

MINUTES

**SCHEDULED COUNCIL MEETING
WARRNAMBOOL CITY COUNCIL
5:45 PM - MONDAY 3 MAY 2021**



VENUE:

**Lighthouse Theatre Studio
Timor Street
Warrnambool**

COUNCILLORS

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

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can be obtained online at www.warrnambool.vic.gov.au

**Vikki King
ACTING 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 a local law that pertains to governance meeting procedures. Warrnambool City Council has followed best practice in this regard and its Local Law No.1 - Governance (Meeting Procedures) Local Law provides regulations and procedures for the governing and conduct of Council meetings. Copies of the Conduct and Behaviour excerpt from Warrnambool City Council Local Law No. 1 - Governance (Meeting Procedures) Local Law can be obtained online at www.warrnambool.vic.gov.au or are available from the table at the rear of the room.

We thank you in anticipation of your co-operation in this matter.

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**MINUTES OF THE SCHEDULED MEETING OF THE WARRNAMBOOL CITY COUNCIL HELD
IN THE LIGHTHOUSE THEATRE STUDIO, TIMOR STREET, WARRNAMBOOL ON MONDAY 3
MAY 2021 COMMENCING AT 5:45 PM**

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

IN ATTENDANCE: Ms Vikki King, Acting Chief Executive Officer
Mr Peter Utri, Director Corporate Strategies
Mr David Leahy, Director City Infrastructure
Mr Andrew Paton, Director City Growth
Ms Julie Anderson, Manager Governance Property & Projects
Mr David Harrington, Manager Financial Services
Ms Wendy Clark, Executive Assistant

1. OPENING PRAYER & ORIGINAL CUSTODIANS STATEMENT

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

ORIGINAL CUSTODIANS STATEMENT

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

2. APOLOGIES

Nil.

3. CONFIRMATION OF MINUTES

MOVED: CR MAX TAYLOR
SECONDED: CR OTHA AKOCH

That the Minutes of the Scheduled Meeting of Council held on 6 April 2021, be confirmed.

CARRIED - 7:0

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

- There has been a lot happening in the City over the last few weeks.
- I was pleased to attend the finish of the 267km Powercor Melbourne to Warrnambool Road Race. There were many people at the finish with the weather being kind to the 200 riders who also brought with them a myriad of support crews and tourists to the City. Melbourne rider 20 year old Jensen Ploughwright took out the overall winner of the race together with Matilda Reynolds who was the first woman rider across the line. Congratulations to them both and all the riders that endured this grueling event which had been put off earlier in March because of Covid and was also put off last year.
- I would also like to wish everyone attending this week's May Racing Carnival all the very best for a fabulous week ahead of racing, there is a bit of rain out there tonight but hopefully it clears for everyone to attend. Congratulations to Tom O'Connor and the team at the Warrnambool Racing Club for the preparedness of the carnival and influx of visitors and adhering to Covid safe requirements. The carnival is an economic boost for the City and region and we welcome it back and wish them well.

6. REPORTS

6.1. COMMUNITY VISION W2040 AND COUNCIL PLAN 2021-2025

PURPOSE:

To consider the Draft Council Plan 2021-2025 and the community vision Warrnambool 2040 with a view to releasing the Draft Council Plan for public exhibition and community feedback and to adopt Warrnambool 2040.

EXECUTIVE SUMMARY

Section 88 of the *Local Government Act* (2020) requires Council to maintain a Community Vision that is developed with the community through deliberative engagement and which has a scope of at least 10 years.

This was undertaken initially in 2018 in anticipation of legislative change and as a measure of best practice in community planning. Warrnambool's Community Vision, which describes the community's aspirations for the future of the municipality in all aspects of community life, is Warrnambool 2040.

Council is required to review the Community Vision before it is adopted by October 31 following a general election.

Council is also required under Section 90 of the Act 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 the next four years.

The Draft Council Plan 2021-2025 supports the visions from the long-term community plan, Warrnambool 2040, which are.

- People: in 2040 Warrnambool will be a city where all people thrive.
- Environment: in 2040 Warrnambool will be most sustainable regional city in Australia.
- Place: in 2040 Warrnambool will be Australia's most liveable regional city.
- Economy: in 2040 Warrnambool will be Australia's most resilient and thriving regional economy.

The Draft Council Plan also lists key activities and initiatives Council will undertake over 2021-2025 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. A HEALTHY COMMUNITY: To be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.
2. A SUSTAINABLE ENVIRONMENT: To protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.
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.
4. A CONNECTED, INCLUSIVE PLACE: Provide quality places that all people value and want to live, work, play and learn in.

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.

Public notice of the Draft Council Plan 2021-2025 will be given online and through a notice in the local daily paper on May 5.

Hard copies of the draft Plan will be made available to view at the Civic Centre for at least 28 days. People will have opportunities to make submissions online and in writing.

Members of the public who wish to make a submission to the Council Plan in person as well as in writing may do so by applying online or in writing during the submission process.

Submitters wishing to be heard will be asked to attend Council's ordinary meeting of June 7, 2021, to speak in support of their submissions.

MOVED: CR MAX TAYLOR
SECONDED: CR DEBBIE ARNOTT

That Council:

- 1. Adopt the Community Vision, Warrnambool 2040 (attached).**
- 2. Endorses the Draft Council Plan 2021-2025 to proceed for community exhibition and feedback in accordance with section 55 of the Local Government Act 2020.**
- 3. Authorize the Director Corporate Strategies to give public notice in accordance with section 90 of the Local Government Act 2020 of Council's intention to adopt, at a Council meeting proposed to be held at 5.45pm on Monday 28 June 2021, the Draft Council Plan 2021-2025 (attached).**
- 4. Pursuant to Section 55 and in accordance with the objectives of Councils' Community engagement Policy Council will consider, and if requested in writing, hear any submissions received in relation to the Draft Council Plan 2021-2025, at its scheduled meeting on Monday, June 7, 2021, at 5.45 pm.**

CARRIED - 7:0

BACKGROUND

The Community Vision, Warrnambool 2040, was developed over two years and involved thousands of Warrnambool residents and numerous of clubs, groups, schools, businesses and community organisations who shared their 'Wishes for Warrnambool' and their aspirations for the future of the city.

The plan is owned by the community and the W2040 network partners including Warrnambool City Council.

In February this year, a two-day workshop was held involving all newly elected Councillors who reviewed Warrnambool 2040 and discussed their aspirations for the community over the next four years. 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.

Further engagement will be undertaken on the Draft Council Plan which will include the release of the draft to the community and a call for review and submissions.

Warrnambool 2040 will be exhibited along with the Draft Council Plan to provide context around the strategic direction and to demonstrate an alignment between the vision and the plan.

There is a formal submission process which will include an opportunity for those making a submission to speak directly to the Council, at an open council meeting, in support of their submission.

Council will then have an opportunity to consider those submissions prior to the proposed formal adoption of the Council Plan. Submissions and documents relating to the engagement around the Council Plan are attached.

Those wishing to make a submission will be able to do so in writing and submit this feedback either through the post PO Box 198 Warrnambool 3280 or online at www.yoursaywarrnambool.com.au. Those making submissions must provide their name and contact details and will need to indicate whether they wish to speak in support of their submission at the June 7 meeting.

Following the consideration and hearing of submissions, it is proposed that a revised Draft Council Plan will be presented for consideration at a Special Council Meeting on June 28 along with the Community Vision W2040 and Annual Budget.

ISSUES

Council must develop or review the Council Plan in accordance with its deliberative engagement practices and adopt the Council Plan by 31 October in the year following a general election.

It is regarded as best practice to have finalised and adopted a Council Plan in line with a Council Budget to help ensure the allocation of resources matches community needs and expectations expressed through the deliberative engagement process.

FINANCIAL IMPACT

The Council Plan provides the strategic basis on which to allocate resources through the annual Budget

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

Local Government Act 2020 requires Council to develop the Council Plan and to maintain a Community Vision that is developed with the community.

TIMING

The preparation of the Council Plan in alignment with the preparation of the Budget ensures an efficient and strategic use of resources.

COMMUNITY IMPACT/CONSULTATION

In developing the Draft Council Plan 2021-2025 the Council undertook a comprehensive deliberative engagement process. This process established the foundation of what the community would like to see achieved over the next four years.

The Council's engagement process in developing the Draft Council Plan 2021-2025 included an online survey, listening posts and two deliberative engagement workshops.

This process of deliberative engagement involves Council seeking help from the community to frame plans prescribed under the Local Government Act and its regulations. The deliberative engagement process provided an opportunity for participants to listen to and learn about each other's views, discuss similarities and differences, weigh evidence, and to deliberate in pursuit of a balance between competing values and interests. The deliberative engagement process in relation to the Council Plan and the previously developed Community Vision, W2040, sought to involve individuals, groups and the broader community.

The engagement process followed the following core activities and values as outlined in Council's Community Engagement Policy:

- community engagement includes the promise that the public's contribution will be included in the decision-making process;
- community engagement promotes sustainable decisions by recognising and communicating the needs and interests of participants, the broader community and Warrnambool City Council decision-makers;
- community engagement seeks out and facilitates the involvement of those potentially affected by or interested in, a decision;
- community engagement provides people with the information they need to participate in a meaningful way;
- engagement will recognise the diversity within a community including ages, abilities and cultures;
- the Council will report to those involved in an engagement process to complete the information loop from community input to outcome for the community; and
- people will be informed of community engagement outcomes via means which may include Council meeting reports, outcomes published on Council's website, on Council's social media platforms, in Council's newsletter to the community.

The questions in the online survey provided an opportunity for ideas to be gathered for the Council Plan, to review the aspects of Warrnambool 2040 that were related to Council and to consider ideas for the recovery from the COVID-19 pandemic.

These were:

- What do we need to do today to sustain and further develop our vibrant and thriving city?
- What do we need to do today to welcome people back to work or study?
- What do we need to do today to welcome back visitors?
- What is your big idea to help Warrnambool get back on track after COVID-19?
- How did you, or are you, staying connected during COVID-19?
- What help or support do you need now?
- What help or support does our community need now?
- How could we support business and industry?

Goals contained within Warrnambool 2040 were presented to the community during the consultation for the Council Plan and provided an opportunity for people to comment on W2040 or to draw ideas from the goals. More than half of the online survey respondents indicated they would like to receive updates on the Council Plan and it is proposed that this cohort will be emailed directly with the Your Say Warrnambool link to where the draft plan can be read and reviewed.

CONCLUSION

Council is in a position to release the Council Plan for public review and feedback and to ensure a timely adoption of the Council Plan and Community Vision documents in line with legislative requirements and deliberative engagement values.

ATTACHMENTS

1. W 2040 Plan 2021 [**6.1.1** - 25 pages]
2. 2918 council plan DRAFT and Activities and Initiatives April 22, 2021 [**6.1.2** - 38 pages]

W A R R N A M B O O L 2 0 4 0

W2040

The community vision for the future

What is W2040?

Warrnambool 2040 (W2040) is a community vision for Warrnambool. Through an extensive community-led process, long term visions and goals for Warrnambool's environment, economy, place and people have been developed.

How was the plan developed?

W2040 was developed through an extensive community engagement process. Thousands of residents and hundreds of clubs, groups and organisations shared their 'Wishes for Warrnambool' and their aspirations for the future of the City during the plan's development. More information about the process to develop this plan and the engagement learnings can be found at www.w2040.com.au/about



W2040 - Our Visions and Goals:

OUR PEOPLE:

Warrnambool will be a city where all people thrive

Our Goals:

1. a welcoming and inclusive city
2. a safe and connected community
3. Warrnambool's people are healthy
4. value local Aboriginal identity and culture
5. a learning community

OUR PLACE:

Warrnambool will be Australia's most liveable regional city

Our Goals:

1. an affordable and accessible place to live for everyone
2. encourages and prioritises sustainable transport
3. well-connected outside the city
4. has accessible, high-quality public spaces and facilities

OUR ECONOMY:

Warrnambool will be Australia's most resilient & thriving regional economy

Our Goals:

1. embrace digital innovation and technological change
2. grow a resilient and diverse economy
3. foster a creative and collaborative culture
4. think globally

OUR ENVIRONMENT:

Warrnambool will be Australia's most sustainable city.

Our Goals:

1. ZERO WARRNAMBOOL - innovative, solutions for zero net emissions
2. ADAPTABLE WARRNAMBOOL - adapt to the impacts of climate change
3. WISE WARRNAMBOOL - a wise city, that wastes not
4. NATURAL WARRNAMBOOL - enjoy, love, respect and care for the natural environment
5. BLUE WARRNAMBOOL - water for life
6. GREEN WARRNAMBOOL - a city in nature


W2040: Action Plan

VISION 1: Warrnambool will be a place where all people thrive

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation/workplace do to support this goal?
1: Warrnambool is a welcoming and inclusive city				
OUR PEOPLE	<p>An inclusive community that embraces all residents and visitors, Warrnambool welcomes people from diverse backgrounds and ensures people of all ages, abilities and cultural backgrounds are respected and can participate fully in the community.</p> <p>Warrnambool acknowledges respects and celebrates the diverse cultures, beliefs and history which makes up our community.</p>	<p>All residents are respectful, accepting and welcoming to people of all ages, abilities, cultures, races, ethnicities, sexual orientation and faiths or religions.</p>	<ul style="list-style-type: none"> The majority of W2040 Partners have developed and implemented workplace diversity, disability access and inclusion policies. Warrnambool is recognised as an established member of the Welcoming Cities Network. Warrnambool hosts regular events to welcome new residents and celebrate diversity. Proportion of residents born overseas has increased since 2016 (Census). More residents say that multiculturalism definitely makes life better (44%, 2017) More residents say that people in Warrnambool are accepting of people of different ethnic cultures; religious backgrounds and sexual orientation (51%, 2017)* Residents who identify as culturally and linguistically diverse (CALD) say that people in Warrnambool accept and welcome them. Number of cultures represented in local cafes/restaurants has increased. Warrnambool has implemented action plans to progress under the World Health Organisation's Age-Friendly Cities and Unicef's Child-Friendly Cities Frameworks Residents with a disability say that Warrnambool is more accessible than in 2017. 	<ul style="list-style-type: none"> Take and support action to make Warrnambool a more Child Friendly, Age Friendly, Welcoming and Compassionate City (using accepted standards and frameworks). Develop, endorse and implement diversity, disability access, gender equity and inclusion policies, plans and strategies to increase inclusion across the City's facilities and services. Offer regular workplace learning opportunities & training to raise awareness of diversity, inclusion, disability access issues to build cultural competency of staff/members/etc. Publish information and conduct community /stakeholder engagement activities in languages other than English. Ensure interpreter and translation services are accessible to ensure non-English speaking residents and residents with a disability can access services and participate in community life. Support/attend/host 'Welcome to Warrnambool' events for new residents, new staff and community members to celebrate differences in our community. Support LGBTIQ+ people and communities by building understanding in your workplace, including celebrating the 'International Day Against Homophobia, Biphobia, Inter-sexism & Transphobia'. (IDAHOBIT) Actively seek to employ people of different cultures, ages and abilities. Implement strategies to improve employment and participation opportunities for people with disabilities. Council will implement its Disability Action Plan 2017-2026. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>

W2040: Action Plan

VISION 1: Warrnambool will be a place where all people thrive

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
2: Warrnambool is a safe and connected community				
OUR PEOPLE	<p>An inclusive and safe place to live and visit, Warrnambool is a community which makes decisions to maximise opportunities for every resident to be socially connected to others.</p>	<p>All residents know their neighbours, feel safe walking on the street at night, volunteer and have attended a community event or activity in the past month.</p>	<ul style="list-style-type: none"> Warrnambool is rated the highest in Victoria for safety and sense of community (IPSOS Life in Australia Index). More residents know their neighbours (57%, 2017) Proportion of people who volunteer (24.6%, 2016). The proportion of residents who say their mental health or loneliness is the thing that worries them most has reduced since 2017. W2040 Partners have developed and implemented gender equity, disability access & inclusion and diversity policies. Proportion of children walking and/or riding independently to school has increased. Family violence incidents reported to police have reduced (20 per 1000 people, 2016/17). Rate of crimes against the person have reduced (14.26 per 1000, Year ending March 2018). 	<ul style="list-style-type: none"> Develop/support campaigns and host events to encourage residents to get to know their neighbours and meet new people (refer Goal 1 – Welcome to Warrnambool events). Develop, endorse and implement diversity, disability access, gender equity and inclusion policies and strategies. Offer regular workplace learning opportunities & training to raise awareness of diversity, inclusion, disability access issues to build cultural competency of staff/ members/etc. Adopt organisational policies which support good mental health, gender equity, work/life balance, etc. Acknowledge gender equity as a cause of family violence by developing and implementing workplace gender equality action plan. This may include development of new policies, staff training, conducting attitudes to gender equity surveys and participating in community campaigns such as International Women's Day and 16 Days of Action. Support the establishment of a system which helps to "induct" and support new residents and better connect them to their new community's networks, activities and local information. Encourage and support employees to volunteer in the community. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>
	<p>All residents participate in cultural and recreational activities and events and enjoy socially active lives</p>	<p>Family violence and all violent crime rates have dropped to be the lowest in Victoria</p>		

W2040: Action Plan

VISION 1: Warrnambool will be a place where all people thrive

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
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3: Warrnambool's people are healthy

OUR PEOPLE	<p>Improving health and wellbeing is a high priority for individuals and Plan Partners across the City.</p> <p>Services to support physical and mental health are accessible to all residents.</p> <p>Community, cultural and recreational facilities, services and activities which support and encourage healthy lifestyles are accessible and available to all residents – particularly people who are vulnerable or disadvantaged.</p>	<p>Health and wellbeing is a fundamental priority for all workplaces, community Plan Partners, clubs, groups, families and individuals.</p> <p>All residents have a healthy diet, are sufficiently physically active and make informed and healthy choices about alcohol and drug use.</p> <p>High quality and wide-ranging healthcare (physical and mental) and community services are more accessible to Warrnambool's residents than they were in 2017.</p>	<ul style="list-style-type: none"> W2040 Partners share and/or publish their data to increase awareness of local health and wellbeing trends and needs. W2040 Partners include improved health and wellbeing for staff and/or the community as key performance indicators in their business plans. Population health data (including rates of healthy eating, sufficient physical activity, and harm from alcohol and smoking) all improve from 2017 levels. All residents are more active more often. The proportion of residents who say their health is poor has reduced from 2017 levels. The proportion of residents who say that their access to: facilities to play sport and be active; arts, cultural activities and groups; walking and cycling infrastructure, health services is excellent or very good, improves from 2017 levels. Stage 2 of the South West Healthcare's Warrnambool hospital redevelopment is complete. Warrnambool has a Residential Drug and Alcohol Rehabilitation Centre. Reid Oval Sporting Facility Redevelopment is complete. Implementation of the Active Warrnambool Strategy 2018-2028 is on track. Immunisation rates have improved for both children and adults for all recommended vaccines. 	<ul style="list-style-type: none"> Work together to achieve the objectives of the Health and Wellbeing Plan "Warrnambool – A Healthy City 2017-2021" and subsequent plans. Develop and implement workplace health and wellbeing policies and health promotion programs, and monitor staff wellbeing. Include improved employee and/or community health and wellbeing outcomes as measures in corporate/business plans. Encourage and support employees to prioritise their health by increasing awareness of healthy lifestyles and supporting healthier choices. Partner to identify gaps in facilities and services and advocate for improvements which would support improved health and wellbeing of residents. Council will adopt and implements the first action plan for the Active Warrnambool Strategy. Council will implement its Disability Action Plan 2017-2026. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>
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W2040: Action Plan

VISION 1: Warrnambool will be a place where all people thrive

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
4: Warrnambool values local Aboriginal identity and culture				
OUR PEOPLE	Warrnambool's community acknowledges local Aboriginal history and respects and celebrates Aboriginal culture.	<ul style="list-style-type: none"> Aboriginal culture is respected and proudly celebrated by the local community and shared with visitors to the City. Health, educational, economic and social disadvantage no longer exists for Aboriginal people. Traditional Owners lead the City's environmental and cultural heritage management and have direct involvement in whole of community decision making and governance. Learning about Indigenous culture, history and local language is commonplace in schools and workplaces. Most natural attractions and significant places are known by their Aboriginal names (where deemed appropriate by Traditional Owners). 	<ul style="list-style-type: none"> All W2040 Partners are actively engaged in partnerships with the Aboriginal community and support a treaty. Acknowledgement of Country is made at all community events, forums and functions including government and council/committee meetings, conferences and training, school assemblies, public performances and shows, committee and board meetings and official openings. Where supported by Traditional Owners, new and existing places in Warrnambool will incorporate Aboriginal names and acknowledge Aboriginal cultural heritage in appropriate ways to increase community cultural awareness. Warrnambool City Council will allocate a permanent place at the Council table for an Aboriginal representative. Warrnambool has an Aboriginal Employment Strategy. Warrnambool's community services and public facilities are regularly audited and implement continuous improvement to ensure cultural safety and inclusion. More young Aboriginal people will complete year 12 or equivalent than in 2017. More Aboriginal people will achieve post-school vocational or tertiary qualifications than in 2017. 	<ul style="list-style-type: none"> Commence all gatherings, meetings and events with an Acknowledgement of Country. In partnership with Aboriginal organisations (ACCHOS) develop and deliver Aboriginal cultural training sessions to build cultural awareness and competency of all employees. Engage with traditional owners on projects and activities to remove barriers to Aboriginal participation and inclusion and increase awareness of culture and heritage (including service and facility audits). Develop Aboriginal Employment Strategies. Increase Aboriginal employment and business opportunities through employment and procurement policies. Host/support an annual roundtable forum/meeting between Aboriginal community representatives and Councillors. Work together to support improved health, education, training and employment outcomes for Aboriginal young people. Council and WAG will pursue the sustainability of the Maar Nation Gallery <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>


W2040: Action Plan

VISION 1: Warrnambool will be a place where all people thrive

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
5: Warrnambool is a learning community				
OUR PEOPLE	<p>Warrnambool's people value and encourage learning at all ages and stages of life.</p> <p>The city has local learning opportunities available to increase knowledge, provide qualifications, increase workforce capacity, grow skills, enable re-skilling and strengthen local resilience.</p>	<p>There are strong links between local business and industry and learning institutions of all types.</p> <p>University and TAFE courses available in the city attract students from within and outside Warrnambool and offer recognised qualifications and training outcomes which meet the needs of the region's industries.</p> <p>Warrnambool's rate of school completion (Year 12 or equivalent) is the highest in regional Victoria.</p> <p>All children are developmentally on track in all five domains of the Australian Early Years Census.</p> <p>All children attend early years' education and kindergarten before starting school.</p> <p>Lifelong learning opportunities are accessible to all residents.</p>	<ul style="list-style-type: none"> The proportion of people over 15 years who have completed Year 12 or equivalent has increased (41%, 2016) The proportion of people over 15 years who have a post school qualification has increased (56.7%, 2016) The proportion of children who are developmentally on track in the Australian Early Years Census has increased (81.7%, 2015) The proportion of young people 15-19 years who are engaged in full time education and/or work has increased (77.1%, 2016) The proportion of people over the age of 25 years who are currently enrolled to study has doubled (3.4%, 2016) W2040 PARTNERS MIGHT SUPPORT local learning by offering mentoring, internships and work placements for local students. Warrnambool has a new, 21st century library and knowledge hub (LINK) which provides opportunities for lifelong learning, equitable access to information, resources and technology. South West TAFE's Tech (technology) School is operational. Deakin University's Warrnambool Campus has significantly increased enrolments and has increased investment in research and industry partnerships. 	<ul style="list-style-type: none"> Support local programs which improve outcomes for young people- e.g. local career, work placement and experience opportunities, and program like Standing Tall, A Big Life and Future Leaders of Industry, etc. Advocate for funding for the new shared library and the 'Tech' (technology) school at SW TAFE Support the goals of the Beyond the Bell initiative. Partners will work with local educational institutions to offer mentoring and increased workplace opportunities for our young people (more work experience placements, internships, project and graduate positions, etc) Support and/or deliver programs which encourage and better educational outcomes (eg family capacity building, homework clubs, tutoring, mentoring, arts education, etc). Encourage staff to volunteer for programs that support young people's educational attainment outcomes and aspiration. Council, with partners, will develop and implement a Municipal Early Years Plan. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>


W2040: Action Plan

VISION 2: Warrnambool will be Australia's most liveable regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
1: Warrnambool is an affordable and accessible place to live for all people				
OUR PLACE	<p>Warrnambool is a great place to live for all residents, in every neighbourhood and at every stage of life.</p> <p>With unsurpassed access to the natural environment, affordable and appropriate housing, access to high quality services and a safe community, Warrnambool offers the highest standards of liveability.</p>	<p>Warrnambool is the most liveable regional city in Australia (according to the IPSOS Life in Australia Survey). Warrnambool's liveability is a key feature of the city's identity across Victoria.</p> <p>Affordable, decent and appropriate housing is available for all. No one is homeless.</p> <p>Utility costs are negligible and affordable for all as all properties are self-sufficient for their energy and water needs.</p> <p>Warrnambool is an accessible place for people of all ages, genders and abilities.</p> <p>Warrnambool is known as a leading World Health Organisation Age-Friendly City and continues to plan and invest to retain this reputation.</p> <p>Warrnambool is recognised as an excellent member of the Welcoming Cities Network.</p>	<ul style="list-style-type: none"> Warrnambool retains the title of Victoria's most liveable regional city (IPSOS Life in Australia survey) and improves its overall score from 2017 (72.1%, 2017). More residential properties are within 400m of quality public open space than in 2017. As a proportion of all housing, more affordable and social housing is available than in 2017. Housing types and sizes are more diverse than in 2017. Rates of homelessness has halved from 2017 levels. Local policies require all new housing to have renewable energy infrastructure to significantly reduce living costs. Warrnambool has implemented its first 5 year plan to be a World Health Organisation Age-Friendly City and has developed a second, 5 year plan. Warrnambool has implemented an action plan to progress Unicef's Child-Friendly Cities Framework. Warrnambool is recognised as an established member of the Welcoming Cities Network. Warrnambool City Council's Disability Action Plan 2017-2026 has been implemented. 	<ul style="list-style-type: none"> Take and support action to make Warrnambool a more Child Friendly, Age Friendly, and Welcoming City (using accepted standards and frameworks). Council will implement its Disability Action Plan 2017-2026. Council will lead the development of a cultural framework/plan which strengthens Warrnambool's cultural identity and promotes living in Warrnambool as an attractive regional living option. Increase the accessibility of community places (WAG, Library, Schools, etc) outside of traditional business hours Council will endorse and implement the Housing Diversity Strategy and endorse and implement the Social Housing Planning Project. The Housing Diversity Strategy and the Social Housing Planning Project will be implemented into the Planning Scheme policy. Advocate for and support the development of diverse, social and affordable housing that exceeds previous provision. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p> <p>Refer to initiatives in the Environment section regarding increasing renewable and sustainable housing/buildings.</p>

W2040: Action Plan

VISION 2: Warrnambool will be Australia's most liveable regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
2: Warrnambool's environment encourages and supports sustainable transport.				
OUR PLACE	<p>Destinations across the city are easily accessible by active or public transport. Warrnambool is a great place to walk and cycle, with a compact, attractive and safe built environment.</p> <p>The road network safely accommodates all users and footpaths and shared paths along all waterways and the coast, provide off road options for active transport users.</p> <p>Destinations across the city are accessible, with trips in any mode taking less than 20 minutes.</p>	<p>Warrnambool is a compact city whose population is accommodated within the growth boundary that existed in 2017. 10,000 residents will live in Central Warrnambool by 2040 (3800 in 2016). No neighbourhoods are car-dependent. All have alternative, sustainable transport options, to daily destinations. All daily destinations (work, school, shopping, recreation, health services) are all accessible in less than 20 minutes by sustainable travel. Warrnambool has continuous loops of off-road walking and cycling trails along all waterways and the coast. Most children walk or cycle to school daily. Most adults walk or cycle for transport daily. No road accidents in the City result in serious injury or death for drivers, cyclists or pedestrians. Shared, autonomous, electric vehicles (SAEVs) are operating effectively in the City.</p>	<ul style="list-style-type: none"> • 5000 residents will live in Central Warrnambool by 2026 (3800 in 2016). • All daily destinations (work, school, shopping, recreation, health services) are accessible within 15 minutes using active/sustainable travel modes. • Principle Pedestrian and Principle Cycling Network Plans (including off road trails) have been developed and recommendations are being implemented to improve sustainable transport infrastructure. • More residential properties are within 400m of public transport than in 2017. • The proportion of residents walking, cycling or taking public transport to school and work has significantly increased (doubled) since 2017. • All residents feel safer walking in their neighbourhoods than they did in 2017. • There are less road accidents/crashes and injuries than there were in 2017. • Warrnambool has developed a plan to provide for autonomous electric vehicles (AEVs). 	<ul style="list-style-type: none"> • Council will maintain a Planning Scheme that aims to protect and strengthen a compact, non-car dependent, city form. • Implement and support Council's Road Users Plan. • Implement and support the Active Warrnambool Strategy. • Implement and support the Warrnambool Open Space Strategy. • Develop and support an Integrated Transport Plan to increase utilisation of sustainable transport modes. • Ensure all major destinations and community facilities have direct and safe access to public transport (bus stops), foot paths and bike infrastructure. • Prioritise investment in public transport, walking and cycling infrastructure ahead of new car parking, and encourage employees and customers/clients to choose sustainable transport modes. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>

W2040: Action Plan

VISION 2: Warrnambool will be Australia's most liveable regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
3: Warrnambool is well connected outside the city.				

OUR PLACE

The region's transport infrastructure is the best in regional Victoria and contributes to the city's liveability and prosperity.

Travelling by train from Warrnambool to Melbourne takes around two hours. The frequent rail services to Melbourne and the roads across the region are safe, efficient and maintained to a high standard.

Travelling time by train between Melbourne and Warrnambool has been reduced to 2 hours.

No road accidents in South West Victoria result in serious injury or death for drivers, cyclists or pedestrians.

Road design and quality safely accommodates autonomous vehicles.

Warrnambool's Regional Airport meets the needs of business & industry, tourism and local residents.

- Princes Highway West Upgrade (from Colac to the South Australian border) is funded and works are under way.
- Warrnambool Railway Line Upgrade is completed providing increased reliability and frequency of services and enable modern V/LOCITY trains to run on the line.
- Warrnambool Regional Airport Runway Upgrade and other priority projects are completed.

- Advocate for funding and construction of regional transport infrastructure priority projects.
- Encourage use of the train service by staff for regional trips to maximise demand for the service and apply pressure for increased service provision and upgrades.
- Encourage use of the regional airport service by staff for regional trips to maximise demand for the service and apply pressure for increased service provision and upgrades.

**PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL
SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS**

W2040: Action Plan

VISION 2: Warrnambool will be Australia's most liveable regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, work-place, do to support this goal?
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4: Warrnambool has accessible, high-quality public spaces and facilities

OUR PLACE

Warrnambool has well-designed commercial, residential, cultural and recreational precincts that are attractive, activated, accessible, sustainable, multi-use, safe and well maintained. Public spaces, infrastructure and facilities are always designed to be accessible for everyone and encourage social connection by providing activities to suit all ages and abilities. Warrnambool is memorable for its unique places, public art and sense of identity.


Warrnambool's population is accommodated within a compact city which has high quality commercial and public places and regional-level community facilities which are accessible to all residents. Warrnambool has high-quality, regional-level arts, cultural and recreational facilities which are activated and programmed to meet the needs of the whole community and to attract visitors. Warrnambool's vast network of open space is valued, protected and enhanced and is recognised as vitally important for Warrnambool's residents and visitors. Warrnambool's public spaces are thriving with activity and investment by the public and private sectors and the community. Warrnambool's high community facilities and assets are well maintained and there is an agreed a strategy for renewal which is and funded to ensure their sustainability.

- Warrnambool's City Centre Renewal Project is complete.
- All residents have high-quality, public places/facilities/ infrastructure within their local areas (800m).
- The assets renewal gap for community/recreational/ social facilities and infrastructure has been addressed and all assets are maintained to maximise the benefits for the community.
- Masterplans for Lake Pertobe, Brierly and Botanic Gardens have been implemented and new plans have been developed.
- Warrnambool recommendations in the Great South Coast Regional AFL, Cricket and Netball Strategy have been implemented.
- All Council Strategies to improve Warrnambool's public places have been funded and implemented.
- Warrnambool has a network of integrated community facilities as recommended in the Warrnambool Community Services Infrastructure Policy and Plan 2014.
- The Warrnambool community is planning for a new art gallery that meets expected museum and gallery standards.
- Government, local businesses, philanthropic trusts and residents invest resources to create high quality public spaces, new street art and sculpture, and attractive, usable spaces across the city.
- Take and support action to make Warrnambool a more Child Friendly, Age Friendly, and Welcoming City (using accepted standards and frameworks).
- Facilitate development plans and legislated financial contributions to enable sufficient funding/provision for open space, infrastructure, construction of recreation and social spaces and essential community facilities.
- Council will secure funding and implement the following:
 - Playspace Strategy
 - Asset Renewal Strategy
 - Open Space Strategy
 - Active Warrnambool Strategy
 - Community Services & Infrastructure Plan
 - Lake Pertobe, Brierly and Botanic Gardens Masterplans
 - Coastal Management Plan
 - The Neighbourhood Project /Community led Place-making Initiatives
 - Disability Action Plan 2017-2026.
- Advocate for timely funding and delivery of community and social infrastructure projects.
- Encourage and support clubs, groups and individuals to undertake place-making and other community projects which enhance the sense of place, ownership and identity.

**PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL
SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS**

W2040: Action Plan

VISION 3: Warrnambool will be Australia's most resilient and thriving regional economy

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
1: Warrnambool will embrace digital innovation and technological change.				
OUR ECONOMY	Take the lead in digital innovation and build local capacity to embrace new technology	<p>People living in and around Warrnambool have flexible work and enjoy the option to work globally from the City.</p> <p>People who work for Plan Partners based in Melbourne and other places are able to work from home or from suitable shared work spaces in the city.</p> <p>There is a vibrant digital technology sector that employs an increasing range of professional, creative and technical staff.</p> <p>New and existing services are available that help the community and business build their digital capacity including public libraries, and community and adult education providers.</p>	<ul style="list-style-type: none"> Local Business and Industry groups, the IT sector, and tiers of government have partnered to source funding and programs that meet the changing digital economy knowledge needs of business. Use of internet to conduct business continues to increase (Source: Biennial Business Confidence Survey). Residents (and especially young people) have increased awareness of the opportunities to work in the digital economy locally. Warrnambool's Economic Development Strategy 2015-2020 has been implemented, reviewed and updated. 	<ul style="list-style-type: none"> Work together to develop a Digital/Smart City Strategy. Advocate for funding deliver digital infrastructure needs. Develop a business case for a new business incubator/accelerator to support existing companies and new start-ups. Build digital capability in the community to increase uptake of new technology into the city's existing products and services. Partner to deliver programs and partnerships that attracts business and community to embrace and leverage new technology. Council and Partners will implement and support: <ul style="list-style-type: none"> Economic Development Strategy 2015-2020. Warrnambool Destination Action Plan Great South Coast Food and Fibre Action Plan Great Ocean Road Regional Tourism Strategic Plan. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>

W2040: Action Plan

VISION 3: Warrnambool will be Australia's most resilient and thriving regional economy

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
<div>2: Warrnambool grows its resilient and diverse economy</div>				
<div>OUR ECONOMY</div>	<p>Grow economic resilience and diversity so new and existing industries continue to succeed in local, national and global markets</p>	<p>Achieve Gross Regional Product growth in line with Victoria state average.</p> <p>Warrnambool attracts and trains enough skilled workers to meet the needs of local industry.</p> <p>Regional programs that help supply the skill needs of regional employers are provided and promoted.</p> <p>Achieve a minimum 15 years supply of undeveloped land (commercial, industrial and residential).</p>	<ul style="list-style-type: none"> Residents (and especially young people) have increased awareness of the critical skills and workforce shortages in the local economy. Warrnambool's employment continues to grow across industry sectors. Unemployment rate in Warrnambool continues to be one of the lowest of any Regional City in Victoria and below the State average. Economic participation for those groups who have traditionally had low workforce participation rates (people with a disability, ATSI people, etc) has significantly increased. The Warrnambool Aboriginal Employment Strategy will have been developed and implemented. Warrnambool's Economic Development Strategy 2015-2020 has been implemented, reviewed and updated. 	<ul style="list-style-type: none"> Council and Partners will implement and support: <ul style="list-style-type: none"> Economic Development Strategy 2015-2020. Warrnambool Destination Action Plan Great South Coast Food and Fibre Action Plan Great Ocean Road Regional Tourism Strategic Plan. Work with education providers, industry and government to train and attract workers to deliver the existing and future skills needed to grow our City's economy implement the Warrnambool China Strategy to advance Warrnambool as a China ready city Deliver a business case for a business incubator/accelerator to support growth for existing companies/start-ups in Warrnambool continue to support and strengthen the Changchun, China and Miura, Japan 'Sister-City' Relationships Partners will actively support grassroots, start-up and scale-up businesses that show innovation and entrepreneurial behaviours. Partners will actively seek to employ people of different cultures, ages and abilities. Partners will work together to identify and develop business cases to attract new industries to the City. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>

W2040: Action Plan

VISION 3: Warrnambool will be Australia's most resilient and thriving regional economy

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
3: Warrnambool fosters a creative and collaborative culture				
OUR ECONOMY	<p>Warrnambool's economic success is strengthened by local research, innovation, collaboration and continuous learning.</p>	<p>An active and sustainable peak body that provides a united voice for Warrnambool business and industry.</p> <p>Maintain and grow collaborative arrangements between cross border, and regional councils and interest groups.</p>	<ul style="list-style-type: none"> • Increase in enrolments in higher education institutions that align with local workforce shortages. • Nationally significant Indigenous tourism projects at Tower Hill, Moyjil and Budj Bim are funded and underway. • Great South Coast Food and Fibre Action Plan has been implemented and reviewed. • Great Ocean Road Regional Tourism Strategic and Warrnambool Destination Action Plans have been implemented. • Warrnambool's Economic Development Strategy 2015-2020 has been implemented, reviewed and updated. • Funding and investment in research at local educational institutions has increased. • Industry partnerships and collaboration have increased. 	<ul style="list-style-type: none"> • Council and Partners will implement and support: <ul style="list-style-type: none"> • Economic Development Strategy 2015-2020. • Warrnambool Destination Action Plan • Great South Coast Food and Fibre Action Plan • Great Ocean Road Regional Tourism Strategic Plan. • Work with education providers, industry and government to train and attract workers to deliver the existing and future skills needed to grow our City's economy • implement the Warrnambool China Strategy to advance Warrnambool as a China ready city • Deliver a business case for a business incubator/accelerator to support growth for existing companies/start-ups in Warrnambool • continue to support and strengthen the Changchun, China and Miura, Japan 'Sister-City' Relationships • Partners will actively support grassroots, start-up and scale-up businesses that show innovation and entrepreneurial behaviours. • Partners will actively seek to employ people of different cultures, ages and abilities. • Partners will work together to identify and develop business cases to attract new industries to the City. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>

W2040: Action Plan

VISION 3: Warrnambool will be Australia's most resilient and thriving regional economy

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
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4: Warrnambool thinks globally

OUR ECONOMY

Work together to increase local understanding and capability to trade in global markets and derive economic benefit from international tourism growth.

Maintain upward trend in relation to Domestic and International Overnight Visitors to Warrnambool

Great South Coast region generates the largest value (\$) of agricultural output (\$) by region in Australia

Warrnambool is recognised as an excellent member of the Welcoming Cities Network.

- Great Ocean Road Regional Tourism Strategic and Warrnambool Destination Action Plans have been implemented.
- Shipwreck Coast Masterplan has been implemented.
- Maintain upward trend in relation to Domestic and International Overnight Visitors to Warrnambool
- Warrnambool's Economic Development Strategy 2015-2020 has been implemented, reviewed and updated.
- Warrnambool is recognised as an established member of the Welcoming Cities Network.

- Take and support action to make Warrnambool a Welcoming City (using accepted standards and frameworks).
- Council and Partners will implement and support:
- Economic Development Strategy 2015-2020.
- Warrnambool Destination Action Plan
- Great South Coast Food and Fibre Action Plan
- Great Ocean Road Regional Tourism Strategic Plan.
- Deliver the Warrnambool 'Certified Host' China Program to build the capacity of the tourism industry
- Implement the Warrnambool China Strategy to advance Warrnambool as a China ready city
- Continue to support and strengthen the Changchun, China and Miura, Japan 'Sister-City' Relationships

PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL
SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS

W2040: Action Plan

VISION 3: Warrnambool will be Australia's most resilient and thriving regional economy

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
5: Warrnambool invests in its liveability to grow the economy				

OUR ECONOMY

Warrnambool is nationally recognised as a highly desirable place to live, work and visit. The city's renowned liveability encourages population attraction, which in turns supports the economy

Warrnambool is the most liveable regional city in Australia (according to the IPSOS Life in Australia Survey). Warrnambool's liveability is a key element of the city's identity and brand nationally. Due to its high quality lifestyle, Warrnambool is recognised as the ideal regional location for flexible and remote workers who work globally.


- Warrnambool retains the title of Victoria's most liveable regional city (according to the IPSOS Life in Australia survey)
- Net inward migration has increased and workforce shortages have reduced.
- Warrnambool's Economic Development Strategy 2015-2020 has been implemented, reviewed and updated.

- Implement actions to make Warrnambool a more Child Friendly, Age Friendly and Welcoming City (using accepted standards and frameworks).
- Council and Partners will implement and support:
- The Economic Development Strategy 2015-2020.
- The Warrnambool Destination Action Plan to grow our visitor economy.
- The Great South Coast Food and Fibre Action Plan and
- The Great Ocean Road Regional Tourism Strategic Plan.
- Advocate for infrastructure projects that support Warrnambool's liveability and economy

PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL
SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS


W2040: Action Plan

VISION 4: Warrnambool will be Australia's most resilient regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
1: ZERO WARRNAMBOOL Demonstrate innovative, solutions to achieve zero net emissions for a renewable future.				
OUR ENVIRONMENT	<p>Using contemporary ideas and technologies, we will be innovative and bold, working collaboratively on smart solutions. We will build our city and its transport systems for a sustainable future.</p>	<p>The City of Warrnambool will have zero net greenhouse gas emissions.</p> <p>Warrnambool's energy is sourced from renewable sources.</p> <p>Warrnambool is a "20-minute city" with a fully connected and comprehensive pedestrian and bicycle path system through the municipality.</p> <p>Vehicular transport is approaching 100% fuelled by renewables</p> <p>No neighbourhoods are car-dependent. All have alternative transport options to daily destinations. Warrnambool has continuous loops of off-road walking and cycling trails along all waterways and the coast. Most children walk or cycle to school most days. Most adults walk or cycle for transport daily.</p>	<ul style="list-style-type: none"> Warrnambool will reduce its citywide emissions by 20% Warrnambool will pave the way for a Zero Net Carbon Housing Development. Warrnambool will source 20% of its citywide energy from renewable resources. Warrnambool have at least 1 micro-grid set up and operating. 25% of residential properties will have solar PV systems. Community Energy Program implemented. Principal pedestrian and principal cycling network plans (including off-road trails) have been developed and recommendations are being implemented. The proportion of residents walking or cycling to school and work has significantly increased (doubled) since 2017. 	<ul style="list-style-type: none"> Develop and implement the Warrnambool Zero 2040 Plan outlining costed targets and transition pathways. Green Futures Program implementation: Support for households and businesses to facilitate improved energy efficiency, use of renewable energy and reduce costs. Investigate opportunities for loan finance to accelerate uptake of solar PV, battery storage and Electric Vehicles. Develop Warrnambool Renewable Futures Project with key industry partners to investigate large scale renewable energy investment opportunities. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>

W2040: Action Plan

VISION 4: Warrnambool will be Australia's most resilient regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
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2. ADAPTABLE WARRNAMBOOL we adapt to the impacts of climate change

OUR ENVIRONMENT	<p>Working together, we will be prepared, adept and resilient in the face of climate change challenges. Our institutions, agencies, universities, industries, businesses and community leaders will partner to develop the world's best responses.</p> <p>Our infrastructure and open space will be designed effectively and our community will have the knowledge to mitigate climate change impacts and thrive in a changing climate.</p>	<p>Environmentally Sustainable Design (ESD) principles used for all new developments and upgrades.</p> <p>All new infrastructure designed for the changed and changing climate.</p> <p>New Council buildings have greater than a 5 Greenstar rating.</p> <p>Zero Carbon Neighbourhood</p> <p>High level of community awareness about how to avoid and decrease the personal impacts of severe weather events and a changed climate.</p> <p>There are several 'Climate Resilient' playgrounds in Warrnambool</p>	<ul style="list-style-type: none"> • Sustainable Building Design Policy and Guide developed and in use. • Council will have at least one 5 Star Green-Rated building. • All Council buildings constructed after 2026 will operate as zero net emission buildings. • Precinct Structure Planning complete for a Zero Carbon Neighbourhood. • A Climate Capable City information program has been rolled out to support residents and business to successfully respond to a changed and changing climate. • There is at least one 'Climate Resilient' playground in Warrnambool. 	<ul style="list-style-type: none"> • Develop and implement a leading practice Sustainable Building Design Policy and Guide. • Review and update Climate Change Action Plan to include Infrastructure and Open Space Climate Change Response Guidelines. • Warrnambool will pave the way for a Zero Carbon Housing Development • Sign up to the Climate Capable City program <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>
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W2040: Action Plan

VISION 4: Warrnambool will be Australia's most resilient regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, work-place, do to support this goal?
3. WISE WARRNAMBOOL a wise city that wastes not				
OUR ENVIRONMENT	<p>Warrnambool citizens will be environmentally informed, ethically motivated consumers of goods and services. We will minimise waste by conserving, avoiding, reducing, recycling and reusing resources at every opportunity.</p> <p>We will significantly reduce land, water and air pollution, including littering and we will no longer be a source of plastics entering the marine environment.</p>	<p>Zero recoverable waste to landfill.</p> <p>No littering or pollution to our environment</p> <p>No single use, unrecyclable plastic items are used in Warrnambool.</p> <p>Warrnambool has developed a framework for a closed loop economy.</p>	<ul style="list-style-type: none"> • Reduce resource consumption from 8.2 kg to 3 kg per person by 2038 (based on 2015 levels). • Increase diversion from landfill to 80% • Single-use plastic bags phased out • Events in the city are plastic free. • 40% Reduction in plastic waste on our beaches. • Community and business Zero Waste campaign is developed and implemented. • Business models are developed for local businesses to utilise circular economy framework. 	<ul style="list-style-type: none"> • Advocate for a closed loop local economy which reuses and recycles ALL waste. • Introduce/Utilise a Food Organics, Green Organics (FOGO) collection in the kerbside collection. • Investigate, support and invest in local/onshore, stable recycling markets. • Investigate the feasibility and sustainability of waste to energy models. • Support campaigns like the Plastic Free Alliance and Good Will Nurdle Hunting to engage, advocate for and support behaviour change and community action. • Council will develop the Warrnambool Pollution Solution Plan and information program. <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>

W2040: Action Plan

VISION 4: Warrnambool will be Australia's most resilient regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, work-place, do to support this goal?
4. NATURAL WARRNAMBOOL enjoy, love, respect and care for the natural environment				
OUR ENVIRONMENT	<p>Warrnambool will restore, maintain and enhance its natural environment, drawing on the best scientific and Traditional Owner knowledge.</p>	<p>Over 330,000 trees planted</p>	<ul style="list-style-type: none"> 120,000 trees planted 30% of Warrnambool's biodiversity corridors commenced Mapping of ecological communities and baseline data complied 5 biodiversity hot spots are identified for long term monitoring Warrnambool's biodiversity values and natural environment is embedded within and protected by the Planning Scheme and Local Policy No Weeds of National Significance (WONS) within the municipality. Strategic and coordinated approach to pest plant and animal control within the municipality No new weed or pest animal species introduced Implementation of Cultural Landscapes and Heritage Strategy 	<ul style="list-style-type: none"> Develop and support Warrnambool's Biodiversity Plan including the collation of baseline data, establish monitoring programs and management plans for biodiversity hot spots. Develop and promote educational tools to support community awareness and knowledge of Warrnambool's biodiversity. Develop Pest Plant & Animal Management Framework. And Undertake pest plant and animal eradication programs With Traditional Owners develop a Warrnambool Cultural Landscapes and Heritage Strategy which integrates and reflects Traditional Owner knowledge and land management practices <p>PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS</p>
	<p>We will build our knowledge, skills and involvement in protecting biodiversity, waterways and the coast for the benefit of current and future generations of people, flora and fauna. We will reduce the impacts of pest plants and animals and decrease damaging land uses and practices.</p>	<p>90% of Warrnambool's biodiversity corridors planted</p> <p>Increased flora & fauna biodiversity</p> <p>No new pest or weed species introduced</p> <p>No indigenous flora or fauna species have become extinct</p> <p>Traditional Owner Partnership in management of key cultural sites.</p>		

W2040: Action Plan

VISION 4: Warrnambool will be Australia's most resilient regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, work-place, do to support this goal?
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5. BLUE WARRNAMBOOL Water for Life

OUR ENVIRONMENT

We will care for and regenerate our waterways, our coast and marine environment and support a natural water cycle. We will carefully use rainwater to contribute to the amenity of the city by bringing water management and green infrastructure together. Water conservation and water sensitive urban design, including improved stormwater systems, will improve our waterway and marine health. We will capture rainwater and reuse stormwater to reduce our reliance on depleting water sources.

Urban Water Sensitive Design principles are used in all infrastructure and open space developments and upgrades.

All new developments incorporate roof water harvesting infrastructure.

The Index of Stream Condition for the Hopkins River and Merri River is Excellent.

Wetlands and riparian areas are graze free zones.

Warrnambool's use of potable water is 20% less than 2019 levels.

The Merri River corridor is a connected series of parklands that support active transport, nature-based recreation and wildlife movement


- Neighbourhood Level Green-Blue Pilot Project developed.
- The Index of Stream Condition for the Hopkins River and Merri River is Good
- No net increase in potable water consumption based on 2019 levels.
- Connectivity between parklands on the Merri River has improved on 2018 levels
- Woodend Road Reserve is being restored for environmental and recreation purposes
- The significance of the Merri River as an open space corridor is recognised in the Planning Scheme and Council policies.

- Always use water sensitive design principles in the construction projects and management of land.
- Support neighbourhood-scale solutions for stormwater treatment and reuse.
- Improve open space access and connectivity along the southern bank of the Merri River in west Warrnambool and along the Hopkins River in east Warrnambool.
- In partnership, develop a framework for integrated water management which incorporates Water Sensitive Urban Design (WSUD) into residential and commercial developments
- Develop, promote and implement community education programs.
- Partner to increase riverbank protection activities, reducing agricultural run-off and ensuring coordinated management and design of infrastructure and uses in the Hopkins and Merri catchments.

PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL
SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS

W2040: Action Plan

VISION 4: Warrnambool will be Australia's most resilient regional city

	2040 GOALS	2040 OUTCOME	2026 PROGRESS MEASURES	SHORT TERM INITIATIVES What can your organisation, workplace, do to support this goal?
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6. GREEN WARRNAMBOOL We will become a city in nature.

OUR ENVIRONMENT

We will be connected by green infrastructure and corridors of urban forest to support resilient and connected biodiversity. An increase in tree canopy cover in our urban areas will provide shade and carbon sinks, and decrease the number and severity of heat islands, while supporting biodiversity.

The city will be abundant with green spaces, green roofs, vertical gardens and we will grow our own food in community gardens, market gardens, backyards and nature strips.

Warrnambool urban areas will have 30% canopy cover from vegetation.

Over 50% of fresh produce, consumed in Warrnambool is sourced locally, from backyards, community gardens, farmers' markets and local businesses.

- Warrnambool urban areas will have 10% canopy cover from vegetation
- At least 1 Green Streets initiative under way.
- City Centre and has 3 greener built spaces
- The community has knowledge and connection to local producers, growers, manufacturers and businesses.
- Local Fresh Food Plan is developed and implemented.
- Neighbour Food Assets increase with two vegetable patch nature strips supported.

- Share information about appropriate vegetation selection which will thrive in the local environment and climatic conditions.
- Support the establishment of the 'Green Streets' initiative, increasing vegetation to cool the urban environment.
- Develop a Local Fresh Food Plan and build baseline information about current trends and statistics related to food purchasing and consumption choices.

PARTNERS AND COMMUNITY MEMBERS ARE TAKING ACTION ON THIS GOAL
SEE MORE AT WWW.W2040.COM.AU/PARTNERSHIPS

A big thanks to those who have been involved in the development of the W2040 Plan so far. They are:


PHASE 1: WISH FOR WARRNAMBOOL

Thousands of people across Warrnambool and the South West shared their Wishes for Warrnambool the following involvement:

- Active Hubs across 13 locations - 1941 attendees
 - Long survey – 1283 completed
 - Short survey – 496 completed
- Conversation toolkits – 42 completed
- W2040 website – 4474 page views
- Facebook – reached an audience over 100,000
- Fun4Kids 'Future Lab' & Vacation Care Program workshops

PHASE 2: DRAFTING THE VISION

100+ people from across Warrnambool and the South West who formed the W2040 Planning Panel:



our plan – our future

W2040

Thanks to the people who spent the day on Saturday 21st October planning for our City in 2040

They are:	Anne Vickery	David Kelson	Greg Twitt	Kate Sclater	Lyn Baulch	Rajasegaran	Toby Webb
Adrian Calderwood	Ben Witham	David McIntyre	Helen Arundel	Kellie Jansen	Meg Ruel	Richard Zerbe	Travis Greening
Ailiche Goddard-Clegg	Ben Pohlner	David McKenzie	Helen Copland	Kellie King	Madeleine Peters	Robert Nichol	Troy Tampion
Aime Sandri	Brett Gasper	Delna Plathottam	Helen Sheedy	Kerrie Donlon	Margaret Smart	Roger Cussen	Tricia Blakeslee
Ami Thies	Brianna Kavanagh	Donna Monaghan	Jacinta Lenehan	Kristy Plozza	Mark Brennan	Ross Martin	Vikki King
Andre Barr	Bronwyn Horton	Dr John Sherwood	Jennie Miller	Kristyn McCaskill	Megan Nicolson	Russ Goodear	Wayne Robertson
Andrea Sampson	Brooke Lathwell	Ellen Troitzsch	Jennifer Chapman	Laura Prentice	Mike Toone	Shane Stenhouse	William Hicks
Andrew Jeffers	Bruce Campbell	Gavin Prentice	Jenny Auckland	Lauren Schneider	Myles Grey Neil Bridge	Sharlene Holmes	Willy Benter
Andrew Paton	Carolyn Moore	Geoff Rollinson	Jenny Emeny	Leanne Atkinson	Nicole Wood	Shaun Miller	
Andrew Suggett	Cath Woodard	Geraldine Ralph	Jodie McNamara	Les Dwyer	Patricia Nesbitt	Shelly Murrell	
Anne Mellonie	Clare Vaughan	Gillian Blair	Julie Eagles	Lisa Petherick	Penny Walsh	Sinéad Murphy	
	David Ferguson	Grant Sutherland	Karinjeet Singh-Mahil	Lucy Cameron	Piper Hinkley	Tamara Sharp	

PHASE 3: W2040 SUPPORTERS

- A.L. Lane Foundation
- ANZ Bank
- Basalt to Bay Landcare Network
- Brauer College
- Aboriginal Victoria
- Community South West
- Deakin University, Warrnambool
- Deep Blue Hotel & Hot Springs
- Department of Environment, Land, Water & Planning
- Dept Education & Training
- Dept Health & Human Services
- Eastern Maar
- Glenelg Hopkins Catchment Management Authority
- Great Ocean Road Tourism
- GSC Regional Partnership
- Gunditjmara Co-operative
- Lady Bay Resort
- Lyndoch Living
- MAD for the Merri
- Midfield Meat
- MPower
- Nature Glenelg Trust
- National Australia Bank
- Pausewang Group
- Regional Development Victoria
- SED Advisory
- South West Champions of the Bush
- South West Healthcare
- South West Primary Care Partnership
- South West Sport
- South West TAFE
- The F Project
- Gwen & Edna Jones Foundation
- The Pavilion Bar & Cafe
- Wannon Water
- Warrnambool Art Gallery
- Warrnambool City Council
- Warrnambool City Youth Council
- Warrnambool Coastcare Landcare Network
- Warrnambool College
- Warrnambool Community Garden
- Warrnambool East Primary School
- Warrnambool Neighbourhood Community House (East)
- Warrnambool Neighbourhood House (West)
- Wellways - Western Victorian Region
- Western Victoria Primary Health Network (PHN)
- Westvic Staffing Solutions
- Women's Health and Wellbeing Barwon South West
- Western Regional Drug and Alcohol Centre (WRAD)

For more information on how your organisation can be part of W2040 please contact the project team:

Ashish Sitoula – W2040 Project Manager: 0450 381 650 / communityplanning@warrnambool.vic.gov.au

Vikki King – “People”: 0466 778 070 / vking@warrnambool.vic.gov.au

Andrew Paton – “Economy”: 0409 947 079 / apaton@warrnambool.vic.gov.au

Jodie McNamara – “Place”: Ph 0417 201 687 or jmcnamara@warrnambool.vic.gov.au

Lauren Schneider – “Environment”: Ph 0448 239 242 or lschneider@warrnambool.vic.gov.au



Council Plan 2021-2025

A thriving city at the heart of coast and country



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The Local Government Act stipulates that Council must prepare a Council Plan which will include the strategic objectives of the council and strategies for achieving those objectives for the next four years as well as indicators for monitoring the achievement of the objectives.

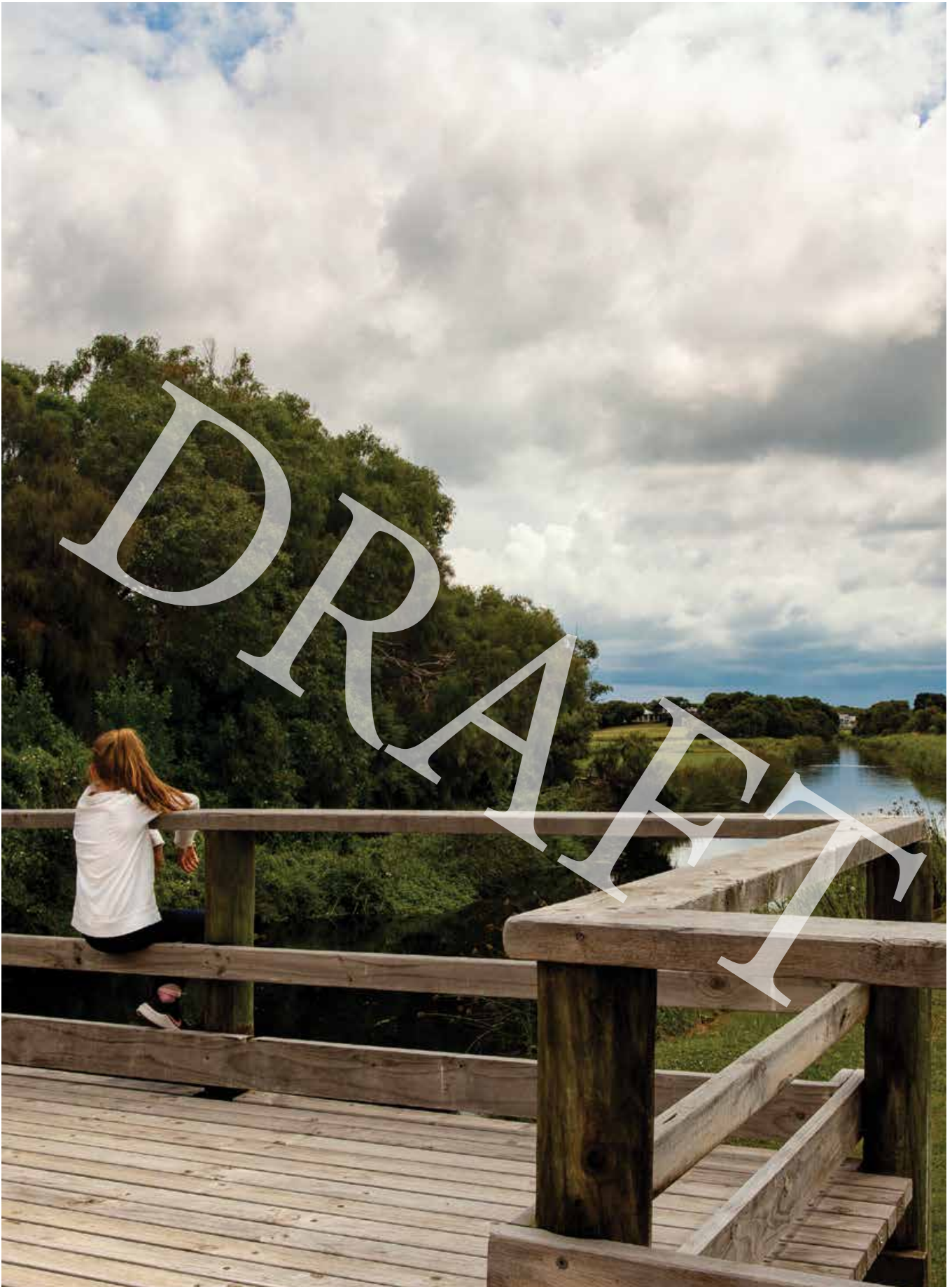
The Council Plan is supported by the Strategic Resource Plan, which includes the financial and non-financial resources required to achieve the Council Plan.

DRAFT

Acknowledgement of Traditional Owners

Warrnambool City Council acknowledges the Traditional Owners of this Country and pays respects to their Elders past, present and emerging.





2021 - 2025 Warrnambool City Council Plan

Our Vision

A thriving city at the heart of coast and country.

Warrnambool is the bright beacon at the western edge of the Great Ocean Road.

Within the Warrnambool municipality are beautiful beaches, parks, buildings and pathways. The city of Warrnambool is the South West's professional, commercial, retail, education, sporting and health capital and our attractive townships of Allansford, Bushfield and Woodford enhance our liveability.

Our Councillors

Warrnambool City Council is an unsubdivided municipality represented by seven Councillors.

At the October 2020 Victorian Local Government elections Otha Akoch, Debbie Arnott, Ben Blain, Vicki Jellie, Angie Paspaliaris, Max Taylor and Richard Ziegeler were elected to Council.

On November 23 Cr Vicki Jellie was elected Mayor and Cr Richard Ziegeler was elected Deputy Mayor.



From left: Cr Angie Paspaliaris, Cr Otha Akoch, Cr Richard Ziegeler, Cr Vicki Jellie, Cr Ben Blain, Cr Max Taylor, Cr Debbie Arnott.

2021 - 2025 Warrnambool City Council Plan



Mayor's foreword

Cr Vicki Jellie

On behalf of Council I am pleased to present to the community the Draft Council Plan 2021-2025.

The Council Plan is a key strategic document for Council and guides the work we will be doing for the community over the next four years.

The Council Plan is strongly influenced by, and aligns with, the wishes expressed in the long-term community vision, Warrnambool 2040.

Council is a key partner in Warrnambool 2040 and it is imperative that the Council Plan follows a trajectory that helps deliver the targets contained in W2040.

The draft Council Plan was developed following facilitated workshops with Councillors, Council staff and the community.

We also engaged the community through listening posts and through the use of an online survey.

We received input from right across the Warrnambool municipality and I would like to thank all those who provided us with feedback and in doing so made a contribution towards the future of their city and its people.

What has changed?

As a group of seven first-term Councillors our discussions around the new Council Plan were about taking a conservative approach to the use of Council resources.

Also at the forefront of our thinking was the recovery from the impact of COVID-19 and the role Council could play in helping our community return to a post-COVID normal.

When it comes to major new infrastructure our initial focus will be on successfully completing existing major projects including the Reid Oval redevelopment, the new Learning and Library Hub, the replacement of Edward Bridge and the ongoing upgrade of Lake Pertobe.

It is important that we need to see these projects through so at this stage Council will take a very considered approach when it comes to major new infrastructure projects.

While we will not stop being aspirational, we believe that the next 12 to 18 months is the right time to take stock and to "steady the ship".

We need to manage the assets we have already to ensure that the liveability and amenity that residents and visitors enjoy is not compromised.

Looking further ahead, Council will consider how we make our livestock exchange more effective and will also investigate the possibilities and opportunities provided by Flagstaff Hill.

Council is currently developing a business case for the Warrnambool Art Gallery that will consider the community's wishes and also the economics of redeveloping the gallery at the existing site or starting again at a different location.

We believe this cautious approach to major new infrastructure accords with the community's wishes – we received feedback from the community during Council Plan consultation on the need to be responsible and to ensure the financial sustainability of the city.

Council is also committed to working meaningfully and effectively with the Aboriginal community and again, this was raised regularly by the community during the Council Plan consultation.

Another major change will be the issues on which Council will advocate for on behalf of the community.

The funding of the library, Reid Oval and Stage II of the Warrnambool Base Hospital redevelopment means we will revisit our advocacy plan. We will continue to press for improvements to the Princes Highway – funding from the Victorian and Australian governments has been announced and we are keen for work on vital upgrades to begin.

We also heard from the community that improvements to the rail service – relating to speed and punctuality – are much needed. Affordable and social housing were also



raised during community engagement and this is also an area in which Council can raise concerns on behalf of the community. The Woodford-Bushfield community raised concerns about truck speeds and numbers which Council will consider in its advocacy plan.

What about 'business as usual' activities?

There are many activities and services that Council will continue to perform.

While they could be described as "business as usual" activities they are all reflected in this plan and are essential to our community.

For instance we will always ensure that our city's parks, gardens and public spaces are well kept and visually appealing. They are a part of what makes Warrnambool so liveable and able to attract new residents and maintain steady, manageable population growth.

We will continue to care for our most vulnerable residents through the provision of Home and Community Care services and through the delivery of a Meals on Wheels program.

The future

We are extremely excited about the future of our great and growing city.

We have low unemployment, more than two decades of residential land supply and are fortunate to be home to a Deakin University campus and the central campus of the South West Institute of TAFE.

Over the coming years we will also have a completely redeveloped Base Hospital that will deliver care to many people from across the South West.

Our enviable location includes stunning beaches and a climate that lends itself to beach holidays and winter get-aways.

With all the advantages our city has we must continue to be proactive about ensuring that Warrnambool in decades to come remains an attractive, liveable city with opportunities to thrive available to all residents.

Ultimately this plan is a plan from the community for the community. While it is a four-year plan it will be reviewed annually and Council is receptive to feedback on the plan.

2021 - 2025 Warrnambool City Council Plan

A message from the Acting Chief Executive Officer

Vikki King

Warrnambool City Council staff are committed to delivering on the objectives described in the Council Plan 2021-2025.

The Council Plan is a requirement of the Local Government Act 2020 and must be prepared in consultation with the community and adopted by Council by June 30, 2021.

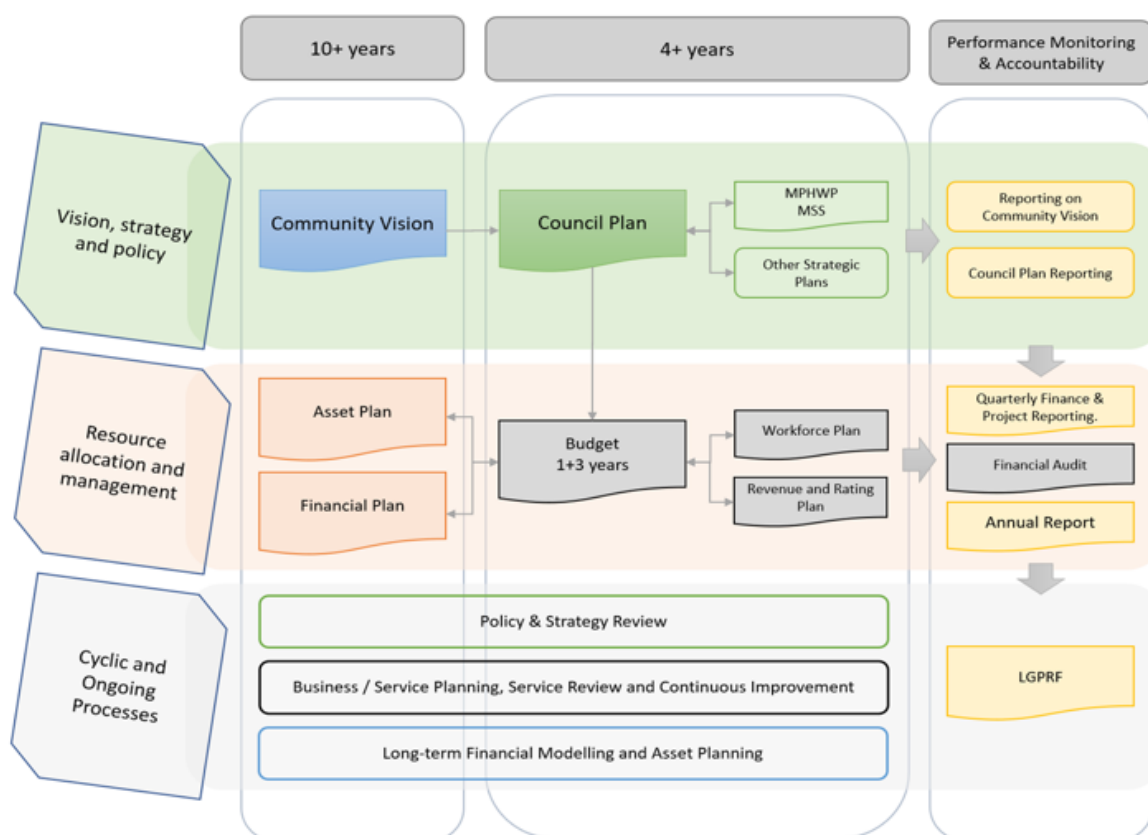
The Local Government Act stipulates that the Council Plan must:

- describe the strategic direction of the Council;
- outline strategic objectives for achieving the strategic direction;
- strategies for achieving the objectives;
- strategic indicators for monitoring the achievement of the objectives; and,
- a description of the Council's initiatives and priorities for services, infrastructure and amenity.

The Council Plan is part of an integrated planning framework with the community vision, Warrnambool 2040, providing an over-arching strategic direction for our city.

The activities and initiatives contained in this Council Plan have been developed by Council staff to help deliver the objectives contained in the plan.

Council will provide quarterly reports to the community on how we have progressed with each of the actions and initiatives.



Above: the integration of Local Government planning and reporting to the community.

2021 - 2025 Warrnambool City Council Plan

The Community Vision – Warrnambool 2040 goals

OUR PEOPLE

Warrnambool will be a city where all people thrive

Our Goals:

1. a welcoming and inclusive city
2. a safe and connected community
3. Warrnambool's people are healthy
4. value local Aboriginal identity and culture
5. a learning community

OUR ECONOMY

Warrnambool will be Australia's most resilient and thriving regional economy

Our Goals:

1. embrace digital innovation and technological change
2. grow a resilient and diverse economy
3. foster a creative and collaborative culture
4. think globally

OUR PLACE

Warrnambool will be Australia's most liveable regional city

Our Goals:

1. an affordable and accessible place to live for every one
2. encourages and prioritises sustainable transport
3. Well-connected outside the city
4. has accessible, high-quality public spaces and facilities

OUR ENVIRONMENT

Warrnambool will be Australia's most sustainable city



Our Goals:

1. ZERO WARRNAMBOOL - Innovative solutions for zero net emissions
2. ADAPTABLE WARRNAMBOOL - adapt to the impacts of climate change
3. WISE WARRNAMBOOL - a wise city, that wastes not
4. NATURAL WARRNAMBOOL - enjoy, love, respect and care for the natural environment
5. BLUE WARRNAMBOOL - water for life
6. GREEN WARRNAMBOOL - a city in nature



2021 - 2025 Warrnambool City Council Plan

How we engaged with the community

February 8 and 9	Workshops with Councillors	
February 8	Online survey and registration for deliberate workshops undertaken – 72 respondents.	
February 20	Online survey to seek ideas for the Council Plan and to review the community vision, Warrnambool 2040.	
February 24	Workshop with Council staff.	
March 3	Listening posts at the Lighthouse Studio and Warrnambool Stadium with sessions for residents of all Warrnambool localities including Allansford, Bushfield-Woodford, Dennington, Central Warrnambool, Warrnambool-Botanic, East Warrnambool, North Warrnambool, North-East Warrnambool, South-East Warrnambool, South-Warrnambool-Merrivale and West Warrnambool.	
March 17	Two deliberative workshops with the community, 60 participants.	
May 3	Draft Council Plan to be considered at open Council meeting with a proposal to release to the public for comment.	

2021 - 2025 Warrnambool City Council Plan

About Warrnambool

Our city

The municipality of Warrnambool covers 120sqkm in Victoria's South West.

It includes the city of Warrnambool and townships of Allansford, Bushfield and Woodford.

It has annual population growth of about one per cent, a population of 35,500 and is the most populous city in the South West.

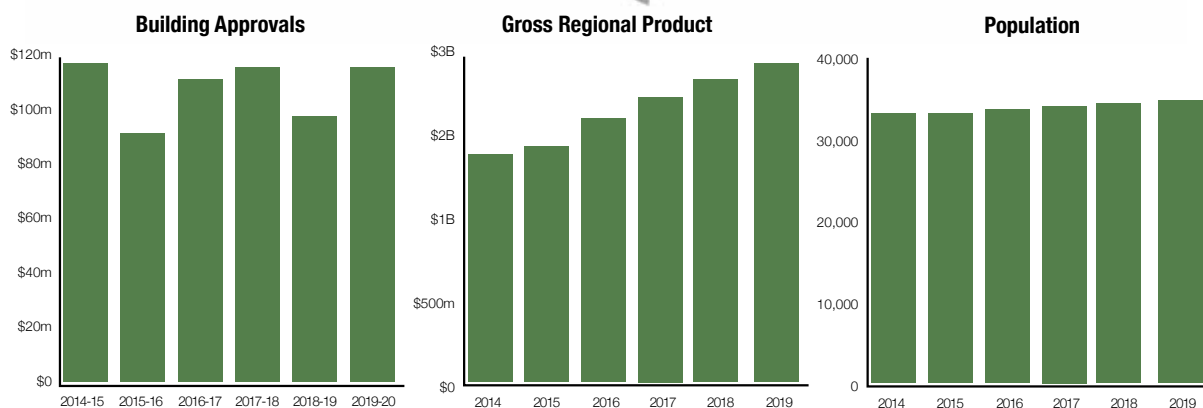
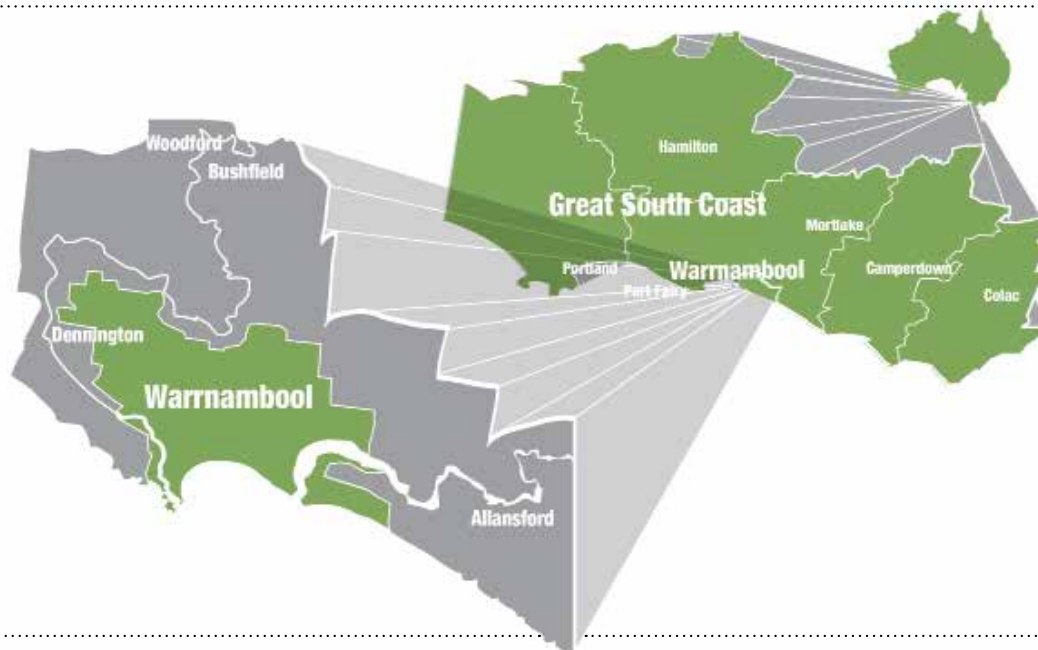
Warrnambool is the major regional centre for health care, education, professional services and sport and culture. Warrnambool's economy generates output of some \$4.5 billion accounting for over 25 per cent of the Great South Coast region's economic output from less than one per cent of the land area.

There are 16,653 jobs in Warrnambool and the following six sectors account for over two-thirds of employees whose place of work is located within Warrnambool:

- Healthcare and Social Assistance;
- Retail trade;
- Education and Training;
- Accommodation and Food Services;
- Construction and Manufacturing.

The construction industry makes the greatest contribution to economic output in the region, which at \$582.5 million accounts for 12.82 per cent of total output.

Warrnambool is a popular and expanding tourism destination. Property and business services, government administration and construction are also key growth sectors.

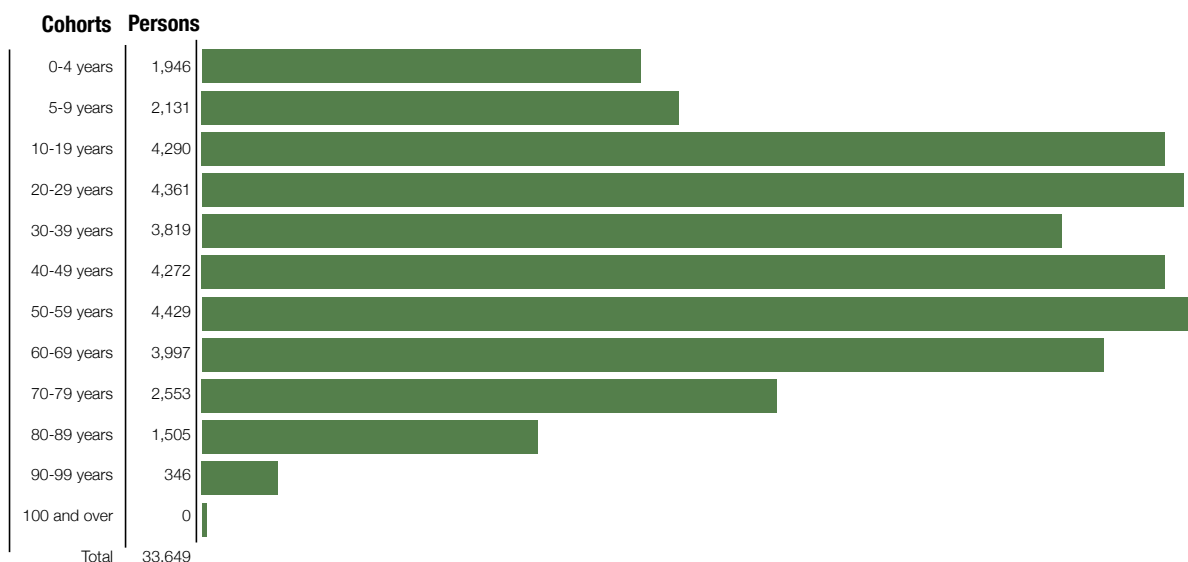


2021 - 2025 Warrnambool City Council Plan

Our community

The median age group in Warrnambool (C) is 40-49 years compared to 30-39 years in 2011.

The percentage of the community 60 years or older is 24.97%. For Great South Coast this is 28.09%.



Median age

Warrnambool: 40
Regional Victoria: 43
Victoria: 37

Medium and high density housing

Warrnambool: 20 per cent
Regional Victoria: 10 per cent
Victoria: 27 per cent

Population density

2.94

Median weekly household income

Warrnambool: \$1,180
Regional Victoria: \$1,124
Victoria: \$1,421

Indigenous population

Warrnambool: 1.7 per cent
Regional Victoria: 1.6 per cent
Victoria: 0.8 per cent

Households with a mortgage

Warrnambool: 29 per cent
Regional Victoria: 31 per cent
Victoria: 33 per cent

Couples with children

Warrnambool: 25 per cent
Regional Victoria: 25 per cent
Victoria: 31 per cent

Overseas born

Warrnambool: 8 per cent
Regional Victoria: 11 per cent
Victoria: 28 per cent

Older couples without children

Warrnambool: 11 per cent
Regional Victoria: 12 per cent
Victoria: 9 per cent

Language at home other than English

Warrnambool: 4 per cent
Regional Victoria: 6 per cent
Victoria: 26 per cent

Lone person households

Warrnambool: 28 per cent
Regional Victoria: 27 per cent
Victoria: 23 per cent

University attendance

Warrnambool: 3 per cent
Regional Victoria: 3 per cent
Victoria: 5 per cent

2021 - 2025 Warrnambool City Council Plan

University qualification

Warrnambool: 16 per cent
Regional Victoria: 15 per cent
Victoria: 24 per cent

Regional Victoria: 56 per cent
Victoria: 60 per cent

Trade qualification

Warrnambool: 21 per cent
Regional Victoria: 22 per cent
Victoria: 17 per cent

Public transport to work

Warrnambool: 1 per cent
Regional Victoria: 2 per cent
Victoria: 12 per cent

Unemployment rate (March 2021)

Warrnambool: 5.3 per cent
Regional Victoria: 6 per cent
Victoria: 6.6 per cent

SEIFA index of disadvantage

Warrnambool: 986
Regional Victoria: 977
Victoria: 1010

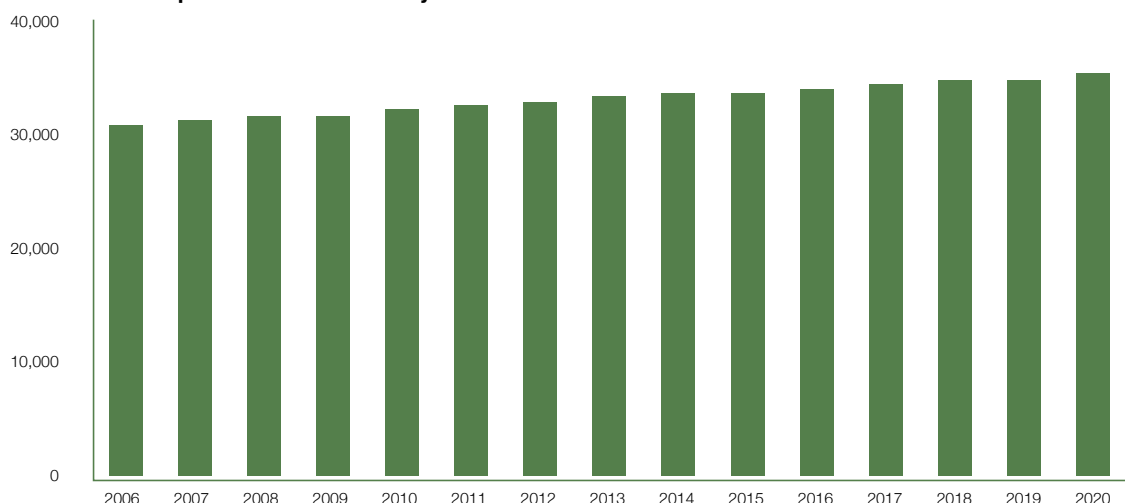
Estimated homeless (2016)

Warrnambool: 149

Workforce participation rate

Warrnambool: 60 per cent

Estimated Resident Population - Warrnambool City Council



Source: Australia, Bureau of Statistics, Regional Population Growth, Australia (3218.0) Compiled and presented by .id (informed decisions)

COVID-19 impact - JobSeeker recipients

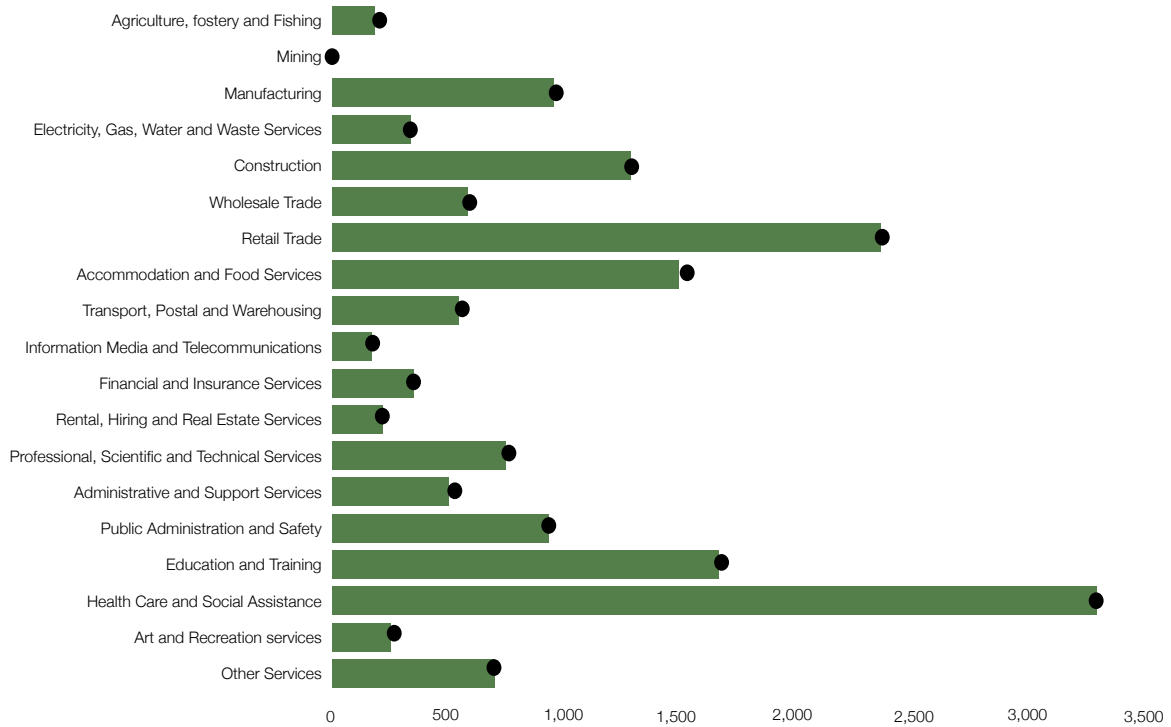
Current month	February 2021		August 2020		
Region - LGA/SA2	JobSeeker and youth allowance recipients	% of 15-64 age population	JobSeeker and Youth allowance recipients	% of 15-64 age population	Change
Warrnambool City	1,955	8.8	2,252	10.2	-297
Warrnambool - North	1,164	8.3	1,327	9.5	-163
Warrnambool - South	819	9.8	957	11.5	-138
Regional VIC	90,151	9.7	104,202	11.2	-14,051
Victoria	338,723	7.7	413,330	9.4	-74,607

2021 - 2025 Warrnambool City Council Plan

Warrnambool COVID-19 Impact on Employment

● Mar 2020 (pre Covid-19)

■ Jan 2021



Above: employment data reveals Warrnambool accommodation and food services were hardest hit by COVID-19.



2021 - 2025 Warrnambool City Council Plan

Our services to the community

– a snapshot

Environmental management – environmental policy and projects.

Waste management and street cleaning – kerbside collections, leaf collection and street litter bins.

Parks and gardens – tree pruning, planting, maintenance of open space, conservation management.

Community support services – volunteer programs, community participation, rural access.

Aged services – meals on wheels, personal care, respite, home maintenance, adult day care, senior citizens programs.

Family services – preschools, maternal and child health, youth services, child care, family day care, immunisation.

Arts and culture – Warrnambool Art Gallery and Lighthouse Theatre.

Library services – Warrnambool library.

Recreation – sport, recreation and cultural facilities and programs.

Leisure services – Warrnambool Stadium and AquaZone.

Health services – public health, immunisation and administration of food premises.

Festivals and events – festivals and events to deliver economic benefits to the city.

Asset maintenance – buildings, roads, footpaths, tracks and drainage

Infrastructure services – capital works and maintenance on Council's main civil infrastructure.

Regulatory services – local laws, traffic control.

Statutory building services – includes processing of building permits.

City strategy and development – Council Planning Scheme, processing of development proposals.

South-West Victorian Livestock Exchange – livestock sales centre.

Holiday parks – affordable holiday accommodation.



2021 - 2025 Warrnambool City Council Plan

Flagstaff Hill Maritime Village – includes the Visitor Information Centre and maritime museum.

Economic development – includes industry and business support, statistical analysis and project development.

Warrnambool Airport – for emergency, passenger and recreational aircraft.

Port of Warrnambool – managed by Council on behalf of the Victorian Government.

Elected Council – governs our city with and on behalf of the community.

Governance and Risk – supports sound governance and manages Council's insurance matters.

Executive services – manages and facilitates implementation of Council decisions, policies and compliance with legislative requirements.

Revenue – revenue collection, property management.

Information services – enables Council staff to have the information they need to efficiently perform their roles.

Organisation development – promotes and implements human resource strategies and includes recruitment, staff inductions and training.

Corporate and financial services – banking, treasury, auditing and grants commission functions.





Our Strategic Objectives

The Strategic Objectives described – with the exception of the Council theme - below were developed in response to visions and goals in Warrnambool 2040.

The deliberative engagement process including an online survey “tested” those themes to ensure they remained relevant.

Below each of the five strategic objectives are strategies which describe how each of the objectives will be achieved over the four-year life of the Council Plan.

The tables also show the alignment or connection to Warrnambool 2040.



2021 - 2025 Warrnambool City Council Plan



1. A healthy community

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

Our strategies for achieving this objective	Alignment with Warrnambool 2040 goals
1.1 Be a welcoming and inclusive city: Warrnambool will be a city that is more welcoming to all and which fosters diversity.	Warrnambool will be a welcoming and inclusive city.
1.2 Engagement with the Aboriginal community: Council will pursue improved partnerships and meaningful engagement with Aboriginal people to grow opportunities and better outcomes for Aboriginal people.	Warrnambool will be a city that values Aboriginal identity and culture.
1.3 Health and wellbeing: Council will take action to improve health, wellbeing and safety outcomes for Warrnambool's community.	Warrnambool's people are healthy. Warrnambool is a safe and connected community.
1.4 An accessible city: Council will improve physical and social accessibility to community services, facilities, places and precincts.	Warrnambool has accessible, high quality public spaces and facilities.
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 and heritage and which increase community connectedness.	Warrnambool is a safe and connected community.
1.6 Community learning pathways: Council will support and encourage lifelong learning that helps build community resilience and preparedness for change.	Warrnambool is a learning community.

Supporting documents

- Warrnambool – a Healthy City (municipal health and wellbeing plan, scheduled for review in 2021)
- Inclusion and Diversity Policy
- Kindergarten Enrolment and Orientation Policy
- Smoking Policy
- Disability Access and Inclusion Policy
- Active Warrnambool

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2. A sustainable environment

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

Our strategies for achieving this objective	Alignment with Warrnambool 2040 goals
2.1 Natural environment: Council will enhance open spaces and infrastructure that support a healthy community, wildlife, flora, fauna and biodiversity.	Warrnambool is a city in nature
2.2 Water and coastal management: Council will protect and enhance the health of Warrnambool's coastline and inland waterways to protect and improve biodiversity.	Warrnambool has water for life.
2.3 Environmental impact and a changing climate: Council will encourage innovation and initiatives that minimise Warrnambool's environmental impact.	Warrnambool seeks innovative solutions for zero net emissions.
2.4 Water resource management: Council will promote and encourage awareness of sustainable practices in our work and in the community, including water resource management.	Warrnambool has water for life.
2.5 Waste minimisation: Council will pursue programs to minimise waste throughout the community, industry and promote the benefits of reduction, re-use and recycling of materials.	Warrnambool is a wise city that wastes not.
2.6 Awareness and celebration: Council will foster community awareness and recognition of the benefits of positive outcomes for Warrnambool's environment.	Warrnambool enjoys, loves, respects and cares for the natural environment.

Supporting documents

- Resource Recovery, Waste Minimisation and Management Strategy
- Green Warrnambool
- Coastal Management Plan

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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.

Our strategies for achieving this objective	Alignment with Warrnambool 2040 goals
3.1 Build on competitive strengths: Council will support initiatives that foster ongoing development and investment in the industries which underpin Warrnambool's economic strengths and comparative advantages	Warrnambool will grow a resilient and diverse economy.
3.2 Emerging industries: Council will encourage emerging industry sectors that contribute to Warrnambool's economic growth and diversity.	Warrnambool will embrace digital innovation and technological change. Warrnambool will think globally.
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.	Warrnambool will grow a resilient and diverse economy.
3.4 Workforce capability: Council will foster the development of a workforce capable of supporting the needs of the local and regional economy.	Warrnambool will grow a resilient and diverse economy. Warrnambool will think globally.
3.5 The digital economy: Council will facilitate greater digital capability	Warrnambool will embrace digital innovation and technological change.

Supporting documents

- Warrnambool Economic Development and Investment Strategy
- Warrnambool City Centre Parking Strategy
- Events Strategy

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4. A connected, inclusive place

We will provide high quality places that people value and want to live, work, play and learn in.

Our strategies for achieving this objective	Alignment with Warrnambool 2040 goals
<p>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.</p>	<p>Warrnambool is a safe and connected community.</p>
<p>4.2 A connected community: Council will enhance Warrnambool's connectivity through the delivery of, or advocacy for, improvement to roads, public transport, footpaths, trails and digital infrastructure.</p>	<p>Warrnambool is a safe and connected community.</p>
<p>4.3 Stronger neighbourhoods: Council will foster neighbourhood connections and capacity building including the development of inclusive recreational and cultural opportunities.</p>	<p>Warrnambool is a welcome and inclusive city.</p>
<p>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.</p>	<p>Warrnambool encourages sustainable transport. Warrnambool adapts to the impacts of climate change. Warrnambool is well-connected outside the city.</p>

Supporting documents

- Lake Pertobe Master Plan
- Public Amenities Strategy
- Road Users Plan
- Asset Management Policy
- Nature Strip Landscaping Policy
- Street Tree Planting and Management Policy
- Warrnambool Botanic Gardens Master Plan

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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.

Our strategies for achieving this objective

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.

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

5.4 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.

5.5 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.

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

5.8 Regional role and relationships: Council will acknowledge Warrnambool's capability as the regional centre of south-west Victoria through appropriate leadership, advocacy and partnerships that enable greater opportunity for the region.

Supporting documents

- Investment Policy
- Debt Management Policy
- Procurement Policy
- Project Management Policy
- Risk Management Policy
- Transparency Policy
- Customer Service Charter
- Warrnambool Advocacy Strategy

Activities and Initiatives

The actions and initiatives listed below comprise the operational component of the Council Plan. Each action is linked to one or more of the strategic objectives described in this plan.



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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 1:

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

Action Code	Action Name	Due Date	Start Date
1.1.1	Provide information to new residents that introduces key Council services, organisations and agencies including those in recreation, culture and early childhood.	30/06/2022	01/07/2021
1.1.2	Develop and implement a range of Council activities and events to encourage participation from diverse groups within our community.	30/06/2022	01/07/2021
1.1.3	Increase access to participation for all abilities and raise awareness of the community regarding the needs of people with a disability.	30/06/2022	01/07/2021
1.1.4	Engage with community to ensure that a diversity of voices are informing Council policies, strategies, programs, and services.	30/06/2022	01/07/2021
1.1.5	Develop and implement programs to improve community connections and reduce social isolation.	30/06/2022	01/07/2021
1.1.6	Provide library programs and collections that facilitate inclusion, understanding and acceptance of diversity.	30/06/2022	01/07/2021
1.1.7	Establish LOTE, ESL and LGBTQI+ collections in the library to foster diversity.	30/06/2022	01/07/2021
1.1.8	Develop and implement programs and activities that improve community engagement and social connection through West Warrnambool Neighbourhood House.	30/06/2022	01/07/2021

Objective 2:

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

Action Code	Action Name	Due Date	Start Date
1.2.1	Develop and deliver programs and services in collaboration with Aboriginal people that support inclusiveness, culture and reconciliation	30/06/2021	01/07/2021
1.2.2	Explore the process and development of Reconciliation Action Plan with Reconciliation Australia.	30/06/2022	01/07/2021
1.2.3	Facilitate and encourage collaborative relationships with Aboriginal and Community Controlled Organisations (ACCOs) to address key barriers to access children's and family services and build a stronger cultural connection.	30/06/2022	01/07/2021

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1.2.4	Increase participation of Aboriginal families in early years services, with a focus on maternal and child health and kindergarten services.	30/06/2022	01/07/2021
1.2.5	Increase community awareness of, and promote, Aboriginal heritage, culture and sites of significance.	30/06/2022	01/07/2021

Objective 3:

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

Action Code	Action Name	Due Date	Start Date
1.3.1	Develop and implement the Municipal Health and Wellbeing Plan 2021-25	30/06/2025	01/07/2021
1.3.1	Achieve compliance with the Child Information Sharing and Family Violence Information Sharing reforms.	30/06/2022	01/07/2021
1.3.2	Improve children and families' health and wellbeing through attainment of targets set by the Healthy Achievement Program.	30/06/2022	01/07/2021
1.3.3	Deliver culturally safe early years services.	30/06/2022	01/07/2021
1.3.4	Develop and implement an Aquatic Strategy, including a new business model for AquaZone, to guide the improvement and strategic use of facilities to increase community participation in physical activity.	30/06/2022	01/07/2021
1.3.5	Develop an AquaZone fitness and program that supports and encourages well-being and water safety.	30/06/2022	01/07/2021
1.3.6	Establish a plan to assist gymnastics to move to a sustainable business model.	30/06/2022	01/07/2021
1.3.7	Increase community participation in active recreation.	30/06/2022	01/07/2021
1.3.8	Develop systems and policies that maximise the use of the Warrnambool Stadium.	30/06/2022	01/07/2021
1.3.9	Increase connection with children up to school age through outreach Maternal and Child Health Key Age Stage visits to early years services.	30/06/2022	01/07/2021
1.3.10	Support vulnerable families with young children through the enhanced Maternal and Child Health service.	30/06/2022	01/07/2021
1.3.11	Provide a broad range programs for older members of our community.	30/06/2022	01/07/2021
1.3.12	Maximise use of sportsgrounds and associated recreational facilities through ensuring shared use, where appropriate.	30/06/2022	01/07/2021

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Objective 4:

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

Action Code	Action Name	Due Date	Start Date
1.4.1	Complete the principal pedestrian network to guide the footpath construction and improvement programs.	30/06/2022	01/07/2021
1.4.2	Investigate accreditation of Warrnambool based on the UNICEF Child Friendly City Status.	30/06/2022	01/07/2021
1.4.3	Meets the current and future needs of our growing population, programs and services through updated Community Services Infrastructure Plan.	30/06/2022	01/07/2021
1.4.4	Implement the objectives set out in the Early Years Compact Agreement.	30/06/2022	01/07/2021
1.4.5	Implement the Multiple Agency Risk Assessment and Management (MARAM) framework within all Early Years programs.	30/06/2022	01/07/2021
1.4.6	Implement plans to improve the accessibility and user-friendliness for aged and those with a disability to Council owned community facilities.	30/06/2022	01/07/2021
1.4.7	Increased access for people with disabilities by up-grading Council infrastructure through recurrent capital funding.	30/06/2022	01/07/2021
1.4.8	Maintain the delivery of high-quality services to enable people to remain as independent as possible in their own homes.	30/06/2022	01/07/2021
1.4.9	Increased engagement of young people aged 12-25 years in youth development programs and activities.	30/06/2022	01/07/2021
1.4.10	Implement an accessibility audit of Council Playgrounds	30/06/2022	01/07/2021

Objective 5:

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

Action Code	Action Name	Due Date	Start Date
	Relaunch the Warrnambool City Library under Council Management through a reinvigorated range of activities and programs	30/06/2022	1/07/2021
1.5.1	Deliver the Lake Pertobe Building Better Regions program of projects along with the carpark renewal and upgrade funded through Local Roads and Community Infrastructure Program.	30/06/2022	01/07/2021
1.5.2	Complete the Playspace Strategy for community playgrounds and spaces.	30/06/2022	01/07/2021
1.5.3	Deliver a Lighthouse Theatre program including the annual Primary Performers program, and implement strategies that encourages our community to experience, create, celebrate and participate in the performing arts with a focus on youth (13-25) and the disadvantaged community.	30/06/2022	01/07/2021

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1.5.4	Develop and implement audience engagement and marketing strategies, including a membership program, to increase participation in performing arts presentations and seasons at the Lighthouse Theatre.	30/06/2022	01/07/2021
1.5.5	Deliver Warrnambool Art Gallery exhibitions and experiences that engage community, attract and increase visitors, support artists and build new audience.	30/06/2022	01/07/2021
1.5.6	Deliver a library program of events and activities that supports lifelong learning and social inclusion.	30/06/2021	01/07/2021
1.5.7	Develop a Cultural Strategy for Warrnambool.	30/06/2022	01/07/2021
1.5.8	Development and implement policies and strategies to maximize use of community assets in areas of art and culture.	30/06/2022	01/07/2021
1.5.9	Support community organisations to improve participation opportunities that support health and wellbeing, social, cultural and recreational outcomes through Council's community funding programs.	30/06/2022	01/07/2021

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	Due Date	Start Date
1.6.1	Relaunch the Warrnambool City Library under Council Management through a reinvigorated range of activities and programs	30/06/2022	1/07/2021
1.6.2	Deliver the new Warrnambool Library.	30/06/2022	01/07/2021
1.6.3	Deliver library early years programs that support language and literacy development and parental efficacy.	30/06/2022	01/07/2021
1.6.4	Deliver library programs that develop literacy in all its forms and encourage a love of reading and life-long learning.	30/06/2022	01/07/2021
1.6.5	Advocate for opportunities to ensure staff have access to high quality professional development opportunities that support community's needs.	30/06/2022	01/07/2021
1.6.6	Deliver Three Year Old kindergarten across services to ensure children have access to 2 years of kindergarten before school.	30/06/2022	01/07/2021
1.6.7	Maintain and further develop Council's partnership with Deakin University to enable research and development opportunities for community and industry.	30/06/2025	01/07/2021

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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	Due Date	Start Date
2.1.1	Develop and implement Pest Plant and Animal Management Framework for the control of environmental weeds and pests.	30/06/2022	01/07/2021
2.1.2	Develop and implement strategy and programs that improve biodiversity and protect and enhance flora and fauna.	30/06/2022	01/07/2021

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	Due Date	Start Date
2.2.1	Implement the Domestic Waste Water Management Plan to improve health and environmental outcomes for our community.	30/06/2022	01/07/2021
2.2.2	Investigate water use opportunities to improve water resource management.	30/06/2022	01/07/2021
2.2.3	Implement the Warrnambool Coastal Management Plan to guide the future use, development and management of Warrnambool's coastline.	30/06/2022	01/07/2021
2.2.4	Implement the Moyjil- Point Ritchie Conservation Management Plan.	30/06/2022	01/07/2021

Objective 3:

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

Action Code	Action Name	Due Date	Start Date
2.3.1	Investigate new technologies to reduce waste from land-fill towards zero waste to landfill.	30/06/2022	01/07/2021
2.3.2	Deliver the Smart Buildings energy efficiency program to reduce greenhouse gas emissions and utilise renewable energy.	30/06/2022	01/07/2021
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.	30/06/2022	01/07/2021

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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	Due Date	Start Date
2.4.1	Develop a drainage system litter and contaminants improvement/management plan to reduce gross pollutants into the waterways.	30/06/2022	01/07/2021

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	Due Date	Start Date
2.5.1	Reduce contamination of recyclable materials.	30/06/2022	01/07/2021
2.5.2	Ensure financial efficiency and meeting financial targets by developing a Waste Management Asset Management Plan and Strategy.	30/06/2022	01/07/2021

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	Due Date	Start Date
2.6.1	Promote awareness and celebrate the outcomes of environmental work including actions that align with the Green Warrnambool plan.	30/06/2022	01/07/2021
2.6.2	Monitor and manage organisational greenhouse gas emissions and energy usage.	30/06/2022	01/07/2021

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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	Due Date	Start Date
3.1.1	Implement Development Plans and Developer Contributions Plans to provide future resources for improved infrastructure across the municipality.	30/06/2022	01/07/2021
3.1.2	Develop programs and collateral to promote Warrnambool as an appealing investment destination.	30/06/2022	01/07/2021
3.1.3	Grow engagement with local businesses across the municipality.	30/06/2022	01/07/2021

Objective 2:

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

Action Code	Action Name	Due Date	Start Date
3.2.1	Facilitate and partner in initiatives to progress the implementation of the Great South Coast Economic Futures Plan, including the development of renewables in Warrnambool and the Great South Coast region.	30/06/2022	01/07/2021
3.2.2	Review and implement the Warrnambool Economic Development and Investment Strategy to facilitate investment and employment growth across the Warrnambool municipality.	30/06/2022	01/07/2021
3.2.3	Facilitate and promote business support initiatives to grow the local economy.	30/06/2022	01/07/2021
3.2.4	Plan for the development and implementation of precinct structure plans to facilitate investment in appropriate development across the municipality.	30/06/2022	01/07/2021

Objective 3:

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

Action Code	Action Name	Due Date	Start Date
3.3.1	Review and implement the Warrnambool Destination Action Plan in partnership with Great Ocean Road Regional Tourism and industry.	30/06/2022	1/07/2021
3.3.2	Increase visitation with events across the year and enhance the profile of Warrnambool as a destination.	30/06/2022	01/07/2021

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3.3.3	Develop and share economic data and analysis to business and industry to inform the performance of the Warrnambool economy.	30/06/2022	01/07/2021
3.3.4	Increase community participation in the delivery of a diverse range of events through a grants program.	30/06/2022	01/07/2021
3.3.5	Participate in the establishment of the Great Ocean Road Coast and Parks Authority to protect and manage visitation of the Great Ocean Road Coast and Parks.	30/06/2022	01/07/2021

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	Due Date	Start Date
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.	30/06/2022	01/07/2021
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.	30/06/2022	01/07/2021
3.4.3	Deliver education and advisory services to business and industry to raise awareness of building, planning and heritage requirements.	30/06/2022	01/07/2021

Objective 5:

DIGITAL CAPABILITY: Council will facilitate greater digital capability.

Action Code	Action Name	Due Date	Start Date
3.5.1	Participate in the implementation of the Great South Coast Digital Plan to address connectivity issues for industry and households.	30/06/2022	01/07/2021
3.5.2	Identify and promote investment in digital projects across the Warrnambool municipality to address priority digital infrastructure supply shortfalls, including mobile coverage, and access to business-grade broadband.	30/06/2022	01/07/2021

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GOAL 4: PLACE:

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	Due Date	Start Date
4.1.1	Deliver the building renewal program.	30/06/2022	01/07/2021
4.1.2	Develop and adopt a tree Asset Management Plan including significant and heritage trees.	30/06/2022	01/07/2021
4.1.3	Complete service level reviews for parks, gardens, roads and drainage services.	30/06/2022	01/07/2021
4.1.4	Review the CBD Parking Strategy including the expansion of off-street parking areas.	30/06/2022	01/07/2021
4.1.5	Finalise the Social Housing Planning Project Report to support delivery of social and affordable housing.	03/06/2022	01/07/2021
4.1.6	Deliver the redevelopment of Reid Oval.	30/06/2022	01/07/2021
4.1.7	Commence planning of neighbourhood community infrastructure assets	30/06/2025	01/07/2021

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	Due Date	Start Date
4.2.1	Advocate for essential safety and road improvements on the Princes Highway West.	30/06/2022	01/07/2021
4.2.2	Advocate for improved passenger and freight rail services between the South West region and Melbourne.	30/06/2022	01/07/2021
4.2.3	Plan for growth and changes in traffic movements by identifying current and future traffic volumes and use this to review the Municipal Road Management Plan and Road Hierarchy.	30/06/2022	01/07/2021
4.2.4	Facilitate the implementation of Cycling Reference Group actions adopted by Council.	30/06/2022	01/07/2021
4.2.5	Review City Centre traffic flows with implementation of new pedestrian crossings.	30/06/2022	01/07/2021
4.2.7	Seek funding for and deliver road safety projects.	30/06/2022	01/07/2021

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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	Due Date	Start Date
4.3.1	Implement the key initiatives of the Open Space Strategy, including our review of the strategy.	30/06/2022	01/07/2021

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	Due Date	Start Date
4.4.1	Identify and regularly monitor condition of Council's built assets to ensure effective management.	30/06/2022	01/07/2021

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GOAL 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.

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	Due Date	Start Date
5.1.1	Ensure key priorities of the community are appropriately reflected in the development and review of the Council Plan with the appropriate prioritisation of resources to key strategic themes.	30/06/2021	01/12/2020
5.1.2	Identify and report on changes to Council operations, policies and procedures in line with the Local Government Act.	30/06/2022	01/07/2021
5.1.3	Improve Council's systems and policies through review of Governance Framework.	30/06/2022	01/07/2021
5.1.4	Improve asset management practices.	30/06/2022	01/07/2021
5.1.5	Improve the Warrnambool Planning Scheme which controls land use and development within the municipality.	30/06/2022	01/07/2021
5.1.6	Work with neighbouring Councils to develop sub-regional and regional plans and advocacy strategies to benefit the region and deliver on the community's aspirations.	30/06/2025	01/07/2021
5.1.7	Align the implementation of the Warrnambool 2040 Plan with the Financial Sustainability Plan	30/06/2025	01/07/2021
5.1.8	Ensure achievement and maintenance of organization wide Child Safe Standards compliance and currency of Working With Children Checks.	30/06/2025	01/07/2021
5.1.9	Develop and rollout the Regional and Rural Liveability Strategy in partnership with State Government and South West Primary Care Partnership.	30/06/2025	01/07/2021

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	Due Date	Start Date
5.2.1	Improve accessibility, transparency and accountability of Council decision-making.	30/06/2022	01/07/2021
5.2.2	Monitor and report on the reach and effectiveness of Council's communications measures.	30/06/2022	01/07/2021
5.2.3	Produce the annual State of the Assets Report that identifies the asset renewal funding performance to inform renewal expenditure.	30/06/2022	01/07/2021

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5.2.4	Review adopted Asset Management Plans for major asset classes to inform operational activities.	30/06/2022	01/07/2021
5.2.5	Review strategies and plans to comply with Council's Asset Management Policy.	30/06/2022	01/07/2021
5.2.6	Provide communications support to promote Council services, facilities, programs and events.	30/06/2022	01/07/2021

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	Due Date	Start Date
5.3.1	Review and update Council's complaint handling policy and processes in line the Local Government Act changes and Ombudsman's guidelines.	30/06/2022	01/07/2021
5.3.2	Improve outcomes in the delivery of Council's customer services.	30/06/2022	01/07/2021
5.3.3	Deliver library customer programs in partnership with community organisations, non-government organisations and business.	30/06/2025	01/07/2021
5.3.4	Develop and influence strategic integrated planning process and decisions to ensure Council strategy is appropriately prioritised and executed.	30/06/2022	01/07/2021

Objective 4:

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

Action Code	Action Name	Due Date	Start Date
5.4.1	Prepare and develop appropriate service and organisational review processes to maximise operational efficiency.	30/06/2022	01/07/2021
5.4.2	Support an organisational approach to strategic procurement to ensure effective operational decision making that improves organisational performance.	30/06/2022	01/07/2021
5.4.3	Review and improve human resource operational processes to ensure best practice.	30/06/2022	01/07/2021
5.4.4	Enhance organisational awareness of Victoria's Child Safe Standards.	30/06/2022	01/07/2021
5.4.5	Continue to evolve the staff training and development programs in order to drive enhanced employee engagement and culture.	30/06/2022	01/07/2021
5.4.6	Implement workplace actions to meet the requirements of the Gender Equality Act 2020 resulting in improved gender equity outcomes.	30/06/2022	01/07/2021
5.4.7	Support the resourcing of Development Engineering assessments and approvals.	30/06/2022	01/07/2021

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5.4.8	Develop a Workforce Management Plan which will include an approach to attracting and enhancing workforce to the area/region and ensure effective resource planning.	30/06/2022	01/07/2021
5.4.9	Improve systems and structures that facilitate the recruitment and retention of volunteers.	30/06/2022	01/07/2021

Objective 5:

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

Action Code	Action Name	Due Date	Start Date
5.5.1	Review and embed the legal and procurement processes to ensure compliance and risk mitigation and that Council is operationally effective.	30/06/2022	01/07/2021
5.5.2	Review Council's property management processes, including for Crown land that Council is the Committee of Management for, with consideration of rental agreements, property and current market valuations and disposal of surplus land.	30/06/2022	01/07/2021
5.5.3	Allocate financial resources in accordance with strategic plans.	30/06/2022	01/07/2021
5.5.4	Review and update the Long Term Financial Plan to ensure Council remains financially sustainable into the future.	30/06/2022	01/07/2021
5.5.5	Enhance business processes including IT systems integration.	30/06/2022	01/07/2021
5.5.6	Improve digital capacity for Council staff.	30/06/2022	01/07/2021
5.5.7	Monitor asset condition to ensure they meet users' needs and remain fit for purpose.	30/06/2022	01/07/2021
5.5.8	Implement COVID-19 recovery plans for Council business units.	30/06/2022	01/07/2021
5.5.9	Recommence rollout of Shared Services Project	30/06/2025	01/07/2021

Objective 6:

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

Action Code	Action Name	Due Date	Start Date
5.6.1	Review the IT Strategy and system resilience in relation to data security, confidentiality and critical incidents.	30/06/2022	01/07/2021
5.6.2	Assist development of Victorian Protective Data Security Plan and lodging of attestation to Office of the Victorian Information Commissioner.	30/06/2022	01/07/2021
5.6.3	Ensure effective Business Continuity Planning (BCP) is in place.	30/06/2022	01/07/2021
5.6.4	Enhance Councils risk management processes to ensure key strategic and operational decision making considers risk factors.	30/06/2022	01/07/2021

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5.6.5	Continue the development and implementation of Councils Health and Safety Management System with a focus on injury prevention, improved return-to-work processes, OHS training calendar implementation and increased organisation engagement.	30/06/2022	01/07/2021
5.6.6	Partner with State Government to activate and maintain Public Health Pandemic and Emergency Management Operations for staff and community wellbeing.	30/06/2022	01/07/2021

Objective 7:

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

Action Code	Action Name	Due Date	Start Date
5.7.1	Provide materials to support advocacy efforts and report on advocacy outcomes.	30/06/2022	01/07/2021
5.7.2	Advocate for access to safe and secure housing that is appropriate and affordable for a diversity of needs.	30/06/2022	01/07/2021

Objective 8:

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

Action Code	Action Name	Due Date	Start Date
5.8.1	Participate in shared services project - for a shared Information technology enterprise system and associated processes - with Moyne and Corangamite shires.	30/06/2022	01/07/2021
5.8.2	Pursue funding for animal shelter redevelopment in collaboration with surrounding municipalities to facilitate a regional facility if appropriate.	30/06/2022	01/07/2021
5.8.3	Participate in advocacy efforts as part of Regional Cities Victoria, Regional Capitals Australia and Great South Coast Group of Councils.	30/06/2025	01/07/2021

2021 - 2025 Warrnambool City Council Plan



WARRNAMBOOL
CITY COUNCIL

Warrnambool City Council
PO Box 198 Warrnambool VIC 3280
Tel: 5559 4800
Email: contact@warrnambool.vic.gov.au
www.warrnambool.vic.gov.au
City Assist customer service
25 Liebig Street Warrnambool 9am – 5pm

The annual Council Budget outlines the major initiatives to be funded each year in order to deliver the Council Plan.

For a copy of the current documents go to www.warrnambool.vic.gov.au or call 5559 4800.

6.2. DRAFT REVENUE AND RATING PLAN 2021-2025

PURPOSE:

To consider Council's Draft Revenue and Rating Plan and to resolve to place this document out for community exhibition.

EXECUTIVE SUMMARY

- Section 93 of the Local Government Act 2020 requires a Council to prepare and adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least the next 4 financial years.
- The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for the Warrnambool City Council which in conjunction with other income sources will adequately finance the objectives in the council plan.
- One differential rating category has been removed when compared to the previous rating strategy (Industrial 2) as there no longer any properties qualify for this rate.
- It is intended that short-term holiday rentals are to be reclassified from Residential to Commercial to provide greater equity of the rate burden with traditional accommodation providers.
- The Revenue and Rating Plan will be available for community consultation and submissions.
- Following the consideration of submissions, it is proposed that Council adopt the Revenue and Rating at a Council meeting on 7 June 2021.

MOVED: CR RICHARD ZIEGELER
SECONDED: CR ANGIE PASPALIARIS

That Council:

Endorses the draft Rating and Revenue Plan 2021–25 to proceed to community exhibition.

CARRIED - 6:1

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

Cr. Blain voting against the motion

BACKGROUND

Section 93 of the Local Government Act 2020 requires Council to prepare and adopt a Revenue and Rating Plan (the Plan) for a period of at least the next four financial years by 30 June after a general election. The Plan forms part of the new Integrated Strategic Planning and Reporting Framework and must be prepared in accordance with the strategic planning principles outlined in section 89 of the Act and the financial management principles in section 101 of the Act.

The strategic planning principles in section 89 include the following requirements:

- An integrated approach to planning, monitoring and performance reporting
- The Community Vision must be addressed
- Resources needed for effective implementation must be taken into account
- Risks to effective implementation must be identified and addressed
- Ongoing monitoring of progress and regular reviews to identify and address changing circumstances

The financial management principles in section 101 of the Act requires that the Revenue and Rating Plan must seek to provide stability and predictability in the financial impact on the municipal community.

It is proposed that the Draft Revenue and Rating Plan be discussed at the 3 May 2021 Council meeting with the proposal to put the plan out for community consultation following this.

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

Following the consideration of submissions, it is proposed that a revised Draft Revenue and Rating Plan will be presented for adoption at a Council Meeting on 7 June 2021.

ISSUES

The Revenue and Rating Plan provides a medium-term plan for how Council will generate income to deliver on the Council Plan, programs, services and capital works commitments over the next four years. It outlines the relevant assumptions, policy and decisions of Council with respect to each budgeted revenue source and provides transparency on these decisions to the community.

The Revenue and Rating Plan is a new strategic plan for Council and supersedes the Rating Strategy, which was adopted in June 2017.

Council has removed one of its differential rate categories (Industrial 2) which was established for a milk factory in Dennington and was set at a discounted industrial rate to incentivize the business to remain in Warrnambool. The property has subsequently been sold and it is no longer being used for milk production, therefore this differential rate category has been removed.

With the increase in the number of short-term holiday rentals through market disruptors such as AirBnB, Stayz, etc, it is Council's intention to rate these properties as Commercial rather than Residential. This will provide greater equity to traditional accommodation providers and ensure that the rate burden is spread evenly.

The Plan includes a broad pricing policy section, which outlines Council's approach to each major income sources including rates, fees and charges, grants, contributions and other income. It provides an overview of the different factors that are considered when setting Council fees and charges and highlights that Council actively seeks to obtain grant funding and grow its own-sourced revenue to reduce the burden on ratepayers.

The Plan also includes Council's rating strategy providing further information about the rating and valuation approaches and principles that are currently applied.

The Plan will be reviewed annually and updated when required to reflect any changes to Council's pricing policy or rating strategy that arise.

The Plan has been prepared with reference to the Better Practice Guide and supplementary guidance issued by Local Government Victoria.

FINANCIAL IMPACT

The draft Revenue and Rating Plan outlines Council's assumptions, policy and decisions with respect to revenue streams expected over the next four years.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

Section 93 of the Local Government Act 2020

TIMING

Under the Act, the Revenue and Rating Plan must be adopted by the 30 June after a general election year.

- Public exhibition of the draft plan – 5 May 2021 to 2 June 2021
- Closing date for written submissions to the draft plan – 2 June 2021
- Council meeting for the adoption of the Revenue and Rating Plan following consideration of the submissions – 7 June 2021

COMMUNITY IMPACT/CONSULTATION

Community consultation will be undertaken via a four-week submissions period called for in writing or online there is not an opportunity to speak to submissions on this plan at a Council meeting.

LEGAL RISK/IMPACT

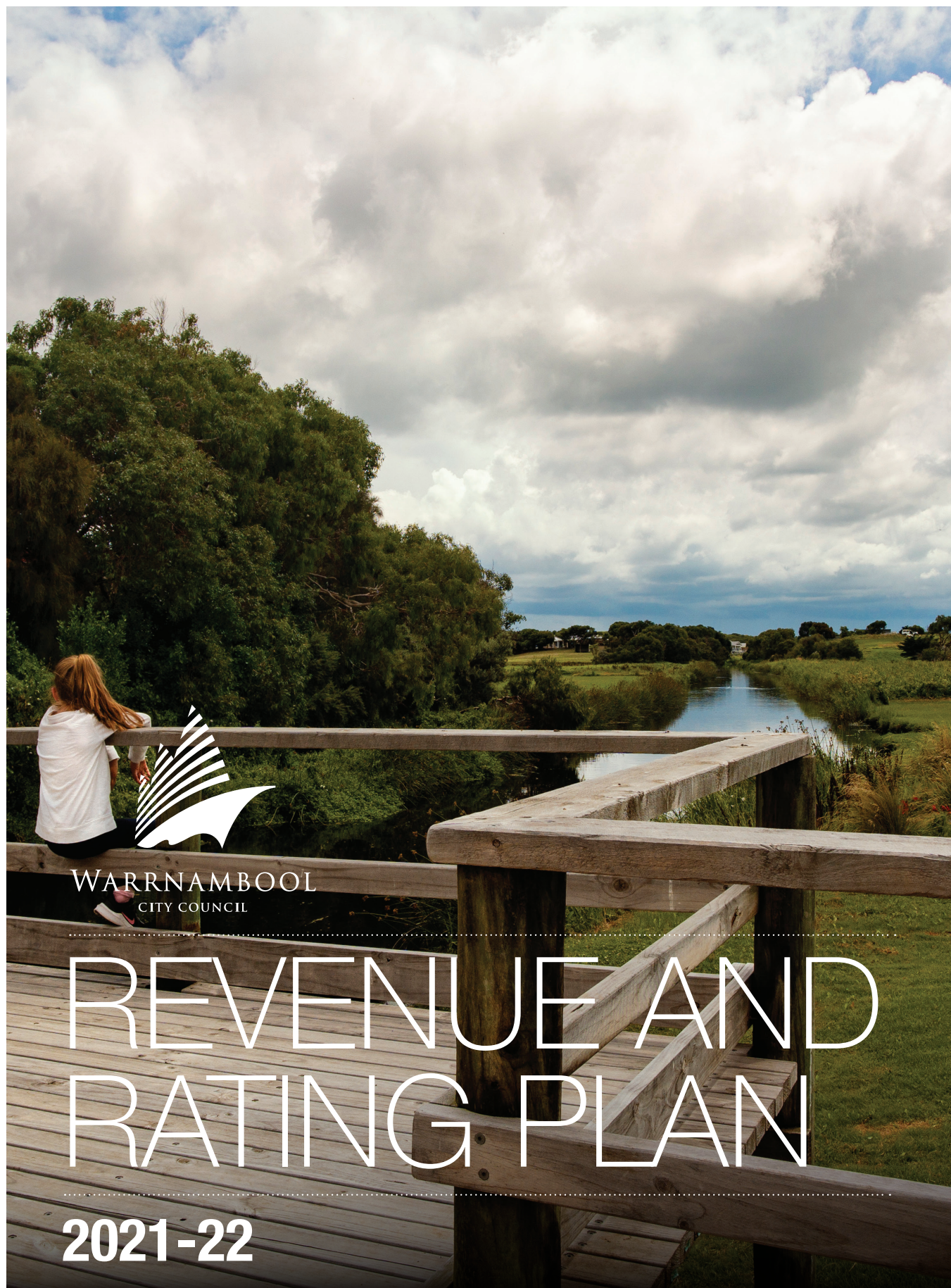
There needs to be an appropriate evidence base associated with the differential rates which proves out the equity of the distribution. This plan is intended to be in place for a 4 year period to provide certainty and stability to rate payers about the distribution of the rate burden.

OFFICERS' DECLARATION OF INTEREST

No officers' interests declared.

ATTACHMENTS

1. WCC Revenue and Rating Plan 2021 [6.2.1 - 23 pages]



WARRNAMBOOL
CITY COUNCIL

REVENUE AND RATING PLAN

2021-22



www.warrnambool.vic.gov.au

Connect to Council



Rating and Revenue Plan 2021-2025



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Rating and Revenue Plan 2021-2025



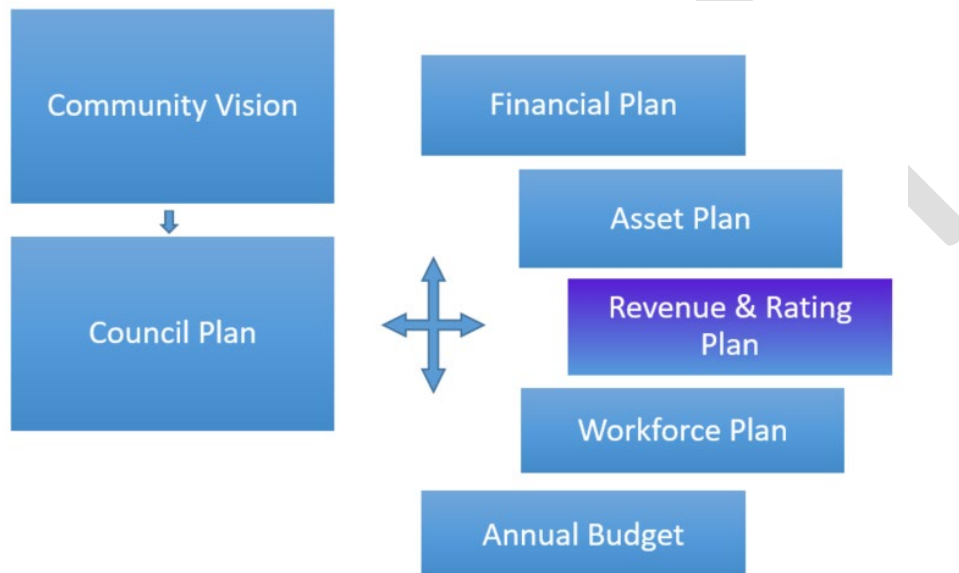
1.1 Purpose

The *Local Government Act 2020* requires each council to prepare a Revenue and Rating Plan to cover a minimum period of four years following each Council election. The Revenue and Rating Plan establishes the revenue raising framework within which the Council proposes to work.

The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for Warrnambool City Council which in conjunction with other income sources will adequately finance the objectives in the council plan.

This plan is an important part of Council's integrated planning framework, all of which is created to help Council achieve its vision of "a thriving city in the heart of coast and the country"

Strategies outlined in this plan align with the objectives contained in the Council Plan and will feed into our budgeting and long-term financial planning documents, as well as other strategic planning documents under our Council's strategic planning framework.



This plan will explain how Council calculates the revenue needed to fund its activities, and how the funding burden will be apportioned between ratepayers and other users of Council facilities and services.

In particular, this plan will set out decisions that Council has made in relation to rating options available to it under the *Local Government Act 2020* to ensure the fair and equitable distribution of rates across property owners. It will also set out principles that are used in decision making for other revenue sources such as fees and charges.

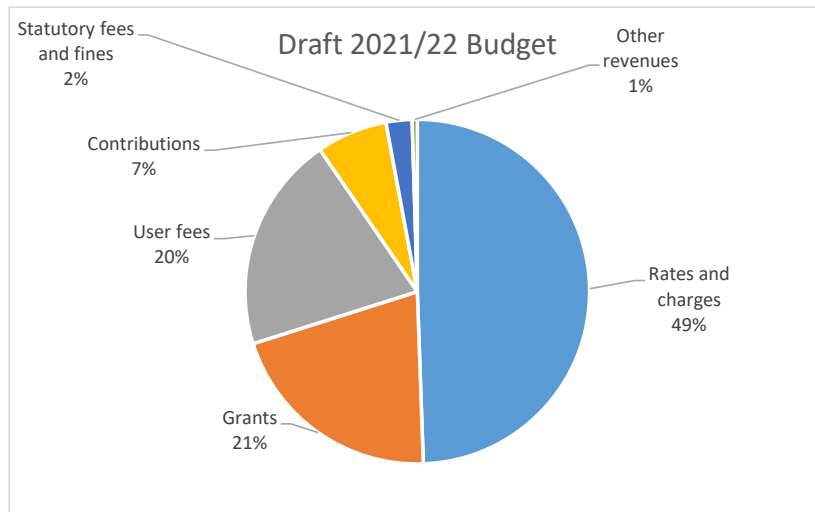
It is also important to note that this plan does not set revenue targets for Council, it outlines the strategic framework and decisions that inform how Council will go about calculating and collecting its revenue.

Rating and Revenue Plan 2021-2025



1.2 Introduction

Council provides a number of services and facilities to our local community, and in doing so, must collect revenue to cover the cost of providing these services and facilities.



Council's revenue sources include:

- Rates and Charges
- Waste and garbage charges
- Grants from other levels of Government
- Statutory Fees and Fines
- User Fees
- Cash and non-cash contributions from other parties (ie developers, community groups)
- Interest from investments
- Sale of Assets

Rates are the most significant revenue source for Council and make up approximately 50% of its annual income.

The introduction of rate capping under the Victorian Government's Fair Go Rates System (FGRS) has brought a renewed focus to Council's long-term financial sustainability. The FGRS continues to restrict Council's ability to raise revenue above the rate cap unless application is made to the Essential Services Commission for a variation. Maintaining service delivery levels and investing in community assets remain key priorities for Council. This strategy will address Council's reliance on rate income and provide options to actively reduce that reliance.

Council provides a wide range of services to the community, often for a fee or charge. The nature of these fees and charges generally depends on whether they relate to statutory or discretionary services. Some of these, such as statutory planning fees are set by State Government statute and are commonly known as regulatory fees. In these cases, councils usually have no control over service pricing. However, in relation to other services, Council has the ability to set a fee or charge and will set that fee based on the principles outlined in this Revenue and Rating Plan.

Council revenue can also be adversely affected by changes to funding from other levels of government. Some grants are tied to the delivery of council services, whilst many are tied directly to the delivery of new community assets, such as roads or sports pavilions. It is important for Council to be clear about what grants it intends to apply for, and the obligations that grants create in the delivery of services or infrastructure.

Rating and Revenue Plan 2021-2025



1.3 Community Engagement

The Revenue and Rating Plan outlines Council's decision-making process on how revenues are calculated and collected. The following public consultation process will be/was followed to ensure due consideration and feedback is received from relevant stakeholders.

Revenue and Rating Plan community engagement process:

- Draft Revenue and Rating Plan prepared by officers;
- Draft Revenue and Rating Plan placed on public exhibition at May Council meeting for a period of 28 days and calling for public submissions;
- Community engagement through local news outlets and social media;
- Hearing of public submissions at a Council meeting in June; and
- Draft Revenue and Rating Plan (with any revisions) presented to June Council meeting for adoption.

Following community engagement, Council's Revenue and Rating Plan was updated to include/exclude the following items:

Item 1 NOTE: TO BE CONSIDERED POST PUBLIC FEEDBACK

Item 2

1.4 Rates and charges

Rates are property taxes that allow Council to raise revenue to fund essential public services to cater to their municipal population. Importantly, it is a taxation system that includes flexibility for councils to utilise different tools in its rating structure to accommodate issues of equity and to ensure fairness in rating for all ratepayers.

Council has established a rating structure comprised of three key elements. These are:

- **General Rates** – Based on property values (using the Capital Improved Valuation methodology), which are indicative of capacity to pay and form the central basis of rating under the *Local Government Act 1989*;
- **Service Charges** - A 'user pays' component for council services to reflect benefits provided by Council to ratepayers who benefit from a service; and
- **Municipal Charge** - A 'fixed rate' portion per property to cover some of the administrative costs of Council.

Striking a proper balance between these elements will help to improve equity in the distribution of the rate burden across residents.

Council makes a further distinction when applying general rates by applying rating differentials based on the purpose for which the property is used. That is, whether the property is used for residential, commercial/industrial, or farming purposes. This distinction is based on the concept that different property categories should pay a fair and equitable contribution, taking into account the benefits those properties derive from the local community.

The Warrnambool City Council rating structure comprises five differential rates (residential or general, commercial, industrial, vacant and farm). These rates are structured in accordance with the requirements of Section 161 'Differential Rates' of the *Local Government Act 1989*, and the Ministerial Guidelines for Differential Rating 2013.

Rating and Revenue Plan 2021-2025



As an example, the draft differential rates for 2021/22 are currently set as follows:

Type or class of land	No of Assessments	2020/21 cents/\$CIV*	% to Ad valorem Rate
Ad valorem Rate	0	0.004776	100.00%
General rates (other land)	15,494	0.003657	76.57%
Farm	162	0.002272	47.58%
Commercial	1,014	0.006582	137.81%
Industrial	439	0.006190	129.62%
Vacant Land	797	0.006170	129.20%
Cultural & Recreational Land Category 1	1	\$24,161.75	N/A
Cultural & Recreational Land Category 2	17	0.003582	75.00%

Type or class of land	No of Assessments	Total CIV \$'000	Total Rates Raised \$'000	% of Total Rates
General rates (other land)	15,494	6,038,217	21,961	70.97%
Farm	162	190,850	432	1.40%
Commercial	1,014	780,086	5,323	17.20%
Industrial	439	290,573	1,790	5.78%
Vacant Land	797	218,205	1,351	4.37%
Cultural & Recreational Land Category 1	1	2,670	24	0.08%
Cultural & Recreational Land Category 2	17	19,571	65	0.21%

The formula for calculating General Rates, excluding any additional charges, arrears or additional supplementary rates is:

- Valuation (Capital Improved Value) x Rate in the Dollar (Differential Rate Type)

The rate in the dollar for each rating differential category is included in Council's annual budget.

Rates and charges are an important source of revenue, accounting for approximately 50% of operating revenue received by Council. The collection of rates is an important factor in funding Council services.

Planning for future rate increases is therefore an essential component of the long-term financial planning process and plays a significant role in funding both additional service delivery and the increasing costs related to providing Council services.

Council is aware of the balance between rate revenue as an important income source and community sensitivity to rate increases. With the introduction of the State Government's Fair Go Rates System, all rate increases are capped to a rate declared by the Minister for Local Government, which is announced in December for the following financial year.

Council also levies a municipal charge. The municipal charge is a minimum rate per property and declared for the purpose of covering some of the administrative costs of Council. In applying the municipal charge, Council ensures that each ratable property in the municipality makes a contribution.

Council currently utilises a service charge to fully recover the cost of Council's waste services and provide for future landfill rehabilitation costs. The garbage service charge is not capped under the Fair Go Rates System, and Council will continue to allocate surplus funds from this charge towards the provision of waste services.

Rating and Revenue Plan 2021-2025



1.4.1 Rating legislation

The legislative framework set out in the *Local Government Act 1989* determines council's ability to develop a rating system. The framework provides significant flexibility for Council to tailor a system that suits its needs.

Section 155 of the *Local Government Act 1989* provides that a Council may declare the following rates and charges on rateable land:

- General rates under Section 158
- Municipal charges under Section 159
- Service rates and charges under Section 162
- Special rates and charges under Section 163

The recommended strategy in relation to municipal charges, service rates and charges and special rates and charges are discussed later in this document.

In raising Council rates, Council is required to primarily use the valuation of the rateable property to levy rates. Section 157 (1) of the *Local Government Act 1989* provides Council with three choices in terms of which valuation base to utilise. They are: Site Valuation, Capital Improved Valuation (CIV) and Net Annual Value (NAV).

The advantages and disadvantages of the respective valuation basis are discussed further in this document. Whilst this document outlines Council's strategy regarding rates revenue, rates data will be contained in the Council's Annual Budget as required by the *Local Government Act 2020*.

Section 94(2) of the *Local Government Act 2020* states that Council must adopt a budget by 30 June each year (or at another time fixed by the Minister) to include:

- a) the total amount that the Council intends to raise by rates and charges;
- b) a statement as to whether the rates will be raised by the application of a uniform rate or a differential rate;
- c) a description of any fixed component of the rates, if applicable;
- d) if the Council proposes to declare a uniform rate, the matters specified in section 160 of the *Local Government Act 1989*;
- e) if the Council proposes to declare a differential rate for any land, the matters specified in section 161(2) of the *Local Government Act 1989*;

Section 94(3) of the *Local Government Act 2020* also states that Council must ensure that, if applicable, the budget also contains a statement –

- a) that the Council intends to apply for a special order to increase the Council's average rate cap for the financial year or any other financial year; or
- b) that the Council has made an application to the ESC for a special order and is waiting for the outcome of the application; or
- c) that a special Order has been made in respect of the Council and specifying the average rate cap that applies for the financial year or any other financial year.

This plan outlines the principles and strategic framework that Council will utilise in calculating and distributing the rating burden to property owners, however, the quantum of rate revenue and rating differential amounts will be determined in the annual Warrnambool City Council budget.

In 2019 the Victorian State Government conducted a Local Government Rating System Review. The Local Government Rating System Review Panel presented their final report and list of recommendations to the Victorian Government in March 2020. The Victorian Government subsequently published a response to the recommendations of the Panel's report. However, at the time of publication the recommended changes have not yet been implemented, and timelines to make these changes have not been announced.

1.4.2 Rating principles

Taxation Principles:

When developing a rating strategy, in particular with reference to differential rates, a Council should give consideration to the following good practice taxation principles:

- Wealth Tax
- Equity
- Efficiency
- Simplicity
- Benefit
- Capacity to Pay
- Diversity.

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Wealth Tax

The "wealth tax" principle implies that the rates paid are dependent upon the value of a ratepayer's real property and have no correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates.

Equity

Horizontal equity – ratepayers in similar situations should pay similar amounts of rates which is ensured mainly by accurate property valuations, undertaken in a consistent manner, their classification into homogenous property classes and the right of appeal against valuation.

Vertical equity – those who are better off should pay more rates than those worse off. This rationale applies for the use of progressive and proportional income taxation. It implies a "relativity" dimension to the fairness of the tax burden.

Efficiency

Economic efficiency is measured by the extent to which production and consumption decisions by people are affected by rates.

Simplicity

How easily a rates system can be understood by ratepayers and the practicality and ease of administration.

Benefit

The extent to which there is a nexus between consumption/benefit and the rate burden.

Capacity to Pay

The capacity of ratepayers or groups of ratepayers to pay rates.

Diversity

The capacity of ratepayers within a group to pay rates.

The rating challenge for Council therefore is to determine the appropriate balancing of competing considerations.

Rates and Charges Revenue Principles:

Property rates will:

- be reviewed annually;
- not change dramatically from one year to next; and
- be sufficient to fund current expenditure commitments and deliverables outlined in the Council Plan, Financial Plan and Asset Plan.

Differential rating should be applied as equitably as is practical and will comply with the Ministerial Guidelines for Differential Rating 2013.

1.4.3 Determining which valuation base to use

Under the *Local Government Act 1989*, Council has three options as to the valuation base it elects to use. They are:

- **Capital Improved Value (CIV)** – Value of land and improvements upon the land.
- **Site Value (SV)** – Value of land only.
- **Net Annual Value (NAV)** – Rental valuation based on CIV.

For residential and farm properties, NAV is calculated at 5 per cent of the Capital Improved Value. For commercial and industrial properties, NAV is calculated as the greater of the estimated annual rental value or 5 per cent of the CIV.

Capital Improved Value (CIV)

Capital Improved Value is the most commonly used valuation base by local government with over 90% of Victorian councils applying this methodology. Based on the value of both land and all improvements on the land, it is generally easily understood by ratepayers as it equates to the market value of the property.

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Section 161 of the *Local Government Act 1989* provides that a Council may raise any general rates by the application of a differential rate if –

- a) It uses the capital improved value system of valuing land; and
- b) It considers that a differential rate will contribute to the equitable and efficient carrying out of its functions.

Where a council does not utilise CIV, it may only apply limited differential rates in relation to farm land, urban farm land or residential use land.

Advantages of using Capital Improved Value (CIV)

- CIV includes all property improvements, and hence is often supported on the basis that it more closely reflects “capacity to pay”. The CIV rating method takes into account the full development value of the property, and hence better meets the equity criteria than Site Value and NAV.
- With the increased frequency of valuations (previously two year intervals, now annual intervals) the market values are more predictable and has reduced the level of objections resulting from valuations.
- The concept of the market value of property is more easily understood with CIV rather than NAV or SV.
- Most councils in Victoria have now adopted CIV which makes it easier to compare relative movements in rates and valuations across councils.
- The use of CIV allows council to apply differential rates which greatly adds to council's ability to equitably distribute the rating burden based on ability to afford council rates. CIV allows council to apply higher rating differentials to the commercial and industrial sector that offset residential rates.

Disadvantages of using CIV

- The main disadvantage with CIV is the fact that rates are based on the total property value which may not necessarily reflect the income level of the property owner as with pensioners and low-income earners.

Site value (SV)

There are currently no Victorian councils that use this valuation base. With valuations based simply on the valuation of land and with only very limited ability to apply differential rates, the implementation of Site Value in a Warrnambool City Council context would cause a shift in rate burden from the industrial/commercial sectors onto the residential sector, and would hinder council's objective of a fair and equitable rating system.

There would be further rating movements away from modern townhouse style developments on relatively small land parcels to older established homes on quarter acre residential blocks. In many ways, it is difficult to see an equity argument being served by the implementation of site valuation in the Warrnambool City Council.

Advantages of Site Value

- There is a perception that under site value, a uniform rate would promote development of land, particularly commercial and industrial developments. There is, however, little evidence to prove that this is the case.
- Scope for possible concessions for urban farm-land and residential use land.

Disadvantages of using Site Value

- Under SV, there will be a significant shift from the industrial/commercial sector onto the residential sector of council. The percentage increases in many cases would be in the extreme range.
- SV is a major burden on property owners that have large areas of land. Some of these owners may have much smaller/older dwellings compared to those who have smaller land areas but well developed dwellings - but will pay more in rates. A typical example is flats, units, or townhouses which will all pay low rates compared to traditional housing styles.
- The use of SV can place pressure on council to give concessions to categories of landowners on whom the rating burden is seen to fall disproportionately (eg. Farm land and residential use properties). Large landowners, such as farmers for example, are disadvantaged by the use of site value.
- SV will reduce Council's rating flexibility and options to deal with any rating inequities due to the removal of the ability to levy differential rates.
- The community may have greater difficulty in understanding the SV valuation on their rate notices, as indicated by many inquiries from ratepayers on this issue handled by council's customer service and property revenue staff each year.

Net annual value (NAV)

NAV, in concept, represents the annual rental value of a property. However, in practice, NAV is loosely linked to capital improved value for residential and farm properties. Valuers derive the NAV directly as 5 per cent of CIV.

In contrast to the treatment of residential and farm properties, NAV for commercial and industrial properties are assessed with regard to actual market rental. This differing treatment of commercial versus residential and farm properties has led to some suggestions that all properties should be valued on a rental basis.

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Overall, the use of NAV is not largely supported. For residential and farm ratepayers, actual rental values pose some problems. The artificial rental estimate used may not represent actual market value, and means the base is the same as CIV but is harder to understand.

Recommended valuation base

In choosing a valuation base, councils must decide on whether they wish to adopt a differential rating system (different rates in the dollar for different property categories) or a uniform rating system (same rate in the dollar). If a council was to choose the former, under the *Local Government Act 1989* it must adopt either of the CIV or NAV methods of rating.

Warrnambool City Council applies Capital Improved Value (CIV) to all properties within the municipality to take into account the fully developed value of the property. This basis of valuation takes into account the total market value of the land plus buildings and other improvements.

Differential rating allows (under the CIV method) council to shift part of the rate burden from some groups of ratepayers to others, through different "rates in the dollar" for each class of property.

Section 161(1) of the *Local Government Act 1989* outlines the requirements relating to differential rates, which include:

1. A Council may raise any general rates by the application of a differential rate, if Council considers that the differential rate will contribute to the equitable and efficient carrying out of its functions.
2. If a Council declares a differential rate for any land, the Council must specify the objectives of the differential rate, which must be consistent with the equitable and efficient carrying out of the Council's functions and must include the following:
 - i. A definition of the types or classes of land which are subject to the rate and a statement of the reasons for the use and level of that rate.
 - ii. An identification of the type or classes of land which are subject to the rate in respect of the uses, geographic location (other than location on the basis of whether or not the land is within a specific ward in Council's district).
 - iii. Specify the characteristics of the land, which are the criteria for declaring the differential rate.

Once the Council has declared a differential rate for any land, the Council must:

- a) Specify the objectives of the differential rates;
- b) Specify the characteristics of the land which are the criteria for declaring the differential rate.

The purpose is to ensure that Council has a sound basis on which to develop the various charging features when determining its revenue strategies and ensure that these are consistent with the provisions of the *Local Government Act 1989*.

The general objectives of each of the differential rates are to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. There is no limit on the number or types of differential rates that can be levied, but the highest differential rate can be no more than four times the lowest differential rate.

Property Valuations

The *Valuation of Land Act 1960* is the principle legislation in determining property valuations. Under the *Valuation of Land Act 1960*, the Victorian Valuer-General conducts property valuations on an annual basis. Warrnambool City Council applies a Capital Improved Value (CIV) to all properties within the municipality to take into account the full development value of the property. This basis of valuation takes into account the total market value of the land including buildings and other improvements.

The value of land is always derived by the principal of valuing land for its highest and best use at the relevant time of valuation.

Council needs to be mindful of the impacts of revaluations on the various property types in implementing the differential rating strategy outlined in the previous section to ensure that rises and falls in council rates remain affordable and that rating 'shocks' are mitigated to some degree.

Supplementary Valuations

Supplementary valuations are carried out for a variety of reasons including rezoning, subdivisions, amalgamations, renovations, new constructions, extensions, occupancy changes and corrections. The Victorian Valuer-General is tasked with undertaking supplementary valuations and advises council on a monthly basis of valuation and Australian Valuation Property Classification Code (AVPCC) changes.

Supplementary valuations bring the value of the affected property into line with the general valuation of other properties within the municipality. Objections to supplementary valuations can be lodged in accordance with Part 3 of the *Valuation of Land Act 1960*. Any objections must be lodged with Council within two months of the issue of the supplementary rate notice.

Objections to property valuations

Part 3 of the *Valuation of Land Act 1960* provides that a property owner may lodge an objection against the valuation of a property or the Australian Valuation Property Classification Code (AVPCC) within two months of the issue of the original or amended

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(supplementary) Rates and Valuation Charges Notice (Rates Notice), or within four months if the notice was not originally issued to the occupier of the land.

A property owner must lodge their objection to the valuation or the AVPCC in writing to the Warrnambool City Council. Property owners also have the ability to object to the site valuations on receipt of their Land Tax Assessment. Property owners can appeal their land valuation within two months of receipt of their Council Rate Notice (via Council) or within two months of receipt of their Land Tax Assessment (via the State Revenue Office).

1.4.4 Rating differentials

Council believes each differential rate will contribute to the equitable and efficient carrying out of council functions. Subject to Ministerial Guidelines (April 2013), there is no limit on the number, or type of differential rates that can be levied, but the highest differential rate can be no more than four times the lowest differential rate.

Warrnambool City Council adopted the Capital Improved Valuation (CIV) system in 1996 for rating purposes. CIV represents the market value of a property as at a specific date, including the value of the land and any improvements on that land. Utilising CIV as the basis for levying rates allows Council to adopt Differential Rating. The vast majority of Victorian Councils use CIV as the basis for levying rates and charges.

Differential rating was introduced by Council when it moved to CIV rating and the differential rating categories have remained unchanged since. Differential Rating allows council to recover rates from each of the major property categories giving support to the equity principle in the distribution of the rate burden. Its origins and the established levels can be summarised as follows.

When shifting from Site Value (SV) rating to CIV the Council was conscious of the impact on all ratepayers and made a decision that each Major Property Category (M.P.C.) should continue to contribute a similar proportion of rate income as it previously had (a segmented rating policy). The M.P.C.'s are Residential, Farm, Industrial, Commercial and Vacant Land and these groups are clearly distinguishable by property type/use and by the nature and extent of council services each needs/wants, (the user benefits principle).

In adopting a segmented rating plan based on the user benefits principle, Council has been able to remove the impact of valuation swings across the M.P.C.'s. This has resulted in cushioning the impact of the swings so that any effects are confined within the M.P.C.'s during any general revaluation. For example, when the valuations within the commercial sector increase/decrease markedly to other M.P.C. there is no great shift or additional rate burden placed on either sector, Council continues to collect the same percentage of rate income and any rate burden is only redistributed within the sector.

With the increase in the number of short-term holiday rentals through market disruptors such as AirBnB, Stayz etc, Council is intending to reclassify these properties from the residential rating category to the commercial rating category. This aligns with the characteristics set out in the Commercial rating category:

(e) The provision of accommodation other than residential, e.g. motels, caravan parks, camping grounds, camps, accommodation houses, hostels, boarding houses, short term holiday rentals;

This will provide greater equity to traditional accommodation providers and ensure that the rate burden is spread evenly.

Details of the objectives of each differential rate, the classes of land which are subject to each differential rate and the uses of each differential rate are set out below.

Other Land Rate

Definition:

Other land is any land, which is:

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

Objectives:

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:

- a) Construction and maintenance of infrastructure assets
- b) Development and provision of health and community services
- c) Provision of general support services.

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Characteristics:

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 land affected by this rate is that which is zoned residential under the Warrnambool City Council Planning Scheme. The classification of the land will be determined by the occupation of that land for its best use and have reference to the planning scheme zoning.

Types and Classes:

Rateable land having the relevant characteristics described below:

- a) used primarily for residential purposes; or
- b) any land that is not defined as Farm Land or Commercial/Industrial Land.

Use of Rate:

The differential rate will be used to fund items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Level of Rate:

Lower than 100% of the ad valorem rate and set as part of the budget process.

Use of Land:

Any use permitted under the Warrnambool City Council Planning Scheme.

Geographic Location:

Wherever located within the municipal district.

Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Warrnambool City Council Planning Scheme.

Types of Buildings:

All buildings which are already constructed on the land or which are constructed prior to the end of the financial year.

Farm Rate

Definition:

Any land which is "Farm Land" within the meaning of Section 2(1) of the *Valuation of Land Act 1960*.

- a) Farm Land means any rateable land that is 2 or more hectares in area;
- b) used primarily for primary producing purposes from its activities on the land; used primarily for grazing (including agistment), dairying, pig-farming, poultry farming, fish farming, tree farming, bee keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities; and

That is used by a business –

- That has a significant and substantial commercial purpose of character;
- That seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
- That is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating.

Objectives:

To ensure that Council has adequate funding to undertake its strategic, statutory, service provision and community services obligations and to ensure that the differential rate in the dollar declared for defined Farm Rate land properties is fair and equitable, having regard to the cost and the level of benefits derived from provision of Council services with considerations to maintain agriculture as a major industry in the municipal district, to facilitate the longevity of the farm sector and achieve a balance between providing for municipal growth and retaining the important agricultural economic base.

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Characteristics:

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 classification of the land will be determined by the occupation of that land for its best use and have reference to the planning scheme zoning.

Types and Classes:

Farm Land having the relevant characteristics described below:

- a) used primarily for primary production purposes; or
- b) any land that is not defined as General Land or Commercial/Industrial Land.

Use of Rate:

The differential rate will be used to fund items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Level of Rate:

Lower than 100% of the ad valorem rate and set as part of the budget process.

Use of Land:

Any use permitted under the Warrnambool City Council Planning Scheme.

Geographic Location:

Wherever located within the municipal district.

Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Warrnambool City Council Planning Scheme.

Types of Buildings:

All buildings which are already constructed on the land or which are constructed prior to the end of the financial year.

Commercial

Definition:

Commercial land is any land, which is

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

Objectives:

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:

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

To ensure that Council has adequate funding to undertake its strategic, statutory, service provision and community services obligations and to ensure that the differential rate in the dollar declared for defined Commercial/Industrial Rate land properties is fair and equitable, having regard to the cost and the level of benefits derived from provision of Council services.

The commercial businesses of Warrnambool City Council benefit from ongoing significant investment by Council in services and infrastructure. Council also notes the tax deductibility of Council rates for commercial properties which is not available to the residential sector, and also the income generating capability of commercial based properties.

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The Commercial differential rate is applied to promote the economic development objectives for the Warrnambool City Council as outlined in the Council Plan. These objectives include an ongoing significant investment to create a vibrant economy and includes the maintenance and improvement of tourism infrastructure. Construction and maintenance of public infrastructure, development and provision of health and community services and the general provision of support services and promotion of business in the municipality.

Characteristics:

The characteristics of the planning scheme zoning are applicable to the determination of vacant land which will be subject to the rate applicable to Commercial Land. The classification of the land will be determined by the occupation of that land for its best use and have reference to the planning scheme zoning.

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

1. Rateable property used for business and administrative purposes, including, but not limited to, properties used for:
 - (a) The sale or hire of goods by retail or trade sales, e.g. shops, auction rooms, milk bars, newsagents;
 - (b) The manufacture of goods where the goods are sold on the property;
 - (c) The provision of entertainment, e.g. theatres, cinemas, amusement parlours;
 - (d) Media establishments, e.g. radio stations, newspaper offices, television stations;
 - (e) The provision of accommodation other than residential, e.g. motels, caravan parks, camping grounds, camps, accommodation houses, hostels, boarding houses, short term holiday rentals;
 - (f) The provision of hospitality, e.g. hotels, bottle shops, restaurants, cafes, takeaway food establishments, tearooms;
 - (g) Tourist and leisure industry, e.g. flora and fauna parks, gymnasiums, boatsheds, indoor sports stadiums, gaming establishments;
 - (h) The provision of education, e.g. schools, museums, art galleries;
 - (i) Showrooms, e.g. display of goods;
 - (j) Religious purposes;
 - (k) Public offices and halls.

Types and Classes:

Commercial/Industrial having the relevant characteristics described below:

- a) used primarily for commercial purposes; or
- b) any land that is not defined as General Land or Farm Land.

Use of Rate:

The differential rate will be used to fund items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Level of Rate:

Higher than 100% of the ad valorem rate and set as part of the budget process.

Use of Land:

Any use permitted under the Warrnambool City Council Planning Scheme.

Geographic Location:

Wherever located within the municipal district.

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Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Warrnambool City Council Shire Planning Scheme.

Types of Buildings:

All buildings which are already constructed on the land or which are constructed prior to the end of the financial year.

Industrial Rate

Definition:

Industrial land is any land, which is:

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

Objectives:

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:

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

The Industrial businesses of Warrnambool City Council benefit from ongoing significant investment by Council in services and infrastructure. Council also notes the tax deductibility of Council rates for commercial properties which is not available to the residential sector, and also the income generating capability of commercial based properties.

The Industrial differential rate is applied to promote the economic development objectives for the Warrnambool City Council as outlined in the Council Plan. These objectives include an ongoing significant investment to create a vibrant economy and includes the maintenance and improvement of tourism infrastructure. Construction and maintenance of public infrastructure, development and provision of health and community services and the general provision of support services and promotion of business in the municipality.

Characteristics:

The characteristics of the planning scheme zoning are applicable to the determination of vacant land which will be subject to the rate applicable to Industrial Land. The classification of the land will be determined by the occupation of that land for its best use and have reference to the planning scheme zoning.

Types and Classes:

Industrial having the relevant characteristics described below:

- a) used primarily for commercial purposes; or
- b) any land that is not defined as General Land or Farm Land.

Use of Rate:

The differential rate will be used to fund items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Level of Rate:

Higher than 100% of the ad valorem rate and set as part of the budget process.

Use of Land:

Any use permitted under the Warrnambool City Council Planning Scheme.

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Geographic Location:

Wherever located within the municipal district.

Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Warrnambool City Council Shire Planning Scheme.

Types of Buildings:

All buildings which are already constructed on the land or which are constructed prior to the end of the financial year.

Vacant Land

Definition:

Vacant unoccupied land. Land on which no building designed or adapted for human occupation is erected.

Objective:

To ensure that Council has adequate funding to undertake its strategic, statutory, service provision and community services obligations and to ensure that the differential rate in the dollar declared for defined Vacant Land properties is fair and equitable, having regard to the cost and the level of benefits derived from provision of Council services.

Characteristics:

The characteristics of the planning scheme zoning are applicable to the determination of vacant land which will be subject to the rate applicable to Vacant Land. The classification of the land will be determined by the occupation of that land for its best use and have reference to the planning scheme zoning.

Types and Classes:

Vacant Land having the relevant characteristics described below:

- a) Industrial/Commercial or Residential use land
- b) Undeveloped land

Use of Rate:

The differential rate will be used to fund items of expenditure described in the Budget adopted by Council. The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Level of Rate:

Higher than 100% of the ad valorem rate and set as part of the budget process.

Use of Land:

Any use permitted under the Warrnambool City Council Planning Scheme.

Geographic Location:

Wherever located within the municipal district.

Planning Scheme Zoning:

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Warrnambool City Council Shire Planning Scheme.

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Advantages of a differential rating system

The advantages of utilising a differential rating system summarised below are:

- There is greater flexibility to distribute the rate burden between all classes of property, and therefore link rates with the ability to pay and reflecting the tax deductibility of rates for commercial and industrial premises.
- Differential rating allows Council to better reflect the investment required by Council to establish infrastructure to meet the needs of the commercial and industrial sector.
- Allows Council to reflect the unique circumstances of some rating categories where the application of a uniform rate may create an inequitable outcome (eg. Farming enterprises).
- Allows Council discretion in the imposition of rates to facilitate and encourage appropriate development of its municipal district in the best interest of the community. (ie. Vacant Commercial properties still attract the commercial differential rate)

Disadvantages of a differential rating system

The disadvantages in applying differential rating summarised below are:

- The justification of the differential rate can at times be difficult for the various groups to accept giving rise to queries and complaints where the differentials may seem to be excessive.
- Differential rates can be confusing to ratepayers, as they may have difficulty understanding the system. Some rating categories may feel they are unfavourably treated because they are paying a higher level of rates than other ratepayer groups.
- Differential rating involves a degree of administrative complexity as properties continually shift from one type to another (e.g. residential to commercial,) requiring Council to update its records. Ensuring the accuracy/integrity of Council's data base is critical to ensure that properties are correctly classified into their right category.
- Council may not achieve the objectives it aims for through differential rating. For example, Council may set its differential rate objectives to levy a higher rate on land not developed, however it may be difficult to prove whether the rate achieves those objectives.

