

AGENDA

SCHEDULED COUNCIL MEETING

WARRNAMBOOL CITY COUNCIL

5:45 PM - MONDAY 5 AUGUST 2024



WARRNAMBOOL
CITY COUNCIL

VENUE:

Reception Room

Warrnambool Civic Centre

25 Liebig Street

Warrnambool

COUNCILLORS

Cr. Ben Blain (Mayor)

Cr. Otha Akoch

Cr. Debbie Arnott

Cr. Vicki Jellie AM

Cr. Angie Paspaliaris

Cr. Max Taylor

Cr. Richard Ziegeler

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Andrew Mason

CHIEF EXECUTIVE OFFICER

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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 Meeting of Council held on 1 July 2024 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. Revised 2024-25 Annual Budget

DIRECTORATE : Corporate Strategies

Purpose:

This report is to adopt the Revised 2024-25 Annual Budget to fix an administrative error in two rates tables. The error does not affect ratepayers, rate income, or any financial allocations, but Council must adopt a Revised Annual Budget to correct the error in line with the Local Government Act requirements.

Executive Summary

In accordance with Section 95 of the *Local Government Act 2020*, Council must prepare and adopt a Revised Annual Budget before it can make a variation to the declared rates or charges.

The 2024-25 Annual Budget that was put forward to Council by officers included errors in two tables in the rates section.

A Revised 2024-25 Annual Budget has been prepared to address two tables that have incorrect figures for property values and cent in the dollar values.

The revised budget contains no changes to revenue or expenditure figures, and does not change revenue generated through rates. This process is purely procedural to meet the requirements of the Act.

RECOMMENDATION

That Council:

1. Adopt the Revised Annual Budget as set out in Attachment 1 in accordance with Section 95 of the *Local Government Act 2020*; and
 2. Declare the Rates, Levies and Annual Service Charges for the 2024-25 financial year provided in Attachment 2.
-

Background

At its Ordinary Meeting of 3 June 2024, Council resolved to adopt its 2024-25 Annual Budget. After the adoption of the Budget, it was discovered through our reconciliation process to ESC reporting that two tables were inserted at items 4.1.1(b) and 4.1.1(f) were based on earlier estimated valuation data. Although there are no changes to any of the figures shown in the Financial Statements, and there is no change to the total budgeted rates to be raised, it is considered prudent to adopt a Revised Annual Budget to update these tables in line with the requirements of the Local Government Act.

Issues

After the Annual Budget 2024-25's adoption, it was discovered that the tables inserted at items 4.1.1(b) and 4.1.1(f) were based on earlier estimated valuations used to create our draft budget estimates and confirm supplementary rates.

It is normal practice to use the final certified valuation from the Valuer General, which is submitted to Council in May, to finalise the Cents in the dollar calculation that these tables are based upon. These tables are required per Section 8(4)(h)(i), Section 8(5)(a) and Section 8(5)(f) of the *Local Government (Planning and Reporting) Regulations 2020*, and therefore it was considered prudent to adopt a Revised Annual Budget to correct these tables. All the other tables in the budget document are correct, as is the amount raised in rate revenue. No changes have been made to the figures shown in the Financial Statements.

The updated table at 4.1.1(b) is as follows:

Type or class of land	2023-24 cents/\$CIV*	2024-25 cents/\$CIV*	Change
General rate for rateable general residential properties	0.25800	0.27357	6.03%
General rate for rateable farm land properties	0.15570	0.15423	-0.94%
General rate for rateable commercial properties	0.55520	0.56230	1.28%
General rate for rateable industrial properties	0.52150	0.50195	-3.75%
General rate for rateable vacant land properties	0.41460	0.42099	1.54%
Recreational land category 1 properties	23,293.00000	23,933.00000	2.75%
Recreational land category 2 properties	0.20740	0.21338	2.88%

It should be noted that movements in valuations between different properties do not generate increased revenue for Council. The total revenue raised by rates, and each rating category, remain the same as the previously adopted budget, in line with the state government's rate cap.

Generally, when property values go up, the \$cents/CIV decrease, and inversely, when property values drop, the \$cents/CIV increase.

For reference, previous year cents/\$CIV have been reflected as follows:

2023-24 Adopted Annual Budget (2.95% rate increase):

Type or class of land	2022-23 cents/\$CIV*	2023-24 cents/\$CIV*	Change
General rate for rateable general residential properties	0.002640	0.002580	-2.29%
General rate for rateable farm land properties	0.001750	0.001557	-11.04%
General rate for rateable commercial properties	0.006162	0.005552	-9.89%
General rate for rateable industrial properties	0.005451	0.005215	-4.33%
General rate for rateable vacant land properties	0.004824	0.004146	-14.06%
Recreational land category 1 properties	\$ 22,626.00	\$ 23,293.00	2.95%
Recreational land category 2 properties	0.002666	0.002074	-22.22%

Note:

Movement in property valuation figures provided by the Valuer-General Victoria (VGV) have led to a decrease in rates in the dollar compared to the previous year. This is due to a significant increase in property values as outlined in table 4.1.1(f)

2022-23 Adopted Annual Budget (1.75% rate increase):

Type or class of land	2021/22 cents/\$CIV*	2022/23 cents/\$CIV*	Change
General rate for rateable other land properties	0.003652	0.002640	(27.71%)
General rate for rateable farm land properties	0.002293	0.001750	(23.68%)
General rate for rateable commercial land properties	0.006699	0.006162	(8.02%)
General rate for rateable industrial land properties	0.006180	0.005451	(11.80%)
General rate for rateable vacant land properties	0.006306	0.004824	(23.50%)
Recreational land category 1 properties	\$24,148.52	\$22,625.56	(6.31%)
Recreational land category 2 properties	0.003583	0.002666	(25.59%)

The updated table at 4.1.1(f) is as follows:

Type or class of land	2023-24 \$'000	2024-25 \$'000	Change	
			\$'000	%
General Residential land	9,333,074	9,190,313	-142,761	-1.53%
Farm land	300,035	308,230	8,195	2.73%
Commercial land	996,167	1,038,694	42,527	4.27%
Industrial land	376,515	408,302	31,787	8.44%
Vacant land	360,452	381,308	20,856	5.79%
Recreational land category 1 properties	2,970	2,970	-	0.00%
Recreational land category 2 properties	25,782	23,357	-2,425	-9.41%
Total value of land	11,394,995	11,353,174	-41,821	-0.37%

Financial Impact

The Revised 2024-25 Annual Budget remains premised on an increase in total general rates income of 2.75% as set by general order and in accordance with Section 94(3) of the *Local Government Act 2020* (The Act). There is no financial impact to this revised budget.

Type or class of land	Adopted Budget					Revised Budget				
	2024-25		Total Revenue			2024-25		Total Revenue		
	CIV	CID	\$	Properties	Avg	CIV	CID	\$	Properties	Avg
General Residential land	9,484,164,000	0.26510	25,142,044.56	16,274	1,544.92	9,190,313,000	0.27357	25,142,044.56	16,274	1,544.92
Farm land	297,140,000	0.15998	475,369.90	161	2,952.61	308,230,000	0.15423	475,369.91	161	2,952.61
Commercial land	1,023,821,000	0.57047	5,840,571.17	950	6,147.97	1,038,694,000	0.56230	5,840,571.17	950	6,147.97
Industrial land	382,475,000	0.53584	2,049,459.65	466	4,397.98	408,302,000	0.50195	2,049,459.66	466	4,397.98
Vacant land	376,819,500	0.42600	1,605,256.74	871	1,843.00	381,308,000	0.42099	1,605,256.74	871	1,843.00
Recreational land category 1 properties	2,970,000	23,933.00	23,933.00	1	23,933.00	2,970,000	23,933.00	23,933.00	1	23,933.00
Recreational land category 2 properties	23,387,000	0.21310	49,838.52	15	3,322.57	23,357,000	0.21338	49,838.52	15	3,322.57
Total amount to be raised by general rates	11,590,776,500		35,186,474	18,738	1,877.81	11,353,174,000		35,186,474	18,738	1,877.81

Legislation/Policy/Council Plan Context

5 An effective Council

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

Legal Risk/Impact

The Revised 2024-25 Annual Budget has been prepared in accordance with the Act, the *Local Government (Planning and Reporting) Regulations 2020* and relevant Australian Accounting Standards.

