

Council Meeting Agenda

Wednesday 18 February 2026

Council Chamber, Bass Coast Civic Centre

Baillieu Street East, Wonthaggi

Commencing at 1:00 pm

Community Vision 2045

From its flowing hills to its coastal woodlands and wild unspoiled coastlines, the Bass Coast is a source of celebration for all who live in and visit the region.

Our townships are vibrant, rich with culture and full of life, each with its own distinct character. Drawing on our creativity, innovation and resilience we've created a thriving and diverse economy that supports sustainable agriculture and industry.

We live proudly on Bunurong Country, and build on learnings from our First Peoples and their knowledge. We coexist in harmony with our environment, and are prepared for future challenges and changes.

We are the people of the Bass Coast. Experience our cultures and history, and contribute to our story.



Notice of Meeting

Notice is hereby given that the next **Council Meeting** of the Bass Coast Shire Council will be held at the Council Chamber Bass Coast Civic Centre Baillieu Street East, Wonthaggi on 18 February 2026 at **1:00 pm**

Date of Notice – Friday 13 February 2026

Greg Box

CEO

Mobile Telephone Reminder

Please turn off all mobile telephones or in the case of an emergency, please advise the Chair and switch to silent mode.

Statement of Acknowledgement

We acknowledge the Bunurong as the Traditional Owners and Custodians of the lands and waters, and pay respect to their Elders past, present and emerging

Councillor Statement

All members of this Council pledge to the Bass Coast Shire community to consider every item listed on this agenda:

- Based on the individual merits of each item;
- Without bias or prejudice by maintaining an open mind; and
- Disregarding Councillors' personal interests so as to avoid any conflict with our public duty.

Any Councillor having a conflict of interest in an item will make a proper, prior disclosure to the meeting and will not participate in the debate or vote on the issue.

Table of Contents

1 Present and Apologies 6

2 Declarations of Interest 7

3 Confirmation of Minutes 8

3.1 Council Meeting 10 December 2025 8

4 Mayor and Councillor Reports 10

5 Public Question Time 11

6 Notices of Motion 15

7 Petitions and Joint Letters 15

7.1 Public Open Space Drainage and Connectivity Considerations 158 Reed Crescent Wonthaggi 15

7.2 Cowes Foreshore Market 17

8 Reports Requiring Council Decision 20

8.1 2025-2026 Q2 Performance Report 20

8.2 Planning Application PDPERAMD-2023/000115-1 - 2140 KORUMBURRA-WONTHAGGI RD LANCE CREEK 56

8.3 1805 Phillip Island Road, Cowes - Planning Application No. PDPLANPER-2025-000848 354

8.4 The Esplanade (Sunderland Bay Road to Zephyr Court) Intent to Declare a Special Charge Scheme 397

8.5 Bass Coast Aquatic Strategy 2015 (Amended) and Concept Master Plan 454

8.6 Surf Parade Inverloch - one way road traffic 538

8.7 Inverloch Hub Refurbishment – Stage 2 544

8.8 Advocacy Priorities 2026-2028 549

8.9 Rating Strategy Review - Consultation Results and Recommendations 569

9 Statutory Reports 610

9.1 Informal Meeting of Councillors 610

9.2 Planning and Building Statistics - November 2025 620

9.3 Planning and Building Statistics - December 2025 628

9.4 Contracts Awarded and or Extended under CEO Delegation for November & December 2025.....*636*

9.5 Councillor Allowances and Expenses for the Council Term 11 November 2024 to 31 December 2025 .....*638*

10 Urgent Business.....**641**

11 Mayoral Announcement of Next Meeting of Council **641**

12 Confirmation of Closed Minutes.....**644**

12.1 Closed Council Meeting held on 10 December 2025 .....*644*

13 Reports Requiring Council Decision Closed to the Public.....**644**

13.1 Hardship and Financial Hardship - Rates Waiver *644*

13.2 Appointment of ARC Independent Member.....*644*

14 Meeting Closed.....**644**

1 Present and Apologies

2 Declarations of Interest

3 Confirmation of Minutes

3.1 Council Meeting 10 December 2025

That the minutes of the Council Meeting held on 10 December 2025 be confirmed.

Mayor and Councillor Reports

4 Mayor and Councillor Reports

5 Public Question Time

Questions must be submitted in writing prior to the Council Meeting and questions and responses will be published in the minutes.

Please note:

Questions relating to an item in the agenda will be provided with the following response

- ***Councillors will consider and debate all aspects and implications of this issue as part of Council's agenda.***

Governance Rules 2025

Chapter 2 - Meeting Procedure for Council Meetings

Section 53 - Public Question Time

53. Question Time

53.1. Public question time must be held at each Council meeting fixed under Rule 9 to enable members of the public to submit questions to Council.

53.2. Sub-Rule 53.1 does not apply during any period when a meeting is closed to members of the public in accordance with section 66(2) of the Act.

53.3. Questions submitted to Council must:

53.3.1. be in writing, state the name, email and address of the person submitting the question and generally be in a form approved or permitted by Council. This Personal Information is held in accordance with the Privacy and Data Protection Act 2014 (Vic) Principles. The submitted question/s and your name will be entered into the Council Minutes, be available to the public when placed on Council's website: and

53.3.2. be lodged 48 hours prior to the Council meeting.

53.4. No person may submit more than two questions at any, one meeting. If a question has multiple parts to it, it is considered multiple questions. Any additional question will not be read out at the meeting or included in the minutes.

53.5. The person who submitted the question may be present in the Chamber at Public Question Time when the Chair will call their name.
The submitter will have an opportunity to read out the previously submitted question or request the Chair read their question. The question and the response will then be included in the minutes.

53.5.1. The submitter may not raise any additional questions or alter the previously submitted question.

53.5.2. Speakers must abide by the direction of the Chair and in accordance with these Governance Rules.

53.5.3. If the person is not present, the question may not be read out. The question and answer will be included in the meeting minutes. They will not be afforded another opportunity to read their question.

53.6. The Chair or a member of Council staff nominated by the Chair may read a question and response at the meeting which has been submitted in accordance with this Rule. Not all questions are required to be read at the meeting.

53.7. A question may be disallowed by the Chair if the Chair determines that it:
- 53.7.1. relates to a matter outside the duties, functions and powers of Council.
- 53.7.2. is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance.
- 53.7.3. deals with a subject matter already answered.
- 53.7.4. is aimed at embarrassing a Councillor or a member of Council staff.
- 53.7.5. relates to personnel matters.
- 53.7.6. relates to the personal hardship of any resident or ratepayer.
- 53.7.7. relates to confidential information as defined in Section 3 of the Act
- 53.7.8. relates to matters affecting the security of Council property; or
- 53.7.9. relates to any other matter which Council considers would prejudice Council or any person.

53.8. Any question which has been disallowed by the Chair will not be read at the meeting or published in the meeting minutes.

53.9. Any question which has been disallowed by the Chair must be made available to Councillors.

53.10. Where the Mayor or Chief Executive Officer does not accept a question, the submitter is to be informed of the reason or reasons for which their question was not accepted.

53.11. All questions and answers must be as brief as possible, and no discussion may be allowed other than by Councillors for the purposes of clarification.

53.12. Questions must be limited to 50 words inclusive of any preamble and additional information.

53.13. Like questions may be grouped together and a single answer provided.

53.14. The Chair may nominate a Councillor or the Chief Executive Officer to respond to a question.

53.15. A Councillor or the Chief Executive Officer may require a question to be taken on notice. If a question is taken on notice, the answer may be provided in the minutes or a written copy of the answer will be provided to the submitter, where practicable.

53.16. A Councillor or the Chief Executive Officer may advise Council that it is their opinion that the reply to a question should be given in a meeting closed to members of the public. The Councillor or Chief Executive Officer (as the case may be) must briefly state the reason why the reply should be so given and, unless Council resolves to the contrary, the reply to such question must be so given.

53.17. Question time will be for a maximum of 30 minutes unless extended by a Council resolution.

Notices of Motion

6 Notices of Motion

7 Petitions and Joint Letters

7.1 Public Open Space Drainage and Connectivity Considerations 158 Reed Crescent Wonthaggi

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

A Petition containing 454 signatures has been received and a total of 531 entries. The petition reads:

> We the undersigned are local rate payers who would like the recently approved subdivision at 158 Reed Cr — (PDPLANPER-2023/000649) to have positive outcomes for 'Public Open Space', 'Drainage' and 'Pedestrian/ Cycling Transport Connectivity' in the immediate vicinity of the subdivision, benefiting existing Wonthaggi residents, potential purchasers of the new subdivision and visitors to Bass Coast. The reserve would act as a gateway to those exploring the jewel which is the recently created `Yallock Bullock Marine and Coastal Park'.

Section 55.2 of the Bass Coast Shire Council Governance Rules states that:

"Unless Council resolves to deal with it earlier, no motion (other than a motion to receive the same) may be made on any petition, joint letter or other like application until a future Council meeting after that at which it has been presented."

Recommendation

That Council:

1. **Receive the petition, Public Open Space Drainage and Connectivity Considerations 158 Reed Crescent Wonthaggi to lie on the table with a report to be presented no later than the 17 June 2026 Council Meeting.**
2. **Advise the head petitioner of Council's decision.**

Attachments

1. CONFIDENTIAL REDACTED - Sheet 1 - 4 [**7.1.1** - 6 pages]
2. CONFIDENTIAL REDACTED - Sheet 5 - 7 [**7.1.2** - 4 pages]
3. CONFIDENTIAL REDACTED - Sheet 8 - 11 [**7.1.3** - 6 pages]
4. CONFIDENTIAL REDACTED - Sheet 12 - 14 [**7.1.4** - 5 pages]
5. CONFIDENTIAL REDACTED - Sheets 15-19 [**7.1.5** - 5 pages]
6. CONFIDENTIAL REDACTED - Sheet 20 - 29 [**7.1.6** - 11 pages]
7. CONFIDENTIAL REDACTED - Sheet 30-33 [**7.1.7** - 6 pages]
8. CONFIDENTIAL REDACTED - Sheet 34-42 [**7.1.8** - 11 pages]
9. CONFIDENTIAL REDACTED - Sheet 43 - 44 [**7.1.9** - 4 pages]

7.2 Cowes Foreshore Market

Division	**Community & Culture**
Council Plan Strategic Objective	**Vibrant Communities** *Communities are healthy, inclusive, safe and socially connected. Communities celebrate opportunity, recreation, diversity, heritage and reconciliation.*

Declaration

The author has no general or material interests in relation to this report.

A Petition containing 2119 signatures has been received. The petition reads:

'Mayor and Councillors of the Bass Coast Shire Council, we the undersigned, petition Bass Coast Shire Council as of 03/01/2026 to bring the Cowes Foreshore market back to the Cowes Esplanade, noting the council's current plans or discussions about this issue. We seek clarity and consultation on the council's stance and actions to ensure our petition aligns with ongoing processes.

We request a safer site with better accessibility and proximity to the Cowes township and foreshore, especially considering recent safety concerns or incidents reported at the current location. Market traders have experienced significant income losses, up to 50% at the present site, this loss directly affects the livelihoods of the local Bass Coast community. To estimate, markets bring in over 10 million dollars annually to local Bass Coast businesses.

The esplanade summer site in January is a Bass Coast, Phillip Island and Cowes experience highly valued by visitors and locals alike for over 10 years, we would like to continue this tradition and share the benefits.

Section 55.2 of the Bass Coast Shire Council Governance Rules states that:

"Unless Council resolves to deal with it earlier, no motion (other than a motion to receive the same) may be made on any petition, joint letter or other like application until a future Council meeting after that at which it has been presented."

Recommendation

That Council:

1. **Receive the petition Cowes Foreshore Market and resolve to deal with this matter at this Council Meeting in accordance with Council's Governance Rules.**

2. **Confirms that the Island Foreshore Market will be held on the foreshore reserve until June 2026.**
3. **Receives a further report no later than September 2026 detailing outcomes of a review of markets across Bass Coast.**

Attachments

1. CONFIDENTIAL REDACTED - Signatures [**7.2.1** - 123 pages]

Reports Requiring Council Decision

8 Reports Requiring Council Decision

8.1 2025-2026 Q2 Performance Report

Division	**Innovation & Engagement**
Council Plan Strategic Objective	**Visionary Leadership** *Our communities flourish through leadership that is open and responsible, ensuring decisions serve the community's best interests, and comply with legislative obligations.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The Quarterly Performance Report provided in Attachment 1 presents a summary of Council's performance for the quarter ending 31 December 2025. Of the 27 actions in the 2025-2026 Annual Action Plan, 5 were completed, 20 are on track and 2 are delayed but anticipated to be on track at the end of Q3.

This report also provides an overview of Q2 of Council's 2025-2026 financial performance. The Forecasted full year Net Surplus of $2.0 million is $3.5 million favourable compared to the budgeted deficit of $1.5 million. Further details are set out in the Financial Performance section of the report.

Recommendation

That Council receives the December 2025 Quarterly Performance Report.

Background

Section 97 of the *Local Government Act 2020* (the Act) requires councils to prepare a quarterly financial report that includes a comparison of its actual and budgeted financial results for the year to date, including explanations of any material variances and updated financial forecasts for the full financial year.
In accordance with its Operating Principle, Council uses this opportunity to provide a summary of performance against the Annual Action Plan and celebrate achievements to provide transparency in its performance and maintain good governance practices. Council's quarterly reports are published on its website and can be accessed by the public at any time.

Discussion

The purpose of this report is to provide advice on Council's performance for the 3 months ending 31 December 2025, including its performance against the Annual Action Plan 2025-2026, financial performance against its 2025-2026 Budget and capital works project delivery.
This is the second report of the Annual Action Plan for 2025-2026 and Council Plan 2025-2029.

Annual Action Plan Performance

Of the 27 actions in the 2025-2026 Annual Action Plan, 5 were completed, 20 are on track and 2 are delayed but anticipated to be on track at the end of Q3. Some highlights of actions progressed include:

- The Community Vision 2045, Council Plan 2025-2029, Long-Term Financial Plan 2025-2035, Asset Plan 2025-2035, Healthy, Safe and Resilient Bass Coast Plan 2025-2029, Disability Action Plan 2025-2029 and Domestic Animal Management Plan 2026-2029 were adopted by Council in October 2025.
- An artist was appointed to deliver a major public artwork at the Union Theatre in Wonthaggi in support of the year one action of the Public Art Framework.
- A contract was awarded for the Functional Layout Plans and Detailed Designs of Stage 1 of the Phillip Island Sporting Precinct.
- Drainage works have commenced at the Wonthaggi landfill site with the delivery of 325 rolls of geosynthetic liner which have been approved for use.
- Construction work on the Wonthaggi to Inverloch shared path is nearing completion. Council has received preliminary approval from the Department of Transport and Planning for the pedestrian crossing design at Toorak Road, Inverloch.
- Proposed rating differential options have been released for community consultation. The community consultation is scheduled to close in Q3.

The 'Highlights' section of the report provides an overview of other key work delivered in the quarter.

Financial Performance

Council's year-to-date operating surplus is $36.5 million. This is due in part to the practice of raising rates and charges for the full financial year when the rates notices are generated and the lower than expected Materials and Services spend resulting in a $3.6 million favourable variance to budget.

Council's forecast full year Operating Surplus of $2.0 million is $3.5 million favourable to budget primarily due to its projections for $7.0 million in unbudgeted Capital Grants. Council's forecast full year adjusted underlying net result (which excludes capital grants) is a $13.6 million deficit compared to a budgeted underlying deficit of $9.98 million.

The adverse projection for Council's full year results is due to the forecast completion of the carry forward operational projects, lower than budgeted User fees, unbudgeted sand renourishment rectification works and the higher than budget depreciation and amortisation expense ($2million) because of the infrastructure asset revaluation adjustments recognised during the 2025 financial year end.
Council is forecasting a full year funding statement deficit of $650,000. The deficit compared to the budgeted balanced result is due to lower than budgeted revenue for Waste Fees and unplanned sand renourishment works. Higher repayments of debt are forecasted although these have been funded by Strategic Reserve allocations.
The Forecast Financial Sustainability risk indicators for 2025-26, prepared by the Victorian Auditor General, projecting three low risk, three medium risk and one high risk outcome forecasted.

- Council is reporting an Adjusted Underlying deficit of $13.6 million (or – 12.9%), reflecting the budgeted operational projects for the landfill rehabilitation works and higher depreciation costs reflecting the year-end assets revaluation adjustments.
- The landfill rehabilitation projects have also impacted Council's internal financing metric, forecast to be a medium risk at 94% as Council is utilising dedicated reserves to fund the works.
- Medium risk outcomes are forecast for the Capital Replacement (1.4) and Renewal Gap metrics (0.8), which are up and on budget respectively. Both metrics reflect the capital programs inclusion of new grant funded asset expenditure and the completion of carry forward capital projects.

Full details are provided in the attached quarterly report. It is noted that the Chief Executive Officer as required under Section 97(3) of the *Local Government Act 2020* is of the opinion that a revised budget is not required.
Council's Q2 Performance Report includes alignment of the 2025-26 Adopted Budget to Adopted Council Plan. With the Council Plan 2025-2029 adopted in October 2025 post the adoption of the 2025-26 Budget, the report aligns Section 6 of Council's 2025-2026 Budget by Strategic Objectives and Reconciliation to Operating Result to the Strategic Objectives under the Council Plan 2025-2029.

Stakeholders

- Communities of Bass Coast Shire
- Councillors

Conclusion

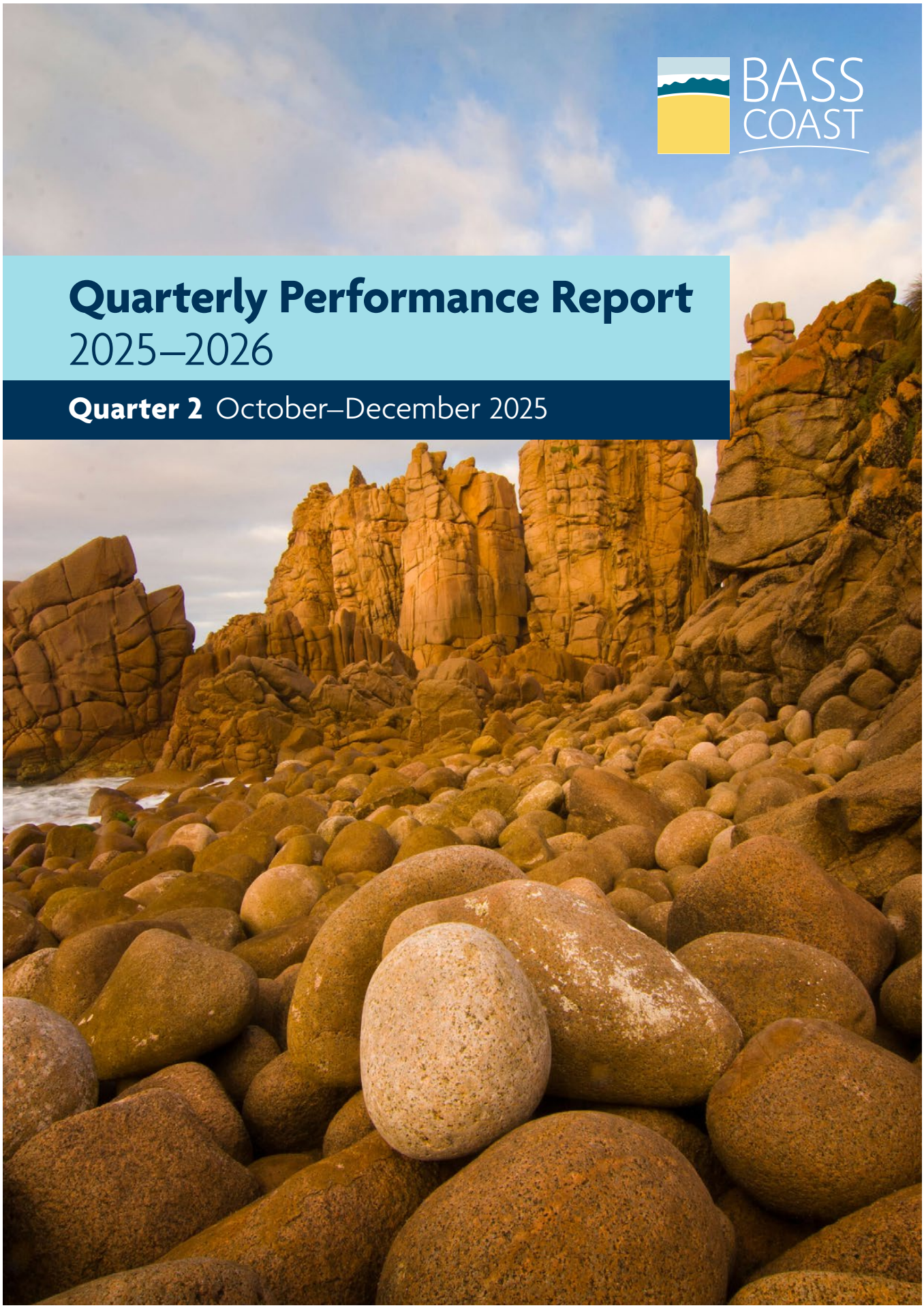
The Quarterly Performance Report (Attachment 1) provides information on Council's financial and corporate performance for the quarter ending 31 December 2025. The December 2025 Quarterly Performance Report will be available on Council's website.

