median, between Timor Street and Merri Street.

Executive Summary

- Council resolved at its August 2019 Ordinary Meeting to remove the existing trees in the Banyan Street centre median and replace them with Corymbia ficigolia (Red Flowering Gums).
- Since planting in 2019, the trees have been in poor condition, and stock has been replaced several times.
- To achieve a successful outcome of a tree lined corridor, it is now recommended to replace these trees with a more suitable species, the Banksia Integrifolia (or Coastal Banksia).

MOVED: CR VICKI JELLIE SECONDED: CR RICHARD ZIEGELER

That Council endorses the removal of the existing Red Flowering Gum, street trees in Banyan Street, replacing them with Coastal Banksias.

CARRIED - 6:0

Background

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

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

Councillors requested to add an additional species for consideration, and at its May 2019 Ordinary Meeting, Council resolved to:

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

Out of 15 responses received, 60% supported the planting of the Red Flowering Gums and works commenced later the same year.

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Issues

Flowering Gums were not originally suggested by Council staff due to the challenging growing conditions and high wind area along Banyan Street. However, Council officers believed they could establish the Flowering Gums with additional imported soil and root barriers installed during planting.

It was also advised and acknowledged that the Flowering Gums would likely drop an increased amount of debris including larger sticks and nuts onto a busy road, which would include an increased risk of debris flicking up into other cars or pedestrians.

Financial Impact

Due to the poor health of the existing flowering gums, the cost to remove the trees will be negligible.

The cost to supply and plant a new species is budgeted in Council's annual tree planting program.

Legislation / Policy / Council Plan Context

This report supports the following Council plan initiatives:

2 A Sustainable environment

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

Timing

Tree planting will be able to occur before the end of 2024 (subject to stock availability).

Community Impact / Consultation

Consultation will consist of informing the Banyan Street residents when the works are planned to commence. Information will also be provided to the community members that responded to the previous survey in 2019.

Legal Risk / Impact

Nil.

Officers' Declaration of Interest

Nil.

Conclusion

Replacing the existing Flowering Gums along Banyan Street with Coastal Banksias will increase the likelihood of a successful tree corridor through improved tree health and faster growing times. This species will also provide a suitably aesthetic corridor, is appropriate for the vehicle lane widths, and will benefit local wildlife habitat.

ATTACHMENTS Nil MINUTES - Scheduled Council Meeting - 6 May 2024

Purpose

This report contains the record of one Reference Group meeting.

Executive Summary

This report relates to the Cycling Reference Group meeting, held Thursday 14 March 2024, with a range of items discussed – refer **Attachment 1**.

Key items from the meeting include the potential addition of bike storage at the upcoming Lava St Bus Interchange, additional bike storage/lockup infrastructure at Warrnambool Train Station and progression of the Deakin Link.

Ongoing work around the rail trail and driver's behavior was discussed, with further avenue of resolution progression put forward.

MOVED: CR DEBBIE ARNOTT SECONDED: CR RICHARD ZIEGELER

That the minutes of the Cycling Reference Group meeting held on 14 March 2024, be received.

CARRIED - 6:0

Background

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.

Following the minutes being circulated, the potential for bike storage in off-street car parks has been raised as an option for the CBD. This has since been referred to the consultants undertaking the city-wide parking strategy, to enable options to be considered for future funding.

Issues

Key items highlighted within this meeting will form the CRG Work Plan for the next two years.

Items of interest, yet to be finalised through the groups work plan, include;

Key Infrastructure Project Input

- Pump Track Construction
- Rail Trail improvements
- Deakin Link progression
- Lava Street Bus Interchange
- Russells Creek path extension (South of the Merri and Northern Edge connections)

Key Strategic/Behavioural Input

MINUTES - Scheduled Council Meeting - 6 May 2024

- Principle Bicycle Network establishment (network, etiquette)
- Rail Trail behaviour
- Bridge Improvements of key roads (Raglan Parade & Caramut Road)

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

1 A healthy community

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

1.4 An accessible city: Council will improve physical and social accessibility to community services, facilities, places and precincts.

Timing

The current CRG membership term for community members runs from December 2023 through to November 2025.

Community Impact / Consultation

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

This report relates to the Cycling Reference Group meeting, held Thursday 14 March 2024, with a range of items discussed.