Cultural and Recreational Lands

The Cultural and Recreation Lands Act 1963 is relatively small and the main provisions of the Act are;

The definition of "recreational land" must be satisfied ie; such lands must be vested in or occupied by a not-for-profit body "which exists for the purpose of providing of promoting cultural or sporting recreational or similar facilities or objectives....." and which uses such lands "for out-door sporting recreational or cultural purposes or similar out-door activities".

Other types of land (including specific sites) are included the definition of "recreational land" within the Act, however the only one which has relevance for this municipality is "lands which are used primarily as agricultural showgrounds".

The amount of rates payable in respect of such recreational lands shall be an amount as the "council thinks reasonable having regard to the services provided by the municipal council in relation to such lands and having regard to the benefit derived from such recreational lands".

In other words, Council has the discretion of granting a concession which could range from 0% to 100% of the normal rates and charges which would apply to such rateable land.

Under Sections 4.(3) and 4.(4) of the this Act, once the Council has determined the degree of concession for each item of recreational land, this concession must be operative until the commencement of each new general revaluation, except that rates payable may be adjusted in proportion to shifts in the level of general rates.

Part 5 of this Act also enables a Council to "impose and collect a reasonable charge for any service provided or available to any recreational lands". In the absence of any local law to this effect, the amount of such charge is "as is agreed between the occupier of the lands and the body imposing the charge".

Anybody which is aggrieved by the amount of rate determined may appeal to the Minister, who then has the prerogative of determining the amount of rates actually paid.

(It would appear that a right of appeal exists even in the situation where the Council chose to not utilise the provisions of the Cultural and Recreation Lands Act ie; the right of appeal would appear to exist providing any land satisfies the definition of "recreational land".)

This Act also provides for 10 years "back rates" ie; difference between normal rates and concessionary levels of rates over 10 years, when lands cease to be recreational lands, and on the basis of the valuation applicable after cessation.

There are no known guidelines relating to the application of this Act to promote a consistent approach from municipality to municipality. However, it is important for a council to approach the determination of any concession of this nature on a systematic and consistent basis, bearing in mind the normal principles of accountability and procedural fairness.

In summary, the concession under this Act is by reason of net services benefit to the general community derived from certain out-door sporting, recreational or cultural purposes or activities for a particular parcel of "recreational land".

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The following categories for concessions under the Cultural and Recreation Lands Act currently apply within the Warrnambool City Council –

Category 1 minor concession.

- Notwithstanding cultural sporting/recreational activities and objectives relating to the property, properties in this category would have established gaming and commercial bar facilities. These are considered as substantial income-generating elements of a commercial nature, albeit that such element is located within a contiguous area of a property, which is not eligible to be defined as "recreational land" under this Act.
- The turnover and scale of operations on these properties would usually be sub-regional in nature, and sometimes with off-site effects to which general ratepayers meet the cost of upgrading or ameliorative treatment.
- For land owned or managed by Council, the degree to which these payments are below market value will also be a relevant consideration.
- In establishing any amount payable the following assessment is to be made
 1. The area of the site, which is used for gaming and associated activities must be valued and treated as commercial thus attracting an amount equivalent to the differential rate established for commercial properties within the municipality.
 2. The balance of the site that is devoted to cultural sporting/recreational activities shall be valued as such and an amount equivalent to the advalorem rate that would apply within the municipality less a 25% discount calculated.

Having determined the above 2 amounts the charge levied shall be the sum total of these 2 amounts in addition to all service charges and any municipal charge that may be levied in accordance with Councils rating policy

Category 2- moderate concession

- Properties in this category would normally have significant membership and substantial clubrooms, sometimes with liquor a license but no gaming facilities.
- Normally well-established with demonstrated ability to meet normal recurrent operating costs.
- For land owned or managed by Council, any concession from market-value lease would also be a relevant consideration.
- Scale of operation essentially district or neighbourhood in nature.

The amount payable following assessment being made shall be 75% of the advalorem rate that would apply within the municipality in addition to all service charges and any municipal charge that may be levied in accordance with Councils rating policy.

Category 3 – significant concession.

- Small to moderate membership, or with significant junior component.
- Would typically not have a full service liquor licence.
- Clubrooms would be typically small scale and modest without major social areas.
- Concession from market rent in any Council lease would also be relevant consideration.
- Relatively limited income generating capacity, apart from members' dues and small scale fund raising efforts.
- Distinctly local/neighborhood in character.

The amount payable following assessment being made shall be 50% of the advalorem rate that would apply within the municipality in addition to all service charges and any municipal charge that may be levied in accordance with Councils rating policy.

Council currently has 1 property that is classified as cultural and recreational land category 1 and has 15 properties that are classified as cultural and recreational land category 2.

As indicated, Council is required to consider a rating discount for these properties under the Cultural and Recreational Lands Act based on considered benefits to the community and the services provided by Council. These properties are reviewed every two years in line with general revaluations.

1.4.5 Municipal charge

Another principle rating option available to Councils is the application of a municipal charge. Under Section 159 of the *Local Government Act 1989*, Warrnambool City Council has declared a municipal charge to cover some of the administrative costs of the Council. The legislation is not definitive on what comprises administrative costs and does not require Council to specify what is covered by the charge.

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The application of a municipal charge represents a choice to raise a portion of the rates by a flat fee for all properties, rather than sole use of the CIV valuation method.

Under the *Local Government Act 1989*, a council's total revenue from a municipal charge in a financial year must not exceed 20 per cent of the combined sum total of the Council's total revenue from the municipal charge and the revenue from general rates (total rates).

The municipal charge applies equally to all properties and is based upon the recovery of a fixed cost of providing administrative services irrespective of valuation. The same contribution amount per assessment to cover a portion of councils administrative costs can be seen as an equitable method of recovering these costs.

1.4.6 Special charge schemes

The *Local Government Act 1989* recognises that councils need help to provide improved infrastructure for their local communities. Legislation allows councils to pass on the cost of capital infrastructure to the owner of a property that generally receives a unique benefit from the construction works. The technical explanation of a Special Charge comes from legislation (under the *Local Government Act 1989*) that allows councils to recover the cost of works from property owners who will gain special benefit from that work.

The purposes for which special rates and special charges may be used include road construction, kerb and channelling, footpath provision, drainage, and other capital improvement projects.

The special rate or special charges may be declared on the basis of any criteria specified by the council in the rate (Section 163 (2)). In accordance with Section 163 (3), council must specify:

- a. the wards, groups, uses or areas for which the special rate or charge is declared; and
- b. the land in relation to which the special rate or special charge is declared;
- c. the manner in which the special rate or special charge will be assessed and levied; and
- d. details of the period for which the special rate or special charge remains in force.

The special rates and charges provisions are flexible and can be used to achieve a wide range of community objectives. The fundamental principle of special rates and charges is proof "special benefit" applies to those being levied. For example, they could be used to fund co-operative fire prevention schemes. This would ensure that there were no 'free-riders' reaping the benefits but not contributing to fire prevention.

Landscaping and environmental improvement programs that benefit small or localised areas could also be funded using special rates or charges.

Warrnambool City Council has developed a Special Charge Scheme policy and this can be found on council's website.

1.4.7 Service rates and charges

Section 162 of the *Local Government Act 1989* provides council with the opportunity to raise service rates and charges for any of the following services:

- a. The provision of a water supply;
- b. The collection and disposal of refuse;
- c. The provision of sewage services;
- d. Any other prescribed service.

Warrnambool City Council currently applies a service charge for the collection and disposal of refuse and providing waste services for the municipality (street litter bins for instance). Council retains the objective of setting the service charge for waste at a level that fully recovers the cost of the waste services, including providing for the cost of rehabilitation of the council's landfill once it reaches the end of its useful life.

It is recommended that council retain the existing waste service charge – should council elect not to have a waste service charge, this same amount would be required to be raised by way of an increased general rate – meaning that residents in higher valued properties would substantially pay for the waste service of lower valued properties.

Whilst this same principle applies for rates in general, the mix of having a single fixed charge combined with valuation driven rates for the remainder of the rate invoice provides a balanced and equitable outcome.

1.4.8 Collection and administration of rates and charges

The purpose of this section is to outline the rate payment options, processes, and the support provided to ratepayers facing financial hardship.

Rating and Revenue Plan 2021-2025



Payment options

In accordance with section 167(1) of the *Local Government Act 1989* ratepayers have the option of paying rates and charges by way of four instalments. Payments are due on the prescribed dates below:

- 1st Instalment: 30 September
- 2nd Instalment: 30 November
- 3rd Instalment: 28 February
- 4th Instalment: 31 May

Council offers a range of payment options including:

- in person at Council offices (cheques, money orders, EFTPOS, credit/debit cards and cash),
- online via Council's ratepayer portal, direct debit (on prescribed instalment due dates or monthly),
- BPAY,
- Australia Post (over the counter, over the phone via credit card and on the internet),
- by mail (cheques and money orders only).

Interest on arrears and overdue rates

Interest is charged on all overdue rates in accordance with Section 172 of the *Local Government Act 1989*. The interest rate applied is fixed under Section 2 of the *Penalty Interest Rates Act 1983*, which is determined by the Minister and published by notice in the Government Gazette.

Pensioner rebates

Holders of a Centrelink or Veteran Affairs Pension Concession card or a Veteran Affairs Gold card which stipulates TPI or War Widow may claim a rebate on their sole or principal place of residence. Upon initial application, ongoing eligibility is maintained, unless rejected by Centrelink or the Department of Veteran Affairs during the annual verification procedure. Upon confirmation of an eligible pensioner concession status, the pensioner rebate is deducted from the rate account before payment is required by the ratepayer.

With regards to new applicants, after being granted a Pensioner Concession Card (PCC), pensioners can then apply for the rebate at any time throughout the rating year. Retrospective claims up to a maximum of one previous financial year can be approved by Council on verification of eligibility criteria, for periods prior to this claims may be approved by the relevant government department.

Deferred payments

Under Section 170 of the *Local Government Act 1989*, Council may defer the payment of any rate or charge for an eligible ratepayer whose property is their sole place of residency, allowing ratepayers an extended period of time to make payments or alternatively to forego payments on an indefinite basis until the ratepayer ceases to own or occupy the land in respect of which rates and charges are to be levied.

Deferral of rates and charges are available to all ratepayers who satisfy the eligibility criteria and have proven financial difficulties. Where Council approves an application for deferral of rates or charges, interest will continue to be levied on the outstanding balance of rates and charges but at an interest rate fixed annually by Council.

Ratepayers seeking to apply for such provision will be required to submit a Rates Deferment Application form which is available at the council offices, on the Council website or which can be posted upon request.

Hardship Policy

It is acknowledged at the outset that various ratepayers may experience financial hardship for a whole range of issues and that meeting rate obligations constitutes just one element of a number of difficulties that may be faced. The purpose of the Hardship Policy is to provide options for ratepayers facing such situations to deal with the situation positively and reduce the strain imposed by financial hardship.

Ratepayers may elect to either negotiate a rate payment plan or apply for a rate deferral. Ratepayers seeking to apply for such provision will be required to submit a Rates Deferment Application form or an Application for Rate Relief which is available at the council offices, website or can be posted upon request.

Debt recovery

Council makes every effort to contact ratepayers at their correct address but it is the ratepayers' responsibility to properly advise Council of their contact details. The *Local Government Act 1989* Section 230 and 231 requires both the vendor and buyer of property, or their agents (e.g. solicitors and or conveyancers), to notify Council by way of notice of disposition or acquisition of an interest in land.

In the event that an account becomes overdue, Council will issue an overdue reminder notice which will include accrued penalty interest. In the event that the account remains unpaid, Council may take legal action without further notice to recover the overdue amount. All fees and court costs incurred will be recoverable from the ratepayer.

If an amount payable by way of rates in respect to land has been in arrears for three years or more, Council may take action to sell the property in accordance with the *Local Government Act 1989* Section 181.

Fire Services Property Levy

In 2016 the Victorian State Government passed legislation requiring the Fire Services Property Levy

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to be collected from ratepayers. Previously this was collected through building and property insurance premiums. The Fire Services Property Levy helps fund the services provided by the Metropolitan Fire Brigade (MFB) and Country Fire Authority (CFA), and all levies collected by Council are passed through to the State Government.

The Fire Services Property Levy is based on two components, a fixed charge, and a variable charge which is linked to the Capital Improved Value of the property. This levy is not included in the rate cap and increases in the levy are at the discretion of the State Government.

1.5 Other revenue items

1.5.1 User fees and charges

User fees and charges are those that Council will charge for the delivery of services and use of community infrastructure.

Examples of user fees and charges include:

- Kindergarten and Childcare fees
- Leisure Centre, Gym, and Pool visitation and membership fees
- Holiday Park fees
- Parking Fees
- Livestock Exchange fees
- Flagstaff Hill entrance fees
- Aged and Health Care service fees
- Leases and facility hire fees

The provision of services and infrastructure form a key part of council's role in supporting the local community. In providing these, council must consider a range of 'Best Value' principles including service cost and quality standards, value-for-money, and community expectations and values. Council must also balance the affordability and accessibility of services and infrastructure with its financial capacity and in the interests of long-term financial sustainability.

Councils must also comply with the government's Competitive Neutrality Policy for significant business activities they provide and adjust their service prices to neutralise any competitive advantages when competing with the private sector.

In providing services to the community, council must determine the extent of cost recovery for particular services consistent with the level of both individual and collective benefit that the services provide and in line with the community's expectations.

Services are provided on the basis of one of the following pricing methods:

- a. Market Price**
- b. Full Cost Recovery Price**
- c. Subsidised Price**

Market pricing (A) is where council sets prices based on the benchmarked competitive prices of alternate suppliers. In general market price represents full cost recovery plus an allowance for profit. Market prices will be used when other providers exist in the given market, and council needs to meet its obligations under the government's Competitive Neutrality Policy.

It should be noted that if a market price is lower than council's full cost price, then the market price would represent council subsidising that service. If this situation exists, and there are other suppliers existing in the market at the same price, this may mean that council is not the most efficient supplier in the marketplace. In this situation, council will consider whether there is a community service obligation and whether council should be providing this service at all.

Full cost recovery price (B) aims to recover all direct and indirect costs incurred by council. This pricing should be used in particular where a service provided by council benefits individual customers specifically, rather than the community as a whole. In principle, fees and charges should be set at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation.

Subsidised pricing (C) is where council subsidises a service by not passing the full cost of that service onto the customer. Subsidies may range from full subsidies (ie council provides the service free of charge) to partial subsidies, where council provides the service to the user with a discount. The subsidy can be funded from council's rate revenue or other sources such as Commonwealth and state funding programs. Full council subsidy pricing and partial cost pricing should always be based on knowledge of the full cost of providing a service.

In line with the Victorian Auditor General's Office report "*Fees and charges – cost recovery by local government*", council aims to fairly and equitably set prices and in doing so, considers the following principles:

- Both direct and indirect costs to be taken into account when setting prices;
- Accessibility, affordability and efficient delivery of services must be taken into account; and

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- Competitive neutrality with commercial providers.

Council will develop a table of fees and charges as part of its annual budget each year. Proposed pricing changes will be included in this table and will be communicated to stakeholders before the budget is adopted, giving them the chance to review and provide valuable feedback before the fees are locked in.

1.5.2 Statutory fees and charges

Statutory fees and fines are those which council collects under the direction of legislation or other government directives. The rates used for statutory fees and fines are generally advised by the state government department responsible for the corresponding services or legislation, and generally councils will have limited discretion in applying these fees.

Examples of statutory fees and fines include:

- Planning and subdivision fees
- Building and Inspection fees
- Infringements and fines
- Land Information Certificate fees

Penalty and fee units are used in Victoria's Acts and Regulations to describe the amount of a fine or a fee.

Penalty units

Penalty units are used to define the amount payable for fines for many offences. For example, the fine for selling a tobacco product to a person aged under 18 is four penalty units.

One penalty unit is currently \$165.22, from 1 July 2020 to 30 June 2021.

The rate for penalty units is indexed each financial year so that it is raised in line with inflation. Any change to the value of a penalty unit will happen on 1 July each year.

Fee units

Fee units are used to calculate the cost of a certificate, registration or licence that is set out in an Act or Regulation. For example, the cost of depositing a Will with the supreme court registrar of probates is 1.6 fee units.

The value of one fee unit is currently \$14.81. This value may increase at the beginning of a financial year, at the same time as penalty units.

The cost of fees and penalties is calculated by multiplying the number of units by the current value of the fee or unit. The exact cost may be rounded up or down.

1.5.3 Grants

Grant revenue represents income usually received from other levels of government. Some grants are singular and attached to the delivery of specific projects, whilst others can be of a recurrent nature and may or may not be linked to the delivery of projects.

Council will pro-actively advocate to other levels of government for grant funding support to deliver important infrastructure and service outcomes for the community. Council may use its own funds to leverage higher grant funding and maximise external funding opportunities.

When preparing its financial plan, council considers its project proposal pipeline, advocacy priorities, upcoming grant program opportunities, and co-funding options to determine what grants to apply for. Council will only apply for and accept external funding if it is consistent with the Community Vision and does not lead to the distortion of Council Plan priorities.

Grant assumptions are then clearly detailed in council's budget document. No project that is reliant on grant funding will proceed until a signed funding agreement is in place.

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1.5.4 Contributions

Contributions represent funds received by council, usually from non-government sources, and are usually linked to projects.

Contributions can be made to council in the form of either cash payments or asset hand-overs.

Examples of contributions include:

- Monies collected from developers under planning and development agreements
- Monies collected under developer contribution plans and infrastructure contribution plans
- Contributions from user groups towards upgrade of facilities
- Assets handed over to council from developers at the completion of a subdivision, such as roads, drainage, and streetlights.

Contributions should always be linked to a planning or funding agreement. Council will not undertake any work on a contribution-funded project until a signed agreement outlining the contribution details is in place.

Contributions linked to developments can be received well before any council expenditure occurs. In this situation, the funds will be identified and held separately for the specific works identified in the agreements.

1.5.5 Interest on investments

Council receives interest on funds managed as part of its investment portfolio, where funds are held in advance of expenditure, or for special purposes. The investment portfolio is managed per council's investment policy, which seeks to earn the best return on funds, whilst minimising risk.

1.5.6 Borrowings

Whilst not a source of income, borrowings can be an important cash management tool in appropriate circumstances. Loans can only be approved by council resolution. The following financial sustainability principles must be adhered to with new borrowings:

- Borrowings must only be applied for where it can be proven that repayments can be met in the Long Term Financial Plan
- Borrowings must not be used to fund ongoing operations
- Borrowings are appropriate for funding large capital works where the benefits are provided to future generations.
- Borrowings that will provide an appropriate payback on the loan funds through the generation on new income streams or reduced cash outflows.
- Council will maintain its debt at levels which are sustainable, with:
 - indebtedness <50% of rate and charges revenue, and
 - debt servicing cost <8% of total revenue (excluding capital revenue).

6.3. WARRNAMBOOL CITY COUNCIL – PROPOSED BUDGET 2021 - 2022

PURPOSE:

To consider Council's Draft Budget for 2021/22, to resolve to place this document out for community exhibition and to invite submissions from the community about the budget.

EXECUTIVE SUMMARY

- Section 94 of the Local Government Act 2020 provides that Council must prepare and adopt a Budget for each financial year and the subsequent 3 financial years.
- Section 96 of the Local Government Act 2020 provides that Council must develop the budget in accordance with its community engagement policy.
- The Budget is informed by the vision and objectives of the draft Council Plan.
- Warrnambool: A Beautiful city in the heart of the coast and country.
 - 1. A healthy community
 - 2. A sustainable environment
 - 3. A strong economy
 - 4. A connected, inclusive place
 - 5. An effective Council
- The draft Council plan is underpinned by the aspirations the community has for itself, for the future, as articulated in the community vision for Warrnambool in 2040.
- Resources are allocated to try to best achieve these outcomes for our community in a responsible and sustainable manner.
- As required by the LGA and the Local Government (Planning & Reporting) Regulations 2020, and following the best practice guidelines of a model budget the Draft Budget includes prescribed information, presented according to best practice local government accounting standards:
 - Financial Statements
 - Statement of Capital Works
 - Services and Initiatives funded in the budget.
 - Fees and charges
 - Rating and borrowing details.
- Public notice of the draft budget will be given online, through notice in the local daily paper on May 5 and copies of the budget will be made available to view physically at our Service centre for at least 28 days. Persons will be given the opportunity to make submissions online and in writing.
- Those members of the public who wish to make a submission to the budget in person as well as in writing may do so by applying online or in writing during the submission process. Submitters wishing to be heard will be asked to attend Council's ordinary meeting of June 7, 2021, to speak in support of their submissions.
- Council proposes to adopt the Budget, with or without modification, on Monday 28 June 2021.
- The budget is set to trying to respond in a balanced way to the impacts of the current pandemic. It responds to the financial constraints facing Council and the community to achieve many of the aspirations set out in Warrnambool 2040 Plan and the Council Plan. Council's budget and the Long-Term Financial Plan are the mechanisms which Council allocates funds to achieve the priorities of the community and meet its financial obligations in a sustainable manner.

MOVED: CR DEBBIE ARNOTT
SECONDED: CR ANGIE PASPALIARIS

That Council:

- 1. Endorses the Draft Budget 2021- 22 to proceed for community exhibition and feedback in accordance with section 55 of the Local Government Act 2020.**
- 2. Authorise the Director Corporate Strategies to give public notice in accordance with section 94 of the Local Government Act 2020 of Council's intention to adopt, at a Council meeting proposed to be held at 5.45pm on Monday 28 June 2021, the Budget 2021 – 22 (attached).**
- 3. Pursuant to Section 55 and in accordance with the objectives of Councils' Community engagement Policy Council will consider, and if requested in writing, hear any submissions received in relation to the Draft Budget 2021 - 2022, at its Scheduled meeting on Monday 7 June 2021 at 5.45 pm.**

CARRIED - 7:0

BACKGROUND

The budget allocates resources on an annual basis to try and achieve the objectives of the Council Plan in the most financially sustainable manner possible and whilst trying to continue to provide quality services to all sections of our community.

Section 94 of the Local Government Act 2020 provides that Council must prepare and adopt a Budget for each financial year and the subsequent 3 financial years.

The Act and Regulations prescribe the information and format of the Budget, now commonly referred to as the "Model Budget".

The Model Budget 2021-2022 includes a range of information including:

- Financial Statements
- Statement of Capital Works
- Services and Initiatives funded in the budget.
- Fees and charges
- Rating and borrowing details.

Council in the development of its Draft Council plan has gone through a comprehensive deliberative engagement process. This process has established the foundation of what the community would like to see achieved. As always there is more that the community wants to see achieved than there are the resources to deliver. The budget is Council's demonstration of how it will resource these aspirations and deliver on the core important services it provides to the community. A constant tension exists between different interest groups in our diverse community. Council is required to consider both all the evidence presented to it on the most prudent way forward for the use of the communities' resources.

Core activities and values The following activities and values aid in decision-making which reflects the interests and concerns of the community:

- community engagement includes the promise that the public's contribution will be included in the decision-making process;
- community engagement promotes sustainable decisions by recognising and communicating the needs and interests of participants, the broader community and Warrnambool City Council decision-makers;

- community engagement seeks out and facilitates the involvement of those potentially affected by or interested in, a decision;
- community engagement provides people with the information they need to participate in a meaningful way;
- engagement will recognise the diversity within a community including ages, abilities and cultures;
- the Council will report to those involved in an engagement process to complete the information loop from community input to outcome for the community; and
- people will be informed of community engagement outcomes via means which may include Council meeting reports, outcomes published on Council's website, on Council's social media platforms, in Council's newsletter to the community.

The formation of the key objectives of the budget were deliberated through the development of the Council plan and how Council would resource these objectives.

The next stage of deliberation of the budget is focussed mainly on the consultation level given the broad ranging impacts of a budget and the breadth of community members affected. This is a meaningful form of engagement that allows for specific views to be raised and considered.

Council has now prepared a Draft Budget; it is giving the public an opportunity for at least 28 days to respond to its proposal.

Copies of the budget are available for inspection at the Council offices and that will also be published on the Council internet site.

The community are encouraged to make submissions, in accordance with Council's Community engagement policy to the draft budget. Council is seeking the views of the community on the draft budget through this formal submission process.

Any person wishing to be heard must indicate this in writing in their submission. The maximum time permitted for any submitter to speak to their submission will be 5 minutes this is an opportunity for submitters to state their case directly to the Councillors. There is no limit to the supporting material that can be provided in support of a submission in writing.

ISSUES

Council has prepared a Draft Budget for the 2021-2022 budget year in accordance with Council's budget principles.

The Budget has been reviewed over a series of workshops with the executive and Council.

The budget has been prepared under the State Government's Fair Go Rates System. This system results in the Minister for Local Government determining the average rate cap for the next fiscal year.

The draft budget attempts to find balance of ongoing service and infrastructure needs of the Warrnambool community and gives heed for the need to provision for recovery in the community, within the financial capacity of the Council.

The key drivers for the budget are:

- To maintain important community services.
- To fund renewal of infrastructure and community assets
- Focus on opportunities for our community to thrive in partnership with other levels of government.
- To consolidate a financial position that creates an opportunity to remain financial sustainable.

- To finalize delivery of some major capital projects that will enhance the communities' outcomes around learning, commerce, and recreation.

Note that for every \$100 in taxes paid by Victorian residents, rates make up approximately \$3.50, the other \$96.50 goes to the State and Federal Governments.

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.

The Budget comprises:

	Draft 2021/22 Budget
Recurrent (operational) Budget	\$79.83m
Capital Works	\$18.59m
Total Budget	\$98.42m

The Budget also contains a range of activities and initiatives that contribute to achieving the strategic objectives contained in the Council Plan as well as providing financial resources to continue the delivery of services to the community.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management

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

5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

TIMING

- Public exhibition of the draft budget – 5 May 2021 to 2 June 2021.
- Closing date for written submissions to the draft budget – 2 June 2021.
- Opportunity to be heard in support of a written submission at a special Council meeting – 7 June 2021.
- Special Council meeting for the adoption of the 2021 - 22 budget – 28 June 2021.

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 at www.yoursaywarrnambool.com.au. Those making submissions must provide their name and contact details.

COMMUNITY IMPACT / CONSULTATION

The long-term viability of Council's services and infrastructure has key impacts on the community. Much of the consultation work undertaken by Council over the last few years has reinforced the view that the community wishes to see a strong vibrant and growing city.

This again has been reinforced through the Council Plan deliberative engagement processes. Council continues to recognize that ongoing hardship exists in different sections of the community and has responded with a balanced approach in the draft budget where enhanced hardship provisions also allow for a rebate for the average rate rise proposed and simplified hardship processes will be put in place to help members of the community who are experiencing financial hardship.

Our leadership role in the region in attracting funds for a growing future will be essential. Council through the Council plan deliberations understands many of the key priorities for our community lay outside of Councils direct control, but the community wants to make sure that Council is doing its utmost to advocate for these critical issues on their behalf. Like improve rail services, upgraded highways, retention of tertiary education centers, improved health infrastructure.

Frank conversations have been held within our organization as to the trade-offs possible to help inform our decision making on a financially sustainable future, in an environment that requires us to respond to a long and sustained emergency environment.

ATTACHMENTS

1. Warrnambool City Council Budget 2021-2022 [6.3.1 - 111 pages]



WARRNAMBOOL
CITY COUNCIL

BUDGET

2021-22



www.warrnambool.vic.gov.au

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Warrnambool City Council Annual Budget 2021-2022



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Warrnambool City Council Annual Budget 2021-2022



Mayor and CEO's Introduction

Warrnambool City Council has prepared a Budget that is mindful of the impact of the COVID-19 pandemic but that is also anticipating a post-pandemic future.

The Local Government Act (2020) requires that Council prepare a Budget for each financial year and to undertake a formal process of preparing, advertising and calling for submissions before a finalised Budget is formally adopted by Council by June 30 each year.

Our considered budget provides a continuation of essential services and the completion of major projects that will stimulate and support our municipality's economy and bring about lasting community benefits.

The draft Budget is informed by the draft 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 and we encourage you to provide feedback to Council on the draft Budget.

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.

To support the vision Council developed the following five key objectives:

1. A healthy community
2. A sustainable environment
3. A strong economy
4. A connected, inclusive place
5. An effective Council

These objectives align with the four key long-term visions contained within the community vision, Warrnambool 2040.

The four pillars of the vision are:

1. People: in 2040 Warrnambool will be a city where all people thrive.
2. Environment: in 2040 Warrnambool will be most sustainable regional city in Australia.
3. Place: in 2040 Warrnambool will be Australia's most liveable regional city.
4. Economy: in 2040 Warrnambool will be Australia's most resilient and thriving regional economy.

The draft budget details the resources required over the next financial year to fund the services that remain operating that we provide to our community of 35,500 residents.

These services range from those which are about directly caring for people through facilities and programs including kindergartens, childcare centres, and home support services, to services which maintain or enhance our environment and surroundings including waste collection and our roads and footpath management maintenance.

The budget contains details of a balanced program of capital expenditure including allocations to improve and renew our City's physical infrastructure, buildings and operational assets. Capital projects including the Reid Oval redevelopment, the construction of the new Learning and Library Hub and the upgrade of Lake Pertobe will be important to stimulate local employment, purchasing and have leveraged funding opportunities from other levels of government.

Over 2021-2022, the Council will develop and utilise a community and business recovery fund to develop and deliver initiatives to see our community regrow at the other side of this Pandemic.

The budget includes a rate increase of 1.5 per cent which is in line with the State Government Rate Cap. Council is required to balance its ongoing financial sustainability against the capacity of its ratepayers to pay additional amounts. In recognition of this, Council is strengthening its hardship provisions to include a \$35 rebate, which is greater than the average residential rate increase, to those that meet the eligibility requirements for hardship. Council is committed to

Warrnambool City Council Annual Budget 2021-2022



working with ratepayers in a compassionate and respectful manner and aims to achieve the outcomes of both parties where possible.

Another measure proposed by Council to deliver a fairer Budget is the application of a commercial rating on all properties that are being used for commercial accommodation, including those listed with online platforms such as Airbnb.

It is important to note that this will not increase the overall revenue provided to Council - capped at 1.5 per cent - it will mean a more equitable distribution of the rate burden between properties to which the commercial rate is applied.

Council will continue to advocate for support from other levels of government to improve the economic outlook for the municipality particularly in looking to attract stimulus funding at the end of this crisis and to ensure the impact on the region is recognised and information on support services to businesses and individuals is disseminated.

Council has proposed a substantial capital works program with an emphasis on asset renewal. We have allocated funding of \$18.6 million for asset renewals, upgrades and new assets.

Capital works highlights:

- Road renewals \$3.75 million
- Stanley Street bridge upgrade \$3.00m
- Completion of the Lake Pertobe Master Plan implementation (Stage I) \$2.90 million
- Recreational facilities upgrades \$1.65m
- New and renewed footpaths \$1.50m
- Learning and library hub \$1.25m
- Energy saving initiatives (smart buildings project) \$1m
- Drainage renewal and upgrade \$340,000
- Beach access renewal \$180,000

As part of Warrnambool's response to the global recycling issues and as one of the Councils leading the way in Victoria, Council has implemented a four-bin system which includes kerbside glass collection and glass collection points. This is reducing Council's risk exposure to the recycling market and providing environmental benefits that will help achieve the objectives in the Council Plan. A small increase to waste management fee is budgeted as it moves from \$379.09 to \$386.00, this represents a 1.82% increase.

Expected average residential rates	2020-2021	Increase/(decrease)	2021-2022	% Increase/(decrease)
Average residential rates	\$1,396.28	\$20.94	\$1,417.23	1.5%
Municipal charge	\$277.13	\$4.16	\$281.29	1.5%
Waste management fee	\$379.09	\$6.91	\$386.00	1.8%
Average residential rates and charges	\$2,052.50	\$32.02	\$2,084.52	1.6%

This budget sees the average **residential** rate bill increase to \$2,085 from \$2,053 in 2020-21.

This Budget projects an underlying surplus of \$0.6 million for 2021-2022 after adjusting for capital grants, contributions and expensed capital works.

Warrnambool City Council Annual Budget 2021-2022



Key figures

Total revenue:	\$86.7 million (2020-21 forecast = \$83.3 million)
Total Expenditure:	\$79.8 million (2020-21 forecast = \$79.4 million)
Accounting Surplus/(Deficit):	\$6.9 million (2020-21 forecast = \$3.9 million)
Underlying operating result:	\$0.6 million (2020-21 forecast = Deficit of \$3.7 million)

(Refer Income Statement in Section 3)

Note: Underlying operating result is an important measure of financial sustainability as it excludes income which is to be used for capital, from being allocated to cover operating expenses

This is the net funding result after considering the funding requirements to meet loan principal repayments and the reserve transfers.

Total Capital Works Program of \$18.6 million (2020-21 forecast = \$30.0 million)

- \$13.6 million from Council operations and reserves
- \$1.0 million from borrowings
- \$4.0 million from external grants

(Refer Statement of Statement of Capital Works in Section 3)

Budget influences

Council continues to balance the needs of the community versus pressure of financial sustainability. Pressure to maintain infrastructure and maintain service levels constantly challenges the organisation to find more efficient and innovative methods to deliver services. New principles in the Local Government Act ensure Council is focused on engaging with its Community around its priorities and encourages Council to work in partnership with its neighbours to seek efficiencies.

Council has prepared a long term financial plan to guide a pathway to long-term financial sustainability.

Councils across Australia raise approximately 3.5% of the total taxation collected by all levels of Government in Australia. In addition Councils are entrusted with the maintenance of more than 30% of the all Australian public assets including roads, bridges, parks, footpaths and public buildings. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels.

Cr Vicki Jellie

Mayor

Vikki King

Acting Chief Executive Officer

Warrnambool City Council Annual Budget 2021-2022

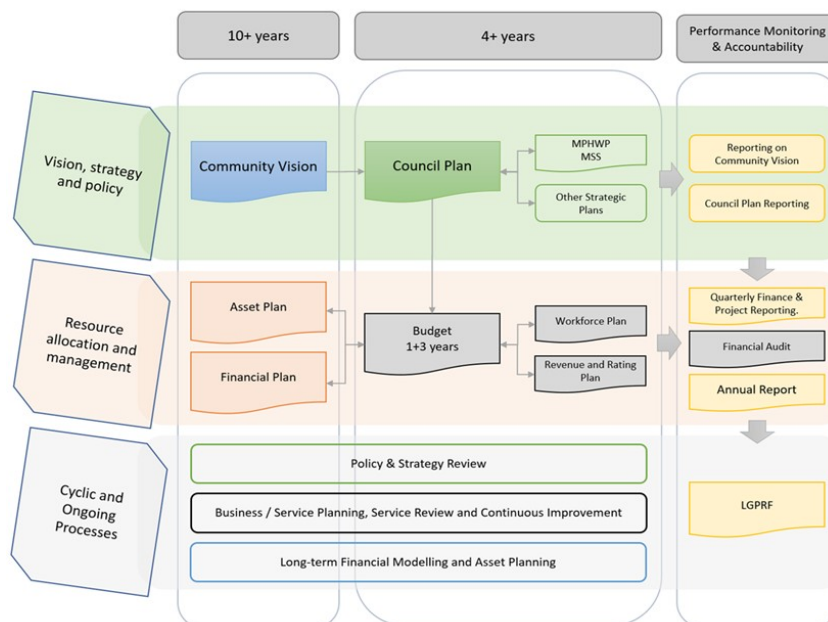


1. Link to the Integrated Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated 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 planning and reporting framework that applies to local government in Victoria. At each stage of the integrated 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.



Source: Department of Jobs, Precincts and Regions

The timing of each component of the integrated 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

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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 a council's adopted Community Engagement Policy and Public Transparency Policy.

1.2 Our purpose

Our Vision

A thriving city in the heart of coast and country

Organisational 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

The Council delivers activities and initiatives under 30 major service categories as listed in the following pages. Each contributes to the achievement of one of the five strategic objectives as set out in the Council Plan for 2021-25. The following table lists the five strategic objectives as described in the Council Plan.

Our strategic objectives

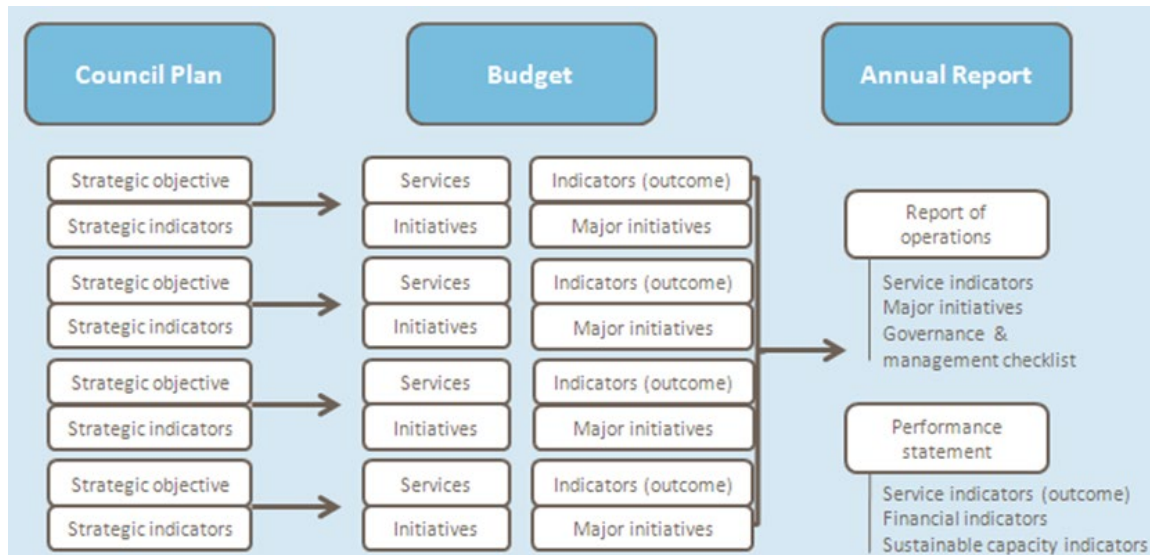
1. **A healthy community** - to be a healthy, inclusive, and thriving community with equitable access to services, cultural opportunities and recreational activities.
2. **A sustainable environment** - to protect and strengthen local ecosystems, enhance biodiversity and enable sustainable communities.
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.
4. **A connected, inclusive place** - provide quality places that all people value and want to live, work, play and learn in.
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.

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2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2021/22 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.



Source: Department of Jobs, Precincts and Regions

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 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

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

Services

Service area	Description of services provided		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Aged Services	This area provides a range of services including meals on wheels, personal care, respite, home maintenance, home care, adult day care and senior citizens programs.	<i>Inc</i>	3,514	3,483	3,351
		<i>Exp</i>	3,757	4,123	3,881
		<i>Surplus / (deficit)</i>	(243)	(640)	(530)
Family Services	This service provides family orientated support services including pre-schools, maternal & child health, child care, counselling & support, youth services, immunisation, family day care.	<i>Inc</i>	6,661	7,656	7,683
		<i>Exp</i>	7,876	8,436	8,680
		<i>Surplus / (deficit)</i>	(1,215)	(780)	(997)
Art and Culture	Provision of high-quality venues where people can see, present and explore the arts, ideas and events provided at the Warrnambool Art Gallery and Light House Theatre.	<i>Inc</i>	1,440	733	1,772
		<i>Exp</i>	2,496	1,804	2,833
		<i>Surplus / (deficit)</i>	(1,056)	(1,071)	(1,061)
Library Services	Provision of quality library and information services to the community.	<i>Inc</i>	1	-	298
		<i>Exp</i>	962	943	954
		<i>Surplus / (deficit)</i>	(961)	(943)	(656)
Recreation	Provision of sport, recreation and cultural facilities, service and programs in response to identified community need and to provide information and advice to clubs and organisations involved in these areas.	<i>Inc</i>	49	37	191
		<i>Exp</i>	479	635	619
		<i>Surplus / (deficit)</i>	(430)	(598)	(428)
Leisure Centres	The Arc and Aquazone provide premier indoor community leisure facilities in South West Victoria, providing equitable and affordable access to a wide range of aquatic and fitness activities.	<i>Inc</i>	2,376	1,133	2,473
		<i>Exp</i>	3,454	2,753	3,921
		<i>Surplus / (deficit)</i>	(1,078)	(1,620)	(1,448)
Health Services	Administration of legislative requirements pertaining to public health, immunisation and food premises.	<i>Inc</i>	293	228	231
		<i>Exp</i>	484	486	553
		<i>Surplus / (deficit)</i>	(191)	(258)	(322)



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Major initiatives

- 1) Completion of Reid Oval redevelopment.
- 2) Begin construction of the new Warrnambool Learning and Library Hub.

Other initiatives

- 3) Prepare for the introduction of subsidised kindergarten for three-year-olds
- 4) Develop a Cultural Strategy for Warrnambool.

Service Performance Outcome Indicators

Service	Indicator and computation	2019/20 Actual	2020/21 Forecast (similar councils ave.)	2021/22 Budget
Aquatic Facilities				
Health inspections of aquatic facilities	[Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	3	2	2
Utilisation of Aquatic Facilities	(Number of visits to aquatic facilities / Municipal population] facilities	4.37	5.81	5.81
Cost of Aquatic Facilities	[Direct cost of aquatic facilities less income received / Number of visits to aquatic facilities]	\$3.87	\$4.56	\$4.56
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]	1	2.3	2.3
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	94.26%	86.54%	86.54%
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]	\$281.93	\$474.56	474.56
Food safety - Critical and major non-compliance	[Number of critical noncompliance outcomes notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications	100%	86.97%	86.97%



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	and major non-compliance notifications about a food premises] x100			
Library				
Library - utilisation	Physical library collection usage [Number of physical library collection item loans / Number of physical library collection items]	3.44	3.26	3.26
Library - resource standard	Recently purchased library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x100	66.40%	61.37%	61.37%
Library - participation	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	13.87%	12.22%	12.22%
Library - service cost	Cost of library service per population [Direct cost of the library service / Population]	\$21.62	\$26.96	\$26.96
Maternal and child health				
Maternal and child health - service standard	Infant enrolments in the MCH service [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100	100%	100%	100%
Maternal and child health - service cost	Cost of the MCH service [Cost of the MCH service / Hours worked by MCH nurses]	\$78.44	\$70.92	\$70.92
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	77.68%	76.98%	76.98%
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%	79.32%	79.32%
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	98.62%	97.47%	97.47%
Recreational facilities				
Recreational facilities	Satisfaction	65	70	70



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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 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 service		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Environmental Management and Sustainability	This service develops environmental policy, coordinates and implements environmental projects and works with other services to improve Council's environmental performance.	<i>Inc</i>	5	6	6
		<i>Exp</i>	510	661	682
		<i>Surplus/ (deficit)</i>	(505)	(655)	(676)
Waste Management & Street Cleaning	This service provides kerbside collections and processing of garbage, recycling and Food Organics Green Organics (FOGO) from all households and some commercial properties in Council. It also provides street cleaning, leaf collection and street litter bins throughout Council.	<i>Inc</i>	51	10	200
		<i>Exp</i>	3,895	4,495	4,700
		<i>Surplus/ (deficit)</i>	(3,844)	(4,485)	(4,500)
Parks and Gardens	This service covers a range of areas such as tree pruning, planting, removal, planning and street tree strategies, management of conservation and parkland areas, creeks and other areas of environmental significance. Parks Management provides management and implementation of open space strategies and maintenance programs.	<i>Inc</i>	367	358	386
		<i>Exp</i>	4,399	4,372	4,680
		<i>Surplus/ (deficit)</i>	(4,032)	(4,014)	(4,294)



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Major initiatives

- 1) Installation of solar panels on Council buildings to generate renewable energy.
- 2) Develop an Asset Management Plan for trees including significant and heritage trees.

Other initiatives

- 3) Investigate new technologies to reduce waste from landfill towards zero waste to landfill.
- 4) Develop and implement a Pest Plant and Animal Management Framework

Service Performance Outcome Indicators

Service	Indicator and computation	2019/20	2020/21	2021/22
		Actual	Forecast (similar councils ave)	Budget
Appearance of public areas	Satisfaction	71	72	72
Environmental sustainability	Performance	61	61	61
Waste collection	Satisfaction	66	66	66
Waste collection - service standard	[Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1000	215.87	152.3	152.3
Waste collection	Service standard - [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000	7.03	5.77	5.77
Waste collection	Service cost - bin collection service [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]	\$86.17	\$99.90	\$99.90
Waste collection	Waste diversion - [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$61.03	\$53.81	\$53.81
Waste collection	Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill	64.30%	48.81%	48.81%



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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 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 service		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Statutory Building Services	This service provides statutory building services to the Council community including processing of building permits.	<i>Inc</i>	184	130	125
		<i>Exp</i>	302	276	283
		<i>Surplus/(deficit)</i>	(118)	(146)	(158)
City Strategy & Development	This service prepares and processes amendments to the Council Planning Scheme. This service processes statutory planning applications, provides advice and makes decisions about development 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.	<i>Inc</i>	345	342	325
		<i>Exp</i>	1,432	1,417	1,534
		<i>Surplus/(deficit)</i>	(1,087)	(1,075)	(1,209)
Warrnambool Livestock Exchange	Provides a regional livestock marketing centre that meets the needs of the stock agents, buyers and producers.	<i>Inc</i>	1,319	1,231	1,280
		<i>Exp</i>	949	976	1,013
		<i>Surplus/(deficit)</i>	370	255	267
Holiday Parks	Provides affordable holiday accommodation that is modern, clean and well maintained in a family orientation atmosphere.	<i>Inc</i>	2,806	1,881	2,822
		<i>Exp</i>	1,980	1,782	1,984
		<i>Surplus/(deficit)</i>	826	99	838



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Flagstaff Hill Maritime Village and Visitor Information Centre	A City and Regional tourism hub open 364 days of the year that includes a Visitor Information Centre and Flagstaff Hill Maritime Village which tells the maritime history of the region during the day and the Tales of the Shipwreck Coast sound and light show at night.	<i>Inc</i>	992	404	1,273
		<i>Exp</i>	1,744	1,301	2,167
		<i>Surplus/(deficit)</i>	(752)	(897)	(894)
Economic Development	Includes the industry and business support, research and statistical analysis and project development which underpin economic development.	<i>Inc</i>	26	26	26
		<i>Exp</i>	863	850	815
		<i>Surplus/(deficit)</i>	(837)	(824)	(789)
Warrnambool Airport	This service provides a regional Airport that meets the needs of users and operates as a viable commercial enterprise to the benefit of the region.	<i>Inc</i>	135	143	146
		<i>Exp</i>	312	338	318
		<i>Surplus/(deficit)</i>	(177)	(195)	(172)
Port of Warrnambool	Council manages the Cities port facility on behalf of the State Government.	<i>Inc</i>	117	102	103
		<i>Exp</i>	117	105	105
		<i>Surplus/(deficit)</i>	0	(3)	(2)
Festivals and Events Group	Delivers a range of promotions, festivals and events along with attracting events to the city to deliver economic benefits.	<i>Inc</i>	15	3	3
		<i>Exp</i>	1,036	1,119	1,062
		<i>Surplus/(deficit)</i>	(1,021)	(1,116)	(1,059)

Major Initiatives

- 1) Review and implement the Warrnambool Destination Action Plan with industry and Great Ocean Road Regional Tourism.
- 2) Review and implement the Warrnambool Economic Development and Investment Strategy.

Other initiatives

- 3) Partner in initiatives of the Great South Coast Economic Futures Plan.
- 4) Deliver the Designated Area Migration Agreement for the Great South Coast.



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Service Performance Outcome Indicators

Service	Indicator and computation	2019/20 Actual	2020/21 Forecast	2021/22 Budget
Tourism development	Satisfaction	63	63	63
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]	35	52.05	52.05
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	91.97%	80.16%	80.16%
Statutory planning	Service cost - Cost of statutory planning service [Direct cost of the statutory planning service / Number of planning applications received]	\$1,806.07	\$2,586.97	\$2,586.97
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	0%	51.32%	51.32%



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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 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		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Asset Maintenance	This service prepares long term maintenance management programs for Council's property assets in an integrated and prioritised manner in order to optimise their strategic value and service potential. These include buildings, pavilions, roads, footpaths and tracks and drainage.	<i>Inc</i>	550	492	725
		<i>Exp</i>	2,499	2,639	2,572
		<i>Surplus/ (deficit)</i>	(1,949)	(2,147)	(1,847)
Infrastructure Services	This service prepares and conducts capital works and maintenance planning for Council's main civil infrastructure assets in 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.	<i>Inc</i>	3,493	3,217	3,697
		<i>Exp</i>	6,565	7,141	7,261
		<i>Surplus/ (deficit)</i>	(3,072)	(3,924)	(3,564)
Regulatory Services	Local laws enforcement including parking fees and fines, public safety, animal management and traffic control.	<i>Inc</i>	2,792	2,219	3,227
		<i>Exp</i>	2,335	2,331	2,637
		<i>Surplus/ (deficit)</i>	457	(112)	590

Major Initiatives

- 1) Complete the Principal Pedestrian Network.
- 2) Complete the Playspace Strategy.

Other Initiatives

- 3) Targeted annual road resealing program.
- 4) Implement an accessibility audit of Council playgrounds.



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Service Performance Outcome Indicators

Service	Indicator and computation	2019/20 Actual	2020/21 Forecast	2021/22 Budget
Roads	Satisfaction of use - Sealed local road requests [Number of sealed local road requests / Kilometres of sealed local roads] x100	58.5	37.34	37.34
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	96.80%	96.40%	96.40%
Roads	Service cost - Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$97.30	\$105.43	\$105.43
Roads	Service cost - Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$6.65	\$7.60	\$7.60
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]	48	55.63	55.63
Appearance of public areas	Performance	71	72	72
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	1.89	1.89
Animal management	Service standard Animals reclaimed [Number of animals reclaimed / Number of animals collected] x100	19.16%	41.16%	41.16%
Animal management	Service cost [Number of animals rehomed / Number of animals collected] x100	64.57%	45.93%	45.93%



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Animal management	Cost of animal management service per population [Direct cost of the animal management service / Population]	\$16.12	\$14.72	\$14.72
Animal management	Animal management prosecutions [Number of successful animal management prosecutions / Number of animal management prosecutions] x100	0%	50%	50%



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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 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		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Governance & Elected Council	Elected Council governs our City in partnership with and on behalf of our community, and encourages and facilitates participation of all people in civic life. Also includes contributions made to community groups and organisations.	<i>Inc</i>	430	535	15
		<i>Exp</i>	1,728	1,225	622
		<i>Surplus/ (deficit)</i>	(1,298)	(690)	(607)
Executive Services	Manages and facilitates the Council governance service, implementation of Council decisions and policies and compliance with the legislative requirements.	<i>Inc</i>	-	-	-
		<i>Exp</i>	521	488	545
		<i>Surplus/ (deficit)</i>	(521)	(488)	(545)
Communications & Customer Service	Provides a customer interface for various service units and a wide range of transactions. Includes media and marketing.	<i>Inc</i>	-	-	-
		<i>Exp</i>	894	975	1,119
		<i>Surplus/ (deficit)</i>	(894)	(975)	(1,119)
Volunteer Services	Volunteer Connect provides support and guidance to organisations and community groups that involve volunteers in their work, and provides a volunteer matching service to bring together volunteer roles, and volunteers to fill them.	<i>Inc</i>	239	89	-
		<i>Exp</i>	291	136	124
		<i>Surplus/ (deficit)</i>	(52)	(47)	(124)

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Information Services	Enables Council staff to have access to the information they require to efficiently perform their functions. Includes software support, licensing and lease commitments.	<i>Inc</i>	9	1	-
		<i>Exp</i>	2,296	2,420	2,457
		<i>Surplus/ (deficit)</i>	(2,287)	(2,419)	(2,457)
Organisation Development & Risk Management	This service promotes and implements positive HR strategies to assist staff reach their full potential and, at the same time are highly productive in delivering Council's services to the community. Includes recruitment, staff inductions, training, implementation of the Corporate Risk Management Framework and managing Council's insurance portfolio.	<i>Inc</i>	-	63	-
		<i>Exp</i>	844	1,535	1,724
		<i>Surplus/ (deficit)</i>	(844)	(1,472)	(1,724)
Corporate & Financial Services	Provides corporate support to Council and all divisions/branches in meeting organisational goals and objectives and includes banking and treasury functions, loan interest, audit, grants commission, legal, procurement, overhead costs including utilities and unallocated grants commission funding.	<i>Inc</i>	4,841	3,007	4,819
		<i>Exp</i>	3,731	4,462	4,079
		<i>Surplus/ (deficit)</i>	1,110	(1,455)	740
Depreciation	Depreciation is the allocation of expenditure write down on all of Council's assets over their useful lives.	<i>Inc</i>	-	-	-
		<i>Exp</i>	12,139	12,650	13,050
		<i>Surplus/ (deficit)</i>	(12,139)	(12,650)	(13,050)

Major Initiatives

- 1) Review and update Council's complaints handling procedure.
- 2) Develop a Workforce Management Plan

Other Initiatives

- 3) Preparation and adoption of the Municipal Health and Wellbeing Plan
- 4) Advocacy by Council on issues of importance to Warrnambool and the region. To include review of Advocacy Plan.



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Service Performance Outcome Indicators

Service	Indicator and computation	2019/20 Actual	2020/21 Forecast (similar council ave)	2021/22 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	12.68%	12.98%	12.98%
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	42	53	53
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	90.48%	93.23%	93.23%
Governance	Service cost - Cost of elected representation [Direct cost of the governance service / Number of Councillors elected at the last Council general election]	\$42,908.86	\$43,971.14	\$43,971.14
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]	38	51.31	51.31
Financial performance	Revenue level - Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	\$1,946.27	\$2,049.21	\$2,049.21
Financial performance	Expenditure level - Expenses per property assessment [Total expenses / Number of property assessments]	\$4,136.33	\$3,800.08	\$3,800.08
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	13.10%	10.46%	10.46%
Financial performance	Working capital - Current assets compared to current liabilities [Current assets / Current liabilities] x100	158.72%	175.15%	175.15%
Financial performance	Unrestricted cash - Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	125.43%	77.58%	77.58%



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Financial performance	Asset renewal - Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation] x100	101.76%	99.89%	99.89%
Financial performance	Loans and borrowings - Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	20.39%	34.55%	34.55%
Financial performance	Loans and borrowings - repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	4.85%	4.86%	4.86%
Financial performance	Indebtedness - Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	15.09%	34.86%	34.86%
Financial performance	Adjusted underlying result - Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	3.21%	0.56%	0.56%
Financial performance	Rates concentration - Rates compared to adjusted underlying revenue	54.58%	64.34%	64.34%
Financial performance	Rates effort - Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.58%	0.62%	0.62%

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2.3 Reconciliation with budgeted operating result

	Surplus/ (Deficit)	Expenditure	Revenue
	\$'000	\$'000	\$'000
Strategic Objective 1: a healthy community	(5,442)	21,441	15,999
Strategic Objective 2: a sustainable environment	(9,470)	10,062	592
Strategic Objective 3: a strong economy	(3,178)	9,281	6,103
Strategic Objective 4: a connected, inclusive place	(4,821)	12,470	7,649
Strategic Objective 5: an effective Council	(5,836)	10,670	4,834
Total	(28,747)	63,924	35,177
Expenses added in:			
Depreciation	13,050		
Amortisation - Right of use assets	265		
Capitalised expenditure	3,161		
Operational projects	212		
Net loss on disposal of property, plant and equipment	1,036		
Surplus/(Deficit) before funding sources	(46,471)		
Funding sources added in:			
Rates and charges revenue	42,906		
Grants - Capital	5,313		
Contributions - non monetary assets	5,200		
Total funding sources	53,419		
Operating surplus/(deficit) for the year	6,948		

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3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2021/22 has been supplemented with projections to 2024/25.

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



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Comprehensive Income Statement

For the four years ending 30 June 2025						
	NOTES	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	2022/23 \$'000	Projections 2023/24 \$'000	2024/25 \$'000
Income						
Rates and charges	4.1.1	41,785	42,906	44,085	45,407	46,882
Statutory fees and fines	4.1.2	1,781	2,117	2,159	2,202	2,247
User fees	4.1.3	11,816	17,636	18,567	19,430	20,137
Grants - Operating	4.1.4	12,007	12,626	12,420	12,671	12,958
Grants - Capital	4.1.4	6,526	5,313	2,921	1,664	28,085
Contributions - monetary	4.1.5	3,817	563	619	630	777
Contributions - non-monetary	4.1.5	4,500	5,200	6,500	5,000	5,000
Other income	4.1.6	1,023	418	446	470	495
Total income		83,255	86,779	87,717	87,474	116,581
Expenses						
Employee costs	4.1.7	33,659	37,689	38,995	39,994	40,963
Materials and services	4.1.8	30,557	26,471	25,645	24,387	34,877
Depreciation	4.1.9	12,650	13,050	13,450	13,850	14,250
Amortisation - right of use assets	4.1.11	250	265	265	265	265
Bad and doubtful debts		97	131	134	136	139
Borrowing costs		298	302	256	209	266
Finance Costs - leases		45	46	47	48	49
Other expenses	4.1.12	809	841	857	874	894
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		1,009	1,036	1,130	823	916
Total expenses		79,374	79,831	80,779	80,586	92,619
Surplus/(deficit) for the year		3,881	6,948	6,938	6,888	23,962
Other comprehensive income						
Items that will not be reclassified to surplus or deficit in future periods						
Net asset revaluation increment/(decrement)		10,000	10,000	10,000	10,000	10,000
Total comprehensive result		13,881	16,948	16,938	16,888	33,962



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Balance Sheet

For the four years ending 30 June 2025					
	NOTES	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	2022/23 \$'000	Projections 2023/24 2024/25 \$'000
Assets					
Current assets					
Cash and cash equivalents		5,707	5,691	6,355	6,855 7,371
Trade and other receivables		3,500	3,011	3,023	3,036 3,051
Other financial assets		10,000	10,000	11,000	12,000 13,000
Inventories		210	210	210	210 210
Other assets		1,700	1,710	1,720	1,730 1,740
Total current assets	4.2.1	21,117	20,622	22,308	23,831 25,372
Non-current assets					
Trade and other receivables		10	8	6	4 2
Other financial assets		2	2	2	2 2
Investments in associates, joint arrangement and subsidiaries		-	-	-	- -
Property, infrastructure, plant & equipment		652,972	671,103	685,002	701,971 736,333
Right-of-use assets	4.2.4	1,250	985	720	455 190
Total non-current assets	4.2.1	654,234	672,098	685,730	702,432 736,527
Total assets		675,351	692,720	708,038	726,263 761,899
Liabilities					
Current liabilities					
Trade and other payables		5,250	5,350	5,450	5,550 5,650
Trust funds and deposits		1,060	1,040	1,060	1,080 1,040
Provisions		6,863	7,000	7,140	7,283 7,429
Interest-bearing liabilities	4.2.3	1,932	1,767	1,814	1,922 2,033
Lease liabilities	4.2.4	150	150	150	150 150
Total current liabilities	4.2.2	15,255	15,307	15,614	15,985 16,302
Non-current liabilities					
Provisions		1,200	1,236	1,273	1,311 1,351
Interest-bearing liabilities	4.2.3	10,460	10,943	9,129	10,207 11,674
Lease liabilities	4.2.4	950	800	650	500 350
Total non-current liabilities	4.2.2	12,610	12,979	11,052	12,018 13,375
Total liabilities		27,865	28,286	26,666	28,003 29,677
Net assets		647,486	664,434	681,372	698,260 732,222
Equity					
Accumulated surplus		245,414	254,663	261,849	268,556 292,716
Reserves		402,072	409,771	419,523	429,704 439,506
Total equity		647,486	664,434	681,372	698,260 732,222

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Statement of Changes in Equity

For the four years ending 30 June 2025

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2021 Forecast Actual					
Balance at beginning of the financial year		633,605	239,575	385,580	8,450
Impact of adoption of new accounting standards		-	-	-	-
Adjusted opening balance		633,605	239,575	385,580	8,450
Surplus/(deficit) for the year		3,881	3,881	-	-
Net asset revaluation increment/(decrement)		10,000	-	10,000	-
Transfers to other reserves		-	(2,175)	-	2,175
Transfers from other reserves		-	2,160	-	(2,160)
Balance at end of the financial year		647,486	243,441	395,580	8,465
2022 Budget					
Balance at beginning of the financial year		647,486	243,441	395,580	8,465
Surplus/(deficit) for the year		6,948	6,948	-	-
Net asset revaluation increment/(decrement)		10,000	-	10,000	-
Transfers to other reserves	4.3.1	-	(199)	-	199
Transfers from other reserves	4.3.1	-	2,500	-	(2,500)
Balance at end of the financial year	4.3.2	664,434	252,690	405,580	6,164
2023					
Balance at beginning of the financial year		664,434	252,690	405,580	6,164
Surplus/(deficit) for the year		6,938	6,938	-	-
Net asset revaluation increment/(decrement)		10,000	-	10,000	-
Transfers to other reserves		-	-	-	-
Transfers from other reserves		-	248	-	(248)
Balance at end of the financial year		681,372	259,876	415,580	5,916
2024					
Balance at beginning of the financial year		681,372	259,876	415,580	5,916
Surplus/(deficit) for the year		6,888	6,888	-	-
Net asset revaluation increment/(decrement)		10,000	-	10,000	-
Transfers to other reserves		-	(211)	-	211
Transfers from other reserves		-	30	-	(30)
Balance at end of the financial year		698,260	266,583	425,580	6,097
2025					
Balance at beginning of the financial year		698,260	266,583	425,580	6,097
Surplus/(deficit) for the year		23,962	23,962	-	-
Net asset revaluation increment/(decrement)		10,000	-	10,000	-
Transfers to other reserves		-	-	-	-
Transfers from other reserves		-	198	-	(198)
Balance at end of the financial year		732,222	290,743	435,580	5,899

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Statement of Cash Flows

For the four years ending 30 June 2025					
Notes	Forecast Actual	Budget	Projections		
	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	41,867	42,477	43,645	44,953	46,413
Statutory fees and fines	1,781	2,117	2,159	2,202	2,247
User fees	12,997	19,399	20,424	21,373	22,151
Grants	18,533	17,939	15,340	14,335	41,043
Contributions - monetary	4,198	619	681	693	855
Interest received	121	119	141	159	177
Trust funds and deposits taken	-	-	20	20	-
Other receipts	992	314	336	343	350
Net GST refund / payment	(2,222)	(926)	(572)	(892)	(1,194)
Employee costs	(33,425)	(37,515)	(38,818)	(39,813)	(40,778)
Materials and services	(32,942)	(25,800)	(24,975)	(23,716)	(34,203)
Short-term, low value and variable lease payments	(276)	(276)	(276)	(276)	(276)
Trust funds and deposits repaid	(10)	(20)	-	-	(40)
Other payments	(890)	(925)	(943)	(962)	(984)
Net cash provided by/(used in) operating activities 4.4.1	10,724	17,522	17,162	18,419	35,761
Cash flows from investing activities					
Payments for property, infrastructure, plant and equipment	(25,049)	(17,587)	(13,513)	(17,940)	(35,607)
Proceeds from sale of property, infrastructure, plant and equipment	855	328	334	341	348
Payments for investments	(7,000)	(13,000)	(14,000)	(14,000)	(13,000)
Proceeds from sale of investments	13,000	13,000	13,000	13,000	12,000
Net cash provided by/ (used in) investing activities 4.4.2	(18,194)	(17,259)	(14,179)	(18,599)	(36,259)
Cash flows from financing activities					
Finance costs	(298)	(302)	(256)	(209)	(266)
Proceeds from borrowings	5,650	2,250	-	3,000	3,500
Repayment of borrowings	(1,559)	(1,932)	(1,767)	(1,814)	(1,922)
Interest paid - lease liability	(45)	(46)	(47)	(48)	(49)
Repayment of lease liabilities	(249)	(249)	(249)	(249)	(249)
Net cash provided by/(used in) financing activities 4.4.3	3,499	(279)	(2,319)	680	1,014
Net increase/(decrease) in cash & cash equivalents	(3,971)	(16)	664	500	516
Cash and cash equivalents at the beginning of the financial year	9,678	5,707	5,691	6,355	6,855
Cash and cash equivalents at the end of the financial year	5,707	5,691	6,355	6,855	7,371



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Statement of Capital Works

For the four years ending 30 June 2025					
NOTES	Forecast Actual	Budget	Projections		
	2020/21	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000
Property					
Land	458	-	-	-	-
Total land	458	-	-	-	-
Buildings	-	-	600	600	20,800
Building improvements	3,831	2,679	2,338	4,695	1,933
Total buildings	3,831	2,679	2,938	5,295	22,733
Total property	4,289	2,679	2,938	5,295	22,733
Plant and equipment					
Plant, machinery and equipment	1,764	980	1,080	1,102	1,126
Computers and telecommunications	701	316	322	328	336
Library books	-	270	275	281	287
Paintings and exhibits	106	35	36	36	37
Total plant and equipment	2,571	1,601	1,713	1,747	1,786
Infrastructure					
Roads	5,148	3,752	3,859	3,939	4,031
Bridges	562	3,000	269	275	281
Footpaths and cycleways	2,592	1,673	2,305	2,338	2,374
Drainage	664	340	556	126	727
Recreational, leisure and community facilities	9,866	1,850	2,183	3,517	2,955
Parks, open space and streetscapes	2,796	519	549	560	573
Aerodromes	29	30	31	31	32
Off street car parks	67	415	-	-	-
Other infrastructure	1,464	2,728	110	112	1,115
Total infrastructure	23,188	14,307	9,862	10,898	12,088
Total capital works expenditure	30,048	18,587	14,513	17,940	36,607
Represented by:					
New asset expenditure	6,427	976	1,595	1,615	24,038
Asset renewal expenditure	18,026	11,846	10,158	11,608	10,614
Asset expansion expenditure	-	-	-	-	-
Asset upgrade expenditure	5,595	5,765	2,760	4,717	1,955
Total capital works expenditure	30,048	18,587	14,513	17,940	36,607
Funding sources represented by:					
Grants	6,289	4,033	1,641	1,664	20,085
Contributions	122	-	-	-	200
Council cash	19,237	13,554	12,872	13,276	14,322
Borrowings	4,400	1,000	-	3,000	2,000
Total capital works expenditure	30,048	18,587	14,513	17,940	36,607



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Statement of Human Resources

For the four years ending 30
June 2025

	Forecast Actual	Budget	Projections		
	2020/21	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Employee costs - operating	33,659	37,689	38,995	39,994	40,963
Employee costs - capital	342	449	462	475	489
Total staff expenditure	34,001	38,138	39,457	40,469	41,452
	FTE	FTE	FTE	FTE	FTE
Staff numbers					
Employees	398.4	406.4	405.0	404.0	404.0
Total staff numbers	398.4	406.4	405.0	404.0	404.0

Department	Budget	Comprises			
	2021/22	Full Time	Permanent Part time	Casual	Temporary
	\$'000	\$'000	\$'000	\$'000	\$'000
Corporate Strategies	5,900	3,834	2,005	61	-
City Infrastructure	10,917	9,428	1,379	110	-
Community Development	15,439	4,919	9,043	1,477	-
City Growth	5,433	3,694	1,073	667	-
Total permanent staff expenditure	37,689	21,874	13,501	2,314	-
Capitalised labour costs	449				
Total expenditure	38,139				

Department	Budget	Comprises			
	2021/22	Full Time	Permanent Part time	Casual	Temporary
Corporate Strategies	55.9	34.0	21.3	0.6	-
City Infrastructure	113.3	97.0	15.4	0.9	-
Community Development	176.8	58.0	103.2	15.6	-
City Growth	54.7	36.0	12.2	6.5	-
Total permanent operating staff	400.7	225.0	152.2	23.5	-
Capitalised labour staff	5.7				
Total staff	406.4				

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Summary of Planned Human Resources Expenditure

For the four years ended 30 June 2025				
	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
Corporate Strategies				
Permanent - Full time	3,834	3,966	4,068	4,167
Female	1,579	1,733	1,778	1,821
Male	2,255	2,233	2,290	2,346
Self-described gender	0	0	0	0
Permanent - Part time	2,005	2,075	2,128	2,180
Female	1,629	1,785	1,711	1,873
Male	377	290	417	307
Self-described gender	0	0	0	0
Total Corporate Strategies	5,839	6,041	6,196	6,346
City Infrastructure				
Permanent - Full time	9,428	9,755	10,055	10,299
Female	1,458	1,508	1,597	1,836
Male	7,970	8,246	8,458	8,463
Self-described gender	0	0	0	0
Permanent - Part time	1,379	1,427	1,463	1,499
Female	627	649	765	684
Male	752	778	698	815
Self-described gender	0	0	0	0
Total City Infrastructure	10,807	11,182	11,518	11,797
Community Development				
Permanent - Full time	4,919	5,090	5,278	5,511
Female	3,837	3,970	4,130	4,285
Male	1,082	1,120	1,148	1,226
Self-described gender	0	0	0	0
Permanent - Part time	9,043	9,357	9,596	9,829
Female	8,214	8,498	8,716	8,927
Male	830	858	880	902
Self-described gender	0	0	0	0
Total Community Development	13,963	14,446	14,875	15,340
City Growth				
Permanent - Full time	3,694	3,822	3,819	3,812
Female	1,744	1,805	1,851	1,896
Male	1,949	2,017	1,969	1,916
Self-described gender	0	0	0	0
Permanent - Part time	1,073	1,110	1,144	1,177
Female	792	719	838	758
Male	281	391	306	419
Self-described gender	0	0	0	0
Total City Growth	4,767	4,932	4,963	4,989
Casuals, temporary and other expenditure	2,314	2,394	2,441	2,491
Capitalised labour costs	449	462	475	489
Total staff expenditure	38,139	39,457	40,469	41,452

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Human Resources

	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE
Corporate Strategies				
Permanent - Full time	34	34	34	34
Female	14	15	15	15
Male	20	19	19	19
Self-described gender	0	0	0	0
Permanent - Part time	21	21	21	21
Female	17	18	17	18
Male	4	3	4	3
Self-described gender	0	0	0	0
Total Corporate Strategies	55.3	55.4	55.3	55.4
City Infrastructure				
Permanent - Full time	97	97	97	97
Female	15	15	16	17
Male	82	82	81	80
Self-described gender	0	0	0	0
Permanent - Part time	15	15	15	15
Female	7	7	8	7
Male	8	8	7	8
Self-described gender	0	0	0	0
Total City Infrastructure	112.4	112.3	112.4	112.3
Community Development				
Permanent - Full time	50	49	49	49
Female	39	38	38	38
Male	11	11	11	11
Self-described gender	0	0	0	0
Permanent - Part time	111	111	111	111
Female	101	101	101	101
Male	10	10	10	10
Self-described gender	0	0	0	0
Total Community Development	161.2	159.8	159.8	159.8
City Growth				
Permanent - Full time	36	36	35	35
Female	17	18	18	18
Male	19	18	17	17
Self-described gender	0	0	0	0
Permanent - Part time	12	12	12	12
Female	9	8	9	8
Male	3	4	3	4
Self-described gender	0	0	0	0
Total City Growth	48.2	48.2	47.2	47.2
Casuals and temporary staff	23.5	23.5	23.5	23.5
Capitalised labour	5.7	5.7	5.7	5.7
Total staff numbers	406.4	405.0	404.0	404.0

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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 2021/22 the FGRS cap has been set at 1.5%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

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.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 1.5% in line with the rate cap.

This will raise total rates and charges for 2021/22 to \$42.91m.

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

	2020/21 Forecast Actual \$'000	2021/22 Budget \$'000	Change \$'000	%
General rates*	29,932	30,857	925	3.09%
Municipal charge*	4,875	5,034	159	3.26%
Waste management charge	6,421	6,606	185	2.88%
Supplementary rates and rate adjustments	417	240	(177)	0.00%
Recreational land	87	89	2	2.30%
Interest on rates and charges	53	80	27	50.94%
Total rates and charges	41,785	42,906	1,121	2.68%

*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	2020/21 cents/\$CIV	2021/22 cents/\$CIV	Change
General rate for rateable other land properties	0.003728	0.003657	(1.91%)
General rate for rateable farm land properties	0.002352	0.002272	(3.39%)
General rate for rateable commercial land properties	0.006641	0.006582	(0.89%)
General rate for rateable industrial land properties	0.006200	0.006190	(0.15%)
General rate for rateable vacant land properties	0.006163	0.006170	0.12%
Recreational land category 1 properties	\$23,438.73	\$24,161.75	3.08%
Recreational land category 2 properties	0.003623	0.003582	(1.13%)

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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	2020/21 \$'000	2021/22 \$'000	\$'000	Change %
Other land	21,512	21,961	449	2.09%
Farm land	434	432	(2)	(0.46%)
Commercial land	5,163	5,323	160	3.10%
Industrial land	1,712	1,790	78	4.56%
Vacant land	1,111	1,351	240	21.60%
Recreational land category 1	23	24	1	3.08%
Recreational land category 2	52	65	13	24.69%
Total amount to be raised by general rates	30,007	30,946	939	3.13%

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. Seventy-five properties have been reclassified in 2021/22 from Other Land to Commercial Land as they are operating as short-term accommodation providers.

Type or class of land	2020/21 Number	2021/22 Number	Number	Change %
Other land	15,402	15,494	92	0.60%
Farm land	166	162	(4)	(2.41%)
Commercial land	944	1,014	70	7.42%
Industrial land	428	439	11	2.57%
Vacant land	665	797	132	19.85%
Recreational land category 1	1	1	0	0.00%
Recreational land category 2	16	17	1	6.25%
Total number of assessments	17,622	17,924	302	1.71%

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. The valuations listed are still subject to final review by the Valuer-General Victoria (VGV). Figures may be subject to change until the VGV has provided council with a Generally True and Correct Declaration.

Type or class of land	2020/21 \$'000	2021/22 \$'000	\$'000	Change %
Other land	5,770,923	6,005,542	234,619	4.07%
Farm land	184,547	190,110	5,563	3.01%
Commercial land	777,509	808,706	31,197	4.01%
Industrial land	276,138	289,093	12,955	4.69%
Vacant land	180,196	219,125	38,929	21.60%
Recreational land category 1	2,680	2,670	(10)	(0.37%)
Recreational land category 2	14,300	18,031	3,731	26.09%
Total value of land	7,206,293	7,533,277	326,984	4.54%

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

Type of Charge	Per Rateable Property 2020/21 \$	Per Rateable Property 2021/22 \$		Change %
Municipal	277.13	281.29	4.16	1.50%

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

Type of Charge	2020/21 \$	2021/22 \$		Change %
Municipal	4,875	5,034	159	3.26%

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 2020/21 \$	Per Rateable Property 2021/22 \$		Change %
Waste management charge	379.09	386.00	6.91	1.82%
Total	379.09	386.00	6.91	1.82%

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

Type of Charge	2020/21 \$	2021/22 \$		Change %
Waste management charge	6,421	6,606	185	2.88%
Total	6,421	6,606	185	2.88%

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year

	2020/21 \$'000	2021/22 \$'000		Change %
Rates and Charges	41,785	42,497	712	1.70%
Supplementary Rates	-	240	240	0.00%
Total Rates and charges	41,785	42,737	952	2.28%

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4.1.1(l) Fair Go Rates System Compliance

Warrnambool 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.

	2020/21	2021/22
Total Rates	\$ 34,131	\$ 35,361
Number of rateable properties	17,607	17,906
Base Average Rate	\$ 1,938	\$ 1,975
Maximum Rate Increase (set by the State Government)	2.00%	1.50%
Capped Average Rate	\$ 1,977	\$ 2,004
Maximum General Rates and Municipal Charges Revenue	\$ 34,815	\$ 35,891
Budgeted General Rates and Municipal Charges Revenue	\$ 34,807	\$ 35,891
Budgeted Supplementary Rates	\$ 351	\$ 240
Budgeted Total Rates and Municipal Charges Revenue	\$ 35,158	\$ 36,131

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

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 (2021/22: estimated \$280,000)
- 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 0.3657% (0.003657 cents in the dollar of CIV) for all rateable other land properties;
- A general rate of 0.2272% (0.002272 cents in the dollar of CIV) for all rateable farm land properties;
- A general rate of 0.6582% (0.006582 cents in the dollar of CIV) for all rateable commercial properties;
- A general rate of 0.6190% (0.006190 cents in the dollar of CIV) for all rateable industrial properties; and
- A general rate of 0.6170% (0.006170 cents in the dollar of CIV) for all rateable vacant land properties.

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 or production of, or trade in, goods or services; or
- Unoccupied but zoned commercial under the Warrnambool City Planning Scheme.

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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 2021/22 financial year.

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.

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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 2021/22 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

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- 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 2021/22 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.

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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 2021/22 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 2021 General Revaluation

Ratepayer	Assess Number	Property Address	Amount \$
Showgrounds Reserve Committee Of Management	129359	331 Koroit St Warrnambool	9,564.21
Warrnambool Harness Racing Club	129759	48 Macdonald St Warrnambool	2,041.80
Warrnambool Golf Club Inc.	131150	1-35 Younger St Warrnambool	5,194.05
Warrnambool Swimming Club	131388	10 Queens Rd Warrnambool	1,522.39
Christ Church Tennis Club	132180	66 Henna St Warrnambool	2,202.99
Warrnambool Croquet Club Inc.	134926	60-62 Cramer St Warrnambool	591.05
Warrnambool Yacht Club Inc.	138135	44 Viaduct Rd Warrnambool	716.42
Warrnambool Racing Club Inc.	135344	2-64 Grafton Rd Warrnambool	26,328.45
Warrnambool Ski Club Inc.	138747	26 Simpson St Warrnambool	913.44
Warrnambool Lawn Tennis Club	139872	33-45 Pertobe Rd Warrnambool	3,904.49
Warrnambool Bowls Club	140336	81-85 Timor St Warrnambool	5,014.94
Warrnambool Kart Club	140883	162 Buckleys Rd Allansford	626.87
Dennington Bowling Club Inc.	141525	36 Princes Hwy	2,005.98
St Joseph Primary School Supergrass Tennis	141935	40 Bromfield St Warrnambool	1,253.74
Warrnambool City Memorial Bowling Club	134927	50-56 Cramer St Warrnambool	24,161.75
Warrnambool Offshore Light Game Fishing Club	17654	48 Viaduct Rd Warrnambool	75.22
Warrnambool BMX Club	159399	51 Pertobe Rd Warrnambool	394.03
Warrnambool Bowls Club (Carpark)	140338	91 Timor Street Warrnambool	2,238.81

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4.1.2 Statutory fees and fines

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Animal control	517	517	0	0.00%
Health and local laws	162	162	(0)	(0.28%)
Parking fines	426	681	255	59.91%
Permits and certificates	206	310	104	50.63%
Town planning and building	471	448	(23)	(4.85%)
Total statutory fees and fines	1,781	2,117	336	18.86%

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.

- Parking fines to increase in 2021/22 as Council offered periods of free parking during 2020/21 and the return to higher levels of activity in the CBD is expected as COVID19 restrictions become less likely.

- Permits and certificates are expected to increase and this is reflective of the increased development activity that is occurring within the Warrnambool City Council area.

4.1.3 User fees

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Property management	614	919	305	49.57%
Indoor aquatic centre	579	1,571	991	171.09%
Children's services	4,144	4,333	189	4.56%
Multi-purpose sports stadium	538	860	323	60.02%
Cultural centres	444	1,474	1,030	231.66%
Regulatory control	1,079	1,841	761	70.55%
Tourism and promotion	374	1,225	851	227.49%
Foreshore holiday parks	1,861	2,796	934	50.20%
Livestock exchange	1,208	1,255	47	3.88%
Aged services fees	702	820	118	16.76%
Other fees and charges	271	542	271	99.98%
Total user fees	11,816	17,636	5,820	49.25%

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.

- Large increases across Councils operating business are expected which mainly relates to the impact of the COVID19 restrictions in 2020/21. Council is looking to recover from these impacts but still won't be back to a pre-COVID19 projection in 2021/22.

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4.1.4 Grants

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

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Grants were received in respect of the following:				
Summary of grants				
Commonwealth funded grants	6,190	9,188	2,998	48.44%
State funded grants	12,343	8,751	(3,592)	(29.10%)
Total grants received	18,533	17,939	(594)	(3.20%)
(a) Operating Grants				
Recurrent - Commonwealth Government				
Victoria Grants Commission - Financial Assistance Grant	1,709	3,458	1,749	102.32%
Victoria Grants Commission - local roads	336	688	352	104.94%
Aged services	1,966	1,909	(58)	(2.92%)
Volunteer services	89	-	(89)	(100.00%)
Recurrent - State Government				
Port operations	97	98	1	1.06%
Economic development	15	15	0	0.00%
Family and children	3,434	3,302	(132)	(3.85%)
Aged services	819	601	(218)	(26.59%)
Cultural services	344	618	274	79.43%
Infrastructure Services	95	108	13	13.68%
Environmental initiatives	61	63	2	2.51%
School crossing supervision	192	188	(4)	(2.08%)
Pension rebate	731	730	(1)	(0.16%)
Total recurrent grants	9,889	11,778	1,888	19.10%
Non-recurrent - Commonwealth Government				
Cultural services	1	-	(1)	(100.00%)
Non-recurrent - State Government				
Economic development	551	-	(551)	(100.00%)
Family and children	760	498	(262)	(34.42%)
Aged services	275	-	(275)	(100.00%)
Cultural centres	242	91	(150)	(62.25%)
Infrastructure services	75	225	150	200.77%
Environment initiatives	169	34	(136)	(80.20%)
Other non-recurrent State Government	44	-	(44)	(100.00%)
Total non-recurrent grants	2,117	848	(1,269)	(59.95%)
Total operating grants	12,007	12,626	619	5.16%
(b) Capital Grants				
Recurrent - Commonwealth Government				
Roads to recovery	450	425	(25)	(5.56%)
Total recurrent grants	450	425	(25)	(5.56%)
Non-recurrent - Commonwealth Government				
Infrastructure Services	1,638	2,708	1,070	65.31%
Non-recurrent - State Government				
Port operations	-	1,280	1,280	0.00%
Recreation	2,785	900	(1,885)	(67.68%)
Infrastructure services	1,224	-	(1,224)	(100.00%)
Livestock exchange	430	-	(430)	(100.00%)
Total non-recurrent grants	6,076	4,888	(1,188)	(19.55%)
Total capital grants	6,526	5,313	(1,213)	(18.59%)
Total Grants	18,533	17,939	(594)	(3.20%)

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. Overall the level of grants will decrease by \$0.59 million compared to the 2020/21 forecast. This is mainly due to the nature and timing of capital grants with large projects being funded in 2020/21 including Reid Oval upgrade, Lake Pertobe upgrade and the new roof at the Livestock Exchange.

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4.1.5 Contributions

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Monetary	3,817	563	(3,254)	(85.25%)
Non-monetary	4,500	5,200	700	15.56%
Total contributions	8,317	5,763	(2,554)	(30.71%)

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 any organisations to specific projects.

This income can swing considerably between years as it is largely dependent on development activity driven by the housing market and developers. The 2020/21 forecast assumes contributions for the new Industrial Estate.

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. Council is expecting an increase in the level of subdivisions to be finalised in 2021/22 as development activity in the Warrnambool City Council area has increased recently.

4.1.6 Other income

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Interest	121	119	(3)	(2.24%)
Infrastructure Services	59	59	(0)	(0.05%)
Family and Community	9	11	2	25.12%
Reimbursements	700	171	(529)	(75.58%)
Other Income	133	58	(74)	(56.10%)
Total other income	1,022	418	(604)	(59.12%)

Other revenue relates to a range of items such as investment interest, private works, cost recoups and other miscellaneous income items. The 2020/21 forecast includes an insurance claim for loss of income at Florence Collins as a result of the building failure.

4.1.7 Employee costs

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Wages and salaries	29,509	32,849	3,339	11%
WorkCover	1,055	1,270	215	20%
Superannuation	2,789	3,260	471	17%
Fringe Benefit Tax	305	310	5	2%
Total employee costs	33,659	37,689	4,031	12%

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

Employee costs are budgeted to increase by \$4.03 million compared to the 2020/21 forecast. This is mainly due to the COVID-19 restrictions in 2020/21 and the stand down of employees at operations that were affected. The superannuation guarantee is also legislated to increase from 9.5% to 10% which is an additional \$0.15m cost.

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4.1.8 Materials and services

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Infrastructure Services	6,293	5,555	(737)	(11.72%)
Waste Management	4,017	4,142	125	3.11%
Recreation and Cultural Services	3,114	2,825	(289)	(9.28%)
Children's Services	2,609	1,506	(1,103)	(42.29%)
Corporate Services	5,829	4,564	(1,265)	(21.70%)
Tourism and Promotions	2,131	1,425	(706)	(33.14%)
Aged Services	1,081	810	(271)	(25.05%)
Foreshore Caravan Parks	620	687	66	10.71%
Livestock Exchange	464	479	15	3.20%
Planning and building services	1,276	585	(691)	(54.16%)
Health and Local Laws	1,233	1,354	121	9.80%
Other	1,890	2,539	650	34.37%
Total materials and services	30,557	26,471	(4,086)	(13.37%)

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 in 2021/22 due to the following:

- a reduction in the number of funded projects
- a reduction in the number of projects where Council acts as auspice

Council is managing to tightly control expenditure in the face of rising costs through the continual revision of service delivery and ongoing pursuit of efficiencies in operations.

4.1.9 Depreciation

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Property	2,169	2,237	69	3.16%
Plant & equipment	1,626	1,677	51	3.16%
Infrastructure	8,855	9,135	280	3.16%
Total depreciation	12,650	13,050	400	3.16%

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 \$0.40 million for 2021/22 will be due to the capitalisation of new infrastructure completed in 2020/21.

4.1.11 Amortisation - Right of use assets

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Right of use assets	250	265	15	6.00%
Total amortisation - right of use assets	250	265	15	6.00%

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4.1.12 Other expenses

Add additional tables for each material component of the Comprehensive Income Statement

	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000		Change \$'000 %
Councillor Allowances	263	285	22	8.28%
Operating Lease Rentals	422	430	8	1.78%
Other Expenses	123	126	2	2.03%
Total other expenses	809	841	32	3.93%

Other expenditure relates to a range of unclassified items including audit fees, Councillor allowances, lease costs and miscellaneous items. A small increase is expected in 2021/22 which relates to 11 monthly Councillor allowance payments being paid in 2020/21 due to the Council election and this will revert to the normal 12 monthly payments in 2021/22.

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. These balances are projected to remain stable during the year.

Trade and other receivables are monies owed to Council by ratepayers and others. It is expected to decrease by the end of the 2021/22 with the reduction in the number of rate and rental deferrals as part of the COVID19 hardship provisions.

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.

The investments in associates will reduce to zero by the end of 2020/21 as Warrnambool City Council exits the Corangamite Regional Library Corporation.

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 2021/22.

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.

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4.2.3 Borrowings

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

	Forecast Actual 2020/21 \$	Budget 2021/22 \$	2022/23 \$	Projections 2023/24 \$	2024/25 \$
Amount borrowed as at 30 June of the prior year	8,301	12,392	12,710	10,943	12,129
Amount proposed to be borrowed	5,650	2,250	-	3,000	3,500
Amount projected to be redeemed	(1,559)	(1,932)	(1,767)	(1,814)	(1,922)
Amount of borrowings as at 30 June	12,392	12,710	10,943	12,129	13,707

Interest-bearing loans and borrowings are liabilities of Council. The Council is forecasting to borrow \$5.65m in 2020/21 for the Reid Oval upgrade (\$3.0m), Learning & Library Hub (\$1.25m) and Smart Street Lighting project (\$1.4m). Some of these borrowings may be drawn down in the 2021/22 financial year as they are tied to State Government schemes that require milestones to be achieved before the funds can be drawn.

In 2021/22 Council plans to repay loan principal of \$1.9 million and drawdown new loan funds of \$2.25 million relating the second drawdown of the Learning & Library Hub and the Smart Buildings project.

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 Actual 2020/21 \$	Budget 2021/22 \$
Right-of-use assets		
Property	90	75
Plant & Equipment	1,160	910
Total right-of-use assets	1,250	985
Lease liabilities		
Current lease Liabilities		
Land and buildings	15	15
Plant and equipment	135	135
Total current lease liabilities	150	150
Non-current lease liabilities		
Land and buildings	60	30
Plant and equipment	890	770
Total non-current lease liabilities	950	800
Total lease liabilities	1,100	950

Where the interest rate applicable to a lease is not expressed in the lease agreement, Council applies the average incremental borrowing rate in the calculation of lease liabilities. The current incremental borrowing rate is 2.75%.

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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 Car parking/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

Council is anticipating a large turnaround in the operating cash flows as a number of facilities (Aquazone, Holidays Parks, Lighthouse Theatre, etc) were closed or restricted during 2020/21. To balance this impact Council reduced the capital expenditure and enacted staff stand downs in the affected facilities.

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 include non-cash items which have been excluded from the Cash Flow Statement.

4.4.2 Net cash flows provided by/used in investing activities

The forecast for 2020/21 assumes a higher level of capital expenditure to be completed which relates to projects that have been carried forward over a number of years. The larger capital works that are expected to be completed in 2020/21 include the Reid Oval upgrade, the roof at the Livestock exchange and significant works at Lake Pertobe.

4.4.3 Net cash flows provided by/used in financing activities

Net borrowings (Loan funds less repayments) for the 2021/22 budget include new borrowings for the Learning and Library Hub and Councils investment in energy saving initiatives (smart buildings project).

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2021/22 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	Budget	Change	%
	2020/21	2021/22		
	\$'000	\$'000	\$'000	
Property	4,289	2,679	(1,610)	(37.54%)
Plant and equipment	2,571	1,601	(970)	(37.73%)
Infrastructure	23,188	14,307	(8,881)	(38.30%)
Total	30,048	18,587	(11,461)	(38.14%)

	Project Cost	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property	2,679	1,679	1,000	-	-	-	-	1,679	1,000
Plant and equipment	1,601	1,296	-	305	-	-	-	1,601	-
Infrastructure	14,307	8,871	4,765	671	-	4,033	-	10,274	-
Total	18,587	11,846	5,765	976	-	4,033	-	13,553	1,000

Council has more than 250 major buildings with a replacement cost of over \$125 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.

The majority of Council's 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.

The majority of spending in this category for 2021/22 relates to renewing Council's 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.

In 2021/22, \$3.75 million will be spent on renewing the roads, \$3.0 million on bridge upgrades, \$2.56m on the Livestock Exchange and \$1.5m on footpaths and cycleways.

4.5.2 Current Budget

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contrib. \$'000	Council cash \$'000	Borrowings \$'000
PROPERTY									
Building Improvements									
Minor works	180	-	180	-	-	-	-	180	-
Public toilet renewal	379	-	379	-	-	-	-	379	-
Building renewal general funding	870	-	870	-	-	-	-	870	-
Holiday park facility improvements	150	-	150	-	-	-	-	150	-
Roof access audit and improvements	50	-	50	-	-	-	-	50	-
Infrastructure accessibility fund	50	-	50	-	-	-	-	50	-
Energy saving initiatives	1,000	-	-	1,000	-	-	-	-	1,000
TOTAL PROPERTY	2,679	-	1,679	1,000	-	-	-	1,679	1,000
PLANT AND EQUIPMENT									
Plant, Machinery and Equipment									
Plant replacement	980	-	980	-	-	-	-	980	-
Computers and Telecommunications									
IT hardware	316	-	316	-	-	-	-	316	-
Painting and Exhibits									
Art work acquisitions	15	15	-	-	-	-	-	15	-
Public art initiatives	20	20	-	-	-	-	-	20	-
Library books									
Library stock renewal	270	270	-	-	-	-	-	270	-
TOTAL PLANT AND EQUIPMENT	1,601	305	1,296	-	-	-	-	1,601	-

4.5.2 Current Budget cont'

Capital Works Area	Project	Asset expenditure types					Summary of Funding Sources		
	Cost	New	Renewal	Upgrade	Expansion	Grants	Contrib.	Council cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
INFRASTRUCTURE									
Roads									
Road safety audit implementation	30	-	30	-	-	-	-	30	-
Road safety strategy implementation	115	-	115	-	-	-	-	115	-
Street lighting improvements	30	-	30	-	-	-	-	30	-
Local roads rehabilitation and resheets	2,818	-	2,818	-	-	1,633	-	1,185	-
Road reseal program	759	-	759	-	-	-	-	759	-
Bridges									
Stanley Street bridge upgrade	3,000	-	-	3,000	-	1,500	-	1,500	-
Footpaths and Cycleways									
Footpath construction	135	135	-	-	-	-	-	135	-
Linkage paths	170	170	-	-	-	-	-	170	-
Footpath and bicycle path renewal	822	-	822	-	-	-	-	822	-
Small infrastructure fund projects	366	366	-	-	-	-	-	366	-
Drainage									
Priority backlog drainage	225	-	225	-	-	-	-	225	-
Japan Street catchment diversion	115	-	-	115	-	-	-	115	-
Recreational, Leisure & Community Facilities									
Outdoor pool renewal	200	-	200	-	-	-	-	200	-
Recreational facilities upgrade	1,650	-	-	1,650	-	900	-	750	-
Parks, Open Space and Streetscapes									
Playground renewal	324	-	324	-	-	-	-	324	-
Public open space improvements	195	-	195	-	-	-	-	195	-
Beach access	180	-	180	-	-	-	-	180	-
Aerodromes									
Aerodrome minor improvements	30	-	30	-	-	-	-	30	-
Off Street Car Parks									
Carpark construction	200	-	200	-	-	-	-	200	-
Botanic Gardens carpark construction	215	-	215	-	-	-	-	215	-
Other Infrastructure									
River Upgrades	48	-	48	-	-	-	-	48	-
Redecking Hopkins river rowing platform	120	-	120	-	-	-	-	120	-
Livestock exchange rectification & improvements	2,560	-	2,560	-	-	-	-	2,560	-
Total Infrastructure	14,307	671	8,871	4,765	-	4,033	-	10,274	-
Total New Capital Works	18,587	976	11,846	5,765	-	4,033	-	13,554	1,000

Summary of Planned Capital Works Expenditure

For the four years ended 30 June 2025

2022/23	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Expansion \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Buildings Specialised	600	600	0	0	0	600	300	0	300	0
Building improvements	2,338	0	1,661	0	677	2,338	0	0	2,338	0
Total Buildings	2,938	600	1,661	0	677	2,938	300	0	2,638	0
Total Property	2,938	600	1,661	0	677	2,938	300	0	2,638	0
Plant and Equipment										
Plant, machinery and equipment	1,080	0	1,080	0	0	1,080	0	0	1,080	0
Computers and telecommunications	322	0	322	0	0	322	0	0	322	0
Paintings and exhibits	36	36	0	0	0	36	0	0	36	0
Library books	275	275	0	0	0	275	0	0	275	0
Total Plant and Equipment	1,713	311	1,402	0	0	1,713	0	0	1,713	0
Infrastructure										
Roads	3,859	0	3,859	0	0	3,859	425	0	3,434	0
Bridges	269	0	269	0	0	269	0	0	269	0
Footpaths and cycleways	2,305	684	1,621	0	0	2,305	0	0	2,305	0
Drainage	556	0	156	0	400	556	0	0	556	0
Recreational, leisure and community facilities	2,183	0	500	0	1,683	2,183	916	0	1,267	0
Parks, open space and streetscapes	549	0	549	0	0	549	0	0	549	0
Aerodromes	31	0	31	0	0	31	0	0	31	0
Other infrastructure	110	0	110	0	0	110	0	0	110	0
Total Infrastructure	9,861	684	7,094	0	2,083	9,861	1,341	0	8,521	0
Total Capital Works Expenditure	14,513	1,595	10,158	0	2,760	14,513	1,641	0	12,872	0

Summary of Planned Capital Works Expenditure

For the four years ended 30 June 2025

2023/24	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Expansion \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Buildings Specialised	600	600	0	0	0	600	300	0	300	0
Building improvements	4,695	0	1,695	0	3,000	4,695	0	0	1,695	3,000
Total Buildings	5,295	600	1,695	0	3,000	5,295	300	0	1,995	3,000
Total Property	5,295	600	1,695	0	3,000	5,295	300	0	1,995	3,000
Plant and Equipment										
Plant, machinery and equipment	1,102	0	1,102	0	0	1,102	0	0	1,102	0
Computers and telecommunications	328	0	328	0	0	328	0	0	328	0
Paintings and exhibits	36	36	0	0	0	36	0	0	36	0
Library books	281	281	0	0	0	281	0	0	281	0
Total Plant and Equipment	1,747	317	1,430	0	0	1,747	0	0	1,747	0
Infrastructure										
Roads	3,939	0	3,939	0	0	3,939	430	0	3,509	0
Bridges	275	0	275	0	0	275	0	0	275	0
Footpaths and cycleways	2,338	698	1,640	0	0	2,338	0	0	2,338	0
Drainage	126	0	126	0	0	126	0	0	126	0
Recreational, leisure and community facilities	3,517	0	1,800	0	1,717	3,517	934	0	2,583	0
Parks, open space and streetscapes	560	0	560	0	0	560	0	0	560	0
Aerodromes	31	0	31	0	0	31	0	0	31	0
Other infrastructure	112	0	112	0	0	112	0	0	112	0
Total Infrastructure	10,898	698	8,484	0	1,717	10,898	1,364	0	9,534	0
Total Capital Works Expenditure	17,940	1,615	11,608	0	4,717	17,940	1,664	0	13,276	3,000

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Summary of Planned Capital Works Expenditure

For the four years ended 30 June 2025

2024/25	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Expansion \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property										
Buildings Specialised	20,800	20,800	0	0	0	20,800	18,400	0	400	2,000
Building improvements	1,933	0	1,733	0	200	1,933	0	0	1,933	0
Total Buildings	22,733	20,800	1,733	0	200	22,733	18,400	0	2,333	2,000
Total Property	22,733	20,800	1,733	0	200	22,733	18,400	0	2,333	2,000
Plant and Equipment										
Plant, machinery and equipment	1,126	0	1,126	0	0	1,126	0	0	1,126	0
Computers and telecommunications	336	0	336	0	0	336	0	0	336	0
Paintings and exhibits	37	37	0	0	0	37	0	0	37	0
Library books	287	287	0	0	0	287	0	0	287	0
Total Plant and Equipment	1,787	324	1,462	0	0	1,787	0	0	1,787	0
Infrastructure										
Roads	4,031	0	4,031	0	0	4,031	430	0	3,601	0
Bridges	281	0	281	0	0	281	0	0	281	0
Footpaths and cycleways	2,374	714	1,661	0	0	2,374	0	0	2,374	0
Drainage	727	600	127	0	0	727	0	0	727	0
Recreational, leisure and community facilities	2,955	600	600	0	1,755	2,955	1,255	200	1,500	0
Parks, open space and streetscapes	573	0	573	0	0	573	0	0	573	0
Aerodromes	32	0	32	0	0	32	0	0	32	0
Other infrastructure	1,115	1,000	115	0	0	1,115	0	0	1,115	0
Total Infrastructure	12,088	2,914	7,419	0	1,755	12,088	1,685	200	10,203	0
Total Capital Works Expenditure	36,607	24,038	10,614	0	1,955	36,607	20,085	200	14,322	2,000

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5. 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.

Indicator	Measure	Notes	Actual 2019/20	Forecast 2020/21	Budget 2021/22	2022/23	2023/24	Projections 2024/25	Trend +/-
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	3.2%	(5.1%)	0.8%	0.6%	1.6%	2.4%	+
Liquidity									
Working Capital	Current assets / current liabilities	2	158.7%	138.4%	134.3%	142.1%	147.9%	154.1%	+
Unrestricted cash	Unrestricted cash / current liabilities	3	92.1%	93.4%	92.7%	101.0%	107.5%	114.6%	+
Obligations									
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	4	20.4%	29.7%	29.7%	24.9%	26.7%	29.3%	o
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		5.2%	4.4%	5.2%	4.6%	4.5%	4.7%	o
Indebtedness	Non-current liabilities / own source revenue		14.6%	20.9%	20.4%	16.8%	17.7%	19.0%	o
Asset renewal	Asset renewal and upgrade expense / Asset depreciation	5	80.5%	186.7%	134.9%	96.0%	117.9%	88.2%	-
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	6	54.4%	57.9%	56.2%	56.3%	56.2%	56.1%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.58%	0.58%	0.59%	0.59%	0.59%	0.59%	o

Indicator	Measure	Notes	Actual	Forecast	Budget		Projections		Trend
			2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	+/-
Efficiency									
Expenditure level	Total expenses/ no. of property assessments		\$4,091	\$4,504	\$4,473	\$4,482	\$4,428	\$5,040	o
Revenue level	Total rate revenue / no. of property assessments		\$2,315	\$2,368	\$2,396	\$2,438	\$2,487	\$2,543	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. 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 2020/21 forecast is expecting a significant underlying deficit due to the impact of COVID19 on Councils operating businesses which restricted or closed facilities during the year. This was offset with subsequent reductions in discretionary capital and staff stand downs. As Council recovers from the COVID19 impacts, the underlying result is expected to be around the breakeven amount in the 4 year budget.

2. Working Capital

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

3. Unrestricted Cash

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

4. Debt compared to rates

Council will continue to use debt as a funding strategy with historically low interest rates providing good value along with programs such as the Community Infrastructure Loan Scheme which enables Council to borrow directly from the Department of Treasury and Finance at a 50% discount on the already low interest rates. Council has a borrowing strategy that it adheres to when planning its long term funding strategy.

5. 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 has received significant grants over the last few years which has assisted in meeting this ratio, however, as the grant funding is expected to reduce in future years, the asset renewal ratio will also decline. Council has a significant backlog of asset renewal works which means that Council needs to consistently achieve over 100% to reduce this, with the ratio dropping to 88% in 2024/25 this indicates that Council won't be able to meet its current demand or reduce the existing backlog.

6. 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.

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 2021/22.

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.

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
PROPERTY MANAGEMENT							
User Fees & Charges							
Applications to use Crown & Council Land	Per Application	Non-Taxable	\$ 26.80	\$ 27.50	\$ 0.70	2.61%	Non-statutory
Licences preparation fee	Per Application	Taxable	\$ 118.40	\$ 121.40	\$ 3.00	2.53%	Non-statutory
Lease preparation fee	Per Application	Taxable	\$ 172.30	\$ 176.60	\$ 4.30	2.50%	Non-statutory
Survey plan fee	Per Application	Non-Taxable	\$ 1,723.00	\$ 1,766.00	\$ 43.00	2.50%	Non-statutory
Title search fee	Per Application	Non-Taxable	\$ 45.30	\$ 46.40	\$ 1.10	2.43%	Non-statutory
Outdoor Café /Laneway Bar Fees							
Licence Fee (per week)	Per Week	Non-Taxable	\$ 210.00	\$ 215.25	\$ 5.25	2.50%	Non-statutory
Table Fee (per table)	Per Table	Non-Taxable	\$ 43.00	\$ 44.50	\$ 1.50	3.49%	Non-statutory
Rate Search Fees							
Rate history search fee	First 3 Hours	Non-Taxable	\$ 409.10	\$ 420.00	\$ 10.90	2.66%	Non-statutory
Rate history search fee	After 3 Hours	Non-Taxable	\$ 129.30	\$ 133.00	\$ 3.70	2.86%	Non-statutory
Rate history search fee (0-10 Years)	Each	Non-Taxable	\$ 23.80	\$ 25.00	\$ 1.20	5.04%	Non-statutory
Copy of previous years Rate Instalments Notices	Each	Non-Taxable	\$ 17.20	\$ 18.00	\$ 0.80	4.65%	Non-statutory
Search, retrieval and photocopying fees							
Search, inspection, retrieval or access fee	Per Search	Non-Taxable	\$ 25.60	\$ 26.50	\$ 0.90	3.52%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Search, inspection, retrieval or access fee (Offsite)	Per Search	Non-Taxable	\$ 40.65	\$ 42.00	\$ 1.35	3.32%	Non- statutory
Photocopying/printing any document	Per A4/A3 page	Non-Taxable	\$ 0.69	\$ 0.75	\$ 0.06	8.70%	Non- statutory
Photocopying/printing any document	Per A1,2,0 page	Non-Taxable	\$ 5.35	\$ 5.50	\$ 0.15	2.80%	Non- statutory
Interest on Unpaid Monies other than rates and charges							
In accordance with Section 120 of the Local Government Act 2020 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 at 30th June 2021.							

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
REVENUE MANAGEMENT							
Monetary Complaints: Notices on a Debt							
Filing Fee							
Less than \$500	Per Application	Non-Taxable	\$ 151.10	\$ 155.00	\$ 3.90	2.58%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 151.10	\$ 155.00	\$ 3.90	2.58%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 315.50	\$ 325.00	\$ 9.50	3.01%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 315.50	\$ 325.00	\$ 9.50	3.01%	Non-statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 315.50	\$ 325.00	\$ 9.50	3.01%	Non-statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 479.80	\$ 495.00	\$ 15.20	3.17%	Non-statutory
Necessary Certificate x2							
Less than \$500	Per Application	Non-Taxable	\$ 100.00	\$ 103.00	\$ 3.00	3.00%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 178.00	\$ 185.00	\$ 7.00	3.93%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 178.00	\$ 185.00	\$ 7.00	3.93%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 210.00	\$ 217.00	\$ 7.00	3.33%	Non-statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 252.00	\$ 260.00	\$ 8.00	3.17%	Non-statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 252.00	\$ 260.00	\$ 8.00	3.17%	Non-statutory
Professional (Item 1 Complaints)							
Less than \$500	Per Application	Non-Taxable	\$ 225.00	\$ 232.00	\$ 7.00	3.11%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 471.00	\$ 485.00	\$ 14.00	2.97%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 471.00	\$ 485.00	\$ 14.00	2.97%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 578.00	\$ 595.00	\$ 17.00	2.94%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 695.00	\$ 715.00	\$ 20.00	2.88%	Non- statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 695.00	\$ 715.00	\$ 20.00	2.88%	Non- statutory
Service Fee							
Service Fee	Per Application	Non-Taxable	\$ 74.00	\$ 77.00	\$ 3.00	4.05%	Non- statutory
Other Professional Costs							
Warrant							
Less than \$500	Per Application	Non-Taxable	\$ 58.00	\$ 60.00	\$ 2.00	3.45%	Non- statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 119.00	\$ 123.00	\$ 4.00	3.36%	Non- statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 119.00	\$ 123.00	\$ 4.00	3.36%	Non- statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 141.00	\$ 145.00	\$ 4.00	2.84%	Non- statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 177.00	\$ 183.00	\$ 6.00	3.39%	Non- statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 177.00	\$ 183.00	\$ 6.00	3.39%	Non- statutory
Summons for Oral Examination							
Less than \$500	Per Application	Non-Taxable	\$ 60.00	\$ 63.00	\$ 3.00	5.00%	Non- statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 143.00	\$ 150.00	\$ 7.00	4.90%	Non- statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 143.00	\$ 150.00	\$ 7.00	4.90%	Non- statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 173.00	\$ 180.00	\$ 7.00	4.05%	Non- statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 190.00	\$ 198.00	\$ 8.00	4.21%	Non- statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 190.00	\$ 198.00	\$ 8.00	4.21%	Non- statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Necessary Affidavit							
Less than \$500	Per Application	Non-Taxable	\$ 101.00	\$ 105.00	\$ 4.00	3.96%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 210.00	\$ 218.00	\$ 8.00	3.81%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 210.00	\$ 218.00	\$ 8.00	3.81%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 254.00	\$ 263.00	\$ 9.00	3.54%	Non-statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 304.00	\$ 315.00	\$ 11.00	3.62%	Non-statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 304.00	\$ 315.00	\$ 11.00	3.62%	Non-statutory
Application for Order							
Less than \$500	Per Application	Non-Taxable	\$ 47.00	\$ 50.00	\$ 3.00	6.38%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 47.00	\$ 50.00	\$ 3.00	6.38%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 47.00	\$ 50.00	\$ 3.00	6.38%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 47.00	\$ 50.00	\$ 3.00	6.38%	Non-statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 47.00	\$ 50.00	\$ 3.00	6.38%	Non-statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 47.00	\$ 50.00	\$ 3.00	6.38%	Non-statutory
Instructions to Defend							
Less than \$500	Per Application	Non-Taxable	\$ 104.00	\$ 108.00	\$ 4.00	3.85%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 223.00	\$ 230.00	\$ 7.00	3.14%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 223.00	\$ 230.00	\$ 7.00	3.14%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 277.00	\$ 285.00	\$ 8.00	2.89%	Non-statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 330.00	\$ 340.00	\$ 10.00	3.03%	Non-statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 330.00	\$ 340.00	\$ 10.00	3.03%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Order for Substituted Service							
Less than \$500	Per Application	Non-Taxable	\$ 152.00	\$ 158.00	\$ 6.00	3.95%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 275.00	\$ 285.00	\$ 10.00	3.64%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 275.00	\$ 285.00	\$ 10.00	3.64%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 326.00	\$ 340.00	\$ 14.00	4.29%	Non-statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 384.00	\$ 400.00	\$ 16.00	4.17%	Non-statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 384.00	\$ 400.00	\$ 16.00	4.17%	Non-statutory
Necessary Notice/Certificate							
Less than \$500	Per Application	Non-Taxable	\$ 50.00	\$ 52.00	\$ 2.00	4.00%	Non-statutory
\$500 - \$999	Per Application	Non-Taxable	\$ 89.00	\$ 93.00	\$ 4.00	4.49%	Non-statutory
\$1,000 - \$4,999	Per Application	Non-Taxable	\$ 89.00	\$ 92.00	\$ 3.00	3.37%	Non-statutory
\$5,000 - \$7,499	Per Application	Non-Taxable	\$ 105.00	\$ 110.00	\$ 5.00	4.76%	Non-statutory
\$7,500 - \$9,999	Per Application	Non-Taxable	\$ 126.00	\$ 132.00	\$ 6.00	4.76%	Non-statutory
\$10,000 - \$20,000	Per Application	Non-Taxable	\$ 126.00	\$ 132.00	\$ 6.00	4.76%	Non-statutory
Issue Fees							
Claim or Counterclaim							
Fee	Per Application	Non-Taxable	\$ 151.10	\$ 158.00	\$ 6.90	4.57%	Non-statutory
Application for Order							
Fee	Per Application	Non-Taxable	\$ 44.40	\$ 46.00	\$ 1.60	3.60%	Non-statutory
With Preparation	Per Application	Non-Taxable	\$ 72.50	\$ 75.00	\$ 2.50	3.45%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
46A Summons/46B Rehearing Application							
Fee	Per Application	Non-Taxable	\$ 157.00	\$ 163.00	\$ 6.00	3.82%	Non- statutory
With Preparation	Per Application	Non-Taxable	\$ 185.10	\$ 193.00	\$ 7.90	4.27%	Non- statutory
Summons for Oral Examination including hearing							
Fee	Per Application	Non-Taxable	\$ 103.70	\$ 108.00	\$ 4.30	4.15%	Non- statutory
Certificate for Supreme Court							
Fee	Per Application	Non-Taxable	\$ 20.70	\$ 22.00	\$ 1.30	6.28%	Non- statutory
With Preparation	Per Application	Non-Taxable	\$ 48.80	\$ 52.00	\$ 3.20	6.56%	Non- statutory
Application for Attachment of Earnings							
Fee	Per Application	Non-Taxable	\$ 148.10	\$ 155.00	\$ 6.90	4.66%	Non- statutory
Attachment of Earnings/Debt Order							
Fee	Per Application	Non-Taxable	\$ 20.70	\$ 22.00	\$ 1.30	6.28%	Non- statutory
With Preparation	Per Application	Non-Taxable	\$ 48.80	\$ 52.00	\$ 3.20	6.56%	Non- statutory
Warrant Fees							
Fee	Per Application	Non-Taxable	\$ 17.80	\$ 18.50	\$ 0.70	3.93%	Non- statutory
Sheriff's Warrant Fee	Per Application	Non-Taxable	\$ 203.00	\$ 206.00	\$ 3.00	1.48%	Non- statutory
Application under the Judgement Debt Recovery Act							
Summons for Examination	Per Application	Non-Taxable	\$ 157.00	\$ 162.00	\$ 5.00	3.18%	Non- statutory
Instalment Application/Agreement (Creditor)	Per Application	Non-Taxable	\$ 82.90	\$ 85.00	\$ 2.10	2.53%	Non- statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Application to Vary/Cancel (Creditor)	Per Application	Non-Taxable	\$ 82.90	\$ 85.00	\$ 2.10	2.53%	Non-statutory
Service Cost							
Attempted Service (Item 78)	Per Application	Non-Taxable	\$ 51.00	\$ 53.00	\$ 2.00	3.92%	Non-statutory
Service by Post (Item 77)	Per Application	Non-Taxable	\$ 13.00	\$ 14.00	\$ 1.00	7.69%	Non-statutory
Allowance per km (Item 79)	Per Application	Non-Taxable	\$ 0.70	\$ 0.75	\$ 0.05	7.14%	Non-statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST \$	2021/22 Fee Inc GST \$	Fee Increase / (Decrease) \$	Fee Increase / (Decrease) %	Basis of Fee
COAST & RIVERS							
Mooring Fees							
Boat less than 10m pa	Per boat	Taxable	\$ 270.00	\$ 275.00	\$ 5.00	1.85%	Non-statutory
Boat 10.1m to 15m pa	Per boat	Taxable	\$ 340.00	\$ 345.00	\$ 5.00	1.47%	Non-statutory
Boat 15.1 – 20m pa	Per boat	Taxable	\$ 390.00	\$ 395.00	\$ 5.00	1.28%	Non-statutory
Boat 20.1 – 25m pa	Per boat	Taxable	\$ 480.00	\$ 490.00	\$ 10.00	2.08%	Non-statutory
Jetty Fees – pa: Permit for breakwater and Hopkins River	Per boat	Taxable	\$ 225.00	\$ 230.00	\$ 5.00	2.22%	Non-statutory
Mooring inspection fee	Per boat	Taxable	\$ 190.00	\$ 200.00	\$ 10.00	5.26%	Non-statutory
Mooring infrastructure hire	Per boat	Taxable	\$ 92.00	\$ 95.00	\$ 3.00	3.26%	Non-statutory
Berth permit or mooring licence - new application fee	Per boat	Taxable	\$ 80.00	\$ 82.00	\$ 2.00	2.50%	Non-statutory
Annual Parking Permit Fees							
Breakwater (per vehicle)	Per vehicle	Taxable	\$ 69.00	\$ 70.00	\$ 1.00	1.45%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease) %	Basis of Fee
WARRNAMBOOL AIRPORT							
Landing fee - Commercial* (per landing)	\$ per 1,000 kg	Taxable	N/A	\$ 11.00	N/A	N/A	Non-statutory
Landing fee - Recreational Aircraft > 1,800kg (per landing)	\$ per 1,000 kg	Taxable	N/A	\$ 11.00	N/A	N/A	Non-statutory
Flight training - local operator (per aircraft)	Annual	Taxable	N/A	\$ 1,100.00	N/A	N/A	Non-statutory
Flight training - non local operator (per landing)	\$ per 1,000 kg	Taxable	N/A	\$ 5.50	N/A	N/A	Non-statutory
Local user fee - Commercial (per aircraft)	Annual	Taxable	N/A	\$ 1,100.00	N/A	N/A	Non-statutory
Local user fee - Recreational (per aircraft)	Annual	Taxable	N/A	\$ 275.00	N/A	N/A	Non-statutory
Ambulance Vic/PelAir (per landing)	Per Landing	Taxable	N/A	\$ 16.50	N/A	N/A	Non-statutory
Ambulance Vic HEMS4	No Charge	Taxable	N/A	\$ -	N/A	N/A	Non-statutory
RFDS Aircraft	No Charge	Taxable	N/A	\$ -	N/A	N/A	Non-statutory
Police/Fire	No Charge	Taxable	N/A	\$ -	N/A	N/A	Non-statutory
RPT (per landing)	\$ per 1,000 kg	Taxable	N/A	\$ 11.00	N/A	N/A	Non-statutory
Pavement Concession - aircraft > 5,700kg & tyre pressure >109psi	Per Landing	Taxable	N/A	\$ 165.00	N/A	N/A	Non-statutory
Use terminal/toilets	Per Hour	Taxable	N/A	\$ 19.80	N/A	N/A	Non-statutory
Driver Training	Per Day	Taxable	N/A	\$ 423.50	N/A	N/A	Non-statutory
*Off Shore Ops Babcock Helicopter Hangar 3 - Landing Fee 50% discount							
Maintenance fee - Commercial*	Per Hangar	Taxable	N/A	\$ 1,100.00	N/A	N/A	Non-statutory
Maintenance fee - Recreational*	Per Hangar	Taxable	N/A	\$ 220.00	N/A	N/A	Non-statutory
Maintenance fee - Commercial*	Per Office Space	Taxable	N/A	\$ 1,100.00	N/A	N/A	Non-statutory
Maintenance fee - Recreational*	Per Clubrooms	Taxable	N/A	\$ 220.00	N/A	N/A	Non-statutory
* Maintenance fee to be reviewed in conjunction with introduction of landing/user fees and review of lease agreements.							

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
INFRASTRUCTURE SERVICES							
Road Reserve Works Permit							
Minor Works less than \$10,000	Per Application	Non-Taxable	\$ 147.90	\$ 150.00	\$ 2.10	1.42%	Non-statutory
Minor Works great than \$10,000	Per Application	Non-Taxable	\$ 663.00	\$ 665.00	\$ 2.00	0.30%	Non-statutory
Minor Works Public Notice Fee	Per Application	Non-Taxable	\$ 51.00	\$ 55.00	\$ 4.00	7.84%	Non-statutory
Large Projects	Per Application	Non-Taxable	By Negotiation	By Negotiation	\$ -	0.00%	Non-statutory
Asset Protection Permit							
Asset Inspection Checklist	Per Application	Non-Taxable	\$ 147.90	\$ 150.00	\$ 2.10	1.42%	Non-statutory
Livestock Crossing Permit:							
Stock Crossing Permit	Per Application	Non-Taxable	\$ 147.90	\$ 150.00	\$ 2.10	1.42%	Non-statutory
Stormwater Legal Point of Discharge Application							
Single dwelling development - Note 1	Per Application	Non-Taxable	\$ 144.70	\$ 144.70	\$ -	0.00%	Statutory
Information only - Note 1	Per Application	Non-Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
Short notice fee - Note 1	Per Application	Non-Taxable	\$ 117.00	\$ 120.00	\$ 3.00	2.56%	Non-statutory
Street tree – supply and install including maintenance period of 24 months - Note 1	Per Tree	Non-Taxable	\$ 362.10	\$ 362.10	\$ -	0.00%	Non-statutory
Build Over Stormwater Easement Application - Note 1	Per Application	Non-Taxable	\$ 120.36	\$ 120.36	\$ -	0.00%	Non-statutory
Rain Garden (small up to 4.5m2) – supply and install vegetated landscaping including maintenance period of 24 months	Per Rain Garden	Non-Taxable	\$ 3,264.00	\$ 3,264.00	\$ -	0.00%	Non-statutory
Rain Garden (medium up to 9.0m2) – supply and install vegetated landscaping including maintenance period of 24 months	Per Rain Garden	Non-Taxable	\$ 3,672.00	\$ 3,672.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Stormwater drainage line inspection (high resolution camera) – 4 hours	Per Inspection	Non-Taxable	\$ 683.40	\$ 683.40	\$ -	0.00%	Non-statutory
Stormwater drainage line inspection (high resolution camera) – 8.5 hours	Per Inspection	Non-Taxable	\$ 1,417.80	\$ 1,417.80	\$ -	0.00%	Non-statutory
Plan checking and supervision fee	Per Application	Non-Taxable	0.75% for plan checking and 2.5% for supervision (Based on the value of works)	0.75% for plan checking and 2.5% for supervision (Based on the value of works)	\$ -	0.00%	Statutory
Notes: 1 Fees are in accordance with the Planning and Environment (Fees) Regulation 2016 and the Subdivision (Fees) Regulation 2016, and are subject to change in accordance with changes to the government legislation and regulations.							

Warrnambool City Council Annual Budget 2021-2022



Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease)	Basis of Fee
			\$	\$	\$	%	
OPEN SPACE HIRE							
Botanic Gardens - Weddings and Events							
Small Event - (No Marquee, Vehicle Access or Use of Rotunda)	Per event	Taxable	\$ 100.00	\$ 110.00	\$ 10.00	10.00%	Non-statutory
Use of Band Rotunda and or Vehicle Access	Per hire	Taxable	\$ 170.00	\$ 180.00	\$ 10.00	5.88%	Non-statutory
Small Marquee (6m x 6m, or up to 36 square metres) weddings and events *	Per marquee	Taxable	\$ 550.00	\$ 575.00	\$ 25.00	4.55%	Non-statutory
Medium Marquee (8m x 8m, or up to 64 square metres) weddings and events *	Per marquee	Taxable	\$ 1,100.00	\$ 1,150.00	\$ 50.00	4.55%	Non-statutory
Large Marquee *	Per marquee	Taxable	Price on event application	Price on event application	\$ -	0.00%	Non-statutory
Note: * = Marquee fees include vehicle access and use of Band Rotunda if required							
Lake Pertobe - Events							
Community Events (not for profit)	Per event	Taxable	\$ -	\$ -	\$ -	0.00%	Non-statutory
Small Events (under 200 attendees)	Per event	Taxable	\$ 280.00	\$ 290.00	\$ 10.00	3.57%	Non-statutory
Medium Events (between 200 to 500 attendees)	Per event	Taxable	\$ 550.00	\$ 575.00	\$ 25.00	4.55%	Non-statutory
Large Events (over 500 attendees)	Per event	Taxable	\$ 1,100.00	\$ 1,150.00	\$ 50.00	4.55%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
LIGHTHOUSE THEATRE							
Staff - all venues and user types							
Supervising Technician	Per hour	Taxable	\$ 58.50	\$ 61.00	\$ 2.50	4.27%	Non-statutory
Technician	Per hour	Taxable	\$ 53.50	\$ 55.50	\$ 2.00	3.74%	Non-statutory
Front of House Supervisor or Duty Officer	Per hour	Taxable	\$ 58.50	\$ 61.00	\$ 2.50	4.27%	Non-statutory
Front of House Officer (Box Office, Bar, Merchandise Seller)	Per hour	Taxable	\$ 53.50	\$ 55.50	\$ 2.00	3.74%	Non-statutory
Usher Provision Fee	Per performance	Taxable	\$ 160.00	\$ 250.00	\$ 90.00	56.25%	Non-statutory
Ticket Fees (patrons & ticket purchasers)							
Online/Web Booking Fee	Per booking	Taxable	\$ 6.50	\$ 6.95	\$ 0.45	6.92%	Non-statutory
Phone Booking Fee	Per booking	Taxable	\$ 3.00	\$ 3.00	\$ -	0.00%	Non-statutory
Community & Local Non for Profit							
THEATRE ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 560.00	\$ 580.00	\$ 20.00	3.57%	Non-statutory
THEATRE ticketed performance - Second Performance same day	Per performance	Taxable	\$ 350.00	\$ 365.00	\$ 15.00	4.29%	Non-statutory
THEATRE - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$ 52.00	\$ 55.00	\$ 3.00	5.77%	Non-statutory
THEATRE - Rehearsal (Inc. Technical Equipment)	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
Community & Local Non for Profit							
STUDIO ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 360.00	\$ 375.00	\$ 15.00	4.17%	Non-statutory
STUDIO ticketed performance - Second Performance same day	Per performance	Taxable	\$ 235.00	\$ 245.00	\$ 10.00	4.26%	Non-statutory
STUDIO - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$ 52.00	\$ 55.00	\$ 3.00	5.77%	Non-statutory
STUDIO - Rehearsal (Inc. Technical Equipment)	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Local Artists and Non-local Non for Profit							
THEATRE ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 800.00	\$ 835.00	\$ 35.00	4.38%	Non-statutory
THEATRE ticketed performance - Second Performance same day	Per performance	Taxable	\$ 350.00	\$ 375.00	\$ 25.00	7.14%	Non-statutory
THEATRE - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$ 52.00	\$ 55.00	\$ 3.00	5.77%	Non-statutory
THEATRE - Rehearsal (Inc. Technical Equipment)	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
STUDIO ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 500.00	\$ 525.00	\$ 25.00	5.00%	Non-statutory
STUDIO ticketed performance - Second Performance same day	Per performance	Taxable	\$ 235.00	\$ 245.00	\$ 10.00	4.26%	Non-statutory
STUDIO - Rehearsal (No Technical Equipment)	Per hour	Taxable	\$ 52.00	\$ 55.00	\$ 3.00	5.77%	Non-statutory
STUDIO - Rehearsal (Inc. Technical Equipment)	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
Other Fees - Community, Non for Profits and Local Artists							
Equipment & Consumable Items							
Steinway Grand piano (plus tuning if required)	Per item	Taxable	\$ 100.00	\$ 105.00	\$ 5.00	5.00%	Non-statutory
Minimum Consumable Charge (gel, tape, batteries)	Per item	Taxable	\$ 31.00	\$ 32.50	\$ 1.50	4.84%	Non-statutory
Radio Mics	Per item	Taxable	\$ 45.00	\$ 47.50	\$ 2.50	5.56%	Non-statutory
Ticketing Fees (hirer) - based on gross prices							
Tickets \$10.99 and under	Per ticket	Taxable	\$ 1.50	\$ 1.55	\$ 0.05	3.33%	Non-statutory
Tickets \$11.00 - \$39.99	Per ticket	Taxable	\$ 2.90	\$ 3.00	\$ 0.10	3.45%	Non-statutory
Tickets \$40.00 and over	Per ticket	Taxable	\$ 3.90	\$ 4.00	\$ 0.10	2.56%	Non-statutory
Credit Card/Electronic Payment Fee	Per ticket	Taxable	Up to 3%	Up to 3%	\$ -	0.00%	Non-statutory
Complimentary Tickets	Per ticket	Taxable	\$ 0.55	\$ 0.60	\$ 0.05	9.09%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Event Creation and Set of Tickets	Per season	Taxable	\$ 52.50	\$ 55.00	\$ 2.50	4.76%	Non-statutory
Ticketed Event: Subsidised Professional Companies							
THEATRE ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 1,250.00	\$ 1,300.00	\$ 50.00	4.00%	Non-statutory
THEATRE ticketed performance - Second Performance same day	Per performance	Taxable	\$ 585.00	\$ 610.00	\$ 25.00	4.27%	Non-statutory
THEATRE - Rehearsal	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
STUDIO ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 615.00	\$ 640.00	\$ 25.00	4.07%	Non-statutory
STUDIO ticketed performance - Second Performance same day	Per performance	Taxable	\$ 350.00	\$ 370.00	\$ 20.00	5.71%	Non-statutory
STUDIO - Rehearsal	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
Ticketed Event: Standard Hirer Rates							
THEATRE ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 1,675.00	\$ 1,750.00	\$ 75.00	4.48%	Non-statutory
THEATRE ticketed performance - Second Performance same day	Per performance	Taxable	\$ 600.00	\$ 625.00	\$ 25.00	4.17%	Non-statutory
THEATRE - Rehearsal	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
STUDIO ticketed performance - Hire rate plus 5% of net ticket sales	Per performance	Taxable	\$ 625.00	\$ 650.00	\$ 25.00	4.00%	Non-statutory
STUDIO ticketed performance - Second Performance same day	Per performance	Taxable	\$ 350.00	\$ 375.00	\$ 25.00	7.14%	Non-statutory
STUDIO - Rehearsal	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
Other Fees - Subsidised theatre and Standard hires							
Equipment & Consumable Items							
Steinway Grand piano (plus tuning if required)	Per item	Taxable	\$ 230.00	\$ 240.00	\$ 10.00	4.35%	Non-statutory
Minimum Consumable Charge (gel, tape, batteries)	Per item	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory

Warrnambool City Council Annual Budget 2021-2022



Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Radio Mics	Per booking	Taxable	\$ 90.00	\$ 95.00	\$ 5.00	5.56%	Non-statutory
Ticketing Fees (hirer) - based on gross prices							
Tickets \$10.99 and under	Per ticket	Taxable	\$ 3.20	\$ 3.30	\$ 0.10	3.12%	Non-statutory
Tickets \$11.00 - \$39.99	Per ticket	Taxable	\$ 4.20	\$ 4.30	\$ 0.10	2.38%	Non-statutory
Tickets \$40.00 - \$59.99	Per ticket	Taxable	\$ 5.25	\$ 5.40	\$ 0.15	2.86%	Non-statutory
Tickets \$60.00 and over	Per ticket	Taxable	\$ 6.25	\$ 6.50	\$ 0.25	4.00%	Non-statutory
Credit Card/Electronic Payment Fee	Per ticket	Taxable	Up to 3%	Up to 3%	\$ -	0.00%	Non-statutory
Complimentary Tickets	Per ticket	Taxable	\$ 0.55	\$ 0.60	\$ 0.05	9.09%	Non-statutory
Event Creation and Set of Tickets (Per Season)	Per season	Taxable	\$ 110.00	\$ 115.00	\$ 5.00	4.55%	Non-statutory
Urgent (<72hr) Event Creation and Set of Tickets (Per Season)	Per season	Taxable	\$ 220.00	\$ 230.00	\$ 10.00	4.55%	Non-statutory
Merchandise							
Including foyers, Theatre, Studio, Atrium and Meeting Room	Per sale	Taxable	12% on gross sales	12% on gross sales	\$ -	0.00%	Non-statutory
Non-Ticketed Event: Non for Profit Organisations							
THEATRE - Event Hire (up to 9 hrs)	Per session	Taxable	\$ 1,250.00	\$ 1,300.00	\$ 50.00	4.00%	Non-statutory
THEATRE - Additional Hours	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
STUDIO - Event Hire (up to 9 hrs)	Per session	Taxable	\$ 675.00	\$ 700.00	\$ 25.00	3.70%	Non-statutory
STUDIO - Additional Hours	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
MEETING ROOM - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 260.00	\$ 265.00	\$ 5.00	1.92%	Non-statutory
MEETING ROOM - Weekdays outside of business hours and Weekends	Per booking	Taxable	By negotiation	By negotiation	\$ -	0.00%	Non-statutory

Warrnambool City Council Annual Budget 2021-2022



Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
STUDIO: Used in conjunction with Theatre event hire	Per event per day	Taxable	\$ 400.00	\$ 420.00	\$ 20.00	5.00%	Non- statutory
MEETING ROOM: Used in conjunction with Theatre or Studio event hire	Per event per day	Taxable	\$ 155.00	\$ 160.00	\$ 5.00	3.23%	Non- statutory
MAIN FOYER - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 330.00	\$ 340.00	\$ 10.00	3.03%	Non- statutory
MAIN FOYER - Weekdays outside of business hours and Weekends	Per booking	Taxable	By negotiation	By negotiation	\$ -	0.00%	Non- statutory
Non-Ticketed Event: Standard Hirer							
THEATRE - Event Hire (up to 9 hrs)	Per session	Taxable	\$ 2,075.00	\$ 2,175.00	\$ 100.00	4.82%	Non- statutory
THEATRE - Additional Hours	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non- statutory
STUDIO - Event Hire (up to 9 hrs)	Per session	Taxable	\$ 810.00	\$ 850.00	\$ 40.00	4.94%	Non- statutory
STUDIO - Additional Hours	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non- statutory
MEETING ROOM - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 260.00	\$ 265.00	\$ 5.00	1.92%	Non- statutory
MEETING ROOM - Weekdays outside of business hours and Weekends	Per booking	Taxable	By negotiation	By negotiation	\$ -	0.00%	Non- statutory
STUDIO: Used in conjunction with Theatre event hire	Per event per day	Taxable	\$ 480.00	\$ 500.00	\$ 20.00	4.17%	Non- statutory
MAIN FOYER - Monday to Friday between 9am & 5pm	Per booking	Taxable	\$ 330.00	\$ 340.00	\$ 10.00	3.03%	Non- statutory
MAIN FOYER - Weekdays outside of business hours and Weekends	Per booking	Taxable	By negotiation	By negotiation	\$ -	0.00%	Non- statutory
MAIN FOYER - Used in conjunction with Theatre: Event	Per booking	Taxable	No charge	No charge	\$ -	0.00%	Non- statutory
MAIN FOYER - Used in conjunction with Studio	Per hour	Taxable	\$ 115.00	\$ 125.00	\$ 10.00	8.70%	Non- statutory
Room Change Surcharge (Change of Format from Standard)	Per booking	Taxable	\$ 62.50	\$ 65.00	\$ 2.50	4.00%	Non- statutory
Functions							
Catered Functions (Dinners, Luncheons, Weddings)							

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
STUDIO - Function Hire - up to 9 hrs access, includes Meeting Room	Per booking	Taxable	\$ 1,200.00	\$ 1,300.00	\$ 100.00	8.33%	Non-statutory
STUDIO - Additional Hire hours or Setup hours	Per hour	Taxable	\$ 62.00	\$ 65.00	\$ 3.00	4.84%	Non-statutory
MAIN FOYER - Used in conjunction with Catered Function	Per session	Taxable	\$ 125.00	\$ 130.00	\$ 5.00	4.00%	Non-statutory
Other Fees							
Equipment & Consumables Items							
Steinway Grand Piano (plus tuning if required)	Per item	Taxable	\$ 230.00	\$ 240.00	\$ 10.00	4.35%	Non-statutory
Radio Mics	Per booking	Taxable	\$ 90.00	\$ 95.00	\$ 5.00	5.56%	Non-statutory
Rubbish Removal	Per skip bin	Taxable	\$ 125.00	\$ 150.00	\$ 25.00	20.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc	2021/22 Fee Inc	Fee Increase /	Fee	Basis of
			GST	GST	(Decrease)	Increase /	
			\$	\$	\$	%	
AQUAZONE							
Day Admissions: Aquatics							
Adult swim	Per day	Taxable	\$ 7.10	\$ 7.20	\$ 0.10	1.41%	Non-statutory
Child swim (3-15 years)	Per day	Taxable	\$ 5.20	\$ 5.30	\$ 0.10	1.92%	Non-statutory
Concession swim	Per day	Taxable	\$ 5.40	\$ 5.50	\$ 0.10	1.85%	Non-statutory
Family swim (unlimited family members/same residence)	Per day	Taxable	\$ 21.20	\$ 21.30	\$ 0.10	0.47%	Non-statutory
Day Admissions: Health & Fitness							
Gymnasium	Per day	Taxable	\$ 19.90	\$ 20.00	\$ 0.10	0.50%	Non-statutory
Fitness class	Per class	Taxable	\$ 15.20	\$ 15.30	\$ 0.10	0.66%	Non-statutory
Older adult exercise class	Per class	Taxable	\$ 10.70	\$ 10.70	\$ -	0.00%	Non-statutory
Preventative Health Classes	Per class	Taxable	\$ 6.10	\$ 6.10	\$ -	0.00%	Non-statutory
School aerobics	Per class	Taxable	\$ 8.00	\$ 8.20	\$ 0.20	2.50%	Non-statutory
Personal Training 1 hour	Per session	Taxable	\$ 89.80	\$ 75.00	\$ (14.80)	-16.48%	Non-statutory
Personal Training 45 minutes	Per session	Taxable	\$ 67.30	\$ 65.00	\$ (2.30)	-3.42%	Non-statutory
Personal Training ½ hour	Per session	Taxable	\$ 49.00	\$ 50.00	\$ 1.00	2.04%	Non-statutory
Crèche							
Member	Per child per hour	Taxable	\$ 7.60	\$ -	\$ (7.60)	-100.00%	Non-statutory
Non Member	Per child per hour	Taxable	\$ 13.10	\$ -	\$ (13.10)	-100.00%	Non-statutory
Learn to Swim (Pool Entry & Assessment)							
Per class (2nd child and 3rd child discounts apply)	Per class	Non-Taxable	\$ 14.80	\$ 15.00	\$ 0.20	1.35%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Private lessons ½ hour lesson	Per lesson	Non-Taxable	\$ 53.00	\$ 55.00	\$ 2.00	3.77%	Non-statutory
1 hour lesson	Per lesson	Non-Taxable	\$ 103.00	\$ 105.00	\$ 2.00	1.94%	Non-statutory
School swim - no instruction	Per child	Non-Taxable	\$ 5.00	\$ 5.10	\$ 0.10	2.00%	Non-statutory
School swim - with instruction	Per child	Non-Taxable	\$ 7.10	\$ 7.20	\$ 0.10	1.41%	Non-statutory
School at pool	Per child	Non-Taxable	\$ 10.70	\$ 11.00	\$ 0.30	2.80%	Non-statutory
Learn to Swim Monthly Direct Debit	Per direct debit per month	Non-Taxable	\$ 60.50	\$ 62.70	\$ 2.20	3.64%	Non-statutory
Learn to Swim Monthly Direct Debit (Concession)	Per direct debit per month	Non-Taxable	\$ 42.30	\$ 43.90	\$ 1.60	3.78%	Non-statutory
Group Entry							
Adult Swim	Per session	Taxable	\$ 6.40	\$ 6.50	\$ 0.10	1.56%	Non-statutory
Adult Gym	Per session	Taxable	\$ 18.00	\$ 18.20	\$ 0.20	1.11%	Non-statutory
Adult Fitness Class	Per session	Taxable	\$ 13.80	\$ 14.00	\$ 0.20	1.45%	Non-statutory
Multi Pass – Health & Fitness							
Fitness class - 20 pass	Per pass	Taxable	\$ 313.30	\$ 273.60	\$ (39.70)	-12.67%	Non-statutory
Multi Pass – Aquatics							
Adult - 20 Pass	Per pass	Taxable	\$ 128.50	\$ 129.60	\$ 1.10	0.86%	Non-statutory
Adult -50 Pass	Per pass	Taxable	\$ 321.30	\$ 324.00	\$ 2.70	0.84%	Non-statutory
Child - 20 Pass	Per pass	Taxable	\$ 93.60	\$ 95.40	\$ 1.80	1.92%	Non-statutory
Child - 50 Pass	Per pass	Taxable	\$ 234.10	\$ 238.50	\$ 4.40	1.88%	Non-statutory
Concession - 20 Pass	Per pass	Taxable	\$ 97.30	\$ 99.00	\$ 1.70	1.75%	Non-statutory
Concession - 50 Pass	Per pass	Taxable	\$ 243.30	\$ 247.50	\$ 4.20	1.73%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Facility Hire							
Up to four hours	Per booking	Taxable	\$ 540.60	\$ 545.00	\$ 4.40	0.81%	Non-statutory
Up to ten hours	Per booking	Taxable	\$ 846.60	\$ 850.00	\$ 3.40	0.40%	Non-statutory
Lane hourly - commercial	Per hour per lane	Taxable	\$ 45.90	\$ 46.00	\$ 0.10	0.22%	Non-statutory
Lane hourly - community	Per hour per lane	Taxable	\$ 5.00	\$ 5.10	\$ 0.10	2.04%	Non-statutory
School booking cancellation fee (per lane) (<12 hrs notice)	Per lane	Taxable	\$ 41.80	\$ 42.00	\$ 0.20	0.48%	Non-statutory
Crèche	Per hour	Taxable	\$ 61.20	\$ 65.00	\$ 3.80	6.21%	Non-statutory
Multi-purpose room	Per hour	Taxable	\$ 61.20	\$ 70.00	\$ 8.80	14.38%	Non-statutory
Birthday Party							
Aqua Fun Pack	Per booking	Taxable	\$ 73.50	\$ 75.00	\$ 1.50	2.04%	Non-statutory
Memberships - Gold							
12 months	Per membership	Taxable	\$ 1,068.00	\$ 1,078.80	\$ 10.80	1.01%	Non-statutory
3 months	Per membership	Taxable	\$ 534.00	\$ 449.50	\$ (84.50)	-15.82%	Non-statutory
Direct debit monthly rate	Per membership per month	Taxable	\$ 88.90	\$ 89.90	\$ 1.00	1.12%	Non-statutory
Memberships - Gym and Swim							
12 months	Per membership	Taxable	\$ 1,000.50	\$ 1,011.60	\$ 11.10	1.11%	Non-statutory
3 months	Per membership	Taxable	\$ 480.90	\$ 421.50	\$ (59.40)	-12.35%	Non-statutory
Direct debit monthly rate	Per membership per month	Taxable	\$ 83.30	\$ 84.30	\$ 1.00	1.20%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Memberships - Fitness and Swim							
12 months	Per membership	Taxable	\$ 943.60	\$ 955.20	\$ 11.60	1.23%	Non-statutory
3 months	Per membership	Taxable	\$ 453.50	\$ 398.00	\$ (55.50)	-12.24%	Non-statutory
Direct debit monthly rate	Per membership per month	Taxable	\$ 78.60	\$ 79.60	\$ 1.00	1.27%	Non-statutory
Memberships - Swim Only							
12 months	Per membership	Taxable	\$ 847.50	\$ 860.40	\$ 12.90	1.52%	Non-statutory
3 months	Per membership	Taxable	\$ 369.30	\$ 358.50	\$ (10.80)	-2.92%	Non-statutory
Direct debit monthly rate	Per membership per month	Taxable	\$ 70.70	\$ 71.70	\$ 1.00	1.41%	Non-statutory
Memberships - Family Swim							
12 months	Per membership	Taxable	\$ 1,868.00	\$ 1,880.40	\$ 12.40	0.66%	Non-statutory
3 months	Per membership	Taxable	\$ 655.90	\$ 783.50	\$ 127.60	19.45%	Non-statutory
Direct debit monthly rate	Per membership per month	Taxable	\$ 155.70	\$ 156.70	\$ 1.00	0.64%	Non-statutory
Corporate							
10 – 20 people	Per group	Taxable	12.5% discount	12.5% discount	\$ -	0.00%	Non-statutory
21 + people	Per group	Taxable	15% discount	15% discount	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease)	Basis of Fee
			\$	\$	\$	\$	
WARRNAMBOOL ART GALLERY							
User Fees and Charges							
Admission to special exhibition/event	Per admission	Taxable	Dependent on exhibition/ event	Dependent on exhibition/ event	\$ -	0.00%	Non- statutory
Research Inquiry – per hour	Per hour	Taxable	\$ 45.00	\$ 45.00	\$ -	0.00%	Non- statutory
Curatorial Advice – per hour	Per hour	Taxable	\$ 125.00	\$ 125.00	\$ -	0.00%	Non- statutory
Education workshop/activity	Per activity	Taxable	Dependent on activity	Dependent on activity	\$ -	0.00%	Non- statutory
Public program event/activity	Per activity	Taxable	Dependent on activity	Dependent on activity	\$ -	0.00%	Non- statutory
Front-of-house and out-of-hours staff	Per hour	Taxable	\$ 45.00	\$ 45.00	\$ -	0.00%	Non- statutory
Annual Subscription							
Family	Per subscription	Taxable	\$ 70.00	\$ 70.00	\$ -	0.00%	Non- statutory
Family 3 Years	Per subscription	Taxable	\$ 200.00	\$ 200.00	\$ -	0.00%	Non- statutory
Individual	Per subscription	Taxable	\$ 40.00	\$ 40.00	\$ -	0.00%	Non- statutory
Individual 3 years	Per subscription	Taxable	\$ 110.00	\$ 110.00	\$ -	0.00%	Non- statutory
Individual concession	Per subscription	Taxable	\$ 25.00	\$ 25.00	\$ -	0.00%	Non- statutory
Individual concession 3 years	Per subscription	Taxable	\$ 65.00	\$ 65.00	\$ -	0.00%	Non- statutory
Life	Per subscription	Taxable	\$ 1,000.00	\$ 1,000.00	\$ -	0.00%	Non- statutory
Rental							
Exhibition in George Lance Gallery/Temporary Exhibition Gallery	Per Exhibition	Taxable	Negotiation	Negotiation	\$ -	0.00%	Non- statutory
Commission on art sales	Per sale	Taxable	40%	40%	\$ -	0.00%	Non- statutory
Commission on shop sales	Per sale	Taxable	100%	100%	\$ -	0.00%	Non- statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Meetings/functions	Per hour	Taxable	\$ 125.00	\$ 125.00	\$ -	0.00%	Non-statutory
Transparency/digital image (for reproduction)	Per item	Taxable	Negotiation	Negotiation	\$ -	0.00%	Non-statutory
Display easels (x2) – per hour each	Per hour / each	Taxable	\$ 10.00	\$ 10.00	\$ -	0.00%	Non-statutory
Back loading frames – per hour each	Per hour / each	Taxable	\$ 10.00	\$ 10.00	\$ -	0.00%	Non-statutory
Lectern hire	Per hour	Taxable	\$ 10.00	\$ 10.00	\$ -	0.00%	Non-statutory
Microphone and overhead PA	Per hour	Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non-statutory
Directional lighting (gallery spaces) – per event	Per event	Taxable	\$ 90.00	\$ 90.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease)	Basis of Fee
			\$	\$	\$	\$	
SPORTS GROUNDS							
Sports ground casual hire (includes use of pavilion)							
Half day	Per booking	Taxable	\$ 114.00	\$ 125.00	\$ 11.00	9.65%	Non-statutory
Full day	Per booking	Taxable	\$ 228.00	\$ 250.00	\$ 22.00	9.65%	Non-statutory
Football/Netball League Finals (senior competition)	Per day	Taxable	\$ 912.00	\$ 1,000.00	\$ 88.00	9.65%	Non-statutory
Football/Netball League Finals (junior and/or female competition only)	Per day	Taxable	\$ 456.00	\$ 500.00	\$ 44.00	9.65%	Non-statutory
School Use (local, interschool, regional, state competition days)	Per day	Taxable	\$ 456.00	\$ 500.00	\$ 44.00	9.65%	Non-statutory
Commercial hire	Per day	Taxable	\$ 1,107.72	\$ 2,000.00	\$ 892.28	80.55%	Non-statutory
Unauthorised Use (base charge plus at cost cleaning and/or damages)	Per event	Taxable	\$ 228.00	\$ 1,000.00	\$ 772.00	338.60%	Non-statutory
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	\$ 1,530.00	\$ 2,000.00	\$ 470.00	30.72%	Non-statutory
Sports ground casual hire (includes use of pavilion)							
Commercial cleaning of facilities (when left in unsuitable condition)	Per event	Taxable	At cost plus 25%	At cost plus 25%	\$ -	0.00%	Non-statutory
Reid Oval social room (no kitchen use)	Per booking	Taxable	\$ -	\$ 150.00	\$ 150.00	0.00%	Non-statutory
Reid Oval social room (includes kitchen use)	Per booking	Taxable	\$ -	\$ 250.00	\$ 250.00	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
WARRNAMBOOL STADIUM							
Player Fees							
Adult	Per player	Taxable	\$ 11.00	\$ 11.00	\$ -	0.00%	Non-statutory
Junior	Per player	Taxable	\$ 9.00	\$ 9.00	\$ -	0.00%	Non-statutory
School	Per player	Taxable	\$ 5.70	\$ 5.70	\$ -	0.00%	Non-statutory
Casual Shot	Per player	Taxable	\$ 5.00	\$ 5.00	\$ -	0.00%	Non-statutory
Stadium Hire							
Hourly rate with lights: commercial	Per hour	Taxable	\$ 350.00	\$ 350.00	\$ -	0.00%	Non-statutory
Hourly rate with lights: community/school	Per hour	Taxable	\$ 250.00	\$ 250.00	\$ -	0.00%	Non-statutory
School use between 9am - 3pm	Per booking	Taxable	\$ 950.00	\$ 950.00	\$ -	0.00%	Non-statutory
Single court hourly: user group squads: with lights	Per hour	Taxable	\$ 32.00	\$ 32.00	\$ -	0.00%	Non-statutory
Highball Court - up to 12 hours	Per booking	Taxable	\$ 500.00	\$ 500.00	\$ -	0.00%	Non-statutory
Highball Court - with lights: commercial	Per hour	Taxable	\$ 80.00	\$ 80.00	\$ -	0.00%	Non-statutory
Highball Court - with lights: community/school	Per hour	Taxable	\$ 60.00	\$ 60.00	\$ -	0.00%	Non-statutory
Highball Court - School use between 9am - 3pm	Per booking	Taxable	\$ 350.00	\$ 350.00	\$ -	0.00%	Non-statutory
Show Court - up to 12 hours	Per booking	Taxable	\$ 650.00	\$ 650.00	\$ -	0.00%	Non-statutory
Show Court - with lights: commercial	Per hour	Taxable	\$ 80.00	\$ 80.00	\$ -	0.00%	Non-statutory
Show Court - with lights: community/school	Per hour	Taxable	\$ 60.00	\$ 60.00	\$ -	0.00%	Non-statutory
Show Court - School use between 9am - 3pm	Per booking	Taxable	\$ 350.00	\$ 350.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Seahawks/Mermaids Home Games & Finals							
Both Teams	Per game	Taxable	\$ 680.00	\$ 680.00	\$ -	0.00%	Non- statutory
Single Team	Per game	Taxable	\$ 420.00	\$ 420.00	\$ -	0.00%	Non- statutory
Multi-Purpose Room							
Up to 12 hours (with other hires)	Per booking	Taxable	\$ 200.00	\$ 200.00	\$ -	0.00%	Non- statutory
Up to 12 hours (room only)	Per booking	Taxable	\$ 400.00	\$ 400.00	\$ -	0.00%	Non- statutory
Multi-purpose room - Per hour	Per hour	Taxable	\$ 60.00	\$ 60.00	\$ -	0.00%	Non- statutory
User groups up to 12 hours	Per booking	Taxable	\$ 150.00	\$ 150.00	\$ -	0.00%	Non- statutory
User groups per hour	Per hour	Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non- statutory
Meeting room up to 12 hours	Per booking	Taxable	\$ 65.00	\$ 65.00	\$ -	0.00%	Non- statutory
Meeting room - Per hour	Per hour	Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non- statutory
Facility Hire							
Kitchen facilities	Per booking	Taxable	\$ 180.00	\$ 180.00	\$ -	0.00%	Non- statutory
User group sports hire up to 12 hours	Per booking	Taxable	\$ 1,250.00	\$ 1,250.00	\$ -	0.00%	Non- statutory
3crt stadium Commercial users up to 12 hours	Per booking	Taxable	\$ 1,800.00	\$ 1,800.00	\$ -	0.00%	Non- statutory
2crt NB stadium up to 12 hours	Per booking	Taxable	\$ 950.00	\$ 950.00	\$ -	0.00%	Non- statutory
Gymnastics							
1 hour recreational class fee (per hour)	Per hour	Taxable	\$ 12.50	\$ 12.50	\$ -	0.00%	Non- statutory
2 hour classes class fee (per hour)	Per hour	Taxable	\$ 12.50	\$ 12.50	\$ -	0.00%	Non- statutory
3 hour class fee (per hour)	Per hour	Taxable	\$ 10.50	\$ 12.50	\$ 2.00	19.05%	Non- statutory
Above 3 hour class fee (per hour)	Per hour	Taxable	\$ 10.50	\$ 12.50	\$ 2.00	19.05%	Non- statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
School gymnastics with instruction (per student)	Per student	Taxable	\$ 7.80	\$ 8.00	\$ 0.20	2.56%	Non- statutory
Small school group class fee (1hr)	Per booking	Taxable	\$ 100.00	\$ 100.00	\$ -	0.00%	Non- statutory
Adult Group (per person)	Per person	Taxable	\$ 13.00	\$ 13.00	\$ -	0.00%	Non- statutory
Gymnastics facility hire (per hr) for external gymnastics groups	Per hour	Taxable	\$ 100.00	\$ 100.00	\$ -	0.00%	Non- statutory
Ed gym 1 hr class	Per booking	Taxable	\$ 11.00	\$ 11.00	\$ -	0.00%	Non- statutory
School Holiday Program 2 hr class	Per class	Taxable	\$ 24.00	\$ 25.00	\$ 1.00	4.17%	Non- statutory
Birthday Party Program per child	Per child	Taxable	\$ 13.50	\$ 13.50	\$ -	0.00%	Non- statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
OUTSIDE SCHOOL HOURS CARE							
Vacation care daily rate	Per day	Non-Taxable	\$ 83.00	\$ 84.00	\$ 1.00	1.20%	Non- statutory
After school care casual rate per session	Per session	Non-Taxable	\$ 30.00	\$ 30.00	\$ -	0.00%	Non- statutory
After school care permanent rate per session	Per session	Non-Taxable	\$ 26.00	\$ 27.00	\$ 1.00	3.85%	Non- statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
KINDERGARTENS							
Fees Per Term - 4 year old (15 hour per week)							
Term 3 & 4	Per term	Non-Taxable	\$ 340.00	\$ 345.00	\$ 5.00	1.47%	Non-statutory
Term 1 & 2	Per term	Non-Taxable	\$ 345.00	TBC	N/A	0.00%	Non-statutory
Fees Per Term- 3 year old (5 hours per week)							
Term 3 & 4	Per term	Non-Taxable	Changed from 3hrs per week	\$ 113.00	\$ -	0.00%	Non-statutory
Term 1 & 2	Per term	Non-Taxable	Changed from 3hrs per week	\$ 113.00	\$ -	0.00%	Non-statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
CENTRE BASED CARE							
User Fees & Charges							
Daily fee - Jul to Dec	Per day	Non-Taxable	\$ 109.00	\$ 111.00	\$ 2.00	1.83%	Non-statutory
Daily fee - Jan to June	Per day	Non-Taxable	\$ 109.00	\$ 111.00	\$ 2.00	1.83%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
FAMILY DAY CARE							
User Fees & Charges							
8am to 6pm – per hour	Fees & charges set by Educators under National guidelines	Non-Taxable	Fees & charges set by Educators under National guidelines	Fees & charges set by Educators under National guidelines	Fees & charges set by Educators under National guidelines	Fees & charges set by Educators under National guidelines	Non- statutory
After hours – per hour							
Public holidays – per hour							
Breakfast							
Lunch							
Dinner							
Snacks							
Trips							
Parent Admin Levy - per child per week, capped at 2 children	Per child per week	Non-Taxable	\$ 9.40	\$ 10.00	\$ 0.60	6.38%	Non-statutory
Educator Levy - per hour	Per hour	Non-Taxable	\$ 0.85	\$ 1.00	\$ 0.15	17.65%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
HOME AND COMMUNITY CARE							
Home Maintenance							
Lawn mowing and tip fees: low	Per hour	Non-Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non-statutory
Lawn mowing and tip fees: medium & couples	Per hour	Non-Taxable	\$ 38.00	\$ 38.00	\$ -	0.00%	Non-statutory
Lawn mowing and tip fees: Private	Per hour	Taxable	\$ 74.53	\$ 76.40	\$ 1.87	2.51%	Non-statutory
Property modification (plus cost of materials): low	Per hour	Non-Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non-statutory
Property modification (plus cost of materials): medium	Per hour	Non-Taxable	\$ 38.00	\$ 38.00	\$ -	0.00%	Non-statutory
Property modification (plus cost of materials): Private	Per hour	Taxable	\$ 74.80	\$ 76.80	\$ 2.00	2.67%	Non-statutory
Note: Minimum 1 hour applies to home maintenance							
Home Care							
HACC Community Care Low care	Per hour	Non-Taxable	\$ 9.00	\$ 9.00	\$ -	0.00%	Non-statutory
HACC Community Care Medium Care	Per hour	Non-Taxable	\$ 16.00	\$ 16.00	\$ -	0.00%	Non-statutory
HACC Community Care High care	Per hour	Non-Taxable	\$ 38.00	\$ 49.32	\$ 11.32	29.79%	Non-statutory
CHSP Personal care – low	Per hour	Non-Taxable	\$ 7.80	\$ 7.80	\$ -	0.00%	Non-statutory
CHSP Personal care – medium	Per hour	Non-Taxable	\$ 10.00	\$ 10.00	\$ -	0.00%	Non-statutory
CHSP Personal care - High	Per hour	Non-Taxable	\$ 38.00	\$ 49.32	\$ 11.32	29.79%	Non-statutory
CHSP Domestic Assistance Low care	Per hour	Non-Taxable	\$ 9.00	\$ 9.00	\$ -	0.00%	Non-statutory
CHSP Domestic Assistance Medium care	Per hour	Non-Taxable	\$ 16.00	\$ 16.00	\$ -	0.00%	Non-statutory
CHSP Domestic Assistance High care	Per hour	Non-Taxable	\$ 38.00	\$ 49.32	\$ 11.32	29.79%	Non-statutory
Respite care	Per hour	Non-Taxable	\$ 5.00	\$ 5.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
CACPS	Per hour	Taxable	\$ 62.70	\$ 64.25	\$ 1.55	2.47%	Non-statutory
Post-Acute Care	Per hour	Taxable	\$ 62.70	\$ 64.25	\$ 1.55	2.47%	Non-statutory
Plus travel costs per km - Private Clients / Fees for Service	Per km	Taxable	\$ 1.43	\$ 1.45	\$ 0.02	1.40%	Non-statutory
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							
Planned Activity Group							
Daily session fee – low & medium	Per session	Non-Taxable	\$ 8.00	\$ 8.00	\$ -	0.00%	Non-statutory
Daily session fee – high & full cost participants (GST free)	Per session	Non-Taxable	\$ 40.00	\$ 40.00	\$ -	0.00%	Non-statutory
Meal	Per meal	Non-Taxable	\$ 9.10	\$ 9.10	\$ -	0.00%	Non-statutory
Soup	Per soup	Non-Taxable	\$ 1.75	\$ 1.75	\$ -	0.00%	Non-statutory
Sweet	Per sweet	Non-Taxable	\$ 1.75	\$ 2.00	\$ 0.25	14.29%	Non-statutory
Food Services							
Full cost meals (GST free)	Per meal	Non-Taxable	\$ 18.25	\$ 18.70	\$ 0.45	2.47%	Non-statutory
Option 1 Main meal, juice OR fruit	Per option	Non-Taxable	\$ 9.25	\$ 9.25	\$ -	0.00%	Non-statutory
Option 2 Soup, main, dessert, juice OR fruit	Per option	Non-Taxable	\$ 12.10	\$ 12.10	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
ARCHIE GRAHAM COMMUNITY CENTRE							
User Fees & Charges							
Hydro pools casual admission	Per admission	Taxable	\$ 9.00	\$ 10.00	\$ 1.00	11.11%	Non-statutory
Commercial pool use	Per use	Taxable	\$ 95.00	\$ 100.00	\$ 5.00	5.26%	Non-statutory
Community pool use	Per use	Taxable	\$ 65.00	\$ 70.00	\$ 5.00	7.69%	Non-statutory
Commercial rate per hour per room	Per hour per room	Taxable	\$ 65.00	\$ 70.00	\$ 5.00	7.69%	Non-statutory
Regular Commercial Room Hire (with more than 10 bookings per year) per hour per room	Per hour per room	Taxable	\$ 55.00	\$ 60.00	\$ 5.00	9.09%	Non-statutory
Casual community rate per hour per room	Per hour per room	Taxable	\$ 35.00	\$ 38.00	\$ 3.00	8.57%	Non-statutory
Monthly and weekly regular community booking (with more than 10 bookings per year) under 20 people per hour per room	Per person	Taxable	\$ 20.00	\$ 22.00	\$ 2.00	10.00%	Non-statutory
Community Computer Centre per 1 hour session	Per session	Taxable	\$ 6.00	\$ 7.00	\$ 1.00	16.67%	Non-statutory
Health promotion programs: strength training	Per class	Taxable	\$ 6.00	\$ 7.00	\$ 1.00	16.67%	Non-statutory
Lite Moves	Per class	Taxable	\$ 6.00	\$ 7.00	\$ 1.00	16.67%	Non-statutory
Lite Pulse	Per class	Taxable	\$ 6.00	\$ 7.00	\$ 1.00	16.67%	Non-statutory
Moove & Groove	Per class	Taxable	\$ 6.00	\$ 7.00	\$ 1.00	16.67%	Non-statutory
Bike Hire Group Program	Per class	Taxable	\$ 5.00	\$ 5.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc	2021/22 Fee Inc	Fee Increase /	Fee	Basis of
			\$	\$	(Decrease)	Increase /	
					\$	%	
HEALTH							
Food							
Class 1	Per application	Non-Taxable	\$ 480.00	\$ 490.00	\$ 10.00	2.08%	Non-statutory
Class 2 General - where not more than 5 full-time persons are employed	Per application	Non-Taxable	\$ 435.00	\$ 443.00	\$ 8.00	1.84%	Non-statutory
Class 2 - where more than five such full-time persons are employed, additional fee for each person in excess of five (total fee not to exceed \$1,500) (eg: supermarkets)	Per application	Non-Taxable	\$ 32.00	\$ 33.00	\$ 1.00	3.13%	Non-statutory
Class 2 - Community Group (eg not-for-profit groups)	Per application	Non-Taxable	No fee	No fee	\$ -	0.00%	Non-statutory
Class 2 - Canteens/sporting club kitchens	Per application	Non-Taxable	\$ 149.00	\$ 152.00	\$ 3.00	2.01%	Non-statutory
Class 3 General	Per application	Non-Taxable	\$ 168.00	\$ 170.00	\$ 2.00	1.19%	Non-statutory
Class 3 - Community Group (eg not-for-profit groups)	Per application	Non-Taxable	No fee	No fee	\$ -	0.00%	Non-statutory
Class 4	Per application	Non-Taxable	No fee	No fee	\$ -	0.00%	Non-statutory
Health							
Hairdressers, beauty salons (one off fee)	Per application	Non-Taxable	\$ 215.00	\$ 220.00	\$ 5.00	2.33%	Non-statutory
Beauty premises & skin penetration establishments	Per application	Non-Taxable	\$ 153.00	\$ 156.00	\$ 3.00	1.96%	Non-statutory
Onsite Wastewater Management Systems (OWMS)							
Note: The EPA's Environment Protection Regulations now sets the fees for OWMS							
Application to construct, install or alter OWMS [1]	Per application	Non-Taxable	Set by EPA	\$ 724.00	\$ -	0.00%	Statutory
Application for minor alteration to OWMS [2]	Per application	Non-Taxable	Set by EPA	\$ 552.00	\$ -	0.00%	Statutory
Transfer a permit [3]	Per application	Non-Taxable	Set by EPA	\$ 147.00	\$ -	0.00%	Statutory
Amend a permit [4]	Per application	Non-Taxable	Set by EPA	\$ 154.00	\$ -	0.00%	Statutory
Renew a permit [5]	Per application	Non-Taxable	Set by EPA	\$ 123.00	\$ -	0.00%	Statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Notes:							
[1] In addition to the initial fee, \$91 payable per hour of assessment (after exceeding initial 8.2 hours) up to a maximum of \$2,006							
[2] Consists only of the installation, replacement or relocation of the internal plumbing, fixtures or fittings of an OWMS							
[3] An OWMS application has been submitted but not yet installed, and the land is transferred							
[4] E.g. changing wastewater system type or plumber in the Application to Install							
[5] When the Permit to Install has expired - 2 years after it was issued							
Aquatic Facilities							
Annual registration fee - first pool	Per registration	Non-Taxable	\$ 300.00	\$ 300.00	\$ -	0.00%	Non-statutory
Annual registration fee - subsequent pools	Per registration	Non-Taxable	New	\$ 50.00	New	0.00%	Non-statutory
Transfer fee	Per registration	Non-Taxable	50% of annual fee	50% of annual fee	\$ -	0.00%	Non-statutory
Pool sampling fee - first pool	Per sample	Non-Taxable	\$ 127.50	\$ 180.00	\$52.50	41.18%	Non-statutory
Pool sampling fee - subsequent pools	Per sample	Non-Taxable	\$ 50.00	\$ 100.00	\$50.00	100.00%	Non-statutory
New Registration Fees							
New premises pre-application fee and/or pre-registration inspection fee	Per registration	Non-Taxable	\$ 205.00	\$ 210.00	\$ 5.00	2.44%	Non-statutory
Note: Pro-rata fees apply for new registrations (quarterly)							
Transfer fees							
Inspection request fee prior to transfer – 5 business days	Per application	Non-Taxable	\$ 215.00	\$ 220.00	\$ 5.00	2.33%	Non-statutory
Inspection request fee prior to transfer – 10 business days	Per application	Non-Taxable	\$ 155.00	\$ 158.00	\$ 3.00	1.94%	Non-statutory
Transfer fee	Per application	Non-Taxable	50% of annual fee	50% of annual fee	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Accommodation							
Accommodation premises	Per application		\$ 240.00	\$ 245.00	\$ 5.00	2.08%	Non-statutory
Other fees							
Re-inspection fee and request for inspection fee	Per application		\$ 84.00	\$ 86.00	\$ 2.00	2.38%	Non-statutory
Late payment fee	Per application		50% of annual fee	50% of annual fee	\$ -	0.00%	Non-statutory
Septic tanks							
Septic tank applications	Per application		\$ 570.00	\$ 580.00	\$ 10.00	1.75%	Non-statutory
Septic tank alterations (changes to disposal field only)	Per application		\$ 285.00	\$ 290.00	\$ 5.00	1.75%	Non-statutory
Caravan Parks							
Caravan Parks (per site)	Per application		Set by State Government	Set by State Government	\$ -	0.00%	Statutory
Pool sampling							
Optional fee for microbiological testing of potable water, swimming pools and spas	Per application		\$ 127.50	\$ 130.00	\$ 2.50	1.96%	Non-statutory
Subsequent pools	Per application		\$ 50.00	\$ 51.00	\$ 1.00	2.00%	Non-statutory
Note: Pro-rata fees apply for new registrations (quarterly)							
Immunisation							
Application for immunisation records (search fee)	Per application	Non-Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non-statutory
Influenza vaccine & administration (flu injection)	Per injection	Taxable	\$ 25.00	\$ 25.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
LOCAL LAWS							
Derelict vehicle release	Per vehicle	Non-Taxable	\$ 410.00	\$ 410.00	\$ -	0.00%	Non-statutory
Tables and chairs	Per table	Non-Taxable	\$ 185.00	\$ 185.00	\$ -	0.00%	Non-statutory
Goods on footpath	Per item	Non-Taxable	\$ 215.00	\$ 215.00	\$ -	0.00%	Non-statutory
A/Frames permit	Per frame	Non-Taxable	\$ 150.00	\$ 150.00	\$ -	0.00%	Non-statutory
Itinerant trading annual permit	Per application	Non-Taxable	\$ 600.00	\$ 600.00	\$ -	0.00%	Non-statutory
Itinerant trading 6 monthly permit	Per application	Non-Taxable	\$ 350.00	\$ 350.00	\$ -	0.00%	Non-statutory
Itinerant trading weekend permit	Per application	Non-Taxable	\$ 125.00	\$ 125.00	\$ -	0.00%	Non-statutory
Itinerant trading organiser permit (markets and festivals)	Per application	Non-Taxable	\$ 1,500.00	\$ 1,500.00	\$ -	0.00%	Non-statutory
Impounded trolley release fee	Per trolley	Non-Taxable	\$ 115.00	\$ 115.00	\$ -	0.00%	Non-statutory
Permit to burn	Per permit	Non-Taxable	\$ 115.00	\$ 115.00	\$ -	0.00%	Non-statutory
Horses on beach trainer permit	Per permit	Non-Taxable	\$ 255.00	\$ 255.00	\$ -	0.00%	Non-statutory
Horses on beach daily access fee	Per horse	Non-Taxable	\$ 3.50	\$ 3.50	\$ -	0.00%	Non-statutory
Horses on beach swim access fee	Per horse	Non-Taxable	\$ 2.00	\$ 2.00	\$ -	0.00%	Non-statutory
Hire of cat cage	Per cage	Non-Taxable	\$ 30.00	\$ 30.00	\$ -	0.00%	Non-statutory
Hire Citronella Collar per week	Per item	Non-Taxable	\$ 25.00	\$ 25.00	\$ -	0.00%	Non-statutory
Hire Bark inhibitor per week	Per item	Non-Taxable	\$ 25.00	\$ 25.00	\$ -	0.00%	Non-statutory
Hire Bark counter per week	Per item	Non-Taxable	\$ 25.00	\$ 25.00	\$ -	0.00%	Non-statutory
Block slashing prior to declared fire season	Per job	Non-Taxable	\$ 155.00	\$ 155.00	\$ -	0.00%	Non-statutory
Skip bin permit	Per permit	Non-Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc	2021/22 Fee Inc	Fee Increase /	Fee	Basis of
			GST	GST	(Decrease)	Increase /	
			\$	\$	\$	%	
PARKING FEES AND FINES							
On-Street and Off Street (per hour)							
1st hour off street parking (excluding Coles & Target car parks) in zones 1P & 2P	Per hour	Taxable	\$ 1.40	\$ -	\$ (1.40)	(100.00%)	Non-statutory
All parking zones 1P 2P 4P	Per hour	Taxable	\$ 1.40	\$ 2.00	\$ 0.60	42.86%	Non-statutory
All Day	Per day	Taxable	\$ 3.00	\$ 4.00	\$ 1.00	33.33%	Non-statutory
Disabled Parking		Taxable	\$ -	\$ -	\$ -	0.00%	Non-statutory
Reserved bay permit in CBD per day	Per day	Taxable	\$ 15.00	\$ 15.00	\$ -	0.00%	Non-statutory
Credit Surcharge on Smart Meters							
Credit Surcharge on Smart Meters	Per transaction	Taxable	\$ 0.24	\$ 0.24	\$ -	0.00%	Non-statutory
Parking Permits - Disabled and Returned Service							
Replacement	Per permit	Non-Taxable	\$ -	\$ -	\$ -	0.00%	Non-statutory
New	Per permit	Non-Taxable	\$ -	\$ -	\$ -	0.00%	Non-statutory
Resident Parking permit	Per permit per annum	Non-Taxable	\$ 15.00	\$ 15.00	\$ -	0.00%	Non-statutory
Car parking Fines							
Car parking fines set by Council	Per fine	Non-Taxable	\$ 80.00	\$ 80.00	\$ -	0.00%	Non-statutory