Governing Documents

Local Government Act 2020

Attachments

1. Q 2 Quarterly Performance Report (Attachment 1) [**8.1.1** - 32 pages]


BASS
COAST
Quarterly Performance Report
2025–2026
Quarter 2 October–December 2025



Acknowledgement of Country

Bass Coast Shire Council acknowledges the Bunurong as the Traditional Owners and Custodians of the lands and waters, and pays respect to their Elders past, present and emerging, for they hold the memories, the traditions, the culture and Lore.

Bass Coast Shire Council celebrates the opportunity to embrace and empower the Aboriginal and/or Torres Strait Island Communities in their diversity.

Bass Coast Shire Council will create opportunities for future recognition and respectful partnerships that will honour the Traditional Owners and Custodians, and Aboriginal and/or Torres Strait Islander Peoples.

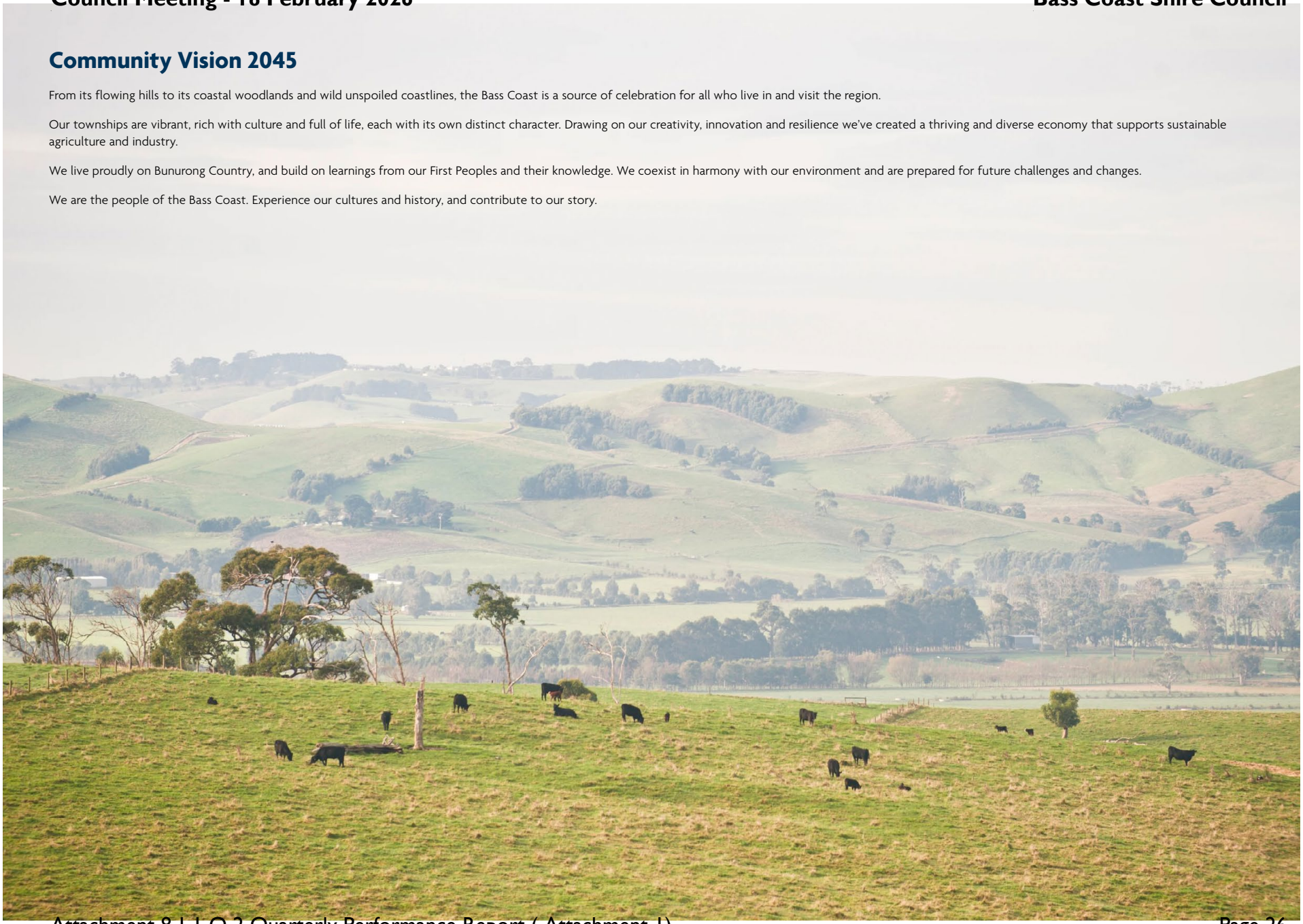
Community Vision 2045

From its flowing hills to its coastal woodlands and wild unspoiled coastlines, the Bass Coast is a source of celebration for all who live in and visit the region.

Our townships are vibrant, rich with culture and full of life, each with its own distinct character. Drawing on our creativity, innovation and resilience we've created a thriving and diverse economy that supports sustainable agriculture and industry.

We live proudly on Bunurong Country, and build on learnings from our First Peoples and their knowledge. We coexist in harmony with our environment and are prepared for future challenges and changes.

We are the people of the Bass Coast. Experience our cultures and history, and contribute to our story.



Definitions for this report

Finalise: Develop and present final draft to Council for consideration, or complete delivery of a project.

Review: Assess and update including developing recommendations for further action.

Implement: To deliver actions of the plan, strategy or project.

Prepare: Complete the final version of a plan, application, framework or a business case.

Contents

Community Vision 2045	4
About the Quarterly Performance Report	7
Annual Action Plan Update	12
Strategic Objective: Naturally Beautiful	14
Strategic Objective: Thriving Places	16
Strategic Objective: Vibrant Communities	18
Strategic Objective: Visionary Leadership	20
Quarterly Highlights	22
Financial Report	32
Budget Alignment to Council Plan	44
Capital Works Status Report	50

Diversity and Inclusion

Bass Coast Shire Council celebrates the diversity of our communities. We acknowledge and respect the skills, insights and life experiences of all community members irrespective of gender, ethnicity, ability, religious belief, sexuality or age.

Child Safe Statement

Bass Coast Shire Council is committed to child safety and wellbeing, actively working to prevent abuse by identifying and addressing risks early. This work is underpinned by Council's Child Safe Statement, which guides our commitment to ensuring the safety, inclusion and wellbeing of every child.

Gender Impact Assessment

In accordance with the *Gender Equality Act 2020*, a Gender Impact Assessment was undertaken in developing the Annual Action Plan 2025–2026, ensuring it reflects fairness, inclusivity and the diverse needs of our community.

About the Quarterly Performance Report

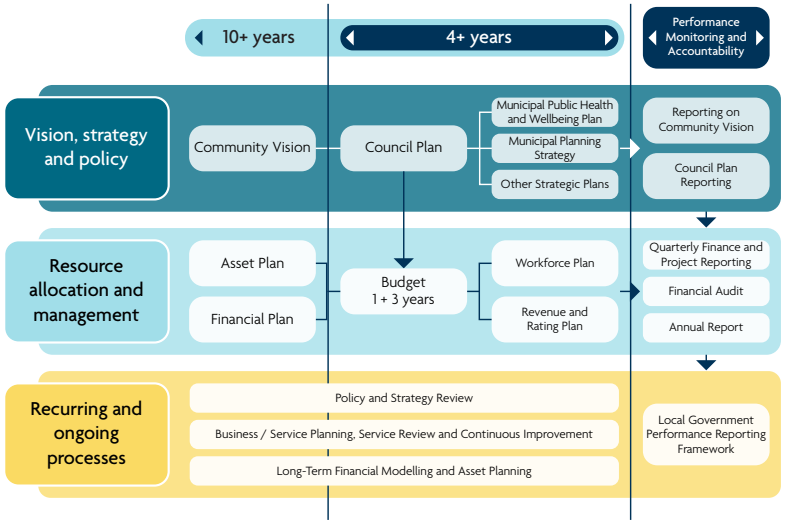
The Quarterly Performance Report reflects Bass Coast Shire's continued commitment to transparency and accountability, while also meeting statutory requirements. In accordance with Section 97 of the *Local Government Act 2020*, Council is required to produce a quarterly budget report that includes a comparison of its actual and budgeted financial results for the year to date, including explanations of any material variances and updated financial forecasts for the full financial year.

This report also serves as an opportunity to update the community on Council's progress in delivering the Annual Action Plan 2025–2026 and share achievement highlights in line with Council's Operating Principle and Council Plan 2025–2029.

About the Integrated Planning and Reporting Framework

Council's Integrated Planning and Reporting Framework guides Council's planning in accordance with the *Local Government Act 2020*. It outlines how the Community Vision will be delivered through the Council Plan, the Annual Budget and other key Council plans and strategies. It also includes how reporting is undertaken to ensure accountability and transparency on Council's progress towards achieving the aspirations set in the Community Vision.

Bass Coast Integrated Planning and Reporting Framework



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About the Council Plan

Every 4 years Council develops a Council Plan. The Council Plan 2025–2029 is presented under 4 Strategic Objectives and detail the priorities, strategies and services that Council will deliver to achieve these outcomes. The 4 strategic objectives are aligned to the Community Vision 2045 and describe the future Council is working towards.

All the activities completed by Council, including those in this report, contribute to one or more of these strategic objectives.

Key actions to deliver these priorities are outlined in Council's Annual Action Plan each financial year and reported on quarterly to the community through this report.

The 4 Strategic Objectives of the Council Plan 2025–2029

Naturally Beautiful	Together we build resilience and protect and enhance our natural environment.
Thriving Places	Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.
Vibrant Communities	Communities are healthy, inclusive, safe and socially connected. Communities celebrate opportunity, recreation, diversity, heritage and reconciliation.
Visionary Leadership	Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.

Operating Principle

Bass Coast Shire Council is committed to delivering good governance for the benefit and well-being of the local communities and future generations. This involves partnering with the communities to address current needs and be prepared for future challenges. In all that we do, Council is committed to being responsive, efficient, transparent and future focused.



Overview of Council Plan

Strategic Objective	Naturally Beautiful	Thriving Places	Vibrant Communities	Visionary Leadership
Aspirations What we want to achieve long term	Together we build resilience and protect and enhance our natural environment.	Facilities and infrastructure meet current and future needs. Growth is sustainable and well-planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.	Communities are healthy, inclusive, safe and socially connected. Communities celebrate opportunity, recreation, diversity, heritage and reconciliation.	Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.
Priorities What we will focus on for the next 4 years	• Enhancing biodiversity and natural asset protection • Increasing energy, disaster and climate resilience • Optimising water management • Strengthening waste management • Supporting circular economy	• Delivering well-planned townships • Enhancing Eco Tourism • Facilitating sustainable development • Providing fit for purpose assets and facilities • Supporting local industry, business and agriculture	• Advocate to increase in affordable housing and access to local services • Celebrating culture and history • Promoting healthy, active, safe and inclusive communities • Strengthening community connection and resilience • Support young people to live, learn, play and connect locally • Walking alongside our First Nations communities on the path to reconciliation	• Driving innovation • Effective communication and engagement • Maximising alternative revenue • Optimising partnerships • Strong advocacy
Lead Strategies How we will deliver these objectives	• Climate Change Action Plan	• Asset Strategy • Economic Development Framework • Integrated Transport Strategy • Municipal Planning Strategy	• Healthy, Safe and Resilient Bass Coast Plan (Municipal Public Health and Wellbeing Plan)	• Long Term Financial Plan
Services Services to deliver these objectives	• Resource recovery and waste management • Sustainability	• Asset Management • Design and delivery • Economic development • Planning and Building	• Arts, Culture and Heritage • Customer and Visitor Experience • Healthy, safe and connected communities	• Finance, Systems and Human Resources • Governance and Leadership
Operating Principle	**In all that we do, Council is committed to being:** **Responsive Efficient Transparent Future-focused**			



Annual Action Plan Update

Q2 Action Status Guide

✓ **Black tick = Completed:**
This has been achieved. No further action is required.

Green circle = On track:
All elements of this action are on track for delivery.

Amber circle = Delayed and anticipated to be on track next quarter:
The progress of this action is behind schedule, however, is anticipated to be recovered and back on schedule next quarter.

Red circle = At risk or unable to be completed:
The delivery of this action has been severely impacted and/or is unlikely to be achieved.

Q2 Status of Actions Overview

Council will report on 27 actions for the 2025–2026 financial year that directly contribute to progressing the priorities outlined in the Council Plan.

This quarter reported:

- ✓ Completed: **5**
- Green circle: On track: **20**
- Amber circle: Delayed and anticipated to be on track next quarter: **2**
- Red circle: At risk or unable to be completed: **0**

Strategic Objective: Naturally Beautiful

Together we build resilience and protect and enhance our natural environment.

Action	Aligned Priority	Lead Department	Comment/Update	Status
Deliver the Wonthaggi closed landfill capping project.	- Strengthening waste management - Supporting circular economy	Sustainable Environment	Drainage works have commenced, and 325 rolls of geosynthetic liner have been delivered to site and approved for use. An EPA site tour and briefing was completed for the project in December.	
Undertake a mid-term review of the Bass Coast Climate Change Action Plan 2020-2030.	- Enhancing biodiversity and natural asset protection - Increasing energy, disaster and climate resilience - Optimising water management	Sustainable Environment	Community consultation for the mid-term review has been completed. A consultation summary report and other review documents are being drafted for Council's consideration in Q3.	
Deliver a series of Living Lightly workshops promoting practical tips for a more affordable and sustainable lifestyle.	- Enhancing biodiversity and natural asset protection - Optimising water management	Sustainable Environment	During October to December 28 Living Lightly workshops were delivered across the Shire in partnership with community groups. Topics included clothing and furniture repair, all-electric homes, fermenting and preserving, and natural pest control in the home garden. Planning for the 2026 workshop calendar has commenced with the full program set to be released in Q3.	
Deliver a Clean Energy Retrofit to a minimum of one community facility.	- Increasing energy, disaster and climate resilience	Sustainable Environment	Site investigations have been completed, resulting in the shortlisting of 3 sites. These locations are under assessment to identify the most feasible for installation of solar PV and battery.	
Advocate for the protection of the Western Port Woodlands.	- Enhancing biodiversity and natural asset protection	Governance and Communications	The protection of the Western Port Woodlands was identified by Councillors as a major advocacy priority in Q2. Council promoted this priority during meetings with Ministers, Shadow Ministers and advisers, and issued invitations for site visits. Council's grant application to support strategic planning work was unsuccessful; however, the Victorian Government is progressing integration of the Statement of Planning Policy into the Bass Coast Planning Scheme, with priority amendments scheduled for Q3 to strengthen protection of the woodlands.	

Strategic Objective: Thriving Places

Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.

Action	Aligned Priority	Lead Department	Comment/Update	Status
Adopt the Road Management Plan review.	- Providing fit for purpose assets and facilities	Infrastructure Delivery	The Road Management Plan review report was adopted by Council on October 15 2025.	✓
Adopt the Asset Plan 2025–2035.	- Providing fit for purpose assets and facilities	Infrastructure Delivery	The Asset Plan 2025-2035 was adopted by Council on October 15 2025.	✓
Prepare a Functional Layout Plan for the Phillip Island Recreation Reserve.	- Providing fit for purpose assets and facilities	Major Projects and Property	A contract has been awarded for the Functional Layout Plans and Detailed Designs of Stage 1 of the Phillip Island Sporting Precinct.	●
Continue delivery of the Cowes Streetscape Project works including Thompson Ave North and The Esplanade.	- Providing fit for purpose assets and facilities - Supporting local industry, business and agriculture	Major Projects and Property	Phase 1 works of the project have been completed, and The Esplanade East is open for use. Minor works will continue throughout the project including replacement of temporary railing, connection of public lighting to the network and planting.	●
Commence detailed design for the Bass Coast Aquatic and Leisure Centre (Wonthaggi).	- Providing fit for purpose assets and facilities	Major Projects and Property	Community engagement on the draft amended Bass Coast Aquatic Strategy and the Redevelopment Concept Plan has been completed. These documents are expected to be presented to Council for consideration at the February 2026 Council Meeting. A tender for the detailed design will be released once structural and geotech feasibilty work has been completed.	●
Prepare and submit Bass Coast's application for Eco Destination Certification through Ecotourism Australia.	- Enhancing Eco Tourism	Economic Development	The stages of the Eco Destination Certification have been reprioritised, resulting in the Tourism Impact Assessment now due to be completed at a later date, however progress has still been made. Destination Management accreditation criteria were completed and submitted to Ecotourism Australia. Draft sections for other criteria's including Nature and Scenery, Culture and Traditions and visitor education were all progressed.	●
Commence a review of the Bass Coast Planning Scheme.	- Delivering well-planned townships	Strategy & Growth	The review of the Bass Coast Planning Scheme has commenced, however progress has been delayed due to awaiting decision from the State Government on resource allocation. It is anticipated that the action will be on track next quarter.	●
Finalise construction of the Wonthaggi to Inverloch Shared Path.	- Delivering well-planned townships - Facilitating sustainable development	Infrastructure Delivery	Construction work on the path is nearing completion. Council has received preliminary approval from the Department of Transport and Planning for the pedestrian crossing design at Toorak Road, Inverloch.	●
Commence preparing the partnership framework, land use framework and business case for the former Wonthaggi School Site.	- Delivering well-planned townships - Facilitating sustainable development - Providing fit for purpose assets and facilities	Major Projects and Property	The partnerships framework, land use frameworks and business case have been delayed as Council awaits the outcome of the grant funding application through the Federal Governments Regional Precincts and Partnerships Program. Council has partnered with MAV to complete investigative work on a Housing Innovation Project. Additionally, the Wonthaggi Precinct and Projects Community Reference Group has been formed and commenced meetings.	●

Strategic Objective: Vibrant Communities

Communities are healthy, inclusive, safe and socially connected. Communities celebrate opportunity, recreation, diversity, heritage and reconciliation.

Action	Aligned Priority	Lead Department	Comment/Update	Status
Adopt and commence implementation of the Healthy, Safe and Resilient Bass Coast Plan 2025 - 2029.	- Promoting healthy, active, safe and inclusive communities - Strengthening community connection and resilience - Support young people to live, learn, play and connect locally	Community Wellbeing & Culture	The Healthy, Safe and Resilient Bass Coast Plan 2025 - 2029 was adopted by Council on 15 October 2025. The detailed Year One Action Plan outlining key priorities, responsibilities and actions is progressing.	
Commence implementation of the Public Art Framework.	- Celebrating culture and history	Community Wellbeing & Culture	In line with the Year One action of the Public Art Framework, an artist was appointed via a tender process to deliver a major public artwork at the Union Theatre in Wonthaggi.	
Co-design and endorse a First Nations Framework.	- Walking alongside our First Nations communities on the path to reconciliation	Community Wellbeing & Culture	The draft First Nations Framework is under review by the Bunurong Land Council Aboriginal Corporation. Feedback will be incorporated before the framework is progressed.	
Identify and strengthen strategic partnerships with housing and service providers and support those partnerships when delivering Council services.	- Advocate to increase in affordable housing and access to local services	Community Wellbeing & Culture	Housing Advocacy priorities refreshed within broader organisational advocacy priority review. Engagement with Community Housing peak bodies and providers is ongoing,	

Strategic Objective: Visionary Leadership

Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.

Action	Aligned Priority	Lead Department	Comment/Update	Status
Adopt the refreshed Community Vision.	- Driving innovation	Governance and Communications	The Community Vision 2045 was adopted by Council on 8 October 2025.	✓
Adopt the Council Plan 2025–2029.	- Driving innovation	Governance and Communications	The Council Plan 2025–2029 was adopted by Council on 8 October 2025.	✓
Adopt the Long-Term Financial Plan 2025–2035.	- Maximising alternative revenue	Financial Services	The Long-Term Financial Plan 2025–2035 was adopted by Council on 15 October 2025.	✓
Adopt the Workforce Plan 2025-2029.	- Driving innovation	People and Culture	The draft Workforce Plan 2026-2029 has been developed and is planned to be finalised in Q3.	●
Review of Council's rating strategy and differential rates.	- Maximising alternative revenue	Financial Services	Proposed rating differential options have been released for community consultation. The community consultation is scheduled to close in Q3, with results to be presented to Council for consideration along with a revised Rating Differentials recommendation.	●
Enhancing the customer experience by improving engagement channels.	- Effective communication and engagement	Customer & Digital Experience	Council's new telecommunications platform was successfully delivered. In addition, an assessment of customer engagement on the Council's core web platform was completed.	●
Continue to advocate and optimise strategic partnerships to improve community outcomes.	- Strong advocacy - Optimising partnerships	Governance and Communications	Advocacy priorities were shared with Councillors and are planned to be finalised in Q3. The partnership program was reviewed. During Q2 Council optimised strategic partners for a joint advocacy campaign for the retention of the MotoGP, gaining significant community engagement and national media coverage.	●
Commence the review of the Communications and Engagement Strategy.	- Effective communication and engagement	Governance and Communications	In reviewing the Communications and Engagement Strategy, it has been identified that the new strategy is best incorporated into a combined Communications, Engagement and Advocacy Strategy. This draft integrated strategy will be developed by June 2026.	●
Commence the review of the Advocacy Strategy.	- Strong advocacy	Governance and Communications	In reviewing the Advocacy Strategy, it has been identified that the new strategy is best incorporated into a combined Communications, Engagement and Advocacy Strategy. This draft integrated strategy will be developed by June 2026.	●



General

Advocacy Delegation

Early December, CEO Greg Box, Mayor Cr Halstead and Deputy Mayor Cr Tessari held 12 meetings with Ministers, Shadow Ministers and Advisers across one action packed day in State Parliament.