1. Minutes Cycling Reference Group meeting Thursday 14 March 2024 [**7.14.1** - 8 pages]

Warrnambool City Council

Cycling Reference Group: Agenda

THURSDAY 14th March 2024

5.30pm-6.30pm Council Offices

AGEND	DA ITEM	DISCUSSION AND ACTIONS ARISING			
1. Att	tendees/	Attendees:			
Ap	ologies	Council Officers: Kyme Rowe (KR), Shaun Lucas (SL), Stephanie Bant			
		Councillor Representative: Angie Paspaliaris (AP)			
Committee N		Committee Members: Richard Adams (RA), Ellen Troitzsh (ET), Kyme Rowe (WCC), Freek den Braber (FDB), Hannah-Lee Obst (HO), Leigh Monaghan			
		(LM), Michael Keiler (MK), Zoe Brittain (ZB).			
		Apologies:			
		Committee Members: Helen Ryan (HR)			
		• SL welcomed all in attendance and noted apology of Helen Ryan. Explained that Nicole Wood has left Council and started a new role at			
		Coastcare Landcare.			
		 SL will chair this meeting and Freek will chair next meeting will assisting from Council Officers to prepare prior to meeting. 			
		 Committee decided that meetings will increase from quarterly frequency to be held bi-monthly on Thursday at 5.30pm. Aim for next meeting 			
		at end of April. Committee members to be on Committee for 3 years.			
2. Pro	ogress on	Development of new work plan:			
Wo	orks Plan	• SL advised that he would send the new works plan with the minutes. Confirmed he had received email from ZB. Will formalise in work plan.			
		Action: SL to distribute new works plan with the minutes for this meeting.			
		Moyne/Warrnambool Bicycle School in Koroit			
		• SL explained that this initiative involved VicPol working on Moyne/Warrnambool Bicycle School in Koroit for adults and children. The aim of the			
		bicycle school is to improve confidence level for kids and adults. Training will include how to ride a bike and how to deal with certain situations.			
		Rounded approach with kids on bikes at a young age and to improve adults confidence. Steve from Safe Cycling and VicPol will jointly run the			
		session.			
		In conjunction, there will be bike education for trainers.			
		• ZB suggested it would be good to link it up with Deakin with people who would like to ride.			
		Leigh Monaghan arrived at 5.37pm.			
3. Fee	edback on	SL advised they are seeking feedback on design concepts. This group is perfect for consultation. Explained three projects:			
Co	ncept				
De	signs	1. Selby Road Connection – to JB Hi-Fi (Stage 1) and eventually to Deakin (future stage)			
		 ZB suggested to make the dual direction bike path more prominent with signage. 			
		 SL advised the proposed bike path would run along parallel to service lane. 			
		• ZB suggested that there were visibility issues not being able to see vehicles at JB Hi-Fi. Suggested that chopping off half the fence at JB Hi-Fi			
		would improve visibility for cyclists to see vehicles.			

AGENDA ITEM	DISCUSSION AND ACTIONS ARISING
	 SL questioned whether group would like service lane to be formalised with bike lane?
	 ZB agreed to make it formalised and suggested it would save commuter time making it formalised.
	 ZB suggested that at the moment cars don't even know there is a bike lane.
	LM suggested there are issues with cars parking in bike lane.
	• ZB advised she would like the entire lane to be coloured.
	FDB advised that the differences in town at roundabouts for designated bike lanes makes it confusing.
	Angie Paspaliaris arrived at 5.43pm.
	2. Bus Interchange Concept
	 SL noted one of the key restrictions in CBD is bike storage.
	SL explained that Council were working on bus interchange concept for Lava Street. Would like to know what people would like to see here.
	• ZB suggested that having a bike shelter undercover would be great to keep bikes out of the weather. Explained in the past, that she had used
	an app which kept the shelter secure and kept record of who accessed the shelter.
	FDB noted it was people's own responsibility to keep their bike locked.
	ZB suggested a shelter with a ebike charger would be great
	 AP questioned if there was still an issue with bikes getting stolen when they are chained up?
	- ZB responded it was still an issue but it is the same anywhere.
	 LM questioned why bike storage had been raised with the bike interchange?
	 AP explained that this had come up as the bike interchange will be renewed and there is scope to look at bike storage as part of the project.
	• ZB explained that some bike racks in the CBD were not suitable for all bikes. E.G. The library bike rack is not suitable for ebikes or bikes with certain wheels.
	• ZB, RA, LM suggested single hoops would be the most suitable bike storage.
	 FDB suggested to make space for 20 bikes at the new bus interchange.
	 HO suggested Ozone car park would be a good location to store bikes.
	 ET noted there was an article that stated how good Warrnambool was for bikes.
	• ZB suggested that VicTrack car park was another location that needed bike racks.
	- SL responded it was possible to have bike racks in the VicTrack car park but needed to work with PTV.
	- AP questioned how to start process with PTV?
	- SL suggested this could be added to conversations already underway with PTV for Bus Interchange.
	- FDB questioned why the bus interchange is at Lava Street?
	- SL explained the train station is the regional destination for buses however it would be overloaded if the city buses were to stop there.
	Explained there were two locations investigated for city wide bus: Koroit Street and Lava Street.
	3. Wangoom Road Gap between two developments (refer Item 11):
	• SL noted there was a gap on Wangoom Road Gap where the bike lane disappeared. Noted that it would require road widening to allow the
	bike lane to continue the whole length.