Section 95 of the Act requires that any variation to elements of the declared rates and charges requires that a revised budget be prepared and adopted by the Council. This requirement still applies even in cases where there is no material change to any ratepayer and the changes are merely an administrative correction, hence a resolution from Council is required to amend the error in the budget papers.

Section 96 provides guidance on the process required in the preparation of a revised budget, with requirements being that the revised budget be developed in accordance with the financial management principles and with Council's Community Engagement Policy.

The financial principles are provided for at section 101 of the Act, with requirements including compliance with financial policies and strategic plans, that risks be managed, provision of stability and predictability in financial impacts on the municipal community, and that records be kept. The 2024-25 Budget meets these standards, and the correction only serves to further them by ensuring accuracy and boosting stability by ensuring the collectability of rates.

Council's Community Engagement Policy requires compliance with the Act's community engagement principles and presents several options for participation across the IAP2 spectrum, which are inform, consult, involve, collaborate, and empower.

Community Impact/Consultation

Council undertook an extensive community engagement effort in preparing the 2024-25 Annual Budget. Workshops and surveys were held across November and December in 2023, as well as a public submission process, prior to the preparation of the 2024-25 Draft Budget, and a further consultation period was held in May 2024 with the release of the Draft Budget, whereby Council accepted public submissions on the document.

The changes presented by the Revised Budget are only to correct an administrative error that led to incorrect information on two tables that do not affect financial statements, rate revenue, or average rates. This means that the adoption of the Revised Budget would result in no change in the impact on ratepayers vis-a-vis the intention of the 2024-25 Annual Budget adopted by Council on 3 June 2024.

Because of the extensive consultation already undertaken by Council when preparing the 2024-25 Annual Budget and the changes posed merely being corrective, an 'Inform' level of consultation will comply with Council's Community Engagement Policy. Council posted a notice on its website on 16 July explaining the error and stated officer's intention to seek a correction by Council resolution at the August meeting of Council. If Council was to adopt the Revised Budget, that notice would be updated to confirm with the municipal community that the correction had been made.

Officers' Declaration Of Interest

No interest to declare

Conclusion

The Revised 2024-25 Annual Budget forms an integral part of Council's overall strategic planning framework and endeavors to resource the directions that have been established in the Council Plan. The tables at items 4.1.1(b) and 4.1.1(f) have been corrected, and there have been no other changes to the Budget as previously adopted.

ATTACHMENTS

1. 2024 25 Revised Budget for adoption [7.1.1 - 55 pages]
2. Attachment 2 Declaration of Rates table for adoption [7.1.2 - 1 page]

7.2. Procurement Policy Update

DIRECTORATE : Corporate Strategies

Purpose:

The purpose of this report is to present the updated Procurement Policy to Council for adoption.

Executive Summary

Following the introduction of some audit recommendations that would require alterations to the Procurement policy management have taken the opportunity to review Council's procurement policy in line with industry best-practice and Procurement Australia recommendations. The updated Procurement Policy is presented to Council for consideration.

RECOMMENDATION

1. That Council revoke the Procurement Policy adopted on 5 October 2021.
 2. That Council adopt the attached Procurement Policy.
-

Background

Council's Procurement Policy is a key part of its governance obligations under the Local Government Act 2020 and a crucial tool in providing a framework for the acquisition of goods and services in a transparent, efficient, and ethical manner. It helps Council achieve value for money, sustainability and meet social responsibility criteria whilst adhering to legal responsibilities.

Section 108 of the Local Government Act 2020 requires councils to adopt a Procurement Policy that "...specifies the principles, processes, and procedures applying in respect of the purchase of goods or services..."

The draft procurement policy is an update to the existing policy adopted by Council on 5 October 2021. The Policy has been updated to reflect input from Procurement Australia, the Municipal Association of Victoria, recent audits, and internal stakeholders feedback. This Policy further establishes a framework that better supports procurement activities, ensures high levels of governance over purchasing, and encourages further collaboration with other organisations to achieve economies of scale through shared purchasing arrangements.

Once adopted, Council's Procurement team will work through the next stage of updating staff training resources (including templates, procedures and manuals), its internal procurement manual, and reporting improvements.

The key changes for the updated policy are as follows:

- The policy's general structure was updated to include an introduction, purpose and scope. This is in line with best practice principles and ensures that the overall flow of the document is more consistent with the procurement process.

- The references section was updated to include links to relevant references such as the Local Government Act 2020 and other relevant Council policies and strategies.
- The policy confirms that “The procurement function for Council is currently both centre-led from a strategic, leadership, compliance and policy perspective with de-centralised purchasing and contract management execution.
- Procurement values and limits under this policy have been clearly identified as excluding GST and are consistently applied throughout the Policy.
- Support for local content principles have been updated, providing acknowledgement to local suppliers whose activities contribute to the social and financial wellbeing of the region.
- As assessment for the requirement of a Probity Advisor is required for all procurement of goods, services or works over \$2,000,000. Procurement under this threshold can consider a probity advisor if the procurement activity is found to be complex, high risk, of a sensitive nature or of significant public interest.
- The Financial Delegation Thresholds have been introduced into the Policy, previously contained within the Procurement Manual.
- The procurement thresholds table has been updated to clearly identify minimum procurement requirements based on the estimated value. For estimated procurement between \$2,001 and \$10,000 has been changed from two verbal quotes to one written quote. The references to High and Low risk have been removed from this table and included separately in the policy.
- The approved Exemptions from competitive procurement processes list (section 13) has been updated to reflect daily operational needs. Additional approved exemptions include Government entity / approved third party to allow for engagement with another government entity or government owned entity as these types of purchases have already undertaken relevant procurement assessments; and purchases relating to information technology resellers and software developers, where there is only one supplier of the relevant software. Panel suppliers have been removed from exemptions and are now covered under Section 25.
- Contract variations will now consider the total cumulative spend of the original contract and all variations to that contract to determine if the variation is within a relevant financial delegation.
- Where procurement of goods, services, or works exceeds \$300,000, a Procurement Management Plan is required.
- Proposed introduction of an Annual Procurement Plan to allow for forward planning, engagement, and reporting.

Social and environmental factors, and support for local content have been considered in the development of this policy and all procurement at Council.

A gender equity impact assessment has been completed for this policy, no evident positive or negative impacts were determined through the changes to this policy.

Issues

The update to Council’s procurement policy is in line with audit recommendations and the recently released Best Practice Procurement Guidelines released by the Municipal Association of Victoria.

Financial Impact

There is no financial or resource impacts associated with the adoption of the Procurement Policy. The Policy ensures that Council resources are used in an efficient and transparent manner.

Legislation / Policy / Council Plan Context

5 An effective Council

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

Officers' Declaration of Interest

N/A

Collaborative Procurement

The updated procurement policy promotes collaboration in procurement whereby benefits can be accrued by achieving economies of scale.

Conclusion

The updated Procurement Policy is presented to Council for consideration.

ATTACHMENTS

1. Draft Procurement Policy August 2024 Updated as per Council [7.2.1 - 25 pages]

7.3. Pandemic Response Plan 2024

DIRECTORATE : CITY GROWTH

Purpose:

This report provides an update on a revised Pandemic Response Plan which is a sub plan to the Municipal Emergency Management Plan, and recommends the plan be adopted.

Executive Summary

- The Warrnambool City Council Pandemic Response Plan has been revised in response to an audit action identified by the Audit & Risk Committee.
- The previous version of the plan, titled the Influenza Pandemic Response Plan did not adequately address all potential pandemics (ie. COVID-19).
- Review of this document has been completed with the Municipal Emergency Management Officer and the Infection Prevention Coordinator of South West Healthcare.

RECOMMENDATION

That Council adopts the Pandemic Response Plan 2024.

Background

The Warrnambool City Council Pandemic Response Plan is a sub plan to the Warrnambool City Council Municipal Emergency Management Plan (MEMP). This plan has been renamed and realigned from the Influenza Pandemic Response Plan to provide arrangements for managing the consequences of pandemics caused by all infectious diseases (not just influenza). The need for a broader scope was highlighted by the recent COVID-19 pandemic.