Council met with a broad cross-section of Government and Opposition members including the Office of the Premier, Jacinta Allan, Ministers for Local Government, Planning, Agriculture, Community Sport, Transport Infrastructure, Creative Industries, Emergency Services, as well as the Leader of the Opposition, Jess Wilson and Shadow Ministers for Local Government, Tourism, Sport and Major Events, Planning, and Outdoor Recreation.

During their visit, they discussed key focus areas, including:

Australian Motorcycle Grand Prix

Council is seeking urgent support from the State Government to secure the event's future in Bass Coast beyond 2026.

Wonthaggi Aquatic Centre

Council is seeking co-funding commitments from all levels of government to renew Bass Coast's ageing pool.

Coastal Erosion

Council is calling for consistent, coordinated state-wide Coastal Inundation and Erosion Control, in the form of an overlay similar to the Bushfire Management Overlay.

Phillip Island Recreation Reserve

Council is seeking funding to deliver a fit-for-purpose, multi-use community sport and recreation hub for Phillip Island.

Activation of the former Wonthaggi Secondary College site

Council seeks to partner with the State Government to develop this key parcel of land into a thriving precinct that best serves the needs of the community.

Protection of Western Port Woodlands

Council is seeking recognition of the significance of the Westernport Woodlands and an Environmental Significance Overlay to ensure their ongoing protection and preservation.

Further conversations were had to reinforce Council's position on the Emergency Services and Volunteers Fund (ESVF), and to reiterate the financial sustainability constraints of Peri-Urban Councils and the need to implement the Distinctive Areas Landscape (DAL) into the Planning Scheme, as well as the need for improved Public Transport connectivity across Bass Coast.



Federal Funding Secured for Stewart Road Bridge, Kernot

Council was delighted to announce that the Stewart Road Bridge reconstruction in Kernot will proceed, following the successful approval of Council's grant application through the Australian Government's *Safer Local Roads and Infrastructure Program (SLRIP)*.

The Federal Government committed $1.768 million towards the $2.21 million project, ensuring this vital piece of rural infrastructure can be rebuilt to modern safety standards, and reconnect the Kernot community after a long and challenging period of closure.

The new bridge will replace the former structure which suffered repeated overload impacts and was closed due to safety concerns. The upgrade will restore safe and reliable access for locals and improve response times for the Kernot-Grantville CFA, who had previously faced significant detours during emergencies.

Council has completed extensive preparatory work in the background to ensure the project could progress swiftly once funding was confirmed in December. This includes detailed designs, environmental assessments, cultural heritage due diligence, vegetation impact assessments, and early procurement planning.





Inverloch Coastal Protection Works

Late November, Council begun important coastal protection works in Inverloch. The project will extend the existing sandbag wall, and complete repair works near the Inverloch Surf Lifesaving Club to help safeguard public land, community assets and vital access points from ongoing wave erosion. Specifically, 110 metres of new sandbag wall will be constructed to the east and west of the existing structure, repairing existing bags and access tracks, extracting and transporting sand from Point Norman to fill the sandbags, and undertaking reinstatement works including shrub planting where they have been disturbed by the works.

The $700,000 project has been funded by the Department of Energy, Environment and Climate Action (DEECA). Works were ceased mid-December to allow for the busy summer beach access and operation of the Surf Life Saving Club and will resume early February.

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Healthy, Safe and Connected Communities

Domestic Animal Management Plan

During Q2, Council increased its presence and engagement on beaches across the Shire, with heightened patrols at priority locations. Patrol times were adjusted to better align with peak visitation, resulting in improved compliance at key sites.

In addition to this, Council worked in partnership with local community groups to improve signage at important beach locations, with new signs installed throughout the quarter.

Council also developed and launched new community messaging materials aimed at visitors which is aligned to the goals of the Domestic Animal Management Plan.





Disability Action Plan

The *Disability Action Plan 2025–2029* was adopted by Council on 15 October 2025 and is now being implemented across all areas of Council, with a strong focus on human-centred and universal design. Inclusion and access are being further embedded early in projects, strengthening more equitable outcomes.

Implementation is well progressed, including strengthening the role of the Access and Inclusion Advisory Committee to inform project design, the application of disability, neurodiversity, and gender lenses across projects, and the integration of accessibility requirements into emergency management. Council has also embedded accessible design principles into community engagement, with a focus on Easy Read content and multiple engagement formats now key considerations.

Events

Overview

Bass Coast Shire Council again hosted and supported a diverse and vibrant calendar of events, from homegrown community celebrations to nationally significant major events and sporting competitions. Throughout the quarter, Council supported 18 significant events and 10 major markets, and delivered 4 Council led events, all of which continued to drive visitation, strengthen the local economy, and showcase the region's distinct coastal character.

This quarter represented a significant investment in the shoulder and peak summer period, with a strong focus on leveraging major events to maximise flow-on benefits for townships, businesses and the wider visitor economy.

Below is an overview of key information:

- 18 events and 10 markets supported
- 4 Council led events delivered
- Total estimated 130,000 attendees
- $218,000 invested in event delivery and direct financial support, in addition to significant in-kind support.

Rip Curl GromSearch Phillip Island.

The Rip Curl GromSearch Phillip Island was held in October, attracting Australia's top emerging junior surfers to compete at one of the country's most iconic surf locations. Council contributed both funding and in-kind support to help deliver the event, which forms part of a nationally recognised talent pathway for young surfers. Hosting the GromSearch helped reinforce Council's reputation as a leading surf destination while also boosting visitation during the shoulder season and supporting local accommodation providers and businesses.

Australian MotoGP and Cowes MotoGP Entertainment Precinct

The Australian MotoGP returned to Phillip Island in October, drawing its biggest crowd since 2012, with 91,245 fans attending across the weekend. Council delivered the Cowes MotoGP Entertainment Precinct to help maximise the economic and community benefits of this major international event. This activation brought live entertainment, family friendly activities and extended trading to the Cowes township and successfully encouraged visitation beyond the track circuit benefiting local businesses during the shoulder season.





Australian Stand Up Paddleboard Titles

In October, Bass Coast once again welcomed the Australian Stand Up Paddleboard Titles for the second year of its 3 year hosting arrangement. With Council's financial and in-kind support, the event brought elite competitors and spectators from across the country. The event showcased Bass Coast as a key destination for water-based activities and helped increase off-peak tourism and overnight stays.

Bass Coast Cycle Challenge

November saw the return of the Bass Coast Cycle Challenge for its 15th year, attracting cyclists and their families from across Victoria to participate in one of the states leading recreational charity cycling events. The event offered a range of ride options across Bass Coast, catering to riders of all ages and abilities. With financial and in-kind support from Council, the event was delivered safely and successfully, while again generating visitation during the shoulder season. Proceeds from the event support youth road safety education, and the event helps build Bass Coasts profile as a welcoming place for cyclists while delivering strong social and economic benefits.

New Year's Eve Fireworks (Council-delivered)

Council delivered 3 New Year's Eve firework events in Inverloch, Coronet Bay and Cowes, providing free, family friendly celebrations for both residents and visitors. These Council run celebrations helped spread crowds across multiple townships, improving community safety and supporting local businesses during one of the busiest times of the year.

Alongside these celebrations, 10 major markets continued to draw strong attendance, showcasing local producers, artisans and small businesses while enriching our visitor offering.

Council's contribution

Council invested $218,000 in direct financial support and event delivery during the quarter. This investment was complimented by substantial in-kind support, including:

- Marketing and communications promotion across Council channels
- Event guidance
- Business liaison and local engagement
- Provision of event equipment and waste management services.

Capital Works

Toorak Road and Venus Street Footpath – Stage 3

The final stage of the Toorak Road and Venus Street footpath project is now complete and improve pedestrian safety and accessibility. Delivered in 3 stages, these works were planned to reduce disruption to the community during construction.

The project was initiated in response to specific community feedback and reflects Council's commitment to providing safer, more accessible pathways for all users. The upgrades include a new 1.5-metre-wide concrete footpath connecting to the existing network along Toorak Road and Venus Street in Inverloch, along with two new pedestrian refuge islands installed near the Cashin Street–Toorak Road and Ocean View Court–Venus Street intersections.

The project was proudly funded by Bass Coast Shire Council with a total investment of $95,000.





Wonthaggi Old Post Office Refurbishment

The Old Post Office in Wonthaggi is a treasured local landmark and is currently undergoing significant refurbishment to preserve its heritage.

Constructed in 1911, this historic building stands as a testament to Wonthaggi's early development, then serving as the town's communication hub; a lively centre where telegrams were dispatched nationwide. Work is progressing on preserving the building's unique character. Essential service disconnections and minor structural activities are complete. Structural upgrades and stormwater drainage are now underway.

The refurbishment is scheduled for completion in quarter 3 of the 2026-2027 financial year and is proudly funded by Bass Coast Shire, with a total investment of $1,011,000.

Financial Report

Quarter 2 October–December 2025



Contents

2	Financial Performance	34
2.1	Funding Statement	36
2.2	Funding Statement Variances	38
2.3	Statement of Capital Works Expenditure	39
2.4	Treasury	40
Financial Statements		41
2.5	Comprehensive Income Statement	41
2.6	Balance Sheet	42
2.7	Cash Flow Statement	43

2 Financial Performance

	Year to Date Sep 25	Budget June 26	Forecast June 26
Net Result ($'000s)	36,489	(1,513)	1,982
Adjusted Underlying Result ($'000s)	32,723	(9,982)	(13,592)
Funding Statement Result ($'000s)	37,018	0	(650)
Capital works ($'000s)	10,605	31,548	39,280
Liquidity	2.4	1.4	1.5
Unrestricted Cash	37.5%	12.2%	34.4%

Council's year to date operating surplus is $36.5 million. This is due in part to the practice of raising rates and charges for the full financial year when the rates notices are generated and the lower than expected Materials and Services spend resulting in a $3.6 million favourable variance to budget.

Council is forecasting a full year Net Surplus Result of $2.0 million, $3.5 million favourable to budget. This reflects the recognition of $7.0 million in unbudgeted capital grants, including $2.1 million delivery of Cowes Foreshore Precinct, $1.2 million Blackspot and Speed zone changes, $182k Silverleaves sand renourishment, $802k Maher's Landing Stage 2 and $776k Repairs to Inverloch Surf Life Saving Club Seawall. Removing the impact of these capital grants, Council's adjusted underlying result is forecast to reflect a $13.6 million deficit, (compared to an adjusted underlying budgeted deficit of $10.0 million).

Whilst Council's full year result was budgeted as a $10 million deficit the forecast of $13.6 million deficit is predominantly linked to the delivery of the operational programs carried forward from previous financial years and increased depreciation of $2.0 million. $1.3 million additional expenditure relates to the delivery of initiatives including Council Support Fund (storms), Neighbourhood Character and Housing strategy, Climate Change Action initiatives and Regional anti-vaping campaign.

Council's forecast full year capital works for 2025-2026 is $39.3 million. This is $7.7 million higher than budget due to the forecast completion of $9.3 million of works carried over from 2024-2025. With contractor commitments and project scheduling advanced, the second quarter review of the capital program has led to a $2.9 million reduction in the full year forecast in comparison to Q1.

The financial sustainability risk indicators for 2025-2026 are provided in the table below. The indicators are the same indicators prepared by the Victorian Auditor General and reported by the Victorian Auditor General on an annual basis.

Council's Liquidity (working capital ratio), which measures the ability to pay existing debts as they fall due remains within the Victorian Auditor Generals low risk category, confirming Councils sound financial position.

The adjusted underlying result is forecast to be in the high-risk band, with the result reflecting the delivery of the operational initiatives brought forward from the previous financial years. These programs have been funded in previous budgets with our Funding Statement capturing the full impact of these programs.

All other criteria are forecast to finish in the Low or Medium range of assessment criteria, Capital replacement and Renewal gap ratios remain forecasted on the cusp of low range indicating Council's capital investment will offset increased depreciation impacts with successful program delivery.

	Actual 2024/25	Budget 2025/26	YTD Actual 2025/26	Forecast 2025/26	Risk assessment criteria		
					High	Medium	Low
Net result	**7.9%**	**-1.3%**	**38.5%**	**1.6%**	Less than negative 10%	Negative 10%–0%	Greater than 0%
Adjusted Underlying Result	**-6.3%**	**-9.5%**	**35.9%**	**-12.9%**	Less than 0%	0%–5%	Greater than 5%
Liquidity	**1.7**	**1.4**	**2.4**	**1.5**	Less than 0.75	0.75–1.0	Greater than 1.0
Internal financing	**132.0%**	**99.0%**	**6.0%***	**94.0%**	Less than 75%	75–100%	Greater than 100%
Indebtedness	**38.8%**	**35.2%**	**39.7%**	**34.0%**	Greater than 60%	40–60%	40% or less
Capital replacement	**1.0**	**1.3**	**0.8**	**1.4**	Less than 1.0	1.0–1.5	Greater than 1.5
Renewal gap	**0.7**	**0.8**	**0.5**	**0.8**	Less than 0.5	0.5–1.0	Greater than 1.0

** The 6% YTD result for Internal financing is impacted by the timing in receiving Financial Assistance Grant(FAG) funding, however once funds are received the forecasted ratio of 94% is expected to be achieved.*

For further detail on how the above indicators are calculated, please visit www.audit.vic.gov.au and read in conjunction with the above financial performance summary.

It is noted that the Chief Executive Officer, as required under Section 97(3) of the *Local Government Act 2020*, is of the opinion a revised budget is not required.

2.1 Funding Statement

The funding statement provides a summary of how Council's operations and capital works are funded within the financial year. The nature of the funding statement eliminates the overall impact of projects carried over between financial years and the addition of project works that are funded through the successful receipt of external grants.

	YTD Actual $000's	YTD Budget $000's	YTD Variance $000's	30 Jun 2026 Budget $000's	30 Jun 2026 Forecast $000's	30 Jun 2026 Variance $000's
Revenue						
Rates and charges	80,966	80,987	(21)	81,455	81,267	(188)
Statutory fees and fines	1,938	1,588	349	3,447	3,399	(48)
User fees	2,969	3,222	(252)	6,378	5,682	(696)
Grants - operating	2,804	4,889	(2,085)	9,483	9,713	230
Contributions - monetary - operating	82	35	47	101	212	112
Interest revenue	1,190	850	340	1,700	2,108	408
Other income	771	511	260	927	1,132	205
Total Revenue	**90,719**	**92,082**	**(1,363)**	**103,491**	**103,513**	**23**
Proceeds						
Sale of assets	280	0	280	550	701	151
Total Proceeds	**280**	**0**	**280**	**550**	**701**	**151**
Expenses						
Employee costs	(20,585)	(20,032)	(553)	(39,068)	(39,299)	(232)
Materials and services	(21,522)	(22,359)	837	(43,210)	(44,966)	(1,756)
Bad and doubtful debts	(4)	(10)	5	(10)	(15)	(5)
Borrowing costs	(694)	(556)	(138)	(1,173)	(1,127)	45
Land management rebate	(551)	(675)	124	(675)	(551)	124
Other expenses	(1,652)	(1,751)	99	(3,668)	(3,878)	(210)
Total Expenses	**(45,008)**	**(45,382)**	**374**	**(87,802)**	**(89,836)**	**(2,033)**
Financing Movements						
Proceeds from Borrowings	0	0	0	2,000	2,000	0
Repayments of Borrowings	(2,193)	(2,193)	0	(5,035)	(7,138)	(2,103)
Repayments of Finance Leases	(188)	(142)	(46)	(284)	(364)	(80)
Net Financing Movements	**(2,381)**	**(2,335)**	**(46)**	**(3,319)**	**(5,502)**	**(2,183)**
Reserve Fund Movements						
Transfers from Reserves	0	0	0	9,968	16,223	6,255
Transfers (to) Reserves	0	0	0	(1,287)	(4,031)	(2,744)
Net Reserve Movements	**0**	**0**	**0**	**8,681**	**12,192**	**3,511**

	YTD Actual $000's	YTD Budget $000's	YTD Variance $000's	30 Jun 2026 Budget $000's	30 Jun 2026 Forecast $000's	30 Jun 2026 Variance $000's
Deferred Income Movements						
Transfers from Unearned Income	2,198	0	2,198	0	3,752	3,752
Transfers (to) Unearned Income	(2,793)	0	(2,793)	(110)	(1,841)	(1,731)
Net Deferred Income Movements	**(596)**	**0**	**(596)**	**(110)**	**1,911**	**2,021**
Capital Expenditure and Income						
Grants - capital	4,159	0	4,159	9,772	14,924	5,151
Contributions - monetary - capital	449	55	394	285	728	443
Capital works	(10,605)	(12,300)	1,695	(31,548)	(39,280)	(7,732)
Net Capital Works Funded from Operations	**(5,996)**	**(12,245)**	**6,249**	**(21,490)**	**(23,629)**	**(2,138)**
Funding Surplus / (Deficit)	**37,018**	**32,120**	**4,898**	**(0)**	**(650)**	**(650)**

2.2 Funding Statement Variances

Council's forecast full year Funding Statement Deficit is $650,000. Once the impact of carry over capital and operating projects is removed, the surplus can be attributed to:

Category	Surplus/(Deficit)	Comment
Statutory Fees & Fines	($48,000)	Decreased local law fees and reduced planning submissions.
Grants - Operating	$230,000	Favourable to budget growth in the Financial Assistance Grants.
Interest Revenue	$408,000	Slower than expected interest rate decline has seen above budgeted income.
Repayment of Borrowings	($2.1 million)	Increased budgeted loan repayments forecast in line with council's decision to advance borrowing repayments.
Transfers from reserves	$2.1 million	Utilisation of reserve funding to support the advanced borrowings repayment.
User Fees.	(360,000)	Net impact of reduction in gates fees received for Waste services ($880,000), with associated saving in the delivery costs partially offsetting the funding statement impact ($520,000).
Materials and Services	(480,000)	Emergency sand renourishment works and unbudgeted repairs for court lighting.

Noting the bulk of variance relates to the impact of project carryovers.

Council's year to date funding statement result shows a surplus of $37.0 million which is favourable against a year to date budget of $32.1 million. This favourable variance of $4.9 million is largely due to:

Category	Surplus/(Deficit)	Nature	Comment
Grants - Operating	($2.1 million)	Timing	Later than projected receipt of the Financial Assistance Grants
Interest Revenue	$340,000	Increase	Slower than expected interest rate decline
Materials & Services	$837,000	Timing	Waste Contractor costs timing
Grants – Capital	$4.2 million	Timing	Receipt of successful grant instalments prior to the delivery of the capital infrastructure
Capital Works	$1.7 million	Timing	Programmed timing for delivery of grant funded carry over projects

2.3 Statement of Capital Works Expenditure

Council's forecast capital project expenditure of $39.28 million is $7.7 million higher than the 2025-2026 budget. This increase includes $9.4 million of project spend which has been carried over from the 2024-2025 financial year comprised of over $2.7m in road renewal projects and $3.8m in land improvements, of which $1.7m relates to coastal erosion works.

Further information can be found in the detailed Capital Works report.

	Year-to-date 30 June 2026			Full Year 30 June 2026		
	Actual $000's	Budget $000's	Variance $000's	Budget $000's	Forecast $000's	Variance $000's
Property						
Land improvements	3,557	2,091	1,466	5,781	11,291	5,510
Total land	3,557	2,091	1,466	5,781	11,291	5,510
Buildings	2,025	3,465	(1,441)	9,276	7,951	(1,325)
Total buildings	2,025	3,465	(1,441)	9,276	7,951	(1,325)
Total Property	5,582	5,556	25	15,057	19,242	4,185
Plant and equipment						
Plant, machinery and equipment	1,523	1,410	113	2,410	3,676	1,266
Computers and telecommunications	276	325	(49)	700	700	(0)
Artworks	63	25	38	50	221	171
Total plant and equipment	1,863	1,760	103	3,160	4,597	1,437
Infrastructure						
Roads	1,337	1,941	(604)	5,232	9,380	4,148
Bridges	80	285	(204)	768	971	203
Pathways and cycleways	1,246	1,593	(347)	4,296	3,023	(1,273)
Drainage	384	675	(291)	1,819	1,434	(385)
Waste management	113	490	(377)	1,216	632	(584)
Total infrastructure	3,160	4,984	(1,824)	13,331	15,441	2,110
Total Capital Works Expenditure	**10,605**	**12,300**	**(1,695)**	**31,548**	**39,280**	**7,732**
Represented by:						
New asset expenditure	4,113	3,413	700	9,223	14,806	5,583
Asset renewal expenditure	4,166	6,525	(2,360)	16,008	19,121	3,112
Asset expansion expenditure	311	509	(198)	1,371	655	(716)
Asset upgrade expenditure	2,015	1,853	162	4,946	4,699	(247)
Total Capital Works Expenditure	**10,605**	**12,300**	**(1,695)**	**31,548**	**39,280**	**7,732**

2.4 Treasury

Funds are held as cash at bank to ensure sufficient liquidity to meet payment obligations. Surplus cash is placed in interest bearing term deposits to maximise investment returns while ensuring availability if required. All investments are made in accordance with Council's Funds Investment Policy at the time of investment. The following table details investments held by Council at the end of quarter 2.

