

AGENDA

SCHEDULED COUNCIL MEETING

WARRNAMBOOL CITY COUNCIL

5:45 PM - MONDAY 4 SEPTEMBER 2023



VENUE:

Reception Room

Warrnambool Civic Centre

25 Liebig Street

Warrnambool

COUNCILLORS

Cr. Debbie Arnott (Mayor)

Cr. Otha Akoch

Cr. Ben Blain

Cr. Vicki Jellie AM

Cr. Angie Paspaliaris

Cr. Max Taylor

Cr. Richard Ziegeler

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

Andrew Mason

CHIEF EXECUTIVE OFFICER

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BEHAVIOUR AT COUNCIL MEETINGS

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

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1. OPENING PRAYER & ORIGINAL CUSTODIANS STATEMENT

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

ORIGINAL CUSTODIANS STATEMENT

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

2. APOLOGIES

3. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the Scheduled Council Meeting held on 7 August 2023, be confirmed.

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

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

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

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

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

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

5. MAYORAL PRESENTATION

6. PUBLIC QUESTION TIME

7. REPORTS

7.1. DRAFT OPERATIONS REPORT, FINANCIAL STATEMENTS , ANNUAL PERFORMANCE STATEMENT AND GOVERNANCE CHECKLIST 2022-2023

DIRECTORATE : Corporate Strategies

PURPOSE:

The purpose of this report is to present the Draft 2022-2023 Performance Statement and Financial Statements to Council for in-principle approval as recommended by Council's Audit and Risk Committee and in accordance with Section 99 of the Local Government Act 2020.

It further seeks to nominate two Councillors to have the authority to sign the annual accounts and performance statement on behalf of Council, once final sign off has been received from the Victorian Auditor General's Office (VAGO).

This authorisation will enable Council to meet its statutory obligations for the presentation of its Annual Statements (as part of the Annual Report) to an open Council meeting by 31 October 2023. The Annual Report, which includes the Financial and Performance Statements, will return to Council for consideration at a future Council Meeting.

Also provided with this report for Council's information is the DRAFT Report of Operations, including governance information, which accompanies the Financial Statements and the Annual Performance Statement.

This report also seeks in-principle approval for the certifying of the Governance information by the Mayor and Chief Executive Officer.

EXECUTIVE SUMMARY

The Auditor-General is responsible under part 3 of the *Audit Act 1994* for the audit of Council's annual Financial and Performance Statements. These audits are conducted by contractors as agents of the Auditor-General. RSD Audit have been appointed Auditor-General's agent and conducted the 2022-23 audit.

The Audit and Risk Committee considered the Statements at its meeting held on Tuesday 29 August 2023. The recommendations in this report were endorsed by the Audit and Risk Committee at this meeting.

Sections 98-100 of the *Local Government Act 2020* (LGA) and the Local Government (Planning and Reporting) Regulations 2020 deal with statutory procedures that govern the preparation of an Annual Report inclusive of Financial Statements, Performance Statement, report of operations, auditor's reports, and adoption by Council.

Section 98 of the Local Government Act 2020 states that Council must prepare an Annual Report as soon as practicable after the end of each financial year.

The Annual Report must contain:

- a) a report of operations of the Council;
- b) an audited Performance Statement;
- c) audited Financial Statements;
- d) a copy of the auditor's report on the Performance Statement;
- e) a copy of the auditor's report on the Financial Statements under Part 3 of the Audit Act 1994;
- f) any other matters prescribed by the regulations.

Council must first pass a resolution to give in-principle approval to the Performance Statement and Financial Statements before providing the statements to the auditor.

After the Financial and Performance Statements have achieved final sign-off from the Victorian Auditor General, the Mayor must report on the implementation of the Council Plan by presenting the Annual Report at an open Council meeting within four months of the end of the financial year (October 31).

The final version of the Annual Report to be considered by Council will be aesthetically improved and include a pictorial record of operations.

Once considered the Annual Report remains available on Council's website for the community to access.

RECOMMENDATION

- 1. That Council approve in principle the 2022-2023 Financial Statements (refer Attachment 7.1.1) which have been subject to external audit by the Auditor-General's agent, with the outcomes also having been reviewed by Warrnambool City Council's Audit & Risk Committee.**
- 2. That Council approve in principle the 2022-2023 Performance Statement (refer Attachment 7.1.2) which has been subject to external audit by the Auditor-General's agent, with the outcomes also having been reviewed by Warrnambool City Council's Audit & Risk Committee.**
- 3. That Councillor Angie Paspaliaris and Councillor Ben Blain be authorised to certify the 2023-2023 Financial Statements, after any changes recommended by the review of audit from the Victorian Auditor General have been made.**
- 4. That Councillor Angie Paspaliaris and Councillor Ben Blain be authorised to certify the 2022-2023 Performance Statement, after any changes by the review of audit from the Victorian Auditor General have been made.**
- 5. That the Mayor Cr Debbie Arnott and Chief Executive Officer Andrew Mason be authorised to certify the government and management arrangements as contained in the Draft Operations Report.**
- 6. That the Council put out for public advertisement, its intention to consider the Annual Report at a future Council Meeting.**

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

5 An effective Council

5.5 Organisational and financial sustainability: Council will ensure organisational and financial sustainability through the effective and efficient use of Council's resources and assets.

ATTACHMENTS

1. Annual Financial Statements 2022 [7.1.1 - 67 pages]
2. Performance Statement 2022 [7.1.2 - 19 pages]
3. Draft of Operations Report 2022-2023 [7.1.3 - 116 pages]

7.2. ADVOCACY 2023-2024

DIRECTORATE : Corporate Strategies

PURPOSE:

For Council to consider advocacy priorities over 2023-2024.

EXECUTIVE SUMMARY

Advocacy on behalf of the community is a primary role of Local Government.

This responsibility is enshrined in the Local Government Act and Council's advocacy efforts are assessed through the annual Community Satisfaction Survey.

At previous informal meetings Councillors discussed and identified advocacy priorities for 2023-2024. Since then officers have developed documents to support these priorities.

Council's advocacy program over the coming year will include meetings with members of Parliament and media campaigns.

Council has identified the following projects as advocacy priorities over 2023-2024.

Clean Energy Centre of Excellence – a regional partnership between Deakin University and South West TAFE that will help prepare Victoria for the transition to a clean energy economy.

Housing – housing availability is a key issue across Australia and Council is keen create awareness within other levels of government about opportunities that exist to make more housing and more affordable housing available in Warrnambool.

Raglan Parade safety – the section of the Princes Highway that dissects Warrnambool presents safety issues at two key intersections. These can be addressed with engineering interventions. One is the intersection with Hider and Ardlie Streets, which is used as a crossing point by scores of students heading to and from schools to the north of the highway; the second is the intersection with Fitzroy and Botanic roads used by commuters and parents taking students to and from school.

Logans Beach Whale Viewing Platform – this much-loved structure and key visitor economy asset requires some maintenance work and also a rebuilding of the staircase that connects the platform with the beach.

Merri River revegetation and pathways – the strategic foundation and the delivery for this project are contained in the South of Merri Open Space Precinct Plan and the accompanying implementation plan.

Early Years Workforce and Infrastructure - Childcare issues experienced in Warrnambool and the South West are also impacting families and childcare services right across Australia. A number of childcare centres in Australia have capped numbers due to workforce shortages while demand for childcare in Warrnambool is high and there is a need for the industry to attract and retain staff. At the same time there is a need to improve and expand early years facilities to meet current standards and growing demand.

Port of Warrnambool - The 19th century breakwater at the Port of Warrnambool has, in recent years, shown signs of serious deterioration. Council is proposing to add rock armoury to the edge of the breakwater which will better withstand the powerful impact of the Southern Ocean. An extension or small spur at the eastern end of the breakwater will also serve to deflect some of the wave impact that can hamper boat launching and retrieval.

Greening the Lighthouse Theatre - Council's Green Warrnambool strategy, developed with the community, sets the 2026 goal for Council to have a 5 Green Star-rated building and that all buildings constructed from 2026 will operate as zero net emission facilities.

Lake Pertobe Stage 3 – The Lake Pertobe Master Plan identifies a series of staged works that improves this important asset for residents and visitors to Warrnambool. Stage 3 includes an upgrade to facilities and play equipment at the south-west “corner” of the Lake Pertobe park land.

RECOMMENDATION

That Council formally adopts the advocacy priorities identified in this report.

BACKGROUND

Council has a history of recent advocacy success including: Warrnambool Library and Learning Centre, \$16.3 million; Reid Oval \$7 million; City Centre Renewal, \$10 million; Lake Pertobe Building Better Regions, \$1.45 million; Brierly Reserve, \$1 million; Jetty Flat Pavilion, \$500,000; and Port of Warrnambool improvements, \$3.5 million.

However, in the post-COVID era and with tightening budgets at Victorian and Commonwealth levels of government, Council must continue to be proactive in pursuing and presenting priority projects to prospective funding partners.

Advocacy priorities may be Council-only projects or collaborations with other organisations on projects which align with the Council Plan and/or the long-term community plan, Warrnambool 2040.

Each of the items identified by Councillors as advocacy priorities have a strategic basis in the Council Plan or W2040.

ISSUES

The availability of funding from other levels of government has been impacted by the pandemic. The recent decision by the Victorian Government to withdraw from hosting the Commonwealth Games indicated shifting government priorities. However, this decision then opened up opportunities for regional Victoria with the following announcement from the office of the Victorian Premier Daniel Andrews:

“The main reason we agreed to host the Games was to deliver lasting benefits in housing, tourism and sporting infrastructure for regional Victoria.

“That’s why the Victorian Government will deliver a comprehensive \$2 billion package to ensure regional Victoria still receives all the benefits that would have been facilitated by the Games – and more.”

FINANCIAL IMPACT

These projects require external funding to proceed.