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DESCRIPTION OF FEES AND CHARGES	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
ANIMAL REGISTRATIONS							
User Fees & Charges							
Unsterilised dog	Per dog	Non-Taxable	\$ 216.00	\$ 216.00	\$ -	0.00%	Non-statutory
Sterilised dog	Per dog	Non-Taxable	\$ 72.00	\$ 72.00	\$ -	0.00%	Non-statutory
Unsterilised dog (pensioner)	Per dog	Non-Taxable	\$ 108.00	\$ 108.00	\$ -	0.00%	Non-statutory
Sterilised dog (pensioner)	Per dog	Non-Taxable	\$ 36.00	\$ 36.00	\$ -	0.00%	Non-statutory
Dog over 10 years old	Per dog	Non-Taxable	\$ 72.00	\$ 72.00	\$ -	0.00%	Non-statutory
Dog over 10 years old (pensioner)	Per dog	Non-Taxable	\$ 36.00	\$ 36.00	\$ -	0.00%	Non-statutory
Dog kept for working with Livestock (rural)	Per dog	Non-Taxable	\$ 72.00	\$ 72.00	\$ -	0.00%	Non-statutory
Dog kept for working with Livestock (rural) (pensioner)	Per dog	Non-Taxable	\$ 36.00	\$ 36.00	\$ -	0.00%	Non-statutory
Dog registration at pound release	Per dog	Non-Taxable	\$ 36.00	\$ 36.00	\$ -	0.00%	Non-statutory
Declared Dangerous or Restricted Breed	Per dog	Non-Taxable	\$ 320.00	\$ 320.00	\$ -	0.00%	Non-statutory
User Fees & Charges							
Unsterilised cat	Per cat	Non-Taxable	\$ 216.00	\$ 216.00	\$ -	0.00%	Non-statutory
Sterilised cat	Per cat	Non-Taxable	\$ 72.00	\$ 72.00	\$ -	0.00%	Non-statutory
Cat registration at pound release	Per cat	Non-Taxable	\$ 36.00	\$ 36.00	\$ -	0.00%	Non-statutory
Unsterilised cat (pensioner)	Per cat	Non-Taxable	\$ 108.00	\$ 108.00	\$ -	0.00%	Non-statutory
Sterilised cat (pensioner)	Per cat	Non-Taxable	\$ 36.00	\$ 36.00	\$ -	0.00%	Non-statutory
Permit to house a third dog / cat	Per cat	Non-Taxable	\$ 100.00	\$ 100.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Replacement registration tag	Per tag	Non-Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non-statutory
Registered Foster Carer	Per registration	Non-Taxable	\$ 20.00	\$ 20.00	\$ -	0.00%	Non-statutory
Foster Care Dog / Cat Fee	Per animal	Non-Taxable	\$ 8.00	\$ 8.00	\$ -	0.00%	Non-statutory
Grazing permit	Per permit	Non-Taxable	\$ 195.00	\$ 195.00	\$ -	0.00%	Non-statutory
Registered animal businesses	Per businesses	Non-Taxable	\$ 205.00	\$ 205.00	\$ -	0.00%	Non-statutory
Impounded animal release fee: Cat	Per Cat	Non-Taxable	\$ 158.00	\$ 158.00	\$ -	0.00%	Non-statutory
Impounded animal release fee: Dog	Per Dog	Non-Taxable	\$ 158.00	\$ 158.00	\$ -	0.00%	Non-statutory
Notes: - Animal registration fees apply from 1 April 2021 - Pro-rata fees – 50% of pet registration fees apply after 1 November - Deceased animals – 50% refund of fees available/claimed up to 1 November of current registration period							

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
WARRNAMBOOL LIVESTOCK EXCHANGE							
User Fees & Charges							
Bobby Calves	Per animal	Taxable	\$ 4.30	\$ 4.30	\$ -	0.00%	Non-statutory
Calves	Per animal	Taxable	\$ 9.20	\$ 9.20	\$ -	0.00%	Non-statutory
Bulls	Per animal	Taxable	\$ 20.40	\$ 20.40	\$ -	0.00%	Non-statutory
Cattle	Per animal	Taxable	\$ 14.10	\$ 14.10	\$ -	0.00%	Non-statutory
Sheep	Per animal	Taxable	\$ 1.00	\$ 1.00	\$ -	0.00%	Non-statutory
Store - cattle	Per animal	Taxable	\$ 12.80	\$ 12.80	\$ -	0.00%	Non-statutory
Surcharge for Online Store Sales	Per animal	Taxable	\$ 2.00	\$ 2.00	\$ -	0.00%	Non-statutory
Dairy - cattle	Per animal	Taxable	\$ 15.30	\$ 15.30	\$ -	0.00%	Non-statutory
Transit cattle	Per animal	Taxable	\$ 4.40	\$ 4.40	\$ -	0.00%	Non-statutory
Cattle scanning fee droving (if applicable)	Per animal	Taxable	\$ -	\$ 2.00	\$ 2.00	100.00%	Non-statutory
Cattle handling fee droving (if applicable)	Per animal	Taxable	\$ -	\$ 1.95	\$ 1.95	100.00%	Non-statutory
Hire of dairy ring per head:							
<100 head	Per head	Taxable	\$ 15.30	\$ 15.70	\$ 0.40	2.61%	Non-statutory
>100 head	Per group	Taxable	\$ 1,400.00	\$ 1,435.00	\$ 35.00	2.50%	Non-statutory
>200 head	Per group	Taxable	\$ 1,800.00	\$ 1,845.00	\$ 45.00	2.50%	Non-statutory
>300 head	Per group	Taxable	\$ 2,200.00	\$ 2,255.00	\$ 55.00	2.50%	Non-statutory
>400 head	Per group	Taxable	\$ 2,600.00	\$ 2,665.00	\$ 65.00	2.50%	Non-statutory
>500 head	Per group	Taxable	\$ 3,100.00	\$ 3,180.00	\$ 80.00	2.58%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Agents fees (per annum)	Per annum	Taxable	\$ 110,000.00	N/A	N/A	0.00%	Non- statutory
Agents fees (per month)	Per month	Taxable	\$ -	\$ 9,166.67	N/A	0.00%	Non- statutory
Agents commission on gross sale value	% Gross Sale Value	Taxable	0.00%	0.25%	N/A	0.00%	Non- statutory
Office rental (per office)	Per office	Taxable	\$ 2,780.00	\$ 2,780.00	\$ -	0.00%	Non- statutory
Truck Wash							
Truck wash fees (per minute) between 2pm Tuesday and 2pm Wednesday	Per minute	Taxable	\$ 1.13	\$ 1.16	\$ 0.03	2.65%	Non- statutory
All other times	Per minute	Taxable	\$ 1.59	\$ 1.64	\$ 0.05	3.14%	Non- statutory
Weigh Fees:							
- 1 Head	Per head	Taxable	\$ 2.95	\$ 2.95	\$ -	0.00%	Non- statutory
- 2 Head	Per head	Taxable	\$ 2.45	\$ 2.45	\$ -	0.00%	Non- statutory
- 3 Head	Per head	Taxable	\$ 2.15	\$ 2.15	\$ -	0.00%	Non- statutory
- 4 Head	Per head	Taxable	\$ 1.85	\$ 1.85	\$ -	0.00%	Non- statutory
- 5 Head	Per head	Taxable	\$ 1.45	\$ 1.45	\$ -	0.00%	Non- statutory
- 6 Head or more	Per head	Taxable	\$ 1.15	\$ 1.15	\$ -	0.00%	Non- statutory
Scanner fee hire per day	Per head	Taxable	\$ 125.00	\$ 130.00	\$ 5.00	4.00%	Non- statutory
Scanner transfer fee per head	Per head	Taxable	\$ 2.55	\$ 2.65	\$ 0.10	3.92%	Non- statutory
Cattle not sold at store sale: scanning fee per head	Per head	Taxable	\$ 3.10	\$ 3.20	\$ 0.10	3.23%	Non- statutory
Private weighs	Per head	Taxable	\$ 7.00	\$ 7.30	\$ 0.30	4.29%	Non- statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc	2021/22 Fee Inc	Fee Increase /	Fee	Basis of
			GST	GST	(Decrease)	Increase /	
FLAGSTAFF HILL MARITIME VILLAGE							
Admission Fees							
Adults	Per admission	Taxable	\$ 19.00	\$ 19.00	\$ -	0.00%	Non-statutory
Concession	Per admission	Taxable	\$ 15.00	\$ 15.00	\$ -	0.00%	Non-statutory
Child	Per admission	Taxable	\$ 9.00	\$ 9.00	\$ -	0.00%	Non-statutory
Family	Per admission	Taxable	\$ 49.50	\$ 49.50	\$ -	0.00%	Non-statutory
Member School Education visits	Per admission	Taxable	\$ 4.50	\$ 4.50	\$ -	0.00%	Non-statutory
Additional Education Sessions	Per admission	Taxable	\$ 4.00	\$ 4.00	\$ -	0.00%	Non-statutory
Sound & Light Show Admissions							
Adults	Per admission	Taxable	\$ 31.00	\$ 31.00	\$ -	0.00%	Non-statutory
Concession	Per admission	Taxable	\$ 28.00	\$ 28.00	\$ -	0.00%	Non-statutory
Child	Per admission	Taxable	\$ 16.95	\$ 16.95	\$ -	0.00%	Non-statutory
Family (2A + 2C)	Per admission	Taxable	\$ 79.00	\$ 79.00	\$ -	0.00%	Non-statutory
Additional Child	Per admission	Taxable	\$ 12.00	\$ 12.00	\$ -	0.00%	Non-statutory
Flagstaff Hill Memberships							
Individual	Per membership	Taxable	\$ 42.00	\$ 42.00	\$ -	0.00%	Non-statutory
Grandparents (2A + Children)	Per membership	Taxable	\$ 65.00	\$ 65.00	\$ -	0.00%	Non-statutory
Family (2A + Children)	Per membership	Taxable	\$ 85.00	\$ 85.00	\$ -	0.00%	Non-statutory

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Full Family (2G + 2A + Children)	Per membership	Taxable	\$ 110.00	\$ 110.00	\$ -	0.00%	Non-statutory
Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Family Holiday Membership (2 Weeks)	Per membership	Taxable	\$ 50.00	\$ 50.00	\$ -	0.00%	Non-statutory
School Memberships							
Enrolment of 0-50 students	Per membership	Taxable	\$ 60.00	\$ 60.00	\$ -	0.00%	Non-statutory
Enrolment of 51-100 students	Per membership	Taxable	\$ 75.00	\$ 75.00	\$ -	0.00%	Non-statutory
Enrolment of 101-250 students	Per membership	Taxable	\$ 95.00	\$ 95.00	\$ -	0.00%	Non-statutory
Enrolment of 251-500 students	Per membership	Taxable	\$ 130.00	\$ 130.00	\$ -	0.00%	Non-statutory
Enrolment of 500 students or more	Per membership	Taxable	\$ 155.00	\$ 155.00	\$ -	0.00%	Non-statutory
Lighthouse Lodge							
Exclusive Use Rate (1-4 guests) – Normal	Per night	Taxable	New Fee	\$ 275.00	New Fee	0.00%	Non-statutory
Exclusive Use Rate (1-4 guests) - Peak	Per night	Taxable	New Fee	\$ 350.00	New Fee	0.00%	Non-statutory
Exclusive Use Rate (5-6 guests) – Normal	Per night	Taxable	\$ 375.00	\$ 375.00	\$ -	0.00%	Non-statutory
Exclusive Use Rate (5-6 guests) - Peak	Per night	Taxable	\$ 450.00	\$ 450.00	\$ -	0.00%	Non-statutory
Weddings and Functions							
Flagstaff – Ceremony Only	Per ceremony	Taxable	\$ 750.00	\$ 750.00	\$ -	0.00%	Non-statutory
Flagstaff – Marquee	Per marquee	Taxable	\$ 2,500.00	\$ 2,500.00	\$ -	0.00%	Non-statutory
Mission to Seaman's Church	Per event	Taxable	\$ 500.00	\$ 500.00	\$ -	0.00%	Non-statutory
The Wharf in front of the Steam Packet Inn	Per event	Taxable	\$ 550.00	\$ 550.00	\$ -	0.00%	Non-statutory
The Village Green	Per event	Taxable	\$ 550.00	\$ 550.00	\$ -	0.00%	Non-statutory
The Sailmaker's Loft	Per event	Taxable	\$ 800.00	\$ 800.00	\$ -	0.00%	Non-statutory

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Wharf Theatre	Per event	Taxable	\$ 950.00	\$ 950.00	\$ -	0.00%	Non-statutory
Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Hire of the Steam Packet Inn (Hourly Rate)	Per hour	Taxable	\$ 150.00	\$ 150.00	\$ -	0.00%	Non-statutory
Wedding photographs in the Village (Hourly Rate)	Per hour	Taxable	\$ 150.00	\$ 150.00	\$ -	0.00%	Non-statutory
Visitor Services							
Displays in Visitor Centre	Per week	Taxable	\$ 100.00	\$ 100.00	\$ -	0.00%	Non-statutory
Display of brochures and access to visitor	Fee for service	Taxable	Fee for service relates to Great Ocean Road Tourism Marketing Prospectus	Fee for service relates to Great Ocean Road Tourism Marketing Prospectus	\$ -	0.00%	Non-statutory
City Highlights 1 Hour Tour	Per tour	Taxable	\$ 95.00	\$ 95.00	\$ -	0.00%	Non-statutory
Note: Flagstaff Hill Maritime Village and Visitor Services fees will apply from 1 April 2022 in accordance with Tourism Industry Standards							

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
HOLIDAY PARKS							
Surfside & Shipwreck Holiday Parks							
Sites Powered : Peak Season - Daily powered	Per site	Taxable	\$ 63.00	\$ 63.00	\$ -	0.00%	Non-statutory
Sites Powered : Peak Season - Night two person	Per site	Taxable	\$ 63.00	\$ 63.00	\$ -	0.00%	Non-statutory
Sites Powered : Peak Season - Night single	Per site	Taxable	\$ 54.00	\$ 54.00	\$ -	0.00%	Non-statutory
Sites Powered: High Season - Daily powered	Per site	Taxable	\$ 53.00	\$ 53.00	\$ -	0.00%	Non-statutory
Sites Powered: High Season - Night two person	Per site	Taxable	\$ 43.00	\$ 43.00	\$ -	0.00%	Non-statutory
Sites Powered: High Season - Night single	Per site	Taxable	\$ 35.00	\$ 35.00	\$ -	0.00%	Non-statutory
Sites Powered: Low Season - Daily powered	Per site	Taxable	\$ 48.00	\$ 48.00	\$ -	0.00%	Non-statutory
Sites Powered: Low Season - Night two person	Per site	Taxable	\$ 38.00	\$ 38.00	\$ -	0.00%	Non-statutory
Sites Powered: Low Season - Night single	Per site	Taxable	\$ 33.00	\$ 33.00	\$ -	0.00%	Non-statutory
Surfside & Shipwreck Holiday Parks							
Sites Unpowered : Peak Season - Daily family unpowered	Per site	Taxable	\$ 53.00	\$ 53.00	\$ -	0.00%	Non-statutory
Sites Unpowered : Peak Season - Night two person	Per site	Taxable	\$ 53.00	\$ 53.00	\$ -	0.00%	Non-statutory
Sites Unpowered : Peak Season - Night single	Per site	Taxable	\$ 44.00	\$ 44.00	\$ -	0.00%	Non-statutory
Sites Unpowered: High Season - Daily family	Per site	Taxable	\$ 43.00	\$ 43.00	\$ -	0.00%	Non-statutory
Sites Unpowered: High Season - Night two person	Per site	Taxable	\$ 37.00	\$ 37.00	\$ -	0.00%	Non-statutory
Sites Unpowered: High Season - Night single	Per site	Taxable	\$ 29.00	\$ 29.00	\$ -	0.00%	Non-statutory
Sites Unpowered: Low Season - Night family	Per site	Taxable	\$ 38.00	\$ 38.00	\$ -	0.00%	Non-statutory
Sites Unpowered: Low Season - Night two person	Per site	Taxable	\$ 34.00	\$ 34.00	\$ -	0.00%	Non-statutory
Sites Unpowered: Low Season - Night single	Per site	Taxable	\$ 28.00	\$ 28.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Surfside Cabins							
Beach Chalet: Peak Season - Daily	Per chalet	Taxable	\$ 265.00	\$ 265.00	\$ -	0.00%	Non-statutory
Beach Chalet: Peak Season - Weekly	Per chalet	Taxable	\$ 1,855.00	\$ 1,855.00	\$ -	0.00%	Non-statutory
Beach Chalet: High Season - Daily	Per chalet	Taxable	\$ 215.00	\$ 215.00	\$ -	0.00%	Non-statutory
Beach Chalet: High Season - Weekly	Per chalet	Taxable	\$ 1,505.00	\$ 1,505.00	\$ -	0.00%	Non-statutory
Beach Chalet: Low Season - Daily	Per chalet	Taxable	\$ 190.00	\$ 190.00	\$ -	0.00%	Non-statutory
Beach Chalet: Low Season - Weekly	Per chalet	Taxable	\$ 1,330.00	\$ 1,330.00	\$ -	0.00%	Non-statutory
Cedar Cabins: Peak Season - Daily	Per cabin	Taxable	\$ 195.00	\$ 195.00	\$ -	0.00%	Non-statutory
Cedar Cabins: Peak Season - Weekly	Per cabin	Taxable	\$ 1,365.00	\$ 1,365.00	\$ -	0.00%	Non-statutory
Cedar Cabins: High Season - Daily	Per cabin	Taxable	\$ 160.00	\$ 160.00	\$ -	0.00%	Non-statutory
Cedar Cabins: High Season - Weekly	Per cabin	Taxable	\$ 1,120.00	\$ 1,120.00	\$ -	0.00%	Non-statutory
Cedar Cabins: Low Season - Daily	Per cabin	Taxable	\$ 140.00	\$ 140.00	\$ -	0.00%	Non-statutory
Cedar Cabins: Low Season - Weekly	Per cabin	Taxable	\$ 980.00	\$ 980.00	\$ -	0.00%	Non-statutory
Mariner cottages: Peak Season - Daily	Per cottage	Taxable	\$ 180.00	\$ 180.00	\$ -	0.00%	Non-statutory
Mariner cottages: Peak Season - Weekly	Per cottage	Taxable	\$ 1,260.00	\$ 1,260.00	\$ -	0.00%	Non-statutory
Mariner cottages: High Season - Daily	Per cottage	Taxable	\$ 145.00	\$ 145.00	\$ -	0.00%	Non-statutory
Mariner cottages: High Season - Weekly	Per cottage	Taxable	\$ 1,015.00	\$ 1,015.00	\$ -	0.00%	Non-statutory
Mariner cottages: Low Season - Daily	Per cottage	Taxable	\$ 125.00	\$ 125.00	\$ -	0.00%	Non-statutory
Mariner cottages: Low Season - Weekly	Per cottage	Taxable	\$ 875.00	\$ 875.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc	2021/22 Fee Inc	Fee Increase /	Fee	Basis of
			GST	GST	(Decrease)	Increase /	
			\$	\$	\$	%	
WASTE MANAGEMENT							
Waste Charges							
FOGO Compostable Liners (roll of 150)	Per roll	Taxable	\$ 10.00	\$ 10.00	\$ -	0.00%	Non-statutory
Bin springs	Per springs	Taxable	\$ 10.00	\$ 10.00	\$ -	0.00%	Non-statutory
Bin latches	Per latch	Taxable	\$ 5.00	\$ 5.00	\$ -	0.00%	Non-statutory
240L landfill bin (annual charge)	Per bin	Taxable	New	\$ 99.00	\$ -	0.00%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease)	Basis of Fee
All fees are set by the State Government of Victoria in accordance with the Planning and Environment (Fees) Regulation 2016 and the Subdivision (Fees) Regulation 2016, and are subject to change. Statutory planning fees are GST Free unless specified.							
NON-STATUTORY PLANNING FEES							
Planning							
Request to amend permit or endorsed plans under the provisions of Secondary Consent within condition of permit	Per permit	Taxable	\$ 209.40	\$ 212.50	\$ 3.10	1.48%	Non-statutory
Extension of time for Planning Permits:							
- First extension	Per application	Taxable	\$ 108.20	\$ 109.80	\$ 1.60	1.48%	Non-statutory
- Second extension	Per application	Taxable	\$ 300.20	\$ 304.70	\$ 4.50	1.50%	Non-statutory
- Additional extensions	Per application	Taxable	\$ 407.10	\$ 413.20	\$ 6.10	1.50%	Non-statutory
Approval of Development Plans to the satisfaction of the Responsible Authority	Per application	Taxable	\$ 707.15	\$ 717.70	\$ 10.55	1.49%	Non-statutory
Approval of amendments to Development Plans to the satisfaction of the Responsible Authority	Per application	Taxable	\$ 707.15	\$ 717.70	\$ 10.55	1.49%	Non-statutory
Approval of 173 Agreements - plus cost of legal advice if required	Per application	Taxable	\$ 174.40	\$ 177.00	\$ 2.60	1.49%	Non-statutory
Review of compliance of Section 173 Agreements - (plus cost of legal advice if required)	Per application	Taxable	\$ 174.40	\$ 177.00	\$ 2.60	1.49%	Non-statutory
Liquor License requests	Per License	Taxable	\$ 162.80	\$ 165.20	\$ 2.40	1.47%	Non-statutory
Notification of Planning Applications or Planning Scheme Amendments:							
- Up to 10 letters/notices	Per letter/notice up to 10	Taxable	\$ 116.30	\$ 118.00	\$ 1.70	1.46%	Non-statutory
- Additional letters/notices	Per letter/notice	Taxable	\$ 5.60	\$ 5.70	\$ 0.10	1.79%	Non-statutory
Property Inquiry relating to planning history	Per inquiry	Taxable	\$ 81.50	\$ 82.70	\$ 1.20	1.47%	Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Mapping Products (Commercial Use)							
Option of a) aerial photography or b) customised colour map using standard map layers (no photography). Scale to be determined by customer. Can be provided as hardcopy or PDF. When provided as a PDF, the size represents the size the map will be in the PDF and still be printed at a reasonable resolution.							
<i>Size</i>							
A0	Per print	Taxable	\$ 149.20	\$ 151.40	\$ 2.20	1.47%	Non-statutory
A1	Per print	Taxable	\$ 118.30	\$ 120.10	\$ 1.80	1.52%	Non-statutory
A2	Per print	Taxable	\$ 88.45	\$ 89.70	\$ 1.25	1.41%	Non-statutory
A3	Per print	Taxable	\$ 60.80	\$ 61.70	\$ 0.90	1.48%	Non-statutory
A4	Per print	Taxable	\$ 58.55	\$ 59.40	\$ 0.85	1.45%	Non-statutory
Aerial photography with additional data overlay (contours, land parcels, house numbers etc.). Scale to be determined by customer and can be provided as hardcopy or PDF. Prices are for basic maps using existing data. If additional analysis or new datasets are required, these will incur additional fees.							
<i>Size</i>							
A0	Per print	Taxable	\$ 232.65	\$ 236.10	\$ 3.45	1.48%	Non-statutory
A1	Per print	Taxable	\$ 180.25	\$ 182.90	\$ 2.65	1.47%	Non-statutory
A2	Per print	Taxable	\$ 135.95	\$ 138.00	\$ 2.05	1.51%	Non-statutory
A3	Per print	Taxable	\$ 88.45	\$ 89.70	\$ 1.25	1.41%	Non-statutory
A4	Per print	Taxable	\$ 44.15	\$ 44.80	\$ 0.65	1.47%	Non-statutory
Statutory Building Fees							
All fees are set by the State Government of Victoria in accordance with the Building Regulations 2018 and are subject to change. Statutory building fees are GST Free unless specified.							

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Non Statutory Building Fees							
<i>Note: Additional statutory State Government charges and conditions are relevant to all Building Applications.</i>							
Class: 1B & 2-9 Residential and commercial works other than Class 1A	Value >\$23,500	Taxable	4 (Value ÷1300 +√Value)	4 (Value ÷1300 +√Value)	\$ -	0.00%	Non-statutory
	Minimum Fee:	Taxable	\$941.00	\$ 955.10	\$ 14.10	1.50%	Non-statutory
Class: 1A All dwellings – single detached houses or attached multi-units development.	Up to \$150,000	Taxable	\$1,890.00	\$ 1,918.00	\$ 28.00	1.48%	Non-statutory
	\$150,001-\$200,000	Taxable	\$2,638.00	\$ 2,678.00	\$ 40.00	1.52%	Non-statutory
	\$200,001-\$250,000	Taxable	\$3,385.00	\$ 3,436.00	\$ 51.00	1.51%	Non-statutory
	\$250,001-\$300,000	Taxable	\$4,134.00	\$ 4,196.00	\$ 62.00	1.50%	Non-statutory
	>\$300,000	Taxable	Value÷72	Value÷71			Non-statutory
	Large projects	Taxable	Negotiable	Negotiable			Non-statutory
Class: 1A Dwellings – extensions/alterations (including demolitions)	Up to \$10,000	Taxable	\$693.00	\$ 703.00	\$ 10.00	1.44%	Non-statutory
	\$10,001-\$20,000	Taxable	\$885.00	\$ 898.00	\$ 13.00	1.47%	Non-statutory
	\$20,001-\$50,000	Taxable	\$1,176.00	\$ 1,194.00	\$ 18.00	1.53%	Non-statutory
	\$50,001-\$100,000	Taxable	\$1,686.00	\$ 1,711.00	\$ 25.00	1.48%	Non-statutory
	\$100,001-\$150,000	Taxable	\$2,196.00	\$ 2,229.00	\$ 33.00	1.50%	Non-statutory
	>\$150,000	Taxable	Value÷67	Value÷66			Non-statutory

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Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Class: 1A Dwellings – internal alterations/minor works	Up to \$10,000	Taxable	\$516.00	\$ 524.00	\$ 8.00	1.55%	Non-statutory
	\$10,001-\$20,000	Taxable	\$693.00	\$ 703.00	\$ 10.00	1.44%	Non-statutory
	\$20,001-\$50,000	Taxable	\$917.00	\$ 931.00	\$ 14.00	1.53%	Non-statutory
	\$50,001-\$100,000	Taxable	\$1,291.00	\$ 1,310.00	\$ 19.00	1.47%	Non-statutory
	>\$100,000	Taxable	Value÷76	Value÷75			Non-statutory
Class: 10A/10B Minor works – garages, carports, pools, fences etc.	Up to \$10,000	Taxable	\$516.00	\$ 524.00	\$ 8.00	1.55%	Non-statutory
	\$10,001-\$20,000	Taxable	\$693.00	\$ 703.00	\$ 10.00	1.44%	Non-statutory
	\$20,001-\$50,000	Taxable	\$917.00	\$ 931.00	\$ 14.00	1.53%	Non-statutory
	\$50,001-\$100,000	Taxable	\$1,291.00	\$ 1,310.00	\$ 19.00	1.47%	Non-statutory
	>\$100,000	Taxable	Value÷76	Value÷75			Non-statutory
Note: Additional statutory State Government charges and conditions are relevant to all Building Applications.							
Any additional inspection	Domestic	Taxable	\$198.10	\$ 201.10	\$ 3.00	1.51%	Non-statutory
	Commercial	Taxable	\$267.95	\$ 272.00	\$ 4.05	1.51%	Non-statutory
Amendment and/or extension of building permits; Amendment of approved plans	Domestic	Taxable	\$198.10	\$ 201.10	\$ 3.00	1.51%	Non-statutory
	Commercial	Taxable	\$267.95	\$ 272.00	New	0.00%	Non-statutory
Additional Building Fees							
Administration of Building Notice	Per notice	Taxable	\$ 697.90	\$ 708.40	\$ 10.50	1.50%	Non-statutory
Administration of Building Order	Per order	Taxable	\$ 465.20	\$ 472.20	\$ 7.00	1.50%	Non-statutory
Temporary Structure Siting Approval	Per siting	Taxable	\$ 465.20	\$ 472.20	\$ 7.00	1.50%	Non-statutory

Warrnambool City Council Annual Budget 2021-2022



Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee inc GST \$	2021/22 Fee inc GST \$	Fee increase / (decrease) \$	Fee increase / (decrease) %	Basis of Fee
Occupancy Permit for Places of Public Entertainment (POPE)	Per permit	Taxable	\$ 581.60	\$ 590.30	\$ 8.70	1.50%	Non-statutory
Provide copy of Building Permit or Occupancy Permit (with owners consent)	Per permit	Taxable	\$ 82.00	\$ 83.20	\$ 1.20	1.46%	Non-statutory
Provide copy of Building Permit including plans – Domestic (with owners consent)	Per permit	Taxable	\$ 143.00	\$ 145.10	\$ 2.10	1.47%	Non-statutory
Provide copy of Building Permit including plans – Commercial (with owners consent)	Per permit	Taxable	\$ 327.00	\$ 331.90	\$ 4.90	1.50%	Non-statutory
Essential Safety Measure Assessment - minimum fee	Per assessment	Taxable	\$ 639.75	\$ 649.30	\$ 9.55	1.49%	Non-statutory

6.4. LONG TERM FINANCIAL PLAN

PURPOSE:

To consider Council's Draft Financial Plan for 2021/22 to 2030/31, to resolve to place this document out for community exhibition and to invite submissions from the community about the plan.

EXECUTIVE SUMMARY

- Section 91 of the Local Government Act 2020 provides that Council must develop and adopt a Financial Plan in accordance with its deliberative engagement practices.
- The scope of a Financial Plan is a period of at least the next 10 financial years.
- The Financial Plan links to the achievement of the Community Vision (Warrnambool 2040) and the Council Plan.
- The Financial Plan will be available for community consultation and submissions.
- Following the consideration of submissions, it is proposed that Council adopt the Financial Plan at a special Council meeting on 28 June 2021.

MOVED: CR OTHA AKOCH

SECONDED: CR DEBBIE ARNOTT

That Council:

1. **Endorses the Draft Financial Plan 2021- 22 to 2030 – 31 to proceed for community exhibition and feedback in accordance with section 55 of the Local Government Act 2020.**
2. **Authorise the Director Corporate Strategies to give public notice in accordance with section 91 of the Local Government Act 2020 of Council's intention to adopt, at a Council meeting proposed to be held at 5.45pm on Monday 28 June 2021, the Budget 2021 - 22(attached).**
3. **Pursuant to Section 55 and in accordance with the objectives of Councils' Community engagement Policy Council will consider, and if requested in writing, hear any submissions received in relation to the Draft Financial Plan 2021 - 2022 to 2030 - 31, at its Scheduled meeting on Monday 7 June 2021 at 5.45 pm.**

CARRIED - 7:0

BACKGROUND

Section 91 of the Local Government Act 2020 provides that Council must develop and adopt a Financial Plan in accordance with its deliberative engagement practices. The scope of a Financial Plan is a period of at least the next 10 financial years.

The Financial Plan must include the following in the manner and form prescribed by the regulations:

- a) statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council;
- b) information about the decisions and assumptions that underpin the forecasts in the statements specified in paragraph (a);
- c) statements describing any other resource requirements that the Council considers appropriate to include in the Financial Plan;
- d) any other matters prescribed by the regulations.

Council must develop or review the Financial Plan in accordance practices and adopt the Financial Plan by 31 October in the year following a general election.

It is proposed that the Draft Financial Plan be discussed at the May 3 Council meeting with the proposal to put the plan out for community consultation following this.

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

Any person wishing to be heard must indicate this in writing in their submission. The maximum time permitted for any submitter to speak to their submission will be 5 minutes this is an opportunity for submitters to state their case directly to the Councillors. There is no limit to the supporting material that can be provided in support of a submission in writing. Submitters will be given the opportunity to present to the Council meeting on 7 June 2021.

Following the consideration and hearing of submissions, it is proposed that a revised Draft Financial Plan will be presented for consideration at a Special Council Meeting on June 28 along with the Community Vision W2040, Council Plan and Annual Budget.

ISSUES

Council has prepared a Draft Financial Plan that covers the years 2021-2022 to 2030-2031 and this is based on the following strategic actions.

- Review the services and structure of Council to ensure the most efficient use of resources are occurring now and into the future.
- Reduce corporate operational costs and risks by implementing shared services with neighbouring Councils.
- Investigate opportunities for new revenue generation.
- Continue to be at the forefront of waste minimisation and innovation.
- Explore partnerships with other organisations to deliver better outcomes for the community.
- Increase investment in renewal capital to reduce the escalating risk and maintenance of ageing infrastructure.
- Continue to invest in climate change initiatives and decreasing Councils emissions output.
- Debt funding to be applied to growth infrastructure and generational assets where necessary.
- Maintaining current service levels for the next 4 years to enable Council sufficient time to complete a full review of its service delivery programs.

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management

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

5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

TIMING

- Public exhibition of the draft plan – 5 May 2021 to 2 June 2021
- Closing date for written submissions to the draft plan – 2 June 2021
- Special Council meeting for the adoption of the Financial Plan following consideration of the submissions – 28 June 2021

COMMUNITY IMPACT/CONSULTATION

The long-term viability of Council's services and infrastructure has key impacts on the community. Much of the consultation work undertaken by Council over the last few years has reinforced the view that the community wishes to see a strong vibrant and growing city.

This again has been reinforced through the Council Plan deliberative engagement processes.

Our leadership role in the region in attracting funds for a growing future will be essential. Council through the Council plan deliberations understands many of the key priorities for our community lay outside of Councils direct control, but the community wants to make sure that Council is doing its utmost to advocate for these critical issues on their behalf. Like improve rail services, upgraded highways, retention of tertiary education centers, improved health infrastructure.

Frank conversations have been held within our organization as to the trade-offs possible to help inform our decision making on a financially sustainable future, in an environment that requires us to respond to a long and sustained emergency environment.

ATTACHMENTS

1. WCC Long- Term Financial Plan 2021-22 to 2030-31 [6.4.1 - 35 pages]



WARRNAMBOOL
CITY COUNCIL

LONG-TERM FINANCIAL PLAN

2021-31



www.warrnambool.vic.gov.au

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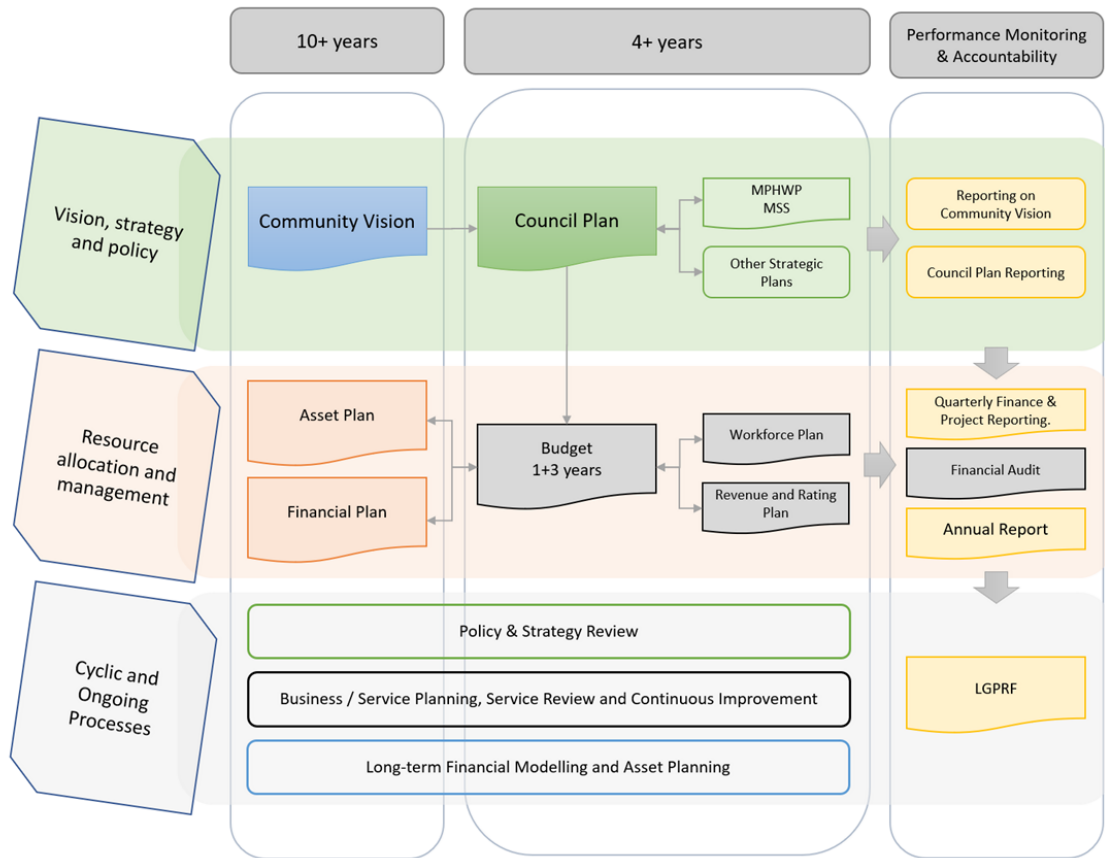
1 Legislative Requirements

This section describes how the Financial Plan links to the achievement of the Community Vision (Warrnambool 2040) and the Council Plan within the Integrated Strategic Planning & Reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision), medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

The following diagram provides an overview of the core legislated elements of an integrated strategic planning and reporting framework and outcomes.



The following figure demonstrates how each element might inform or be informed by other parts of the integrated framework.



1.1 Strategic Planning Principles

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision. The Financial Plan is developed in the context of the following strategic planning principles:

- Council has an integrated approach to planning, monitoring and performance reporting.
- Council financial plan addresses the Community Vision by funding the aspirations of the Council Plan. The Council Plan aspirations and actions are formulated in the context of the Community Vision.
- The Financial Plan statements articulate the 10-year financial resources necessary to implement the goals and aspirations of the Council Plan to achieve the Community Vision.
- Council's strategic planning principles identify and address the risks to effective implementation of the Financial Plan. The financial risks are included at section 1.2.2 below.
- The Financial Plan provides for the strategic planning principles of progress monitoring of progress and reviews to identify and adapt to changing circumstances.

1.2 Financial Management Principles

The Financial Plan demonstrates the following financial management principles:

- 1.2.1 Revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with Council's financial policies and strategic plans.
- 1.2.2 Management of the following financial risks:
 - a) the financial viability of the Council (refer to section 2.1 Financial Policy Statements);
 - b) the management of current and future liabilities of the Council. The estimated 10 year-liabilities are disclosed in section 3.2 Balance Sheet projections; and,
 - c) the beneficial enterprises of Council.
- 1.2.3 Financial policies and strategic plans are designed to provide financial stability and predictability to the community.
- 1.2.4 Council maintains accounts and records that explain its financial operations and financial position (refer section 3 Financial Statements)

1.3 Engagement Principles

Council has adopted a comprehensive community engagement framework. Council has implemented the following consultation process to ensure due consideration and feedback is received from relevant stakeholders.

- a) Draft Financial Plan prepared by management;
- b) Draft Financial Plan placed on public exhibition at (May) Council meeting for a period of 28 day and calling for public submissions;
- c) Community engagement is conducted using local news outlets and social media;
- d) Draft Financial Plan, including any revisions, presented to (June) Council meeting for adoption.

1.4 Service Performance Principles

Council services are designed to be targeted to community needs and value for money. The service performance principles are listed below:

- a) Services are provided in an equitable manner and are responsive to the diverse needs of the community. The Council Plan is designed to identify the key services and projects to be delivered to the community. The Financial Plan provides the mechanism to demonstrate how the service aspirations within the Council Plan may be funded.
- b) Services are accessible to the relevant users within the community.
- c) Council provides quality services that provide value for money to the community. The Local Government Performance Reporting Framework (LGPRF) is designed to communicate council's performance regarding the provision of quality and efficient services.
- d) Council is developing a performance monitoring framework to continuously improve its service delivery standards.
- e) Council is developing a service delivery framework that considers and responds to community feedback and complaints regards service provision.

1.5 Asset Plan Integration

Integration to the Asset Plan is a key principle of the Council's strategic financial planning principles. The purpose of this integration is designed to ensure that future funding is allocated in a manner that supports service delivery in terms of the plans and the effective management of Council's assets into the future.

The Asset Plan identifies the operational and strategic practices which will ensure that Council manages assets across their life cycle in a financially sustainable manner. The Asset Plan, and associated asset management policies, provide council with a sound base to understand the risk associated with managing its assets for the community's benefit.

The Asset Plan is designed to inform the 10-year Financial Plan by identifying the amount of capital renewal, backlog and maintenance funding that is required over the life of each asset category. The level of funding will incorporate knowledge of asset condition, the risk assessment issues as well as the impact of reviewing and setting intervention and service levels for each asset class.

In addition to identifying the operational and strategic practices that ensure that Council manages assets across their life cycle in a financially sustainable manner, the Asset Plan quantifies the asset portfolio and the financial implications of those practices. Together the Financial Plan and Asset Plan seek to balance projected investment requirements against projected budgets.

2 Financial Plan Context

This section describes the context and external / internal environment and consideration in determining the 10-year financial projections and assumptions.

2.1 Financial Policy Statements

This section defines the policy statements, and associated measures, that demonstrates Council's financial sustainability to fund the aspirations of the Community Vision and the Council Plan.

Policy Statement	Measure	Target	Forecast Actual										
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Consistent underlying surplus results	Adjusted underlying result greater than \$'000	\$'000	(3,656)	632	559	1,360	2,107	(62)	171	(60)	(104)	234	98
Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due.	Current Assets / Current Liabilities greater than 1.25	1.25	1.38	1.35	1.43	1.49	1.56	1.40	1.36	1.47	1.48	1.57	1.79
Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life.	Asset renewal and upgrade expenses / Depreciation above 100%	100%	187%	135%	96%	118%	88%	75%	275%	90%	66%	128%	115%
That Council applies loan funding to new capital and maintains total borrowings in line with rate income and growth of the municipality.	Total borrowings / Rate revenue to remain below 60%	60%	30%	30%	25%	27%	29%	28%	32%	27%	21%	16%	13%
Council maintains sufficient unrestricted cash to ensure ongoing liquidity as well as to address unforeseen cash imposts if required.	Unrestricted cash / current liabilities to be maintained above 80%	80%	93%	93%	102%	109%	116%	116%	114%	126%	127%	136%	160%
Council generates sufficient revenue from rates plus fees and charges to ensure a consistent funding for new and renewal capital.	Capital Outlays as a % of Own Source Revenue to remain above 30%	30%	50%	29%	22%	26%	52%	37%	82%	30%	35%	38%	34%

2.2 Strategic Actions

Following a series of community engagement activities, Council has identified the following strategic actions that will support the aspirations of the Council Plan.

The strategic actions are included to the 10-year financial plan and, where appropriate, referenced in the commentary associated with the 10-year Comprehensive Income Statement and the 10-year Statement of Capital Works.

- Review the services and structure of Council to ensure the most efficient use of resources are occurring now and into the future.
- Reduce corporate operational costs and risks by implementing shared services with neighbouring Councils.
- Investigate opportunities for new revenue generation.
- Continue to be at the forefront of waste minimisation and innovation.
- Explore partnerships with other organisations to deliver better outcomes for the community.
- Increase investment in renewal capital to reduce the escalating risk and maintenance of ageing infrastructure.
- Continue to invest in climate change initiatives and decreasing Councils emissions output.
- Debt funding to be applied to growth infrastructure and generational assets where necessary.
- Maintaining current service levels for the next 4 years to enable Council sufficient time to complete a full review of its service delivery programs.

2.3 Assumptions to the financial plan statements

This section presents information regarding the assumptions to the Comprehensive Income Statement for the 10 years from 2021/22 to 2030/31. The assumptions comprise the annual escalations / movement for each line item of the Comprehensive Income Statement.

Escalation Factors movement	%	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
CPI		1.50%	1.75%	2.00%	2.25%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
Growth		1.50%	1.50%	1.30%	1.10%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Rates and charges		1.50%	1.75%	2.00%	2.25%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
Statutory fees and fines		2.00%	1.75%	2.00%	2.25%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
User fees		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Grants - Operating		1.75%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Grants - Capital		1.75%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Contributions - monetary		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Contributions - non-monetary		5.00%	5.00%	3.00%	2.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other income		2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Employee costs		2.40%	2.40%	2.40%	2.40%	2.90%	2.90%	2.90%	2.90%	2.90%	2.90%
Superannuation Guarantee (SGC)		10.00%	10.50%	11.00%	11.50%	12.00%	12.00%	12.00%	12.00%	12.00%	12.00%
Materials and services		2.00%	2.00%	2.00%	2.25%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%
Depreciation & Amortisation		3.00%	3.00%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%	1.70%
Other expenses		2.00%	2.00%	2.00%	2.25%	2.25%	2.50%	2.50%	2.50%	2.50%	2.50%

2.3.1 Rates and charges

Base rate revenue will increase by 1.5% for the 2021/22 year, based on the state government rate cap, with estimated future annual increases to remain within the expected state government rate cap ranging from 1.5% to 2.5% per annum for the ensuing years of the long term financial plan. In addition, Council is experiencing higher than average growth (additional properties) and it is expected that the growth will be 1.5% in 2021/22 and decreasing to the longer term average of 1.0% by 2025/26.

Waste charges are proposed to increase by an amount slightly higher than CPI as the costs involved in waste disposal are increasing at higher than CPI rates. Future years waste charges are estimated to increase in line with the growth % increase to ensure Council continues to recover the full costs of providing waste services.

2.3.2 Statutory fees and fines

The Financial Plan indexes statutory fees, set by legislation, according on the estimated annual rate of CPI. This is often a best case scenario given some fees are outside of the control by Council and therefore may be subject to increases less than CPI.

2.3.3 User fees

Revenue from user fees is expected to increase by 2.0% for the 2021/22 year. Details of user fees for the 2021/22 budget year can be found in Council's schedule of Fees and Charges that is adopted in conjunction with the budget.

Revenue increases for the ensuing years are based on an annual rate of increase of 2.0% to reflect, as a minimum, annual increases are related to the price increasing at CPI rates and growth in the services.

2.3.4 Grants

Council currently receives grants for tied (specific purpose grants) and un-tied Financial Assistance grant funding received via the Victorian Local Government Grants Commission (VLGGC). Operating grants are expected to increase on an annual basis by approximately 1.75% to 2.0%.

2.3.5 Contributions

Council receives contributions from developers. These contributions represent funds to enable council to provide the necessary infrastructure and infrastructure improvements to accommodate development growth. The contributions are for specific purposes and often require Council to outlay funds for infrastructure works often before receipt of this income source. These contributions are statutory contributions and are transferred to a restricted reserve until utilised for a specific purpose through the capital works program or delivered as works in kind by developers.

2.3.6 Other income

Revenue from other income mainly comprises investment income plus the recovery income from a variety of sources and rental income received from the hire of Council buildings.

2.3.7 Employee costs

The 2021/22 year includes a 2.4% increase for employee costs that mainly reflects the salary increase for all staff pursuant to the Enterprise Bargaining Agreement which includes a base % increase and allows for movements within bandings.

The ensuing years, from 2022/23 to 2030/31, reflect annual increases of 2.4% to 2.9% per annum to provide for annual EBA increases, some required increases to staff salaries as well as a marginal increase to the delivery of existing services.

2.3.8 Materials and services

Material costs include items required for the maintenance and repairs of Council buildings, roads, drains and footpaths which are more governed by market forces based on availability than CPI. Other associated costs included under this category are utilities, materials for the supply of meals on wheels and consumable items for a range of services. Council also utilises external expertise on a range of matters, including legal services and audit. These costs are kept to within CPI levels year on year.

2.3.9 Depreciation & amortisation

Depreciation estimates have been based on the projected capital spending contained within this Financial Plan document. Depreciation has been further increased by the indexing of the replacement cost of Council's fixed assets.

2.3.10 Borrowing costs

Borrowing costs comprise the interest expense to service Council's loan portfolio that is described in Section 5.1 Borrowing Plan.

2.3.11 Other expenses

Other expenses include administration costs such as Councillor allowances, election costs, sponsorships, partnerships, community grants, lease expenditure, fire services property levy, audit costs and other costs associated with the day to day running of Council.

2.4 Other Matters impacting the 10-year financial projections

Some of the challenges that Council face in preparing this financial plan include:

- Ongoing impact of COVID19 on our enterprise businesses
- Major rectification works at the Livestock Exchange due to the failure of the asset
- Funding asset renewal to ensure assets are provided for the community
- The exit strategy from the MAV Workcover scheme
- The appointment of new CEO
- Ongoing uncertainty of a financial call for the Defined Benefits Superannuation Plan
- Long term financial sustainability of Council with the Rate Cap increases below Council's expense profile
- Setting Council service levels
- Future negotiation of Enterprise Bargaining Agreements (EBA)

3 Financial Plan Statements

This section presents information regarding the Financial Plan Statements for the 10 years from 2021/22 to 2030/31.

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

3.1 Comprehensive Income Statement

	Forecast / Actual 2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000	2030/31 \$'000
Income											
Rates and charges	41,785	42,906	44,085	45,407	46,882	48,409	50,108	51,865	53,685	55,568	57,518
Statutory fees and fines	1,781	2,117	2,159	2,202	2,247	2,298	2,355	2,414	2,474	2,536	2,599
User fees	11,816	17,636	18,567	19,430	20,137	20,540	20,950	21,370	21,797	22,233	22,677
Grants - Operating	12,007	12,626	12,420	12,671	12,958	13,250	13,581	13,921	14,269	14,625	14,991
Grants - Capital	6,526	5,313	2,921	1,664	28,085	6,107	36,831	3,561	6,987	9,513	6,545
Contributions - monetary	3,817	563	619	630	777	793	808	825	841	858	875
Contributions - non-monetary	4,500	5,200	6,500	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Other income	1,023	418	446	470	495	505	515	525	535	546	557
Total income	83,255	86,779	87,717	87,474	116,581	96,900	130,148	99,480	105,588	110,880	110,763
Expenses											
Employee costs	33,659	37,689	38,995	39,994	40,963	42,655	43,825	45,028	46,264	47,547	48,867
Materials and services	30,557	26,471	25,645	24,387	34,877	25,447	26,094	26,758	27,438	28,136	28,852
Depreciation	12,650	13,050	13,450	13,850	14,250	15,998	16,471	17,339	18,147	18,636	19,626
Amortisation - right of use assets	250	265	265	265	265	265	265	265	265	265	265
Bad and doubtful debts	97	131	134	136	139	142	146	150	153	157	161
Borrowing costs	298	302	256	209	266	341	359	429	404	333	265
Finance Costs - leases	45	46	47	48	49	94	49	49	49	49	49
Other expenses	809	841	857	874	894	914	937	961	985	1,009	1,034
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	1,009	1,036	1,130	823	916	934	953	972	992	1,011	1,032
Total expenses	79,374	79,831	80,779	80,586	92,619	86,790	89,099	91,951	94,697	97,144	100,151
Surplus/(deficit) for the year	3,881	6,948	6,938	6,888	23,962	10,110	41,049	7,529	10,891	13,735	10,611
Other comprehensive income											
Items that will not be reclassified to surplus or deficit in future periods											
Net asset revaluation increment /(decrement)	10,000	10,000	10,000	10,000	10,000	11,516	15,825	11,759	12,758	18,614	12,541
Total comprehensive result	13,881	16,948	16,938	16,888	33,962	21,626	56,874	19,288	23,649	32,349	23,153

3.2 Balance Sheet

	Forecast / Actual										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Assets											
Current assets											
Cash and cash equivalents	5,707	5,691	6,355	6,855	7,371	6,616	7,820	7,019	8,161	8,545	8,801
Trade and other receivables	3,500	3,011	3,023	3,036	3,051	2,429	2,765	2,295	2,286	2,264	2,172
Other financial assets	10,000	10,000	11,000	12,000	13,000	11,456	13,580	13,540	13,540	14,586	17,046
Inventories	210	210	210	210	210	199	201	203	204	206	208
Other assets	1,700	1,710	1,720	1,730	1,740	1,259	1,289	1,319	1,350	1,382	1,414
Total current assets	21,117	20,622	22,308	23,831	25,372	21,960	25,655	24,376	25,541	26,982	29,641
Non-current assets											
Trade and other receivables	10	8	6	4	2	24	24	24	24	24	24
Other financial assets	2	2	2	2	2	1	1	1	1	1	1
Property, infrastructure, plant & equipment	652,972	671,103	685,002	701,971	736,333	761,600	820,604	836,266	856,859	885,717	905,217
Right-of-use assets	1,250	985	720	455	190	1,445	1,180	915	650	385	120
Total non-current assets	654,234	672,098	685,730	702,432	736,527	763,070	821,809	837,206	857,534	886,127	905,362
Total assets	675,351	692,720	708,038	726,263	761,899	785,029	847,464	861,581	883,075	913,109	935,003
Liabilities											
Current liabilities											
Trade and other payables	5,250	5,350	5,450	5,550	5,650	4,749	7,927	4,708	5,161	5,527	5,347
Trust funds and deposits	1,060	1,040	1,060	1,080	1,040	1,050	1,050	1,050	1,050	1,050	1,050
Provisions	6,863	7,000	7,140	7,283	7,429	7,589	7,775	7,966	8,161	8,360	8,564
Interest-bearing liabilities	1,932	1,767	1,814	1,922	2,033	2,133	1,967	2,623	2,695	2,090	1,578
Lease liabilities	150	150	150	150	150	185	191	196	202	209	-
Total current liabilities	15,255	15,307	15,614	15,985	16,302	15,706	18,910	16,543	17,269	17,236	16,539
Non-current liabilities											
Provisions	1,200	1,236	1,273	1,311	1,351	1,282	1,298	1,314	1,330	1,346	1,363
Interest-bearing liabilities	10,460	10,943	9,129	10,207	11,674	11,542	14,075	11,451	8,757	6,666	6,088
Lease liabilities	950	800	650	500	350	1,498	1,308	1,111	909	700	700
Total non-current liabilities	12,610	12,979	11,052	12,018	13,375	14,322	16,680	13,876	10,995	8,713	8,151
Total liabilities	27,865	28,286	26,666	28,003	29,677	30,029	35,590	30,419	28,264	25,949	24,690
Net assets	647,486	664,434	681,372	698,260	732,222	755,001	811,874	831,162	854,811	887,160	910,313
Equity											
Accumulated surplus	245,414	254,663	261,849	268,556	292,716	296,646	337,695	345,223	356,114	369,850	380,461
Reserves	402,072	409,771	419,523	429,704	439,506	458,355	474,180	485,938	498,697	517,311	529,852
Total equity	647,486	664,434	681,372	698,260	732,222	755,001	811,874	831,162	854,811	887,160	910,313

3.3 Statement of Changes in Equity

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2021 Forecast Actual				
Balance at beginning of the financial year	633,605	239,575	385,580	8,450
Surplus/(deficit) for the year	3,881	3,881	-	-
Net asset revaluation increment/(decrement)	10,000	-	10,000	-
Transfers to other reserves	-	(2,175)	-	2,175
Transfers from other reserves	-	2,160	-	(2,160)
Balance at end of the financial year	647,486	243,441	395,580	8,465
2022				
Balance at beginning of the financial year	647,486	243,441	395,580	8,465
Surplus/(deficit) for the year	6,948	6,948	-	-
Net asset revaluation increment/(decrement)	10,000	-	10,000	-
Transfers to other reserves	-	(199)	-	199
Transfers from other reserves	-	2,500	-	(2,500)
Balance at end of the financial year	664,434	252,690	405,580	6,164
2023				
Balance at beginning of the financial year	664,434	252,690	405,580	6,164
Surplus/(deficit) for the year	6,938	6,938	-	-
Net asset revaluation increment/(decrement)	10,000	-	10,000	-
Transfers to other reserves	-	(250)	-	250
Transfers from other reserves	-	498	-	(498)
Balance at end of the financial year	681,372	259,876	415,580	5,916
2024				
Balance at beginning of the financial year	681,372	259,876	415,580	5,916
Surplus/(deficit) for the year	6,888	6,888	-	-
Net asset revaluation increment/(decrement)	10,000	-	10,000	-
Transfers to other reserves	-	(211)	-	211
Transfers from other reserves	-	30	-	(30)
Balance at end of the financial year	698,260	266,583	425,580	6,097
2025				
Balance at beginning of the financial year	698,260	266,583	425,580	6,097
Surplus/(deficit) for the year	23,962	23,962	-	-
Net asset revaluation increment/(decrement)	10,000	-	10,000	-
Transfers to other reserves	-	(1,300)	-	1,300
Transfers from other reserves	-	1,498	-	(1,498)
Balance at end of the financial year	732,222	290,743	435,580	5,899
2026				
Balance at beginning of the financial year	732,222	290,743	435,580	5,899
Surplus/(deficit) for the year	10,110	10,110	-	-
Net asset revaluation increment/(decrement)	11,516	-	11,516	-
Adjustment	342	(4,207)	4,549	-
Transfers to other reserves	811	-	-	811
Transfers from other reserves	-	-	-	-
Balance at end of the financial year	755,001	296,646	451,645	6,710

2027

Balance at beginning of the financial year	755,001	296,646	451,645	6,710
Surplus/(deficit) for the year	41,049	41,049	-	-
Net asset revaluation increment/(decrement)	15,824	-	15,824	-
Transfers to other reserves	-	(420)	-	420
Transfers from other reserves	-	420	-	(420)
Balance at end of the financial year	811,874	337,695	467,470	6,710

2028

Balance at beginning of the financial year	811,874	337,695	467,470	6,710
Surplus/(deficit) for the year	7,529	7,529	-	-
Net asset revaluation increment/(decrement)	11,759	-	11,759	-
Transfers to other reserves	-	(100)	-	100
Transfers from other reserves	-	100	-	(100)
Balance at end of the financial year	831,162	345,224	479,228	6,710

2029

Balance at beginning of the financial year	831,162	345,224	479,228	6,710
Surplus/(deficit) for the year	10,891	10,891	-	-
Net asset revaluation increment/(decrement)	12,758	-	12,758	-
Transfers to other reserves	-	-	-	-
Transfers from other reserves	-	-	-	-
Balance at end of the financial year	854,811	356,115	491,987	6,710

2030

Balance at beginning of the financial year	854,811	356,115	491,987	6,710
Surplus/(deficit) for the year	13,735	13,735	-	-
Net asset revaluation increment/(decrement)	18,614	-	18,614	-
Transfers to other reserves	-	(560)	-	560
Transfers from other reserves	-	560	-	(560)
Balance at end of the financial year	887,160	369,850	510,600	6,710

2031

Balance at beginning of the financial year	887,160	369,850	510,600	6,710
Surplus/(deficit) for the year	10,611	10,611	-	-
Net asset revaluation increment/(decrement)	12,541	-	12,541	-
Transfers to other reserves	-	(100)	-	100
Transfers from other reserves	-	100	-	(100)
Balance at end of the financial year	910,313	380,462	523,141	6,710

3.4 Statement of Cash Flows

	Forecast / Actual										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows
	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)
Cash flows from operating activities											
Rates and charges	41,867	42,477	43,645	44,953	46,413	48,375	50,069	51,826	53,644	55,526	57,474
Statutory fees and fines	1,781	2,117	2,159	2,202	2,247	2,280	2,335	2,394	2,454	2,515	2,578
User fees	12,997	19,399	20,424	21,373	22,151	20,540	20,950	21,370	21,797	22,233	22,677
Grants	18,533	17,939	15,340	14,335	41,043	17,163	53,490	14,160	21,604	24,397	21,245
Contributions - monetary	4,198	619	681	693	855	793	808	825	841	858	875
Interest received	121	119	141	159	177	180	184	188	191	195	199
Trust funds and deposits taken	-	-	20	20	-	-	-	-	-	-	-
Other receipts	992	314	336	343	350	554	(104)	707	251	268	343
Net GST refund / payment	(2,222)	(926)	(572)	(892)	(1,194)	(1,110)	(1,033)	(960)	(893)	(831)	(773)
Employee costs	(33,425)	(37,515)	(38,818)	(39,813)	(40,778)	(42,458)	(43,624)	(44,822)	(46,053)	(47,332)	(48,646)
Materials and services	(32,942)	(25,800)	(24,975)	(23,716)	(34,203)	(25,560)	(24,983)	(25,717)	(26,462)	(27,221)	(27,993)
Short-term, low value and variable lease payments	(276)	(276)	(276)	(276)	(276)	(469)	(481)	(493)	(505)	(518)	(531)
Trust funds and deposits repaid	(10)	(20)	-	-	(40)	-	-	-	-	-	-
Other payments	(890)	(925)	(943)	(962)	(984)	(445)	(456)	(467)	(479)	(491)	(503)
Net cash provided by/(used in) operating activities	10,724	17,522	17,162	18,419	35,761	19,843	57,158	19,009	26,389	29,600	26,947
Cash flows from investing activities											
Payments for property, infrastructure, plant and equipment	(25,049)	(17,587)	(13,513)	(17,940)	(35,607)	(22,142)	(56,458)	(18,069)	(22,828)	(25,746)	(23,471)

Proceeds from sale of property, infrastructure, plant and equipment	855	328	334	341	348	855	855	855	855	855	855
Payments for investments	(7,000)	(13,000)	(14,000)	(14,000)	(13,000)	-	(2,125)	-	-	(1,046)	(2,461)
Proceeds from sale of investments	13,000	13,000	13,000	13,000	12,000	1,545	-	40	-	-	-
Net cash provided by/ (used in) investing activities	(18,194)	(17,259)	(14,179)	(18,599)	(36,259)	(19,743)	(57,728)	(17,174)	(21,974)	(25,937)	(25,077)
Cash flows from financing activities											
Finance costs	(298)	(302)	(256)	(209)	(266)	(341)	(359)	(429)	(404)	(333)	(265)
Proceeds from borrowings	5,650	2,250	-	3,000	3,500	2,000	4,500	-	-	-	1,000
Repayment of borrowings	(1,559)	(1,932)	(1,767)	(1,814)	(1,922)	(2,032)	(2,133)	(1,967)	(2,623)	(2,695)	(2,090)
Interest paid - lease liability	(45)	(46)	(47)	(48)	(49)	(94)	(49)	(49)	(49)	(49)	(49)
Repayment of lease liabilities	(249)	(249)	(249)	(249)	(249)	(388)	(185)	(191)	(196)	(202)	(209)
Net cash provided by/(used in) financing activities	3,499	(279)	(2,319)	680	1,014	(855)	1,774	(2,636)	(3,273)	(3,279)	(1,613)
Net increase/(decrease) in cash & cash equivalents	(3,971)	(16)	664	500	516	(755)	1,204	(801)	1,142	384	256
Cash and cash equivalents at the beginning of the financial year	9,678	5,707	5,691	6,355	6,855	7,371	6,616	7,820	7,019	8,161	8,545
Cash and cash equivalents at the end of the financial year	5,707	5,691	6,355	6,855	7,371	6,616	7,820	7,019	8,161	8,545	8,801

3.5 Statement of Capital Works

	Forecast / Actual										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property											
Land	458	-	-	-	-	-	-	-	-	-	-
Total land	458	-	-	-	-	-	-	-	-	-	-
Buildings	-	-	600	600	20,800	390	7,022	410	420	2,696	441
Building improvements	3,831	2,679	2,338	4,695	1,933	1,382	24,894	1,452	1,488	9,559	1,564
Total buildings	3,831	2,679	2,938	5,295	22,733	1,772	31,916	1,861	1,908	12,256	2,005
Total property	4,289	2,679	2,938	5,295	22,733	1,772	31,916	1,861	1,908	12,256	2,005
Plant and equipment											
Plant, machinery and equipment	1,764	980	1,080	1,102	1,126	1,152	1,181	1,210	1,240	1,271	1,303
Computers and telecommunications	701	316	322	328	336	637	653	669	686	703	721
Library books	-	270	275	281	287	293	299	305	311	317	323
Paintings and exhibits	106	35	36	36	37	38	39	40	41	42	43
Total plant and equipment	2,571	1,601	1,713	1,747	1,786	2,120	2,171	2,224	2,278	2,333	2,390
Infrastructure											
Roads	5,148	3,752	3,859	3,939	4,031	6,320	6,421	6,524	6,630	6,738	6,849
Bridges	562	3,000	269	275	281	2,287	295	302	309	317	325
Footpaths and cycleways	2,592	1,673	2,305	2,338	2,374	8,842	3,887	4,334	3,381	3,729	3,479
Drainage	664	340	556	126	727	1,427	1,428	1,429	1,429	1,430	1,431
Recreational, leisure and community facilities	9,866	1,850	2,183	3,517	2,955	2,890	1,528	1,545	6,329	1,864	11,400
Parks, open space and streetscapes	2,796	519	549	560	573	374	3,658	4,693	402	1,912	423
Aerodromes	29	30	31	31	32	33	33	34	35	36	37
Off street car parks	67	415	-	-	-	-	-	-	-	-	-
Other infrastructure	1,464	2,728	110	112	1,115	1,077	10,120	123	127	130	133
Total infrastructure	23,188	14,307	9,862	10,898	12,088	23,251	27,371	18,984	18,643	16,157	24,076
Total capital works expenditure	30,048	18,587	14,513	17,940	36,607	27,142	61,458	23,069	22,828	30,746	28,471

Represented by:

New asset expenditure	6,427	976	1,595	1,615	24,038	15,128	16,161	7,504	15,824	6,943	5,863
Asset renewal expenditure	18,026	11,846	10,158	11,608	10,614	10,492	13,636	13,715	10,365	12,122	10,885
Asset expansion expenditure	-	-	-	-	-	-	-	-	-	-	-
Asset upgrade expenditure	5,595	5,765	2,760	4,717	1,955	1,523	31,661	1,850	1,640	11,681	11,723
Total capital works expenditure	30,048	18,587	14,513	17,940	36,607	27,142	61,458	23,069	27,828	30,746	28,471

Funding sources represented by:

Grants	6,289	4,033	1,641	1,664	20,085	6,107	36,831	3,561	6,987	9,513	6,545
Contributions	122	-	-	-	200	-	-	-	-	-	-
Council cash	19,237	13,554	12,872	13,276	14,322	19,036	20,127	19,508	20,842	21,233	20,926
Borrowings	4,400	1,000	-	3,000	2,000	2,000	4,500	-	-	-	1,000
Total capital works expenditure	30,048	18,587	14,513	17,940	36,607	27,142	61,458	23,069	27,828	30,746	28,471

3.6 Statement of Human Resources

Staff expenditure	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000	2030/31 \$'000
Total staff expenditure											
Male	15,247	17,103	17,592	17,863	18,128	18,876	19,394	19,927	20,474	21,042	21,625
Female	18,754	21,036	21,865	22,607	23,325	24,288	24,953	25,638	26,342	27,073	27,825
Self-described gender											
Total staff expenditure	34,001	38,139	39,457	40,469	41,452	43,164	44,348	45,565	46,816	48,114	49,450
Permanent full time											
Male	11,818	13,257	13,616	13,865	13,951	14,527	14,926	15,335	15,756	16,194	16,643
Female	7,683	8,618	9,016	9,355	9,837	10,243	10,524	10,813	11,110	11,418	11,735
Self-described gender											
Total	19,501	21,875	22,632	23,220	23,788	24,771	25,450	26,149	26,867	27,612	28,378
Permanent part time											
Male	1,997	2,240	2,317	2,302	2,443	2,544	2,613	2,685	2,759	2,835	2,914
Female	10,039	11,261	11,651	12,030	12,242	12,747	13,096	13,455	13,825	14,208	14,603
Self-described gender											
Total	12,036	13,501	13,969	14,332	14,684	15,291	15,709	16,140	16,584	17,044	17,517
Casuals, temporary and other expenditure	2,044	2,314	2,394	2,441	2,491	2,594	2,665	2,738	2,813	2,891	2,971
Capitalised labour costs	420	449	462	475	489	509	523	537	552	567	583

Staff numbers	2020/21 FTE	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE	2025/26 FTE	2026/27 FTE	2027/28 FTE	2028/29 FTE	2029/30 FTE	2030/31 FTE
Total staff numbers											
Male	172	175	173	170	170	170	170	170	170	170	170
Female	227	231	232	234	234	234	234	234	234	234	234
Self-described gender											
Total staff numbers	398	406	405	404	404	404	404	404	404	404	404
Permanent full time											
Male	129	132	130	128	127	127	127	127	127	127	127
Female	83	85	86	87	88	88	88	88	88	88	88
Self-described gender											
Total	213	217	216	215	215	215	215	215	215	215	215
Permanent part time											
Male	25	26	26	25	26	26	26	26	26	26	26
Female	132	134	134	135	134	134	134	134	134	134	134
Self-described gender											
Total	157	160	160	160	160	160	160	160	160	160	160
Casuals, temporary and other expenditure	23	24	24	24	24	24	24	24	24	24	24
Capitalised labour costs	6	6	6	6	6	6	6	6	6	6	6
Total staff numbers	398	406	405	404	404	404	404	404	404	404	404

Department	Permanent Full Time				Permanent Part Time				Total
	Male	Female	Self-described	Total	Male	Female	Self-described	Total	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Corporate Strategies	2,255	1,579		3,834	377	1,629		2,005	5,839
City Infrastructure	7,970	1,458		9,428	752	627		1,379	10,807
Community Development	1,082	3,838		4,920	830	8,214		9,043	13,963
City Growth	1,949	1,744		3,694	281	792		1,073	4,767
Total permanent staff expenditure	13,257	8,618	-	21,875	2,240	11,261	-	13,501	35,376
Casuals, temporary and other expenditure				2,314				-	2,314
Capitalised labour costs				449				-	449
Total staff	13,257	8,618	-	24,638	2,240	11,261	-	13,501	38,139

3.7 Planned Human Resource Expenditure

	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000	2030/31 \$'000
Corporate Strategies										
Permanent - Full time	3,834	3,966	4,068	4,167	4,339	4,458	4,580	4,706	4,836	4,970
Female	1,579	1,733	1,778	1,821	1,896	1,948	2,001	2,056	2,113	2,172
Male	2,255	2,233	2,290	2,346	2,443	2,510	2,579	2,649	2,723	2,798
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	2,005	2,075	2,128	2,180	2,270	2,332	2,396	2,462	2,530	2,600
Female	1,629	1,785	1,711	1,873	1,950	2,003	2,058	2,115	2,174	2,234
Male	377	290	417	307	320	329	338	347	357	366
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Corporate Strategies	5,839	6,041	6,196	6,346	6,608	6,790	6,976	7,168	7,366	7,571
City Infrastructure										
Permanent - Full time	9,428	9,755	10,055	10,299	10,724	11,018	11,321	11,631	11,954	12,286
Female	1,458	1,508	1,597	1,836	1,912	1,964	2,018	2,073	2,131	2,190
Male	7,970	8,246	8,458	8,463	8,812	9,054	9,302	9,558	9,823	10,096
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	1,379	1,427	1,463	1,499	1,561	1,604	1,648	1,693	1,740	1,788
Female	627	649	765	684	712	732	752	772	794	816
Male	752	778	698	815	849	872	896	921	946	972
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total City Infrastructure	10,807	11,182	11,518	11,797	12,285	12,622	12,968	13,324	13,694	14,074
Community Development										
Permanent - Full time	4,919	5,090	5,278	5,511	5,739	5,896	6,058	6,224	6,397	6,574
Female	3,837	3,970	4,130	4,285	4,462	4,584	4,710	4,839	4,974	5,112
Male	1,082	1,120	1,148	1,226	1,277	1,312	1,348	1,385	1,423	1,463
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	9,043	9,357	9,596	9,829	10,235	10,516	10,804	11,101	11,409	11,726
Female	8,214	8,498	8,716	8,927	9,296	9,551	9,813	10,083	10,363	10,650
Male	830	858	880	902	939	965	991	1,018	1,047	1,076
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Community Development	13,963	14,446	14,875	15,340	15,974	16,412	16,862	17,325	17,806	18,300

City Growth

Permanent - Full time	3,694	3,822	3,819	3,812	3,970	4,078	4,190	4,305	4,425	4,548
Female	1,744	1,805	1,851	1,896	1,974	2,028	2,084	2,141	2,200	2,262
Male	1,949	2,017	1,969	1,916	1,995	2,050	2,107	2,164	2,224	2,286
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	1,073	1,110	1,144	1,177	1,225	1,259	1,293	1,329	1,366	1,404
Female	792	719	838	758	789	811	833	856	880	904
Male	281	391	306	419	436	448	460	473	486	499
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total City Growth	4,767	4,932	4,963	4,989	5,195	5,337	5,484	5,634	5,791	5,951
Casuals, temporary and other expenditure	2,314	2,394	2,441	2,491	2,594	2,665	2,738	2,813	2,891	2,971
Capitalised labour costs	449	462	475	489	503	511	519	527	535	544
Total staff expenditure	38,139	39,457	40,469	41,452	43,158	44,336	45,547	46,791	48,083	49,411

	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE	2025/26 FTE	2026/27 FTE	2027/28 FTE	2028/29 FTE	2029/30 FTE	2030/31 FTE
Corporate Strategies										
Permanent - Full time	34	34	34	34	34	34	34	34	34	34
Female	14	15	15	15	15	15	15	15	15	15
Male	20	19	19	19	19	19	19	19	19	19
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	21	21	21	21	21	21	21	21	21	21
Female	17	18	17	18	18	18	18	18	18	18
Male	4	3	4	3	3	3	3	3	3	3
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Corporate Strategies	55	55	55	55	55	55	55	55	55	55
City Infrastructure										
Permanent - Full time	97	97	97	97	97	97	97	97	97	97
Female	15	15	16	17	17	17	17	17	17	17
Male	82	82	81	80	80	80	80	80	80	80
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	15	15	15	15	15	15	15	15	15	15
Female	7	7	8	7	7	7	7	7	7	7
Male	8	8	7	8	8	8	8	8	8	8
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total City Infrastructure	112	112	112	112	112	112	112	112	112	112
Community Development										
Permanent - Full time	50	49	49	49	49	49	49	49	49	49
Female	39	38	38	38	38	38	38	38	38	38
Male	11	11	11	11	11	11	11	11	11	11
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	111	111	111	111	111	111	111	111	111	111
Female	101	101	101	101	101	101	101	101	101	101
Male	10	10	10	10	10	10	10	10	10	10
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Community Development	161	160	160	160	160	160	160	160	160	160
City Growth										
Permanent - Full time	36	36	35	35	35	35	35	35	35	35

Female	17	18	18	18	18	18	18	18	18	18
Male	19	18	17	17	17	17	17	17	17	17
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	12	12	12	12	12	12	12	12	12	12
Female	9	8	9	8	8	8	8	8	8	8
Male	3	4	3	4	4	4	4	4	4	4
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total City Growth	48	48	47	47	47	47	47	47	47	47
Casuals, temporary and other expenditure	24	24	24	24	24	24	24	24	24	24
Capitalised labour	6	6	6	6	6	6	6	6	6	6
Total staff numbers	406	405	404	404	404	404	404	404	404	404

4 Financial Performance Indicators

The following table highlights Council's projected performance across a range of key financial performance indicators. These indicators provide an analysis of Council's 10-year financial projections and should be interpreted in the context of the organisation's objectives and financial management principles.

Indicator	Measure	Notes	Forecast Actual											Trend	
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	+/-	
Operating position															
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	(5.1%)	0.8%	0.7%	1.7%	2.5%	(0.1%)	0.2%	(0.1%)	(0.1%)	0.2%	0.1%	o	
Liquidity															
Working Capital	Current assets / current liabilities	2	138.4%	134.7%	142.9%	149.1%	155.6%	139.8%	135.7%	147.3%	147.9%	156.5%	179.2%	+	
Unrestricted cash	Unrestricted cash / current liabilities	3	93.4%	93.1%	101.8%	108.7%	116.1%	116.1%	113.9%	125.9%	127.3%	136.4%	160.1%	+	
Obligations															
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	4	29.7%	29.6%	24.8%	26.7%	29.2%	28.2%	32.0%	27.1%	21.3%	15.8%	13.3%	+	
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		4.4%	5.2%	4.6%	4.5%	4.7%	4.9%	5.0%	4.6%	5.6%	5.4%	4.1%	o	
Indebtedness	Non-current liabilities / own		20.9%	20.4%	16.8%	17.6%	19.0%	19.7%	22.3%	18.0%	13.9%	10.7%	9.7%	+	

Asset renewal	source revenue Asset renewal and upgrade expense / Asset depreciation	5	186.7%	134.9%	96.0%	117.9%	88.2%	75.1%	275.0%	89.8%	66.2%	127.7%	115.2%	-
Stability														
Rates concentration	Rate revenue / adjusted underlying revenue	6	57.9%	56.3%	56.3%	56.2%	56.1%	56.4%	56.7%	57.0%	57.4%	57.7%	58.0%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	o

Indicator	Measure	Notes	Forecast Actual											Trend
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	+o/-
Efficiency														
Expenditure level	Total expenses/ no. of property assessments		\$4,504	\$4,450	\$4,460	\$4,406	\$5,015	\$4,613	\$4,679	\$4,772	\$4,856	\$4,922	\$5,015	+
Revenue level	Total rate revenue / no. of property assessments		\$2,368	\$2,387	\$2,429	\$2,478	\$2,534	\$2,573	\$2,631	\$2,692	\$2,753	\$2,816	\$2,880	+

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. Adjusted underlying result

An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Council aims to keep this ratio at a net neutral position to ensure that ratepayer funding is being utilised in an efficient manner.

2. Working Capital

Is calculated by dividing current assets by current liabilities. It is a measure of liquidity, meaning Councils ability to meet its payment obligations as they fall due.

3. Unrestricted Cash

The cash not associated to a particular use within Council or a legislative requirement. Council maintains a healthy ratio over the forecast period.

4. Debt compared to rates

Council will continue to use debt as a funding strategy with historically low interest rates providing good value along with programs such as the Community Infrastructure Loan Scheme which enables Council to borrow directly from the Department of Treasury and Finance at a 50% discount on the already low interest rates. Council has a borrowing strategy that it adheres to when planning its long term funding strategy.

5. 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 has a significant backlog of asset renewal works which means that Council needs to consistently achieve over 100% to reduce this, when this ratio drops below 100% it indicates that Council won't be able to meet its current demand or reduce the existing backlog.

6. 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.

5 Strategies and Plans

This section describes the strategies and plans that support the 10-year financial projections included to the Financial Plan.

5.1 Borrowing Strategy

5.1.1 Current Debt Position

The total amount borrowed as at 30 June 2022 is \$12.71 million.

Council has accessed debt funding to complete a range of major infrastructure projects including the construction of the Learning and Library Hub (due for completion mid 2022), the Reid Oval upgrade, as well as investing in energy saving initiatives such as smart street lighting upgrade (LED lights) and the smart buildings project (solar panels).

5.1.2 Future Borrowing Requirements

The following table highlights Council's projected loan balance, including new loans and loan repayments for the 10 years of the Financial Plan

	Forecast / Actual										
	2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000	2030/31 \$'000
Opening balance	8,301	12,392	12,710	10,943	12,129	13,707	13,675	16,042	14,075	11,452	8,757
Plus New loans	5,650	2,250	0	3,000	3,500	2,000	4,500	0	0	0	1,000
Less Principal repayment	(1,559)	(1,932)	(1,767)	(1,814)	(1,922)	(2,032)	(2,133)	(1,967)	(2,623)	(2,695)	(2,090)
Closing balance	12,392	12,710	10,943	12,129	13,707	13,675	16,042	14,075	11,452	8,757	7,666
Interest payment	298	302	256	209	266	341	359	429	404	333	265

5.1.3 Performance Indicators

The following table highlights Council's projected performance across a range of debt management performance indicators.

Performance Indicator	Target	Forecast / Actual										
		2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
		%	%	%	%	%	%	%	%	%	%	%
Total borrowings / Rate revenue	Below 50%	29.66%	29.62%	24.82%	26.71%	29.24%	28.25%	32.01%	27.14%	21.33%	15.76%	13.33%
Debt servicing / Rate revenue	Below 5%	0.71%	0.70%	0.58%	0.46%	0.57%	0.70%	0.72%	0.83%	0.75%	0.60%	0.46%
Debt commitment / Rate revenue	Below 8%	4.44%	5.21%	4.59%	4.46%	4.67%	4.90%	4.97%	4.62%	5.64%	5.45%	4.10%
Indebtedness / Own source revenue	Below 60%	20.94%	20.39%	16.78%	17.64%	18.96%	19.74%	22.32%	18.02%	13.86%	10.66%	9.68%

Council maintains its loan borrowing within prudent and management limits as set out in its Borrowing Strategy.

5.2 Reserves Strategy

5.2.1 Current Reserves

Public Open Space Reserve

- Purpose - The Open Space Reserve holds funds contributed by developers for works associated with developing and improved public open space and recreational facilities within Council. Funds are contributed in accordance with Section 18 of the Subdivision Act and transfers are restricted to the purpose of creating open space such as parks, playgrounds, pavilions and other such items where it is deemed that these works should occur at a later point than the initial development.
- Movements - transfers to the reserve (inflows) comprise contribution income from subdividers in lieu of the 5.0% Public Open Space requirement. Transfers from the reserve (outflows) are applied to fund Open Space capital projects on an annual basis.

Development Contributions Reserve

- Purpose – This reserve retains funds received from developers for infrastructure provision related to Council's Development Contributions Plans. Council has two (2) Development Contribution Plans with currently two reserves established to manage levy income contributed by developers.
- Movements – Transfers from this reserve will be for nominated capital works for Development Infrastructure projects and Community Infrastructure projects. These funds are tied directly to the income received or cash funds refunded to developers for capital works completed directly by the developer.

Other Reserves

- Purpose – Council has numerous other reserves which are used to manage working capital and for investment in high coast areas such as drainage and car parking.
- Movements – Inflows to the reserve are mainly sourced from levy's that come in as a % of the rate revenue. Transfers from the reserve are aligned to Council's to major capital works for these areas.

5.2.2 Reserve Usage Projections

The table below discloses the balance and annual movement for each reserve over the 10-year life of the Financial Plan. Total amount of reserves, for each year, is to align with the Statement of Changes in Equity.

Restricted reserves are to be included to the disclosure of restricted cash assets.

Reserves	Restricted / Discretionary	2020-21 \$000s	2021-22 \$000s	2022-23 \$000s	2023-24 \$000s	2024-25 \$000s	2025-26 \$000s	2026-27 \$000s	2027-28 \$000s	2028-29 \$000s	2029-30 \$000s	2030-31 \$000s
Public Open Space Reserve	Restricted											
Opening balance		311	338	338	338	338	338	338	338	338	338	338
Transfer to reserve		27	0	100	0	100	0	0	100	0	0	100
Transfer from reserve		0	0	(100)	0	(100)	0	0	(100)	0	0	(100)
Closing balance		338	338	338	338	338	338	338	338	338	338	338
Development Contributions Reserve	Restricted											
Opening balance		1,094	1,174	1,174	1,324	1,524	324	474	474	474	474	474
Transfer to reserve		80	0	150	200	0	150	420	0	0	560	0
Transfer from reserve		0	0	0	0	(1,200)	0	(420)	0	0	(560)	0
Closing balance		1,174	1,174	1,324	1,524	324	474	474	474	474	474	474
Reserves Summary	Total Restricted											
Opening balance		1,405	1,512	1,512	1,662	1,862	662	812	812	812	812	812
Transfer to reserve		107	0	250	200	100	150	420	100	0	560	100
Transfer from reserve		0	0	(100)	0	(1,300)	0	(420)	(100)	0	(560)	(100)
Closing balance		1,512	1,512	1,662	1,862	662	812	812	812	812	812	812

Other Reserves	Discretionary										
Opening balance	7,045	6,953	4,652	4,254	4,235	5,237	5,898	5,898	5,898	5,898	5,898
Transfer to reserve	2,068	199	0	11	1,200	661	0	0	0	0	0
Transfer from reserve	(2,160)	(2,500)	(398)	(30)	(198)	0	0	0	0	0	0
Closing balance	6,953	4,652	4,254	4,235	5,237	5,898	5,898	5,898	5,898	5,898	5,898

Reserves Summary	Restricted & Discretionary										
Opening balance	8,450	8,465	6,164	5,916	6,097	5,899	6,710	6,710	6,710	6,710	6,710
Transfer to reserve	2,175	199	250	211	1,300	811	420	100	0	560	100
Transfer from reserve	(2,160)	(2,500)	(498)	(30)	(1,498)	0	(420)	(100)	0	(560)	(100)
Closing balance	8,465	6,164	5,916	6,097	5,899	6,710	6,710	6,710	6,710	6,710	6,710

6.5. MARCH 2021 FINANCIAL REPORT

PURPOSE:

This report updates Council on the financial performance for the 9 months ended 31 March 2021.

EXECUTIVE SUMMARY

- This Finance Report compares actual financial results to budget for the 9 months from 1 July 2020 to 31 March 2021 - refer **Attachment 1**.
- The report sets out financial results for Councils recurrent (day to day operations) Projects, Capital Works, Rates and Loan activities.
- Year to date forecasts are profiled to reflect the timing of cash inflows and outflows.
- Overall the monthly actual results indicate a favourable financial position of \$0.982m when compared to the YTD Forecast.
- There are a number of budgetary pressures that need to be considered when reading the March 2021 finance report. These include:
 - Following the Worksafe investigation at the Livestock Exchange, Council has engaged structural engineers to assess the entire site with a number of rectification and improvements being recommended. Council will decide on the future plans of the Livestock Exchange shortly with options ranging from \$2.0m to \$3.5m.
 - Councils workcover insurer has recently lost their license and Council are working through an exit strategy with the provider. This may involve the payment of any shortfall in the mutual fund or the early payment of future liabilities. At this stage there is no confirmed exit costs but estimates are ranging from \$0.4m to \$1.0m.
 - Council is currently involved in legal action with an employee who had their contract terminated and the outcome of the case may have potential financial impacts.

MOVED: CR BEN BLAIN

SECONDED: CR ANGIE PASPALIARIS

That the March 2021 finance report be received.

CARRIED - 7:0

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management

5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

ATTACHMENTS

1. March 2021 Monthly Finance Report Council [6.5.1 - 13 pages]



Monthly Financial Report

March 2021

Monthly Financial Report

March 2021

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Monthly Financial Report

March 2021

1. Executive Summary

The monthly report is designed to illustrate the financial performance and position of Warrnambool City Council compared to its adopted and seasonalised forecast for the period ending 31 March 2021.

The 9 months actual results indicate a favourable financial position to forecast of \$0.982m.

Key Financial Results	Adopted Budget \$'000	Forecast \$'000	YTD Forecast \$'000	YTD Committed \$'000	YTD Variance to Forecast \$'000	
Rates	41,436	41,732	41,718	41,724	5	▲
Recurrent Income	34,504	34,101	25,776	26,143	367	▲
Recurrent Expenditure	(64,716)	(66,796)	(49,125)	(48,510)	615	▲
Net Recurrent Surplus/(Deficit)	(30,212)	(32,695)	(23,349)	(22,367)	982	▲
Project Income	1,477	2,940	2,513	2,546	33	▲
Project Expenditure	(1,487)	(5,893)	(2,460)	(2,299)	161	▲
Net Project Surplus/(Deficit)	(10)	(2,953)	53	247	194	▲
Capital Income	5,070	10,315	4,980	4,964	(15)	▼
Capital Expenditure	(20,515)	(31,166)	(20,267)	(20,449)	(182)	▼
Net Capital Surplus/(Deficit)	(15,445)	(20,851)	(15,287)	(15,485)	(198)	▼
Loan Drawdowns	5,950	5,650	0	0	0	■
Loan Repayments	(1,694)	(1,559)	(1,140)	(1,141)	(1)	▼
Net Financing Position	4,256	4,091	(1,140)	(1,141)	(1)	▼
Surplus / (Deficit) Brought Forward	0	12,357	0	0	0	■
Total	25	1,682	1,996	2,978	982	▲

Recurrent: is \$0.982m favourable to forecast due to the following main reasons:

- Timing difference on the backpay relating to the Pre-Schools Enterprise Agreement.
- Savings on fleet costs with vehicles being used less due to COVID19 and working from home arrangements.
- A strong and continued tourist season has seen strong results at Flagstaff Hill with increased admissions and gift shop sales.
- Parking fees have increased due to higher levels of activity through the CBD
- Aquazone starting to recover with increases in the membership base and Learn to Swim program along with strong casual attendances.

Projects: these are mainly funded projects and apart from some minor timing variations, they are on forecast.

Capital Works: Currently in line with forecast expectations, a major push on infrastructure projects and the Reid Oval will result in increased spending over the last half of the year which is in line with the seasonalised forecast.

Quarter 2 Forecast

- Council has completed the quarter 2 forecast and is anticipating a surplus of \$1.68m for 2020/21. This is mainly the result of the reduction in capital projects and the staff stand downs in response to the anticipated COVID19 impacts when setting the 2020/21 budget. A combination of the restrictions being eased and additional funding has put Council in a stronger position than originally budgeted.

Monthly Financial Report

March 2021

Potential Budgetary Impacts

- Following the Worksafe investigation at the Livestock Exchange, Council has engaged structural engineers to assess the entire site with a number of rectification and improvements being recommended. Council will decide on the future plans of the Livestock Exchange shortly with options ranging from \$2.0m to \$3.5m.
- Councils workcover insurer has recently lost their license and Council are working through an exit strategy with the provider. This may involve the payment of any shortfall in the mutual fund or the early payment of future liabilities. At this stage there is no confirmed exit costs but estimates are ranging from \$0.4m to \$1.0m.
- Council is currently involved in legal action with an employee who had their contract terminated and the outcome of the case may have potential financial impacts.

Monthly Financial Report

March 2021

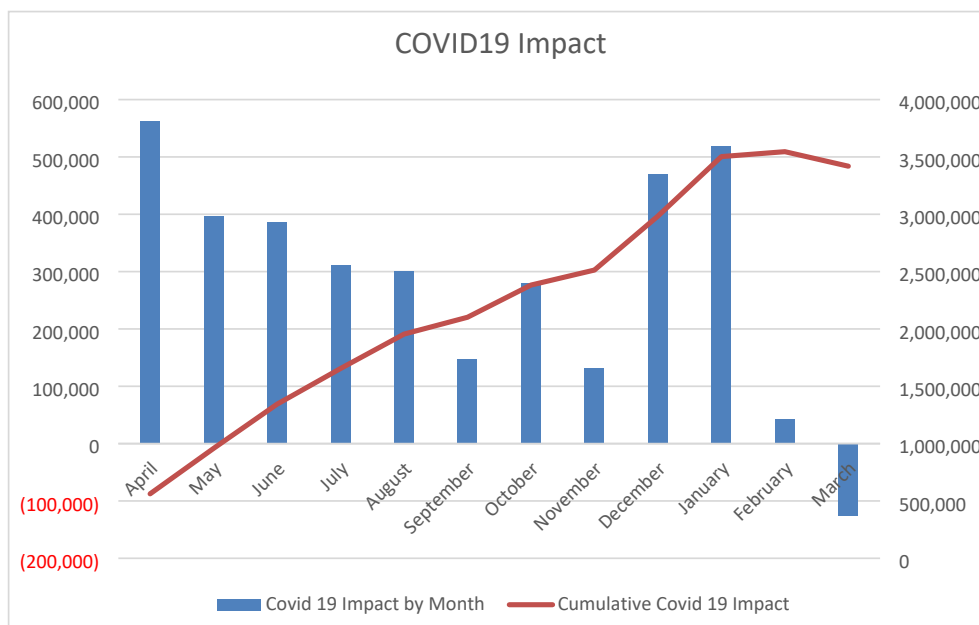
2. COVID19 Impact

The impact of COVID19 on Councils business operations has been significant with a number of areas being closed for periods of time or operating with tight restrictions. The table below shows the impact from April 2020 to March 2021.

Cost Centre	Budget / Trend	Actual	Impact
Income			
Parking Management	2,537,871	1,400,301	(1,137,570)
Aquazone	1,909,318	546,044	(1,363,274)
Lighthouse Theatre	1,628,067	289,810	(1,338,257)
Art Gallery	192,726	180,607	(12,119)
Warrnambool Multi-Purpose Stadium	359,921	61,181	(298,740)
Gymnastics Stadium	303,869	22,330	(281,540)
Flagstaff Hill & Visitor Information Centre	1,200,352	550,868	(649,484)
Holiday Parks	2,943,124	1,612,184	(1,330,940)
Total Income	11,075,248	4,663,324	(6,411,924)
Expenses			
Aquazone	2,568,624	1,724,777	843,846
Lighthouse Theatre	1,873,091	727,005	1,146,086
Art Gallery	717,978	776,843	(58,865)
Warrnambool Multi-Purpose Stadium	370,273	267,157	103,117
Gymnastics Stadium	336,505	210,265	126,240
Flagstaff Hill & Visitor Information Centre	1,868,355	1,283,391	584,963
Holiday Parks	1,979,943	1,732,568	247,376
Total Expenses	9,714,769	6,722,007	2,992,762
Total COVID19 Impact			(3,419,161)

Monthly Financial Report

March 2021



Recovery

The Council is working with all levels of government to assist the community and has secured the following funding:

- Outdoor Eating & Entertainment - \$500,000
- Local Roads and Community Infrastructure Round 1- \$425,000
- Local Roads and Community Infrastructure Round 2 - \$1,208,146
- Working for Victoria Fund - \$148,636
- Numerous operational grants in the Aged Services and Family Services areas

This is supplemented by Council's own recovery program:

- Community and Business Support Stimulus Fund - \$450,000.
- Small Infrastructure Fund - \$891,000
- Economic Development Unity - \$545,000
- Community Development Grants - \$65,000

Councils own business areas are recovering with March 2021 being better than March 2020 (when the restrictions first began). This is mainly due to a strong tourism peak during the month with the long weekend and a number of events in March.

Monthly Financial Report

March 2021

3. Statement of Comprehensive Income

	Adopted Budget	Forecast	YTD Forecast	YTD Committed	YTD Variance to Forecast		
	\$'000	\$'000	\$'000	\$'000	\$'000	%	
Revenue							
Rates and Charges	41,436	41,785	41,759	41,767	8	0.0%	▲
Statutory Fees and Fines	1,580	1,781	1,593	1,738	145	9.1%	▲
User Fees	11,332	11,816	8,887	9,104	216	2.4%	▲
Recurrent Grants	12,235	12,007	9,713	10,197	484	5.0%	▲
Non-Recurrent Grants	4,559	6,526	4,031	3,638	(393)	(9.8%)	▼
Contributions - Cash	801	3,817	1,089	1,094	5	0.5%	▲
Contributions - Non Cash	4,000	4,000	0	0	0	0.0%	▼
Other Income	336	902	323	328	5	1.6%	▲
Interest Income	284	121	98	89	(9)	(9.1%)	▼
Revenue Total	76,561	82,754	67,492	67,953	461	0.7%	▲
Expenses							
Employee Benefits	32,005	33,921	24,474	23,887	586	2.4%	▲
Materials and Services	23,484	28,080	19,380	19,160	220	1.1%	▲
Bad and Doubtful Debts	101	97	5	1	4	77.7%	▲
Finance Costs	328	298	237	272	(35)	(14.7%)	▼
Other Expenses	886	809	549	543	6	1.1%	▲
Depreciation	12,871	12,500	14	14	0	0.0%	■
Net loss / (gain) on asset disposal	1,210	818	(417)	(376)	(41)	(8.0%)	▼
Expenses Total	70,885	76,524	44,241	43,501	726	1.6%	▲
Net Surplus / (Deficit)	5,676	6,231	23,252	24,452	1,201	5.2%	▲
Other Comprehensive Income							
Net asset revaluation	10,000	10,000	0	0	0	0.0%	■
Total Comprehensive Income	15,676	16,231	23,252	24,452	1,201	5.2%	▲
Net Underlying Surplus / (Deficit)	1,676	2,231	23,252	24,452	1,201	5.2%	▲

Net Surplus: The year to date net surplus of \$24.452m is \$1.20m favourable to forecast. The operating surplus will reduce during the remainder of the financial year to a forecast of \$6.23m due to expenditure levels outpacing revenue as the full rates revenue was raised in July.

Revenue: are \$0.461m favourable to forecast across a number of areas including user fees at the Aquazone, Lighthouse Theatre, Flagstaff Hill and the Livestock Exchange.

Expenses: are \$0.726m favourable to forecast due to:

- Employee costs lower with a number of vacant positions with 2 manager positions expected to be filled in April.

Monthly Financial Report

March 2021

4. Balance Sheet

	2020/21 Opening Balance \$'000	Movement \$'000	YTD Closing Balance \$'000
Current Assets			
Cash & Cash Equivalents	7,678	12,145	19,823
Investments	18,000	(9,000)	9,000
Trade and Other Receivables	2,909	9,860	12,769
Other Assets	1,936	(918)	1,018
Current Assets Total	30,523	12,086	42,609
Non-Current Assets			
Trade and Other Receivables	10	0	10
Investments in associates	720	0	720
Property Plant & Equipments	630,689	7,110	637,799
Non-Current Assets Total	631,419	7,110	638,529
Total Assets	661,942	19,196	681,138
Current Liabilities			
Trade and Other Payables	9,993	(2,521)	7,473
Trust Funds and Deposits	1,050	334	1,385
Provisions	6,663	0	6,663
Interest-bearing Loans and Borrowings	1,529	(1,141)	388
Lease Liabilities	152	0	152
Current Liabilities Total	19,387	(3,327)	16,060
Non-Current Liabilities			
Provisions	1,165	0	1,165
Interest-bearing Loans and Borrowings	6,772	0	6,772
Lease Liabilities	1,012	0	1,012
Non-Current Liabilities Total	8,949	0	8,949
Total Liabilities	28,336	(3,327)	25,010
Net Assets	633,606	22,523	656,129
Equity			
Accumulated Surplus	239,575	22,523	262,098
Reserves	394,030	0	394,030
Total Equity	633,606	22,523	656,129

Cash & Investments: the third quarter rates (due February) have increased the amount of cash reserves. The capital program is starting to increase with the Reid Oval and a number of Road and Pathway works progressing in the new calendar year which will reduce the cash reserves at the end of the financial year.

Trade and Other Receivables: have increased significantly from the start of the financial year due to raising the full year's rates revenue in July while customers receive quarterly instalments. This will reduce throughout the year to acceptable levels by year end.

Monthly Financial Report

March 2021

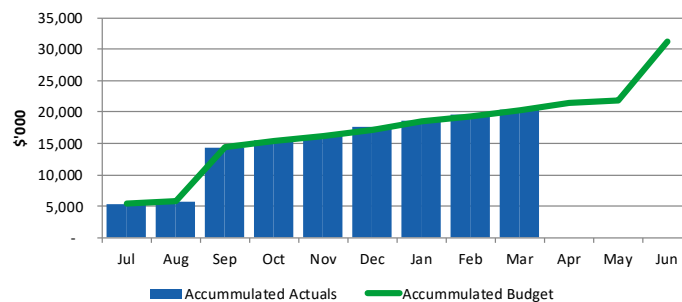
5. Capital Expenditure and Funding

Capital Expenditure: year to date committed expenditure is \$20.45m which is \$0.18m higher than forecast. The actual expenditure to date is \$12.03m with \$8.42m on order.

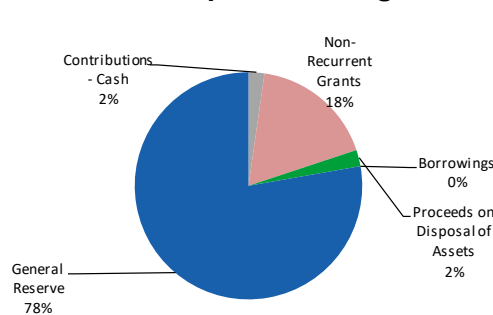
Capital Funding: year to date, this has been financed by 78% from Council Reserves. The increase in grant funding is due to grant payments received from the Reid Oval, Lake Pertobe and the Fisheries department.

	Adopted Budget \$'000	Forecast \$'000	YTD Forecast \$'000	YTD Committed \$'000	YTD Variance to Forecast \$'000	
Expenditure						
New	1,478	2,498	1,746	1,800	(54)	▼
Renewal	15,936	23,981	15,514	15,615	(101)	▼
Upgrade	3,005	4,541	2,913	2,940	(27)	▼
Expansion	96	146	93	94	(1)	▼
Capital Expenditure	20,515	31,166	20,267	20,449	(182)	▼
Funding						
Contributions - Cash	40	2,934	433	462	29	▲
Non-Recurrent Grants	4,559	6,526	4,031	3,608	(423)	▼
Proceeds on Disposal of Assets	471	855	516	475	(41)	▼
Borrowings	5,950	6,650	0	0	0	■
General Reserve	9,495	14,201	15,287	15,905	617	▲
Capital Funding	20,515	31,166	20,267	20,449	182	▲

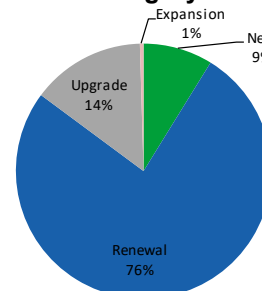
Capital Expenditure Actuals vs Revised Budget



YTD Capital Funding



YTD Capital Expenditure by Category



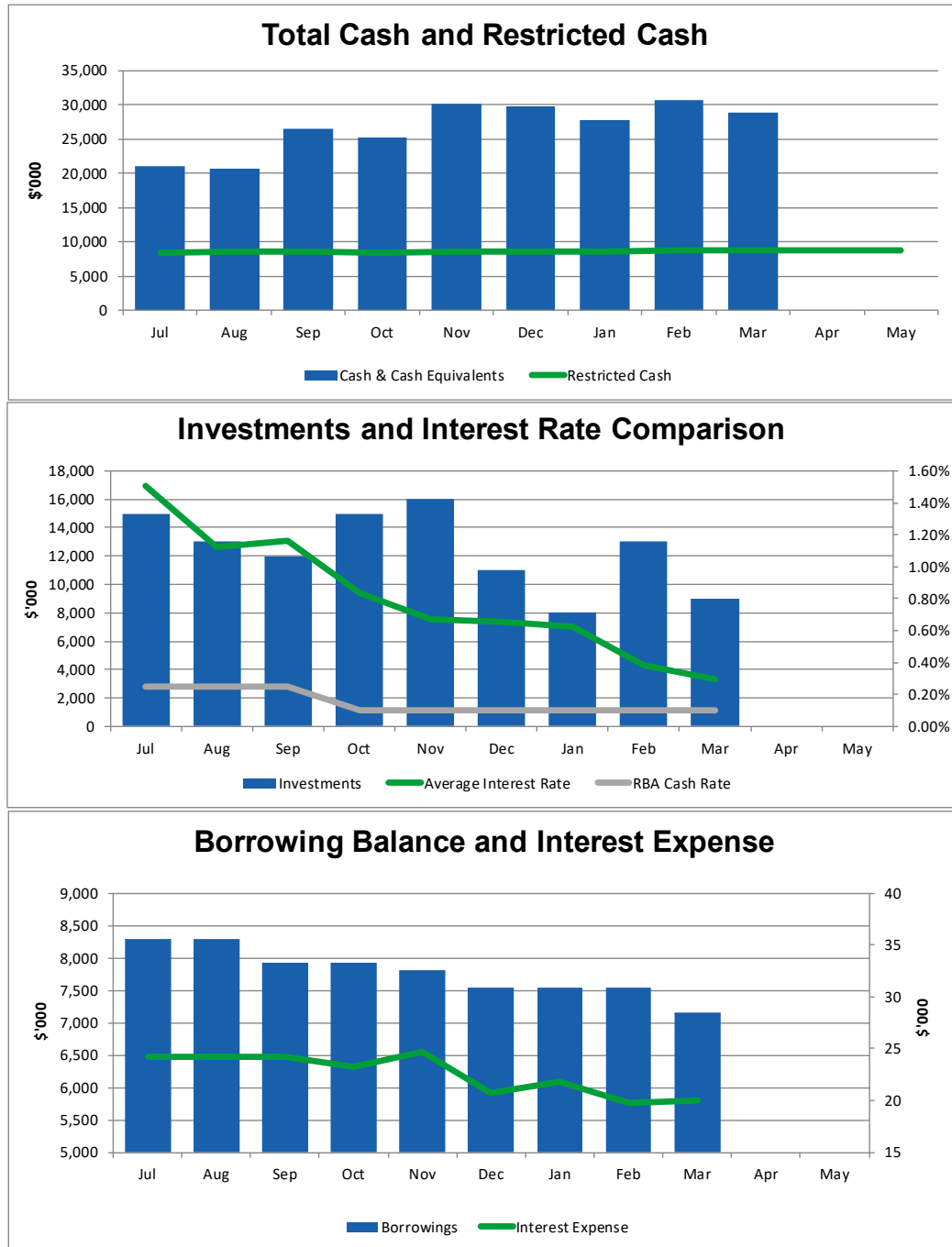
Monthly Financial Report

March 2021

6. Treasury Report

Cash: Total cash held (including investments) at the end of March is \$28.82m, of which \$8.73m is restricted.

Investments: The average interest rate held on investments at the end of March has decreased to 0.30% and is reflective of the decreasing cash rate which the RBA has set at 0.10%.



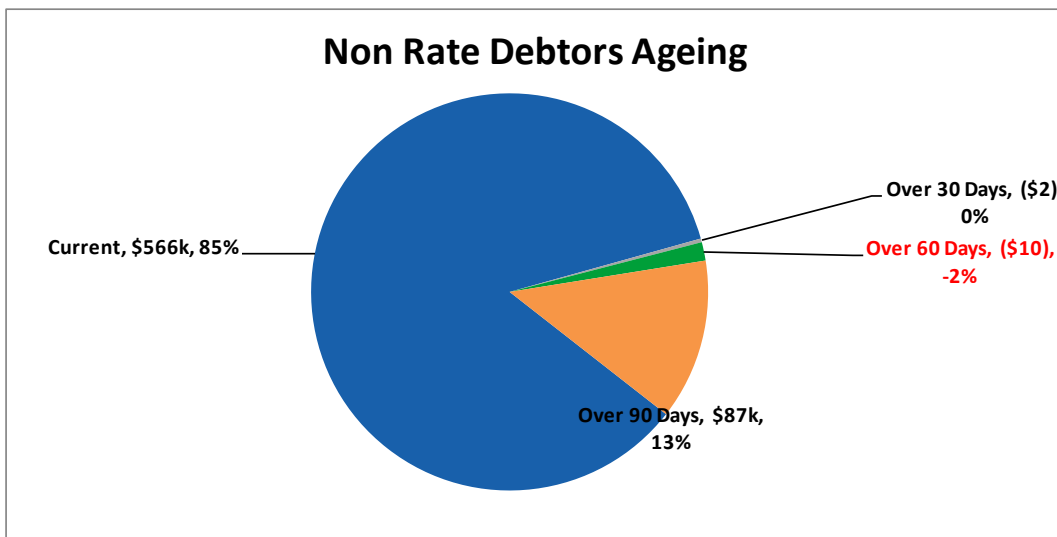
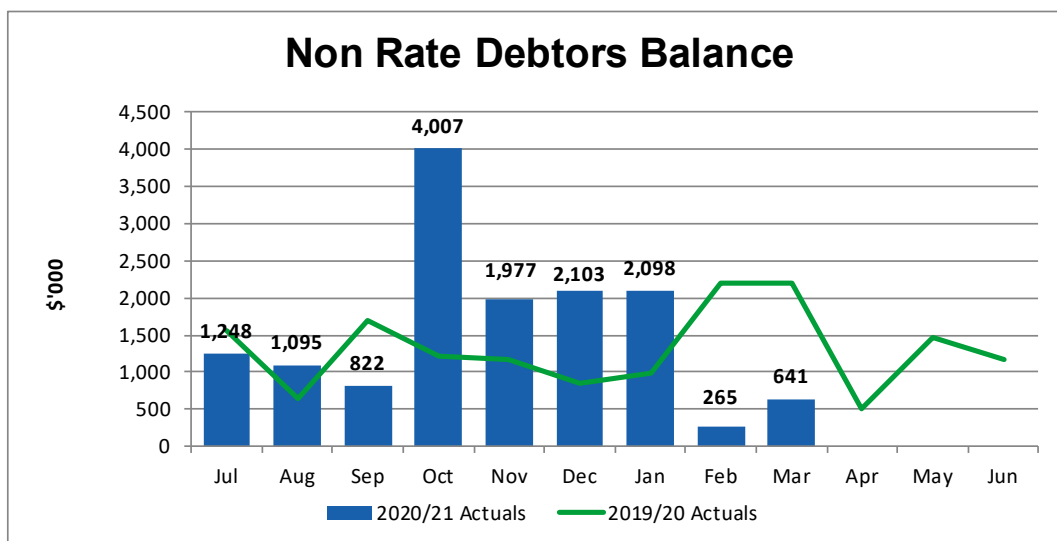
Monthly Financial Report

March 2021

7. Debtors Report

Non Rate Debtors: were \$0.641m in March, with \$0.566m or 85% classified as current.

- 30 Days (\$2k) (0%) – No material amounts
- 60 Days (\$10k) (2%) – No material amounts
- 90 Days \$0.8 7m (14%) – includes a club contribution for works that has been deferred until the end of the financial year. Council is working with the other overdue debtors and is setting up payment plans where appropriate.



Monthly Financial Report

March 2021

8. Budget/Forecast Variations

Item	Ledger No.	Variation Status	Budget Variation \$	Cumulative Total \$
Adopted Budget Surplus				25,000
Rollovers - Net			(12,357,368)	(12,332,368)
Cash Surplus Bought Forward			12,357,368	25,000
Q1 Forecast Adjustments			(19,000)	6,000
July to October Variations		Council	0	6,000
November to December Variations		Council	0	6,000
Q2 Forecast Adjustment			1,634,000	1,640,000
Roadside Weeds Grant	543000-3036		6,872	1,646,872
Roadside Weeds Expenditure	543000-3036		(6,872)	1,640,000
VicRoads Mobile Phone Distraction Grant	523500-3203		11,750	1,651,750
VicRoads Mobile Phone Distraction Expenditure	523500-3203		(11,750)	1,640,000
Working For Victoria Fund Grant	531100-3241		148,636	1,788,636
Working For Victoria Fund Expenditure	531100-3241		(148,636)	1,640,000
Botanic Gardens Sprinkler Upgrade DELWP Grant	521500-1124		9,935	1,649,935
Botanic Gardens Sprinkler Upgrade Expenditure	521500-1124		(9,935)	1,640,000
Gateway Road Safety Upgrade - TAC Grant	523500-3242		16,397	1,656,397
Gateway Road Safety Upgrade Expenditure	523500-3242		(16,397)	1,640,000
A Very Different Christmas Sponsorship	540000-3208		6,818	1,646,818
A Very Different Christmas Expenditure	540000-3208		(6,818)	1,640,000
Leading an Asia Capable Region Contributions (Coastal Shires)	540000-3234		18,400	1,658,400
Leading an Asia Capable Region Expenditure	540000-3234		(18,400)	1,640,000
Blackspot Funding - Merri/Pertobe/Banyan Roundabout	622600-2032		340,000	1,980,000
Blackspot Funding - Merri/Pertobe/Banyan Roundabout Works	622600-2032		(340,000)	1,640,000
Middle Island Project (Maremma Dogs) - Go Fund Me Donations	540800-3079		7,903	1,647,903
Middle Island Project (Maremma Dogs) Expenditure	540800-3079		(7,903)	1,640,000
Pontoon Infrastructure Improvements Funding	621600-2298		12,000	1,652,000
Pontoon Infrastructure Improvements Expenditure	621600-2298		(12,000)	1,640,000
Jubille Park Allansford Boat Ramp Extension Funding	621600-2275		90,000	1,730,000
Jubille Park Allansford Boat Ramp Extension Expenditure	621600-2275		(90,000)	1,640,000
Jubille Park Allansford Accessible Toilets Funding	621600-2299		230,000	1,870,000
Jubille Park Allansford Accessible Toilets Expenditure	621600-2299		(230,000)	1,640,000
COVID19 Social Support Funding	531100-3233		36,725	1,676,725
COVID19 Social Support Expenditure	531100-3233		(36,725)	1,640,000
Planned Activity Group Additional Funding	303500-1655		6,345	1,646,345
Planned Activity Group Additional Expenditure	303500-1655		(6,345)	1,640,000
Revised Budget Surplus				1,640,000

Monthly Financial Report

March 2021

9. Procurement Report

	YTD 2020/21	Actuals 2019/20	Actuals 2018/19	Actuals 2017/18
Total Payments	\$42.238m	\$51.881m	\$59.648m	\$62.468m
Total Number of Invoices	12,138	18,618	18,277	19,051
Total Number of Purchase Card Transactions	3,212	5,418	6,757	6,199
% Usage of Purchase Card Transactions	21%	23%	27%	25%
No. of Active Suppliers	2,851	2,591	2,677	2,438
No. of Suppliers Paid This Financial Year	1,272	1,692	1,741	1,745
No. of Suppliers who have been used only once	554	702	697	678
No. of Automated Invoices	1,345	894	1,494	709
No. of Invoices below \$100	3,282	4,231	4,196	4,775
No. of Suppliers for Top 20% of Expenditure	4	8	4	3

6.6. ACTIVITIES & INITIATIVES 2020-2021: JANUARY - MARCH (QUARTER 3)

PURPOSE:

This report provides information on the progress in achieving the Activities and Initiatives (A&I's) set down for 2020-2021 as part of the Council Plan and Budget process. This report provides Council and the community with an update in the progress of actions across Councils' functional areas.

EXECUTIVE SUMMARY

This report reflects on the progress and achievements of a broad range of Activities and Initiatives set out in the Council Plan and Budget for the financial year 2020 –2021.

Council has been able to achieve the continuation of most of its services to the community despite the impacts of COVID-19 and has additionally altered its program focus where appropriate to respond to supporting the community through our program of works.

Council continues to deliver services that respond to the constraints by other levels of government to keep us safe. This has in many instances meant a rethink of how we provide our services. Council has adapted its service delivery methods and has continued to plan for a post COVID future for this community.

The A&I's underpin activities Council undertakes to work toward the vision 2017 -2021 of Warrnambool: A Cosmopolitan City by the Sea.

The 5 key objectives that support this Vision are:

1. Sustain, enhance and protect the natural environment.
2. Foster a healthy, welcoming city that is socially and culturally rich.
3. Maintain and improve the physical places and visual appeal of the city.
4. Develop a smarter economy with diverse and sustainable employment.
5. Practice good governance through openness and accountability while balancing aspirations with sound financial management.

MOVED: CR BEN BLAIN

SECONDED: CR RICHARD ZIEGELER

That the Activities & Initiatives 2020-2021 January – March (Quarter 3), be received.

CARRIED - 7:0

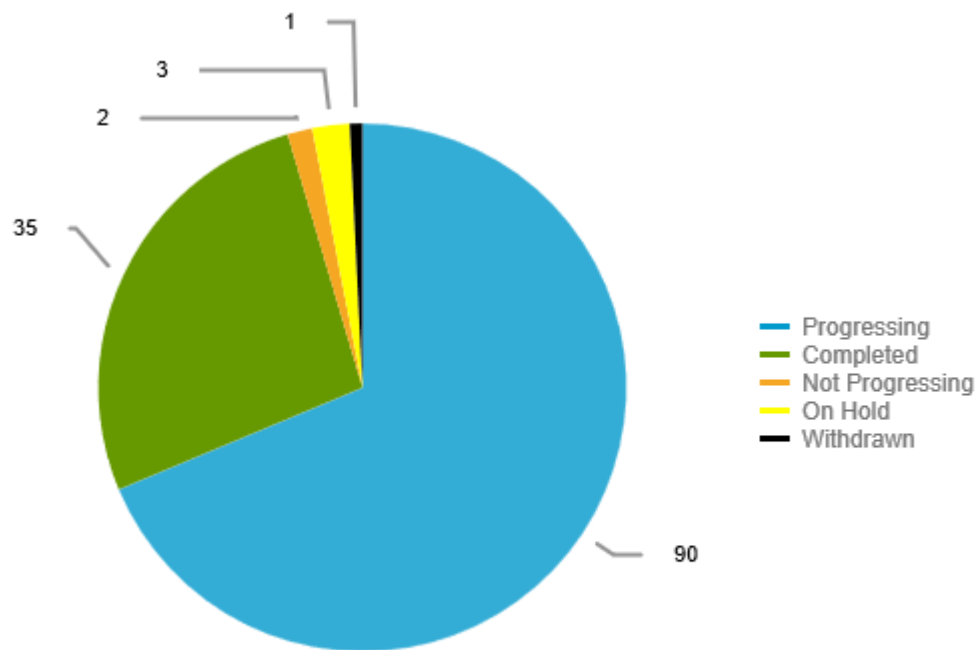
BACKGROUND

The 2017-2021 Council Plan (Revised 2020) is the principle planning and strategic document of the Council and details the Council strategic objectives for its community over a 4 year period.

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

2020-2021 ACTIVITIES AND INITIATIVES OVERVIEW

This report provides a snapshot as to the progress of the 2020-2021 A&I's.



ATTACHMENTS

1. Activities & Initiatives 2020-2021: January - March (Quarter 3) [6.6.1 - 31 pages]



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



Warrnambool City Council Activities & Initiatives

Q3, 2020

1: Sustain, enhance and protect the natural environment.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.1.1	Complete a Domestic Wastewater Management Plan.	Coordinator Environmental Health	100%		Completed and adopted by Council.
1.1.2	Ensure all septic tanks meet EPA guidelines and requirements.	Coordinator Environmental Health	100%		All new septic meet requirements. Although this action is ongoing, existing systems are prioritised based upon risk in accordance with the Domestic Waste Water Management Plan.
1.1.3	Review recycling practices in the city and develop short and long-term options for recycling processing.	Manager City Amenity	80%		Full glass bin roll-out commencing on 6 April and will take 4 weeks to complete (13,000 bins). This will be followed by the new waste bins, which should be completed by the end of June. Once the roll-outs are complete, the fortnightly collections will be embedded.
1.1.4	Ensure compliance with Local Laws relating to horses on Lady Bay.	Coordinator Local Laws Traffic Fire & Animal Control	100%		This action is ongoing. There are no outstanding compliance matters in relation to local laws.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.2.1	Deliver street lighting energy efficiency replacement program.	Coordinator Natural Environment	95%		The installation of the LED street lights is nearing completion with approximately 850 lights changed over to date. The remainder will be installed during April 2021. Discussions with VicRoads are ongoing in regards to the replacement of the cost-shared street lights to LED.
1.2.2	Continue to reduce reliance on landfill by diverting organic material from waste streams.	Manager City Amenity	100%		Full FOGO rollout has been completed. In the first full year of operation 800 tonnes of foodwaste was diverted from landfill.

1.3: Assess our climate change preparedness.


Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.3.1	Review and implement findings of the climate change adaptation audit.	Coordinator Natural Environment	20%		Climate change adaption and mitigation implementation is underway with planning for embedding and engagement with all areas of Council operations. The review of the Municipal Health & Wellbeing Plan provides the opportunity to embed climate change considerations within the revised plan.



Warrnambool City Council Activities & Initiatives

Q3, 2020

1.4: Review options for managing waste.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
1.4.1	Investigate opportunities for waste to energy to reduce reliance on landfill.	Manager City Amenity	50%		Discussions with waste to energy business are continuing but are experiencing some delays due to them being based overseas.



Warrnambool City Council Activities & Initiatives

Q3, 2020

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

2.1: Promote healthy lifestyles.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.1.1	Encourage social connection and promote active living in public spaces.	Manager Community Policy & Planning	85%		The Manager Community Planning and Policy position has been filled and work has recommenced in planning for and undertaking community engagement for the next 4 year Health and Wellbeing Plan.
2.1.2	Increase understanding of priority health and wellbeing issues in the community.	Manager Community Policy & Planning	90%		A new evidence based data set (Populus) has been developed that will assist Council to measure social, health and well-being outcomes across the LGA which will assist staff to identify and more closely target areas of need, inform prevention and early intervention in a number of areas, and advocate for funding and resources in areas beyond WCC's remit. As a member of the South West Primary Care Partnership (SWPCP) the Community Development Directorate has also worked closely with staff to support the development of a publicly available Intelligence Hub that supports the sub regions Health and Wellbeing data, measurement, results and reporting capability.
2.1.3	Ensure premises operating under the Food Act and Public Health Act are inspected before a renewal of registration is granted.	Coordinator Environmental Health	95%		There are 54 premises that were not inspected in the previous calendar year due to COVID, and these are now first priority for completion, which will occur by approximately mid-May 2021.
2.1.4	Provide communications support to promote Council services and facilities.	Manager Communications	75%		The Communications Unit has assisted with the production of the Reid Oval project newsletter and provided updates to the community on its redevelopment through the Council newsletter, Promenade, and via social media. The unit also prepared information to provide Warrnambool Library members and users with an update on the transition to the new library.
2.1.5	Implement Warrnambool - A Healthy City 2017-2021.	Manager Community Policy & Planning	80%		A detailed review of the Warrnambool - A Healthy City 2017-2021 was completed in December 2020 in collaboration with the South West Primary Care Partnership and a report was submitted to Council. Activities and events are ongoing to implement the key health and wellbeing priority actions. Work is also underway to develop the new Municipal Health and Wellbeing Plan 2021-25.



Warrnambool City Council Activities & Initiatives

Q3, 2020

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.1.6	Ensure compliance with the Tobacco Act and MAV Tobacco Agreement.	Coordinator Environmental Health	100%		On 25 February 2021 Council provided the requested reporting to the MAV. MAV have advised that councils may resume the tobacco agreement in April school holidays, which Council has already scheduled.

2.2: Increase participation, connection, equity, access and inclusion.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.2.1	Children with the highest needs within the community are identified and offered support through the Early Years Continuum.	Manager Children & Family Services	80%		The system is working well. Collaboration meetings are progressing and families with the highest needs are identified to ensure referrals to services occur at the earliest possible time.
2.2.2	Strengthen and further develop the central enrolment process for kindergartens which respond to policy direction emerging from the Early Years Reform.	Service Manager Early Years Learning and Development	75%		Policy and procedure review of central enrolment documents is occurring and is part of the 3 year old kindergarten actions for implementation for the June enrolment process 2022.
2.2.3	Foster relationships between early years services and culturally diverse families, to make sure our services are safe and responsive to their cultural needs.	Manager Children & Family Services	80%		Reconciliation plans are currently being developed in consultation with Elders in the community to ensure services are meeting the needs of our Indigenous families.
2.2.4	Continue to develop a kiosk information centre for families to navigate children's services and activities within the community.	Service Manager Early Years Intervention & Support	35%		Developing the content for the kiosk.
2.2.5	Ensure that the Commonwealth Home Support program meets and maintains all quality service standards as established by the Commonwealth Government.	Service Manager Home Support	100%		<p>The Service Manager has been monitoring Commonwealth regulatory requirements for CHSP providers during COVID-19 Pandemic by subscription to Department of Health email updates, DHHS Health Alerts and DHHS advice for Aged Care on the DHHS website. We attend fortnightly MAV Community Service Managers meetings at which a DoH representative provides updates and clarification in regard to regulatory requirements. When specific clarification is required direct contact is made with WCC DoH Grant Agreement Manager or DHHS Adviser, Agency Performance & System Support.</p> <p>The Service Manager maintains and monitors the Home Support Plan for Continuous Improvement</p>



Warrnambool City Council Activities & Initiatives

Q3, 2020

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					which is based upon compliance with Aged Care Quality Standards (Quality Standards). The Home Support Service is audited by the Aged Care Quality and Safety Commission on a three yearly cycle to assess compliance with Quality Standards.
2.2.6	Partner with local agencies and organisations to address health and wellbeing priorities.	Manager Community Policy & Planning	80%		A workshop titled "Creating Synergy for Health and Wellbeing" was organised on 31 March 2021 with participation of over 55 stakeholders including State Government and other service agencies engaged in preventative and curative health. The outcomes of the workshop will inform the new Municipal Health and Wellbeing Plan.
2.2.7	Support the collection and sharing of consistent data and evidence to inform strategic and service planning.	Manager Community Policy & Planning	100%		Council's community profile data is regularly updated on Council's website and made available to the public. Over the quarter, data relating to different locations in the municipality were disaggregated and shared with Councillors, Council officers and the public during the new Council Plan development workshops. Council will continue to update and share relevant data with the public through the website and other strategic documents.
2.2.8	Encourage residents to be prepared for emergencies, increase awareness of local emergency alerts/warnings and share preparedness resources and information with residents.	Manager City Amenity	100%		Although this action is complete for 2020/21 through awareness campaigns, this is an ongoing process which Council plays a shared role in this area with other State Government agencies.
2.2.9	Embed child safety standards across the Early Years Learning and Development Unit.	Manager Children & Family Services	90%		Progressing to plan. Further training has occurred and recommendations from audits are being reviewed and implemented.
2.2.10	Ensure regional assessment targets are met and that quality processes are adhered to.	Manager Children & Family Services	60%		Staff have resumed full operations post the disruption of COVID, and working in partnership with our key funding bodies to achieve agreed targets.
2.2.11	Implement Council's wellness, reablement and diversity plans.	Manager Organisation Development	40%		Health and wellbeing actions continue to implement in various units across council as a result of actions stemming from the cultural improvement and wellbeing program.
2.2.12	Continue to monitor and deliver agreed annual priorities of the State Government Early Childhood Reform Plan across all Early Years and Alliance networks.	Manager Children & Family Services	70%		Staff from Maternal Child Health have completed MARAM training and Information Sharing as part of the stage 1 reform, Early Years service are due to complete this month.



Warrnambool City Council Activities & Initiatives

Q3, 2020

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.2.13	Complete the principle pedestrian network plan to inform future investment in our pathways and support sustainable transport.	Manager Infrastructure Services	100%		PPN complete and will be incorporated into the sustainable transport strategy along with the Principal Bicycle Network (PBN).
2.2.14	Continue to implement Council's Disability Action Plan.	Service Manager Home Support	55%		<p>Archie Graham Community Centre - planned works in the reception/foyer are now confirmed. These works address identified disability access issues including suitable seating options, counter heights, clear paths of travel and dementia friendly design.</p> <p>As part of the Lake Pertobe Master Plan, the recent installation of wide, accessible footpaths throughout the Lake Pertobe precinct meets Universal Design Principles, and allowed for increased patronage by people with disability including those with mobility restrictions.</p> <p>This plan will be reviewed and updated in the next six months.</p>
2.2.15	Establish a parenting program supporting the needs of fathers within the community.	Service Manager Early Years Intervention & Support	75%		The Baby Makes 3+ funded program has now commenced for all new dads each Thursday evening via zoom and has received really positive responses so far.
2.2.16	Maintain and enhance child immunisation rates (from 95 per cent coverage).	Coordinator Immunisation	100%		One year old 98.90% fully immunised. Two year old 97.75% fully immunised. Five year olds 97.89% fully immunised.
2.2.17	Develop a proposal for the development of fit-for-purpose immunisation facilities.	Coordinator Immunisation	100%		Premises have been located and a lease entered into for a bespoke immunisation clinic.
2.2.18	To ensure the transition of Capacity, Access and Inclusion branch programs and services from the COVID-19 environment back to normal operations.	Service Manager Home Support	100%		All Capacity, Access and Inclusion Branch programs and services are now operational. COVID Safe work plans remain in place. Group activities are operating at 75% capacity to ensure social distancing is maintained.

2.3: Increase community health and social connection.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.3.1	Complete the Age Friendly Communities Project.	Service Manager Home Support	100%		The Age Friendly Communities Project has been completed. This included a financial acquittal and a completion report to the Department of Health and Human Services. Council's project received positive feedback from the Department.



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.3.2	Establish and deliver a Neighbourhood House program in the West Warrnambool Community	Service Manager Home Support	50%		<p>The West Warrnambool Neighbourhood House celebrated a very successful holiday program over the January School Holiday period. For the cost of a gold coin children and families participated in a variety of activities including Resin Art, Wayapa Culture Day, Yoga and Nature Play, Play Group, Science Experiments, Art and Craft and Gardening. The majority of these activities were conducted by volunteers and local stakeholders who were keen to share their skills. Attendance was slightly down on the previous year, with thirty five families participating in the 3 week program.</p> <p>Through Volunteer Connect, five new volunteers were signed up to share their help and talents at the house; all are proving to be a great resource and valued asset in areas of gardening, playgroup and IT support.</p> <p>Food share distribution by the Neighbourhood House remained consistent over the quarter, with some new families from West Warrnambool seeking assistance during the school holidays. A total of 18 families accessed food relief over January, February and March on either a weekly, fortnightly or monthly basis.</p> <p>In early March we hosted another season of the Introduction to Meditation and Mindfulness course - with all course enrolment fees donated back to the Neighbourhood House by the instructor.</p> <p>Thursday morning play group recommenced in March and has so far been well attended by mums and bubs aged 0-5yrs. The sessions are run by volunteers who coordinate activities for the children and prepare a healthy morning tea.</p> <p>A successful Neighbour Day event was held on 30 March at the venue, which attracted 150 participants over the course of the event. Live music, food, children's activities and information stalls including Reduce Reuse Recycle, Road Safety, Warm Safe Homes, SWTAFE Jobs & Skills and Volunteer Connect attended on the day.</p>
2.3.3	Early childhood services know how to respond and reduce harm related to childhood trauma.	Manager Children & Family Services	100%		Staff training has occurred online due to COVID. Staff are using the skills learnt to support families and children within services.
2.3.4	Provide increased services through the Enhanced Maternal and Child Health (MCH) Service to support	Manager Children & Family Services	100%		Staff developed and delivered a tailored action plan to ensure an increased level of services are maintained for children up to three years of age.



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	children up to the age of three years.				
2.3.5	Work with the system provider to further improve functionality within the KidsXap system for Outside School Hours Care.	Service Manager Warrnambool Stadium	85%		OSHC administration team members have been working with Xap (System provider) throughout February and March to improve system performance after changes to system operation during recent upgrades by Xap.
2.3.6	Analyse impact of childcare subsidy and other sector reforms on the Outside School Hours Care operating model.	Service Manager Warrnambool Stadium	90%		Return to "close to normal" operations of Vacation Care and After School Care programs since January. Program attendance in the December/January Vacation Care program was up 2% on last year (pre-COVID). Circuit breaker shutdown in February had little impact on program attendance.
2.3.7	Review and further develop operational procedures and resources for Emergency Relief Centre Activation at Warrnambool Stadium.	Service Manager Warrnambool Stadium	80%		Operational procedures and resources have been checked and reviewed over past 3 months. Fortunately the mild local weather has resulted in a quieter fire season to date.
2.3.8	Establish Archie Graham as a key provider of health and wellbeing information, activities and opportunities for older adults and other community groups.	Service Manager Home Support	50%		Due to COVID-19 the Archie Graham Community Centre was closed until 7 December 2020. During this period the Archie newsletter was the main communication method used with patrons. Staying safe and staying social in pairs or small groups were key messages. The Centre's reception staff maintained regular contact by phone, with a number of patrons to monitor their health and well-being.
2.3.9	Continue to support and grow active volunteerism within the local community.	Service Manager Home Support	50%		<p>Volunteer Connect recently arranged for free Governance training for volunteer involving organisations across the south west. The 2 workshops (both online and in person) were delivered by Justice Connect, and were fully booked out. A diverse range of clubs, groups and organisations from across the region attended the events, covering sporting, education, arts/culture, Men's Sheds, Hospitals, water, land and environment sectors. Feedback from participants has confirmed that this was a highly informative and helpful presentation.</p> <p>Volunteer Connect is also undertaking a CALD Volunteering project, funded through a Volunteering Victoria grant. The aim of the project is to raise awareness and pathways for people in the region from CALD backgrounds to get involved with volunteering, towards increased community participation and belonging, and improving their potential employment options. Further promotions</p>



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					and media will be undertaken in the next quarter.
					Federal Government funding for Volunteer Connect's role as the lead agency in the south west region towards supporting volunteering is ceasing on 30 June 2021. This is a nation-wide change, whereby only the peak body in each state or territory will be receiving direct federal funding, and grant funding through the peak bodies will be more targeted and time limited in future. Council will continue to engage with Volunteering Victoria regarding grant funding options that align with federal and state priorities, however the loss of ongoing funding will have implications for the provision of services and supports to the wider regional community.
2.3.10	Increase connectedness and build health and wellbeing knowledge of local people via social media.	Service Manager Home Support	50%		Social media posts to council's Facebook pages have included information about the following community support activities and events: Neighbour Day at West Warrnambool Neighbourhood House Harmony Day events - West Warrnambool Neighbourhood House and Archie Graham Community Centre Youth Council Governing a Community Organisation training - Volunteer Connect This Girl Can events Weekend of the Green - Youth Service event Volunteering South West Emerging Leaders - Youth Services

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.4.1	Upgrade the gymnasium's strength equipment at AquaZone.	Aquazone Service Manager	100%		New Technogym strength equipment installed in June/July 2020.
2.4.2	Explore facility management software or web-based solution for Warrnambool Gymnastics Centre.	Service Manager Warrnambool Stadium	25%		Gymnastics programs opened up further in March with the installation of gymnastics matting to replace mats damaged by flooding. Options and need for facility management systems will be reconsidered in 2021/22.
2.4.3	Manage facilities and equipment to support domestic indoor sports competitions, tournaments and events at Warrnambool Stadium.	Service Manager Warrnambool Stadium	90%		Sports scheduling and tournament activation at the Warrnambool Stadium moved closer to pre-COVID levels in February and March. Restrictions on the operation of indoor recreation facilities have also eased during this period. The reduced restrictions give sports user groups, schools and



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					other organisations more confidence to plan and conduct activities at the Stadium.
2.4.4	Coordinate and administer casual and seasonal tenancy use, including fees and charges for use of Council's outdoor sports grounds.	Recreation Planner	100%		Continued monitoring of COVID-19 status with sports return, especially for Winter season tenants.
2.4.5	Coordinate the implementation of IMS Reserves Manager program with all of Council's sports ground user groups to manage and administer club seasonal allocations, licence agreements and casual sports ground bookings.	Recreation Planner	100%		IMS Reserves Manager to be continually utilised at Council's sports ground allocations, casual use and licence agreements.
2.4.6	Implement the Merrivale Recreation Reserve irrigation, electrical upgrade and lighting improvement project.	Manager Recreation & Culture	100%		Complete, on budget, and ahead of time.
2.4.7	Implement Stage 1 of the Lake Pertobe Master Plan.	Manager Infrastructure Services	60%		<ul style="list-style-type: none"> - Bridge 06 replacement: Complete - Wayfinding Signage: Complete - Pathways within the precinct: Western section complete now complete. Eastern section re-programmed to align with Playground construction. - Playspace & Waterplay: Tender out to market, closing in next two weeks. - McGennans Public Toilets: Design progressing, awaiting DELWP consent on location. - Maar Meeting Place (Pirtupp Trail): Concept designs completed confirmed with Eastern Maar.
2.4.8	Implement the AquaZone Operational Plan and make improvements to drive increased visitation.	Aquazone Service Manager	100%		This has required extensive variation from original planning. Our focus changed to returning services and managing in the current climate. This was achieved by allowing access at a member rate, with memberships being reinstated as we became more secure in the continuance of business, along with the installation of new lease strength equipment in the Health Club. We have also had to adapt programs due to closures of spaces due to water damage. Swimming lessons resumed in T4 with an intensive holiday program offered booked at 90%, over 2 weeks.



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.4.9	Commence implementation of the Active Warrnambool Strategy.	Service Manager Recreation & Youth	25%		The Strategy will be reviewed in line with the findings of the Sport and Recreation Facilities Asset Plan (underway) and the review of the Health and Wellbeing Plan.
2.4.10	Continue implementation of the Reid Oval Redevelopment Project.	Manager Recreation & Culture	75%		Ground works have been completed and building construction is on target and on budget. AFL funding and RDV and SRV milestone payments have been received. CILS documents have been finalised. Stakeholders are being regularly updated via newsletter. Clubs have been assisted to relocate their activities to alternate facilities for the seasons.
2.4.11	Complete the upgrade to AquaZone's water treatment system.	Aquazone Service Manager	100%		Water treatment final sign off completed.

2.5: Encourage and support more lifelong learning.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
2.5.1	Review current kindergarten models in preparation of the governments introduction for funded programs for three-year olds in line with the State Government's early years reform.	Service Manager Early Years Learning and Development	75%		Community engagement survey and staff survey has been developed and sent out for feedback, collated information will inform proposed models.
2.5.2	Deliver Youth Leadership programs that a range of young people can access.	Service Manager Community Support	60%		<ul style="list-style-type: none"> - Warrnambool FReeZA planning committee: 6 young people meeting regularly through January and February to plan live music activities - Open Music Session FReeZA Warrnambool: 23 members online peer-to-peer support group; 2 face-to-face sessions: February 5 participants; March 6 participants - Weekend on the Green FReeZA Warrnambool: March 6 - 7, Labor Day Weekend live music event: 320 community members over 2 days; 8 young volunteers; 13 young musicians performing - Multicultural Leadership Group: 23 Warrnambool College Students from Culturally and Linguistically Diverse backgrounds; weekly leadership and personal development program during school term - Rebel Girls female leadership and personal development program in partnership with Emmanuel College: 5 young people attended artwork launch and program completion celebration. - Warrnambool Youth Council: Fortnightly Youth Council meetings during school terms; Youth Council applications open during February - March; 10 new youth Councilor approved in March for



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					<p>April induction</p> <ul style="list-style-type: none"> - Warrnambool & Moyne Youth Showcase Expression of Interest: 29 young people/groups representing young people submitted Expression of Interest for youth showcase activities to be held in June - July. - South West Emerging Leaders 2021 program planning and recruitment. Open to Year 11 Students from Warrnambool, Moyne, and Corangamite.
2.5.3	Continue implementation of the Library and Learning Centre project in conjunction with South West TAFE.	Manager Recreation & Culture	60%		Detailed design documentation has been completed. Construction tenders are currently being reviewed. Heritage Victoria approvals and conditions have been received. Fly-through launched at ministerial visit. New Library display has been installed in the current Warrnambool library, and presentations are being provided to numerous community organisations and service clubs.
2.5.4	Continue to provide high quality early years programs within early years services that prepare children to develop to their full potential.	Service Manager Early Years Learning and Development	75%		Assessment and rating against the national quality standards has occurred at 3 early years services since February 2021.
2.5.5	Continue to improve school readiness outcomes through the implementation of the DET School Readiness Funding.	Service Manager Early Years Learning and Development	75%		<p>Coaching for early year's staff has started and enquiry projects have been selected as a focus for the kindergarten year.</p> <p>Through School Readiness Funding, a psychologist has been employed to work with and support early years staff and children across Council kindergarten services during the year.</p>



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3: Maintain and improve the physical places and visual appeal of the city.

3.1: Enhance movement in and around the city including better connections for cyclists and pedestrians.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.1.1	Consider the recommendations from the Cycling Reference Group and implement any actions adopted by Council.	Strategic Asset Management Engineer	10%		The CRG wish to further they advocacy for the opening of the Gilles St crossing. A visit from the Minister for Transport was expected in March which didn't eventuate. A letter has been sent by the CEO to raise the profile of this issue.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.2.1	Implement the key initiatives of the Open Space Strategy.	Coordinator City Strategy	85%		The Warrnambool Open Space Strategy is six and a half years into its implementation and is generally progressing on schedule. A detailed progress report is being prepared to present to Council to highlight achievements to date. Some of the recommendations more recently completed include a Wayfinding Sign Design Package for the Foreshore, City Centre, and Russell's Creek (with several signs now installed), investigation of open space opportunities through the Allansford Strategic Framework Plan, acquisition of new open space adjoining the Merri and Hopkins Rivers, and completion of all recommendations from the Jubilee Park Master Plan at Woodford. An implementation plan is also underway for the South of Merri Precinct Plan, a key initiative of the Strategy. The majority of City-wide recommendations have commenced or are complete (97%), and 78% of precinct-based recommendations are complete or underway.
3.2.2	Implement an Open Space Contributions Policy.	Coordinator City Strategy	85%		The Open Space Contributions Policy has been completed in draft form. The draft has been independently peer reviewed, and the recommendations of the peer review are under consideration with the likelihood of further work being required that will have future budget implications.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.3.1	Complete a review of the City Centre Car Parking Strategy.	Manager City Amenity	100%		Reported to Council in December 2020.



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.3.2	Complete the Changing Places Facility Project.	Manager Infrastructure Services	100%		Project complete and facility open for use by the public.
3.3.3	Develop and expand off-street parking areas.	Manager Infrastructure Services	70%		Final negotiations for space off-Kepler/Timor progressing.
3.3.4	Develop and adopt a Playspace Strategy.	Manager Infrastructure Services	50%		Draft strategy complete, currently assessing for adoption and review.
3.3.5	Prepare a strategy and funding model for a long-term tree replacement program.	Manager Infrastructure Services	55%		Street Tree Management Policy was audited by the internal auditors, with a number of recommendations provided.
3.3.6	Progressively plan and renew City Centre streetscapes.	Manager Infrastructure Services	80%		Final design for Koroit Street almost finished. Construction not currently funded but shovel ready for when funding becomes available.
3.3.7	Upgrade of one public amenities building.	Coordinator Building Strategy & Services	60%		Concept work for this project is complete and being prepared for discussion.
3.3.8	Develop significant & heritage tree renewal program.	Manager Infrastructure Services	25%		Significant Tree Policy has been developed and internal review underway to be reported to EMT. Following adoption, a renewal program will be developed for Council consideration to fund.

3.4: Maintain and enhance existing Council infrastructure.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.4.1	Complete service level reviews for parks and gardens and roads and drainage services.	Coordinator Municipal Depot Operations	100%		Annual review of service levels was completed as part of the updated business plans. Review found that service levels were being complied with in the P&Gs areas.
3.4.2	Identify and regularly monitor condition of asset classes.	Coordinator Assets & Development	80%		Tenders for the inspection of a selection of Drainage, Buildings and Trees have been received. Work will be undertaken prior to July.
3.4.3	Update asset management plans for asset classes including drainage, roads, open space, IT, buildings and monuments.	Manager Infrastructure Services	50%		Drainage Asset Plan endorsed by Council in December 2020. Building Asset Management Plan reported to Council post consultation. Open Space Asset Management Plan reported to Council - post consultation



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.4.4	Investigate funding opportunities to renew heritage assets such as Cannon Hill armaments, the Portuguese monument and Wollaston Bridge.	Manager Infrastructure Services	65%		Wollaston bridge renewal complete. Cannon Hill cannons currently off site undergoing community renewal works.

3.5: Advocate for better regional connections.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
3.5.1	Advocate for essential safety and road improvements on the Princes Highway West.	Manager Infrastructure Services	50%		Council participating in Regional advocacy campaign, which has been included in Great South Coast broader campaign. Funding announcements made recently highlighted a number of road safety infrastructure initiatives, predominantly in Corangamite Shire. Also some investment in the Warrnambool to Port Fairy section of the highway.
3.5.2	Seek funding for and deliver road safety projects.	Coordinator Infrastructure Management	100%		Council has made applications for the following programs: TAC Infrastructure Grant for Gateway Road TAC VicRoads Road Safety Community Grant Programs Federal Blackspot Kepler Lava Roundabout
3.5.3	Advocate for improved passenger and freight rail services.	Director City Growth	70%		The \$114 million Warrnambool Line Upgrade includes building a new crossing loop, signaling upgrades and 12 level crossing upgrades. In early July 2020 additional funding was announced by the Commonwealth Government for the Warrnambool Line Upgrade within the Regional Rail Revival Package to meet cost pressures. The upgrades will result in better reliability for passengers along the line and an additional weekday return service for passengers on the line. The 12 crossing upgrades between Wauran Ponds and Warrnambool have been completed and include boom gates, bells, lights and improved train detection technology. Construction on the major package of works, including the Boorcan crossing loop and signaling upgrades between Warrnambool and Wauran Ponds is underway and targeted for completion in late 2021. Train detection technology will be upgraded at more than 50 public level crossings, making them compatible with the VLocity trains being introduced and to improve safety for motorists and train passengers. Upgrades to the stabling at Warrnambool Station will allow VLocity services to start and finish at Warrnambool. On rail freight matters, the Victorian Government announced \$4 million in June 2020 to extend the Mode Shift Incentive Scheme (MSIS) through to June 30, 2021. Council, as an active member of the Rail Freight Alliance, continues to advocate for the extension of



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					the MSIS beyond June 2021 in recognition of the important role the Warrnambool Intermodal Terminal plays to move freight by rail to Melbourne. Engagement occurring with the Geelong Fast Rail Project to align with advocacy efforts for more regular and reduced travel times



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4: Develop a smarter economy with diverse and sustainable employment.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.1.1	Deliver the Designated Area Migration Agreement (DAMA) representative role for the Great South Coast region and the Regional Certifying Body function on behalf of the Great South Coast.	Designated Area Migration Agreement Coordinator	70%		<p>At the completion of the second year of the DAMA program (27/03/2020 - 26/03/2021) endorsed 91 positions across four local government areas. Since COVID-19 began impacting the GSC DAMA Region in early March 2020 we have still experienced demand for DAMA, but recognise with international borders closed this has slowed some businesses taking on DAMA due to recruitment efforts being impacted. Three withdrew applications shortly after COVID-19 began impacting. Sectors participating in the DAMA program include the dairy, transport, and meat processing sectors. Since late December 2020 we have fielded 12 inquiries into DAMA and have 2 applications currently in progress for positions in the hospitality and transport industry with two others indicating they will proceed.</p> <p>During 2020 a few businesses reduced the number of worker positions in their application due to international borders being closed. This affected the real numbers they need to recruit but they still sought to obtain their DAMA labour agreement as a part of their longer term recruitment strategy.</p>
4.1.2	Develop and circulate economic data and analysis to business and industry.	Manager Economic Development	65%		<p>The Economic Development and Tourism teams continue to use multivariate data sources (e.g. Spendmapp, Remplan, Australian Bureau of Statistics data etc.) to monitor the City's economic performance. The Tourism data dashboard will include existing data sources such as visitation through the Visitor Information Centre, Day and Night Attendance at Flagstaff Hill, as well as additional sources such as National Visitor Survey (NVS), International Visitor Survey (IVS), Australian Accommodation Monitor, Tourism Satellite Accounts, STAR Reports (STR Global's dSTAR Report - Hotel Intelligence Performance), Business Engagement Measures (e.g. percentage of businesses with an ABN that participate in at least one Council business development activity), Changes in GRP, Number of New Business Registrations ÷ Total Business Registrations, grant funding secured, InSight (Regional Australia Institute's online interactive map of Regional Competitiveness), Business interactions (investment enquiries, assistance provided by Council, referrals to State or Federal Government Departments), Event Participation, Social Media Community and Engagement Growth, PRIME</p>



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Reports (Provisional Regional Internal Migration Estimates) and Regional Data Sets from the ABS (Population and People, Economy and Industry, Income, Education and Employment, Health and Disability, Land and Environment), Number of New Residential Building Approvals, Regional Population Change by LGA (ABS) and Population Projections (Australian Centre for Population). The Economic Development and Investment Unit has embarked on designing an Infographic along similar lines to that produced by Deloitte Access Economics, which encompasses GDP, Household and Public Spending, Business Investment, Imports and Exports, Population, Labour Force Participation, Economic Growth, Output by Economic Sector, Inflation Rate, Wage Growth etc. The Infographic would include GRP and Victoria's GSP as well as Australia's GDP.
4.1.3	Deliver Social Housing Planning Project.	Coordinator City Strategy	100%		The Social Housing Planning Project is funded through the Victorian Government's Social Housing Investment Program. The project commenced in July 2019 with the procurement of a social housing consultant. The project has been informed by extensive stakeholder engagement, data collection and analysis which have identified issues and opportunities to facilitate an increase in social housing in Warrnambool. The project was completed in August 2020 with the final report endorsed by Council on 3 August 2020.
4.1.4	Provide executive support to implement the Great South Coast Food and Fibre Plan.	Director City Growth	75%		Achievements so far include: Identified the need for an industry 'image re-set' and delivered on a marketing and communication plan to achieve this; Successfully lobbied for change in water irrigation policy in the Great South Coast region, clearing the way for more efficient trading of the region's underground water licenses; Developed a Business Case for a Marketing and Promotions Executive and Matrix of Pathways to promote Food & Fibre careers in the region; Leadership and collaboration to support the introduction of an Agribusiness major at Deakin University's Business School; Funded a project with Leadership Great South Coast to identify gateways to the region at which to locate integrated food and fibre trail signage.; and Instigated and supported innovation events across the region. Recent advocacy efforts include wider coverage of 3 phase power and partnership funding bids to encourage renewable energy applications on dairy farms. A submission is under development to be submitted to Infrastructure Victoria outlining Food and Fibre advocacy priorities over the medium to long term.