This plan aims to enable a consistent response to a pandemic outbreak and recovery across the region, while facilitating an integrated approach for the Warrnambool City Council when dealing with a pandemic outbreak. Specifically, Council Officers with emergency management responsibilities will use this plan and other emergency management arrangements to reduce, as far as is practical, the impact of a pandemic on the community. It considers the affected stakeholders and ongoing health issues within the municipality.

The objective of this plan is to:

- Provide assistance to stakeholders to reduce the impact of a pandemic
- Prevent transmission and implement infection control measures while providing support services to people who are isolated or quarantined within the municipality
- Ensure essential Council services continue during the absence of staff with the rising demand placed on municipal services
- Arrange vaccination services to the community when appropriate
- Inform the public and staff of changes to regular services within the municipality

Issues

The basis of the plan was developed using the Influenza Pandemic Response Plan template provided by the Barwon-South Western (BSW) Region Pandemic Response Plan Committee. This committee was comprised of representatives from DH and representatives from Councils throughout the Barwon South-West Region.

The plan appears to have last been reviewed in 2021 but was not acknowledged by the Audit & Risk Committee. The previous version was implemented in 2016. The previous Influenza Pandemic Response Plan did not adequately address all potential pandemics (ie. COVID-19).

This plan provides a framework and guidance for council and other pandemic stakeholders in the municipality to appropriately plan for, and effectively respond to, pandemic conditions.

The Warrnambool City Council Pandemic Response Plan now aims to:

- Assist in reducing the impacts of all types of pandemic.
- Raise awareness and promote preventative measures.
- Provide support to internal and external stakeholders throughout the duration of the pandemic.
- Ensure response activities are consistent across levels of government by realigning with the Municipal Emergency Management Plan (MEMP) and State Emergency Management Plan (SEMP).

Financial Impact

The review of the Pandemic Plan was completed internally.

Legislation / Policy / Council Plan Context

1 A healthy community

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

5 An effective Council

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

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

Timing

This plan requires the development of sub-committee and is recommended to be reviewed annually. Should the plan not be activated in the previous three years, an exercise should be undertaken with the assistance of the Department of Health and/or Emergency Management Victoria.

Community Impact / Consultation

The Pandemic Plan is a sub-plan to the MEMP & will be required to be published on Council's website.

Legal Risk / Impact

Risks of a pandemic are intended to be mitigated through the implementation of this plan.

Officers' Declaration of Interest

None declared

Collaborative Procurement

Not applicable

Conclusion

The Warrnambool City Council Pandemic Plan has been reviewed and updated in response to the recent COVID-19 pandemic. The plan is presented to Council for adoption.

ATTACHMENTS

1. DRAFT WCC Pandemic Response Plan 2024 (2) [7.3.1 - 30 pages]

7.4. Draft Warrnambool Car Parking Strategy

DIRECTORATE : City Infrastructure

Purpose:

This report outlines the draft Warrnambool Car Parking Strategy and recommends that it is released for public consultation.

Executive Summary

- The draft Warrnambool Car Parking Strategy has been prepared to guide management of public car parking within the municipality.
 - Preliminary community consultation was undertaken in July to inform the development of the draft Warrnambool Car Parking Strategy.
 - The community and interested stakeholders will have the opportunity to provide comment on the draft plan, this feedback will inform the final Warrnambool Car Parking Strategy.
-

RECOMMENDATION

That Council approve the release of the draft Warrnambool Car Parking Strategy for consultation.

Background

The City Centre Parking Strategy was developed in 2015 to provide the strategic framework for the future supply and improved management of on and off-street parking in Warrnambool's City Centre.

Nearly ten years on the City Centre Parking Strategy is due for review and as such the preparation of the Warrnambool Parking Strategy commenced with an expanded focus area to include a number of additional precincts within the municipality.

During this time there have also been a number of changes to car parking in the city centre including the provision of around 200 additional free all-day car parks at the railway station, the introduction of Council's pay by plate ticketless parking meters and phone app.

Additionally, the main street of Warrnambool and secondary parts of the city centre have undergone significant infrastructure renewal which has led to changes in traffic movement, parking, footpath widening in some areas and street furniture.

The hospital precinct has undergone significant change in recent years with the opening of the new cancer centre and hospital redevelopment. This has created parking pressures in this precinct which has led to a shortage of parking, neighbouring streets used to accommodate vehicles and illegal parking on nature strips.

The Warrnambool Car Parking Strategy study area encompasses the following precincts:

- Warrnambool CBD
- Raglan Precinct
- Banyan Precinct
- Railway Precinct
- Hospital Precinct
- Industrial Precinct
- Breakwater Precinct
- Lake Pertobe Precinct

Issues

The Warrnambool City Centre is the principal retail and commercial centre for South West Victoria, providing support to the broader region for commerce, governance, social services, health, education, the arts and recreation.

The Warrnambool population are currently heavily reliant on private vehicles, with many parts of the broader catchment being poorly serviced by public transport currently. There are a number of significant land uses within or close to the Warrnambool CBD which generate parking demands in excess of their on-site provision, putting pressure on public car parking resources.

The draft Warrnambool Car Parking Strategy has been prepared, refer to Attachment 1.

The overall car parking occupancy rate for public parking in the Warrnambool CBD is 66%, and has reduced since pre-covid levels, indicating that there is sufficient parking provided in the CBD overall. However, demand for parking is not equal across all precincts and time restrictions and there are parts of the CBD experiencing high demand.

Other key findings include:

- a shortage of all-day parking for railway commuters due to use of commuter parking by others (including CBD staff and TAFE students),
- very high occupancy of on-street parking in the Hospital Precinct, and inadequate time-based restrictions reported by survey respondents,
- visibility and accessibility issues caused by vehicles parking on nature-strips in the industrial precinct, and
- standard passenger cars (without trailers) parking in long bay spaces in the breakwater precinct.

The Car Parking Strategy recommendations are summarised as follows:

- consider installation of car parking detection sensors within the most popular areas of the CBD to increase compliance and turnover,
- review disabled parking provision (time limits, quantity and location),
- provide P-15minute spaces in front of the post office, banks and chemists,
- consider increasing all-day parking fees in the CBD and using the funds to contribute towards a park-and-ride free shuttle service,
- investigate potential for additional parking in the hospital precinct, artillery crescent and Raglan Parade (centre-of-road),
- increase time limit from 2P to 3P in the hospital precinct,

- line-mark on-street parking bays in areas of the industrial precinct where parking on nature-strips is prevalent, and
- install additional signage in the Breakwater Precinct, review adequacy of long-bay and standard car parking during the peak summer months and undertake enforcement of cars parked in trailer spaces.

Financial Impact

The preparation of the Warrnambool Car Parking Strategy has been budgeted for within the Sustainability & Compliance 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.

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

5 An effective Council

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

Timing

It is anticipated that the draft Warrnambool Car Parking Strategy will be released for public consultation in August 2024.

Following the period of consultation, submissions in response to the draft Warrnambool Car Parking Strategy will be assessed and any necessary amendments will be made to the plan. The final Warrnambool Car Parking Strategy will be presented to a future Council meeting.

Community Impact / Consultation

Preliminary community consultation was undertaken in July 2024 to inform the development of the draft Warrnambool Car Parking Strategy.

It is recommended that the draft Warrnambool Car Parking Strategy is released for public comment and submissions.

The release of the draft Warrnambool Car Parking Strategy for community consultation is the second stage in the consultation process. The plan will be released on Councils Your Say website and notification will be included in the newspaper and social media.

Officers' Declaration of Interest

None.

Conclusion

The draft Warrnambool Car Parking Strategy provides recommendations for the management of public car parking within the municipality. It is proposed that the draft Warrnambool Car Parking Strategy will be released for public comment to provide the opportunity for the community and interested stakeholders to make submissions and provide feedback on the plan.

ATTACHMENTS

1. draft Warrnambool Car Parking Strategy 2024 [7.4.1 - 78 pages]

7.5. Domestic Animal Management Plan Review 2024

DIRECTORATE : City Infrastructure

Purpose:

This report outlines the annual review of the Domestic Animal Management Plan 2024 for endorsement by Council.