LEGISLATION/POLICY/COUNCIL PLAN CONTEXT

4 A connected, inclusive place

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

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

4.3 Stronger neighbourhoods: Council will foster neighbourhood connections and capacity building including the development of inclusive recreational and cultural opportunities.

4.4 Sustainable practices: Council will promote and encourage the implementation of sustainable design across the municipality including the attractiveness, safety, accessibility and functionality of our built environment.

5 An effective Council

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

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

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

TIMING

Timely adoption of advocacy priorities puts Council in the best position to lobby other levels of government during budget deliberations and ahead of budget announcements in 2024 and 2025.

COMMUNITY IMPACT/CONSULTATION

Warrnambool 2040 and the Council Plan 2021-2025, developed following an extensive community engagement process, provide strategic direction and describe community aspirations that support these advocacy priorities.

LEGAL RISK/IMPACT

N/A

OFFICERS' DECLARATION OF INTEREST

Nil.

COLLABORATIVE PROCUREMENT

N/A

CONCLUSION

Council is in a position to consider timely adoption of advocacy priorities and to embark on a campaign to ensure other levels of government are aware of the Warrnambool community's needs and the benefits that would flow from supporting these priority projects.

ATTACHMENTS

1. 3479 WCC advocacy safer port [7.2.1 - 1 page]
2. 3480 WCC advocacy clean energy [7.2.2 - 1 page]
3. 3473 WCC advocacy raglan pde [7.2.3 - 1 page]
4. 3475 WCC advocacy merri river [7.2.4 - 1 page]
5. 3476 WCC advocacy housing [7.2.5 - 1 page]
6. 3477 WCC advocacy early years 2 [7.2.6 - 1 page]
7. 3477 WCC advocacy lake pertobe [7.2.7 - 1 page]
8. 3481 WCC advocacy lighthouse theatre [7.2.8 - 1 page]
9. 3481 WCC advocacy whale platform [7.2.9 - 1 page]

7.3. PLANNING SCHEME AMENDMENT - 19 HORNE ROAD, WARRNAMBOOL

DIRECTORATE : City Growth

PURPOSE:

This report provides information on a planning scheme amendment request received from Myers Planning Group on behalf of '82 Raglan Parade Joint Venture' to rezone the land at 19 Horne Road, Warrnambool also known as Lot 2 on Plan of Subdivision 510713S from Farming Zone to Commercial 2 Zone. It is recommended that Council request authorisation from the Minister for Planning to prepare an amendment to the Warrnambool Planning Scheme.

EXECUTIVE SUMMARY

- Myers Planning Group (proponent) on behalf of '82 Raglan Parade Joint Venture' has requested Council prepare an amendment to the Warrnambool Planning Scheme to rezone the land at 19 Horne Road, Warrnambool also known as Lot 2 on Plan of Subdivision 510713S. Please see Figure 2 below showing a locality plan.
- The amendment request proposes to rezone the land from Farming Zone to Commercial 2 Zone, and applies the Design and Development Overlay – Schedule 18 and the Development Plan Overlay – Schedule 15.
- The amendment to rezone the subject site from Farming Zone to the Commercial 2 Zone is required to facilitate the use and development of the land for commercial uses identified within the Eastern Activity Centre Structure Plan (EACSP).
- The amendment provides for a zoning which is compatible with the future land use character precinct identified as office / employment within the EACSP.

RECOMMENDATION

1. **In accordance with Section 8A of the Planning and Environment Act 1987 (the Act) request authorisation from the Minister for Planning to prepare a Planning Scheme Amendment to the Warrnambool Planning Scheme to rezone land at 19 Horne Road, Warrnambool (also known as Lot 2 on Plan of Subdivision 510713S), from the Farming Zone to the Commercial 2 Zone, and to apply Design and Development Overlay Schedule 18 and Development Plan Schedule 15 to the subject land.**
2. **Following the authorisation of the Minister for Planning in accordance with Section 9 of the Act, and pursuant to Sections 17 and 19 of the Act, prepare and exhibit an amendment to the Warrnambool Planning Scheme to rezone the land at 19 Horne Road, Warrnambool to the Commercial 2 Zone and to apply Design and Development Overlay Schedule 18 and Development Plan Schedule 15 to the land.**

BACKGROUND

The site is located within the Warrnambool settlement boundary and is approximately 4.5 kilometres to the east of the Warrnambool City Centre. The site falls within the Warrnambool Eastern Activity Centre and has a lot size of 2.6 hectares.

The site is currently vacant and has previously been used for agriculture in conjunction with the agricultural lots to its north and west, which are also within the Farming Zone.

To the south of Raglan Parade, and in the south-east, south, and south-west directions of the site, the land is fully developed and zoned as commercial and mixed-use land. Additionally, there is land to the south-west that is zoned for residential use, which remains undeveloped at this time.

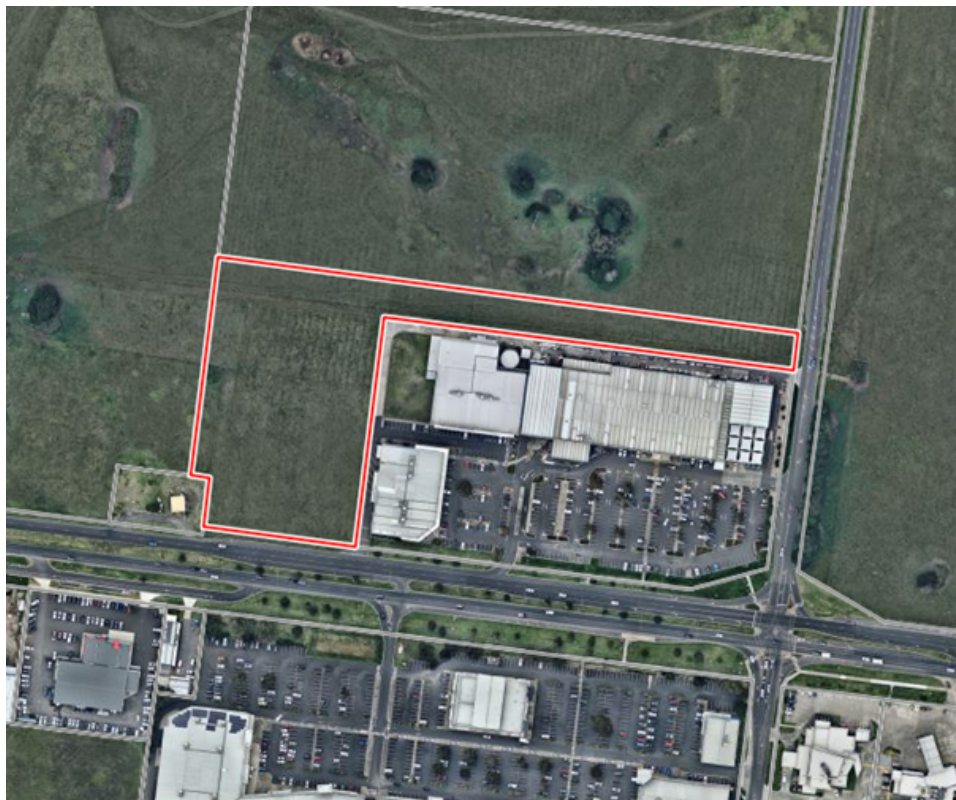


Figure 1 - Land affected by this amendment (19 Horne Road, Warrnambool)