AGENDA ITEM	DISCUSSION AND ACTIONS ARISING			
	SL noted there was also no link between Aberline Road estate and Toohey estate.			
	SL advised they were working through program to get the issue resolved on Wangoom Road and also look to create link between estates.			
	Suggested the northern side of the road has room for the road to be widened however the southern side has drainage that doesn't allow for			
	road widening.			
	Key project for next 12 months.			
4. Upcoming	Ride to School – Friday 22 March 2024:			
Events	 SL advised the next event was Ride to School day which is next Friday. Working with schools on promotion of this. Would welcome suggestions for promotion of this. 			
	 HO suggested Council could promote bike bus which was a convoy of bikes with adults are the front and back and pick up kids along the way helping them to get to school safely. 			
	 EZ suggested that cardboard cut-outs of bikes could be placed around the town and facebook promotion. 			
	 SL noted that Council was using social media for promotion and schools will receive vouchers for kids. 			
	RA explained that he was business manager at Kings College and hasn't seen anything yet on Ride to School day.			
	Action: SL to send RA information on Ride to School day.			
5. Progress on	Access/Safety: Dennington and Allansford Bridge on Princes Hwy: Letter to VicRoads			
Issues/	Action from previous meeting: Letter for Council to advocate and raise awareness to VicRoads			
Challenges	Funding application in with DTP regarding safe approach video development or similar.			
	 SL advised that we were working with local office and will have draft letter for group to review to send out. 			
	 ET explained there was a bike bridge in Tasmania that has a section underneath bridge for bikes to hang underneath. Believe it was near Richmond. 			
	RA suggested that a section could be added to the bridge for bikes/pedestrians.			
	MK suggested the load limit would be able to handle a steel structure welded to it.			
	• LM suggested it sounds easy but don't know how easy it would be to weld a structure to the bridge. Suggested a stand-alone galvanised metal			
	bridge could work.			
	Rail Trail nears Levys point			
	 SL explained it was long standing issue; the use of the rail trail for bike riders and interaction with four wheel drivers. Looking at implementing behaviour change and infrastructure that require permits to trim vegetation. Have funding for behaviour change videos. 			
	 SL explained it is a shared space with four wheel drivers on track near Levys. 			
	 HO suggested that installing mirrors and signage would be more beneficial than behaviour change. 			
	 SL explained they have a permit for natural vegetation to the side. Explained that new big signs would require more permits. 			
	 LM suggested speed restrictions could be beneficial. 			
	 MK questioned if there something temporary installed? 			
	- SL responded that the natural barriers they were currently looking at were a temporary installation.			
	 RA questioned if can we ban four wheel drives? 			
	- SL responded that four wheel drives could not be banned without severe backlash.			
	- ZB raised concern that banning the vehicles would do more harm than good and would influence them to drive their illegally.			