Executive Summary

- Council adopted the Domestic Animal Management Plan in December 2017.
- Council is required to review the Domestic Animal Management Plan annually as prescribed under the *Domestic Animals Act 1994*.
- An internal review of the Domestic Animal Management Plan has been undertaken and provides updated statistics for the 2022-23 and 2023-24 financial years.
- The updated plan will be available to the public and published online.

RECOMMENDATION

That Council endorse the review of the Domestic Animal Management Plan 2024.

Background

Council adopted the Domestic Animal Management Plan in December 2017.

The Domestic Animal Management Plan provides an overview of the management of domestic animals within our municipality and ensures the Council meets its statutory requirements in relation to the *Domestic Animals Act*.

The plan highlights the most important aspects of responsible pet ownership which, together with education, is a particular focus for domestic animal management within the municipality. There is a strong emphasis on community safety and the need to reduce the number of dog attacks, animals' at large and public complaints.

The plan also discusses the importance of pet owners having their pets desexed, which will help reduce unwanted litters of puppies and kittens placing pressure on municipal pound services.

Basic pet ownership responsibilities, including picking up your dog's waste and ensuring your cat is contained between sunset and sunrise, help protect the environment and ensures pets are kept safe and healthy. Registration and microchipping, controlling barking dogs and maintaining 'effective control' over your dog when out walking are all key responsibilities of pet ownership.

Issues

Council is required to review the Domestic Animal Management Plan annually as prescribed under the *Domestic Animals Act 1994*.

An internal review of the Domestic Animal Management Plan has been undertaken and provides updated statistics for the 2022-23 and 2023-24 financial years. **Refer to Attachment 1.**

Warrnambool has 4,211 dogs and 1,542 cats registered within the municipality. Council's local laws officers make a significant effort to reduce the animal numbers taken to the pound by attempting to get animals home as a first response, this can only be done if animals are registered and registration details are up to date.

There has been a significant increase in dog attacks from 2022, with 56 and 45 dog attacks reported in the last two years. It is important to ensure that dogs are kept secure at home and when in public on lead unless it is a designated off lead area and you can ensure appropriate behavior and effective control of your dog if off lead.

The plan highlights the work that Local Laws staff undertake around education and compliance relating to animal management and responsible pet ownership.

Financial Impact

The review has been undertaken internally and costs are associated with the Sustainability & Compliance budget.

Legislation / Policy / Council Plan Context

5 An effective Council

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

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

5.4 High-performance culture: Council will foster an organisational culture to support engaged, committed and high-performing staff for the effective delivery of Council's services and programs.

Timing

The annual review of the Domestic Animal Management Plan is routine. The Plan is due for a significant review in 2025.

Community Impact / Consultation

The 2024 review of the Domestic Animal Management Plan, including updated statistics, will be released to the public and available on Council's website.

Legal Risk / Impact

The preparation and review of the Domestic Animal Management Plan is a requirement of the *Domestic Animals Act 1994*.

Officers' Declaration of Interest

None.

Conclusion

The annual review identifies that Warrnambool has 4,211 dogs and 1,542 cats registered within the municipality and that Council's local laws officers make a significant effort to reduce the animal numbers taken to the pound by attempting to get animals home as a first response, this can only be done if animals are registered and registration details are up to date.

The review has also highlighted that there has been a significant increase in dog attacks from 2022 and that it is important to ensure that dogs are kept secure at home and when in public on lead unless it is a designated off lead area and you can ensure appropriate behavior and effective control of dogs off lead.

The plan highlights the work that Local Laws staff undertake around education and compliance relating to animal management and responsible pet ownership.

ATTACHMENTS

1. DAMP 2021-2025 Review 2024 [7.5.1 - 33 pages]

7.6. Councillor Substitute For MAV State Council Meeting

DIRECTORATE : Executive Services

Purpose:

This report provides for the appointment of a Council substitute representative on the Municipal Association of Victoria (MAV).

Executive Summary

The MAV conducts a State Council meeting twice a year. The State Council is the governing body of the MAV. It comprises delegates from each member council and its powers include determining the Rules of the Association, electing the president and Board Directors, and determining the strategic direction.

Council appoints a representative to the MAV annually with the Mayor of the day usually fulfilling this role. Council can also appoint a substitute representative, to attend meetings in place of the appointed Council delegate.

The next State Council meeting is scheduled for Friday 23 August 2024. As the Mayor is unable to attend this State Council meeting, it is necessary for Council to appoint a substitute representative.

RECOMMENDATION

That the Deputy Mayor, Cr Vicki Jellie AM be appointed as the Council substitute representative on the Municipal Association of Victoria.

Background

The MAV conducts a State Council meeting twice a year. The State Council is the governing body of the MAV. It comprises delegates from each member council and its powers include determining the Rules of the Association, electing the president and Board Directors, and determining the strategic direction.

The next State Council meeting is scheduled for Friday 23 August 2024. As the Mayor is unable to attend the State Council meeting, it is necessary for Council to appoint a substitute representative.

Financial Impact

N/A

Officers' Declaration Of Interest

None.

Conclusion

That Council appoint a substitute representative to the MAV.

ATTACHMENTS

Nil

7.7. Festivals and Events Grants and Partnerships Program

DIRECTORATE : City Growth

Purpose:

This report provides information on the Festivals and Events Grants and Partnerships Program 2024/2025 applications and recommended allocation of grants for approval.

Executive Summary

The Events and Promotions Branch has allocated funding and administers the Festivals and Events Grants and Partnerships Program in support of events in Warrnambool that deliver upon the strategic priorities of the Warrnambool Event Strategy. The total funding allocation for 2024/2025 is \$200,000.

- Council received thirty-five (35) applications for the Festivals and Events Grants and Partnerships Program 2024 / 2025 (total program funding of \$200,000)
- Of the 35 applications, 10 were deemed ineligible and did not meet the funding criteria, 15 are recommended to be fully funded and 10 are recommended to be partially funded.
- Of the 15 fully funded events, the Australian Indoor Bias Bowls National Championships will be from 2025 /2026 round due, to the event falling in August 2025.
- Out of the 25 recommended events, 6 have not received event funding previously.
- No applications were received for the Business Events Stream or the Events Acquisition Stream.
- Life Saving Victoria (LSV) have confirmed the Victorian Senior Lifesaving Championships will be hosted in Warrnambool in 2025, rather than the Nippers, due to the event rotating to other locations as done so in the past. LSV have indicated the Nippers are likely to return in the future.

The Festivals and Events Grants and Partnerships Program process, managed through the Smartygrant system, within transparent and equitable guidelines and processes, provides a mechanism for the allocation of the funding to be allocated across the various funding streams.

Applicant	Project Title	Funding Stream	Amount Allocated
Warrnambool and District Easter Arts Festival. INC	Warrnambool and District Easter Arts Festival	Community Events	1000.00
Extreme Life	Christmas Spectacular	Community Events	1000.00
Warrnambool Pickleball Club	Warrnambool Pickleball Open 2025	Destination Event	3966.00
Warrnambool Lawn Tennis Club Inc	Warrnambool Lawn Open 2025	Community Events	4000.00
The F Project	Fabric of Life Festival 2024: Here and Wow	Community Events	4538.00
Warrnambool Triathlon Club	Warrnambool Foreshore Tri 2025	Community Events	4823.00
Gunditjmara Aboriginal Cooperative	MAAR DAY OUT 2025	Community Events	5000.00