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.1.5	Implement Warrnambool - China Strategy to build local business capacity and capability.	Manager Economic Development	50%		Face-to-face engagement with Asialink was reinstated in Q3 via meetings in Melbourne however unfortunately the meetings needed to be curtailed due to the 5 day COVID-19 Lockdown which necessitated reversion to engagement via other communications means. Subsequent to the resounding success of the China Host Program, WCC was successful in securing \$46,000 in State Government (RDV Stronger Regional Communities Grant) funding in order to expand the program (re-badged as Connecting with Asia to Brunei, Cambodia, Hong Kong SAR, India, Indonesia, Japan, South Korea, Laos, Malaysia, Myanmar, Philippines, Singapore, Taiwan, Thailand and Vietnam, as well as China. Presenting the training concept and securing both contribution and letters of support to the grant submission, Council have partnered with Deakin University, Moyne Shire Council, Corangamite Shire Council, Surf Coast Shire Council and Colac Otway Shire Council to deliver the program across the region. Two Connecting with Asia information sessions were conducted by Asialink in March and facilitated by WCC Economic Development and Investment Unit in mid-March. Attendance was most encouraging (approximately 15 per session) with a good spread of representation across the participating LGAs. Applications closed on 31 March and the program, which will run from April until September and whose core focus is on Tourism Readiness and enabling Tourism Operators to provide visitors from North East Asia, South East Asia and South Asia with authentic Australian experiences delivered with cultural awareness, is fully subscribed with 18 participating businesses and organisations. As well as the Information Sessions, the Program consists of an Alumni Event, Two Day Intensive Workshops, Online Business Auditing and Online Webinars.
4.1.6	Facilitate and promote business support initiatives to grow the local economy.	Manager Economic Development	70%		Economic Development and Investment Unit's Business Support Services continue to support business under the auspices of the COVID-19 Business Support Plan. In partnership with Small Business Mentoring Services, during Q3 the Unit brought together a calendar of free one-on-one 45-minute Small Business Mentoring Sessions to eligible businesses. All aspects of running a small business were covered. In collaboration with the Events & Promotions Unit, Economic Development and Investment Unit submitted a funding application for up to \$500,000 in the second round of State Government's Outdoor Eating and Entertainment Package however were unfortunately unsuccessful, with the majority of the Grant Funding being awarded to Melbourne Metropolitan Councils. The Unit drove and facilitated the Agribusiness Evolution



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					Program in partnership with Food Innovation Australia Limited (FIAL) and Beanstalk in launching a pilot innovation program designed for leading Warrnambool and Great South Coast Agrifood businesses to develop regional capability in entrepreneurship training. The three Agribusiness Evolution Program sessions (some of which were over-subscribed), resulting in a Wait List. After the successful inaugural Ideas Place program in 2019, throughout Q3 the Economic Development & Investment Unit has been sourcing the next stage of Ideas Place funding and opportunities for the GSC Region. The Unit saw significant uptake in the need for such skill development and up-skilling projects, and recognised the importance of sourcing further professional opportunities in this space to support Region's SME business community. Having identified that Agribusiness is a one of the key long-term growth sectors with significant opportunity to develop and promote Warrnambool as a regional centre of excellence for food production, the Unit has been working closely to support key initiatives such as the Great South Coast Food and Fibre Plan and the Western Victorian Dairy Strategy.
4.1.7	Plan for the development and implementation of precinct structure plans.	Coordinator City Strategy	100%		Development of precinct structure plans is ongoing, with the future growth area east of Aberline Road currently being developed. The Minister for Planning has appointed the Victorian Planning Authority as the Planning Authority for the East Aberline Precinct Structure Plan (PSP). Further detailed technical studies are being commissioned to inform the future urban structure of the PSP and required developer contributions. The Allansford strategic framework plan is under way with the second round of community engagement scheduled to commence in coming months. The Eastern Activity Centre Structure Plan has been implemented via Planning Scheme Amendment C103, approved by the Minister for Planning and gazetted on 9 July 2020.

4.2: Encourage more sustainable local business.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.2.1	Continue to facilitate and implement place-making initiatives.	Director City Growth	65%		Beers + Ideas will resume in 2021 where place-making opportunities can be pitched and funded.
4.2.2	Support the development of new tourism and economic development proposals, including Crown Land proposals where appropriate.	Director City Growth	70%		Engagement occurring with the Victorian Government regarding the proposed independent statutory authority to manage coastal Crown land and marine waters along the Great Ocean Road. Ongoing advice and



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					support provided to a number of potential investors at preliminary planning stage across residential, industrial and visitor economy sectors.
4.2.3	Deliver a business case for a Business Incubator/Accelerator to support growth of existing companies or start-ups in our region.	Director City Growth	100%		Council has implemented a Business case and funding contribution towards the establishment of 'the Hive', a start-up space for new businesses located at South West TAFE.
4.2.4	Implementation of Development Plans and Developer Contributions Plans.	Coordinator City Development	80%		Development Plan applications and Development Plan amendments continue to be processed and determined by Council, being: An amendment to the Hopkins Heights Development Plan; Further staging at Logans Beach Coastal Village

4.3: Enhance the visitor experience.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.3.1	Deliver a population attraction campaign supported by a Victorian Government grant.	Coordinator Economic Development	100%		A population attraction campaign project that received a \$30,000 grant from the State Government was completed earlier this year. This campaign targeted postcodes that have historically attracted inward population movement to our City and delivered through Social Media, in Cinema Campaigns in and outside of Warrnambool (over summer period) and through website development. A broader Warrnambool population attraction strategy is also currently under development which is looking at things such as: Policy context, population projections for the City and data on population trends; Findings from research into the influences, drivers, barriers and attractors of population to regional areas; Current Australian and International case studies of programs introduced to attract population to regional areas; and will provide recommendations on levers and actions for population attraction in Warrnambool.
4.3.2	Produce and implement a Strategic Plan for the Holiday Parks (Surfside & Shipwreck Bay).	Manager Economic Development	30%		Priorities had to be diverted to ensuring the delivery of a COVID-Safe summer holiday period, Labour Day long weekend, Easter 4-day long weekend and Victorian School Holidays (5th - 16th April) in both Surfside and Shipwreck Holiday Parks. First Draft of the Strategic Plan is complete, with Service Manager - Holiday Parks and Manager Economic Development and Tourism continuing the ongoing process of marking-up - and adding to - the strategy document, including but not limited to the following identified priorities: - brand-alignment across both Parks with a



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					<p>consistent look-and-feel;</p> <ul style="list-style-type: none"> - enhanced security (more CCTV cameras); - upgrades (or replacements) to Mains and Sub-Mains Distribution Boards; - upgrades to Surfside Workshop; - the addition of new Cabin Stock at Surfside; - improvements to Entrance / Front Of House / Back of House office area and signage improvements; - the incremental revenue and visitor satisfaction opportunity that could be realised if prospective leasing sites across Shipwreck Bay and Surfside were to be trialed for being potentially opened-up to Coffee Vans and Food Trucks; and - the development of a wider plan to significantly improve pedestrian and bicycle access from Flagstaff Hill to Surfside Holiday Park (and vice-versa) to improve safety and accessibility between both venues, both day and night.
4.3.3	Partner with Great Ocean Road Regional Tourism (GORRT) and other stakeholders to update and commence implementation of the Warrnambool Destination Action Plan.	Director City Growth	50%		<p>Planning under way to update the Warrnambool Destination Action Plan. With the support of GORRT Warrnambool visitor economy stakeholders will be invited to participate in the review with the expectation that a broader base of Warrnambool's visitor economy will be engaged and lend support towards implementation of the updated Destination Action Plan. Consultation with tourism industry stakeholders is expected to commence during the April - June quarter 2021.</p>
4.3.4	Support the activities of the Great Ocean Road Regional Tourism Board.	Director City Growth	75%		<p>Warrnambool City Council communicated to winners of the \$10,000 Accommodation Voucher competition to encourage domestic visitors to stay in Warrnambool over the March - June 2021 period. A total of 50 vouchers were awarded. A fully subsidised marketing support package has been made available to all businesses within the Great Ocean Road region that benefit from visitors. Business listings on 3 official tourism websites is now free for 12 months (via ATDW). Stage 2 of the Great Ocean Road Recovery Marketing campaign continued through Jan - March 2021 with print, tv, radio, digital advertising (social media marketing, search engine marketing, influencer famils, blogs) and content partnerships. A 52 great weekends promotion to launch in March 2021 to drive visitation and dispersal from core Melbourne & regional Victorian audience. Activations will include content creation, instagram, facebook, digital advertising, blogs and itineraries, regional TV, regional newspaper, regional radio. Strategic plans for regional indigenous product, visitor servicing, signage and workforce planning all at advanced stages of development. GORRT presently working with Council to roll out Destination Action Plan for</p>



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					Warrnambool and also co-operative marketing opportunities through remainder of the year.
4.3.5	Support and advocate for the implementation of initiatives in the Shipwreck Coast Master Plan.	Director City Growth	75%		Over \$700 million in private sector investment is in planning. Victorian and Commonwealth funding of \$108 million has been secured for implementation of Stage 2 of the Shipwreck Coast Master Plan. \$153 million for Great Ocean road maintenance. Parks Victoria has commenced Stage 1 works which will deliver new lookout structures at the Saddle and the Blowhole, Port Campbell National Park; a new pedestrian bridge over Port Campbell Creek in Port Campbell; better telecommunications; and a wi-fi and digital interpretation platform to enhance the experience for visitors.
4.3.6	Continue to implement actions of the 2018-2022 Events Strategy.	Service Manager, Events & Promotion	50%		<p>A bespoke funding round "Activate Warrnambool" has been announced and is now open for applications. We recognise the significant challenges the events industry has faced due to COVID-19 and in response, have developed a bespoke event funding round to Activate Warrnambool and assist event organisers, community groups and businesses deliver exciting, new, covid safe events that support locals and attract visitors. The total sum of funding available is \$77K and is made up of funds from various events and activations that did not take place due to Covid19, such as the NYE fireworks.</p> <p>Winter event planning has commenced, with 4 new Council run events scheduled to take place. Solstice Searching, Solstice Search Party, Yoga on the Green and Runnamuk. These will be delivered in line with the events strategy to introduce new events in the low off peak season in Warrnambool. They will be free to attend and participate in.</p> <p>A "Winter Guide to Warrnambool" will be produced and distributed in print and digital format.</p> <p>The Melbourne to Warrnambool Cycling Classic will be held on Saturday 1 May with continued financial and operational support from Council. Continued assistance with regards to strategic planning for this event is currently in discussion to ensure long-term viability of the event.</p> <p>Conversations are currently taking place with WRC in regards to support of the upcoming May Racing Carnival.</p>



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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.4.1	Provide advocacy support material and report on advocacy outcomes.	Manager Communications	75%		The community consultation undertaken for the Council Plan will help inform future advocacy efforts. A new advocacy plan will be required in light of recent announcements which include funding of the Stage II Warrnambool Hospital redevelopment and for the Princes Highway west of Colac.
4.4.2	Participate in regional leadership groups and alliances to advocate for improved transport, services and digital infrastructure.	Director City Growth	75%		The Australian Government has added the Princes Highway from Colac to the South Australian border to the National Land Transport Network, recognising the critical importance of the key freight link to the Victorian and national economies. The Australian Government's \$300 million 2019/20 budget commitment to the Princes Highway in Victoria includes the \$60 million investment in upgrades between Warrnambool and Port Fairy.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
4.5.1	Continue to partner on projects and initiatives with Deakin University Warrnambool and South West TAFE.	Manager Economic Development	55%		In accordance with the W2040 goal of becoming carbon-neutral and Australia's most sustainable city, collaboration continues with Deakin University around turning the Hycel Technology Hub into an operational hydrogen Research, Testing, Manufacturing and Supply Chain facility and progressing South West Victoria into becoming a national hub of hydrogen expertise. Collaboration also continues with South West TAFE around training the workforce needed to help realise Australia's green energy economic future. Council's efforts to support Deakin University and South West TAFE not only by lobbying for further State and Federal funding support for Hycel, but also in leading community engagement in the hydrogen space, are ongoing. Deakin University is also a key partner with Council and AsiaLink on the Connecting With Asia program which commenced in Q3 with Information Sessions and registrations, with the program commencing in Q4 with 18 participating businesses and organisations.
4.5.2	Deliver education and advisory services to business and industry to raise awareness of building regulation requirements.	Coordinator City Development	80%		Council's Heritage Advisory Service has now resumed - in person - since the COVID-19 restrictions have eased. The service has been busy, with appointment times being filled and a six week regular diary is being maintained.



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5: Practice good governance through openness and accountability while balancing aspirations with sound financial management.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.1.1	Prepare for the 2020 Council elections.	Director Corporate Strategies	100%		Council worked extremely well to deliver on the 2020 Council election working with our delivery partner the Victoria Electoral Commission to deliver the election. Special conditions and time frames were implemented as a result of COVID-19 restrictions.
5.1.2	Review the approach to Council meeting procedures to improve the accessibility and transparency of meetings.	Governance, Property, Projects & Legal	95%		Proposed amendments to the Governance Rules are currently out for community consultation, and Council have recommenced opening Council Meetings to the public whilst also continuing to livestream and providing a recording of the meetings on the Internet. An internal review of our current practices is also underway, including looking at options to project motions being debated at Council Meetings.
5.1.3	Report on the extent and engagement with Council's communications measures.	Manager Communications	75%		Council has undertaken a number of community consultations in recent months including a process of deliberative engagement to inform the 2021-2025 Council Plan. The extent of the community involvement in the Council Plan will be detailed in a future Council report. Council has also asked the community for feedback on the Local Planning Policy on Advertising Signs, the Draft Wild Coast Landscape Master Plan, the Draft Governance Rules and proposed Councillor Allowances.
5.1.4	Provide community engagement opportunities relating to Council projects as required and funded.	Manager Community Policy & Planning	80%		<p>Three listening posts and two deliberative community engagement workshops were organised as part of development of the new Council Plan 2021-25. Around 40 community members participated in these events. A further 78 responses were received on Council's online community survey to help shape the new Council Plan. Further community engagement events are planned in the next quarter for development and implementation of different plans, strategies and projects of Council.</p> <p>Series of eleven events were organised as part of the This Girl Can campaign between 22-28 March. 41 participants joined the events with 13 participants providing written feedback to Council, where the majority felt very positive about the events and looked forward to continuing their participation.</p>



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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.2.1	Identify and report on changes to Council operations, policies and procedures in line with the new Local Government Act.	Director Corporate Strategies	100%		Council has complied with all new 2020 Local Government act implementation actions within the statutory time frames.
5.2.2	Support reviews of Council's Governance Framework (systems and policies)	Director Corporate Strategies	100%		All governance policies applicable to the fulfilment of the new Local government act implementation have been completed as required for the 2020 - 2021 phase of implementation.
5.2.3	Undertake human resource function process mapping exercise in order to identify opportunities to enhance current HR practices.	Manager Organisation Development	65%		The Human Resource Management System continues to be refined in order to refine current practices. Recent improvements include the upgrade to the HR Intranet page to allow ready access to HR related policy and procedure.
5.2.4	Demonstrate efficiencies via enhanced business processes and the improved utilisation of IT resources.	Manager Financial Services	90%		A number of initiatives that will drive efficiencies are progressing, this includes the introduction of a rostering system that is currently being tested by a small group, the outcome will enable more efficient rostering of staff and time savings for the business areas and payroll. The migration of payroll to CiAnywhere has recently been implemented and will allow additional functionality including the Business Process Automation (BPA) tools to increase the efficiency of the current processes.
5.2.5	Drive the evolution of the Health and Safety Management System to meet the requirements of the MAV Self-Insurance Scheme via improved return-to-work processes, OHS training calendar implementation and increased organisation engagement.	Health & Safety Project Officer	70%		<p>The evolution of the Health and Safety Management Systems (HSMS) continues to occur in line with the requirements of the MAV Self Insurance Scheme. Key milestones associated with this process include:</p> <p>All non-conformances identified in the WorkSafe Audit of WCC's HSMS have been identified and are being addressed,</p> <p>The framework of how each non-conformance is to be remedied is detailed on a Remedial Action Plan (RAP) document that has been approved by Worksafe,</p> <p>The progress of actions identified in the RAP is being tracked through the Audit function of the Pulse database and reported upon quarterly,</p> <p>The development and implementation of a WCC Training Calendar which continues to progress,</p> <p>Refinement of Return-to-Work processes continues to track well with only three employees across the entire organisation (circa 700+ employees) currently on active Return-to-Work Plans.</p>



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.2.6	Embed and align Warrnambool 2040 (W2040) goals within Council's strategic planning and reporting processes.	Manager Community Policy & Planning	80%		A series of workshops were organised with Councillors, Council Officers and the community between February and March 2021 to develop the new Council Plan 2021-25. The first draft of the new Council plan comprises the feedback to date and aligns with W2040.
5.2.7	Develop a Municipal Early Years Strategy.	Manager Children & Family Services	0%		The action is unable to progress due to a lack of funding avenues.
5.2.8	Lead the delivery of the organisational structure review in order to remain a contemporary employer and provide the community best value service delivery	Manager Organisation Development	100%		Corporate Strategies realignment has been successfully completed.
5.2.9	Refresh the IT Strategy.	Manager Information Services	20%		Have spoken to shared services partners Moyne & Corangamite. Both are happy to proceed with a shared IT Strategy. Have commenced drafting a specification to go to market with.
5.2.10	Improve the resilience of IT Systems.	Manager Information Services	90%		Replacement of 14 x wifi access points is in progress, approximately 50% done. Wireless WAN is being extended to a new Immunisation Centre being established at Bay City Plaza. Back haul link will be upgraded and "last mile redeployed. As at end June 2021 WCC takes over responsibility for Warrnambool Library from Corangamite Regional Library Service. An inventory of hardware, software and credentials has been provided. As much as possible status quo will be maintained until the move to the new Library.
5.2.11	Participate in shared services project - TechnologyOne - with Moyne and Corangamite shires.	Director Corporate Strategies	65%		Development of a brief is being completed to appoint a project management resource to progress the market testing of the project. This is an additional requirement being sought by local government Victoria to ensure the appropriate project management and procurement processes for the project. The next phase of funding has been released by the state for this purpose.
5.2.12	Partner with the community implement the W2040 Community Plan.	Manager Community Policy & Planning	80%		Series of community engagement events were organised between February and March 2021 to seek community feedback and guidance on the new Council Plan development. The new Council Plan seeks to realise the vision laid out by the Warrnambool 2040 Plan.



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.2.13	Review and embed staff training, development and wellbeing programs in order to drive enhanced employee engagement and culture	Manager Organisation Development	80%		Corporate training is now occurring in line with the training calendar which was developed following an extensive training needs analysis. Individual training programs will be identified during employee performance review processes.
5.2.14	Implement workplace actions to educate and build capacity of Council staff regarding gender and diversity equity and family violence issues.	Manager Organisation Development	60%		A Gender Equity Action Committee has been formed in order to effectively coordinate Councils commitment to meeting our obligations under the Gender Equity Act 2020. Council will conduct a Gender Equity Audit in May 2021 and then analyse the results to create a Gender Equity Action Plan.
5.2.15	Improve record-keeping compliance by improving the use of Council's Electronic Content Management (ECM) system.	Manager Information Services	25%		Software updates have been delayed slightly by the delay of Payroll migration to CiA to April. The reports have been designed and are ready to be developed using the AMS program.
5.2.16	Undertake community engagement to inform a new Municipal Public Health and Wellbeing Plan 2021-2025.	Manager Community Policy & Planning	70%		A workshop titled "Creating Synergy for Health and Wellbeing" was organised on 31 March 2021 with participation of over 55 stakeholders from State Government and other service agencies engaged in preventative and curative health. The outcomes of the workshop will inform the new Municipal Health and Wellbeing Plan. Further community engagement will occur between June and August 2021.
5.2.17	Undertake community engagement to inform a new four-year Council Plan.	General Counsel, Strategy & Procurement	80%		Council have undertaken a range of community engagement initiatives including online survey, five listening posts and two deliberative engagement workshops to seek community engagement to inform the new Council Plan. We are currently preparing the draft Council Plan based on this community feedback as well as feedback from Council staff and Councillors which will be presented at the May Council meeting. Once approved draft Council Plan will then be published for further community comment and review.

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

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.3.1	Collaborate with other Councils to explore in-house risk services or contracted services that can be shared at a regional level to minimise costs and	Director Corporate Strategies	10%		The program will be reviewed for suitability for progression in the 2021 - 2022 subject to resource availability. The current shared service program of works will continue in the information technology and business process space.



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
	maximise the value for money for the community.				
5.3.2	Ensure effective Business Continuity Planning (BCP) is in place.	Manager Organisation Development	90%		BCP Plans have been reviewed and planning has commenced in order to conduct the annual exercise.
5.3.3	Embed risk management within Council to influence key strategic and operational decision-making.	Manager Organisation Development	80%		A revamp of the Safety & Risk Review panel has been completed with a streamlined reporting process implemented. All risks regularly reviewed by the risk team.
5.3.4	Review and update the Long Term Financial Plan to ensure Council remains financially sustainable into the future.	Manager Financial Services	70%		A draft long term financial plan has been completed and will be presented to Council prior to going out for public consultation.
5.3.5	Coordinate, prepare and have adopted Councils Annual Budget.	Manager Financial Services	80%		A draft budget has been prepared and it is anticipated that it will be put out for community consultation at the May Council meeting.
5.3.6	Review Council-owned property with consideration of rental agreements, property valuations and disposal of surplus land.	Governance, Property, Projects & Legal	30%		A Sale and Acquisition of Land Policy has been drafted and is currently undergoing internal review before being brought to Council. A plan for a project designed to develop a framework and supporting structures that will achieve increased efficiency, consistency and clarity across Council's property management has been developed and presented to EMT. Commencement of that project is expected to be mid-April.
5.3.7	Coordinate, prepare and have adopted Councils Strategic Resource Plan.	Manager Financial Services	80%		A draft budget has been prepared that includes the 4 year budget (previously SRP) and it is anticipated that it will be put out for community consultation at the May Council meeting.

5.4: Deliver customer-focused, responsive services.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.4.1	Review Council's complaint handling processes in line the Local Government Act changes and Ombudsman's guidelines.	Governance, Property, Projects & Legal	5%		Council's complaints handling processes will be reviewed and form part of the development of the section 107 Complaints Policy, under the Local Government Act 2020. Commencement of this project is expected in the next quarter to ensure compliance with the Act, which requires the Complaints Policy be in place by the end of 2021.
5.4.2	Enhance organisational awareness of Victoria's Child Safe Standards.	Manager Organisation Development	50%		Internal Audit of Child safe standards has been completed with recommendation's provided. The Child Safe Working group has been reformed and will



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Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
					oversee implementation of the audit recommendations.
5.4.3	Undertake a review of the Customer Service Strategy 2019-2020 to establish timeframes and responsibilities against the actions identified within the plan.	Customer Service Team Leader	35%		Progress continues on the 159 actions contained in the Customer Service Strategy. Of these, 87 actions are progressing, 52 have been completed, 4 are on hold. Among key actions is the completion of the Draft Disability Action Plan which will be presented to Council; the new version of the kidsxap has been created and updated to parents; software office 365 for Webinar features in cloud has been implemented for staff and a review process around major events to increase notifications has ensured efficient procedures are in place - including stakeholder engagement - for measures such as road closures.
5.4.4	Conduct a review of community housing assets as they become vacant and undertake a broader review of Council's community housing program.	Manager City Amenity	75%		Council briefed by agency staff on the process to be followed to change ownership/management of community housing that is currently in Council control. Eol process has commenced.
5.4.5	Maintain and implement the Home Support Program continuous improvement plan and self-assessment tool.	Manager Financial Services	100%		The home support program has been implemented and future improvements will be identified in the post implementation review.

5.5: Foster an encouraging and positive staff culture.

Action Code	Action Name	Responsible Officer	Progress	Traffic Lights	Comments
5.5.1	Continue implementation of priority actions arising from the staff survey.	Manager Organisation Development	75%		Actions plans for each Directorate are continuing to be delivered.

6.7. COUNCILLOR ALLOWANCE

PURPOSE:

The purpose of this report is to present the Councillor Allowance for adoption.

EXECUTIVE SUMMARY

The Councillor Allowance is presented to Council after having undertaken a process for review, including community engagement, in accordance with section 74 of the Local Government Act 1989.

Council provided notice of their intention to retain current Councillor Allowance rates at the Council Meeting held 1 March 2021, prior to opening to the community for a 28-day submission period.

Six (6) submissions were received from members of the public over the course of the 28-day submission period.

Submissions were presented to Councillors for their review upon closure of the submission period.

It is now proposed that Council determine the rates for the Councillor Allowance upon completing the review process.

MOVED: CR MAX TAYLOR
SECONDED: CR ANGIE PASPALIARIS

That Council, in accordance with Section 74 of the Local Government Act 1989, adopt the Mayoral and Councillor Allowances, as a Category 2 Council, at the following rates:

- 1. \$26,245 - Councillor Allowance; and**
- 2. \$81,204 - Mayoral Allowance.**

CARRIED - 7:0

BACKGROUND

At the 1 March 2021 Scheduled Council Meeting, Council resolved:

MOVED: CR MAX TAYLOR
SECONDED: CR BEN BLAIN

That Council, in accordance with Section 74 of the Local Government Act 1989 (the Act), give public notice of its intention to retain the Mayoral and Councillor Allowances at the top of the band for a Category 2 Council being \$26,245 Councillor Allowance and \$81,204 Mayoral Allowance.

CARRIED - 7:0

Community engagement commenced on 6 March 2021, with advertisements in the Warrnambool Standard on 6 March 2021 and 20 March 2021.

It is noted that the heading on the advertisement that appeared in the Standard on 6 March did not appear as bold making it difficult to identify, therefore an additional advertisement was posted in the Standard on 3 April. The submission period was also extended to the 19th of April to ensure that people were allowed a suitable timeframe to make a submission.

A ‘Your Say’ page on the Council’s website was also posted and available as another option for submitting a submission from 26 March 2021. It is noted that other options available for making submissions included via email, post, and handed in at the front counter of Council's Corporate office.

A total of six (6) submissions were received and were submitted to the Councillor Briefing on 26 April for Councillors’ consideration.

ISSUES

Below is a table outlining the concerns raised in the submissions.

SUB	CONCERN RAISED	COUNCIL RESPONSE
#1	Councillors should prove themselves.	There is no correlation between skills/experience and allowance rate in the Local Government Act.
#2	Councillors should not receive top payment based on experience level.	As above. It is also noted that depending on the Council, any new Councillors are eligible for the same allowance as returned Councillors who may be in their 2 nd , 3 rd or 4 th term. It cannot be differentiated based on experience.
#3	Inapplicable Submission	No Response
#4	<p>Councillor expenses are on top of allowances, mobile and internet should not be a source of topping up income.</p> <p>Mayoral allowance has in the past been broken down to \$70k allowance and \$11k personal use of a car.</p> <p>Deputy Mayor role cannot be subjected to payment above base Councillor level.</p>	<p>In accordance with section 40 of the Local Government Act 2020, a Council must reimburse a Councillor for out-of-pocket expenses which the Council is satisfied:</p> <ul style="list-style-type: none"> - are bona fide expenses, - have been reasonably incurred in the performance of the role of Councillor; and - Are reasonably necessary for the Councillor to perform their role. <p>This is detailed in the Councillor Expenses Policy and is separate of the Councillor Allowance.</p> <p>The Mayoral allowance is a payment made in the same way as the Councillor allowance and does not incorporate the use of a motor vehicle. A Council vehicle is provided to the Mayor to assist the Mayor in undertaking their role.</p> <p>The Deputy Mayor role is not recognised under the current allowances structure.</p>
#5	The Mayor should not be almost double the median wage of Warrnambool residents at \$41,981. \$50,000 would be justifiable.	The category range set for the Mayor of a category 2 Council recognises that the role undertaken by the Mayor is significant. It is noted that Council does not set the ranges.
#6	Councillors are already paid; therefore, they don’t need an allowance.	Each individual Councillor has a choice regarding how much of the allowance they choose to receive. Setting the allowance at the top of the range does not require Councillors to accept that payment, it simply provides each individual Councillor the opportunity to make a decision about what, up to the full amount, they wish to accept.

FINANCIAL IMPACT

Warrnambool City Council is a Category 2 Council. The current range for allowances in that category is:

Councillors - \$10,914 - \$26,245 per annum
Mayor – Up to \$81,204 per annum

As no change to current rates is proposed, there would be no change financially.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

Section 39 of the Local Government Act 2020 came into force on 6 April 2020 which provides for the Victorian Independent Remuneration Tribunal to make a determination on Mayor, Deputy Mayor and Councillor allowances under the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019.

However, as the Victorian Independent Remuneration Tribunal are yet to be convened on Councillor allowances, section 39(6) of the Local Government Act 2020 applies.

Section 39(6) states:

“Despite the repeal of sections 73B and 74 to 74B of the Local Government Act 1989..., those sections continue to apply in respect of allowances payable to Mayors, Deputy Mayors and Councillors until the first Determination made by the Victorian Independent Remuneration Tribunal under section 23A of the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 comes into effect.”

Council is required to propose an allowance level within the limits set by the Minister for Local Government in accordance with section 74 of the Local Government Act 1989.

These limits have regard to movements in the levels of remuneration of executives within the meaning of the Public Administration Act 2004.

TIMING

Councillor Allowances are to be reviewed before 30 June 2021.

COMMUNITY IMPACT/CONSULTATION

Community engagement was undertaken in accordance with section 223 of the Local Government Act 1989.

Results of the community engagement have been included above and full submissions have been included with this report for Councillors to review.

LEGAL RISK/IMPACT

Nil.

OFFICERS' DECLARATION OF INTEREST

Nil

CONCLUSION

Council has reviewed the Councillor Allowance in accordance with legislative requirements. Councillors have been presented with the submissions received in accordance with the submissions period for the Councillor allowance review. This report is brought before Council proposing that a decision be made with respect to the Councillor Allowance prior to the 30 June 2021 deadline.

ATTACHMENTS

Nil

6.8. GOVERNANCE RULES

PURPOSE:

The purpose of this report is to present the draft Governance Rules to Council for adoption.

EXECUTIVE SUMMARY

The draft Governance Rules were presented to Council at the Scheduled Council Meeting on 1 March 2021, where it was resolved that the document was to go out for public exhibition and be opened for submissions.

The proposed changes to the Governance Rules include:

- Bringing 'Public Question Time' up the order of business closer to the beginning of the meeting.
- Making allowances for accepting petitions in an electronic form and bringing 'Petitions and Joint Letters' up the order of business closer to the beginning of the meeting.
- Livestreaming all Council Meetings, where this is possible.
- Including 'General Business' as a standing item in the order of business of Council Meetings.
- An amendment to provide for no limit to the number of requests for extension to speaking time by a Councillor.
- Including an option for hearing submissions in accordance with section 223 of the Local Government Act 1989.

Nineteen (19) submissions were received from members of the community over the course of the 28-day submission period. The submissions were provided for Councillors' consideration.

Further amendments to the draft Governance Rules have been made in response to submissions received, including allowing members of the community to ask their own questions to the Council during Public Question Time. **Attachment 2** to this report highlights the proposed amendments.

MOVED: CR ANGIE PASPALIARIS
SECONDED: CR BEN BLAIN

That Council adopt the Governance Rules as found at Attachment 1.

CARRIED - 7:0

BACKGROUND

To facilitate amendments to the Governance Rules, the draft Governance Rules were first presented to Council for their endorsement to proceed to community consultation through a public exhibition and submissions process.

In accordance with section 60(4) of the Local Government Act 2020, a process of community consultation must be undertaken when developing or amending the Governance Rules.

At the 1 March 2021 Council Meeting, Council resolved:

MOVED: CR RICHARD ZIEGELER

SECONDED: CR DEBBIE ARNOTT

That Council approves that the draft Governance Rules (attachment 1 of this report) be placed on public exhibition in accordance with section 223 of the Local Government Act 1989.

CARRIED - 7:0

The process of community engagement undertaken complied with section 223 of the Local Government Act 1989. This process allows for community consultation through the public exhibition and submissions process which allowed the community an opportunity to provide feedback or comment on the proposed changes to the Governance Rules over a 28-day period.

Community engagement commenced on 6 March 2021, with advertisements in the Warrnambool Standard on 6 March 2021 and 20 March 2021. A 'Your Say' page on the Council's website was also posted and up from 5 March 2021.

The submissions period remained open for more than 28 days, closing on 9 April 2021.

A total of nineteen (19) submissions were received and were provided to Councillors for review and consideration.

ISSUES

Below is a table outlining key responses made in the submissions.

Eleven (11) of the nineteen (19) submissions were identical in concerns raised and reasons provided, therefore they have been addressed as single issues in the table below.

It is noted that a twelfth submission is also the same as that provided in the other eleven submissions and has, therefore, been included and addressed under the 'notice of motion' concern raised below.

There were two (2) submissions received via the Your Say page on the Council website that were not relevant to the Governance Rules. They have been included by not addressed in the below table.

SUBMITTER	CONCERN RAISED	COUNCIL RESPONSE
Submitter #1	It should not be mandatory to be in attendance in the gallery at Council meetings to be heard.	The Governance Rules allow for the Chair's discretion to accept or disallow a question that may have been submitted by someone who is not present at the meeting. At recent meetings, the Chair has not exercised the power to disallow questions on this basis. There is an opportunity to remove this subclause.

	<p>Answers to public questions should be given in writing when requested or if the person was unable to attend the Open Council meeting at which their question was submitted. This should be done within 14 days of the said meeting as was always the case in the past.</p>	<p>Public questions and their answers are published in the Minutes of the Council Meeting. If a request for the minutes or the response to a public question is received, officers can and will provide this to any member of the public seeking that information.</p>
	<p>The person submitting the question should be allowed to ask for clarification in accordance</p>	<p>Currently, the Governance Rules provide for the CEO to read out public questions. This does not allow for the asker to seek clarification. An amendment to the draft Governance Rules allowing an opportunity for community members to ask their own questions at Council Meetings has been proposed.</p>
	<p>GENERAL BUSINESS <i>(2) The Chair must reject an item of General Business if it:</i> <i>(a) is not of a minor or routine nature</i></p> <p>This seems to be a very broad spectrum. How and who determines what is or isn't a minor or routine nature. I think this clause need clarification.</p>	<p>General Business is to be of a minor or routine nature. Any matter that requires information, consultation, debate or decision-making at a Council Meeting is to be done through a report or notice of motion. Urgent Business does, however, provide an opportunity to discuss matters that are not minor or routine where a report or notice of motion have not be able to be prepared in advance and the matter is of an urgent nature. Determining what is minor or routine is at the discretion of the Chair.</p>
<p>eleven Submissions</p>	<p>MOTIONS AND DEBATES: <i>41. Notices of Motion</i> <i>5) In addition to rule 41 (2) and subject to rules 41 (6) and (7), the Chief Executive Officer may require a Councillor who lodges a Notice of Motion to amend it to call for an Officer Report if the Notice of Motion:</i> <i>(b) Commits the Council to expenditure in excess of \$5000 that has not been included in the adopted budget.</i></p> <p>This clause is too restrictive and doesn't allow Councillors to put forward reasonable proposals to benefit the community. In an 82 million dollar budget, this is an unreasonable restriction.</p>	<p>This rule does not prevent Council from spending money. It is designed to ensure that where Council intend to spend money over \$5,000.00 that it is:</p> <ol style="list-style-type: none"> 1. Done so in accordance with Council's procurement policy; and 2. That Council are fully informed about the facts and impacts of expenditure through an officer's report before resolving to spend the money.
<p>twelve submissions</p>	<p>The public should be afforded the right to speak at scheduled meetings the same as our neighbouring councils, this would allow their views and interests to be considered.</p>	<p>Through Council's new community engagement policy and practices, and the addition of special meetings to hear submissions, Council is seeking the views and interests of the community and doing so in a manner that allows Councillors to fully and completely consider these views and, accordingly, explore options that would support the needs and views of the community. Community engagement also allows Council to seek a broad range of views for different areas and groups within our community</p>

		through utilising customised approaches to engagement on different matters. This allows for informed debate and decision-making at a Council Meeting and ensures Councillors are fulfilling the requirements of their role as per section 28 of the Local Government Act 2020, which requires Councillors to consider the diversity of interests and needs of the municipal community.
Your Say #1	Step in the right direction with these new rules.	
Your Say #2	*Not relevant to Governance Rules	
Your Say #3	There is a need for members of the public to be able to speak and address the council at the council meetings, in regards to a concern of a agenda item before it is voted on or any other concern they may have regarding a council item or issue, A member of the public should have the ability to appoint a person to act on there behalf to address council at council meetings as well.	Refer to response to “twelve submissions – public participation in scheduled meeting.”
Your Say #4	<p>Seeking to have this oral input being provided by the public only at specially listed meetings separate from the Ordinary Meetings of Council will only serve to limit public input.</p> <p>If the public are able to provide their input at the time a matter is to be considered by the Council this might not only allow the Council a fuller understanding of the issue at hand, it might encourage a more informed debate among the Councillors.</p>	<p>Special meetings to hear submissions provides an opportunity to hear from all submitters who wish to speak and does so in a manner that allows councillors to go away, considering information presented in submissions and follow up with any questions or clarification prior to debate and decision making.</p> <p>Special meetings also occur in conjunction with a community engagement process where the issue, strategy, policy or other, is advertised and submissions are sought over an extended period of time.</p> <p>Community engagement processes provide for good governance and legitimate consultation whilst best meeting Council's legislative and legal obligations.</p>
Your Say #5	<p>Public question time should be at the start of the meeting rather than the end to fit with the practicalities and realities of the public not being able to sit through an entire meeting.</p> <p>A return of general business or urgent business to allow councillors to raise issues that have arisen between the briefing and the meeting.</p> <p>Individuals or groups should be invited to address the council on an issue on the agenda with a limit of 5 mins.</p>	<p>Question time is proposed to be moved to the beginning of the meeting.</p> <p>The draft Governance Rules include both General Business and Urgent Business.</p> <p>Groups and individuals may be offered opportunities to present to Council at briefings where they have a specific issue to address. This allows Councillors to ask questions, seek follow up information and provides presenters greater than 5 minutes to speak.</p>

Your Say #6	*Not relevant to Governance Rules	
Your Say #7	Public question time could raise any number of issues that may be of varying relevance to Councillors, and may rather be questions for Council staff. It makes sense for public question time to remain at the end of meetings. I support continued live-streaming of meetings.	Public Question Time is proposed to be brought to the beginning of the meeting for the benefit of the community and those who wish to ask questions at a Council Meeting.

FINANCIAL IMPACT

Nil.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

In accordance with section 60(3) and section 60(4) of the Local Government Act 2020, a Council may amend their Governance Rules after undertaking a process of community engagement.

Community engagement was undertaken in accordance with section 223 of the Local Government Act 1989.

TIMING

Nil.

COMMUNITY IMPACT/CONSULTATION

Community engagement was undertaken in accordance with section 223 of the Local Government Act 1989.

LEGAL RISK/IMPACT

Nil.

OFFICERS' DECLARATION OF INTEREST

Nil.

CONCLUSION

Council is presented with the final draft Governance Rules and they are proposed for adoption.

ATTACHMENTS

1. Governance Rules - Final DRAFT - Clean [6.8.1 - 60 pages]
2. Governance Rules - DRAFT - 20 April 2021 - amendments highlighted [6.8.2 - 60 pages]

GOVERNANCE RULES

Introduction

1. Nature of Rules

These are the Governance Rules of Warrnambool City Council, made in accordance with section 60 of the *Local Government Act 2020*.

2. Date of Commencement

These Governance Rules commence on 1 September 2020.

3. Contents

These Governance Rules are divided into the following Chapters:

Chapter	Name
Chapter 1	Governance Framework
Chapter 2	Meeting Procedure for Council Meetings
Chapter 3	Meeting Procedure for Delegated Committees
Chapter 4	Meeting Procedure for Community Asset Committees
Chapter 5	Disclosure of Conflicts Of Interest
Chapter 6	Miscellaneous
Chapter 7	Election Period Policy

4. Definitions

In these Governance Rules, unless the context suggests otherwise the following words and phrases mean:

Absolute Majority means the number of:

- (a) Councillors which greater than half the total number of Councillors of Council; and
- (b) members of a Delegated Committee which is greater than half the total number of members of the Delegated Committee.

Act means the *Local Government Act 2020*.

Additional Council Meeting means a meeting called in accordance with rule [12].

Agenda means a document containing the date, time and place of a *Meeting* and a list of business to be transacted at the *Meeting*.

Annual (Statutory) Meeting means the *Council Meeting* at which the Mayor is elected.

Authorised Officer means an *Officer* who is authorised by the *Chief Executive Officer* or *Council* under section 224 of the *Local Government Act 1989*.

Call of the Council Meeting means a *Council Meeting* called under rule 22.

“Caretaker period” has the same meaning as ‘election period’ in Section 3(1) of the *Act*, and means the period that starts on the entitlement date and ends at 6pm on Election Day;

Chair means the:

- (a) *Councillor* elected as Mayor under rule [3];

- (b) person appointed as the Chairperson of a *Delegated Committee*; or
- (c) person taking the chair at a *Meeting* in accordance with *these Rules* in the absence of the Mayor or Chairperson of the *Delegated Committee*, as the case requires.

Chief Executive Officer means the person occupying the position of Chief Executive Officer of *Council* and includes a person acting that position.

Civic Centre Precinct means 25 Liebig Street Warrnambool.

Committee Meeting means a meeting of a *Delegated Committee* or *Community Asset Committee*.

Community Asset Committee means a *Community Asset Committee* established under section 65 of the *Act*.

Community Asset Committee Meeting means a meeting of a *Community Asset Committee*.

Community Engagement Policy means the Community Engagement Policy adopted by the Council under section 55 of the *Act*.

Confidential Information has the same meaning as in section 3(1) of the *Act*.

Council means the Warrnambool City Council.

Council Chambers means the place where a scheduled meeting of Council is advertised to be held.

Council Meeting includes Scheduled Council meeting and Additional Council Meeting as defined by section 61 of the *Act*;

Councillor means a *Councillor of Council*.

Councillor Code of Conduct means the code of conduct developed and adopted by *Council* under section 76C of the *Local Government Act 1989*.

Delegated Committee means a delegated committee established under section 63 of the *Act*.

Delegated Committee Meeting means a meeting of a *Delegated Committee*.

Deputy Chair means the:

- (a) Councillor elected as Deputy Mayor under rule 6; or
 - (b) person appointed as the Deputy Chair of a *Delegated Committee*;
- as the case requires.

Division means a formal count of those *Councillors* or members of a *Delegated Committee* who voted for or against, or did not vote in respect of, a motion and the recording of that count and the way each *Councillor* or member of the *Delegated Committee* voted in the minutes of the *Meeting*.

Hearings Council Meeting is a meeting of Council for the specific purpose of hearing submissions in accordance with section 223 of the *Local Government Act 1989*.

Informal Councillor Meeting means a meeting referred to in Chapter 6(1).

"Leave of absence" means formal leave requested and taken by a Councillor who is not available, or unable, to perform their Council duties for a specified period of time;

Mayor means the Mayor of *Council* or, in the Mayor's absence, the *Deputy Mayor*.

Meeting means a *Scheduled Council Meeting*, an *Additional Council Meeting*, a *Hearings Council Meeting*, *Delegated Committee Meeting* and a *Community Asset Committee Meeting*, as the context requires.

Minister means the Victorian State Government Minister responsible for administering the *Act*.

Minutes means the record of proceedings of a *Meeting*.

Municipality means the municipal district of Council.

Notice of Motion means a notice setting out the text of a motion, which a *Councillor* proposes to move at a *Council Meeting*.

Officer means a member of *Council* staff.

Officer Report means a report prepared by a *Council Officer* for consideration by *Council*.

Operational Service Request Process means a request for action through Council's Customer Request System in use by the Council or request relating to the day to day management of Council operations as defined in Section 94A(1) of the *Act* as the functions of the Chief Executive Officer.

Point of Order means a point of order raised in accordance with rule 77.

Procedural Motion means a motion contained in the Table at Appendix 1 to *these Rules*.

Quorum at a Council Meeting or Delegated Committee Meeting means an Absolute Majority of Councillors or members of the Delegated Committee, as the case requires.

Rescission Motion means a *Notice of Motion* proposing the rescission of a resolution made by Council.

Resumption of Standing Orders means the resumption of the provisions of *these Rules* governing the conduct of *Meetings* to permit decisions to be made.

Senior Officer has the same meaning as in Section 3(1) of the *Local Government Act 1989*.

Significant Expenditure means one (1) percent or more of general rate income of the *Council*.

Suspension of Standing Orders means the suspension of the provisions of *these Rules* governing the conduct of *Meetings* to facilitate full discussion on a matter without formal constraints.

these Rules means these Governance Rules.

Urgent Business means a matter that has arisen since distribution of the Agenda for a Meeting and cannot safely or conveniently be deferred until the next Meeting.

"Visitor" means any person (other than a Councillor or an Officer) present at a Meeting;

Council Website means Council's website at www.warrnambool.vic.gov.au.

Written or In Writing includes duplicated, photocopied, photographed, printed and typed and extends to both hard copy and soft copy form.

Chapter 1 – Governance Framework

1. Context

These Rules should be read in the context of and in conjunction with:

the overarching governance principles specified in section 9(2) of the *Act*, and the following documents adopted or approved by *Council*:

- Councils Code of Conduct
- Councils Transparency Policy
- Councils Community Engagement Policy

2. Decision Making

In any matter in which a decision must be made by *Council* (including persons acting with the delegated authority of *Council*), *Council* must consider the matter and make a decision:

- (i) fairly, by giving consideration to all available information and making a decision which is ethical and impartial; and
- (ii) on its merits, free from favouritism or self-interest and without regard to irrelevant or unauthorised considerations

Council must, when making any decision to which the principles of natural justice apply, adhere to the principles of natural justice (including, without limitation, ensuring that any person whose rights will be directly affected by a decision of *Council* is entitled to communicate their views and have their interests considered).

Without limiting anything in paragraph (ii) of this sub-Rule:

- (iii) before making a decision that will directly affect the rights of a person, *Council* (including any person acting with the delegated authority of *Council*) must identify the person or persons whose rights will be directly affected, give notice of the decision which *Council* must make and ensure that such person has or persons have an opportunity to communicate their views and have their interests considered before the decision is made;
- (iv) if an *Officer Report* to be considered at a *Council Meeting* concerns subject-matter which will directly affect the rights of a person or persons, the *Officer Report* must record whether the person has or persons have been provided with an opportunity to communicate their views and have their interests considered;
- (v) if a report to be considered at a *Delegated Committee Meeting* concerns subject-matter which will directly affect the rights of a person or persons, the report must record whether the person has or persons have been provided with an opportunity to communicate their views and have their interests considered; and
- (vi) if a *Council Officer* proposes to make a decision under delegation and that decision will directly affect the rights of a person or persons, the *Council Officer* must, when making that decision, ensure that they record that notice of the decision to be made was given to the person or persons and such person was or persons were provided with an opportunity to communicate their views and have their interests considered.

Chapter 2 – Meeting Procedure for Council Meetings

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PART A - INTRODUCTION

1. Purpose

The purpose of this Chapter is to:

- (1) facilitate good government and provide a process for good decision making of *Council* on matters affecting the *Municipality* and *Community*;
- (2) provide the procedures governing the conduct of *Meetings*;
- (3) set expectations with respect to the behaviour of those participating in, or present at, *Meetings*;
- (4) provide rules for the election of the *Mayor* and *Temporary Chair*.

PART B - ELECTION OF MAYOR AND TEMPORARY CHAIRS

2. Election of the Mayor

- (1) The *Mayor* must be elected annually at the *Annual (Statutory) Meeting*.
- (2) The *Chief Executive Officer* must facilitate the election of the *Mayor* in accordance with the provisions of the *Act* and *these Rules*.
- (3) Subject to rule 3(3)(b), the *Chief Executive Officer* must determine the most appropriate time and date for the election of the *Mayor*, except that the election of the *Mayor* must be held:
 - (a) after the fourth Saturday in October but not later than 30 November in each year; or
 - (b) in any case, as soon as possible after the office of *Mayor* becomes vacant.
- (4) Notwithstanding rule 3(1), *Council* may resolve to elect a *Mayor* for a term of 2 years. If *Council* resolves to elect the *Mayor* for a term of 2 years, the next election of the *Mayor* is 2 years after the last Saturday in October but not later than 30 November in the second year after the election.
- (5) The order of business at the *Annual (Statutory) Meeting* is to be determined by the *Chief Executive Officer*.
- (6) The *Councillor* elected to the position of *Mayor* may make a commencement speech for up to 10 minutes outlining their vision for their term as *Mayor*.
- (7) The commencement speech must not address matters outside the powers of *Council*, be derogatory, or be prejudicial to any person or *Council*.

3. Method of Voting

The election of the *Mayor* must be carried out by a show of hands.

4. Procedure for Election of the Mayor

- (1) The election of the *Mayor* will be conducted in accordance with the provisions of the *Act* and this rule 5.
- (2) The *Chief Executive Officer* must open the *Annual (Statutory) Meeting* at which the *Mayor* is to be elected.
- (3) Before nominations for the office of *Mayor* are invited by the *Chief Executive Officer*, the *Council* must resolve if the term of the *Mayor* is to be for one (1) year or two (2) years.

- (4) Any nominations for the office of *Mayor* must be made verbally by *Councillors* present at the *Annual (Statutory) Meeting*.
- (5) A nomination for *Mayor* does not require a seconder.
- (6) If there is only one nomination, the *Councillor* nominated is deemed to be elected.
- (7) If there is more than one nomination:
 - (a) each of the candidates shall be invited to speak for no more than three (3) minutes to their nomination in alphabetical order of their surnames and, where two or more such candidates' surnames are identical, the order will be determined by the alphabetical order of the candidates' first names;
 - (b) after each of the candidates has been given an opportunity to speak, a vote must be taken to elect one of the candidates nominated, where:
 - (i) a candidate receiving an *Absolute Majority* of the votes is declared elected;
 - (ii) if no candidate receives an *Absolute Majority* of the votes, the candidate with the fewest number of votes is declared to be a defeated candidate (and, where more than one of them has the same fewest number of votes, the candidate to be eliminated is to be determined by lot);
 - (iii) a further vote will then be taken for the remaining candidates;
 - (iv) where one of the remaining candidates receives an *Absolute Majority* of the votes, he or she shall be declared elected;
 - (v) where none of the remaining candidates receives an *Absolute Majority* of the votes, the procedure described in rule 5(7)(b)(ii) is repeated;
 - (vi) this process shall continue until one of the candidates has received an *Absolute Majority* of the votes, or the final two candidates have an equal number of votes;
 - (vii) where one of the candidates has received an *Absolute Majority* of the votes, that candidate is declared elected; and
 - (viii) where the remaining candidates have an equal number of votes and one of them needing to be declared elected, the defeated candidate shall be determined by lot.
- (8) The following provisions apply to the conduct of the lot:
 - (a) each candidate will draw one (1) lot;
 - (b) the order of drawing lots will be determined by the alphabetical order of the surnames of the candidates who received an equal number of votes and, where two or more such candidates' surnames are identical, the order will be determined by the alphabetical order of the candidates' first names;
 - (c) as many identical pieces of paper as there are candidates who received an equal number of votes must be placed in a receptacle. The word "Defeated" shall be *Written* on one (1) of the pieces of paper, and the candidate who draws the paper with the word "Defeated" *Written* on it must be declared the defeated candidate;
 - (d) if only one candidate remains, that candidate is deemed to be elected; and
 - (e) if more than one candidate remains, a further vote must be taken on the remaining candidates and the above process repeated if necessary, in which case that candidate will be declared duly elected.

- (9) The *Chief Executive Officer* will declare the result of the election and the successful candidate.

5. Procedure for Election of the Deputy and Temporary Chairs

- (1) At a *Meeting* to elect the *Mayor*, the *Council* may determine to elect a *Deputy Mayor*.
- (2) The procedure used for the election of *Mayor* will be used to elect the *Deputy Mayor* or temporary *Chair* (in cases where the *Mayor* and *Deputy Mayor* are absent from a *Council Meeting*), provided that a reference to the *Mayor* is a reference to the *Deputy Mayor* or to the temporary *Chair*, as the case may be.
- (3) The *Chief Executive Officer* or his/her delegate will conduct the election of the *Deputy Mayor* and temporary *Chair*.

PART C - COUNCIL MEETING PROCEDURES

DIVISION 1 – ROLE OF CHAIR

6. Mayor to take Chair

- (1) The *Mayor* must take the *Chair* at all *Council Meetings* at which the *Mayor* is present.
- (2) If the *Mayor* is not in attendance at a *Council Meeting*, the *Deputy Mayor* (if one has been elected) must take the *Chair*.
- (3) If the *Mayor* and *Deputy Mayor* are not in attendance at a *Council Meeting*, the *Council* must elect one (1) of the *Councillors* as temporary *Chair*.

7. The Chair's Duties and Discretions

In addition to the specific duties and discretions provided in *these Rules*:

- (1) the *Chair* must not accept any motion, question or statement which the *Chair* determines is:
- (a) is derogatory;
 - (b) defamatory;
 - (c) objectionable in language or nature;
 - (d) vague or unclear in intention;
 - (e) outside the powers of the *Council*; or
 - (f) irrelevant to the item of business on the *Agenda* and has not been admitted as *Urgent Business*, or purports to be an amendment but is not; and
- (2) if the behaviour of a person is disruptive and interferes with the conduct of the business of the *Council*, the *Chair* must call that person to order.

Also see Division 14 – Conduct & Behaviour

DIVISION 2 – NOTICE OF MEETINGS & DELIVERY OF AGENDAS

8. Meetings Open to the Public

- (1) The *Council* may hold:
- (a) *Scheduled Council Meetings* at which the business of the *Council* may be transacted; and

- (b) *Additional Council Meetings* at which the business specified in the notice calling the *Additional Council Meeting* may be transacted.
- (2) All *Meetings* will be open to the public unless it is considered necessary to close the *Meeting* to the public in accordance with section 66(2) of the *Act*.

See rule 15 – Meetings Closed to the Public

- (3) The *Council* may hold *Special meetings* to deal with the following:
 - (a) Adoption of the *Council Plan* and the Declaration of Rates and Charges;
 - (b) Adoption of the *Council's* Audited Financial Report, Standard Statement and Performance Statement;
 - (c) Election of the *Mayor* and appointment of *Council* representatives;
 - (d) Presentation of the Annual Budget; and
 - (e) Any other matter.

9. Appointment of *Council* Representatives and Delegates

At a *Council Meeting* held as soon as practicable after the *Annual (Statutory) Meeting*, the *Council* must resolve to:

- (1) appoint *Councillors* as members of, or representatives on, *Delegated Committees*; and
- (2) appoint *Councillors* as delegates to external committees and organisations,

for the ensuing year.

10. Date and Times of Scheduled Council Meetings

- (1) The *Council* will fix the dates, times and places of all *Scheduled Council Meetings* for the following 12 months at the first *Council Meeting* following the *Annual (Statutory) Meeting*.
- (2) The dates, times and places of all *Scheduled Council Meetings* are to be made available to the public.

See Rule 21 – Notice of Meeting to the Public

11. Holding Additional Council Meetings or Hearings Council Meetings

An *Additional Council Meeting* or a *Hearings Council Meeting* will be held where:

- (1) Written notice of the *Additional Council Meeting* or a *Hearings Council Meeting* is provided to the *Chief Executive Officer* by the *Mayor* or by three or more *Councillors*, at least 7 days prior to the proposed meeting to allow for appropriate advertising of the meeting; and
- (2) the written notice specifies the:
 - (a) date, time and place for the *Additional Council Meeting* or the *Hearings Council Meeting*;
 - (b) business to be transacted at the *Additional Council Meeting* or the *Hearings Council Meeting*; and
 - (c) reason that the business to be transacted at the *Additional Council Meeting* cannot be left to be considered at the next *Scheduled Council Meeting*; or
- (3) the *Chief Executive Officer* determines, in their absolute discretion, that an *Additional Council*

Meeting is necessary or desirable.

A *Hearings Council Meeting* will be held where:

- (4) Council is required to hear submissions in accordance with section 223(b) of the Local Government Act 1989, or in accordance with the Community Engagement Policy.
- (5) Council elects to hear submissions from the community on matters outlined in the notice of the *Hearings Council Meeting*.
- (6) Any item that the Council elects to hear submissions for must be:
 - (a) a matter within the powers of the *Council*;
 - (b) a matter subject to a *Council* decision-making process which has commenced but is not yet complete;
 - (c) consistent and in accordance with any Act or its Regulations; and
 - (d) consistent with any Council or Operational Policy, Local Law or adopted Council Strategy or Plan.
- (7) Any item that the Council elects to hear submissions for must not be:
 - (a) of an operational, minor or routine nature;
 - (b) be defamatory or objectionable in language or nature;
 - (c) be prejudicial to any person or *Council*;
 - (d) be identical or substantially similar to a *matter* that has been considered by the *Council* in the preceding six (6) months;
- (8) Unless all Councillors unanimously agree by resolution to hear a matter that is not specified on in the resolution or notice of the *Hearings Council Meeting*, only the matters specified will be heard.

The following procedures will apply to a *Hearings Council Meeting*:

- (9) Notice of desire to speak to the matters advertised in the *Hearings Council Meeting* notification must be submitted to Council prior to the deadline stated on that notice, or two (2) business days prior to the meeting, whichever comes first.
- (10) In any case where written submissions are requested, these must be provided by the deadline specified in the public notice/advertisement and indicate whether the submitter wants to speak at a *Hearings Council Meeting*.
- (11) Submitters will be allocated five (5) minutes to speak to matter and/or their submission.
- (12) Councillors will be allowed to ask questions of speakers at the conclusion of their five minute presentation time.
- (13) No decisions of the Council will be made on the matters addressed at the *Hearings Council Meeting*.

12. Meeting Locations

Scheduled Council Meetings will be held:

- (1) in the *Council Chambers* or any building within the *Civic Centre Precinct* as determined by the *Chief Executive Officer*; or
- (2) another location outside the *Civic Centre Precinct* by resolution of the *Council*.

13. Cancellation of Meeting

- (1) The *Chief Executive Officer* may postpone or cancel a *Scheduled Council Meeting* if, in his or her opinion:
 - (a) the content of an *Agenda* is such that the *Scheduled Council Meeting* is unnecessary; or
 - (b) in the case of an emergency.
- (2) Where the *Chief Executive Officer* postpones or cancels a *Scheduled Council Meeting*, he or she must give such notice to *Councillors* and the public as is practicable.
- (3) The *Chief Executive Officer* must submit a *Written* report of the circumstances requiring the postponement or cancellation of a *Scheduled Council Meeting* to the next *Scheduled Council Meeting*.

14. Altering Meeting Dates, Time and Venue

- (1) The *Council* may, by resolution, alter the day, time and/or place at which a *Scheduled Council Meeting* will be held, and must provide reasonable notice of the change to the public.
- (2) In consideration of public interest in *Agenda* items or an emergency arising, the *Chief Executive Officer*, in consultation with the *Mayor*, may, without resolution of *Council*, alter the place at which an *Ordinary meeting* will be held, and must provide reasonable notice of the change to the public.

15. Notice of Meetings to the Public

- (1) Public notice of all *Council Meetings* will be provided by the *Chief Executive Officer* in accordance with this rule 16.
- (2) Public notice of *Scheduled Council Meetings* will be provided by:
 - (a) a schedule of all *Scheduled Council Meetings*, including the date, time and place for each *Scheduled Council Meeting*, as updated from time to time, being displayed on the *Council Website*; and
 - (b) the *Agenda* for a *Scheduled Council Meeting* being displayed on the *Council Website* no less than two (2) days before the *Scheduled Council Meeting*.
- (3) Public notice of *Additional Council Meetings* will be provided by:
 - (a) notice of the date, time and place of the *Additional Council Meeting* being displayed on the *Council Website* as soon as practicable after the *Additional Council Meeting* is called under rule 12; and
 - (b) the *Agenda* for the *Additional Council Meeting* being displayed on the *Council Website* as far in advance of the *Additional Council Meeting* as possible.
- (4) Despite the provisions of this rule 16, the *Chief Executive Officer* may determine to provide shorter public notice of an additional *Council Meeting* where he or she considers it necessary or desirable to do so, in his or her absolute discretion.

16. Notice of Meetings to Councillors

- (1) The notice for a Council Meeting must state the date, time and place of the Council Meeting and the business to be dealt with, incorporating the Agenda for the Council Meeting, and must be delivered to each Councillor by email, to the Councillor's Council-provided email address at least forty-eight (48) hours before the Council Meeting, unless the Chief Executive Officer determines, in his or her absolute discretion, that a shorter time is necessary
- (2) A notice of a *Council Meeting* will be served on a *Councillor* who has been granted *Leave of Absence* unless the *Councillor* has requested *In Writing* to the *Chief Executive Officer* to discontinue the giving of notice of any *Council Meeting* to be held during his or her absence.

DIVISION 3 – QUORUMS

17. Quorum

The *Quorum* for any *Council Meeting* is an *Absolute Majority*.

18. Inability to Obtain a Quorum

If a *Quorum* is not present within thirty (30) minutes of the time appointed for the commencement of any *Council Meeting* or adjournment, those *Councillors* present or, if there are no *Councillors* present, the *Chief Executive Officer* or, in his or her absence, a *Director*, may adjourn the *Council Meeting* for a period not exceeding seven (7) days from the date of the adjournment.

Also see Rule 27.

19. Inability to Maintain a Quorum

If during any *Council Meeting* or adjournment a *Quorum* is lost and cannot be regained within 30 minutes, those *Councillors* present or, if there are no *Councillors* present, the *Chief Executive Officer* or, in his or her absence, a *Senior Officer*, may adjourn the *Council Meeting* for a period not exceeding seven (7) days from the time of adjournment.

20. Inability to Maintain a Quorum due to Conflicts of Interest from Councillors

If a *Quorum* cannot be gained or maintained at a *Council Meeting* or adjournment due to conflicts of interest among the *Councillors*, *Council* will consider whether the decision can be made by dealing with the matter in an alternative manner, in accordance with section 67 of the *Act*.

21. Call of the Council

- (1) If a *Quorum* of *Councillors* cannot be formed and maintained due to the absence of *Councillors*, the *Chief Executive Officer* may require all *Councillors* to attend a *Call of the Council Meeting*.
- (2) A *Call of the Council Meeting* must be treated as an *Additional Council Meeting*.
- (3) If a call of the *Council* has been required, immediately after the opening of the meeting, the *Chief Executive Officer* must call the name of:
 - (a) the *Mayor*, and
 - (b) each *Councillor* in alphabetical order.
- (4) Each person present must answer to his or her name, all excuses for absence must be considered and to each excuse the following question must be put to the vote:

“Is the excuse of Cr a reasonable excuse to the satisfaction of *Council*?”

DIVISION 4 – BUSINESS OF MEETINGS

22. Order of Business

- (1) The order in which business is listed on the *Agenda* shall be determined by the *Chief Executive Officer* so as to facilitate and maintain open, efficient and effective processes of government.
- (2) Subject to any changes made by the *Chief Executive Officer* in his or her absolute discretion, the default order of business is as follows:
 - (a) Welcome and Acknowledgement of Country;
 - (b) *Councillor* Apologies and *Leave of Absence* Applications;
 - (c) (*On Notice*) Mayoral Presentation
 - (d) (*On Notice*) Petitions and Joint Letters
 - (e) Public Question Time;
 - (f) Disclosure of Conflict of Interest in any item on the Agenda; (see chapter 5)
 - (g) Adoption and Confirmation of the *Minutes* of previous *Meetings*;
 - (h) Officer Reports;
 - (i) Reports from *Committees*;
 - (j) Informal meeting records; (Chapter 6 (1))
 - (k) *Mayoral & Chief Executive Officer Council* Activities – Summary Report
 - (l) (*On Notice*) Notices of Motion;
 - (m) General Business;
 - (n) Urgent Business.

23. Councillor Apologies and Leave of Absence Applications

- (1) Apologies shall be read out by the *Chair* at the commencement of each *Meeting*.
- (2) All requests for *Leave of Absence* shall be submitted to the *Chief Executive Officer in Writing* and approved by resolution of the *Council*.
- (3) Section 35 of *the Act* states that a *Councillor* ceases to hold office if the *Councillor* is absent from *Council Meetings* for a period of four (4) consecutive months without leave being obtained from the *Council*.

24. Mayoral Presentations

From time to time, the *Mayor*, as the principle spokesperson for Council, may give a short presentation or make a statement relating to his or her civic and ceremonial duties or to issues of interest and/or importance to the *Council*, provided that the presentation is no longer than five (5) minutes.

25. Petitions and Joint Letters

- (1) A petition or joint letter received by the *Council* or an individual *Councillor* must be lodged with the *Chief Executive Officer* at least five (5) days before *Council Meeting* at which it is to be considered to ensure sufficient time to include the petition or joint letter in the *Agenda*.

- (2) A petition submitted to the *Council* must:
 - (a) be in legible and permanent writing;
 - (b) have the full name, address and signature of all individual signatories;
 - (c) not be defamatory, indecent, abusive or objectionable in language or content;
 - (d) not relate to matters beyond the powers of the *Council*;
 - (e) include the whole of the request of the petitioners or signatories on each page; and
 - (f) consist of single-sided pieces of paper and must not be pasted, stapled, pinned or otherwise affixed to any other piece of paper.
- (3) Notwithstanding rule 25(2) (a), (b), (e) and (f), an electronic petition may be received by the Council or an individual Councillor and submitted to the next Council Meeting in accordance with rule 25(1) for Council's consideration.
- (4) The *Chief Executive Officer* must arrange for petitions to be submitted to the next practicable Ordinary meeting following their receipt.
- (5) Only the petitioner's request and the number of signatories will be included in the *Agenda* for the *Council Meeting* at which it will be considered.
- (6) If a petition is addressed to an individual *Councillor*, and listed on the *Agenda*, that *Councillor* may read the petition out at the *Council Meeting* without speaking to it. Other petitions will be read by the *Chief Executive Officer* or his or her delegate.
- (7) Unless rule 25(9) applies, the only motions that may be considered for any petitions are:
 - (a) that the petition be received;
 - (b) that the petition be referred to the *Chief Executive Officer* for consideration and response; or
 - (c) that the petition be referred to the *Chief Executive Officer* for an *Officer Report* to a future *Council Meeting*.
- (8) If the petition relates to any item already on the *Agenda* for the *Council Meeting* at which the petition is submitted, the matter may be dealt with in conjunction with that *Agenda* item.
- (9) If the petition relates to an operational matter, the *Council* must refer it to the *Chief Executive Officer* for consideration.
- (10) If the petition relates to:
 - (a) a planning matter which is the subject of a public notification process under the *Planning and Environment Act 1987*; or
 - (b) a matter which is the subject of a public submission process under Section 223 of the *Local Government Act 1989* or a community engagement process under the *Community Engagement Policy*,the petition will be treated as a joint submission in relation to the matter.
- (11) A petition may nominate a person to whom a reply must be sent, but if no person is nominated or is the obvious intended contact person, the *Council* may reply to the first signatory who appears on the petition.
- (12) Any petitions or joint letters that do not comply with *these Rules* will not be tabled at a *Council Meeting*.

26. Public Question Time

- (1) Unless the *Council* resolves otherwise, there must be a public question time at every *Scheduled Council Meeting* to enable members of the public to submit questions to the *Council*.
- (2) Rule 26(1) does not apply during any period when a *Scheduled Council Meeting* is closed to members of the public or during a *Caretaker Period*.
- (3) Thirty (30) minutes will be allocated at each meeting for Public Question Time. Where the thirty (30) minutes allocated has been exhausted, a motion to extend must be put and passed for Public Question Time to be extended.
- (4) Unless the *Chief Executive Officer* determines, in their absolute discretion, to permit a question to be submitted in a different way, all questions must be received *In Writing* on the prescribed form available on the *Council Website* and state the name and address of the person submitting the question.
- (5) All questions must be received no later than two (2) hours before the commencement of the *Scheduled Council Meeting* or 4pm on the day of the *Scheduled Council Meeting* where it is scheduled to commence at 5.45pm, at which the question is to be asked.
- (6) No person may submit more than two (2) questions to any one (1) *Scheduled Council Meeting*. A question may be split into a maximum of two parts only. If more than two parts to a question are received, only the first two parts will be considered. Similarly, if more than two questions are received, only the first two questions will be considered. All parts of a question must be relevant to the same subject of enquiry.
- (7) A question may be disallowed by the *Chair* if the *Chair* has determined that:
 - (a) the person directing the question, or their representative, is not present in the gallery;
 - (b) the question is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
 - (c) the question deals with a subject matter already answered;
 - (d) the question is aimed at embarrassing a *Councillor* or *Officer* or any other person; or
 - (e) the question relates to *Confidential Information*.
- (8) The *Chair*, or the *Chief Executive Officer* or their delegate must read to the *Scheduled Council Meeting* the name of the person who has submitted a permitted question.
- (9) The person who submitted the question must read the text of the question and the *Chair* may then direct that the question to be answered by the *Chief Executive Officer* or a nominated *Officer*.
- (10) Where requested by the person who submitted the question, the *Chief Executive Officer* must read the text of question on that person's behalf, and the *Chair* may then direct that the question to be answered by the *Chief Executive Officer* or a nominated *Officer*.
- (11) All questions must be asked as succinctly as is possible and answers to questions should be as complete as is practical under the circumstances.
- (12) Further or follow up questions that have not been submitted, or debate on the response provided shall not be allowed.
- (13) Like questions may be grouped together and a single answer provided.
- (14) The *Chair*, *Chief Executive Officer* or *Officer* to whom a question is directed may take a question on notice. If a question is taken on notice, a *Written* copy of the answer must be sent to the person who asked the question and to all *Councillors*.

- (15) The name of the questioner, the question and the response must be recorded in the *Minutes*, as an official record of the questions submitted to the *Scheduled Council Meeting*.

27. Changes to the Order of Business

Once the *Agenda* for a *Council Meeting* has been prepared and sent to *Councillors*, the order of business for the *Council Meeting* may only be altered by resolution of the *Council*. This includes a request for an item to be brought forward.

28. Presentation of Officer Reports

Officer Reports may be summarised for the purposes of verbal public presentation by the *Chief Executive Officer* or his/her delegate at the *Council Meeting* at which they are to be considered.

29. General Business

- (1) If the *Agenda* for a *Scheduled Council Meeting* makes provision for *General Business*, business of a minor or routine nature may be admitted for the consideration of *Council* at the discretion of the *Chair*.
- (2) The *Chair* must reject an item of *General Business* if it:
- (a) is not of a minor or routine nature;
 - (b) substantially affect the levels of *Council* service;
 - (c) commits *Council* to *Expenditure* not included in the adopted budget;
 - (d) is intended to establish or amend *Council* Policy;
 - (e) commits *Council* to any contractual arrangement;
 - (f) requires the giving of prior notice;
 - (g) is defamatory or objectionable in language or nature;
 - (h) may be prejudicial to any person or *Council*;
 - (i) is identical or substantially similar to a *matter* that has been considered by the *Council* and lost in the preceding six (6) months;
 - (j) is outside the powers of the *Council*;
 - (k) is a matter subject to a *Council* decision-making process which has commenced but is not yet complete;
 - (l) is inconsistent with any Act or its Regulations; or
 - (m) is inconsistent with any Council or Operational Policy, Local Law or adopted Council Strategy or Plan.
- (3) Councillors wishing to speak to *General Business* may speak for a maximum of two (2) minutes.
- (4) Officers present at the meeting will be allowed to address or respond to any matters raised by Councillors during *General Business*.

30. Urgent Business

- (1) Business which has not been listed on the *Agenda* for a *Council Meeting* that is not of a minor or routine nature can only be admitted as *Urgent Business* by resolution of the *Council*, and only then if it:
- (a) relates to or arises out of a matter which has arisen since distribution of the *Agenda*; and
 - (b) cannot safely or conveniently be deferred until the next *Council Meeting*.
- (2) Notwithstanding anything to the contrary in *these Rules*, a *Councillor* (with the agreement of the *Council Meeting*) may only submit or propose an item of *Urgent Business* if the:
- (a) matter relates to business that does not:
 - (i) substantially affect the levels of *Council* service;
 - (ii) commit *Council* to *Significant Expenditure* not included in the adopted budget;

- (iii) establish or amend *Council* Policy;
 - (iv) commit *Council* to any contractual arrangement; or
 - (v) require, pursuant to any other policy determined by *Council* from time to time, the giving of prior notice; and
- (b) proposed motion(s) is *In Writing* and given to the *Chair* who must seek a resolution of approval from *Council Meeting*.
- (3) A *Councillor* proposing that a matter be admitted as *Urgent Business* must lodge it *In Writing* with the *Chief Executive Officer* no later than 30 minutes prior to commencement of the *Council Meeting* at which it is to be considered.
- (4) The *Chief Executive Officer* will advise the *Mayor* of any matter that the *Chief Executive Officer* determines appropriate for *Council* to consider admitting as *Urgent Business*.

DIVISION 5 - VOTING

31. Voting – How Determined

To determine a motion before a *Council Meeting*, the *Chair* will:

- (1) first call for those in favour of the motion; and
- (2) then those opposed to the motion,

and will then declare the result to the *Council Meeting*.

32. Casting Vote

In the event of a tied vote, the *Chair* must, unless *the Act* or this Local Law provides otherwise, exercise a casting vote.

33. Voting – By Show of Hands

Voting on any matter will be by show of hands.

34. Vote to be taken in Silence

Except that a *Councillor* may demand a *Division*, *Councillors* must remain seated in silence while a vote is being taken.

35. Motion to be Read Again

- (1) The *Chair* may direct the *Chief Executive Officer* or his or her delegate or the mover of the motion to read the motion or amendment to the *Council Meeting* before the vote is taken.
- (2) Before any matter is put to the vote, a *Councillor* may request the motion or amendment be read again.

36. Recount of Vote

The *Chair* may direct that the vote be re-counted as often as may be necessary to be satisfied of the result.

37. Declaration of Vote

- (1) The *Chair* must declare the result of the vote as soon as it is taken.

- (2) When declaring the vote, the *Chair* shall state the number of votes FOR and the number of votes AGAINST the motion and the surname of each *Councillor* who voted FOR the motion, AGAINST the motion and DID NOT VOTE and whether the motion is carried or lost.

38. No discussion once Vote declared

Once a vote on a motion is taken no further discussion relating to the motion is allowed unless the discussion relates to:

- (1) a *Rescission Motion* which a *Councillor* is proposing to lodge in respect of the motion voted on; or
- (2) follows a resolution having been rescinded.

See Division 9 – Rescission Motions

39. Procedure for a Division

- (1) The request by a *Councillor* for a *Division* must be made to the *Chair* either immediately prior to or immediately after the vote has been taken, but cannot be requested after the *Council* has moved to the next item of business on the *Agenda*.
- (2) No *Councillor* is prevented from changing his or her original vote when voting on the *Division*.
- (3) When a *Division* is called for, the *Chair* will:
 - (a) first ask each *Councillor* wishing to vote FOR the motion to raise a hand and, upon such request being made, each *Councillor* wishing to vote FOR the motion must raise his or her hand. The *Chair* will then state, and the *Chief Executive Officer* (or any person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and take the *Minutes* of such *Council Meeting*) must record in the *Minutes*, the names of those *Councillors* voting FOR the motion;
 - (b) then ask each *Councillor* wishing to vote AGAINST the motion to raise a hand and, upon such request being made, each *Councillor* wishing to vote AGAINST the motion must raise his or her hand. The *Chair* will then state, and the *Chief Executive Officer* (or any person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and take the *Minutes* of such *Council Meeting*) must record in the *Minutes*, the names of those *Councillors* voting AGAINST the motion; and
 - (c) the *Chief Executive Officer* (or any person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and take the *Minutes* of such *Council Meeting*) must record in the *Minutes* the names of those *Councillors* who DID NOT VOTE on the motion.

DIVISION 6 – MOTIONS AND DEBATE

40. Councillors may Propose Notices of Motion

Councillors may propose an issue is listed on the *Agenda* by lodging a *Notice of Motion* in accordance with the procedures outlined in this Division.

41. Notices of Motion

- (1) A *Notice of Motion* must be *In Writing*, signed and dated by the *Councillor* and lodged with the *Chief Executive Officer* by 12 noon on the Wednesday before the next *Scheduled Councillor Briefing*, prior to the *Notice of Motion* being placed on the *Agenda* of the next available *Scheduled Council Meeting* to allow sufficient notice to each *Councillor* of the matters and inclusion in the *Agenda*.
- (2) The *Chief Executive Officer* must reject any *Notice of Motion* which:
 - (a) is vague;
 - (b) is identical or substantially similar to a *Notice of Motion* or a *Rescission Motion* that has been considered by the *Council* and lost in the preceding six (6) months;

- (c) is defamatory;
 - (d) may be prejudicial to any person or *Council*;
 - (e) is objectionable in language or nature;
 - (f) is outside the powers of the *Council*;
 - (g) is submitted during the *Caretaker Period*; or
 - (h) is a matter subject to a *Council* decision-making process which has commenced but is not yet complete.
- (3) If the *Chief Executive Officer* rejects a *Notice of Motion* under rule 41(2), they will inform the *Councillor* who lodged the *Notice of Motion* of that rejection and the reasons for it. The *Councillor* will be provided with 24 hours to lodge a revised *Notice of Motion* provided that the *Council Meeting* at which the *Notice of Motion* is to be considered is more than 24 hours from the time of rejection.
- (4) The *Chief Executive Officer* may reject and refer any *Notice of Motion* to the *Council's Operational Service Request Process* if it relates to a matter that he or she determines is more appropriately addressed that way.
- (5) In addition to rule 41(2), and subject to rules 41(6) and (7), the *Chief Executive Officer* may require a *Councillor* who lodges a *Notice of Motion* to amend it to call for an *Officer Report* if the *Notice of Motion*:
- (a) substantially affects the level of *Council* services;
 - (b) commits the *Council* to expenditure in excess of \$5,000 that has not been included in the adopted budget;
 - (c) establishes or amends a *Council* policy; or
 - (d) commits the *Council* to any contractual arrangement.
- (6) Where a *Notice of Motion* is likely to commit *Council* to *Significant Expenditure* not included in the adopted budget then the *Notice of Motion* must only call for referral to *Council* for its consideration as part of its future year's annual budget and public submission process.
- (7) The *Chief Executive Officer* may determine that a *Notice of Motion* contains *Confidential Information* and ought to be treated as being confidential unless the *Council* resolves otherwise.
- (8) The full text of any *Notice of Motion* accepted by the *Chief Executive Officer* must be included in the *Agenda*.
- (9) The *Chief Executive Officer* must arrange for an *Officer Report* to be prepared and presented to the *Council* for the purposes of rule 41(5). Where practicable the *Officer Report* should be presented to the next *Scheduled Council Meeting*.
- (10) The *Chief Executive Officer* must cause all *Notices of Motion* to be sequentially numbered, dated and entered in a register.
- (11) Except by leave of the *Council*, each *Notice of Motion* before any *Council Meeting* must be considered in the order in which it was entered into the register under rule 41(10).
- (12) If a *Councillor* who has lodged a *Notice of Motion* is absent from the *Council Meeting* at which the *Notice of Motion* is to be considered, or fails to move the *Notice of Motion* when called upon to do so by the *Chair*, any other *Councillor* may move the *Notice of Motion*.
- (13) If a *Councillor* moving a *Notice of Motion* wishes to amend it, he or she may do so by seeking leave of the *Council* to amend the *Notice of Motion* prior to it being seconded.

- (14) Another *Councillor* can put forward an amendment to a *Notice of Motion* for consideration, which must be dealt with in accordance with *these Rules*, except that a *Notice of Motion* to confirm a previous resolution of the *Council* cannot be amended.
- (15) The *Chair*, having lodged a *Notice of Motion* in accordance with this rule 41, must vacate the *Chair* if he or she intends to move the *Notice of Motion*, and the *Council* must appoint a temporary *Chair* for the consideration of the item.
- (16) If a *Notice of Motion* is not moved at the *Council Meeting* at which it is listed, then it lapses.

42. Chair's Duty

Any motion which:

- (1) is defamatory;
- (2) is objectionable in language or nature;
- (3) is vague or unclear in intention;
- (4) is outside the powers of the *Council*;
- (5) is irrelevant to an item of business on the *Agenda* and has not been admitted as *Urgent Business*; or
- (6) purports to be an amendment but is not,

must not be accepted by the *Chair*.

43. Introducing an Officer Report

Before an *Officer Report* is considered by the *Council* and any motion moved in relation to it, the *Chief Executive Officer* or his or her delegate may introduce the report by a short statement of not more than two (2) minutes.

Also see rule 29 – Presentation of Officer Reports

44. Procedure for Introducing a Motion or an Amendment

- (1) The procedure for moving any motion or amendment is:
 - (a) the mover may briefly state the nature of the motion or amendment and then must move it without speaking to it;
 - (b) the motion or amendment must be seconded by a *Councillor* other than the mover. If the motion or amendment is not seconded, the motion or amendment will lapse for want of a seconder;
 - (c) if a motion or amendment is moved and seconded, the *Chair* must call for any *Councillor* questions and then ask whether the motion or amendment is opposed and whether any *Councillor* wishes to speak to the motion or amendment;
 - (d) if no *Councillor* indicates opposition or a desire to speak to the motion or amendment, the *Chair* may declare the motion or amendment carried without discussion;
 - (e) if a *Councillor* indicates opposition or a desire to speak to the motion or amendment, then the *Chair* must invite the mover to address the *Council Meeting*;
 - (f) after the mover has addressed the *Council Meeting*, the seconder may address the *Council Meeting*;

- (g) after the seconder has addressed the *Council Meeting* (or after the mover has addressed the *Council Meeting* if the seconder does not wish to address the *Council Meeting*), the *Chair* must invite debate by calling on any *Councillor* who wishes to speak to the motion or amendment, providing an opportunity to alternate between those wishing to speak against the motion or amendment and those wishing to speak for it; and
- (h) after the *Chair* has invited debate on the motion or amendment, and, in the case of a motion, offered the right of reply under rule 53, the *Chair* must put the motion or amendment to the vote.

- (2) If the *Chair* wishes to speak to a motion or amendment, he or she may only do so once all other *Councillors* wishing to speak to it have done so, and just before closure of debate by the mover of the motion or amendment.

45. Right of Reply

- (1) The mover of a motion which has not been amended may, once debate has been exhausted, exercise a right of reply to matters raised during the debate. (Time Limit – two (2) minutes)
- (2) The mover of a motion loses his or her right of reply if an amendment to the motion is carried.
- (3) The mover of an amendment to a motion does not have a right of reply.
- (4) A *Councillor* exercising a right of reply must not introduce any new matter.
- (5) After a right of reply has been taken, but subject to any *Councillor* exercising his or her right to ask any question concerning or arising out of the motion, the motion must be immediately put to the vote without any further discussion or debate.

46. Moving an Amendment

- (1) Subject to rule 55(2), a motion which has been moved and seconded may be amended by leaving out or adding words. Any words must be relevant to the subject of the motion.
- (2) A motion to confirm a previous resolution of the *Council* cannot be amended.
- (3) An amendment cannot be the negative of, or substantially contrary to, the motion.
- (4) Any *Councillor* moving an amendment will be allocated one (1) minute to explain the reasons for the amendment. The statement must be an explanation only and will not entertain the benefits or detriments of the amendment or the substantive motion.
- (5) No notice needs to be given of any amendment, however, if any *Councillor* intends to move an amendment, it must be done prior to the right of reply being exercised.

47. Agreed Alterations to a Motion or Amendment

- (1) A motion having been moved and seconded may, with the consent of the mover and seconder, be amended by leaving out, inserting or adding words which must be relevant to the original motion or amendment and framed so as to complement it as an intelligible and consistent whole, provided that the amendment is made before the motion or amendment is voted on.
- (2) With the leave of the *Chair*, both the mover and seconder of a motion may agree to an alteration to the original motion proposed by any other *Councillor*. This does not necessitate the recording of an amendment into the *Minutes* of the *Council Meeting* as the alteration would then form part of the substantive motion.

48. Who May Propose an Amendment

An amendment may be proposed or seconded by any *Councillor*, other than the mover or seconder of the original motion.

49. Who May Debate an Amendment

A *Councillor* may address the *Council Meeting* once (1) on any amendment, whether or not they have spoken to the original motion, but their debate must be confined to the terms of the amendment.

50. How Many Amendments May be Proposed

- (1) Any number of amendments may be proposed to a motion but only one (1) amendment may be accepted by the *Chair* at any one (1) time.
- (2) No second or subsequent amendment, whether to the motion or an amendment of it, may be taken into consideration until the previous amendment has been dealt with.

51. An Amendment once Carried

- (1) If an amendment is carried, the motion as amended becomes the motion before the *Council Meeting*.
- (2) The amended motion will then be dealt with in accordance with *these Rules*.

52. Foreshadowing a Motion

- (1) At any time during debate, a *Councillor* may foreshadow a motion to inform the *Council* of his or her intention to move a motion at a later stage in the *Council Meeting*. This does not extend any special rights to the foreshadowed motion.
- (2) A foreshadowed motion may be prefaced with a statement that in the event a particular motion is resolved in a certain way a *Councillor* intends to move an additional motion.
- (3) A motion foreshadowed has no procedural standing and is merely a means to assist the flow of the *Meeting*.
- (4) The *Chief Executive Officer* or his/her delegate is not expected to record a foreshadowed motion in the *Minutes* until the foreshadowed motion is formally moved.

53. Withdrawal of a Motion

Before any motion is put to the vote, it may be withdrawn by the mover with agreement of the seconder or by resolution of the *Council*.

54. Separation of Motions

Where a motion contains more than one (1) part a *Councillor* may request the *Chair* to put the vote in separate parts.

55. Chair may Separate or Allow Motions to be Moved in a Block

- (1) The *Chair* may decide to put any motion to the vote in separate parts.
- (2) The *Chair* may allow or request *Councillors* to move "like items" in a block.

56. Motions In Writing

- (1) A *Councillor* wishing to move a motion other than a recommendation or alternate motion included in an *Officer Report* (detailed in the *Agenda*) must prepare the motion *In Writing* and either read it out to the *Council Meeting* or submit it to the *Chair*.
- (2) The *Chair* may adjourn the *Council Meeting* while the motion is being *Written* or may request that the *Council* defer the matter until the motion has been *Written*, allowing the *Council Meeting* to proceed uninterrupted.
- (3) The *Chair* may request the *Chief Executive Officer* or the person taking the *Minutes* of the *Council*

Meeting to read the motion or amendment to the *Council meeting* before the vote is taken.

57. Debate must be Relevant to the Motion

- (1) Debate must always be relevant to the motion before the *Council Meeting* and, if not, the *Chair* will request the speaker to confine debate to the subject matter.
- (2) If, after being told to confine debate to the motion before the *Council Meeting*, the speaker continues to debate irrelevant matters, the *Chair* may disallow the speaker any further comment in respect of the matter before the *Council Meeting*.
- (3) A speaker to whom a direction has been given under rule 66(2) must comply with that direction.

DIVISION 7 – PROCEDURAL MOTIONS

58. Procedural Motions

- (1) Unless otherwise prohibited, a *Procedural Motion* may be moved at any time and must be dealt with immediately by the *Chair*.
- (2) *Procedural Motions* require a seconder.
- (3) The *Chair* is unable to move or second a *Procedural Motion*.
- (4) Notwithstanding any other provision in *these Rules*, *Procedural Motions* must be dealt with in accordance with the procedures set out in Appendix 1 to *these Rules*.

DIVISION 8 – SPEAKING TO THE MEETING

59. Rising when speaking

- (1) Except in cases of sickness or infirmity, a *Councillor* must rise when speaking at a *Council Meeting*.
- (2) The *Chair* may remain seated when speaking at a *Council Meeting*.
- (3) It is unnecessary to rise when speaking at a *Delegated or Community Asset Committee Meeting*.

60. Speaking Times

- (1) A *Councillor* must not speak longer than the times prescribed in this Local Law i.e.:
 - (a) the mover of a motion or amendment – five (5) minutes;
 - (b) the seconder of a motion or amendment – three (3) minutes;
 - (c) any other *Councillor* – three (3) minutes; and
 - (d) the mover of a motion exercising their right of reply – two (2) minutes.
- (2) An extension of speaking time may be granted by the *Chair* for each *Councillor*. Any extension of speaking time must not exceed two (2) minutes. There is no limit to the number of extensions that can be requested, with discretion to grant any extension being that of the *Chair's*.
- (3) A motion for an extension of speaking time must be proposed:
 - (a) immediately before the speaker commences debate;
 - (b) during the speaker's debate; or
 - (c) immediately after the speaker has concluded debate but before the next speaker has commenced.
- (4) A motion for an extension of speaking time cannot be accepted by the *Chair* if another speaker has commenced his or her debate.

61. Interruptions, Interjections and Relevance

A Councillor must not be interrupted except by the Chair or upon a Point of Order. All debate and discussion must be relevant to the item presented and interjections will not be allowed.

See rule 70 - Point of Order

62. Priority of Address

In the case of competition for the right to speak, the *Chair* must decide the order in which *Councillors* will be heard.

63. Councillors Not to Speak Twice to Same Motion or Amendment

Except that the mover of a motion (other than an amendment) has the right of reply and that any *Councillor* may take a *Point of Order*, a *Councillor* must not speak more than once to the same motion or amendment.

64. Right to Ask Questions

- (1) A *Councillor* may, when no other *Councillor* is speaking, ask through the *Chair* any question concerning or arising out of the motion or amendment before the *Chair*.
- (2) The *Chair* has the right to limit questions and direct that debate be commenced or resumed.

DIVISION 9 - RESCISSION MOTIONS

65. Rescission Motion

- (1) Motions to revoke, rescind or alter a previous resolution of the *Council* can only be made in the following ways:
 - (a) *Notice of Motion*; or
 - (b) recommendation contained in an *Officer Report*, included in the *Agenda*,
that a previous decision be altered or revoked.
- (2) A *Notice of Motion* lodged by a *Councillor* and proposing a *Rescission Motion* must:
 - (a) be signed by the *Councillor* and dated;
 - (b) not relate to a resolution that has been acted on;
 - (c) not, in the opinion of the *Chief Executive Officer*, have the effect, if passed, of placing of the *Council* at significant legal, financial or other risk, including non-compliance with statutory obligations; and
 - (d) be delivered or sent electronically to the *Chief Executive Officer* setting out:
 - (i) the resolution to be rescinded; and
 - (ii) the *Council Meeting* at, and date on, which the resolution was made.
- (3) Where possible, a resolution should not be acted on for a period of 24 hours after the decision is made. Where there is a need to action a resolution more immediately, this need should be demonstrated in the *Officer's Report*.
- (4) A resolution will be deemed to have been acted on if:
 - (a) its content or substance has been formally communicated *In Writing* by the *Chief Executive Officer* or another *Officer* to a person whose interests are materially affected by it;
 - (b) a statutory process has been commenced; or
 - (c) work has been commenced in respect of it,so as to vest enforceable rights in or obligations on the *Council* or any other person.

- (5) The *Chief Executive Officer* or an appropriate *Officer* must defer implementing a resolution which:
- (a) has not been acted on; and
 - (b) is the subject of a *Rescission Motion* which has been delivered or sent to the *Chief Executive Officer* in accordance with rule 65(2)(d),
- unless deferring implementation of the resolution would, in the opinion of the *Chief Executive Officer*, have the effect of:
- (c) depriving the resolution of its usefulness or efficacy; or
 - (d) placing the *Council* at significant legal, financial or other risk.

66. Rescission, If Lost

If a motion to rescind or alter a previous resolution is lost, an identical or similar motion may not be put before the *Council* for at least six (6) months from the date it was last lost, unless:

- (1) the *Council* resolves that the *Rescission Motion* be re-listed at a future *Council Meeting*; or
- (2) an *Officer Report* is included in an *Agenda* for a *Council Meeting*.

67. Rescission, If Not Moved

If a *Rescission Motion* is not moved at the *Council Meeting* at which it is listed, it lapses.

68. Rescission Motion May Be Moved By Any Councillor

A *Rescission Motion* listed on an *Agenda* may be moved by any *Councillor* present at the *Council Meeting* but may not be amended.

DIVISION 10 – POINTS OF ORDER

69. Points of Order

- (1) A *Point of Order* may be raised on the grounds that a matter is:
- (a) contrary to *these Rules*;
 - (b) an act of disorder or conduct in contravention of the *Councillor Code of Conduct*;
 - (c) defamatory;
 - (d) irrelevant to the matter before *Council*;
 - (e) outside the *Council's* power; or
 - (f) frivolous, vexatious or constitutes improper conduct.
- (2) A *Councillor* expressing a difference of opinion or contradicting a speaker is not grounds for raising a *Point of Order*.

70. Procedure for Point of Order

- (1) The *Councillor* taking the *Point of Order* must nominate the ground under rule 69(1) relied upon to support the *Point of Order* being taken.
- (2) If called to order, the *Councillor* who is speaking must stop and remain silent until the *Point of Order* is decided upon, unless otherwise directed by the *Chair*.

- (3) The *Chair* may request a *Councillor* provide an explanation in respect to the *Point of Order* raised.

71. Chair to Decide Point of Order

- (1) The *Chair* when ruling on a *Point of Order* must state the reason for the ruling.
- (2) The *Chair* may adjourn the *Council Meeting* to consider a *Point of Order* but must otherwise rule upon it as soon as it is raised.
- (3) All other matters before the *Council* are to be suspended until the *Point of Order* is decided.

72. Final Ruling on a Point of Order

- (1) The decision of the *Chair* in respect of a *Point of Order* will not be open for discussion and will be final and conclusive unless the majority of *Councillors* present vote in favour of a motion of dissent.
- (2) A motion of dissent on a *Point of Order* must state the provision, rule, practice or precedent to be substituted for the *Chair's* ruling.
- (3) A motion of dissent in relation to a *Point of Order* is not a motion of dissent in the *Chair* and the *Chair* must at all times remain in the *Chair* and he or she will maintain his or her right to a second vote.
- (4) A motion of dissent on a *Point of Order* will take precedence over all other business and if carried must be acted on instead of the ruling given by the *Chair*.

73. Criticism of Officers

The *Chief Executive Officer* may make a brief statement at a *Council Meeting* in respect of any public statement (whether made at a *Council Meeting* or not) which has been critical of or may adversely affect an *Officer*.

74. Ordering Withdrawal of Remark

- (1) Whenever any *Councillor* at a *Council Meeting* makes use of any expression or remark that is disorderly or capable of being applied offensively to any other *Councillor* or *Officer*, the offending *Councillor* may be required by the *Chair* to withdraw the expression or remark and to make a satisfactory apology to the *Council Meeting*.
- (2) The *Chair* may require a *Councillor* to withdraw any remark that is defamatory, indecent, abusive or offensive in language or substance.
- (3) A *Councillor* required to withdraw a remark must do so immediately without qualification or explanation.

DIVISION 11 – SUSPENSION OF STANDING ORDERS

75. Suspension of Standing Orders for the Purpose of Discussion

- (1) The provisions of *these Rules* may be suspended for a particular purpose by resolution of the *Council*.
- (2) The *Suspension of Standing Orders* will be used to enable full discussion of any issues without the constraints of formal procedures. An appropriate motion would be "*That Standing Orders be suspended to enable discussion on* ".
- (3) Once the discussion has taken place and before any motion can be moved the *Resumption of Standing Orders* will be necessary. An appropriate motion would be "*That Standing Orders be resumed*".
- (4) No motion may be accepted by the *Chair* or be lawfully dealt with during any *Suspension of Standing Orders*.

DIVISION 12 – MEETING ADJOURNMENTS

76. Adjourning the *Meeting*

- (1) In addition to any procedures for adjourning a *Council Meeting* provided in *these Rules*, the *Council* may, from time to time, resolve to adjourn a *Council Meeting*:
 - (a) if the *Council Meeting* becomes disorderly and order cannot be restored;
 - (b) to allow for additional information to be presented to the *Council Meeting*; and
 - (c) in any other situation where adjournment is considered by the *Council* to be desirable.
- (2) A *Council Meeting* cannot be adjourned for a period exceeding seven (7) days from the date of the adjournment.
- (3) An appropriate motion would be: “*That the meeting be adjourned until _____*”. (Time and date to be specified which does not exceed seven (7) days.)
- (4) No discussion is allowed on any motion for adjournment of the *Council Meeting*, but if the motion is lost, the substantive matter before the *Council Meeting* must be disposed of before any subsequent motion for adjournment of the *Council Meeting* is moved.

77. Notice for Adjourned Meeting

- (1) If a *Council Meeting* is adjourned, the *Chief Executive Officer* will ensure that the *Agenda* for the continuation of the adjourned *Council Meeting* is identical to the *Agenda* for the *Council Meeting* which was originally adjourned.
- (2) Except where a *Council Meeting* is adjourned until later on the same day, the *Chief Executive Officer* must give all *Councillors* *Written* notice of a new date for the continuation of the adjourned *Council Meeting* and every reasonable attempt must be made to advise the public of the new *Council Meeting* date.
- (3) Where it is not practical to provide *Written* notice to *Councillors* because time does not permit that to occur then, provided a reasonable attempt is made to contact each *Councillor*, contact by telephone, electronic form, or in person will be sufficient.

DIVISION 13– MINUTES & RECORDING OF MEETINGS

78. Keeping of *Minutes*

The *Chief Executive Officer* (or other person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and to take the *Minutes* of such *Council Meeting*) must keep *Minutes* of each *Council Meeting* and those *Minutes* must record:

- (1) the date and time the *Council Meeting* was commenced, adjourned, resumed and concluded;
- (2) the names of the *Councillors* and whether they are present, an apology, on *Leave of Absence* or other details as provided;
- (3) the titles of the *Officers* in attendance;
- (4) any disclosure of a conflict of interest made by a *Councillor*;
- (5) arrival and departure times (including temporary departures) of *Councillors* during the course of the *Council Meeting*;
- (6) each motion and amendment moved, including the mover and seconder of the motion or amendment;

- (7) the outcome of every motion or amendment, whether it was put to the vote and the result to indicate whether the motion or amendment was carried, lost, withdrawn, lapsed, amended and the names of every *Councillor* and how they voted (either FOR or AGAINST or DID NOT VOTE);
- (8) where a *Division* is called, the names of every *Councillor* and the way their vote was cast (either FOR or AGAINST or DID NOT VOTE);
- (9) details of a failure to achieve a *Quorum* and any adjournment whether as a result of that or otherwise;
- (10) the time and reason for any adjournment of the *Council Meeting* or *Suspension of Standing Orders*;
- (11) closure of the *Council Meeting* to members of the public and the reason for such closure; and
- (12) any other matter which the *Chief Executive Officer* deems should be recorded to clarify the intention of the *Council Meeting* or the reading of the *Minutes*.

79. Availability of Minutes

Advice that the *Minutes* are available must be provided to all *Councillors* no later than forty-eight (48) hours before the next *Scheduled Council Meeting*.

80. Confirmation of Minutes

At every *Council Meeting* the *Minutes* of the previous *Council Meeting(s)* must be dealt with as follows:

- (1) when confirming the *Minutes* of a *Council Meeting*, the *Chair* shall ask *Councillors* "Are any changes required to the *Minutes*?";
- (2) opposition can only be expressed on the basis that the record contained in the *Minutes* is incorrect (in line with rule 86) or inaccurate and the *Chair* must not allow discussion or motions on any issue other than an alleged omission from, or inaccuracy of, the *Minutes*;
- (3) if a *Councillor* indicates opposition, he or she must specify the particular item or items in the *Minutes* concerned and can, after asking any questions to clarify the matter, only move a motion to rectify the alleged error(s) in the record;
- (4) if no *Councillor* indicates opposition, the *Chair* must, after seeking a mover and seconder, put the matter to the vote and declare the *Minutes* to be confirmed; and
- (5) after the *Minutes* are confirmed, they must be signed by the *Chair* of the *Council Meeting* at which they were confirmed.

81. Deferral of Confirmation of Minutes

The *Council* may resolve to defer the confirmation of *Minutes* until later in the *Council Meeting* or until the next *Scheduled Council Meeting* as appropriate.

82. Recording of Council Meetings

- (1) The *Chief Executive Officer* or their delegate shall record and, where feasible, livestream via Council's website on suitable equipment, all proceedings of *Council Meetings* except where the *Council Meeting* is closed to the public to consider *Confidential Information*.
- (2) Recordings of *Council Meetings* will be retained and available for public for viewing or listening on the *Council Website* for a period of twelve (12) months from the date of the *Council Meeting*.
- (3) *Visitors* are to be advised that the *Council Meeting* is being livestreamed and recorded and will be made available on the *Council Website*.

- (4) *Visitors* will also be advised by appropriate venue signage that, while care is taken through recording and filming to maintain a person's privacy as an attendee in the *Council Chamber*, they may be recorded on audio and film.
- (5) Media representatives may, with the consent of the *Council*, record any part of the *Council Meeting*. The consent of the *Council* must not be unreasonably withheld, and may be revoked any time during the course of the relevant *Council Meeting*. The Chair shall provide reasons why permission has been revoked.

DIVISION 14 – CONDUCT AND BEHAVIOUR

83. Conduct of Councillors

During the course of any *Council Meeting*, *Councillors* must comply with the *Councillor Code of Conduct*, a copy of which is available on the *Council Website*, or can be obtained by contacting the *Chief Executive Officer's* office.

84. Conduct of Visitors

- (1) *Visitors* must not interject or take part in the debate at a *Council Meeting*.
- (2) *Visitors* must extend due courtesy and respect to the *Council* and the processes under which it operates and *Councillors* and *Officers* present at the *Council Meeting* and must take direction from the *Chair* whenever called on to do so.
- (3) *Visitors* must not operate photographic audio or video recording equipment or any other recording device at any *Council Meeting* without first obtaining the consent of the *Council*.

85. Chair May Remove

- (1) The *Chair* may order and cause the removal of any person including a *Councillor* who disrupts any *Council Meeting* or fails to comply with a direction.
- (2) A person removed from a *Council Meeting* must leave the *Council Chamber* or move to a public area of the *Council Chamber* where they can no longer disrupt the *Council Meeting*.

86. Removal from the Meeting

If necessary, the *Chair* may ask the *Chief Executive Officer* or Victoria Police to remove from the *Council Meeting* any person who acts inconsistently with *these Rules* and whom the *Chair* has ordered to be removed from the *Council Meeting* under rule 94.

87. Chair may Adjourn Disorderly Meeting

If the *Chair* is of the opinion that disorder at the *Council* table or in the *Council Chamber* makes it desirable to adjourn a *Council Meeting*, the *Chair* may adjourn the *Council Meeting* to a later time on the same day, or to some later day prior to the next *Scheduled Council Meeting*, at a time and date and venue to be fixed.
See Division 12 – Meeting Adjournments

PART F – COUNCILLOR BRIEFINGS, DEPUTATIONS & PRESENTATIONS

88. Deputations and Presentations

- (1) Members of the public may present deputations to the *Council* and these will usually be considered at an *Informal Meeting of Councillors*.
- (2) A person who seeks, or persons who seek, to make a deputation or presentation to the *Council* shall make a *Written* request to do so to the *Chief Executive Officer*.
- (3) The *Chief Executive Officer* shall determine which *Informal Meeting of Councillors* the request shall

be referred to for consideration.

- (4) Time limits may be set for speakers and *Councillors* may question the deputation on matters raised for the purpose of clarification.

PART G - MISCELLANEOUS

89. Procedure Not Provided in the Local Law

Where a situation has not been provided for in *these Rules*, the *Council* may determine the matter by resolution.

90. Policies and Guidelines

The *Council* may adopt any policies or guidelines from time to time for the purpose of exercising any discretions provided by *these Rules*.

Appendix 1 – Procedural Motions

Procedural Motions Table:

Procedural Motion	Form	Mover/Seconder	When Prohibited	Motion	Effect if Carried	Effect if Lost	Debate Permitted on a Motion
1. Adjournment of debate to later hour and/or date	That this matter be adjourned to “am/pm” and/or “date”	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	(a) During the election of a <i>Chair</i> ; (b) When another <i>Councillor</i> is speaking		Motion and amendments postponed to the stated time and/or date	Debate continues unaffected	Yes
2. Adjournment of debate indefinitely	That this matter be adjourned until further notice.	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	(a) During the election of a <i>Chair</i> ; (b) When another <i>Councillor</i> is speaking; (c) When the matter is one in respect of which a call of the <i>Council</i> has been made.		Motion and any amendment postponed but may be resumed at any later <i>Meeting</i> if on the <i>Agenda</i>	Debate continues unaffected	Yes
3. The Closure	That the motion be now put.	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	During nominations for <i>Chair</i>		Motion or amendment in respect of which the closure is carried is put to the vote immediately without debate of this motion, subject to any <i>Councillor</i> exercising his or her right to ask any question concerning or arising out of the motion.	Debate continues unaffected	No

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Procedural Motion	Form	Mover/Second	When Motion Prohibited	Effect if Carried	Effect if Lost	Debate Permitted on a Motion
4. Laying question on the table	That the question lie on the table	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	(a) During the election of a <i>Chair</i> ; (b) During a <i>Meeting</i> which is a call of the <i>Council</i> ; (c) When the motion would have the effect of causing <i>Council</i> to be in breach of a legislative requirement	Motion and amendment is not further discussed or voted on until: (a) the <i>Council</i> resolves to take the question from the table at the same <i>Meeting</i> ; (b) the matter is placed on an <i>Agenda</i> and the <i>Council</i> resolves to take the question from the table.	Debate continues unaffected	No
5. Previous question	That the question be not now put	A <i>Councillor</i> who has spoken to the motion or any amendment of it.	(a) During the election of a <i>Chair</i> ; (b) When another <i>Councillor</i> is speaking; (c) When the matter is one in respect of which a call of the <i>Council</i> has been made. (d) When an amendment is before the <i>Council</i> ; or (e) When a motion would have the effect of causing the <i>Council</i> to be in breach of a legislative requirement.	(a) No vote or further discussion on the motion until it is placed on an <i>Agenda</i> for a later <i>Meeting</i> ; (b) Proceed to next business.	Motion (as amended up to that time) put immediately without further amendment or debate.	Yes

Procedural Motion	Form	Mover/Seconder	When Prohibited	Motion	Effect if Carried	Effect if Lost	Debate Permitted on a Motion	
6. Proceeding to next business	<p>That the <i>Meeting</i> proceed to the next business.</p> <p>Nb: This Motion</p> <p>(a) May not be amended;</p> <p>(b) May not be debated; and</p> <p>(c) Must be put to the vote as soon as seconded.</p>	A <i>Councillor</i> who has spoken to the motion or any amendment of it.	(a) During the election of a <i>Chair</i> ;	(b) When another <i>Councillor</i> is speaking;	(c) When the matter is one in respect of which a call of the <i>Council</i> has been	If carried in respect of: (a) An amendment, <i>Council</i> consider the motion without reference to the amendment (b) A motion – no vote or further discussion on the motion until it is placed on an <i>Agenda</i> for a later <i>Meeting</i> .	Debate continues unaffected	No
7. Alter the order of business	That the item listed as ## on the <i>Agenda</i> be considered before/after the item listed as item ##.	Any <i>Councillor</i> (including the <i>Mayor/Chair</i>)	During debate		Alters the order of business for the <i>Meeting</i> .	Items are considered in the order as listed in the <i>Agenda</i> .	No	

Procedural Motion	Form	Mover/Seconder	When Prohibited	Effect if Carried	Effect if Lost	Debate Permitted on a Motion
8. Suspension of Standing Orders	That Standing Orders be suspended to ##(reason must be provided)	Any <i>Councillor</i> (including the <i>Mayor/Chair</i>)	During any debate	The rules of the <i>Meeting</i> are temporarily suspended for the specific reason given in the motion.	<i>Meeting</i> continues unaffected.	No and no debate or decision on any matter. Resolution to resume Standing Orders is the only decision permissible.
9. Resumption of Standing Orders	That the Standing Orders be resumed.	Any <i>Councillor</i> (including the <i>Mayor/Chair</i>)	When Standing Orders have not been suspended.	The temporary suspension of the rules of the <i>Meeting</i> is removed.	The <i>Meeting</i> cannot continue.	No
10. Consideration of confidential matter(s)	That, in accordance with sections 89(2) and 77(2) of the <i>Act</i> , the <i>Meeting</i> be closed to members of the public for the consideration of item ## which has been designated confidential on the grounds it relates to ## (insert grounds from s.77(2))	Any <i>Councillor</i>	N/A	The <i>Meeting</i> is closed to members of the public.	The <i>Meeting</i> continues to be open to the public.	Yes
11. Reopen the meeting.	That the <i>Meeting</i> be reopened to members of the public.	Any <i>Councillor</i>	N/A	The <i>Meeting</i> is reopened to members of the public.	<i>Meeting</i> remains closed to members of the public.	No.

Chapter 3 – Meeting Procedure for Delegated Committees

1. Meeting Procedure Generally

If *Council* establishes a *Delegated Committee*:

all of the provisions of Chapter 2 apply to meetings of the *Delegated Committee*; and
any reference in Chapter 2 to:

a *Council meeting* is to be read as a reference to a *Delegated Committee* meeting;

a Councillor is to be read as a reference to a member of the *Delegated Committee*;
and

the Mayor is to be read as a reference to the Chair of the *Delegated Committee*.

2. Meeting Procedure Can Be Varied

Notwithstanding Rule 1, if *Council* establishes a *Delegated Committee* that is not composed solely of Councillors:

Council may; or

the *Delegated Committee* may, with the approval of *Council*

resolve that any or all of the provisions of Chapter 2 are not to apply to a meeting of the *Delegated Committee*, in which case the provision or those provisions will not apply until *Council* resolves, or the *Delegated Committee* with the approval of *Council* resolves, otherwise.

Chapter 4 – Meeting Procedure for Community Asset Committees

1. Introduction

In this Chapter, “Instrument of Delegation” means an instrument of delegation made by the *Chief Executive Officer* under section 47(1)(b) of the *Act*.

2. Meeting Procedure

Unless anything in the instrument of delegation provides otherwise, the conduct of a meeting of a *Community Asset Committee* is in the discretion of the *Community Asset Committee*.

Chapter 5 – Disclosure of Conflicts of Interest

1. Introduction

The following Rules in this Chapter apply only upon Division 1A of Part 4 of the *Local Government Act 1989* being repealed.*

2. Definition

In this Chapter:

“meeting conducted under the auspices of *Council*” means a meeting of the kind described in section 131(1) of the Act, and includes a meeting referred to in Rule 1 of Chapter 6 (whether such a meeting is known as a ‘Councillor Briefing’ or by some other name); and

a member of a *Delegated Committee* includes a Councillor.

3. Disclosure of a Conflict of Interest at a Council Meeting

A Councillor who has a conflict of interest in a matter being considered at a *Council meeting* at which he or she:

is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Council meeting* immediately before the matter is considered; or

intends to be present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Council meeting* commences a written notice:

advising of the conflict of interest;

explaining the nature of the conflict of interest; and

detailing, if the nature of the conflict of interest involves a Councillor’s relationship with or a gift from another person, the:

name of the other person;

nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

nature of that other person’s interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The Councillor must, in either event, leave the *Council meeting* immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

4. Disclosure of Conflict of Interest at a Delegated Committee Meeting

A member of a *Delegated Committee* who has a conflict of interest in a matter being considered at a *Delegated Committee* meeting at which he or she:

* At the time of making these Rules the date on which Division 1A of Part 4 of the *Local Government Act 1989* is expected to be repealed is 24 October 2020.

is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Delegated Committee* meeting immediately before the matter is considered; or

intends to present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Delegated Committee* meeting commences a written notice:

advising of the conflict of interest;

explaining the nature of the conflict of interest; and

detailing, if the nature of the conflict of interest involves a member of a *Delegated Committee's* relationship with or a gift from another person the:

name of the other person;

nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

nature of that other person's interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The member of a *Delegated Committee* must, in either event, leave the *Delegated Committee* meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

5. Disclosure of a Conflict of Interest at a Community Asset Committee Meeting

A Councillor who has a conflict of interest in a matter being considered at a *Community Asset Committee* meeting at which he or she:

is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Community Asset Committee* meeting immediately before the matter is considered; or

intends to present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Community Asset Committee* meeting commences a written notice:

advising of the conflict of interest;

explaining the nature of the conflict of interest; and

detailing, if the nature of the conflict of interest involves a member of a Councillor's relationship with or a gift from another person the:

name of the other person;

nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

nature of that other person's interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The Councillor must, in either event, leave the *Committee Asset Committee* meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

6. Disclosure at a Meeting Conducted Under the Auspices of Council

A Councillor who has a conflict of interest in a matter being considered by a meeting held under the auspices of *Council* at which he or she is present must:

disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the meeting immediately before the matter is considered;

absent himself or herself from any discussion of the matter; and

as soon as practicable after the meeting concludes provide to the *Chief Executive Officer* a written notice recording that the disclosure was made and accurately summarising the explanation given to those present at the meeting.

7. Disclosure by Members of Council Staff Preparing Reports for Meetings

A member of Council staff who, in his or her capacity as a member of Council staff, has a conflict of interest in a matter in respect of which he or she is preparing or contributing to the preparation of a Report for the consideration of a:

Council meeting;

Delegated Committee meeting;

Community Asset Committee meeting

must, immediately upon becoming aware of the conflict of interest, provide a written notice to the *Chief Executive Officer* disclosing the conflict of interest and explaining the nature of the conflict of interest.

The *Chief Executive Officer* must ensure that the Report referred to in sub-Rule 7.1 records the fact that a member of Council staff disclosed a conflict of interest in the subject-matter of the Report.

If the member of Council staff referred to in sub-Rule 7.1 is the *Chief Executive Officer* the written notice referred to in sub-Rule 7.1 must be given to the *Mayor*; and the obligation imposed by sub-Rule 7.2 may be discharged by any other member of Council staff responsible for the preparation of the Report.

8. Disclosure of Conflict of Interest by Members of Council Staff in the Exercise of Delegated Power

A member of Council staff who has a conflict of interest in a matter requiring a decision to be made by the member of Council staff as delegate must, immediately upon becoming aware of the conflict of interest, provide a written notice to the *Chief Executive Officer* explaining the nature of the conflict of interest.

If the member of Council staff referred to in sub-Rule 8.1 is the *Chief Executive Officer* the written notice must be given to the *Mayor*.

9. Disclosure by a Member of Council Staff in the Exercise of a Statutory Function

A member of Council staff who has a conflict of interest in a matter requiring a statutory function to be performed under an Act by the member of Council staff must, upon becoming aware of the conflict of interest, immediately provide a written notice to the *Chief Executive Officer* explaining the nature of the conflict of interest.

If the member of Council staff referred to in sub-Rule 9.1 is the *Chief Executive Officer* the written notice must be given to the *Mayor*.

10. Retention of Written Notices

The *Chief Executive Officer* must retain all written notices received under this Chapter for a period of three years.

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

If there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

- tabled at the next convenient *Council meeting*; and
- recorded in the minutes of that *Council meeting*.

3. Confidential Information

If, after the repeal of section 77(2)(c) of the *Local Government Act 1989*, the *Chief Executive Officer* is of the opinion that information relating to a meeting is confidential information within the meaning of the *Act*, he or she may designate the information as confidential and advise Councillors and/or members of Council staff in writing accordingly.

Information which has been designated by the *Chief Executive Officer* as confidential information within the meaning of the *Act*, and in respect of which advice has been given to Councillors and/or members of Council staff in writing accordingly, will be presumed to be confidential information.

Chapter 7 – Election Period Policy



ELECTION PERIOD POLICY



DOCUMENT CONTROL

Document Title:	<i>Election Period Policy</i>
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Responsible Branch:	<i>Executive Services</i>
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1.1 PURPOSE

During the period preceding a Council election the Council assumes a “caretaker role”. This period is defined in the Act as the ‘Election Period’.

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

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

1.2 SCOPE

This policy applies to all Councillors and staff.

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

1.3 DEFINITIONS

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

2. POLICY

2.1 POLICY STATEMENT

This policy commits the Council during an Election Period to:

- not making any major decisions;
- not making decisions that significantly affect the municipality or unreasonably bind the incoming Council;
- ensuring that public resources, including staff resources, are not used for election

campaign purposes, or in a way that may improperly influence the result of an election;
and

- not publishing or distributing electoral matter, unless it is simply information about the election process.

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

2.2 POLICY POSITION

This policy applies during any Council Election Period and covers:

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

2.3 ROLES AND RESPONSIBILITIES

2.3.1 Councillors

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

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

2.3.2 Chief Executive Officer

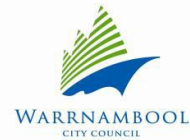
The Chief Executive Officer will ensure, as far as practicable, that all Councillors and staff are informed of the application of this policy at least 30 days prior to the commencement of an Election Period and instructions are provided to staff on the implementation of the procedures detailed in this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

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

3. PROCEDURES

3.1 DECISION MAKING PROCESSES DURING AN ELECTION PERIOD

- a) It is an established democratic principle that elected bodies should not unnecessarily bind an incoming government during an election period. The Council therefore commits to this principle in that it will make every endeavour to avoid making decisions that inappropriately bind the incoming Council. This includes a commitment to not making any "Major Decision" or "Significant Decisions" as specified in this policy.



- c) The Chief Executive Officer will ensure, as far as practicable, that matters of Council business requiring Major Decision or Significant Decision are scheduled for Council to enable resolution prior to the commencement of an Election Period or deferred where appropriate for determination by the incoming Council.
- d) Scope exists for Council to hold a Council meeting but only in the most urgent or extraordinary circumstances or any statutory circumstances or any statutory processes that may arise. *Refer clause 3.1.3*

3.1.1 Major Decision

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

3.1.2 Significant Decisions

- a) Over and above the decisions specified as Major Decisions, the Council will avoid making other decisions during an Election Period that are of a significant nature and which would unnecessarily bind an incoming Council.
- b) "Significant Decisions" include:
 - (i) Irrevocable decisions that commit the Council to substantial expenditure or major actions; and
 - (ii) Irrevocable decisions that will have a major impact on the municipality or the community.
- c) The Council acknowledges that it has an ongoing responsibility to act in the best interests of the community. Therefore, where a delay in making a "Significant Decision" would result in significant detriment to the local community, or the broader community, the Council may make an exception to this procedure. In making an exception to this procedure, the Council will deal with the matter impartially, having regard to the long-term interests of the community and as transparently as possible.
- d) In the case of a decision that significantly affects the municipality or binds the incoming Council, which is not expressly prohibited, a number of factors will be considered, including:

- (i) The urgency of the issue - could a decision be reasonably deferred until the next Council is in place;
- (ii) The possibility of financial and/or legal repercussions if it is deferred;
- (iii) Whether the decision is likely to be controversial; and
- (iv) The best interests of Council.

3.1.3 Council Meetings

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

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

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

3.1.4 Delegated Committees and Advisory Committees

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

3.2 PUBLIC CONSULTATION DURING AN ELECTION PERIOD

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

of Council.

3.3 COUNCIL PUBLICATIONS DURING AN ELECTION PERIOD

3.3.1 Certification of Council publications during an election period

- a) The Council will not publish material with public funds that may influence, or be seen to influence, voting in a Council election.
- b) The Council will not:
 - (i) Print, publish or distribute; or
 - (ii) Cause, permit or authorise to be printed, published or distributed on behalf of the Council;

any advertisement, handbill, pamphlet or notice during an election period unless it has been certified, in writing, by the Chief Executive Officer.
- c) This prohibition applies to all documents produced for the purpose of communicating with the community, including:
 - (i) Council newsletters
 - (ii) Advertisements and notices e.g. job advertisements, public notices of contracts etc.
 - (iii) Media releases
 - (v) Leaflets and brochures
 - (vi) Mailouts to multiple addresses
- d) Council will avoid all publication activity during an Election Period except where essential for the conduct of Council operations. Where printing, publishing or distributing a document is deemed essential to Council business during an Election Period the Chief Executive Officer's certification is required. Publication includes electronic information and web-based productions.
- e) The procedure for certifying publication is:

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



	will certify this in writing: <i>"I certify that the attached material is suitable for printing, publishing or distributing on behalf of Warrnambool City Council"</i>
6	The Manager Governance is responsible for maintaining the record of certification of documents and advising relevant officers of the publication approval.

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

3.3.2. Council's Online Facilities (includes Social Media)

- a) The Council website is the main corporate site; there are separate websites for some activities including Warrnambool Art Gallery, Aquazone, Lighthouse Theatre, Surfside Holiday Park and Flagstaff Hill Maritime Village. The Council also has a number of social media sites including twitter feeds and Facebook pages.
- b) Council auspiced social media must not be used for election campaigning.
- c) At the start of an Election Period any online information on Council hosted sites about Councillors who are candidates will be restricted to their name and contact details.
- d) Council agendas and minutes of meetings do not require certification if they are published in the usual way on the website.
- e) Any references on Council's website to the election will only relate to the election process.
- f) Any new material published on Council's website during an Election Period that may be considered an advertisement, handbill, pamphlet or notice must be subject to the certification process.
- g) Any publication on social media sites such as, Facebook, twitter etc. which are auspiced by Council, will require certification by the Chief Executive Officer.
- h) During an Election Period Facebook and twitter posts are to be kept to minimum, normal day- to-day activities only. No launches or announcement of any new projects, policy initiatives, or programs must be made. Where possible, the functions that permit comments and posts by the public on Council social media will be disabled during an Election Period and if so, the Council will provide an explanation via social media on this being necessitated in accordance with this Policy.
- i) No new Council You Tube videos will be uploaded during an Election Period.
- j) Council's Communications unit monitors the Council's corporate website, Facebook site and twitter feeds between the hours of 8.15am and 5.00pm on weekdays (excluding public holidays). During an Election Period monitoring will extend to after hours and weekends and will be undertaken by the Communication unit which will have the editing access to delete any material posted that makes reference to candidates or a Council election.

3.3.3 Council Publications

- a) Any current Council publication which may be potentially affected by this policy will be reviewed by the Communication unit in consultation with the Manager Governance to

ensure that any circulated, displayed or otherwise publicly available material during an Election Period does not contain material that may be construed as “electoral matter”.

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

3.3.4 Council Annual Report

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

3.3.5 Electoral Material

Material is definitely an electoral matter if it:

- Publicises the strength or weaknesses of a candidate;
- Advocates the policies of the Council or of a candidate;
- Responds to claims made by a candidate;
- Publicises the achievements of the elected Council;
- Publicises matters that have already been the subject of public debate;
- About matters that are known to be contentious in the community and likely to be the subject of election debate;

- Deals with Election Candidates statements;
- Refers to Councillors or candidates by name or by implicit reference.

3.4 USE OF COUNCIL RESOURCES DURING AN ELECTION PERIOD

- a) Public resources must not be used in a manner that would influence the way people vote in elections. The Council commits to this principle in that it will ensure that Council resources are not used inappropriately during an Election Period. This includes a commitment to comply with the following procedures.
- b) The Council will ensure that due propriety is observed in the use of all Council resources, and staff are required to exercise appropriate discretion in that regard. In any circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, advice is to be sought from the relevant Director.
- c) Council resources, including offices, support staff, hospitality services, equipment and stationery will be used exclusively for normal Council business during an Election Period. and shall not be used in connection with any electioneering activity.
- d) No Council events, logos, letterheads, or other Warrnambool City Council branding can be used for, or linked in any way to, a candidate's election campaign.
- e) The Chief Executive Officer or any staff should not be asked to undertake any tasks connected directly or indirectly with electioneering.
- f) Photos or images taken by or provided by the Council are not to be used by Councillors for the purposes of electioneering or in support of their election campaign. This applies equally to images on Council websites that may be able to be copied. *Also refer to clause 3.7*
- g) No election material or active campaigning is to be conducted at Council sponsored events or to be displayed in any Council building.
- h) Staff must not undertake an activity that may affect voting in the election or authorise, use or allocate a Council resource for any purpose that may influence voting in the election.
- i) If staff that feel they are being placed in a compromising situation by a request from a Councillor they should refer the Councillor to the Chief Executive Officer for clarification.
- j) Any staff member who considers that a particular use of Council resources may influence voting in an election or provide an undue advantage for a candidate shall advise the relevant Director before authorising, using or allocating the resource. The Director in consultation with the Chief Executive Officer will decide if the use of Council resources is appropriate or not.
- k) Public events will only be organised and run if it is totally unavoidable to conduct such events during an Election Period and then only with the express permission of the Chief Executive Officer.
- l) Speeches for Councillors will only be prepared by staff in relation to events that are part of the normal services or operation of the Council and such speeches will not be

circulated or available for publication.

- m) Neither the Council logo nor Council stationery will be used by Councillors in any way that relates to the election.
- n) Equipment and facilities provided to Councillors for the purpose of conducting normal Council business will not be used for campaigning purposes.
- o) Reimbursement of Councillor expenses incurred during an Election Period should only apply to costs incurred in the performance of normal Council duties, and not for campaigning and not for expenses that could be perceived as supporting or being in connection with a candidate's election campaign.
- p) Where Councillors have Council funded services, such as mobile phones, land lines and internet connections, and where it is impractical for Councillors to discontinue their use of these during the election, then Councillors will either reimburse the Council or not make a Council claim that exceeds normal usage levels for usage of those services during an Election Period.
- q) Councillors with their own private mobile phones may continue to seek reimbursement of telephone expenses incurred in undertaking Council business related calls. Councillors will be required to declare that those expenses were incurred in undertaking normal Council business.
- r) During an Election Period, Councillors shall not participate in any regional and or interstate travel in their capacity as a Councillor. In circumstances where it is imperative that the Mayor (or nominee) represent Council on a delegation or forum, the Council may by resolution approve such attendance. If consideration by the Council is impractical the Chief Executive Officer may determine the issue.

3.5 ACCESSING COUNCIL INFORMATION DURING AN ELECTION PERIOD

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

- f) Any Freedom of Information (FOI) application lodged during an Election Period will be dealt with where possible outside of an Election Period. (the FOI Act specifies a 45-day period in providing a response)

3.6 ASSISTANCE TO CANDIDATES

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

3.7 COMMUNICATIONS AND MEDIA SERVICES DURING AN ELECTION PERIOD

- a) The Council's communication systems and media services will not be used in any way that might influence the outcome of a Council election.
- b) During an Election Period, staff must not initiate any public statement that relates to an election issue. Public statements are not only formal press releases but also verbal comments at meetings, functions and events where attending as part of their Council role.
- c) Council newsletters will not be printed by the Council during an Election Period.
- d) Any edition(s) of Council's C2C published within two months prior to the commencement of an Election Period will only contain general information pertaining to the election process and will not contain any photograph of a Councillor or candidate, or any statement by a Councillor or candidate. Articles will minimise references to specific Councillors and will not identify any Councillor in a manner that could promote a Councillor as an election candidate.
- e) In response to media inquiries the Chief Executive Officer, Directors or the Manager Communications will only provide a response and such information should relate only to current services and operations.
- f) During an Election Period, the Council initiated communications shall be restricted to the communication of normal Council activities.
- g) No media advice or assistance will be provided to Councillors in relation to election campaign matters.
- h) No publicity will be provided that involves specific Councillors during an Election Period.
- i) Councillors should not use their position as an elected representative or their access to staff and other Council resources or information in support of an election campaign. This includes photos or images provided by the Council for past Council activities.
- j) Any requests from Councillors for media advice or assistance during an Election Period will be referred to the Chief Executive Officer.

- k) Media releases will not mention or quote any Councillor(s) during an Election Period.
- l) Contact with the local media will be restricted to the communication of normal Council activities and responding to questions not involving an election or possible election outcomes.
- m) Publicity for Council events (if any during an Election Period) will be restricted to the communication of factual material and will not mention or quote any Councillor or candidate.
- n) Councillor participation at Council sponsored events during an Election Period will not be used to gain attention in support of an election campaign.

4. GOVERNANCE

4.1 Policy Owner

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

4.2 Policy Review

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

GOVERNANCE RULES

Introduction

1. Nature of Rules

These are the Governance Rules of Warrnambool City Council, made in accordance with section 60 of the *Local Government Act 2020*.

2. Date of Commencement

These Governance Rules commence on 1 September 2020.

3. Contents

These Governance Rules are divided into the following Chapters:

Chapter	Name
Chapter 1	Governance Framework
Chapter 2	Meeting Procedure for Council Meetings
Chapter 3	Meeting Procedure for Delegated Committees
Chapter 4	Meeting Procedure for Community Asset Committees
Chapter 5	Disclosure of Conflicts Of Interest
Chapter 6	Miscellaneous
Chapter 7	Election Period Policy

4. Definitions

In these Governance Rules, unless the context suggests otherwise the following words and phrases mean:

Absolute Majority means the number of:

- (a) Councillors which greater than half the total number of Councillors of Council; and
- (b) members of a Delegated Committee which is greater than half the total number of members of the Delegated Committee.

Act means the *Local Government Act 2020*.

Additional Council Meeting means a meeting called in accordance with rule [12].

Agenda means a document containing the date, time and place of a *Meeting* and a list of business to be transacted at the *Meeting*.

Annual (Statutory) Meeting means the *Council Meeting* at which the Mayor is elected.

Authorised Officer means an *Officer* who is authorised by the *Chief Executive Officer* or *Council* under section 224 of the *Local Government Act 1989*.

Call of the Council Meeting means a *Council Meeting* called under rule 22.

“Caretaker period” has the same meaning as ‘election period’ in Section 3(1) of the *Act*, and means the period that starts on the entitlement date and ends at 6pm on Election Day;

Chair means the:

- (a) *Councillor* elected as Mayor under rule [3];

- (b) person appointed as the Chairperson of a *Delegated Committee*; or
- (c) person taking the chair at a *Meeting* in accordance with *these Rules* in the absence of the Mayor or Chairperson of the *Delegated Committee*, as the case requires.

Chief Executive Officer means the person occupying the position of Chief Executive Officer of *Council* and includes a person acting that position.

Civic Centre Precinct means 25 Liebig Street Warrnambool.

Committee Meeting means a meeting of a *Delegated Committee* or *Community Asset Committee*.

Community Asset Committee means a *Community Asset Committee* established under section 65 of the *Act*.

Community Asset Committee Meeting means a meeting of a *Community Asset Committee*.

Community Engagement Policy means the Community Engagement Policy adopted by the Council under section 55 of the *Act*.

Confidential Information has the same meaning as in section 3(1) of the *Act*.

Council means the Warrnambool City Council.

Council Chambers means the place where a scheduled meeting of Council is advertised to be held.

Council Meeting includes Scheduled Council meeting and Additional Council Meeting as defined by section 61 of the *Act*;

Councillor means a *Councillor of Council*.

Councillor Code of Conduct means the code of conduct developed and adopted by *Council* under section 76C of the *Local Government Act 1989*.

Delegated Committee means a delegated committee established under section 63 of the *Act*.

Delegated Committee Meeting means a meeting of a *Delegated Committee*.

Deputy Chair means the:

- (a) Councillor elected as Deputy Mayor under rule 6; or
 - (b) person appointed as the Deputy Chair of a *Delegated Committee*;
- as the case requires.

Division means a formal count of those *Councillors* or members of a *Delegated Committee* who voted for or against, or did not vote in respect of, a motion and the recording of that count and the way each *Councillor* or member of the *Delegated Committee* voted in the minutes of the *Meeting*.

Hearings Council Meeting is a meeting of Council for the specific purpose of hearing submissions in accordance with section 223 of the *Local Government Act 1989*.

Informal Councillor Meeting means a meeting referred to in Chapter 6(1).

"Leave of absence" means formal leave requested and taken by a Councillor who is not available, or unable, to perform their Council duties for a specified period of time;

Mayor means the Mayor of *Council* or, in the Mayor's absence, the *Deputy Mayor*.

Meeting means a *Scheduled Council Meeting*, an *Additional Council Meeting*, a *Hearings Council Meeting*, *Delegated Committee Meeting* and a *Community Asset Committee Meeting*, as the context requires.

Minister means the Victorian State Government Minister responsible for administering the *Act*.

Minutes means the record of proceedings of a *Meeting*.

Municipality means the municipal district of Council.

Notice of Motion means a notice setting out the text of a motion, which a *Councillor* proposes to move at a *Council Meeting*.

Officer means a member of *Council* staff.

Officer Report means a report prepared by a *Council Officer* for consideration by *Council*.

Operational Service Request Process means a request for action through Council's Customer Request System in use by the Council or request relating to the day to day management of Council operations as defined in Section 94A(1) of the *Act* as the functions of the Chief Executive Officer.

Point of Order means a point of order raised in accordance with rule 77.

Procedural Motion means a motion contained in the Table at Appendix 1 to *these Rules*.

Quorum at a Council Meeting or Delegated Committee Meeting means an Absolute Majority of Councillors or members of the Delegated Committee, as the case requires.

Rescission Motion means a *Notice of Motion* proposing the rescission of a resolution made by Council.

Resumption of Standing Orders means the resumption of the provisions of *these Rules* governing the conduct of *Meetings* to permit decisions to be made.

Senior Officer has the same meaning as in Section 3(1) of the *Local Government Act 1989*.

Significant Expenditure means one (1) percent or more of general rate income of the *Council*.

Suspension of Standing Orders means the suspension of the provisions of *these Rules* governing the conduct of *Meetings* to facilitate full discussion on a matter without formal constraints.

these Rules means these Governance Rules.

Urgent Business means a matter that has arisen since distribution of the Agenda for a Meeting and cannot safely or conveniently be deferred until the next Meeting.

"Visitor" means any person (other than a Councillor or an Officer) present at a Meeting;

Council Website means Council's website at www.warrnambool.vic.gov.au.

Written or In Writing includes duplicated, photocopied, photographed, printed and typed and extends to both hard copy and soft copy form.

Chapter 1 – Governance Framework

1. Context

These Rules should be read in the context of and in conjunction with:

the overarching governance principles specified in section 9(2) of the *Act*, and the following documents adopted or approved by *Council*:

- Councils Code of Conduct
- Councils Transparency Policy
- Councils Community Engagement Policy

2. Decision Making

In any matter in which a decision must be made by *Council* (including persons acting with the delegated authority of *Council*), *Council* must consider the matter and make a decision:

- (i) fairly, by giving consideration to all available information and making a decision which is ethical and impartial; and
- (ii) on its merits, free from favouritism or self-interest and without regard to irrelevant or unauthorised considerations

Council must, when making any decision to which the principles of natural justice apply, adhere to the principles of natural justice (including, without limitation, ensuring that any person whose rights will be directly affected by a decision of *Council* is entitled to communicate their views and have their interests considered).

Without limiting anything in paragraph (ii) of this sub-Rule:

- (iii) before making a decision that will directly affect the rights of a person, *Council* (including any person acting with the delegated authority of *Council*) must identify the person or persons whose rights will be directly affected, give notice of the decision which *Council* must make and ensure that such person has or persons have an opportunity to communicate their views and have their interests considered before the decision is made;
- (iv) if an *Officer Report* to be considered at a *Council Meeting* concerns subject-matter which will directly affect the rights of a person or persons, the *Officer Report* must record whether the person has or persons have been provided with an opportunity to communicate their views and have their interests considered;
- (v) if a report to be considered at a *Delegated Committee Meeting* concerns subject-matter which will directly affect the rights of a person or persons, the report must record whether the person has or persons have been provided with an opportunity to communicate their views and have their interests considered; and
- (vi) if a *Council Officer* proposes to make a decision under delegation and that decision will directly affect the rights of a person or persons, the *Council Officer* must, when making that decision, ensure that they record that notice of the decision to be made was given to the person or persons and such person was or persons were provided with an opportunity to communicate their views and have their interests considered.

Chapter 2 – Meeting Procedure for Council Meetings

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PART A - INTRODUCTION

1. Purpose

The purpose of this Chapter is to:

- (1) facilitate good government and provide a process for good decision making of *Council* on matters affecting the *Municipality* and *Community*;
- (2) provide the procedures governing the conduct of *Meetings*;
- (3) set expectations with respect to the behaviour of those participating in, or present at, *Meetings*;
- (4) provide rules for the election of the *Mayor* and *Temporary Chair*.

PART B - ELECTION OF MAYOR AND TEMPORARY CHAIRS

2. Election of the Mayor

- (1) The *Mayor* must be elected annually at the *Annual (Statutory) Meeting*.
- (2) The *Chief Executive Officer* must facilitate the election of the *Mayor* in accordance with the provisions of the *Act* and *these Rules*.
- (3) Subject to rule 3(3)(b), the *Chief Executive Officer* must determine the most appropriate time and date for the election of the *Mayor*, except that the election of the *Mayor* must be held:
 - (a) after the fourth Saturday in October but not later than 30 November in each year; or
 - (b) in any case, as soon as possible after the office of *Mayor* becomes vacant.
- (4) Notwithstanding rule 3(1), *Council* may resolve to elect a *Mayor* for a term of 2 years. If *Council* resolves to elect the *Mayor* for a term of 2 years, the next election of the *Mayor* is 2 years after the last Saturday in October but not later than 30 November in the second year after the election.
- (5) The order of business at the *Annual (Statutory) Meeting* is to be determined by the *Chief Executive Officer*.
- (6) The *Councillor* elected to the position of *Mayor* may make a commencement speech for up to 10 minutes outlining their vision for their term as *Mayor*.
- (7) The commencement speech must not address matters outside the powers of *Council*, be derogatory, or be prejudicial to any person or *Council*.

3. Method of Voting

The election of the *Mayor* must be carried out by a show of hands.

4. Procedure for Election of the Mayor

- (1) The election of the *Mayor* will be conducted in accordance with the provisions of the *Act* and this rule 5.
- (2) The *Chief Executive Officer* must open the *Annual (Statutory) Meeting* at which the *Mayor* is to be elected.
- (3) Before nominations for the office of *Mayor* are invited by the *Chief Executive Officer*, the *Council* must resolve if the term of the *Mayor* is to be for one (1) year or two (2) years.

- (4) Any nominations for the office of *Mayor* must be made verbally by *Councillors* present at the *Annual (Statutory) Meeting*.
- (5) A nomination for *Mayor* does not require a seconder.
- (6) If there is only one nomination, the *Councillor* nominated is deemed to be elected.
- (7) If there is more than one nomination:
 - (a) each of the candidates shall be invited to speak for no more than three (3) minutes to their nomination in alphabetical order of their surnames and, where two or more such candidates' surnames are identical, the order will be determined by the alphabetical order of the candidates' first names;
 - (b) after each of the candidates has been given an opportunity to speak, a vote must be taken to elect one of the candidates nominated, where:
 - (i) a candidate receiving an *Absolute Majority* of the votes is declared elected;
 - (ii) if no candidate receives an *Absolute Majority* of the votes, the candidate with the fewest number of votes is declared to be a defeated candidate (and, where more than one of them has the same fewest number of votes, the candidate to be eliminated is to be determined by lot);
 - (iii) a further vote will then be taken for the remaining candidates;
 - (iv) where one of the remaining candidates receives an *Absolute Majority* of the votes, he or she shall be declared elected;
 - (v) where none of the remaining candidates receives an *Absolute Majority* of the votes, the procedure described in rule 5(7)(b)(ii) is repeated;
 - (vi) this process shall continue until one of the candidates has received an *Absolute Majority* of the votes, or the final two candidates have an equal number of votes;
 - (vii) where one of the candidates has received an *Absolute Majority* of the votes, that candidate is declared elected; and
 - (viii) where the remaining candidates have an equal number of votes and one of them needing to be declared elected, the defeated candidate shall be determined by lot.
- (8) The following provisions apply to the conduct of the lot:
 - (a) each candidate will draw one (1) lot;
 - (b) the order of drawing lots will be determined by the alphabetical order of the surnames of the candidates who received an equal number of votes and, where two or more such candidates' surnames are identical, the order will be determined by the alphabetical order of the candidates' first names;
 - (c) as many identical pieces of paper as there are candidates who received an equal number of votes must be placed in a receptacle. The word "Defeated" shall be *Written* on one (1) of the pieces of paper, and the candidate who draws the paper with the word "Defeated" *Written* on it must be declared the defeated candidate;
 - (d) if only one candidate remains, that candidate is deemed to be elected; and
 - (e) if more than one candidate remains, a further vote must be taken on the remaining candidates and the above process repeated if necessary, in which case that candidate will be declared duly elected.

- (9) The *Chief Executive Officer* will declare the result of the election and the successful candidate.

5. Procedure for Election of the Deputy and Temporary Chairs

- (1) At a *Meeting* to elect the *Mayor*, the *Council* may determine to elect a *Deputy Mayor*.
- (2) The procedure used for the election of *Mayor* will be used to elect the *Deputy Mayor* or temporary *Chair* (in cases where the *Mayor* and *Deputy Mayor* are absent from a *Council Meeting*), provided that a reference to the *Mayor* is a reference to the *Deputy Mayor* or to the temporary *Chair*, as the case may be.
- (3) The *Chief Executive Officer* or his/her delegate will conduct the election of the *Deputy Mayor* and temporary *Chair*.

PART C - COUNCIL MEETING PROCEDURES

DIVISION 1 – ROLE OF CHAIR

6. Mayor to take Chair

- (1) The *Mayor* must take the *Chair* at all *Council Meetings* at which the *Mayor* is present.
- (2) If the *Mayor* is not in attendance at a *Council Meeting*, the *Deputy Mayor* (if one has been elected) must take the *Chair*.
- (3) If the *Mayor* and *Deputy Mayor* are not in attendance at a *Council Meeting*, the *Council* must elect one (1) of the *Councillors* as temporary *Chair*.

7. The Chair's Duties and Discretions

In addition to the specific duties and discretions provided in *these Rules*:

- (1) the *Chair* must not accept any motion, question or statement which the *Chair* determines is:
- (a) is derogatory;
 - (b) defamatory;
 - (c) objectionable in language or nature;
 - (d) vague or unclear in intention;
 - (e) outside the powers of the *Council*; or
 - (f) irrelevant to the item of business on the *Agenda* and has not been admitted as *Urgent Business*, or purports to be an amendment but is not; and
- (2) if the behaviour of a person is disruptive and interferes with the conduct of the business of the *Council*, the *Chair* must call that person to order.

Also see Division 14 – Conduct & Behaviour

DIVISION 2 – NOTICE OF MEETINGS & DELIVERY OF AGENDAS

8. Meetings Open to the Public

- (1) The *Council* may hold:
- (a) *Scheduled Council Meetings* at which the business of the *Council* may be transacted; and

- (b) *Additional Council Meetings* at which the business specified in the notice calling the *Additional Council Meeting* may be transacted.
- (2) All *Meetings* will be open to the public unless it is considered necessary to close the *Meeting* to the public in accordance with section 66(2) of the *Act*.

See rule 15 – Meetings Closed to the Public

- (3) The *Council* may hold *Special meetings* to deal with the following:
 - (a) Adoption of the *Council Plan* and the Declaration of Rates and Charges;
 - (b) Adoption of the *Council's* Audited Financial Report, Standard Statement and Performance Statement;
 - (c) Election of the *Mayor* and appointment of *Council* representatives;
 - (d) Presentation of the Annual Budget; and
 - (e) Any other matter.

9. Appointment of *Council* Representatives and Delegates

At a *Council Meeting* held as soon as practicable after the *Annual (Statutory) Meeting*, the *Council* must resolve to:

- (1) appoint *Councillors* as members of, or representatives on, *Delegated Committees*; and
- (2) appoint *Councillors* as delegates to external committees and organisations,

for the ensuing year.

10. Date and Times of Scheduled Council Meetings

- (1) The *Council* will fix the dates, times and places of all *Scheduled Council Meetings* for the following 12 months at the first *Council Meeting* following the *Annual (Statutory) Meeting*.
- (2) The dates, times and places of all *Scheduled Council Meetings* are to be made available to the public.

See Rule 21 – Notice of Meeting to the Public

11. Holding Additional Council Meetings or Hearings Council Meetings

An *Additional Council Meeting* or a *Hearings Council Meeting* will be held where:

- (1) Written notice of the *Additional Council Meeting* or a *Hearings Council Meeting* is provided to the *Chief Executive Officer* by the *Mayor* or by three or more *Councillors*, at least 7 days prior to the proposed meeting to allow for appropriate advertising of the meeting; and
- (2) the written notice specifies the:
 - (a) date, time and place for the *Additional Council Meeting* or the *Hearings Council Meeting*;
 - (b) business to be transacted at the *Additional Council Meeting* or the *Hearings Council Meeting*; and
 - (c) reason that the business to be transacted at the *Additional Council Meeting* cannot be left to be considered at the next *Scheduled Council Meeting*; or
- (3) the *Chief Executive Officer* determines, in their absolute discretion, that an *Additional Council*

Meeting is necessary or desirable.

A *Hearings Council Meeting* will be held where:

- (4) Council is required to hear submissions in accordance with section 223(b) of the Local Government Act 1989, or in accordance with the Community Engagement Policy.
- (5) Council elects to hear submissions from the community on matters outlined in the notice of the *Hearings Council Meeting*.
- (6) Any item that the Council elects to hear submissions for must be:
 - (a) a matter within the powers of the *Council*;
 - (b) a matter subject to a *Council* decision-making process which has commenced but is not yet complete;
 - (c) consistent and in accordance with any Act or its Regulations; and
 - (d) consistent with any Council or Operational Policy, Local Law or adopted Council Strategy or Plan.
- (7) Any item that the Council elects to hear submissions for must not be:
 - (a) of an operational, minor or routine nature;
 - (b) be defamatory or objectionable in language or nature;
 - (c) be prejudicial to any person or *Council*;
 - (d) be identical or substantially similar to a *matter* that has been considered by the *Council* in the preceding six (6) months;
- (8) Unless all Councillors unanimously agree by resolution to hear a matter that is not specified on in the resolution or notice of the *Hearings Council Meeting*, only the matters specified will be heard.

The following procedures will apply to a *Hearings Council Meeting*:

- (9) Notice of desire to speak to the matters advertised in the *Hearings Council Meeting* notification must be submitted to Council prior to the deadline stated on that notice, or two (2) business days prior to the meeting, whichever comes first.
- (10) In any case where written submissions are requested, these must be provided by the deadline specified in the public notice/advertisement and indicate whether the submitter wants to speak at a *Hearings Council Meeting*.
- (11) Submitters will be allocated five (5) minutes to speak to matter and/or their submission.
- (12) Councillors will be allowed to ask questions of speakers at the conclusion of their five minute presentation time.
- (13) No decisions of the Council will be made on the matters addressed at the *Hearings Council Meeting*.

12. Meeting Locations

Scheduled Council Meetings will be held:

- (1) in the *Council Chambers* or any building within the *Civic Centre Precinct* as determined by the *Chief Executive Officer*; or
- (2) another location outside the *Civic Centre Precinct* by resolution of the *Council*.

13. Cancellation of Meeting

- (1) The *Chief Executive Officer* may postpone or cancel a *Scheduled Council Meeting* if, in his or her opinion:
 - (a) the content of an *Agenda* is such that the *Scheduled Council Meeting* is unnecessary; or
 - (b) in the case of an emergency.
- (2) Where the *Chief Executive Officer* postpones or cancels a *Scheduled Council Meeting*, he or she must give such notice to *Councillors* and the public as is practicable.
- (3) The *Chief Executive Officer* must submit a *Written* report of the circumstances requiring the postponement or cancellation of a *Scheduled Council Meeting* to the next *Scheduled Council Meeting*.

14. Altering Meeting Dates, Time and Venue

- (1) The *Council* may, by resolution, alter the day, time and/or place at which a *Scheduled Council Meeting* will be held, and must provide reasonable notice of the change to the public.
- (2) In consideration of public interest in *Agenda* items or an emergency arising, the *Chief Executive Officer*, in consultation with the *Mayor*, may, without resolution of *Council*, alter the place at which an *Ordinary meeting* will be held, and must provide reasonable notice of the change to the public.

15. Notice of Meetings to the Public

- (1) Public notice of all *Council Meetings* will be provided by the *Chief Executive Officer* in accordance with this rule 16.
- (2) Public notice of *Scheduled Council Meetings* will be provided by:
 - (a) a schedule of all *Scheduled Council Meetings*, including the date, time and place for each *Scheduled Council Meeting*, as updated from time to time, being displayed on the *Council Website*; and
 - (b) the *Agenda* for a *Scheduled Council Meeting* being displayed on the *Council Website* no less than two (2) days before the *Scheduled Council Meeting*.
- (3) Public notice of *Additional Council Meetings* will be provided by:
 - (a) notice of the date, time and place of the *Additional Council Meeting* being displayed on the *Council Website* as soon as practicable after the *Additional Council Meeting* is called under rule 12; and
 - (b) the *Agenda* for the *Additional Council Meeting* being displayed on the *Council Website* as far in advance of the *Additional Council Meeting* as possible.
- (4) Despite the provisions of this rule 16, the *Chief Executive Officer* may determine to provide shorter public notice of an additional *Council Meeting* where he or she considers it necessary or desirable to do so, in his or her absolute discretion.

16. Notice of Meetings to Councillors

- (1) The notice for a Council Meeting must state the date, time and place of the Council Meeting and the business to be dealt with, incorporating the Agenda for the Council Meeting, and must be delivered to each Councillor by email, to the Councillor's Council-provided email address at least forty-eight (48) hours before the Council Meeting, unless the Chief Executive Officer determines, in his or her absolute discretion, that a shorter time is necessary
- (2) A notice of a *Council Meeting* will be served on a *Councillor* who has been granted *Leave of Absence* unless the *Councillor* has requested *In Writing* to the *Chief Executive Officer* to discontinue the giving of notice of any *Council Meeting* to be held during his or her absence.

DIVISION 3 – QUORUMS

17. Quorum

The *Quorum* for any *Council Meeting* is an *Absolute Majority*.

18. Inability to Obtain a Quorum

If a *Quorum* is not present within thirty (30) minutes of the time appointed for the commencement of any *Council Meeting* or adjournment, those *Councillors* present or, if there are no *Councillors* present, the *Chief Executive Officer* or, in his or her absence, a *Director*, may adjourn the *Council Meeting* for a period not exceeding seven (7) days from the date of the adjournment.

Also see Rule 27.

19. Inability to Maintain a Quorum

If during any *Council Meeting* or adjournment a *Quorum* is lost and cannot be regained within 30 minutes, those *Councillors* present or, if there are no *Councillors* present, the *Chief Executive Officer* or, in his or her absence, a *Senior Officer*, may adjourn the *Council Meeting* for a period not exceeding seven (7) days from the time of adjournment.

20. Inability to Maintain a Quorum due to Conflicts of Interest from Councillors

If a *Quorum* cannot be gained or maintained at a *Council Meeting* or adjournment due to conflicts of interest among the *Councillors*, *Council* will consider whether the decision can be made by dealing with the matter in an alternative manner, in accordance with section 67 of the *Act*.

21. Call of the Council

- (1) If a *Quorum* of *Councillors* cannot be formed and maintained due to the absence of *Councillors*, the *Chief Executive Officer* may require all *Councillors* to attend a *Call of the Council Meeting*.
- (2) A *Call of the Council Meeting* must be treated as an *Additional Council Meeting*.
- (3) If a call of the *Council* has been required, immediately after the opening of the meeting, the *Chief Executive Officer* must call the name of:
 - (a) the *Mayor*, and
 - (b) each *Councillor* in alphabetical order.
- (4) Each person present must answer to his or her name, all excuses for absence must be considered and to each excuse the following question must be put to the vote:

“Is the excuse of Cr a reasonable excuse to the satisfaction of *Council*?”

DIVISION 4 – BUSINESS OF MEETINGS

22. Order of Business

- (1) The order in which business is listed on the *Agenda* shall be determined by the *Chief Executive Officer* so as to facilitate and maintain open, efficient and effective processes of government.
- (2) Subject to any changes made by the *Chief Executive Officer* in his or her absolute discretion, the default order of business is as follows:
 - (a) Welcome and Acknowledgement of Country;
 - (b) *Councillor* Apologies and *Leave of Absence* Applications;
 - (c) (*On Notice*) Mayoral Presentation
 - (d) (*On Notice*) Petitions and Joint Letters
 - (e) Public Question Time;
 - (f) Disclosure of Conflict of Interest in any item on the Agenda; (see chapter 5)
 - (g) Adoption and Confirmation of the *Minutes* of previous *Meetings*;
 - (h) Officer Reports;
 - (i) Reports from *Committees*;
 - (j) Informal meeting records; (Chapter 6 (1))
 - (k) *Mayoral & Chief Executive Officer Council Activities* – Summary Report
 - (l) (*On Notice*) Notices of Motion;
 - (m) General Business;
 - (n) Urgent Business.

23. Councillor Apologies and Leave of Absence Applications

- (1) Apologies shall be read out by the *Chair* at the commencement of each *Meeting*.
- (2) All requests for *Leave of Absence* shall be submitted to the *Chief Executive Officer in Writing* and approved by resolution of the *Council*.
- (3) Section 35 of *the Act* states that a *Councillor* ceases to hold office if the *Councillor* is absent from *Council Meetings* for a period of four (4) consecutive months without leave being obtained from the *Council*.

24. Mayoral Presentations

From time to time, the *Mayor*, as the principle spokesperson for Council, may give a short presentation or make a statement relating to his or her civic and ceremonial duties or to issues of interest and/or importance to the *Council*, provided that the presentation is no longer than five (5) minutes.

25. Petitions and Joint Letters

- (1) A petition or joint letter received by the *Council* or an individual *Councillor* must be lodged with the *Chief Executive Officer* at least five (5) days before *Council Meeting* at which it is to be considered to ensure sufficient time to include the petition or joint letter in the *Agenda*.

- (2) A petition submitted to the *Council* must:
 - (a) be in legible and permanent writing;
 - (b) have the full name, address and signature of all individual signatories;
 - (c) not be defamatory, indecent, abusive or objectionable in language or content;
 - (d) not relate to matters beyond the powers of the *Council*;
 - (e) include the whole of the request of the petitioners or signatories on each page; and
 - (f) consist of single-sided pieces of paper and must not be pasted, stapled, pinned or otherwise affixed to any other piece of paper.
- (3) Notwithstanding rule 25(2) (a), (b), (e) and (f), an electronic petition may be received by the Council or an individual Councillor and submitted to the next Council Meeting in accordance with rule 25(1) for Council's consideration.
- (4) The *Chief Executive Officer* must arrange for petitions to be submitted to the next practicable Ordinary meeting following their receipt.
- (5) Only the petitioner's request and the number of signatories will be included in the *Agenda* for the *Council Meeting* at which it will be considered.
- (6) If a petition is addressed to an individual *Councillor*, and listed on the *Agenda*, that *Councillor* may read the petition out at the *Council Meeting* without speaking to it. Other petitions will be read by the *Chief Executive Officer* or his or her delegate.
- (7) Unless rule 25(9) applies, the only motions that may be considered for any petitions are:
 - (a) that the petition be received;
 - (b) that the petition be referred to the *Chief Executive Officer* for consideration and response; or
 - (c) that the petition be referred to the *Chief Executive Officer* for an *Officer Report* to a future *Council Meeting*.
- (8) If the petition relates to any item already on the *Agenda* for the *Council Meeting* at which the petition is submitted, the matter may be dealt with in conjunction with that *Agenda* item.
- (9) If the petition relates to an operational matter, the *Council* must refer it to the *Chief Executive Officer* for consideration.
- (10) If the petition relates to:
 - (a) a planning matter which is the subject of a public notification process under the *Planning and Environment Act 1987*; or
 - (b) a matter which is the subject of a public submission process under Section 223 of the *Local Government Act 1989* or a community engagement process under the *Community Engagement Policy*,the petition will be treated as a joint submission in relation to the matter.
- (11) A petition may nominate a person to whom a reply must be sent, but if no person is nominated or is the obvious intended contact person, the *Council* may reply to the first signatory who appears on the petition.
- (12) Any petitions or joint letters that do not comply with *these Rules* will not be tabled at a *Council Meeting*.