AGENDA ITEM	DISCUSSION AND ACTIONS ARISING			
	 FDB suggested police presence with speed restrictions at busy times could be beneficial. 			
	 RA suggested they need to find a better long term solution. 			
	 SL advised the land is managed by DEECA (State). 			
	• ZB advised that we have been told to call an ambulance for any incident so that Police are forced to attend incident and it is reported in the			
	system.			
	• ZB suggested a blitz from Council should occur to fine people parking in bike lanes.			
6. Progress on	DTP - Community Road Safety Grants Program			
Grants	Submitted with key focus on Rail Trail and Cycling interactions.			
	Previous program supported Hider/Ardlie/Raglan School Crossing etc.			
	Cyclist speed on Promenade:			
	 SL questioned the committee if they believed bikes rode too quickly along the Promenade? 			
	HO noted that since the hot weather last weekend the promenade had become raised in sections.			
	 FDB suggested the presence of sand on path can make bikes go slower. 			
	• ZB suggested the bike lane on Pertobe Road is so dangerous which forces people to use the promenade.			
	FDB questioned who decides how often promenade gets cleaned?			
	- SL responded that the cleaning is in response to customer requests from bike users.			
	• ZB explained that she had rode past some pedestrians at a slow speed and still have people complain she is going too fast.			
	AP explained that since she had been a Councillor she had received many complaints for fast cyclists. Suggested more signage for shared area approximations applied to be additional			
	considerations could be beneficial.			
	 FD questioned whether they specify a speed as slow means different things to different people. 			
	ET suggested that bikes are silent which is why we get blamed			
	AP suggested that we look at signage to be mindful of all path users as a start.			
7. Upcoming	CBD Bus Interchange:			
Grants	Noted discussed above it Item 3.			
8. Strategic	Principal Bicycle Network- included in the Sustainable Transport Strategy Update:			
Planning	SL explained concept of Principle Bicycle Network. Noted they have a Principle Pedestrian Network (PPN) for missing links in town for			
	pedestrians. Looking at putting together a similar networks for missing links bikes. Noted the city loop is included in this.			
	SL advised he would share the draft with the group and with their support would finalise through Council.			
0 On emotion of	Action: SL to share draft Principle Bicycle Network with committee.			
9. Operational	Previous Action: Investigate removal of plastic yellow pieces at the pedestrian crossovers at Allansford and Merrivale (possible accident could occur			
	when riding two abreast):			
	SL noted that this has not been completed and will hold over.			
	 SL noted it was an ongoing issue and he would take action before next meeting. 			
	Action: SL to organise removal of plastic yellow pieces at the pedestrian crossovers at Allansford and Merrivale.			
	RA requested the yellow pieces on Merrivale Drive to be removed as a priority.			

AGENDA ITEM	DISCUSSION AND ACTIONS ARISING			
	• ZB suggested more education is required for vehicles so they are aware of the distance needed for vehicles when passing bikes. Suggested that			
	people think that they are not required to allow space for bikes when they are riding in bike lanes.			
	 FDB suggested the wombat bridge on Otway Road is a big issue, suggested we need signs here to say don't overtake cyclists. 			
	ZB suggested there was a similar pinch point near Hopetoun Road.			
	RA suggested the yellow barriers take up the bike lanes.			
	• ZB advised that she preferred concrete barriers.			
	LM suggested that conditions now for bike riders was more dangerous now than when he was a kid.			
	RA noted the number of bike riders currently has decreased dramatically.			
	Investigate give way sign on Henry street for Duirs Street:			
	SL advised that Henry Street is with Depot for auctioning.			
10.	Advocacy for on road cyclists outside of Warrnambool City Council area?			
	 SL noted time at 6.46pm. Noted he would hold over items to the next meeting considering time. 			
	 HO suggested they need to advertise what is along our rail trail to promote it e.g. Noodledoof Brewery. 			
	FD suggested that Warrnambool needed to become what the newspaper says "The Warrnambool Foreshore Promenade has been named as			
	Australia's most scenic bike trail". Noted that he believed Warrnambool was not there yet. Suggested we need to know what is possible and			
	what is not possible. Questioned if we have the ultimate goal that we work towards.			
	- SL responded that the works plan is what we can work towards.			
	• ED suggested the group would benefit from having someone present at the meeting that can make decisions. Suggested to invest more money in beginning to make a bigger change. Requested that we get higher up representation from Council that can make decisions once a year?			
	 AP explained that some other committees report to Councillor briefing and where they can work through reports with Councillors and 			
	Directors in room. This could be something the Cycling Reference Group committee decides to do. Explained that her being on the committee			
	allows her to see a different perspective from a bike rider's lens that she also applies when looking at other issues.			
	 KR confirmed the group would like to look at 2 big projects rather than 15 small ones. 			
	 RA advised that Warrnambool was home to the second oldest one day race in the world. 			
	 ET suggested she has heard of many incidents where Council has said they will do something but they never get around to doing. 			
	• MK explained there are no mountain bikes track here. Suggested we are one of the only country towns that don't have a pump track.			
	 HO suggested the mountain bike track at Thunder Point is not used or maintained. 			
	- KR explained this is DEECA managed land which is the hold up.			
	Ellen Troitzsh left meeting at 6.56pm			
	HO suggested the day after glass bin collection there is an issue with glass on roads that need to be swept by the road sweeper.			
	 ZB requested that Council staff working on roundabouts stop putting signs in bike lanes. 			
	Action: SL to pass on request to the Parks and Gardens team to stop putting signs in bike lanes.			
	FD questioned what happens from here?			