Wunta Fiesta Inc.	Wunta 2025	Community Events	5000.00
Warrnambool Gift Incorporated	Warrnambool Gift	Community Events	5000.00
Warrnambool Presbyterian Church	Carols on the Green	Community Events	5000.00
Dennington Community Association	Carols By The Merri	Community Events	5000.00
The Dart and Marlin PTY LTD	From Beer to There	Destination Event	5000.00
The Embroiderers Guild, Victoria	Golden Threads Exhibition of Embroidery and Stitch	Community Events	5000.00
Warrnambool Showgrounds Reserve Inc. COM	Warrnambool Rodeo 2024	Destination Event	5000.00
Warrnambool BMX Club	2025 AusCycling BMX State Series - VIC - Warrnambool	Destination Event	5902.00
Warrnambool RSL Sub Branch Inc	Anzac Day Services & Remembrance Day Commemorations	Partnership Stream	9463.00
Surf T Surf	Surf T Surf Fun Run/Walk	Community Events	9900.00
Warrnambool Multicultural Association Inc.	Warrnambool Multicultural Festival	Community Events	10000.00
Warrnambool Agricultural Society Inc	Warrnambool Show 2024	Community Events	10000.00
The Event Designers Pty Ltd	KidFest	Destination Event	10000.00
Indoor Bowls Warrnambool Association Inc	Australian Indoor Bias Bowls National Championships	Destination Event	10000.00
Life Saving Victoria Limited	Victorian Senior Lifesaving Championships	Partnership Stream	20000.00
Premier Speedway Club	Grand Annual Sprintcar Classic	Partnership Stream	20000.00
Warrnambool Racing Club	May Racing Carnival	Partnership Stream	20000.00
Warrnambool Citizens Road Race Committee	Melbourne to Warrnambool Cycling Festival	Partnership Stream	20000.00

RECOMMENDATION

That Council:

1. Approves the allocation of \$194,592.00 to be allocated to the 25 eligible events under the Festivals and Events Grants and Partnerships Program 2024/2025 program.
2. Requests that all applicants be advised of the outcome of the assessment process and the Council guidelines associated with the grant.

Background

The Events and Promotion branch through the annual Festivals and Events Grants and Partnerships Program seeks to support events which contribute to the local economy and build the profile of Warrnambool as a vibrant regional city, in line with the goals of the Warrnambool Events Strategy.

The program objectives aim to:

- Generate a diverse, vibrant and inclusive annual calendar of events.
- Identify and attract new, iconic events to Warrnambool that drive tourism visitation, boosting off peak visitation, extended stays and expenditure.
- Increase economic stimulus through increased spend.
- Create memorable experiences that are unique to Warrnambool.
- Encourage and assist events to become financially sustainable and protect valuable annual events.

This year the funding allocation for community events was increased from \$5,000 to \$10,000.

Applicants had to demonstrate an alignment with one of the listed grant categories and criteria and were assessed based on weighted criteria within the category. Refer 2024/25 Festivals and Events Grants and Partnerships Program guidelines, **Attachment 1**.

Applicants were also required to submit an audited financial statement or current bank statement to help determine their capacity to complete the project and their need for assistance, along with acquitting any previous event funding from previous years.

Issues

Funding through this round is available to eligible events that take place between 6 August 2024 and 30 June 2025. As there is a period within the financial year where the round is assessed, any events within this time are disadvantaged. In this round, the Australian Indoor Bias Bowls National Championships have applied for funding in August 2025, outside the eligibility criteria. It is recommended the event funding be approved now to provide security to the event but paid from 2025 / 2026 financial year.

Financial Impact

The allocation of funding from the applications received is within the budgeted \$200,000.

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.

3 A strong economy

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

Timing

Upon endorsement by Council of the recommendations, all applicants will be notified by email of the outcome of their application on 4 August 2024.

* Projects to be completed between 6 August 2024 – 30 June 2025

* Project to be acquitted and post event report due - 31 July 2025

Community Impact / Consultation

Funding round promotion included:

- Paid promotion via Council social media and media release
- Events & Promotion Newsletter
- Economic Development Newsletter
- Business Events Victoria Newsletter
- Paid advertising with MICE.net
- One-on-One with a Grant Specialist" event on Wednesday May 29
- Presentation to tourism and events industry and industry engagement evening at Flagstaff Hill

Legal Risk / Impact

All funding decisions are assessed within the guidelines approved by Council. Events on Council managed land are processed through the Council Event Control Group to ensure events gain landowner consent and approval before proceeding.

Officers' Declaration of Interest

No officer's involved in the funding process have declared a conflict of interest.

Collaborative Procurement

Not Applicable

Conclusion

The allocation of \$194,592.00 be allocated to the 24 eligible events under the Festivals and Events Grants and Partnerships Program 2024/2025 program is tabled at the next Council meeting for approval and notification to successful and unsuccessful applicants on 4 August 2024.

ATTACHMENTS

1. 3661 grant program guidelines 0 [7.7.1 - 11 pages]
2. Funding Summary CM 5 Aug [7.7.2 - 1 page]

7.8. Community Development Fund 2024/25

DIRECTORATE : Community Development

Purpose:

This report provides information on the Community Development Fund 2024/25 applications and recommended allocation of grants for approval.

Executive Summary

- Council received twenty-eight (28) applications for the Community Development Fund 2024/25 program.
- Of the 28 applications, 2 applicants were ineligible for funding, 1 application did not meet funding criteria, 21 are recommended to be fully funded and 1 is recommended to be partially funded.
- This report recommends \$90,792 be allocated to 21 eligible local clubs and organisations under the Community Development Fund 2024/25 program.

RECOMMENDATION

That Council:

1. Approve funding of \$90,792 to twenty-two Community clubs and organisations under the Community Development Fund 2024/25 program.
 2. Requests that all applicants be advised of the outcome of the assessment process and where applicable, Council guidelines associated with the grant.
-

Background

Council's Community Development Fund aims to support the development and capacity of Warrnambool clubs and associations. Funding is available for projects, equipment and activities which meet the grant program eligibility and criteria and contribute to participation, club capacity and sustainability and the liveability of the City.

Under the guidelines, eligible community groups and clubs can submit applications for grants of up to \$5,000.

\$100,000 is allocated for the 2024/2025 Community Development Fund. \$96,000 remained in the 2023/24 budget for allocation. The round opened on 30 May 2024 and closed on 30 June 2024.

Based on feedback from Round 1, the process this round was supported by an information forum held at the library and attended by over 80 local clubs and organisations. This session provided an opportunity for groups to discuss eligibility and project proposals with Council Officers.

The program was also advertised through:

- Council's website and social media platforms, including South West Victoria Sports Link (private group with 262 members),
- CONNECT Warrnambool Facebook posts (7.9K followers) and email to website subscribers which is now linked to 253 local groups,
- Direct email to sport and recreation and the arts and culture database and sustainability environmental groups and previous recipients of CDF funding.

Applications were submitted and managed through the online platform Smartygrants.

Applications were evaluated by a panel of Council officers that represent the three grant categories. Sport and Recreation, Arts and Culture, Environment and Sustainability. All panel members assessed all applications.

Based on the total funding pool available (\$196,000), the following allocations were aligned to each category, noting that the Event Category is managed as a separate grant round. If the total pool of the funding in each category was not expended, then any remaining funds can be redirected to other categories where applications exceeded the funding pool. The funding pools for each were:

- Sport and Recreation \$80,000
- Culture and Arts \$70,000
- Environment & Sustainability \$46,000

Applicants had to demonstrate an alignment with one of the listed grant categories and criteria and were assessed based on weighted criteria within the category - **refer 2024/25 CDF guidelines Attachment 1.**

Applicants were also required to submit an audited financial statement or current bank statement to help determine their capacity to complete the project and their need for assistance.

Assessment Summary

This funding round closed to submissions at midnight Sunday 30 June 2024. Twenty-eight (28) applications were received, requesting \$124,123.

All eligible applications were assessed against the CDF weighted criteria.

Under the program guidelines, the assessment panel identified that two applicants were ineligible to apply for funding; two applications were withdrawn; one applicant was eligible but the submitted projects did not meet funding criteria; and one application partially met criteria.

Of the two ineligible applicants;

- One applicant is a health-based agency whose activities are supported by other tiers of government (State). (Emma House)
- The other organisations application did not align with a funding category and the organisation is supported by other tiers of government (State). (Warrnambool Community Hospice).

Three applications from eligible applicants were not supported for the following reasons;

- one applicant also applied under the Festivals and Events grant program which will be supported to conduct an event (BMX Club)
- one applicant submitted two applications. One application was withdrawn after advice received from the club (Bridge Club)
- an application received for an event was withdrawn. Feedback was received they had submitted under CDF instead of Festivals and Events program (Gift)

One application is recommended to be partially funded, as some aspects of the application did not meet funding guidelines (West coast body board)

Twenty-one applications are recommended to be fully funded.