26. Public Question Time

- (1) Unless the *Council* resolves otherwise, there must be a public question time at every *Scheduled Council Meeting* to enable members of the public to submit questions to the *Council*.
- (2) Rule 26(1) does not apply during any period when a *Scheduled Council Meeting* is closed to members of the public or during a *Caretaker Period*.
- (3) Thirty (30) minutes will be allocated at each meeting for Public Question Time. Where the thirty (30) minutes allocated has been exhausted, a motion to extend must be put and passed for Public Question Time to be extended.
- (4) Unless the *Chief Executive Officer* determines, in their absolute discretion, to permit a question to be submitted in a different way, all questions must be received *In Writing* on the prescribed form available on the *Council Website* and state the name and address of the person submitting the question.
- (5) All questions must be received no later than two (2) hours before the commencement of the *Scheduled Council Meeting* or 4pm on the day of the *Scheduled Council Meeting* where it is scheduled to commence at 5.45pm, at which the question is to be asked.
- (6) No person may submit more than two (2) questions to any one (1) *Scheduled Council Meeting*. A question may be split into a maximum of two parts only. If more than two parts to a question are received, only the first two parts will be considered. Similarly, if more than two questions are received, only the first two questions will be considered. All parts of a question must be relevant to the same subject of enquiry.
- (7) A question may be disallowed by the *Chair* if the *Chair* has determined that:
 - (a) the person directing the question, or their representative, is not present in the gallery;
 - (b) the question is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
 - (c) the question deals with a subject matter already answered;
 - (d) the question is aimed at embarrassing a *Councillor* or *Officer* or any other person; or
 - (e) the question relates to *Confidential Information*.
- (8) The *Chair*, or the *Chief Executive Officer* or their delegate must read to the *Scheduled Council Meeting* the name of the person who has submitted a permitted question.
- (9) The person who submitted the question must read the text of the question and the *Chair* may then direct that the question to be answered by the *Chief Executive Officer* or a nominated *Officer*.
- (10) Where requested by the person who submitted the question, the *Chief Executive Officer* must read the text of question on that person's behalf, and the *Chair* may then direct that the question to be answered by the *Chief Executive Officer* or a nominated *Officer*.
- (11) All questions must be asked as succinctly as is possible and answers to questions should be as complete as is practical under the circumstances.
- (12) Further or follow up questions that have not been submitted, or debate on the response provided shall not be allowed.
- (13) Like questions may be grouped together and a single answer provided.
- (14) The *Chair*, *Chief Executive Officer* or *Officer* to whom a question is directed may take a question on notice. If a question is taken on notice, a *Written* copy of the answer must be sent to the person who asked the question and to all *Councillors*.

- (15) The name of the questioner, the question and the response must be recorded in the *Minutes*, as an official record of the questions submitted to the *Scheduled Council Meeting*.

27. Changes to the Order of Business

Once the *Agenda* for a *Council Meeting* has been prepared and sent to *Councillors*, the order of business for the *Council Meeting* may only be altered by resolution of the *Council*. This includes a request for an item to be brought forward.

28. Presentation of Officer Reports

Officer Reports may be summarised for the purposes of verbal public presentation by the *Chief Executive Officer* or his/her delegate at the *Council Meeting* at which they are to be considered.

29. General Business

- (1) If the *Agenda* for a *Scheduled Council Meeting* makes provision for *General Business*, business of a minor or routine nature may be admitted for the consideration of *Council* at the discretion of the *Chair*.
- (2) The *Chair* must reject an item of *General Business* if it:
- (a) is not of a minor or routine nature;
 - (b) substantially affect the levels of *Council* service;
 - (c) commits *Council* to *Expenditure* not included in the adopted budget;
 - (d) is intended to establish or amend *Council* Policy;
 - (e) commits *Council* to any contractual arrangement;
 - (f) requires the giving of prior notice;
 - (g) is defamatory or objectionable in language or nature;
 - (h) may be prejudicial to any person or *Council*;
 - (i) is identical or substantially similar to a *matter* that has been considered by the *Council* and lost in the preceding six (6) months;
 - (j) is outside the powers of the *Council*;
 - (k) is a matter subject to a *Council* decision-making process which has commenced but is not yet complete;
 - (l) is inconsistent with any Act or its Regulations; or
 - (m) is inconsistent with any Council or Operational Policy, Local Law or adopted Council Strategy or Plan.
- (3) Councillors wishing to speak to *General Business* may speak for a maximum of two (2) minutes.
- (4) Officers present at the meeting will be allowed to address or respond to any matters raised by Councillors during *General Business*.

30. Urgent Business

- (1) Business which has not been listed on the *Agenda* for a *Council Meeting* that is not of a minor or routine nature can only be admitted as *Urgent Business* by resolution of the *Council*, and only then if it:
- (a) relates to or arises out of a matter which has arisen since distribution of the *Agenda*; and
 - (b) cannot safely or conveniently be deferred until the next *Council Meeting*.
- (2) Notwithstanding anything to the contrary in *these Rules*, a *Councillor* (with the agreement of the *Council Meeting*) may only submit or propose an item of *Urgent Business* if the:
- (a) matter relates to business that does not:
 - (i) substantially affect the levels of *Council* service;
 - (ii) commit *Council* to *Significant Expenditure* not included in the adopted budget;

- (iii) establish or amend *Council* Policy;
 - (iv) commit *Council* to any contractual arrangement; or
 - (v) require, pursuant to any other policy determined by *Council* from time to time, the giving of prior notice; and
- (b) proposed motion(s) is *In Writing* and given to the *Chair* who must seek a resolution of approval from *Council Meeting*.
- (3) A *Councillor* proposing that a matter be admitted as *Urgent Business* must lodge it *In Writing* with the *Chief Executive Officer* no later than 30 minutes prior to commencement of the *Council Meeting* at which it is to be considered.
- (4) The *Chief Executive Officer* will advise the *Mayor* of any matter that the *Chief Executive Officer* determines appropriate for *Council* to consider admitting as *Urgent Business*.

DIVISION 5 - VOTING

31. Voting – How Determined

To determine a motion before a *Council Meeting*, the *Chair* will:

- (1) first call for those in favour of the motion; and
- (2) then those opposed to the motion,

and will then declare the result to the *Council Meeting*.

32. Casting Vote

In the event of a tied vote, the *Chair* must, unless *the Act* or this Local Law provides otherwise, exercise a casting vote.

33. Voting – By Show of Hands

Voting on any matter will be by show of hands.

34. Vote to be taken in Silence

Except that a *Councillor* may demand a *Division*, *Councillors* must remain seated in silence while a vote is being taken.

35. Motion to be Read Again

- (1) The *Chair* may direct the *Chief Executive Officer* or his or her delegate or the mover of the motion to read the motion or amendment to the *Council Meeting* before the vote is taken.
- (2) Before any matter is put to the vote, a *Councillor* may request the motion or amendment be read again.

36. Recount of Vote

The *Chair* may direct that the vote be re-counted as often as may be necessary to be satisfied of the result.

37. Declaration of Vote

- (1) The *Chair* must declare the result of the vote as soon as it is taken.

- (2) When declaring the vote, the *Chair* shall state the number of votes FOR and the number of votes AGAINST the motion and the surname of each *Councillor* who voted FOR the motion, AGAINST the motion and DID NOT VOTE and whether the motion is carried or lost.

38. No discussion once Vote declared

Once a vote on a motion is taken no further discussion relating to the motion is allowed unless the discussion relates to:

- (1) a *Rescission Motion* which a *Councillor* is proposing to lodge in respect of the motion voted on; or
(2) follows a resolution having been rescinded.

See Division 9 – Rescission Motions

39. Procedure for a Division

- (1) The request by a *Councillor* for a *Division* must be made to the *Chair* either immediately prior to or immediately after the vote has been taken, but cannot be requested after the *Council* has moved to the next item of business on the *Agenda*.
- (2) No *Councillor* is prevented from changing his or her original vote when voting on the *Division*.
- (3) When a *Division* is called for, the *Chair* will:
- (a) first ask each *Councillor* wishing to vote FOR the motion to raise a hand and, upon such request being made, each *Councillor* wishing to vote FOR the motion must raise his or her hand. The *Chair* will then state, and the *Chief Executive Officer* (or any person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and take the *Minutes* of such *Council Meeting*) must record in the *Minutes*, the names of those *Councillors* voting FOR the motion;
 - (b) then ask each *Councillor* wishing to vote AGAINST the motion to raise a hand and, upon such request being made, each *Councillor* wishing to vote AGAINST the motion must raise his or her hand. The *Chair* will then state, and the *Chief Executive Officer* (or any person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and take the *Minutes* of such *Council Meeting*) must record in the *Minutes*, the names of those *Councillors* voting AGAINST the motion; and
 - (c) the *Chief Executive Officer* (or any person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and take the *Minutes* of such *Council Meeting*) must record in the *Minutes* the names of those *Councillors* who DID NOT VOTE on the motion.

DIVISION 6 – MOTIONS AND DEBATE

40. Councillors may Propose Notices of Motion

Councillors may propose an issue is listed on the *Agenda* by lodging a *Notice of Motion* in accordance with the procedures outlined in this Division.

41. Notices of Motion

- (1) A *Notice of Motion* must be *In Writing*, signed and dated by the *Councillor* and lodged with the *Chief Executive Officer* by 12 noon on the Wednesday before the next *Scheduled Councillor Briefing*, prior to the *Notice of Motion* being placed on the *Agenda* of the next available *Scheduled Council Meeting* to allow sufficient notice to each *Councillor* of the matters and inclusion in the *Agenda*.
- (2) The *Chief Executive Officer* must reject any *Notice of Motion* which:
- (a) is vague;
 - (b) is identical or substantially similar to a *Notice of Motion* or a *Rescission Motion* that has been considered by the *Council* and lost in the preceding six (6) months;

- (c) is defamatory;
 - (d) may be prejudicial to any person or *Council*;
 - (e) is objectionable in language or nature;
 - (f) is outside the powers of the *Council*;
 - (g) is submitted during the *Caretaker Period*; or
 - (h) is a matter subject to a *Council* decision-making process which has commenced but is not yet complete.
- (3) If the *Chief Executive Officer* rejects a *Notice of Motion* under rule 41(2), they will inform the *Councillor* who lodged the *Notice of Motion* of that rejection and the reasons for it. The *Councillor* will be provided with 24 hours to lodge a revised *Notice of Motion* provided that the *Council Meeting* at which the *Notice of Motion* is to be considered is more than 24 hours from the time of rejection.
- (4) The *Chief Executive Officer* may reject and refer any *Notice of Motion* to the *Council's Operational Service Request Process* if it relates to a matter that he or she determines is more appropriately addressed that way.
- (5) In addition to rule 41(2), and subject to rules 41(6) and (7), the *Chief Executive Officer* may require a *Councillor* who lodges a *Notice of Motion* to amend it to call for an *Officer Report* if the *Notice of Motion*:
- (a) substantially affects the level of *Council* services;
 - (b) commits the *Council* to expenditure in excess of \$5,000 that has not been included in the adopted budget;
 - (c) establishes or amends a *Council* policy; or
 - (d) commits the *Council* to any contractual arrangement.
- (6) Where a *Notice of Motion* is likely to commit *Council* to *Significant Expenditure* not included in the adopted budget then the *Notice of Motion* must only call for referral to *Council* for its consideration as part of its future year's annual budget and public submission process.
- (7) The *Chief Executive Officer* may determine that a *Notice of Motion* contains *Confidential Information* and ought to be treated as being confidential unless the *Council* resolves otherwise.
- (8) The full text of any *Notice of Motion* accepted by the *Chief Executive Officer* must be included in the *Agenda*.
- (9) The *Chief Executive Officer* must arrange for an *Officer Report* to be prepared and presented to the *Council* for the purposes of rule 41(5). Where practicable the *Officer Report* should be presented to the next *Scheduled Council Meeting*.
- (10) The *Chief Executive Officer* must cause all *Notices of Motion* to be sequentially numbered, dated and entered in a register.
- (11) Except by leave of the *Council*, each *Notice of Motion* before any *Council Meeting* must be considered in the order in which it was entered into the register under rule 41(10).
- (12) If a *Councillor* who has lodged a *Notice of Motion* is absent from the *Council Meeting* at which the *Notice of Motion* is to be considered, or fails to move the *Notice of Motion* when called upon to do so by the *Chair*, any other *Councillor* may move the *Notice of Motion*.
- (13) If a *Councillor* moving a *Notice of Motion* wishes to amend it, he or she may do so by seeking leave of the *Council* to amend the *Notice of Motion* prior to it being seconded.

- (14) Another *Councillor* can put forward an amendment to a *Notice of Motion* for consideration, which must be dealt with in accordance with *these Rules*, except that a *Notice of Motion* to confirm a previous resolution of the *Council* cannot be amended.
- (15) The *Chair*, having lodged a *Notice of Motion* in accordance with this rule 41, must vacate the *Chair* if he or she intends to move the *Notice of Motion*, and the *Council* must appoint a temporary *Chair* for the consideration of the item.
- (16) If a *Notice of Motion* is not moved at the *Council Meeting* at which it is listed, then it lapses.

42. Chair's Duty

Any motion which:

- (1) is defamatory;
- (2) is objectionable in language or nature;
- (3) is vague or unclear in intention;
- (4) is outside the powers of the *Council*;
- (5) is irrelevant to an item of business on the *Agenda* and has not been admitted as *Urgent Business*; or
- (6) purports to be an amendment but is not,

must not be accepted by the *Chair*.

43. Introducing an Officer Report

Before an *Officer Report* is considered by the *Council* and any motion moved in relation to it, the *Chief Executive Officer* or his or her delegate may introduce the report by a short statement of not more than two (2) minutes.

Also see rule 29 – Presentation of Officer Reports

44. Procedure for Introducing a Motion or an Amendment

- (1) The procedure for moving any motion or amendment is:
 - (a) the mover may briefly state the nature of the motion or amendment and then must move it without speaking to it;
 - (b) the motion or amendment must be seconded by a *Councillor* other than the mover. If the motion or amendment is not seconded, the motion or amendment will lapse for want of a seconder;
 - (c) if a motion or amendment is moved and seconded, the *Chair* must call for any *Councillor* questions and then ask whether the motion or amendment is opposed and whether any *Councillor* wishes to speak to the motion or amendment;
 - (d) if no *Councillor* indicates opposition or a desire to speak to the motion or amendment, the *Chair* may declare the motion or amendment carried without discussion;
 - (e) if a *Councillor* indicates opposition or a desire to speak to the motion or amendment, then the *Chair* must invite the mover to address the *Council Meeting*;
 - (f) after the mover has addressed the *Council Meeting*, the seconder may address the *Council Meeting*;

- (g) after the seconder has addressed the *Council Meeting* (or after the mover has addressed the *Council Meeting* if the seconder does not wish to address the *Council Meeting*), the *Chair* must invite debate by calling on any *Councillor* who wishes to speak to the motion or amendment, providing an opportunity to alternate between those wishing to speak against the motion or amendment and those wishing to speak for it; and
- (h) after the *Chair* has invited debate on the motion or amendment, and, in the case of a motion, offered the right of reply under rule 53, the *Chair* must put the motion or amendment to the vote.

- (2) If the *Chair* wishes to speak to a motion or amendment, he or she may only do so once all other *Councillors* wishing to speak to it have done so, and just before closure of debate by the mover of the motion or amendment.

45. Right of Reply

- (1) The mover of a motion which has not been amended may, once debate has been exhausted, exercise a right of reply to matters raised during the debate. (Time Limit – two (2) minutes)
- (2) The mover of a motion loses his or her right of reply if an amendment to the motion is carried.
- (3) The mover of an amendment to a motion does not have a right of reply.
- (4) A *Councillor* exercising a right of reply must not introduce any new matter.
- (5) After a right of reply has been taken, but subject to any *Councillor* exercising his or her right to ask any question concerning or arising out of the motion, the motion must be immediately put to the vote without any further discussion or debate.

46. Moving an Amendment

- (1) Subject to rule 55(2), a motion which has been moved and seconded may be amended by leaving out or adding words. Any words must be relevant to the subject of the motion.
- (2) A motion to confirm a previous resolution of the *Council* cannot be amended.
- (3) An amendment cannot be the negative of, or substantially contrary to, the motion.
- (4) Any *Councillor* moving an amendment will be allocated one (1) minute to explain the reasons for the amendment. The statement must be an explanation only and will not entertain the benefits or detriments of the amendment or the substantive motion.
- (5) No notice needs to be given of any amendment, however, if any *Councillor* intends to move an amendment, it must be done prior to the right of reply being exercised.

47. Agreed Alterations to a Motion or Amendment

- (1) A motion having been moved and seconded may, with the consent of the mover and seconder, be amended by leaving out, inserting or adding words which must be relevant to the original motion or amendment and framed so as to complement it as an intelligible and consistent whole, provided that the amendment is made before the motion or amendment is voted on.
- (2) With the leave of the *Chair*, both the mover and seconder of a motion may agree to an alteration to the original motion proposed by any other *Councillor*. This does not necessitate the recording of an amendment into the *Minutes* of the *Council Meeting* as the alteration would then form part of the substantive motion.

48. Who May Propose an Amendment

An amendment may be proposed or seconded by any *Councillor*, other than the mover or seconder of the original motion.

49. Who May Debate an Amendment

A *Councillor* may address the *Council Meeting* once (1) on any amendment, whether or not they have spoken to the original motion, but their debate must be confined to the terms of the amendment.

50. How Many Amendments May be Proposed

- (1) Any number of amendments may be proposed to a motion but only one (1) amendment may be accepted by the *Chair* at any one (1) time.
- (2) No second or subsequent amendment, whether to the motion or an amendment of it, may be taken into consideration until the previous amendment has been dealt with.

51. An Amendment once Carried

- (1) If an amendment is carried, the motion as amended becomes the motion before the *Council Meeting*.
- (2) The amended motion will then be dealt with in accordance with *these Rules*.

52. Foreshadowing a Motion

- (1) At any time during debate, a *Councillor* may foreshadow a motion to inform the *Council* of his or her intention to move a motion at a later stage in the *Council Meeting*. This does not extend any special rights to the foreshadowed motion.
- (2) A foreshadowed motion may be prefaced with a statement that in the event a particular motion is resolved in a certain way a *Councillor* intends to move an additional motion.
- (3) A motion foreshadowed has no procedural standing and is merely a means to assist the flow of the *Meeting*.
- (4) The *Chief Executive Officer* or his/her delegate is not expected to record a foreshadowed motion in the *Minutes* until the foreshadowed motion is formally moved.

53. Withdrawal of a Motion

Before any motion is put to the vote, it may be withdrawn by the mover with agreement of the seconder or by resolution of the *Council*.

54. Separation of Motions

Where a motion contains more than one (1) part a *Councillor* may request the *Chair* to put the vote in separate parts.

55. Chair may Separate or Allow Motions to be Moved in a Block

- (1) The *Chair* may decide to put any motion to the vote in separate parts.
- (2) The *Chair* may allow or request *Councillors* to move "like items" in a block.

56. Motions In Writing

- (1) A *Councillor* wishing to move a motion other than a recommendation or alternate motion included in an *Officer Report* (detailed in the *Agenda*) must prepare the motion *In Writing* and either read it out to the *Council Meeting* or submit it to the *Chair*.
- (2) The *Chair* may adjourn the *Council Meeting* while the motion is being *Written* or may request that the *Council* defer the matter until the motion has been *Written*, allowing the *Council Meeting* to proceed uninterrupted.
- (3) The *Chair* may request the *Chief Executive Officer* or the person taking the *Minutes* of the *Council*

Meeting to read the motion or amendment to the *Council meeting* before the vote is taken.

57. Debate must be Relevant to the Motion

- (1) Debate must always be relevant to the motion before the *Council Meeting* and, if not, the *Chair* will request the speaker to confine debate to the subject matter.
- (2) If, after being told to confine debate to the motion before the *Council Meeting*, the speaker continues to debate irrelevant matters, the *Chair* may disallow the speaker any further comment in respect of the matter before the *Council Meeting*.
- (3) A speaker to whom a direction has been given under rule 66(2) must comply with that direction.

DIVISION 7 – PROCEDURAL MOTIONS

58. Procedural Motions

- (1) Unless otherwise prohibited, a *Procedural Motion* may be moved at any time and must be dealt with immediately by the *Chair*.
- (2) *Procedural Motions* require a seconder.
- (3) The *Chair* is unable to move or second a *Procedural Motion*.
- (4) Notwithstanding any other provision in *these Rules*, *Procedural Motions* must be dealt with in accordance with the procedures set out in Appendix 1 to *these Rules*.

DIVISION 8 – SPEAKING TO THE MEETING

59. Rising when speaking

- (1) Except in cases of sickness or infirmity, a *Councillor* must rise when speaking at a *Council Meeting*.
- (2) The *Chair* may remain seated when speaking at a *Council Meeting*.
- (3) It is unnecessary to rise when speaking at a *Delegated or Community Asset Committee Meeting*.

60. Speaking Times

- (1) A *Councillor* must not speak longer than the times prescribed in this Local Law i.e.:
 - (a) the mover of a motion or amendment – five (5) minutes;
 - (b) the seconder of a motion or amendment – three (3) minutes;
 - (c) any other *Councillor* – three (3) minutes; and
 - (d) the mover of a motion exercising their right of reply – two (2) minutes.
- (2) An extension of speaking time may be granted by the *Chair* for each *Councillor*. Any extension of speaking time must not exceed two (2) minutes. There is no limit to the number of extensions that can be requested, with discretion to grant any extension being that of the *Chair's*.
- (3) A motion for an extension of speaking time must be proposed:
 - (a) immediately before the speaker commences debate;
 - (b) during the speaker's debate; or
 - (c) immediately after the speaker has concluded debate but before the next speaker has commenced.
- (4) A motion for an extension of speaking time cannot be accepted by the *Chair* if another speaker has commenced his or her debate.

61. Interruptions, Interjections and Relevance

A Councillor must not be interrupted except by the Chair or upon a Point of Order. All debate and discussion must be relevant to the item presented and interjections will not be allowed.

See rule 70 - Point of Order

62. Priority of Address

In the case of competition for the right to speak, the *Chair* must decide the order in which *Councillors* will be heard.

63. Councillors Not to Speak Twice to Same Motion or Amendment

Except that the mover of a motion (other than an amendment) has the right of reply and that any *Councillor* may take a *Point of Order*, a *Councillor* must not speak more than once to the same motion or amendment.

64. Right to Ask Questions

- (1) A *Councillor* may, when no other *Councillor* is speaking, ask through the *Chair* any question concerning or arising out of the motion or amendment before the *Chair*.
- (2) The *Chair* has the right to limit questions and direct that debate be commenced or resumed.

DIVISION 9 - RESCISSION MOTIONS

65. Rescission Motion

- (1) Motions to revoke, rescind or alter a previous resolution of the *Council* can only be made in the following ways:
 - (a) *Notice of Motion*; or
 - (b) recommendation contained in an *Officer Report*, included in the *Agenda*,
that a previous decision be altered or revoked.
- (2) A *Notice of Motion* lodged by a *Councillor* and proposing a *Rescission Motion* must:
 - (a) be signed by the *Councillor* and dated;
 - (b) not relate to a resolution that has been acted on;
 - (c) not, in the opinion of the *Chief Executive Officer*, have the effect, if passed, of placing of the *Council* at significant legal, financial or other risk, including non-compliance with statutory obligations; and
 - (d) be delivered or sent electronically to the *Chief Executive Officer* setting out:
 - (i) the resolution to be rescinded; and
 - (ii) the *Council Meeting* at, and date on, which the resolution was made.
- (3) Where possible, a resolution should not be acted on for a period of 24 hours after the decision is made. Where there is a need to action a resolution more immediately, this need should be demonstrated in the *Officer's Report*.
- (4) A resolution will be deemed to have been acted on if:
 - (a) its content or substance has been formally communicated *In Writing* by the *Chief Executive Officer* or another *Officer* to a person whose interests are materially affected by it;
 - (b) a statutory process has been commenced; or
 - (c) work has been commenced in respect of it,so as to vest enforceable rights in or obligations on the *Council* or any other person.

- (5) The *Chief Executive Officer* or an appropriate *Officer* must defer implementing a resolution which:
- (a) has not been acted on; and
 - (b) is the subject of a *Rescission Motion* which has been delivered or sent to the *Chief Executive Officer* in accordance with rule 65(2)(d),
- unless deferring implementation of the resolution would, in the opinion of the *Chief Executive Officer*, have the effect of:
- (c) depriving the resolution of its usefulness or efficacy; or
 - (d) placing the *Council* at significant legal, financial or other risk.

66. Rescission, If Lost

If a motion to rescind or alter a previous resolution is lost, an identical or similar motion may not be put before the *Council* for at least six (6) months from the date it was last lost, unless:

- (1) the *Council* resolves that the *Rescission Motion* be re-listed at a future *Council Meeting*; or
- (2) an *Officer Report* is included in an *Agenda* for a *Council Meeting*.

67. Rescission, If Not Moved

If a *Rescission Motion* is not moved at the *Council Meeting* at which it is listed, it lapses.

68. Rescission Motion May Be Moved By Any Councillor

A *Rescission Motion* listed on an *Agenda* may be moved by any *Councillor* present at the *Council Meeting* but may not be amended.

DIVISION 10 – POINTS OF ORDER

69. Points of Order

- (1) A *Point of Order* may be raised on the grounds that a matter is:
- (a) contrary to *these Rules*;
 - (b) an act of disorder or conduct in contravention of the *Councillor Code of Conduct*;
 - (c) defamatory;
 - (d) irrelevant to the matter before *Council*;
 - (e) outside the *Council's* power; or
 - (f) frivolous, vexatious or constitutes improper conduct.
- (2) A *Councillor* expressing a difference of opinion or contradicting a speaker is not grounds for raising a *Point of Order*.

70. Procedure for Point of Order

- (1) The *Councillor* taking the *Point of Order* must nominate the ground under rule 69(1) relied upon to support the *Point of Order* being taken.
- (2) If called to order, the *Councillor* who is speaking must stop and remain silent until the *Point of Order* is decided upon, unless otherwise directed by the *Chair*.

- (3) The *Chair* may request a *Councillor* provide an explanation in respect to the *Point of Order* raised.

71. Chair to Decide Point of Order

- (1) The *Chair* when ruling on a *Point of Order* must state the reason for the ruling.
- (2) The *Chair* may adjourn the *Council Meeting* to consider a *Point of Order* but must otherwise rule upon it as soon as it is raised.
- (3) All other matters before the *Council* are to be suspended until the *Point of Order* is decided.

72. Final Ruling on a Point of Order

- (1) The decision of the *Chair* in respect of a *Point of Order* will not be open for discussion and will be final and conclusive unless the majority of *Councillors* present vote in favour of a motion of dissent.
- (2) A motion of dissent on a *Point of Order* must state the provision, rule, practice or precedent to be substituted for the *Chair's* ruling.
- (3) A motion of dissent in relation to a *Point of Order* is not a motion of dissent in the *Chair* and the *Chair* must at all times remain in the *Chair* and he or she will maintain his or her right to a second vote.
- (4) A motion of dissent on a *Point of Order* will take precedence over all other business and if carried must be acted on instead of the ruling given by the *Chair*.

73. Criticism of Officers

The *Chief Executive Officer* may make a brief statement at a *Council Meeting* in respect of any public statement (whether made at a *Council Meeting* or not) which has been critical of or may adversely affect an *Officer*.

74. Ordering Withdrawal of Remark

- (1) Whenever any *Councillor* at a *Council Meeting* makes use of any expression or remark that is disorderly or capable of being applied offensively to any other *Councillor* or *Officer*, the offending *Councillor* may be required by the *Chair* to withdraw the expression or remark and to make a satisfactory apology to the *Council Meeting*.
- (2) The *Chair* may require a *Councillor* to withdraw any remark that is defamatory, indecent, abusive or offensive in language or substance.
- (3) A *Councillor* required to withdraw a remark must do so immediately without qualification or explanation.

DIVISION 11 – SUSPENSION OF STANDING ORDERS

75. Suspension of Standing Orders for the Purpose of Discussion

- (1) The provisions of *these Rules* may be suspended for a particular purpose by resolution of the *Council*.
- (2) The *Suspension of Standing Orders* will be used to enable full discussion of any issues without the constraints of formal procedures. An appropriate motion would be "*That Standing Orders be suspended to enable discussion on* ...".
- (3) Once the discussion has taken place and before any motion can be moved the *Resumption of Standing Orders* will be necessary. An appropriate motion would be "*That Standing Orders be resumed*".
- (4) No motion may be accepted by the *Chair* or be lawfully dealt with during any *Suspension of Standing Orders*.

DIVISION 12 – MEETING ADJOURNMENTS

76. Adjourning the Meeting

- (1) In addition to any procedures for adjourning a *Council Meeting* provided in *these Rules*, the *Council* may, from time to time, resolve to adjourn a *Council Meeting*:
 - (a) if the *Council Meeting* becomes disorderly and order cannot be restored;
 - (b) to allow for additional information to be presented to the *Council Meeting*; and
 - (c) in any other situation where adjournment is considered by the *Council* to be desirable.
- (2) A *Council Meeting* cannot be adjourned for a period exceeding seven (7) days from the date of the adjournment.
- (3) An appropriate motion would be: “*That the meeting be adjourned until* _____”. (Time and date to be specified which does not exceed seven (7) days.)
- (4) No discussion is allowed on any motion for adjournment of the *Council Meeting*, but if the motion is lost, the substantive matter before the *Council Meeting* must be disposed of before any subsequent motion for adjournment of the *Council Meeting* is moved.

77. Notice for Adjourned Meeting

- (1) If a *Council Meeting* is adjourned, the *Chief Executive Officer* will ensure that the *Agenda* for the continuation of the adjourned *Council Meeting* is identical to the *Agenda* for the *Council Meeting* which was originally adjourned.
- (2) Except where a *Council Meeting* is adjourned until later on the same day, the *Chief Executive Officer* must give all *Councillors* *Written* notice of a new date for the continuation of the adjourned *Council Meeting* and every reasonable attempt must be made to advise the public of the new *Council Meeting* date.
- (3) Where it is not practical to provide *Written* notice to *Councillors* because time does not permit that to occur then, provided a reasonable attempt is made to contact each *Councillor*, contact by telephone, electronic form, or in person will be sufficient.

DIVISION 13– MINUTES & RECORDING OF MEETINGS

78. Keeping of Minutes

The *Chief Executive Officer* (or other person authorised by the *Chief Executive Officer* to attend the *Council Meeting* and to take the *Minutes* of such *Council Meeting*) must keep *Minutes* of each *Council Meeting* and those *Minutes* must record:

- (1) the date and time the *Council Meeting* was commenced, adjourned, resumed and concluded;
- (2) the names of the *Councillors* and whether they are present, an apology, on *Leave of Absence* or other details as provided;
- (3) the titles of the *Officers* in attendance;
- (4) any disclosure of a conflict of interest made by a *Councillor*;
- (5) arrival and departure times (including temporary departures) of *Councillors* during the course of the *Council Meeting*;
- (6) each motion and amendment moved, including the mover and seconder of the motion or amendment;

- (7) the outcome of every motion or amendment, whether it was put to the vote and the result to indicate whether the motion or amendment was carried, lost, withdrawn, lapsed, amended and the names of every *Councillor* and how they voted (either FOR or AGAINST or DID NOT VOTE);
- (8) where a *Division* is called, the names of every *Councillor* and the way their vote was cast (either FOR or AGAINST or DID NOT VOTE);
- (9) details of a failure to achieve a *Quorum* and any adjournment whether as a result of that or otherwise;
- (10) the time and reason for any adjournment of the *Council Meeting* or *Suspension of Standing Orders*;
- (11) closure of the *Council Meeting* to members of the public and the reason for such closure; and
- (12) any other matter which the *Chief Executive Officer* deems should be recorded to clarify the intention of the *Council Meeting* or the reading of the *Minutes*.

79. Availability of Minutes

Advice that the *Minutes* are available must be provided to all *Councillors* no later than forty-eight (48) hours before the next *Scheduled Council Meeting*.

80. Confirmation of Minutes

At every *Council Meeting* the *Minutes* of the previous *Council Meeting(s)* must be dealt with as follows:

- (1) when confirming the *Minutes* of a *Council Meeting*, the *Chair* shall ask *Councillors* "Are any changes required to the *Minutes*?";
- (2) opposition can only be expressed on the basis that the record contained in the *Minutes* is incorrect (in line with rule 86) or inaccurate and the *Chair* must not allow discussion or motions on any issue other than an alleged omission from, or inaccuracy of, the *Minutes*;
- (3) if a *Councillor* indicates opposition, he or she must specify the particular item or items in the *Minutes* concerned and can, after asking any questions to clarify the matter, only move a motion to rectify the alleged error(s) in the record;
- (4) if no *Councillor* indicates opposition, the *Chair* must, after seeking a mover and seconder, put the matter to the vote and declare the *Minutes* to be confirmed; and
- (5) after the *Minutes* are confirmed, they must be signed by the *Chair* of the *Council Meeting* at which they were confirmed.

81. Deferral of Confirmation of Minutes

The *Council* may resolve to defer the confirmation of *Minutes* until later in the *Council Meeting* or until the next *Scheduled Council Meeting* as appropriate.

82. Recording of Council Meetings

- (1) The *Chief Executive Officer* or their delegate shall record and, where feasible, livestream via Council's website on suitable equipment, all proceedings of *Council Meetings* except where the *Council Meeting* is closed to the public to consider *Confidential Information*.
- (2) Recordings of *Council Meetings* will be retained and available for public for viewing or listening on the *Council Website* for a period of twelve (12) months from the date of the *Council Meeting*.
- (3) *Visitors* are to be advised that the *Council Meeting* is being livestreamed and recorded and will be made available on the *Council Website*.

- (4) *Visitors* will also be advised by appropriate venue signage that, while care is taken through recording and filming to maintain a person's privacy as an attendee in the *Council Chamber*, they may be recorded on audio and film.
- (5) Media representatives may, with the consent of the *Council*, record any part of the *Council Meeting*. The consent of the *Council* must not be unreasonably withheld, and may be revoked any time during the course of the relevant *Council Meeting*. The Chair shall provide reasons why permission has been revoked.

DIVISION 14 – CONDUCT AND BEHAVIOUR

83. Conduct of Councillors

During the course of any *Council Meeting*, *Councillors* must comply with the *Councillor Code of Conduct*, a copy of which is available on the *Council Website*, or can be obtained by contacting the *Chief Executive Officer's* office.

84. Conduct of Visitors

- (1) *Visitors* must not interject or take part in the debate at a *Council Meeting*.
- (2) *Visitors* must extend due courtesy and respect to the *Council* and the processes under which it operates and *Councillors* and *Officers* present at the *Council Meeting* and must take direction from the *Chair* whenever called on to do so.
- (3) *Visitors* must not operate photographic audio or video recording equipment or any other recording device at any *Council Meeting* without first obtaining the consent of the *Council*.

85. Chair May Remove

- (1) The *Chair* may order and cause the removal of any person including a *Councillor* who disrupts any *Council Meeting* or fails to comply with a direction.
- (2) A person removed from a *Council Meeting* must leave the *Council Chamber* or move to a public area of the *Council Chamber* where they can no longer disrupt the *Council Meeting*.

86. Removal from the Meeting

If necessary, the *Chair* may ask the *Chief Executive Officer* or Victoria Police to remove from the *Council Meeting* any person who acts inconsistently with *these Rules* and whom the *Chair* has ordered to be removed from the *Council Meeting* under rule 94.

87. Chair may Adjourn Disorderly Meeting

If the *Chair* is of the opinion that disorder at the *Council* table or in the *Council Chamber* makes it desirable to adjourn a *Council Meeting*, the *Chair* may adjourn the *Council Meeting* to a later time on the same day, or to some later day prior to the next *Scheduled Council Meeting*, at a time and date and venue to be fixed.
See Division 12 – Meeting Adjournments

PART F – COUNCILLOR BRIEFINGS, DEPUTATIONS & PRESENTATIONS

88. Deputations and Presentations

- (1) Members of the public may present deputations to the *Council* and these will usually be considered at an *Informal Meeting of Councillors*.
- (2) A person who seeks, or persons who seek, to make a deputation or presentation to the *Council* shall make a *Written* request to do so to the *Chief Executive Officer*.
- (3) The *Chief Executive Officer* shall determine which *Informal Meeting of Councillors* the request shall

be referred to for consideration.

- (4) Time limits may be set for speakers and *Councillors* may question the deputation on matters raised for the purpose of clarification.

PART G - MISCELLANEOUS

89. Procedure Not Provided in the Local Law

Where a situation has not been provided for in *these Rules*, the *Council* may determine the matter by resolution.

90. Policies and Guidelines

The *Council* may adopt any policies or guidelines from time to time for the purpose of exercising any discretions provided by *these Rules*.

Appendix 1 – Procedural Motions

Procedural Motions Table:

Procedural Motion	Form	Mover/Seconder	When Prohibited	Motion	Effect if Carried	Effect if Lost	Debate Permitted on a Motion
1. Adjournment of debate to later hour and/or date	That this matter be adjourned to “am/pm” and/or “date”	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	(a) During the election of a <i>Chair</i> ; (b) When another <i>Councillor</i> is speaking		Motion and amendments postponed to the stated time and/or date	Debate continues unaffected	Yes
2. Adjournment of debate indefinitely	That this matter be adjourned until further notice.	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	(a) During the election of a <i>Chair</i> ; (b) When another <i>Councillor</i> is speaking; (c) When the matter is one in respect of which a call of the <i>Council</i> has been made.		Motion and any amendment postponed but may be resumed at any later <i>Meeting</i> if on the <i>Agenda</i>	Debate continues unaffected	Yes
3. The Closure	That the motion be now put.	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	During nominations for <i>Chair</i>		Motion or amendment in respect of which the closure is carried is put to the vote immediately without debate of this motion, subject to any <i>Councillor</i> exercising his or her right to ask any question concerning or arising out of the motion.	Debate continues unaffected	No

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Procedural Motion	Form	Mover/Seconder	When Motion Prohibited	Effect if Carried	Effect if Lost	Debate Permitted on a Motion
4. Laying question on the table	That the question lie on the table	Any <i>Councillor</i> who has not moved or seconded the motion or otherwise spoken to the motion.	<p>(a) During the election of a <i>Chair</i>;</p> <p>(b) During a <i>Meeting</i> which is a call of the <i>Council</i>;</p> <p>(c) When the motion would have the effect of causing <i>Council</i> to be in breach of a legislative requirement</p>	<p>Motion and amendment is not further discussed or voted on until:</p> <p>(a) the <i>Council</i> resolves to take the question from the table at the same <i>Meeting</i>;</p> <p>(b) the matter is placed on an <i>Agenda</i> and the <i>Council</i> resolves to take the question from the table.</p>	Debate continues unaffected	No
5. Previous question	That the question be not now put	A <i>Councillor</i> who has spoken to the motion or any amendment of it.	<p>(a) During the election of a <i>Chair</i>;</p> <p>(b) When another <i>Councillor</i> is speaking;</p> <p>(c) When the matter is one in respect of which a call of the <i>Council</i> has been made.</p> <p>(d) When an amendment is before the <i>Council</i>; or</p> <p>(e) When a motion would have the effect of causing the <i>Council</i> to be in breach of a legislative requirement.</p>	<p>(a) No vote or further discussion on the motion until it is placed on an <i>Agenda</i> for a later <i>Meeting</i>;</p> <p>(b) Proceed to next business.</p>	Motion (as amended up to that time) put immediately without further amendment or debate.	Yes

Procedural Motion	Form	Mover/Seconder	When Prohibited	Motion	Effect if Carried	Effect if Lost	Debate Permitted on a Motion	
6. Proceeding to next business	<p>That the <i>Meeting</i> proceed to the next business.</p> <p>Nb: This Motion</p> <p>(a) May not be amended;</p> <p>(b) May not be debated; and</p> <p>(c) Must be put to the vote as soon as seconded.</p>	A <i>Councillor</i> who has spoken to the motion or any amendment of it.	(a) During the election of a <i>Chair</i> ;	(b) When another <i>Councillor</i> is speaking;	(c) When the matter is one in respect of which a call of the <i>Council</i> has been	If carried in respect of: (a) An amendment, <i>Council</i> consider the motion without reference to the amendment (b) A motion – no vote or further discussion on the motion until it is placed on an <i>Agenda</i> for a later <i>Meeting</i> .	Debate continues unaffected	No
7. Alter the order of business	That the item listed as ## on the <i>Agenda</i> be considered before/after the item listed as item ##.	Any <i>Councillor</i> (including the <i>Mayor/Chair</i>)	During debate		Alters the order of business for the <i>Meeting</i> .	Items are considered in the order as listed in the <i>Agenda</i> .	No	

Procedural Motion	Form	Mover/Seconder	When Prohibited	Effect if Carried	Effect if Lost	Debate Permitted on a Motion
8. Suspension of Standing Orders	That Standing Orders be suspended to ##(reason must be provided)	Any <i>Councillor</i> (including the <i>Mayor/Chair</i>)	During any debate	The rules of the <i>Meeting</i> are temporarily suspended for the specific reason given in the motion.	<i>Meeting</i> continues unaffected.	No and no debate or decision on any matter. Resolution to resume Standing Orders is the only decision permissible.
9. Resumption of Standing Orders	That the Standing Orders be resumed.	Any <i>Councillor</i> (including the <i>Mayor/Chair</i>)	When Standing Orders have not been suspended.	The temporary suspension of the rules of the <i>Meeting</i> is removed.	The <i>Meeting</i> cannot continue.	No
10. Consideration of confidential matter(s)	That, in accordance with sections 89(2) and 77(2) of the <i>Act</i> , the <i>Meeting</i> be closed to members of the public for the consideration of item ## which has been designated confidential on the grounds it relates to ## (insert grounds from s.77(2))	Any <i>Councillor</i>	N/A	The <i>Meeting</i> is closed to members of the public.	The <i>Meeting</i> continues to be open to the public.	Yes
11. Reopen the meeting.	That the <i>Meeting</i> be reopened to members of the public.	Any <i>Councillor</i>	N/A	The <i>Meeting</i> is reopened to members of the public.	<i>Meeting</i> remains closed to members of the public.	No.

Chapter 3 – Meeting Procedure for Delegated Committees

1. Meeting Procedure Generally

If *Council* establishes a *Delegated Committee*:

all of the provisions of Chapter 2 apply to meetings of the *Delegated Committee*; and
any reference in Chapter 2 to:

a *Council meeting* is to be read as a reference to a *Delegated Committee* meeting;

a Councillor is to be read as a reference to a member of the *Delegated Committee*;
and

the Mayor is to be read as a reference to the Chair of the *Delegated Committee*.

2. Meeting Procedure Can Be Varied

Notwithstanding Rule 1, if *Council* establishes a *Delegated Committee* that is not composed solely of Councillors:

Council may; or

the *Delegated Committee* may, with the approval of *Council*

resolve that any or all of the provisions of Chapter 2 are not to apply to a meeting of the *Delegated Committee*, in which case the provision or those provisions will not apply until *Council* resolves, or the *Delegated Committee* with the approval of *Council* resolves, otherwise.

Chapter 4 – Meeting Procedure for Community Asset Committees

1. Introduction

In this Chapter, “Instrument of Delegation” means an instrument of delegation made by the *Chief Executive Officer* under section 47(1)(b) of the *Act*.

2. Meeting Procedure

Unless anything in the instrument of delegation provides otherwise, the conduct of a meeting of a *Community Asset Committee* is in the discretion of the *Community Asset Committee*.

Chapter 5 – Disclosure of Conflicts of Interest

1. Introduction

The following Rules in this Chapter apply only upon Division 1A of Part 4 of the *Local Government Act 1989* being repealed.*

2. Definition

In this Chapter:

“meeting conducted under the auspices of *Council*” means a meeting of the kind described in section 131(1) of the Act, and includes a meeting referred to in Rule 1 of Chapter 6 (whether such a meeting is known as a ‘Councillor Briefing’ or by some other name); and

a member of a *Delegated Committee* includes a Councillor.

3. Disclosure of a Conflict of Interest at a Council Meeting

A Councillor who has a conflict of interest in a matter being considered at a *Council meeting* at which he or she:

is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Council meeting* immediately before the matter is considered; or

intends to be present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Council meeting* commences a written notice:

advising of the conflict of interest;

explaining the nature of the conflict of interest; and

detailing, if the nature of the conflict of interest involves a Councillor’s relationship with or a gift from another person, the:

name of the other person;

nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

nature of that other person’s interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The Councillor must, in either event, leave the *Council meeting* immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

4. Disclosure of Conflict of Interest at a Delegated Committee Meeting

A member of a *Delegated Committee* who has a conflict of interest in a matter being considered at a *Delegated Committee* meeting at which he or she:

* At the time of making these Rules the date on which Division 1A of Part 4 of the *Local Government Act 1989* is expected to be repealed is 24 October 2020.

is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Delegated Committee* meeting immediately before the matter is considered; or

intends to present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Delegated Committee* meeting commences a written notice:

advising of the conflict of interest;

explaining the nature of the conflict of interest; and

detailing, if the nature of the conflict of interest involves a member of a *Delegated Committee's* relationship with or a gift from another person the:

name of the other person;

nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

nature of that other person's interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The member of a *Delegated Committee* must, in either event, leave the *Delegated Committee* meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

5. Disclosure of a Conflict of Interest at a Community Asset Committee Meeting

A Councillor who has a conflict of interest in a matter being considered at a *Community Asset Committee* meeting at which he or she:

is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the *Community Asset Committee* meeting immediately before the matter is considered; or

intends to present must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Community Asset Committee* meeting commences a written notice:

advising of the conflict of interest;

explaining the nature of the conflict of interest; and

detailing, if the nature of the conflict of interest involves a member of a Councillor's relationship with or a gift from another person the:

name of the other person;

nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

nature of that other person's interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule.

The Councillor must, in either event, leave the *Committee Asset Committee* meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

6. Disclosure at a Meeting Conducted Under the Auspices of Council

A Councillor who has a conflict of interest in a matter being considered by a meeting held under the auspices of *Council* at which he or she is present must:

disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the meeting immediately before the matter is considered;

absent himself or herself from any discussion of the matter; and

as soon as practicable after the meeting concludes provide to the *Chief Executive Officer* a written notice recording that the disclosure was made and accurately summarising the explanation given to those present at the meeting.

7. Disclosure by Members of Council Staff Preparing Reports for Meetings

A member of Council staff who, in his or her capacity as a member of Council staff, has a conflict of interest in a matter in respect of which he or she is preparing or contributing to the preparation of a Report for the consideration of a:

Council meeting;

Delegated Committee meeting;

Community Asset Committee meeting

must, immediately upon becoming aware of the conflict of interest, provide a written notice to the *Chief Executive Officer* disclosing the conflict of interest and explaining the nature of the conflict of interest.

The *Chief Executive Officer* must ensure that the Report referred to in sub-Rule 7.1 records the fact that a member of Council staff disclosed a conflict of interest in the subject-matter of the Report.

If the member of Council staff referred to in sub-Rule 7.1 is the *Chief Executive Officer* the written notice referred to in sub-Rule 7.1 must be given to the *Mayor*; and the obligation imposed by sub-Rule 7.2 may be discharged by any other member of Council staff responsible for the preparation of the Report.

8. Disclosure of Conflict of Interest by Members of Council Staff in the Exercise of Delegated Power

A member of Council staff who has a conflict of interest in a matter requiring a decision to be made by the member of Council staff as delegate must, immediately upon becoming aware of the conflict of interest, provide a written notice to the *Chief Executive Officer* explaining the nature of the conflict of interest.

If the member of Council staff referred to in sub-Rule 8.1 is the *Chief Executive Officer* the written notice must be given to the *Mayor*.

9. Disclosure by a Member of Council Staff in the Exercise of a Statutory Function

A member of Council staff who has a conflict of interest in a matter requiring a statutory function to be performed under an Act by the member of Council staff must, upon becoming aware of the conflict of interest, immediately provide a written notice to the *Chief Executive Officer* explaining the nature of the conflict of interest.

If the member of Council staff referred to in sub-Rule 9.1 is the *Chief Executive Officer* the written notice must be given to the *Mayor*.

10. Retention of Written Notices

The *Chief Executive Officer* must retain all written notices received under this Chapter for a period of three years.

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

If there is a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

- tabled at the next convenient *Council meeting*; and
- recorded in the minutes of that *Council meeting*.

3. Confidential Information

If, after the repeal of section 77(2)(c) of the *Local Government Act 1989*, the *Chief Executive Officer* is of the opinion that information relating to a meeting is confidential information within the meaning of the *Act*, he or she may designate the information as confidential and advise Councillors and/or members of Council staff in writing accordingly.

Information which has been designated by the *Chief Executive Officer* as confidential information within the meaning of the *Act*, and in respect of which advice has been given to Councillors and/or members of Council staff in writing accordingly, will be presumed to be confidential information.

Chapter 7 – Election Period Policy



ELECTION PERIOD POLICY



DOCUMENT CONTROL

Document Title:	<i>Election Period Policy</i>
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1.1 PURPOSE

During the period preceding a Council election the Council assumes a “caretaker role”. This period is defined in the Act as the ‘Election Period’.

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

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

1.2 SCOPE

This policy applies to all Councillors and staff.

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

1.3 DEFINITIONS

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

2. POLICY

2.1 POLICY STATEMENT

This policy commits the Council during an Election Period to:

- not making any major decisions;
- not making decisions that significantly affect the municipality or unreasonably bind the incoming Council;
- ensuring that public resources, including staff resources, are not used for election

campaign purposes, or in a way that may improperly influence the result of an election;
and

- not publishing or distributing electoral matter, unless it is simply information about the election process.

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

2.2 POLICY POSITION

This policy applies during any Council Election Period and covers:

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

2.3 ROLES AND RESPONSIBILITIES

2.3.1 Councillors

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

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

2.3.2 Chief Executive Officer

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

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

3. PROCEDURES

3.1 DECISION MAKING PROCESSES DURING AN ELECTION PERIOD

- a) It is an established democratic principle that elected bodies should not unnecessarily bind an incoming government during an election period. The Council therefore commits to this principle in that it will make every endeavour to avoid making decisions that inappropriately bind the incoming Council. This includes a commitment to not making any "Major Decision" or "Significant Decisions" as specified in this policy.



- c) The Chief Executive Officer will ensure, as far as practicable, that matters of Council business requiring Major Decision or Significant Decision are scheduled for Council to enable resolution prior to the commencement of an Election Period or deferred where appropriate for determination by the incoming Council.
- d) Scope exists for Council to hold a Council meeting but only in the most urgent or extraordinary circumstances or any statutory circumstances or any statutory processes that may arise. *Refer clause 3.1.3*

3.1.1 Major Decision

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

3.1.2 Significant Decisions

- a) Over and above the decisions specified as Major Decisions, the Council will avoid making other decisions during an Election Period that are of a significant nature and which would unnecessarily bind an incoming Council.
- b) "Significant Decisions" include:
 - (i) Irrevocable decisions that commit the Council to substantial expenditure or major actions; and
 - (ii) Irrevocable decisions that will have a major impact on the municipality or the community.
- c) The Council acknowledges that it has an ongoing responsibility to act in the best interests of the community. Therefore, where a delay in making a "Significant Decision" would result in significant detriment to the local community, or the broader community, the Council may make an exception to this procedure. In making an exception to this procedure, the Council will deal with the matter impartially, having regard to the long-term interests of the community and as transparently as possible.
- d) In the case of a decision that significantly affects the municipality or binds the incoming Council, which is not expressly prohibited, a number of factors will be considered, including:

- (i) The urgency of the issue - could a decision be reasonably deferred until the next Council is in place;
- (ii) The possibility of financial and/or legal repercussions if it is deferred;
- (iii) Whether the decision is likely to be controversial; and
- (iv) The best interests of Council.

3.1.3 Council Meetings

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

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

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

3.1.4 Delegated Committees and Advisory Committees

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

3.2 PUBLIC CONSULTATION DURING AN ELECTION PERIOD

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

of Council.

3.3 COUNCIL PUBLICATIONS DURING AN ELECTION PERIOD

3.3.1 Certification of Council publications during an election period

- a) The Council will not publish material with public funds that may influence, or be seen to influence, voting in a Council election.
- b) The Council will not:
 - (i) Print, publish or distribute; or
 - (ii) Cause, permit or authorise to be printed, published or distributed on behalf of the Council;

any advertisement, handbill, pamphlet or notice during an election period unless it has been certified, in writing, by the Chief Executive Officer.
- c) This prohibition applies to all documents produced for the purpose of communicating with the community, including:
 - (i) Council newsletters
 - (ii) Advertisements and notices e.g. job advertisements, public notices of contracts etc.
 - (iii) Media releases
 - (v) Leaflets and brochures
 - (vi) Mailouts to multiple addresses
- d) Council will avoid all publication activity during an Election Period except where essential for the conduct of Council operations. Where printing, publishing or distributing a document is deemed essential to Council business during an Election Period the Chief Executive Officer's certification is required. Publication includes electronic information and web-based productions.
- e) The procedure for certifying publication is:

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



	will certify this in writing: <i>"I certify that the attached material is suitable for printing, publishing or distributing on behalf of Warrnambool City Council"</i>
6	The Manager Governance is responsible for maintaining the record of certification of documents and advising relevant officers of the publication approval.

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

3.3.2. Council's Online Facilities (includes Social Media)

- a) The Council website is the main corporate site; there are separate websites for some activities including Warrnambool Art Gallery, Aquazone, Lighthouse Theatre, Surfside Holiday Park and Flagstaff Hill Maritime Village. The Council also has a number of social media sites including twitter feeds and Facebook pages.
- b) Council auspiced social media must not be used for election campaigning.
- c) At the start of an Election Period any online information on Council hosted sites about Councillors who are candidates will be restricted to their name and contact details.
- d) Council agendas and minutes of meetings do not require certification if they are published in the usual way on the website.
- e) Any references on Council's website to the election will only relate to the election process.
- f) Any new material published on Council's website during an Election Period that may be considered an advertisement, handbill, pamphlet or notice must be subject to the certification process.
- g) Any publication on social media sites such as, Facebook, twitter etc. which are auspiced by Council, will require certification by the Chief Executive Officer.
- h) During an Election Period Facebook and twitter posts are to be kept to minimum, normal day- to-day activities only. No launches or announcement of any new projects, policy initiatives, or programs must be made. Where possible, the functions that permit comments and posts by the public on Council social media will be disabled during an Election Period and if so, the Council will provide an explanation via social media on this being necessitated in accordance with this Policy.
- i) No new Council You Tube videos will be uploaded during an Election Period.
- j) Council's Communications unit monitors the Council's corporate website, Facebook site and twitter feeds between the hours of 8.15am and 5.00pm on weekdays (excluding public holidays). During an Election Period monitoring will extend to after hours and weekends and will be undertaken by the Communication unit which will have the editing access to delete any material posted that makes reference to candidates or a Council election.

3.3.3 Council Publications

- a) Any current Council publication which may be potentially affected by this policy will be reviewed by the Communication unit in consultation with the Manager Governance to

ensure that any circulated, displayed or otherwise publicly available material during an Election Period does not contain material that may be construed as “electoral matter”.

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

3.3.4 Council Annual Report

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

3.3.5 Electoral Material

Material is definitely an electoral matter if it:

- Publicises the strength or weaknesses of a candidate;
- Advocates the policies of the Council or of a candidate;
- Responds to claims made by a candidate;
- Publicises the achievements of the elected Council;
- Publicises matters that have already been the subject of public debate;
- About matters that are known to be contentious in the community and likely to be the subject of election debate;

- Deals with Election Candidates statements;
- Refers to Councillors or candidates by name or by implicit reference.

3.4 USE OF COUNCIL RESOURCES DURING AN ELECTION PERIOD

- a) Public resources must not be used in a manner that would influence the way people vote in elections. The Council commits to this principle in that it will ensure that Council resources are not used inappropriately during an Election Period. This includes a commitment to comply with the following procedures.
- b) The Council will ensure that due propriety is observed in the use of all Council resources, and staff are required to exercise appropriate discretion in that regard. In any circumstances where the use of Council resources might be construed as being related to a candidate's election campaign, advice is to be sought from the relevant Director.
- c) Council resources, including offices, support staff, hospitality services, equipment and stationery will be used exclusively for normal Council business during an Election Period. and shall not be used in connection with any electioneering activity.
- d) No Council events, logos, letterheads, or other Warrnambool City Council branding can be used for, or linked in any way to, a candidate's election campaign.
- e) The Chief Executive Officer or any staff should not be asked to undertake any tasks connected directly or indirectly with electioneering.
- f) Photos or images taken by or provided by the Council are not to be used by Councillors for the purposes of electioneering or in support of their election campaign. This applies equally to images on Council websites that may be able to be copied. *Also refer to clause 3.7*
- g) No election material or active campaigning is to be conducted at Council sponsored events or to be displayed in any Council building.
- h) Staff must not undertake an activity that may affect voting in the election or authorise, use or allocate a Council resource for any purpose that may influence voting in the election.
- i) If staff that feel they are being placed in a compromising situation by a request from a Councillor they should refer the Councillor to the Chief Executive Officer for clarification.
- j) Any staff member who considers that a particular use of Council resources may influence voting in an election or provide an undue advantage for a candidate shall advise the relevant Director before authorising, using or allocating the resource. The Director in consultation with the Chief Executive Officer will decide if the use of Council resources is appropriate or not.
- k) Public events will only be organised and run if it is totally unavoidable to conduct such events during an Election Period and then only with the express permission of the Chief Executive Officer.
- l) Speeches for Councillors will only be prepared by staff in relation to events that are part of the normal services or operation of the Council and such speeches will not be

circulated or available for publication.

- m) Neither the Council logo nor Council stationery will be used by Councillors in any way that relates to the election.
- n) Equipment and facilities provided to Councillors for the purpose of conducting normal Council business will not be used for campaigning purposes.
- o) Reimbursement of Councillor expenses incurred during an Election Period should only apply to costs incurred in the performance of normal Council duties, and not for campaigning and not for expenses that could be perceived as supporting or being in connection with a candidate's election campaign.
- p) Where Councillors have Council funded services, such as mobile phones, land lines and internet connections, and where it is impractical for Councillors to discontinue their use of these during the election, then Councillors will either reimburse the Council or not make a Council claim that exceeds normal usage levels for usage of those services during an Election Period.
- q) Councillors with their own private mobile phones may continue to seek reimbursement of telephone expenses incurred in undertaking Council business related calls. Councillors will be required to declare that those expenses were incurred in undertaking normal Council business.
- r) During an Election Period, Councillors shall not participate in any regional and or interstate travel in their capacity as a Councillor. In circumstances where it is imperative that the Mayor (or nominee) represent Council on a delegation or forum, the Council may by resolution approve such attendance. If consideration by the Council is impractical the Chief Executive Officer may determine the issue.

3.5 ACCESSING COUNCIL INFORMATION DURING AN ELECTION PERIOD

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

- f) Any Freedom of Information (FOI) application lodged during an Election Period will be dealt with where possible outside of an Election Period. (the FOI Act specifies a 45-day period in providing a response)

3.6 ASSISTANCE TO CANDIDATES

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

3.7 COMMUNICATIONS AND MEDIA SERVICES DURING AN ELECTION PERIOD

- a) The Council's communication systems and media services will not be used in any way that might influence the outcome of a Council election.
- b) During an Election Period, staff must not initiate any public statement that relates to an election issue. Public statements are not only formal press releases but also verbal comments at meetings, functions and events where attending as part of their Council role.
- c) Council newsletters will not be printed by the Council during an Election Period.
- d) Any edition(s) of Council's C2C published within two months prior to the commencement of an Election Period will only contain general information pertaining to the election process and will not contain any photograph of a Councillor or candidate, or any statement by a Councillor or candidate. Articles will minimise references to specific Councillors and will not identify any Councillor in a manner that could promote a Councillor as an election candidate.
- e) In response to media inquiries the Chief Executive Officer, Directors or the Manager Communications will only provide a response and such information should relate only to current services and operations.
- f) During an Election Period, the Council initiated communications shall be restricted to the communication of normal Council activities.
- g) No media advice or assistance will be provided to Councillors in relation to election campaign matters.
- h) No publicity will be provided that involves specific Councillors during an Election Period.
- i) Councillors should not use their position as an elected representative or their access to staff and other Council resources or information in support of an election campaign. This includes photos or images provided by the Council for past Council activities.
- j) Any requests from Councillors for media advice or assistance during an Election Period will be referred to the Chief Executive Officer.

- k) Media releases will not mention or quote any Councillor(s) during an Election Period.
- l) Contact with the local media will be restricted to the communication of normal Council activities and responding to questions not involving an election or possible election outcomes.
- m) Publicity for Council events (if any during an Election Period) will be restricted to the communication of factual material and will not mention or quote any Councillor or candidate.
- n) Councillor participation at Council sponsored events during an Election Period will not be used to gain attention in support of an election campaign.

4. GOVERNANCE

4.1 Policy Owner

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

4.2 Policy Review

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

6.9. COUNCIL ADVISORY COMMITTEES - REVIEW

PURPOSE:

Review of Council Advisory Committees.

EXECUTIVE SUMMARY

Council presently has 7 Advisory committees that cover a range of topics and themes:

1. International Relations Advisory Committee
2. South West Livestock Exchange Advisory Committee
3. Australia Day Advisory Committee
4. Economic Development Advisory Committee
5. Visitor Economy Advisory Committee
6. Environment and Planning Advisory Committee
7. Health and Wellbeing Advisory Committee

The current term of office for these Advisory Committees expired on 30 April 2021.

The purpose of this report is to outline the outcomes of the review of Committees undertaken.

The report recommends on the number, make-up and purpose of these committees at the advent of a newly elected Council and the conclusion of the existing committees' term.

The report outlines the committees to be recommended to continue, to cease, or to add as advice giving bodies for Council.

Council recognises Warrnambool has an active and involved community made up of many skilled individuals who have a broad and deep knowledge base on issues facing Council. Council seeks to tap into this knowledge to be best informed in specific areas of endeavour for the Council.

Council at least once in its term seeks community representation from suitably qualified and interested parties to share their knowledge and improve the overall service provision to the community through these selected specialist committees.

Council undertakes many consultative methods to seek advice and input from the community- the advisory committees make up one further way to gain information.

This report further outlines the process that will be undertaken to advertise for membership of the Advisory committees and the terms of reference for each of the advisory committees to be established.

MOVED: CR RICHARD ZIEGELER

SECONDED: CR BEN BLAIN

1. That Council Advisory Committees for-

- **Economic Development and Tourism Advisory Committee;**
- **Community & International Relation Advisory Committee;**
- **Planning Advisory Committee;**
- **Environment and Sustainability Advisory Committee; and**
- **The South West Livestock Exchange Advisory Committee**

be established for the period 5 July 2021 to 31 May 2024 or for a period as outlined in the terms of reference for the individual Committees.

2. **That Councillor representation for these Committees be nominated at the meeting of Council on 5 July 2021.**
3. **That community nomination for vacancies to these Advisory Committees is advertised in the Warrnambool Standard and on Council's Web site from Saturday 8 May 2021 until a closing date for applications of Friday 18 June 2021.**
4. **That Council declares the successful candidates to these Advisory Committees at its ordinary Council meeting of 5 July 2021.**
5. **That all existing members of Advisory Committees receive a letter of thanks from Council for their services to the community over the previous term of the committee and where a committee is continuing advise them of the process for nomination to the Advisory Committee.**

CARRIED – 7:0

BACKGROUND

Council has maintained a varying number of Advisory committees over the life of this Council since amalgamation in 1994.

Advisory committees enable Council to get subject matter expertise and advice from the community on specialised areas of Council's operations. Council benefits greatly from the collective knowledge of these committees in the guidance around important areas of Council's operations.

The committees are set up as advisory committees of Council with both Councillor and officer representation to help support, facilitate and resource the committees.

Information flows to Council from the committees via reports and minutes of the meetings in a formalised format. Whilst the committees often follow formal meeting protocols and where items may be recommended or even voted upon the outcomes remain recommendations to Council.

The decision on items recommended and any allocation of Council's resources remains the strict remit of Council's powers.

The strength of the advisory committee structure is the collective wealth of knowledge that is gathered and the ability to garner fresh and informed views on important aspects of Council's operations and policies.

The committees may form as reference bodies to deal with the review and have input into policy work at its formative stage. Committees may recommend the appropriate conduits for broader community consultation.

In order to maintain their relevance usefulness and freshness Council's Advisory committee's terms of reference are reviewed periodically.

Council also chooses many other forms of Community consultation demographic information and data in the consideration of its decisions and resource allocation.

All terms of reference should at a minimum include:

PURPOSE OF COMMITTEE:

The reason for the committee to exist.

NATURE OF ADVICE:

The form advice will take and not take the extent of that the committee will deal with issues and the range of issues the committee advice is pertinent to.

TERM

How long is the life of the Committee

COMMITTEE STRUCTURE:

How many community members

The expertise being sought for the committees make up.

Selection criteria for community membership

COUNCIL MEMBERS:

What is the make-up of Councillor representation

What is the officer support to the committee

APPOINTMENT OF CHAIR:

Their term and method of appointment

MEETING TIME AND FREQUENCY:

MANAGING CONFLICT OF INTEREST:

The processes involved to deal with situations where conflicts of interest may arise.

REPORTING REGIME:

Time frequency and form of feedback loops to and from the committee

MEETING PROCESS:

Procedural requirements and quorum requirements

AMENDMENT, MODIFICATION OR VARIATION

What is the formal mechanism to change the scope and nature of the committee if needed.

Current Warrnambool Council Advisory committees are:

1. International Relations Advisory Committee
2. South West Livestock Exchange Advisory Committee
3. Australia Day Advisory Committee
4. Economic Development Advisory Committee
5. Visitor Economy Advisory Committee
6. Environment and Planning Advisory Committee
7. Health and Wellbeing Advisory Committee

All advisory committees must at a minimum have one Councillor Representative and one officer to support the committee.

Council wishes to review and develop several Advisory committees to aid in the breadth of knowledge it has available to it to make informed decisions on behalf of the community. Advisory committee terms of reference and make up and number should be reviewed periodically to ensure their relevance continues, and the form and function is appropriate, and that they are adding value to the decision making of Council.

Warrnambool City Council chooses advisory committees as an important adjunct to its consultative and information gathering mechanisms.

It is recommended Council operates the following Advisory Committees effective from June 2021:-

- Economic Development & Tourism Advisory Committee
- Welcoming Cities Advisory Committee
- Planning Advisory Committee
- Environment and Sustainability Advisory Committee
- The South West Livestock Exchange Advisory Committee

Following the review of the Advisory Committees, Council have chosen to review the nominations received for the Australia Day awards directly.

ECONOMIC DEVELOPMENT AND TOURISM ADVISORY COMMITTEE

Merge the existing Economic Development Advisory Committee and Visitor Economy Advisory Committee into one to be called the *Economic Development and Tourism Advisory Committee*. This is consistent with recent structure changes to combine the Economic Development and Tourism portfolios reporting to one Manager and generating enhanced cross-over between these two areas which share similar objectives.

A co-ordinated approach to both Economic Development and Tourism priorities is especially critical as Council prioritises work streams to support COVID-19 recovery efforts. The purpose of the Committee will be to:

- Advise Council on matters relating to the economic and tourism development of Warrnambool and the Great South Coast.
- To discuss new initiatives and major projects that support the Economic Development and Investment Strategy and Events Strategy.
- To review feasibility studies and business cases in line with Council priorities; and
- To act as a reference group and provide recommendations to Council on matters that fall within the Committees Terms of Reference.

WELCOMING CITIES ADVISORY COMMITTEE

The International Relations Advisory Committee be renamed the *Welcoming Cities Advisory Committee*. This change will retain the responsibilities of advising on Council's sister city relationships but also broaden its oversight to advise on Council's priorities and progress against the Welcoming Cities Standard. The Welcoming Cities Standard promotes acts of enabling all groups of people within a society to have a sense of belonging and to be able to participate in community life. The purpose of the Committee will be to:

- To promote and facilitate the Warrnambool community enjoying direct associations with international cities, promoting international friendship, cultural exchange, and a general international awareness.
- To develop activities such as student exchange, teacher exchange, citizen exchange school language programs, cultural and sporting exchange, community involvement.
- To enhance Warrnambool's economy through improved business, trade, and tourism links.
- To support Council in hosting international delegations where appropriate.
- To consider and provide advice to Council on sister city policy, strategy, current issues, or trends.
- To consider and provide advice to Council on general international matters where appropriate.
- To provide oversight and advice towards Council's progress against the Welcoming Cities Standard. <https://welcomingcities.org.au/> <https://welcomingcities.org.au/the-standard/>

The Welcoming Cities Standard is a central element of the Welcoming Cities network, of which Warrnambool City Council is a member. The Standard establishes the framework for local councils to benchmark their cultural diversity and inclusion policies and practices across the organisation; identify where and how further efforts could be directed; and assess progress over time.

PLANNING ADVISORY COMMITTEE

That the Environment and Planning Advisory Committee be renamed the *Planning Advisory Committee*. The purpose of the Committee will be to provide advice on strategic land use planning projects and structure plans across City Strategy and Development branches.

ENVIRONMENT AND SUSTAINABILITY ADVISORY COMMITTEE

It is proposed a separate Advisory Committee be created to provide advice on Environment & Sustainability matters, projects, and programs to advance the Green Warrnambool vision that Warrnambool will be the most environmentally sustainable regional city in Australia. It will provide advice on matters which have direct impact on our natural environment, including health of rivers, public open spaces, gardens, and revegetation projects. This Advisory Committee will also be seeking expertise to advise on Council's suite of sustainability initiatives to reduce carbon emissions and advance strategic partnerships with other entities with similar objectives.

SOUTHWEST LIVESTOCK EXCHANGE ADVISORY COMMITTEE

Remains unchanged and will provide:

- advice in relation to the management and operation of the Warrnambool Livestock Exchange; and.
- provide a conduit for information between the Warrnambool City Council, saleyards management, stock agents, buyers, sellers, transporters, other stakeholders, and the community.

HEALTH AND WELLBEING ADVISORY COMMITTEE

That the Health and Wellbeing Advisory Committee be disbanded, and, in its place, Council facilitate the establishment of communities of practice for different thematic areas in partnership with the Victorian Department of Health and the South West Primary Care Partnership. The thematic areas will be guided by the priorities of the Municipal Health and Wellbeing Plan 2021-25.

Victoria's Local Government Act 2020 and the Public Health and Wellbeing Act 2008 stipulate the statutory role of Councils to 'protect, improve and promote public health and wellbeing within the municipal district.' The Climate Change Act 2017 also stipulates that both state and local governments must have regard to climate change when undertaking public health and wellbeing planning. The Municipal Public Health and Wellbeing plan (MPHWP) sets the broad mission, goals, and priorities to protect and promote municipal public health and wellbeing.

The Victorian Health and Wellbeing Plan 2019-23 has identified 10 priority areas, with four pillars as focus areas, namely, tackling climate change impact on health, increasing healthy eating, increasing active living, and reducing tobacco-related harm. This plan also outlines that a joined-up approach across all parts of the public health and wellbeing system, based on evidence-informed coordinated approaches can maximise opportunities across communities to support Victorians to live healthy lives.

Warrnambool City Council set up the Health and Wellbeing Advisory Committee, chaired by a Councillor with representation from community, networks and additional membership of Council Officers in 2013. The Terms of Reference (TOR) for the Committee lays out its purpose as to providing advice to Council on the development, review and implementation of the Warrnambool City Health and Wellbeing Plan and associated Action Plans. The TOR further stipulates that the Advisory Committee will comprise of 12 members with an interest and networks in one or more of nine thematic areas.

In its current structure, the Health and Wellbeing Advisory Committee is unable to include members from all the relevant networks and from the community, especially considering the broad scope of the municipal health and wellbeing plan. The Victorian Public Health and Wellbeing Outcomes Framework recommends a partnership approach at the local level involving local government, regional partnerships, social and aged care services, schools, women's health services, workplaces, hospitals, health and primary care organisations, Aboriginal community-controlled health organisations, human services provider agencies and community organisations. Discussion with stakeholders has also revealed that agencies across different sectors face challenges related to resourcing and technical ability, thereby necessitating the need for a thematic approach to collaborating across the different issues of health, whereby significant synergies can be achieved through optimal use of limited resources.

An initial conceptual planning workshop organised on 31 March 2021 had participation from 55 Health and Wellbeing agency stakeholders and a further 30 stakeholders who were interested but unable to attend due to prior commitments. These stakeholders have identified six Communities of Practice to undertake the work of the next Municipal Health and Wellbeing Plan and develop programs towards achieving the health and wellbeing measures outlined in the Warrnambool 2040 community vision.

The Health and Wellbeing Communities of Practice model is now well placed to begin active engagement with local agencies to further advance health and wellbeing outcomes for the Warrnambool community. It is therefore recommended that the Health and Wellbeing Advisory Committee be retired.

At the time of writing of this report, different working groups are developing the governance and operational mechanisms of each Community of Practice. There will be opportunities for a wide range of community participation across the six Communities of Practice, which is not possible within the existing structure of the Health and Wellbeing Advisory Committee. Reports on progress for each Community of Practice will be provided to Council bi-annually.

NEXT STEPS

All committees will have a refreshed set of terms of reference to reflect up to date governance practice. It is expected that Advisory Committees will meet, at a minimum, on a quarterly basis and will be strategic in nature.

Members of the current committees will be written to, to inform them of the upcoming nomination process and thank them for their service.

A date for the resumption or establishment meeting for each committee will be advertised at this time.

Full nomination criteria and terms of reference for each committee will be available for consideration at this time.

Council will declare the successful candidates to these Advisory Committees at its ordinary meeting of 7 June 2021. Successful and successful candidates will be notified in writing after this meeting.

Successful candidates will also be reminded of the meeting date and time for the first establishment or resumption meeting for the advisory committees.

FINANCIAL IMPACT

The Advisory committees require resourcing in their administration and support. Whilst no direct resource allocation role exists for the committees, they play an important part in the strategic planning direction and review of critical Council programs and facilities.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management.

5.1 Provision of opportunities for the community to actively participate in Council's decision-making through effective promotion, communication, and engagement.

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

5.4 Deliver customer-focused, responsive service.

COMMUNITY IMPACT/CONSULTATION

The Advisory Committee's terms of reference, eligibility criteria and call for membership will go through a public advertising process. Notification of Council's intent is included in this report.

OFFICERS' DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

6.10. ALLANSFORD STRATEGIC FRAMEWORK PLAN SUBMISSIONS AND ADOPTION OF PLAN

PURPOSE:

To consider submissions to the draft Allansford Strategic Framework Plan, and recommend that the plan be adopted, subject to changes, and proceed to a Planning Scheme Amendment.

EXECUTIVE SUMMARY

- The Allansford Strategic Framework Plan will provide a long-term land use and development framework for the town for the next 15 years.
- Extensive community engagement, including a 'drop-in' session was undertaken in October 2019 to inform the development of the Draft Strategic Framework Plan.
- Further consultation with the community and stakeholders on the Draft Allansford Strategic Framework Plan was undertaken between 28 January 2021 and 1 March 2021.
- In total, 21 submissions were received by Council during the consultation period. A summary of the submissions received, and the officer response is provided in **Attachment 1**. A copy of all submissions is attached as **Attachment 2**.
- The submissions generally support the draft Allansford Strategic Framework Plan, and make requests for changes or make suggestions in relation to specific elements.
- It is recommended that the Allansford Strategic Framework Plan be adopted subject to changes outlined in this report including the development of an implementation plan.
- Following adoption of the Allansford Strategic Framework Plan, the next phase of the process will include the preparation of a planning scheme amendment to provide the policy direction to deliver the recommendations of the plan, and include the Allansford Strategic Framework Plan as a Background Document.
- Submitters, community members, and key stakeholders will have a further opportunity to make comment on the proposed planning scheme changes as part of the exhibition period.

MOVED: CR BEN BLAIN

SECONDED: CR DEBBIE ARNOTT

That Council resolves to:

- 1. Receive and consider submissions in response to the draft Allansford Strategic Framework Plan.**
- 2. Amend the Allansford Strategic Framework Plan in response to submissions as outlined in this report.**
- 3. Prepare an Implementation Plan to guide priority recommendations, including mechanisms for collecting developer contributions for infrastructure projects that require funding.**
- 4. Adopt the Allansford Strategic Framework Plan subject to the completion of items 2 and 3.**
- 5. In accordance with Section 8A of the *Planning and Environment Act 1987*, seek authorisation from the Minister for Planning to prepare an Amendment to implement the policy direction of the Allansford Strategic Framework Plan and include it as a Background Document in the Warrnambool Planning Scheme.**
- 6. Subject to the Minister's authorisation, in accordance with Section 19 of the *Planning and Environment Act 1987*, prepare and exhibit the amendment to the Warrnambool Planning Scheme to implement the policy direction of the Allansford Strategic Framework Plan.**

CARRIED - 7:0

BACKGROUND

Council has prepared a draft Strategic Framework Plan for Allansford, which is identified in the Great South Coast Regional Growth Plan (2014) as a “district town” suitable for growth. The Great South Coast Regional Growth Plan forms part of the Planning Policy Framework of the Warrnambool Planning Scheme. **The draft Allansford Strategic Framework Plan is attached as Attachment 3.**

A Strategic Framework Plan is a high-level long-term land use planning document, which sets out a vision for the town, and provides a framework for its growth and development.

The purpose of the Allansford Strategic Framework Plan is to:

- Identify the key strategic planning issues facing the town, including community aspirations and needs (not already captured in other council documents);
- Set out the future vision for Allansford;
- Refresh the land use and development framework;
- Provide the basis for public space improvements and further work;
- Provide guidance for stakeholder discussions and investment.

The Allansford Strategic Framework Plan is based on a review of State and local planning policies, the undertaking of data collection and analysis of a range of factors including: changing demographics, development pressures across the township, housing diversity, residential character, climate change, flooding, bushfire, the natural environment, open space, transport and infrastructure, and informed by extensive community and stakeholder consultation

The plan will be used by Council, landowners, the community, government agencies, and other stakeholders to guide future growth and development in the town over the next 15 years.

To give effect to the Allansford Strategic Framework Plan, a planning scheme amendment will be prepared to modify the Local Planning Policy Framework to reflect the recommendations of the framework plan, and introduce the plan into the Planning Scheme.

It is not anticipated that an amendment to implement the recommendations of the Allansford Strategic Framework Plan would include any re-zoning of land. This work would be undertaken in the subsequent stages of the planning process and would include detailed site-specific assessment and further consultation through the exhibition process.

Council received 21 submissions in response to the draft Allansford Strategic Framework Plan, as follows:

- 9 via online form (Council’s YourSay website).
- 8 via email or letter (from community members and landowners), and
- 4 from government agencies/authorities – DELWP, Wannon Water, PowerCor, and Glenelg Hopkins Catchment Management Authority.

ISSUES

Project Stages

The project is currently at stage six of seven, as follows:

Stage	Project	Status
1	Background and Policy Context	Complete
2	Existing Conditions Analysis	Complete
3	Land Use and Development Options	Complete
4	Draft Allansford Strategic Framework Plan	Complete
5	Draft Strategic Framework Plan Consultation	Complete
6	Consider Submissions	April/May 2021
	Adopt Allansford Strategic Framework Plan and next steps	Council May 2021
	Implementation Plan and peer review refinements	June 2021
7	Planning Scheme Amendment preparation and exhibition	late 2021

Summary of Feedback

Of the 21 submissions received:

- 11 submissions indicated positive support for the plan.
- 10 requested changes to the plan.
- 7 make suggestions to specific elements to the plan.
- None objected to the plan.
- 1 offered no comment.

Each submission has been identified in a table at **Attachment 1** and lists the theme raised by each submission, provides an officer response, and whether a change to the Strategic Framework Plan is recommended. **Copies of all submissions are included at Attachment 2.**

Key themes raised in the submissions are:

- Some submitters were pleased with the opportunity to engage with the proposed Strategic Framework Plan.
- Submitters were generally supportive of the Strategic Framework Plan, specifically the identified residential change areas, enhancing streetscapes, better access points to the Hopkins River, and need for better pedestrian and cycling connections.
- One submission suggested an additional residential change area was needed ie., rezone Rural Living zoned land to Township zone south of the railway line.
- Two submitters suggested that the Strategic Framework Plan should provide more discussion regarding the history of the Traditional Owners and strengthen acknowledgement of cultural heritage.
- Concerns were raised with flooding and drainage.

- There were submissions supporting directions for developers to contribute to upgrading and sealing Clarke Street, and others which considered this to be a Council responsibility.
- There were submissions requesting the plan include directions around upgrading and sealing all roads, and the installation of kerb and channel along Ziegler Parade.
- There was one submission requesting a direction that the Ziegler Parade-Hopkins River bridge be replaced.
- There were a number of submissions that raised matters outside the scope of a Strategic Framework Plan, including the provision of specific commercial, community or recreational facilities.
- Some submissions identified map omissions.
- One submission requested that Council purchase the property to the west of the cricket oval, and use this land to establish a new entry/exit into the town from Princes Highway with any excess land to be used as open space or subdivided.
- One submission seeks to ensure that development in the town does not impact on the series of wetlands parallel to the Warrnambool railway line on VicTrack land. The submission also identified terminology issues that should be clarified.

Agency/Authority Comments

The views of government agencies/Authorities were considered and outlined below:

The Glenelg Hopkins CMA did not object to the draft Strategic Framework Plan, however raised concern with significant issues of stormwater management in and around Allansford and the need for Council to undertake a comprehensive flood investigation. The submission requested the plan be updated to strengthen objectives in relation to water quality discharge to the river environment.

Powercor advised that it has plans to re-route its substation 66kv lines from Princes Highway to 312 Ziegler Parade, along Grauers Road.

Wannon Water did not object to the draft Strategic Framework Plan, subject to the provision of appropriate infrastructure to service the residential growth areas and strengthening of the directions in relation to Water Sensitive Urban Design and Integrated Water Management. The submission also identified areas that would be more difficult to service.

The Department of Environment, Land, Water and Planning (DELWP) supported the Strategic Framework Plan, noting it picked up on feedback previously provided in relation to the Great Ocean Road and tourism opportunities.

Changes to Plan

In response to submissions received, it is recommended that the Strategic Framework be updated as follows:

Preface

Revise the preface to:

- Strengthen the acknowledgement to Traditional Owners of the area, considering elements in submission 15.

Community and Stakeholders Contributions

Revise community and stakeholders contributions content on page 7:

- Delete the word “reserve” from “railway reserve wetland”, as this land is not reserved for conservation purposes in response to submission 13.

Theme 1 – Land Use and Heritage

Include a direction to:

- Consult with Aboriginal Victoria on the existence of the series of wetlands along the railway line and possible need for it to be deemed a defined area in cultural heritage mapping in response to submission 13.

Theme 3 – Infrastructure Services

Review the objectives and directions to:

- Widen the scope to make mention of water quality discharge to the Hopkins River environment in response to submission 17.

Update Infrastructure Services map to:

- Apply 'Direction J' to relevant railway crossings in response to submission 13.

Theme 4 – Open Space and Environment

Include direction to:

- Consult with Powercor on streetscape enhancements to Grauers Road in response to submission 17.

Update Open Space and Environment map to:

- Apply 'Direction F' land at 25-37 Grauers Road in response to submission 13 and 18.
- Apply 'Directions G & H' to relevant areas in response to submission 13.

Social and Economic Considerations

The draft Strategic Framework Plan, in conjunction with other strategic work undertaken by Council, will deliver significant long-term economic and social benefits to residents.

Directions, such as, improvements to public open space and recreation areas, the provision of improved pedestrian access, and enhancement of gateways and Ziegler Parade will consolidate Allansford as a thriving and vibrant town.

Economic outcomes are anticipated to be provided by several sources including construction and infrastructure investment, and increased activity for existing commercial activities.

Environmental Implications

The draft Strategic Framework Plan considers the environmental assets, constraints and values of the area, such as, the Hopkins River and wetland, and includes objectives and strategies in relation to these matters.

Maintaining the settlement boundary will minimise urban sprawl, and protect significant environmental or landscape features and the surrounding rural environment.

In addition, the Strategic Framework Plan encourages development, which meets contemporary landscaping and stormwater management principles.

FINANCIAL IMPACT

The costs of completing the preparation of the Allansford Strategic Framework Plan will be accommodated within the City Strategy & Development Budget.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 Sustain, enhance and protect the natural environment

1.1 Protect and enhance our waterways, coast and land

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

2.2 Increase participation, connection, equity, access and inclusion

3 Maintain and improve the physical places and visual appeal of the City

3.1 Enhance movement in and around the city including better connections for cyclists and pedestrians

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

4 Develop a smarter economy with diverse and sustainable employment

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

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management

5.1 Provision of opportunities for the community to actively participate in Council's decision-making through effective promotion, communication and engagement

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

TIMING

The draft Strategic Framework Plan has been exhibited, consideration of submissions and recommended changes to the Plan are outlined within this report. Refer to project stages above. Once adopted preparation and exhibition of the Planning Scheme Amendment will occur in late 2021.

COMMUNITY IMPACT / CONSULTATION

The recent consultation on the draft Allansford Strategic Framework Plan is the third stage of community consultation and input into the development of the Plan.

The first stage comprised of an online survey to understand relevance of key influences identified through previous strategic work, and to determine issues and opportunities that are important to the community.

The second stage consisted of a 'drop in' session at the Allansford Community Hall at which a series of draft issues and opportunities were discussed to inform the development of the Plan. In addition, meetings were held with key stakeholders, including:

- Eastern Maar;
- Glenelg Hopkins Catchment Management Authority;
- Department of Environment, Land, Water and Planning;
- Wannon Water;
- VicRoads;
- Allansford Primary School; and
- Allansford kindergarten

The feedback received from the consultation has provided valuable information and influenced the vision and direction of the draft plan.

Consultation on the final draft Allansford Strategic Framework Plan was undertaken from 28 January 2021 to 1 March 2021, and included:

- A letter to all land owners and property occupiers in Allansford containing information about the project, details of consultation and an invitation to be involved.
- Council's YourSay website containing information about the project, details of consultation, an online submission form, and links to the draft plan.
- Notices on social media and a Saturday edition of The Warrnambool Standard.
- Copies of the documents were made available at the Civic Centre and online.
- An email providing information about the project, details of consultation and an invitation to be involved was sent to key agencies and authorities.

Following adoption of the Allansford Strategic Framework Plan, the next phase of the process will include the preparation of a planning scheme amendment to provide the policy direction to deliver the recommendations of the plan, and include the Allansford Strategic Framework Plan as a Background Document. Submitters, community members, and key stakeholders will have a further opportunity to make comment on the proposed planning scheme changes as part of the exhibition period.

LEGAL RISK / IMPACT

The Strategic Framework Plan seeks to consolidate and clarify issues at a local level and will provide guidance and direction on the long term planning and development for Allansford.

OFFICERS' DECLARATION OF INTEREST

Nil

CONCLUSION

The Allansford Strategic Framework Plan provides an opportunity to develop a consolidated and coordinated vision and plan for the Allansford township.

Consultation on the draft Plan has included engagement with a range of stakeholders and the local community, which has resulted in the Framework Plan responding to the needs and ideas of the local community.

ATTACHMENTS

1. Attachment 1 Summary of Submissions Allansford Strategic Framework [6.10.1 - 15 pages]
2. Combined Submissions [6.10.2 - 38 pages]
3. 2765 allansford framework plan [6.10.3 - 45 pages]

Allansford Strategic Framework Plan submissions

Sub No	Summary of submission	Theme/Response	Recommendation
1	<p>The submission expressed concern at the lack of available vacant land in Allansford. It also expressed dissatisfaction with the slow process of re-zoning and subdivision of a large parcel of land in Allansford on the south side of Clarke Street (3-11 Clarke Street).</p>	<p>Themes: Proposed residential change areas</p> <p><u>Officer response:</u></p> <p>Council has been in receipt of a site specific request to rezone land at 3-11 Clarke Street from the Low Density Residential Zone to the Township Zone for some time. However, the rezoning request could not be progressed until the required strategic work had been undertaken to provide strategic support and justification for the rezoning.</p> <p>The Allansford Strategic Framework Plan identifies 3-11 Clarke Street as being suitable for rezoning from the Low Density Residential Zone to the Township Zone, subject to further investigation regarding infrastructure matters.</p> <p>The completion of the Allansford Strategic Framework Plan will now enable further consideration of the rezoning request to progress.</p>	No change
2	<p>The submission expressed concern in relation to the lack of community services and facilities in the town to support children, teenagers, and families living in and around the town.</p> <p>The submission also raises concern with future quarry approvals and expansions in the Lake Gilleard area, and possible impacts on cultural heritage, road safety, and tourist and recreation activities.</p>	<p>Themes: Community services and facilities; Lake Gilleard</p> <p><u>Officer response:</u></p> <p>The role of the Allansford Strategic Framework Plan is to ensure future community services and facilities are considered from a strategic land use perspective. In this instance, the development of the plan did not identify any need for additional land provision for this purpose. The Allansford Recreation Reserve, together with the adjacent Allansford kindergarten, is identified as providing opportunities for a community hub.</p>	No change

		In response to concerns in relation to land use activities in proximity to Lake Gilleear, Council's City Strategy team is currently undertaking a review of existing planning controls in this area; specifically the Environmental Significance Overlay (ESO). The review of the ESO will be presented to Council for consideration later in the year, and may include recommendations for further strategic work to be undertaken for this area.	
3	<p>The submission expresses concern in relation to a lack of commercial activity in the township.</p> <p>The submission also raises concern with the built form interface of Premier Speedway to the public realm, and requests it be screened with native trees.</p> <p>The submitter questions the approval of a large industrial shed in Edges Lane and its consistency with the Farming Zone.</p>	<p>Themes: Commercial Activity; Premier Speedway; Planning permits</p> <p><u>Officer response:</u></p> <p>The Allansford Strategic Framework Plan seeks to maintain the Township Zone; this zone allows some commercial, industrial and other uses, including residential. The plan, once implemented, will enable additional growth and development to occur in the town. Benefits of this development will include investment in the local economy and the creation of employment during the construction phase, and increased support for local shops and businesses by the occupants of the future development. It is acknowledged that higher order retail and services are provided in Warrnambool and that the township relies on this relationship as an alternative to growing beyond the small scale village style of Allansford.</p> <p>In response to concerns with the built form interface of Premier Speedway to the public realm, the location of Premier Speedway is located outside the study area, and therefore beyond the scope of the Framework Plan.</p> <p>In response to the matter of a large industrial shed in Edges Lane and its consistency with the Farming Zone, this site is located in Moyne Shire. Therefore this matter is outside the control of Warrnambool City Council.</p>	No change

4	<p>The submission is pleased with directions around flooding, expanding the wetlands, better public access to the river, and increasing pedestrian access around the town.</p> <p>The submitter requests more facilities, specifically a jetty at access points in the river, and the installation of adequate fencing at Tooram Road Park.</p>	<p>Themes: Flooding and Drainage; Wetlands; Public access to the river; Pedestrian Movement</p> <p><u>Officer response:</u></p> <p>Support for directions around flooding, expanding wetlands, better access to the river, and increasing pedestrian access around town is noted.</p> <p>The role of the Allansford Strategic Framework Plan is to outline desired spatial arrangement, variety of uses, scale and form of development and identify the infrastructure required to support what is envisaged. Whilst it is possible for the plan to capture the community aspirations for a jetty, it must be noted that this type of infrastructure would require approvals from various authorities/stakeholders such as Glenelg Hopkins Catchment Management Authority and Eastern Maar. At this stage, consultation with these authorities/stakeholders has indicated that hard infrastructure, such as jetties, in the Hopkins River would be discouraged. As such, it is not appropriate to update the plan to include a jetty. Notwithstanding, this will not prevent this matter being pursued by Council and/or the community through a separate process, should there be a desire.</p> <p>The matter concerning the adequacy of the fencing at Tooram Road Park is noted, but beyond the scope of the Allansford Strategic Framework Plan. The role of the plan is limited to ensuring that future open space needs are considered from a strategic land use perspective. Notwithstanding, the suggestion will be forwarded to Council's Community Development and Assets teams so that they are aware of community concern regarding the fence.</p>	No change
5	<p>The submission is pleased with the nomination of land for rezoning.</p> <p>The submission requests sealing of all roads and better bike access to the school and river.</p>	<p>Themes: Proposed residential change areas; Road upgrades; Bicycle movement</p> <p><u>Officer response:</u></p>	No Change

		<p>Support for the proposed residential change areas is noted.</p> <p>It is noted that Allansford has a number of gravel or unsealed roads. The Allansford Strategic Framework Plan is a high level plan that provides infrastructure targets for items that have a nexus to future growth areas. In this instance, the plan provides direction for Clarke Street and Station Street to be upgraded and sealed by developers so as to facilitate proposed residential growth areas which will access both these roads. The plan does not provide directions to upgrade other unsealed roads in the town, as they will not service increased growth and development.</p> <p>In response to bicycle movement, the Allansford Strategic Framework Plan seeks to capture the community desire for greater bicycle mobility with a direction to extend on-street bicycle lane along Ziegler Parade to connect to all key destinations in the town.</p>	
6	The submission requests a pool, 24 hour gym, and skate board park for kids.	<p>Themes: Provision of Recreation facilities</p> <p>Officer response:</p> <p>As noted in the officer response to submission 4, the role of the Allansford Strategic Framework Plan is to outline the desired spatial arrangement, variety of uses, scale and form of development and identify the infrastructure required to support what is envisaged. In this instance, the suggestions are beyond the scope of the Framework Plan.</p>	No change
7	The submission notes the Allansford Strategic Framework Plan is a comprehensive document and no improvements are suggested.	<p>Themes: n/a</p> <p>Submission is noted.</p>	No change
8	The submission requests Ritchies Road and Morgan Road be improved.	<p>Themes: Road upgrades</p> <p><u>Officer response</u></p>	No change

		<p>Ritchies Road and Morgan Road are located outside the study area, and therefore beyond the scope of the Framework Plan.</p> <p>Notwithstanding, the submission has been referred to Council Infrastructure team for follow up.</p>	
9	<p>The submission is pleased with directions around enhancing streetscapes.</p> <p>However, concern is raised in relation to the direction that it is a developer responsibility to seal Clarke Street, advising this road is subject to increased traffic and it is always full of potholes.</p>	<p>Themes: Streetscape enhancements; Road upgrades</p> <p><u>Officer response</u></p> <p>Support for directions around enhancing streetscapes are noted.</p> <p>The concern regarding the direction that it is a developer responsibility to seal Clarke Street is noted. The requirement for developers to be responsible for sealing of Clarke Street, is directly linked to the growth and development opportunities afforded to landowners in this location.</p> <p>The Allansford Strategic Framework Plan is a high level plan that provides indicative infrastructure targets for items that have a nexus to future growth areas and recognises that any development of the proposed residential change areas to the north and south side of Clarke Street will be a catalyst for this road to be upgraded and sealed (to support increased traffic). The responsibility for these works should be provided by the agent of change.</p> <p>It is considered that details around the timing and delivery of the road upgrade, and cost sharing arrangements will be provided during development of the implementation plan.</p>	No change
10	<p>The submission is pleased with directions around improving town entrances, a walking/cycling loop in the town, access to Hopkins River, and the slowing of cars along Ziegler Parade.</p>	<p>Themes: Town Entrances; Walking/Running/Cycling; Access to the Hopkins River; Slowing of cars along Ziegler Parade and Carrols Road; Timeline for implementation</p>	No change

	<p>The submission requests that Clarke Street should be considered by Council for a road upgrade separate to a developer having to complete, due to unknown timeframe for this to occur. The submission provides background and commentary in support of this concern.</p> <p>The submitter requests the lowering of the speed limit along Carrolls Road until the walking/cycling loop is completed.</p> <p>The submitter also requests that a timeline/action list be added to the plan.</p>	<p><u>Officer response:</u></p> <p>Support for directions around town entrances, walking/running/cycling loop, access to Hopkins River, and the slowing of cars along Ziegler Parade are noted.</p> <p>In response to upgrading Clarke Street, see officer response to submission 9.</p> <p>In response to the lowering of speed limit along Carrolls Road, this can be examined as part of the implementation plan.</p> <p>Details around timing and delivery of actions in the plan will be provided in the Implementation Plan, which will be prepared once the Allansford Strategic Framework Plan is adopted.</p>	
11	<p>The submission is pleased with directions around footpaths in the town.</p> <p>However, concern is raised with the plan's lack of directions on the Ziegler Parade-Hopkins River bridge, with the submitter advising the bridge should be replaced so that buses and cars can use it for the next 100 years.</p> <p>The submitter also requests the installation of kerb and channel along Ziegler Parade before tree planting, and the sealing of Hopetoun Street.</p>	<p>Themes: Footpaths; Ziegler Parade – Hopkins River Bridge; Road upgrades;</p> <p><u>Officer response:</u></p> <p>Support for more footpaths is noted.</p> <p>The request that a direction be made in the Allansford Strategic Framework Plan that the Ziegler Parade – Hopkins Bridge be replaced is not supported. It is acknowledged that the bridge is a key component of the road network in Allansford from both a traffic engineering and community perspective. In particular, it provides vehicle and bicycle connections to Warrnambool, and to Premier Speedway. The bridge is also of local heritage significance under the Warrnambool Planning Scheme but is not included on the Victorian Heritage Register (State level significance). The current constraints of the bridge, including movement and load limitations, are well known by Council's Assets team and the Allansford community.</p>	No change

		<p>The Allansford Strategic Framework Plan is a high level plan that provides targets for items that have a nexus to future growth areas. In this instance, it is not within the scope of the plan to make a significant infrastructure decision on the future of the bridge. Notwithstanding, the plan does recognize the importance of the bridge, and contains a strategic direction that it should only be considered for permanent closure if an alternative entry to the town can be established. Regional Roads Victoria and Council's Assets team are cognizant of this direction, and have raised no objection to the capacity of the bridge in the context of the proposed residential change areas.</p> <p>The request that the Allansford Strategic Framework Plan direct the installation of kerb and channel to Ziegler Parade is not supported. Kerb and channel is an engineering solution used to provide road drainage and prevent water entering under the road surface. This helps maintain the road condition by reducing the number of potholes and road defects. Decisions on whether a road requires kerb and channel are made by Council's Assets services via separate processes.</p> <p>The requirement for upgrading or sealing of roads is directly linked to the growth and development opportunities afforded to landowners in the location. The Strategic Framework plan does not identify or provide for growth or development opportunities within or adjacent to Hopetoun Street. Therefore there is no nexus to future growth to support the upgrading of Hopetoun Street.</p>	
12	The submission is pleased with directions around walking/cycling	<p>Themes: Walking/Cycling</p> <p><u>Officer response:</u></p> <p>Support for directions around walking/cycling is noted.</p>	No change
13	The submission thanks Council for providing the opportunity to provide feedback.	<p>Themes: Cultural Heritage; Wetlands; Map irregularities</p>	Update Theme 1 Land Use and Heritage

<p>Overall, the submission seeks to ensure any rezoning, applications for permits which make mention of housing developments, recreation areas, urban design, managed growth, open space, cycle/walking tracks take great care of the sensitive natural values of the series of wetlands that are situated parallel to the Warrnambool railway line on VicTrack land.</p> <p>The submission requests that the cultural heritage potential values of the wetlands be acknowledged. The submission provides background information to support this request, including details of the original survey material, which suggest the wetlands existed prior to the town and railway line.</p> <p>The submitter notes the wetlands should not be described as "railway wetland reserve" on page 7, as they are not 'reserved' for any purpose other than transport. It is suggested that this may mislead readers that they are set aside for wetland purposes.</p> <p>The submitter also raises concerns of adverse environmental impacts around the wetlands being earmarked as a solution for stormwater drainage to facilitate growth and development, and off road trails.</p> <p>The submitter notes omitted information from maps on pages 38 and 44, including Boom gates on Tooram Road - J, and three points in the Open Space and Environment Theme map – F, G, H</p>	<p><u>Officer response:</u></p> <p>State and local policies within the Warrnambool Planning Scheme require consideration for the protection of biodiversity (cl 12.01-1S), native vegetation management (cl 12.01-2S), environment and natural resources (cl 21.03).</p> <p>Applications for rezoning and subdivision must consider these policies. As a result, appropriate controls for the protection of flora and fauna in the wetlands can be established at appropriate rezoning and subdivision stages.</p> <p><i>Cultural Heritage</i></p> <p>The Allansford Strategic Framework Plan is a high level plan. It acknowledges that the Eastern Maar people are the traditional owners of the land on which the study area is situated and made use of the natural environment – The Hopkins river, grasslands and wetlands – for hunting and fishing. The plan identifies the defined areas of cultural heritage sensitivity as defined in the Aboriginal Heritage Regulations 2018 and relate to landforms and soil types where Aboriginal places are more likely to be located. These include land within 200 metres of named waterways and within 50 metres of registered Aboriginal cultural heritage places. These defined areas are mapped by Aboriginal Victoria – note, the wetlands are not mapped. It is acknowledged that while Aboriginal Victoria maps these areas as accurately as possible, this mapping is indicative only and may not represent the geographic extent of cultural heritage sensitivity. Given the history of the wetlands, it is considered reasonable to include a direction in Theme 1 to consult with Aboriginal Victoria on the existence of the wetland and to have it identified in mapping (if applicable).</p> <p><i>Wetland reference</i></p> <p>Agree.</p>	<p>Include a direction in Theme 1 to consult with Aboriginal Victoria on the existence of the wetland and to have it identified in cultural heritage mapping (if applicable).</p> <p>Consultation and Stakeholder Contributions (page 7)</p> <p>Change "railway reserve wetland" to railway corridor wetland"</p> <p>Theme 3 Infrastructure</p> <p>Update Theme 3 Infrastructure to include strategic direction J.</p> <p>Theme 4 Open Space and Environment map</p> <p>Update Theme 4 Open Space and Environment Map to include strategic direction F, G, H.</p>
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		<p><i>Stormwater management</i></p> <p>Stormwater management is covered by State policy under cl 19.03-3S (integrated water management). Cl 32.05-5 under the Township Zone includes the requirement under subdivision to consider the standards of Clause 56 (subdivision) Of direct relevance of the provisions is cl 56.07-4 (Stormwater management objectives).</p> <p>These policies and provisions fundamentally seek to sustainably manage water resources including stormwater having regard to quality, quantity, and downstream effects including minimizing flood risk. Provision is to be made for appropriate water management infrastructure at the design stage.</p> <p>Council's local policy seeks to apply best practice stormwater management in development and includes reference to the Infrastructure Design Manual.</p> <p>Cl 56.07-4 sets out the expectations for stormwater management and Standard 25 within this clause provides performance requirements for stormwater management design and function.</p> <p>While the Allansford Strategic Framework Plan identifies the railway corridor as a potential drainage solution, this is a high level direction. It is subject to further investigation, which would include environmental considerations. If the rail corridor is not a viable option, the plan still provides developers the opportunity to provide site specific design solutions, using a performance based approach in accordance with the above policies. Ultimately, it will be up to Council's engineers to assess the merits of such solutions on a case by case basis.</p> <p><i>Map irregularities</i></p> <p>Agree. The map omissions are noted.</p>	
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14	<p>The submission is pleased that the Allansford Strategic Framework Plan acknowledges the importance of the Allansford Recreation Reserve to the community.</p> <p>The submitter advises the Allansford Recreation Reserve Committee of Management is currently working on a project titled, "Western Entry Redevelopment", which seeks to remodel the area between the Grandstand, Kindergarten and change rooms with new facilities, including:</p> <ul style="list-style-type: none"> • BBQ Area - Adjacent to the playground, there are no community BBQ's currently in Allansford • Playground Upgrade To cater for older children • Pump Track / Skate Park / Half-Court Basketball Court To cater for older children / teenagers • Historical Walk > Similar theme to Lake Bolac, recognizing Hopkins, Tooram etc. • Perimeter Walking Track / Outdoor Fitness Equipment • Entry to Cricket Oval from South end • Public Toilet Access • Car Parking <p>The submitter requests that Council purchase the land west of the recreation reserve and use this land to bring a new entry/exit into the town from Princes Highway. The submission provides a map showing this proposal.</p> <p>Further statements around the need for a walking/running/cycling trail to connect to Warrnambool and a stormwater solution to stop flooding, are also discussed.</p>	<p>Themes: Allansford recreation reserve; Walking/running/cycling</p> <p><u>Officer response</u></p> <p>Support is noted.</p> <p>The project (Western Entry Redevelopment) is noted and has been referred to Council's Recreation team for further consideration and discussion. In principle, this project would be consistent with the Allansford Strategic Framework Plan. In particular, it responds to key community aspirations captured in the plan, and the recreation reserve's designation as the 'heart' of the town.</p> <p>In regard to the suggestions that Council purchase land to the west of the recreation reserve, this land is in private ownership. The purchasing of this land is not provided for within Council's budget, and outside the scope of the Strategic Framework Plan.</p>	<p>No change.</p>
15	<p>The submission notes Wannon Water has no major concern relation to recommendations within the plan.</p> <p>The submission does however seek to make the following points for consideration:</p>	<p>Themes: Traditional Owners; Servicing; Water Sensitive Urban Design; Integrated Water Management</p> <p><u>Officer response:</u></p>	<p>Update Preface</p> <p>Strengthen acknowledgement to traditional owners of the area in the Preface.</p>

	<p>Background/History of Allansford</p> <p>Consideration of further statements to recognize the history of the Traditional Owners of the area and their contribution to country and contribution to the history of Allansford is suggested.</p> <p>Development of Residential Change Areas</p> <p>The submission provides support for rezoning of land for residential growth and development, however each site has its own challenges to services.</p> <p>The submission provides detailed commentary on the challenges to services, but notes no significant impediment that cannot be overcome.</p> <p>Integrated Water Management</p> <p>The submission requests that the themes in the Allansford Strategic Framework Plan incorporate an Integrated Water Management approach to optimize the outcomes of water cycle and management.</p> <p>Detailed statements in support of this request are provided.</p>	<p>The request to provide further statements on the history of Traditional Owners of the area is unable to be considered at this time. No supporting information was submitted to enable consideration of this request, nor support from Traditional Owner groups. The Allansford Strategic Framework Plan is a high level strategic planning document, and its purpose is to highlight key planning and development issues facing the town. In this instance, it does not seek to provide a detailed history of the town. The Allansford Strategic Framework Plan acknowledges that the Eastern Maar people are the traditional owners of the land, and identifies that there are areas of Aboriginal cultural sensitivity throughout the town and there is a need to protect and interpret these values. It must be noted that the plan was informed by early consultation with the Eastern Maar people.</p> <p>Notwithstanding, strengthening the acknowledgement to country in the preface is considered reasonable, having regard to recently adopted Council documents.</p> <p>The servicing challenges for the proposed residential change areas are noted, and will need to be addressed by developers.</p> <p>Integrated Water Management</p> <p><i>Context - Conventional approach</i></p> <p>The conventional approach to water management has been to maintain centralized supply and wastewater systems that continually expand to meet a growing demand. Stormwater drainage systems are usually built for the single purpose of conveying water away as quickly as possible. Managing water in the conventional way has led to a number of problems, including high potable water use, declining waterway health due to pollution and changes to natural flows, and increasing cost of water supply and sewerage services. There are also emerging issues that will impact on the ability to manage water into the future, including climate change, and population growth.</p>	
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		<p><i>A new approach – Integrated Water Management (IWM)</i></p> <p>Addressing these issues requires significant changes to the way water resources are managed. The State Government have released a policy document titled “Integrated Water Management Framework for Victoria (September 2017)”, which provides guidance on water management. IWM is currently the best practice approach to water management to secure a range of benefits for the wider catchment.</p> <p>Currently Council does not have an adopted position or plan on an IWM approach for the municipality. A position or plan is required to set the strategic direction on water management across the municipality, including identification of a long term vision for water management, objectives, and targets, and collaboration and commitment by various organizations/stakeholders responsible for different aspects of water management.</p> <p>In the absence of a Council adopted position, incorporating an IWM approach into the themes in the Allansford Strategic Framework Plan is unable to be supported. Notwithstanding, IWM is being strategically applied by Council through policies and strategies introduced into the Planning Policy Framework, and enables the concept of IWM to be explored on a site by site basis in future rezoning and planning applications.</p>	
16	<p>The submission notes existing Powercor infrastructure has capacity to provide for any initial supply increases, however future augmentation is required for larger load increase.</p> <p>Powercor has plans to locate a future zone substation at Allansford on land already purchased for that purpose at 312 Ziegler Parade. This is not expected to be required for another 10 years unless large new loads eventuate in the interim.</p>	<p>Themes: Servicing</p> <p><u>Officer response:</u></p> <p>The rerouting of transmission lines from Princes Highway to 312 Ziegler Parade is noted. This may impact on streetscape improvement directions for Grauers Road. In this instance, ‘Direction E’ of Open Space and Environment Map, need to be updated to</p>	<p>Update Theme 4 Open Space and Environment</p> <p>Update Direction ‘E’ of Open Space and Environment to flag any streetscape improvements to Grauers Road will need to be subject to further</p>

	<p>The future Allansford zone substation will require a rerouting of Sub transmission 66kv line from the Princes Highway to the site. This will most likely mean taller poles will be required along this route.</p>	<p>note streetscape improvements will need to be subject to further investigation and discussion with Powercor.</p>	<p>investigation and discussion with Powercor.</p>
17	<p>The submission advises there are significant issues with stormwater management in and around Allansford. The submitter encourages Council to undertake a comprehensive flood investigation.</p> <p>The submitter requests the plan be updated to make mention and have objectives in relation to water quality discharge to the river environment. These actions should relate to environmental protection and enhancement, beyond tree planting.</p>	<p>Themes: Flooding and drainage; water quality</p> <p><u>Officer response:</u></p> <p>The need for a comprehensive flood investigation in and around Allansford is identified in the Allansford Strategic Framework Plan. However, the progression of this work will be subject to budget and funding.</p> <p>The request to update the plan to make mention and have objectives in relation to water quality discharge to the river environment is noted. This request is supported as it would meet contemporary stormwater management principles.</p>	<p>Update Theme 3 Infrastructure Services</p> <p>Update Theme 3 Infrastructure Services to make mention and have objectives in relation to water quality discharge to the river environment.</p>
18	<p>The submission provides for general support of the Allansford Strategic Framework Plan, and is pleased the plan nominates 25-37 Grauers Road as land which is supported for rezoning from Rural Living Zone to the Township Zone.</p> <p>The submission considers the direction in the plan for the above land to address drainage and sewerage matters to be reasonable. It also considers the direction that the site provide additional open space in conjunction with new development to be reasonable.</p> <p>The submission notes that 'Direction F' appears to missing from the Open Space and Environment Map, and it assumes that the open space opportunities within the north-east of the township in conjunction with new residential development refers to the land at 25-37 Grauers Road.</p> <p>The submission is pleased with the intersection of Grauers Road and Princes Highway being earmarked</p>	<p>Themes: Proposed residential change areas; Map irregularities</p> <p><u>Officer response:</u></p> <p>Support for the proposed residential change area is noted.</p> <p>Council officers will work with the land owner and/or their representative to advance any rezoning request following adoption of the Allansford Strategic Framework Plan.</p> <p>The omission of 'Direction F' from the Open Space and Environment Map is noted. The submitter is correct, 'Direction F' does relate to the need to explore new open space opportunities within the residential change areas in the north east of town, specifically 25-37 Grauers Road. The map will need to be updated to rectify this omission by applying 'Direction F' to land at 25-37 Grauers Road.</p>	<p>Update Theme 4 Open Space and Environment - Map Correction</p> <p>Update Open Space and Environment Map to include Direction F, applying to land at 25-37 Grauers Road.</p>

	<p>within the plan to incorporate additional landscaping and signage to create a gateway into the town, and notes there are also opportunities to enhance landscape areas within both the Road Reserve to the Princes Highway to the north and the railway reserve to the east to provide separation and visual interest.</p>		
19	<p>The submission provides for general support of the Allansford Strategic Framework Plan, and is pleased the plan nominates 3-11 Clarke Street as land which is supported for rezoning from the Low Density Residential Zone to the Township Zone.</p> <p>The submission considers the direction in the plan for developers to address drainage and sewerage matters to be reasonable. It also considers the direction for developers to upgrade Clarke Street, including any sewerage and drainage connections, to be reasonable.</p>	<p>Themes: Proposed residential change areas</p> <p><u>Officer response:</u></p> <p>Support for the proposed residential change area is noted.</p> <p>Council officers will work with the land owner and/or their representative to advance any rezoning request following adoption of the Allansford Strategic Framework Plan.</p>	No change
20	<p>The submission requests that 67 Tooram Road (Rural Living Zone) be identified as a residential change area as it has access to all services.</p> <p>The submission raises concern with the Carrolls Road drain outlet, stating the drain is currently being maintained at the land owner's expense. The submitter requests that Council take responsibility for the drain outlet.</p>	<p>Themes: Rezoning; Flooding and drainage</p> <p><u>Officer Response:</u></p> <p>Retaining the Rural Living Zone to the south of the railway line provides a 'buffer' to productive farm land to the south. Ongoing population growth is then managed using smaller lots within the established residential areas.</p> <p>Further to this, retaining the rural character of Allansford has been a strong theme which is acknowledged and supported by Council and the community throughout the process of preparing the plan. The rural residential area to the south of the railway line has a distinct semi-rural character and provides a clear transition from the farming properties to the south.</p> <p>In regards to the Carrolls Road drain outlet, this matter will be subject to further investigation. Theme 3 Infrastructure Services, contains a strategic direction to investigate Hopkins River backflow prevention</p>	No change

		measures at the Tooram Road drain, which would also include examination of all associated drainage infrastructure including the Carrolls Road drain outlet.	
21	The submission notes the Strategic Framework Plan has responded to feedback previously provided by DELWP in relation to the Great Ocean Road and tourism opportunities.	<u>Officer response:</u> Support is noted.	No Change

SUBMISSION 1

From: [REDACTED]
To: [Town Planning](#)
Subject: Planning/subdivision
Date: Tuesday, 2 February 2021 9:37:11 PM
Attachments: [Allansford Letter.docx](#)

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

To Planning and strategy team,
Please find a letter attached addressing our concerns re-subdivision in Allansford.

[REDACTED]



To city planning and development team,

I am writing to address my concerns in regard to the extremely slow process of re-zoning and subdivision of the parcel of land in Allansford off Clarke street by Monaghan constructions.

We are current residents in Allansford and would ideally love to purchase a block of land to build a larger home for our growing family, but due to the lack of available land have not been able to do so.

I fear that with the time it is taking to have these blocks became available we will be no longer in a position to build and will have to look else where out of this municipality for available land. We love the Allansford community and the access that it has to services for our young family, but the size of our living space is compromising our happiness.

We are also aware of several other young couples and families that have been actively looking for available land in the Allansford area but have also been unsuccessful. This land is well needed for the growth and development of Allansford and all the community as a whole would benefit in the long run.

I thank you for your consideration,



SUBMISSION 2

From: [Town Planning](#)
To: [REDACTED]
Subject: FW: Allansford vision
Date: Friday, 12 February 2021 5:05:37 PM

From: [REDACTED]
Sent: Friday, 12 February 2021 2:04 PM
To: Town Planning
Subject: Allansford vision

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

Hi I am a resident in the Lake Gilleear area of Allansford and would like to air my thoughts on your proposed future development in and around Allansford. Allansford needs a skate park. An indoor heated 25m swimming pool/gym/sauna/health and medical centre. The kids and teenagers need the use of a youth club style building and space. The community is growing quickly with young families and in the years to come they will need facilities to keep them productive and active here. Catering for Allansford and outer area families/residents, enriches community spirit and consolidates the Village atmosphere you (Warrnambool Council) perpetually strive for. I'd also like to say that any future Quarry approvals or expansions of existing Quarry sites should never be allowed if you are serious about preserving cultural heritage and protecting our wonderful coastal green zones. Lake Gilleear is a precinct that already caters for motor bikes, Rifle/clay target clubs/Go karts/fishing and cliff top walking and hiking, there are 2 operating quarries. The current heavy vehicle mainly massive double "B" movements in and out of these quarries are constant 100's of movements a day all speeding through the area. They are a disaster waiting to happen (the local single owner operators seem to be the only drivers who are considerate when going about their business at the quarries). We are seeing more and more tourists, walkers, bike riders, horse riders, surfers, and very importantly the farming community quietly moving around and between their property boundaries. All people coming out this way for harmless recreational pursuits. Think about the damage these massive gravel trucks could do if you permit further expansion and development of land in this area for quarry production!! Lake Gilleear will be decimated with a constant contamination with lime dust. Good Luck and thank you for your time. [REDACTED]

[REDACTED]

SUBMISSION 3

From: [REDACTED]
To: [Town Planning](#)
Subject: Allansford Strategic Plan [SEC=UNOFFICIAL]
Date: Monday, 1 March 2021 3:28:03 PM

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

UNOFFICIAL

Hi I received the letter dating 26 Jan 2021 Draft Allansford Strategic Framework plan which asked for feedback.

Overall I think its good that you are doing this. Im am not sure what to say about the plan as Allansford doesn't really strike me as a town that I would want to live in. It has a couple of milk bars and a pub. Apart from the the river or if you work at the Factory theres not much going for it, I guess cheaper housing than W'bool. I may as well get the negatives over first then offer some positives.

1. The Premier speedway was badly sited right on the highway long tin fence light poles bit ugly needs screening with native trees etc having said that I hope it keeps going.
2. The big industrial shed in Edges lane – how did that ever get approved it's a rubbish truck shed in an agricultural zone? This is what the industrial zone north of Bunnings is for or the one in Allansford. The council needs to understand what zoning is for.
3. As I mentioned above 2 milk bars, think its time for a small shopping square with say 12 shops. I.e. takeaways, hair, clothes, opp shop, news, etc
4. Jubilea park used to be a place u could visit but last time I went there about 10 years ago I couldn't believe what they had done to the place, enough said.

Thanks for the opportunity to add my thoughts the rest of your plan looks good.

[REDACTED]
[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 4

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, February 03, 2021 8:29:01 PM
Last Modified: Wednesday, February 03, 2021 8:35:17 PM
Time Spent: 00:06:16
IP Address: 119.18.26.234

Page 1

Q1

What do you like about the Strategic Framework Plan?

The provisions of better protection against flood.
Expanding the wetlands - hopefully planting some native trees to make the train line less obvious and reducing noise pollution.
Greater public access to river.
Increasing pedestrian access around town and the improvement/ upgrade to station st.

Q2

How do you think the Strategic Framework Plan could be improved?

Adding more facilities like jetty at access points in the river.

Having adequate fencing at tooram rd park.

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
Address 2	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 5

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, February 14, 2021 11:46:26 AM
Last Modified: Sunday, February 14, 2021 11:49:34 AM
Time Spent: 00:03:08
IP Address: 149.135.109.173

Page 1

Q1

What do you like about the Strategic Framework Plan?

New land to be sub divided.

Q2

How do you think the Strategic Framework Plan could be improved?

Seal all the roads and better bike access to the school and river.

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 6

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, February 17, 2021 10:12:51 PM
Last Modified: Wednesday, February 17, 2021 10:22:10 PM
Time Spent: 00:09:18
IP Address: 101.173.99.112

Page 1

Q1

What do you like about the Strategic Framework Plan?

Not sure what they are ?

Q2

How do you think the Strategic Framework Plan could be improved?

I think building community by having heat pool and a 24 gym a skateboard park for the kids . I know my address reads as mepunga but I have twins in the primary school at Allansford thanks for reading my thoughts

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 7

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, February 19, 2021 2:08:40 PM
Last Modified: Friday, February 19, 2021 2:10:19 PM
Time Spent: 00:01:38
IP Address: 119.18.30.201

Page 1

Q1

What do you like about the Strategic Framework Plan?

It is quite comprehensive

Q2

How do you think the Strategic Framework Plan could be improved?

no improvements to note

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 8

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, February 21, 2021 7:22:14 PM
Last Modified: Sunday, February 21, 2021 7:29:27 PM
Time Spent: 00:07:13
IP Address: 1.136.108.197

Page 1

Q1

What do you like about the Strategic Framework Plan?

Ritchie's and Morgan's road needs to be improved

Q2

Respondent skipped this question

How do you think the Strategic Framework Plan could be improved?

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 9

#6

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, February 24, 2021 5:42:49 PM
Last Modified: Wednesday, February 24, 2021 6:17:29 PM
Time Spent: 00:34:40
IP Address: 124.178.32.80

Page 1

Q1

What do you like about the Strategic Framework Plan?

Enhancing the streetscapes, sealing Clarke street. Clarke street is an accident waiting to happen. The traffic has increased and it is always full of potholes.

Q2

How do you think the Strategic Framework Plan could be improved?

It reads as though we have to wait for a developer to seal Clarke street. I don't think that is realistic. It requires a developer to buy the land on Clarke street but it appears to be owned by a young family that just ride dirt bikes on it. It will never happen if we have to wait for a developer. We pay a lot of money in rates and don't get much in return apart from rubbish collection.

Q3

Contact details

Name

[REDACTED]

Address

[REDACTED]

City/Town

[REDACTED]

State/Province

[REDACTED]

ZIP/Postal Code

[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 10

#7

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 8:04:40 AM
Last Modified: Thursday, February 25, 2021 8:50:37 AM
Time Spent: 00:45:56
IP Address: 139.216.182.215

Page 1

Q1

What do you like about the Strategic Framework Plan?

That it recognises that better town entrances are required like most other towns across the region.
That a walking track is needed along Carrolls Road, it is used so much by runners/walkers but they have to use the road which is dangerous, especially with younger kids
More open space adjoining the Hopkins River with better access and amenities identified.
That more footpaths and road upgrades (no gravel roads in residential areas) are identified e.g. Clarke Street but Council could also consider the role they play in assisting this to occur like other Councils have been doing to see these types of upgrade occur.
The the lack of a loop for walking/cycling is identified in the town, something that it really important for younger families especially prevalent due the last 12 months of COVID.
That the slowing of cars in Ziegler Parade was identified, very important where no additional measures (40kmh) are in place near the Kindergarten.

Q2

How do you think the Strategic Framework Plan could be improved?

The slowing of the speed limit on Carrolls Road could be considered as an interim measure until a walking track is completed.
That Clarke Street could be considered by Council for a road upgrade (sealed) separate to a developer having to complete as this could still be years away. Residents have tried to engage with former Councillors about this issue with limited success over previous years, it would be good for further conversations to occur. The road is used more and more in recent times and is one of the few unsealed residential roads in the town. Many other Councils have completed upgrades over recent years without asking for residents to contribute or waiting for developers, why can't this be considered. I would welcome further conversations with the council on this matter.
A more firm timeline/action list be added to the plan or will this come when adopted.
New residential development areas identified in C1 (page 41) appear unlikely to occur as the land has just sold with the new owner not looking to subdivide the land in question meaning it would be unlikely to see any upgrades occur to the drainage, this was a huge issue during September 2020 when we had large amounts of rain.
On page 41 it also has the upgrade and seal of Clarke Street as an option but there is very little chance much development will occur to have this identified upgrade completed by developers as I have already mentioned.

Draft Allansford Strategic Framework Plan

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 11

#8

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, February 25, 2021 6:30:37 PM
Last Modified: Thursday, February 25, 2021 6:37:53 PM
Time Spent: 00:07:15
IP Address: 120.148.135.118

Page 1

Q1

What do you like about the Strategic Framework Plan?

foot paths around the township,

Q2

How do you think the Strategic Framework Plan could be improved?

The replacement of the Allansford Ziegler prd bridge so buses and cars can use it for the next 100 years,
I cant understand why this has been over looked considering the amount of people that attended the meetings that wanted the bridge replacement made a priority, all the arrows leading into the town but no arrows to leave the town, is this an oversite or a way of discarding the need to replace the bridge.....
Kerb and channel ziegler prd before tree planting, also what happened to Hoptoun st to get sealed, the road dose belong to the council

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

Draft Allansford Strategic Framework Plan

SUBMISSION 12

#9

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Saturday, February 27, 2021 1:36:03 PM
Last Modified: Saturday, February 27, 2021 1:48:53 PM
Time Spent: 00:12:50
IP Address: 49.184.179.190

Page 1

Q1

What do you like about the Strategic Framework Plan?

Plans for more walking/bike tracks

Q2

How do you think the Strategic Framework Plan could be improved?

It would be great to have a walking track along Carrols Rd as many people use this for physical activity

Q3

Contact details

Name	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
State/Province	[REDACTED]
ZIP/Postal Code	[REDACTED]
Email Address	[REDACTED]

SUBMISSION 13

Town Planning

From: [REDACTED]
Sent: Monday, 1 March 2021 4:53 PM
To: Town Planning
Cc: [REDACTED]
Subject: Draft Allansford Strategic Framework Plan 2020 submission.

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

Good afternoon,

Thank you to council for encouraging participation in the plan from [REDACTED]. We appreciate this & the acknowledgement of our connection to the Victrack wetlands in the document. We hope that providing this feedback to council will engender a closer partnership with our network and through its established relationship, Victrack.

We have read the document and make the following submissions to it.

Overall, we are keen to see that proposed re-zonings and applications for planning permits in the town of Allansford which include mention of housing developments, recreation areas, urban water design, managed growth, open space, and cycle/walking tracks take great care of the sensitive natural values of the chain of wetlands that occur parallel to the Warrnambool Railway Line on Victrack land. These values cannot be replicated anywhere else in Allansford. They date back to when the railway line was built in the 1880s, and as such are a vital part of the link back to natural and cultural values that existed then.

1. There are no mentions of the cultural heritage potential values of the Victrack wetlands, even though in Warrnambool City wetlands like this near to the Hopkins River are known to have been of significant to aboriginal people. Looking back through the original survey material for the town and the railway line, it's clear that these wetlands existed prior to the railway and the town being built. So, where they remain, they are a preserve of yet unfound heritage assets that were protected from drainage, ploughing, and sedimentation by the railway line. We are encouraging Eastern Maar, Victrack, GHCMA, and DELWP to progress investment in investigations of this. In all good planning we consider that high possibility should be a lead to council to acknowledge that something will probably be better than current overlays suggest. Wetlands have heritage significance, especially in a township area where there are no others.
2. The wetlands on Victrack land are not reserved for any other purpose other than transport. They are described as "railway reserve wetland" on page 7, which might leave readers to conclude they are set aside as something akin to the Maam Reserve (Water Reserve DELWP Drylakes Rd, Warrnambool). Careful use of the word "reserve" is encouraged.
3. Page 12 talks about a patch of EVC at 80 Tooram Rd. We examined the information contained in the DELWP NatureKit platform & note that there are also two locations of the same EVC listed on the Victrack wetland and on their land on the vacant site of the Allansford Railway Station. The same maps show that there are records of a FFG Act listed bird (Hardheads) in the railway wetland

location. It appears that Council doesn't consult the DELWP NatureKit resource, which is disappointing since it provides some guides to strategic biodiversity asset management and we as an asset manager are regularly exhorted to use it. We are also disappointed that council did not acknowledge the citizen science data recorded in the Atlas of Living Australia CSIRO platform, nor advise whether there were any records collected for the Victrack wetlands as part of the Questa Game program that has been running for at least two seasons in Warrnambool. The ALA record indicates 62 different species within 1km radius of the Victrack wetlands, and one data point has over 100 bird sightings submitted at that point to eBird via Bird Life Australia. Victorian Biodiversity Atlas records are also recorded here, as are significant historical data inputs. For example, Latham's Snipe have been recorded in that site since 1959. When council references plans which build development and protection of assets goals for such a long period of time, it's less than we expect to find that policy references are the only references included - not some of the other frameworks that council is legislated to follow - nor the information sources that particularly reference biodiversity matters - such as ala.org.au, Victorian Biodiversity Atlas, and Nature Kit. It appears that council's own environmental data is missing too - I cannot find any mention of council records for Allansford biodiversity at all in any platform above. What data does council collect if not areas where there is high potential for biodiversity on council assets due to proximity to another high conservation site?

4. Page 13 discusses development and storm water run-off. The land likely to be part of future high-density housing in Allansford is over the railway line from the Victrack wetlands. We have concerns that the wetlands are being earmarked as a solution to growth and development issues that it may not actually be suited for. Has council commissioned any research to support ideas of using the wetlands this way? What other land that isn't high conservation has council planned to bring into providing services earmarked for the Victrack wetlands? That earmarking is in the plan where "off-road trails", "amenity" (page 21) "additional recreation uses" (page 22) are all flagged. Recreation and public open space as part of a housing development is necessary. But the Strategic Framework reads as though the Victrack wetland is a ready-made solution, despite its conservations & indigenous values which would be impacted negatively in the following ways:
(A) increased water flow from hard surfaces bringing litter, sediment, nutrients, chemicals, weeds, and other pathogens into a wetland that largely avoids these urban inputs at present. (B) increased volumes of pets - cats & dogs near a sensitive waterbird habitat causing disturbance, predation, conflict.
(C) increased access and disturbance by people wanting to experience the nature the site contains but not the wildness.
Typically, people want paths, all weather surfaces, reduced vegetation cover so they can see hazards or the wetland water surface, and around wetlands especially this brings them into a conflict with water bird habitats being reeds & grasses that are untidy and often dense as well as reptiles that use that same habitat. This includes a fear in the community that wild areas become a fire risk - which is often a cause of wetland being grazed. (D) with increased housing density also comes increased traffic, lighting requirements at night, and more noise. All these things will have an impact on the biodiversity of the Victrack wetlands - which in our opinion are largely glossed over in the Strategic Framework. Taking a large area of Allansford from a grazed paddock to high density housing will result in less biodiversity overland flow between the Hopkins River and the Victrack wetlands, especially for species such as Rakali, crustaceans, wetland dependent birds, and reptiles. That makes the land south of Carrols Rd even more important to preserve that connection for biodiversity movements without the high-density dwellings. On this point we flag the use of fill to build up land on Cnr Carrols Rd and Tooram Rd yet not built upon, which has resulted in loss of an ephemeral wetland since 2011.

5. Also flagged in the Framework is mention of education using the Victrack wetlands as a site for education. While we agree this could be a very important and necessary function of the future of these wetlands - we cannot forget that they are beside an active railway line, and that with education comes the need for programs and signage and safe access to the education sites. None of these are funded yet. If the proposal within the future development of Allansford is to secure use of the Victrack wetlands from Victrack for this purpose, then we expect to see Council support this through its community grants program and require financial investment in that from any housing development that would put increased education and recreation pressure on these sites.
6. In part B of the Framework are several maps. The maps on Pages 38 and 44 are missing locators on the map to match the numbered items in the key. These include Boom Gates on Tooram Rd, and three points in the Open Space and Environment Theme map. This is very disappointing to find in that part of a council document.
7. Theme 4 Page 43 also doesn't once state that protecting natural assets that pre-exist any developments to come is a key theme - just how the Victrack wetlands might be blended into providing development solutions. Council must keep at forefront of this Strategic Framework that the Victrack wetlands are already a significant strategic conservation & indigenous heritage asset, not a ready-made development buffering zone. While [REDACTED] applauds council for envisioning the opportunities the local areas of Allansford may provide for future development of housing - development has already occurred in Allansford which has erased wetlands that used to exist.

Please do not hesitate to contact if there are any questions on the items raised in this submission.

Sincerely,

[REDACTED]

[REDACTED]

[REDACTED]

SUBMISSION 14

Town Planning

From: [REDACTED]
Sent: Monday, 1 March 2021 8:16 PM
To: Town Planning
Cc: [REDACTED]
Subject: Allansford Strategic Framework - [REDACTED]
Attachments: Letter - Allansford Strategic Framework Plan.pdf

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

Hello Planning Team

Please include the attached letter as feedback from [REDACTED]
[REDACTED]

We welcome any opportunities to discuss our proposal and commentary further.

Kind regards,

[REDACTED]



28th February 2021

Jodie McNamara
Manager – City Strategy & Development
Warrnambool City Council

RE: Allansford Strategic Framework

Dear Jodie

The [REDACTED] are encouraged by the draft plans recognition of the important role the Allansford Recreation Reserve plays in the community. Our master plan certainly identified this, and our volunteers have worked very hard over the last 10 years to deliver many key projects, small and large, but recently a new Netball Facility, a Cricket Training Facility and an upgrade to the Social Rooms completed in January 2021.

With the above completed our focus has now shifted to the delivery of a significant community project that we are very pleased ties into the draft plan. The project is called the “Western Entry Redevelopment” and our plan is to basically remodel the area between the Grandstand, Kindergarten and Changerooms to include the following functions and objectives:

- BBQ Area > Adjacent to the playground, there are no community BBQ’s currently in Allansford
- Playground Upgrade > To cater for older children
- Pump Track / Skate Park / Half-Court Basketball Court > To cater for older children / teenagers
- Historical Walk > Similar theme to Lake Bolac, recognizing Hopkins, Tooram etc.
- Perimeter Walking Track / Outdoor Fitness Equipment
- Entry to Cricket Oval from South end
- Public Toilet Access
- Carparking

We have had initial discussions with Recreation and Infrastructure team representatives about the concept and would like to work side by side with WCC resources to deliver an exciting community project in the “heart” of the town.





In addition, some general Allansford township commentary and recommendations.

Purchase the land to the West of the Cricket Oval and use this land to bring a new entry/exit into the township from the Princes Highway. The current entry from the Princes Highway is extremely dangerous and needs to be resolved. The remaining land from the purchase could be left as open space or subdivided. I'm sure [REDACTED] could do something constructive with it... See below



Agree as per the draft plan, there is no suitable pedestrian access to the Hopkins river.

Need a walking/running/cycling trail to connect Allansford to Warrnambool. Ideally you would run it along the Hopkins but if that wasn't possible then along the North side of the railway line would be great.

Need to fix the stormwater system to stop the flooding and make provision for future development.

We welcome feedback or invitation to discuss at your convenience.

Sincerely,

[REDACTED]
[REDACTED]



SUBMISSION 15

In reply please quote: FC2021/01805

1 March 2021

Andrew Nield
Strategic Planner, City Strategy
Warrnambool City Council
P.O Box 198
Warrnambool 3280

Dear Andrew

Wannon Water Submission – Allansford Structure Framework Plan 2020

Thank you for giving Wannon Water with the opportunity to provide comment on Warrnambool City Council's Allansford Structure Plan and Wannon Water would like to provide the following submission to Warrnambool City Council on the plan. Wannon Water supports the development of Structure Plan and has no major concern relating recommendations contained within the Plan and we believe it is an important document to shape the direction and future of Allansford.

Wannon Water has broken its submission down into separate discussions for clarity and ease.

Background/History of Allansford

We believe it is important to include the opening discussion regarding the history of the area, however we believe this introduction and background fails to recognise the history of the Traditional Owners of area and their connection to country and contribution to the history of Allansford and traditional lands. We believe Council should recognise the Traditional Owners and include words around the people living in the area prior to displacement by European settlement.

"Allansford contains a breadth of history drawing on its origins as a pastoral settlement. A number of heritage buildings are located throughout the town and provide a tangible link to the town's past."

Aboriginal Heritage (P.11) is touched on and engagement with EMAC is reflected through a declared common sense approach to accessibility actions that may be planned for the Hopkins River. Exploration of tribes and kin groups in the region will add to the richness of the Cultural descriptors here (e.g. Tooram tribe cultural connections).

Flooding and Stormwater Management

Wannon Water believe that effluent streams from agricultural land should be recorded, monitored and managed. Wannon Water would support gaining greater knowledge of the catchment in terms of both urban and rural run-off.

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DX 28029

wannonwater.com.au

ABN 94 007 404 851





Development of Residential land

Wannon Water support the rezoning of land for residential development and growth in Allansford and has not major concerns regarding the identified areas, however each site has its own challenges to service the sites identified. We have provided high level information on each site to help both council and land holders understand the servicing requirements.

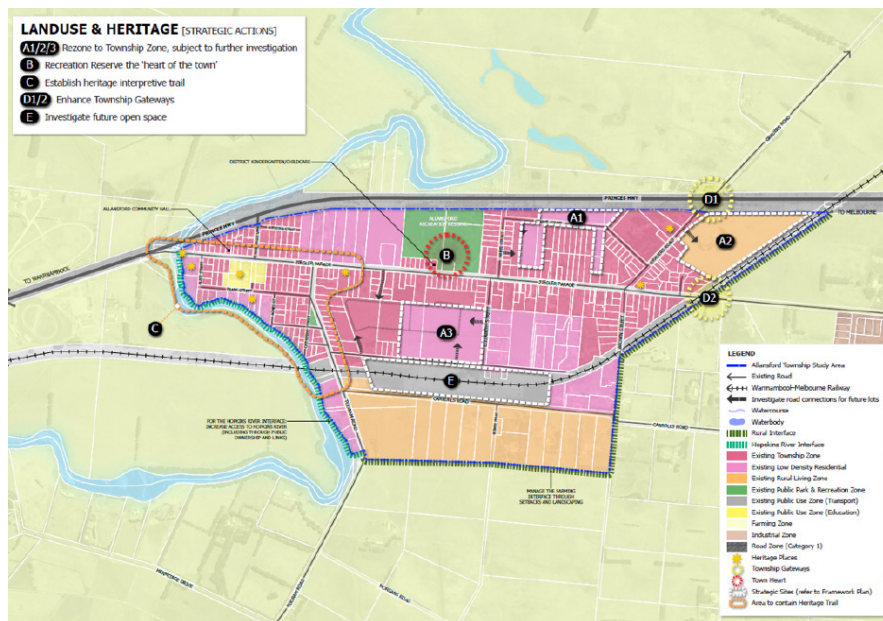


Figure 1: Land use Plan (taken from the Allansford Structure Framework Plan 2020)

Area A1:

Development area (A1) located to the north of Allansford near Whites and Clarke Street and is currently Low Density Residential zoned land. This development has access to water supply with a 100 mm PVC main located in Whites Street and Clark Street and connecting back into Grauer's Road. These water main will have adequate supply and pressure to service the intended development.

The entire area should be able to be serviced with gravity sewer via the construction of an additional sewer main following the gully north-south as shown in figure 2. Existing gravity sewer extends to a number of locations on the periphery of the development area, however the sewer to the south appears to be able to command the entire area. However this will need to be confirmed during the design of the servicing requirements of the development. This however will depend greatly on the development layout and management of other issues including stormwater. Figure 2 indicated the flow direction of sewer infrastructure.



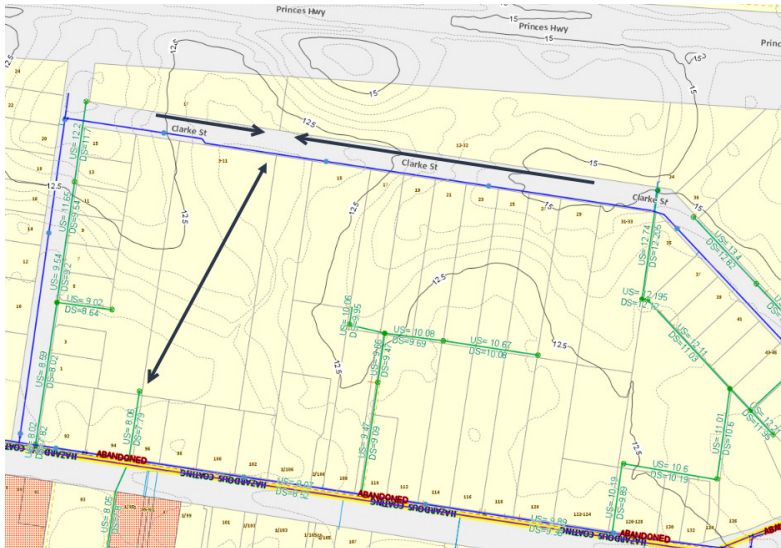


Figure 2: Development A1

Area A2:

Development area identified as A2 at the north end of Grauer's Road, is currently Rural Living zone. To provide water services the current pipeline which ends near 16 Grauer's Road will need to be extended towards the highway. These works will be undertaken at the cost of the developer.

Due to the elevation of the land within the development site it will be difficult to provide gravity sewer to the entire development. Three pockets of low lying land as shown in Figure 3, will be unable to be serviced via existing gravity. If development occurs in these pockets of low lying land sewer pump stations or low pressure systems will be required as Wannon Water's approval. These areas we believe would also be flooding risks and may not be able to be developed like the rest of the identified area.

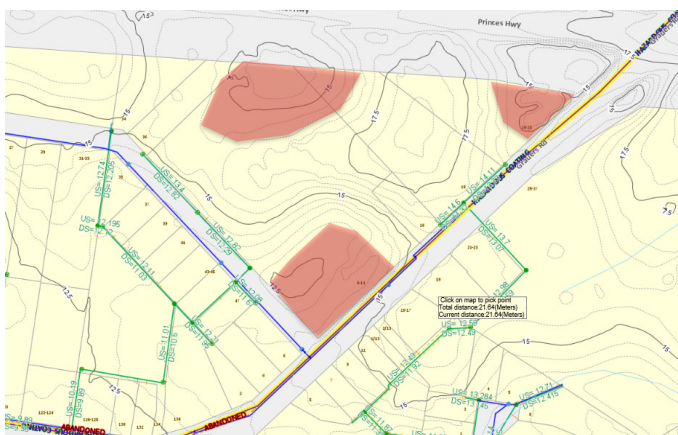


Figure 3: Development area A2

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Area A3

The development area A3 is the largest of the developments areas identified and is located to the south of Ziegler Parade. The development appears to be able to be fully serviced via gravity sewer, however there may be small pockets especially to the east of the development that will be difficult due to the flat grade of the land and difficultly to be commanded by the existing gravity sewer. There are number of location where gravity sewer extends to the development and all would be utilised to connect properties to sewer.

However, the water main along Station Street which is currently only a DN75 water main and only services a small number of customers. This supply will need to be upgraded to ensure adequate flow and pressure to the development area, as shown in Figure 4. This upgrade would be at the cost of the developer.

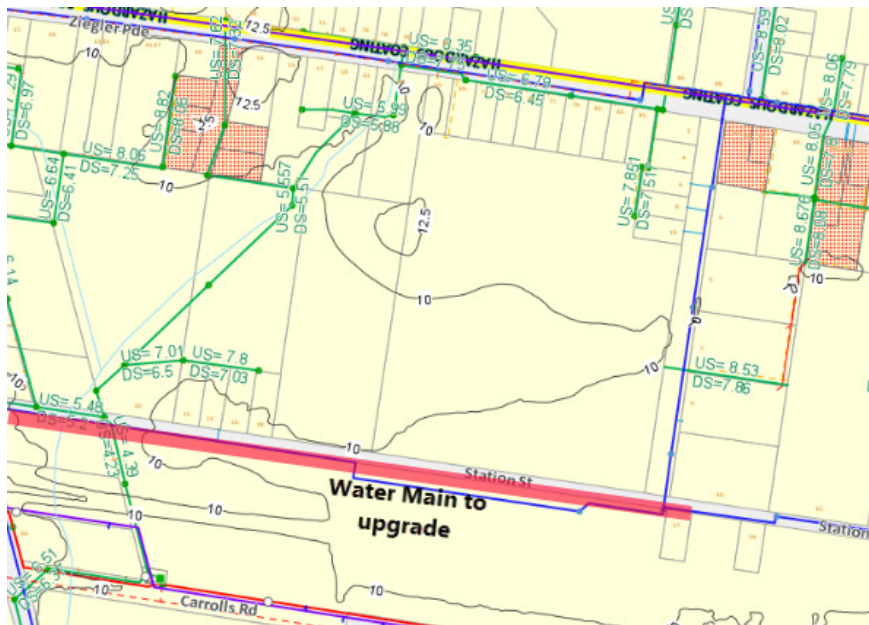
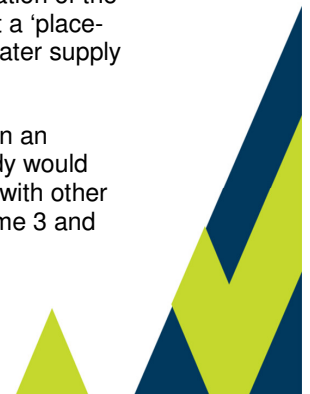


Figure 4: Development area A3

Integrated Water Management

Wannon Water supports plans for passive irrigation/street tree program along Ziegler Parade, and stormwater harvesting and re-use system, which could involve irrigation of the Allansford Recreation Reserve or Primary School. Wannon Water would support a 'place-based' IWM plan for the precinct incorporating water efficiency and alternative water supply options as part of a land development process.

Wannon Water would like the themes identified to be incorporated together within an Integrated Water Management (IWM) approach, acknowledging that a flood study would better inform action. For example, Infrastructure services (P.40) and in keeping with other strategies, we would suggest that council look to strengthen the objective of theme 3 and





ensure water quality (lower nutrients, TDS) and quantity (elimination of peak flows, progressing to the natural flow regime) are considered within each design step. Including other themes, this could include a (recreational / children's) park that includes flood detention and or mitigation (dual use). Direction B (P.42) is to increase the height of stormwater entry, yet council could also build infrastructure to dissipate the velocity of flow while capturing sediment at this location.

Any viewing infrastructure built can also incorporate water quality assets. Maria (Agnes) and Catherine Streets access is planned, this action can incorporate flood detention, wetlands. Elsewhere wildlife habitat and connectivity corridors will improve amenity, fit in with the local landscape and provide refuge and shading for aquatic species.

Wannon Water supports councils recognition of the wetlands within the precinct as part of the character of Allansford and we believe embracing this as an environmental feature of the locale will bring many amenity and growth opportunities.

Wannon Water would like council to refer to Table 1, general IWM guidance and the following state policy documents when considering the strategic plan for Allansford.

- *Water for Victoria*
- *IWM framework for Victoria*

Table 1: General objectives for IWM planning

IWM aspect	Service objective
1 Water supply	<ul style="list-style-type: none"> Affordable, safe, reliable and quality potable water services now and in the future to meet mandatory standards for uses requiring potable water. Minimised consumption of potable water. Optimised use of alternative fit-for-purpose water sources (e.g. recycled water, rainwater, stormwater etc).
2 Sewerage services	<ul style="list-style-type: none"> Affordable, safe, reliable and quality sewerage services that protect public health and the environment. Recovery of valued resources from the sewerage system, such as recycled water, is maximised.
3 Drainage and stormwater	<ul style="list-style-type: none"> Manage stormwater in a way that maintains or enhances the pre-development hydrology of the area, minimises downstream impacts and enhances the liveability by retaining water in the landscape. Stormwater is a valued resource.
4 Waterway health and floodplains	<ul style="list-style-type: none"> Ensure natural waterways and floodplains maintain their hydraulic functionality, their ecological condition is improved and these assets offer multi-functional value to the urban landscape. Cultural and heritage values are identified, maintained and enhanced. Urban design maximises the value of waterways and floodplains for recreational use and as habitat for flora and fauna.
5 Land use and urban amenity	<ul style="list-style-type: none"> Ensure land use and open space within the development maximises opportunities for multi-functional use associated with the water cycle and enhances the natural living environment. Land use and open space contribute to urban cooling and mitigate the urban heat island effect. Urban amenity creates urban spaces that enhance the liveability of the community and are resilient in future climate conditions. Connections between community, waterways and open spaces are maximised both locally and within the broader landscape.

Infrastructure Upgrades

The upgrade of Carroll's Road was discussed in the Structure Plan due to increase development and truck movements. Wannon Water would like to ensure council is aware that Wannon Water has two major underground assets located along Carrols Road. These

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assets are the South Otway Pipeline, which is the main water for Warrnambool, Allansford and Koroit and also the Allansford Sewer Rising Main which transfer waste from the Saputo Dairy Australia's Allansford Factory and also the township of Allansford to Warrnambool Water Reclamation Plant. These assets include associated air valves and scour valves located in the road reserve which are vital to the operation of these assets. I have provided key information on the assets and figure showing its location below:

- South Otway Pipeline – DN450 mm Mild Steel Cement Lined pipe
- Allansford Rising Main – DN300 mm Ductile Iron Cement Lined pipe

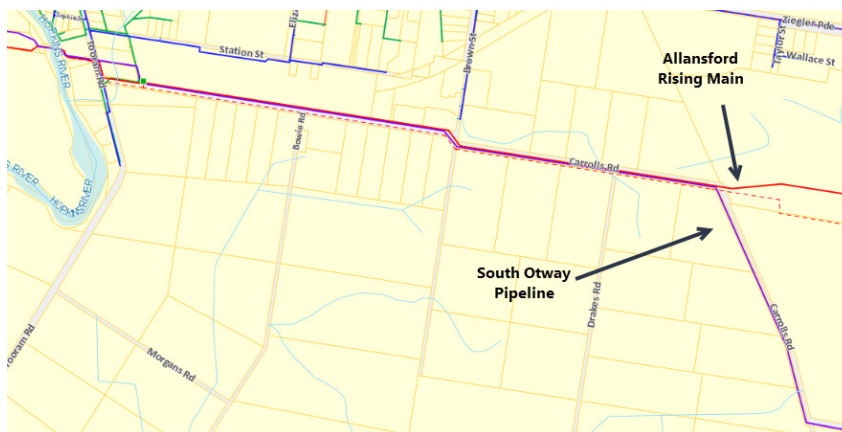


Figure 5: Location of Major Wannon Water Assets

Any upgrade of the Carroll's Road will required earlier and major consolation with Wannon Water to ensure these major assets are not adversely impacted or that the works alter the finishing surfaces and impact Wannon Waters access to these assets and ability to operate and maintain the assets.

We would like to thank you again for giving Wannon Water the opportunity to provide comment on the Allansford Structure Framework Plan. If you have any questions or queries regarding the comments please don't hesitate to ask.

Yours sincerely,

Ian Barnes
Planning and Development Engineer

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SUBMISSION 16

Sarah McKeown

From: Gascoigne, Neil <Ngascoig@CitiPower.com.au>
Sent: Wednesday, 3 March 2021 2:29 PM
To: Andrew Nield; Warrnambool City Council
Cc: Ryan, Adam; Patel, Ragini; Raickovic, Darko
Subject: Re: Draft Allansford Strategic Framework
Attachments: 66 kV lines_Allansford ZSS.docx

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

Hi Andrew,

As discussed last week Powercor wishes to comment on the draft strategic framework for Allansford as follows.

- Powercor will design and construct all future Sub Transmission 66kV lines as overhead builds. Powercor's long term plan will require development of a future Allansford zone substation (AFD).
- Powercor will design and construct all future High Voltage 22kV lines as overhead builds, unless it is within an urban residential development (where it will be underground and provided by the developer).
- Powercor needs to continue to maintain and upgrade existing overhead lines as required.
- PAL should be consulted for any future major infrastructure proposals (e.g. bridge or rail crossings) to ensure that there is adequate provisions (particularly conduits for underground cables) for the future.
- Any new road extensions or builds should allow for overhead Powercor assets within the road reserve easement. Powercor should be consulted to determine requirements in this respect.
- Powercor can provide plans of existing assets if needed on request.
- Existing Powercor infrastructure has capacity to provide for any initial supply increases, however future augmentation is required for larger load increases.
- Powercor has plans to locate a future zone substation at Allansford on land already purchased for that purpose at 312 Ziegler Pde. This is not expected to be required for another 10 years unless large new loads eventuate in the interim.
- The future Allansford zone substation will require a rerouting of the 66kV Sub Transmission line from the Princes Highway to this site as shown in red on the attached plan. This will most likely mean taller poles will be required along this route.

Best regards

Neil Gascoigne

Principal Engineer Planning Policy

Network Optimisation

CitiPower and Powercor

Phone: (03) 9683 4472

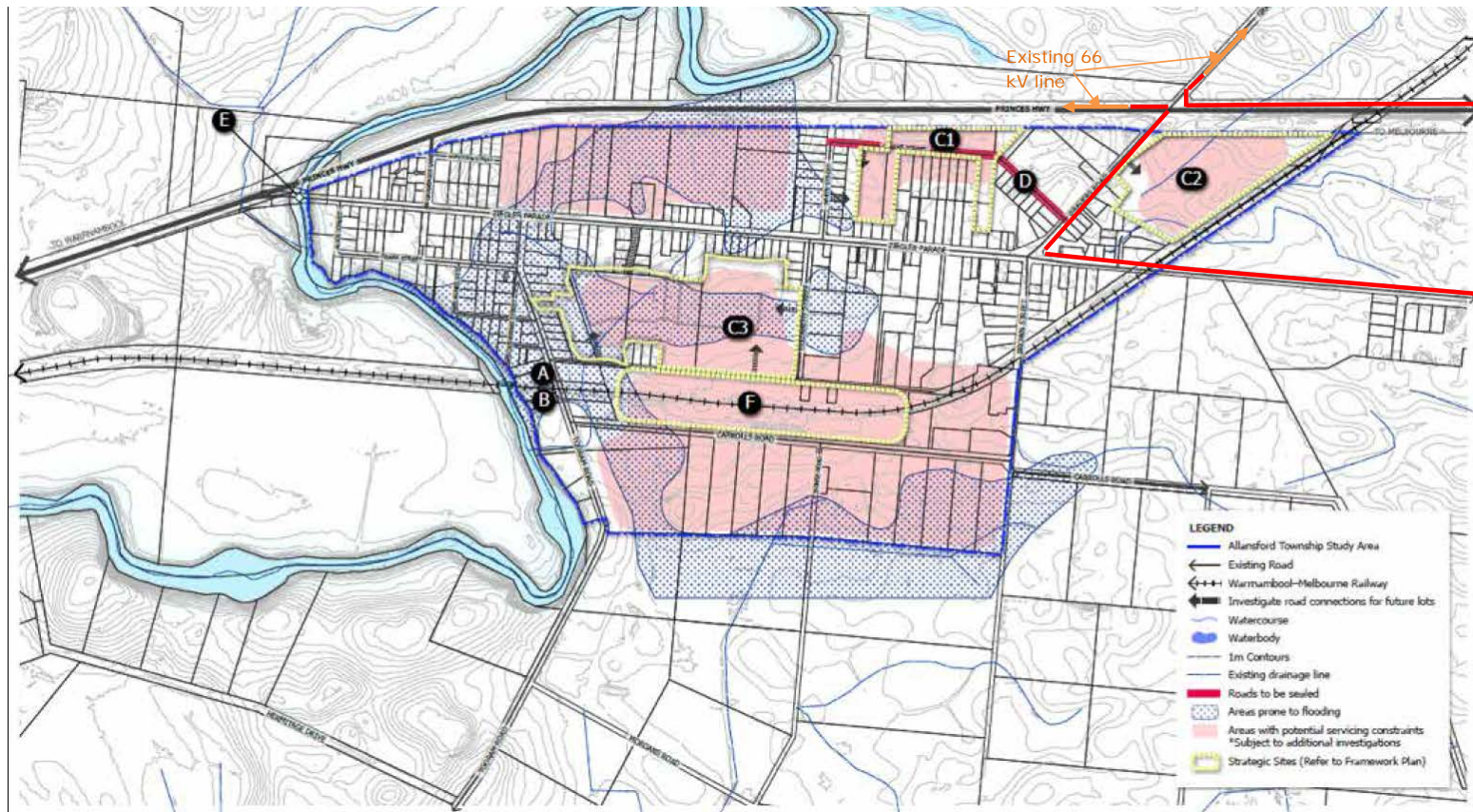
Mobile: 0425 790 598

Email: ngascoig@citipower.com.au

[Chat with me on teams](#)



CitiPower Pty Ltd and Powercor Australia Ltd. This email and any file attachments are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please tell us immediately by return email and delete the document.



Glenelg Hopkins CMA

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E ghcma@ghcma.vic.gov.au

3 March 2021

anield@warrnambool.vic.gov.au

Glenelg Hopkins



C M A

SUBMISSION 17

Dear Andrew,

Application Number (CMA Ref):	GHCMA-F-2021-00000
Property Address:	Allansford Victoria
Development Description:	Allansford Strategic Framework Plan 2020

The Glenelg Hopkins Catchment Authority (GHCMA) is responding to the Allansford Strategic Framework Plan 2020, particularly in relation to flooding and water quality sections in the plan.

Whilst we appreciate the Framework Plan being put in place, there are significant issues with storm water management in and around Allansford. We will work with the City to address these issues to get a better outcome for the community.

State planning policy for floodplain management requires, among other things, that flood risk be considered in the preparation of planning schemes and in land use decisions. The statutory authorities responsible for the collection of flood information and for land use planning in flood-affected areas are councils and floodplain management authorities.

We believe it would be good to make mention and have objectives in relations to water quality discharge to the river environment. These actions should relate to environmental protection and enhancement beyond tree planting, there is scope for simple actions to protect and improve the significant natural values along the river.

We encourage the City to undertake a comprehensive Allansford flood investigation that also looks closely of potential overtopping of the bank just outside the framework plan to the north of the town adjacent to the scenic look area, off the Princes Highway West. The Warrnambool Floodplain Management Plan 2018 - 2023 identified this aspect and during the 2011 flood event, significant effort was out in place to manage the overtopping of the bank at this location.

Please contact me on 03 5571 2526 should you wish to discuss the above further.

Yours sincerely,

Peter Robertson

Manager - Statutory Planning (Floodplain & Works)

SUBMISSION 18



5 March 2021

Julie Glass
Coordinator City Strategy
Warrnambool City Council
25 Liebig Street
WARRNAMBOOL VIC 3280

By email: planning@warrnambool.vic.gov.au

Dear Julie,

**Allansford Strategic Framework Plan 2020
Submission for 25-37 Grauers Road, Allansford**

Myers Planning Group acts on behalf of Basil Hall (owner of 25-37 Grauers Road, Allansford) in regard to the above matter

This submission provides for general support of the Allansford Strategic Framework Plan 2020, particularly in relation to the directions and considerations for the site at 25-37 Grauers Road.

Part B of the Strategic Framework Plan provides for a vision for Allansford and identifies objectives and strategies in relation to Land Use and Heritage, Movement, Infrastructure Services and Open Space and Environment.