AGENDA ITEM	DISCUSSION AND ACTIONS ARISING			
	 SL confirmed there are key actions for him to complete. Confirmed he would send out works plan before next meeting at the end of April. HO questioned if the information from the Amy Gillert foundation was passed onto Council? Explained the foundation had collected information on good and bad locations for bike riding. 			
	Action: SL will follow up to see if the information on good and bad locations for bike riding had been received from the Amy Gillert foundation.			
	 ZB questioned if gravel link to Deakin was completed by Council? SL advised this was VicTrack linkage not Council. 			
	Below items not discussed at meeting:			
	 Bike Lane- past rec reserve to Spring Flat Road (Dan Tehan to write a letter to WCC and Moyne) Ongoing – Discussions with Moyne due to neighbouring connections. 			
	 Options remain – Further shoulder sealing, speed reviews. 			
11.	 SL thanked all group members for attending and providing valuable input. Gap in Wangoom Road B/t Aberline and Toohey- no bike lane is there any plan for the bike lane? No hard shoulder. 			
	DomRd WargoomRd			
	 Noted item had been discussed above in Item 3.3 Design and permits complete for footpath link – 24/25 project 			
	Road link requires drainage upgrade on south side, investigate lateral shift north.			
12.	Link with Police Sharrow, how to use roundabout : https://www.facebook.com/connectwarrnambool/posts/pfbid02x9k9rrNdwcJSPGuDXG95yd12mkU2tLFJDutgLJ7hdmbUYKaidXk5KAc3UBu4ZC4DI			
	Item not discussed at this meeting.			
13. Next Meeting	eting Close of meeting at 7.01pm. Next meeting Wednesday 24 April.			

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. INFORMAL MEETINGS OF COUNCIL REPORTS

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 15 April 2024 refer Attachment 1.
- 2. Monday 22 April 2024 refer **Attachment 2.**
- 3. Monday 29 April 2024 refer Attachment 3.

ATTACHMENTS

- 1. Assembly of Councillors Record 15 April 2024 [7.15.1 1 page]
- 2. Assembly of Councillors Record 22 April 2024 [7.15.2 1 page]
- 3. Assembly of Councillors Record 29 April 2024 [7.15.3 2 pages]