Weighted average return on our investment is 4.50%, which is 0.90% higher than the 3.60% average RBA rate over the same period. This supports our higher than budgeted interest revenue forecast.

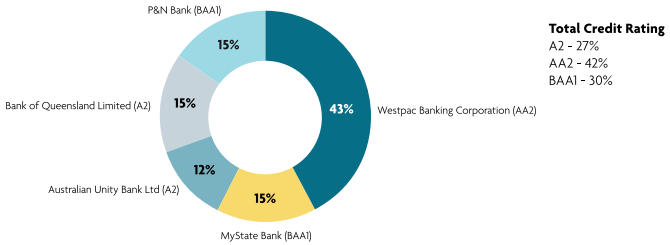
Investments held by Council as at 30 September 2025	Principal	Interest Rate	Term (days)	Maturity Date
Westpac Green*	14,000,000	4.68	365	17 February 2026
MyState Bank Limited*	5,000,000	4.70	330	19 February 2026
Australian Unity Bank Ltd*	4,000,000	4.25	365	17 June 2026
Bank of Queensland*	5,000,000	4.15	182	10 March 2026
P&N Bank*	5,000,000	4.37	182	7 May 2026
Total Term Deposits held	**33,000,000**			

* ethical (not invested in fossil fuels)

Weighted average return on investment	4.50%
Other Financial Investments	
San Remo & District Financial Services Limited	40,000
Total Term Deposits and other Investments	**33,040,000**

Investments are included as components of current assets balances in the balance sheet, classified as either; Cash and cash equivalents or current other financial assets based on the length of their investment term.

Investments by Institution and Credit Rating



Total Credit Rating
A2 - 27%
AA2 - 42%
BAA1 - 30%

Financial Statements

2.5 Comprehensive Income Statement

	YTD Actual	YTD Budget	YTD Variance	30 June 26 Budget	30 June 26 Forecast	30 June 26 Variance
	$000's	$000's	$000's	$000's	$000's	$000's
Income						
Rates and charges	80,966	80,987	(21)	81,455	81,267	(188)
Statutory fees and fines	1,938	1,588	349	3,447	3,399	(48)
User fees	2,936	3,222	(286)	6,378	5,614	(764)
Contributions - cash	146	35	111	276	569	294
Contributions – non-monetary assets	0	0	0	0	0	0
Grants - Operating	2,685	4,889	(2,204)	9,483	10,249	766
Grants - Capital	4,101	0	4,101	9,772	16,737	6,964
Net gain on disposal of property, infrastructure and equipment	203	(275)	478	0	92	92
Other Income	1,960	1,361	599	2,627	3,240	613
Total Income	94,935	91,807	3,128	113,438	121,167	7,729
Expenses						
Employee benefits	(20,585)	(20,032)	(553)	(39,068)	(39,299)	(232)
Materials and services	(21,522)	(22,359)	837	(43,210)	(44,974)	(1,765)
Bad and doubtful debts	(37)	(10)	(28)	(10)	(47)	(37)
Depreciation	(13,099)	(13,263)	164	(26,526)	(28,607)	(2,080)
Amortisation - intangible assets	(175)	(175)	0	(350)	(350)	0
Amortisation - right of use assets	(190)	(136)	(54)	(272)	(368)	(96)
Finance costs	(670)	(553)	(117)	(1,166)	(1,081)	85
Finance costs - leases	(24)	(3)	(21)	(7)	(46)	(40)
Other expenses	(2,143)	(2,426)	283	(4,342)	(4,412)	(70)
Total Expenses	(58,445)	(58,956)	511	(114,951)	(119,185)	(4,235)
Surplus (deficit) for the year	**36,489**	**32,850**	**3,639**	**(1,513)**	**1,982**	**3,495**
Less Contributions - monetary - capital	45	0	45	175	284	109
Less Contributions - non monetary	0	0	0	0	0	0
Less Grants - capital (non-recurrent)	3,721	0	3,721	8,295	15,290	6,995
Adjusted underlying surplus / (deficit)	**32,723**	**32,850**	**(127)**	**(9,982)**	**(13,592)**	**(3,610)**

2.6 Balance Sheet

	YTD Actual 30 Sept 2026 $'000	Budget 30 June 2026 $'000	Forecast 30 June 2026 $'000	30 June 2026 Variance $'000
Current Assets				
Cash and cash equivalents	15,035	11,195	24,245	13,050
Current trade and other receivables	72,579	9,818	11,955	2,137
Current other financial assets	33,040	32,976	27,776	(5,200)
Inventories	55	44	55	11
Current assets - other	1,205	1,416	1,346	(70)
Total Current Assets	121,914	55,449	65,377	9,928
Non-Current Assets				
Property infrastructure plant and equipment	1,342,584	1,314,536	1,355,224	40,688
Intangible assets	2,242	2,490	2,518	28
Right of use assets	947	182	762	580
Total Non-Current Assets	1,345,773	1,317,208	1,358,504	41,296
Total Assets	**1,467,687**	**1,372,657**	**1,423,881**	**51,224**
Current Liabilities				
Current trade and other payables	3,321	7,501	9,666	2,165
Current trust funds and deposits	13,469	4,439	2,379	(2,060)
Current provisions	9,937	9,175	11,023	1,848
Current interest bearing liabilities	4,884	2,632	5,012	2,380
Current lease liabilities	355	192	260	68
Contract and other liabilities	18,427	14,813	15,908	1,095
Total Current Liabilities	50,393	38,752	44,248	5,496
Non-Current Liabilities				
Non current provisions	12,146	9,944	12,146	2,202
Non current interest bearing liabilities	22,178	23,125	19,105	(4,020)
Non current lease liabilities	617	0	536	536
Total Non-Current Liabilities	34,941	33,069	31,787	(1,282)
Total Liabilities	**85,334**	**71,821**	**76,035**	**4,214**
Net Assets	**1,382,353**	**1,300,836**	**1,347,846**	**47,010**
Equity				
Accumulated Surplus	404,979	383,387	382,663	(724)
Reserves	977,374	917,449	965,183	47,734
Total Equity	**1,382,353**	**1,300,836**	**1,347,846**	**47,010**

2.7 Cash Flow Statement

	30 Sep 2025 Actual $000's	30 June 2026 Budget $000's	30 June 2026 Forecast $000's	30 June 2026 Variance $000's
Cash flows from operating activities				
Rates and charges	24,148	83,913	85,071	1,158
Statutory fees and fines	1,838	3,914	3,399	(515)
User fees	3,626	7,242	5,853	(1,389)
Grants - operating	2,788	9,789	9,713	(76)
Grants - capital	2,721	10,088	14,924	4,836
Contributions - monetary	531	275	940	665
Interest received	1,194	1,700	2,112	412
Dividends received	4	3	4	1
Trust Funds taken/(repaid)	11,677	87	87	0
Other receipts	760	1,559	1,557	(2)
Net GST refund (payable)	1,753	6,188	5,333	(855)
Employee costs	(19,755)	(38,651)	(37,551)	1,100
Materials and services	(27,866)	(41,988)	(48,495)	(6,507)
Other payments	(2,817)	(10,474)	(6,597)	3,877
Net cash provided by operating activities	**602**	**33,645**	**36,350**	**(2,705)**
Cash flows from investing activities				
Payments for property, infrastructure, plant, and equipment	(10,605)	(34,703)	(39,280)	4,577
Proceeds from sale of property, infrastructure, plant & equipment	280	605	700	(95)
Proceeds from/(Payments for) investments	(1,600)	3,664	3,664	0
Net cash used in investing activities	**(11,925)**	**(30,434)**	**(34,916)**	**4,482**
Cash flows from financing activities				
Finance costs	(670)	(1,166)	(1,081)	(85)
Proceeds from borrowings	0	2,000	2,000	0
Repayment of borrowings	(2,193)	(5,035)	(7,138)	2,103
Interest paid - lease liability	(24)	(7)	(46)	39
Repayment of lease liabilities	(186)	(284)	(355)	71
Net cash used in financing activities	**(3,073)**	**(4,492)**	**(6,620)**	**2,128**
Net increase (decrease) in cash and cash equivalents	(14,396)	(1,281)	(5,186)	3,905
Cash and cash equivalents at the beginning of the financial year	29,431	12,476	29,431	(16,955)
Cash and cash equivalents at the end of the period	**15,035**	**11,195**	**24,245**	**(13,050)**

Budget Alignment to Council Plan

The below appendix aligns Section 6 of Council's 2025-2026 Budget by Strategic Objectives and Reconciliation to Operating Result to the Strategic Objectives under the Council Plan 2025-2029.

Strategic Objective 1: Naturally Beautiful

Service area	Description of services provided	Income Expenditure Surplus/(deficit) $'000
Governance & Leadership	Deliver leadership and management to build resilience and protect and enhance our natural environment.	0 709 (709)
Environmental Partnerships	Support environmental partnership relationships and oversee management agreements and projects.	20 398 (378)
Environmental Policy & Strategy	Manage environmental strategies and plans.	35 204 (169)
Environmental Program Delivery	Manage foreshore and bushland reservices, urban forestry and sustainability programs.	21 1,974 (1,953)
Resource Recovery & Waste Management	Kerbside bin collection, manage active and closed landfills, operate Transfer Stations, waste education.	4,273 21,311 (17,038)
Open Space	Maintain fit for purpose wetlands. Deliver tree planting program.	0 1,435 (1,435)

Strategic Objective 2: Thriving Places

Service area	Description of services provided	Income Expenditure Surplus/(deficit) $'000
Building & Statutory Planning	Administer and enforce building requirements and regulations. Assess planning permits and other applications, provide land use advice.	1,257 2,828 (1,571)
Buildings, Plant & Operations	Maintain Council owned facilities, public amenities and equipment.	40 3,774 (3,734)
Economic Development	Drive sustainable economic growth by delivering strategic marketing and brand development, supporting local business, and enhancing the region through visitor experience and event development.	111 1,813 (1,701)
Construction, Civil Design & Assets	Deliver, manage and maintain fit for purpose community infrastructure and assets.	0 2,758 (2,758)
Development Services	Facilitate quality and functional infrastructure. Ensure development compliance.	530 1,451 (921)
Governance & Leadership	Deliver leadership and management to ensure facilities and infrastructure meet current and future needs; Growth is sustainable and well planned; Our economy, agriculture, tourism and industries are resilient, and our unique character is preserved.	0 1,941 (1,941)
Growth Area Planning	Assess planning permits. Collect and manage developer contributions. Monitor and prioritise the delivery of infrastructure.	25 1,281 (1,256)
Major Projects	Master planning and advocacy for transformative projects.	0 106 (106)
Open Space	Maintain fit for purpose open spaces, tracks and trails, playgrounds and public amenities.	0 5,001 (5,001)
Property	Oversee Council managed land, including leases and licensing, and purchasing and sales.	1,221 681 540
Roads & Drainage	Maintain fit for purpose local roads, footpaths and drainage systems.	1,967 4,802 (2,835)
Structures	Maintain fit for purpose marine structures, bridges, boardwalks, major culverts, retaining walls, jetties and public artwork.	100 496 (396)

Strategic Objective 3: Vibrant Communities

Service area	Description of services provided	Income Expenditure Surplus/(deficit) $'000
Arts Culture & Heritage	Deliver vibrant cultural experiences including activating cultural facilities and supporting creative community projects.	922 2,468 (1,546)
Community Wellbeing	Supports people at every stage of life to build inclusive and connected communities. Promote inclusion, accessibility, and safe, welcoming spaces for all. Manage contracted service of maternal child health, youth services and libraries. Coordinate kindergarten enrolment services and deliver immunisation and community grants.	99 4,600 (4,501)
Community Safety & Resilience	Administer local laws, domestic animal management, school crossings, parking enforcement, boat ramp operations, environmental health and other regulatory compliance. Lead emergency management response and community safety initiatives.	1,902 3,632 (1,730)
Customer & Visitor Experience	Deliver high quality customer service that is welcoming and inclusive.	275 2,380 (2,105)
Governance & Leadership	Deliver leadership and management to ensure communities are healthy, inclusive, safe and socially connected; Foster communities that celebrate opportunity, recreation, diversity, heritage and reconciliation.	0 444 (444)
Recreation & Leisure	Planning, maintenance and service delivery of recreation facilities, sporting grounds, leisure facilities, projects, programs and strategies.	8 1,890 (1,882)
Transport & Movement	Transport planning, traffic and road safety, Electric Vehicle (EV) charging, road and drainage upgrade projects.	0 758 (758)

Strategic Objective 4: Visionary Leadership

Service area	Description of services provided	Income Expenditure Surplus/(deficit) $'000
Communications & Engagement	Provide relevant and accessible information, engage authentically with the community, and advocate for its needs.	0 1,044 (1,044)
Corporate Planning and Performance	Provide strategic planning and performance reporting to support organisational goals and compliance.	0 420 (420)
Finance, Systems & HR	Manage financial operations, business systems, and strategic procurement. Deliver HR functions including recruitment, workforce planning, employee relations, health, safety and wellbeing and development.	2,125 11,936 (9,811)
Governance & Leadership	Deliver governance and leadership for Council, including Councillors and management.	19 2,793 (2,774)
Governance	Deliver governance for Council, including Council meetings, compliance, Audit and Risk Committee, insurance, risk management and corporate information.	2 2,337 (2,335)

Reconciliation with budgeted operating result (Council Plan 2025-2029)

Strategic Objectives	Surplus/ (Deficit) $'000	Expenditure $'000	Revenue $'000
Naturally Beautiful	(21,682)	26,031	4,349
Thriving Places	(21,681)	26,932	5,251
Vibrant Communities	(12,966)	16,172	3,206
Visionary Leadership	(16,384)	18,530	2,146
Total	**(72,713)**	**87,665**	**14,952**

Expenses added in:	
Depreciation	27,148
Finance costs	1,166
Finance costs - leases	7
Other expenses/adjustments	(834)
Landfill Provision Amounts Used	(201)
Deficit before funding sources	**(99,999)**
Funding sources added in:	
Rates & charges	81,455
General Purpose Financial Assistance Grant	7,084
Capital Grants	9,772
Capital Contributions	175
Total funding sources	**98,486**
Operating surplus for the year	**(1,513)**



Capital Works Status Report



Project Number	Project	Project Type	Percent Complete	Status	Project Year	Approved Budget	Prior Year Carryover	Approved Budget + Carryover	Last Posted Forecast	Carryover to NY	YTD Actual Expenditure	Variance (between YTD Actuals and Last Posted Forecast)
Art works												
100383	Min Plant Equ Public Art	Design and Construction	40	Underway	2026	50,000	170,600	220,600	220,601	-	63,142	157,459
Total Art works			**40**			**50,000**	**170,600**	**220,600**	**220,601**	**-**	**63,142**	**157,459**
Bridges												
100053	Ren Bridge & Culvert Renewal Program	Construction	50	Underway	2026	768,000	-	768,000	485,377	-	26,737	458,640
101013	Ren Bridges Payne Road Ryanston	Design	50	Underway	2025	-	52,000	52,000	44,000	-	26,213	17,787
102036	Ext Grt Ren Stewart Road Bridge Reconstruction	Design and Construction	55	Underway	2025	-	-	-	442,000	-	27,472	414,528
Total Bridges			**52**			**768,000**	**52,000**	**820,000**	**971,378**	**-**	**80,423**	**890,955**
Buildings												
100988	Min Blds Access Control and Security Systems	Construction	33	Underway	2026	125,000	-	125,000	125,000	-	72,576	52,424
100657	Maj Aqua Aquatic Centre Bass Coast	Design	10	Underway	2026	500,000	-	500,000	164,476	335,524	36,824	127,652
100977	Min Bridges Powlett River Rail Trail Bridge Renewal	Construction	60	Underway	2026	650,000	347,557	997,557	807,646	-	3,097	804,549
102055	Ren Land Imp Structures Renewal Construct'n Op Space Program	Construction	5	Underway	2026	150,000	-	150,000	150,001	-	799	149,202
101045	Ren Bldgs WUCAC Electrical Supply Design	Construction	50	Underway	2026	900,000	-	900,000	1,120,000	-	53,420	1,066,580
102054	Ren Bldgs Construction - Wonthaggi Old Post Office	Construction	55	Underway	2026	1,076,190	-	1,076,190	823,653	252,537	19,660	803,993
102060	Ren Bldgs Building Renewal Program - Design	Design	45	Underway	2026	200,000	-	200,000	200,000	-	53,427	146,573
100974	Ren Bldgs OpSp Building Painting Program	Construction	10	Underway	2026	220,000	-	220,000	262	-	262	-
102061	Ren Bldgs Building Renewal- Design- Cowes Jetty Kiosk	Design	30	Underway	2026	100,000	-	100,000	100,000	-	7,050	92,950
101017	Ren Bldgs OpSp Bass Coast Leisure Centre Component Renewal	Design and Construction	60	Underway	2025	235,000	-	235,000	350,617	-	254,100	96,517
100993	Ext Grt VFA Open Space Mahers Landing - Stage 2 Civil Works	Construction	98	Underway	2024	-	124,875	124,875	125,504	-	78,409	47,095
102015	Ext Grt Min Bldgs Pavilion - Wonthaggi Netball Pavilion	Construction	80	Underway	2025	1,875,000	-	1,875,000	1,541,670	-	886,670	655,000
102016	Ext Grt Cowes Cricket Nets	Construction	100	Completed	2025	-	41,990	41,990	60,557	-	60,557	-
102022	Ext Grt Bass Recreation Reserve Netball Pavillion	Construction	65	Underway	2025	2,020,000	-	2,020,000	1,337,362	-	409,302	928,060
102035	Inverloch Hub Stage 2 Construction	Construction	15	Underway	2025	1,000,000	-	1,000,000	342,356	681,740	24,096	318,260
102038	Min Bldgs North Wonthaggi Kindergarten Structural Repairs	Construction	80	Underway	2025	-	-	-	52,934	47,066	23,747	29,187
102078	Ext Grt Min Thompson Reserve Cricket & Soccer Pavilion	Construction	50	Underway	2026	-	-	-	500,000	-	31,971	468,029
Total Buildings			**50**			**9,051,190**	**514,422**	**9,565,612**	**7,802,037**	**1,316,867**	**2,015,966**	**5,786,072**

Project Number	Project	Project Type	Percent Complete	Status	Project Year	Approved Budget	Prior Year Carryover	Approved Budget + Carryover	Last Posted Forecast	Carryover to NY	YTD Actual Expenditure	Variance (between YTD Actuals and Last Posted Forecast)
Computers & Telecoms												
100116	Ren CompTele Computers and Telecomms Renewal Program	Construction	33	Underway	2026	625,000	-	625,000	625,000	-	276,190	348,810
102065	Ren IT Equip Cultural Facilities - Replacement Equipment	Feasability	10	Underway	2026	75,000	-	75,000	75,000	-	-	75,000
Total Computers & Telecoms			**22**			**700,000**	**-**	**700,000**	**700,000**	**-**	**276,190**	**423,810**
Drainage												
100911	Ren Drain Stormwater Renewal Program - Bayview Ave Inverloch	Construction	95	Underway	2025	1,168,794	-	1,168,794	1,168,795	-	328,930	839,865
Total Drainage			**95**			**1,168,794**	**-**	**1,168,794**	**1,168,795**	**-**	**328,930**	**839,865**
Land improvements												
102051	Min Land Imp Beach Safety Signage: ESTA Marker Rollout	Feasability	95	Underway	2026	44,000	-	44,000	44,000	-	28,550	15,450
102057	Open Space Renewal- Construction- Furniture Renewal Program	Construction	98	Underway	2026	100,000	-	100,000	99,999	-	97,781	2,218
102056	Ren Open Space Renewal Construction Fencing and Bollard Prog	Construction	98	Underway	2026	100,000	-	100,000	100,000	-	94,836	5,164
102042	Ren Land Imp Playspace renewal	Design and Construction	45	Underway	2026	340,000	-	340,000	340,000	-	3,632	336,368
102066	Climate Change Actions - Capital	Feasability	40	Underway	2026	400,000	-	400,000	192,983	-	-	192,983
102050	Min Roads DDA Disabled Beach Access: Cowes and Cape Paterson	Construction	10	Underway	2026	332,520	-	332,520	332,520	-	5,885	326,635
100494	Maj Bldgs Cowes Streetscape - Esplanade Construction	Construction	60	Underway	2026	3,000,000	557,534	3,557,534	6,013,519	-	1,362,666	4,650,853
100955	Min LandImp Dog Parks	Design and Construction	45	Underway	2026	50,000	-	50,000	82,092	-	23,772	58,320
100587	Wonthaggi Secondary College Senior Campus – Structure Plan	Feasability	10	Underway	2026	350,000	-	350,000	273,973	76,027	9,455	264,518
102072	Min Coronet bay (Fred Gration) BBQ and Shelter Installation	Construction	46	Underway	2026	150,000	-	150,000	200,000	-	13,560	186,440
102059	Maj Land Imp Phillip Island Sports Precinct	Design	19	Underway	2026	440,000	-	440,000	440,000	-	7,813	432,187
102053	Ext Grt Min Public Light Upgrd Mercury Vap'r Lamp Elim Prog	Design and Construction	45	Underway	2026	232,000	-	232,000	239,151	-	23,139	216,012
102069	Min Land Imp Recreation Projects Design	Design and Construction	15	Underway	2026	60,000	-	60,000	96,000	20,000	6,082	89,918
102063	Ren Land Imp Open Space Renewal Design Cowes Bluestone Wall	Design	100	Completed	2026	100,000	-	100,000	80,843	-	19,733	61,111
102062	Ren Bldgs Structures Renewal- Design- Marine Structures 2025	Design	50	Underway	2026	150,000	-	150,000	150,000	-	45,094	104,906