The Strategic Framework Plan nominates 25-37 Grauers Road as land which is proposed to be rezoned from Rural Living Zone to the Township Zone, subject to further investigation (marked as A2 on page 34). The rezoning of this land is supported.

The rezoning of this land will enable the facilitation of future residential development of the site consistent with the character of the area. The rezoning represents a logical inclusion within the existing settlement area of Allansford and will support the population of the township, given that the size of the land is approximately 6.38 hectares in size.

The area marked as C2 within the Infrastructure Plan (page 41) indicates that any new residential development should address drainage and sewerage matters. These matters are acknowledged and are considered reasonable to be included within the Strategic Framework Plan.

The intersection of Grauers Road and Princes Highway is earmarked within the Strategic Framework Plan to incorporate additional landscaping and signage to create a gateway into the town. Grauers Road is shown to include an upgraded boulevard treatment. The enhancements to the gateway intersection and Grauers Road are supported.

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Warrnambool VIC 3280
Australia
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admin@myersplanninggroup.com.au
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Within the site, the Strategic Framework Plan nominates the potential for additional open space in conjunction with new development. Given the size of the land nominated for the rezoning this is considered to be reasonable and can be explored further as part of any contributions in association with any future subdivision and development. This element of the Strategic Framework Plan is also generally supported. There are also opportunities to enhance landscape areas within both the Road Reserve to the Princes Highway to the north and the Railway Reserve to the east to provide for separation and visual screening.

It is noted that 'Direction F' appears to be missing from the Open Space and Environment Map on page 44 – but it is assumed that the open space opportunities within the north-east of the township in conjunction with new residential development refers to the land at 25-37 Grauers Road.

We wish to thank you for the opportunity to receive submissions to this plan.

Should you have any questions in relation to this submission please do not hesitate to contact me on 5562 9443.

Yours sincerely,

A handwritten signature in blue ink that reads "Cameron McNeill". The signature is written in a cursive, flowing style.

Cameron McNeill
Senior Planning Consultant
Myers Planning Group

SUBMISSION 19



5 March 2021

Julie Glass
Coordinator City Strategy
Warrnambool City Council
25 Liebig Street
WARRNAMBOOL VIC 3280

By email: planning@warrnambool.vic.gov.au

Dear Julie,

**Allansford Strategic Framework Plan 2020
Submission for 3-11 Clarke Street, Allansford**

Myers Planning Group acts on behalf of Monaghan Developments Pty Ltd (owners of 3-11 Clarke Street, Allansford) in relation to the above matter

Our client offers this submission of general support for the Allansford Strategic Framework Plan 2020, particularly in relation to the directions and considerations for the site at 3-11 Clarke Street.

Part B of the Strategic Framework Plan provides for a vision for Allansford and identifies objectives and strategies in relation to Land Use and Heritage, Movement, Infrastructure Services and Open Space and Environment.

The Strategic Framework Plan nominates 3-11 Clarke Street as land which is proposed to be rezoned from Low Density Residential Zone to the Township Zone, subject to further investigation (marked as A1 on page 34). The rezoning is supported.

The rezoning of this land will enable the facilitation of future residential development of the site consistent with the character of the area. The rezoning represents a logical extension to an established residential area which has available access to reticulated services.

The area marked as C1 within the Infrastructure Plan on page 41 indicates that any new residential development should address drainage and sewerage matters. The Strategic Framework Plan also provides a direction to upgrade Clarke Street to be a sealed road and to incorporate the sewerage and drainage connections.

These matters are acknowledged and are considered reasonable to be included within the Strategic Framework Plan. Our client has instigated work which investigates and addresses the issues relating to drainage as sought by the Strategic Framework Plan.

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Ultimately, our client will seek to advance the rezoning request previously lodged with Council following the adoption of the Allansford Strategic Framework Plan. Associated documentation for the rezoning request will be refreshed and resubmitted to ensure alignment with the Strategic Framework Plan.

We wish to thank you for the opportunity to receive submissions to this plan. Should you have any questions in relation to this submission please do not hesitate to contact me on 5562 9443.

Yours sincerely,

A handwritten signature in blue ink that reads "Cameron McNeill". The signature is written in a cursive, flowing style.

Cameron McNeill
Senior Planning Consultant
Myers Planning Group

SUBMISSION 20

Town Planning

From: [REDACTED]
Sent: Wednesday, 24 March 2021 8:40 AM
To: Town Planning
Subject: Draft Allansford Strategic Framework Plan

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

To whom it may concern,

We have a property at [REDACTED] in which our property falls within the Allansford Township Study Area.

We are currently Rural living zone, we have land available that faces Tooram Road, and after speaking to Glenelg Hopkins Catchment Authority this land is above the flood line in which they said would be required for building blocks. As Tooram Road has all Services, Water ,Sewer,Telstra And Power required for building , with rezoning of this land these blocks could become readily available.

Also on Page 13 to do with the January 2011 Flooding of Allansford Township, the photo shows the Tooram Road Drainage Outlet being Blocked which is incorrect, that photo is the Carrolls Road Drainage Outlet, and I believe our land would not of flooded at all if the Carrolls Road Drainage had of been left open.

As I was involved in the Discussions with the relevant Authorities that were present, I agreed to the blocking of Carrolls Road drain to flood our land rather than Allansford Township. Even with this drain blocked the land that has been pointed out was not affected. Also in the last 10 years we have maintained this drain at our own expense, which involved Escavator cleaning the drain out on two seperate occasions from the river to Tooram Road,which was completely full of Box Thorn, weed and Shiny Leaf etc. Also a haven for rats,rabbits, foxes and snakes etc.

This drain is clearly not our responsibility we would like to know what plans the council may have with maintaining this eyesore in the future.

After visiting the Council on Monday 22/3/21, and speaking with a planner from upstairs,I was advised to submit this email after the closing date , as I work away and could not respond any earlier.

We look forward to your reply,

[REDACTED]

[REDACTED]

SUBMISSION 21

Sarah McKeown

From: Jorgen A Peeters (DELWP) <jorgen.peeters@delwp.vic.gov.au>
Sent: Friday, 12 March 2021 11:10 AM
To: Andrew Nield
Subject: OFFICIAL: RE: draft Allansford Strategic Framework Plan

CAUTION: This email originated from outside of Warrnambool City Council. Do not follow guidance, click links, or open attachments unless you recognise the sender and know the content is safe.

Hi Andrew,

Thank you for sharing the link to the draft Allansford Strategic Framework Plan. I realise the consultation period has closed, so we will not be making a submission.

I have read through the draft document and note that it has picked up on feedback previously provided by DELWP in relation to the Great Ocean Road and tourism opportunities, so thank you for incorporating those comments.

Regards,

Jorgen Peeters | Regional Planner | Barwon South West - Regional Planning Services
[Planning | Department of Environment, Land, Water and Planning](#)
Level 4, State Government Offices, 30-38 Little Malop Street, Geelong, Victoria 3220
M: 0428 045 459 | E: jorgen.peeters@delwp.vic.gov.au



We acknowledge Victorian Traditional Owners and their Elders past and present as the original custodians of Victoria's land and waters and commit to genuinely partnering with them and Victoria's Aboriginal community to progress their aspirations.



I am currently working flexibly/remotely and can be best contacted by email or mobile phone.

OFFICIAL

From: Andrew Nield <ANield@warrnambool.vic.gov.au>
Sent: Monday, 8 February 2021 1:24 PM
To: Jorgen A Peeters (DELWP) <jorgen.peeters@delwp.vic.gov.au>
Subject: draft Allansford Strategic Framework Plan

Hi Jorgen,

I hope you arrived home safely on Wednesday, and once again, thank you for your time working through our PPF translation.

As discussed, the draft Allansford Strategic Framework Plan has now been prepared and Council is seeking feedback from relevant stakeholders on the draft plan.

The plan coordinates planning for land use, movement, infrastructure services and open space and environment, and other identified issues for the future of Allansford.

Stakeholder input is essential for the future success of the plan and Council encourages all relevant stakeholders to take a look at the document and provide their feedback.

A copy of the draft plan is available on Council's website:

www.yoursaywarrnambool.com.au

Feedback received in response to the draft plan will inform the preparation of the final Strategic Framework Plan.

Please be aware that your feedback may be publically available as part of consideration of the planning process.

Consultation on the draft strategic framework plan finishes on **Monday, 1 March 2021**.

You are welcome to contact the City Strategy team on 5559 4800 or planning@warrnambool.vic.gov.au with any questions in relation to the draft Allansford Strategic Framework Plan.

Regards,

Andrew

Andrew Nield | Strategic Planner | City Strategy

Warrnambool City Council | Warrnambool 3280 | P.O Box 198 Warrnambool 3280

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Allansford Strategic Framework Plan 2020



Document Control

Council policy documents change from time to time and it is recommended that you consult the electronic reference copy at <http://www.warrnambool.vic.gov.au/strategic-plans> to ensure that you have the current version. Alternatively, you may contact Customer Service on (03) 5559 4900.

Responsible Department – City Strategy and Development.

Adopted by Council on [insert date] as an approved strategic framework plan for Allansford.

Review period – 5 years

Reference version – 1

Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

Disclaimer

All professional care has been taken to ensure that the content of this document is current and accurate. However, it is not purported that it is complete, and it is not guaranteed that the content of the document is free of errors. Council accepts no liability for error, loss, damages, or other consequences arising from reliance on information contained in this document.



WARRNAMBOOL
CITY COUNCIL

The City of Warrnambool would like to acknowledge the Eastern Maar people as Traditional Owners of the land and would like to pay their respects to their Elders, past and present.

This Strategic Framework Plan was funded by the Victorian Planning Authority through its Streamlining for Growth Program and has been prepared by Insight Planning Pty Ltd in conjunction and collaboration with the City of Warrnambool's City Strategy and Development business unit.

Last but certainly not least, the project team would like to extend their thanks to the community in and around Allansford who have generously given their time in community engagement events, completing surveys, and providing feedback to assist in the preparation of this strategic framework plan.

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MAPS

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Map 2: Regional Context

Map 3: Areas of Cultural Heritage Sensitivity

Map 4: Extent of Bushfire Prone Area

Map 5: Open Space Provision

Map 6: Public Transport

Map 7: Zone Map

Map 8: Strategic Framework Plan (Allansford Township)

Map 9: Theme 1 Land Use and Heritage

Map 10: Theme 2 Movement

Map 11: Theme 3: infrastructure

Map 12: Open Space and Environment

FIGURES

Figure 1: Australian Early Development Index Comparison (AEDI 2015)

Part A



What is a “Strategic Framework Plan”?

The Allansford Strategic Framework Plan is a high-level long-term planning framework that sets out the future planning and development of the town to 2036. It does not go into a lot of detail about specific sites but provides a direction on settlement and land use to inform how an area should grow and change over time.

Allansford Strategic Framework Plan 2020

Purpose of the Strategic Framework Plan

The Allansford Strategic Framework Plan is a high-level long-term planning framework that sets out the future planning and development of the town to 2036. The purpose of the strategic framework plan is to:

- Identify the key strategic planning issues facing the town, including community aspirations and needs;
- Set out the future vision for Allansford;
- Refresh the land use and development framework;
- Provide a basis for public space improvements and further work;
- Provide guidance for stakeholder discussions and investment.

How will this plan be used?

The Strategic Framework Plan will replace the current Allansford Urban Design Framework 2003 and will provide guidance and direction around the future development of the town.

The Strategic Framework Plan will be used by Warrnambool City Council to determine the application of local planning policies, land use planning zones and overlays.

It will guide Council's consideration of proposed re-zonings and applications for planning permits. Further, Council will use the Strategic Framework Plan to establish what additional work is required to determine the future provision of infrastructure and services in the town.

Implementation of the Strategic Framework Plan for Allansford will provide certainty for residents and landowners regarding the future planning direction for the town over the next 15 years.

Considerations

Preparation of the Strategic Framework Plan has been informed by:

- Allansford Urban Design Framework (2003);
- Allansford Recreation Reserve Master Plan (2009);
- Moyne Warrnambool Rural Housing and Settlement Strategy (2010);
- Warrnambool City-Wide Housing Strategy (2013);
- Warrnambool Open Space Strategy (2014);
- Great South Coast Regional Growth Plan (2014);
- Warrnambool Floodplain Management Plan (2018-2023);

- Warrnambool 2040
- Green Warrnambool 2018
- State and local planning policy framework of the Warrnambool Planning Scheme;
- Community and stakeholder engagement and feedback;
- Issues and options around natural & urban environment, demographics & social profile, township facilities & services, transport & physical infrastructure.

Study Area

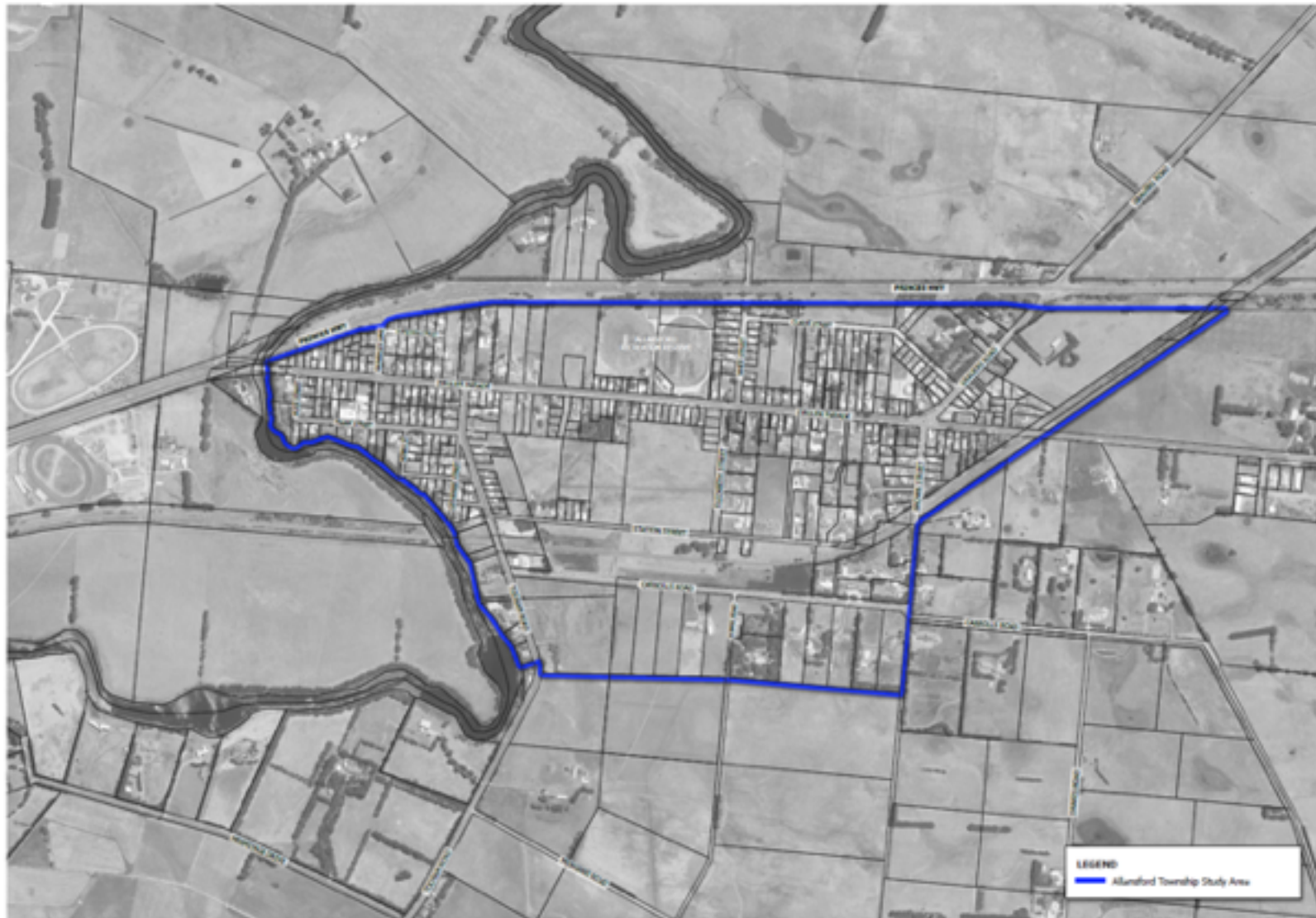
The Strategic Framework Plan will apply to the town of Allansford (Refer to Map 1).

The study area emanates with the Allansford Settlement Boundary defined in the Strategic Framework Plan within the Warrnambool Planning Scheme. The purpose of the settlement boundary is to contain growth within existing urban zones and areas at the periphery and ensure that any future land use or development occur within the boundary.

The role and future use of land within the rural interface on the periphery of the study area boundary have also been considered.







Allansford Strategic Framework Plan 2020



Map 1 -Allansford Township Study Area

Project stages

Preparation of the Allansford Strategic Framework Plan has been undertaken in the following stages:

DISCOVER 1	RESEARCH 2	OPTIONS 3	EXAMINE 4	DRAFT 5	REFINE 6	APPROVE 7
Community Engagement 	Identify the study area attributes informed by research and prior feedback	Issues and Options Analysis Community engagement 	Consider land uses and land owner aspirations, informed by analysis and prior feedback	Draft Allansford Strategic Framework Plan Community Engagement 	Consider refinements informed by prior feedback	FINAL Allansford Strategic Framework Plan 
Summary of Feedback		Summary of Feedback		Summary of feedback		Council Adoption

Community and Stakeholder Contributions

Community consultation was undertaken in the first stage of the project to understand what the community values about Allansford and identify any issues and/or opportunities that should be considered in relation to the future growth and development of Allansford.

Through this community consultation process, the community identified several aspects which they value about Allansford, they include:

- The quiet, country village character and lifestyle, and heritage;
- Community spirit and willingness to support others;
- Affordability and cost of living;
- Diversity of lot sizes and housing development;
- Proximity to Warrnambool;
- Natural attributes - The Hopkins River, railway reserve wetland;
- Facilities and services – Allansford Recreation Reserve, open spaces, Allansford & District Primary School, kindergarten, community hall, and recreational clubs.

Further community consultation was undertaken through a drop-in session where the strategic project team met with residents and community members to discuss future land use planning for Allansford.

Engagement was also conducted with various stakeholders and project partners to ascertain local understanding of potential constraints and opportunities, they include:

- Eastern Maar Aboriginal Corporation;
- Wannon Water (water & sewer authority);
- Department of Transport (VicRoads);
- Glenelg Hopkins Catchment Management Authority;
- Department of Environment Land Water and Planning;
- Allansford & District Primary School;
- Allansford Kindergarten;
- Basalt to Bay Landcare Group.

About Allansford

Allansford's proximity to Warrnambool, its liveability and housing price advantages continue to place it in an ideal position to attract new residents and investment.

The town is located at the gateway of the Great Ocean Road which attracts many tourists throughout the year who come to see one of the world's most scenic coastal drives.

The town adjoins the Hopkins River to the west, and its riparian corridor provides a central and binding feature to the geography of the area.

Allansford contains a breadth of history drawing on its origins as a pastoral settlement. A number of heritage buildings are located throughout the town and provide a tangible link to the town's past.

The country village feel, community spirit, and modest low scale-built form is valued by the community and attracts residents from surrounding areas to reside in this town.

Role of Allansford

Allansford's primary role has traditionally been a rural settlement, with a small permanent population serving the surrounding rural and dairy processing district.

While Allansford currently forms part of the Warrnambool LGA, it maintains its unique rural identity. The town offers a range of lifestyles and housing choice including urban and rural residential. Allansford has been identified in the Great South Coast Regional Growth Plan as a 'District Town' having capacity for 'medium' growth.

District towns provide goods and services to sub-regional catchments and providing alternative lifestyles to adjacent larger towns, specifically Warrnambool.

While Allansford is identified as having capacity for growth, this growth must balance such matters as, the sensitive Hopkins riverine environment, flooding, stormwater drainage constraints, and maintaining its rural setting, together with the limited local services and facilities.

Allansford will maintain its role as a district town, and its role will be enhanced through development of underutilised residential lots in proximity to key community services and open space. Maintaining the rural setting of the town as it grows will be integral in attracting new residents to add to the viability of Allansford.

Managed growth should increase economic activity in Allansford, with new household generally increasing the demand for goods and services in the local economy.

Allansford's role can be broadened and economic growth can be further enhanced by its strategic location at the gateway to the Great Ocean Road and proximity to Premier Speedway

Statistical Snapshot



Where is Allansford?

Allansford is located along the Warrnambool to Melbourne railway line just off the Princes Highway, approximately 5 kilometres east of Warrnambool.



Current Population

1,288 (includes surrounding rural district)
As at 2020 (forecast.id)



Area

138 Hectares



Rateable Properties

305



















Map 2: Regional Context



Key Characteristics & Influences

There are a number of key issues, opportunities and constraints in Allansford that will influence the growth and vision of the township in the future. It is important to understand these elements and how they will assist in determining the key directions of the strategic framework plan. These elements are identified in the adjacent column and discussed further in this chapter.

-  Heritage
-  Natural Environment
-  Flooding & Water Quality
-  Bushfire
-  Town Boundaries
-  Town Interfaces & Surrounding Activities
-  Town Entries
-  Demographics & social Profile
-  Tourism
-  Town Facilities & Services
-  Settlement Pattern
-  Neighbourhood Character
-  Utility Services
-  Open Space
-  Pedestrian & Cycle mobility
-  Public Transport



Heritage Context

Aboriginal heritage

The Eastern Maar people are the traditional owners of the land on which the study area is situated and made use of the natural environment – The Hopkins River, grasslands and wetlands –for hunting and fishing.

There are known areas of Aboriginal cultural sensitivity throughout the study area and there is a need to protect and interpret aboriginal values. The river is of significant cultural heritage value and there is a high chance that items of cultural sensitivity will be found in the township section of the river.

The Eastern Maar have expressed that they would not have issue with the township having improved access to the river, however hard infrastructure in the river would be discouraged, unless it could be justified that there will be no damage to cultural heritage values.



Map 3: Areas of Cultural Heritage Sensitivity

European heritage

The earliest records of European settlement at Allansford date from 1839. At this time, a settlement, mainly to serve J.M Allan's pastoral enterprise, had emerged at a convenient fording place on the Hopkins River – hence the naming of Allan's Ford (soon standardised as Allansford) – and the township was formalised following a private subdivision in 1855.

The vibrant years of Allansford's development are reflected in the construction of many of the town's significant buildings between 1855 and 1880s. During this period, the town's school (1856), hotel (1856), post office (1860), and churches were built or established.

The Warrnambool Cheese and Butter Factory (located approximately 800 metres to the east of the town) was opened in 1888 and provided a key source of employment within Allansford.

Expansion of the town continued from 1890s into the early 1900s, aided by the opening of the railway line, providing improved market access for dairy products. A station was located in the centre of town, between Station Street and Carrols Road. The station was one of 35 closed to passengers in 1981 as part of the New Deal for Country Passengers.

The earliest record of a bridge over the Hopkins at Allansford was in 1853. The bridge marked the entrance to the town of Allansford from the western or Warrnambool side. As the township of Allansford grew from the mid-1850s pressure grew to improve the bridge. There have been at least two major building campaigns to improve the bridge, and an archaeological investigation might also reveal evidence of more. The current bridge was built in 1937 on foundations of the 1870s.

Today, a number of heritage buildings are dotted throughout the town and these are primarily managed through the Heritage Overlay. These buildings contribute to the character of the town and there is a need to protect and interpret these heritage values.



Allansford Hotel Motel, 1-3 Gomers Road Allansford



Timber house, 108 Ziegler Pde Allansford

Allansford Strategic Framework Plan 2020



Natural Environment

Allansford is located on the edge of the Warrnambool Plain with relatively flat topography. The local geology, productive soils and climate made the area popular for farming and grazing.

Due to the agricultural history of the study area, there is minimal native vegetation left around the township area as most of the land has been cleared. Some significant environmental assets such as the Hopkins River (and its riparian corridor) and a small wetland (located south of the railway line) include remnant indigenous vegetation.

The railway corridor contains the endangered Warrnambool Plain Swamp Scrub (next to 28 and 30 Tooram Road) as does the riparian zones of the Hopkins River. There is also a patch of the endangered Warrnambool Plain Damp Sands Herb-rich Woodland at 80 Tooram Road. These EVCs are endangered and representative of the vegetation that was in the area prior to European settlement, as such efforts should be made to protect and enhance these areas

The Hopkins River adjoins the western boundary of the town, meeting the ocean approximately 7.5 kilometres to the south west. The river supports important flora and fauna species such as the Growling Grass Frog and is recognised as a significant ecological resource within the context of the surrounding landscape.

Increasing public access to the Hopkins River was identified as a major priority for the community.

Land title rights currently limit access to the river. There are informal access points currently available at Agnes Street and Catherine Street and potential access points exist at the railway bridge and at the former Princes Highway Bridge.

The wetland is approximately 4 hectares in area and is currently located on land owned by VicTrack. Very little is known about this wetland. It was essentially uncovered by Basalt to Bay during the course of weed control. The wetland is likely to have high environmental values, with recent sightings of the Latham Snipe (migratory bird).

The wetland is now recognised as a key landscape feature and provides the opportunity

for revegetation and education purposes. There are minimal opportunities to view the surrounding rural landscape from within the township, though there are some rural views from the outskirts of town.

As part of the strategic framework plan, environmental values and rural landscape/views will need to be respected in planning for any future development to ensure that habitat, natural beauty and amenity are well protected.



Hopkins River Environs



Wetland, Carrols Road, Allansford



Flooding & Water Quality

Allansford is within the Hopkins River Catchment, which forms part of the broader Glenelg Hopkins Region. The total Hopkins River Catchment is in the order of 8700km².

Flooding occurs regularly in Warrnambool, with the three main sources of flooding being Russells Creek, Merri River and Hopkins River.

Up until the 2010/11 floods there was minimal flood information available for the Hopkins River system. Flows within the city are generally contained within the narrow floodplains, with some effluent streams diverging from the river through low-lying agricultural land.

Drainage is recognised as a significant issue for existing residential areas and key constraint to growth and development in Allansford. Allansford has known issues with its stormwater system and likewise the interaction between stormwater and riverine flooding. The Tooram Road outfall is a known location for river flood to exacerbate flooding by surcharging the stormwater system.

Whilst planning controls can be put in place to benefit future development, there remains a residual flood risk that requires response planning by both agencies and individuals.

As part of Council's stakeholder consultations, the Glenelg Hopkins CMA have indicated that the waterway corridor should be revegetated with native vegetation, where practical.

As part of the strategic framework plan, stormwater run-off will also need to be appropriately managed to improve the health of the waterway. It will be important to incorporate water sensitive urban design as part of future subdivision of the key redevelopment sites.



Allansford Township 19 January 2011



Hopkins River, Allansford 19 January 2011
148° 00' 10" E, 38° 17' 00" S
148° 00' 10" E, 38° 17' 00" S



Tooram Road drainage outlet Allansford



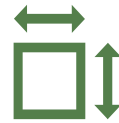
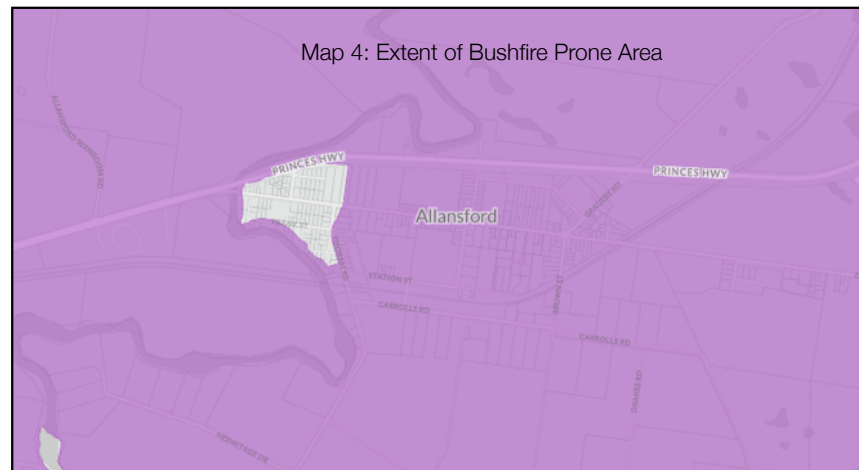
The town is not affected by the Bushfire Management Overlay.

Most of the town is located within a Bushfire Prone Area, as shown in Figure 4 below.

Bushfire Prone Areas are areas that are subject to or likely to be subject to bushfires. The Minister for Planning has determined that specific areas are designated Bushfire Prone Areas for the purposes of the building control system – specific bushfire construction standards apply in designated bushfire prone areas in Victoria, which are aimed at improving bushfire protection for residential buildings.

The study area is in a low bushfire risk landscape. In the directions from which a bushfire threat typically arises (north, northwest or southwest) the landscape is generally pastoral. The topography on and around the study area is benign, with no significant changes in elevation or slopes that would significantly exacerbate the bushfire attack.

As there are no existing municipal Bushfire Shelters located within Allansford, residents are encouraged to have their own Emergency Bushfire Management Plan.



Town Boundaries

Allansford has a strong rural setting and there are clear edges to the town and delineation between urban and rural land that is formed by the Hopkins River, Princes Highway, and railway line.

The River is a strong visual and physical barrier; the Princes Highway is less strong, having some breaks which interrupt the strong sense of enclosure in this direction. The railway line is a strong physical boundary but has only limited visual expression.

The settlement boundary for Allansford reflects these town boundaries, which were first identified in the Moyne Warrnambool Rural Housing and Settlement Strategy (2010) and has not changed since being set in the planning scheme in 2016. Most people believe the township does not need to expand outside the existing settlement boundary.





Town Interfaces & Surrounding Activities

Allansford is set within a broader open rural/agricultural landscape, which is used for a variety of agricultural activities. Other major land uses/development in vicinity to the town include, Premier Speedway, Warrnambool Cheese and Butter, Allansford Industrial Estate and a quarry.

These surrounding land uses have implications on the existing township and will need to be a consideration of future development of Allansford.

Truck movements from the quarry require the upgrade of several unsealed roads that run through Allansford, however this is made difficult by the wastewater asset that extends from the Warrnambool Cheese and Butter plant through the town.

A major increase in car parking and pedestrian movement during speedway events also puts strain on existing vehicle and pedestrian infrastructure.

Rural industry surrounding Allansford will also impact on opportunities for future development. To the east of the town is an operational dairy. Any adjoining lot would need to be designed with an appropriate interface to this adjoining agricultural land if it is to be developed for residential purposes in the future.



Lake Gillear and Quarry

Premier Speedway, Allansford



Town Entries

There are four entries into Allansford, two from Princes Highway, one from Tooram Road in the south and from Factory Road (Ziegler Parade) in the east.

The town entries are not well signified. There is strong community support to signify the entries with a significant urban design element, a town symbol which distinguishes the entry and proclaims its function as an introduction to Allansford.

Opportunities exist to reinforce the visual impact of the town symbol by the planting of trees along the streets into town beyond the symbol.



Tourism

The proximity of Allansford to the Great Ocean Road and Premier Speedway has the potential to broaden the future role and improvements of the town.

Great Ocean Road

Allansford is strategically located at the western gateway to the Great Ocean Road and provides an important tourist road link to/from Warrnambool (including the Logan's Beach whale -watching platform) for Australian and international visitors.

The Great Ocean Road stretches 243 kilometers from Torquay to Allansford and is considered a significant tourist attraction. Built by returned soldiers between 1919 and 1932, much of the road hugs the coastline, providing visibility of Bass Strait and the Southern Ocean. It provides access to several prominent landmarks, including the Twelve Apostles.

Recent significant government investment to improve the Twelve Apostle precinct and implementation of the Shipwreck Coast Master Plan, is estimated to increase the number of visitors to the Warrnambool sub-region from 1,275,000 (2019) to 1,889,000 (2030). (Visitor and accommodation forecast, DELWP)

There is an opportunity to capitalise on and strengthen Allansford's strategic position at the western gateway to the Great Ocean Road. At present, there is limited tourist infrastructure established in terms of signage, trails, shelters, and picnic areas.



Premier Speedway

The Grand Annual Sprint car Classic and the Australian Sprint car Championship held at Allansford's Premier Speedway provide an economic boon for the region.

The events at Premier Speedway bring international competitors and led to the establishment of sister city relationship with the city of Knoxville, Iowa in the United States, which hosts the Knoxville Nationals Sprint car even each year in August.

Over the various competitions about 50,000 visitors go through the gates. The benefits of the visitors to region flow on to motels, holiday parks, restaurants and other local services.

Community consultation confirmed that residents in Allansford are proud of the Premier Speedway and would like to see a greater synergy between the speedway and the town. This could be in the form of improved pedestrian access, between the speedway and Allansford.





Demographics and Social Profile

Demographic forecasts provide guidance on expected population numbers and community profiles and are used to form the basis for infrastructure provision and catchment planning.

Population

According to the 2016, Allansford and the surrounding district had a population 1,521. This represents 4.5% of the total number of people counted in Warrnambool (ABS QuickStats 2016).

This amounts to a population increase of 8% since the 2011 Census (ABS QuickStats 2016).

Age structure

Census data provides information on the demographics of the town, including age distribution.

In 2016, approximately 28 per cent of the population of Allansford was in the 0 to 19 age groups, a figure higher than that for the same age cohort in Warrnambool, which has approximately 25 per cent of its population in that age bracket (ABS QuickStats 2016).

The next most significant age group in Allansford were those aged between 30-59 age group, which comprised 43 per cent of the population (ABS QuickStats 2016).

The median age for Allansford is 39 years of age, which compares to a median age of 40 for Warrnambool (ABS QuickStats 2016).

These statistics support the view Allansford is an attractive location for families and demonstrate the need to provide facilities and services for the town's youth.

Dwellings and Household size

The 2016 Census revealed that there were 531 private dwellings in Allansford, of which

493 were occupied, 38 were unoccupied. There were 483 dwellings in the town in 2011, thus there has been an increase of 48 dwellings in the period between 2011 and 2016. The annual net change was approximately 10 dwellings, or a 2 per cent increase (per annum) since 2011 (ABS QuickStats 2011 & 2016).

Of the Occupied Private Dwellings within Allansford in 2016, 36.5 per cent were recorded as being fully owned and 43 per cent being purchased (mortgaged). The remainder of the occupied housing stock in the town was predominately private rented 17 per cent. This data indicates that some rental housing is available in Allansford (ABS QuickStats 2016).

In addition, the Census data demonstrates that housing diversity is limited in the town, as there is a high proportion (88%) of separate detached housing and low proportion of medium density dwellings, where medium density refers to semi-detached, row or terrace houses, flat unit or apartments or other medium density dwellings (ABS QuickStats 2016).

According to the 2016 Census, the average household size in Allansford is 2.7 persons, slightly higher to the average household size of 2.4 persons in Warrnambool (ABS QuickStats 2016).

In addition, the Census recorded that 20 per cent of Allansford's population resided in sole person households, which is lower than the figure for sole person households in Warrnambool, which is 30 per cent (ABS QuickStats 2016).

The proportion of two person household was 32 per cent, where as the figure for Warrnambool was 35 per cent. Approximately 50 per cent of the households in Allansford comprises three or more persons, compared to 35 percent for Warrnambool (Towns in Time 2016, DELWP).

Of the families in Allansford, 46.6 per cent were families with children, 42.0 per cent were couple families without children, and 11.4 per cent were one parent families.

These statistics reveal that Allansford is popular with couples and families, and there is a reasonable proportion of home ownership (Towns in Time 2016, DELWP).

Labour Force and Income

The Australian Bureau of Statistics identifies the "labour force" as consisting of persons aged 15 years and over, who are employed, or those without a job and are actively seeking work. According to the Bureau, persons not in the labour force include people below the age specified for measuring the economically active population (15 years) and older people who have retired from the workforce.

Allansford Strategic Framework Plan 2020

In 2016, the Labour Force Participation Rate of the Allansford population was 75 per cent, which was above the participation rate of 64.6 per cent for Warrnambool. Allansford's unemployment rate of 3 per cent is lower when compared to 5.5 per cent for Warrnambool (Towns in Time).

There were 795 people who reported being in the labour force in the week before the Census night in Allansford. Of these 54.3 per cent were employed full time, 33.1 per cent were employed part time and 3.5 per cent were unemployed (ABS).

A review of the industry categories for employed residents of Allansford reveals that in 2016, the most prominent category was Health Care and Social Assistance followed by the Manufacturing and Retail Trade categories. Two other significant employment categories were Agriculture and Construction (Towns in Time 2016, DELWP).

In 2016, the median weekly personal income of residents of Allansford was \$671, compared with \$618 in Warrnambool. The median weekly household income was \$1,478, compared with \$1,182 in Warrnambool and the median family income was \$1,732, compared with \$1,503 in Warrnambool.

Journey to work

ABS Statistics for 2016 demonstrate that the private car is the dominant mode of transport for those residents in Allansford who must travel to work. The private car is used by 73 per cent of employed persons in Allansford, who travel to work, either as driver or passenger (ABS QuickStats 2016).

It could be concluded from these statistics, that the majority of Allansford residents who are in the workforce, are employed outside the town and that they are reliant upon private vehicles to travel to work.

Socio-Economic Index

Socio-Economic Indexes for Areas (SEIFA) is produced by the ABS, which ranks areas in Australia according to relative socio-economic advantage and disadvantage. The indexes are based on information collected in the five-yearly Census and consider variables relating to income, education, occupation, employment, occupation and housing.

That is, the ABS broadly defines relative socioeconomic advantage and disadvantage in terms of people's access to material and social resources, and their ability to participate in society.

Across Australia's local government areas, SEIFA scores range from 188 (most disadvantaged) to 1,186 (least disadvantaged). The Australian average of SEIFA is set at 1,000. This data rates the collective socio-economic characteristics of the people living in Allansford as being above the national average, with a SEIFA score of 1,022. The rating for Allansford was 1,022 in 2015.

The Australian Early Development Index 2015 (AEDI) measures childhood development across five domains: physical health and wellbeing, social competence, emotional maturity, language and cognitive skills, and communication skills and general knowledge.

A comparison of AEDI between Allansford, Warrnambool, Victoria and Australia is shown below:



Our Children · Our Communities · Our Future

Table: Percentage of children developmentally vulnerable in 2015

Geography	Physical	Social	Emotional	Language	Communication	Vuln 1	Vuln 2	SEIFA score (t)
Australia	9.7	9.9	8.4	6.5	8.5	22.0	11.1	N/A
VIC	7.9	8.7	8.0	6.3	7.6	19.9	9.9	N/A
Warrnambool	10.1	7.5	5.4	6.1	4.5	18.5	8.0	N/A

Geography	Physical	Social	Emotional	Language	Communication	Vuln 1	Vuln 2	SEIFA score (t)
Allansford	5.3	0.0	0.0	0.0	0.0	5.3	0.0	1,021

Population forecast 2036

The forecast population of Allansford between 2016 and 2036 is 211 additional persons. This population forecast has been prepared by forecast.id.

Future Dwelling Needs

The total number of dwellings in Allansford was 489 in 2016.

Over the 20-year forecast period between 2016 and 2036, it is projected by forecast.id that there will be an additional 98 dwellings in Allansford. Separate house dwellings are projected to contribute the largest of all the dwelling structure types.

Cost of Housing and Land

The community consultation identified that the affordability of housing in Allansford was a positive.

When compared to the median house price in Warrnambool (city) of \$360,000, the median house price in Allansford is slightly lower at \$322,500. While this is not a substantial difference, this might be an indication of the larger lot sizes in Allansford compared with Warrnambool City.



Town Facilities and Services

The local services and facilities provided within a town are central to bringing people together and engendering a sense of community.

The major intersection in Allansford occurs at the junction of Ziegler Parade, Grauers Road and Brown Street. The commercial functions of the town generally take place at this point, it is effectively the town centre of Allansford. Some of the commercial businesses that operate in this location include the Milk Bar, Post office, Hairdresser and Hotel/Pub.

Limited retail was seen as a major issue for the community. Therefore, a key challenge for Allansford is how to attract new investment and support commercial growth.

The Allansford Recreation Reserve provides a significant focal point along Ziegler Parade and is capable of hosting a wide variety of sports, including football, cricket, and netball, and community groups and social activities. It is highly valued by the community and it is seen a desirable to strengthen and enhance its role in the community.

The Allansford Kindergarten and childcare centre also adjoins the recreation reserve. These services are run by Council.

The Allansford District Primary School is also located along Ziegler Parade and is accessible to residents of Allansford and on a regional-wide basis. Consultation has determined that the school has appropriate capacity to accommodate existing and future demand.

Other local community services and facilities include a fire station, community hall and churches.



Allansford Store



Allansford Community Hall



Allansford and District Primary School



Settlement Pattern

The settlement pattern of Allansford generally resembles a dumbbell with conventional density residential development to the east and west of the town – with Ziegler Parade providing the main thoroughfare between these nodes.

There is a significant separation between the two areas, however, the Allansford Recreation Reserve acts as the heart of the town, helping to encourage development occur between them.

The strategic framework plan should continue this pattern of development by suggesting that residential development should radiate outwards from the eastern and western nodes towards the centre. Any pressure for higher density residential development should be centred around the nodes.



Residential Character

What is neighbourhood character?

Neighbourhood character is essentially the combination of the public and private realms. Every property, public place or piece of infrastructure contributes, whether great or small. It is the cumulative impact of all these contributions that establishes neighbourhood character (DELWP Practice Note).

Neighbourhood character in Allansford

There are two distinct neighbourhood character precincts in Allansford.

- 1) Land to the north of the railway line – in the Township Zone and Low Density Residential Zone; and
- 2) land to south of the railway line in the Rural Living Zone and Low Density Residential Zone.

Character Area 1: Traditional residential development predominately comprising houses on conventional to low-density sized lots, with a low number of two storey houses. A variety of housing styles, with older and newer houses in the same area. The layout of the town is generally based on a traditional grid pattern. Wide streets constructed to non-urban standards in many areas beyond Ziegler Parade, specifically sealed roads with gravel or grassed shoulders i.e., without kerb and channel. There are some open views to the rural hinterland. Use of open style fence design. Generous setbacks to dwellings in parts of the town. Limited medium density development.

Character Area 2 is essentially semi-rural in natural and provides a transition from the farming properties to the south. The area is characterised by large lots occupied by a single dwelling, or which is currently vacant. The semi-sealed road treatment contributes to the semi-rural feel of the area.

Allansford Strategic Framework Plan 2020



Utility Services

Allansford has a range of utility infrastructure in the township including: electricity, water, sewerage (except the most low density areas are still reliant on septic systems that may be a constraint to development), telecommunications, constructed roads, and stormwater and drainage services (to most buildings).

There is mains water installed along public roads within the study area. The sewer has also been constructed within the residential areas of the settlement, primarily around the two nodes at either end of Ziegler Parade. Large areas remain un-serviced, particularly central to the study area and west of the recreation reserve.

Consultation with Wannon Water found that the sewer pump station is big enough to handle future capacity, and the current water system is sufficient to service an additional 150 lots.

The area has access to normal telecommunication infrastructure. Allansford has 'National Broadband Network' (NBN) connection currently available.

LDEng have suggested an Integrated Water Strategy for the township, which initiatives including but not limited to, passive irrigation/street tree program along Ziegler Parade, and stormwater harvesting and re-use system which could involve irrigation of the Allansford Recreation Reserve or Primary School.



Open Space

Allansford's open spaces are important community assets which are highly valued by local residents.

The Allansford Recreation Reserve is a major open space that provides for a range of different sporting and recreation pursuits. Other key locations include Shrader Park located between Toora Road, Catherine Street and Maria Street. This park features a small playground and basketball hoop.

At present, the management of the recreation reserve is co-ordinated by a committee of management.

The school playground also provides informal play access out of school hours, though there is no formal shared community use agreement in place.

There is also an open grass area associated with the Allansford Hall on Ziegler Parade that could be used as open space as demand increases in the future.

At present, current provision of open space per population is sufficient for current needs, however many properties, particularly in the east side of town, are beyond 400m walking distance from open space as shown on Map 5.



Map 5: Open space provision (Residential properties within 400m (5 min walk) of existing public open space via road/footpath network)

Connectivity and off-road trails

The Warrnambool Open Space Strategy identified a deficiency in open space connectivity in Allansford. This can be improved by better footpath connections between open spaces and with residential areas, and investigation of the potential to develop an off-road trail on VicTrack land south of the railway line in association with wetland areas for amenity.

Open space and recreation diversity

The Allansford Recreation Reserve provides a municipal-level sporting open space, and along with the local open space at Shrader Park provides some open space diversity. This could be improved by the addition of an off-road trail, improved access to natural areas on the Hopkins River and Victrack Land, and provision of local parks in new development areas, particularly those outside 400m walking catchments.

Additionally, the community did identify that the play equipment at the Recreation Reserve was very basic and only catered for very young children. There is a need within the town for open space suitable to older children and teenagers, such as the informal swimming hole in the Hopkins River just south of the town which is very popular with

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the town's youth. There may also be opportunities for additional recreation uses on Victrack land to the north of the railway line off Station Street.

Additional opportunities for open space adjoining the Hopkins River should also be explored, as improved access to the river was supported in the community consultation. Existing river accesses, such as the access point at the end of Catherine Street, should be improved.



Pedestrian and Cycle mobility

The pedestrian and cycle environment in Allansford are dominated by vehicles and truck movements. Specifically, a key challenge identified by the community was facilitating safe pedestrian and cycle movement throughout the town.

Key areas for pedestrian movement within Allansford include Ziegler Parade from the primary school to the junction of Ziegler Parade, Grauers Road and Brown Street. Other key streets to consider for future pedestrian upgrades include Frank Street, Carrolls Road and Brown Street. This will make it easier for residents to use active transport (walking, cycling etc) within the town, particularly between key destinations such as a school, recreation reserve and the shops.

There are many opportunities to improve the amenity and safety of the pedestrians as well as accommodate for other modes of active transport such as bicycles and scooters. A variety of improvements were noted by the community as follows:

- An off-road cycle path to Warrnambool
- A pedestrian loop in the town for exercise
- A walking path along Station Street to avoid pedestrian conflict with heavy vehicle traffic on Carrolls Road
- Footpath and pedestrian crossing upgrades in key locations in town

Any shared pathway system through Allansford should be associated with the Hopkins River.

The Sustainable Transport Strategy identifies the need for a share path linking Allansford to Warrnambool, which is to be located along the railway corridor, as well as identifying upgrades to pedestrian crossings and footpaths.

It is noted that across the municipality, there is a significant demand for the construction or upgrading of footpaths and these works are subject to resourcing and Council identified priorities.



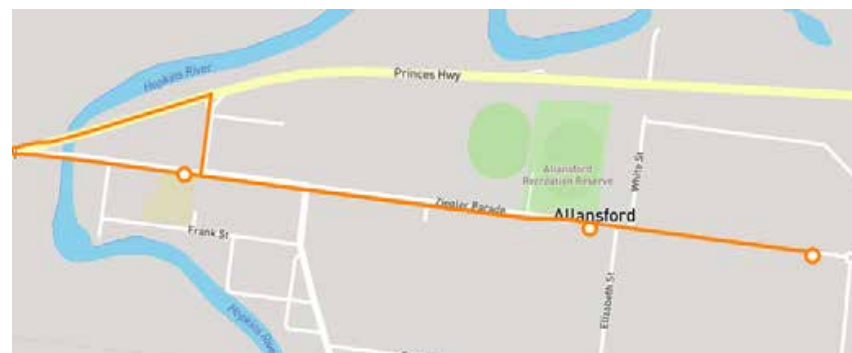
Public Transport

There are limited public transport services linking Allansford to Warrnambool, and within the town itself.

The town is currently serviced by public bus network (route 9) which runs along Ziegler Parade, providing morning and afternoon services to and from Warrnambool. There are three bus stops within Allansford, with shelters at the Elizabeth St and Primary School stops.

There is a desire in the community for more frequent bus services.

Provision of additional bus services will remain problematic with small population although there is strong community support for additional services.



Map 6:Public Transport - Route 9 Bus within Allansford (PTV)

Influences

Population growth in Allansford will be modest during the period to 2036

Employment categories and journey to work data indicates that the majority of Allansford residents who are in the workforce, are employed outside the town.

Allansford is an area of neutral socio-economic disadvantage

The residents of the town rely almost entirely on private cars for transport

There is a need for the provision of a greater range of housing choices

Heritage buildings make a significant contribution to the character of Allansford.

The need to encourage water sensitive urban design.

Safe movement and access in the town, with the provision of additional footpaths, cycle paths, and pedestrian crossing points.

Strategic location as the western gateway to the Great Ocean Road and proximity to Premier Speedway

Policy Context

Planning Policy Framework

Clause 11: Settlement

Clause 11 states that “planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure”. The importance of planning for existing communities is highlighted, to ensure sufficient supply of urban land for a range of uses. Clause 11.02-1S requires planning to consider opportunities for consolidation and intensification of existing urban areas, including service limitations and the costs of providing infrastructure.

Clause 12: Environmental and Landscape Values

Clause 12 emphasises the importance of the protection and maintenance of sensitive environments. Biodiversity values, native vegetation and significant landscape values are aspects which are to be retained and enhanced through effective land use planning.

Clause 13: Environmental Risks and Amenity

Planning should adopt a best practice environmental management and risk management approach which aims to avoid or minimise environmental degradation and hazards. Planning should identify and manage the potential for the environment, and environmental changes, to impact upon the economic, environmental or social wellbeing of society.

Clause 14: Natural Resource Management

Planning is to assist in the conservation and wise use of natural resources including energy, water, and land to support both environmental quality and sustainable development.

Clause 15: Built Environment and Heritage

Clause 15 emphasises the requirement for new urban environment to be safe and functional with a sense of place and cultural identity. Neighbourhoods created should protect the cultural identity of the wider area. Sustainability principles and innovative design should be evident in a neighbourhood structure, which reduces greenhouse gas emissions.

Clause 16: Housing

Urban environments should be planned to provide for housing diversity, affordability and long-term sustainability, including walkability to services, public transport, schools and open space.

Clause 17: Economic development

Planning is to contribute to the economic well-being of communities by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts, so that each district may build on its strengths and achieve its economic potential.

Clause 17.04.1R: Tourism - Great South Coast

Planning it to provide flexibility and opportunities for diverse range of tourism development, including an increase supply of appropriate accommodation and tourism infrastructure.

Clause 18: Transport

Planning should provide an integrated and sustainable transport that provides access to social and economic opportunities, facilitates economic prosperity, contributes to environmental sustainability, coordinates reliable movements of people and goods, and is safe.

Clause 19: Infrastructure

Social and physical infrastructure should be provided in a way that is efficient, equitable, accessible and timely.

Planning is to recognise social needs by providing land for a range of accessible community resources, such as education, cultural, health and community support facilities.

Local Planning Policy Framework

Clause 21.01-4: Strategic Directions

The Warrnambool Strategic Framework Plan identifies the Urban Settlement Boundary for the Allansford township, which is consistent with the Study Area.

Clause 21.02-1: Activity Centres

Council has a very clear strategic direction to provide an integrated network of activity centres supported by a clear retail and activity centre hierarchy.

This clause supports the provision of convenience centres at Allansford, providing daily goods and services.

Clause 21.02-2: Urban Growth

Council is committed to providing access to a diverse range of housing options. This clause encourages further residential development being explored within established urban areas, and consolidated within settlement boundaries.

The clause also supports the need to ensure that rural living and low density residential development are environmentally sustainable, by limiting this type of development to existing zoned land within Bushfield, Woodford and Allansford.

Clause 21.02-2 also identifies the need to undertake future strategic work to prepare a Strategic Framework Plan for Allansford.

Clause 21.03-1: Biodiversity

Clause 21.03-1 emphasises the significance of the Hopkins River in providing important habitat for many listed species of flora and fauna. The clause also recognises the importance of managing urban and rural pressures on waterways, to protect and enhance sensitive ecosystems.

Clause 21.03-4: Significant environments and landscapes

This clause discusses the important role the Hopkins River plays in providing a range of social, recreational and economic values, reiterates the importance of managing urban impacts, and the need to protect and restore indigenous vegetation within the riverine environment.

Clause 21.04: Environmental Risks

Clause 21.04-4 discusses the need to ensure adequate separation distances are provided between incompatible land uses. Premier Speedway, located to the west of the Allansford township, is recognised as an important regional asset that needs to be protected from residential encroachment.

Clause 21.05: Natural Resource Management

The need to protect the Hopkins River as a significant environmental resource is emphasised at Clause 21.05-2. The river is recognised also for its spiritual and cultural significance.

Clause 21.06: Built Environment and Heritage

Clause 21.06-2 emphasises Council's commitment to ecologically sustainable development principles especially in relation to water conservation, the minimisation of greenhouse gas emissions, protection of biodiversity assets and the protection of natural coastal resources.

There are a number of individually listed heritage buildings within the Allansford township. Clause 21.06-3 discusses the importance of conserving and enhancing places of heritage significance.

Clause 21.06-3 also acknowledges the importance of indigenous cultural heritage to the area, particularly the significance of sites along the Hopkins River valley.

Clause 21.07-1: Residential Development

This clause reiterates the importance of exploring further residential development within established urban area, and places particular emphasis on more intensive development within close proximity to open space, activity centres and along public transport routes.

Clause 21.10-3: Development Infrastructure

Clause 21.10-3 acknowledges that drainage impediments in Allansford will have an impact on development and requires that any further growth within the Allansford township considers the availability of stormwater drainage infrastructure.

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Zones

The planning zones in Allansford are shown in Map 7 below.

The planning scheme controls that apply to Allansford have not been substantially reviewed since the introduction of the Warrnambool Planning Scheme in 1999, other than the introduction of heritage controls and correction of zone anomalies.

Land within the study area is predominately residential in use and comprises a mix of zones including the Township Zone, Low Density Zone and Rural Living Zone. The Allansford Primary School and railway corridor is in the Public Use Zone, while the Allansford Recreation Reserve and other open space areas are in the Public Park and Recreation Zone.

Commercial uses also exist in the Township Zone, though there is no designated Commercial Zoned land.

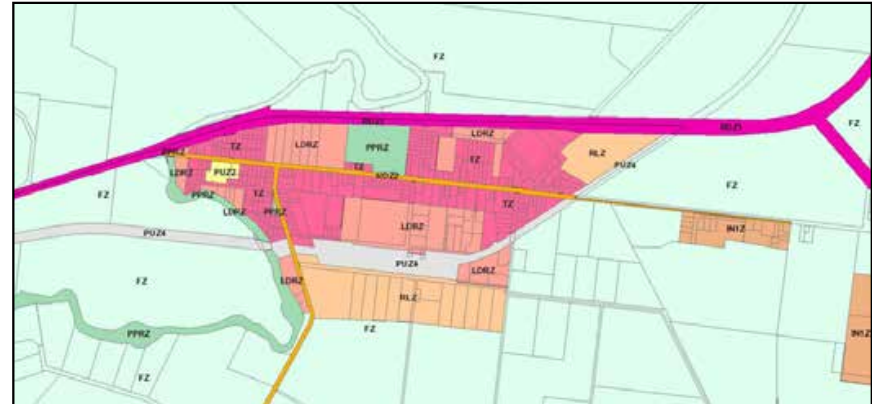
The Hopkins River and riparian environment is covered by the Environmental Significance Overlay due to much of the area being identified of high environmental significance.

The hinterland around Allansford is predominately in the Farming Zone which is reflective of the use of the land for agricultural purposes.

Other zones in proximity to Allansford include the Industrial Zone, which applies to the Allansford industrial estate.

It should also be noted that while the Premier Speedway is located within the Farming Zone, this area is affected by the Specific Controls Overlay (SCO4) and Design and Development Overlay (DDO3), which relate specifically to the use of the land for the Speedway.

The Princes Highway is a Road Zone, Category 1, while Ziegler Parade and Tooram Road are both Road Zone, Category 2. The railway corridor is in a Public Use Zone (PUZ4).



Map 7: Zone Map (VicPlan 2020)

Great South Coast Regional Growth Plan 2014

The Great South Coast Regional Growth Plan (Growth Plan) supports economic and population growth, building on regional strengths and opportunities.

The Plan provides a regional land use framework, which identifies Allansford as a 'District Town' having capacity for medium growth.

According to the Plan, 'District Towns' perform an important role by providing goods and services to sub-regional catchments and providing alternative lifestyles to adjacent larger towns. It identifies that some 'District Towns' face pressures for growth, such as Allansford, while many need to adapt to an ageing and declining population.

Future directions for 'District Towns' outlined in the Plan area:

- Recognise and support the role of district towns in providing a range of middle order health, education, retail, municipal and emergency services.
- Provide for residential growth through infill development and strategically identified growth areas.
- Provide additional industrial land to facilitate employment, where required.
- Maintain, enhance and promote valued character and environments.
- Improve connections to adjacent district towns and Warrnambool, Hamilton and Portland.
- Facilitate investment, development and attract more people, including through the provision of supporting infrastructure
- Encourage development that may help to retain younger people.
- Provide flexibility and opportunities for a diverse range of tourism development, including an increase in the supply of appropriate accommodation and tourism infrastructure.
- Support the development and implementation of tourism strategies that identify attractions and opportunities for the region, including its environment and heritage assets and its large and small towns.

Medium growth is expected for Allansford, guided by the following land use policies, strategies and actions:

- Support the growth of the Sunbula Stadium Speedway to foster employment opportunities
- Encourage higher densities around the east and west nodes of Allansford
- Encourage urban growth to expand into the existing Low Density Residential Zones by progressively rezoning land to Township Zone in Allansford

Moyne Warrnambool Rural Housing and Settlement Strategy 2010

The purpose of this strategy was to provide a land use framework to guide the future management of housing and settlement throughout the rural areas of the Moyne Shire and the City of Warrnambool.

The strategy is a reference document in the Warrnambool Planning Scheme.

The Strategy identified the recommended future role (hierarchy) of settlements and specified the recommended relative capacity of settlements to accommodate growth.

Allansford was identified in the Strategy as a 'Town' having moderate growth capacity and being strongly positioned to accommodate growth.

The Strategy informed the settlement boundary of Allansford, as well as indicating areas that could be rezoned from Rural Living Zone or Low Density Residential Zone to Township Zone, subject to addressing flood constraints.

Other findings of the Strategy, in relation to Allansford, include:

- Significant opportunities for infill and more intense development within the established urban and zoned areas particularly on land zoned Low Density Residential.
- Limestone geology of the area renders significant areas of land seemingly suitable for growth unsuitable for development, particularly to the south and east of the town.
- The lack of drainage infrastructure servicing.

Warrnambool Open Space Strategy (2014)

The Open Space Strategy considers the entire open space network for Warrnambool. It directs the open space planning and management in Warrnambool till 2016.

Relevant findings of the strategy include:

- Open Space provision in Allansford is currently adequate given current population
- Connectivity between open space areas is poor.
- Limited public access to the Hopkins River, other than railway land.

Key recommendations of the strategy include:

- Investigate opportunities to improve access to the Hopkins River
- Consider the potential role of VicTrack land as open space with an environmental and connectivity role
- Continue to implement the Allansford Recreation Reserve Master Plan

Allansford Recreation Reserve Master Plan 2009

The Allansford Recreation Reserve Master Plan prepared in 2009 provides clear direction regarding the long-term infrastructure development at the Reserve as well as recommendations regarding appropriate future management arrangements and initiatives for the Reserve. Implementation of the plan has been occurring incrementally over the past 10 years.

Implications for the strategic framework plan are:

- Improve facilities and infrastructure to cater for all age groups in the community
- Improve pedestrian circulation and avoid conflicts with vehicle access
- Investigate options to develop permanent street style skate facilities in the long term

The Warrnambool Floodplain Management Plan 2018-2023

The Warrnambool Floodplain Management Plan was undertaken to investigate existing flooding conditions, examine measures to reduce any risk, and offer direction in resolving current issues and strategic guidance for future development across the municipality.

Interactions between all sources of flooding must be considered, as far as is practicable, in flood estimation and management. The plan identifies that Allansford has known issues with its stormwater system and likewise the interaction between stormwater and riverine flooding. There are situations where a river flood can exacerbate flooding by surcharging stormwater systems. The Tooram Road outfall is a known location for this to occur. Whilst there has not been a detailed flood or drainage investigation in Allansford – experience with flooding in the Tooram Lane has demonstrated that a backflow prevention device would provide a benefit to upstream properties. This benefit could be quantified through any future flood/drainage investigation.

The plan defines a set of actions which relate to Allansford, they are as follows:

- Install a backflow prevention for Tooram Lane outfall
- Undertake Allansford flood investigation

Part B

The Strategic Framework Plan

The Vision for Allansford

The Strategic Framework Plan needs a long-term vision to guide its direction and implementation over the next 15 years.

From the feedback and dialogue with the Allansford community, stakeholders and partners, a vision has been prepared. This vision aims to encapsulate the key themes that emerged through consultation with the community.

The strategic framework plan addresses each of these themes and provides objectives and strategies for how they will be achieved, shown on the following pages.

Vision

Allansford will be a family oriented, vibrant, and inclusive rural township, contained within well-defined boundaries and functioning as a separate satellite settlement to Warrnambool with its own character which is positively influenced by its location along the Hopkins River and as the western gateway of the Great Ocean Road. The township will be well connected through a network of active and vehicle transport options that link key destinations, such as the primary school, recreation reserve and retail services.

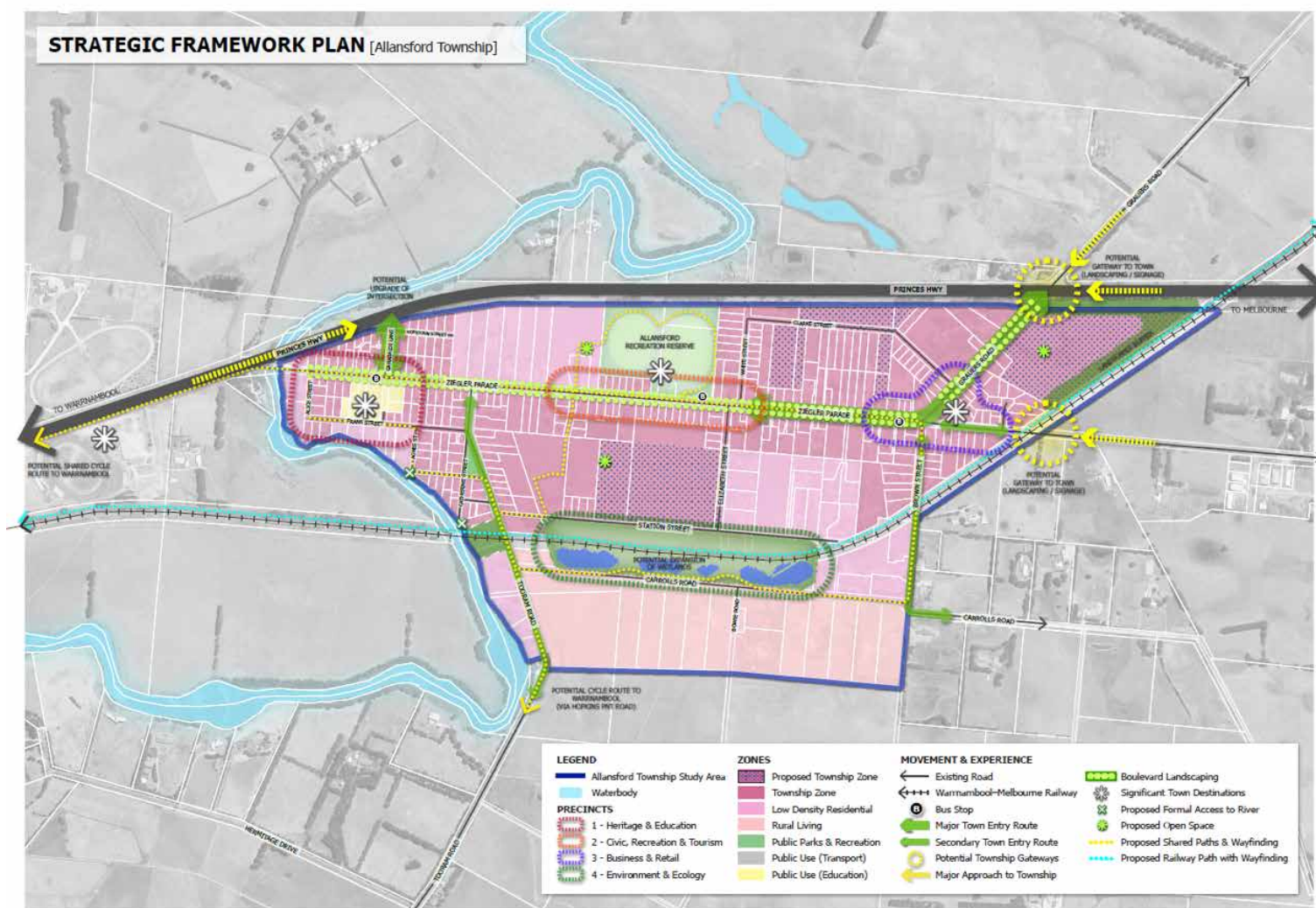
The Strategic Framework Plan establishes planning objectives and strategies consistent with achieving this vision.

Objectives and Strategies

The strategic framework plan identifies objectives and strategies to the key planning themes:

- Land Use and Heritage,
- Movement,
- Infrastructure Services, and
- Open Space and Environment





Theme 1: Land Use and Heritage

Objectives

- Maintain Allansford's country atmosphere while providing for managed growth of the township to meet the demand for new housing.
- Maintain the settlement boundary, which is assessed as capable of accommodating medium growth over the life of the strategic framework plan.
- Encourage development of vacant or underused land within the settlement boundary.
- Increase the range of housing options to cater for longer term needs of all members of the Allansford community.
- Provide opportunities for local economic development.
- To enhance the recreation reserve as the 'heart' of the town by encouraging limited retail in this location.
- Ensure that there is the right mix of community facilities and services that responds to the changing needs of the Allansford community.
- To preserve and enhance Allansford's cultural heritage, heritage precinct and other heritage sites and highlight heritage features for tourism and placemaking.
- To enhance the township gateways and streetscapes which will serve to define the entries to Allansford and sense of place.

Strategies

Residential

Housing and land affordability are a key competitive advantage for Allansford. This presents a significant opportunity to attract new residents to the town that might work in nearby areas such as Warrnambool. By attracting new residents to the area, Allansford will increase the size of its local economy and local expenditure to support growth in retail and related industries in the town.

Within the settlement boundary there are a range of options for residential growth. There are several large sites that present significant development opportunities including. Key sites for redevelopment have been marked (A) on the below map. Importantly, not all land is developable until drainage and servicing issues can be resolved.

Housing diversity

Providing a range of housing options helps to respond to the needs of all people in the community as they change over time. While the population of Allansford is dominated by young families, it is also expected to age. Family structures change with the life cycle and long-term plan must cater for these diverse needs.

Housing options should include a range of dwelling types of different size, and on different size lots, that provide for a range of affordability levels. Higher densities should be located in proximity to key community and commercial services such as the Primary School, Recreation Reserve and shops. This is reflective of the existing settlement pattern, which radiates outwards from the eastern and western nodes towards the centre. Any pressure for higher density residential development should be centred around the nodes.

Commercial/Tourism

The commercial area within Allansford is limited in scale and is essentially clustered around the major intersection of Ziegler Parade, Grauers Road and Brown Street. This area is currently in the Township Zone.

While the community has expressed a desire for more commercial opportunities in the town, this must be balanced with residential amenity. The most appropriate locations

Allansford Strategic Framework Plan 2020

for new commercial development is adjoining the existing retail or the Recreation Reserve, which would be the new 'heart of the town'. The types of uses encouraged would not have negative amenity impacts on surrounding residential development, such as a café, as suggested in the community consultation.

No Commercial Zone is necessary to support the economic growth of the town as the Township Zone facilitates a range of commercial uses.

Civic /Community

The existing civic/community facilities in Allansford are highly valued by the community.

Community facilities should be provided commensurate with the community needs and sustainability of service provision.

Gateways

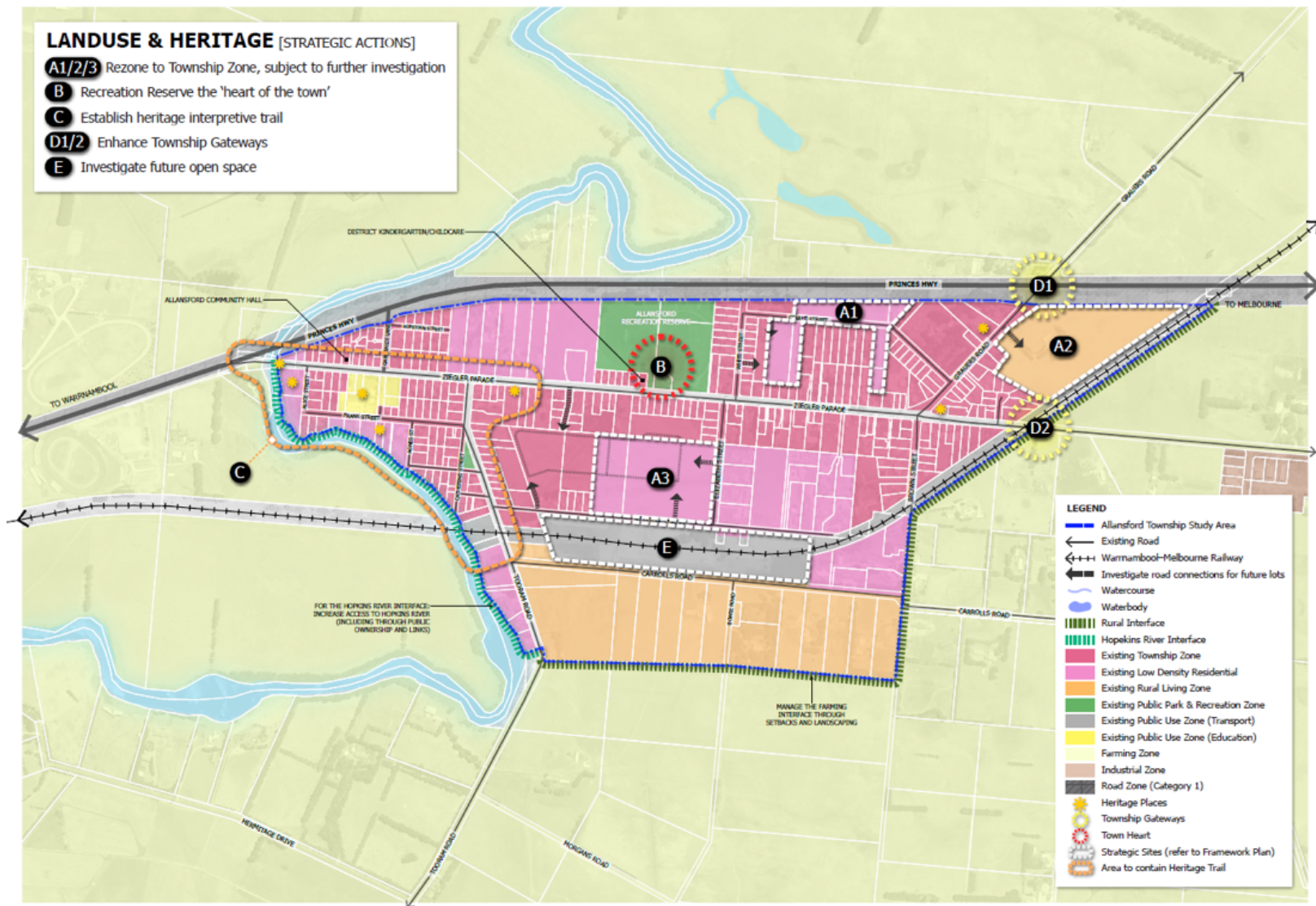
The community has expressed support for enhancing the gateways into Allansford. Improving streetscape landscaping and signage could help to define the entries of the township and enhance sense of place. The key township gateway sites would be at the Grauers Road exit from the Princes Highway and at the eastern edge of the township boundary on Ziegler Parade.

Heritage

The contribution of in-tact heritage buildings is inherent to the 'rural village' character of Allansford.

The protection and enhancement of these heritage buildings will contribute to the liveability of the town in the future and will be a key priority of the strategic framework plan.





Land Use and Heritage Directions

The below Directions correspond to letters on the above map.

- A. Areas to be rezoned into Township Zone, subject to it being demonstrated that drainage and servicing issues can be resolved.
- B. Reinforce the recreation reserve as the 'heart' of the town. Explore opportunities for limited retail (café) within immediate proximity of the recreation reserve – this should have a local focus, including information board relating to tourism, encourage local events at the recreation reserve that enhance local opportunities and supports the local economy.
- C. Establish a heritage interpretive trail at the western end of town which would incorporate heritage sites including the school building, former Hotel, church. Interpretive Boards could be placed at key sites to inform about the site's history.
- D. Enhance the role of the eastern end of the town as the gateway into Allansford and as a service/commercial hub in proximity to the existing general store and Hotel.
- E. Investigate rezoning land in proximity to former railway station location from Public Use Zone to Public Park and Recreation Zone to support future open space outcomes.



Theme 2: Movement

Objectives

- To create a safe and connected network of roads and bridges within and around the town and to wider regional networks.
- To recognise and support the contribution of pedestrian and cycle paths to delivering a vibrant and activated public realm.
- To encourage improved access to public transport from and to Allansford by supporting improvements to bus service infrastructure and timetabling to ensure regular services are provided.

Strategies

Walking and Cycling

It is important to provide people with transport choice rather than relying on the car. The health, economic, environment and social benefits of walking and cycling are well documented.

For walking and cycling to be a viable option there are several things that need to happen. There needs to be the infrastructure in place – footpaths, protected cycle lands, safe crossing points and the like. The infrastructure needs to be safe, accessible and convenient. Importantly, it needs to connect people to places they want to go

The strategic framework plan is advocating for the establishment of an integrated walking and cycling network that essentially forms a loop around that connects key destinations, such as the Primary School, Recreation Reserve and shops. This may also include potential new open space along the railway reserve.

This network helps to prioritise decisions on the location for new footpaths and cycle paths in Allansford.

Any shared path system through Allansford must be associated with the Hopkins River, Allansford's key environmental and open space asset. The community has expressed a desire for improved connectivity and access to the Hopkins River.

There is also a need to consider a safe bicycle route from Allansford to Warrnambool. Previous Council policies, such as the Warrnambool Open Space Strategy (2014), suggested a share path along the railway corridor, however other alternatives include an off-road cycle path along the Princes Highway.

Traffic

Through the community consultation there were a number of roads which were identified for upgrades. Key roads to be sealed included Carrols Road and Clarke Street.

Ziegler Parade

The community has raised a number of concerns with Ziegler Parade. These concerns include vehicle speeds, turning vehicles, pedestrian and cycle safety.

There is a range of measures that could be introduced to help calm traffic without necessarily relying on speed limits. Some of these measures include landscaping, road pavement treatments, changing the colour of the road and use of centre median strips. The strategic framework plan is advocating boulevard landscape planting for the full length of Ziegler Parade. The use of native species will eliminate the need for regular pruning maintenance. The planting will improve the driving experience.

Public Transport

The lack of public transport connections within Allansford and to Warrnambool has emerged as a key community priority.

Only two out of three bus stops in Allansford have shelters. Given an ageing population in Allansford this type of supporting infrastructure is important. If there was adequate community demand for increased bus services into Warrnambool, these bus stops should be upgraded.

Gateways

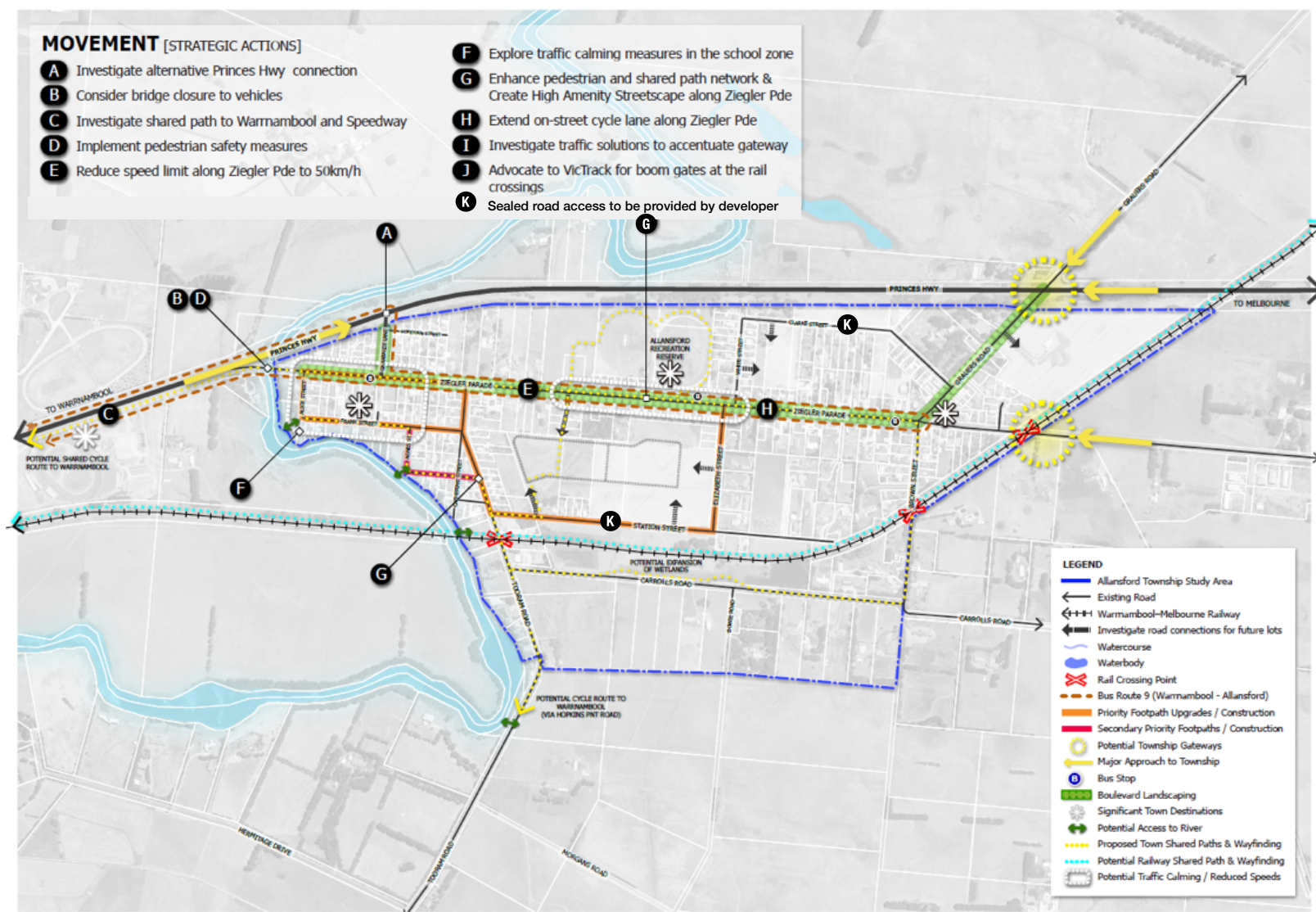
There is a need to create township gateway statements to highlight the entrances into Allansford.

There is strong community support to signify the entries with a significant urban design element, a town symbol which distinguishes the entry and proclaims its function as an introduction to Allansford.

Town gateway signs should be reflective of the rural township character of Allansford and make reference to the town being the gateway to the Great Ocean Road.



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Movement Directions

- A. Investigate an alternative road connection to the Princes Highway to replace Garibaldi Lane.
- B. Further consider closure of the Ziegler Parade bridge to vehicles only if an alternative entry to the Princes Highway can be established.
- 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.
- I. Investigate traffic solutions to accentuate gateway
- J. Advocate to VicTrack for boom gates at Tooram Road rail crossing
- K. Upgrade Clarke Street and Station Street at time of development. Sealed Access to be provided by developer

Theme 3: Infrastructure Services

Objectives

- To ensure the orderly provision of services to meet the needs of Allansford and the requirements of the future community.
- To ensure future planning has regard to potential for higher order infrastructure such as reticulated sewerage in new development areas.
- To ensure stormwater runoff and drainage is managed appropriately throughout the township.
- To minimise the flood risk to the township.

Strategies

Drainage and Flooding

Due to its location along the Hopkins River, Allansford has always been subject to substantial complex drainage conditions and flood events. Improvements to infrastructure and services will be advocated for to ensure future demands are met. Flood mitigation and drainage measures will be investigated to ensure that new development is not impacted upon nor exacerbating the current situation.

Various flood mitigation measures have been recommended in the Warrnambool Floodplain Management Plan which identifies key actions for Allansford, including installation of backflow prevention for the Tooram Lane outfall, and for a comprehensive Allansford flood investigation to be undertaken.

Developer Contributions

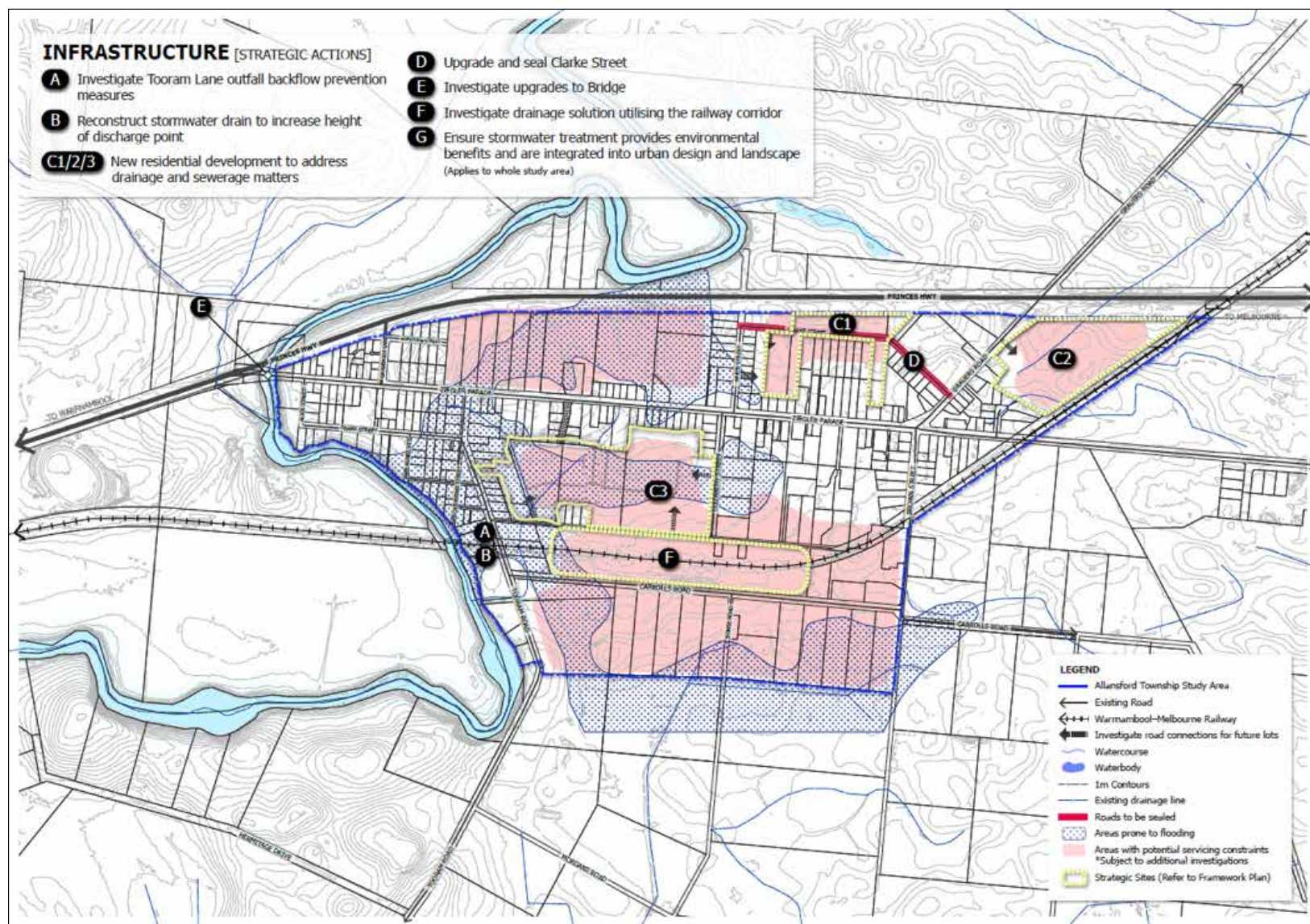
Funding of infrastructure is increasingly based on user pays principles, which is accepted as a legitimate means of providing the necessary capital for new infrastructure and maintenance of existing infrastructure.

Any large scale, multi-lot development within Allansford should be supported by development contributions or Section 173 agreements.

The preferred method to assist in the meeting of costs of providing infrastructure necessary to support future urban growth and development in Victoria is the preparation of a Development Contributions Plan (DCP). However, it is considered that DCPs would not be feasible in Allansford due to the modest rate of development in the town. In addition, further investigation would be required to determine any infrastructure needs and the financial contributions required to provide infrastructure as part of a DCP.

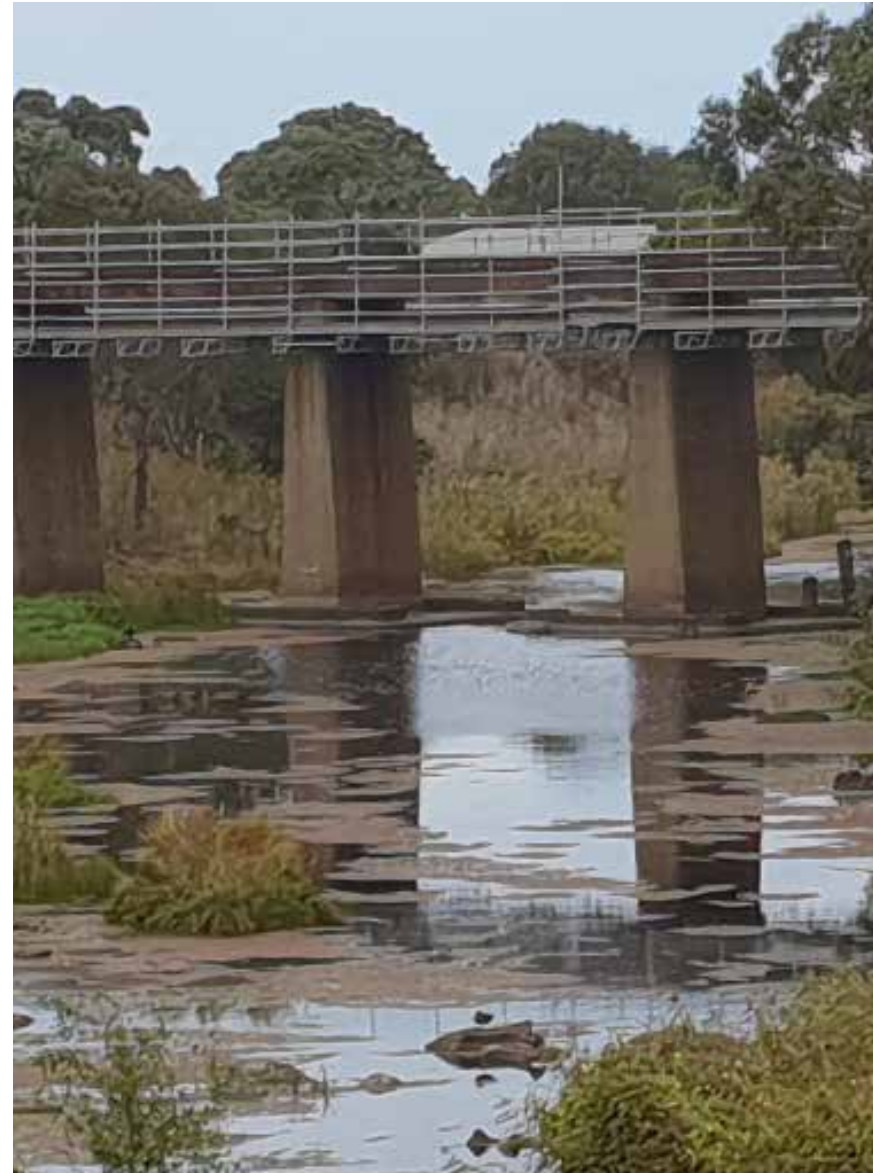
Therefore, Section 173 Agreements should be used to ensure that developers provide equitable contributions in relation to infrastructure funding in Allansford. A Section 173 agreement would specify a requirement to deliver or contribute to the required infrastructure identified as part of a rezoning request.

In addition, Council can consider the use of Special Rates and Charges Schemes under the provisions of the Local Government Act 1989 to fund the provision of infrastructure. These schemes can be applied in existing developed or subdivided areas, which lack necessary urban infrastructure, such as, sealed roads, footpaths, kerb and channel, and stormwater drainage.



Directions

- A. Investigate Hopkins River backflow prevention measures at the Tooram Lane storm water drain.
- B. Reconstruct the storm water drain into the Hopkins River to increase the relative height of the discharge point.
- C. Ensure all new residential development appropriately addresses drainage and sewerage matters.
- D. Upgrade Clarke Street to provide sealed road access that incorporates drainage and sewerage connections (as required) to new residential development.
- E. Investigate upgrades to the Ziegler Parade bridge to protect against flooding and increase pedestrian safety.
- F. Investigate opportunities to provide an integrated drainage solution by utilising the existing Public Use Zone land along Carrolls Road and Station Street or other land within area C3 shown on the Infrastructure map. On-site interim drainage solutions may be considered.
- G. Ensure stormwater treatment provides environmental benefits and are integrated into urban design and landscape



Theme 4: Open Space and Environment

Objectives

- To provide for new and improved connections and relationships to open space to ensure access for the whole community.
- Improving the landscape character of Allansford in order to make this a defining feature of the town both at its centre and along the Hopkins River corridor.
- To incorporate access points to the Hopkins River into a connected pedestrian and open space network
- To protect and enhance the Hopkins River as a fundamental element of the township and use its setting for the continued development of an open space network.
- Ensure appropriate land management of the floodway and floodplain through the town.



Strategies

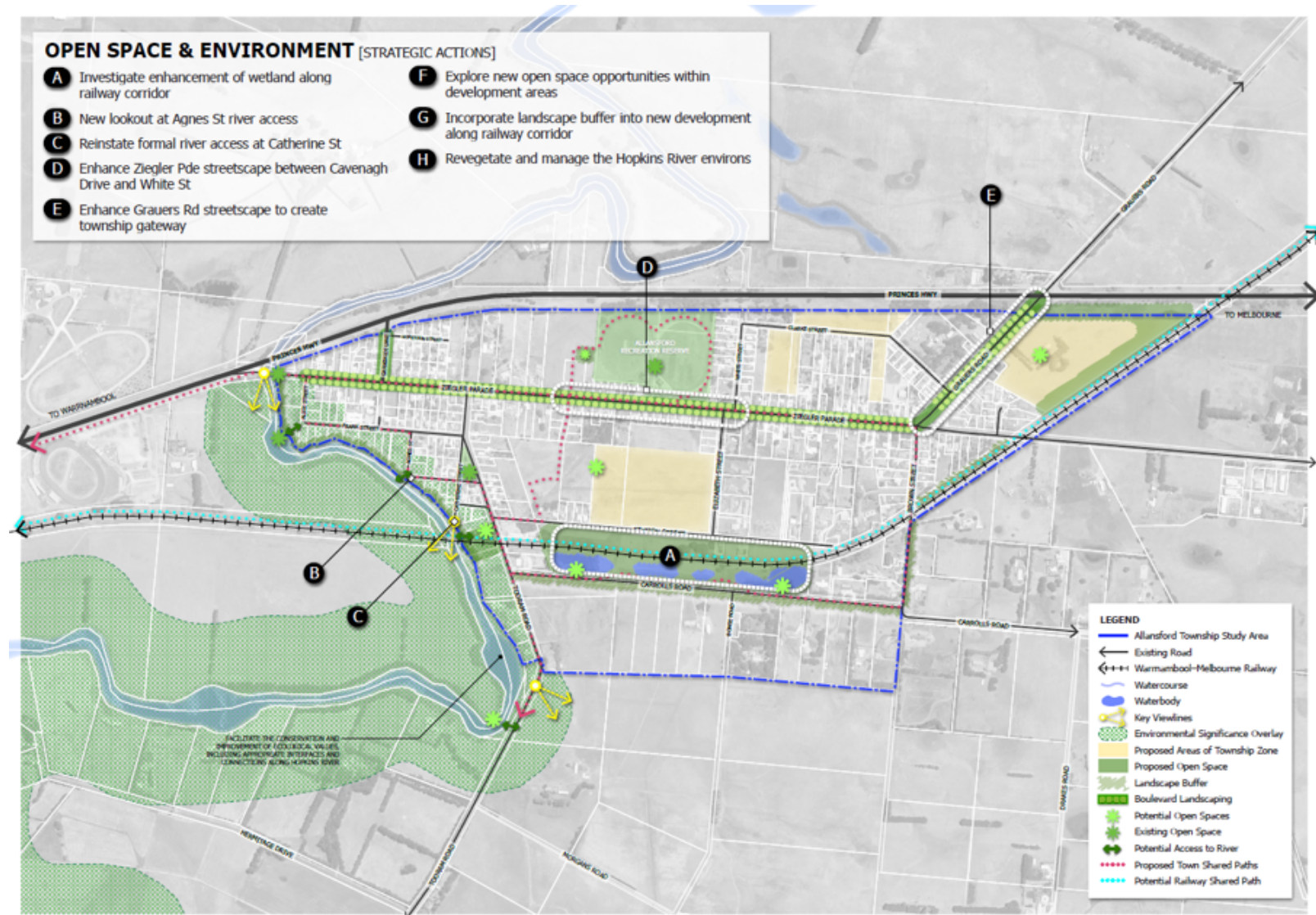
Open Space

Given Allansford's rural location and the country-feel that residents desire to maintain, protecting and enhancing the open space opportunities within the township is a crucial consideration of any future development.

While there is an adequate provision of open space for the town current residents, if additional residential growth is to occur then more opportunities for open space within the township will need to be explored. In particular, there is a need for additional open space in the north-east of the town, and the VicTrack land along the railway corridor should be considered for future enhancement of the wetland and a potential open space with share path connection.

Hopkins River

The Hopkins River is a fundamental element of Allansford and will continue to be celebrated and used as a setting for events and leisure. As the population of Allansford increases, the river must be protected and where possible placed under Council management. New and improved connections and relationships to the River will be provided to ensure that the whole community has access.



Directions

The below directions correspond to letters on the above map

- A. Investigate opportunities to enhance the existing wetlands along Carrolls Road and Station Street to provide an integrated water management and open space feature.
- B. Establish a new river look out point at the end of Agnes Street, incorporating bench seating in appropriate locations to allow for the passive enjoyment of the river and environs.
- C. Reinstate formal pedestrian access to riverbed at the end of Catherine Street with appropriate consideration to potential flooding impacts.
- D. Enhance the streetscape along Ziegler Parade to enhance the pedestrian experience between Cavenagh Drive and White Street.
- E. Enhance the streetscape along Grauers Road to create a gateway into the town.
- F. Explore the opportunity to create new public open space areas or enhance existing open space areas in conjunction with new residential development, particularly in the north-east of the town.
- G. Incorporate a landscape buffer into new development along the railway corridor.
- H. Revegetate and manage the Hopkins River environs.

6.11. WILD COAST LANDSCAPE MASTER PLAN

PURPOSE:

This report considers submissions to the draft Wild Coast Landscape Master Plan and recommends that the plan be adopted by Council.

EXECUTIVE SUMMARY

- The Wild Coast Landscape Master Plan provides recommendations for the future protection of environmental and cultural values of the Wild Coast precinct, whilst retaining the precinct's role as a recreation destination.
- Preparation of the plan has been funded by the Department of Environment Land Water and Planning (DELWP).
- Community consultation and collaboration with DELWP, Parks Victoria and Eastern Maar Aboriginal Corporation has informed the development of the plan.
- Community and agency consultation has been undertaken on the draft plan and feedback has been provided by written submissions and survey responses.
- The feedback has informed some minor changes to the Wild Coast Landscape Master Plan.

MOVED: CR DEBBIE ARNOTT
SECONDED: CR RICHARD ZIEGELER

That Council resolve to:

- 1. Receive and consider the submissions in response to the draft Wild Coast Landscape Master Plan.**
- 2. Adopt the Wild Coast Landscape Master Plan.**

CARRIED - 7:0

BACKGROUND

Warrnambool City Council is the Committee of Management under the *Crown Land (Reserves) Act 1978*, for Warrnambool's coastline. The Wild Coast precinct is part of the coastal crown land located on the western edge of Warrnambool. It encompasses crown land from the municipal boundary to the western boundary of the Warrnambool Golf Club.

The Wild Coast precinct forms part of the broader area known as the Belfast Coastal Reserve. The precinct contains significant tangible and intangible cultural heritage, along with a rich array of flora and fauna which is important habitat for a numerous rare and threatened species. A range of recreational activities such as walking, cycling, fishing, horse riding, surfing, photography and conservation activities are undertaken in the area.

There a number of Council endorsed plans that cover the Wild Coast precinct such as the Warrnambool Coastal Management Plan 2013 and the Warrnambool Coast Vegetation Management Plan 2012 that recommend actions and strategies to help protect the biodiversity, landscape features and cultural heritage of the precinct. The Belfast Coastal Reserve Management Plan 2018 also applies to this area.

Council was successful in securing a grant from the Department of Environment Land Water & Planning (DELWP) to develop a Landscape Master Plan to address risks and issues relating to beach access at Levys Point and Spookys Beach. The aim of the Master Plan is to provide a landscape approach to access to the coastline within the precinct. It will also assist in mitigating risks to the environment and cultural heritage within the area associated with illegal uses, improve safety for users and provide educational opportunities for the area.

The development of the Wild Coast Landscape Master Plan aligns with the following strategies:

- **Warrnambool 2040**
 - Warrnambool will be Australia's most sustainable city
- **Green Warrnambool**
 - Adaptable Warrnambool: We will adapt to the impacts of climate change
 - Naturally Warrnambool: We enjoy, love, respect and care for the natural environment
 - Blue Warrnambool: Water is for life, we will care for and regenerate our waterways, our coast and marine environment
 - Green Warrnambool: We will become a city in nature
- **Warrnambool Coastal Management Plan**
 - Sets the vision of 'an environment where the natural and cultural values of Warrnambool's unique coastline are protected and enhanced and the opportunities to access and enjoy the coastline are achieved in a sustainable way'.
 - The Coastal Management Plan identifies management objectives and divides the coastline into five precincts for identification of key values and key management issues.
 - The Wild Coast Precinct is the western section of the Warrnambool Coastal Reserve and contains environmental and cultural values and presents a range of key management issues relating to public risk and access.

In March 2021 Council resolved to release the draft Wild Coast Landscape Master Plan for community consultation.

ISSUES

The Wild Coast Landscape Master Plan has been developed in collaboration with Eastern Maar Aboriginal Corporation, DELWP, and Parks Victoria.

The plan is in three parts: background, precinct context and community consultation outcomes; analysis and opportunities; and vision, principles, objectives and recommendations.

The vision for the precinct is to create a space that conserves and protects its environmental and cultural values, increases its biodiversity, references the important connection to Country for the Eastern Maar Peoples and helps to keep the area as a recreation and tourism destination for residents and visitors. **Refer to Attachment 3.9.1 Wild Coast Landscape Master Plan.**

Community consultation has been undertaken and included an online survey via Council's YourSay website and two community 'drop in' sessions.

Thirty-five (35) online submissions were received in response to the online survey. **Refer to Attachment 3.9.3 Consultation Summary.**

Council received two (2) written submissions. **Refer to Attachment 3.9.4 and 3.9.5.**

Majority of respondents support the overall intent of the Master Plan including the guiding principles and objectives. Many of the comments made in the surveys and submissions reflect or support recommendations of the Master Plan.

Some new suggestions for inclusion in the Master Plan came through the consultation feedback and it was also made evident that the place principles and objectives have robust support from the community and stakeholders. Therefore only suggestions relating to key objectives of the Plan were considered for inclusion. These changes are outlined in table 1 of the **Consultation Summary at Attachment 3.9.3.**

FINANCIAL IMPACT

The preparation of the Wild Coast Landscape Plan has been funded by DELWP.

Implementation of the plan will be accommodated within Council budget and funding opportunities as they become available.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 Sustain, enhance and protect the natural environment

- 1.1 Protect and enhance our waterways, coast and land
- 1.3 Assess our climate change preparedness
- 1.5 Educate and partner with the community on Council's sustainability initiatives

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

- 2.1 Promote healthy lifestyles
- 2.2 Increase participation, connection, equity, access and inclusion
- 2.4 Encourage and support participation in sport, recreation and physical activity.
- 2.7 Actively acknowledge local Aboriginal culture.

3 Maintain and improve the physical places and visual appeal of the City

- 3.1 Enhance movement in and around the city including better connections for cyclists and pedestrians
- 3.2 Create a more vibrant City through activating high quality public places.
- 3.3 Build Infrastructure that best meets current and future community needs.
- 3.4 Maintain and enhance existing Council infrastructure

4 Develop a smarter economy with diverse and sustainable employment

- 4.3 Enhance the visitor experience.

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management

- 5.1 Provision of opportunities for the community to actively participate in Council's decision-making through effective promotion, communication and engagement
- 5.2 Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness
- 5.3 Ensure financial sustainability through effective use of Council's resources and assets and prudent management of risk

TIMING

The draft Wild Coast Landscape Master Plan has been exhibited, submissions and feedback considered and changes to the plan have been made accordingly. Once adopted the plan will provide strategic direction to the management of the Wild Coast Precinct.

COMMUNITY IMPACT / CONSULTATION

Community consultation for the development of the Landscape Master Plan has been undertaken through a two staged approach.

The first stage comprised an online survey to establish how the community use and value the precinct along with concerns for the precinct and what should be addressed within the plan. The feedback received has influenced the vision of the draft plan. Council's Environment and Planning Advisory Committee provided early input into the plan.

The release of the draft Landscape Master Plan for community consultation was the second and stage in the consultation process, and included a survey on Councils Your Say website and notification in the newspaper and social media. Adjoining landholders and key stakeholder groups were notified of the release of the draft plan and two community consultation 'drop in' sessions were held.

LEGAL RISK / IMPACT

A risk audit undertaken by Council in 2015 identified several management issues, along with competing and conflicting uses within the Coastal Reserve. Consideration of the range of potential risks in addition to impacts on cultural heritage and environmental degradation informed the risk rating for the area to be extreme. The Wild Coast Precinct Master Plan has been developed to assist in mitigating these risks.

OFFICERS' DECLARATION OF INTEREST

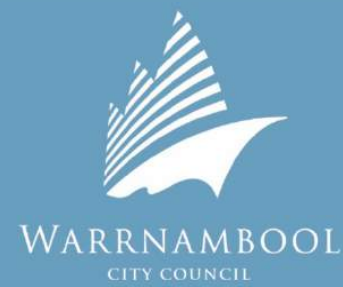
None.

CONCLUSION

The Wild Coast Landscape Master Plan provides recommendations that will help ensure beneficial long term ecological and cultural outcomes are achieved, whilst retaining the precinct's role as a recreation destination.

ATTACHMENTS

1. Wild Coast Landscape Master Plan Final Draft April 2021 [6.11.1 - 51 pages]
2. Wild Coast Landscape Master Plan Background Report August 2020 [6.11.2 - 68 pages]
3. Wild Coast Landscape Master Plan Consultation Summary April 2021 [6.11.3 - 54 pages]
4. Bird Life Submission Wild Coast LMP [6.11.4 - 3 pages]
5. Submission Wild Coast LMP [6.11.5 - 3 pages]



Wild Coast Landscape Master Plan



APRIL 2021

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DOCUMENT CONTROL

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PREPARED BY:



DRONE PHOTOGRAPHY BY:



DISCLAIMER

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ACKNOWLEDGEMENTS

Council acknowledges the Eastern Maar Nation as the original custodians of the lands of this general area. Council also acknowledges the descendants of the ancestors of Aboriginal nations within the lands forming the Great South Coast and particularly the elders of the indigenous communities within both Warrnambool and this region.

Warrnambool City Council is honoured to have an important custodian role in partnership with Eastern Maar Citizens in looking after Country. Warrnambool City Council is proud of our Maar heritage and story. We acknowledge the Maar people and celebrate their rich, diverse and ongoing contribution to us all.

Thank you to all community members who provided feedback through the community survey. A number of groups and individuals have contributed to the information contained in this document, including staff of Warrnambool City Council, Department of Environment, Land, Water and Planning (DELWP), Eastern Maar, Parks Victoria and various community organisations.

ACRONYMS

BMO	Bushfire Management Overlay
CoM	Committee of Management
CHMP	Cultural Heritage Management Plan
DELWP	Department of Environment Land Water and Planning
ESO	Environmental Significance Overlay
EVC	Ecological Vegetation Class
FO	Floodway Overlay
FZ	Farming Zone
PCRZ	Public Conservation and Resource Zone
RAP	Registered Aboriginal Party
SCO	Specific Controls Overlay
SLO	Significant Landscape Overlay
WCC	Warrnambool City Council
WCMP	Warrnambool Coastal Management Plan

1.EXECUTIVE SUMMARY

The Wild Coast Precinct is a unique place of beauty. The Precinct is culturally significant and ecologically interesting and it forms part of a broader area known as the Belfast Coastal Reserve.

This area has been home to the Traditional Owners for thousands of years and their connection to Country remains unbroken. This connection can be seen across the landscape in the form of shell middens and stone artefacts. There are also important ceremonial places throughout the Precinct. Local Dreaming stories reference this strong connection to Country by the Eastern Maar Peoples.

The Precinct is home to a rich array of flora and fauna and provides important habitat for a number of rare and threatened species with regional, State and international significance. The Precinct provides habitat for the vulnerable Hooded Plover (*Thinornis rubricollis*) and is home to significant vegetation, including Coast Ballart (*Exocarpus syrticola*), which is of State significance.

The Precinct also provides a range of recreational activities for local Warrnambool residents and visitors, including walking, cycling, fishing, horse riding, surfing, photography and conservation activities such as bird and wildlife watching. The Precinct is also a special and quiet place of contemplation for many.

In future, significant changes are likely to place additional pressure on Warrnambool’s coastline, including the Wild Coast. These pressures include growth in residential population as new growth areas are developed, increased tourism to Warrnambool as the Victorian population increases and more people travel to the region and climate change. The impacts of climate change are expected to bring a warmer year-round climate, more frequent storm surges with increased wave height as well as sea level rises. These forecast changes will cause significant impact on the coastline, including its fragile dune system, and it is important that careful planning occurs now to help identify, protect and enhance the existing environmental and cultural heritage values of the coast from the potentially damaging impacts of visitors and climate change. It is important that visitors and residents can enjoy and contribute to the protection of this special place.

This Master Plan expands on previous studies which have identified the need to protect the cultural and environmental values of the Precinct and ensure recreation, tourism and land uses are carried out in a respectful manner to prevent damage.

1.1 THE STUDY AREA

The Wild Coast Precinct is located at the western edge of Warrnambool. The Precinct stretches approximately 3 kilometres in length along the coast and is approximately 230 hectares in area. The Wild Coast Landscape Master Plan applies to the Crown Land areas known as Levys Point Coastal Reserve and part of Thunder Point Coastal Reserve. The Precinct extends from the western edge of the Warrnambool City Council boundary, near the Spookys Beach access track, to the western edge of the Warrnambool Golf Club.

The Precinct is within 3 kilometres of Warrnambool’s central business district (CBD). The Levys Point Car Park is approximately 4 kilometres walking distance from Warrnambool’s CBD. The Precinct is accessible by vehicle from Swinton Street. The Port Fairy - Warrnambool Rail Trail provides convenient access for pedestrians and cyclists. The Precinct is also accessible to pedestrians from Shelly Beach, Levys Beach and Spookys Beach.

1.2 THE ROLE AND PURPOSE OF A MASTER PLAN

Master Plans are often prepared to guide future development of an area. In this instance, one of the key drivers is protection and enhancement of the significant biodiversity, landscape features and cultural heritage of the Wild Coast. Therefore, this Master Plan recommends against any intrusive development and instead provides suggestions for the future protection of the Wild Coast Precinct, including revegetation works and minor infrastructure.

The principles, objectives and recommendations of the Master Plan are based on findings from site visits and site analysis, findings of previous studies and plans and insights and suggestions from the community and stakeholders.

The implementation of the Master Plan will help to ensure beneficial long-term ecological and cultural outcomes can be achieved, whilst retaining the Precinct’s role as a recreation destination. The Plan will serve as a guide for Warrnambool City Council, the Department of Land Water and Planning, as well as other organisations, corporations and volunteers who have input or are involved in its management, including Eastern Maar Aboriginal Corporation, who are also the Registered Aboriginal Party (RAP) for this area.

The recommendations of the Master Plan are intended to provide guidance for the Precinct over a 13 year timeframe, which coincides with the anticipated completion of the Belfast Coastal Reserve Management Plan which is a 15-year plan that was prepared in 2018.

1.3 MASTER PLAN OVERVIEW

The vision for the Wild Coast Precinct is to create a space that conserves and protects its environmental and cultural values, increases its biodiversity, references the important connection to Country for the Eastern Maar Peoples and helps to keep the area as a recreation and tourism destination for residents and visitors.

The principles, objectives and recommendations of the Master Plan are based on findings from site visits and site analysis, findings of previous studies and plans and insights and suggestions from the community and stakeholders.

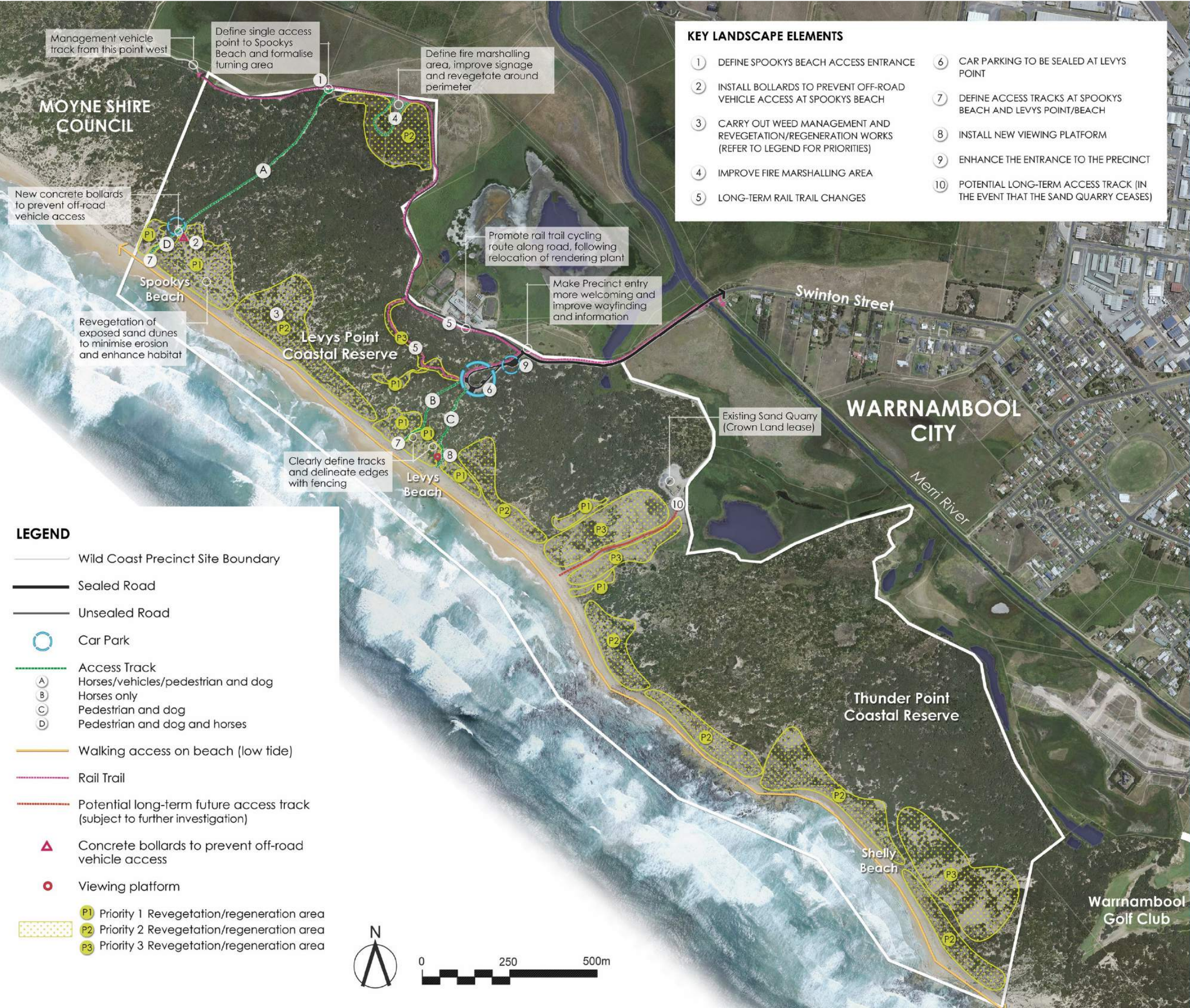
1.4 PLACE PRINCIPLES

- A. *Celebrate and respect culture and connection to Country*
- B. *Embrace and conserve nature*
- C. *Enrich biodiversity values*
- D. *Enjoy and promote recreation*
- E. *Create a unique visitor experience*
- F. *Improve safety for visitors*
- G. *Maintain the ‘sense of place’ with minimal development*

1.5 OBJECTIVES

- OBJECTIVE 1:** *Acknowledge and respect cultural heritage and connection to Country for the Eastern Maar Peoples. Conserve and protect these values through careful landscaping measures. (Principles A, E and G)*
- OBJECTIVE 2:** *Enhance and restore native habitat for biodiversity, through revegetation, weed reduction measures and improved protection of habitat. (Principles B, C and G)*
- OBJECTIVE 3:** *Ensure new structures, built works, landscaping and signage are designed and constructed in a sensitive way that is respectful to cultural heritage and environmental values, including habitat and native vegetation. (Principles A, B, E and G)*
- OBJECTIVE 4:** *Recognise the role of the Precinct in providing for recreation opportunities, including walking, bird and nature observation, cycling, horse riding, fishing and surfing. (Principle D)*
- OBJECTIVE 5:** *Respect nature, acknowledging the risks associated with flood function, bushfire, climate change, sand shifts and dune erosion. Engage climate change mitigation and adaptation measures. (All Principles)*
- OBJECTIVE 6:** *Improve the safety of visitors, particularly walkers and cyclists. (Principle F)*
- OBJECTIVE 7:** *Enhance visitor's experience of the Precinct, through infrastructure improvements and improved wayfinding and information signage. (Principles E and F)*
- OBJECTIVE 8:** *Clearly define authorised access trails and tracks and formalise car parking to help prevent visitors from going off-track and causing damage to vegetation, bird and wildlife habitat, sand dunes and cultural heritage sites. (Principles A, B, C and G)*
- OBJECTIVE 9:** *Recognise the role of cultural heritage and the natural environment as a driver of tourism and encourage visitation to the Precinct in the form of sustainable tourism. (Principles A, B and E)*
- OBJECTIVE 10:** *Provide opportunities for education and interpretation. Share information with visitors about the tangible and intangible cultural heritage and connection of the Eastern Maar Peoples to this area and the significant environmental values of the Precinct. (Principles A and E)*
- OBJECTIVE 11:** *Encourage and enforce rules and regulations, and discourage the use of the Precinct as a destination for off-road vehicles and motorbikes. (Principles A, B and F)*
- OBJECTIVE 12:** *Work in collaboration and support partnerships with local groups and individuals, volunteers, government organisations and Eastern Maar Peoples to see the plan implemented. (All Principles)*

Key recommendations to achieve the objectives are detailed at Section 7.



PLAN 1: WILD COAST LANDSCAPE MASTER PLAN

Wild Coast Landscape Master Plan

Part 1: Background, Precinct Context and Community Consultation Outcomes

2.INTRODUCTION

The Wild Coast Precinct is a unique place of beauty. The Precinct is culturally significant and ecologically interesting and it forms part of a broader area known as the Belfast Coastal Reserve.

This area has been home to the Traditional Owners for thousands of years and their connection to Country remains unbroken. This connection can be seen across the landscape in the form of middens and stone artefacts. There are also important ceremonial places throughout the Precinct. Local Dreaming stories reference this strong connection to Country by the Eastern Maar Peoples.

The Precinct is home to a rich array of flora and fauna and provides important habitat for a number of rare and threatened species with regional, State and international significance. The Precinct provides habitat for the vulnerable Hooded Plover (*Thinornis rubricollis*) and is home to significant vegetation, including Coast Ballart (*Exocarpus syrticola*), which is of State significance.

The Precinct also provides a range of recreational activities for local Warrnambool residents and visitors, including walking, cycling, fishing, horse riding, surfing, photography and conservation activities such as bird and wildlife watching. The Precinct is also a special and quiet place of contemplation for many people.

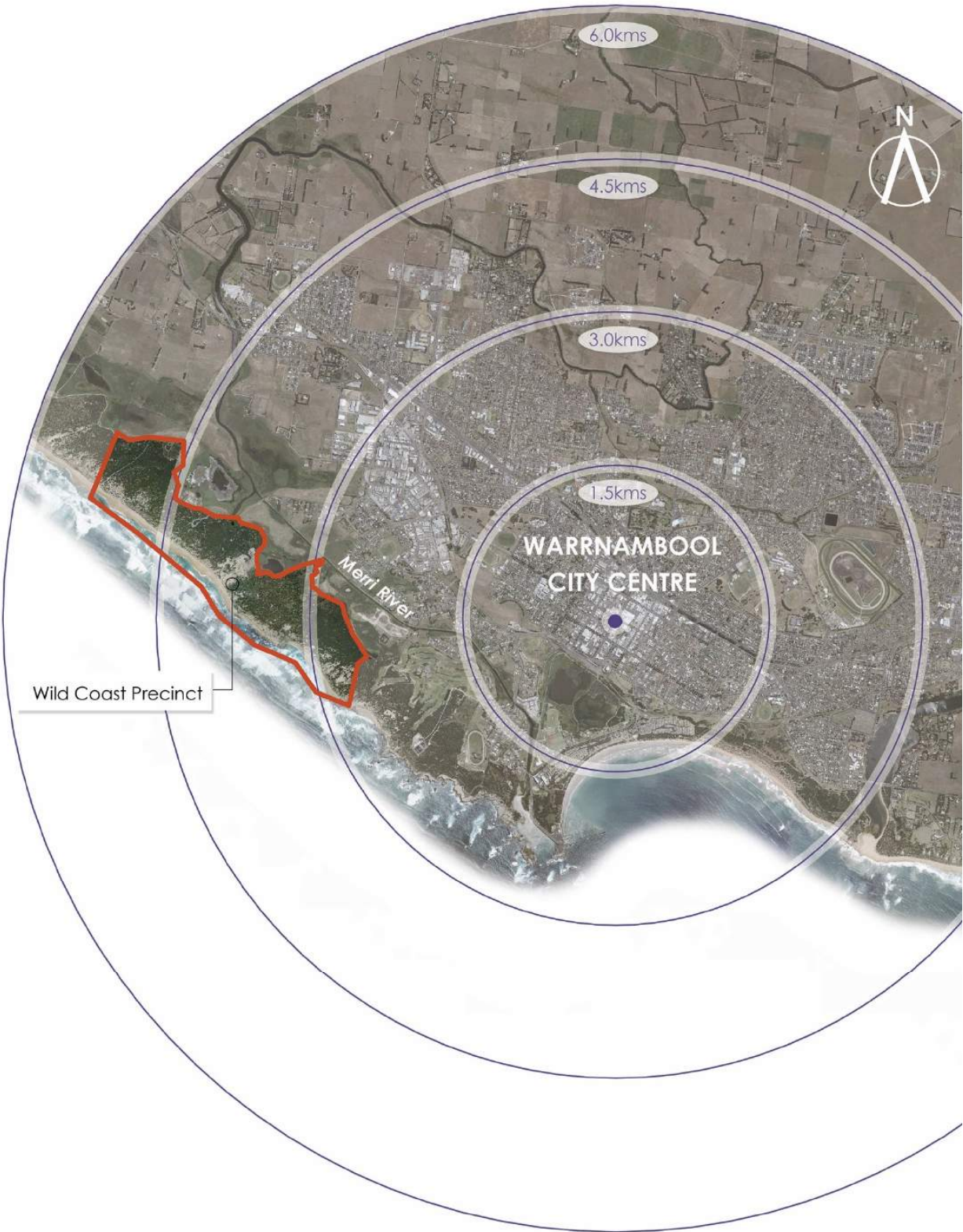
In future, significant changes are likely to place additional pressure on Warrnambool’s coastline, including the Wild Coast. These pressures include growth in residential population as new growth areas are developed, increased tourism to Warrnambool as the Victorian population increases and more people travel to the region and climate change. The impacts of climate change are expected to bring a warmer year-round climate, more frequent storm surges with increased wave height as well as sea level rises. These forecast changes will cause significant impact on the coastline, including its fragile dune system, and it is important that careful planning occurs now to help identify, protect and enhance the existing environmental and cultural heritage values of the coast from the potentially damaging impacts of visitors and climate change. It is important that visitors and residents can enjoy and contribute to the protection of this special place.

This Master Plan expands on previous studies which have identified the need to protect the cultural and environmental values of the Precinct and ensure recreation, tourism and land uses are carried out in a respectful manner to prevent damaging this special place.

2.1 THE STUDY AREA

The Wild Coast Precinct is located at the western edge of Warrnambool. The Precinct stretches approximately 3 kilometres in length along the coast and is approximately 230 hectares in area. The Wild Coast Landscape Master Plan applies to the Crown Land areas known as Levys Point Coastal Reserve and part of Thunder Point Coastal Reserve. The Precinct extends from the western edge of the Warrnambool City Council boundary, near the Spookys Beach access track, to the western edge of the Warrnambool Golf Club. Please refer to Site Locality Plan (Map 1) and The Study Area (Map 2).

The Precinct is within 3 kilometres of Warrnambool’s central business district (CBD). The Levys Point Car Park is approximately 4 kilometres walking distance from Warrnambool’s CBD. The Precinct is accessible by vehicle from Swinton Street. The Port Fairy - Warrnambool Rail Trail provides convenient access for pedestrians and cyclists. The Precinct is also accessible to pedestrians from Shelly Beach, Levys Beach and Spookys Beach.



Map 1: Site Locality Plan



MAP 2: THE STUDY AREA

2.2 MANAGEMENT ARRANGEMENTS

Warrnambool City Council is the Committee of Management (CoM), established under the *Crown Land (Reserves) Act 1978*, who are responsible for managing most of the Wild Coast stretch of coastline. There are some pockets of land within the Precinct near the golf course which are managed by Department Environment, Land, Water and Planning (DELWP). There are opportunities for local groups, organisations and Traditional Owners to become more involved in the management of the Precinct in the future.

2.3 THE ROLE AND PURPOSE OF A MASTER PLAN

Master Plans are often prepared to guide future development of an area. In this instance, one of the key drivers is protection and enhancement of the significant biodiversity, landscape features and cultural heritage of the Wild Coast. Therefore, this Master Plan recommends against any intrusive development and instead provides suggestions for the future protection of the Wild Coast Precinct, including revegetation works and minor infrastructure.

The principles, objectives and recommendations of the Master Plan are based on findings from site visits and site analysis, findings of previous studies and plans and insights and suggestions from the community and stakeholders.

The implementation of the Master Plan will help to ensure beneficial long-term ecological and cultural outcomes can be achieved, whilst retaining the Precinct’s role as a recreation destination. The Plan will serve as a guide for Warrnambool City Council, the Department of Land Water and Planning, as well as other organisations, corporations and volunteers who have input or are involved in its management, including Eastern Maar Aboriginal Corporation, who are also the Registered Aboriginal Party (RAP) for this area.

The recommendations of the Master Plan are intended to provide guidance for the Precinct over a 13 year timeframe, which coincides with the anticipated completion of the Belfast Coastal Reserve Management Plan which is a 15-year plan that was prepared in 2018.

2.4 PROJECT APPROACH

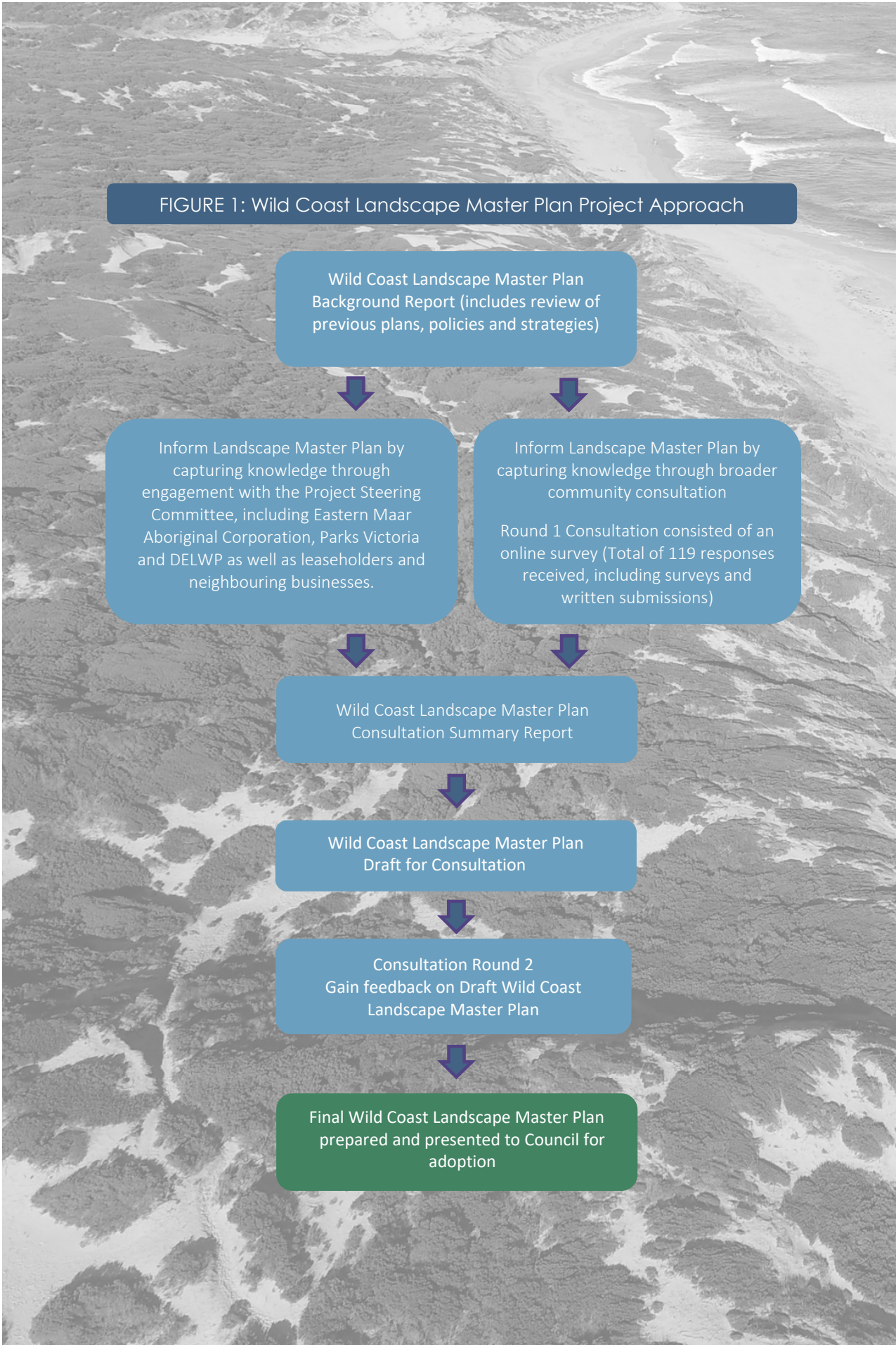
The Landscape Master Plan has been developed with consideration of the objectives and recommendations of a number of adopted plans and strategies, including the *Belfast Coastal Reserve Management Plan 2018* and the *Warrnambool Coastal Management Plan 2013*. The Master Plan recommendations also respond to the findings of site visits and the information gathered from the community, local organisations and other stakeholders during Round 1 consultation in June/July 2020.

The Wild Coast Landscape Master Plan Background Report, details how these relevant plans and policies relate to future planning for the Precinct. Section 3 also provides a summary of the background and strategic framework which inform this Master Plan.

Council sought community feedback during consultation on the Wild Coast Landscape Master Plan in June/July 2020. The survey asked residents how they currently use the Precinct, what they value in the Precinct, what concerns they have about the Precinct and matters they would like to see addressed in the Landscape Master Plan. Feedback was sought on the Draft Plan in March 2021. The Wild Coast Landscape Master Plan Consultation Summary Report provides a summary of the feedback received during Round 1 and 2 consultation. A brief summary of the consultation findings are also provided at Section 4.

The project team conducted site visits in June and July 2020. An overview of the site analysis from these visits, and findings from previous studies, is provided at Section 5.

Figure 1 shows the stages in the development of the Wild Coast Landscape Master Plan.



3.BACKGROUND

3.2 STRATEGIC PLANNING FRAMEWORK

The Wild Coast Precinct is recognised as having significant cultural heritage and environmental values. These values are acknowledged by Aboriginal Victoria, the State Government of Victoria and Warrnambool City Council, and are reflected in regulations and planning policy.

CULTURAL HERITAGE SENSITIVITY

Areas of cultural heritage sensitivity are defined in the *Aboriginal Heritage Regulations 2018* and relate to landforms and soil types where Aboriginal places are more likely to be located. The cultural sensitivity areas are identified on maps available from the Aboriginal Victoria’s Aboriginal Cultural Heritage Register and Information System (ACHRIS). The entire Precinct is defined as an area of cultural heritage sensitivity. There are also sites of cultural heritage which have been mapped within the Precinct. (AV, 2020)

In a planning context, any land use and development activities likely to cause harm to Aboriginal cultural heritage must have a management plan prepared and approved before the development or activity can be carried out (AV, 2020).

PLANNING ZONES AND OVERLAYS

The Precinct is zoned Public Conservation and Resource Zone (PCRZ) with farming zone at the edges. The Precinct is affected by the following overlays (as shown on Maps 3-8):

- 42.01 Environmental Significance Overlay Schedule 1 – Coastal Environs
- 42.03 Significant Landscape Overlay – Schedule 1 – Coastal Hinterland Landscape Area
- 44.03 Floodway Overlay
- 44.06 Bushfire Management Overlay
- 45.12 Specific Controls Overlay Schedule 1 – Racehorse Training on Levys Beach, December 2018

The Wild Coast Landscape Master Plan is informed by these existing planning zones and overlays and the various approved policies, strategies and plans that are relevant to coastal planning and specifically the Wild Coast Precinct.

SPECIFIC CONTROLS OVERLAY – HORSE TRAINING

The Minister for Planning amended the Warrnambool Planning Scheme in December 2018, which introduced specific controls and an incorporated document to provide for the use of part of the Belfast Coastal Reserve for horse training.

At this point in time, the commencement of horse training has not occurred. However, this Landscape Plan endeavours to provide guidance and direction on how to mitigate potential detrimental impacts on the landscape from various uses, including, but not limited to horse training and four wheel driving.

It is recognised that there is significant concern from the community in relation to the impact that horse training can potentially have on erosion, flora and fauna habitat, cultural heritage and amenity. However, the scope of this plan is unable to change the planning controls.

LOCAL STRATEGIC PLANS

Two of the most relevant strategic plans relating to the Wild Coast Precinct are the Warrnambool Coastal Management Plan (WCMP) (WCC, 2013) and the Belfast Coastal Reserve Management Plan (Parks Victoria 2018). These plans identified key values for the Wild Coast Precinct, including protection of cultural values and conservation of native flora and fauna, as well as management issues such as illegal activities and competing and conflicting uses.

The vision for the WCMP is:

‘An environment where the natural and cultural values of Warrnambool’s unique coastline are protected and enhanced and opportunities to access and enjoy the coastline are achieved in a sustainable way’.

The community feedback received in Round 1 of the Community Consultation for the Wild Coast Landscape Master Plan reiterated key values and the community concerns and interests for this Precinct, as previously detailed in these two strategic documents.

The Wild Coast Landscape Master Plan Background Report at provides a summary of the relevant zones, overlays, policies and strategic plans that have a direct impact on the Wild Coast Precinct. Figure 2 provides a summary of the approved plans and policy relevant to the landscape master planning for the area. Maps 3-8 show the zone and overlays applying to the Precinct.

Figure 2: Plans and policies applicable to the Wild Coast

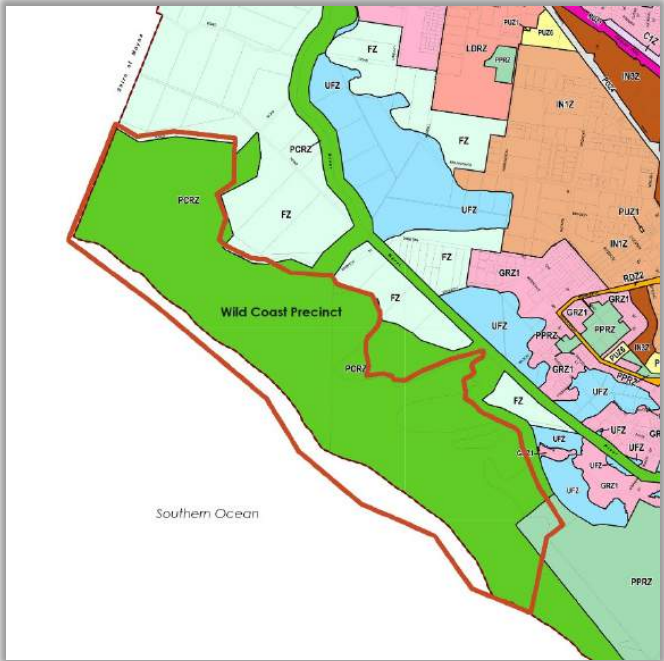
VICTORIAN STATE PLANS AND POLICY

- *State Planning Policy, Warrnambool Planning Scheme*
- *Marine and Coastal Policy, Victorian State Government 2020*
- *Victorian Coastal Strategy 2014*
- *Victoria’s Coast and Marine Environments Under Projected Climate Change: Impacts, research and priorities (Victoria State Government 2018)*
- *Interim Siting and Design Guidelines for Structures on the Victorian Coast, 2019*
- *Protecting Victoria’s Environment-Biodiversity 2037*

LOCAL PLANS AND POLICY

- *Local Planning Policy, Warrnambool Planning Scheme*
- *Warrnambool City Council Plan 2017-2021*
- *Warrnambool Coastal Management Plan, Warrnambool City Council 2013*
- *Belfast Coastal Reserve Management Plan, Parks Victoria 2018*
- *Warrnambool Coast Vegetation Management Plan 2012, Biosis Research Pty Ltd.*
- *Warrnambool 2040, Community Plan*
- *Green Warrnambool, Warrnambool City Council 2018*
- *Warrnambool Open Space Strategy, Warrnambool City Council 2014*

Map 3: Zoning



Map 4: Environmental Significance Overlay



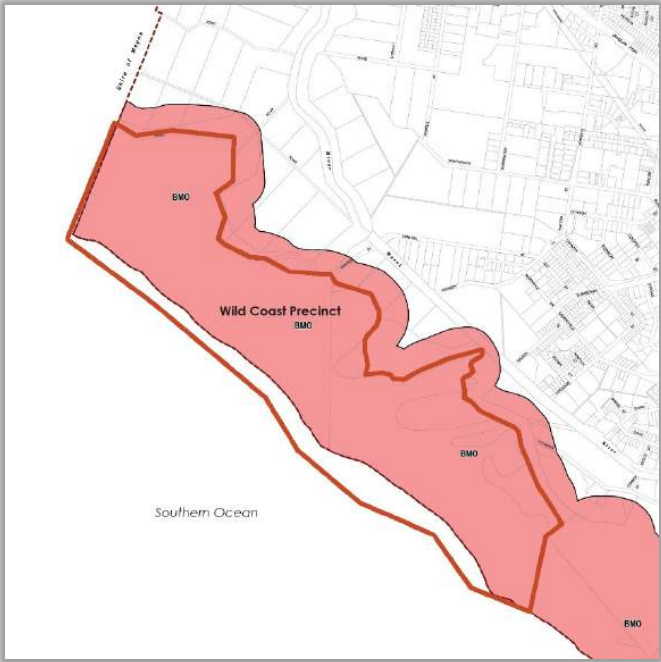
Map 5: Significant Landscape Overlay



Map 6: Floodway Overlay



Map 7: Bushfire Management Overlay



Map 8: Specific Controls Overlay



Source: Base maps sourced from Planning Schemes Online

4.CONULTATION OUTCOMES

4.1 CONSULTATION SUMMARY – ROUND 1

Council sought community feedback during consultation on the Wild Coast Landscape Master Plan in June/July 2020. An online survey asked residents how they currently use the Precinct, what they value in the Precinct (see Figure 3), what concerns they have about the Precinct and matters they would like to see addressed in the Landscape Master Plan. A number of community groups, stakeholders and adjacent landowners were directly contacted inviting them to participate and provide comment on the Wild Coast Precinct.

There was a strong response. The online survey received 113 responses. There were written submissions from three individuals and three community groups, organisations and volunteers with an interest in the area. The project team also had meetings with key stakeholders, including Eastern Maar Aboriginal Corporation, Department of Environment, Land, Water and Planning (DELWP), Aboriginal Victoria, Parks Victoria and internal Council Staff.

Figure 3 - ‘Wordle’ of frequently used words in response to ‘what do you like about the Wild Coast Precinct?’



ACTIVITIES

The most popular activity in the Precinct is walking (57.29%), followed by surfing (9.38%) and bike riding (8.33%). Other activities included contemplation or observing wildlife, birdwatching, fishing and four-wheel driving.

ACCESS

The most common way of accessing the Precinct is by vehicle (50.52%), followed by walking (31.96%) and bike riding (10.31%). Other responses were from people who access the Precinct using multiple forms of transport, not just one, such as walking and vehicle.

VISITATION

There were a variety of responses to frequency of visits, with 27.55% visiting a handful of times each year, 26.53% visiting once or twice a month, 25.51% visiting weekly, 18.37% visiting more than once a week and 2.04% visiting once a year.

SAFETY CONCERNS

Of the 113 responses, 13 respondents (11.5%) had no safety concerns and 54 respondents (47.8%) listed specific safety concerns. The remaining 46 respondents (50.7%) did not provide an answer to this question. Some people had more than one concern. There were a range of comments relating to personal safety as well as safety for the environmental and cultural values of the Precinct.

A summary of features and values, risks and threats and opportunities are detailed at Figure 5. Further details of the consultation outcomes are provided in the Wild Coast Landscape Master Plan Consultation Summary Report.

Figure 4: Quotes from local residents

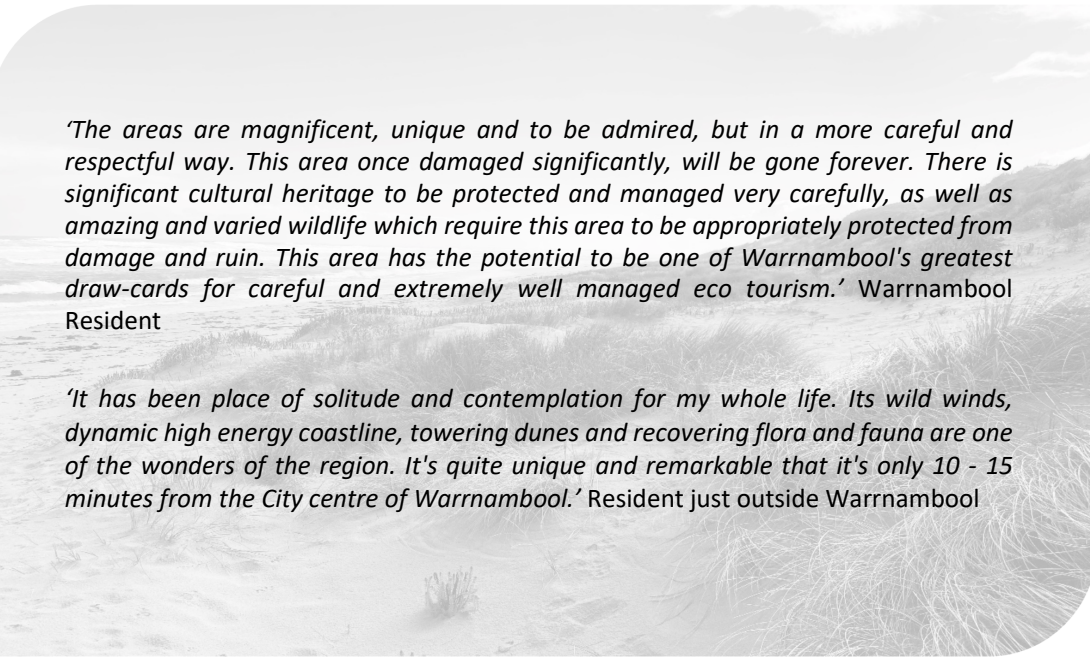


Figure 5 – Key features, values, risks, threats and opportunities for the Precinct identified during Round 1 Consultation

EXISTING FEATURES AND VALUES

- The site has a unique, beautiful and ‘wild’ environment.
- Home to a wide variety of flora and fauna, including rare and threatened species.
- Significant as a cultural landscape, with important connections to Country for the Traditional Owners.
- Popular for a variety of recreational activities, including walking, bike riding, horse riding, fishing, photography and surfing.
- Close to Warrnambool, within 4kms of the city centre, which is close enough for people to access by foot or bike, but has minimal development, making it a peaceful quiet place for people to visit.
- Local flora and fauna is highly valued by the community and there are a number of community members, groups who are involved in monitoring programs and protection measures on a voluntary basis.

RISKS, THREATS & ISSUES

- Feral animals and weed species pose significant threats to native fauna and flora and biodiversity.
- There are few fire breaks.
- There is limited signage.
- Shared access to some tracks, by cyclists, pedestrians, motorbikes, horses and vehicles, can pose safety risks, particularly for pedestrians and cyclists.
- The existing rendering plant poses amenity issues, both sight and smells.
- The alternative rail trail route that detours away from the rendering plant is not ideal for cyclists due to the slope.
- Some areas of dune have sparse vegetation coverage, making them prone to erosion.
- There are strong coastal winds, which cause significant sand shifts within and along the edge of the dune system. This can present erosion and safety risks.
- There are many informal walking, horse riding and vehicle tracks that been created, including in the dunes. These unauthorised tracks pose significant risks to cultural heritage and flora and fauna.
- Beach pollution is a threat to the pristine environment. There are concerns about rubbish thrown overboard and wreckages of ships and cargos as well as from the nearby wastewater outfall.
- Some visitors choose to walk their dogs off-lead. The Precinct is a dogs on-lead area. Community members may know and choose to ignore this, or may not realise this. There is minimal signage alerting dog owners that it is a dogs on-lead area, with only one sign at Levys Beach car park.

RISKS, THREATS & ISSUES (CONTINUED)

- The authorised tracks from Spookys and Levys Car Park to the beach are not clearly marked in some sections making it difficult for visitors to work out what route they should take.
- Undefined tracks pose a risk to sand dune stability, cultural heritage and flora and fauna, when visitors move off the authorised tracks.
- There are a number of unauthorised and illegal activities taking place in the Precinct, including off-road four-wheel driving, off-road motorbike riding, access to unauthorised areas, rubbish dumping and anti-social behaviour.

OPPORTUNITIES FOR IMPROVEMENTS

- Protection of natural environment and cultural heritage should be a priority, with low-impact recreation activities supported and promoted.
- Better protection of cultural heritage sites. Prevent harm and increase education around cultural significance of site.
- Better protection of the natural environment. Preventing harm, appropriate weed management and revegetation.
- Stop/reduce illegal activity through improved regulations and enforcement.
- Provide more information to let visitors know that the Precinct is of great importance to the Traditional Owners and has significant stories, ceremonial sites, sacred places, food gathering, cooking sites and intangible cultural heritage going beyond physical elements.
- Revegetation throughout the Precinct.
- Investigate whether additional authorised track/s accessing the beach to the east of Levys Point car park should be provided.
- Improve the rail trail, including surface improvements and signage.
- Stop/reduce illegal activity, including off-road four-wheel driving, through improved regulations and enforcement, including dogs on-lead.
- Minimise the harm that horse riding has on the natural environment and cultural heritage.
- Signage upgrades.
- Improve pest species eradication program.
- Opportunity for shared management arrangements/agreements, including the Traditional Owners.
- Consider need for emergency access and fire breaks.
- Promote education opportunities, in relation to cultural heritage and the natural environment.

4.2 CONSULTATION SUMMARY – ROUND 2

Round 2 consultation was undertaken in March 2021. This round of consultation sought feedback on the draft Landscape Master Plan. A number of community groups, stakeholders and adjacent landowners were directly contacted inviting them to participate and provide feedback.

An online survey was carried out to reach the broader community. A drop-in information session was held on the 17th of March 2021 and consultation with stakeholder groups occurred on the 18th of March 2021. A total of 24 people and two groups attended the drop-in and stakeholder sessions.

A total of 35 online submissions were received in response to the online survey. There were two written submissions from local organisations and individuals with an interest in the area.

Overall, there was good support for the Master Plan, with majority of respondents strongly agreeing/agreeing that the Landscape Master Plan reflects the aspirations of the community. At least 63.6% (21 respondents) or agreed/strongly agreed that each place principle accurately reflect the aspirations of the community. More than 72.7% (24 respondents) agreed/strongly agreed with each of the objectives of the Master Plan.

Majority of respondents support the overall intent of the Master Plan, with most respondents supporting the overall intent of the Master Plan, including the guiding place principles and objectives. Many of the comments made in the surveys and submissions reflect or support recommendations already included in the Master Plan. There were some new suggestions for inclusion in the Master Plan, which were not raised during Round 1. Suggestions relating to a key objective of the Plan were considered for inclusion. Some suggestions have been incorporated in this final version of the plan and other suggestions have been excluded as they conflicted with other objectives of the Plan.

Suggestions arising from Round 2 consultation, that have been incorporated into this version of the Master Plan, include:

- Removal of the proposed safety bollards from the plans. These will not be required by emergency services, as new methods for anchoring will be employed.
- Referencing the environmental weed Cape Beach Daisy (*Arctotheca populifolia*). This weed poses a significant risk to coastal habitat values and has been found in the Precinct. There is a need for close monitoring, with immediate removal if found.
- Reiterating the importance of temporary signage and fencing for Hooded Plover nesting sites.
- Giving further consideration to emergency vehicle access to the beach. Emergency vehicle and potential upgrades to track should be considered in consultation with Eastern Maar during detailed planning and design of the formal access tracks, following completion of the Cultural Heritage Desktop Assessment.
- Giving further consideration to environmental solutions to restrain sand movement on paths, such as staggered tracks and wind/sand barriers. This should be considered during detailed design of the formal track upgrades.
- Request for a commitment to a minimum number of patrolling hours enforcing the dog on-leash regulations, especially throughout the Hooded Plover breeding season.

A more detailed summary of Round 2 consultation feedback is provided in the Wild Coast Landscape Master Plan Consultation Summary Report.

Wild Coast Landscape Master Plan

Part 2: Analysis and Opportunities

5.PRECINCT ANALYSIS

5.1 ACCESS & JOURNEYS

The eastern edge of the Wild Coast Precinct is less than 3 kilometres walking distance to the Warrnambool City Centre. The Precinct is accessible by foot, bicycle and vehicle. Swinton Street provides vehicle access to the Precinct from Warrnambool.

The Port Fairy to Warrnambool Rail Trail is a 37.5km trail located between the Warrnambool Breakwater, Koroit and Port Fairy (Rail Trail 2016). The trail provides convenient access for pedestrians and cyclists to the Precinct. The rail trail runs along the northern edge of the Precinct, and deviates into the Precinct at Levys Point car park where it runs through a section of sand dune for a distance of approximately 400 metres. Much of the rail trail is off-road, but there are some sections at the Wild Coast Precinct, which are shared on-road with vehicles.

The Precinct is also accessible by pedestrians from Shelly Beach, Levys Beach and Spookys Beach during low tide. Map 9 shows access to and from the Precinct and authorised access tracks and trails within the Precinct.

There is an opportunity to better define the existing authorised access tracks through the dunes and make improvements to the existing rail trail, including surface improvements and additional signage to clarify the location of these authorised tracks and trails.

5.2 INFRASTRUCTURE

There is minimal infrastructure within the Precinct. There are a small number of wayfinding and information signs scattered through the Precinct, there is a gravel car parking area at Levys Point (Figure 6) and one picnic table at the car park. The constructed road ends at the entry to Levys Point car park and most of the tracks and trail are informal, with sand/gravel surface.

There is minimal fencing, with some along road edges and around the perimeter of the Levys Point car park. Council will soon be installing new barriers at the Spookys Beach car park to help deter off-road vehicles from entering the sand dunes.

5.3 GEOLOGY

In a site visit report, Professor John Sherwood (2019, p. 1) stated that:

“The area forms part of a dune system which has been growing steadily westwards over the last 5000 or so years. This growth has steadily diverted the course of the Merri River, forming the extensive swamplands to the dune’s north. In places fossil soils are exposed in the dune, these are typically a thin grey immature soil reflecting their relatively young age (1000 years or so).” Calcarene dunes, which are formed from a type of limestone, are located within the Precinct”

In email correspondence dated 2 July 2020, Professor John Sherwood noted that:

“Research into the geology of the dunes has identified numerous examples of trackways left by animals walking over them while they were still unconsolidated. This work is currently being prepared for publication. The age of the dunes has been established by Optically Stimulated Luminescence and Thermoluminescence techniques as 80 – 90, 000 years. At Shelly Beach ash from the Tower Hill eruption 35,000 years ago is beautifully exposed at the beach.”

Professor John Sherwood (2020) also noted that ‘Cross bedding in the dunes can create dangerously thin ledges at cliff edges. These represent a significant public risk.’ This is potentially a risk along the foreshore and at track edges, particularly in locations where the sand is exposed with minimal stabilisation being provided by vegetation.



Figure 6: Levys Point Car Park

5.4 LAND USE

EXISTING LAND USES

Majority of the Precinct is utilised for public conservation. The Precinct plays an important role in protecting and conserving the natural environment, as well as providing limited facilities for the public to utilise.

The Precinct also provides a resource-based use, in the form of a sand mining quarry, which is a permitted use within the Public Conservation and Resource Zone. The sand mining quarry is located at the eastern end of the Precinct, between Levys Beach and Shelly Beach. This is the location of a ‘sand blowout’ where there was originally a connection from the Merri River to the sea. There is an opportunity to better define the edge of the sand mining quarry activities and ensure dune stabilization measures are employed up to its boundary, to prevent any further erosion east and west of the ‘blowout’ from occurring.

Other land uses which exist at the edges of the Precinct, but not within the Precinct itself, include the meat rendering plant, Warrnambool Golf Course, water treatment facility and residential development. Owners of the meat rendering plant have plans to relocate the facility and there is a current planning permit approved for the use and development of a new site in an industrial area away from the Precinct. This relocation will provide a positive outcome for the Precinct, as the current smells and sights of the rendering plant are sometimes unpleasant for recreation users and visitors, particularly from the neighbouring Port Fairy – Warrnambool Rail Trail.

There is residential development extending west of Warrnambool in Dennington, which is located within 350m walking distance of the Precinct. Neighbouring residential development can provide some positive benefits to the Precinct, including greater use and surveillance, but can also create additional risks, such as escaped pets, particularly cats entering the Precinct and predating on native fauna, as well as the risk of weed seed spread from residential gardens.

The Warrnambool Golf Course and water treatment plant are located outside the Precinct, between its eastern edge and the township. The community consultation feedback included concerns about the quality of water entering the ocean from the Wannon Waste Water Treatment Plant. This treatment plant is due to undergo an upgrade in the near future. This Plant is outside the boundary of the Wild Coast Precinct Landscape Master Plan and is not within the scope of this project.

Use of the Precinct for recreation is popular and this is described further at Section 5.4.

Map 9 and Figures 5 and 6 show land uses within and around the edge of the Precinct.

5.5 TOURISM AND VISITOR EXPERIENCE

RECREATION

Recreational use of the Precinct is popular. Residents and visitors are involved in recreation activities including cycling, walking, photography, surfing, fishing and horse riding. Horse riding is permitted in specific locations between Levys and Spookys Beach. Unfortunately there some illegal recreational uses occurring within the Precinct, including off-road four-wheel driving and motorbike riding, which are causing damage to the coastal dune system and threatening cultural heritage. The ‘hot spots’ for illegal off-road driving/riding are near the fire marshalling area and to the east of the Spookys Beach car park. There are opportunities throughout the Precinct to ensure approved recreational activities can continue to occur in the Precinct in a respectful manner. There is also an opportunity to discourage illegal activities and prevent further damage to flora, fauna and cultural heritage from occurring.

The Wild Coast subject site falls into two Precincts in the *Open Space Strategy 2014* (WCC, 2014). The eastern portion of the Wild Coast is included in the Warrnambool (South/Merrivale) Precinct and the western portion of the Wild Coast is included in the Dennington Precinct. The Wild Coast fulfils an important recreation role in providing a place that protects a range of natural and cultural values, it provides opportunities for a wide array of passive and active recreation activities and it contributes positively to biodiversity. However, there is an opportunity to ensure the Precinct is enhanced to meet the needs of current and future residents and visitors, as visitor numbers are expected to rise in the future with increased residential development occurring in Warrnambool and a likely increase in tourism numbers.

WAYFINDING AND INFORMATION

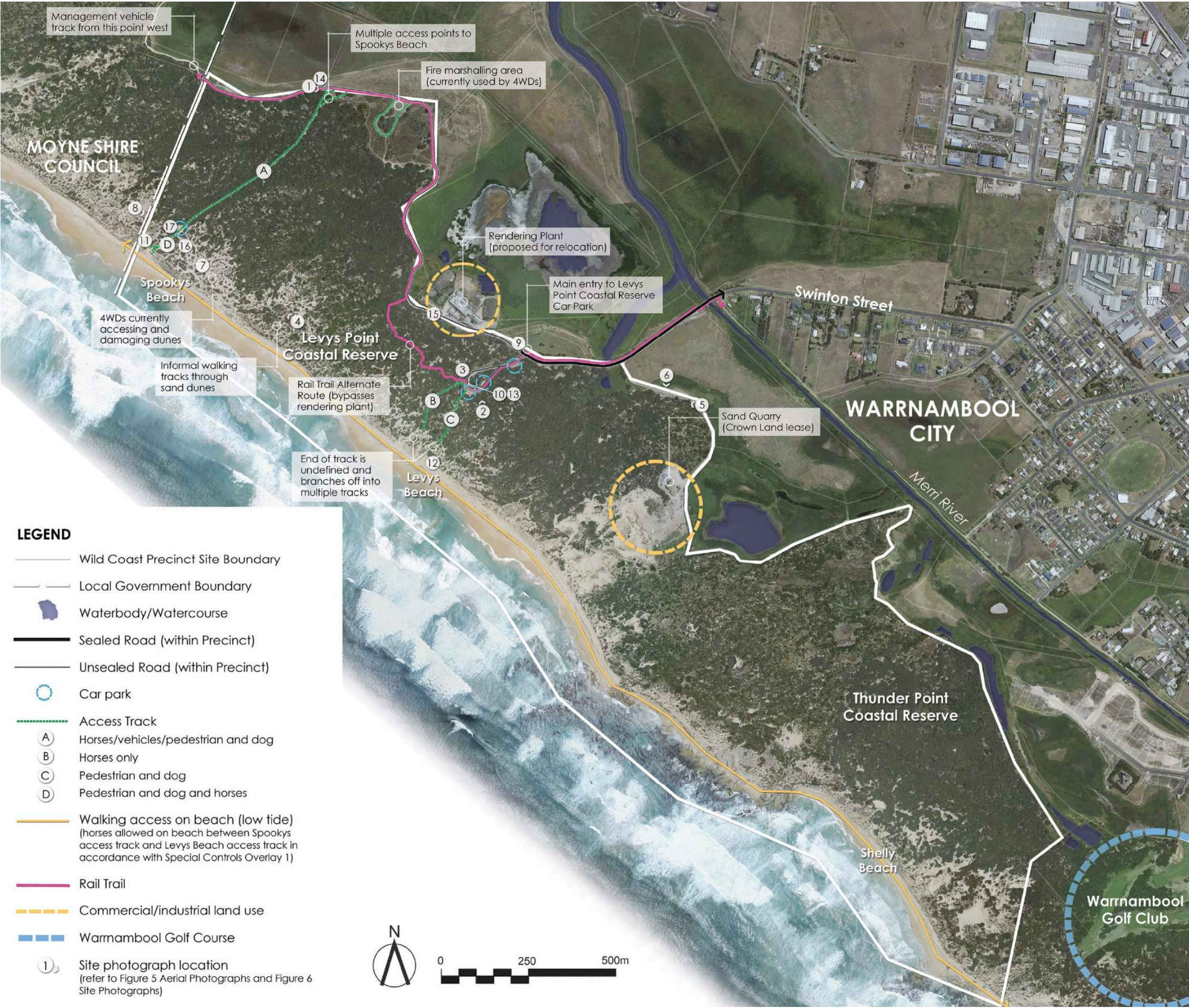
There is very little information in the Precinct in the form of signage/wayfinding. There is also limited signage to direct emergency services vehicles. Round 1 consultation posed the questions ‘Is the visitor information provided at the Precinct adequate?’. Of the 73 responses the question 58 (79.5%) said ‘no’.

There are opportunities to improve all forms of signage in the Precinct, including information about cultural heritage and environmental features and make track and trail routes easier to locate and navigate.

TOURISM

There is great opportunity to promote the Precinct as a place of important cultural and environmental significance, creating a stronger link between tourism and the conservation objectives for the Precinct. This opportunity should extend to broader information, including tourism information centres and online resources, including the Port-Fairy to Rail Trail website.

There were a number of suggestions from the community that organised tours and education will play an important role in the appreciation and protection of the Precinct in the future.