MOVED: CR RICHARD ZIEGELER SECONDED: CR VICKI JELLIE

That the record of the Informal Meetings of Council held on 15, 22 and 29 April 2024 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:	15 April 2024		
Time Meeting Commenced:	3.08pm		
Councillors in	Cr. B. Blain, Mayor Cr. O. Akoch		
Attendance:	Cr. V. Jellie		
	Cr. A. Paspaliaris – arrived at 3.23pm		
	Cr. M. Taylor Cr. R. Ziegeler		
Council Officers in	Luke Coughlan, Acting Chief Executive Officer		
Attendance:	Stephen Hoy, Acting Director City Growth		
	Peter Utri, Director Corporate Strategies David Leahy, Director City Infrastructure		
	Brooke Love, Director Community Development		
	James Plozza, Governance Manager		
	Wendy Clark, Executive Assistant		
	Lauren Schneider, Sustainability and Compliance - 3.08pm-3.31pm &		
	3.46pm – 3.47pm		
	Julie Anderson, Manager Strategic Assets, Property and Project- 3.32pm – 3.46pm		
	Paul Turner - Emergency Management/ Waste Compliance Officer-		
	3.46pm – 3.47pm		
Other persons present:	Chris Solum, Executive Manager, Waterways, GHCMA		
Anologies	Stephen Ryan, Senior Waterways Officer, GHCMA Cr. D. Arnott		
Apologies Cr. D. Arnott Metters Considered 1. Bromfield Street Weir Removal.			
Matters Considered:	2. Asset Management Policy Review.		
	3. Cycling Reference Group Minutes.		
	4. Warrnambool Emergency Management Plan.		
	5. Warrnambool Golf Club correspondence.		
Council and Officer Items Raised	Budget submissions hearing date.		
Raised	 Key worker housing project consultation. Press article on Pippies Restaurant lease. 		
	 Press article on Pippies Restaurant lease. West Warrnambool Neighbourhood House project. 		
	 Brauerander Park. 		
	East of Aberline Road developments.		
	Pavement inspection works at City locations.		
	Japanese Gardens and Community Gardens group.		
	Toilet facilities at Reid Oval for football finals.		
	Solstice search event.		
	Telstra/NBN footpath works.		
RSL Warrnambool. Councillor Conflicts of interest Disclosures:			
Councillor /Officer Name:			
Cr M. Taylor – Warrnamboo meeting during this item.	l Golf Club – General Conflict – Golf Club President is neighbour – left the		
Meeting close time:	5.02pm		
Record Completed by:	Wendy Clark		
	Executive Assistant		

Info	Informal Meeting of Council Record		
Name of Committee or Group (if applicable):	Informal Meeting of Council (Councillor Briefing)		
Date of Meeting:	22 April 2024		
Time Meeting Commenced:	3.00pm		
Councillors in Attendance:	Cr. B. Blain, Mayor Cr. O. Akoch Cr. D. Arnott Cr. V. Jellie Cr. A. Paspaliaris – arrived at 3.06pm Cr. M. Taylor Cr. R. Ziegeler		
Council Officers in Attendance:	Andrew Mason, Chief Executive Officer Luke Coughlan, Director City Growth Peter Utri, Director Corporate Strategies Brooke Love, Director Community Development Lauren Schneider, Manager Sustainability & Compliance Wendy Clark, Executive Assistant Ashish Sitoula, Manager Strategic Community Planning & Policy – 3.04pm – 3.07pm Lotti Dumesny, Youth Engagement Co-ordinator – 3.04pm – 3.07pm Justin Harzmeyer, Coordinator Natural Environment & Sustainability 3.10pm – 3.40pm John Brockway, Manager Finance – 3.40pm – 4.10pm		
Other persons present:Andrew Pomeroy, Consultant, Range Consulting – 3.10pm -			
Apologies	Nil.		
Matters Considered:	 Moyne & Warrnambool Youth Strategic Action Plan. Viaduct Road Revetment – Coastal Process and Adaptation Plan. 2024-25 Draft Budget. 		
Council and Officer Items Raised Councillor Conflicts of inte	 Warrnambool and Dennington Anzac Day Services. Upcoming Business Group breakfast session. Public consultation on proposed regulations to support the Offshore Electricity Infrastructure Act 2021 which sets out operational requirements for offshore electricity infrastructure projects in Australian Commonwealth waters. Air passenger services from Warrnambool Airport. Warrnambool Greyhound Racing Club Warrnambool Cup and race in honour of former Mayor & Cr Jack Daffy OAM. Flagstaff Hill Sand, Sea & Shipwrecks exhibition opening. October 2024 Council elections and ward boundaries. 		
Councillor /Officer Name:			
Nil.			
Meeting close time: Record Completed by:	4.10pm 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:	29 April 2024		
Time Meeting Commenced:	3.00pm		
Councillors in Attendance:	Cr. B. Blain, Mayor Cr. O. Akoch Cr. V. Jellie Cr. A. Paspaliaris – arrived at 3.15pm Cr. M. Taylor Cr. R. Ziegeler		
Council Officers in Attendance:	Cr. R. Ziegeler Andrew Mason, Chief Executive Officer Luke Coughlan, Director City Growth Peter Utri, Director Corporate Strategies Brooke Love, Director Community Development David Leahy, Director City Infrastructure Wendy Clark, Executive Assistant James Plozza, Manager Governance Julie McLean, Manager City Strategy & Development - 3.00pm – 3.17pm Stephen Hoy, Manager Economic Development & Events - 3.05pm – 3.30pm David McIntyre, Service Manager Events & Promotions - 3.04pm – 3.30pm Steven Welsh, Manager Information Services 3.39pm – 3.53pm Abel Farrell, Manager Infrastructure Services 3.53pm – 4.02pm Julie Anderson, Manager Strategic Assets, Property & Projects - 4.01pm – 4.30pm Karen Hardess, Project Manager - 4.01pm – 4.30pm Ashish Sitoula, Manager Strategic Community Planning & Policy – 3.59pm – 4.30pm John Brockway, Manager Finance – 4.26pm – 4.40pm Nick Higgins, Manager Communications – 5.00pm – 5.13pm Aaron Bradbrook, Director Art Gallery - 5.15pm – 5.32pm Lauren Schneider, Manager Sustainability & Compliance – 5.32pm –		
5.37pm Other persons present: Nil.			
Apologies	Cr. D. Arnott		
Matters Considered:	 Warrnambool Saleyards Highest and Best Use Master Plan. Warrnambool Events Strategy 2024-2028. Festivals and Events Grants and Partnerships Program 2024/25. Open Data Policy. Revocation of Short Stay Accommodation Local Law. Audit & Risk Committee Charter Update. Banyan Street Tree Replacement. West Warrnambool Neighbourhood House award of contract. Quarterly Financial Report January-March 2024 Council Plan Actions 2023-2024 January-March (Quarter 3). Council Plan 2021-2024 (2024 Revision). Warrnambool Saleyards Truck Wash Future Operations. Customer Service Report March Quarter 2024. The Warrnibald Prize. FOGO Bin Caddy Liners. Mayoral Diary update. 		
Council and Officer Items • Key worker housing. Raised • Off-shore windfarms. • Media at May Races.			