Project Number	Project	Project Type	Percent Complete	Status	Project Year	Approved Budget	Prior Year Carryover	Approved Budget + Carryover	Last Posted Forecast	Carryover to NY	YTD Actual Expenditure	Variance (between YTD Actuals and Last Posted Forecast)
102058	Open Space Renewal- Construction- OS Pathway Renewal	Design and Construction	50	Underway	2026	100,000	-	100,000	100,000	-	1,412	98,588
102068	Ren Structures Construct Grantville Revetment Viewing Pltfrm	Design and Construction	98	Underway	2026	265,000	-	265,000	258,500	-	232,990	25,510
101025	Ren Bldgs OpSp School Bus Shelter Renewal Lynnes Road	Design and Construction	10	Underway	2025	-	40,000	40,000	40,000	-	-	40,000
100490	Maj Land Imp Wonthaggi Activity Centre Plan Priorities	Design and Construction	99	Underway	2023	-	1,288,973	1,288,973	1,311,040	-	1,049,173	261,867
100828	Ext Grt Land Impr Electric Vehicle Public Chargers DCAV	Design and Construction	85	Underway	2023	-	42,170	42,170	31,119	-	5,303	25,816
101038	Emerg. Works - Min LandImp OpSp Surf Pde Erosion Protection	Construction	99	Underway	2025	-	179,718	179,718	179,718	-	-	179,718
102024	Ext Grt DEECA Coastal Erosion Works Silverleaves	Construction	5	Underway	2025	-	913,021	913,021	182,846	730,176	2,222	180,624
102075	Ext Grt DEECA repairs to Inverloch SLSC Seawall	Construction	70	Underway	2026	-	776,118	776,118	776,118	-	432,534	343,584
Total Land improvements			**56**			**6,213,520**	**3,797,534**	**10,011,054**	**11,564,421**	**826,203**	**3,465,631**	**8,098,790**
Other Infrastructure												
101012	Ext Grt Increasing Community Disaster Resilience	Other	100	Completed	2024	-	41,918	41,918	41,918	-	21,991	19,927
Total Other Infrastructure			**100**			**-**	**41,918**	**41,918**	**41,918**	**-**	**21,991**	**19,927**
Plant & Equipment												
102067	Ren Bldgs Community Facilities Furniture Renewal Program	Construction	5	Underway	2026	25,000	-	25,000	25,000	-	-	25,000
100866	Min Plant Eqp Grantville Hook Truck and Trailer	Feasability	30	Underway	2026	420,000	-	420,000	420,000	-	-	420,000
100408	Ren Plant Equ Light Fleet Renewal Program	Feasability	50	Underway	2026	700,000	-	700,000	700,000	-	344,804	355,196
100409	Ren Plant Equ Plant & Equipment Renewal Program	Feasability	65	Underway	2026	1,290,000	1,166,415	2,456,415	2,456,415	-	1,078,461	1,377,953
101020	New Plant Equ Plant Management Field Service Truck	Feasability	100	Completed	2025	-	90,943	90,943	100,038	-	100,038	-
Total Plant & Equipment			**50**			**2,435,000**	**1,257,358**	**3,692,358**	**3,701,452**	**-**	**1,523,303**	**2,178,149**
Footpaths and cycleways												
102039	Min Footpaths Cutty Sark Road footpath	Construction	90	Underway	2026	185,000	-	185,000	178,667	-	178,667	-
102041	Min Footpaths Edgar St footpath	Construction	100	Completed	2026	40,000	-	40,000	30,270	-	30,270	-
102048	Ren Pathways renewal program	Construction	50	Underway	2026	250,819	-	250,819	250,819	-	108,308	142,511
102040	Min Footpaths Toorak Road / Venus St footpath stage 3	Construction	98	Underway	2026	100,000	-	100,000	99,743	-	99,743	-
100840	Ext Grt Maj Pathways Inverloch to Wonthaggi Shared Path	Construction	62	Underway	2025	3,500,000	400,482	3,900,482	2,233,256	-	737,256	1,496,000

Project Number	Project	Project Type	Percent Complete	Status	Project Year	Approved Budget	Prior Year Carryover	Approved Budget + Carryover	Last Posted Forecast	Carryover to NY	YTD Actual Expenditure	Variance (between YTD Actuals and Last Posted Forecast)
100969	Maj Pathway Cowes-Rhyll Stage 4 - Tracks & Trails	Construction	98	Underway	2024	-	11,163	11,163	404	-	404	-
100917	Maj Pathway Cowes-Rhyll Stage 5 - Tracks & Trails	Design	98	Underway	2024	-	75,470	75,470	17,033	-	17,033	-
100848	Maj Pathway Woolamai-Nyora Trail Extension - Tracks & Trails	Feasability	98	Underway	2023	-	74,534	74,534	-	-	-	-
102025	Ext Grt Ventnor Road Shared Path	Design and Construction	25	Underway	2025	220,000	40,000	260,000	212,870	-	74,476	138,394
Total Footpaths and cycleways			**80**			**4,295,819**	**601,649**	**4,897,468**	**3,023,062**	**-**	**1,246,157**	**1,776,905**
Roads												
101019	Ren LandImp OpSp Public Lighting Renewal	Construction	98	Underway	2026	100,000	-	100,000	100,000	-	58,932	41,068
100671	Ren LandImp OpSp Carpark Renewal Program	Construction	0	Deferred	2026	123,000	-	123,000	52,842	-	52,842	-
100410	Ren Rural Roads Spray Seal Renewal Program	Construction	70	Underway	2026	450,000	-	450,000	450,359	-	3,859	446,500
100414	Ren Rural Roads Group Shoulder Pavement Renewal Program	Construction	23.2	Underway	2026	180,000	-	180,000	180,411	-	29,266	151,145
100428	Ren Unsealed Roads Renewal Program	Construction	5	Underway	2026	600,000	-	600,000	616,072	-	33,804	582,268
101023	Ren Urban Roads and Drainage Improvement Planning	Design	50	Underway	2026	650,000	-	650,000	264,945	315,646	54,945	210,000
100041	Ren Urban Roads Line Marking Renewal Program	Construction	35	Underway	2026	120,000	-	120,000	120,000	-	-	120,000
100416	Ren Urban Roads Spray Seal Renewal	Construction	70	Underway	2026	730,000	-	730,000	925,291	-	260,291	665,000
102052	Ext Grt Ren Roads Pavement Program 25/26 Ryhll/ Newhaven Stage 1	Construction	50	Underway	2026	700,000	-	700,000	700,011	-	6,811	693,200
100417	Ren Urban Roads Asphalt Program	Construction	15	Underway	2026	400,000	-	400,000	544,916	-	916	544,000
100774	Ren Urban Roads Kerb Renewal Program	Construction	75	Underway	2026	219,000	-	219,000	332,910	-	116,910	216,000
100864	Min Roads Road Renewal Upgrade Program RSAMP	Construction	100	Completed	2025	-	427,050	427,050	336,614	-	336,234	380
100982	Ren Roads Grantville Glen Alvie Road, Almurta East	Design and Construction	55	Underway	2024	1,377,600	2,095,845	3,473,445	2,958,767	-	208,767	2,750,000
100798	Ren Road Archies Creek Road Archies Creek	Design	98	Underway	2023	-	122,037	122,037	157,261	-	86,226	71,035
100935	Ext Grt Min Roads Cowes East - Pedestrian Access SSPIP	Construction	10	Underway	2024	-	156,072	156,072	161,925	-	117,785	44,140
102030	Blackspot - Glen Alvie Rd Wade Rd Glen Alvie	Design and Construction	95	Underway	2025	-	-	-	447,170	-	37,100	410,070
102032	Ext Grt Min Roads Rural Speed Zone Changes - Phillip Island	Design and Construction	25	Underway	2025	-	-	-	298,530	-	-	298,530
102034	Ext Grt Roads Urban Speed Zone Changes - Bass Coast Mainland	Design and Construction	40	Underway	2025	-	-	-	289,636	-	27,636	262,000
102079	Ext Grt Min Safe Local Road and Streets Program	Design and Construction	50	Underway	2026	-	-	-	162,591	470,409	12,591	150,000
101057	Road Upgrade Queen St Wonthaggi between Merrin and Broome Cr	Construction	0	Underway	2026	-	-	-	107,000	-	-	107,000
Total Roads			**48**			**5,649,600**	**2,801,004**	**8,450,604**	**9,207,253**	**786,055**	**1,444,917**	**7,762,336**

Project Number	Project	Project Type	Percent Complete	Status	Project Year	Approved Budget	Prior Year Carryover	Approved Budget + Carryover	Last Posted Forecast	Carryover to NY	YTD Actual Expenditure	Variance (between YTD Actuals and Last Posted Forecast)
Waste management												
102070	Maj Grantville Cell 8A Construction	Construction	40	Underway	2026	450,000	-	450,000	-	450,000	-	-
102064	Min Waste Grantville EPA/Licence Compliance	Design and Construction	38	Underway	2026	170,000	-	170,000	190,573	-	14,663	175,910
102071	Maj Grantville Landfill Leacheate Storage Collection Infrast	Design and Construction	33	Underway	2026	596,000	-	596,000	346,000	250,000	2,350	343,650
100970	Min Waste Renewal and Replacement Program	Other	100	Completed	2024	-	141,000	141,000	95,833	-	95,833	-
101003	Grantville Old Landfill Rehabilitation - Capital	Construction	100	Removed/ Amalgamated	2024	-	-	-	-	-	-	-
101001	Wonthaggi Landfill Rehabilitation - Capital	Construction	100	Removed/ Amalgamated	2025	-	-	-	-	-	-	-
Total Waste management			**69**			**1,216,000**	**141,000**	**1,357,000**	**632,406**	**700,000**	**112,846**	**519,560**
TOTAL CAPITAL WORKS PROGRAM			**54**			**31,547,923**	**9,377,485**	**40,925,408**	**39,279,963**	**3,629,125**	**10,604,545**	**28,675,418**
Major Operational Projects												
102074	Wonthaggi Landfill Rehabilitation	Construction	50	Underway	2026	4,815,535	-	4,815,535	4,815,535	-	2,902,608	1,912,927
102073	Grantville Cell 4, 5 & part of 6 Rehabilitation Capping	Construction	50	Underway	2026	313,000	-	313,000	-	313,000	-	-
TOTAL MAJOR OPERATIONAL PROJECT EXPENDITURE						**5,128,535**		**5,128,535**	**4,815,535**	**313,000**	**2,902,608**	**1,912,927**



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8.2 Planning Application PDPERAMD-2023/000115-1 - 2140 KORUMBURRA-WONTHAGGI RD LANCE CREEK

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism, and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

Purpose of Report

For Council to consider an amendment to Planning Permit 2023/000155 issued on 18 October 2023 that approved the use of the land for an abattoir and associated buildings and works in a Farming Zone and a reduction in the number of car parking spaces.

Executive Summary

Application number:	PDPERAMD-2023/000155-1
Applicant:	Tabro Meat Pty Ltd
Land/Address:	2140 Korumburra-Wonthaggi Rd, Lance Creek
Ward:	Western Port Ward
Proposal:	Amend a Planning Permit • Increase operational hours • Increase livestock processing • Extension to existing buildings and works • Alterations to site access, including removal of additional native vegetation
Zone:	Farming Zone (FZ) Transport Zone –Schedule 2 (TRZ2)
Overlay:	Land Subject to Inundation Overlay (LSIO) (part) Bushfire Management Overlay (BMO) (part)
Aboriginal cultural heritage sensitivity	The property is located within an area of Aboriginal Cultural Heritage Sensitivity. The proposed works are exempt from a mandatory Cultural Heritage Management Plan (CHMP) under Regulation 46(3) of the Aboriginal Heritage Regulation 2018. The land was lawfully being used as an abattoir, immediately before 28 May 2007 and the works would

	be associated with the use of the existing abattoir infrastructure.
Title:	Lot 1 on Title Plan 827073 in Volume 08565 Folio 137. No covenants or easements affect the land. Lot 1 and 2 on Title Plan 514081 in Volume 08913 Folio 062. The land is also encumbered by a State Rivers and Water Supply Commission, State Electricity Commission, and Inverloch Waterworks Trust 1\TP119507 13E\PP2901
Number of submissions:	A total of three objections were received
Reason a Council decision is required:	The application has been called in in accordance with Council's Planning Delegations Procedure
Officer recommendation:	Notice of Decision to Amend a Planning Permit

Summary of Officer Recommendation

That Council issue a Notice of Decision to Amend a Planning Permit subject to conditions outlined in the Officer Recommendation section of this report.
The proposal is recommended for support for the following reasons:

- The proposal is consistent with the current lawful use of the land.
- The proposed amendment is consistent with relevant state and local planning policy contained within the Municipal Planning Strategy and the Planning Policy Framework of the Bass Coast Planning Scheme.
- The proposal meets the purpose and decision guidelines of the Farming Zone.
- The proposal demonstrates that it can satisfactorily manage environmental risk and mitigate adverse amenity impacts.
- The proposal demonstrates that increased traffic volumes can be managed through upgrades to Korumburra-Wonthaggi Road.
- Native vegetation removal can be offset.

Main Considerations

The following are the main considerations that formed the assessment of this application:

- Whether as a result of the intensification of the abattoir use environmental risk and adverse amenity impacts can be satisfactorily managed or mitigated.
- Whether increased traffic volumes can be satisfactorily managed.
- Whether removal of native vegetation is avoided, minimised and offset.
- Whether the works and impacts can satisfy the decision guidelines of the Farming Zone.

- Whether the proposal satisfies the relevant particular provisions of the Bass Coast Planning Scheme.

The Proposal

This amendment application seeks approval to make changes to the permit preamble and conditions to facilitate expansion of the permitted use of the land for an abattoir and to combine two existing permits into one.
An 'omnibus' permit has the effect of consolidating two existing planning permissions into one permit. The two permits are:

- PDPLANPER 2023/000115 which was issued by Council on 18 October 2023 for the Use of the land for an Abattoir and associated buildings and works in a Farming Zone (FZ) and a reduction in car parking.
- PDPLANPER 2024/002117 which was issued by Council on 2 April 2025 for the Removal of Native Vegetation and to alter access to a Transport 2 Zone (construction of a turn lane) within a Land Subject to Inundation Overlay (LSIO).

The decision plans are provided as Attachment one and are detailed below:

- Town Planning Report prepared by HPC, dated July 2025
- Development Plan prepared by Space Frame, dated 27 June 2025
- Stormwater Management Plan prepared by Space Frame, dated 20 May 2025
- Economic Impact Assessment prepared by AEAS dated June 2025 (amended December 2025)
- Native Vegetation Assessment prepared by Greenedge Environmental, dated 31 July 2025
- Air Quality and Odour Report prepared by Trinity Consultants, dated 27 June 2025
- Noise Impact Assessment Report prepared by Trinity Consultants Australia, dated 27 June 2025
- Traffic Impact Assessment Report prepared by Traffic Works, dated

  13 June 2025

Key features of the proposal include:

- Expand operating hours and increase the maximum number of livestock processed at the site from 300 to 800.
- Works to extend and alter the car parking and associated works to install additional stormwater treatment and to introduce additional landscaping.
- Works to construct an electrical switch room with an area of approximately 40 square metres.
- Works to increase the chiller room area by approximately 362 square metres.

- Works to alter the site entry that will include a westbound channelised right turn lane and reduction in the speed limit from 100 to 80 kilometres.
- Increase in the extent of already approved native vegetation removal within the road reserve to facilitate the road widening.

If approved, the amendment proposal will necessitate the cancellation of PDPLANPER 2024/002117 that approved vegetation removal and access to a road in a Transport 2 Zone. Relevant conditions associated with that permit will be included on the amended permit.
It is therefore proposed to amend the Planning Permit preamble and conditions.

- Amendment to the permit preamble to use of the land for an abattoir and associated buildings and works in a Farming Zone (FZ), removal of native vegetation, alter access to a road in Transport Zone 2 (TZ2) and works within a Land Subject to Inundation Overlay (LSIO).
- Removal of the car parking reduction approval as the planning scheme has changed since the original approval and the applicant is not proposing more car parking than the statutory requirement.
- Condition 7 will be amended to change existing hours of operation from 6.00am-6.00pm Monday to Friday to 6.00am-10pm Monday to Saturday with limited exceptions and some restrictions as recommended in the Acoustic Report as follows:
  - Unloading, sorting, managing, and transferring livestock to the abattoir kill floor – 6.00am to 7.00pm.
  - Abattoir operations transfer of meat products to cold storage facilities (internal) – 6.00am to 10.00pm Monday to Saturday.
  - Heavy vehicle movements are restricted as follows:
  - The operation is limited to the use of one dock (with one freezer truck) between 10.00pm-7.00am.
  - A maximum of one truck per hour delivering and unloading livestock is permitted to enter (or exit) the site between the hours of 5.00am and 7.00am Monday through Saturday.
  - A maximum of one truck per hour delivering and unloading livestock is permitted to enter (or exit) the site between 12.00pm and 10.00pm on Sunday
  - All gazetted Victorian public holidays are to be treated as though they are a Sunday for the purpose of this condition.
  - Unrestricted hours for general livestock management including feeding, watering, housing, de-pasturing, animal health, and welfare.

  - Unrestricted hours for Management of plant and equipment, wastewater treatment facility, holding ponds, repair of equipment, and irrigation of pastures and associated vehicle movements.
  - The permit will be amended to include a condition that the maximum number of livestock to be processed on the abattoir kill floor per day during operational hours Monday to Saturday is 800 head (per day). There is currently no restriction on the number of livestock through the Planning Permit.

- Condition 8 will be amended to include requirements for the construction of additional car parking, associated stormwater treatment facilities and landscaping identified on the attached plans as Stage 2.
- Conditions in relation to offsets required for Native Vegetation Removal from the road reserve will be inserted.
- Conditions in relation to road widening as required by the Department of Transport and Planning will be inserted.
- Development plans in relation to the new car park and the alterations and extension to plant with be endorsed so as to form part of the permit.
- Permit conditions will be renumbered as a consequence of the changes.