MAP 9: SITE ANALYSIS (ACCESS AND LAND USE)



PHOTOGRAPH DESCRIPTIONS

- 1 View of fire marshalling area and Spookys Beach track access. 4WDs using fire marshalling area.
- 2 Levys Reserve car park and the rendering plant
- 3 Levys Reserve car park
- 4 4WD access in sand dunes at Spookys Beach. Informal walking trail through dunes (possibly the former Mahogany Trail)
- 5 View of the precinct looking west
- 6 The sand quarry
- 7 4WD tracks created in the sand dunes at Spookys Beach
- 8 View of the precinct looking east near Spookys Beach

FIGURE 5: AERIAL PHOTOGRAPHS



- PHOTOGRAPH DESCRIPTIONS
- 9 Rail trail signage near Levy's Reserve car park entrance
 - 10 Rail trail alternative loop from Levy's Reserve car park (avoids rendering plant)
 - 11 Example of dune erosion
 - 12 Hooded Plover habitat sign
 - 13 Levys Point sign
 - 14 One of the three entrances to Spookys Beach track
 - 15 Information signs near the rendering plant
 - 16 Tracks created by 4WDs at Spookys Beach sand dunes
 - 17 Spookys Beach car park



FIGURE 6: SITE PHOTOGRAPHS

5.6 CULTURAL HERITAGE

This area has been home to the Traditional Owners for thousands of years and their connection to Country remains unbroken. This connection can be seen across the landscape in the form of shell middens and stone artifacts. There are also important ceremonial places throughout the Precinct and local Dreaming stories reference this strong connection to Country for the Eastern Maar Peoples.

Many activities within the Precinct pose a significant risk to cultural values. The Master Plan provides the chance to ensure activities within the Precinct are undertaken in a respectful manner and protect these values for future generations.

The Master Plan provides an opportunity for the Eastern Maar Peoples to express their connection to Country and for the broader community to understand the cultural significance of this special place. At present the naming of places, roads and beaches within the Precinct are of European origin. There is an opportunity for Maar language to be used in the renaming of places in the Precinct.

All land within the Precinct is identified within the Cultural Heritage Sensitivity mapping area (ACHRS, 2019), as shown on Map 10. Any future development of land considered to be a high impact activity and likely to have a significant impact on any Aboriginal cultural heritage will require the preparation and approval of a Cultural Heritage Management Plan (CHMP).

5.1 EUROPEAN HISTORY

According to Snoekstra (2015, p. 115) the Armstrong Bay area, extending from Port Fairy to Pickering Point in Warrnambool, has been identified as the site of Mahogany Shipwreck sightings. *‘The Mahogany Ship is historically significant as one of Victoria’s oldest recorded shipwrecks, and for the mystery and legend that has made it one of Victoria’s and Australia’s maritime mysteries* (Snoekstra, 2015, p. 115).’

The strongest evidence of the existence of the Mahogany Shipwreck is from eyewitness accounts. There have been a number of artifacts located along this stretch of coastline, including pots, a jug and an amphora, which are believed by many to be from the Mahogany Ship (Snoekstra, 2015, p. 115). If future investigations are undertaken in an effort to locate the wreck/items from the wreck, these investigations have to be undertaken with the appropriate permits from relevant authorities, including research permits and consent to disturb coastal land.

There is an old trail through the sand dunes near Levys Beach which was referred to as the Mahogany Trail. However, access to this trail is closed and it is not an authorised trail. The trail was closed due to the significant risk it presented to cultural heritage artifacts, which were known to be located along the trail. (Parks Victoria, 2018)

Figure 7: Quotes from local residents



5.2 ENVIRONMENT AND BIODIVERSITY

FLOODING

The wetlands and the Merri River immediately north of the subject site are prone to regular inundation, as shown on Map 6. This inundation extends into a few locations along the northern perimeter of the Precinct and inundation can affect the road extending from the end of Swinton Street, which provides the main vehicle access to the Precinct.

BUSHFIRE

According to the Belfast Coastal Reserve Management Plan (Parks Victoria, 2018, p. 55) ‘The risk of fire within the Reserve is considered to be low. The Belfast Coastal Reserve is identified in the Strategic Bushfire Management Plan South Western (DELWP 2015) as a Land Management Zone, defined as an area where fuel is managed to reduce residual risk, improve ecosystem resilience, and for other purposes (such as to regenerate forests and protect water catchments). Planned burning may be used for risk reduction purposes within the Reserve but is most likely to be considered for specific ecological objectives. The vegetation of most of the Reserve is relatively resilient to fire frequencies between 5-20 years and does not need fire for regeneration.’

There is an existing fire marshalling area at the western end of the Precinct. This fire marshalling area provides a turning area for larger emergency services vehicles, including fire trucks. However, damage from four-wheel drive vehicles makes this turning area unusable on a regular basis. Council regularly grade this turning area to make it usable, but continued damage from four-wheel drive vehicles is an ongoing issue.

FAUNA

The Coastal Dune Scrub, particularly the higher quality scrub, is habitat for a range of species. Biosis Research conducted a Flora and Fauna survey of a portion of the Precinct west of the Golf Course in 1993. They found evidence (indirect and direct) of the following native species in the eastern section of the Precinct:

MAMMALS

- Swamp Wallaby (*Wallabia bicolor*) (Figure 8)
- Common Ringtail Possum (*Pseudocheirus peregrinus*)

REPTILES

- Lowland Copperhead (*Austrelaps superbus*)
- White’s Skink (*Egernia whirii*)
- Blue-tongued Lizard (*Tiliqua scincoides*) and
- Blotched Blue-Tongue Lizard (*Tiliqua nigrolutea*)

AMPHIBIANS (located in neighbouring wetlands)

- Common Froglet (*Crinia signifera*)
- Striped Marsh Frog (*Limnodynastes peronii*)
- Southern Brown Tree Frog (*Litoria egingii*)

(Biosis Research, 1993)

Local residents have also sighted Koalas (*Phascolarctos cinereus*) and Tiger Snakes (*Notechis scutatus*) in the area.



Figure 8: Swamp Wallaby (*Wallabia bicolor*) (Image Source: Warrnambool City Council)

BIRDLIFE

The Precinct is home to a rich array of birdlife. The Precinct contains important habitat for a number of rare and threatened species with regional, State, national and international significance.

According to Birdlife Australia, in written correspondence dated 10 July 2020, the Belfast Coast is home to significant populations of EPBC-listed migratory shorebirds, ‘... including Sanderling (*internationally significant site*), Sharp-tailed Sandpiper (*internationally significant site*), Double-banded Plover (*nationally significant site*) and Ruddy Turnstone (*nationally significant site*).’

The critically endangered Orange-bellied Parrot (*Neophema chrysogaster*), which migrates between the Australian mainland and Tasmania, has been found in the Belfast Coastal Reserve, immediately west of the Wild Coast Precinct (Parks Victoria, 2018). Whilst they have not been recorded in the Wild Coast Precinct It is possible their habitat may extend into this area.

The endangered Australasian Bittern (*Botaurus poiciloptilus*) is also found in the nearby wetlands and may occupy areas of the Precinct. (Parks Victoria, 2018)

The area is home to nesting resident shorebirds, including the Red-capped Plover (*Charadrius ruicapillus*), Pied Oystercatcher (*Haematopus longirostris*) and Hooded Plover (*Thinornis rubricollis*) (Figure 9) which is listed as vulnerable in Victoria.

Many of these bird species who nest on the shoreline are highly vulnerable to disturbance, including people, dogs, horses, vehicles, predators such as cats and foxes and weed infestation. Off-lead dogs have been known to chase adults and chicks, crush nests and eggs, eat eggs and kill the chicks who are particularly vulnerable before they have learnt to fly. (Maguire et al. 2014, p. 61)

Maguire et al. (2014, p.85) stated:

“A threat profile developed for 28 parks and reserves found that a higher frequency of off-leash dog use corresponded with the poorest breeding success [for Hooded Plovers] and that the location of poor breeding overlapped more closely with off-leash dogs than any other threat.”

Another threat to the Hooded Plovers is the presence of weed species, including Marram Grass and Sea Spurge, which are common in the Precinct. Hooded Plovers have been found to avoid Marram Grass vegetated dunes. Maguire et al. (2014, pp. 59-60) noted that:

“Weeds, such as Marram Grass (Ammophila arenaria; deliberately introduced from Europe for dune stabilization purposes), Sea Spurge (Euphorbia paralias; originating from Europe and presumably introduced in shipping ballast water), and Sea Wheat-grass (Thinopyrum junceiforme; native to Europe and deliberately introduced for dune stabilization purposes), have been identified as key species that change the structure of beach and foredune habitats (Cousens et al. 2013). These structural changes in turn alter the resources available (foraging, nesting etc) to Hooded Plovers, leading to either direct impacts (increased predation, mortality or abandonment of beaches) to more indirect impacts such as reduced breeding success in sub-optimal habitat.”

Birdlife Australia’s coastal bird team, along with partners such as the Friends of the Hooded Plover Far West Victoria, carry out monitoring programs on the beach-nesting birds and migratory shorebirds and are involved in the protection of Hooded Plover Nests, including the use of temporary signage and fencing during nesting periods. (Birdlife Australia, 2020)



Figure 9: Hooded Plover (*Thinornis rubricollis*) (Image Source: Warrnambool City Council)

NATIVE VEGETATION

According to the State Government’s modelled data (DELWP, 2020), the most prominent ecological vegetation class (EVCs) likely to have been present prior to the 1750s was Coastal Dune Scrub (EVC 160). A recent field visit by Beacon Ecological (2020), confirmed this finding. Beacon Ecological (2020) categorised the Coastal Dune Scrub into four types/zones to reflect the quality of the vegetation. Coastal Dune Scrub 1 (CDS1) and 3 (CDS3) are located within the Precinct. CDS1 is described as the ‘Best quality Coastal Dune Scrub. Moderate level of species diversity, low (5-25%) weed cover, some recruitment and good litter cover (Beacon Ecological, 2020)’, whereas CDS3 is ‘Modified Coastal Dune Scrub. Dominated by dense scrub, particularly Coast Tea-tree* with high litter cover and little light reaching the soil, which has reduced species diversity (Beacon Ecological, 2020).’

The following species are typically found in Coastal Dune Scrub in the Warrnambool Plains Bioregion (DELWP, 2004):

- Seaberry Saltbush (*Rhagodia candolleana* ssp. *candolleana*)
- Coast Wattle (*Acacia longifolia* ssp. *sophorae*)**
- Coast Beard-heath (*Leucopogon parviflorus*)
- Coast Daisy-Bush (*Olearia axillaris*)
- Variable Groundsel (*Senecio pinnatifolius*)
- Coast Stackhousia (*Stackhousia spathulata*)
- Karkalla (*Carpobrotus rossii*)
- Sea Celery (*Apium prostratum* ssp. *prostratum*)
- Coast Bonefruit (*Threlkeldia diffusa*)
- Coast Blown-grass (*Lachnagrostis billardierei* ssp. *billardierei*)
- Knobby Club-sedge (*Ficinia nodosa*)
- Shiny Bog-sedge (*Schoenus nitens*)
- Bower Spinach (*Tetragonia implexicoma*); and
- Small-leaved Clematis (*Clematis microphylla* var. *microphylla*)

Coast Ballart (*Exocarpus syrticola*), which is found in ‘coastal dunes and cliffs between Wilsons Promontory and the South Australian Border (Biosis 1993, p. 12)’ has been located within the Precinct in small numbers. Coast Ballart is considered to be rare in Victoria (Biosis Research 1993, p.12).

Beacon Ecological (2020) also found that the Precinct contains two other habitat zones ‘with affinities to Coastal Dune Scrub (EVC 160)’. The habitat zones being Tall Marsh (EVC 821) and Estuarine Flats Grassland (EVC 914). Map 10 shows the locations of the habitat zones surveyed by Beacon Ecological in 2020. Appendix 3 provides a more detailed description of each EVC along with a photograph of the typical vegetation cover for these EVCs. (Beacon Ecological 2020)

Beacon Ecological have provided a description of Coastal Dune Scrub, Tall Marsh and Estuarine Flats Grassland, as provided at Figures 10 and 11.

Notes: *Coast Tea-tree (*Leptospermum laevigatum*) is an introduced species to this part of Victoria. (Biosis, 1993, p.10) In order to protect the Coastal Dune Scrub, it is recommended that the spread of Coast Tea-tree be contained and prevented from further invasion in the Precinct.

**Coast Wattle (*Acacia longifolia* ssp. *sophorae*) is an indigenous species found in Coastal Dune Scrub EVC 160, but it tends to take over and reduce available habitat for a range of other indigenous vegetation species. Therefore, in areas where revegetation occurs, it is not recommended for planting.

Figure 10: Coastal Dune Scrub description (Beacon Ecological, 2020)

Coastal Dune Scrub

EVC Number: 160

Coastal Dune Scrub occupies the secondary dunes along ocean and bay beaches and lake shores. Closed scrub to three metres tall with occasional emergent trees on siliceous and calcareous sands that are subject to high levels of saltspray and continuous disturbance from onshore winds (DELWP 2020b).

Habitat Zone CDS1

Within the study area this vegetation type is dominated variously by Coast Beard-heath *Leucopogon parviflorus*, Coast Tea-tree *Leptospermum laevigatum* and Coast Wattle *Acacia longifolia* subsp. *sophorae* (Plate 1). Additional native groundcover species include Karkalla *Carpobrotus rossii*, Old Mans-beard *Clematis microphylla*, Thyme Rice-flower *Pimelea serpyllifolia*, Cushion Bush *Leucophyta brownii*, Bush Knobby Club-sedge *Ficinia nodosa*, Coast Sword-sedge *Lepidosperma gladiatum*, Coast Tussock-grass *Poa poiformis*, Seaberry Saltbush *Rhagodia candolleana* and Bower Spinach *Tetragonia implexicoma*. This vegetation type also supports isolated occurrences of the state significant Coast Ballart *Exocarpos syrticola* (listed as rare, DEPI 2014) and Coast Stackhousia *Stackhousia spathulata* (listed as poorly known, DEPI 2014).

Introduced species cover is generally low and includes isolated African Boxthorn *Lycium ferocissimum* and Mirror Bush *Coprosma repens* with a moderate cover of Marram Grass *Ammophila arenaria* and Sea Spurge *Euphorbia paralias* on foredunes.



Plate 1. Relatively intact Coastal Dune Scrub within the study ar

Habitat Zone CDS3

Habitat Zone CDS2 is generally dominated by a dense thicket of Coast Tea-tree with scattered Coast Beard Heath and Coast Wattle. Understorey diversity is generally low due to overshadowing and large amounts of leaf litter and restricted to scattered native groundcover species similar to those described in Habitat Zone CDS1, typically on path edges.

Introduced species is generally low (less than 5%) and restricted to isolated African Boxthorn and Panic Veldt-grass *Ehrharta erecta*.



Plate 2. Coastal Dune Scrub forming dense thickets of predominantly Coast Tea-tree within the study area.

Figure 11: Tall Marsh and Estuarine Flats Grassland description (Beacon Ecological, 2020)

Tall Marsh

EVC Number: 821

Tall Marsh generally occurs on Quaternary sedimentary geology of mainly estuarine sands, soils are peaty, silty clays, and average annual rainfall is approximately 600 millimetres. Requires shallow water (to one metre deep) and low current-scour, and can only tolerate very low levels of salinity. Closed to open grassland/sedgeland to three metres tall, dominated by Common Reed and Cumbungi. Small aquatic and semiaquatic species occur amongst the reeds, however they are generally not visible during inundation (DELWP 2020b).

Within the study area Tall Marsh is generally dominated by Narrow-leaf Cumbungi *Typha domingensis* or Common Reed *Phragmites australis* with scattered River Club-sedge *Schoenoplectus tabernaemontani*, Austral Brooklime *Gratiola peruviana*, Angled Lobelia *Lobelia anceps*, Australian Gipsywort *Lycopus australis* and Greater Bindweed *Calystegia sepium* (Plate 3). Introduced species are generally absent.



Plate 3. Tall Marsh vegetation within the study area.

Estuarine Flats Grassland

EVC Number: 914

Estuarine Flats Grasslands are described as closed to open grassland to 1.5 metres tall with occasional shrubs occurring on estuarine flats often associated with current or old beach berms or sand sheets that are occasionally inundated by high tides. Occupies areas on marginally higher ground inland from Coastal Saltmarsh (DELWP 2020b).

Within the study area this vegetation type comprises the native species Coast Tussock-grass *Poa poiformis* and Knobby Club sedge (Plate 5). Introduced species provide a moderate cover and includes Buffalo Grass *Stenotaphrum secundatum*, Spear Thistle *Cirsium vulgare*, Hemlock *Conium maculatum* and African Boxthorn.



Plate 4. Estuarine Flats Grassland within the study area.

REFERENCES

DELWP 2020a. *Nature Kit*. Department of Environment, Land, Water and Planning website. www.delwp.vic.gov.au

DELWP 2020b. *Ecological Vegetation Class Benchmarks*. Department of Environment, Land, Water and Planning website. www.delwp.vic.gov.au.



MAP 10: SITE ANALYSIS (FLORA, FAUNA AND CULTURAL HERITAGE)

Wild Coast Landscape Master Plan

Part 3: Vision, Principles, Objectives and Recommendations

6.VISION, PRINCIPLES AND OBJECTIVES

6.1 VISION

The vision for the Wild Coast Precinct is to create a space that conserves and protects its environmental and cultural values, increases its biodiversity, references the important connection to Country for the Eastern Maar Peoples and helps to keep the area as a recreation and tourism destination for residents and visitors.

The principles, objectives and recommendations of the Master Plan are based on findings from site visits and site analysis, findings of previous studies and plans and insights and suggestions from the community and stakeholders.

6.2 PLACE PRINCIPLES

Seven place principles have been developed to reflect the important characteristics and features of the Precinct. They are:

- A. Celebrate and respect culture and connection to Country
- B. Embrace and conserve nature
- C. Enrich biodiversity values
- D. Enjoy and promote recreation
- E. Create a unique visitor experience
- F. Improve safety for visitors
- G. Maintain the ‘sense of place’ with minimal development

6.3 OBJECTIVES

Key objectives have been developed to align with the place principles and guide the future direction of the Precinct. The 12 objectives are:

- OBJECTIVE 1**
Acknowledge and respect cultural heritage and connection to Country for the Eastern Maar Peoples. Conserve and protect these values through careful landscaping measures. (Principles A, E and G)
- OBJECTIVE 2**
Enhance and restore native habitat for biodiversity, through revegetation, weed reduction measures and improved protection of habitat. (Principles B, C and G)
- OBJECTIVE 3**
Ensure new structures, built works, landscaping and signage are designed and constructed in a sensitive way that is respectful to cultural heritage and environmental values, including habitat and native vegetation. (Principles A, B, E and G)
- OBJECTIVE 4**
Recognise the role of the Precinct in providing for recreation opportunities, including walking, bird and nature observation, cycling, horse riding, fishing and surfing. (Principle D)
- OBJECTIVE 5**
Respect nature, acknowledging the risks associated with flood function, bushfire, climate change, sand shifts and dune erosion. Engage climate change mitigation and adaptation measures. (All Principles)
- OBJECTIVE 6**
Improve the safety of visitors, particularly walkers and cyclists. (Principle F)
- OBJECTIVE 7**
Enhance visitor’s experience of the Precinct, through infrastructure improvements and improved wayfinding and information signage. (Principles E and F)
- OBJECTIVE 8**
Clearly define authorised access trails and tracks and formalise car parking to help prevent visitors from going off-track and causing damage to vegetation, bird and wildlife habitat, sand dunes and cultural heritage sites. (Principles A, B, C and G)
- OBJECTIVE 9**
Recognise the role of cultural heritage and the natural environment as a driver of tourism and encourage visitation to the Precinct in the form of sustainable tourism. (Principles A, B and E)
- OBJECTIVE 10**
Provide opportunities for education and interpretation. Share information with visitors about the tangible and intangible cultural heritage and connection of the Eastern Maar Peoples to this area and the significant environmental values of the Precinct. (Principles A and E)
- OBJECTIVE 11**
Encourage and enforce rules and regulations, and discourage the use of the Precinct as a destination for off-road vehicles and motorbikes. (Principles A, B and F)
- OBJECTIVE 12**
Work in collaboration and support partnerships with local groups and individuals, volunteers, government organisations and Eastern Maar Peoples to see the plan implemented. (All Principles)

7.RECOMMENDATIONS

The Landscape Master Plan recommendations seek to achieve the 12 key objectives. The design recommendations discussed below are illustrated in an overall Landscape Master Plan, refer to Plans 1-4. It should be noted that some recommendations will help to achieve more than one objective.

7.1 ACKNOWLEDGE AND RESPECT CULTURAL HERITAGE

OBJECTIVE 1: Acknowledge and respect cultural heritage and connection to Country for the Eastern Maar Peoples. Conserve and protect these values through careful landscaping measures.

The Eastern Maar Peoples are the traditional custodians of the lands in the Precinct. There is a strong connection of the Eastern Maar to this coastline. The following opportunities have been identified for the Precinct:

- a) Protect and conserve cultural heritage by minimising unauthorised access within the Precinct.
- b) Foster respect for cultural heritage by providing visitors with information about cultural values of the Precinct and occupation of the site by Eastern Maar Peoples. Where appropriate, incorporate references through infrastructure, art/sculpture and/or cultural landscaping work at entry points to the Precinct and beaches.
- c) The Precinct has places that are currently named with references to European history, events and people providing no clues as to the cultural significance of this site to Eastern Maar Peoples. There is an opportunity to rename some places using Maar languages.
- d) Works to improve the Wild Coast Precinct will involve ongoing collaboration with Eastern Maar Traditional Owners to ensure works are sensitive to the cultural values of the area.
- e) There is potential for the Eastern Maar Traditional Owners to be more involved in the management of the Precinct, including, but not limited to, revegetation works and fire hazard risk management, to ensure landscaping practices respect cultural heritage and connection to Country.

The following actions will be required to ensure conservation and protection of cultural values:

- f) Ensure that any work undertaken in the Precinct, including revegetation activities, fencing, signage and construction activities, do not result in detrimental impacts to cultural heritage sites, including known and unknown sites.
- g) Any future development of land considered to be a high impact activity and likely to have a significant impact on any Aboriginal cultural heritage will require the preparation and approval of a Cultural Heritage Management Plan (CHMP) by the local Registered Aboriginal Party.
- h) Engage a suitably qualified heritage advisor to prepare a desktop cultural heritage assessment, to review existing data in relation to known places within the study area, determine likely locations for unknown heritage sites, the extent and probable levels of significance and provide recommendations for the preparation of Cultural Heritage Management Plans specific to the recommended works within the Precinct.
- i) Contractors and volunteers will need to be advised on the cultural significance of the site and cultural heritage sensitivity. Contractors and volunteers will need to be given instructions about what to do in the event that they uncover or come across a significant site, so as to avoid damaging it. They will also need to be provided with details of any approved Cultural Heritage Management Plan, so that works can be completed in accordance with the Plan.
- j) Council in partnership with Traditional Owners, should ‘develop a Cultural Landscapes and Heritage Strategy which integrates and reflects Traditional Owner knowledge and land management practices.’ This was a recommendation of the Green Warrnambool plan (2018, p. 21)

7.2 ENHANCE AND RESTORE NATIVE HABITAT

OBJECTIVE 2: Enhance and restore native habitat for biodiversity, through revegetation, weed reduction measures and improved protection of habitat.

The Wild Coast Precinct supports a range of flora and fauna, including a number of rare, threatened and vulnerable species. The following opportunities have been identified to help improve habitat and biodiversity in the Precinct:

- a) Minimise unauthorised access to dunes and firemarshalling area to help prevent further habitat damage and promote natural regeneration.
- b) Carry out revegetation and regeneration works in the Coastal Dune Scrub zone. In some locations, such as alongside tracks/trails, revegetation will achieve instant cover and will be more appropriate than regeneration. In other locations, works to promote regeneration will be more suitable, particularly in infill locations away from the exposed foredune area. The preferred method should be determined in consultation with Council’s Natural Environment team.
- c) Priorities for revegetation/regeneration should focus on areas of sand dune which have sparse vegetation cover and are more susceptible to erosion as well as areas which have been previously utilised for unauthorised access. Fencing will be required at the edges of some revegetation locations. The revegetation/regeneration area priorities are identified on Plan 1.
- d) When revegetating Coastal Dune Scrub (EVC 160), ensure a variety of local indigenous vegetation from the EVC are selected to increase plant biodiversity and enhance habitat for a variety of fauna species.
- e) Continue weed and pest species eradication programs and investigate how they can be improved in the future.
- f) Carry out weed monitoring on a regular basis and respond quickly to prevent establishment of new weeds, particularly encroachment from adjoining areas. Marram Grass (*Ammophila arenaria*) and Bridal Creeper (*Asparagus asparagoides*) are particularly invasive weeds in the Precinct. The Cape Beach Daisy (*Arctotheca populifolia*) is an emerging weed that poses significant risk to coastal habitat values. Cape Beach Daisy has been found in the Levys Point area.

Inform local residents of ways in which they can help to prevent spread of weed species within the Precinct.

- g) Inform local residents of the importance of responsible pet ownership, including:
 - o keeping dogs on-lead when visiting the Precinct, to avoid damage or death to fauna, bird eggs and vegetation.
 - o ensuring pet cats are kept indoors as much as possible, particularly at night; and
 - o highlighting the benefits of having cats desexed so as to minimise the number of unwanted kittens being dumped.
- h) Ensure weed management and revegetation works along the foreshore near the base of the dunes are carried out in consultation with BirdLife Australia, whose volunteers play an important role in bird habitat protection, including Hooded Plover nesting habitat. It is important that habitat is maintained and enhanced in these areas in a way which promotes nesting and feeding, including careful species selection and placement of plants.
- i) The Coastal Dune Scrub vegetation provides an almost continuous biodiversity corridor along the coastline. There is an opportunity to revegetate the edges of the sand mining quarry to reduce the gap in the biodiversity corridor. This is a long-term goal which would only be able to occur if the sand quarry ceased operations.
- j) Remove derelict fencing, particularly within the eastern end of the study area, which pose a hazard to fauna.

7.3 PROVIDE SENSITIVE INFRASTRUCTURE AND LANDSCAPING

OBJECTIVE 3: Ensure new structures, built works, landscaping and signage are designed and constructed in a sensitive way that is respectful to cultural heritage and environmental values, including habitat and native vegetation.

There are opportunities to incorporate sensitively designed works and landscaping into planning for the Precinct, including:

- a) Ensure landscaping works are designed and situated to be low intervention, ie post/pier not concrete slab and permeable fences which allow sand movement and habitat movement to occur.
- b) Where possible, utilise natural materials and select materials which will have minimal contamination impacts on local geology.

7.4 PROVIDE FOR RECREATION

OBJECTIVE 4: Recognise the role of the Precinct in providing for recreation opportunities, including walking, bird and nature observation, cycling, horse riding, fishing and surfing.

The focus of the Wild Coast Precinct will be on experiencing the natural environment and encouraging informal recreation and opportunities for residents and visitors to have access to nature. Opportunities include:

- a) Protection of natural environment and cultural heritage should be a priority, with low-impact recreation activities supported and promoted.
- b) Encourage people to utilise the Precinct for recreation purposes, but ensure clear advice is provided on the importance of staying on the authorised tracks.

7.5 RESPECT NATURE

OBJECTIVE 5: Respect nature, acknowledging the risks associated with flood function, bushfire, climate change, sand shifts and dune erosion. Engage climate change mitigation and adaptation measures.

In the Southern Slopes (Victoria West), including Warrnambool, climate change projections include increasing average temperatures, more hot days and warm spells, generally less rainfall in the cool season and increased intensity of extreme rainfall events, increased storm surges, mean sea level will continue to rise and it is likely there will be a harsher fire-weather climate (CSIRO, 2016). These climatic changes and associated alterations to meteorological cycles may result in changes in plant communities and habitats for native fauna and encourage invasive weed species. The risks associated with climate change should be mitigated through careful planning and plant selection. Mitigation measures will include:

- a) Selecting local indigenous plants suited to the local environment will ensure habitat for native fauna exists in the future.
- b) Ensuring a good diversity of plant species are planted in revegetation areas which will tolerate the forecast weather changes. Revegetation along the foreshore will help to minimise the coastal erosion of the sand dunes caused by storm surges and extreme weather events.
- c) Considering the need for emergency access in response to emergencies and natural disasters.
- d) Selecting surfaces and finishes of constructed works to be weather resilient and designed with anticipated sea level changes in mind.
- e) Monitoring weed control methods and adapting weed control programs as weed species and distribution changes arise.



Figure 12: Typical Coastal Dune Scrub Vegetation in the Wild Coast Precinct

7.6 IMPROVE SAFETY FOR PEDESTRIANS AND CYCLISTS

OBJECTIVE 6: Improve the safety of visitors, particularly walkers and cyclists.

- a) Minimise safety risk to visitors by prioritising and improving the Port Fairy–Warrnambool Rail Trail. This should include surface improvements, including fixing pot holes and improving drainage. Clear information and directional signage for trail and road users should also be provided, to reduce confusion and promote safety.
- b) The existing rail trail deviates into the Levys Point car park and through a section of sand dunes. This is poorly marked and the dune track is not ideal for cyclists due to its slope and surface. This track is difficult to access and maintain to an acceptable level. It is proposed that following relocation of the rendering plant, the rail trail should continue along the road, instead of deviating through the dune system. This section of trail through the dunes can be revegetated or allowed to regenerate.

7.7 ENHANCE VISITOR'S EXPERIENCE

OBJECTIVE 7: Enhance visitor's experience of the Precinct, through infrastructure improvements and improved wayfinding and information signage.

There is minimal signage throughout the Precinct. There is an opportunity to provide colourful and inviting signage to convey important messages, such as:

- a) Provide signage at the entrance to the Precinct near the Swinton Street bridge crossing the Merri River. Include a welcome message to the Precinct and provide a safety message to indicate that the roads are shared by walkers, cyclists and vehicles.
- b) Upgrade signage at Levys Point car park entrance and Levys Point car park and provide new signage at Spookys Beach track entrance and Spookys Beach car park to include maps showing authorised tracks, distance measurements to the beach, dog on-lead regulations, beach access and safety and 'take your rubbish home with you' messages.
- c) Provide interpretive information about cultural heritage and the natural environment, including important habitat areas, at Levys Beach and Spookys Beach.
- d) Provide clear directions for Port Fairy–Warrnambool Rail Trail users at regular intervals throughout the Precinct, with distance markers and directional signage to provide improved wayfinding.
- e) Provide new signage at Spookys Beach turn-off indicating that the track is a shared track and is suitable for walkers, horse riding and vehicles (only 4WD at present). Distance markers should also be provided to let visitors know what distance it is to the beach.
- f) Signs for emergency service vehicles to be provided at Levys Point turn-off and car park, Spookys Beach turn-off and car park and the fire marshalling area.
- g) Provide a new reflective space in the form of a raised platform to take in views of the Precinct, beautiful coastline and biodiversity. This could be positioned adjacent to the authorised walking track between Levys Point car park and Levys Beach. The detailed design and location of this viewing area should be determined in consultation with the Eastern Maar Traditional Owners to ensure it is located in a place that is respectful to cultural heritage and is designed to celebrate cultural heritage, not harm it. This reflective space could also provide a good location for education opportunities and a space for the Traditional Owners to share stories about the cultural values and connection to Country.
- h) Provide new information signage at eastern end of Precinct, including Shelly Beach, east of Shelly Beach and in new residential estate showing where access through the Precinct is available and where it is restricted.

A Signage Master Plan is provided at Plan 2 and a concept image of the raised platform is provided at Figure 13.



Figure 13: Potential site for new platform at Levys Beach (indicative concept)

7.8 DEFINE ACCESS TRAILS AND TRACKS

OBJECTIVE 8: *Clearly define authorised access trails and tracks and formalise car parking to help prevent visitors from going off-track and causing damage to vegetation, bird and wildlife habitat, sand dunes and cultural heritage sites.*

One of the biggest risks identified in the Precinct is the poorly defined access trails and tracks and presence of numerous unauthorised tracks. There are many opportunities to improve this situation and generally improve overall access, including:

- Clearly delineate authorised tracks through the use of maps, signs and fencing/marker posts. Clearly mark 'no access' for unauthorised areas.
- Minimise the harm that horse riding has on the natural environment and cultural heritage through clearer signage, better delineation of authorised tracks and improved enforcement.
- Install concrete bollards at Spookys Beach car park (in progress) to deter vehicles from going off-road and causing damage in the sand dune area to the east of the car park.
- Improve surface of inland access track and surface of car park to enable two-wheel drive and emergency vehicle access.
- In the event that the sand quarry ceases operations, investigate the potential for one additional authorised track to be created through the dunes system. This additional track would be accessed by the existing road that provides access to the quarry. This is a site which already has significant disturbance, therefore a new track is less likely to have any significant impacts on cultural heritage or vegetation. The potential impact of the new track would need to be assessed prior to its design and construction.**

****Note:** Some community members made suggestions during Round 1 consultation that additional authorised access tracks should be provided within the Precinct. Reasons for this request included providing better connectivity for residents, improvements to emergency service access routes and possible fire hazard reduction. Following consideration of advantages and disadvantages of creating new tracks, one additional access track has been identified in the Precinct at the site of the sand quarry. No other access points have been identified. Reasons for not including additional access tracks in the Master Plan include:

- A new access track between Levys Beach and Shelly Beach is likely to benefit a small number of residents in the nearby residential estate in Dennington and not the broader community of Warrnambool. The majority of residents visiting the Precinct currently access the site from Swinton Street or from the beach east of the Golf Course.
- The creation of new tracks is expensive. They require survey, CHMP, vegetation removal and offset, fencing, signage and maintenance. There is a cost benefit to the community by utilising available funding to upgrade and improve the existing authorised tracks rather than creating new ones.
- The bushfire risk of the Precinct is considered low and the Belfast Coastal Reserve Management Plan did not identify the need for any additional tracks. (Parks Victoria 2018)
- There would be a significant loss of native vegetation required to create a new track. This would also add to fragmentation of the Coastal Dune Scrub.
- The area of land between Levys Beach and Shelly Beach where the proposed access tracks were requested have poor passive surveillance, which doesn't promote pedestrian safety.
- Additional resources would also be required to ensure new tracks aren't being used illegally, ie. by motorbikes.

7.9 PROMOTE SUSTAINABLE TOURISM RECOGNISING CULTURAL HERITAGE AND NATURAL ENVIRONMENT

OBJECTIVE 9: *Recognise the role of cultural heritage and the natural environment as a driver of tourism and encourage visitation to the Precinct in the form of sustainable tourism.*

There is great opportunity to:

- Promote the Precinct as a place of important cultural and environmental significance, creating a stronger link between tourism and the conservation objectives for the Precinct. This opportunity should extend to broader information, including tourism information centres and online resources, including the Port-Fairy-Warrnambool Rail Trail website.
- Promote the Precinct as an ideal location for organised tours and education. Education will play an important role in the appreciation and protection of the Precinct in the future (refer to 7.10).

7.10 PROVIDE OPPORTUNITIES FOR EDUCATION AND INTERPRETATION

OBJECTIVE 10: *Provide opportunities for education and interpretation. Share information with visitors about the tangible and intangible cultural heritage and connection of the Eastern Maar Peoples to this area and the significant environmental values of the Precinct.*

- Increase education around cultural significance of site. There is an opportunity to let visitors know that the Precinct is of great importance to the Traditional Owners and has significant stories, ceremonial sites, sacred places, evidence of food gathering, cooking sites and intangible cultural heritage going beyond physical elements.
- Increase education around natural environmental values of the site, such as threatened and endangered species. Incorporate environmental education such as information about Hooded Plover, Australasian Bittern and migratory shorebirds and the importance of staying away from habitat areas. Education will help visitors to gain a better appreciation of the local habitat and biodiversity corridors. Signage should also mention the importance of keeping dogs on leads at all times for the protection of local fauna, including Hooded Plover habitat areas. It is important that fenced temporary exclusion zones around Hooded Plover nesting areas are well signed.
- Incorporate interpretive signage/features which provide information and/or reminders and links to the cultural heritage and natural environment features of the Precinct. Refer to Plan 2 for suggested locations.
- Encourage/investigate opportunities for further studies to look at environmental and cultural significance of the area.

7.11 ENFORCE RULES AND REGULATIONS

OBJECTIVE 11: *Encourage and enforce rules and regulations, and discourage the use of the Precinct as a destination for off-road vehicles and motorbikes.*

Whilst the Precinct is valued for its remoteness, this remoteness also means that it is a place where illegal activities are more likely to occur. Visitation to the Precinct is likely to increase in the future due to forecast residential growth and tourism, and this is likely to have a positive impact in reducing illegal activities through increased passive surveillance of the area. In the short-term, the following measures can be implemented:

- a) Stop/reduce illegal activity through improved regulations and enforcement, including issuing of fines to those conducting illegal activities as a deterrent to others.
- b) Enforce dogs on-lead and provide more information about why dogs on-lead is important.
- c) Install CCTV cameras (in progress) to discourage illegal activities such as off-road four-wheel driving and illegal rubbish dumping.
- d) Warrnambool City Council to work closely with Parks Victoria and Victoria Police to ensure monitoring and enforcement is undertaken on a regular basis.
- e) Clearly define who is the responsible authority for each enforcement matter.

7.12 WORK IN COLLABORATION WITH PARTNERS TO IMPLEMENT THE PLAN

OBJECTIVE 12: *Work in collaboration and support partnerships with local groups and individuals, volunteers, government organisations and Eastern Maar Peoples to see the plan implemented.*

- a) Applying adaptive management processes, ie. in relation to bushfire management and revegetation, in consultation with the Traditional Owners. These processes will continue to develop and become more refined as they become more utilised throughout the region.
- b) Warrnambool City Council to work closely with Parks Victoria, DELWP, Eastern Maar Traditional Owners to discuss future management options, shared management arrangements/agreements and clarification of the role of each organisation.
- c) Land managers to support 'friends of' groups, other community groups and volunteers in continuing revegetation works, habitat protection projects and species monitoring.

Figure 14: Example of sign used to notify visitors of Hooded Plover habitat
(Source: Parks Vic. 2018, p.116)

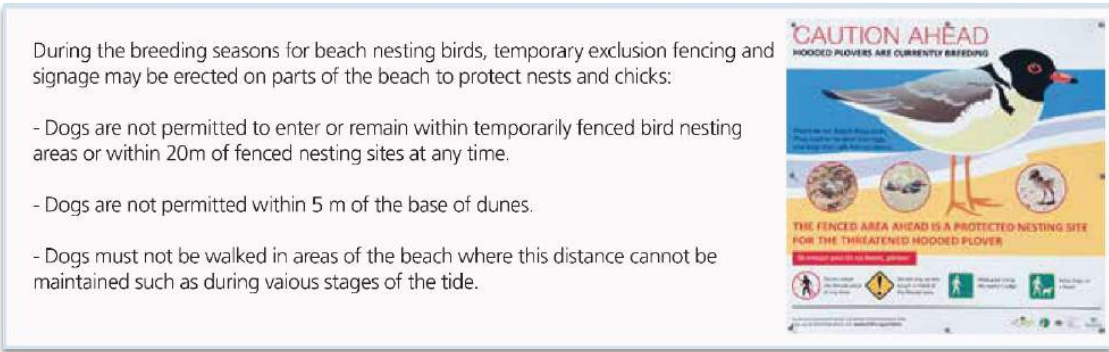
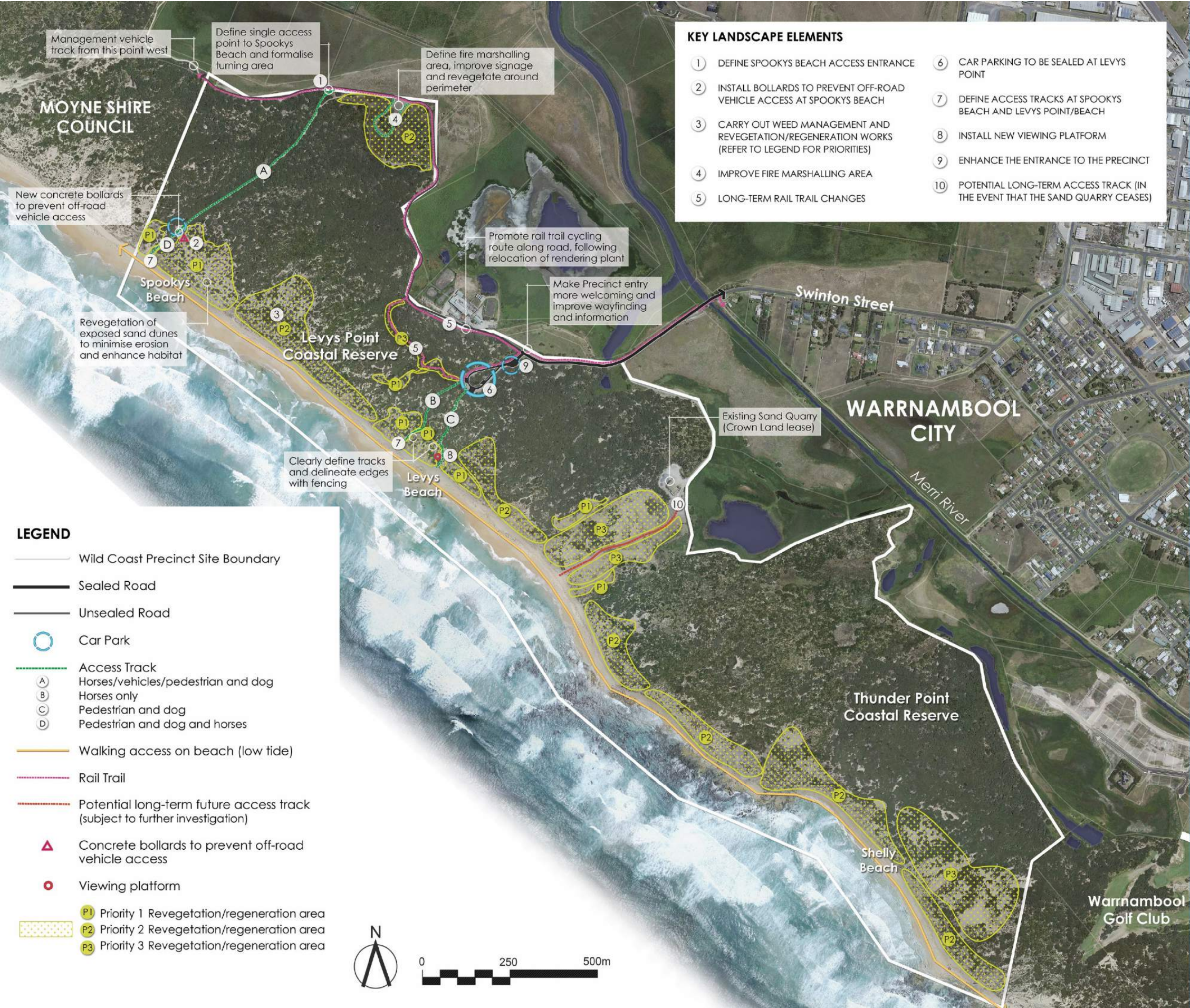
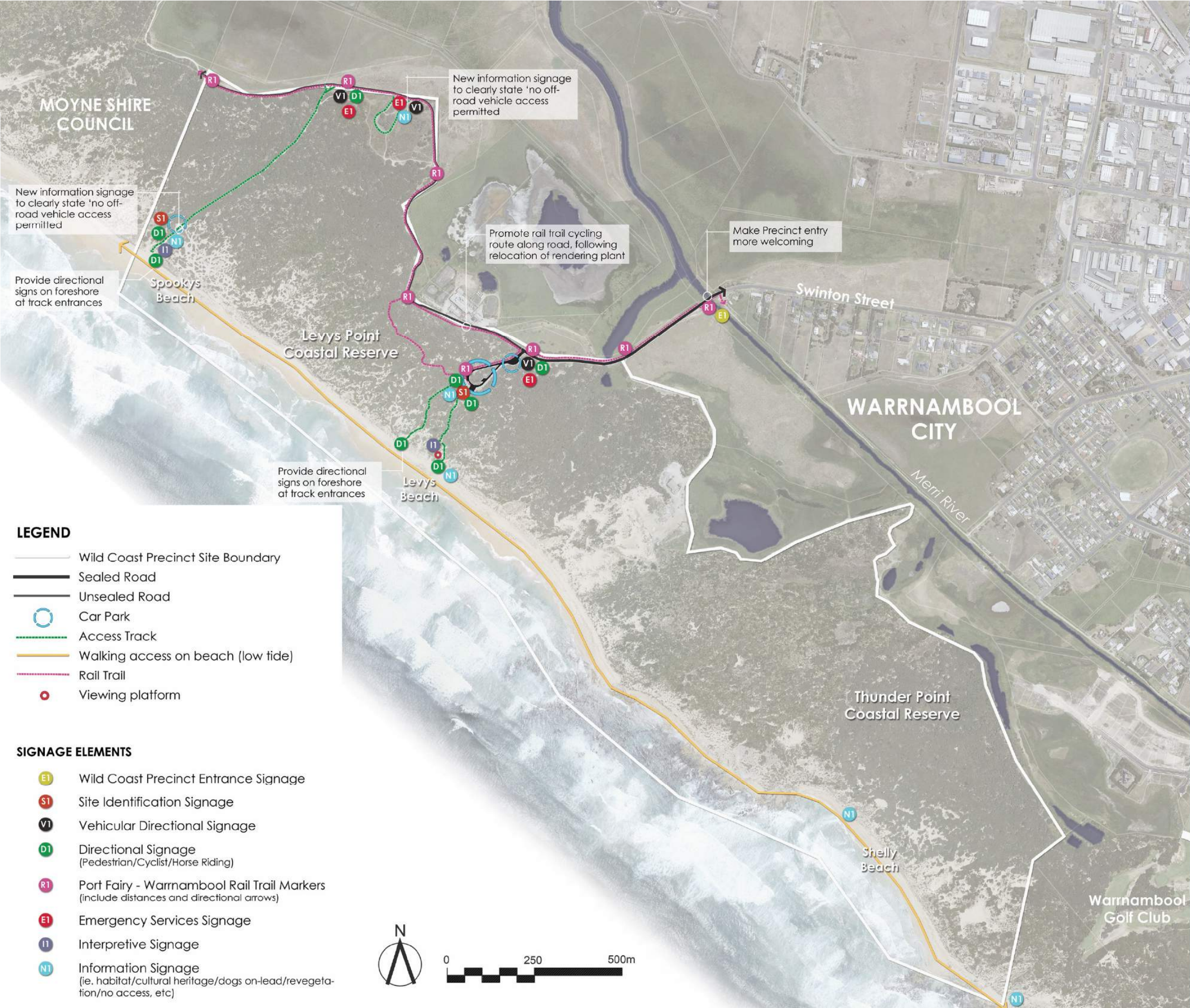


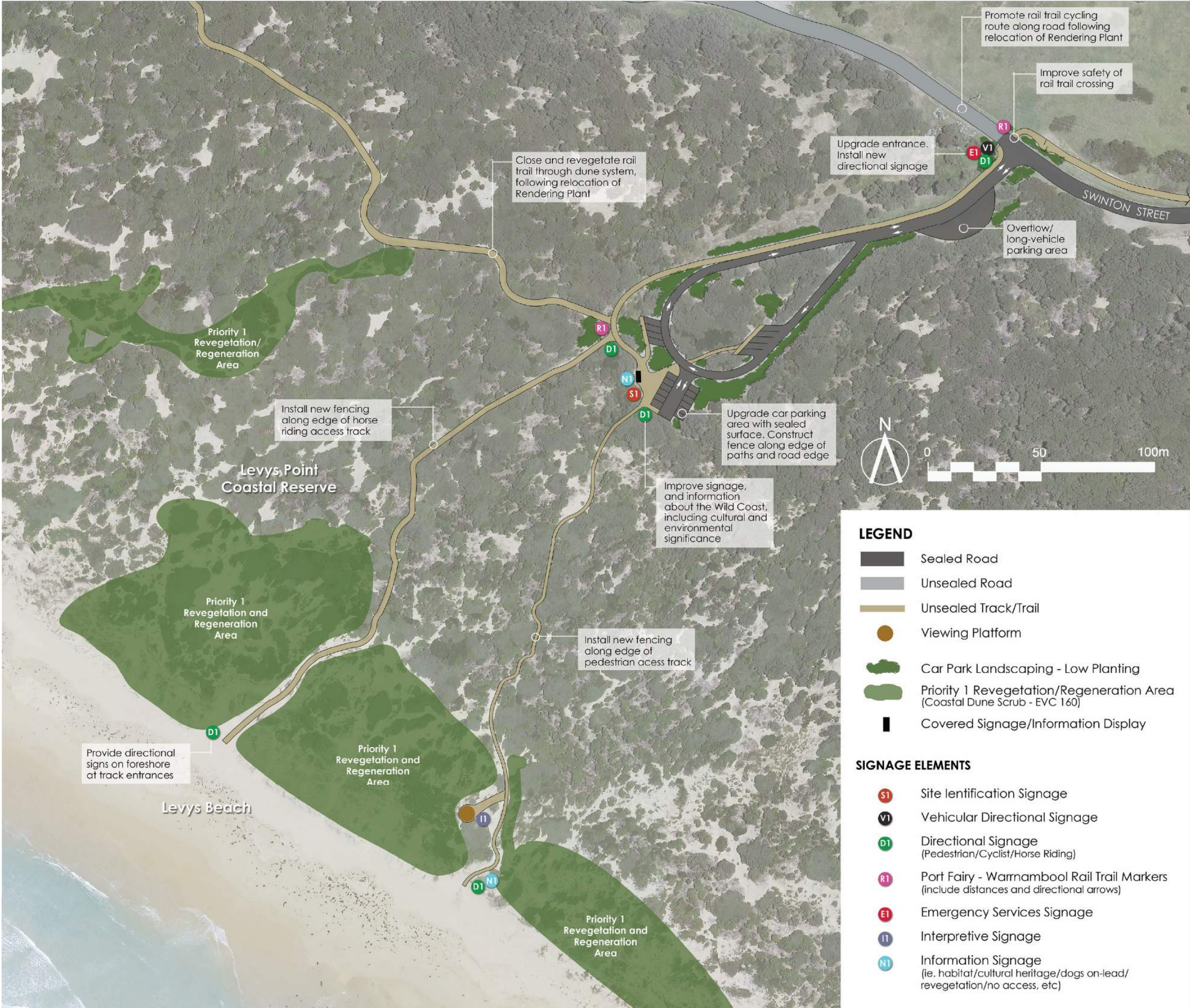
Figure 15: Temporary sign for Hooded Plover habitat area



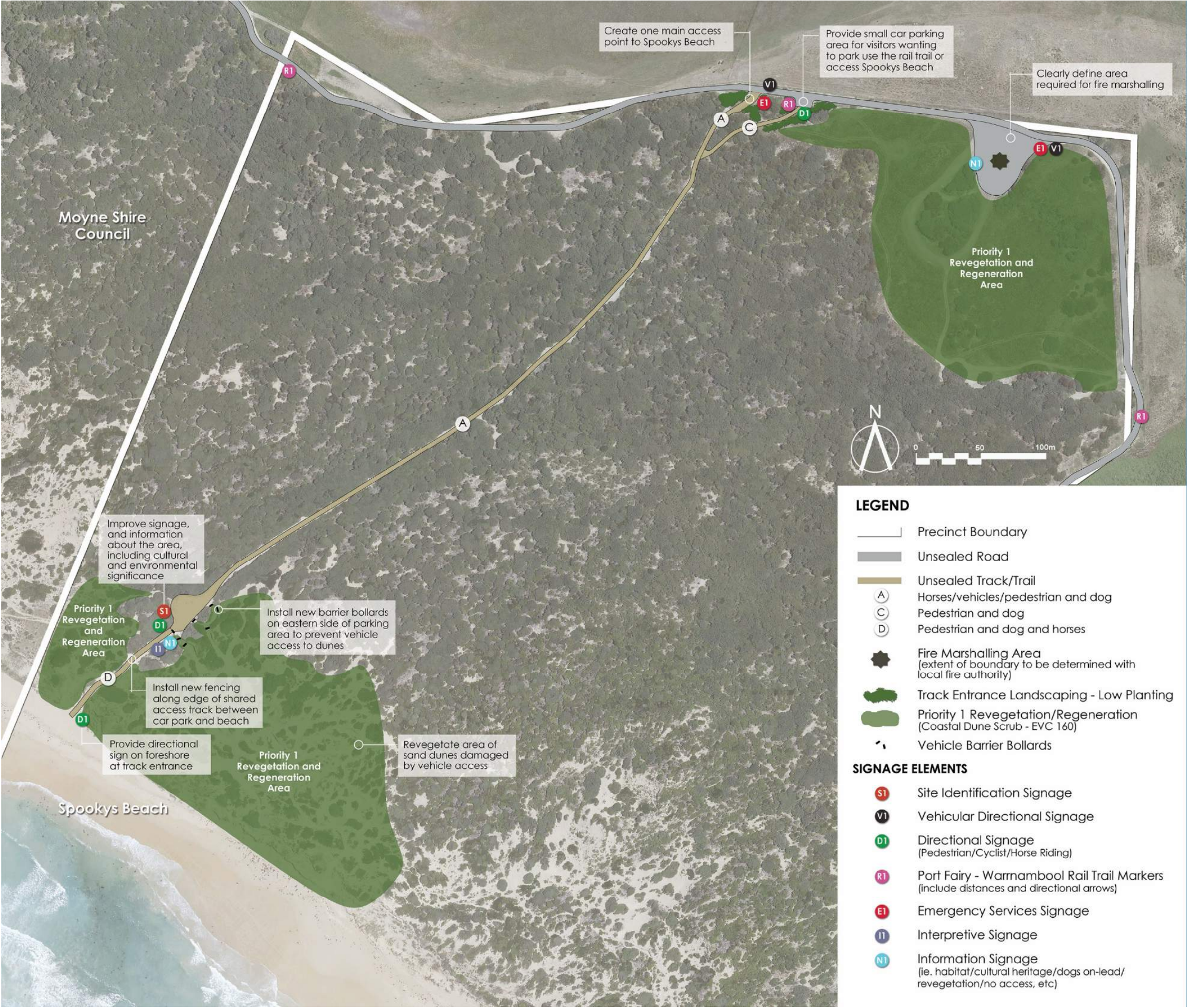
PLAN 1: WILD COAST LANDSCAPE MASTER PLAN



PLAN 2: WILD COAST SIGNAGE MASTER PLAN



PLAN 3: WILD COAST MASTER PLAN - LEVYS BEACH



PLAN 4: WILD COAST MASTER PLAN - SPOOKYS BEACH

8.IMPLEMENTATION

The Landscape Master Plan is intended to be implemented over the next 13 years. Whilst some of the Master Plan recommendations for new/upgraded infrastructure will fall into Council’s annual maintenance program for management of the Precinct, others will require new budget allocations or funding from elsewhere, such as State or Federal grants in order to be completed. The timing for delivery of recommended infrastructure items, revegetation/regeneration works, tourism and recreation improvements, etc, will be dependent on:

- Council priorities and budget allocations.
- Availability of funding programs and grant opportunities.
- Belfast Coastal Reserve Management Plan priorities (as there is some cross-over between recommendations of the Landscape Master Plan and the works being undertaken to implement the Belfast Coastal Reserve Management Plan)

The following Implementation Plan at 8.1 provides suggested timeframes.

8.1 WILD COAST LANDSCAPE MASTER PLAN - IMPLEMENTATION PLAN

Priority Key: Immediate - Commence within 1 year, Short-term - 1-4 years, Medium, 5-8 years, Long-term - 8 years+, As required

1. ACKNOWLEDGE AND RESPECT CULTURAL HERITAGE							
OBJECTIVE 1: Acknowledge and respect cultural heritage and connection to Country for the Eastern Maar Peoples. Conserve and protect these values through careful landscaping measures.							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status/Provider <i>N/A = Not required</i>	Priority
1a)	Provide visitors with information about cultural values of the Precinct and occupation of the site by Eastern Maar Peoples. Incorporate references through infrastructure, art/sculpture and/or cultural landscaping work at entry points to the Precinct and beaches.		Land Managers	Eastern Maar Aboriginal Corporation	4.1 Geological features and 4.3 Aboriginal and colonial settlement history	Subject to Funding Where applicable, seek funding program/grant scheme.	Medium
1b)	Investigate renaming places/roads within the Precinct using Maar languages.	Renaming to be in accordance with the guidelines for Geographic Names standard process	Land Managers	Eastern Maar Aboriginal Corporation, Community Groups	4.2 Cultural Landscape	N/A	Medium
1c)	Works to improve the Wild Coast Precinct will involve ongoing collaboration with Eastern Maar Traditional Owners to ensure works are sensitive to the cultural values of the area.	Work with Eastern Maar and Community Groups during the detailed design phase of recommended works.	Land Managers	Eastern Maar Aboriginal Corporation, Community Groups	4.2 Cultural Landscape	N/A	As required
1d)	There is potential for the Eastern Maar Traditional Owners to be more involved in the management of the Precinct, including, but not limited to, revegetation works and fire hazard risk management, to ensure landscaping practices respect cultural heritage and connection to Country.		Land Managers	Eastern Maar Aboriginal Corporation	4.2 Cultural Landscape	Subject to Funding Where applicable, seek funding program/grant scheme.	Medium-Long Term
1e)	Ensure that any work undertaken in the Precinct, including revegetation activities, fencing, signage and construction activities, do not result in detrimental impacts to cultural heritage sites, including known and unknown sites.		Land Managers	Aboriginal Victoria, Eastern Maar Aboriginal Corporation	4.4 Managing Aboriginal cultural heritage with Traditional Owners	N/A	Immediate
1f)	Any future development of land considered to be a high impact activity and likely to have a significant impact on any Aboriginal cultural heritage will require the preparation and approval of a Cultural Heritage Management Plan (CHMP) by the local Registered Aboriginal Party.		Land Managers	Aboriginal Victoria, Eastern Maar Aboriginal Corporation	4.4 Managing Aboriginal cultural heritage with Traditional Owners	As required. Further details will be known once desktop cultural heritage assessment has been completed as per 1g).	As required
1g)	Engage a suitably qualified heritage advisor to prepare a desktop cultural heritage assessment, to review existing data in relation to known places within the study area, determine likely locations for unknown heritage sites, the extent and probable levels of significance and provide recommendations for the preparation of Cultural Heritage Management Plans specific to the recommended works within the Precinct.		Land Managers	Eastern Maar Aboriginal Corporation, Aboriginal Victoria	-	Subject to funding Where applicable, seek funding program/grant scheme.	Immediate

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Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status/Provider <i>N/A = Not required</i>	Priority
1h)	Contractors and volunteers will need to be advised on the cultural significance of the site and cultural heritage sensitivity. Contractors and volunteers will need to be given instructions about what to do in the event that they uncover or come across a significant site, so as to avoid damaging it. They will also need to be provided with details of any approved Cultural Heritage Management Plan, so that works can be completed in accordance with the Plan.		<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation</i>	-	<i>As required. Management obligation of land manager.</i>	<i>As required</i>
1l)	Council in partnership with Traditional Owners, should develop a Cultural Landscapes and Heritage Strategy which integrates and reflects Traditional Owner knowledge and land management practices.	This was a recommendation of the Green Warrnambool Plan 2018	<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation, Aboriginal Victoria</i>	<i>4.5 Cultural traditions and activities</i>	<i>Being developed through Belfast Coastal Reserve Management Plan implementation.</i>	<i>Short-term</i>

2. ENHANCE AND RESTORE NATIVE HABITAT

OBJECTIVE 2: Enhance and restore native habitat for biodiversity, through revegetation, weed reduction measures and improved protection of habitat.

Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
2a)	Minimise unauthorised access to dunes and firemarshalling area to help prevent further habitat damage and promote natural regeneration. (*Refer to Note 1 at end of table.)	Discuss design of fire marshalling area with Warrnambool Fire Brigade and Fire Rescue Victoria.	<i>Land Managers</i>	<i>Warrnambool Fire Brigade</i>	-	<i>Funding in-part from maintenance works program (ie. for minimising unauthorised access) Other works subject to funding. Where applicable, seek funding program/grant scheme.</i>	<i>Immediate</i>
2b)	Carry out revegetation and regeneration works in the Coastal Dune Scrub zone. In some locations, such as alongside tracks/trails, revegetation will achieve instant cover and will be more appropriate than regeneration. In other locations, works to promote regeneration will be more suitable, particularly in infill locations away from the exposed foredune area. The preferred method should be determined in consultation with Council's Natural Environment team. Refer to Landscape Master Plan (Plan 1) for priority areas.	Works to commence in the short-term, but will be a long-term project with revegetation works staged over a number of years. Fencing will be required at the edges of some revegetation locations.	<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation, Volunteers and Community Organisations, Owner of Sand Mining Quarry</i>	<i>5.1 Managing coastal ecosystems</i>	<i>Subject to funding. Where applicable, seek funding program/grant scheme.</i>	<i>Short-term</i>
2c)	Priorities for revegetation/regeneration should focus on areas of sand dune which have sparse vegetation cover and are more susceptible to erosion as well as areas which have been previously utilised for unauthorised access. Fencing will be required at the edges of some revegetation locations. The revegetation/regeneration area priorities are identified on Plan 1.		<i>Land Managers</i>		<i>5.1 Managing coastal ecosystems</i>	<i>Subject to funding. Where applicable, seek funding program/grant scheme.</i>	<i>As required</i>

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Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status/Provider <i>N/A = Not required</i>	Priority
2d)	When revegetating Coastal Dune Scrub (EVC 160), ensure a variety of local indigenous vegetation from the EVC are selected to increase plant biodiversity and enhance habitat for a variety of fauna species.		<i>Land Managers</i>	<i>Volunteers and Community Organisations</i>	<i>5.1 Managing coastal ecosystems</i>	<i>N/A</i>	<i>As required</i>
2e)	Continue weed and pest species eradication programs and investigate how they can be improved in the future.		<i>Land Managers</i>	<i>Volunteers and Community Organisations</i>	<i>8.1 Research and monitoring</i>	<i>As required. Management obligation of land manager.</i>	<i>Immediate</i>
2f)	Carry out weed monitoring on a regular basis and respond quickly to prevent establishment of new weeds, particularly encroachment from adjoining areas. Marram Grass (<i>Ammophila arenaria</i>) and Bridal Creeper (<i>Asparagus asparagoides</i>) are particularly invasive weeds in the Precinct. Cape Beach Daisy (<i>Arctotheca populifolia</i>) is an emerging invasive weed which requires monitoring.				<i>8.1 Research and monitoring</i>	<i>As required. Management obligation of land manager.</i>	<i>As required</i>
2g)	Inform local residents of ways in which they can help to prevent spread of weed species within the Precinct.		<i>Land Managers</i>		-	<i>Incorporate into Council's natural environment program.</i>	<i>Immediate</i>
2h)	Inform local residents of the importance of responsible pet ownership, including: <ul style="list-style-type: none"> • keeping dogs on-lead when visiting the Precinct, to avoid damage or death to fauna, bird eggs and vegetation. • ensuring pet cats are kept indoors as much as possible, particularly at night; and • highlighting the benefits of having cats desexed so as to minimise the number of unwanted kittens being dumped. 		<i>Land Managers</i>	<i>BirdLife Australia</i>	-	<i>Incorporate into Council's natural environment program.</i>	<i>Immediate</i>
2i)	Ensure weed management and revegetation works along the foreshore near the base of the dunes are carried out in consultation with BirdLife Australia, whose volunteers play an important role in bird habitat protection, including Hooded Plover nesting habitat.	It is important that habitat is maintained and enhanced in these areas in a way which promotes nesting and feeding, including careful species selection and placement of plants.	<i>Land Managers</i>	<i>Volunteers and Community Organisations, including BirdLife Australia</i>	<i>5.1 Managing coastal ecosystems</i>	<i>N/A</i>	<i>Short-term</i>
2j)	The Coastal Dune Scrub vegetation provides an almost continuous biodiversity corridor along the coastline. There is an opportunity to revegetate the edges of the sand mining quarry to reduce the gap in the biodiversity corridor.	This is a long-term goal which would only be able to occur if the sand quarry ceased operations.	<i>Land Managers</i>	<i>Owner of Sand Mining Quarry</i>	-	<i>Subject to funding. Where applicable, seek funding program/grant scheme.</i>	<i>Long-term or as required</i>
2j)	Removal of derelict fencing, particularly within the eastern end of the Study Area, which pose a hazard to wildlife.		<i>Land Managers</i>			<i>Subject to funding. Where applicable, seek funding program/grant scheme.</i>	<i>Medium</i>

3. PROVIDE SENSITIVE INFRASTRUCTURE AND LANDSCAPING							
OBJECTIVE 3: Ensure new structures, built works, landscaping and signage are designed and constructed in a sensitive way that is respectful to cultural heritage and environmental values, including habitat and native vegetation.							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
3a)	Ensure landscaping works are designed and situated to be low intervention, ie post/pier not concrete slab and permeable fences which allow sand movement and habitat movement to occur.		Land Managers		-	N/A	As required
3b)	Where possible, utilise natural materials and select materials which will have minimal contamination impacts on local geology.		Land Managers		-	N/A	As required
4. PROVIDE FOR RECREATION							
OBJECTIVE 4: Recognise the role of the Precinct in providing for recreation opportunities, including walking, bird and nature observation, cycling, horse riding, fishing and surfing.							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
4a)	Protection of natural environment and cultural heritage should be a priority, with low-impact recreation activities supported and promoted.		Land Managers	Eastern Maar Aboriginal Corporation	4.4 Managing Aboriginal cultural heritage with Traditional Owners and 5.1 Managing coastal ecosystems	N/A	Immediate
4b)	Encourage people to utilise the Precinct for recreation purposes, but ensure clear advice is provided on the importance of staying on the authorised tracks.		Land Managers		-	Incorporate into Council's recreation/tourism program.	Short-term

5. RESPECT NATURE							
OBJECTIVE 5: Respect nature, acknowledging the risks associated with flood function, bushfire, climate change, sand shifts and dune erosion. Engage climate change mitigation and adaptation measures.							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
5a)	Selecting local indigenous plants suited to the local environment will ensure habitat for native fauna exists in the future.		Land Managers		5.1 Managing coastal ecosystems	N/A	As required
5b)	Ensuring a good diversity of plant species are planted in revegetation areas which will tolerate the forecast weather changes. Revegetation along the foreshore will help to minimise the coastal erosion of the sand dunes caused by storm surges and extreme weather events.		Land Managers		5.1 Managing coastal ecosystems	N/A	As required
5c)	Considering the need for emergency access in response to emergencies and natural disasters.	Work with emergency service authorities and EMAC to determine best locations for emergency service vehicle and staff to gain access to the beach in the event of an emergency. A 2.5m wide vehicle access is the preferred option by Fire Rescue Victoria, but this may not be feasible if it requires widening of formal tracks in the sand dune area. If cultural heritage impacts and/or engineering requirements prohibit vehicle access then Fire Rescue Victoria have stated they will utilise available access.	Land Managers	Emergency Service Authorities, including Fire Rescue Victoria and Ambulance Victoria.	5.4 Fire Management	N/A	Immediate
5d)	Selecting surfaces and finishes of constructed works to be weather resilient and designed with anticipated sea level changes in mind.		Land Managers		-	N/A	As required
5e)	Monitoring weed control methods and adapting weed control programs as weed species and distribution changes arise.		Land Managers		5.1 Managing coastal ecosystems	As required. Management obligation of land manager.	As required

6. IMPROVE SAFETY FOR PEDSTRIANS AND CYCLISTS							
OBJECTIVE 6: Improve the safety of visitors, particularly walkers and cyclists.							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
6a)	Minimise safety risk to visitors by prioritising and improving the Port Fairy–Warrnambool Rail Trail. This should include surface improvements, including fixing pot holes and improving drainage. Clear information and directional signage for trail and road users should also be provided, to reduce confusion and promote safety.		Land Managers	Friends of the Port-Fairy – Warrnambool Rail Trail, Moyne Shire Council	-	<i>Funding for maintenance activities from recurrent Council budget.</i> <i>Asset improvements to be assessed as part of footpath and road renewal budgets along with internal budget bids and external funding applications.</i>	Short-term
6b)	The existing rail trail deviates into the Levys Point car park and through a section of sand dunes. This is poorly marked and the track through the dunes is not ideal for cyclists due to its slope and surface. It is also difficult to access and maintain to an acceptable level. It is proposed that once the rendering plant relocates, the rail trail should continue along the road, instead of deviating through the dune system. The section of trail through the dunes does not lead to the beach and could be revegetated or allowed to regenerate.	This recommendation is dependent on timing of rendering plant relocation.	Land Managers	Friends of the Port-Fairy – Warrnambool Rail Trail, Moyne Shire Council	-	<i>Closing of this section of path can be accommodated under current Council budget provided alternate route past rendering plant can be established (subject to survey and design).</i>	As required

7. ENHANCE VISITOR'S EXPERIENCE							
OBJECTIVE 7: Enhance visitor's experience of the Precinct, through infrastructure improvements and improved wayfinding and information signage.							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
7a)	Provide signage at the entrance to the Precinct near the Swinton Street bridge crossing the Merri River. This signage could include a welcome message to the Precinct and provide a safety message to indicate that the roads are shared by walkers, cyclists and vehicles.		<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation</i>	-	<i>Subject to funding where applicable, seek funding program/grant scheme.</i>	<i>Immediate</i>
7b)	Upgrade signage at Levys Point car park entrance and Levys Point car park and provide new signage at Spookys Beach track entrance and Spookys Beach car park to include maps showing authorised tracks, distance measurements to the beach, dog on-lead regulations, beach access and safety and 'take your rubbish home with you' messages.	It is important that fenced temporary exclusion zones around Hooded Plover nesting areas are also well signed.	<i>Land Managers</i>	<i>Surf Lifesaving Victoria, Emergency Service Authorities, Birdlife Australia</i>	-	<i>Subject to funding where applicable, seek funding program/grant scheme.</i>	<i>Short-term</i>
7c)	Provide interpretive information about cultural heritage and the natural environment, including important habitat areas, at Levys Beach and Spookys Beach.		<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation</i>	<i>4.3 Aboriginal and colonial settlement history</i>	<i>Subject to funding where applicable, seek funding program/grant scheme.</i>	<i>Short-term</i>
7d)	Provide clear directions for Port Fairy-Warrnambool Rail Trail users at regular intervals throughout the Precinct, with distance markers and directional signage to provide improved wayfinding.		<i>Land Managers</i>	<i>Friends of the Port-Fairy – Warrnambool Rail Trail, Moyne Shire Council</i>	-	<i>Subject to funding where applicable, seek funding program/grant scheme.</i>	<i>Short-term</i>
7e)	Provide new signage at Spookys Beach turn-off indicating that the track is a shared track and is suitable for walkers, horse riding and vehicles (only 4WD at present). Distance markers should also be provided to let visitors know what distance it is to the beach.		<i>Land Managers</i>		-	<i>Subject to funding where applicable, seek funding program/grant scheme.</i>	<i>Short-term</i>
7f)	Signs for emergency service vehicles to be provided at Levys Point turn-off and car park, Spookys Beach turn-off and car park and the fire marshalling area.		<i>Land Managers</i>		<i>5.4 Fire Management</i>	<i>As required. Management obligation of land manager.</i>	<i>Short-term</i>
7g)	Provide a new reflective space in the form of a raised platform to take in views of the Precinct, beautiful coastline and biodiversity. This could be positioned adjacent to the authorised walking track between Levys Point car park and Levys Beach. The detailed design and location of this viewing area should be determined in consultation with the Eastern Maar Traditional Owners to ensure it is located in a place that is respectful to cultural heritage and is designed to celebrate cultural heritage, not harm it. This reflective space could also provide a good location for education opportunities and a space for the Traditional Owners to share stories about the cultural values and connection to Country.		<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation</i>	<i>4.3 Aboriginal and colonial settlement history</i>	<i>Subject to funding where applicable, seek funding program/grant scheme.</i> <i>Check current/future DELWP grants for eligibility.</i>	<i>Medium</i>
7h)	Provide new information signage at eastern end of Precinct, including Shelly Beach, east of Shelly Beach and in new residential estate showing where access through the Precinct is available and where it is restricted.		<i>Land Managers</i>			<i>Subject to funding where applicable, seek funding program/grant scheme.</i>	<i>Short-term</i>

8. DEFINE ACCESS TRAILS AND TRACKS							
OBJECTIVE 8: Clearly define authorised access trails and tracks and formalise car parking to help prevent visitors from going off-track and causing damage to vegetation, bird and wildlife habitat, sand dunes and cultural heritage sites. (*Refer to Note 1 at end of table)							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status N/A = Not required	Priority
8a)	Clearly delineate authorised tracks through the use of maps, signs and fencing/marker posts. Clearly mark 'no access' for unauthorised areas.	Fences similar to that between Thunder Point and Shelly Beach. Consider finishes/design features that will allow walkers to see posts in low light conditions. Consider environmental solutions to restrain sand movement on paths, such as staggered tracks and wind/sand barriers made from natural materials.	Land Managers	Eastern Maar Aboriginal Corporation	4.1 Geological features, 4.4 Managing Aboriginal cultural heritage with Traditional Owners and 5.1 Managing coastal ecosystems	Management obligation of land manager. Funding in-part from maintenance budget. New signage and maps subject to funding where applicable, seek funding program/grant scheme.	Immediate
8b)	Minimise the harm that horse riding has on the natural environment and cultural heritage through clearer signage, better delineation of authorised tracks and improved enforcement.		Land Managers	Eastern Maar Aboriginal Corporation	6.2 Recreational Activities	Management obligation of land manager. Funding in-part from maintenance budget. New signage and maps subject to funding where applicable, seek funding program/grant scheme.	Immediate
8c)	Install concrete bollards at Spookys Beach car park to deter vehicles from going off-road and causing damage in the sand dune area to the east of the car park.	Consider use of removable bollard/s at the beach access entrance, if emergency vehicle access is provided to the beach (see 5c)	Land Managers		-	Commenced	Immediate
8d)	Improve surface of inland access track and surface of car park to enable two-wheel drive and emergency vehicle access.		Land Managers		6.4 Site strategies	Partial funding may be available from Council's recurrent road and footpath renewal program for maintenance activities. Upgrade works would require Council budget bid or external funding arrangement.	Short-term
8e)	In the event that the sand quarry ceases operations, investigate the potential for one additional authorised track to be created through the dunes system. This additional track would be accessed by the existing road that provides access to the quarry. This is a site which already has significant disturbance, therefore a new track is less likely to have any significant impacts on cultural heritage or vegetation. The potential impact of the new track would need to be assessed prior to its design and construction.	Part of the site is managed by DELWP.	Land Managers	Eastern Maar Aboriginal Corporation	-	Subject to funding where applicable, seek funding program/grant scheme.	Long-term or as required

9. PROMOTE SUSTAINABLE TOURISM RECOGNISING CULTURAL HERITAGE AND NATURAL ENVIRONMENT

OBJECTIVE 9: Recognise the role of cultural heritage and the natural environment as a driver of tourism and encourage visitation to the Precinct in the form of sustainable tourism.

Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
9a)	Promote the Precinct as a place of important cultural and environmental significance, creating a stronger link between tourism and the conservation objectives for the Precinct. This opportunity should extend to broader information, including tourism information centres and online resources, including the Port-Fairy-Warrnambool Rail Trail website.		Land Managers	Eastern Maar Aboriginal Corporation, Local Tourism Industry and operators, Friends of Port-Fairy to Warrnambool Rail Trail	4.3 Aboriginal and colonial settlement history	Subject to funding where applicable, seek funding program/grant scheme	Medium
9b)	Promote the Precinct as an ideal location for organised tours and education. Education will play an important role in the appreciation and protection of the Precinct in the future (refer to 7.10).		Land Managers	Eastern Maar Aboriginal Corporation, BirdLife Australia, Local Schools and Educational Institutions, Local Tourism Industry	4.3 Aboriginal and colonial settlement history	Subject to funding where applicable, seek funding program/grant scheme	Medium

10. PROVIDE OPPORTUNITIES FOR EDUCATION AND INTERPRETATION

OBJECTIVE 10: Provide opportunities for education and interpretation. Share information with visitors about the tangible and intangible cultural heritage and connection of the Eastern Maar Peoples to this area and the significant environmental values of the Precinct.

Recommendations		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
10a)	Increase education around cultural significance of site. There is an opportunity to let visitors know that the Precinct is of great importance to the Traditional Owners and has significant stories, ceremonial sites, sacred places, evidence of food gathering, cooking sites and intangible cultural heritage going beyond physical elements.		Land Managers	Eastern Maar Aboriginal Corporation	4.3 Aboriginal and colonial settlement history	Subject to funding where applicable, seek funding program/grant scheme	Short-term
10b)	Increase education around natural environmental values of the site, such as threatened and endangered species. Incorporate environmental education such as information about Hooded Plover, Australasian Bittern and migratory shorebirds and the importance of staying away from habitat areas. Education will help visitors to gain a better appreciation of the local habitat and biodiversity corridors. Signage should also mention the importance of keeping dogs on leads at all times for the protection of local fauna, including Hooded Plover habitat areas.		Land Managers	Birdlife Australia	5.1 Managing coastal ecosystems	Subject to funding where applicable, seek funding program/grant scheme	Short-term

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Recommendations		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
10c)	Incorporate interpretive signage/features which provide information and/or reminders and links to the cultural heritage and natural environment features of the Precinct. Refer to Plan 2 for suggested locations.		Land Managers	Eastern Maar Aboriginal Corporation	4.3 Aboriginal and colonial settlement history and 5.1 Managing coastal ecosystems	Subject to funding where applicable, seek funding program/grant scheme	Short-term
10d)	Encourage/investigate opportunities for further studies to look at environmental and cultural significance of the area.		Land Managers	Eastern Maar Aboriginal Corporation, Local Groups and Organisations, Universities, Schools	-	N/A	Immediate

11. ENFORCE RULES AND REGULATIONS							
OBJECTIVE 11: Encourage and enforce rules and regulations, and discourage the use of the Precinct as a destination for off-road vehicles and motorbikes.							
Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
11a)	Stop/reduce illegal activity through improved regulations and enforcement, including issuing of fines to those conducting illegal activities as a deterrent to others.		Land Managers	Victoria Police, Parks Victoria, DELWP, Aboriginal Victoria	6.4 Site strategies and 6.6 Risks and safety	Commenced	Immediate
11b)	Enforce dogs on-lead and provide more information about why dogs on-lead is important.	Consider minimum number of patrolling hours enforcing the dog on-leash regulations, especially throughout the Hooded Plover breeding season.	Land Managers		6.4 Site strategies and 6.6 Risks and safety	Management obligation of land manager. New signage is subject to funding where applicable, seek funding program/grant scheme	Immediate
11c)	Install CCTV cameras (in progress) to discourage illegal activities such as off-road four-wheel driving and illegal rubbish dumping.		Land Managers	Victoria Police	6.4 Site strategies and 6.6 Risks and safety	Commenced	Immediate
11d)	Warrnambool City Council to work closely with Parks Victoria and Victoria Police to ensure monitoring and enforcement is undertaken on a regular basis.		Land Managers	Victoria Police, Parks Victoria, DELWP, Aboriginal Victoria	6.4 Site strategies and 6.6 Risks and safety	Commenced	Immediate
11e)	Cleary define who is the responsible authority for each enforcement matter.		Land Managers	Victoria Police, Parks Victoria, DELWP, Aboriginal Victoria	6.4 Site strategies and 6.6 Risks and safety	N/A	Immediate

12. WORK IN COLLABORATION WITH PARTNERS TO IMPLEMENT THE PLAN

OBJECTIVE 12: Work in collaboration and support partnerships with local groups and individuals, volunteers, government organisations and Eastern Maar Peoples to see the plan implemented.

Recommendation		Comments/Additional Information	Responsibility	Delivery Partners	Link to Belfast Coastal Reserve Management Plan	Funding Status <i>N/A = Not required</i>	Priority
12a)	Applying adaptive management processes, ie. in relation to bushfire management and revegetation, in consultation with the Traditional Owners. These processes will continue to develop and become more refined as they become more utilised throughout the region.		<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation</i>	-	<i>N/A</i>	<i>Medium</i>
12b)	Warrnambool City Council to work closely with Parks Victoria, DELWP, Eastern Maar Traditional Owners to discuss future management options, shared management arrangements/agreements and clarification of the role of each organisation.		<i>Land Managers</i>	<i>Eastern Maar Aboriginal Corporation</i>	-	<i>N/A</i>	<i>Short-term</i>
12c)	Land managers to support ‘friends of’ groups, other community groups and volunteers in continuing revegetation works, habitat protection projects and species monitoring.		<i>Land Managers</i>	<i>Volunteers and Community Organisations, including BirdLife Australia, Schools</i>	-	<i>N/A</i>	<i>Short-term</i>

***NOTE 1:**

A key risk to the natural environment and cultural values of the Wild Coast Precinct is unauthorised access from 4WDs, motorbikes, pedestrians, horse riders and dogs off-lead. It is necessary to apply an adaptive management approach to monitor the effects of unauthorised access and respond accordingly.

Land managers, including Council and DELWP, will need to undertake regular monitoring to determine if the recommended actions for defining authorised access trails and tracks and minimising the number of visitors going off-track is helping to reduce damage to vegetation, bird and wildlife habitat, sand dunes and cultural heritage sites. In the event that unauthorised access is still occurring and is not stopped/reduced sufficiently through the measures recommended in this Master Plan, including fencing, signage, revegetation and enforcement, etc, Council should investigate whether additional restrictions should be applied to access throughout the Precinct, ie. vehicle access to Spookys Beach.

9. REFERENCES

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Wild Coast Landscape Master Plan Background Report



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

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DEFINITIONS

TERM	DEFINITION
Ecological Vegetation Class	<i>'Ecological Vegetation Classes (EVC) are the standard unit for classifying vegetation types in Victoria. EVCs are described through a combination of floristics, lifeforms and ecological characteristics, and through an inferred fidelity to particular environmental attributes. Each EVC includes a collection of floristic communities (i.e. lower level in the classification) that occur across a biogeographic range, and although differing in species, have similar habitat and ecological processes operating (DELWP, 2020³).'</i>
Foreshore	The shoreline within the area defined in the Wild Coast Precinct Study Area that lies between the average high tide mark and the average low tide mark.
Revegetation	The improvement of the habitat value of existing remnant/native vegetation. This may occur through actions such as weed control, grazing exclusion, or reintroduction of missing vegetation elements. (WCC, 2015)

ACRONYMS

AV	Aboriginal Victoria
BMO	Bushfire Management Overlay
CoM	Committee of Management
DELWP	Department Environment, Land, Water and Planning
ESO1	Environmental Significance Overlay Schedule 1 – Coastal Environs
EVC	Ecological Vegetation Class
EVCs	Ecological Vegetation Classes
FO	Floodway Overlay
FZ	Farming Zone
PCRZ	Public Conservation and Resource Zone
RAP	Registered Aboriginal Party
SCO1	Specific Controls Overlay Schedule 1 – Racehorse Training on Levy's Beach, December 2018
SLO1	Significant Landscape Overlay – Schedule 1 – Coastal Hinterland Landscape Area
WCC	Warrnambool City Council
The Precinct	Wild Coast Precinct, Warrnambool (subject area)

1. EXECUTIVE SUMMARY

In future, significant changes are likely to place additional pressure on Warrnambool's coastline. These pressures include growth in residential population as new growth areas are developed, increased tourism to Warrnambool as the Victorian population increases and more people travel to the region and climate change. The impacts of climate change are expected to bring a warmer year-round climate, more frequent storm surges with increased wave height as well as sea level rises. These forecast changes will cause significant impact on the coastline and it is important that careful planning occurs now to help identify, protect and enhance the existing environmental and cultural heritage values of the coast from damaging impacts.

Warrnambool City Council have been active in the development of strategies, plans and policies to help ensure the protection of the Warrnambool coastal and marine environment. In recent years, plans such as the *Warrnambool Coastal Management Plan 2013* and *Green Warrnambool 2018* have been developed by Warrnambool City Council, as well as the inclusion of policies and strategies in the Warrnambool Planning Scheme to help ensure the protection of the coastal environs for future generations.

The State Government of Victoria has also prepared a number of coastal plans and policies targeted at management of coastal and marine environments, including the *Marine and Coastal Policy 2020*. Parks Victoria also completed the *Belfast Coastal Reserve Management Plan in 2018*.

The Belfast Coastal Reserve Management Plan 2018 and the *Warrnambool Coastal Management Plan 2013* cover the area known as the Wild Coast, which is a section of coastline located at the western edge of Warrnambool City. These plans recommend management strategies and actions to help protect the significant biodiversity, landscape features and cultural heritage that exist on in the Wild Coast.

The Wild Coast Precinct Landscape Master Plan project, which has been initiated by Warrnambool City Council, will expand on the findings and recommendations of these policies and strategies to provide a master plan with detailed landscape recommendations to help implement actions for the protection and enhancement of the Wild Coast.

The purpose of this background report is to summarise the findings and recommendations from the numerous plans, policies and strategies and identify the key issues, risks and opportunities to be considered and addressed through the Landscape Master Plan.

2. INTRODUCTION

The Wild Coast Landscape Master Plan applies to the Crown Land areas known as Levy's Point Coastal Reserve and part of Thunder Point Coastal Reserve. The precinct stretches approximately 3 kilometres and is approximately 230 hectares in area. The precinct extends from the western-most edge of the Warrnambool City Council boundary, where it adjoins Moyne Shire Council near the Spookys Beach access, to the western edge of the Warrnambool Golf Club. Please refer to Study Area on Map 1 (page 8).

The preparation of a Landscape Master Plan for this section of coastline will form an essential action in supporting and improving the environmental, social, and cultural values of the precinct.

The purpose of the Master Plan is to provide an overall plan for the precinct, which reflects the needs and desires of the stakeholders and community and ensures good ecological and cultural outcomes for the Wild Coast Precinct.

Warrnambool City Council is the Committee of Management (CoM), established under the *Crown Land (Reserves) Act 1978*, who are responsible for managing most of the Wild Coast stretch of coastline. There are also pockets of land towards the eastern end of the Precinct which are managed by Department Environment, Land, Water and Planning (DELWP).



MAP 1: THE STUDY AREA

3. PLANNING CONTEXT

The Wild Coast Precinct is recognised as having significant cultural heritage and environmental values. This is acknowledged by Aboriginal Victoria, the State Government of Victoria and Warrnambool City Council.

The cultural and environmental significance of the Precinct is reflected in the planning provisions in the Warrnambool Planning Scheme and mapping provided by Aboriginal Victoria. A copy of the maps showing zones, overlays and cultural heritage sensitivity are provided at Appendix 1.

The Landscape Master Plan for the Precinct will need to ensure recommendations align with the requirements, objectives and strategies of these planning requirements.

CULTURAL HERITAGE SENSITIVITY

Areas of cultural heritage sensitivity are defined in the *Aboriginal Heritage Regulations 2018* and relate to landforms and soil types where Aboriginal places are more likely to be located. The cultural sensitivity areas are identified on maps available from the Aboriginal Victoria's Aboriginal Cultural Heritage Register and Information System (ACHRIS). The map at Appendix 1, shows the entire precinct as an area of cultural heritage sensitivity. There are also particular sites of cultural heritage which have been mapped within the Precinct. (AV, 2020)

In a planning context, any land use and development activities likely to cause harm to Aboriginal cultural heritage must have a management plan prepared and approved before the development or activity can be carried out (AV, 2020).

ZONES

Most of the Wild Coast Precinct is zoned Public Conservation and Resource Zone (PCRZ) with farming zone at the edges. The Public Conservation and Resource Zone (Clause 36.03) seeks to:

- *protect and conserve the natural environment and natural processes for their historic, scientific, landscape, habitat or cultural values.*
- *provide facilities which assist in public education and interpretation of the natural environment with minimal degradation of the natural environment or natural processes.*
- *provide appropriate resource based uses.*

OVERLAYS

There are five overlays which apply to the Wild Coast Precinct. They include the following:

42.01 ENVIRONMENTAL SIGNIFICANCE OVERLAY SCHEDULE 1 – COASTAL ENVIRONS

This overlay applies to coastal environs in Warrnambool with environmental significance. It contains a number of environmental objectives to be achieved for the site, including protection of natural and cultural values, preventing and minimising coastal erosion, maintaining remnant vegetation, minimising the spread of weeds and encouraging planting of locally indigenous species.

42.03 SIGNIFICANT LANDSCAPE OVERLAY – SCHEDULE 1 – COASTAL HINTERLAND LANDSCAPE AREA

This overlay applies to coastal hinterland areas recognised for their significant landscapes. It contains a number of landscape objectives to be achieved, including protecting the scenic qualities of the coast hinterland, recognizing important views and maintaining and enhancing these views.

44.03 FLOODWAY OVERLAY

This overlay seeks to ensure that waterways, major floodpaths, drainage depressions and high hazard areas are identified, protect water quality and waterways as natural resources and ensure development minimizes flood damage, maintains the free passage and temporary storage of floodwater and is compatible with flood hazard.

44.06 BUSHFIRE MANAGEMENT OVERLAY

The purpose of this overlay to ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire. Other purposes of this overlay relate to development, and in particular buildings.

45.12 SPECIFIC CONTROLS OVERLAY SCHEDULE 1 – RACEHORSE TRAINING ON LEVY'S BEACH, DECEMBER 2018

The purpose of this overlay is to apply specific controls designed to achieve a particular land use and development outcome in extraordinary circumstances. In the Wild Coast Precinct this overlay applies to Racehorse Training on Levy's Beach, 2018. This incorporated document is provided at Appendix 1.

4. PLANS AND POLICY REVIEW

The Wild Coast Landscape Master Plan will be informed by consultation with community and key stakeholders. It will also be informed by the various policies, strategies and plans that have been prepared that are relevant to coastal planning and specifically the Wild Coast Precinct.

This review provides a summary of the relevant policies and studies that have a direct impact on the Wild Coast Precinct and future landscape master planning for the area. This section of the report provides a summary of the following plans and policy:

VICTORIAN STATE PLANS AND POLICY

- *State Planning Policy, Warrnambool Planning Scheme*
- *Marine and Coastal Policy, Victorian State Government 2020*
- *Victorian Coastal Strategy 2014*
- *Victoria's Coast and Marine Environments Under Projected Climate Change: Impacts, research and priorities (Victoria State Government 2018)*
- *Siting and Design Guidelines for Structures on the Victorian Coast, 2020*
- *Protecting Victoria's Environment-Biodiversity 2037*

LOCAL PLANS AND POLICY

- *Local Planning Policy, Warrnambool Planning Scheme*
- *Warrnambool City Council Plan 2017-2021*
- *Warrnambool Coastal Management Plan, Warrnambool City Council 2013*
- *Belfast Coastal Reserve Management Plan, Parks Victoria 2018*
- *Warrnambool Coast Vegetation Management Plan 2011, Biosis Research Pty Ltd.*
- *Warrnambool 2040, Community Plan*
- *Green Warrnambool, Warrnambool City Council 2018*
- *Warrnambool Open Space Strategy, Warrnambool City Council 2014*

4.1 VICTORIAN STATE PLANNING POLICY

The Planning Policy Framework (PPF) guides land use and planning across the state and includes a range of objectives and strategies relating to management of coastal land and protection of biodiversity and cultural heritage. The following excerpts from the PPF are particularly relevant:

11 SETTLEMENT

Planning is to anticipate and respond to the needs of existing and future communities, contributing towards health, wellbeing and safety, diversity of choice, adaptation in response to changing technology, economic viability, a high standard of urban design and amenity, energy efficiency, prevention of pollution to land, water and air, protection of environmentally sensitive areas and natural resources, accessibility and land use and transport integration.

11.03-4\$ COASTAL SETTLEMENT

Objective: To plan for sustainable coastal development

Applicable strategies: Protect areas between settlements for non-urban use and avoid development on ridgelines, primary coastal dune systems and low lying coastal areas.

12 ENVIRONMENTAL AND LANDSCAPE VALUES

Planning should help to protect the health of ecological systems and the biodiversity they support and conserve areas with identified environmental and landscape values.

12.01-1\$ PROTECTION OF BIODIVERSITY

Objective: To assist the protection and conservation of Victoria's biodiversity

Applicable strategies: Strategically plan for the protection and conservation of Victoria's important areas of biodiversity, considering cumulative impacts of land use and development, fragmentation of habitat and the spread of pest plants, animals and pathogens into natural ecosystems.

Consider impacts of any change in land use or development that may affect the biodiversity value of sites utilized by species listed under the Japan-Australia Migratory Birds Agreement (JAMBA), the China-Australia Migratory Birds Agreement (CAMBA) or the Republic of Korea-Australia Migratory Bird Agreement (ROKAMBA).

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12.02-1S PROTECTION OF COASTAL AREAS

Objective: To recognise the value of coastal areas to the community, conserve and enhance coastal areas and ensure sustainable use of natural coastal resources.

Applicable strategies: Coordinate land use and planning with the requirements of the *Coastal Management Act 1995* to:

- Provide clear direction for the future sustainable use of the coast, including the marine environment, for recreation, conservation, tourism, commerce and similar uses inappropriate areas.
- Protect and maintain areas of environmental significance
- Identify suitable areas and opportunities for improved facilities
- Apply the hierarchy of principles for coastal planning and management:
 - Principle 1: Ensure the protection of significant environmental and cultural values.
 - Principle 2: Undertake integrated planning and provide clear direction for the future.
 - Principle 3: Ensure the sustainable use of natural coastal resources
 - Principle 4: Ensure development on the coast is located in existing modified and resilient environments where the demand for development is evident and any impacts can be managed sustainably.
- Avoid disturbance of coastal acid sulfate soils.
- Protect cultural heritage places, including Aboriginal places, archaeological sites and historic shipwrecks.

12.02-2S COASTAL CROWN LAND

Objective: To achieve coastal crown land development that provides an environmental, social and economic balance.

Applicable strategies: Maintaining safe and equitable public access which improves public benefit, protecting local environmental and social values and minimizing impact on the coast by locating within a defined activity or recreation node.

13 ENVIRONMENTAL RISKS AND AMENITY

Planning should strengthen the resilience and safety of communities by adopting best practice environmental management and risk management approaches, avoid or minimise natural and human-made environmental hazards and environmental degradation and prepare for and respond to the impacts of climate change.

13.01-1S NATURAL HAZARDS AND CLIMATE CHANGE

Objective: To minimise the impacts of natural hazards and adapt to the impacts of climate change through risk-based planning.

Applicable strategies: Consider the risks associated with climate change in planning and management decision making processes and site and design development to minimise risk to life, property, the natural environment and community infrastructure from natural hazards.

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13.01-2S COASTAL INUNDATION AND EROSION

Objective: To plan for and manage the potential coastal impacts of climate change.

Applicable strategies: Plan for sea level rise of at least 0.8 metres by 2100 and allow for the combined effects of tides, storm surges, coastal processes and local conditions such as topography and geology when assessing risks and coastal impacts associated with climate change. Avoid development in identified coastal hazard areas susceptible to inundation (both river and coastal), erosion, landslip/landslide, acid sulfate soils, bushfire and geotechnical risk.

13.02-1S BUSHFIRE PLANNING

Objective: To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.

Applicable strategies: prioritising the protection of human life over all other policy considerations, directing population growth and development to low risk locations and considering the bushfire risk in decision making at all stages of the planning process.

13.03-1S FLOODPLAIN MANAGEMENT

Objective: To protect life, property and community infrastructure from flood hazard, protect the natural flood capacity of rivers, streams and floodways, protect the flood storage function of floodplains and waterways and protect

floodplain areas of environmental significance or of importance to river health.

Applicable strategies: Identifying land affected by flooding, avoid intensifying the impact of flooding. Consider state and local catchment strategies and policy.

13.04-2S EROSION AND LANDSLIP

Objective: To protect areas prone to erosion, landslip or other land degradation processes.

Applicable strategies: identify areas subject to erosion or instability in planning schemes, prevent inappropriate development in unstable areas and promote revegetation retention, planting and rehabilitation in areas prone to erosion.

15.03-2S ABORIGINAL CULTURAL HERITAGE

Objective: To ensure the protection and conservation of places of Aboriginal cultural heritage significance.

Applicable strategies:

- Identify, assess and document places of Aboriginal cultural heritage significance, in consultation with relevant Registered Aboriginal Parties, as a basis for their inclusion in the planning scheme.
- Provide for the protection and conservation of pre-contact and post-contact Aboriginal cultural heritage places.
- Ensure that permit approvals align with the recommendations of any relevant Cultural Heritage Management Plan approved under the *Aboriginal Heritage Act 2006*.

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4.2 MARINE AND COASTAL POLICY, VICTORIAN STATE GOVERNMENT 2020

The Marine and Coastal Policy sets out policies for planning and managing the marine and coastal environment. The Policy is a long-term approach for the next 10-15 years.

The policy applies to land 5 kilometres inland from high water mark and 3 nautical miles from the high water mark.

This policy *'guides planning and management of the marine and coastal environment so that ecosystems, communities, industries and built assets are resilient in the face of future change, including from natural hazards, climate change, population growth, or a combination of these factors (DELWP, 2020).'*

Figure 1: Warrnambool Coastal Management Plan 2013 Cover



The Policy contains directions on the following matters:

- Traditional Owners' rights, aspirations and knowledge
- Ecosystems and habitats
- Natural features and landscapes
- Cultural values and heritage sites
- Value of marine and coastal Crown land
- Managing coastal hazard risk
- Emergency response and preparedness
- Coastal settlements
- Marine and coastal industries
- Recreation and tourism
- Buildings, structures and access
- Stewardship and collaborative management
- Funding for sustainable management of marine and coastal Crown land
- Marine Spatial Planning Framework

The policy seeks to address a number of issues facing marine and coastal environments. One of these issues is threats to marine and coastal health, such as projected population growth and visitor numbers. This is particularly pertinent to Warrnambool where the expansion of the residential growth areas will see a likely increase in resident population and increase in the number of visitors to coastal sites, such as the

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Wild Coast Precinct. Some of the risks to the Wild Coast precinct, such as habitat loss, degradation of cultural heritage, introduction of invasive and pest species and erosion of dunes, will be at greater risk in the future as the population increases. It is important that these issues are addressed now to avoid additional pressure and loss of these values in the future.

The policy also describes the decision pathway which shows how the objectives and guiding principles of the *Marine and Coastal Act 2018*, should be used in decision making, as shown in Figure 2. This Policy and the planning and decision pathway will be used to guide the approach to consultation, planning and decision making in developing the Wild Coast Landscape Master Plan.

Figure 2: Planning and decision pathway



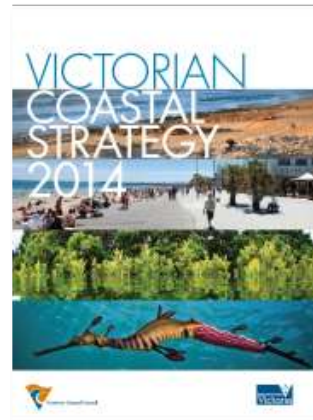
4.3 VICTORIAN COASTAL STRATEGY 2014

The Victorian Coastal Strategy focuses on five significant themes: 1. *Managing population growth*, 2. *Adapting to a changing climate*, 3. *Managing coastal land and infrastructure*, 4. *Valuing the natural environment*, and 5. *Integrating marine planning*.

The purpose of the Strategy is to provide guidance for agencies and decision makers for coastal, marine and estuarine environments, provide a framework for the development of Plans for coastal Crown Land and engage the community to continue to value the coast and marine environments and to participate in its planning and management.

There are many parts of the Strategy which are applicable in the development of a Landscape Master Plan for the Wild Coast Precinct. Two of the most relevant sections of the Strategy detail policy related to on-shore environment and heritage. These policies are detailed in this section.

Figure 3: Victorian Coastal Strategy 2014 Cover



HERITAGE POLICY APPLICABLE TO THE DEVELOPMENT OF THE WILD COAST LANDSCAPE MASTER PLAN:

1. *Aboriginal and historic heritage places and landscapes are identified, protected and managed to reflect their heritage values*
2. *Traditional knowledge is integrated into coastal planning and management in partnership with Traditional Owners (particularly through the use of Regional Coastal Plans, Coastal Management Plans and management agreements over coastal Crown land)*
3. *Coastal Crown land parks and reserves are managed in consultation with Traditional Owners*
4. *The values of Aboriginal and historic heritage places on the coast, including built heritage, landscapes, and archaeology, including maritime heritage assets, are maintained and interpreted*
5. *Where heritage places are no longer required for their original purpose, encourage adaptive re-use that maintains their values and character and enhances their contribution to community activities, coastal tourism and sense of place*
6. *Decision-making considers Aboriginal and other heritage values of coastal and marine environments*

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ON-SHORE ENVIRONMENT POLICY APPLICABLE TO
THE DEVELOPMENT OF THE WILD COAST LANDSCAPE
MASTER PLAN:

1. *The ecosystem goods and services provided by onshore environments are protected when assessing development proposals for the coast and hinterland and in decision-making about adaptation to a changing climate*
2. *The ecological integrity of onshore coastal environments is protected and improved*
3. *Fragmentation of the natural coastal environment is reduced and the connectivity of habitat corridors improved across coastal Crown and private land and between coastal and inland vegetation*
4. *Land owners, both private and public, are encouraged to re-vegetate and landscape their coastal land using species indigenous to the area and to control environmental weeds and pests, including inappropriate animals, on their land*
5. *Coastal ecosystems are considered in fuel reduction burning*
6. *The removal of indigenous coastal vegetation on coastal Crown land is avoided and coastal managers will only use indigenous local plants in revegetation works*
7. *Education and enforcement programs address illegal activities including foreshore vegetation removal and vandalism, illegal access and encroachment of private property and gardens onto coastal Crown land, and illegal dumping*
8. *Use and development on coastal Crown land is designed and located to minimise loss of habitat and biodiversity, encourage restoration and connectivity and enable onshore environments to adapt to a changing climate*
9. *Land managers actively identify and reduce the spread of invasive species by using best practices*
10. *Onshore coastal environments are supported to adapt to the impacts of a changing climate and population growth*
11. *Coastal planners and land managers work with private landowners to identify coastal areas of priority as they relate to biodiversity and natural values for protection and enhancement*
12. *In addition to highly protected areas, a well-managed, comprehensive, adequate and representative system of other coastal parks and reserves is maintained*

4.4 VICTORIA'S COAST AND MARINE ENVIRONMENTS UNDER PROJECTED CLIMATE CHANGE: IMPACTS, RESEARCH AND PRIORITIES, 2018

This report discusses some of the impacts of climate change on Victoria's coast. They include:

- Physical and chemical impacts, such as sea-level rise, wave and wind changes, more frequent and extreme storms and rainfall changes, with less rainfall in winter and spring and more frequent and more intense downpours, nitrogen cycle changes and ocean acidification.
- Biological impacts, including biological changes due to ocean acidification, species and habitat changes, declining number of shorebirds, changes to marine ecosystems.

The report acknowledges gaps in current knowledge about climate change and the potential impacts it is likely to have on biological systems. The report also acknowledges that there needs to be improved understanding of what the likely climate change impacts will be in coastal regions. The report identifies three priorities for improving knowledge. They include:

1. Understanding the effects of increased climatic variability.
2. Understanding the importance of links between catchments, estuaries and broader coastal waters for maintaining marine ecosystem health.

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3. Understanding the cumulative ecological consequences of coastal development to meet human needs.

'With climate change affecting storm frequency and intensity, understanding how beaches respond to large events is critical in predicting habitat change. In Victoria the changing vegetation ecology on the dunes greatly impacts this dune response but is largely unknown (Victoria State Government, 2018. p. 16).'

Figure 4: Victoria's Coast and Marine Environments Under Projected Climate Change: Impacts Research and Priorities 2018 Cover



4.5 INTERIM SITING AND DESIGN GUIDELINES FOR STRUCTURES ON THE VICTORIAN COAST 2020

These guidelines apply to planning and management of marine and coastal environments.

The guidelines apply to use and development on Crown land, including structures such as toilet facilities, shared trails, boardwalks and stairs, car parking and public lookouts.

Figure 5: Interim Siting and Design Guidelines for Structures on the Victorian Coast 2020



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The guidelines require that the design of buildings and structures responds to site-specific environmental, social and cultural conditions. There are 15 fundamental elements, detailed in the Guidelines, to be considered:

1. Aboriginal cultural heritage
2. Coastal processes
3. Geology
4. Morphology
5. Hydrology
6. Vegetation and ecology
7. Climatic conditions
8. Views
9. Public Open Space
10. Local character and sense of place
11. Heritage
12. Public access
13. Increased function and adaptability
14. Sustainability
15. Materials and finished

4.6 PROTECTING VICTORIA'S ENVIRONMENT - BIODIVERSITY 2037, 2017

Protecting Victoria's Environment – Biodiversity 2037 is the Victorian Government's plan to stop the decline of biodiversity and achieve an overall improvement. The vision is 'Victoria's biodiversity is healthy, valued and actively cared for.'

2037 targets include:

- *No vulnerable or near-threatened species will have become endangered.*
- *All critically endangered and endangered species will have at least one option available for being conserved ex situ or re-established in the wild (where feasible under climate change) should they need it.*
- *We achieve a net gain of the overall extent and condition of habitats across terrestrial, waterway and marine environments.*

Chapter topics include:

- A vision for biodiversity in a time of climate change
- A healthy environment for healthy Victorians
- Linking society and economy to the environment
- Investment
- Biodiversity response planning

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

- Working with Traditional Owners and Aboriginal Victorians
- Better protection and management of biodiversity
- Government leadership

There are a list of 20 priorities included in the plan as follows:

1. *Deliver cost-effective results utilising decision support tools in biodiversity planning processes to help achieve and measure against the targets.*
2. *Increase the collection of targeted data for evidence-based decision making and make all data more accessible.*
3. *Raise the awareness of all Victorians about the importance of the state's natural environment.*
4. *Increase opportunities for all Victorians to have daily connections with nature.*
5. *Increase opportunities for all Victorians to act to protect biodiversity.*
6. *Embed consideration of natural capital into decision making across the whole of government, and support industries to do the same.*
7. *Help to create more liveable and climate-adapted communities.*
8. *Better care for and showcase Victoria's environmental assets as world-class natural and cultural tourism attractions.*

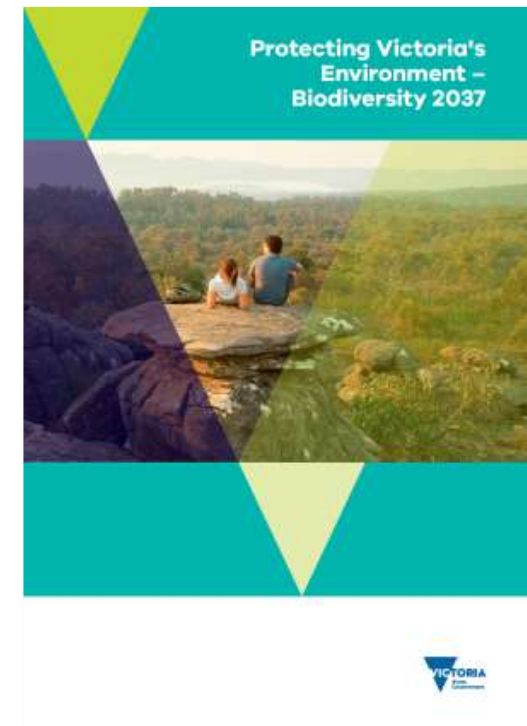
APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

9. *Establish sustained funding for biodiversity.*
10. *Leverage non-government investment in biodiversity.*
11. *Increase incentives and explore market opportunities for private landholders to conserve biodiversity.*
12. *Adopt a collaborative biodiversity response planning approach to drive accountability and measurable improvement.*
13. *Support and enable community groups, Traditional Owners, non-government organisations and sections of government to participate in biodiversity response planning.*
14. *Engage with Traditional Owners and Aboriginal Victorians to include Aboriginal values and traditional ecological knowledge in biodiversity planning and management.*
15. *Support Aboriginal access to biodiversity for economic development.*
16. *Build capacity to increase Aboriginal participation in biodiversity management.*
17. *Deliver excellence in management of all land and waters.*
18. *Maintain and enhance a world-class system of protected areas.*
19. *Adopt a whole-of-government approach to implementing the Plan.*

20. *Establish a transparent evaluation process to report on progress towards delivering the Plan.*

The plan also details initiatives to deliver each priority and where appropriate lists who will be responsible for undertaking it.

Figure 6:
Protecting
Victoria's
Environment
– Biodiversity
2037



4.7 LOCAL PLANNING POLICY - WARRNAMBOOL

The Local Planning Policy Framework (LPPF) guides land use and planning in Warrnambool and includes a range of objectives and strategies relating to management of coastal land, the Wild Coast Precinct and protection of biodiversity and cultural heritage. The following excerpts from the LPPF are particularly relevant:

21.02-2 KEY ISSUES

- Environmental values – The introduction of pest plants and animals have the potential to impact on biodiversity.

21.02-4 STRATEGIC DIRECTIONS

- Open space network – The coastline supports an impressive range of environmental values. Areas of vegetation provide important wildlife habitat and corridors for vulnerable and threatened flora and fauna species.
- Environment and landscape values – Areas of coastal vegetation provide important wildlife habitat and corridors for vulnerable and threatened flora and fauna species.
- Climate change – The results of climate change, such as storm surge, inundation through sea level rise and temperature increase pose significant threats to Warrnambool's coastline. Planning needs to take account of the risks associated with possible sea level rise.

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21.02-3 OPEN SPACE

Objective 1: To develop an open space network that protects a range of natural and cultural environments and contributes positively to biodiversity and water quality.

21.03-1 BIODIVERSITY

Key issues:

- Recognising, protecting and enhancing biodiversity conservation areas.
- Managing urban and rural pressures on coastal areas, waterway and sensitive ecosystems.

Objective: To recognise, protect and enhance the natural environment and habitats.

Applicable strategies: recognising, protecting and enhancing sites of significance and improving natural habitats on public land.

21.03-2 NATIVE VEGETATION MANAGEMENT

Key issues:

- The decline and fragmentation of native vegetation is a key issue in the municipality and a contributing factor towards many other land and water degradation issues.

Objective: To ensure development recognises, protects and enhances native vegetation values.

Applicable strategies: protecting remnant vegetation and contain the spread of noxious and pest weeds.

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21.03-3 COASTAL AREAS

Key issues:

- Warrnambool's coastal reserves provide important wildlife habitat and corridors for vulnerable and threatened flora and fauna species.

Applicable objectives:

- To ensure that the use of and access to the coastal environment is sustainable.
- To enhance and expand the tourism industry, while protecting the environmental, landscape and cultural values of the municipality and the lifestyle of its residents.

Applicable strategies and guidelines:

Support tourism and community access to the coast, without compromising the natural environment.

Consider the recommendations of the Warrnambool Coastal Management Plan (2013) when making decisions for use and development on coastal Crown Land.

21.03-4 SIGNIFICANT ENVIRONMENTS AND LANDSCAPES

Applicable objectives:

- To protect the natural, cultural and visual values of significant natural environments.
- To retain and enhance coastal landscapes of high scenic value.

Applicable Strategies:

- Prevent the degradation of scenic landscapes along the coast, river valleys and inland ridge lines.

21.04-1 CLIMATE CHANGE IMPACTS

Key issues:

- Adapting to the impacts of a changing climate
- Managing the impacts of acid sulfate soils

Applicable objectives:

- To plan for and manage the potential coastal impacts associated with sea level rise and climate change.

21.04-2 FLOODPLAINS

Key issues:

- The protection of floodplains from inappropriate development
- The protection of life, property and community infrastructure from flood events

Applicable objectives:

- To ensure that land use and development is directed to locations and carried out in ways that minimizes its vulnerability to the threat of flood.

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

21.04-3 SOIL DEGRADATION

Key issues:

- Ensuring the ongoing protection of land susceptible to landslip.

Applicable objective:

- To ensure that use and development has regard to the potential for landslip

Applicable strategies:

- Ensure new buildings and works do not increase the risk of landslip on the land or surrounding land in areas where landslip risks have been identified.
- Avoid vegetation removal in areas susceptible to landslip

21.04-5 BUSHFIRE

Key issues:

- Identify and manage bushfire risk.

Applicable objective:

- To ensure that land use and development is directed to locations and carried out in ways that minimise its vulnerability to the threat of fire.

Applicable strategies:

Minimise the vulnerability of people and property to bushfire and improve fire prevention and hazard management.

21.06-3 HERITAGE

Key issues:

- Protecting and enhancing heritage places.

Applicable objective:

- To identify, conserve and enhance items, places and areas of natural, built, cultural and indigenous heritage.

Applicable strategies:

- Identify, protect and enhance Warrnambool's heritage including individual buildings, heritage precincts, landscapes, trees and other items of cultural heritage significance.

21.10-4 INFRASTRUCTURE PLANNING, DESIGN AND CONSTRUCTION

Objective:

- To provide clear and consistent guidelines for the planning, design and construction of infrastructure.

Applicable strategies:

- Encourage a consistent approach to the design and construction of infrastructure across the municipality.
- Encourage new subdivision and development that has regard to the objectives and requirements of the IDM or an approved Precinct Structure Plan.

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

4.8 WARRNAMBOOL CITY COUNCIL PLAN 2017-2021 (2019 REVISION)

The Council Plan sets Warrnambool's Vision as 'A Cosmopolitan City by the Sea'. The Plan sets the strategic direction for the City of 4 years. The objectives of the Plan are to:

- *Sustain and enhance the natural environment*
- *Foster a healthy city that is socially and culturally rich*
- *Maintain and improve the physical fabric of the city*
- *Develop a modern economy with diverse and sustainable employment*

Strategies relevant to the Master Plan include:

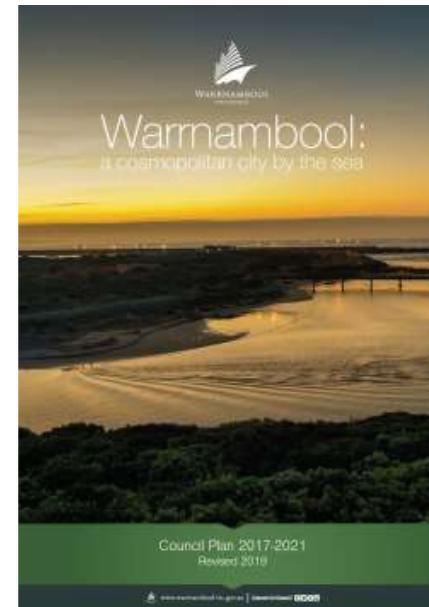
1.1 *Protect and enhance our waterways, coast and land.*

1.5 *Educate and partner with the community on Council's sustainability initiatives.*

2.7 *Actively acknowledge local Aboriginal culture.*

3.4 *Maintain and enhance existing Council infrastructure.*

Figure 7: Warrnambool City Council Plan 2017-2021 Cover



4.9 WARRNAMBOOL COASTAL MANAGEMENT PLAN, WARRNAMBOOL CITY COUNCIL 2013

The Warrnambool Coastal Management Plan (WCMP) was prepared by URS Australia Pty Ltd and Warrnambool City Council. The Plan guides the future use, development and management of Warrnambool's coastline.

The WCMP identified environmental, cultural and recreational values along the coastline and identified key management issues.

The vision for the WCMP is

'An environment where the natural and cultural values of Warrnambool's unique coastline are protected and enhanced and opportunities to access and enjoy the coastline are achieved in a sustainable way'.

A number of objectives are detailed in the plan to achieve this vision and manage the precincts in the future.

The WCMP identified five management precincts along the Warrnambool Coastline. The westernmost precinct being the 'Wild Coast Precinct', as identified in Figure 8.

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

Figure 8: Warrnambool Coastal Management Plan 2013 Cover

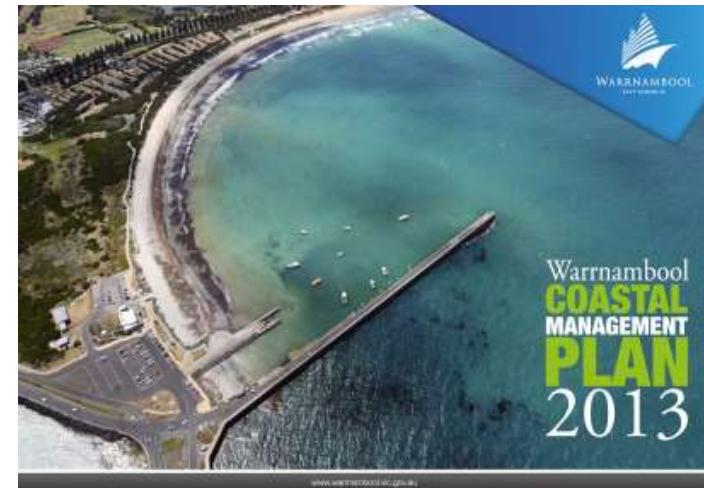


Figure 9: Wild Coast Precinct Boundary (WCC, 2013)



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

KEY VALUES IDENTIFIED FOR THE WILD COAST
PRECINCT:

- *Wild and scenic landscape*
- *Minimal development*
- *Supports extensive area of relatively intact coastal vegetation, predominantly modified Coastal Dune Scrub (EVC 160)*
- *Passive and nature based recreational opportunities, including walking, nature observation and bike riding*
- *Wildlife corridor and biological hotspot*
- *Adjacent to the Lower Merri River Wetlands; listed on the Directory of Nationally Important Wetlands*
- *Diverse birdlife population, including threatened and endangered species*
- *Places of Aboriginal cultural heritage values*
(WCC, 2013)

KEY MANAGEMENT ISSUES IDENTIFIED FOR THE WILD
COAST PRECINCT:

- *Conservation management of native flora and fauna*
- *Pest plant and animal management*
- *Unauthorised vehicle, motorbike and pedestrian access*
- *Dune instability*
- *Rubbish dumping and littering*
- *Competing and conflicting uses*
- *Unauthorised domestic and commercial animals access*
- *Fire management*
- *Existing licence agreements and work authorities*
- *Threats to environmental values from outside the management area*
(WCC, 2013)

4.10 BELFAST COASTAL RESERVE MANAGEMENT PLAN, PARKS VICTORIA 2018

The Belfast Coastal Reserve Management Plan was prepared by Parks Victoria in 2018. The Belfast Coastal Reserve subject area covers a stretch of coastline extending 20 kilometres from Belfast Lough on the West side of the Port Fairy Golf Club to the western edge of the Warrnambool Golf Club. The Belfast Coastal Reserve Management Plan includes the entire area defined as the Wild Coast Precinct. Appendix 3 shows the area covered by the management plan.

This Management Plan focuses on protecting and enhancing the cultural and natural values of the Belfast Coastal Reserve, whilst allowing for recreation and other compatible uses.

Goals and strategies detailed in the Management Plan (under themed headings) which apply to Wild Coast Precinct landscape master planning are summarised in a table at Appendix 4.

The Belfast Coast Reserve Management Plan includes a range of other goals and strategies, but only the ones relevant to this project have been summarised in Appendix 4.

The Belfast Coast Reserve Management Plan also provides further detail as to who is responsible for each strategy and the anticipated delivery partners. For further information please refer to this Management Plan.

Figure 10:
Belfast Coastal
Reserve
Management
Plan Cover



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

KEY FEATURES AND FINDINGS RELEVANT TO THE WILD COAST PRECINCT, INCLUDE:

- The Precinct is a place with strong cultural heritage connections for the Traditional Owners of the land.
- Cultural heritage is represented by connections, names of local places, coastal middens, stone artefacts and other features.
- The Precinct is home to many bird species, including vulnerable fauna such as the Hooded Plover.
- Activities of people, dogs and horses have the potential to detrimentally impact on environmental and cultural features. Controls are required to minimise this impact, including keeping dogs on leash throughout the Precinct.
- Illegal vehicle access, including four-wheel drives and motorbikes, presents safety issues for visitors and can have detrimental impacts on environmental and cultural features.
- Speeding vehicles pose a safety risk. Poorly designed or maintained roads and carparks can worsen these hazards.
- Dune erosion should be minimised by actively rehabilitating dunes through supplementary planting.
- Weeds need to be managed appropriately to reduce detrimental impacts on indigenous fauna and flora.

- There are multiple land managers and stakeholders, who will need to collaborate to effectively manage the coastal reserve.

THE TOP COMMUNITY CONCERNS AND INTERESTS FOR THE BELFAST COASTAL RESERVE MANAGEMENT PLAN TO ADDRESS WERE:

- *Horse activity, including recreational horse riding, commercial horse trail riding and racehorse training*
- *Environmental impacts such as erosion*
- *Impacts to Aboriginal cultural heritage sites*
- *Illegal off---road vehicles (four---wheel drives and motorbikes)*
- *Dogs (on---leash/off---leash/dog exclusion)*
- *Shorebird protection (Hooded Plovers and other species)*
- *Lack of existing regulations to enable enforcement*
- *Need for resources to implement the plan*
- *Strong partnerships with local Traditional Owner groups, neighbouring land owners, community and volunteer groups*
- *Monitoring and evaluation to support future management.*

(Parks Victoria, 2018, p. 4)

4.11 WARRNAMBOOL COAST VEGETATION MANAGEMENT PLAN 2012, BIOSIS RESEARCH PTY LTD.

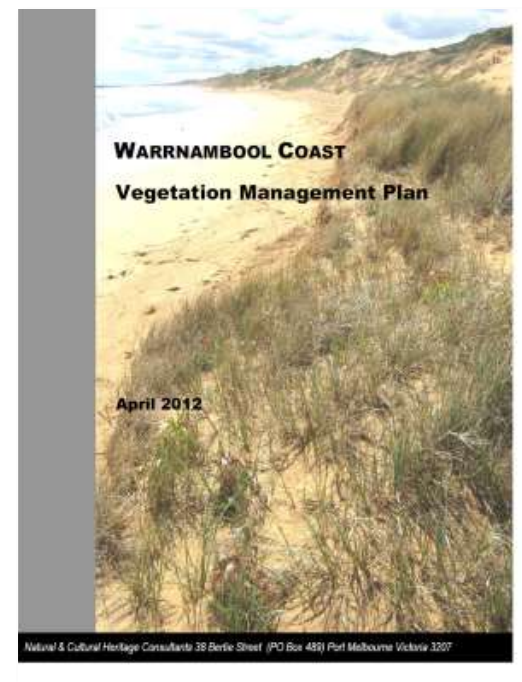
The Warrnambool Coast Vegetation Management Plan was prepared by Biosis to inform the Warrnambool Coastal Management Plan. The area of the study extended much further than the Wild Coast Precinct, as it covered the full length of coastline included in the Coastal Management Plan.

Key findings of the vegetation management plan included:

- A diverse range of flora exists.
- A total of 98 indigenous and 105 introduced plant species were recorded with a total of fifteen ecological vegetation classes (EVCs) recorded. (Recorded in overall study area, not just Wild Coast Precinct). Most of the precinct is classified as Coastal Dune Scrub (EVC 160).
- Management issues noted in the study, included vegetation restoration, revegetation, rare species management, weed control, access and fencing, signage, pest animal management, horse riding, illegal vehicle access, fire management, public safety and planning and review.
- The plan provided a 10 year management schedule, including revegetation with indicative costings.

Further discussion about the ecology of the Precinct will be included in the Landscape Master Plan, with reference to the findings of this Vegetation Management Plan.

Figure 11: Warrnambool Coast Vegetation Management Plan 2011 Cover



4.12 WARRNAMBOOL 2040, COMMUNITY PLAN, JUNE 2019

Warrnambool 2040 (W2040) is a community plan for Warrnambool.

There are a number of 'people', 'place' and 'environment' goals which relate to public land. These goals (grouped by theme) include:

OUR PEOPLE

- *Warrnambool acknowledges respects and celebrates the diverse cultures, beliefs and history which makes up our community.*
- *Warrnambool's community acknowledges local Aboriginal history and respects and celebrates Aboriginal culture.*

Figure 12: W2040 Our Plan – Our Future 2019 Cover



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

- *Warrnambool is a great place to walk and cycle, with a compact, attractive and safe built environment.*
- *The road network safely accommodates all users and footpaths and shared paths along all waterways and the coast, provide off road options for active transport users.*
- *Warrnambool is memorable for its unique places, public art and sense of identity.*

OUR ENVIRONMENT

- *We will be innovative and bold, working collaboratively on smart solutions.*
- *We will be prepared, adept and resilient in the face of climate change challenges.*
- *Our infrastructure and open space will be designed effectively and our community will have the knowledge to mitigate climate change impacts and thrive in a changing climate.*
- *Warrnambool will restore maintain and enhance its natural environment drawing on the best scientific and Traditional Owner knowledge.*
- *We will build our knowledge, skills and involvement in protecting biodiversity, waterways and the coast for the benefit of current and future generations of people, flora and fauna.*
- *We will reduce the impacts of pest plants and animals and decrease damaging land uses and practices.*
- *We will care for and regenerate our waterways our coast and marine environment and support a natural water cycle.*

4.13 GREEN WARRNAMBOOL, WARRNAMBOOL CITY COUNCIL 2018

Green Warrnambool is a strategic plan prepared by Council which reflects the environmental aspirations set out in Warrnambool 2040.

The vision for Green Warrnambool is *'Warrnambool will be the most environmentally sustainable regional city in Australia'*.

This strategy identifies actions that Council and the community can do to achieve the vision and improve environmental sustainability. It includes six goals, under the headings Zero Warrnambool, Adaptable Warrnambool, Wise Warrnambool, Natural Warrnambool, Blue Warrnambool and Green Warrnambool.

Figure 13: Green Warrnambool 2018 Cover



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

GOALS INCLUDE:

- Ensuring that infrastructure and open spaces mitigate the impacts of a warmer climate, decreased rainfall and increased severe weather events particularly in high risk areas such as on our coast and waterways
- All new development, renewal and upgrade works to consider the IDM Sustainable Infrastructure Guidelines (or its successor documents) by 2026
- 40% Reduction in plastic waste on our beaches by 2026. The Warrnambool Pollution Solution Plan and information program has been rolled out
- Plan 120,000 plants by 2026 and over 330,000 plants by 2040
- Increase flora and fauna biodiversity
- No new pest or weed species established
- No further extinctions of indigenous flora or fauna species
- Ensure protection and maintenance of existing established vegetation
- Traditional Owner Partnership in management of key cultural assets
- Implementation of Cultural Landscapes and Heritage Strategy
- Traditional owners oversee management of significant sites
- Research important stories associated with the region and identify the landscapes that best express these stories

4.14 WARRNAMBOOL OPEN SPACE STRATEGY, WARRNAMBOOL CITY COUNCIL 2014

The Warrnambool Open Space Strategy provides an overarching framework for open space planning and management to the year 2026.

The overarching vision for open space in Warrnambool is:

‘Warrnambool will have a high quality, diverse, accessible open space network that reflects community needs and enhances social connection, environmental protection and economic benefit.’

The Wild Coast subject site falls into two precincts in the Open Space Strategy. The eastern portion of the Wild Coast is included in the Warrnambool (South/Merrivale) precinct and the western portion of the Wild Coast is included in the Dennington Precinct.

This Strategy refers to the Warrnambool Coastal Management Plan to provide direction on how the coastal Crown Land, which includes the Wild Coast, should be managed for its environmental and recreation values in this precinct.

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

GOALS INCLUDE:

- *A planning scheme that acknowledges and contributes to the strategic priorities presented in this Strategy.*
- *A diversity of parks that everyone can access close to home*
- *A well-connected network of open spaces across the Municipality*
- *A network that protects a range of natural and cultural environments and contributes positively to biodiversity and water quality*
- *A more environmentally sustainable open space Network*
- *A management system that makes efficient use of available resources whilst maintaining quality of provision*
- *An open space network that meets the needs of current and future residents and visitors*
- *An increase in participation and use of open space*
- *Strong partnerships between Council and other stakeholders in delivering the recommendations outlined in the Open Space Strategy*

Figure 14: Open Space Strategy 2014 Cover



4.16 KEY ISSUES AND OPPORTUNITIES REVEALED THROUGH POLICY, PLAN & STRATEGY REVIEW

ISSUES & RISKS

Cultural heritage and environmental values of the Precinct are at risk from a range of sources (ie. visitors, natural and marine processes, climate change impacts, pest plants and animals, etc). Key issues and risks include:

- Presence and introduction of weed species,, some of which may have been brought in on vehicles and illegal dumping of green waste.
- Illegal activities and some incompatible land uses occurring.
- Increase in visitor numbers (either due to tourism increase, population increase or greater interest in heritage and ecology of Precinct) may create additional pressure on the Precinct and pose additional threat to its environmental and cultural heritage values.
- Damage to infrastructure is more likely due to isolated nature of Precinct.
- Safety risk to visitors from vehicles.
- Ageing and inappropriate infrastructure exists in the precinct, ie. road materials.
- Natural and marine processes, such as storms and storm surges, can impact on the integrity of heritage sites and also contribute to dune erosion.
- Climate change impacts such as rising sea levels and increased frequency and severity of storms are a threat.
- Limited knowledge of the effects climate change will have on the Wild Coast.

OPPORTUNITIES

There are many opportunities to protect cultural and environmental values of the Precinct. They include:

- Better protection of cultural heritage sites. The means by which this can be achieved will be discussed with the Traditional Owners.
- Coastal dune stability can be improved through vegetation and installation of physical barriers, preventing vehicle/pedestrian access.
- Maintaining a good variety in local indigenous plant species can be enhanced through improved weed management and revegetation.
- Infrastructure upgrades to reduce safety risks to visitors and avoid negative impacts on existing features.
- Stop/reduce illegal activity to avoid harm to environmental and cultural features, ie. fencing/gates/signage.
- The precinct forms part of a greater wildlife corridor and provides important habitat for a range of fauna species, including a threatened bird species. Better protection of their habitat may be achieved through education, signage and compliance, ie. dogs on leash.
- Monitoring and continuing to plan for the impacts of climate change on the Wild Coast
- Implement climate change mitigation measures to help protect the precinct's values for future generations to enjoy.
- Application of adaptive management to inform approaches and changes to management of the Precinct over time.
- Partnership opportunities for integrated management of the reserve between stakeholders, Council and the Traditional Owners. This will help to improve outcomes for the Precinct in the short and long-term.

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APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

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Appendix 1: Planning Maps and Documents

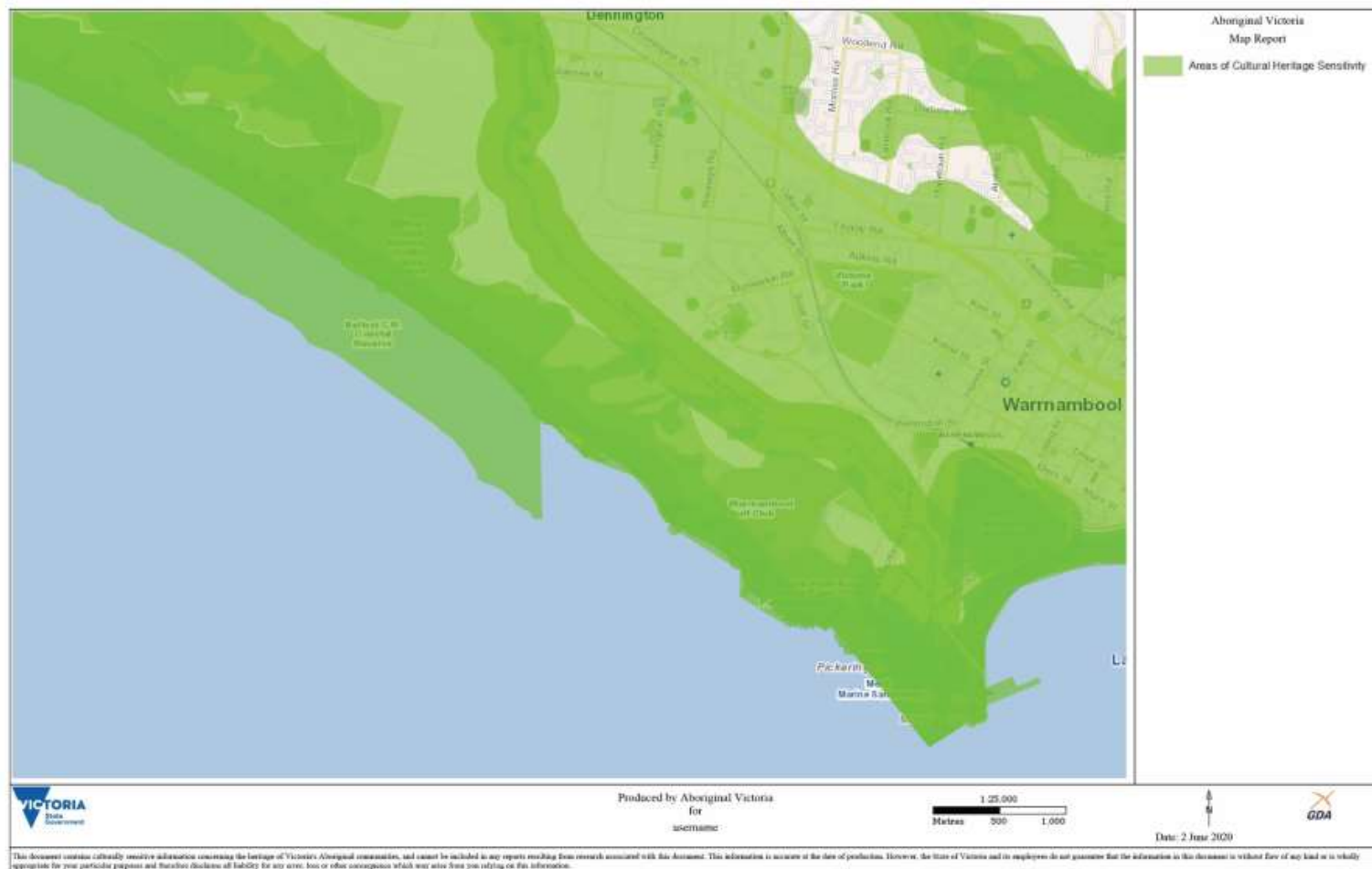
Appendix 1a) Cultural heritage sensitivity map

Appendix 1b) Zones map

Appendix 1c) Overlays maps

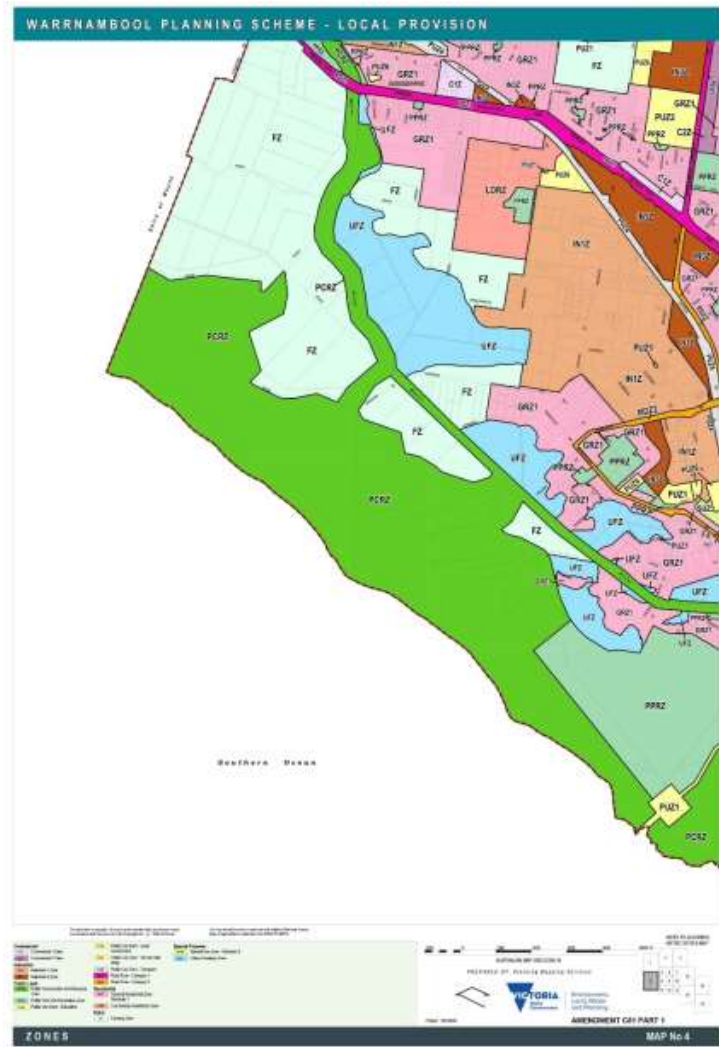
Appendix 1d) Incorporated document – Racehorse training on Levy's Beach, December 2018

Appendix 1a) Cultural heritage sensitivity map



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

Appendix 1b) Zones map



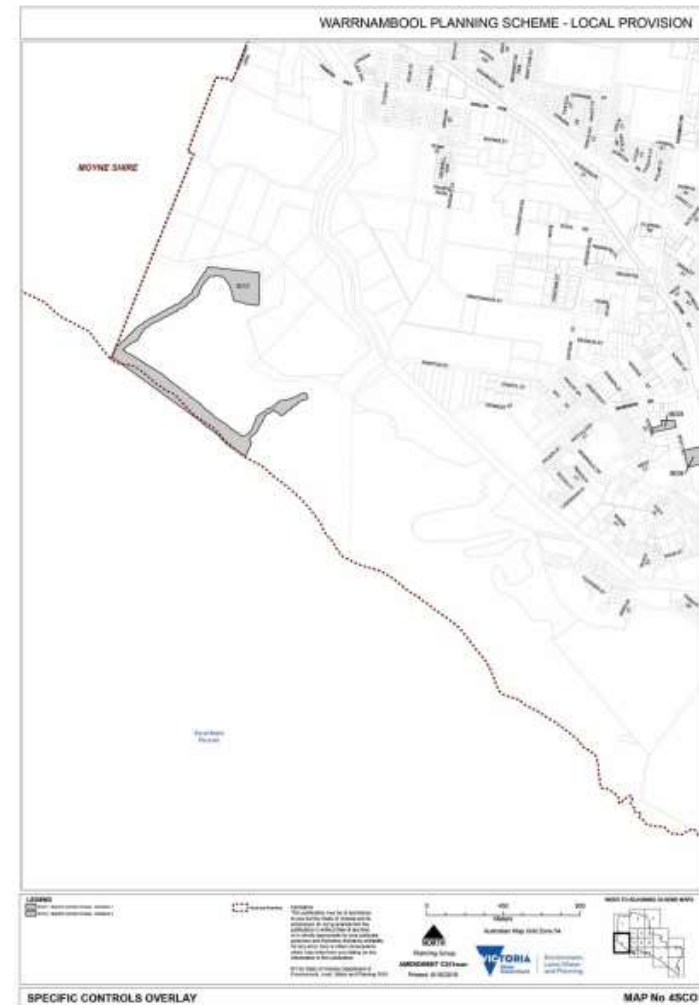
Appendix 1c) Overlay maps



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT



APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

Appendix 1d) Incorporated document
– Racehorse training on Levy's Beach,
December 2018

Warrnambool Planning Scheme

**Racehorse Training on Levys Beach
December 2018**

Incorporated Document

Incorporated document pursuant to Section 6(2)(j) of the Planning and Environment Act 1987

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

1.0 INTRODUCTION

This document is an Incorporated Document in the Schedule to Clause 45.12 and the Schedule to Clause 72.04 of the Warrnambool Planning Scheme (the Scheme).
Despite any provision to the contrary in the Scheme, pursuant to Clause 45.12 of the Scheme the land identified in this Incorporated Document may be used and developed in accordance with the specific controls contained in this document. In the event of any inconsistency between the specific controls contained in this document and any provision of the Scheme, the specific controls contained in this document will prevail.

2.0 ADDRESS OF THE LAND

Belfast Coastal Reserve (Levys Beach), Warrnambool (the land).
Refer to Map 1 for further detail of the land and the designated Activity Areas (comprising Activity Area A and Activity Area B) for racehorse training.

3.0 PURPOSE

To facilitate the use and development of the land for the purpose of racehorse training.

4.0 THIS DOCUMENT ALLOWS:

Use and development of land within the designated Activity Areas of the Belfast Coastal Reserve for racehorse training in accordance with applicable licences and approvals granted, as required, under the Crown Land (Reserves) Act 1978, Land Act 1958 and Marine and Coastal Act 2018, including but not limited to:

- The parking of vehicles, including trucks and horse floats in car parking areas and the use of trails for horse access to beaches and sand dunes;
- The marshalling of horses in car parking areas;
- The infrastructure required for the training of racehorses and the management of this activity, including signage, sign posts, beach markers, fencing, trails and parking spaces for horse floats, trucks and vehicles;
- The training of horses;
- Buildings and works for any of the above.

5.0 THE FOLLOWING CONDITIONS APPLY TO THIS DOCUMENT:

1. The use and development must not commence until all applicable licences or approvals, as required, have been granted under the Crown Land (Reserves) Act 1978, Land Act 1958 and Marine and Coastal Act 2018.
2. The use and development must be in accordance with the applicable licences or approvals, as required, that have been granted under the Crown Land (Reserves) Act 1978, Land Act 1958 and Marine and Coastal Act 2018.
3. If a Cultural Heritage Management Plan is required under the Aboriginal Heritage Act 2006 for any development of the land, that development cannot commence under this Incorporated Document until the Cultural Heritage Management Plan is prepared and is approved.
4. The use and development allowed under this document is not permitted to occur in Activity Area B after 30 November 2019.

MAP 1 – COMMERCIAL RACEHORSE TRAINING ACTIVITY AREAS



End of Document

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

Appendix 2: List of Applicable Legislation, Regulations, Policies, Plans and Strategies

LEGISLATION AND REGULATIONS

- *Crown Land (Reserves) Act 1978*
- *Crown Land (Reserves) (Belfast Coastal Reserve) Regulations 2017*
- *Aboriginal Heritage Act 2006*
- *Traditional Owners Settlement Act 2010*
- *Native Title Act 1993 (Cwlth)*
- *Aboriginal Heritage Regulations 2018*
- *Environmental Protection and Biodiversity Conservation Act 1999*
- *Flora and Fauna Guarantee Act 1988*
- *Wildlife Act 1975*
- *Marine and Coastal Act 2018*
- *Climate Change Act 2017*
- *Planning and Environment Act 1987*
- *Catchment and Land Protection Act 1994*
- *Coastal Management Act 1995*

POLICIES AND AGREEMENTS

- *The Environment Conservation Council's (ECC) Marine Coastal and Estuarine Investigation 2000*
- *The Land Conservation Council (LCC) Corangamite Area Final Recommendations 1978*
- *Bilateral migratory bird agreements (JAMBA, CAMBA, ROKAMBA)*

VICTORIAN STATE PLANS AND STRATEGIES

- *Planning Policy Framework, Warrnambool Planning Scheme*
- *Marine and Coastal Policy, Victorian State Government 2020*
- *Victorian Coastal Strategy 2014*
- *Victoria's Coast and Marine Environments Under Projected Climate Change: Impacts, research and priorities (Victoria State Government 2018)*
- *Siting and Design Guidelines for Structures on the Victorian Coast, 2020*
- *Protecting Victoria's Environment-Biodiversity 2037, 2017*

LOCAL PLANS AND STRATEGIES

- *Local Planning Policy Framework, Warrnambool Planning Scheme*
- *Warrnambool Coastal Management Plan, Warrnambool City Council 2013*
- *The Warrnambool Open Space Strategy, Warrnambool City Council 2014*
- *Belfast Coastal Reserve Management Plan, Parks Victoria 2018*
- *Green Warrnambool, Warrnambool City Council 2018*
- *Warrnambool 2040, Community Plan 2019*
- *Warrnambool City Council Plan 2017-2021*
- *Warrnambool Coast Vegetation Management Plan 2012, Biosis Research Pty Ltd.*

Appendix 3: Belfast Coastal Reserve Management Plan – Planning area and land tenure map (Parks Victoria 2018)



Appendix 4 - Goals and Strategies relevant to the Wild Coast study area and Landscape Master Plan project

CULTURAL LANDSCAPE AND LIVING HERITAGE (SECTION 4, pp.15-28)		
4.1 GEOLOGICAL FEATURES		
Goal	Strategies	Priority Level
<i>Geological features and functioning dune systems are maintained and protected from avoidable damage.</i>	Work with users and other community members to reduce impacts from both authorised and illegal access on the fragile coastal dune systems.	<i>Immediate</i>
	Recognise, respect and interpret the significance of the Reserve's cultural landscape and the dynamic nature of the scenic coastline and dune system.	<i>Medium</i>
	Ensure the impacts from large scale events such as storm surge, flood and bushfire are appropriately mitigated.	<i>As required</i>
4.2 CULTURAL LANDSCAPE		
Goal	Strategies	Priority Level
<i>The cultural landscape of Belfast Coastal Reserve is recognised and landscape features and values, including Traditional Owner and local community connections, are recognised, respected, protected and celebrated.</i>	Encourage a collaborative approach between Land Managers, Traditional Owners, Heritage Victoria and Aboriginal Victoria (with other partners as appropriate) to research and understand the outstanding cultural landscape of the Reserve.	<i>Medium</i>
	Seek to recognise Belfast Coastal Reserve as a cultural landscape on the Victorian Aboriginal Heritage Register and increase appreciation of the extent, diversity and richness of the tangible and intangible Aboriginal cultural heritage associated with the Reserve.	<i>Medium</i>
	In partnership with Eastern Maar investigate renaming Belfast Coastal Reserve, key features and locations to reflect Traditional Owners' connections in accordance with the guidelines for Geographic Names standard process.	<i>Medium</i>

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

4.3 ABORIGINAL AND COLONIAL SETTLEMENT HISTORY		
Goals	Strategies	Priority Level
<p><i>Historic heritage and connections are recognised and understanding of heritage values and places is enhanced.</i></p> <p><i>Contemporary Traditional Owner and local community connections are recognised as an integral part of heritage management.</i></p>	Enhance historic heritage visitor and tourism experiences with visitor information and the interpretation of key stories and themes. Recognise the importance of documents, materials and collections held elsewhere as part of Belfast Coastal Reserve's cultural heritage and significance, and their potential role in interpretation.	Medium
	Involve the local community and Traditional Owners with interpreting the area's historic heritage, encourage participation as tour guides, and record the community's knowledge of heritage values, stories and connections.	Medium
	Promote and protect heritage values of shipwrecks that may be buried beneath the sand and water of the Reserve and exposed by tides or rough weather.	Longer Term
4.4 MANAGING ABORIGINAL CULTURAL HERITAGE WITH TRADITIONAL OWNERS		
Goal	Strategies	Priority Level
<p><i>Partnerships with Traditional Owners protects and conserves Aboriginal features, places and objects of cultural significance.</i></p>	Undertake a targeted assessment of the informal track network to identify impacts to Aboriginal sites and prioritise management interventions for protection and conservation works.	Immediate
	Build capacity for the conservation of Aboriginal cultural heritage, site protection and restoration.	Medium
	Progressively identify, document, map and record all known cultural features to contemporary standards and add newly identified sites to the Victorian Aboriginal Heritage Register.	Medium
	Undertake additional archaeological research, such as dating site occupation, and partner with universities to support the development of cultural heritage research.	Medium
	Work with adjoining property owners to support their participation in the recording and management of cultural heritage places and values. Share resources and provide advice and practical skills to landowners to help them manage significant cultural features.	Longer-term
	Prepare any required CHMPs to address the relevant management and authorised activities.	As required
	Establish an Aboriginal Cultural Heritage Land Management Agreement for the ongoing management of Aboriginal cultural heritage at Belfast Coastal Reserve.	As required

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4.5 CULTURAL TRADITIONS AND ACTIVITIES

Goal	Strategies	Priority Level
<i>Eastern Maar cultural traditions and knowledge is practiced and shared at the Reserve.</i>	In partnership with Eastern Maar, define how cultural traditions and practices relevant to the cultural heritage of the Reserve will be revived or continued and facilitate cultural renewal.	<i>Medium</i>

HEALTHY COUNTRY (SECTION 5, pp.29-45)

5.1 MANAGING COASTAL ECOSYSTEMS – HABITAT PROTECTION

Goal	Strategies	Priority Level
<i>The condition of Coastal Dune Scrub and Swamp Scrub/Aquatic Herbland Mosaic communities and wetlands is maintained and enhanced to support dependent flora and fauna species.</i>	Facilitate the active rehabilitation of eroded dunes and wetland fringes via supplementary planting of site - indigenous species in areas where further disturbance could affect natural or cultural values.	<i>Immediate</i>
	Undertake invasive weed management through: Prioritising treatment of new and emerging weed species infestations e.g. Sicilian Sea---lavender; Staged control of priority woody invasive weeds e.g. reduce Coast Wattle; target Marram Grass and Sea Spurge removal on foredunes adjacent to Hooded Plover breeding territories.*	<i>Immediate</i>

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Strategies	Priority Level
<p>Reduce the impacts of fragmentation in dunes, foredunes and wetlands and prevent erosion by:</p> <ul style="list-style-type: none"> • closing illegal vehicle access points • closing and rehabilitating informal tracks • ensuring the management of existing assets and planning for asset and access upgrades considers potential fragmentation and erosion impacts • promoting and educating visitors on the benefits of using designated pathways and the impacts of forming undefined tracks, trampling vegetation • establishing visible markers so people returning from the beach can identify dune access tracks. 	<i>Immediate</i>
<p>Monitor and report on sand/soil loss and movement, and changes in vegetation structure and composition at Hoon Hill and Levy's Beach, from commercial horse training (see section 8.1).</p>	<i>Immediate</i>
<p>Monitor and reduce the impact of browsing animals (e.g. rabbits) on priority habitat areas, including Orange-bellied Parrot habitat.</p>	<i>Medium</i>
<p>Facilitate natural regeneration by protecting remnant vegetation from access through the installation of fencing.</p>	<i>Medium</i>
<p>Identify opportunities to connect the Reserve to other high-quality habitat in the area, enabling native animals to move through the landscape.</p>	<i>Longer-term</i>

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5.1 MANAGING COASTAL ECOSYSTEMS – SIGNIFICANT FAUNA		
Goal	Strategies	Priority Level
<i>The impact of predation is reduced to maintain and increase native fauna populations.</i>	Maintain targeted fox control programs within the Reserve and cross---tenure programs to minimise predation on vulnerable species e.g. shorebird and waterbird breeding sites.	<i>Immediate</i>
	Undertake regular migratory shorebird, beach---nesting bird counts, breeding success observations, and regular predator population monitoring. Use monitoring results to evaluate trends in predation and fauna populations.	<i>Immediate</i>
	Support implementation of Orange---bellied Parrot and other relevant recovery plans.	<i>Immediate</i>
<i>The impact of visitors and uses at key locations is reduced to allow for an increase in the extent and richness of vulnerable fauna, and the occupation of most of their potential habitat.</i>	Protect Hooded Plover nests* and chicks from trampling through the erection of temporary fencing and signage around individual breeding sites across the Reserve (following best practice protocols).	<i>Immediate</i>
	Reduce disturbance to vulnerable fauna including migratory birds, Hooded Plovers and Orange---bellied Parrot, and their habitat by implementing park zoning and access regulations.	<i>Immediate</i>
	Undertake targeted Hooded Plover nest monitoring to understand breeding success and the range of specific threats at sites. Use monitoring results to inform/adapt management of visitor activity and use.	<i>Immediate</i>
	Inform beach users of the presence of beach---nesting birds through permanent and temporary signage at beach access points.	<i>Medium</i>

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5.2 MANAGING MARINE ECOSYSTEMS		
Goal	Strategies	Priority Level
<i>The diversity and productivity of the marine habitats is maintained and impacts from new pests and other threats are reduced.</i>	Apply protocols for preventing, detecting, reporting and responding to marine emergencies in state coastal waters, including marine pest incursions, pollution, diseases, and marine entanglement.	<i>Immediate</i>
	Encourage users of the Reserve to integrate the identification of marine pests into their activities and to report any sightings e.g. anglers, contractors.	<i>Medium</i>
	Support an integrated, catchment based approach to improve water quality and reduce both aquatic and marine pest plants and animals, including marine and aquatic mapping, monitoring and research activities to inform management decisions e.g. Estuary Watch	<i>Medium</i>
	Establish a volunteer intertidal reef habitat monitoring program (subject to strict guidelines minimising disturbance to shorebirds and seabirds).	<i>Longer-term</i>
5.3 WATER MANAGEMENT		
Goal	Strategies	Priority Level
<i>Water levels in the Lower Merri are managed to maintain resilience and aquatic values in the wetlands and estuary.</i>	Maintain, in a state as close to natural as possible, the opening and closing process for Rutledges Cutting, ensuring risks to natural, cultural, social and economic values are appropriately mitigated.	<i>Immediate</i>

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5.4 FIRE MANAGEMENT		
Goal	Strategies	Priority Level
<i>The risk of bushfire into and from the Reserve is minimised and ecologically appropriate fire regimes are maintained to enhance Reserve ecosystems.**</i>	Maintain appropriate emergency management plans and access to the Reserve.	<i>Immediate</i>
	Use fire management techniques that prioritise the protection of environmental and cultural values (such as slashing and minimising wetland exposure to fire retardants), and tolerable fire intervals of fire sensitive vegetation to inform the frequency of planned burns.	<i>Medium</i>
	Work with Eastern Maar Traditional Owners to investigate integrating traditional burning with planned burning for ecological objectives.	<i>Medium</i>
5.5 CLIMATE CHANGE		
Goal	Strategies	Priority Level
<i>Management activities build resilience of coastal systems, ecosystems, species and dependent species to climate change risks and minimise impacts on Reserve facilities.</i>	Use climate science and modelling to inform adaptive management, ensuring effective responses to emerging threats such as erosion risk to dunes (sympathetic to the needs of shorebird species), access and facilities; the movement of weed species; and sea water incursion of freshwater wetlands.	<i>Immediate</i>
	Collaborate on coastal erosion monitoring activities and share results to inform management decisions e.g. Port Fairy beach erosion monitoring.	<i>Medium</i>
	Monitor climate change impacts on habitat e.g. inland migration of vegetation communities with increased sea levels and storm surge, informing adaptive management to improve shorebird nesting.	<i>Medium</i>

*Note 1: Hooded Plovers are found in various locations along the Wild Coast Precinct coastline, as are Red-Capped Plovers and large flocks of migratory shorebirds (Parks Victoria, p.46). A breeding site for the Hooded Plover was located between Spookys and Levy's Beach between 2014 and 2017 (Parks Victoria, p. 38).