Telstra/NBN pit lids in footpaths.		
Councillor Conflicts of interest Disclosures:		
 Councillor /Officer Name: Cr Ben Blain – Warrnibald Prize – General Conflict – left the meeting during this item. 		
Meeting close time:	5.53pm	
Record Completed by:	Wendy Clark	
	Executive Assistant	

7.16. MAYORAL & CHIEF EXECUTIVE OFFICER COUNCIL ACTIVITIES - SUMMARY REPORT

Purpose

This report summarises Mayoral and Chief Executive Officer Council activities since the last Ordinary Meeting which particularly relate to key social, economic and environmental issues of direct relevance to the Warrnambool community.

Report

Date	Location	Function
8 April 2024	Warrnambool	Mayor – Presentation of certificates to recently qualified Chartered Accountants in Warrnambool.
18 April 2024	Virtual	Mayor & Chief Executive Officer - Regional Cities Victoria general meeting.
	Warrnambool	Deputy Mayor – Attended Heatherlie Homes Annual General Meeting.
19 April 2024	Warrnambool	Mayor & Chief Executive Officer – South West Victoria Alliance Board meeting.
	Virtual	Chief Executive Officer – Western Victoria Grant Supply Chain Study Steering Committee meeting.
22 April 2024	Warrnambool	Mayor & Chief Executive Officer - Meeting with Greyhound Racing Victoria CEO & Board Chair and Warrnambool Greyhound Club representatives.
23 April 2023	Warrnambool	Cr Akoch attended the OzChild Warrnambool office relocation official opening.
25 April 2024	Warrnambool	Mayor – Attended the Anzac Day Dawn Service and Morning Service.
	Dennington	Cr Ziegeler – Attended the Dennington Anzac Day Service.
26 April 2024	Warrnambool	Mayor — Attended the opening of the <i>Sand, Sea & Shipwreck</i> exhibition at Flagstaff Hill.
1 May 2024	Warrnambool	Mayor and Chief Executive Officer – Attended Warrnambool Greyhound Racing Cup 2024.
2 May 2024	Warrnambool	Mayor and Chief Executive Officer – Attended Warrnambool May Racing Carnival.

MOVED: Cr Debbie Arnott

SECONDED: Cr Richard Ziegeler

That the Mayoral & Chief Executive Officer Council Activities – Summary Report be received with amendment to the 26 April event to reflect Crs Akoch and Taylor attendance with Cr Ziegeler attending after the opening.

8. Notice of Motion

No Notices of Motion have been received.

9. General Business

Nil.

10. Urgent Business

Nil.

11. Close of Meeting

The meeting closed at 7.03pm.

CHAIRMAN