Fund Budget

Council allocated \$100,000 to the CDF fund in 2024/25.

Twenty-eight applications requesting \$124,123 were submitted in this round.

All applications were assessed against the CDF criteria. Once assessed, applications were ranked according to project merit, equity, and the balance of funds available. Based on ranking and the ability to meet eligibility, \$90,792 is recommended to be funded.

Allocation summary;

- Sport and Recreation \$43,312
- Culture and Arts \$34,490
- Environment and Sustainability \$12,990

The following organisations and projects are recommended to be funded.

Applicant	Project Title	Funding Category	Total CDF Allocated
Warrnambool & District Artists Society	The Warrnambool Brush 'n Blossom Spring Art Festival	Culture and Arts	\$4,990
Warrnambool Multiple Sclerosis Support Group	Empowering Women with MS in Warrnambool	Culture and Arts	\$5,000
Community Radio Endeavour Warrnambool	Upgrade of Essential Equipment	Culture and Arts	\$5,000
Warrnambool & District Football Umpires Association Inc	Indigenous Designed Umpire Uniforms	Culture and Arts	\$4,500
Comic Creations	Comic Creations	Culture and Arts	\$5,000
Warrnambool City Band Inc	Purchase of Percussion Instruments	Culture and Arts	\$5,000
Warrnambool & District Historical Society Inc.	Standards for All	Culture and Arts	\$5,000
Beach Patrol Australia Inc	Monthly Community Beach Cleans	Environment and Sustainability	\$4,976

Warrnambool Coast Care Landcare Network	Removal of Invasive weed species	Environment and Sustainability	\$1,155
Warrnambool Bridge Club Inc	Safety Lighting for Members	Environment and Sustainability	\$1,909
Rotary Club of Warrnambool Daybreak	Evolving blister-pack recycling scheme	Environment and Sustainability	\$4,950
# West Coast Bodyboard Club	Club Participation Drive	Sport and Recreation	\$4,445
Warrnambool Little Athletics Inc	Upgrade of Essential Equipment	Sport and Recreation	\$5,000
Warrnambool City Croquet Club	Croquet 5's - Fun For Everyone	Sport and Recreation	\$5,000
Dennington Bowling Club	Access Bowls for All Abilities and People	Sport and Recreation	\$4,128
Warrnambool Wolves Football Club Inc	Strategic Plan	Sport and Recreation	\$5,000
Warrnambool Rifle Club	Anzac Day Shoot	Sport and Recreation	\$5,000
Warrnambool Yacht Club inc	Sun protection for rescue boat crew	Sport and Recreation	\$428
Action Squash Club Inc	Purchase of New Multi Use Furniture	Sport and Recreation	\$4,943
Warrnambool Swimming Club Incorporated	Performance Mindset Workshops	Sport and Recreation	\$880
Southwest Strength Sports Inc	Purchase of Recovery Equipment	Sport and Recreation	\$4,992
Nestles Rowing Club Inc	Oars for All	Sport and Recreation	\$3,496
		Total	\$90,792

Partially funded

Financial Impact

All allocations have been made within existing budgets.

The \$96,000 uncommitted in the 23/24 funding round is proposed to be rolled over into the 24/25 financial year. This surplus funding resulted from a reduced grants program during the pandemic period.

The remaining funding is proposed to be allocated to a project unrelated to the Community Development Fund.

Legislation / Policy / Council Plan Context

1 A healthy community

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

1.5 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.

2 A Sustainable environment

2.6 Awareness and celebration: Council will foster community awareness and recognition of the benefits of positive outcomes for Warrnambool's environment

Timing

Upon endorsement by Council of the recommendations, all applicants will be notified by email of the outcome of their application on 6 August.

The next round of the Community Development Fund will be in 2025/2026.

Officers' Declaration of Interest

NA

Conclusion

Twenty-eight applications requesting \$124,123 were submitted in this funding round. All applications were assessed against the Community Development Fund criteria. Once assessed, applications were ranked according to project merit, equity, and the balance of funds available. Based on ranking and the ability to meet eligibility, \$90,792 is recommended to be funded. Subject to Council endorsement of this report's recommendations, all applicants will be notified of the outcome of their application.

ATTACHMENTS

1. Community Development Fund guidelines 202425 [7.8.1 - 7 pages]
2. Council Report CDF 202425 [7.8.2 - 3 pages]

7.9. DP2024-0001 - Development Plan Application For 71 Raglan Parade

DIRECTORATE : City Growth

Purpose:

This report summarises the planning assessment conducted relating to the development plan application for the 'East Warrnambool Estate' at 71 Raglan Parade, which provides a plan describing future residential development. The recommendation is to approve the plan as submitted.

Executive Summary

- A development plan application was received in February 2024 relating to the land as described, which is an approximately 3 hectare parcel between Raglan Parade and the rail corridor in Warrnambool's east.
- The plan was subject to public exhibition in late February, including both internal and external referrals.
- On the basis of further input from Council officers and referral authorities, an amended plan was submitted in May 2024.
- The amended plan shows an intended layout of 43 residential lots in both standard and medium densities in the eastern part of the development area, which is set to be developed before the western side.
- Internal roads will connect development to the Raglan Parade service road, and allow future expansion in line with the intent of the *Warrnambool Eastern Activity Centre Structure Plan, 2016 (revised 2020)*.
- The plan is in accordance with the requirements of the Development Plan overlay, and is recommended for approval as submitted.

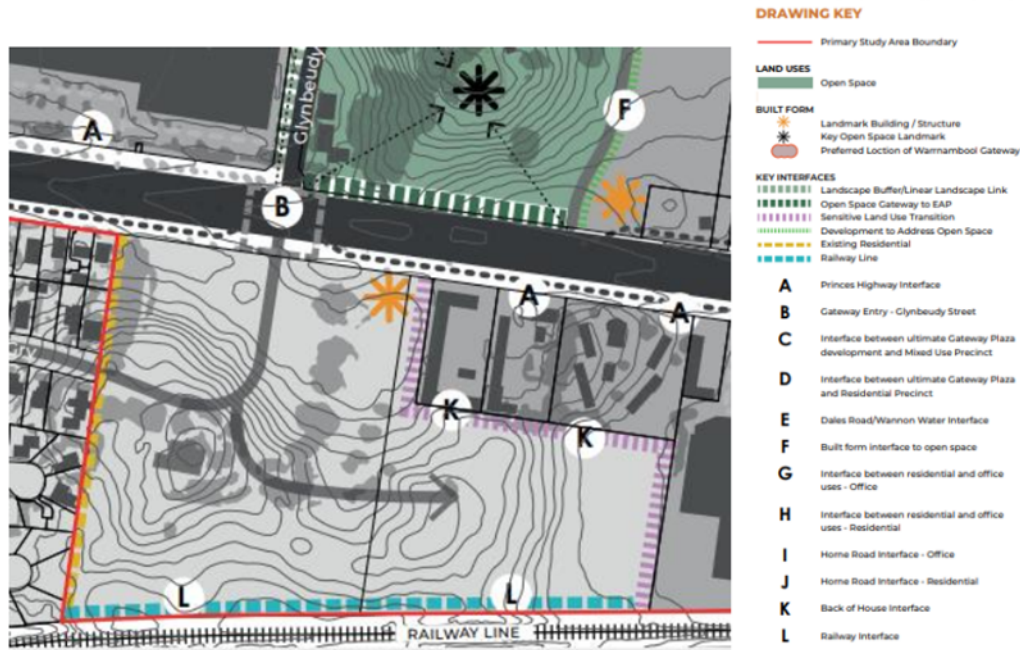
RECOMMENDATION

That having considered all the matters normally required under Section 60 of the Act for planning applications, Council approve the development plan under the relevant provisions of the Warrnambool Planning Scheme in respect of the land described as Lot 2 on LP205354, known as 71 Raglan Parade, WARRNAMBOOL VIC 3280, which seeks to facilitate future residential development on site.