**Note 2: The risk of fire within the Belfast Coastal Reserve is considered to be low. (Parks Victoria, p 41)

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RECREATION AND USE (SECTION 6, pp.46-72)		
6.2 RECREATIONAL ACTIVITIES		
Goal	Strategies	Priority Level
<i>Opportunities for a range of recreational visitor activities are provided with minimal impacts on natural values, cultural values and other users.</i>	<p>Motor vehicle and motorbike use</p> <p>Provide vehicle and walking access to visitor sites and beaches as on Map 3 (Appendix 5); revegetate unauthorised tracks.</p> <p>Provide signage and speed limits on shared---use roads to encourage appropriate driving behaviour.</p> <p>Control illegal vehicle access to dunes and wetlands using bollards, gates and barrier fencing with clear signage at illegal vehicle access points.</p>	<i>Immediate</i>
	<p>Dog walking / exercising</p> <p>Provide dog walking access in accordance with report recommendations (refer to Appendix 7).</p> <p>Monitor and review dog walking impacts and compliance and consider further restrictions if required.</p> <p>Provide information to identify dog walking opportunities including signage to communicate dog regulations.</p> <p>Promote alternative off---leash areas outside the Reserve for exercising of dogs.</p> <p>Investigate a dog walking loop between the Killarney Recreation Reserve and Golfies.</p>	<i>Immediate</i>
	<p>Recreational horse riding</p> <p>Provide recreational horse-riding access in accordance with the Management Plan and as shown at Appendix 6.</p> <p>Monitor and review horse riding impacts and compliance and consider further restrictions if required.</p> <p>Provide information to identify horse riding opportunities including signage to communicate horse regulations.</p> <p>Implement a permit system for group recreational horse riders, providing detailed conditions of use.</p>	<i>Immediate</i>
	Manage visitor activities in accordance with the Management Plan (p. 54).	<i>Immediate</i>
	Liaise with Victorian Hang Gliding and Paragliding Association to identify and designate launch sites.	<i>Immediate</i>

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6.3 ACCESS AND VISITOR FACILITIES		
Goal	Strategies	Priority Level
<p><i>A range of access and infrastructure is provided and maintained to support passive recreation, emergency response and management of the Reserve while minimising the environmental and cultural impacts of visitation. Tracks are closed or access modified where they do not support this goal. Generally, the undeveloped character of the Reserve is maintained.</i></p>	<p>Provide vehicle and walking access to visitor sites and beaches as shown on Map 3. Monitor the condition of the access network and where possible mitigate damage to values or to the asset. Close and rehabilitate informal tracks that are not required for management, have limited recreational value or are having an adverse impact on cultural or natural values.</p>	<i>Immediate</i>
	<p>Prioritise maintenance and renewal of facilities through detailed site planning which considers coastal hazard information, visitor use patterns, and the management of environmental and cultural impacts.</p>	<i>Immediate</i>
	<p>Maintain walking tracks to be distinct but without major modification to the ground, unless required for visitor safety or to protect values e.g. boardwalk. Close and rehabilitate informal tracks that are not required for management, have limited recreational value or are having an adverse impact on cultural or natural values.</p>	<i>Medium</i>
	<p>Collaborate with partner agencies to collect traffic count data and prepare a traffic management plan for the Reserve.</p>	<i>Medium</i>
	<p>Consult with community and Traditional Owners to assign names to unnamed roads and tracks in the Reserve and update maps accordingly.</p>	<i>Longer-term</i>

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6.4 SITE STRATEGIES – LEVY'S BEACH ACCESS (P. 62)***		
Goals	Strategies	Priority Level
<i>Levy's beach access will be a key site for active recreation providing for a variety of uses.</i>	License horse training at Levy's Beach, ensuring equity of access and appropriate risk management under licence. Monitor compliance and periodically review conditions of use.	<i>Immediate</i>
	Ensure commercial horse training and associated site interventions and management controls at Levy's Beach and Hoon Hill are undertaken in accordance with an approved CHMP and monitored.	<i>Immediate</i>
	Upgrade or provide new carparking and access to ensure capacity for horse trucks/ floats and the loading and unloading of horses, and a safe separation of parking and beach access for other visitors.	<i>Medium</i>
	Rationalise beach access tracks over dunes, providing separate access for horses from other visitors, and closing off surplus or unsustainable tracks and undertaking revegetation.	<i>Medium</i>
6.5 AUTHORISED USES***		
Goal	Strategies	Priority Level
<i>Authorised uses of the Reserve are managed to minimise the effect on values and visitors</i>	Authorised uses of the Reserve are managed to minimise the effect on values and visitors.	<i>Immediate</i>
	Permit small scale local trainers who have historically used the Reserve to train horses under licence at Rutledges Cutting and Killarney Beach in accordance with conditions and provisions in the Management Plan and as shown at Appendix 6.	<i>Immediate</i>
	Permit commercial scale horse training under licence at Levy's beach and Hoon Hill in accordance with conditions and provisions in the Management Plan and as shown at Appendix 6.	<i>Immediate</i>

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	Strategies	Priority Level
	Licence conditions for racehorse trainers and tour operators to include comprehensive protections for cultural values, natural values and other beach users. Revoke licence for continual levels of non-compliance.	<i>Immediate</i>
	Do not permit commercial seaweed harvesting or collection.	<i>Immediate</i>
	Review the access tracks used by licensees to improve and maintain visitor experience while providing a sustainable access network.	<i>Medium</i>
	Review beach nesting bird monitoring results to inform licence conditions e.g. Hooded Plover (as an indicator species) fledgling success and nest failure rates.	<i>Medium</i>
	Investigate opportunities, in consultation with the operator, to phase out use of the sand quarry and close off vehicle tracks.	<i>Medium</i>
	Close areas of the beach to horse training and commercial riding groups when Hooded Plover nests extend onto narrow sections of beach used for training, or when climatic conditions or tidal conditions make access unsuitable.	<i>As required</i>
	Continue to permit commercial fishing in accordance with commercial fishing licenses, and maintain the netting exclusion zone off Killarney Boat ramp.	<i>As required</i>

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6.6 RISKS AND SAFETY***		
Goal	Strategies	Priority Level
<i>Promote visitor safety and awareness of safety issues and risks associated with access and use of the Reserve</i>	Ensure the general public is informed when and where racehorse training could be taking place at the Reserve e.g. clear signage at locations designated as beaches to permit training.	<i>Immediate</i>
	Implement increased compliance programs and run targeted enforcement to address illegal activities impacting on values and/or visitor safety.	<i>Immediate</i>
	Work with user groups to encourage and promote safe practices relating to visitor safety e.g. compliance with activity or licence provisions, adventure activity standards and/or codes of practice.	<i>Medium</i>
	Ensure a strategic and integrated approach to safety signage to provide visitors clear and consistent messages on safety risks so they may enjoy a safe visit. Provide both pre---visit and on---site information to increase visitors' awareness of potential risks and promote safe behaviour.	<i>Medium</i>
	Develop an emergency management plan for the Reserve that is integrated within the district and municipal emergency management plans, providing procedures for responding to a range of emergency situations, including protocols for marine emergencies in state coastal waters.	<i>Medium</i>
	Ensure unique emergency location codes are displayed at major access areas to the Reserve or alternatively that site/location naming is formalised and site names are incorporated in VicMap data.	<i>As required</i>
	Ensure facilities are maintained and 'fit for use' and that any new assets comply with Australian standards, Industry standards and building codes and regulations. Upgrade, replace or withdraw from public use those that do not.	<i>As required</i>

***Note 3: The Belfast Coastal Reserve Management Plan was finalised in July 2018. In late 2018, decisions were made by Council and advice given from the Minister for Planning, to allow racehorse training on the beach. A decision was made by Council, as the Committee of Management, on 18 October 2018, to permit the resumption of racehorse training at Levy's Point Beach. There are a number of laws, orders and legal requirements that must be met for this to occur.

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6.7 INFORMATION, INTERPRETATION AND EDUCATION		
Goal	Strategies	Priority Level
<i>Visitors appreciate, understand and care for the values of the Belfast Coastal Reserve.</i>	Review existing signage at key visitor sites and access points to improve visitor orientation and interpretation. Remove old, duplicated and damaged signs. Replace with durable signs that are well--researched and location specific. Ensure public information helps promote safety to visitors and values.	<i>Immediate</i>
	Develop a consistent approach between Parks Victoria and local government to interpretation programs and activities which: increase appreciation and understanding of the Reserve's natural and cultural heritage; encourage others to assist in their delivery; and increase awareness of the roles of agencies and volunteer groups in managing the Reserve.	<i>Medium</i>
	In consultation with Traditional Owners, develop an Interpretation and Sign Plan that includes Belfast Coastal Reserve and encourages the appreciation of Aboriginal Cultural Heritage and Country; educates users of the Reserve on regulations and their obligations to cultural heritage; encourages reconciliation; and educates local Aboriginal children on their history.	<i>Medium</i>
	Support citizen science programs and increased active use of the Reserve by educational institutions to develop knowledge on the area and inform the education and interpretation program.	<i>Medium</i>
	Develop and implement a Learning in Nature program that provides community members with meaningful ways to connect with the Belfast Coastal Reserve, including contributing to its protection.	<i>Medium</i>
6.8 TOURISM PARTNERSHIPS, MARKETING AND PROMOTION		
Goal	Strategies	Priority Level
<i>Tourism experiences focusing on nature and cultural heritage are supported to generate opportunities for economic and social benefits to communities, including Traditional Owners.</i>	Support the development of tourism planning strategy with Traditional Owners.	<i>Immediate</i>
	Continue to work with tourist information providers and regional tourism stakeholders to promote the values of the Belfast Coastal Reserve to visitors, including its unique avifauna.	<i>Medium</i>
	Provide for tour operator licences in the Reserve that utilise the range of available activities, subject to the protection of native flora, native fauna, built assets, natural features and cultural heritage places.	<i>As required</i>

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MANAGING IN PARTNERSHIP (SECTION 7, pp.73-78)		
7.1 COORDINATED MANAGEMENT		
Goal	Strategies	Priority Level
<i>Coordinated management of the Reserve enables efficiencies in program delivery and is supported by consistent land status and regulations.</i>	Reserve all lands within the planning area under the Crown Land Reserves Act 1978 for the protection of the coastline or public purposes.	<i>Immediate</i>
	Formalise and update the management arrangements and Planning Zones (under the local government planning scheme) as appropriate.	
	Close relevant unused road reserves and formally establish as part of the Belfast Coastal Reserve.	
	Establish regulations under the Crown Land Reserves Act 1978 in accordance with the Management Plan for Belfast Coastal Reserve.	<i>Immediate</i>
	Pursue a collaborative working relationship between Parks Victoria, DELWP, Moyne Shire Council and Warrnambool City Council through improved and sustained communication, consultation and cooperation. Apply an integrated approach to land and marine management	<i>Immediate</i>
	Develop a business case to resource the implementation of the Management Plan for Belfast Coastal Reserve.	<i>Immediate</i>
	Collaborate with local government and landholders to coordinate programs, such as fox control, find realistic solutions on shared issues, such as litter management, and improve cross-tenure management and habitat connectivity.	<i>Medium</i>
	Undertake a 5-year review of implementation of the plan – with reporting against high priority strategies provided by responsible agencies.	<i>Medium</i>
	Undertake a 10-year review of implementation of the plan – with reporting against all strategies provided by responsible and partner agencies.	<i>Longer-term</i>
	Explore opportunities for consolidation of land management arrangements as they arise.	<i>As required</i>

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7.2 MANAGING WITH TRADITIONAL OWNERS		
Goal	Strategies	Priority Level
<i>Traditional Owners caring for their Country is an integral part of the Reserve's management</i>	Facilitate knowledge sharing and cooperation between Traditional Owner communities.	<i>Immediate</i>
	Provide opportunities for Traditional Owners and land managers to share knowledge and work collaboratively.	<i>Immediate</i>
	Identify and apply traditional ecological and cultural knowledge to support sustainable management practices e.g. to enhance environmental management, education about natural values and associated cultural benefits.	<i>Medium</i>
	Partner with Traditional Owners to enrich the cultural experience and support the growth of local businesses, such as NRM contract services, tourism operations and community enterprises.	<i>Medium</i>
7.3 WORKING WITH COMMUNITY		
Goals	Strategies	Priority Level
<i>Community skills, knowledge and assistance provide stewardship and help in managing the Reserve.</i>	Work with volunteer groups to promote their work, encourage safe work practices and share ecosystem restoration skills.	<i>Immediate</i>
	Work with BirdLife Australia to: source volunteers and coordinate volunteer training within the Reserve for monitoring and protection of Hooded Plover habitat/breeding sites; collect and analyse data to assess management effectiveness; and generate training information for user groups on how to ensure minimal impact on shorebirds.	<i>Immediate</i>
	Support opportunities to extend and diversify volunteering to increase community connections, and promote health and wellbeing of people and Country, including programs on neighbouring private land which help to augment and buffer the park e.g. Basalt to Bay Landcare Network and Warrnambool Coastcare Landcare Network.	<i>Medium</i>
	Promote use of the Reserve in community engagement days, cross-cultural training days, and volunteer events such as National Tree Day and Clean Up Australia Day.	<i>As required</i>

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RESEARCH AND MONITORING (SECTION 8, pp.79-82)		
8.1 RESEARCH AND MONITORING		
Goal	Strategies	Priority Level
<i>Monitoring, evaluation and research improves management decisions and techniques through enhanced ecological, cultural and visitor use knowledge.</i>	Work with Traditional Owners to research and document Aboriginal cultural values and apply traditional ecological knowledge and land management practices.	<i>Immediate</i>
	Develop monitoring criteria for cultural values and assets, informed by working with Traditional Owners and other stakeholders.	<i>Immediate</i>
	Work with research partners to facilitate research and monitoring of key ecological values aligned with management objectives.	<i>Immediate</i>
	Develop monitoring criteria for key ecological measures, informed by conservation planning and State of the Parks.	<i>Immediate</i>
	Work with other agencies, including local councils and BirdLife Australia, to monitor and identify impacts of dog walking, recreational horse riding and horse training activities on protected species, such as Hooded Plovers, in the Reserve.	<i>Immediate</i>
	Develop and implement an independent monitoring plan, subject to approval by relevant land managers, to establish baseline data prior to implementing site interventions or commencing commercial racehorse training, and to direct ongoing monitoring and reporting on the following at Hoon Hill and Levy's Beach: <ul style="list-style-type: none"> • Dune sand/soil loss and movement • Vegetation structure and composition on dunes • The protection of cultural heritage (in accordance with an approved CHMP) • Effectiveness of changes to carparks. 	<i>Immediate</i>

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Strategies	Priority Level
Monitor compliance with regulations pertaining to dog walking, specifically impacts on fauna and as detailed in Table 6.1.	<i>Immediate</i>
Monitor compliance with regulations pertaining to recreational horse riding, specifically impacts on flora/fauna and as detailed in the Management Plan.	<i>Immediate</i>
Monitor compliance with regulations pertaining to licensed horse tours, historical horse training and commercial racehorse training, specifically impacts on flora/fauna and as detailed in the Management Plan.	<i>Immediate</i>
<p>Within two years of implementing the plan, or as required, compile evidence based reports from monitoring of:</p> <ul style="list-style-type: none"> • Dog walking compliance • Horse riding compliance • Hooded Plover breeding success • Impacts on resident and migratory birds and their habitat • Visitor conflicts or impacts • Environmental and cultural impacts at Hoon Hill and Levy's Beach. <p>Reports will direct management actions, permissible activities, associated provisions and/or management zone boundaries in accordance with assessment outcomes.</p>	<i>Immediate</i>
Within two years of implementing the plan, or as required, undertake a review of commercial and historical horse training, and the licensing provisions in Tables 6.4, 6.5 and 6.6, based on monitoring and evidence based reports. Subject to outcomes of the review, changes may include further licence restrictions or prohibiting the activity.	<i>Immediate</i>
Monitor the effectiveness of recommended changes to carparks in the Reserve, specifically with respect to horse floats and their impact on other Reserve visitors.	<i>Medium</i>
Support and encourage citizen science research and monitoring to fill key knowledge gaps and inform management decisions.	<i>Medium</i>
Facilitate research to increase knowledge and understanding of visitor use, satisfaction and impact.	<i>Medium</i>

APPENDIX 1: WILD COAST LANDSCAPE MASTER PLAN – BACKGROUND REPORT

	Strategies	Priority Level
	Collaborate on monitoring of priority ecological assets (dune vegetation, wetlands, shorebirds and water birds) and threats to these.	<i>Medium</i>
	Use knowledge gained from research to refine management practices e.g. investigations into the effectiveness of invasive species control programs and techniques.	<i>Medium</i>
	Support research into the impacts of climate change on coastal areas and mitigation measures that could be applied in the Reserve.	Medium

Appendix 5: Belfast Coastal Reserve Management Plan – Visitor Facilities (Parks Victoria 2018)



Appendix 6: Belfast Coastal Reserve Management Plan – Access Eastern Section of Reserve (Parks Victoria 2018)



Appendix 7: Belfast Coastal Reserve Management Plan – Dog Access (Parks Victoria 2018)





Wild Coast Landscape Master Plan Consultation Summary



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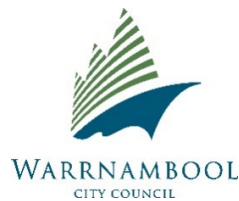
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Wild Coast Landscape Master Plan – Consultation Summary

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Council acknowledges the Eastern Maar Nation as the original custodians of the lands of this general area. Council also acknowledges the descendants of the ancestors of Aboriginal nations within the lands forming the Great South Coast and particularly the elders of the indigenous communities within both Warrnambool and this region.

DISCLAIMER

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Wild Coast Landscape Master Plan

Round 1: Initial Consultation

June - July 2020

Wild Coast Landscape Master Plan – Consultation Summary

1.ROUND 1 COMMUNITY CONSULTATION SUMMARY

Round 1 consultation was undertaken in June/July 2020 to gain an understanding of people’s views towards the Precinct. An online survey was carried out to reach the broader community.

A number of community groups, stakeholders and adjacent landowners were directly contacted inviting them to participate and provide comment on the Wild Coast Precinct.

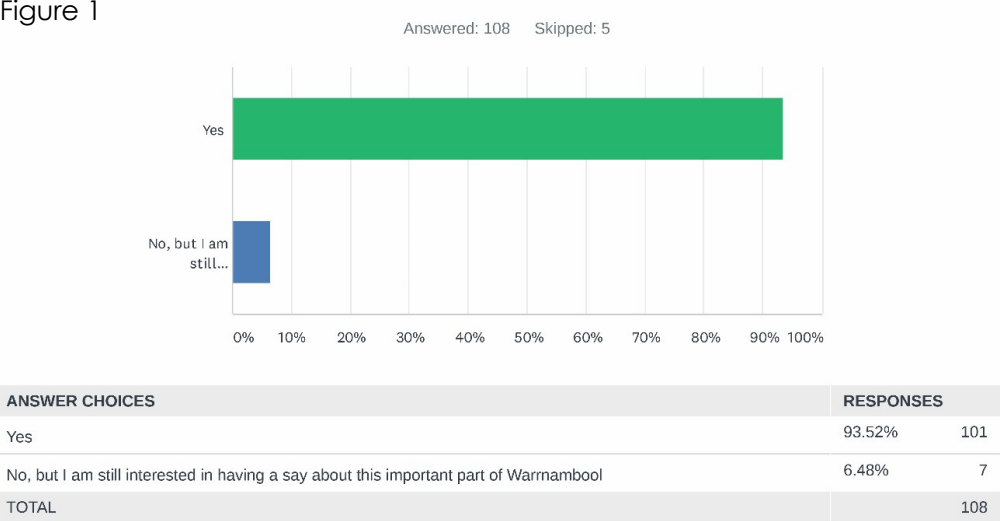
A large number of people completed the online survey, with a total of 113 responses. There were also two written submissions from individuals and written submissions from four local community groups/organisations with an interest in the area.

COMMUNITY CONSULTATION OUTCOMES (FROM ONLINE SURVEY)

QUESTION 1: Do you visit the Wild Coast precinct?

A large percentage of respondents (93.52%) visit the precinct, but a few people who don’t visit felt it was important to have a say.

Figure 1

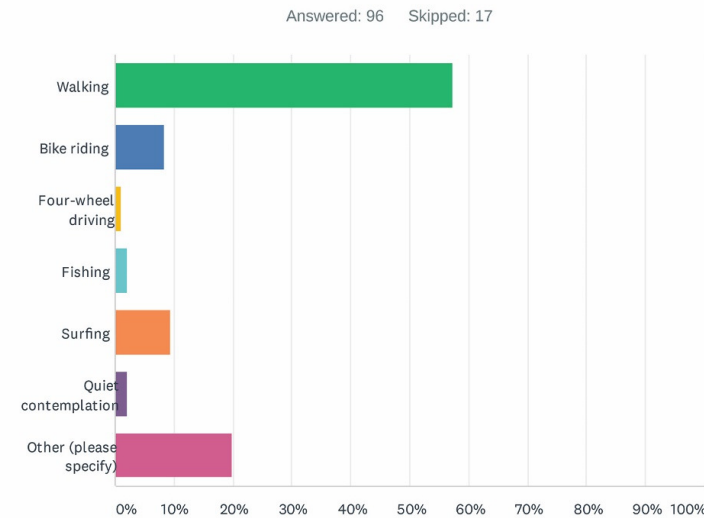


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QUESTION 2: What activities do you do there?

The most popular activity in the precinct is walking (57.29%), followed by surfing (9.38%) and bike riding (8.33%). Other activities included contemplation or observing wildlife, birdwatching, fishing and four-wheel driving.

Figure 2



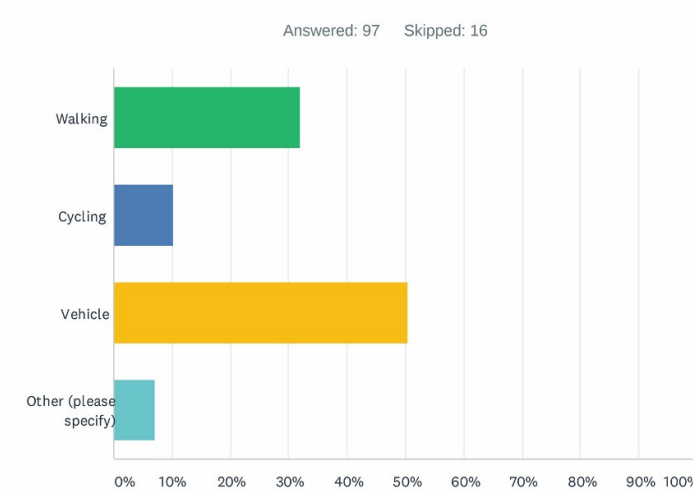
ANSWER CHOICES	RESPONSES	
Walking	57.29%	55
Bike riding	8.33%	8
Four-wheel driving	1.04%	1
Fishing	2.08%	2
Surfing	9.38%	9
Quiet contemplation	2.08%	2
Other (please specify)	19.79%	19
TOTAL		96

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 3: How do you get to and from the precinct?

The most common way of accessing the precinct is by vehicle (50.52%), followed by walking (31.96%) and bike riding (10.31%). 'Other' responses were from people who access the precinct using multiple forms of transport, not just one, such as walking and vehicle.

Figure 3



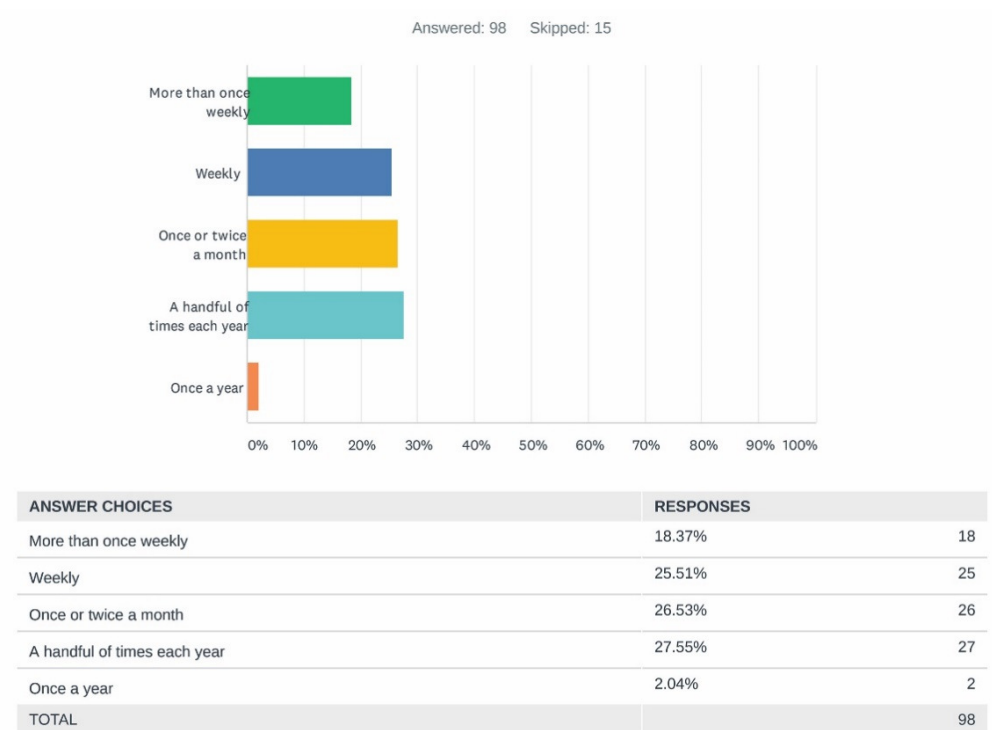
ANSWER CHOICES	RESPONSES	
Walking	31.96%	31
Cycling	10.31%	10
Vehicle	50.52%	49
Other (please specify)	7.22%	7
TOTAL		97

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 4: How often do you visit the Wild Coast precinct?

There were a variety of responses to frequency of visits, with 27.55% visiting a handful of times each year, 26.53% visiting once or twice a month, 25.51% visiting weekly, 18.37% visiting more than once a week and 2.04% visiting once a year.

Figure 4



Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 5: Do you have any concerns about safety at the Wild Coast precinct? If you do, can you describe them?

Of the 113 responses, 13 respondents (11.5%) had no safety concerns and 54 respondents (47.8%) listed specific safety concerns. The remaining 46 respondents (50.7%) did not provide an answer to this question. Some people had more than one concern.

There were a range of comments relating to personal safety as well as safety for the environmental and cultural values of the Precinct.

Safety concerns (ranked from most mentioned to least):

- **Horse training/riding** (28 responses) – comments related mostly to public safety concerns for walkers and other visitors. Some mentioned impact on environment and cultural values, smell and sight of horse manure introduction of weeds and horse hooves causing erosion.
- **Off road four wheel driving and motor bikes** – comments related to incompatibility with pedestrian/cycling, damage to natural environment and dunes by motor bike riders. (18 responses)
- **Illegal activities**, including people not sticking to set tracks, anti-social behaviour and placement of dangerous objects in sand. (6 responses)
- **Rubbish dumping** (5 responses)
- **Destruction of natural environment**, including dunes, nearby waterways and its wildlife. (5 responses)
- **Pollution from sewerage treatment plant/sewage** into the outfall near Shelly Beach and rock pools. (5 responses)
- **Unwanted dog access or unrestrained dogs** (5 responses)
- **Hooning/speeding vehicles/reckless driving**, including poor separation between vehicles and cyclists and people running their dogs beside their cars. (4 responses)
- **Isolation**. ie. Don't feel comfortable walking alone (4 responses)

- **Verbal abuse** from horse riders and motor bike riders (3 responses)
- **Snakes** (2 responses)
- **Multiple tracks being created** due to no scenic track at Shelly Beach, and causing damage to vegetation. (2 responses)
- **Poor sight lines/surveillance** due to vegetation (2 responses)
- **Damage to indigenous lands and aboriginal cultural heritage** (2 responses)
- **Abandonment of stolen vehicles** (1 response)
- **Marine rubbish washing up** (1 response)
- **Tracks are not well-defined and difficult to negotiate** (1 response)
- **The impact of city sprawl** (1 response)
- **Not easily accessible** (1 response)
- **Lack of suitable fencing**. Safety threat to exposed middens (1 response)
- **Risk of violence from intoxicated people** (1 response)
- **Fire risk from vegetation**, specifically Coastal Wattle (1 response)
- **Vermin**, such as foxes, rabbits, feral cats (1 response)
- **Dune erosion/collapse** (1 response)
- **Bacteria and disease from animal faeces**, horses and dogs (1 response)

Other comments, not specifically related to safety, included:

- This site should be home to the Great Wild Coast Walk after the Great Ocean Road Walk and before the Great South West Walk.
- Don't want people/visitors to be locked out of area (2 responses)
- Area should be conserved with lots of activities stopped (1 response)
- Weeds taking over, including coastal wattle (2 responses).

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 6: What do you like about the Wild Coast precinct?

There was a wide array of reasons why people like the Wild Coast, they include (ranked from most mentioned to least):

- **Natural environment**, including variety, the views, the sounds, close to the original landscape of the region, picturesque, natural beauty, pristine, unspoilt, rugged, wild, openness, natural, freedom, biodiversity (40 responses)
- **Birdlife**, including rare species (15 response)
- **Beach and coastline**, including rocky landscape, cliffs, sand dunes and seascape (14 responses)
- **Wildlife** (11 responses)
- **Native vegetation** including coastal scrub and other flora (11 response)
- **Remoteness/isolated** (8 responses)
- **Peace and quiet**, a place to unwind. Tranquil. (7 responses)
- **Walking trails** and coastal walk at low tide (7 response)
- **Undeveloped** and lack of commercial activity (6 responses)
- **Proximity to town** and close the city centre (5 responses)
- **Lack of people** (5 responses)
- **Cultural heritage values** (3 responses)
- **Accessible** (3 responses)
- **Marine Life** (2 responses)
- **Fishing** (2 responses)
- **Cleanliness and fresh air** (2 responses)
- **Good surf** (1 response)
- **Proximity to other trails** (1 response)
- **Good dog walking** (1 response)
- **Hoon hill track** (1 response)
- **Photography site** (1 response)
- **Fun** (1 response)

- **A place for four-wheel driving** (1 response)
- **Cool things you can find** (1 response)

'It has been a place of solitude and contemplation for my whole life. Its wild winds, dynamic high energy coastline, towering dunes and recovering flora and fauna are one of the wonders of the region. It's quite unique and remarkable that it's only 10 - 15 minutes from the City centre of Warrnambool.' Resident just outside Warrnambool

'The areas are magnificent, unique and to be admired, but in a more careful and respectful way. This area once damaged significantly, will be gone forever. There is significant cultural heritage to be protected and managed very carefully, as well as amazing and varied wildlife which require this area to be appropriately protected from damage and ruin. This area has the potential to be one of Warrnambool's greatest draw-cards for careful and extremely well managed eco tourism.' Warrnambool Resident

'It is a very good walking area, particularly if you are in training for a bushwalk. It has a real sense of remoteness. The sea and landscapes are magnificent, along with the wildlife.' Warrnambool Resident

'As part of the local Aboriginal community we have our connections to Country with this area and need to continue to be able to carry out our care and customs on this part of Country. This part of Country is significant with our stories, significant sites and connections.' Survey Respondent

Wild Coast Landscape Master Plan – Consultation Summary



Figure 5 -

'Wordle' of frequent words used in response to 'what do you like about the Wild Coast Precinct?'

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 7: Are there any issues you would like to see addressed by this landscape master plan?

There was a wide range of reasons why people like the Wild Coast, they include (listed in themes – please note single responses do not have number listed after them):

ACCESS

- A ban on commercial horse training activities on beach and dune areas (14 responses)
- No motorcycles; no 4x4s or any other vehicles off designated roads (4 responses).
- Designated four-wheel drive (4WD) and access points so that people are not travelling over sensitive dune systems (3 responses).
- Better regulation and enforcement regarding horses and vehicles (3 responses).
- Over-use of areas by off-track hikers and bikers and vehicles --- causing degradation and erosion (2 responses).
- Off-road vehicles (2 responses).
- Defined access ways to protect dune system. Track needs an upgrade, to define it (2 responses).
- Improve quality of rail trail for cycling (2 responses).
- Passive recreation only. No horses or motor vehicles including motorcycles.
- The issue of horse access and horse commercial training on the beaches.
- No horse riding.
- Resolution of horse training.
- Horses need to be kept to defined access tracks and off the fragile upper beach and dune system.
- Tightly controlled and permitted recreational horse riding.
- Ban horse training in such large numbers and definitely no refurbished space for horse floats - this is a significant area for our local indigenous tribes.
- Dangerous hooning drivers and too many unlicensed motorbikes and ATVs. The road is shared by walkers, bikes etc. Can't promote a walking/cyclist path and allow vehicles on it. (2 responses)
- A new scenic route connecting end of thunder point coastal walking track, through to Shelly Beach and back through dunes and boardwalk over wetlands into Mervue Estate and connecting Port Fairy-Warrnambool walking track. This will prevent multiple tracks being created by persons and allow surrounding shrubs to recover while giving another extension of viewing platforms and walking tracks including further running tracks, bike rides, scenic walks and dog walking routes. Will create a second loop from Thunderpoint/Breakwater track to give people a much better visualisation of this area while keeping area free of further damage.
- A track connecting from the Shelly Beach track to the rail trail, going through the new Mervue Estate. This will create a great walking track loop and will prevent people from creating their own tracks in the sand dunes affecting the vegetation. It will be fine safer for families and dogs as there are snakes in the area and it is very difficult to walk past Shelly Beach. Prevent vehicles from entering. Allow rail trail for bikes and pedestrians only.
- Separate cyclists from vehicles.
- The WCC could enact the 2013 Coastal Management Plan and eliminate all off road car and motor bike activity that is ruining the dunes vegetation. Bollards need to be installed at Spookies car park (just behind the dunes) to stop off-road access. Signage needs to be installed clearly stating no access allowed and penalties, then this needs to be policed by the WCC. The same needs to happen at other off road tracks leading of the major access tracks.
- Please maintain vehicle access to remote beach access at Spookys and Big Baldy*.

Wild Coast Landscape Master Plan – Consultation Summary

- Cycling access and paths should be improved. Open wider paths and control bush around these paths.
- Training of horse races is inconsistent with the fundamental values of the coastal reserve's existence, as is recreational use which involves vehicles like 4WDs and motorbikes threatening the fragile dune systems and the habitats of the unique flora and fauna.
- Lack of formalised pedestrian access for Merrivale residents to beaches from the west side of golf course to Levys. Footbridge at Block St and Mervue Estate has opened up this corridor to people and it is only a matter of time before long-existing makeshift tracks are used more regularly. One of these tracks is at the south western most hole at the golf course and directly opposite Wilson St in Merrivale. It would be lovely to have boundaries (eg fencing) along these walkways.
- Ban activities which involve the use of motorised vehicles and horses and bicycles in areas of dune and beach, to prevent any ongoing damage to the areas.
- Pedestrian walk way areas must be well designed and carefully monitored to avoid damage to the environment.
- Beach access must prevent access by motorized vehicles.
- Minimise boardwalks and tracks - only where completely necessary for beach access.
- Enforce ban on four wheel driving and motorbike riding and closed off entrances.
- Pedestrian access.
- No more access points to the beach that will increase vehicular invasion.
- Big open and clear specific fire break tracks that allow all activities access. This will help keep people to specific areas and give opportunities to conservation groups to drive in endemic species of vegetation for plantings/improvements
- Clearly defined walking tracks,
- Ecosystem/Habitat/Environmental damage - stop all horse/vehicle and bike access beyond carparks.

BIODIVERSITY, WILDLIFE & VEGETATION

- Wildlife safety issues need to be addressed. People disturbing nesting sites.
- Protection of the bird life in this area, including beach nesting birds (2 responses)
- Protection of wildlife.
- Control of feral animals (foxes and cats)
- Weed management. Prominence of introduced plant species (3 responses).
- More planting and more protection of existing planting. Revegetate to reduce dune erosion (2 responses).
- Conservation of native vegetation above all else.
- A revegetation plan, support for Coastcare/Landcare and other groups who are working to protect and restore our coastal values.
- Surveying of plants and animals that do exist here.
- Landscape degradation from unsuitable activities.
- Native vegetation rehabilitation program to improve quality and quantity of native ground cover and associated erosion control.

CAR PARKING

- Car parking areas must be small, well designed, and not used by inappropriate vehicles such as horse floats, large buses. Appropriate penalties for illegal use must be provided appropriately (by regular monitoring of the area by the appropriate authorities.
- Better car parking.

Wild Coast Landscape Master Plan – Consultation Summary

CULTURAL HERITAGE

- Protection of cultural heritage. Consultation with traditional owners is essential. Local indigenous groups should be highly involved and be heard for their vision for their lands. Their recommendations should be respected and acted upon accordingly to their wishes. There is a deep and rich history. (8 responses)
- It should highlight the importance of the site to First Nations People.
- To make sure that traditional owners have a say and would be involved in the development so that we all can share our pride.
- The local indigenous community and community representative groups (coast care and wildlife interested groups should be encouraged and supported by WCC, Parks Victoria and DELWP to assist in the ongoing management and monitoring of the area.

DOGS

- Dog-owners with dogs off-leash and who don't take the poo away.
- Dogs running around at will, harassing wildlife.
- Dogs to be kept on lead to protect endangered shorebirds (including hooded plovers) (2 responses)
- Dog walking restricted to certain zones always on leash.

FACILITIES

- Public Toilets (bush/pit) - needed in main car park.

LAND USES

- The rendering plant should be moved on to more suitable site (2 responses).
- Preserve natural wilderness rather than for industrial purposes.

- There is potential for further real estate encroachment near Swinton street bridge. This will bring further potential pollution and degradation of the nearby wild life precinct.
- Development for housing also needs to be avoided to protect the wetlands.
- The rendering plant being visible when people arrive at the area does not make a very good first impression.
- Change the planning zone back to Public Conservation and Resource Zone*
- Stop mining of sand dunes.*
- No commercial land use. Not compatible with natural environment.
- Get rid of the meat processing plant (smells).
- No further development down there, the existing knackery and McKinnons lime/sand extraction works are okay.
- Protection from development.

POLLUTION & RUBBISH

- Wannon Water Sewerage Treatment Plant risks/pollution from the sewerage outlet (8 responses)*.
- Rubbish (around the Thunder Point and Levy's carpark and car wrecks from dunes (3 responses).
- Illegal dumping of rubbish (2 responses).
- Continue to monitor any adverse effects such as plastic pollution by regular environmental surveys.
- Pollution, including plastic (2 responses)
- Penalties for dumping household rubbish.
- Reducing plastics, ropes and other jetsam & flotsam from ships and fishing boats.
- Rubbish/plastics removed from beaches - this is a major problem and some volunteers remove up to 25 kgs a day.

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TOURISM

- Tourism - increased numbers and unknown impact. Many tourists pay no attention to signage or risks, preferring to take photos on undermined cliffs and swim in high danger areas.
- With careful and sensitive planning, it could be a great tourist attraction.

GENERAL

- More protection (2 responses)
- Environmental protection.
- Protection of the dunes, nearby waterways and its wildlife.
- An education strategy to increase our community's eco-literacy about our coastal zone and human impacts,
- Not sure why another master plan is required? The recommendations are all there and have been for considerable time.
- All illegal and anti-social activities need to be managed.
- Don't touch it.
- Just get it done and conserve this natural environment.
- Preservation of plants, wild life, views and midden as well as coastal photography.
- All the outcomes of the Belfast Coast Management plan with the exception of the focus on allowing horse industry on our beaches and dunes.
- Protect the dunes and the area in general.
- The indiscriminate use of the area by mechanical, horse, dog and public impact that degrades the area.
- Fox baiting program to be advised and bait stations to be well hidden but clearly marked to stop accidental dog poisoning.
- Keeping this area pristine for future generations.
- Police banned activities.
- Regular presence, education and enforcement by dedicated rangers.
- Support for volunteer groups who monitor shorebirds and collect plastics pollution; feral and introduced animal (foxes, cats) control; policing of activities like cuttlebone and bait collection; control of Marram Grass and planting Hairy Spinifex.
- Extended area east to the breakwater. A city boasting the Merri Marine Sanctuary, with its penguin colony, its wallaby and echidna, 36+ species of wetland and ocean birds and other fauna inhabiting the coastal dunes covered in exceptional coastal flora so close to their CBD is morally obliged to protect and sensitively promote the asset.
- Tides/Erosion - high tides causing washout of dune areas.
- People who do not clean up their animals faeces/ poo.
- Would like to see a comprehensive plan for the cultural and environmental protection of the area, accompanied by a strategic revegetation initiative.
- It would be good to see the 'Abattoir' (rendering plant) relocated and the site repurposed as a cultural and environmental centre. It could be an excellent facility for coastal & wetland habitat science, maybe as an adjunct to Deakin University. It could also serve as a cultural interpretation centre for the local coastal Aboriginal people and their deep and rich history.
- This area of coast must be monitored on a daily basis to ensure that illegal and dangerous activities are appropriately prevented and if need, penalised.

*NOTES:

- The Wannon Water Sewerage Treatment Plant is outside the boundary of the Wild Coast Precinct Landscape Master Plan and is not in the scope of this project.
- The Wild Coast Precinct is zoned Public Conservation and Resource Zone.
- There is a current sand mining lease.
- Big Baldy is not within the Precinct.

QUESTION 8: What opportunities do you see for the future of the precinct?

There was a wide variety of opportunities mentioned for the Precinct, they include (listed in themes – please note single responses do not have number listed after them):

ACCESS

- Well-marked and maintained tracks to encourage more people to ‘respectfully’ explore our coastline, its plants and animals.
- More walking tracks.
- For Council to follow the Green Warrnambool plan, vegetation plan etc. and not permit commercial horse racing on the beach because it will directly impact on the environmental and cultural values.
- A small increase in the number of planned access points to the beach.
- Better walking track connecting to rail trail will be great for walkers and riders in the area. There are so many people that visit Shelly Beach and would be nice to continue a nice track that is safe for all.
- Fence it off to vehicles and dirt bikes. Let it become a safe walking track.
- Upgraded walking tracks with interp signs
- Defined car parks
- Limited access for those out to do harm - be it off road, dumping rubbish etc.
- Looped walking track
- Develop more opportunities for people to walk, cycle and ride {horses}
- Limited access, with beach walking permitted.
- Bike and walking tracks
- Multi-use trail connecting Stingray Bay to Killarney, avoiding highway and Koroit township.
- Access for a wider group of users, including walkers, dog walkers, nature enthusiasts, families (eg picnics at Merrivale beaches just like the old days) and surfers

BIODIVERSITY, WILDLIFE & VEGETATION

- Preserve coastal vegetation (2 responses)
- Environmental conservation
- Increased habitat and biodiversity for indigenous species
- A focus on restoration of the damage that has been allowed to occur. Healing the damaged landscape, value of ecology over economy.
- A haven for our flora and fauna
- Restore the degraded dunes with local plants, control feral pests and see native animals and birds return.
- Collect ecological data for the precinct to determine what needs protecting and enhancing.
- Minimise environmental impact and re-introduce native vegetation to renew the site.

CULTURAL HERITAGE

- A Cultural Heritage Awareness site.
- Opportunity to provide a respectful indigenous history of the district over past thousands of years.
- A special place to learn about the cultural heritage of this area
- Any development should not occur without consultation with the Gunditjmara community.
- Promote the indigenous cultural values of the Wild Coast
- Potential for greater awareness and education of cultural heritage sites (in consultation with traditional indigenous owners).
- Seating circles built at the edge of the precinct. For visitors to listen to Traditional Owners tell Dreamtime stories.
- Engage with the local Aboriginal community and work collaboratively. This will sustain acknowledgement and progress in a respectful manner to ensure our ongoing connections with the Traditional Owners’ cultural landscape.

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- Joint management with Traditional Owners
- Opportunity for more Cultural tours and engagement with Traditional Custodians.

EDUCATION

- Environmental education.
- Educate the public about the fauna (and flora) of the area, especially the Hooded Plovers and the migratory sea-birds.
- Provide in-depth but low-key information on the cultural history of the area including putting it in the context of the wider Warrnambool sites such as Thunder Point, Moyjil, and others.
- More information boards about the native flora and fauna of the area.
- Provide information about the history of how the area was used by the Traditional Owners.
- Community education and involvement in indigenous, coastal, birdlife and coastcare groups.

LAND USE

- No commercial activity (2 responses).
- None. Leave it as is. No development (2 responses)
- No rampant development.
- No development of café/food stores nearby.
- Guaranteed as a nature reserve.
- Certainly, no more commercial development beyond golf course.
- The Midfields Rendering Plant's planned decommissioning provides a great opportunity to restore this area to its natural values and improve the bike trail experience
- To keep it natural away from human-made damage.
- A natural area – don't wreck it by over development or over management.
- An opportunity to protect the coast from over-development. Lady Bay is already developed and serves the community well.

POLLUTION & RUBBISH

- Enhance and improve upon the landscape and cultural values through cleaning up.

RECREATION & EXPERIENCE

- Mental health and well-being benefits of having a pristine resource so close to our urban centre (2 responses)
- Opportunity to improve walk between Great Ocean Walk and Great South West Walk.
- An extension of the great South West Walk, opened to Port Fairy.
- People coming to the area to recharge and be in nature.
- Perhaps low-key picnic areas behind the dunes in several areas where reserve themes guide a set of information on a particular aspect and these point the way to other picnic areas and their themes, BUT keeping the love of and immersion in the natural environment paramount.
- The mahogany walking trail could be reinvigorated with interpretive signage and education about area/wildlife/flora.
- A place to get away from the pressures of city life but still close to home.
- A wild undeveloped area for low impact recreation for people to walk, fish, surf, contemplate for a connection to nature, bird watch, etc (2 responses)
- Recreational Hub. Open the space up with clear significant tracks that can support the numerous recreational pursuits whilst keeping them to specific areas. The Otway Fly is a great example of supporting access to a significant area whilst protecting those around it.

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TOURISM

- Nature based tourism. That treads lightly on the planet, ie. beach walking and bird watching (5 responses)
- Tourism for people who appreciate & respect coastline
- Better/sensitive interpretation/promotion of the area
- See that the area could be further enhanced for nature and cultural tourism. Education, tours, research and innovation, walking, bird watching etc.
- Conservation of cultural sites, conservation of threatened and endangered species, quiet recreation - e.g. surfing, fishing, regulated horse-riding, bird-watching, promoting these aspects for tourism.
- Better opportunity for tourism once rendering plant has relocated (due to amenity issues)
- Environmental tourism (economic future) with the Mahogany Trail.

GENERAL

- Coastal sanctuary/park (3 responses)
- Develop comprehensive management plan in cooperation with other land managers and community groups, prioritizing natural heritage values.
- Leave in its natural state and preserve the natural environment (5 responses)
- Protect from vandalism
- Preserve the coastal environment
- Keep it wild
- Retain for future generations and prevent damage from over use.
- The precinct is currently accessible via paths, and provides a beautiful coastline with a different experience and has a completely different feeling to Lady Bay.

- We need to ensure that people can continue to enjoy this area in a sustainable way.
- The formation of a friend of group with a variety of interest for sport, nature and photography to assist in management.
- Fire hazard. This needs to be managed in a very careful way. No hot burn.
- Safeguard natural spaces
- Local group may be more capable of maintaining area than Warrnambool City Council
- I would like to see this area included in the Belfast Coastal Reserve Management Plan, so it can be monitored by Parks Victoria.*

*NOTES:

- The Precinct is within the Belfast Coastal Reserve Management Plan and the recommendations of this Plan apply. However, the Precinct is currently managed by Warrnambool City Council.

Other comments, not specifically related to the Precinct:

- Better recognition for significant wetland values on adjoining coastal wetlands - Kelly' (wetlands are outside Precinct boundary)

'...A place where there is a real opportunity to restore the degraded dunes with local plants, control feral pests and see native animals and birds return. A showcase of turning around by a community from ignorance to caring.' (Survey respondent)

'These days it is more important than ever to safeguard our natural spaces - we should enhance the reserve in this regard. We should also promote the indigenous cultural values of the Wild Coast. These are important values to me and many of my friends.' (Warrnambool Resident)

'Such a wild and naturally beautiful and cultural landscape, so close to the city centre, is a remarkable asset for a city and region that relies on tourism. This could be yet another gem for locals and visitors in the area. A viewing platform at Levy's and cultural tours, conducted by EMAC, in partnership with Parks Vic are just a few opportunities that would create real employment opportunities and help the local community re-evaluate the importance of a place they may have learnt to take for granted.' (Resident near Warrnambool)

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 9: Are you aware of the cultural heritage of the precinct? (Please tell us what you know)

There were a total of 54 responses from people who are aware of the significant cultural heritage. Of these 54 responses, the mention of shell middens had the most responses. Some people that responded with a 'yes' didn't provide any more information. There were also those who said they didn't know much would like to know more. Many were aware that the precinct is significant to the Traditional Owners, but were unsure of the significance.


Yes (54 responses)

No (8 responses)

Partly/Only Vaguely (5 responses)

People's knowledge of cultural heritage related to:

- Significant site of importance.
- Stone tools.
- Shell middens along coastline.
- Deep connection.
- Eastern Maar country.
- Important to the Traditional Owners.
- All forms of cultural activities.
- Tragic massacres.
- Have listened and read of early aboriginal places in our area.
- Local indigenous people have a deep connection.
- Should be mapped and protected; all significant areas should be protected.
- Sacred places.
- Telling stories of significance (guided walking tours).
- Intangible relevance.
- Peek Whurrung Dune Country.
- Significant very early sites of domestic settlement along the coast for which we should be proud to acknowledge.
- Use of area by Gunditjmara People for thousands of years.
- Fires and cooking.
- Traditional owners lived and fished there.
- Traditional owners must be consulted prior to any development responses.
- Cultural significance of the area should be honoured with additional information at the precinct (such as information boards).
- Large areas yet to be carefully examined for cultural relics.
- Local indigenous people need support to systematically examine lands in the precinct.
- Significant cultural values, including burials grounds.
- Concerns over damage to the area from horse training activities in recent years.
- Special significance for the Eastern Maar people.
- Numerous Dreaming stories.
- Cultural heritage needs to be protected and respectfully publicised.
- Importance to Peek Whurrong and Kirrae Whurrong Peoples.
- Tool fabrication sites.
- Tread lightly and respect important aboriginal values.



'I know that the generations of traditional owners of the land have habituated here and there are many highly significant and sensitive historical cultural sites in this reserve.' Warrnambool Resident

'It is absolutely covered in cultural heritage that is being damaged daily by uncontrolled anti-social behaviours. It's a disgrace and disrespectful.' Warrnambool Resident

'This is where indigenous people used to live and find food. Their ancestors are buried in this place and these places relate to their important cultural and historical stories.' Warrnambool Resident

'I'm aware of the connection to country our Indigenous community have. The presence of middens, burial grounds and stories relating to this wild space. Cultural heritage is everywhere but in this landscape it has been relatively undisturbed compared to our urban areas.' Warrnambool Resident

'Am aware that this area is of great cultural importance to indigenous Australians which has been deepened by recent research that indicates a much longer association than previously acknowledged. This will also be important to the broader history of Australia.' Warrnambool Resident

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 10: Are you aware of the natural landscape of the precinct and the flora and fauna found there?

There were a total of 72 responses from people who are aware of the significance of the natural landscape. Two respondents said they did not have good knowledge of the natural landscape. There were 70 responses which listed many natural landscape features of the Precinct. They included:

- Large variety of bird species recorded in the area, including several endangered migratory birds.
- This landscape supports two of the areas most threatened species both the Orange Bellied Parrot and Hooded Plover. It's home to a swathe of beach nesting birds, Harriers, Magpie Geese, Falcons, Wedge Tail Eagles, Australasian Bittern, Red-capped Plover, Sooty and Pied Oystercatchers; etc
- Have had training in monitoring the Hooded Plovers and can also identify the other beach-nesting-birds. Some knowledge of other shore birds.
- Protecting the breeding areas of the Hooded Plover close to the high water mark. There are other native fauna that rely on this vital natural resource.
- Introduced plants exist. Eradication of non-native species should be programmed.
- Foxes, feral cats and rabbits are problematic and other introduced species are a problem. Cats and foxes causes catastrophic impact on native species.
- Fox baiting programs kill more natural fauna than foxes.
- Coastcare/Landcare recorded the White Footed Dunnart and that there needs to be further surveys of the flora and fauna that exists in this area. There are Swamp Wallabies, Echidnas, Bandicoots, Tiger Snakes, Copperhead Snakes, Red-bellied Black Snakes, Blue Tongue Lizards, Ring-tailed Possums, Frogs, Owls and Bats, Mourning Skink (*Lissolepis coventryi*), including endangered species. Southern Right Whales come close.
- Dunes and wetlands are fragile and environmentally significant. There are species to be found that are rare or under threat from human activity.
- Diverse plants. The site is largely coastal dune scrub, however a number of introduced species such as Sea Spurge and Marram Grass are prominent.
- Coastal wattle is an issue.
- The flora is also important broadly because it gives the sand dunes structure and aids their maintenance. This is essential to protect the coastline from erosion by the working of the ocean.
- Aware of the sensitivity of the sand dunes to harmful activities.
- Am a member of organisations monitoring flora and fauna on the coast.
- There are significant native plants in which we can relate to in traditional uses such as medicinal and food purposes.
- Some remnant native vegetation of high value e.g. Coast Ballart (*Exocarpos syrticola*)
- Have ticked off the 36 species of wetland and ocean birds on Parks Victoria's birds of the South coast of Australia; and more.
- Incorporate/engage people through activities that develop appreciation for this area, utilise the increased numbers to help target re-establishment works and spread a far more unified message of sustainable practice supporting all community factors.
- Would like to learn more.
- Levy's Beach is a unique surf fishing venue for Australian Salmon.
- Ancient sand dunes
- There was also the 'Kelly Swamp and Saltwater Swamp Proposed Management Plan - September 1993' prepared by George Appleby.

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QUESTION 11: What do you see as the main risk to the environmental and cultural landscape of the precinct?

Risks to environmental and cultural landscape (ranked from most mentioned to least):

- **Off-road vehicles (4WDs and motorbikes)**, destroying dunes and swamp (15 responses)
- **Horses** - commercial horse training (12 responses), horse riding (12 responses) and commercial horse riding (1 response)
- **Development**, such as urban/commercial (12 responses)
- **Poor/inadequate management**, including concern for lack of management plan/strategy (10 responses)
- **Human activity**, including thoughtless and disrespectful activities (6 responses)
- **Inadequate regulation and/or enforcement of laws** ie. vehicles, authorized horse trails, rubbish, dogs on-lead, etc (6 responses)
- **Over-use** (4 responses)
- **Invasive plant species** (ie. threat to Correa reflexa, and Coast Bitter Bush) (4 responses)
- **Sewerage from nearby treatment plant** (4 responses)
- **Climate change** due to rising sea levels and inundation of culturally significant sites, threat to fragile ecosystems (4 responses)
- **Overdevelopment** (3 responses)
- **Feral/pest animals** (3 responses)
- **Pollution** (ie. ocean outfall, along the Merri River and wetlands) (3 responses)
- **Destruction of the natural habitat** (2 responses)
- **Uncontrolled dogs** (2 responses)
- **Unauthorised access** (2 responses)
- **Lack of education** (regarding respect for nature and protection of cultural landscape, overuse by those who don't understand their environmental impact) (2 responses)
- **Multiple tracks/undefined tracks** causing degradation (2 responses)
- **Lack of developed facilities**, such as walking trails, boardwalks, fencing, signage, bench seats, to assist with preservation (2 responses)
- **Unlimited and unmonitored access** by humans, racehorses, horses and motorised vehicles
- **Development that makes the area more accessible to people**
- **Pollution from offshore drilling for oil and gas**
- **Unnecessary activities**
- **Vehicle access** (including noise) (2 responses)
- **Erosion of the sand dunes**
- **Human ignorance**
- **Fire hazard not being managed properly**
- **Degradation from nearby residential and industrial activity**
- **Decisions by council, state govt and private landowners** to disregard the environmental and cultural landscape and its values
- **Unwise decisions regarding tourism**
- **Erosion**
- **Destruction of vegetation**
- **Inappropriate use that conflicts with conservation and cultural values** (such as horses and vehicle access)
- **The rendering plant**
- **Council**
- **Illegal dumping of rubbish**
- **Intrusion of profit motivated individuals/bodies**
- **Vandals**

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- **Providing too much access in too many places** would open the area up to too many people, erosion, weeds, etc.
- **Political interference**
- **Culture of abuse and neglect**
- **Plans that achieve nothing**
- **Inappropriate redevelopment of the rendering plant site**
- **Locking the area up for nobody to access, illegal activities/people will still break rules**
- **Disturbance by any access other than walking** on authorised tracks
- **Impact of sea erosion**
- **Overemphasis on developing recreational activities and tourist potential.**
- **Humans not valuing, understanding or appreciating the environmental and cultural values of the area**

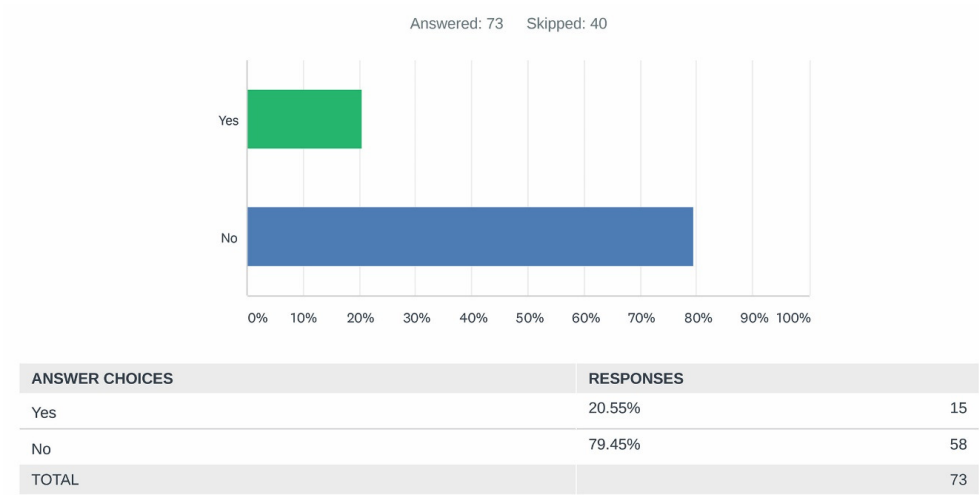


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QUESTION 12: Is the visitor information provided at the precinct adequate?

There were 73 responses (64.6%). Of these 73 respondents, 58 stated that the visitor information provided at the precinct is inadequate.

Figure 5



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QUESTION 13: How could the information be improved?

Suggested improvements for information, included:

- More information about the significance of the natural and cultural wonders of the area and more advice on what people can do to protect this unique and vulnerable place for the future, ie. protection of middens (11 responses).
- More information signage (4 responses).
- More signs placed around the area to increase awareness of how unique the area is and how important it is to the local indigenous people. Explanation to visitors about the cultural sensitivity of the area and education about indigenous culture (3 responses).
- More regulation signage and penalty deterrent information (2 responses).
- Better signage or printed information available at Visitors Centre or on Council and other websites. Could be in the form of a brochure available from the visitor centre and/or by sturdy signs along the walks. (2 responses)
- More information about different types of flora and fauna and more emphasis on plant and species identification and threatened species Labelling of plant groups and role in the ecosystems. More information about species. (5 responses)
- More interpretive signage (2 responses)
- Better acknowledgement of Tradition Custodians of the areas and relationship to cultural landscapes from the Information Centre, including pamphlets.
- Site ID signs.
- More information, more visible, more history, more engaging.
- Directional signs off the main road ie: Morris Rd/Raglan Parade.
- An emergency pole giving a reference location at the end of the track from the Levy's Point car park would be a useful piece of information.
- Information on any citizen science projects being run and results from those studies.
- A couple more signs at corners where paths diverge.
- I think the information about local birds at both Thunder Point and Levy's is useful, as are warnings regarding strong current etc. Additional signage regarding proper disposal of rubbish.
- Signage could include several languages.
- Signs for the rail trail.
- From the Merri to Pickering point there are cultural signs and descriptions and signs saying no dogs etc, but don't recall there being much information at Thunder Point at all and dogs are walked there too.
- Organised tours by administering bodies to further educate locals and visitors about the fragility and preciousness of such ecosystems.
- Map of the area with 'you are here'.
- Griffith Island is an example of how it could be improved. Information on the life there and on the cultural aspects should be brought to the fore.
- More interactive electronic mediums.
- Not sure, haven't been lately but in the past has been adequate for locals but needs more disseminating for visitors outside the city
- Guided tours with indigenous rangers and guides.
- An engaging cultural and environmental display sharing the unique attributes, a way finding map to paths and roads and significant sites.
- Viewing platforms with info regarding significant species along the coast and wetlands.
- With a good map and detailed information about the "wild coast". True descriptions to keep expectations real.
- Signage at main access points/entrance
- Marker posts needed to define walk access track to and from the beach, this will help keep people on defined tracks.

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- More information boards in the car parks (suggestion for undercover sign)
- Improved maintenance of signs.
- Signs shouldn't be intrusive - maybe just one set at main vehicle point of egress - Levy's car park.
- Two-fold brochures; better interpretation boards maintained in good condition; installation of rotundas, shelters or equivalent to house interpretation boards.
- Needs more narrative that links people to the area.
- The area should be one of Warrnambool's premier destinations to enjoy nature while also protecting it. So get some money and do it properly, including interpretation.
- Ask them to pickup plastics while there, and provide a dumping point and reporting method for that. Try to get locals and visitors involved in caring for the area.
- More information / warnings about health dangers of interacting with partially treated sewage and fishing in the sewage mixing zone*.
- A cultural and environmental interpretation centre at the site of the old Abbatoirs (rendering plant) would provide a local and tourist activity node, as well as additional employment.
- Greater visibility of signage at entrance and throughout the area.
- Explain contents and significance of environment, with positive language, rather than 'what you can't do'.

Other comments, not specifically related to information, included:

- Friends of rail trail group to be supported to generate greater community buy-in for initiatives to protect the environment.

***NOTES:**

- The Wannon Water Sewerage Treatment Plant is outside the boundary of the Wild Coast Precinct Landscape Master Plan and is not in the scope of this project.

'Much improved forms of information regarding the significance and importance of these beautiful beaches. Penalty deterrent information with improved contact information and fine details. Detailed wildlife and vegetation information boards, explaining why this area must be protected and respected.' Warrnambool Resident

'Greater visibility of signage at the entrance and throughout the area. Also explanation to visitors about the cultural sensitivity of the area and education about indigenous culture.' Warrnambool Resident

'The information that sits at the information centre of Warrnambool holds no acknowledgement of Traditional custodians of the areas our voice. There is no direct information coming from the Information Centre for Traditional Custodians and relationship to our Cultural Landscapes here. The Aboriginal community has not been acknowledged on this platform. To improve this there needs to be pamphlets on local Aboriginal Organisations, people and places for visitors to explore what the local Aboriginal Cultural aspects and connections to Country actually are and why this area is so significant to us.' Survey Respondent

'Educative gateways leading down pathways that explain the contents and significance of the environment without preaching what you can't do. Maybe all the don't do this messages are getting people's backs up and an adverse effect takes place. Certainly that's the indication I get when I approach someone I feel needs to know their actions are impacting the environment.' Warrnambool Resident

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QUESTION 14: Do you have any other comments that would help with the preparation of the Landscape Master Plan?

Additional comments included:

- Before finalising the plan please send copies to organisations such as Birdlife Australia.
- Local author has offered to provide photos that could be used on signage or in a brochure.
- Primary priority of any plan must be the interests of the environment with its flora and fauna, and the cultural values of the area, and the conservation and improvement of their qualities.
- Any development/ improvement of the area should be done in direct consultation with traditional owners and aim to preserve the current 'wildness' of the area.
- Include commercial horse training on the beach as an issue.
- Everyone should all be able to share and look after the area.
- There have already been substantial efforts at local consultation, feedback etc. pertaining principally to nearby commercial race horse training and beach usage. Do we need more of the same?
- Concern that feedback will not be regarded or implemented. (2 responses)
- Query about out of date Landscape Master Plan for this area.
- How will the progress of implementing plan recommendations be monitored and reported on?
- If there is to be protection for this sensitive environment there needs to be more compliance with dog walkers plus the banning of horses.
- Difficult emergency access to the sand dunes (fire trucks/ambulance).
- Would have liked wetlands included in Precinct.
- Better control of dogs on beaches.
- Wannon Water – ensure non-polluting and best-practice sewerage treatment*.
- Put a gate in.
- Lack of enforcement means that good work done in the Precinct, ie. protecting bird habitat, is destroyed.
- Joint response required for enforcement.
- Respect, promote and enhance conservation and cultural values. (3 responses)
- No commercial activity.
- Don't lock the people out.
- Involve historic and cultural groups as well as user groups.
- Great potential for this area to form part of an extended coastal park between Warrnambool and Port Fairy.
- A bike rack that people can lock their bicycles to while they walk in the area would be a great addition.
- The views of a good mix of community representatives are required.
- Consult the surfers and fishermen who use it regularly.
- Keep it in its natural state. Leave as is and protect it. (3 responses)
- Keep survey respondents in the loop.
- Think of future generations - once it is spoilt it is gone forever.
- Revegetate, including trees.
- Random access to vehicles should be denied to other than the local landowners and management people.
- Retain access for Rundells riding to this area. They contribute to economy, and provide one of the few activities where riders can see what all parts of this area offer, both through bush and beach.
- Commercial usage of the wild coast and the horse-racing industry should be removed.
- Ongoing weed management.

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- The Landscape Master Plan must mean something and be a valuable protocol for how our community best plans to protect, monitor and respect this area for thousands of years to come, and importantly, will prevent any ongoing damage to these areas.
- WCC should implement the 2013 Coastal Management Plan which and ensure commercial activities like race horse training are forever banned.
- Seek advice from the Traditional Owners regarding management of this land, or hand management over to the Traditional Owners.
- Increase the scope of the study area as the wetland system and coastal feature east and west will influence how the site (current) should be managed.
- Ensure that community consultation and response is paramount in development of any plan.
- Coordination with other land managers, resource managers and adjacent land owners is essential.
- Education by story seems to be an effective way of opening up people's eyes to an idea. Managing authorities have to inform of the good and unpalatable, such as dog exclusion and excrement along the coastal paths.
- Keep it simple. Do nothing. People who love the area will fund it.
- Try to look at it from a First Nations point of view.
- Request that community consultation is longer than two week period.
- Provide recreation, the community needs access.
- Ban commercial horse training (2 responses)
- The natural environment should be the no 1 consideration.
- Limit vehicle access to car parks at Levys and Spookys,
- Rehabilitate damaged and other area devoid of vegetation.
- Make clear and well defined walking tracks so people can access the beach to surf and fish.
- Patrol the area and fine people for doing the wrong thing
- Keep it looking neat and tidy to discourage people from doing the wrong thing and encourage people to visit.
- Why is another plan required? Can't Council take action on previous plans. Tell us what has been missing from all the former plans. (3 responses)*
- Consultation should be more broadly advertised.
- Opportunity for a number of levels of government to come together and create a positive and forward thinking outcome for Warrnambool and District. (WCC, DELWP, ParksVic, EMAC, Landcare, GHCMA, Vic Government, Fed. Government).
- This area should be managed as a major asset for the City of Warrnambool, and give the resources and protection to thrive and improve its value to the community.

*NOTES:

- The Wannon Water Sewerage Treatment Plant is outside the boundary of the Wild Coast Precinct Landscape Master Plan and is not in the scope of this project.
- There have been strategic plans prepared for the coast, such as the Belfast Coastal Reserve Management Plan and the Warrnambool Coastal Management Plan 2013. These were high level management plans which included goals and strategies for the coast. The aim of this Master Plan is to identify very specific actions that can be undertaken to achieve the outcomes sought by the community and the goals of previous management plans. Specific actions may include landscape elements such as signage improvements, car park upgrades, safety improvements, revegetation suggestions and measures to protect the significant cultural heritage and natural environment of the Precinct.

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QUESTION 15: Please tell us a little about you

A high percentage of online submissions provided their contact details.

Figure 6

Answered: 58 Skipped: 55

ANSWER CHOICES	RESPONSES	
Name	91.38%	53
Company	0.00%	0
Address	0.00%	0
Address 2	0.00%	0
City/Town	0.00%	0
State/Province	0.00%	0
Post code	100.00%	58
Country	0.00%	0
Email Address	86.21%	50
Phone Number	0.00%	0

INDIVIDUAL WRITTEN SUBMISSION OUTCOMES

Summary of Written Submission 1:

Request to extend walking track from Thunder Point from its finish point at Shelly Beach through to Levy's Beach with another access track that comes up from the recently finished Mervue estate. People are already creating their own shrubs and sand tracks throughout the whole coastal area, which is damaging further native shrubs and plants. It would be better to define it.

A track connecting from the cross bridge at the Mervue estate would allow a whole loop from the Warrnambool-port fairy trail, back around to Thunder Point and onto the breakwater. Include information sign for Shelly Beach and further information panels along the way.

This additional track would allow running groups to host the Koroit to Warrnambool surf to surf runs.

Summary of Written Submission 2:

There are increasing impacts on hooded plover & shorebird breeding. Including, uncontrolled dog activity and lack of controls over human access and activities including horse and vehicle damage.

There is extensive dune and landscape damage by 4WD activity.

Race horses on the beach and in the dunes is extremely damaging, both environmentally and socially.

There are sections of remnant vegetation, including several quite rare species. There is ongoing significant damage sustained to the dune system from sand removal.

Summary of Written Submission 3:

Management Issues:

- Controlling public access to minimise damage to vegetation and culturally significant sites. In recent years co-operation with trail bike riders has seen some order restored to previously uncontrolled creation of new paths.
- Cross bedding in the dunes can create dangerously thin ledges at cliff edges. These represent a significant public risk.
- Control of foxes and feral cats which predate vulnerable species.
- Infestation of weeds – particularly around Thunder Point and Pickering Point (Aloe species particularly)

Good management outcomes:

- The wire fenced walkways between Thunder Point and Shelly beach and east to the breakwater area are excellent. They are well positioned to give great coastal vistas yet keep people away from sensitive/dangerous areas.
- Removing commercial racehorse training from the area.

Mahogany Shipwreck

- The Levy's Point area has been identified as the site of one of three clusters of Mahogany Shipwreck sightings (Snoekstra R. Bulletin of the Australasian Institute for Maritime Archaeology (2015), 39: 115–125). Future investigations of the area are likely in an effort to locate the wreck.

Natural Environment:

- Rare Coast Ballart (*Exocarpus syrticola*) exists in the dunes. The plant was rated as of State Significance. There are a number of regionally significant plant species.

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- Research into the geology of the dunes has identified numerous examples of trackways left by animals walking over them while they were still unconsolidated.
- Hooded plovers and red capped plovers nest on the beaches and migratory shorebirds visit over the warmer months. These birds are vulnerable to disturbance by people, dogs, foxes and horses.

Main risks/concerns regarding the Precinct:

- Uncontrolled public access (including by dog walkers, trail bikes, equestrians)
- Weed invasion
- Predation of native animals (including birds) by foxes and domestic pets – the latter risk increasing as residential development increases in areas bordering the reserve
- Its relatively undeveloped state (“the wild coast”) makes it a valuable natural environment. Encroachment into it will reduce its environmental assets/values
- I have identified threats and risks above. Development should have the lightest possible touch.

Opportunities for the Precinct:

- Recognition of its importance as a natural area on the city’s western edge. Development of a Management Plan to provide direction for resourcing protection of the area.

COMMUNITY GROUP/ORGANISATION SUBMISSION OUTCOMES

Summary from Group 1:

Values that need to be protected:

- Unique and beautiful area.
- Popular area for recreational pursuits.
- Culturally significant to the Traditional Owners.
- Habitat for resident and migratory shore birds, including the Hooded Plover.

Management:

- Opportunity for Warrnambool City Council to partner with State and local government, Parks Victoria and the Traditional Owners and community groups to support the values of the Reserve.

Concerns:

- Commercial horse training is not appropriate in this location and is an ongoing high risk to safety, the environment and Cultural Heritage.
- Request that Council ask the Minister for Planning to remove the amendment, which allowed horse training, from the Planning Scheme.
- Destruction and disrespect for the area is apparent (ie. four wheel drives vehicles, motorbikes and rubbish dumping)

Opportunities:

- Cultural tourism, employment, hands-on management, and connection to Country, plus related economic benefits.

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Summary from Group 2:

Values that need to be protected:

- Support key values in the Background Report, including passive and nature based recreational opportunities, including walking, nature observation and bike riding; Wild and scenic landscape; Supports extensive area of relatively intact coastal vegetation, predominantly modified Coastal Dune Scrub (EVC 160); Minimal development; Wildlife corridor and biological hotspot; Diverse birdlife population, including threatened and endangered species; Places of Aboriginal cultural heritage values.

Concerns:

- Commercial horse training is not appropriate in this location and is a threat to the Precinct's values.
- Commercial racehorse training, dogs, erosion, impact on Hooded Plovers and other beach-nesting shorebirds are all issues in this location.
- Need to eliminate uses that no longer serve this part of the coast, including commercial racehorse training.

Opportunities:

- Achieve good ecological and cultural outcomes for the Precinct.

Summary from Group 3:

- Support the purpose of the Master Plan to 'to provide an overall plan for the precinct, which reflects the needs and desires of the stakeholders and community and ensures good ecological and cultural outcomes for the Wild Coast Precinct'.

Concerns:

- Increase in the number of beach visitors and commercial racehorse training could jeopardise the purpose of the Master Plan.
- The site contains critical habitat for several threatened bird species.
- There has been recent low breeding success of Hooded Plovers, lower than targets required to maintain the population trajectory over time.
- Horse training disturbs breeding areas and is a threat to breeding success.

Opportunities:

- The group recommends the following measures to mitigate impacts by racehorse training and human pressures on migratory shorebirds and physical habitat:
 - 1) Development of specific strategies to enhance shorebird populations and breeding success of beach-nesting birds within the Wild Coast Precinct.
 - 2) Cease racehorse training activity on Levys Beach. If racehorse training is still permitted, we ask for the commitment by Warrnambool City Council to:
 - enforce compliance with the racehorse training regulations from the Belfast Coastal Reserve Management Plan
 - adaptively manage beach access tracks on Levys Beach to ensure horse beach accesses are at least 20 m away from any fenced area
 - monitor the impact of horses on resident and migratory shorebirds and their habitat and limit racehorse training activity if negative impacts escalate
 - 3) Commitment by the Warrnambool City Council to enforce compliance with on-leash dog regulations within the Wild Coast Precinct. On-leash

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dog beaches are compatible with the conservation of shorebirds only if sufficient resources are allocated to enforce on-leash regulations.

4) Commitment by the Warrnambool City Council to maintain and enhance native vegetation within the Wild Coast Precinct. One of the key values identified in the Background Report is that the Wild Coast Precinct supports an extensive area of relatively intact coastal vegetation, predominantly Coastal Dune Scrub. Sufficient resources need to be allocated to ensure the protection of this vegetation.

5) Commitment by the Warrnambool City Council to formalise defined beach access tracks and to close off any informal and unsustainable tracks.

6) Annually, review public compliance of racehorse training, on-leash dog and track use regulations and management issues such as erosion, litter (attracts generalist species such as silver gulls, ravens and magpies which are all major predators of Hooded Plover eggs and chicks). Then, assess the impact of these issues on resident and migratory shorebirds and on the coastal environment as a whole. This review should inform any future adaptations or strategies to alleviate any impacts that are reducing breeding success of Hooded Plovers along this coastline.

2.SUMMARY OF KEY FEATURES AND VALUES

The Wild Coast Precinct contains many important environmental and cultural heritage features. This is reflected in the previously completed management plans applying to the area and planning policy framework applying to the site. The Wild Coast Landscape Master Plan Background Report – June 2020, highlighted many of the significant features of the Precinct.

The Precinct is zoned Public Conservation and Resource Zone. There are a number of planning policies and environmental planning overlays, such as the Bushfire Management Overlay, Significant Landscape Overlay, Flood Overlay and Environmental Significance Overlay – Coastal Environs applying to this site. The objectives and planning permit requirements contained in these policies and overlays help to ensure the important environmental features of the Precinct are protected.

The entire Precinct is recognised as having cultural heritage significance, with the entire site identified within a cultural heritage sensitivity area. This includes known sites of cultural heritage significance. In order to protect cultural heritage, any land use and development activities likely to cause harm to Aboriginal cultural heritage must have a management plan prepared and approved before the development or activity can be carried out.

The community consultation feedback and site visits revealed key site features and issues. A summary of features and values of the Precinct are detailed on page 33.



SUMMARY OF KEY FEATURES AND VALUES

- The site has a unique, beautiful and 'wild' environment and is home to a wide variety of flora and fauna, including rare and threatened species.
- The precinct is significant as a cultural landscape, with important connections to Country for the Traditional Owners.
- There is no information letting visitors know that the Precinct is of great importance to the Traditional Owners and has significant stories, ceremonial sites, sacred places, food gathering, cooking sites and intangible cultural heritage going beyond physical elements.
- The Precinct is popular for a variety of recreational activities, including walking, bike riding, horse riding, fishing and surfing.
- The existing rendering plant poses amenity issues, both sight and smells. The alternative rail trail route that detours away from the rendering plant is not ideal for cyclists due to the slope.
- The site is relatively close to Warrnambool, within 4kms of the city centre, which is close enough for people to access by foot or bike, but has minimal development, making it a peaceful quiet place for people to visit.
- There is limited signage throughout the Precinct.
- There are many informal walking, horse riding and vehicle tracks that have been created throughout the precinct, including in the dunes. These unauthorised tracks pose significant risks to cultural heritage and flora and fauna.
- In a number of locations in the Precinct, access to tracks is shared by cyclists, pedestrians, motorbikes, horses and vehicles. This can pose safety risks, particularly for pedestrians and cyclists.
- Some areas of dune have sparse vegetation coverage, making them prone to erosion.
- The Precinct is subject to significant coastal winds, which cause significant sand shifts within and along the edge of the dune system.
- Local flora and fauna is highly valued by the community and there are a number of community members and groups who are involved in monitoring programs and protection measures.
- Feral animals and weed species pose significant threats to native fauna and flora and biodiversity.
- There are few fire breaks, which could potentially increase the impact of a bushfire if it was to occur in the Precinct.
- The Precinct is valued as a pristine, clean environment, but there are concerns about beach pollution, particularly from rubbish thrown overboard and wreckages of ships/cargos as well as from the nearby sewerage outfall.
- Some visitors choose to walk their dogs off-leash. The Precinct is a dogs on-leash area. Community members may know and choose to ignore this, or may not realise. There is minimal signage highlighting this, with only one sign at Levys Beach car park.
- The authorized tracks from Spookys and Levys Car Park to the beach are undefined in some sections making it unclear to visitors what route they should take. This poses a risk to sand dune stability, cultural heritage and flora and fauna.

3. IMPLICATIONS FOR THE LANDSCAPE MASTER PLAN

KEY OPPORTUNITIES REVEALED THROUGH COMMUNITY CONSULTATION

OPPORTUNITIES

- Protection of natural environment and cultural heritage should be a priority, with low-impact recreation activities supported and promoted.
- Better protection of cultural heritage sites. Prevent harm and increase education around cultural significance of site.
- Better protection of the natural environment. Preventing harm, appropriate weed management and revegetation.
- Improve coastal dune stability through revegetation and minimising detrimental impacts of access on multiple tracks. This will include fencing.
- Clearly delineate authorised tracks through the use of maps, signs and fencing/marker posts. Clearly mark 'no access' for unauthorised areas.
- Clearly delineate the edge of the sand quarry, which has a current lease arrangement, and revegetate areas of dune with sparse vegetation coverage up to the edge of this mining boundary.
- Investigate whether additional authorised track/s accessing the beach to the east of Levy's Point car park are required for emergency service access and/or fire break and to ensure visitors keep on authorised tracks. Potential impacts on cultural heritage and vegetation will need to be considered in determining whether additional access points are appropriate.
- Minimise safety risk to visitors by prioritising and improving the rail trail. This may include surface improvements, additional signage providing clear directions and better maps.
- Stop/reduce illegal activity through improved regulations and enforcement.
- Encourage/investigate opportunities for further studies to look at environmental and cultural significance of the area.
- Horse riding is a permitted use within the Precinct. Horse training can occur within the Precinct as long as it occurs in accordance with the Warrnambool Planning Scheme requirements. There is opportunity to minimise the harm that horse riding has on the natural environment and cultural heritage through clearer signage, better delineation of authorised tracks and improved enforcement.
- Upgrade signage at Levys Reserve car park entrance, Levys Reserve car park (including information about tracks, dog on-lead information, beach access, cultural heritage and natural environment, emergency information).
- Enforce dogs on-leash and provide more information about why dogs on-leash is important.
- Develop principles and objectives for the Wild Coast Precinct to inform the Master Plan. Topics should include 'access and journeys', 'cultural heritage', 'environment' and 'recreation and visitor experience'. These topics were discussed in many of the community submissions.
- Continue pest species eradication program. Investigate how it could be improved.
- Apply adaptive management processes, ie. in relation to bushfire fire management and revegetation, in consultation with Traditional Owners.
- Warrnambool City Council to work closely with Parks Victoria, DELWP and Eastern Maar Aboriginal Corporation to discuss future management options, shared management arrangements/agreements and clarification of the role of each organisation. Opportunity for 'friends of' and other community groups in continuing revegetation and habitat protection projects and species monitoring.
- Consider need for emergency access and fire breaks.
- Promote education opportunities, in relation to cultural heritage and the natural environment.

Wild Coast Landscape Master Plan

Round 2: Feedback on Draft Master Plan

March 2021

4. ROUND 2 COMMUNITY CONSULTATION SUMMARY

Round 2 consultation was undertaken in March 2021 to gain feedback on the draft Wild Coast Landscape Master Plan. A number of community groups, stakeholders and adjacent landowners were directly contacted inviting them to participate and provide feedback.

An online survey was carried out to reach the broader community. A total of 35 online submissions were received in response to the online survey.

A drop-in information session was held on the 17th of March 2021, and consultation with stakeholder groups occurred on the 18th of March 2021. A total of 24 people and two groups attended the drop-in and stakeholder sessions.

There were also two written submissions from a local organisations and individuals.

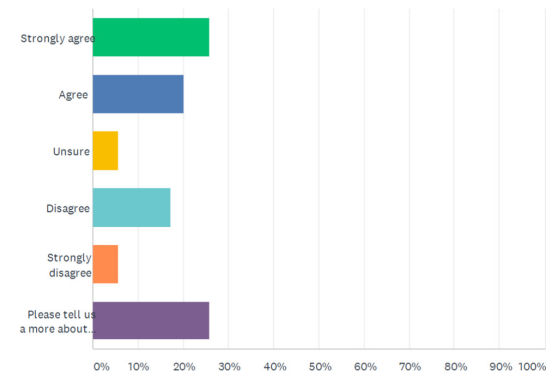
COMMUNITY CONSULTATION OUTCOMES (ONLINE SURVEY)

QUESTION 1: Do you agree the draft Wild Coast Landscape Master Plan accurately reflects the aspirations of the Warrnambool community for the Wild Coast Precinct?

Overall, the majority of respondents agree that the draft Wild Coast Landscape Master Plan reflects the aspirations of the community. 45.71% (16) of respondents strongly agree/agree, 5.71% (2) were unsure, 22.85% (8) disagree/strongly disagree and 25.7% (9) provided a written response.

Of the 9 written responses, 4 agree (but provided additional comments in relation to: the study area should be extended, people have a lack of respect for the area, implementation of the plan is important and horse training should not occur), 1 was unsure, 2 disagree (citing commercial horse training) and 2 didn't provide an answer to the question.

Figure 1



ANSWER CHOICES	RESPONSES	
Strongly agree	25.71%	9
Agree	20.00%	7
Unsure	5.71%	2
Disagree	17.14%	6
Strongly disagree	5.71%	2
Please tell us a more about your choice ...	25.71%	9
TOTAL		35

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 2: Do you agree the seven place principles accurately reflect the aspirations of the Warrnambool Community for the Wild Coast Precinct?

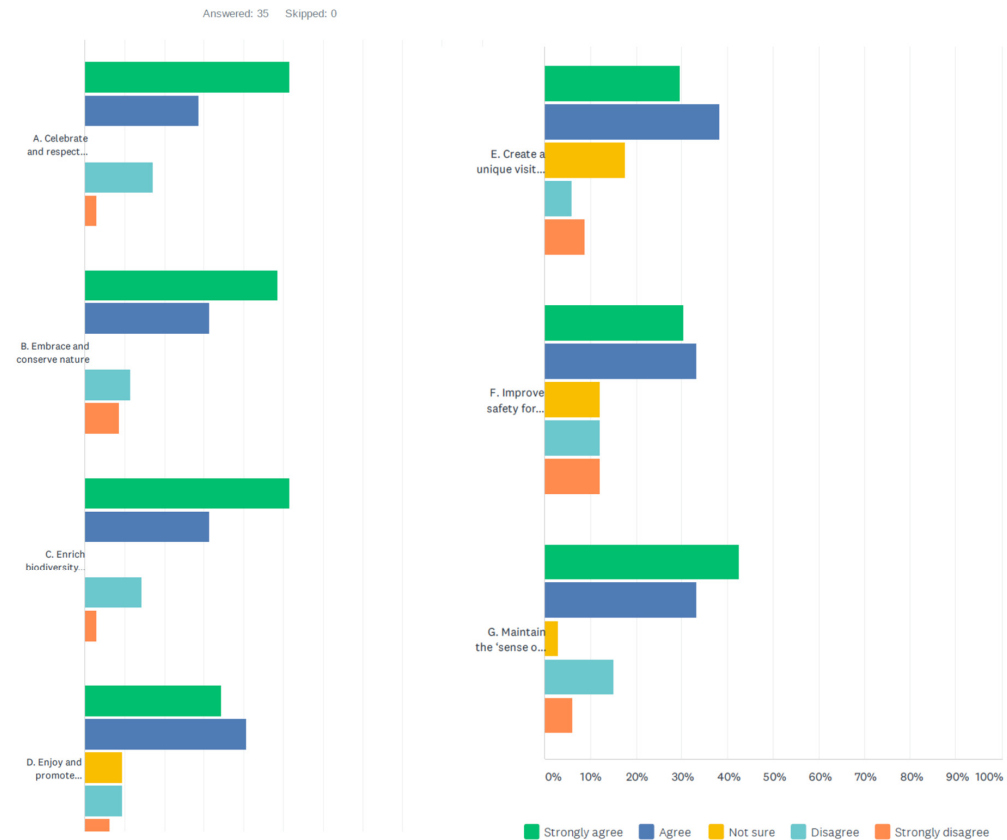
The place principles being:

- A. Celebrate and respect culture and connection to Country
- B. Embrace and conserve nature
- C. Enrich biodiversity values
- D. Enjoy and promote recreation
- E. Create a unique visitor experience
- F. Improve safety for visitors
- G. Maintain the 'sense of place' with minimal development

Overall, majority of respondents strongly agree/agree that the place principles accurately reflect the aspirations of the community.

More than 63.6% (21) of respondents agree/strongly agree with each place principle.

Figure 2



QUESTION 3: Do you agree the 12 objectives below accurately reflect the aspirations of the Warrnambool Community for the Wild Coast Precinct?

The objectives being:

OBJECTIVE 1: Acknowledge and respect cultural heritage and connection to Country for the Eastern Maar Peoples. Conserve and protect these values through careful landscaping measures.

OBJECTIVE 2: Enhance and restore native habitat for biodiversity, through revegetation, weed reduction measures and improved protection of habitat.

OBJECTIVE 3: Ensure new structures, built works, landscaping and signage are designed and constructed in a sensitive way that is respectful to cultural heritage and environmental values, including habitat and native vegetation.

OBJECTIVE 4: Recognise the role of the Precinct in providing for recreation opportunities, including walking, bird and nature observation, cycling, horse riding, fishing and surfing.

OBJECTIVE 5: Respect nature, acknowledging the risks associated with flood function, bushfire, climate change, sand shifts and dune erosion. Engage climate change mitigation and adaptation measures.

OBJECTIVE 6: Improve the safety of visitors, particularly walkers and cyclists.

OBJECTIVE 7: Enhance visitor's experience of the Precinct, through infrastructure improvements and improved wayfinding and information signage.

OBJECTIVE 8: Clearly define authorised access trails and tracks and formalise car parking to help prevent visitors from going off-track and causing damage to vegetation, bird and wildlife habitat, sand dunes and cultural heritage sites.

OBJECTIVE 9: Recognise the role of cultural heritage and the natural environment as a driver of tourism and encourage visitation to the Precinct in the form of sustainable tourism.

OBJECTIVE 10: Provide opportunities for education and interpretation. Share information with visitors about the tangible and intangible cultural heritage and connection of the Eastern Maar Peoples to this area and the significant environmental values of the Precinct.

OBJECTIVE 11: Encourage and enforce rules and regulations, and discourage the use of the Precinct as a destination for off-road vehicles and motorbikes.

OBJECTIVE 12: Work in collaboration and support partnerships with local groups and individuals, volunteers, government organisations and Eastern Maar Peoples to see the plan implemented.

Wild Coast Landscape Master Plan – Consultation Summary

Overall, majority of respondents strongly agree/agree that the place principles accurately reflect the aspirations of the community.

72.7% (24) or more of respondents agree/strongly agree with each objective.



Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 4: Are there any recommendations (listed in Section 7 of the Landscape Master Plan) you see as the most important/urgent)?

42.9% (15) of respondents answered this question. The remaining 57.1% (20) respondents skipped this question. Responses were varied.

Responses included:

- Car parks and tracks (2 responses), including maintaining simple but clearly defined access.
- No commercial horse training (4 responses) - possible exception of Rundles given historical low impact use.
- Get the formal trails planned and implemented so the informal tracks can be closed off to re-vegetate (2 responses).
- Levys beach car park area needs regeneration.
- Maintain existing activities including dog walking/swimming.
- Horses need to be kept on tracks.
- Dogs need to be kept on leads.
- Policing and fines need to be issued where appropriate.
- The Master Plan already identifies areas of high and medium priority, and assume those of high priority would be immediate/urgent.
- Protecting this area from illegal activities including four wheel driving, motor bike riding, off leash dogs, and ensuring deterrents (2 responses).
- Allow horse riding beyond 'recreational use' in a safe manner.
- Comments from Fire Rescue Victoria:
 - Correct signage throughout the development including WCC points similar to the boardwalk. This acts a reference point if members of the public require assistance from any emergency services.
 - Vehicle access, where possible. 2.5m width is sufficient for 4WD emergency access, which could be blocked to the public via bollards similar to Thunder Point.
 - Safety bollards will not be required.
- Sand dune stabilisation/restoration, particularly Levy's to Spooks which is quite dire and quite dangerous regarding potential slips.
- Effective dog and horse riding regulations.

Wild Coast Landscape Master Plan – Consultation Summary

Question 4 Responses (continued):

- Clever fencing to protect the area from feral animals and feral human behaviour.
- Removal of meat processing plan from wetlands.
- Toilet/water facilities.
- Pest control (feral cats/fox/rabbits) (2 responses).
- Weed control (2 responses).
- Fix the sandpit area from overmining.
- Protect/enhance shorebird breeding programs. Ensure appropriate planning schemes to minimise inappropriate development.
- Construct usable tracks for dog walkers off beach.
- Consider use of thunder point ex trotting track as a dog recreation area.
- Ensure that the beaches are not affected by Wannon Water effluent and waste in water and on beaches.
- While the objectives are all interdependent, focus first on 7.1, 7.2 and 7.11, including respecting and protecting the cultural heritage of the site, protecting the habitat, which is time-critical and restoration of destroyed and impacted areas if vulnerable and threatened species are to have a chance, then habitat is essential, and improved enforcement, including policing of illegal activities.

Wild Coast Landscape Master Plan – Consultation Summary

QUESTION 5: Do you have any other comments about the draft Wild Coast Master Plan? (i.e. what you like/don't like)

65.7% (23) of respondents answered this question. The remaining 34.2% (12) respondents skipped this question. Responses were varied.

Comments provided on the plans during the drop-in session are incorporated into this summary, as are additional comments provided by some respondents regarding Questions 1 and 2 relating to the place principles and objectives.

The following is a summary of the responses:

- Environmental disrespect is common in the area, such as dogs off lead along the coastal walks and on beaches and people walking on cliff faces.
- Why doesn't Master Plan doesn't include the Sanctuary and Thunder Point?
- Commercial horse training is at odds with key objectives for the Levys/Spookies and should not occur in this Precinct (9 responses).
- Consider the inclusion of a track from Shelly Beach to the rail trail towards the back of the golf course. Shelly Beach side of the master plan has been neglected.
- Invite Field and Game Australia to help restore the wetlands once the Rendering Plant has been decommissioned.
- Fenced walkways are a good idea, but what environmental solutions could be used to restrain the sand movement on paths etc?
- Thank you for doing this. It is a delicate resource that needs to be looked after.
- Overall, it seems to be a fair plan. Looking forward to finding out more about the indigenous cultural heritage.
- It is a terrific start and long overdue recognition of this area as being precious to indigenous culture and a natural asset which should be preserved, not left to be damaged by those who have no respect for its value. An enforceable, well-funded and well-resourced management plan is long overdue.
- The Master Plan objectives are too heavily weighted towards cultural heritage and native habitat.
- Commercial horse training is dangerous to safety of visitors.
- Horse training detrimentally affect the look, smell and feel of the beach.
- Opportunity for the Wild Coast Master Plan to result in some long needed action protect the precinct from further degradation and restore damaged areas to their precolonial environment.

Wild Coast Landscape Master Plan – Consultation Summary

Question 5 summary of responses (continued)

- Support the Master Plan.
- Allow the area to be peaceful, passive and available to ordinary people, but not being used as a place where destruction occurs.
- Include a picnic table and change platforms for water users to use to disrobe and get dry.
- The plan is comprehensive and consultation/negotiations have occurred with the right stakeholders.
- Keep this area wild and undeveloped.
- Fix the erosion caused by inappropriate use, including dune stabilisation (2 responses).
- Treat the weeds, control pest animals.
- Protect the site, allow nature to evolve without the over involvement of any specific group.
- Reinstate and protect the area. It should be a place for nature and passive recreation and not horse training.
- Conservation and recreation are opposites.
- Make the beach and sand dunes available for visitors to drive vehicles on.
- Restrict signage. Lack of signage and roads leads to a unique user experience.
- Sand shifts will make construction of infrastructure, such as paths and platforms a waste of time, money and effort.
- Paths to the beach should be guided by a few tall timber posts that could be painted white with a reflector on the top to guide walkers after dark.
- Buildings and shelters should be visually in keeping with the general vegetation. Use natural materials, such as Tea Tree.
- Rehabilitation to stop erosion of the access track at Spookys Beach. The track needs to zig-zag instead of straight. Wind or sand barriers required.
- Stop off-road vehicles and motorbikes.
- Safety concerns for road users near the rendering plant.
- Don't allow cycling in the area, only passive activities such as surfing, fishing, birdwatching and walking.

Wild Coast Landscape Master Plan – Consultation Summary

Question 5 summary of responses (continued)

- Don't allow any commercial development or activities in this area.
- Need to reflect the importance of this landscape as tangible evidence of first peoples and their culture.
- Protect remaining pockets of remnant vegetation.
- Shorebirds are at risk from dogs, horses and vehicles running over their nests and destroying dune habitat.
- Support passive recreation.
- The Precinct shouldn't be made into a 'tourist dollar grab'.
- The Rail Trail should be rectified and the rendering plant and feral animals need to be addressed to improve the visitor experience.
- Natural experiences that include health and mind space activities are appreciated by both visitors and residents.
- The Precinct needs to be restored and honoured with a genuine focus on 'natural'.
- Supports Principle 1 if it is genuine. This requires respectful learning with Eastern Maar Peoples and historical truths.
- Markers/position names/safety & emergency information, including warnings on rough surf, are needed to make the Precinct a better, safer place for visitors (2 responses).
- High importance to restrict access and prevent 'short cuts' through dune system.
- Support fencing.
- Allowing dogs and horse training is counter-productive and contraindicated to achieve this and other conservation aspirations.
- Support enforcement to keep off-road vehicles out.
- Implementation of the Master Plan is important and Council will need to work closely with other land managers and organisations to achieve it.
- Strong consultation with Belfast Coastal Management Plan to take a wholistic view of the reserve.

COMMUNITY GROUP/ORGANISATION WRITTEN SUBMISSIONS

Summary of Written Submission 1 – Birdlife Australia:

- This Precinct provides important habitat for resident and migratory shore birds, including the EPBC-listed Vulnerable Eastern Hooded Plover.
- Recreational pressures and disturbance of breeding and flocking birds are a threat. Disturbance includes dogs/dog predation, vehicle impacts to nests and habitats (including illegal access), horse impacts to nests and habitats, weeds and foxes.
- Commercial horse training is not appropriate in this location and is an ongoing high risk to safety, the environment and Cultural Heritage.
- Request that Council ask the Minister for Planning to remove the amendment, which allowed horse training, from the Planning Scheme.
- Destruction and disrespect for the area is apparent (ie. four wheel drives vehicles, motorbikes and rubbish dumping).
- Congratulate Warrnambool City Council for investing in this much-needed, environmentally focused plan.
- Specific comments in relation to the Master Plan include:
 1. We are highly supportive of the plans recommendation to restructure informal access tracks and provide adequate regulatory and informative signage at beach access points. We recommend that this includes mention of the key biodiversity values that visitors will encounter along this coastline.
 2. We are also supportive of the plans stance on illegal off-road vehicle use. Unregulated off-road vehicle use is extremely damaging to fragile coastal ecosystems and a direct threat to shorebird nests, chicks and even adults and we commend future efforts to prevent this practice.

3. We are pleased that the plan makes note of the threat that off-leash dogs pose to shorebirds and highlights the need for education and enforcement to combat this threat. BirdLife Australia can provide further information and resources to assist council in delivering this education and share approaches used elsewhere across Australia if this is helpful.

4. We would like to see the Wild Coast Master Plan include a section focusing on the importance of the signed and fenced temporary exclusion zones around Hooded Plover nesting areas. This on-ground management is erected to trigger beach user behaviour change but is only effective if there is a clear understanding of their purpose and where breaches of compliance with these protected areas are enforceable. We would recommend gazetting these temporary exclusion zones as zones where dogs must be on leash and where entry is prohibited within the fence to unauthorised people, dogs, horses and vehicles.

5. We would also like to see a commitment to a minimum number of patrolling hours enforcing the dog on-leash regulations, especially throughout the Hooded Plover breeding season.

6. We believe there needs to be a commitment to undertake fox control within the reserves, ideally in cooperation with the Parks Victoria fox eradication program that runs within the adjacent Belfast Coastal Reserve.

7. The plan should make reference to future projects to remove Marram Grass (*Ammophila arenaria*) from sections of this coastline to improve dune condition and capacity to adapt to rising sea levels, thus improving Hooded Plover habitat and its long-term resilience.

8. The plan should draw attention to the presence of the emerging coastal weed Beach Daisy (*Arctotheca populifolia*) which is spreading east across the region and has been documented within the Levy's Point Coastal Reserve. This weed poses significant risk to coastal habitat values.

Wild Coast Landscape Master Plan – Consultation Summary

9. Finally, although the plan mentions that its scope is unable to change the planning controls for racehorse training we remain disappointed that racehorse training has not been incontrovertibly banned from the Levy's Point and Thunder Point reserves due to the significant negative impact to coastal habitat integrity and resilience, and the direct impacts on the EPBC-listed Hooded Plover and its breeding success.

- Management of this area to preserve habitat values and biodiversity is critical and needs to include collaborative approaches between the land management agencies and cultural owners responsible for these adjacent parcels of coastline, including Warrnambool City Council, Parks Victoria, DELWP, Moyne Shire and the Eastern Maar Aboriginal Corporation.

Summary of Written Submission 2:

- This study area isn't consistent with the reserve and/or title boundaries and there are parcels of land near the Precinct which interrelate with the Plan and should be included.*
- Koalas and Tiger Snakes missing from species list.*
- Question whether the sand quarry is being used for that purpose. Would like to see industrial activities on the site end.
- The impact of horses accessing the beach is a serious issue that needs to be addressed.
- Disagrees that the fire risk of the entire Precinct is low, as was quoted in the Belfast Coastal Reserve Management Plan. Some portions (adjoining the lagoons and golf course for example) are heavily vegetated and present a greater risk. The Master Plan, in its current form, does not acknowledge the variability of fire risk across the Study Area.*
- Removal of derelict fencing, particularly within the eastern end of the Study Area, there are sections of old and superfluous farm fencing. These are an unnecessary intrusion but more importantly, represent a hazard to wildlife. The identification and removal of this fencing would be a worthy addition to the recommendations.

- Access through the eastern end of the Study Area. The eastern end of the Study Area (between the sand quarry and the Golf Course) seems to have received little attention. An informal access path exists. There is an absence of any alternative access to/through this section of the Reserve.
- Google Maps misplacement of Shelly Beach.*

*Notes:

The eastern boundary of the subject site runs to the western border of the golf club and south to the beach. The precinct boundary of the Wild Coast subject site has been guided by the precinct boundaries identified in the Coastal Management Plan 2013, to ensure consistency between the documents.

The list of species contained in the report was from a fauna study completed west of the Golf Course in 1993. There will be other species that occur within the precinct that were not found during this study.

The master plan recognises that there is a fire risk across the Precinct. The overall recommendations for the Precinct are based on advice from fire authorities and previous work that formed part of Belfast Coastal Reserve Management Plan.

Google maps is outside scope of Master Plan.

COMMUNITY GROUP DISCUSSION SUMMARY

Summary from in-person discussions with Fire Rescue Victoria on 18th of March 2021:

Note: A representative from Fire Rescue Victoria attended a meeting on the 18th of March 2021. Fire Rescue Victoria completed the online survey. They support/agree with the principles and objectives of the Landscape Master Plan and provided comments regarding signage, vehicle access and safety bollards (these comments were summarised in the online survey section.) At the meeting, the following items were discussed:

- Fire and rescue response to emergency medical responses, accidents and hazardous material incidents as well as fire. Although Forest Fire Management Victoria would look after fires in the Levys area, there is an MOU between the two for this to occur.
- Appropriate signage is required and the public need a good understanding of the signage to call in incidents.
- Turning circle required for a fire truck is 18.8m. Discussion that the turning area at the fire marshalling area, as identified on the Master Plan, is large in size and will accommodate this turning circle.
- Fire in these areas are not particularly quick moving as the vegetation is generally green, this changes if it is dry
- Emergency anchor bollards. These are no longer required and new techniques/methods of anchoring are now employed.

Summary from in-person discussions with members of the Belfast Coastal Reserve Action Group (BCRAG) on 18th March 2021:

Values that need to be protected:

- Unique and beautiful area.
- Popular area for recreational pursuits.
- Culturally significant to the Traditional Owners.
- Important habitat for resident and migratory shore birds
- Parks Victoria are no longer funding rangers in the reserve which is disappointing.
- Regulations have been gazetted but Parks Vic are still unable to issue infringements on the spot.
- Want to tread lightly in the wild coast area and are concerned around the impacts of extra people in the area.
- Cape Beach Daisy is an emerging issue and is making its way around the coast. It can be found in the reserve. It is also found to be moving from the dunes further inland. It establishes itself in free sand and could be a problem for the Hooded Plovers.
- BCRAG will be publishing a series of education videos of the reserve, which may be of interest to people who care about the Wild Coast and Belfast Coastal Reserve. A link to these videos could be provided on Council's website.
- Wild coast is a significant representation of wild beach close to the city.
- Would like to see a resolution on the issue of horse training on beaches.
- Opportunity for Warrnambool City Council to partner with State and local government, Parks Victoria and the Traditional Owners and community groups to support the values of the Reserve.

5. IMPLICATIONS FOR THE LANDSCAPE MASTER PLAN

Majority of respondents support the overall intent of the Master Plan, including the guiding place principles and objectives. Many of the comments made in the surveys and submissions reflect or support recommendations already included in the Master Plan.

Some new suggestions for inclusion in the Master Plan came through in Round 2 consultation. Through the consultation process, it is evident the place principles and objectives have robust support from the community and stakeholders. Therefore, only suggestions relating to key objectives of the Plan were considered for inclusion. Some suggestions have been incorporated in this final version of the Plan. Other suggestions have been excluded as they conflict with other objectives of the Plan. The suggestions considered for inclusion are provided in Table 1.

A number of items/issues were raised that are outside the scope of this project, and have not been incorporated in this Plan, including:

- A resolution on racehorse training controls. The Plan has been prepared taking into consideration the current regulatory framework. It is recognised that there is significant concern from the community in relation to the impact that horse training can potentially have on erosion, flora and fauna habitat, cultural heritage and amenity. However, the scope of this plan is unable to change the planning controls.
- Suggestions for improvements to the rendering plant land. The rendering plant is outside the precinct boundary and is a privately owned business on private land.

- Concerns around the nearby Wannon Water waste water treatment facilities. This facility is outside the Precinct. The Wannon Water sewage treatment plan upgrade project is currently underway, which may address the concerns of some submitters.
- A request to expand the study area to include the Sanctuary and Thunder Point areas. It is acknowledged that these areas also have important values and features requiring protection. The Thunder Point area has been identified as requiring future planning work to address threats and risks. The timing of this work has not been determined and is subject to funding.

Wild Coast Landscape Master Plan – Consultation Summary

Table 1: Wild Coast Landscape Master Plan - Requested Inclusions		
Request	Response	Plan/Report Changes
Referencing the environmental weed Cape Beach Daisy (<i>Arctotheca populifolia</i>), which is an emerging problem in the Belfast Coastal Reserve and has been found at Levys Point.	This weed poses a significant risk to coastal habitat values and has been found in the Precinct. There is a need for close monitoring, with immediate removal if found.	Update to objective 2f). Implementation plan amended at 2f).
Include a section focusing on the importance of the signed and fenced temporary exclusion zones around Hooded Plover nesting areas.	Section focusing on the importance of the signed and fenced temporary exclusion zones around Hooded Plover nesting areas.	Implementation plan amended at 2i).
Fire Rescue Victoria have requested vehicle access, where possible. 2.5m width is sufficient for 4WD emergency access, which could be blocked to the public via bollards similar to Thunder Point.	Work with emergency service authorities and Eastern Maar Aboriginal Corporation (EMAC) to determine best locations for emergency service vehicle and staff to gain access to the beach in the event of an emergency. A 2.5m wide vehicle access is the preferred option by Fire Rescue Victoria, but this may not be feasible if it requires widening of formal tracks in the sand dune area. If cultural heritage impacts and/or engineering requirements prohibit vehicle access then Fire Rescue Victoria have stated they will utilise available access.	Implementation plan amended at 5c) and 8c)
Fire Rescue Victoria will not require the proposed safety bollards on beaches.	New methods are now being used for anchor points during rescues.	These have been removed from the plans.
Consider environmental solutions to restrain the sand movement on paths etc.	This may include staggered track, wind/sand barriers, etc.	Implementation plan amended at 8a).

Wild Coast Landscape Master Plan – Consultation Summary

Request	Response	Plan/Report Changes
Include toilet/water facilities, picnic tables, clothes change bench.	<p>This was carefully considered for inclusion. These were not included for the following reasons:</p> <ul style="list-style-type: none"> • The lack of service infrastructure for toilet/water facilities • the need to avoid anti-social behaviour. The existing picnic table near the Levys Beach carpark has been a gathering place for anti-social behaviour. • Sending mixed messages if providing a change area when messaging is that these unpatrolled beaches are hazardous to swim at. These are unpatrolled beaches with strong currents, drop-offs and large, dumping surf. 	No changes.
Consider the inclusion of additional tracks near Shelly Beach in the eastern end of the site.	<p>Some additional tracks throughout the eastern end of Precinct were considered following Round 1 consultation. During round 2 consultation there were a few suggestions for other tracks to be opened up in this area.</p> <p>Access will be kept to the formal access tracks through the dune system at Levys Beach and Spookies Beach. Formalising new tracks through vegetation at the eastern end is not incorporated in the plan due to the following reasons:</p> <ul style="list-style-type: none"> • Requires significant vegetation removal to make these tracks accessible and maintainable. • Increases risk to cultural heritage. • Cost of installation and maintenance. <p>There is a need to clarify to visitors where formalised access is and isn't available. It is recommended that additional signage to be installed to the East of Shellys Beach noting limited access at high tide. A map of the area may also be beneficial.</p>	<p>No additional formalised tracks. Additional signage will be required at eastern end of Precinct highlighting that access along beach is restricted at high tide. Signage needs to provide a map showing where access is available.</p> <p>Signage Plan has been updated to show information signage east of Shelley Beach.</p> <p>Added new objective 7h). Implementation plan updated.</p>

Wild Coast Landscape Master Plan – Consultation Summary

Request	Response	Plan/Report Changes
Paths to the beach should be guided by a few tall timber posts that could be painted white with a reflector on the top to guide walkers after dark.	The design of the fence and posts will be considered at detailed design stage.	Implementation plan amended at 8a).
Removal of derelict fencing, particularly within the eastern end of the Study Area.	Derelict fencing poses a hazard to wildlife and should be removed.	Added new objective 2j). Implementation plan updated.
Commitment to a minimum number of patrolling hours enforcing the dog on-leash regulations.	Regular enforcement is important, particularly throughout the Hooded Plover breeding season	Implementation plan amended at 11b).



Jacqui Balazs
JBalazs@warrnambool.vic.gov.au
Natural Environment Officer
Warrnambool Civic Centre
25 Liebig Street
Warrnambool, Victoria, 3280

29/03/2021

Dear Jacqui,

Re. Draft Wild Coast Landscape Master Plan

BirdLife Australia has been working to conserve resident and migratory shorebirds and the habitat they rely on for more than 15 years. Specifically, the Coastal Birds team and its partners and volunteer groups, including Friends of the Hooded Plover Far West Victoria, proudly demonstrate two of Australia's most comprehensive science-based monitoring and conservation programs (The Beach-nesting Birds and Shorebirds 2020 Programs). We have been fortunate over these past 15 years to work with Warrnambool City Council and are pleased for this opportunity to comment on the Draft Wild Coast Landscape Management Plan.

The Warrnambool coastline has unique biodiversity values and is part of the most significant section of coastline for the EPBC-listed Vulnerable Eastern Hooded Plover in its entire range, with the highest density of breeding birds and largest known flocking areas in the non-breeding season. It is also part of a Key Biodiversity Area (Levys beach to Port Fairy) where a number of avian species occur in numbers that trigger international and national thresholds of significance due to the unique coastal, estuarine and wetland habitats within this landscape. Management of this area to preserve habitat values and biodiversity is critical and needs to include collaborative approaches between the land management agencies and cultural owners responsible for these adjacent parcels of coastline, including Warrnambool City Council, Parks Victoria, DELWP, Moyne Shire and the Eastern Maar Aboriginal Corporation.

Key threats to these coastal biodiversity values have been well documented through the 15 year intensive monitoring of this coastline via BirdLife Australia's Beach-nesting Birds program and include: recreational pressures and disturbance of breeding and flocking birds, dogs/dog predation, vehicle impacts to nests and habitats (including illegal access), horse impacts to nests and habitats, weeds and foxes. While initial management efforts have been embarked on, such as support for signage and fencing erected around vulnerable shorebird nesting sites and collaborative input to the Belfast

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Coastal Reserve Management Plan, many threats along this wild coast remain unaddressed, exposing biodiversity values and future habitat integrity to high risk.

We recognise the challenges of introducing and implementing such a comprehensive and environmentally-focused plan and congratulate the Warrnambool City Council for investing in this much-needed plan. BirdLife Australia is pleased to see the shorebird values (and other threatened species) of the reserves highlighted within the Draft Wild Coast Master Plan (page 22 of the plan) as well as the identification of key threats to these values and the need for greater management investment. Below are some specific comments we would like to draw attention to:

- 1) We are highly supportive of the plans recommendation to restructure informal access tracks and provide adequate regulatory and informative signage at beach access points. We recommend that this includes mention of the key biodiversity values that visitors will encounter along this coastline.
- 2) We are also supportive of the plans stance on illegal off-road vehicle use. Unregulated off-road vehicle use is extremely damaging to fragile coastal ecosystems and a direct threat to shorebird nests, chicks and even adults and we commend future efforts to prevent this practice.
- 3) We are pleased that the plan makes note of the threat that off-leash dogs pose to shorebirds and highlights the need for education and enforcement to combat this threat. BirdLife Australia can provide further information and resources to assist council in delivering this education and share approaches used elsewhere across Australia if this is helpful.
- 4) We would like to see the Wild Coast Master Plan include a section focusing on the importance of the signed and fenced temporary exclusion zones around Hooded Plover nesting areas. This on-ground management is erected to trigger beach user behaviour change but is only effective if there is a clear understanding of their purpose and where breaches of compliance with these protected areas are enforceable. We would recommend gazetting these temporary exclusion zones as zones where dogs must be on leash and where entry is prohibited within the fence to unauthorised people, dogs, horses and vehicles.
- 5) We would also like to see a commitment to a minimum number of patrolling hours enforcing the dog on-leash regulations, especially throughout the Hooded Plover breeding season.
- 6) We believe there needs to be a commitment to undertake fox control within the reserves, ideally in cooperation with the Parks Victoria fox eradication program that runs within the adjacent Belfast Coastal Reserve.
- 7) The plan should make reference to future projects to remove Marram Grass *Ammophila arenaria* from sections of this coastline to improve dune condition and capacity to adapt to rising sea levels, thus improving Hooded Plover habitat and its long-term resilience.
- 8) The plan should draw attention to the presence of the emerging coastal weed Beach Daisy *Arctothea populifolia* which is spreading east across the region and has been documented within the Levy's Point Coastal Reserve. This weed poses significant risk to coastal habitat values.
- 9) Finally, although the plan mentions that its scope is unable to change the planning controls for racehorse training we remain disappointed that racehorse training has not been

incontrovertibly banned from the Levy's Point and Thunder Point reserves due to the significant negative impact to coastal habitat integrity and resilience, and the direct impacts on the EPBC-listed Hooded Plover and its breeding success.



Thank you for your consideration, we are looking forward to continuing and strengthening our collaboration with the Warrnambool City Council in future. Please contact me if you require further information.

Kind regards,

A handwritten signature in black ink, appearing to read 'Maguire' with a large, stylized initial 'M'.

Dr Grainne Maguire
Coastal Birds Program Manager
grainne.maguire@birdlife.org.au

Submission in response to *Wild Coast Landscape Master Plan*

24 March 2021

Study Area

The northern boundary of the Study Area immediately to the east of the Golf Club shown (Plan 1.) does not seem to be consistent with the applicable Reserve and/or Title boundaries (refer MapshareVic). The resulting omission of Reserve area cuts off, for example; a series of important waterfowl lagoons, a series of aboriginal middens, and the grazing range of resident black wallabies. Further, a more complete inclusion of Reserve boundaries would allow identification of superfluous and potentially dangerous farm fencing.

Fauna

The current fauna list has (at least) 2 notable omissions.

1. The tiger snake is more common than the mentioned copperhead and is well known across the full length of the study area.
2. There is evidence (surprisingly) of koalas being present in the eastern end of the study area. On 2 separate occasions, koalas were discovered in the rafters of homes under construction at 146 Younger St and at 131 Younger St. The source of these visitors was a mystery until Nov 5th 2020 when one was observed crossing the lagoon at the end of Younger St, and then videoed walking east down Younger St. (see still image below, video available on request). The density of vegetation adjoining the lagoons makes population assessment extremely difficult and further, the existing vegetation is not what would be expected to provide koala habitat. Nevertheless, there is evidence of at least a transient koala population within this portion of the Study Area.

Importance of addressing adjoining council land

There appear to be parcels of very relevant Council and Crown land which adjoin the Study Area. Some of these parcels appear to have been associated with the creation of the Mervue subdivision. As identified in the planing scheme, these parcels are significant in their own right, but they also interrelate very strongly with the Study Area. If it is too late to include these areas in the report (and it most likely is), then a recommendation for their further consideration and sympathetic management would seem sensible.

The "sand quarry"

Reference is made to this approved industrial use within the reserve. The site in question is certainly being used for industrial purposes but the primary function now appears to be the crushing and recycling of concrete. The question is whether any sand mining is now being conducted at all? If not, the concrete crushing function could very easily be conducted elsewhere. Given the very real prospect of ending all industrial activity in the Study Area, I think this matter should be addressed more fully.

Impact of horse beach access

Without addressing the desirability of horses on the beach, there is a serious issue relating to the impact of horse hooves on the immediate beach access points. The serious churning of sand on the access paths through the dune front is worthy of being specifically addressed. I'm sure there will be solutions available, but only if the problem is specifically identified.

Fire risk

The Belfast Coastal Reserve Management Plan is quoted as the source for a "low" risk conclusion. This may well be true for the western end of the Study Area, but the heavily vegetated areas of the eastern end are a VERY different matter. Some portions (adjoining the lagoons and golf course for example), have remained untouched since at least 1947 (as the aerial photographs show). In these heavily wooded areas, the ground level fuel load is extreme and there is obvious potential for very intense fire. The BMO restrictions for homes being constructed on the southern side/end of Younger St appropriately reflect this danger. The Master Plan, in its current form, does not acknowledge the variability of fire risk across the Study Area nor, in particular, this heightened fire risk in the eastern end of the Study Area.

Removal of derelict fencing

Particularly within the eastern end of the Study Area, there are sections of old and superfluous farm fencing. These are an unnecessary intrusion but more importantly, represent a hazard to wildlife. The identification and removal of this fencing would be a worthy addition to the recommendations.

Access through the eastern end of the Study Area.

The eastern end of the Study Area (between the sand quarry and the Golf Course) seems to have received little attention, save for the suggestion of some revegetation. The area includes some extremely dense vegetation but an informal (yet quite popular) access path does exist and is worthy of consideration. This path commences at the extreme end of Younger St and leads west across to the "Midden Paddock". From there, a path leads south through the coastal scrub to the Levys Point rock outcrops. Given the absence of any alternative access to/through this section of the Reserve, this existing pathway is worthy of recognition. The rapid population of the Mervue estate is already showing increased interest in the access and the potential for community involvement in maintenance and development is significant.

Google Maps misplacement of Shelly Beach

This is a relatively minor matter but worthy of official correction. The location of Shelly Beach on Google Maps is misplaced by approximately 1 kilometre to the NW of the true location. The problem this creates is that when potential visitors use their GPS to access the Beach, they are misdirected along Younger St where they (in significant numbers) become lost and confused. As stated, a relatively minor matter, but worthy of correction at an official level.



Black Wallaby grazing in section of Reserve excluded from Study Area.



Koala on Younger St, having emerged from the Study Area.

6.12. WARRNAMBOOL PLANNING SCHEME AMENDMENT C204WARR - SIGNS POLICY - CONSIDERATION OF SUBMISSIONS

PURPOSE:

This report considers submissions to Planning Scheme Amendment C204warr and recommends that Council resolves to refer the submissions to an independent Planning Panel appointed by the Minister for Planning.

EXECUTIVE SUMMARY

- Planning Scheme Amendment C204warr proposes to implement a local policy direction on signs by implementing the recommendations of the Advertising Signage Policy – Background Report (2019).
- The local policy direction is required to better facilitate signage in the municipality by providing a greater level of certainty on the types, scale and placement of signage the Council is likely to support.
- The Amendment was placed on exhibition between 25 February 2021 and 29 March 2021, with one (1) submission being received - refer to **Attachment 2**.
- It is recommended that the submission be referred to an independent Planning Panel, appointed by the Minister for Planning.

MOVED: CR BEN BLAIN

SECONDED: CR ANGIE PASPALIARIS

That Council:

- 1. Receives and considers the submission made to Amendment C204warr to the Warrnambool Planning Scheme.**
- 2. Pursuant to Section 23(1)(b) of the Planning and Environment Act 1987, requests the Minister for Planning to appoint a Planning Panel to review the submission received to Amendment C204warr.**
- 3. Refers the submission to the Planning Panel to be appointed by the Minister for Planning.**
- 4. Endorses the officer response to issues raised by the submission outlined in this report, as the basis for Council's submission to the Planning Panel.**
- 5. Writes to the submitter to inform them of Council's decision to proceed to the Planning Panel stage.**

CARRIED - 7:0

BACKGROUND

Council has prepared Amendment C204warr to the Warrnambool Planning Scheme.

The Amendment applies to all land within the municipality.

The Amendment seeks to implement a local policy direction on signs by implementing the recommendations of the Advertising Signage Policy – Background Report (2019).

Key changes to the Warrnambool Planning Scheme include the insertion of a new local planning policy Clause 22.04, "Signs". Please see copy of the exhibited policy attached – refer **Attachment 1**. The policy:

- Provides clear guidance with respect to a range of sign typologies while also addressing emerging issues and changes in technology and advertising practices.
- Provides transparency to business and the community about how Council will apply its discretion under the Warrnambool Planning Scheme.

Authorisation to prepare and exhibit the Amendment was granted on 18 August 2020. It was subject to the following condition:

- *The proposed Local Planning Policy must be drafted to take into consideration the Local Planning Policy Framework (LPPF) translation which is being undertaken by the Department of Environment, Land, Water, and Planning (DELWP) as part of the Smart Planning Program. The LPPF translation will change the way local policy is presented in the planning scheme, by implementing the content into the new Municipal Planning Strategy (MPS) and the Planning Policy Framework (PPF) introduced by Amendment C148. Council will need to ensure that the proposed local policy content is consistent with the rules in Section 4 and the writing instructions in Section 6 of the Practitioners Guide to Victorian Planning Schemes. DELWP can provide assistance with redrafting the policy into the new PPF format.*

The Amendment was exhibited between 25 February 2021 and 29 March 2021. Exhibition comprised:

- Direct notification to relevant referral agencies and interested businesses.
- Notice in the Warrnambool Standard (Wednesday, 24 February 2021).
- Notice in the Victoria Government Gazette (Thursday, 25 February 2021).
- Electronic copies of all amendment documentation, were made available on the Warrnambool Council website and the Department of Environment, Land, Water and Planning (DELWP) website).

Council received one (1) submission in response to the exhibition of the Amendment - **Refer to Attachment 2.**

Where submissions have been received to an amendment, Council has three options under Section 23 of the Planning and Environment Act 1987 to either:

- change the Amendment in the manner requested by the submitters; or
- refer the submissions to a Planning Panel; or
- abandon the Amendment.

The current step in the Amendment process is identified in Figure 1 – please see **Attachment 3.**

ISSUES

The one (1) submission received was from Transad Australia (refer to Attachment 2). The submission makes observations or requests changes in relation to specific elements. Key issues raised in the submission and Council officer response are provided below:

1. Suggests the policy is a repetition of existing signage policy contained in the Warrnambool Planning Scheme.

Officer response: *Not supported. Council officers sought advice from DELWP in relation to drafting the new local policy direction on signs (Clause 22.04, "Signs"). This was to ensure the new policy took into consideration the PPF translation being undertaken as part of the Smart Planning Program. The objective of this program is to simplify planning regulation, including the removal of superfluous policies and provisions, including content that contains duplication. In this instance, no issues with the exhibited policy were identified by DELWP.*

2. Opposes application requirements, stating they are a duplication of Clause 52.05 of the Warrnambool Planning Scheme.

Officer response: *Not supported. The new local policy direction on signs (clause 22.04, "Signs") does not seek to introduce application requirements.*

3. Opposes definitions contained within the draft policy, stating they are a duplication of Clause 73 of the Warrnambool Planning Scheme.

Officer response: *Not supported. The new local policy direction on signs (clause 22.04, "Signs") does not contain any definitions.*

4. Opposes the use of the words "strongly discourage" for Major Promotion Signs, stating they are contrary to the ability to assess applications on their merit.

Officer response: *Not supported. The new local policy direction on signs (clause 22.04, "Signs") does not use the words "strongly discourage".*

5. Opposes the signage policy for creating a set of decision making criteria which is more onerous and potentially more restrictive than currently exists in the Warrnambool Planning Scheme.

Officer response: *Not supported. Most local Councils across Victoria have a local planning policy on signs, and Warrnambool is now proposing a similar approach to provide guidance on signs when a planning permit is triggered. To support the development of the new local policy direction on signs (Clause 22.04, "Signs"), officers undertook research and prepared a Background Report to identify gaps and issues to inform the development of the new policy. The new policy does not add any complexity or restrictions to signage. It does however, simplify and clarify how Council will apply its discretion under the Warrnambool Planning Scheme. As noted in the officer response to issue 1, the new policy was drafted in accordance with the Smart Planning Program, which seeks to simplify planning regulation.*

In response to the submission received, no change is proposed to the exhibited Amendment.

Next Steps

Council must request the Minister for Planning to appoint an independent Planning Panel, if it is not prepared to vary the Amendment to address the issues raised in submissions, and it intends to continue with the amendment process.

Preset Panel dates have been set by Planning Panels Victoria, with a Directions Hearing to commence in the week of 31 May 2021, and the Panel Hearing to commence in the week of 21 June 2021. Once Council makes a formal request to the Minister for Planning to appoint a Planning Panel, Planning Panels Victoria will confirm the hearing dates.

On receipt of the Panel report for Amendment C204warr, a report will be prepared for Council to consider the Panel's recommendations.

FINANCIAL IMPACT

Costs associated with the preparation of Amendment C204warr have been included within the 2020/21 City Strategy and Development Budget.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

3 Maintain and improve the physical places and visual appeal of the City

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

5 Practice good governance through openness and accountability while balancing aspirations with sound financial management

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

TIMING

A request for Planning Panel must be made within 40 business days of the closing date of submissions, ie. by 27 May 2021.

COMMUNITY IMPACT / CONSULTATION

The submitter will be notified of the next stage of the amendment process following Council's consideration of this report.

Once a Planning Panel is appointed, the submitter will be notified of the Panel's appointment, including the hearing dates and proceeding guidelines. When a Panel Hearing is conducted, the submitter will be given the opportunity to present to the Planning Panel. The Panel will provide a report to Council with its findings and recommendations, and Council is required to release the Panel Report within 28 days of receipt.

The Panel Recommendations would be subject to a future report to Council for formal consideration.

Due to social distancing restrictions Panel Hearings are currently being held via videoconferencing.

LEGAL RISK / IMPACT

The submission to Amendment C240warr has been assessed against all relevant requirements of the Warrnambool Planning Scheme and the Planning and Environment Act 1987.

OFFICERS' DECLARATION OF INTEREST

Nil

CONCLUSION

Planning Scheme Amendment C204warr seeks to introduce a new local policy direction on signs into the Warrnambool Planning Scheme. In total, one (1) submission was received by Council during the exhibition period. The submission is unresolvable as it raises matters that are not supported. No changes are recommended to Amendment C204warr following exhibition and it is recommended that Council resolve to request the Minister for Planning to appoint an independent Planning Panel to consider the Amendment and the unresolved submission.

ATTACHMENTS

1. Warrnambool C 204 warr 22.04 Exhibition [6.12.1 - 4 pages]
2. 20200329 - Submission to WPS Amendment re Advertising Signs (S P 17079) [6.12.2 - 2 pages]
3. amendment flow chart [6.12.3 - 1 page]

WARRNAMBOOL PLANNING SCHEME

22.04

Proposed C204warr

SIGNS

Policy application

This policy applies to all applications for signs.

Policy basis

Signs are an important component of the built environment in the City – they are used to provide information about businesses and the goods and services they provide.

Well designed and located signs can complement or enhance the host building or site on which they are displayed, and contribute to the vibrancy and colour of the streetscape while being sensitive to built form and character. However, an unrestricted approach to signs and business frontages can result in a cluttered, confusing, and unattractive environment that has a negative effect on the perception of the locality by both residents and visitors.

It is therefore important to ensure signage is not only effective in providing information in goods and services, but also provides high standards of visual amenity in the built environment. Local policy on signs is needed to supplement the decision guidelines in Clause 52.05.

Objective

To encourage signs that make a positive contribution to their host building or site and the surrounding area.

Strategies

Encourage signs that:

- Are consistent with the character of the area.
- Respect the amenity of the area.
- Are proportioned and designed to be integrated with the host building or site.
- Are crafted with materials and finishes that are durable having regard to sunlight, rain, and wind.
- Preserve active frontages and visual links to businesses and shop fronts.

Discourage signs that:

- Alter, obscure, or visually dominate the form of the host building or site.
- Are reflective.
- Are erected on the roof of a building.
- Increase the number of signs within confined areas.

Policy guidelines

Specific areas

Commercial areas

Commercial areas located in the Commercial 1 Zone and Commercial 2 Zone.

Commercial areas are expected to be the centre of business activity and consequently are likely to be the most lively and vibrant areas in the City. The appearance of these commercial areas can influence the way they are perceived by occupiers, visitors, and potential investors. For these reasons, the commercial interests of an individual business, and the cumulative impact of actions will be balanced against the role and interests of the commercial area. Businesses are encouraged to advertise with signs in an effective manner, having regard to the effect this may have on the host building or site concerned and the commercial area. To achieve this, proposals for signs will be expected to remain within the following set of policy guidelines.

WARRNAMBOOL PLANNING SCHEME

Consider as relevant:

- Avoiding above verandah signs, unless there are no suitable opportunities at ground level and where the signs:
 - Are wall mounted, not on roof or verandah, canopy or awning.
 - Avoid projecting above the building.
 - Comprise one per occupancy.
 - Are not illuminated or electronic.
- Limiting under-verandah signs to one sign per building except on a corner site where an additional sign on the secondary frontage may be allowed.
- Limiting verandah fascia signs to one sign except on a corner where an additional sign on the secondary street may be allowed.
- Limiting pole signs to:
 - A height no higher than the height of buildings on the site or substantial adjacent structures on abutting or adjacent sites.
 - A sign that is on an open site and is incorporated into landscaping.
- Supporting illuminated signs where all of the following apply:
 - The sign is suspended below verandah.
 - The illumination automatically turns off over night or during closing hours.
- Avoiding window signs covering more than 20% of ground floor commercial window (including decal signs, signs painted on a window or signs mounted behind a window).
- Avoiding promotion signs in the Warrnambool City Centre.

Industrial areas

Industrial areas located in Industrial 1 and Industrial 3 Zone.

Industrial areas in the City include a variety of functions such as manufacturing and warehouses. Due to the nature of these uses and business operations, and historic inadequate attention to design, the image of some of these areas is poor. Signage in industrial areas should seek to improve the presentation and appearance of industrial areas in order to protect the amenity of the City while also improving opportunities to attract investment. To achieve this aim, the following set of policy guidelines will be applied.

Consider as relevant:

- Discouraging signs attached to boundary fences.
- Limiting the total sign face area to 20 square metres on a single premises.
- Supporting single illuminated pole or monument sign adjacent to the frontage.

Heritage places

The City has a range of significant heritage sites and precinct areas identified by the Heritage Overlay. Preserving and enhancing these places and ensuring that development does not have a detrimental impact on their integrity and setting is promoted. Signage in heritage places should be discreet and complement the cultural significance of the place. To achieve this aim, the following set of policy guidelines will be applied.

Consider as relevant:

- Limiting signs to areas traditionally used for signs.

WARRNAMBOOL PLANNING SCHEME

- Discouraging finishes and colours that are inconsistent with the heritage significance and period of the place.
- Discouraging signs that intrude into the building fabric and cannot be removed without damage to existing building fabric.
- Discouraging the removal or obstruction of historic or legacy signs where such signs contribute to the heritage significance of the place.
- Discouraging the following signs in heritage areas:
 - Illuminated signs
 - Electronic signs
 - Animated signs
 - Sky signs
 - Panel signs
 - Bunting
 - Pole signs
 - Major promotion signs

Residential areas

As expectations in residential areas include high levels of amenity, signs associated with non-residential uses should ensure minimal intrusion on the residential character. To achieve this aim, the following set of policy guidelines will be applied.

Consider as relevant:

- Limiting signs for non-residential uses to one per premises.
- Limiting business identification signs to only name, address, and logo.
- Discouraging the following signs in residential areas:
 - Promotion signs
 - Above-verandah signs
 - Sky signs
 - Floodlit, internally illuminated, flashing or electronic signs.

Main roads

Signs adjoining a main road offer opportunity for long distance visibility. A principal concern is the impact of signs on the amenity of the surrounding areas, the character of the streetscape, and road and pedestrian safety. Proposals for signs will be expected to remain within the following set of policy guidelines.

Consider as relevant:

- Limiting the type of signs at identified gateways and along landscaped streetscapes to business identification signs.
- Discouraging the following signs:
 - Promotion signs
 - Sky signs

WARRNAMBOOL PLANNING SCHEME

- Panel signs
- High wall signs

Specific sign guidance

Major promotion signs

Major promotion signs can be visually dominant features in a landscape and therefore their siting and frequency need to be carefully controlled. The City has a strong rural, heritage, and tourist image and will therefore discourage major promotional signage, particularly at identified gateways and along landscaped streetscapes.

Consider as relevant:

- Supporting major promotion signs where all of the following apply:
 - The sign is not higher than the height of a building or structure it is located on.
 - The sign is not higher than the height of a building or structure on adjoining land, when the sign is located on a blank façade of the building.
 - The design and illumination of the sign responds sensitively to any residential use the sign faces.
 - The sign is located on land adjoining a road in a Road Zone Category 1.
 - The sign is not located at an identified gateway or along landscaped streetscape.
 - The sign does not face open space areas or parklands.

Policy documents

Consider as relevant:

- Warrnambool City Council Advertising Signage Policy - Background Report (2019)



P.O. Box 6565, Shepparton Vic 3632
Tel: 03 5831 4988 Fax: 03 5831 8323

29th March, 2020

Attention: Julie Glass
Coordinator City Strategy
Warrnambool City Council
PO Box 198
Warrnambool Vic 3280

Dear Julie,

RE: Submission to Warrnambool City Council, Planning Scheme, Advertising Signs Policy.

The following submission is made in response to the recent public notification of a proposed amendment to the Warrnambool Planning Scheme (C204warr) – Local Planning Policy on Advertising Signs.

The amendment proposes to introduce additional policy direction on signs that require planning permit including setting objectives, strategies and guidance for signs in the municipality.

The proposed policy intentions are stated to better facilitate signage outcomes in the municipality by providing greater level of certainty on the types, scale and placement of signage the Council is likely to support. It is noted that the proposed policy introduction will add to the overall municipal strategic statements, clarify urban design goals and requirements to focus on high quality outcomes,

Points in consideration in relation to the content as notified for comment:

1. The draft policy content is, quite significantly, a repetition of existing signage planning policy contained the planning scheme
2. The application requirements are a duplication of clause 52.05 of the planning scheme
3. Definitions contained within the draft policy are a duplication of clause 73 of the planning scheme.
4. Major promotion signage performance standards are consistent with the directions and decision criteria contained the Clause 52.05 of the planning scheme. However, the use of words "strongly discourage" seem contrary to the ability to assess applications on their merit. The use of these words is akin to indicating that signage of this type is effectively "prohibited" within certain areas.
5. Overall the signage policy is creating a set of decision making criteria which is more onerous and potentially more restrictive that the existing statutory planning scheme.

This would appear contrary to the spirit of ensuring consistent application of planning standards across the state. The local policy should assist in facilitating sign development and not creating an environment of greater restriction and duplicate of planning documentation.

The signage policy should be reviewed in light of the above comments and re-advertised for further comment accordingly.

Yours sincerely,

**Reg Qemal
Transad Australia Pty Ltd**

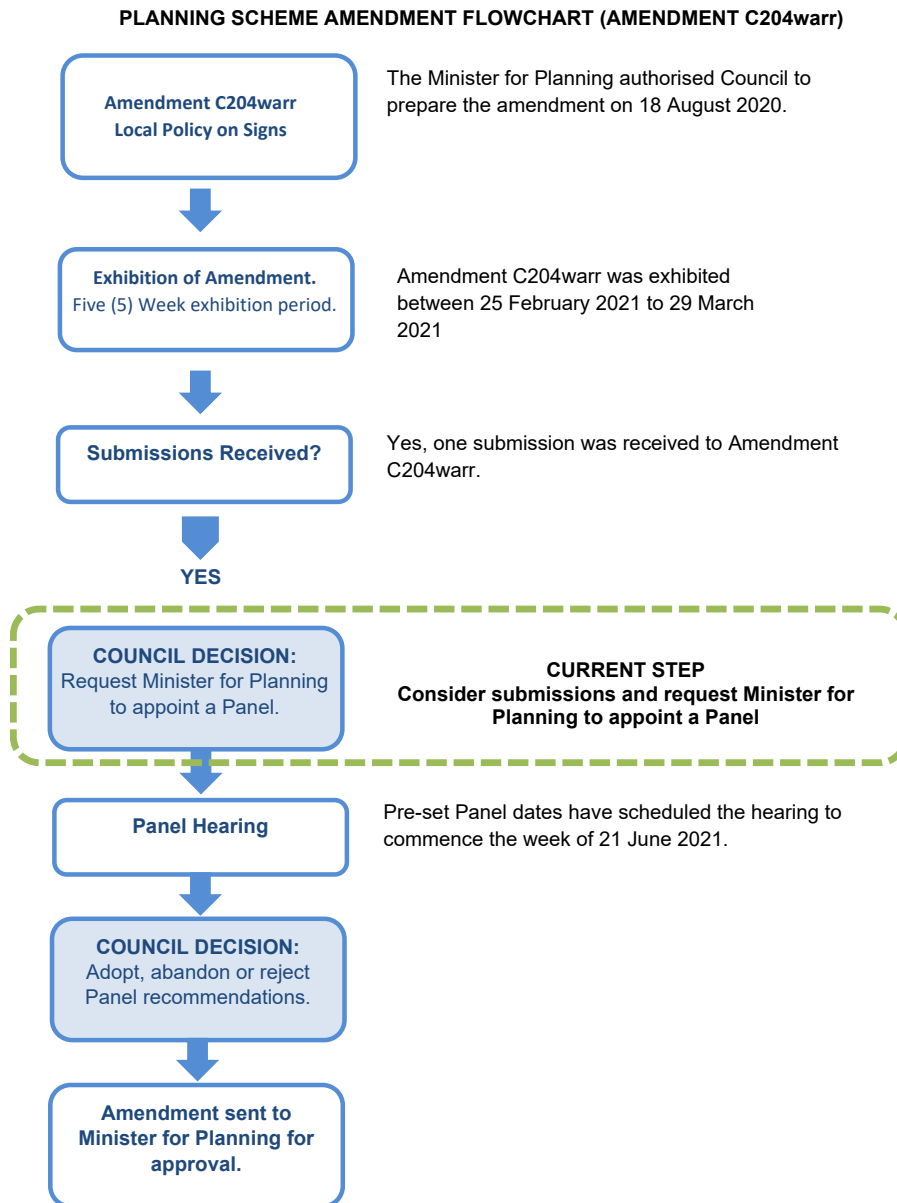


Figure 1: Planning Scheme Amendment Process

6.13. ADVISORY COMMITTEE & REFERENCE GROUP REPORTS

PURPOSE

This report contains the record of two Reference Group Meetings.

REPORT

- Port of Warrnambool Reference Group – 10 February 2021 – Refer **Attachment 1**.
- Cycling Reference Group - 24 February 2021 – Refer **Attachment 2**.

ATTACHMENTS

1. Minutes-Port of Warrnambool - Reference Group Meeting 10 Feb 2021 [**6.13.1** - 7 pages]
2. Minutes-Cycling Reference Group meeting-24 FEB 2021 [**6.13.2** - 3 pages]

MOVED: CR RICHARD ZIEGELER
SECONDED: CR DEBBIE ARNOTT

That the records of the Port of Warrnambool Reference Group Meeting held on 10 February 2021 and the Cycling Reference Group Meeting held on 24 February 2021 be received.

CARRIED - 7:0

PORT OF WARRNAMBOOL - PORT REFERENCE GROUP MEETING ACTION AND AGREEMENT RECORD				
Date:	10 February 2021	Time: 11.30AM	Finish: 1.30PM	The Pavilion Down Stairs Meeting Room and site visit at the Warrnambool Boat Ramp
Meeting Objective:	Site Discussion, 2021 Nomination and Program.			
Attendees:	<p>REFERENCE GROUP MEMBERS: Steve Tippet (ST), Leon Van Kempen (LVK), Keith Prest (KP), Rod Blake (RB), Tammy Good (TG), Bruce Campbell (BC), (Craig Hartwich (CH) from 12:05).</p> <p>CONSULTANT : Pádraig Moloney (PM) from AW Maritime</p> <p>WARRNAMBOOL CITY COUNCIL : Cr Ben Blain (BB), Cr Max Taylor (MT), Cr Richard Ziegeler (RZ), David Leahy (DL), Paula Gardiner (PG), Don Allen (DA), Karen Hardess (KH), Thomas Hall (ThH), Luke Coughlan (LC).</p> <p>STATE GOVERNMENT:</p> <p>DELWP – Claire Tesselaar (CT)</p> <p>TRANSPORT FOR VICTORIA – Katherine Grech (KG), Marcus Higgins (MH)</p>			
Apologies:	Neville Dance (ND), Ross Martin (RM), Vikki King (VK).			
Absent:	<p>REFERENCE GROUP MEMBERS: Michael Artz (MA), Russell Worland (RW), Lisa Owen (LO), Hugh Parker (HP).</p> <p>TRANSPORT FOR VICTORIA – Daniel Heley (DH), Lynn Kisler (LK).</p>			
No	Schedule	Description	Who	Notes
1.	11:30-11:35	Welcome and Introductions	Chair – David Leahy	DL welcomed everyone to the meeting and introductions were conducted in a round table fashion.
2.	-	Declaration of Councillor Conflicts of Interest and Assembly of Councillors Record	Chair	No Councillor conflicts were noted. Assembly of Councillors Record to be completed by ThH.

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3.	11:35-11:40	Reference Group Previous Meeting Minutes (14 September 2020)	Chair	Minutes of the previous meeting were accepted as read. Moved: Rod Blake Second: Steve Tippet Passed
4.	11:40-11:45	Terms of Reference - Appointment of Council	Chair	Terms of Reference were tabled along with a Membership Representative Form. The Membership Representative Form will be issued along with the meeting minutes seeking confirmation of details. A change to the Council Representatives was noted, those representatives now being: Councillor Richard Zeigeler; Councillor Max Taylor; and Councillor Ben Blain
		- Representative to the Reference Group		A request was made for Representatives to complete and return the Membership Representative Form. Council would like to capture any groups not in attendance. An invitation has been extended to Jon Watson from the Pavilion Café and Bar in anticipation of adding a tourism focus to discussions.

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5.	11:45-12:15	<p>Major Projects Updates</p> <ul style="list-style-type: none"> - Safer Launching & Breakwater Stabilisation - Dredging 	<p>Pádraig Moloney, Thomas Hall & Katherine Grech</p>	<p>Thomas Hall thanked the group for the great turnout and reiterated the objective of the meeting was to discuss key issues relating to the boat ramp and future harbor development.</p> <p>The emphasis on future development being staging improvements to align with funding opportunities and what that looks like in terms of scope.</p> <p>Identified stages of development are:</p> <p>Replacement of the boat ramp and two adjoining jetties, with consideration of a porous boat ramp to diminish the surge effect along with local earthworks treatment.</p> <p>Pricing for this stage was put together and did not receive a favorable response from funding bodies. This prompted revisiting of the scope of deliverables including redefining the size and proportions of the jetties. Summary documents also addressed any associated risks.</p> <p>Additional stages include breakwater stabilization, which has been costed and included in the overall plan, along with harbor connection improvement works and modelling of options to mitigate surge energy.</p> <p>Funding detail is being developed. A simple rendering and technical plans could be made available to the group.</p> <p>Katherine Grech Director of Better Boating Victoria is</p>
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				<p>fully across the issues at the current boat ramp.</p> <p>Waiting for funding to address the harbor issue as a whole would cause delays. KG would like to carve out the boat ramp and jetty components of the development and put a cost estimate to the Minister for funding, to get something happening immediately, preliminary discussions to this end have been positive.</p> <p>KG indicated that a porous boat ramp would be expensive and is as yet unproven in terms of surge mitigation, but if the scope was reduced to replacement of the boat ramp with pre-cast slabs and replacement of the adjoining jetties, there is a possibility of funding.</p> <p>KG would like to gain support to go away and seek funding to this end. With the focus on the boat ramp first, wave surge second, then the breakwater and additional issues such as parking to follow. This would work in with the boating strategy Better Boating Victoria are developing for the whole state.</p> <p>TG noted it was good to see some action.</p> <p>KG noted that Council should be commended on the work done thus far.</p> <p>It was noted that the biggest on-water issue is the wave surge at the boat ramp.</p> <p>PG noted that the current proposal would not limit future development options like the inclusion of a</p>
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				<p>porous boat ramp but would to negate reworks while remaining open to progression and advancements in technology.</p> <p>RB asked if a porous boat ramp should be removed from the discussion.</p> <p>PM noted the many considerations including ongoing maintenance and overall return of all options when compared to each other.</p> <p>KG reiterated that this was a long standing issue that will be put to the Minister as a staged approach. Stage one will not deal with the wave surge issue. Approval will be sought to fund the boat ramp and jetties before moving on to the other harbour issues.</p> <p>BB question if the future stages of development would be discussed with the Minister as part of this process.</p> <p>KG indicated the conversation would be focusing on improvement of the boat ramp as quickly as possible as it has been rated the worst boat ramp in Victoria.</p> <p>A business case is currently being developed for dredging as part of the overall harbor development. Dredging will be a key component of any development, self-maintenance will not be an option.</p> <p>The conversation needs to remain on the stage in front of us, not looking at modelling of further projects without all of the information.</p>
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6.	12:15-12:25	<p>2020/21 Program</p> <ul style="list-style-type: none"> - Ongoing ramp cleaning - Maritime Safety Victoria Smart Camera Project 	Thomas Hall	<p>Works program will be prioritized based on investment return. Will have some progress on the other two portions by the next meeting in August. Including:</p> <ul style="list-style-type: none"> - Program of Works - Operations Boat Ramp Works <p>Maritime Safety Victoria Smart Camera Project will be happening at the harbor. People will be able to open the app and see congestion at the boat ramp and in the carpark, which will provide safety and availability benefits. The app will provide updates every 5 minutes and will also link to BOM. The app will also count launches and retrievals providing statistical benefits to future business cases. Council will be providing in-kind project management. The camera will be located at the grassed area next to the big sign.</p> <p>The inclusion of any available data to support safety will look to be made accessible via this platform.</p>
7.	12:25-12:30	General Business Items	Chair	<p>Councillor Chair for the next meeting is Cr Richard Zeigeler.</p> <p>RB queried timeframe on Edwards Bridge replacement. In line with the federal funding timeframe works are scheduled to be completed mid to late 2022. Public consultation just closed. Federally funded projects must adhere to strict timeframes.</p> <p>KP noted the congestion in the carpark on days like today when the weather is good, mostly from non-boating vehicles. Signage is a concern, perhaps an area could be set aside for boat trailers only. The</p>

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				<p>coast guard trailer frequently has nowhere to park. As an operating port there are local laws implications when it comes to enforcement.</p> <p>Better Boating Victoria regularly hear that car parking is one of the bigger issues as the harbor is a destination place and subject to seasonal fluctuation. Signage would help.</p> <p>ThH noted that subject of car parking would be added to the agenda of the next meeting for discussion.</p>
8.	12:30	Confirmation of actions for delivery to be detailed within Minutes	Chair	<p>The meeting minutes will be captured and issued to the group for reference. Acceptance of the minutes will be sought at the next Reference Group Meeting.</p>
9.	-	<p>Next Meeting</p> <ul style="list-style-type: none"> - Newsletter - Next meeting early August 2021 to update on works completed and upcoming for the period. 	Chair	<p>Next meeting will be in August. The Terms of Reference determine the interval. Out of session meetings can take place with several weeks notice. Communication via the Newsletter is another way to keep in touch with the issues.</p> <p>The group were invited to attend a site visit at the boat ramp and discuss challenges and opportunities broadly.</p>

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Warrnambool City Council
Cycling Reference Group: Minutes
Wednesday 24 FEB 2021

5.00-6.30 Reception Room (entrance via the external door)

AGENDA ITEM	DISCUSSION	ACTION ARISING
1. Invited Helen Ryan, Ellen Troitzsh, Richard Adams, Micheal Dean, Jason Dart, Carla Mills Brendan Donhoo, Geraldine Rabie, Ian Bodycoat Brendan McDonald (WCC), Paul Cugley(WCC), Nicole Wood(WCC), Luke Coughlan (WCC), Angie Paspaliaris (Councillor)	Present: Helen Ryan, Ellen Troitzsh, Richard Adams, Jason Dart, Carla Mills (ZOOM) Brendan Donhoo, Brendan McDonald (WCC), Paul Cugley(WCC), Nicole Wood(WCC), Angie Paspaliaris (Councillor) (ZOOM) Apologies: Ian Bodycoat, Geraldine Rabie, Micheal Dean, Ian Bodycoat, Luke Coughlan (WCC), Minutes sent to: Ali Kemp (WCC)	
2. Acceptance of previous minutes	Dennington Bridge to be added to previous minutes,	Accepted
3. Gillies St Rail Closure crossing raised as an issue. How can the group follow up and raise.	New Minister of Transport – DL will discuss Rail crossing with him, potentially coming to Warrnambool next month. Argue the importance of this crossing to pedestrians and cyclists. We just want it to be ‘opened’ at this stage, not looking for bridge structures. Wayfinding signs along the Promenade identify this as an important crossing.	Council will follow up with Minister for Transport and put the case forward. NW
4. Dennington Bridge	Dennington Highway Bridge: There is only a path on one side, can’t cross the wrong way. Is there room to widen it? Pinch points at Woolies and up to Rooneys with merging traffic.	Council will follow up with investigation of issues. NW

AGENDA ITEM	DISCUSSION	ACTION ARISING
5. Works Plan	<p>Outcomes from workshops and NOW and WOW to be discussed and developed into workplan. Carla noted more 'Women cyclists' actions and a calendar of events. Skills coaching and working with clubs.</p>	<p>Drafted a prioritised work plan reviewed by group for acceptance of tasks over next 12months. NW</p> <p>Request Council consider this within the new Council Plan. NW</p>
6. Vision for the Group	<p>VISION: Words and Themes to consider</p> <p>Cycling friendly city</p> <p>Loop (not back and forth), connection to communities, "circle" – table, chats, friends, routes (fun, must do, health). 'Looping it together'. Tying it all together.</p> <p>Connections: rubber and road, community, support from other cyclists= connection, solo riders and the connection to environment, connecting places.</p> <p>Inclusion – that everybody can be a part. Elderly, young, social riders, racers, mountain bikers, people with disabilities</p> <p>Words that represent More than the city – to include Bushfield, Region, railtrail, Wangoom. "Place", "Greater Warrnambool" "Warrnambool and Surrounds"</p> <p>Safe environment</p> <p>Get more cyclists on the road, but make it sustainable to keep existing cyclists</p> <p>Adventure & Discovery</p>	<p>Draft a vision for the group to discuss next meeting. NW</p>

AGENDA ITEM	DISCUSSION	ACTION ARISING
7. What are the elements of a well ran committee	<p>Chair: Brendan D will co-chair with Michael (Nicole will contact to confirm).</p> <p>Meet formally every second month. Sub-groups (working groups) can meet informally more regularly.</p> <p>Google Docs to be used as primary form of communication. Council will host and share with members.</p> <p>https://drive.google.com/drive/folders/1-dlb3lc5I75ebX7LARfeCAOSDsXCxZXL?usp=sharing</p>	Michael will co-chair with Brendan D. NW
8. Possible HOW Projects-	<p>‘build it and they will use it’ – Woolsthorpe pub.</p> <p>Identify points of interest that would use networks.</p> <p>“When discussing ‘future PBN linkages’, there is already the demand and need, so if paths are created along Wollaston Rd, Caramut Rd, etc, they will get the cycling traffic. No need to have them as ‘future’ if we can use them now.</p> <p>Group to review the identified and proposed networks (BM to share maps)</p>	Keep the Reference group updated with the Deakin Link project. BM
9. Map of Current Cycling Networks	<p>Add points of interest to LTS map</p> <p>Change colour scheme to LTS framework to match the images for the LTS (for ease of reading)</p>	<p>Update LTS criteria. NW</p> <p>Circulate updated PBN when updated. BM</p>
10.		
11. Other Business:		
12. Next Meeting		Nicole to email group
13. Meeting Closed: 6.31		

6.14. 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:-

- Monday, 12 April 2021 – refer **Attachment 1**.
- Monday 19 April 2021 – refer **Attachment 2**.
- Monday 26 April 2021 – refer **Attachment 3**.

ATTACHMENTS

1. Assembly of Councillors Record 12 April 2021 [6.14.1 - 1 page]
2. Assembly of Councillors Record 19 April 2021 [6.14.2 - 1 page]
3. Assembly of Councillors Record 26 April 2021 [6.14.3 - 2 pages]

MOVED: CR MAX TAYLOR
SECONDED: CR ANGIE PASPALIARIS

That the record of the Informal Meetings of Council held on 12, 19 and 26 April 2021, be received.

CARRIED - 7:0

Informal Meeting of Council Record

Name of Committee or Group (if applicable):	Informal Meeting of Council (Councillor Briefing)	
Date of Meeting:	12 April 2021	
Time Meeting Commenced:	3.00pm	
Councillors in Attendance:	Cr. V. Jellie AM, Mayor Cr. O. Akoch Cr. D. Arnott Cr. B. Blain Cr. A. Paspaliaris Cr. M. Taylor Cr. R. Ziegeler	
Council Officers in Attendance:	Vikki King, Acting Chief Executive Officer Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth David Leahy, Director City Infrastructure David Harrington, Manager Financial Services Terry O’Sullivan, Airport Reporting/Works Safety Officer Ashish Sitoula, Manager Strategic Community Planning & Policy Valerie Attril, Revenue and Rates coordinator Peter Mc Ardle coordinator local Laws	
Other persons present:	Michael Sale, Wind Prospect Rorry McManus, Wind Prospect Stephen Lucas, Warrnambool Airport Reference Group Chris Daffy, Warrnambool Airport Reference Group	
Apologies	Nil.	
Matters Considered:	<ul style="list-style-type: none">• Wind turbines in vicinity of Warrnambool Aerodrome.• Health & Wellbeing community reference groups• 2021-2022 Budget & Council Plan.• Horses on Lady Bay access agreement	
Other Matters Considered	Declarations of conflicts of interest.	
Councillor Conflicts of interest Disclosures:		
Councillor’s Name	Type of Interest	Item
Meeting close time:	5:00pm	
Record Completed by:	Peter Utri Director Corporate Strategies	

Informal Meeting of Council Record

Name of Committee or Group (if applicable):	Informal Meeting of Council (Councillor Briefing)	
Date of Meeting:	19 April 2021	
Time Meeting Commenced:	3.00pm	
Councillors in Attendance:	Cr. V. Jellie AM, Mayor Cr. O. Akoch Cr. D. Arnott Cr. B. Blain Cr. A. Paspaliaris Cr. M. Taylor Cr. R. Ziegeler	
Council Officers in Attendance:	Vikki King, Acting Chief Executive Officer Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth David Leahy, Director City Infrastructure David Harrington, Manager Financial Services Ashish Sitoula, Manager Strategic Community Planning & Policy Simon Fleming, Manager Organisation Development Valerie Attrill, Coordinator Revenue and Rates Nick Higgins, Communications Manger	
Other persons present:		
Apologies	Nil.	
Matters Considered:	<ul style="list-style-type: none">• Community Vision W2040 & Council Plan 2021-2025.• 2021-2022 Budget.• Gender Equality Act 2020.• Municipal Health & Plan Development.• Governance Rules submissions.• Council Advisory Committees – Review of Operations.• Glass only bin rollout update.• Mayoral diary.• Reid Oval utilisation and capability• Dennington Recreation reserve issues• Stakeholder meeting to be organised in relation to foreshore vegetation management• Councils utilisation of the illuminated signage in Liebig street• Wangoom road bike safety issues• Next steps in relation to breakwater damage repair• Customer communication to enquiries	
Other Matters Considered	Declarations of conflicts of interest.	
Councillor Conflicts of interest Disclosures:		
Councillor's Name	Type of Interest	Item
Meeting close time:	7:02pm	
Record Completed by:	Peter Utri Director Corporate Strategies	

Informal Meeting of Council Record		
Name of Committee or Group (if applicable):	Informal Meeting of Council (Councillor Briefing)	
Date of Meeting:	26 April 2021	
Time Meeting Commenced:	3.00pm	
Councillors in Attendance:	Cr. V. Jellie AM, Mayor Cr. O. Akoch Cr. D. Arnott Cr. B. Blain Cr. A. Paspaliaris Cr. M. Taylor Cr. R. Ziegeler	
Council Officers in Attendance:	Vikki King, Acting Chief Executive Officer Peter Utri, Director Corporate Strategies Andrew Paton, Director City Growth David Leahy, Director City Infrastructure David Harrington, Manager Financial Services Nick Higgins, Manager Communications Julie Anderson, Manager, Governance, Property and Projects Julie Glass, Coordinator Strategic Planning	
Other persons present:	Natalie Collard, Food & Fibre Great South Coast Alistair McCosh, Food & Fibre Great South Coast	
Apologies	Nil.	
Matters Considered:	<ul style="list-style-type: none">• Greenhouse Gas Emission Reduction• Warrnambool Planning Scheme – Planning Policy Framework Translation• Community Vision W2040 & Council Plan 2021-2025• Draft Revenue & Rating Plan 2021-2025• Budget 2021-2022• Long Term Financial Plan• Activities & Initiatives 2020-2021• March Financial Report• Allansford Strategic Framework Plan• Warrnambool Planning Scheme Amendment C204warr – Signs Policy• Wild Coast Landscape Master Plan• Street Lighting Project• Cycling Reference Group Minutes – February 2021• Port of Warrnambool Reference Group Minutes February 2021• Councillor Allowance – Submissions• Follow up of to customers and Councillors in relation to customer service requests• Confidential commercial matter South West Victorian Livestock Exchange• Confidential legal matter update	
Other Matters Considered	Declarations of conflicts of interest.	
Councillor Conflicts of interest Disclosures:		
Councillor’s Name	Type of Interest	Item
Meeting close time:	6:50pm	
Record Completed by:	Peter Utri Director Corporate Strategies	

6.15. 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
7 April 2021	Warrnambool	Mayor & Councillors – Attended the Friends of Warrnambool Botanic Gardens informal walk and talk in the Gardens.
15 April 2021	Warrnambool	Deputy Mayor – Attended the Heatherlie Homes 42nd Annual General Meeting.
18 April 2021	Koroit	Deputy Mayor – Attended the opening of the exercise circuit at the Koroit Railway Station.
19 April 2021	Warrnambool	Mayor – Attended the U3A Warrnambool Annual General Meeting.
20 April 2021	Warrnambool	Mayor – Attended a luncheon with the Leader of the State Opposition, Michael O'Brien during his visit to Warrnambool.
	Warrnambool	Acting Chief Executive Officer – Met with the Victoria Legal Aid Board during their visit to Warrnambool.
	Warrnambool	Mayor & Councillors – Visited the Warrnambool Motor Museum situated at the Fletcher Jones building.
22 April 2021	Melbourne	Mayor & Acting Chief Executive Officer – Attended a meeting of the Regional Cities Victoria group.
	Warrnambool	Deputy Mayor - Met with Melissa Horne, Minister for Ports & Freight & Minister for Fishing & Boating and members of the Harbour Reference Group during the Minister's visit to Warrnambool.
23 April 2021	Warrnambool	Mayor & Acting Chief Executive Officer – Attended a meeting of the Great South Coast Board.
25 April 2021	Warrnambool	Mayor and Acting Chief Executive Officer – Attended the Warrnambool Anzac Day Dawn Service and wreath laying ceremony.

MOVED: Cr Angie Paspaliaris

SECONDED: CR DEBBIE ARNOTT

That the Mayoral & Chief Executive Officer Council Activities – Summary Report be received.

CARRIED - 7:0

7. PUBLIC QUESTION TIME

7.1 QUESTION FROM RODNEY BLAKE, WARRNAMBOOL

“This question is asking about the proposed dredging program for the dredge pocket around the swing moorings where the previous Councillors adopted a position which was Water Technology Option 4 (nearshore disposal of dredge spoils), with little thought given to the long term regarding minimising the river of sand movement along our coastline. A cheap lazy option.

Given the recent low-pressure system that passed to the south of Warrnambool that produced a 10m open ocean swell and with Deakin University Port Fairy Wave Buoy recording a significant wave height of 6.7m in the early hours of Sunday 11th. This swell event caused damage to the breakwater, jetties and boat ramp and it is yet to be measured the amount of sand movement within the western end of the bay.

HRG agreed to support Option 3 which was a hybrid option for 25,000m³ of spoils to be deposited in behind the dunes with the remaining 5000m³ used to top up the dunes after previous erosion from storm activity.

Will the WCC continue to endorse dumping of the proposed dredge spoils into Lady Bay as per previous Council agreement?”

RESPONSE TO QUESTION

- Council resolved to endorse the dredging options assessment document and to progress a detailed design of option 4 on 7 September 2020.
- Council also endorsed officers to pursue funding opportunities for dredging.
- Council staff have since been negotiating with Department of Transport on the best way forward with respect to dredging of the port and will continue to do so, with any potential activity to be brought back to Council for endorsement.
- Any decision on a dredging program or which option is chosen, will need to include an ongoing maintenance dredge program.
- The objection to option 4 by members of the harbour reference group has been recorded in the minutes and reported to Council.
- Council values the advice of the reference group and will this advice will be used to assist in making a decision to award a contract to complete the works.

8. CLOSE OF MEETING

The meeting closed at 7.02pm.

CHAIRMAN