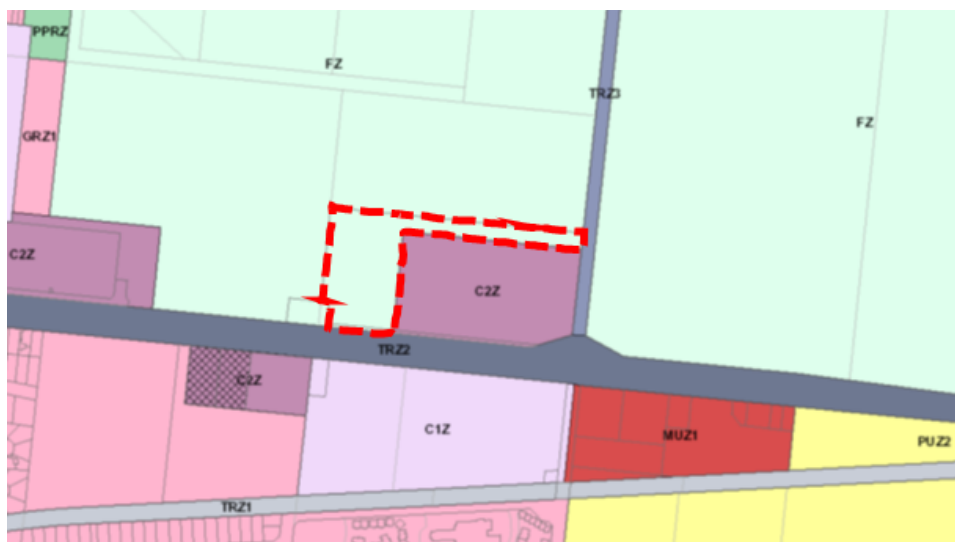
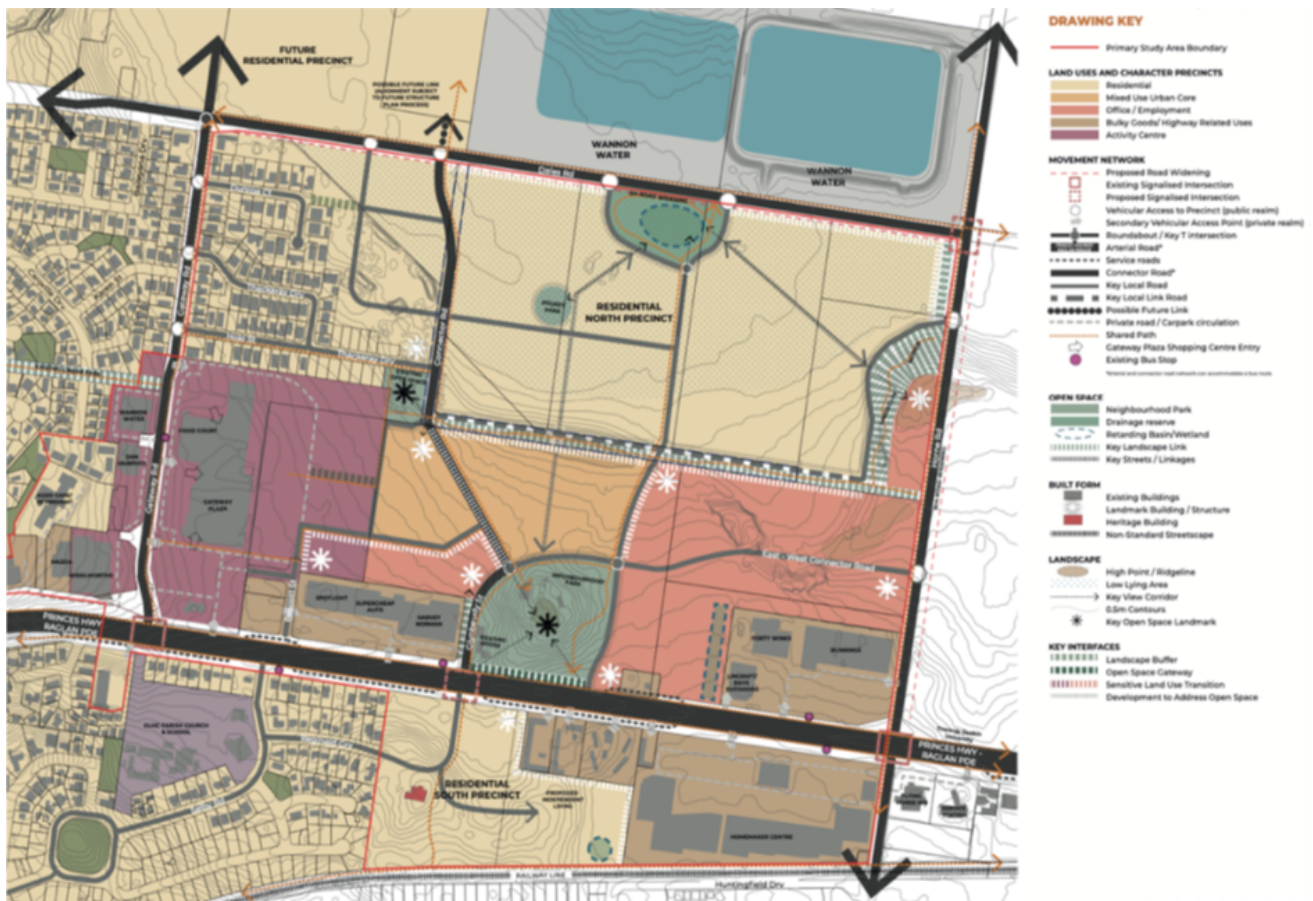


Figure 2: Current zoning context map

The undeveloped land within the Eastern Activity Centre is strategically designated for future rezoning to accommodate a mix of Residential, Mixed Use, Office/Employment, Bulky Goods/Highway Related Uses, and Activity Centre uses, as underpinned by the Warrnambool Eastern Activity Centre Structure Plan.



ISSUES

The proposed rezoning will enable future use and development that is currently not permitted under the existing Farming Zone. The amendment is seen as enhancing Warrnambool's commercial land supply and will create opportunities to support the Eastern Activity Centre as Warrnambool's secondary major activity centre. Additionally, the rezoning is expected to facilitate new gateway development opportunities on an underutilized site with high exposure to the eastern entrance of the city.

The subject site falls within an area that requires infrastructure provision to support future development. However, the proposed amendment is not likely to create an immediate need or concern regarding infrastructure or stormwater management, as these aspects will be addressed through a future development plan process, following the guidelines of the Warrnambool Eastern Activity Centre Structure Plan and the Warrnambool Eastern Activity Centre Shared Infrastructure Plan. These considerations align with the drafted ordinance for the Development Plan Overlay Schedule 15. The inclusion of the DPO on the site will ensure that the land is planned comprehensively through a development plan process, and supported by the appropriate level of infrastructure, as underpinned in the Eastern Activity Centre Shared Infrastructure Plan. (refer to draft DPO15 – **Attachment 1**)

The application of the Design and Development Overlay Schedule 18 will apply design controls that are consistent with other commercial zoned land within the Eastern Activity Centre (Eastern Activity Centre – Commercial and Office Built Form). DDO18 aims to ensure the Eastern Activity Centre is developed as an active, vibrant and connected retail, office and commercial precinct. (Refer to **Attachment 2** – DD018)

FINANCIAL IMPACT

The costs associated with the preparation and exhibition of the amendment can be met within the 2023/24 City Strategy and Development Budget and all statutory fees will be paid by the proponent.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

3 A strong economy

3.2 Emerging industries: Council will encourage emerging industry sectors that contribute to Warrnambool's economic growth and diversity.

4 A connected, inclusive place

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

5 An effective Council

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

TIMING

In accordance with the provisions of the *Planning and Environment Act 1987*, and Minister's Directions.

COMMUNITY IMPACT / CONSULTATION

Exhibition of the planning scheme amendment will be undertaken in accordance with the requirements of the Planning and Environment Act, which requires submissions to be lodged within one month from the date of exhibition.

A flow chart outlining the process is attached (see **Attachment 3**).

LEGAL RISK / IMPACT

Risk is managed through implementing the provisions of the Warrnambool Planning Scheme and the *Planning and Environment Act 1987*.

OFFICERS' DECLARATION OF INTEREST

None declared

COLLABORATIVE PROCUREMENT

Not applicable

CONCLUSION

The planning scheme amendment to rezone the land at 19 Horne Road, Warrnambool, from Farming Zone to Commercial 2 Zone is necessary to facilitate future commercial development of the land. This rezoning supports the expansion of the Eastern Activity Centre and reinforces its role within the Warrnambool activity centre hierarchy, while being consistent with the existing commercial uses to the east and west of the site. The rezoning and application of the Design and Development Overlay and Development Plan Overlay are consistent with and implement the strategies and objectives of the Eastern Activity Centre Structure Plan.

ATTACHMENTS

1. SCHEDULE 15 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY - Interim publish [7.3.1 - 3 pages]
2. Warrnambool - SCHEDULE 18 TO CLAUSE 43.02 DESIGN AND DEVELOPMENT OVERLAY [7.3.2 - 3 pages]
3. Planning scheme amendment flowchart [7.3.3 - 1 page]

7.4. PLANNING PERMIT APPLICATION - PP2022-0195 - 23 MCKIERNAN ROAD, WARRNAMBOOL

DIRECTORATE : City Growth

PURPOSE:

This report provides information on the planning assessment and provides a recommendation for the application to develop the site known as 23 McKiernan Road, Warrnambool with two double storey dwellings and recommends that Council issue a Notice of Decision to grant a permit subject to conditions.

EXECUTIVE SUMMARY

- Council has received an application to develop the land known as 23 McKiernan Road, Warrnambool with two double storey dwellings.
- The application triggers a planning permit under the zone for the construction of two or more dwellings on a lot. It is noted that the use 'dwelling' does not require a permit.
- The application was subject to internal referrals, and was subject to public notice.
- As a result of notification, five objections were received, where grounds were primarily in regards to impact on drainage within the area as well as overshadowing of habitable room windows and areas of secluded private open space. It is noted that one objection has subsequently been withdrawn with four remaining.
- The application and concerns raised by objectors have been considered against all of the relevant provisions of the Warrnambool Planning Scheme and it has been deemed that on balance the application warrants supports, where the Officer's recommendation is approval subject to conditions.
- If the application is supported, a Notice of Decision would be required as four of the five objections have been sustained.

RECOMMENDATION

That Council, having caused notice of Planning Application No. PP2022-0195 to be given under Section 52 of the *Planning and Environment Act 1987* and or the planning scheme and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* determines to approve the application for PP2022-0195 under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as ALLOT Lot 13 PS 209862U PSH WAN TSH WARR, 23 McKiernan Rd WARRNAMBOOL VIC 3280, for the Construction of two (2) dwellings in accordance with the endorsed plans, subject to the following conditions:

- 1. The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.**
- 2. Before the commencement of construction a detailed Stormwater Management Plan is to be submitted to and endorsed by the Responsible Authority. The stormwater works must be designed in accordance with the current Responsible Authority's Design Guidelines, the endorsed application plans and must include:**
 - a) Identification of any existing drainage on the site.**
 - b) Details of how the works on the land are to be drained and/or retarded.**
 - c) Computations in support of the proposed drainage.**
 - d) A proposed Legal Point of Discharge for each lot.**
 - e) An underground drainage system to convey minor flows (as defined by the IDM) to the Legal Point of Discharge or retention system for the development;**

- f) Details of how the storm water discharge from the development will be limited such that post development flows up to the 20% AEP do not exceed pre-development flows;
 - g) Evidence that storm water runoff resulting from a 1% AEP storm event is able to pass through the development via reserves and/or easements, or be retained within lots without causing damage or nuisance to adjoining property.
 - h) Details and measures to enhance stormwater discharge quality from the site and protect downstream waterways in accordance with Clause 56.07-4 of the Planning Scheme.
 - i) Address localised flooding on the property as identified in the Warrnambool City Council Drainage Strategy September 2016.
3. The endorsed Stormwater Management Plan is to be implemented to the satisfaction of the Responsible Authority prior to use or occupation of the new dwelling.
4. Before the use or occupation of the development, the applicant must provide vehicle access to all lots to the satisfaction of the Responsible Authority. This includes the removal of existing substandard or redundant vehicle crossings and reinstatement of affected kerb, nature strip and footpath. Satisfactory clearance is to be provided to any stormwater pit, power or telecommunications pole, manhole cover, marker, or street tree. Any relocation, alteration or replacement required shall be at the applicant's expense.
5. Before the use or occupation of the development the internal/common property traffic and parking area must be constructed to the satisfaction of the Responsible Authority, and must:
 - a) Be in accordance with endorsed plans.
 - b) Be in accordance with Australian Standards.
 - c) Be finished with an all-weather sealed surface.
 - d) Be drained.