Figure 1 – Existing Site Plans highlighted the two works proposed and new car carpark

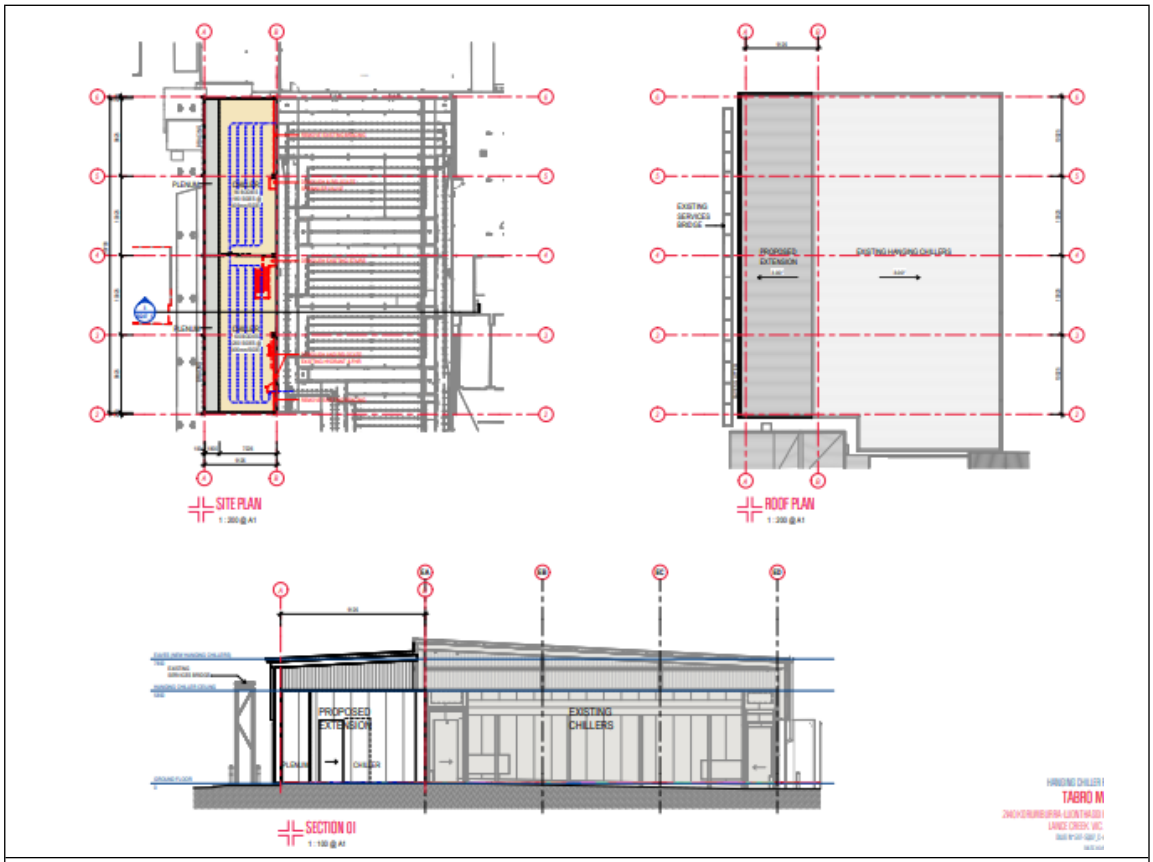


Figure 2 – Proposed Hanging Chiller Extension

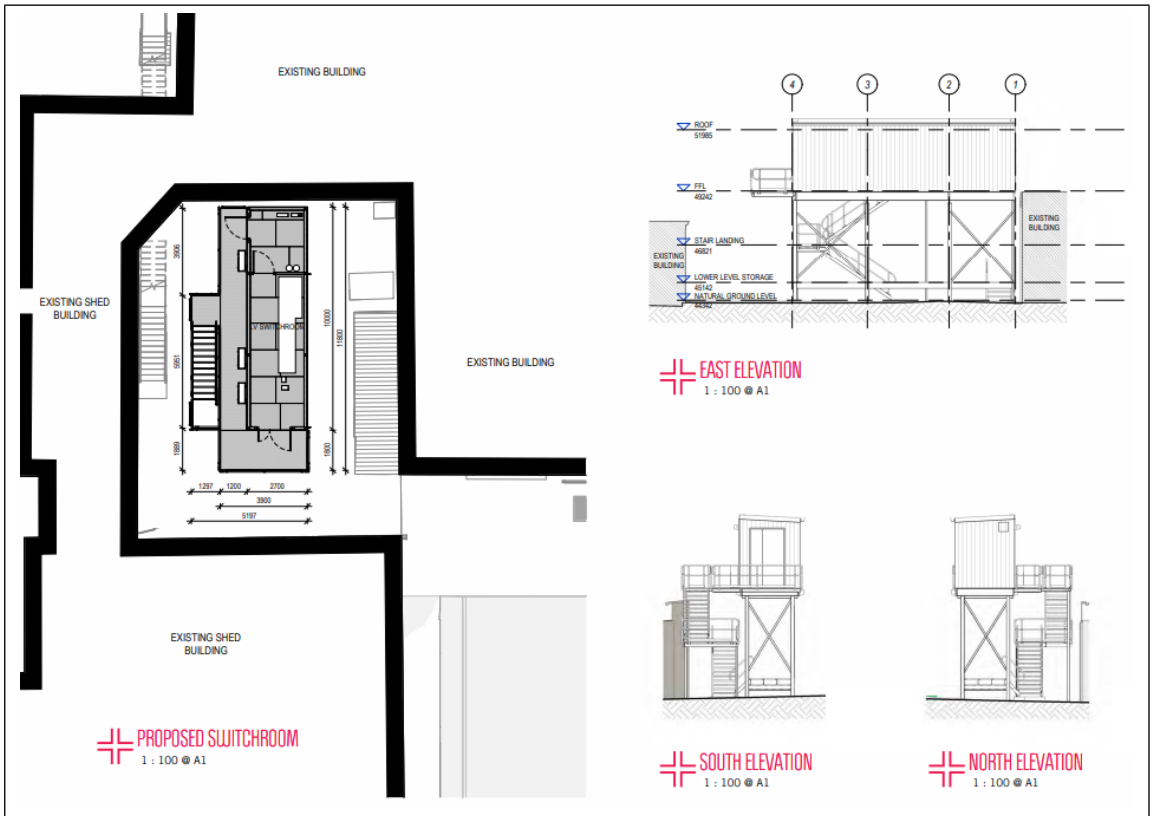


Figure 3 – Proposed New Switch room

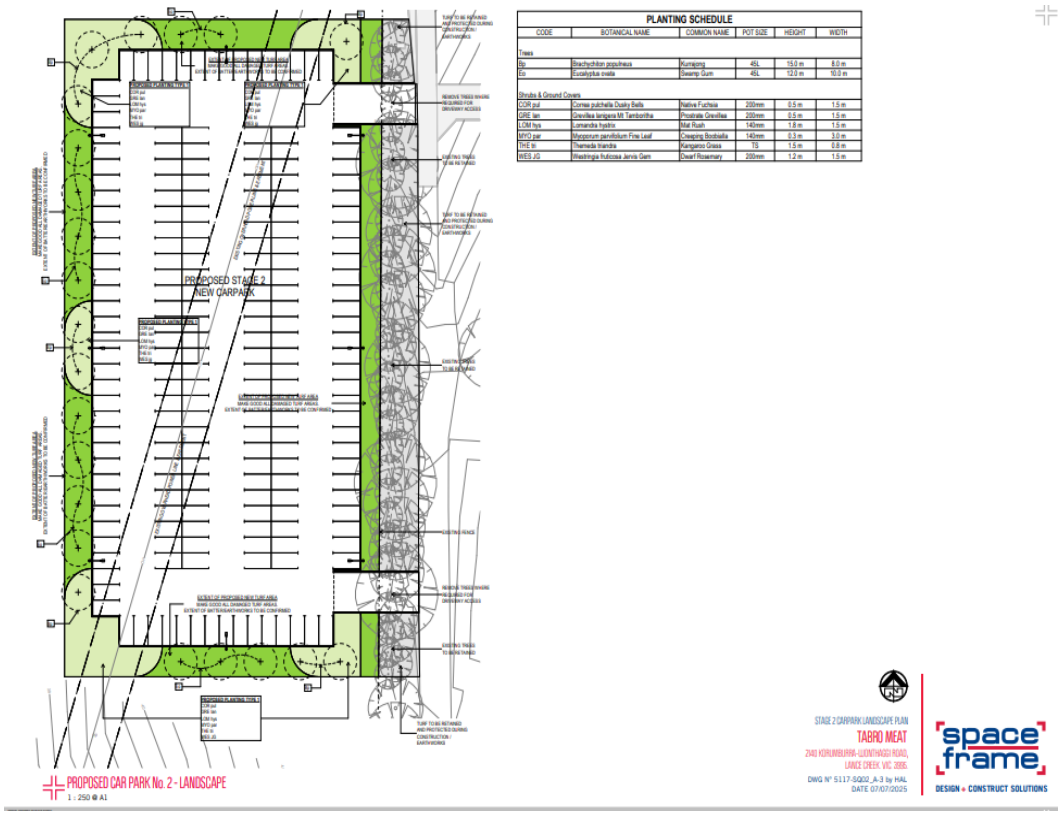


Figure 4 – Proposed Car Parking Plans 'car park 2'



Figure 5 – Vegetation Removal Plan – Sections 1, 2 and 3 already approved under permit

Subject Site and Surrounds

The site is located on the north side of Korumburra-Wonthaggi Road, between Atkinson Road to Perrett Road, to the northeast. The site is a roughly rectangular shaped lot with a 1276.35 metre frontage along Korumburra-Wonthaggi Road, a maximum depth of 776.22 metres and a site area of approximately 96 hectares.



Figure 6 Aerial photography of subject site (Source: Council's GIS System, dated 2025)

The subject site is located within Lance Creek, which is approximately 9 kilometres northeast of Wonthaggi and 18 kilometres southwest of Korumburra. Accessed via an existing accessway, the subject site is relatively flat and is surrounded by large expanses of rural farming and agricultural land, consisting of paddocks, cropped grasslands, and some protected conservation land.

On site vegetation generally comprises of pasture grasses, which are irrigated, fertilised and regularly grazed. Some planted trees and shrubs surround the existing site buildings. There are some scattered trees and vegetation that are located along Korumburra-Wonthaggi Road. Lance Creek runs south through the center of the property, with scattered trees and vegetation lining the waterway. The existing single access point for workers and trading vehicles is from the Wonthaggi-Korumburra Road. The road is managed by Department of Transport and Planning. The car park is located directly to the south of the main buildings. The subject site is relatively flat, whilst slightly undulating in parts. The buildings associated with the processing of meat are clustered together in a central location.

The onsite Wastewater Management System consists of several treatment ponds and water storage dams.
The main characteristics of the surrounding area are:

North	Adjoining the land to the north is 135 McDonald Road, Lance Creek. This lot is approximately 214 ha in area and contains two dwellings and operates an organic farm. The closest dwelling on this land is located approximately 950m from the existing abattoir buildings.
South	Adjoining the land to the south comprises two lots. The first one is a large land holding at 2125 Korumburra Wonthaggi Road on a lot approximately 128ha in area, which contains a dwelling and outbuilding. A smaller lot is also located at 2139 Korumburra-Wonthaggi Road. The lot is approximately 1.225 ha and contains a single dwelling and outbuilding. It is located approximately 433m from the abattoir building
East	Adjoining the land to the east is 2050 Korumburra-Wonthaggi Road. This lot is approximately 135 ha in area and contains a dwelling, associated outbuilding and farm shedding. The dwelling is approximately 613m to the east.
West	Adjoining the land to the west comprises two lots. The first one is a large land holding at 2125 Korumburra-Wonthaggi Road on a lot approximately 57 ha in area, which contains a dwelling and outbuilding. It is 1290m from the abattoir building. A smaller lot is also located at 2230 Korumburra-Wonthaggi Road. The lot is approximately 2.8 ha and contains a single dwelling and outbuilding. It is located approximately 947m from the abattoir building.



Figure 7 – Current entrance to the subject site

Planning Controls

The following controls/permit triggers are considerations for this application:

Zone

Clause 35.07- Farming Zone

In accordance with Clause 35.07-4 a Planning Permit is required for the building and works associated with a Section 2 Use (abattoir)

Particular Provisions

Clause 52.17 – Native Vegetation

In accordance with Clause 52.17 (Native Vegetation) a permit is required to remove, destroy, or lop native vegetation, including dead vegetation.

Clause 52.29 – Land Adjacent to the Principal Road Network

Pursuant to clause 52.29-2, a permit is required to create or alter access to a road in a Transport 2 Zone.

Consultation

Notice of the application was required under Section 52 of the *Planning & Environment Act 1987*, as the responsible authority was not satisfied that the grant of the permit would not cause material detriment to any person.
The Applicant gave notice in the following manner:

- Sent copies of the Notice by registered mail to 29 landowners and occupiers; and
- Placed a Notice on the land.

In response to notification the application attracted three objections.
A copy of each submission is included in Attachment two.
The submitter concerns and comments are summarised further in this report including a Council Officer response in the table provided.

Referrals

The following table outlines the referral requirements of this application.

Referral Authority	Comments
External	
Environment Protection Authority (EPA) 25 November 2025	Section 55 Referral (determining) No objection to the amendment application. The EPA state that they are currently working with the Applicant to manage wastewater and odour sources; and it is appropriate that this process is followed and regulated through obligations under the Environment Protection Act 2017. There was no objection to the application by the EPA, and no conditions were required to be placed on any permit issued. The EPA has its own approvals that are required to be addressed in the management and running of the abattoir. EPA Footnotes will be listed on any permit issued.
Department of Transport and Planning (DTP) Head Transport for Victora, (TfV) 15 October 2025	Section 55 Referral (determining) No objection to the amendment application subject to conditions.
West Gippsland Catchment Management Authority (WGCMA) 19 September 2025	Section 55 Referral (recommending) No objection to the amendment application. The stormwater runoff from the development will not discharge directly into the waterway and will be treated to exceed the best practice targets before discharge through an underground detention and absorption network. The WGCMA is satisfied that the increased water quality treatment offsets the loss of the designated waterway.
Department of Energy Environment and Climate Action (DECCA) 19 September 2025Planning Permit	Section 55 Referral (determining) No objection to the amendment application subject to conditions. DEECA note that Strzelecki Gum has been recorded in the local area, including on a road reserve within four kilometres of the subject site. DEECA recommends that key diagnostic features of Swamp Gum Eucalyptus ovata proposed to be removed are verified prior to commencing works to ensure individuals of the closely related threatened species Strzelecki Gum have not been misidentified
Internal Council Departments	

Development Services 22 October 2025	No objection to the amendment application subject to conditions.

Aboriginal Heritage Act 2006

The site is located within an area of identified cultural heritage sensitivity. Pursuant to Section 52 of the *Aboriginal Heritage Act 2006*, Council must not grant a statutory authorisation for an activity within an area of cultural heritage sensitivity unless a cultural heritage management plan is approved in respect to that activity or meets a relevant exemption.
The application proposes works outside of the curtilage of the mapped area of identified cultural heritage.
The proposed works are exempt from a mandatory Cultural Heritage Management Plan (CHMP) under Regulation 46(3) of the Aboriginal Heritage Regulation 2018. The land was lawfully being used as an abattoir, immediately before 28 May 2007 and the works would be associated with the use of the existing abattoir infrastructure.

Planning Scheme Provisions

Planning Policy Framework Assessment

VPP00 Purpose and Vision

Clause 02 – Municipal Planning Strategy

- Clause 02-01 Context
- Clause 02-02 Vision
- Clause 02-03 Strategic direction
- Clause 02.04 Strategic framework plan

VPP11 Settlement

Clause 11.01 - Victoria

- Clause 11-01-1S Settlement
- Clause 11-01-1R Settlement – Gippsland
- Clause 11-01-1L-01 Settlement

VPP 12 Environmental and Landscape Values

Clause 12.01 Biodiversity

- Clause 12.01-2S Native vegetation management

VPP 13 Environmental Risks and Amenity

Clause 13.02 Bushfire

- Clause 13.02-1S Bushfire Planning

Clause 13.03 Floodplains

- Clause 13.03-1S Floodplain management

Clause 13.05 Noise

- Clause 13.05-1S Noise abatement

Clause 13.06 Air Quality

- Clause 13.06-1S Air quality management

Clause 13.07 Amenity and Safety

- Clause 13.07-1S Land use compatibility

VPP 14 Natural Resource Management

Clause 14.01 Agriculture

- Clause 14.01-2S Sustainable agricultural land use
- Clause 14.01-2L-01 Sustainable agricultural land use
- Clause 14.01-2L-02 Sustainable agricultural land use in the Farming Zone

Clause 14.02 Water

- Clause 14.02-1S Catchment planning and management
- Clause 14.02-1L Catchment planning and management

VPP 17 Economic Development

Clause 17.01 Employment

- Clause 17.01-1S Diversified economy
- Clause 17.01-1R Diversified economy - Gippsland

VPP 19 Infrastructure

Clause 19.03 Development Infrastructure

- Clause 19.03-3S Integrated water management
- Clause 19.03-3L Integrated water management

The Municipal Planning Strategy (MPS) and Planning Policy Framework (PPF) seek to support the retention of agricultural land for cost effective production of food and to support a mix of uses in the Farming Zone associated agricultural land.
It is policy to support the development of value-adding rural industries and to encourage diversification through effective agricultural production, food processing, and rural industry. Local policy explicitly encourages rural industries that package or process local primary products in proximity to the raw product.
The PPF seeks to ensure that there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation.

The MPS and PPF also seek protection from environmental risk, amenity impacts, and land use conflict.
Lance Creek is a rural area with no settlement status within the settlement hierarchy of the Shire. There has been some minor incursion of rural residential land use around Lance Creek. However, consistent with local settlement policy, the majority of the land is retained for agricultural purposes and for use and development that supports agriculture.
Considering economic development under the planning policy encourages the responsible authority to 'provide for a strong and innovative economy, where all sectors are critical to economic prosperity', this proposal will value add to the rural economy through employment.
Advice and assistance in deciding on this application has been sought from relevant authorities whose policies are included in the Bass Coast Planning Scheme. Those authorities include the Environmental Protection Authority (EPA), West Gippsland Catchment Management Authority (WGCMA), the roads authority, and the Department of Energy, Environment and Climate Action (DEECA).
The WGCMA advises that although proximate to Lance Creek and Powlett River, the proposed extension to the facility is on higher land and not likely to be subject to inundation from the Powlett River or Lance Creek. Stormwater runoff from the development will not discharge directly into the waterway and will be treated to exceed the best practice targets before discharge through an underground detention and absorption network.
The EPA advise that environmental risk associated with the proposal including from odour, noise and wastewater is undertaken through the EPA licence amendment process and the proponent will be required to make any changes approved through this amendment application lawful. The permit holder will be advised via permit notes that before the use or development authorised, they must ensure that any obligations or duties that arise under the *Environment Protection Act 2017* are met. This may include obtaining EPA permission, approval or exemption, in accordance with the Environment Protection Regulations 2021.
The proposed expansion of the abattoir and associated works are considered to have merit when consideration is given to state and local planning policies related to settlement, native vegetation management, natural resource management, agriculture and water quality and economic development through value adding rural industries to agriculture.
It is considered that the expansion of an existing abattoir is entirely consistent with state and local planning policy subject to the use and development meeting expectations to manage amenity impacts and manage and mitigate environmental risk from stormwater and pollutants into catchment areas.
The application has appropriately considered mitigating or reducing environmental risk and amenity impacts and it is considered that these can be satisfactorily managed by the relevant authorities who regulate these matters and through conditions on the amended permit.

The proposed native vegetation removal is unavoidable and will be offset through the purchasing of native vegetation credits through the Department of Energy, Environment and Climate Action. The majority of the vegetation to be removed has been assessed as being of relatively low quality. The vegetation will be appropriately offset, and the existing vegetation will be protected through tree protection fencing. The relevant referral authority DEECA has consented to the vegetation removal subject to conditions.

Zone Assessment



Figure 8 – Zoning Map

Clause 35.07 – Farming Zone

The purpose of the Farming Zone is:

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

- *To provide for the use and development of land for specific purposes identified in a schedule to this zone.*

In accordance with Clause 35.07-4 a Planning Permit is required for the building and works associated with a Section 2 Use (abattoir).
The application is consistent with the objectives and decision guidelines of the Farming Zone and can be supported for the following reasons:

- The use of the land for the abattoir was supported by Council in 2023 and that approval continues to have effect on all of the land to be used for an abattoir. This use is consistent with decision guidelines in the Farming Zone to support agricultural production.
- The intensification of the use is compatible with adjoining uses and adverse amenity, and environmental impacts can be satisfactorily managed and mitigated.
- The proposed scale and appearance of the works are consistent with the existing buildings on the site and appropriately set back from the public realm and nearby properties.
- There are no visual impacts anticipated from major roads, vistas, waterways or the natural environment.
- The decision guidelines of the farming zone support buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.
- Due to the long-term operation of the abattoir, there will be no substantial loss to productive agricultural land. The solar energy system is not expected to limit the operation and expansion of adjoining and nearby agricultural uses.
- The intensification of the use and additional traffic has been considered, and the roads authority does not object to the proposal subject to conditions.
- Impacts from noise on sensitive receptors has been considered as a consequence of the intensification of use and recommendations to mitigate impacts will be provided via permit conditions.
- In relation to catchment management issues, the application was referred to the West Gippsland Catchment Management Authority who do not object to the proposal.
- In relation to potential environmental issues as a consequence of intensification of the use, including the management of on-site effluent disposal, the Environmental Protection Authority (EPA) does not object to the proposal and the permit holder is required to meet legislative and regulatory requirements. The EPA confirm that the applicant currently holds operating licence OL000002907 which requires amendment to accommodate changed site operations. There is a current approval in place under this permit for the management of effluent and waste.