Background

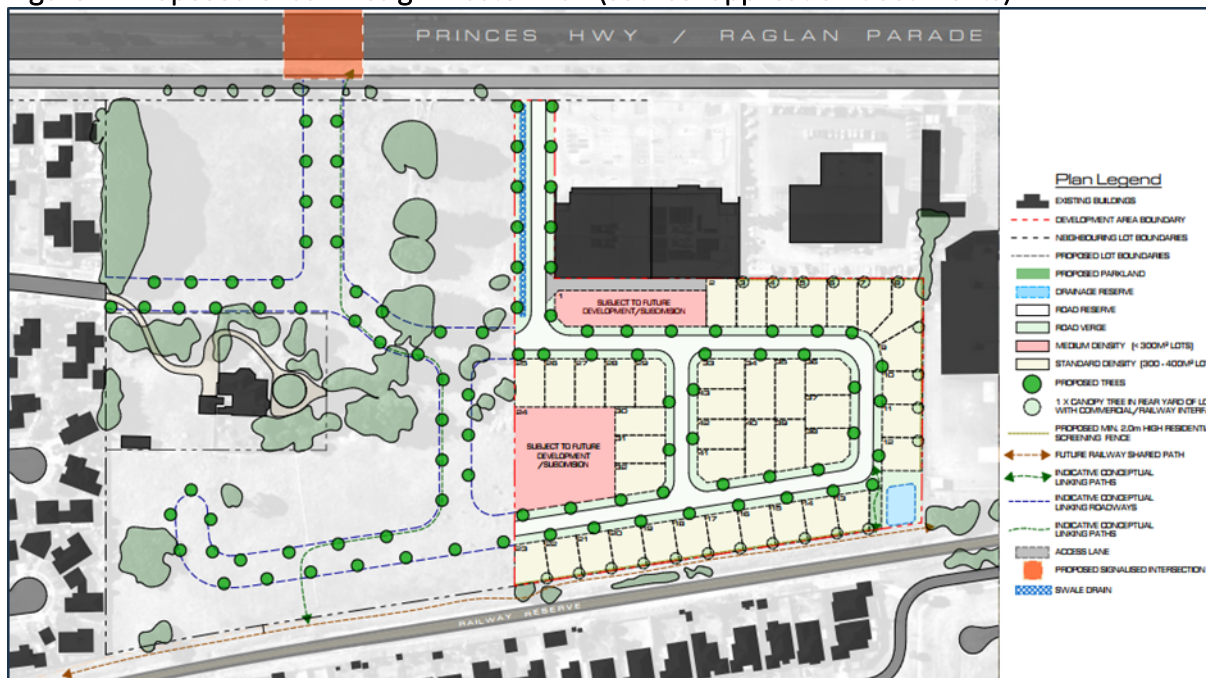
The Warrnambool Eastern Activity Centre Structure Plan was developed in 2016 (and revised in 2020) and included an area south of Raglan Parade behind existing commercial development that was intended for residential development in line with its zoning. The plan showed the subject site as having three key interfaces, namely a 'Gateway Entry' from Raglan Parade, a 'Back of House' interface with commercial land, and a 'Railway' interface to the south. It also acknowledges the existing heritage structure on the western portion of the site.

Figure 1: snip from the Warrnambool Eastern Activity Centre Structure Plan



The current submitted plan shows intended subdivision into 43 lots of unspecified lot sizes typically between 300-400 square metres, with two of the lots being larger sites identified for medium density development. Indicative links are shown to land to the west, for which development is not currently sought but is part of the broad residential area, as well as the potential for a future signalised intersection as intended by the Structure Plan. The site would be accessed, at least in the short term, via the existing road from the Raglan Parade service road.

Figure 2: Proposed Urban Design Master Plan (source: application documents)



The overlay requires that a development plan be approved prior to subdivision of the land, where the applicant has also indicated intent to submit a planning application to subdivide should the plan be approved.

The plan is supported by a number of background reports, including:

- Traffic Impact Assessment (prepared by ESR Transport Planning)
- Engineering Services Report and Feature and Levels Survey (prepared by SITEC)
- Stormwater Management Plan (prepared by SITEC)
- Draft Cultural Heritage Management Plan (Prepared by AKWP Heritage Advisors)
- Preliminary Site Investigation (prepared by DRC Environmental).

The subject site is located approximately 4km east of Warrnambool's Central Business District, with the East Warrnambool precinct featuring a blend of restricted retail/bulky goods, retail/shopping centres (including Gateway Plaza), office/commercial, and residential uses

Issues

The application was subject to a non-statutory exhibition period of two weeks via a newspaper ad, a post on Council's website, and a copy of plans held at Council offices. The newspaper ad was run on 2 March 2024. At the time of writing, no submissions have been received in relation to the proposal.

The application was also referred both internally and externally. Full views of all referrals have been provided in the Delegate Report, however there were some common concerns with the original application which has since been rectified. Mainly, it was originally the applicant's intent only to describe the eastern portion of land, as the western portion is in separate ownership where it is understood that development in the short term is not being pursued. However, an important purpose of a development plan is to ensure cohesive planning of the entire area, or at least a segment of the area dealt with in the original Structure Plan. As the residential area to the south of Raglan Parade should and will operate as one residential neighbourhood, a primary purpose of the Development Plan is to ensure that connectivity and interaction is promoted.

Additional concerns including appropriate interfaces between commercial and transport corridors, intended staging of subdivision and development, and various infrastructure concerns, have largely been addressed via amendment, and can be further refined at the time of the subdivision application.

Assessment Summary

The main mechanism of assessment as it relates to Development Plans are the requirements of the Development Plan overlay, and in this instance Schedule 14. The Schedule outlines a number of reasonably prescriptive requirements under the headings of 'Subdivision and Staging of Development', 'Housing Options', 'Urban Context and Site Analysis Plan', 'Urban Design Master Plan', 'Heritage Assessment', 'Open Space and Landscape Master Plan', 'Integrated Transport and Traffic Management Plan', 'Circulation and Movement Plan', 'Contamination Report', and 'Drainage and Stormwater Management Plan'.

While these elements have all been addressed in the application, there has been some debate as to some details within the various plans. For example, the subdivision requirement suggests that the plan should “provide residential subdivision generally at conventional density (lot sizes of approximately 400-600 square metres)”, but that there were to be “opportunities for smaller and larger lots across the precinct”. The overlay, and Structure Plan behind it, were written at a point in time prior to any notion of global pandemics or renewed focus on providing equitable housing opportunities, therefore it is sensible to assume that the definition of ‘conventional density’ may in fact be malleable. As we have seen in other growth areas within Warrnambool, previously approved subdivisions with ‘conventional densities’ are now being re-subdivided to incorporate smaller lots, driven by the market demand for affordability. With this in mind, the current plan shows a reasonable mix of lots suitable in their context, where the outcome will be consistent with the recommendations of the *Warrnambool Demand and Supply Assessment, 2022*, and other recent housing analyses.

While all other categories were assessed as being compliant, it is important to note that there are a number of specific requirements that will be refined over time. This includes the provision of an approved Cultural Heritage Management Plan, which is currently being developed. Should there be future amendments or modifications required on account of findings within this process, or indeed other design processes, this can either be dealt with at the subdivision application, or if required via an amendment to the Development Plan.

It is also important to note that the Development Plan Overlay Schedule 14 includes a requirement that a Section 173 Agreement be entered into at the planning permit stage to provide for apportionment of financial contributions for higher order shared infrastructure. The Warrnambool Eastern Activity Centre Shared Infrastructure Plan sets out the higher order shared infrastructure and apportionment across the precinct. There are a number of specific projects, primarily involving roads and drainage, that would directly affect this development. It is acknowledged by the applicant that an Agreement will be required via permit condition, and that this site will be required to contribute.

As a broad summary, it can be concluded that the plan addresses the various requirements of the overlay, is generally in accordance with the Structure Plan, and will provide flexible housing options that align with future demographic projections.

Financial Impact

Assessment of the plan has been factored into the existing planning 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

There is no statutory requirement for the approval of development plans; Council officers have reached the recommendation below, with the intent of tabling at the next available Council meeting.

Community Impact / Consultation

Consultation has occurred in the format described above. Council does not currently have a Development Plan procedure or policy, however consultation has occurred in line with current practice.

Legal Risk / Impact

The decision to approve or refuse a Development Plan is appealable. The assessment has been conducted in line with the requirements of the Warrnambool Planning Scheme, and the Planning and Environment Act 1987.