Areas designated for car parking on the endorsed plan are to be kept free and clear for that purpose.
6. To safeguard the amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:
 - a) Stockpiles of top soil, sand, aggregate, spoil or other material shall be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and shall have measures in place to prevent the movement of such material off site.
 - b) Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site.
 - c) Builders waste must not be burnt or buried on site. All waste must be contained and removed to a Waste Disposal Depot.
7. Before occupation of the development or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.
8. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

NOTES

- Before the commencement of any works within the road reserve, a Road Reserve Works Permit must be obtained from Council. All conditions on the Permit must be complied with.
- Before the commencement of any physical works to the site, an Asset Protection Permit must be obtained from Council. This purpose of this permit is to protect Council assets from damage which can result from the works and from the

movement of heavy equipment and materials on and off the site. All conditions on the Permit must be complied with.

- **Polluted drainage must be treated and/or absorbed on the lot from which it emanates to the satisfaction of the Responsible Authority. Polluted drainage must not be discharged beyond the boundaries of the lot from which it emanates or into a watercourse or easement drain.**

Refer to Environment Protection Authority Victoria (EPA) guidelines.

- **This permit will expire if one of the following circumstances applies:**
 - a. **The development is not started within two (2) years of the date of this permit.**
 - b. **The development is not completed within four (4) years of the date of this permit.**

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

- a. **Within six (6) months afterwards for commencement, or**
- b. **Within twelve (12) months afterwards for completion.**

BACKGROUND

The proposal seeks to permit the construction of two double storey dwellings on the site. Details of the development are as follows.

- Two double storey dwellings sited in a side by side configuration.
- Both dwellings have the same layout, albeit mirrored and contain three bedrooms and two onsite car parking spaces.
- The development will have the following minimum setbacks.
 - 9.7 metres from the front property boundary.
 - 4.0 metres from the northern (side) boundary.
 - 1.6 metres from the southern (side) boundary.
 - 9.0 metres from the western (rear) boundary.
- The development will have a site coverage of 31.3 percent.
- 58 percent of the site will be permeable.
- 49 percent Garden Area will be provided.
- Each dwelling will have separate single width vehicle access from McKiernan Road.
- The dwellings are traditional in style with pitched Colorbond roofs and brick walls.
- Landscaping is proposed throughout the site including the planting of four new canopy trees.

ISSUES

As a result of public notification, Council received five submissions objecting to the development with the key area of concern relating to stormwater and flooding.

A planning assessment relating to these grounds has been included in the attached Delegate Report, where it has been concluded that the application should be supported.

It is noted that the issue raised by objectors was in relation to localised flooding during heavy rain events. Council Engineers are aware of potential flooding in the area during heavy rain events (1% and 5% AEP events) as a result of the Drainage Strategy which was prepared in 2016.

As a result of the information available in the drainage strategy, additional detail will be required in the Stormwater Management Plan (required by recommended permit condition 2) with the plan needing to address localised flooding in addition to other standard requirements to ensure that the proposed development does not increase the likelihood of flooding within the area.

FINANCIAL IMPACT

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

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

4 A connected, inclusive place

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

TIMING

The application timeframes are already outside of statutory requirements.

COMMUNITY IMPACT / CONSULTATION

In line with Council's delegation policy at the time, as a result of having more than 5 objections, a consultation meeting was held with Councillors on 7 February 2023.

The application was also referred to Council's Infrastructure department who raised no objections to the application subject to a number of recommended permit conditions.

LEGAL RISK / IMPACT

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

OFFICERS' DECLARATION OF INTEREST

No conflict of interest.

CONCLUSION

Having given consideration to the planning permit documentation, referral advice and any concerns raised by objectors, and following an assessment of the proposal against the relevant provisions of the Warrnambool Planning Scheme as discussed within the delegate report, it is considered that on balance the application warrants support and a recommendation for approval from Council Officers and a Notice of Decision should be issued.

ATTACHMENTS

1. Attachment 1 - Delegate Report - 23 Mc Kiernan Rd [7.4.1 - 29 pages]
2. Attachment 2 - Application Documents - 23 Mc Kiernan Rd [7.4.2 - 46 pages]
3. Attachment 3 - Excerpt from Warrnambool City Council Drainage Strategy [7.4.3 - 8 pages]

7.5. PLANNING PERMIT APPLICATION - PP2022-0120 - 271 KOROIT STREET, WARRNAMBOOL

DIRECTORATE : City Growth

PURPOSE:

This report summarises the planning assessment and provides a recommendation for the application to develop the site known as 271 Koroit Street, Warrnambool by way of retaining the existing dwelling and construction two new dwellings at the rear and recommends that Council issue a Notice of Decision to grant a permit subject to conditions.

EXECUTIVE SUMMARY

- Council has received an application to develop the land known as 271 Koroit Street, Warrnambool. The development will include the retention of the existing dwelling and construction of two new dwellings to the rear.
- The application triggers a planning permit under the General Residential zone for the construction of two or more dwellings on a lot as well as under the heritage overlay for buildings and works. It is noted that the use of the land for a dwelling does not require separate permission.
- Although there is planning policy relating to the site identifying the area as suitable for where residential growth can/should occur, simultaneously the site is also covered by a heritage overlay which seeks to limit change that would detract from the heritage assets.
- The application was subject to internal referrals, and was subject to public notice.
- As a result of notification, eight objections were received, where grounds were primarily in regard to inappropriate development within a heritage precinct, inconsistency with neighbourhood character/overdevelopment, amenity impacts, and parking/traffic/access.
- The application and concerns raised by objectors have been considered against all of the relevant provisions of the Warrnambool Planning Scheme and it has been deemed that on balance the application warrants support, where the Officer's recommendation is that a Notice of Decision be issued subject to conditions.

RECOMMENDATION

That Council, having caused notice of Planning Application No. PP2022-0120 to be given under Section 52 of the *Planning and Environment Act 1987* and or the planning scheme and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to determine to issue a Notice of Decision to Grant a Permit for the application for PP2022-0120 under the provisions of the Warrnambool Planning Scheme in respect of the land known and described as ALLOT Lot 8 CA PSH WAN TSH WARR, 271 Koroit St WARRNAMBOOL VIC 3280, for the Partial demolition, Alterations and Additions to Existing Dwelling, Construction of a Front Fence and Construction of Two additional dwellings in accordance with the endorsed plans, subject to the following conditions:

- 1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and must be generally in accordance with the plans submitted with the application (received by Council on 15 February and 10 May 2023) but modified to show:**
 - a. Both first floor south facing windows of the proposed dwellings screened to a height of 1.7 metres above the finished floor level with either fixed screens or manufactured obscure glass with the screen or glazing to have a maximum transparency of 25 percent.**

- b. Landscaping consistent with the plan required under condition 6.
 - c. A materials and colours schedule generally consistent with the materials and colours noted in the RFI response dated 15 February 2023 but modified so that all wall cladding material in a colour no darker than 'Basalt'.
 - d. The removal of notations from site plan/s in relation to 'original proposed boundaries'.
 - e. The inclusion of a pedestrian path for the length of the existing dwelling within the current landscape strip.
 - f. Swept path diagrams showing that all vehicles can enter/exit the site in a forward direction.
2. The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
3. Before the commencement of construction, a Tree Management Plan (TMP) is to be submitted to and endorsed by the Responsible Authority. The TMP is to be prepared by a suitable qualified person and detail how the Norfolk Island Pines (particularly the one adjacent the western property boundary) within Koroit Street will be protected throughout the construction of the development.
4. Before the commencement of construction a detailed Stormwater Management Plan is to be submitted to and endorsed by the Responsible Authority. The stormwater works must be designed in accordance with the current Responsible Authority's Design Guidelines, the endorsed application plans and must include:
 - a) Identification of any existing drainage on the site.
 - b) Details of how the works on the land are to be drained and/or retarded.
 - c) Computations in support of the proposed drainage.
 - d) A proposed Legal Point of Discharge for each lot.
 - e) An underground drainage system to convey minor flows (as defined by the IDM) to the Legal Point of Discharge or retention system for the development;
 - f) Details of how the storm water discharge from the development will be limited such that post development flows up to the 20% AEP do not exceed pre-development flows;
 - g) Evidence that storm water runoff resulting from a 1% AEP storm event is able to pass through the development via reserves and/or easements, or be retained within lots without causing damage or nuisance to adjoining property.
 - h) Details and measures to enhance stormwater discharge quality from the site and protect downstream waterways in accordance with Clause 56.07-4 of the Planning Scheme.
5. The endorsed Stormwater Management Plan is to be implemented to the satisfaction of the Responsible Authority prior to the occupation of the new dwelling.
6. Before the development starts, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and must include:
 - a) a survey (including botanical names) of all existing vegetation to be retained and/or removed;
 - b) buildings and trees (including botanical names) on neighbouring properties within at least three metres of the boundary, or where impacted;
 - c) details of surface finishes of hardstand areas such as pathways and driveways;
 - d) a planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;

- e) landscaping and planting within all open areas of the site;
- f) Four canopy trees (minimum two metres tall when planted) in the following areas:
 - One within the SPOS area of each dwelling.
 - One within the common area.

All species selected must be to the satisfaction of the Responsible Authority.

The landscape plan must also indicate where irrigation/supply system will be provided.