- The EPA advise they have reviewed the Tabro Meat Abattoir Upgrade - Air Quality and Odour Assessment prepared by Trinity Consultants dated 27 June 2025, "*While the assessment indicates the risk of odour on sensitive receptors to be low, it is also noted that a review of the current wastewater treatment plant is required to determine if it is suitable for the expansion to 800 head per day. Given the wastewater treatment plant is a major source of odour for the site, it necessary to ensure the wastewater system is appropriate for use and that odour emissions can be identified and managed. As EPA is currently working with the applicant to manage wastewater and odour sources, it is appropriate that this process is followed and regulated through obligations under the Environment Protection Act 2017.*"

Overlay Assessment

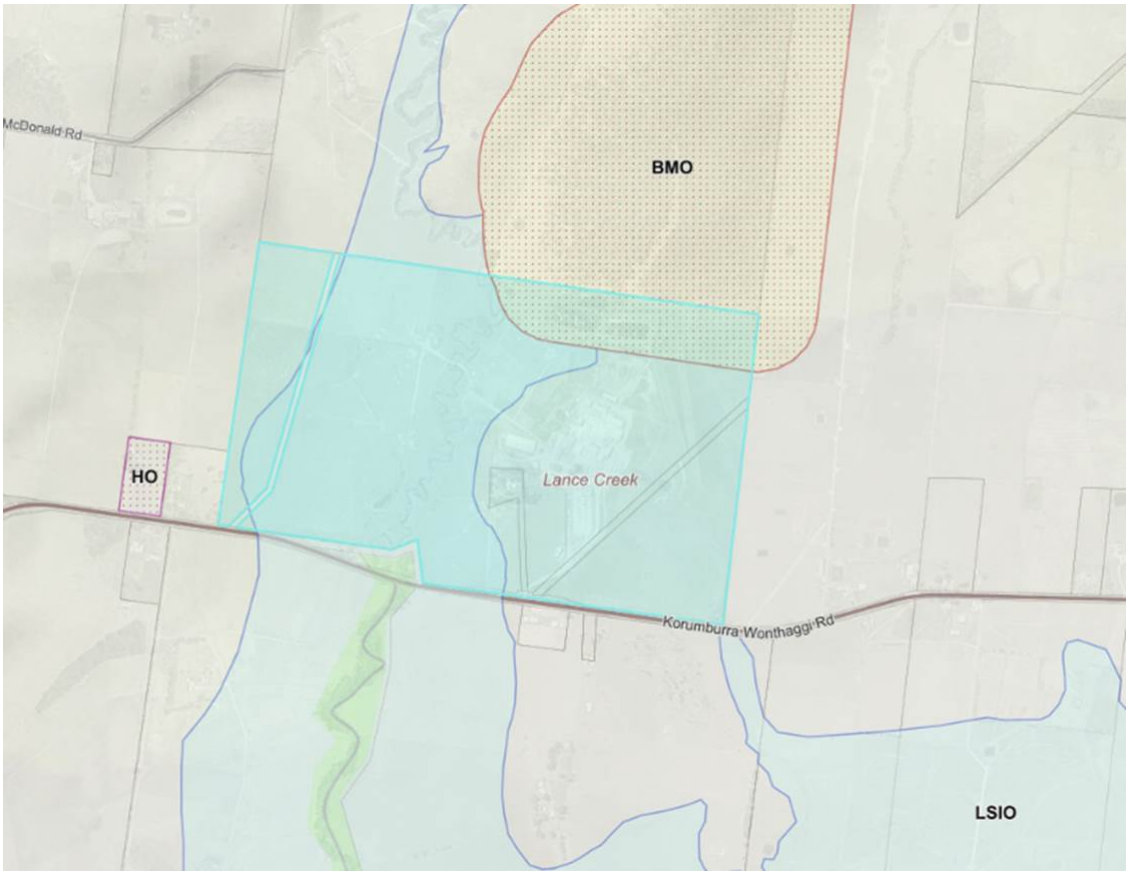


Figure 9 – Overlay Map showing BMO to the northeast of the site and an LSIO through the centre of the site

Clause 44-04 – Land Subject to Inundation Overlay

Clause 44.06 Bushfire Management Overlay

The Land Subject to Inundation Overlay and Bushfire Management Overlay apply to the land (in part) as shown in figure 10.
The building and works proposed in this amendment application are located outside the overlays that apply to the land and as such consideration is not required under these provisions.

Particular Provisions Assessment

Clause 52.06 – Car Parking

Clause 52.06-1 applies to:

- *a new use; or*
- *an increase in the floor area or site area of an existing use; or*
- *an increase to an existing use by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.*

A statutory parking assessment of the plant's current and proposed expansion components indicates a total car parking requirement of 484 spaces.
The current car park has a capacity of 300 spaces (a reduction of 55 car parking spaces approved). The proposed expansion includes provision of a second car park with 204 spaces, giving a total parking supply of 504 car parking spaces.
This exceeds the minimum requirements of the planning scheme by 20 spaces, and no Planning Permit is required.
Council's Development Services team has reviewed the application and does not object to the proposal subject to conditions.
The original permit allowed a reduction in parking, and this is no longer a relevant consideration it is therefore proposed that the permit be amended to remove the reference to the car parking reduction granted under the original permit.

Clause 52.17 – Native Vegetation

In accordance with Clause 52.17-1 a Planning Permit is required to remove, destroy or lop native vegetation including native vegetation.
Clause 52.17 seeks to ensure there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. This is achieved by applying the following three step approach in accordance with the *Guidelines for the removal, destruction or lopping of native vegetation* (Department of Environment, Land, Water and Planning, 2017).

- Avoid the removal, destruction or lopping of native vegetation.
- Minimise impacts from the removal, destruction or lopping of native vegetation that cannot be avoided.
- Provide an offset to compensate for the biodiversity impact if a permit is granted to remove, destroy or lop native vegetation.

This amendment application proposes the removal of 0.075 hectares of native vegetation for road works in accordance with Native Vegetation Removal Report ID 304_20250730_80Z.
The vegetation removal will be offset through the purchasing of credits.
It is considered that the removal of native vegetation is unavoidable and DEECA does not object to the proposal subject to conditions.

Conditions on permit 2024/002117 no longer have effect and that permit will need to be cancelled. This will be a condition on permit.

Clause 52.29 – Land Adjacent to Principal Road Network

In accordance with Clause 52.29-2 a Planning Permit is required to alter access to a road in a Transport Zone 2. The subject site is currently accessed via Korumburra-Wonthaggi Road which is a state arterial road managed by the Department of Transport and Planning. It is designated Transport Zone 2.
As detailed in the Traffic Impact Assessment Report, it is proposed to improve the existing external access point at Korumburra-Wonthaggi Road in line with anticipated traffic volume increases as a consequence of the proposed expansion of the abattoir.
As required by the Planning Scheme, the application was referred for consideration to the Head, Transport for Victoria at the Department of Transport and Planning (DTP).
DTP has no objection to the proposal subject to conditions that will need to be satisfied by the permit holder.
Conditions on the original permit will be deleted and replaced with the new DTP conditions.

Clause 53.10 – Uses with Adverse Amenity Potential

The Bass Coast Planning Scheme is not silent on the potential for adverse amenity impacts and although not a relevant clause to consider for this application, clause 53.10 does set out threshold distances for uses with adverse amenity potential.
The threshold distance for an abattoir is 1000 metres.
The threshold distance listed in this clause specifies minimum requirements for setbacks for land in a residential zone. It does not set out distances for requirements at a granular dwelling level and there are no specifications for separation distances in the Farming Zone.
The nearest General Residential Zone land to the subject site is Wonthaggi, which is approximately 9 kilometres to the southwest of the subject site.
It is noted in the policy section of this report that the EPA is a determining authority who are responsible for legislation and regulation of matters to do with potential adverse amenity impacts.

Concerns Raised By Submitters

The following table summarises submissions into themes and provides a discussion on those issues that can and ought to be considered:

Submitter Theme	Council Officer Response
Adverse amenity impacts	Noise The intensification of the use may result in increased noise emissions due to additional traffic to and from the site. The applicant has proposed mitigation measures that include limitations on cleaning

	activities, management of loading dock operations to limit operations to only one dock (with one freezer truck) from 10pm to 7am. Truck access will be limited to a maximum of one truck per hour being able to enter OR exit the site between 5am and 7am Monday to Saturday. Any activities on Sunday, including cattle truck movements from 12:00pm to 10:00pm, must be planned in the same manner as those scheduled 5:00 am to 7:00 am from Monday to Saturday. Therefore, a maximum of one truck per hour may enter or exit the site during these times. The EPA has stringent guidelines the operators must adhere to in relation to noise and impacts on sensitive noise receptors, the closest being 440 metres away. Conditions will be placed on permit to restrict in accordance with the noise assessment recommendations. Odour This amendment application includes an Air Quality and Odour Assessment prepared by Trinity Consultants dated 27 June 2025. The EPA were referred the application and advise that while the assessment indicates the risk of odour on sensitive receptors to be low, it is also noted that a review of the current wastewater treatment plant is required to determine if it is suitable for the expansion to 800 head per day. Given the wastewater treatment plant is a major source of odour for the site, it is necessary to ensure the wastewater system is appropriate for use and that odour emissions can be identified and managed. As the EPA is currently working with the applicant to manage wastewater and odour sources, it is appropriate that this process is followed and regulated through obligations under the Environment Protection Act 2017 rather than through council planning decisions.

	It is entirely appropriate that council accepts the advice from the EPA that they believe that odour and noise risks can be managed through the mitigation measures being introduced that will be further refined in collaboration with EPA under the *Environment Protection Act 2017*. Noise and odour are not a consideration under the Planning & Environment Act where that authority has jurisdiction, and the permit holder will be required to comply with all relevant EPA requirements.
Environmental risk	The application was referred to EPA who provided specific advice. Community complaints have been received by EPA regarding the potential for wastewater irrigation to enter the local catchment and increase pollution loads. EPA is currently working with the applicant to find a solution to wastewater risks, which are expected to increase with expanded operations and production. EPA reminds the applicant that as per their obligations under the Environment Protection Act 2017 that they must ensure that all control measures are in place to manage wastewater effectively within the property boundary or collect the waste and discharge to a lawful place. EPA recommends the applicant continue to work with EPA to find an appropriate solution to managing wastewater at the site. EPA has requested the applicant undertake a hydrogeological assessment to understand the capacity of available land for wastewater irrigation. These are not matters that can be controlled under the Planning and Environment Act or a Planning Permit condition. The WGCMA have reviewed the application and do not object to the proposal.

Future development on the land	Consideration may only be given to the matters detailed in this application.
Impact on vegetation	The application proposes removal of a further patch of vegetation to what is already approved. The removal is unavoidable and will ensure safe sight lines and delivery of road infrastructure. The proposal has been reviewed by DEECA, who do not object to the proposal subject to conditions to offset the removal.
Precedence	Each Planning Permit application is assessed on the merits of the application and decisions turn on the particular circumstances of the application. No two applications are the same. Consideration of this application is limited to any amenity impacts due to the intensification of the use and the works proposed.
Intensification of use	The proposal seeks to intensify the use of the land by increasing the number of animals processed at the facility per day from 300 to 800. There is no limitation on the number of animals processed at present. This necessitates an increase in operating hours from the current approval being Monday to Friday 6am-6pm to Monday to Saturday with restrictions and limitations as outlined in the proposal section of this report. It also requires upgraded plant and equipment and upgrades to parking and access arrangements. Council is required to consider whether the proposal will result in a satisfactory outcome with respect to adverse impacts. It is considered that the proponent will be required to satisfy stringent EPA requirements and that there is nothing in the zone or particular provision decision guidelines whereby council could reasonably refuse the expansion of important rural industry subject to conditions.

Traffic impacts - Increase in traffic volume - Increased risk of traffic incidents	The application has been reviewed by the Department of Transport and subject to road upgrades and conditions does not object to the proposal.
Land Subject to Inundation Overlay	Not a relevant consideration to this amendment application. The amendment proposal does not trigger planning consideration under the Land Subject to Inundation Overlay as no works are proposed in the overlay. Previous works are already approved and the WGCMA conditions continue to have effect.
Jurisdiction	Council has no authority to act on matters to do with commercial pollution. The appropriate authority is the Environment Protection Authority.
Vegetation removal	Vegetation removal from the road reserve is satisfactory and required for road safety reasons. DEECA do not object subject to conditions on permit that require vegetation removal be off set. Permit 2024/002117 ought to be cancelled so as not to conflict.
Rural character	Works are limited to additional car parking, and extension to the existing plant. Works are clustered around the existing built form and visual impacts will be minimal.

Conclusion

The application has been assessed against the relevant clauses of the Bass Coast Planning Scheme and is considered to meet the objectives of state and local planning policy and to respond satisfactorily to the purpose and decision guidelines of the Farming Zone and the relevant particular provisions as discussed in this report.
The application underwent notification, resulting in three submissions. Concerns raised by submitters were considered in the assessment of the application.

It is recommended that Council resolve to issue a Notice of Decision to Amend a Planning Permit for planning application PDPERAMD 2023/000115-1 for the following matters, subject to conditions:

Planning scheme clause	Matter for which the permit has been granted
Clause 35.07-4 - Farming Zone	Use of land for an abattoir
Clause 35.07-4 - Farming Zone	Building and works associated with a Section 2 Use (abattoir) A building within 100 metres of a waterway
Clause 42.04 Land Subject to Inundation	Construct or carry out works associated with roadworks
Clause 52.17 – Native Vegetation	Remove, destroy or lop native vegetation
Clause 52.29-2 Land adjacent to the principal road network	Create access to a road in Transport Zone 2

Recommendation

That in relation to amendment application PDPERAMD 2023/000115-1 to amend the Planning Permit to use the land for an abattoir and associated buildings and works in a Farming Zone (FZ), removal of native vegetation, alteration to access to a road in Transport 2 Zone (TRZ2) and works within a Land Subject to Inundation Overlay (LSIO) located at 2140 Korumburra-Wonthaggi Road Lance Creek, Council resolves to issue a Notice of Decision to Amend a Planning Permit subject to the following conditions:
Amended plans required

1. **Before the use and /or development commences, amended plans drawn to scale with dimensions must be submitted to and approved by the responsible authority. The plans must be generally in accordance with the plans submitted but modified to show:**
   a) **Elevation plans of the external building work. This includes a new plant deck, blast freezer and boning room extension**
   b) **A car parking plan shall be prepared and submitted to the responsible authority for approval, clearly showing the layout, the proposed method of surfacing, and delineation of spaces, and how the car parking area will be landscaped.**
   c) **This plan, when approved, shall be endorsed as forming part of the permit and the parking area shall be constructed, maintained, drained and delineated in accordance with the endorsed plans to the satisfaction of the responsible authority.**
   d) **Landscape Plan of car parking area as per Condition 2.**

All to the satisfaction of the responsible authority. When approved, the plans will be endorsed and will then form part of this Permit.
Landscape Plan required

2. **Concurrently with the submission of plans required by Condition 1 and before the commencement of buildings and works, a detailed Landscape Plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When the Landscape Plan is approved, it will become an endorsed plan forming part of this permit.**
3. **The Landscape Plan must incorporate:**
    a. **any design changes as required by Condition 1.**
    b. **a survey (including botanical names) of all existing vegetation to be retained and/or removed.**
    c. **a survey, including botanical names, of all existing trees on neighbouring properties where their Tree Protection Zones (calculated in accordance with AS4970-2009) encroach into the subject site. Details of surface finishes of 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. **details of all proposed hard surface materials including pathways, patio, or decked areas.**
    g. **The location and area of the planting must consider the height and width of the tree at maturity and are not to be sited over easements.**
    h. **The provision of a vegetation buffer to existing waterway that extends north to south on the subject land. The vegetation buffer must be 30 metres either side of the waterway. Details of vegetation and landscaping is to be provided and be generally in accordance with the future Landcare management plan including monitoring and assessing requirements.**
    i. **A vegetation buffer with a minimum width of 30 metres to extend from the southern title boundary, for the entire length of this boundary. Details of the proposed planting in this buffer must be provided. The intent of the buffer is to further screen the buildings and to limit dust from the use and operation including vehicle movements.**

Completion and maintenance of landscaping

4. **Within 3 months of the completion of the works pertaining to stage 1 or within the next applicable planting season, whichever is the earlier; the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority. The landscaping must thereafter be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced. Within 3 months of the completion of the works pertaining to car park 2 or within the next applicable planting season, whichever is the earlier; the landscaping works shown on the endorsed plans prepared by Spaceframe labelled 'Proposed Car Park 2 – landscape' must be carried out and completed to the satisfaction of the responsible authority. The landscaping must thereafter be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.**

Layout not to be altered

5. **The use and development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.**

Amenity

6. **The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:**
    a. **transport of materials, goods or commodities to or from the land;**
    b. **appearance of any building, works or materials;**
    c. **emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, or otherwise;**
    d. **presence of vermin.**

Hours of operation and permitted number of livestock

7. **The use hereby permitted may only operate between 5.00am and 10.00pm Monday to Saturday subject to the following limitations, unless with the responsible authority's prior written consent.**
    a. **Pressure washing is only permitted on any day between 7.00am and 10.00pm.**
    b. **Unloading, sorting, managing and transferring livestock to the abattoir kill floor is only permitted between 6.00am-7.00pm.**
    c. **Abattoir operations including kill floor and boning room are only permitted between 5.30am-6.30 pm.**

d. **Abattoir operations for transfer of meat products to cold store facilities (internal) are only permitted between 6.00am-10pm Monday to Saturday.**

e. **Plant management, cleaning and repair, animal welfare and livestock management and vehicle movements associated with these activities are unrestricted.**

f. **Heavy vehicle movements are restricted as follows:**

g. **The operation is limited to the use of one dock (with one freezer truck) between 10.00pm-7.00am**

h. **A maximum of one truck per hour delivering and unloading livestock is permitted to enter (or exit) the site between the hours of 5.00am and 7.00am Monday through Saturday.**

i. **A maximum of one truck per hour delivering and unloading livestock is permitted to enter (or exit) the site between 12.00pm and 10.00pm on Sunday**

j. **All gazetted Victorian public holidays are to be treated as though they are a Sunday for the purpose of this condition.**

k. **The maximum number of livestock to be processed on the abattoir kill floor per day during permitted operating hours is 800.**

Engineering conditions – car parks

8. **Before the commencement of the use or occupation of the development, the area/s set aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:**

   a. **constructed to the satisfaction of the responsible authority.**

   b. **properly formed to such levels that they can be used in accordance with the plans.**

   c. **surfaced with crushed rock or gravel and treated to the satisfaction of the responsible authority to prevent dust;**

   d. **Drained.**

   e. **marked to indicate each car space (for other surface finish);**

   f. **clearly marked to show the direction of traffic along access lanes and driveways.**

   g. **properly illuminated with lighting designed, baffled and located to the satisfaction of the responsible authority, to prevent any adverse effect on adjoining land.**

h. **Prior to the increase in employee numbers reaching 301, the second car park must be constructed and landscaped in accordance with endorsed plans prepared by Spaceframe Buildings and submitted with PDPERAMD 2023/000115-1.**

9. **Noise emitted from the premises must not exceed the permissible noise levels as determined using Noise from Industry in Rural Victoria (NIRV: EPA publication 1411).**
10. **External lighting must be designed, baffled and located to prevent any adverse effect on adjoining land, to the satisfaction of the responsible authority.**
11. **All buildings and works must be maintained in good order and appearance to the satisfaction of the responsible authority.**
12. **All drainage and runoff from the site shall be contained within the settling pond located at the (specify) of the subject land, and any discharge from the site shall be free of pollutants (chemical and suspended materials). Prior to the commencement of the use hereby permitted, the applicant shall provide details of the proposed method of cleansing the water runoff and on the construction of such works to the satisfaction of the responsible authority.**
13. **Equipment, materials, goods or machinery, whether used in the process of industry carried out on the land or not, must not be stored or allowed to remain on any part of the land that is visible to the public from off the subject land.**
14. **Earthworks must be undertaken in a manner that minimises soil erosion. Exposed areas of soil must be stabilised to prevent soil erosion. The time for which soil remains exposed and unestablished must be minimised to the satisfaction of the responsible authority.**
15. **Soil erosion control measures must be employed throughout the construction stage of the development, to the satisfaction of the responsible authority.**
16. **The loading and unloading of vehicles and the delivery of goods to and from the premises, must at all times, be conducted entirely within the site and in a manner that limits interference with other vehicular traffic, to the satisfaction of the responsible authority.**
17. **The loading bay must remain free for the purpose of loading and unloading at all times.**
18. **Before the commencement of use, provision must be made for bicycle racks to accommodate 12 bicycles. Bicycle racks must be designed, constructed and located to the satisfaction of the responsible authority.**

19. **Low intensity lighting must be provided to ensure that car park areas and pedestrian accessways are adequately illuminated without any loss of amenity to the surrounding area, to the satisfaction of the responsible authority.**

Engineering Conditions

20. **Before the commencement of use, all stormwater discharging from the site, buildings, vehicle access ways and works must be discharged to a water tank, soakwell or otherwise discharged so as not to cause erosion, flooding or nuisance to the subject or surrounding land, to the satisfaction of the responsible authority.**
21. **Stormwater to be treated in general accordance with the Bass Coast Shire Council Planning Scheme and EPA Victoria's publications and guidelines. Storm water quality targets should be to the satisfaction of the responsible authority.**
22. **No mud, dirt, sand, soil, clay, stones, oil, grease, scum, litter, chemicals, sediments, gross pollutants, animal waste or domestic waste shall be washed into, allowed to enter or discharged to the stormwater drainage system, receiving waters or surrounding land and road reserves, during the construction works hereby approved to the satisfaction of the responsible authority.**

West Gippsland Catchment Management Authority

23. **All buildings and works, other than the wastewater treatment ponds, must be located at least 30 metres from the top of the bank of the waterway.**
24. **All new buildings and works must be located entirely on land outside of the 1% AEP flood extent.**