Officers' Declaration of Interest

None.

Collaborative Procurement

Not applicable.

Conclusion

The subject site is within the General Residential zone which anticipates residential development, and is affected by the Development Plan overlay which directs the landowner to seek an approved development plan before future subdivision or development. A plan has been provided which shows a suitable residential outcome for a vacant and under-utilised parcel of land with access to services and amenities. The plan relies on lot densities smaller than that envisaged under the Development Plan Overlay but in keeping with recent investigations undertaken regarding housing demand and changing demographics. The requirements of the overlay have been generally met.

The subdivision layout as shown on the proposed development plan will provide for a suitable outcome that is in keeping with the vision for the land, with appropriate road and footpath connections to the residential land to the west and public links to the rail corridor providing the opportunity for improved transportation links and movement into the future as the area is further developed.

ATTACHMENTS

1. D P 2024-0001 - delegate report - 71 Raglan Parade [7.9.1 - 28 pages]
2. 71 Raglan Pde Development Plan Application Report [7.9.2 - 9 pages]
3. 22-737 71 RAGLAN PARADE DEVELOPMENT PLAN SET (OP T) [7.9.3 - 8 pages]

7.10. Advisory Committee Reports

DIRECTORATE : Executive Services

Purpose

This report contains the record of Advisory Committee meetings.

Report

1. Planning Advisory Committee – 12 June 2024 – refer **Attachment 1**.
2. Community and International Relations Advisory Committee – 18 June 2024 – refer **Attachment 2**.

RECOMMENDATION

That the records of the Planning Advisory Committee held on 12 June 2024 and the Community and International Relations Advisory Committee held on 18 June 2024, be received.

ATTACHMENTS

1. Planning Advisory Committee Minutes - 12 June 2024 [**7.10.1** - 2 pages]
2. Community & International Relations Advisory Committee Minutes - 18 June 2024 [**7.10.2** - 4 pages]

7.11. Cycling Reference Group Minutes 12 June 2024

DIRECTORATE : City Infrastructure

Purpose:

This report contains the record of the Cycling Reference Group Committee meeting, occurring on Wednesday 24 April 2024.

Executive Summary

This report relates to the Cycling Reference Group meeting, held Wednesday 12 June 2024, with a range of items discussed.

Key items from the meeting include the finalisation of the work plan, Council strategy tie-in and the response received from the Department of Transport and Planning relating to local bridges.

RECOMMENDATION

1. That the records of the Cycling Reference Group meeting held on 24 April 2024, be received.
 2. That Council endorses the work plan established by the group and proceeds with its objectives and deliverables as outlined.
-

Background

The Cycling Reference Group (CRG) was formed in 2016. The CRG includes members of the community who are active members of the local cycling community, be that recreational; road racing; road biking; mountain biking; commuter; and/or cycling with children, youth, or older people.

Key items have been highlighted within prior CRG meetings and have been used to develop the finalised Work Plan for the next two years.

Items of interest within the plan include;

Key Infrastructure Projects

- Offroad circuit track (700m – 1500m approx.)
- Deakin Link progression

Minor Infrastructure Projects

- E-Bike Charging Stations

Key Safety Issues

- Rail Trail (Major Upgrade)
- East LATM - Nicholson, Flaxman, Otway, Hopkins, Simpson

Key Strategy/Behavior Input

- Rail Trail behavior
- East LATM - Nicholson, Flaxman, Otway, Hopkins, Simpson

Issues

To enable the items raised as priorities in the Work Plan, applications for funding from external agencies will be necessary. The success or otherwise of these applications will affect the roll-out of the various projects.

Financial Impact

There will be no direct financial cost to Council, however, there is a small commitment of officer resources both as members of and to support the activities of the CRG.

As mentioned above the ability to deliver the various projects will be dependent on receiving external funds.

Legislation / Policy / Council Plan Context

1 A healthy community

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

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

Timing

The current CRG membership term for community members runs from December 2023 through to November 2025.

Community Impact / Consultation

The CRG report outlines the outcomes the group has achieved during the three years, providing a cyclists' perspective to community road safety messaging and education, new infrastructure, and strategic projects.

Given the projects outlined in the work plan, community engagement will also be required within the progression of actions arising.

Legal Risk / Impact

The CRG is a reference group only and holds no decision-making power. The CRG can propose recommendations to Council based on their knowledge and experience as members of the local cycling community to provide information to Council and to support informed decision making by the Council in matters that has a relationship to cycling in the community.

Officers' Declaration of Interest

No officer declared an interest in the Cycling Reference Group.

Conclusion

This report relates to the Cycling Reference Group meeting, held Wednesday 12 June 2024, with a range of items discussed and the finalisation of the proposed Work Plan.

ATTACHMENTS

1. Minutes Cycling Reference Group meeting Wednesday 12 June 2024 [7.11.1 - 9 pages]
2. Warrnambool Cycling Reference Group Works Plan 2023 2025 Draft [7.11.2 - 11 pages]

7.12. Informal Meetings of Council Reports

DIRECTORATE : Executive Services

Purpose

The purpose of this report is to provide Council with copies of Informal Meetings of Council (previously known as "Assembly of Councillor Records") as previously required under section 80A(2) of the Local Government Act 1989.

Background Information

Section 80A(2) of the Local Government Act 1989 required the record of an Assembly of Councillors to be reported at an ordinary Council meeting.

Assembly of Councillor Records are no longer a requirement in the Local Government Act 2020 as of 24 October 2020. However, under Council's Governance Rules, a summary of the matters discussed at the meeting are required to be tabled at the next convenient Council meeting and recorded in the minutes of that Council meeting.

Report

The record of the following Informal Meetings of Council are enclosed:-

Monday 8 July 2024 – refer **Attachment 1**.

Monday 15 July 2024 – refer **Attachment 2**.

Monday 22 July 2024 – refer **Attachment 3**.

Monday 29 July 2024 – refer **Attachment 4**.

RECOMMENDATION

That the record of the Informal Meetings of Council held on 8, 15, 22 and 29 July 2024, be received.

ATTACHMENTS

1. Assembly of Councillors Record 8 July 2024 [7.12.1 - 1 page]
2. Assembly of Councillors Record 15 July 2024 [7.12.2 - 1 page]
3. Assembly of Councillors Record 22 July 2024 [7.12.3 - 1 page]
4. Assembly of Councillors Record 29 July 2024 [7.12.4 - 2 pages]

7.13. Mayoral & Chief Executive Officer Council Activities - Summary Report

DIRECTORATE : Executive Services

Purpose

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

Report

Date	Location	Function
2 July 2024	Warrnambool	Cr Taylor attended the Rotary Club of Warrnambool Changeover Dinner.
2-5 July 2024	Canberra	Mayor, Crs Jellie, Akoch, Paspaliaris, Chief Executive Officer and Director City Growth attended the National General Assembly of Local Government.
	Canberra	Mayor attended the Australian Council of Local Government.
6 July 2024	Warrnambool	Mayor attended Flagstaff Hill Wool Week.
	Warrnambool	Mayor attended Friends of Warrnambool Botanic Gardens AGM.
7 July 2024	Warrnambool	Cr Ziegler attended the Uniting Church induction of new Minister Rev Carlynn Nunn.
13 July 2024	Warrnambool	Mayor attended the Warrnambool Fire Brigade Service Recognition function.
16 July 2024	Warrnambool	Deputy Mayor attended the Anglicare Warrnambool AGM.
17 July 2024	Warrnambool	Mayor officiated at the Australian Citizenship Ceremony with 27 residents becoming Australian citizens.
20 July 2024	Warrnambool	Mayor opened the South West Volunteer Expo.
24 July 2024	Warrnambool	Mayor attended the 21 st birthday celebration of Reveg the Flume.
	Warrnambool	Mayor attended the launch of the book <i>"The Story of the Board"</i> documenting the history of the Warrnambool Pioneer Board.
26 July 2024	Warrnambool	Mayor attended the Independent Retirees Association Warrnambool Branch AGM.

1 August 2024	Warrnambool	Mayor met with 6 Japanese exchange students from Fukuoka, Japan who are visiting Brauer College.
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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