7. Before occupation of the development or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.
8. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.
9. To safeguard the amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:
 - a) Stockpiles of top soil, sand, aggregate, spoil or other material shall be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and shall have measures in place to prevent the movement of such material off site.
 - b) Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site.
 - c) Builders waste must not be burnt or buried on site. All waste must be contained and removed to a Waste Disposal Depot.

NOTES

- Before the commencement of any works within the road reserve, a Road Reserve Works Permit must be obtained from Council. All conditions on the Permit must be complied with.
- Before the commencement of any physical works to the site, an Asset Protection Permit must be obtained from Council. This purpose of this permit is to protect Council assets from damage which can result from the works and from the movement of heavy equipment and materials on and off the site. All conditions on the Permit must be complied with.
- Polluted drainage must be treated and/or absorbed on the lot from which it emanates to the satisfaction of the Responsible Authority. Polluted drainage must not be discharged beyond the boundaries of the lot from which it emanates or into a watercourse or easement drain.

Refer to Environment Protection Authority Victoria (EPA) guidelines.

- This permit will expire if one of the following circumstances applies:
 - A) The development is not started within two (2) years of the date of this permit.
 - B) The development is not completed within four (4) years of the date of this permit.

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

- A) Within six (6) months afterwards for commencement, or
- B) Within twelve (12) months afterwards for completion.

BACKGROUND

The proposal is for partial demolition, alterations and additions to an existing dwelling, construction of a front fence, and construction of two additional dwellings. Details of the proposal are as follows:

- Demolition of the rear of the existing dwelling.
- Demolition of two outbuildings at the rear of the site.
- Undertake the following alterations and additions to the existing dwelling:
 - Construction of a rear addition containing a kitchen, bathroom and laundry.
 - Construction of a deck at the rear (south eastern) corner of the dwelling.
 - Construction of a double car garage at the rear of the dwelling.
 - Construction of a 1.2 metre high wire mesh fence across the front of the property.
- Construction of two double storey, two bedroom dwellings in the rear half of the site.
- The new dwellings will have the following minimum boundary setbacks:
 - 1.75 metres from both side boundaries at the ground and first floor.
 - 1.8 metres at ground level and 3.05 metres at the first floor from the rear setback.
 - 34.4 metres from the front boundary.
 - The new dwellings will be setback 13 metres from the rear of the existing dwelling.
- The development will have a site coverage of 36.1 percent.
- 32.6 percent of the site will be permeable.
- 35.6 percent Garden Area will be provided.
- Vehicle access for all dwellings will be via the existing crossover located to the western side of the frontage of the site.
- Each dwelling will be provided with dedicated onsite parking spaces. Dwelling 1 includes a double garage (three bedroom dwelling), while Dwelling 2 and Dwelling 3 (both two bedroom) are provided with a single garage and the provision to also park within the driveway in front of the garage.
- The new dwellings are contemporary design with flat roof profiles. Materials include Colorbond cladding, vertical timber cladding (painted) and expressed joint cladding.
- Landscaping is proposed across the front of the site and within the areas of secluded private open space and includes space capable of supporting small canopy trees and other plantings.

ISSUES

As a result of public notification, Council received eight submissions objecting to the development with the key areas of concern being:

- Overlooking.
- Overshadowing.
- Bulk and Mass from the rear.
- Will cause property devaluation.
- Proposal is not appropriate within the Koroit Street Heritage Precinct/not consistent with Heritage guidelines.
- Overdevelopment of the site.
- Would block views of the Norfolk Island Pines.
- Will lead to other high rise developments in the area.
- Will increase densities which is not appropriate within the Koroit St Heritage Precinct.
- Townhouses are provided with substandard garden areas.
- Renovations to the existing dwelling are positive but the townhouses are not.
- Will increase traffic and parking in Koroit Street.
- The proposal could lead to further development within the area.

Councillors have previously been provided with copies of the objections.

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

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

- The site is located within a Heritage Overlay identified as the Koroit Street West Precinct and also located within the General Residential Zone and the area defined as the Warrnambool City Centre Activity Centre.
- Being located within Warrnambool's main activity centre, planning policy generally seeks to encourage development, including higher density residential development.
- In contrast to the above point, the site is also located within the Heritage Overlay which generally seeks to limit the extent of development that occurs in order to protect identified heritage assets. However, clause 02.03-5 (Built Environment and Heritage) notes that heritage and character should not preclude infill development, rather that appropriate development should adhere to the range of design considerations, demonstrating that some level of change within heritage areas is envisaged.
- The assessment of the application considered whether the proposed development struck the right balance between providing additional housing while not unreasonably impacting the amenity of neighbouring residents, and unreasonably eroding the heritage fabric of the site/wider heritage precinct.
- Following the complete assessment of the application the following conclusion was made:
 - Despite the variety of policy directives, the site is located within an area where increased densities could occur and while the heritage overlay applies, the development provides an appropriate balance between providing a reasonably designed infill development without unreasonably eroding the heritage character of the site/area.
 - While elements of the new dwellings would be visible from the street, the new works are well recessed, have modest upper stories and sit lower than the existing dwelling and therefore the existing dwelling would remain as the dominant element on the site/within the streetscape.
 - The development will provide two additional two-bedroom dwellings within the Warrnambool City Centre which will increase the diversity in the housing product available within the immediate area. Furthermore, the provision of smaller dwellings should also result in a more affordable product either for purchase or rent.
 - The siting and scale of the development is reasonable and would not result in any unreasonable impacts to the amenity of adjoining properties as demonstrated by the compliance with Clause 55 standards and objectives.

FINANCIAL IMPACT

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

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

4 A connected, inclusive place

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

5 An effective Council

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

TIMING

Should the matter progress to a decision at the next available Council meeting, the application is inside statutory timeframes within which a decision should be made.

COMMUNITY IMPACT / CONSULTATION

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

In line with Council's delegation policy, as a result of having more than 6 objections, a Hearing of Submissions meeting was held with Councillors on 27 June 2023, and the decision cannot be made under delegation.

LEGAL RISK / IMPACT

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

OFFICERS' DECLARATION OF INTEREST

No conflict of interest has been declared.

CONCLUSION

Having given consideration to the planning application documentation, referral advice and concerns raised by objectors, and following an assessment of the proposal against the relevant provisions of the Warrnambool Planning Scheme, on balance the application warrants support and is recommended for approval.

ATTACHMENTS

1. ATTACHMENT 1 - P P 2022-0120 - Delegate Report [7.5.1 - 46 pages]
2. ATTACHMENT 2 - P P 2022-0120 - Development Plans - 271 Koroit St [7.5.2 - 9 pages]

7.6. BUSHFIELD WOODFORD STRATEGIC FRAMEWORK PLAN

DIRECTORATE : City Growth

PURPOSE:

This report provides information to Council on the progress to date on the preparation of the Strategic Framework Plan (SFP) for the Townships of Bushfield and Woodford, as well as future steps in the implementation of the SFP. The report recommends that the draft SFP be released for public consultation.

EXECUTIVE SUMMARY

- Council was awarded funding of \$100,000 through the Victorian Planning Authority's Streamlining for Growth program, to prepare a Strategic Framework Plan (SFP) for the Townships of Bushfield-Woodford.
- The SFP will provide a long term vision and framework to guide land use and development and manage the future growth of the settlements to a planning horizon of up to 20 years.
- Through a competitive procurement process, Council appointed Arup Australia Pty Ltd to prepare the SFP. Arup has employed an inclusive and engaging consultation strategy throughout the project.
- The first two phases of community engagement are now complete.
- A draft SFP is now presented to Council to endorse its release for the final round of community consultation with the Bushfield-Woodford communities and stakeholders for final feedback. A final draft will then be presented to Council for adoption. An Implementation Strategy detailing further studies required will also be presented for adoption, at a later stage once the final form of the SFP has been adopted.
- Further funding will be required for implementation investigations and Planning Scheme amendments in order to realise the vision of the SFP.

RECOMMENDATION

That Council endorse the release of the draft Bushfield-Woodford Strategic Framework Plan for public consultation for a one month period.

BACKGROUND

Bushfield-Woodford is a well-established and well-presented rural community that is in an area of high amenity due to its location across several hills and valleys and along the banks of the Merri River, which forms an extensive and exceptional water feature in the area.

The Warrnambool City-Wide Housing Strategy 2013 identifies that Bushfield-Woodford will play an important role in meeting Warrnambool's population and housing needs.

In mid-2021, Council applied to the Streamlining for Growth Program 2021/22 (administered by the VPA) for funding to develop a Strategic Framework Plan (SFP) for Bushfield-Woodford. This program provides project support for strategic work that would enable employment growth and / or increased housing choice, diversity and affordability.

In December 2021, the VPA advised Council that its application to the Streamlining for Growth Program was successful and awarded \$100,000 for the project.

In May 2022, Council officers prepared a comprehensive Project Brief to enable the appointment of a lead consultant and interdisciplinary team to prepare the Strategic Framework Plan (SFP). The main objectives of the project are to:

- Create a shared vision and high-level Strategic Framework Plan for Bushfield-Woodford working to a planning horizon of up to 20 years.
- Create inclusive and engaging opportunities for stakeholders, agencies, landowners, and resident's participation throughout the project.
- Involve Eastern Maar in the plan's development, and allow their values to be embedded in the plan.

As was reported to Council in October 2022, through a competitive procurement process, Council appointed Arup Australia Pty Ltd to prepare the SFP. Arup assembled an interdisciplinary team of skilled professionals to undertake the project and work is nearing completion in accordance with the project scope.

Details on the two rounds of community engagement which have already been successfully completed are presented later in this report.

It should be noted that a number of further investigations will likely be required in order to implement the objectives of the SFP and ensure its vision can be realised. These could include, but may not be limited to, a stormwater strategy, flood study, traffic and transport investigation, wastewater management options analysis, land contamination assessment, shared infrastructure plan, and a community services review. The discussion of exactly which additional studies are required to realise the SFP will be detailed in an Implementation Strategy. This strategy is included in the scope of this project and will be finalised shortly after the adoption of the SFP. Implementation of many of the objectives of the SFP will require amendments to the Planning Scheme. The further technical works are critical as an application to amend the Planning Scheme will not be successful without sufficient supporting investigations.

It is anticipated that the Strategic Framework Plan will be suitable for adoption by Council by November of this year, with the associated Implementation Strategy to be adopted early in 2024.

ISSUES

In recent years, Council has received enquiries from landowners throughout Bushfield-Woodford who have expressed a desire for the settlement to provide increased residential land availability, updated community and physical infrastructure, and choice of housing.

Development in the settlement is currently guided by a zoning regime, comprising vast areas of Low Density Residential Zone and Rural Living Zone land, with the zone boundaries established prior to 1998. There is currently no policy detail to guide future land use and development in the settlements. It is important to note that the current strategic direction for Bushfield-Woodford is to defer growth pending resolution of sewerage and effluent management options.

The project has reviewed the existing settlement boundary and provides guidance around preferred locations for residential growth in alignment with current population forecasts.

The project addresses the challenges and constraints affecting the settlements. Consultation to date with residents and stakeholders has highlighted various issues around a number of dominant themes. See **Table 1** for the themes and some key directions and findings within the draft SFP.

Table 1: SFP Themes

Theme	Some Key Directions & Findings
Land Use and Development	There is no need to alter the township boundary. No expansion into important agricultural land is required. There is no need to introduce new zones. Existing zones are Rural Living Zone (RLZ) and Low Density Residential Zone (LDRZ). Projected future development can be achieved by changing some RLZ land to LDRZ. Higher density zones are not required or generally supported by the SFP. Preserving the rural character is important to the community.
Transport	There is a strong desire to facilitate sustainable transport by making it safer for kids to walk to school, by making it safer for people to cross the Hopkins Highway to access the recreation reserve, by providing a safe bike route to Warrnambool and by improving access to public transport.
Landscape and Natural Environment	The health of the Merri River is very important to the community. Wastewater systems which do meet current standards are numerous and are threatening the health of the river. Council will need to work closely with Wannon Water to select a technically feasible and cost effective mitigation option to effectively manage this risk.
Community Infrastructure, Public Realm and Open Space	There is a strong level of advocacy within the townships for a Community Hub. The existing community infrastructure at Jubilee Park and the Bushfield Recreation Reserve is highly valued. There is a strong desire for improved public open space infrastructure along the river.
Aboriginal Cultural Heritage and Values	Eastern Marr culture and heritage is highly valued and should be protected and strengthened. Future planning should be guided in partnership with Traditional Custodians, and by the principles included in the Eastern Marr Country Plan.
Sustainability and Resilience	Sustainability will be embedded across all themes of the SFP. New development should align with the Victorian Government's Sustainable Subdivisions Framework.
Utilities and Services	Improved wastewater treatment is essential to further growth. Understanding flood risk and future stormwater needs are important as is the provision of improved telecommunications.

Wastewater management is a particularly constraining issue for the community as evidenced in Council's Domestic Wastewater Management Plan 2020-2025. This issue spans across a number of the above themes. There are many properties within the townships with septic systems which would not meet current standards. These systems are likely to be contributing to poor river health, and may also constitute a risk to public health and amenity. Wastewater management has been identified as an inhibitor to the growth of the settlements.

The draft Strategic Framework Plan is attached – refer **Attachment 1**.

FINANCIAL IMPACT

The primary Strategic Framework Plan (SFP) cost will be met by the Streamlining for Growth Program administered by the VPA. Costs to Council are essentially limited to officer time, including project management and in-kind support.

After the Implementation Strategy confirms which further studies are essential to support a Planning Scheme amendment, further funding will need to be sought in order to procure those studies. Similar work under way for the Allansford SFP has been funded at approximately \$250,000.

Subsequent to the completion of the implementation studies, the work of preparing, presenting and defending a Planning Scheme amendment application will also need to be budgeted.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community

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

4 A connected, inclusive place

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

4.3 Stronger neighbourhoods: Council will foster neighbourhood connections and capacity building including the development of inclusive recreational and cultural opportunities.

4.4 Sustainable practices: Council will promote and encourage the implementation of sustainable design across the municipality including the attractiveness, safety, accessibility and functionality of our built environment.

5 An effective Council

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

5.2 Engaged and informed community: Council will ensure ongoing community engagement to identify changing needs and priorities when developing and delivering services and programs.

TIMING

The Strategic Framework Plan steps are depicted in the table below:

Steps	Status
<i>Project inception and process mapping</i>	Completed September 2022
<i>Community engagement – Stage 1 Survey</i>	Completed October 2022
<i>Background research and analysis</i>	Completed March 2023
<i>Community engagement – Stage 2 Workshop</i>	Completed April 2023
<i>Rough Draft of SFP</i>	Submitted April 2023

<i>Rough Draft Implementation Strategy</i>	Submitted May 2023
<i>Rough Draft Wastewater Management Options Review</i>	Submitted May 2023
<i>Revised Background Report, Draft SFP and Implementation Strategy</i>	Submitted July 2023
Draft SFP presented to Council	August 2023 
Draft SFP presented to community for comment	September 2023
Final edits to SFP	October 2023
Adoption of SFP by Council	November 2023
Draft Implementation Strategy presented to Council and Community	December 2023
Final Edits to Implementation Strategy and adoption by Council	February 2024

The adoption by Council of the SFP and Implementation Strategy will conclude the works funded under this project. The next steps for City Strategy will be to obtain funding and procure the investigation services specified by the Implementation Strategy and to project manage those investigations. It is anticipated that, assuming grant funding is forthcoming, this work could be completed by the end of 2024. This would be followed by a request for authorization to the Minister for Planning for a Planning Scheme Amendment. Based on past experience, that process is likely to take an additional 12 months.

As wastewater management is perhaps the most critical issue to resolve in the townships, extensive cooperation and collaboration will be required with Wannon Water. Some early discussions have occurred with Wannon Water as the SFP work has progressed, but much more will be necessary. The priorities of Wannon Water could impact on the timing of the ultimate delivery of the Planning Scheme amendment.

COMMUNITY IMPACT / CONSULTATION

Arup has developed inclusive and engaging opportunities for stakeholders, agencies, Eastern Maar, landowners, and community participation throughout the project.

The first community engagement for the project occurred in October 2022. It utilised an online community survey tool (Social Pinpoint) to seek input into:

Early visioning – what is special about Bushfield-Woodford, what should Bushfield-Woodford look / feel like in 20+ years?

Theme based issues and opportunities – there were ‘pins’ for each key theme that could be dragged onto a map and people were prompted to enter a comment around ‘issues / opportunities / other’.

The activity achieved a very positive response with over 280 different users engaging with the survey and almost 170 different ‘pinpoint’ comments being left on the platform.

This enabled Arup to prepare high-quality maps and text to present at the second engagement activity, which was an in-person drop in session. This activity, which was hosted at the Bushfield Recreation Reserve Hall in March 2023 was also very successful. It is estimated that between 50 and 80 community members attended to ask questions and provide further insight.

In the weeks before and after the drop-in session, the City Strategy team and Arup:

- held a workshop with Council teams (Community Development, Environmental Health, Infrastructure, Recreation and Culture, Statutory Planning, Economic Development, Emergency Management),
- conducted interviews with relevant government agencies (Wannon Water, EPA, DEECA, DTP, GHCMA, CFA, Moyne Shire).
- Met with the Woodford Primary School.
- Extended invitations to local sporting clubs, community hub advocates, and landcare groups to participate in the community engagement.

In December of 2022, Arup and Council staff met with representatives of the Eastern Maar Aboriginal Cooperative (EMAC) to discuss the SFP. EMAC have been invited to provide input to the SFP and feedback on the Cultural Heritage Due Diligence Report which guides the SFP. The principles of the Eastern Maar Country Plan have been used to form the objective and actions of the SFP with regard to Aboriginal Cultural Heritage and Values.

Community participation has been strong, and the documentation presented to officers to date has conveyed community sentiment well. City Strategy is, therefore, looking forward to presenting a draft Strategic Framework Plan to the community in the coming weeks. We are optimistic that the draft will not require substantial changes prior to adoption by Council.

The draft SFP will be on public consultation for one month.

LEGAL RISK / IMPACT

The Strategic Framework Plan is being prepared against all relevant requirements of the Warrnambool Planning Scheme and the Planning and Environment Act 1987, including all relevant Directions and Practice Notes.

There is some risk that some in the community, particularly those interested in developing land, may have the view that development can proceed upon the completion of the Strategic Framework Plan. It may, therefore, be important to communicate the need for the further implementation studies.

OFFICERS' DECLARATION OF INTEREST

None declared

COLLABORATIVE PROCUREMENT

Not applicable

CONCLUSION

Developing a Strategic Framework Plan for the Townships of Bushfield-Woodford is an important strategic project. The project will facilitate these townships to develop in a sustainable manner and ensure that appropriate infrastructure is provided.

ATTACHMENTS

1. Bushfield- Woodford Strategic Framework Plan July 23 - Amended 23 August [7.6.1 - 58 pages]

7.7. TENDER EVALUATION 2023015R WARRNAMBOOL HOCKEY CLUB PITCH REPLACEMENT

DIRECTORATE : City Infrastructure

PURPOSE:

The purpose of this report is to provide information on the consideration of tenders received for Tender 2023015R - Warrnambool Hockey Club Pitch Replacement and the tender evaluation panel's recommendation to award Polytan.

EXECUTIVE SUMMARY

Council readvertised a tender for the Design and Construct of the Warrnambool Hockey Pitch Replacement, that was publicly advertised on Friday 7 July 2023, and was open to submission for a period of four (4) weeks.

A tender evaluation was completed by the Tender Evaluation Panel and determined that Polytan is the recommended tenderer to be awarded for best value for money and highest weighted score.

RECOMMENDATION

That Council:

- 1. Award Contract No. 2023015R to Polytan for the tendered amount of \$768,196.50 excluding GST, subject to the funding contribution of \$200,000 being received from the Warrnambool Hockey Club.**
 - 2. Authorise Council Officers to deliver the Warrnambool Hockey Club Pitch Replacement in accordance with the contract under the financial delegations detailed within the Procurement Policy.**
 - 3. Accept Schedule 2D Daywork Rates offered to undertake any extra works over and above the lump sum price if required, provided that additional works can be accommodated within the Project budget.**
 - 4. Authorise the CEO to sign, seal and vary the contract as required.**
-

BACKGROUND

The installation of the hockey pitch synthetic turf in 2006 was originally funded from local Philanthropic Trusts (\$570,000), Warrnambool Cheese & Butter (\$40,000) and the Hockey Association (\$80,000) after three unsuccessful funding applications with Sport and Recreation Victoria. There has been no further investment in the hockey pitch since then.

The funding for the current pitch replacement project consists of \$800,000 from Council and \$200,000 from the Warrnambool Hockey Club which was finalised in December 2022 with confirmation received from the Hockey Club on their co-contribution to this project. Council will act as the contingency for the project and any available funds from the \$800,000 after the project will be returned to Council. A provisional item to include worst case scenario for base layer treatment in the tender to allow for budgeting allocation.

The initial tender was closed in mid-December for the Design and Construct of Warrnambool Hockey Synthetic Pitch Replacement. No tenderer was awarded due to insufficient budget and financial and reputation risk to Council.

The project has undergone a subsequent tender process following the decision not to award a contract following the 2022 exercise.

FINANCIAL IMPACT

This project and all associated items related to planning and implementation of the project is being funded from the following sources:

FUNDING SOURCE	TOTAL (EXCL. GST)
Warrnambool City Council	\$800,000
Warrnambool Hockey Club	\$200,000
TOTAL FUNDING	\$1,000,000

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community

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

5 An effective Council

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

5.5 Organisational and financial sustainability: Council will ensure organisational and financial sustainability through the effective and efficient use of Council's resources and assets.

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

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

TIMING

The completion of the contract will be during the Warrnambool Hockey Club offseason and will not impact during the season. The proposed Practical Completion date from Polytan on 13 February 2024 will only have a limited impact on the hockey school programs for the first two weeks into term 1 2024.

COMMUNITY IMPACT / CONSULTATION

The Warrnambool Hockey Club season ends September 2023 and works will commence after the hockey season and be completed before the commencement of the April 2024 season. The new proposed Practical Completion date could impact on summer school hockey programs but only until 13 February 2024.

RISK IMPACT

The funding from Council forms part of 23/24 Capital Works Program and there is a 20-25% contingency for a risk allocation of base material improvements dependent on the geotechnical investigation during the design phase and any other issues that arise during design or construction. The tender submission from Polytan allowed for a 10/7 spray seal.

Prior to the contract award, Warrnambool Hockey Club will be required to transfer the \$200,000 to Council.

OFFICERS' DECLARATION OF INTEREST

Perceived: Recreation Service Manager has a personal association with the Mariners Hockey Club which participates in the Warrnambool Hockey Association competition. There is no personal gain to be made through the involvement in the tender process or procurement of works.

COLLABORATIVE PROCUREMENT

Project specific procurement - collaborative procurement not applicable.

CONCLUSION

A full procurement process has been undertaken. After completion of a tender assessment of the submissions by the tender evaluation panel, it is determined that the tender represents best value for Council, and the assessment panel recommends that Council award the contract to Polytan.

ATTACHMENTS

Nil

7.8. OCCUPANCY OF SPORT AND RECREATION FACILITIES POLICY, FEE MODEL AND CLUB FEEDBACK

DIRECTORATE: *Community Development*

PURPOSE:

This report recommends endorsement of an Occupancy of Sport and Recreation Facilities Policy and provides a summary of feedback resulting from consultation.

EXECUTIVE SUMMARY

In 2021 a review of sport and recreation facilities identified significant inequity in provision of access and conditions of use. A draft Occupancy of Sport and Recreation Facilities Policy and Fee Model was developed for Councils consideration in September 2021 to which Council agreed to progress the Draft Policy to stakeholder consultation.

The key principles of the draft policy are:

- Equity - fees are equitably applied across the range of users, existing and future;
- Transparency – clearly defined rationale and decision making, simple to understand (not subjective)
- Clarity – clearly defined responsibility for asset management
- Maximise use – promote shared use of facilities and increased levels of usage.
- Fair Access – supporting and encouraging women and girls to have equitable access to and use of sport and recreation facilities.

Thirty-one sport and recreation clubs were consulted regarding the draft policy. Feedback was received by fifteen clubs (twelve sports ground tenants and three recreation groups). Seventeen did not provide any feedback. Ten clubs with current occupancy agreements were not consulted at this time.

Overall, the feedback received during the consultation period supported the proposed policy.

Since the initial presentation of the Policy to Council, the Victorian State Government has introduced the *Gender Equality Act 2020*. In response to the Act, A Fair Access Policy has been introduced by the Office of Women in Sport, VicHealth, and Sport & Recreation Victoria, to improve the access to, and use of, community sports infrastructure for women and girls. A new section has been included in the draft policy that requires that tenant clubs meet the requirements of the Victorian Government's Fair Access Policy and demonstrate progress in meeting the requirements by providing documentation of completed Gender Impact Assessment and implemented actions.

RECOMMENDATION

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

BACKGROUND

As part of the 2017/18 Budget development process, Council agreed to increase sports ground user fees by 100% over four years (25% each year). User groups were charged an increased fee for the first time in 2017/18. In 2018/19 numerous complaints were received from several user groups. Council requested a review of the user fees and charges for sports grounds.

The review found that there is no policy to guide the allocation of sport and recreation facilities and identified:

- Significant inequity of facility provision, fees charged and conditions of use
- Undocumented occupancy arrangements

- Permissive occupancy and exclusively occupied facilities
- Asset renewal and fit for purpose facility challenges
- Lack of consideration for future demand
- There is a great deal of inequity in the provision of use of Council's recreation facilities and in the price charged for use.

Of the user groups occupying Council's recreation facilities;

- 11 users have tenancy agreements.
- 23 users have no formal agreement and pay no fee.
- 3 users have no formal agreement but pay a fee for use.
- 20 users occupy premises that support revenue raising through the hire of facilities.
- 34 have contributed over 50% to the development cost of social buildings.

And, not included in the scope of this policy or fee model

- 1 user has a long-term, 50-year agreement and peppercorn rent
- 3 users have agreements in place that permit commercial activity including operating
- gaming machines

The Draft Occupancy of Sport and Recreation Facilities Policy was presented for Councils' consideration at a September 2021 briefing and Council agreed to progress the Draft Policy to stakeholder consultation.

The key principles of the draft policy are:

- Equity - fees are equitably applied across the range of users, existing and future;
- Transparency – clearly defined rationale and decision making, simple to understand (not subjective)
- Clarity – clearly defined responsibility for asset management
- Maximise use – promote shared use of facilities and increased levels of usage.
- Fair Access – supporting and encouraging women and girls to have equitable access to and use of sport and recreation facilities.

Scope

The policy applies to Council owned or managed property utilised for sport and recreation purposes and applies to:

- existing seasonal, annual, and casual use of facilities used for sport and recreation, where no occupancy agreement exists.
- all new agreements (including renewals);
- where an existing agreement has expired, and the current tenant seeks to enter into a new agreement;
- where a tenant exercises an option to renew under an existing agreement and a new agreement can be prepared; and
- rent reviews where provisions for review are included in existing agreements.

Existing occupancy agreements will be honored.

This policy does not apply to:

- sport and recreation facilities that operate as a commercial business; Warrnambool Bowls Club, City Memorial Bowls Club, and the Warrnambool Football Club,
- passive/open space reserves
- Council managed leisure facilities such as AquaZone
- Sport and recreation facilities located on Crown Land Coastal Reserve and governed by the Leasing Policy for Victorian Crown Land (December 2020), e.g.: the Warrnambool Surf Life Saving Club, the Warrnambool Offshore and Light Game Fishing Club and the Warrnambool Yacht Club.

Council Officers have now met with club representatives of twenty-five sports ground tenants and six recreation groups regarding the draft policy and occupancy agreement. Copies of the draft policy and occupancy agreement were provided, and committee members were provided with an opportunity to provide feedback via an online survey. Overall, the feedback received during the consultation period indicated that the proposed policy was fair and that clearly defined conditions and clarity of responsibility and a formula-based fee model is equitable and transparent and understandable, even if not fully appreciated.

ISSUES

Maximising use

The policy seeks to maximize the community benefits arising from use of its facilities whilst ensuring responsible management of community assets, and accountability to ratepayers for the direct and indirect expenditure on sport and recreation facilities.

It is not reasonable to expect that Council will develop exclusive use facilities for every new sports club in our growing city. Council has a responsibility to ensure that the use of Council owned assets is maximised. The Policy therefore incentivizes and enables the sharing of facilities as appropriate and fair.

License Agreement

Council can grant licenses for facilities that are based on Council managed Crown reserves for up to 3 years without the need for Ministerial endorsement. For consistency Council will use the standard Crown Licence documentation across all properties under this Policy.

Maintenance

In the past, Council has had an inconsistent approach to the maintenance of social clubrooms and storage shed at sports grounds, with some clubs managing and funding all aspects of maintenance and others and receiving new roofing or kitchens. The proposed policy provides a consistent and equitable approach which will better inform Council's asset planning and provide clarity for clubs.

The conditions of use and maintenance responsibilities prescribed in the policy and included in the licence agreement provide clubs with clear terms of use for facilities, as well as clarity of responsibility for asset management.

Fair Access Policy

Since the initial presentation of the Policy to Council, the Victorian State Government has introduced the *Gender Equality Act 2020* and requires that Councils *"must consider and promote gender equality; and take necessary and proportionate action towards achieving gender equality."*

In addition, Part One, Section 1(a) of the *Gender Equality Act 2020* requires gender assessments when *"developing or revising any policy of, or program or service provided by, the entity that has a direct and significant impact upon the public"* - a provision which has been in effect since 31 March 2021.

In response to the Act, a Fair Access Policy, introduced in August 2022 through the Office of Women in Sport and VicHealth, which aims to improve the access to, and use of, community sports infrastructure for women and girls. The Fair Access Policy recognises the equal right for women and girls to fully participate and reach their full potential.

In response to the Act and Policy, a new section has been included in the draft policy that requires that clubs holding an occupancy agreement with Council meet the requirements of the Victorian Government's Fair Access Policy and demonstrate progress in meeting the requirements by providing documentation of completed Gender Impact Assessment and implemented actions.

Requirements include:

- a) Developing policies or procedures addressing equitable participation and use of facilities.
- b) Meeting quotas of female representation on the club's committee of management as per the Policy.
- c) Have at least 1 female team OR conduct a program with at least 5 female participants.
- d) Demonstrate that scheduling of training was 'fair' for both genders in the previous season and that this is aligned with the club's gender impact assessment.

The Office of Women in Sport and VicHealth have undertaken extensive consultation with all Victorian LGA's over the past twelve months and is shortly to commence club and league level consultation through South West Sport. Council Officers will participate in these sessions alongside our clubs and leagues.

Perception of ownership

There is a misconception from some clubs that the buildings they occupy are owned by the club due to them having contributed to the cost and construction of the building in past years. While this sense of ownership is understandable, the clubs have also had the unique privilege of occupying public land, at no cost, and the ability to grow their club and raise revenue over many years from this opportunity that other clubs have not had.

Council's role is to facilitate participation and to maximise the use of public facilities and so exclusive use of facilities should not be assumed as the population of our city grows and demand for sports facilities increases.

Application of rent

It is reasonable that Council seeks to recoup some of this cost from user groups that benefit most from the facilities, however the main purpose of the proposed fee models and policy is to provide equity, consistency and transparency of fees and conditions and to support multi and shared use.

Under the proposed policy 23 clubs will be required to pay rent for the first time because they have no existing arrangement for use and pay no fees, or they have had the benefit of an agreement that is very advantageous. Conversely there are many other user groups that will benefit from the revised arrangement who have had poorer conditions or have previously incurred higher fees.

The fee is based on a community-based rental yield of 4% with significant discounts for sharing facilities with another club. The fee is based on the size of the facility and conditions of use. Under the policy Clubs will be required to enter into a licence agreement for three (3) years, giving certainty of occupation and costs for rent over that time.

CATEGORY 1	% Discount
Tenants who;	
- Have a full or restricted liquor license and a semi-commercial kitchen and provide catering	25%
- Hire premises for functions and social events	
CATEGORY 2	% Discount
Tenants who;	
- Have a full or restricted liquor license and a semi-commercial kitchen and provide catering	50%
- Do not hire premises for functions and social events	
CATEGORY 3	% Discount
Tenants who;	
- Only conduct club activities for members and guests	75%
CO-LOCATION	% Fee
EXCLUSIVE USE – Tenant is considered the sole occupier of the facility	100%
SHARED USE – Seasonal shared access and use of facilities OR is co-located with another tenant	50%

During the consultation, officers have clarified with Clubs what their current and intended use of the facilities they occupy and have updated any early assumptions accordingly the revised fee will reflect this

FINANCIAL IMPACT

In 2019/20, the total revenue received from user groups for rent of Council's recreation facilities (excluding commercial properties) was \$9,722. Following consultation and not including the ten clubs who have a current occupancy agreement (see below), the revenue will increase to \$37,277.

The twenty-three clubs who currently have no agreement and pay no fee will contribute most of the fee revenue, noting that Brierly Christ Church Cricket Club originally proposed under this model has been removed given the club rooms has recently been demolished to make way for Stage 1 Eastern Oval redevelopment.

LEGISLATION / POLICY / COUNCIL PLAN CONTEXT

1 A healthy community

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

TIMING

Club consultation completed in May 2023.

Report and policy for Council consideration/endorsement September 2023.

COMMUNITY IMPACT / CONSULTATION

Thirty-one sport and recreation groups who currently occupy Council owned buildings with club rooms have been consulted with in a face-to-face meeting. A copy of the draft Policy, fee model and licence agreement were provided to each club. A follow-up email was sent with a survey link to submit their club feedback.

Feedback was submitted from twelve sports ground users and three recreation clubs. One sports ground club emailed their feedback and another club provided additional comments via an email after submitting feedback through the link. Of the thirty-one clubs consulted, seventeen did not provide any feedback.

Ten clubs with current occupancy agreements were not consulted at this time.

LEGAL RISK / IMPACT

Legal advice has been sought on revised licence agreements.

The Fair Access Policy Roadmap is an Australia-first policy that aims to give women and girls better and fairer access to community sports infrastructure. Developed by the Office for Women in Sport and Recreation in partnership with VicHealth and Sport and Recreation Victoria, the policy requires all Victorian local government authorities to have in place a gender equitable access and use policy (or equivalent) by 1 July 2024 to remain eligible for state government community sports infrastructure funding.

The Fair Access Roadmap links with Gender Impact Assessment (GIA) obligations for LGAs under the Gender Equality Act 2020. The roadmap acts as an implementation guide that outlines the three-phase approach to support LGAs, land management groups, and sport and recreation organisations to work together to progress gender equitable access and use of community sports infrastructure.

OFFICERS' DECLARATION OF INTEREST

Council's Recreation Service Manager has a personal association with the Mariners Hockey Club. The Manager was not involved in any discussions with Hockey South West nor is there a personal gain to be made.

CONCLUSION

Clubs play a vital role in the provision of local sport and recreation participation outcomes and community sport and recreation play a vital role in wellbeing.

There has over many years been significant inequity in both the provision of use of Council's recreation facilities and the price charged for use and it is not possible or reasonable to expect that Council can develop exclusive use facilities for every new sports club in our growing city.

The recommended policy supports the equitable application of fees, multi-use, clarity of responsibilities, transparency and fair access for women and girls.

ATTACHMENTS

1. Occupancy of Sport and Recreation Facilities Policy SEP 2023 [7.8.1 - 14 pages]

7.9. ADVISORY COMMITTEE REPORTS

PURPOSE

This report contains the record of one Advisory Committee meeting.

REPORT

- Environment & Sustainability Advisory Committee – 29 June 2023 – refer **Attachment 1**.

ATTACHMENTS

1. Environment__ Sustainability Advisory Committee [7.9.1 - 5 pages]

RECOMMENDATION

That the record of the Environment & Sustainability Advisory Committee meeting held on 29 June 2023, be received.

7.10. 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 14 August 2023 – refer **Attachment 1**.
- Monday 21 August 2023 – refer **Attachment 2**.
- Monday 28 August 2023 – refer **Attachment 3**.

ATTACHMENTS

1. Assembly of Councillors Record 14 August 2023 [7.10.1 - 2 pages]
2. Assembly of Councillors Record 21 August 2023 (1) [7.10.2 - 2 pages]
3. Assembly of Councillors Record 28 August 2023 [7.10.3 - 2 pages]

RECOMMENDATION

That the record of the Informal Meetings of Council held on 14, 21 and 28 August 2023, be received.

7.11. MAYORAL & CHIEF EXECUTIVE OFFICER COUNCIL ACTIVITIES - SUMMARY REPORT

PURPOSE

This report summarises Mayoral and Chief Executive Officer Council activities since the last Ordinary Meeting which particularly relate to key social, economic and environmental issues of direct relevance to the Warrnambool community.

REPORT

Date	Location	Function
8 August 2023	Warrnambool	Chief Executive Officer – Community Advisory Board meeting – Warrnambool Clinical School & Western Victoria Regional Training Hub.
9 August 2023	Virtual	Mayor – Regional Cities Victoria meeting with the Hon. Steve Dimopoulos, Minister for Tourism Sport & Major Events.
10 August 2023	Warrnambool	Chief Executive Officer – Great South Coast Regional Partnership Meeting.
	Warrnambool	Chief Executive Officer – South West Victoria Alliance CEO's meeting.
16 August 2023	Warrnambool	Mayor – Williamson Community Leadership program leadership session.
17 August 2023	Melbourne	Mayor & Director Corporate Strategies – Regional Cities Victoria annual networking function at Parliament House.
18 August 2023	Melbourne	Mayor & Director Corporate Strategies - Regional Cities Victoria Annual Forum.
	Warrnambool	Cr Ben Blain deputised for the Mayor at the Vietnam Veterans Day Commemoration.
22 August 2023	Warrnambool	Chief Executive Officer – Presentation to South West TAFE Board.
23 August 2023	Warrnambool	Chief Executive Officer – Meeting with VicHealth CEO Dr Sandro Damaio.
		Chief Executive Officer – Meeting with Deakin Vice-Chancellor and Hycel tour.
24 August 2023	Camperdown	Chief Executive Officer – Great Ocean Road Regional Tourism Board meeting.
	Port Fairy	Mayor & Chief Executive Officer – South West Victoria Alliance Board meeting.
25 August 2023	Port Fairy	Mayor & Chief Executive Officer – South West Victoria Alliance Strategy Day.

30 August 2023

Warrnambool

Mayor – Warrnambool Rotary Club Father of the Year
2023 presentations.

RECOMMENDATION

That the Mayoral & Chief Executive Officer Council Activities – Summary Report be received.

8. NOTICE OF MOTION

No Notices of Motion have been received.

9. GENERAL BUSINESS

10. URGENT BUSINESS

11. CLOSE OF MEETING