Department of Transport Conditions

25. **Deleted.**
26. **Deleted.**
27. **Deleted.**
28. **Deleted.**
29. **Deleted.**
30. **Deleted**
31. **Deleted**
32. **Deleted.**

Sustainability Management Plan

33. **Prior to the commencement of the use and development, a Sustainable Management Plan must be prepared and submitted to and approved by the responsible authority. Upon approval the SMP will be endorsed as part of the planning permit and the development must incorporate the sustainable design initiatives outlined in the SMP to the satisfaction of the responsible authority. The report must include, but not limited to, the following:**
    a. **Demonstrate how Best Practice measures for the relevant sustainable design requirements can be achieved.**
    b. **Identify relevant statutory obligations, strategic or other documented sustainability targets or performance standards.**
    c. **Document the means by which the appropriate target or performance is to be achieved.**
    d. **Identify responsibilities and a schedule for implementation, and ongoing management, maintenance, and monitoring.**
    e. **Demonstrate that the design elements, technologies, and operational practices that comprise the SMP can be maintained over time.**
    f. **A list of commitments to be notated and identified on the development/landscape plans.**
    g. **Include the provision of EV charging stations.**
    h. **Advise on solar battery backup and solar usage.**

Waste Management Plan

34. **Prior to the commencement of the use and development, a Waste Management Plan (WMP) must be submitted to and approved by the responsible authority. The WMP must be generally in accordance with the plans and reports submitted with the application but to include:**
    a. **Truck and effluent washdown points and information where these are located and are managed.**
    b. **Effluent management details.**

Department of Transport and Planning Conditions

35. **The existing access must be reconstructed to the satisfaction of the Head, Transport for Victoria.**
36. **At the entrance to the abattoir a Channelised Right (short turn) (CHRs) and Auxiliary Left turn (AUL) treatment must be constructed generally in accordance with the Austroads Guidelines and to the satisfaction of the Head, Transport for Victoria.**

37. **Prior to construction beginning on site, an Application for External Works – Functional Design Review, including Gippsland Regions Developer Funded Functional Layout Checklist, for Korumburra-Wonthaggi Road and the entrance to the site must be submitted and endorsed by the Head, Transport for Victoria. The application must be generally in accordance with the External works Review and Certification process as outlined on the Transport Victoria Website.**
38. **Prior to works beginning in the Road Reserve, an Application for External Works Detailed Design Review, including Gippsland Regions Developer Funded Detailed Design Checklist, for Korumburra-Wonthaggi Road and the entrance to the site must be submitted and endorsed by the Head, Transport for Victoria. The application must be generally in accordance with the External works Review and Certification process as outlined on the Transport Victoria Website.**
39. **Prior to the use of the buildings hereby approved, the required roadworks at the entrance of Korumburra-Wonthaggi Road must be completed by the Developer at no cost and to the satisfaction of the Head, Transport for Victoria.**
40. **Prior to design plans beginning, the applicant's consultants must attend a predesign meeting with the Department of Transport (Gippsland Region). Pre Design Meeting Requests must be submitted via email nriw.eastern@transport.vic.gov.au.**
41. **The existing Korumburra-Wonthaggi Road Pavement and Surrounds must be upgraded to include the new access to accommodate the change in traffic loadings and movements at no cost and to the satisfaction of the Head, Transport for Victoria. These works include, but are not limited to:**
    a. **Pavement reconstruction**
    b. **Pavement Asphalting / Re-Sealing**
    c. **Drainage Works**
    d. **Street Lighting**
    e. **Line Marking**
    f. **Signage**
42. **Prior to the use/operation of the abattoir, the permit operator must provide a bond for the proposed works to the Head Transport for Victoria. This must be 2 times the value of the proposed works (consultant estimate to be provided for approval).**

43. **Within 3 months after the issue of the planning permit, the operator of the site must execute a signed legal agreement with the Head, Transport for Victoria specifying the road improvements to the entrance of the site at no cost and to the satisfaction of the Head, Transport for Victoria. All cost associated with the agreement is to be borne by the operator of the site.**
44. **The legal agreement must include the following road improvements:**
    - **Channelised Right (short turn) CHR(s) treatment**
    - **Auxiliary left-turn (AUL) treatment**
    - **Roadway (flag) lighting**
    - **Shoulder sealing adjacent to the access**
    - **Signage Schedule and completion timeframes**
45. **The road improvements must be completed within 12 months from the issue of the planning permit, or unless agreed in writing by the Head, Transport for Victoria.**
46. **Driveways must be maintained in a fit and proper state so as not to compromise the ability of vehicles to enter and exit the site in a safe manner or compromise operational efficiency of the road or public safety (e.g., by spilling gravel onto the roadway).**
47. **Any vegetation removal within the arterial road reserve must be referred and approved by the Responsible Authority.**

Department of Energy, Environment and Climate Action Conditions

48. **Before work starts, the permit holder must advise all persons undertaking the vegetation removal or works on site of all relevant permit conditions and associated statutory requirements or approvals.**
49. **The native vegetation identified in NVRR ID 304_20250730_80Z and permitted to be removed, destroyed or lopped under this permit is 0.075 hectares of native vegetation, which is comprised of:**
    a. **One patch of native vegetation with a total area of 0.075 hectares [containing no large trees]**
50. **To offset the permitted removal of 0.075 hectares in accordance with Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017), the permit holder must secure the following offsets:**

    a) A general offset of 0.022 general habitat units:

    I. **located within the West Gippsland Catchment Management Authority or Bass Coast Shire municipal area**

    II. **with a minimum strategic biodiversity score of at least 0.347.**

51. **Before any native vegetation is removed, evidence that the required offset by this permit has been secured must be provided to the satisfaction of the responsible authority. This evidence must be of the following:**
    a. **Credit extract(s) allocated to the permit from the Native Vegetation Credit Register.**

A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit.

52. **Before work starts, a plan, to the satisfaction of the responsible authority, must be prepared, submitted to, and approved by the responsible authority. When approved, the plan will be endorsed and will form part of this permit. This plan must:**
    a. **Detail a description of the measures to be implemented to protect nearby areas of native vegetation and tree protection zones to be retained during the construction works, and the person/s responsible for implementation and compliance. These measures must:**
        i. **Include the erection of a native vegetation protection fence around all native vegetation to be retained on site, including the tree protection zones of all native trees to be retained. All tree protection zones must comply with AS 4970-2025 Protection of Trees on Development Sites.**
        ii. **Specify for the native vegetation protection fence to remain in place until all works are completed to the satisfaction of the responsible authority.**
    b. **Include any other requirements specified by the responsible authority.**
53. **Unless with the written consent of the responsible authority, within the area of native vegetation to be retained and any nearby tree protection zone associated with the permitted use or development, the following is prohibited:**
    a. **Any vehicle or pedestrian access,**
    b. **Trenching or soil excavation,**
    c. **Storage or dumping of any soils, materials, equipment, vehicles, machinery, or waste products,**
    d. **Entry or exit pits for underground services, and**
    e. **Any other actions or activities that may result in adverse impacts to retained native vegetation.**

Cancellation of existing permit

54. **Within one year from the approval date of amendment PDPADM 2023/000115-1 and before the works commence to widen Korumburra-Wonthaggi Road and the removal of native vegetation starts, planning permit number 2024/002117 must be cancelled. Proof must be provided without delay to the responsible authority that this has occurred.**

Time for starting and completion

55. **This permit will expire if:**

    a. **The development does not start within two years from the date of the Permit; or**

    b. **The development is not completed within four years of the date of the Permit; or**

    c. **The vegetation removal is not completed within 12 months of the approval date of amendment 2023/000115-1 to this permit; or**

    d. **The use is discontinued for a period of two years.**

The responsible authority may extend the time referred to if a request is made in writing before this Permit expires or within six months after the expiry date if the development has not commenced. If the development has lawfully commenced, the responsible authority may extend the time referred to if a request is made in writing within twelve months of the expiry date.

Permit Notes

A. Building permit may be required

This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.

B. Planning permission

Nothing in the grant of this permit should be construed as granting any permission other than planning permission for the purpose described. It is the duty of the permit holder to acquaint themselves, and comply, with all other relevant legal obligations (including any obligation in relation to restrictive covenants and easements affecting the site) and to obtain other required permits, consents, or approvals.

C. Septic tank permit

A separate application to install an all waste septic tank system is required to be submitted to and approved by Council's Environmental Health Department prior to the commencement of works.

D. Failure to Comply

Any failure to comply with the conditions of this permit may result in action being taken to have an Enforcement Order made against some or all persons having an interest in the land and may result in legal action or the cancellation of this permit by the Victorian Civil and Administrative Tribunal.

E. Native Vegetation Control

A Planning Permit is required to remove, destroy or lop native vegetation on the land, except in accordance with an exemption specified in the Bass Coast Shire Planning Scheme.

F. Permit for Protected Fauna

Before the commencement of works, a Flora and Fauna Guarantee Act 1988 (FFG) permit to take protected flora is required if the works will impact on protected flora species or communities. The applicant should confirm whether a FFG permit to take protected flora is required to remove protected flora during construction works associated with the road drainage works.

G. Permit to Building Surveyor

The permit holder/applicant/owner must provide a copy of the Planning Permit to any appointed Building Surveyor. It is the responsibility of the permit holder/applicant/owner and the Building Surveyor to ensure that the development approved by this Permit is consistent with any Building Permit approved and that all works are consistent with the endorsed plans approved under this Planning Permit."

H. Bushfire Prone Area

This site is in a designated Bush Fire Prone Area. Compliance with AS3959 is required.

I. Council Engineers

Other permits may be required.

Nothing in the grant of this permit should be constructed as granting any permission other than planning permission for the purpose described. It is the duty of the permit holder to acquaint themselves, and comply, with all other relevant legal obligations (including any obligation in relation to restrictive covenants and easements affecting the site) and to obtain other required permits, consents, or approvals. This may include (but not limited to):

- **Road Occupation Permits.**
- **Asset Protection Permits.**
- **Building Permits.**

- **Legal Point of Stormwater Discharge.**

J. DECCA

Works or other activities are proposed on public land and may affect protected native plants that require a permit under the Flora and Fauna Guarantee Act 1988 (FFG Act) prior to the commencement of works. To obtain an FFG permit or further information, please contact a Natural Environment Program officer at the Gippsland regional office of the Department of Energy, Environment and Climate Action at Gippsland.Environment@deeca.vic.gov.au

K. Department of Transport and Planning

Separate consent for works within the road reserve and the specifications of these works is required under the Road Management Act. For the purposes of this application the works will include provision of:

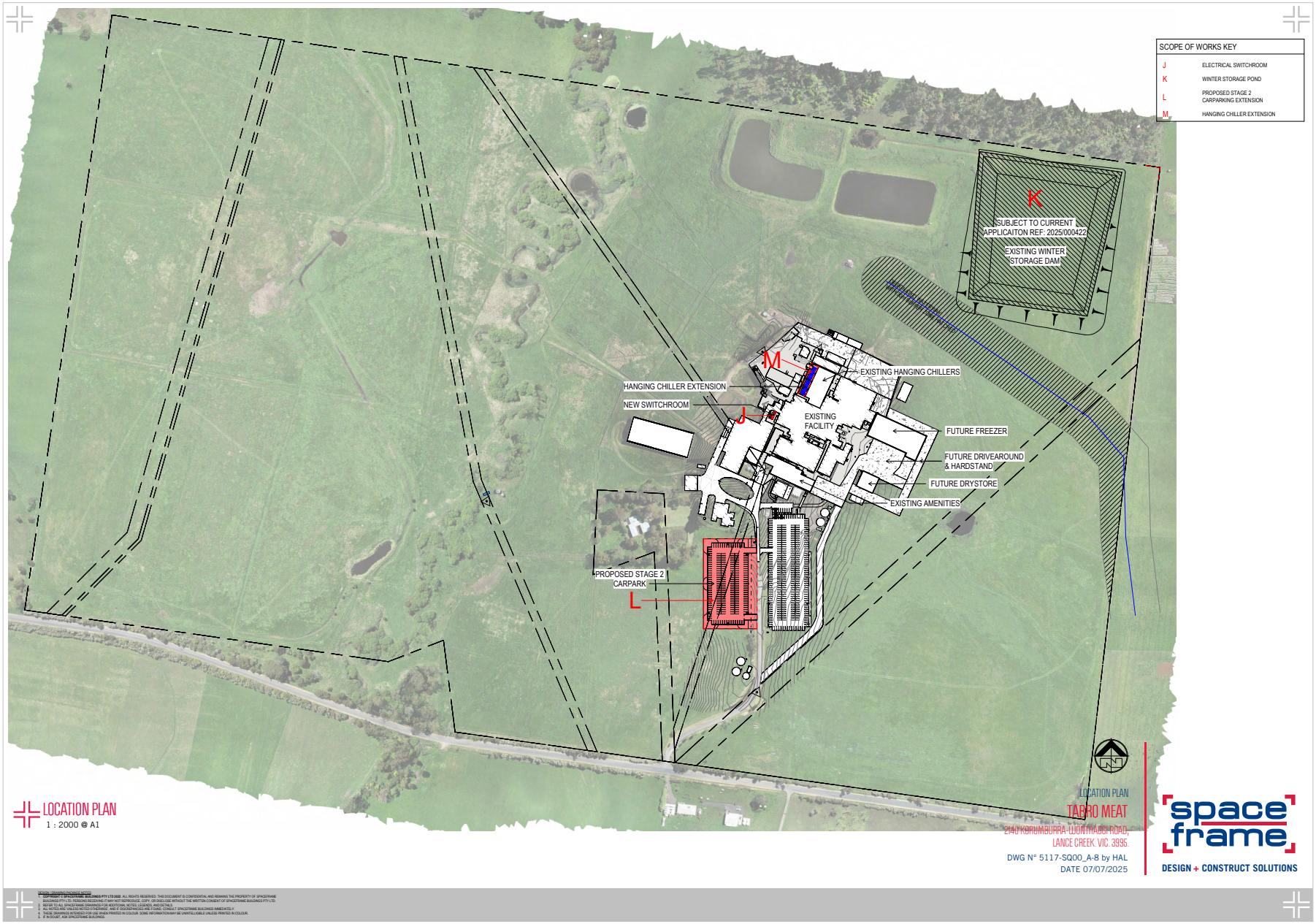
a. **Channelised Right (short turn) CHR(s) treatment**
b. **Auxiliary left-turn (AUL) treatment**
c. **Roadway (flag) lighting**
d. **Shoulder sealing adjacent to the access.**

L. Environment Protection Authority

This permit is not an EPA permission/ approval. Before the use or development authorised under this permit starts, the permit holder must ensure that any obligations or duties that arise under the Environment Protection Act 2017 are met. This may include obtaining an EPA permission, approval, or exemption, in accordance with the Environment Protection Regulations 2021. The Environment Protection Act 2017 imposes duties on individuals and/or businesses undertaking the activity permitted by this permit. If your business engages in activities that may give rise to a risk to human health or the environment from pollution or waste, you must understand those risks and take action to minimise them as reasonably practicable. For further information on what the laws mean for Victorian businesses and community go to: https://www.epa.vic.gov.au/general-environmental-duty

Attachments

1. Development Plans [**8.2.1** - 5 pages]
2. Planning Report [**8.2.2** - 9 pages]
3. Native Vegeation report [**8.2.3** - 77 pages]
4. Traffic Report [**8.2.4** - 42 pages]
5. Storm Water Management Plan [**8.2.5** - 61 pages]
6. Noise Report [**8.2.6** - 29 pages]
7. Air Quality Report [**8.2.7** - 17 pages]
8. Economic Impact Report [**8.2.8** - 22 pages]


SCOPE OF WORKS KEY
J ELECTRICAL SWITCHROOM
K WINTER STORAGE POND
L PROPOSED STAGE 2 CARPARKING EXTENSION
M HANGING CHILLER EXTENSION
K
SUBJECT TO CURRENT APPLICAITON REF: 2025/000422
EXISTING WINTER STORAGE DAM
M
EXISTING HANGING CHILLERS
HANGING CHILLER EXTENSION
NEW SWITCHROOM
J
EXISTING FACILITY
FUTURE FREEZER
FUTURE DRIVEAROUND & HARDSTAND
FUTURE DRYSTORE
EXISTING AMENITIES
PROPOSED STAGE 2 CARPARK
L
LOCATION PLAN
1 : 2000 @ A1
LOCATION PLAN
TARRO MEAT
2140 KORUMBURRA-LLOYD RANGE ROAD,
LANCE CREEK. VIC. 3995.
DWG N° 5117-SQ00_A-8 by HAL
DATE 07/07/2025
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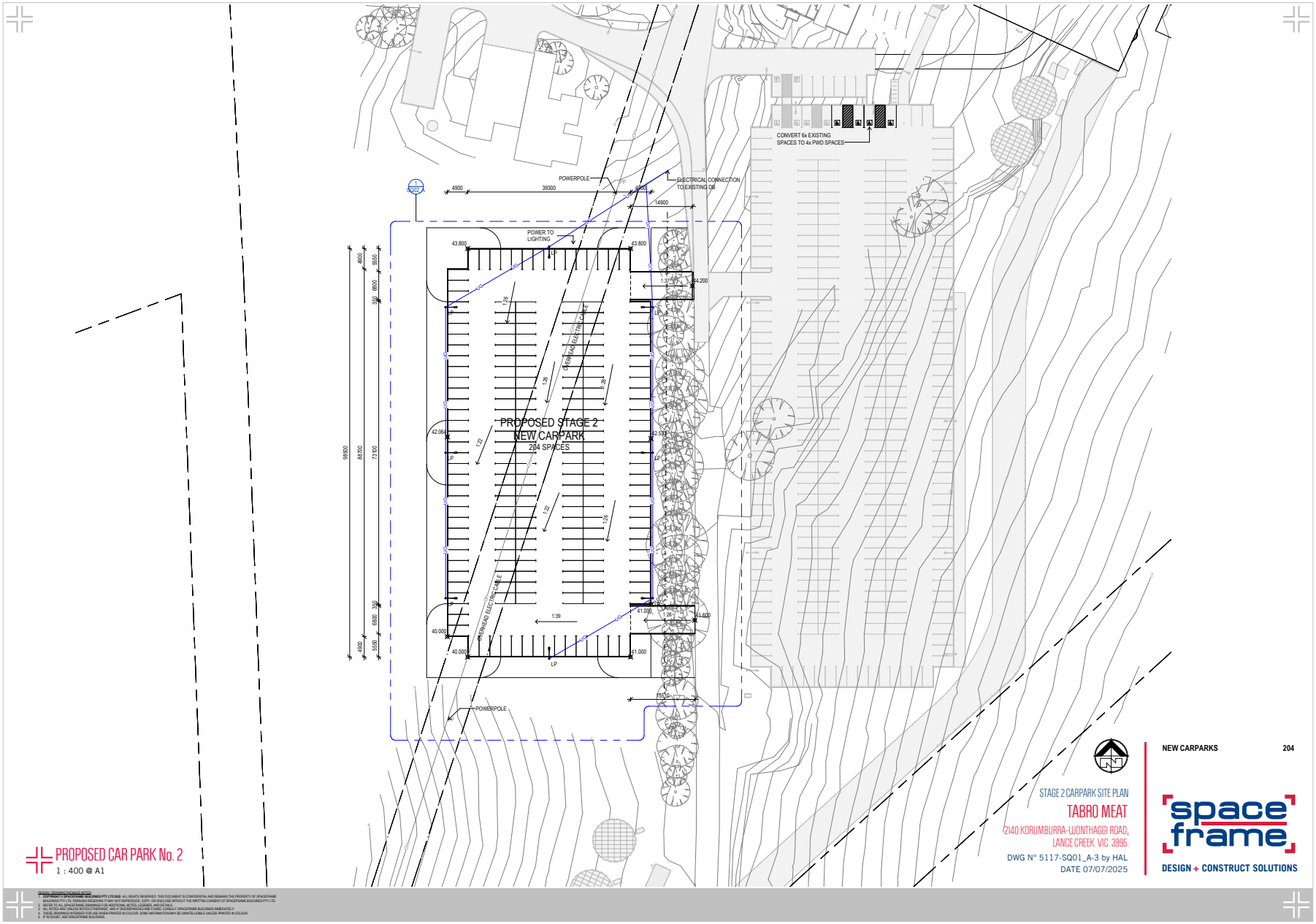
CONVERT 6x EXISTING SPACES TO 4x PWD SPACES
POWERPOLE
ELECTRICAL CONNECTION TO EXISTING DB
POWER TO LIGHTING
PROPOSED STAGE 2 NEW CARPARK 204 SPACES
OVERHEAD ELECTRIC CABLE
POWERPOLE
PROPOSED CAR PARK No. 2
1 : 400 @ A1
NEW CARPARKS 204
STAGE 2 CARPARK SITE PLAN
TABRO MEAT
2140 KORUMBURRA-LJONTHAGGI ROAD, LANCE CREEK. VIC. 3995.
DWG N° 5117-SQ01_A-3 by HAL
DATE 07/07/2025
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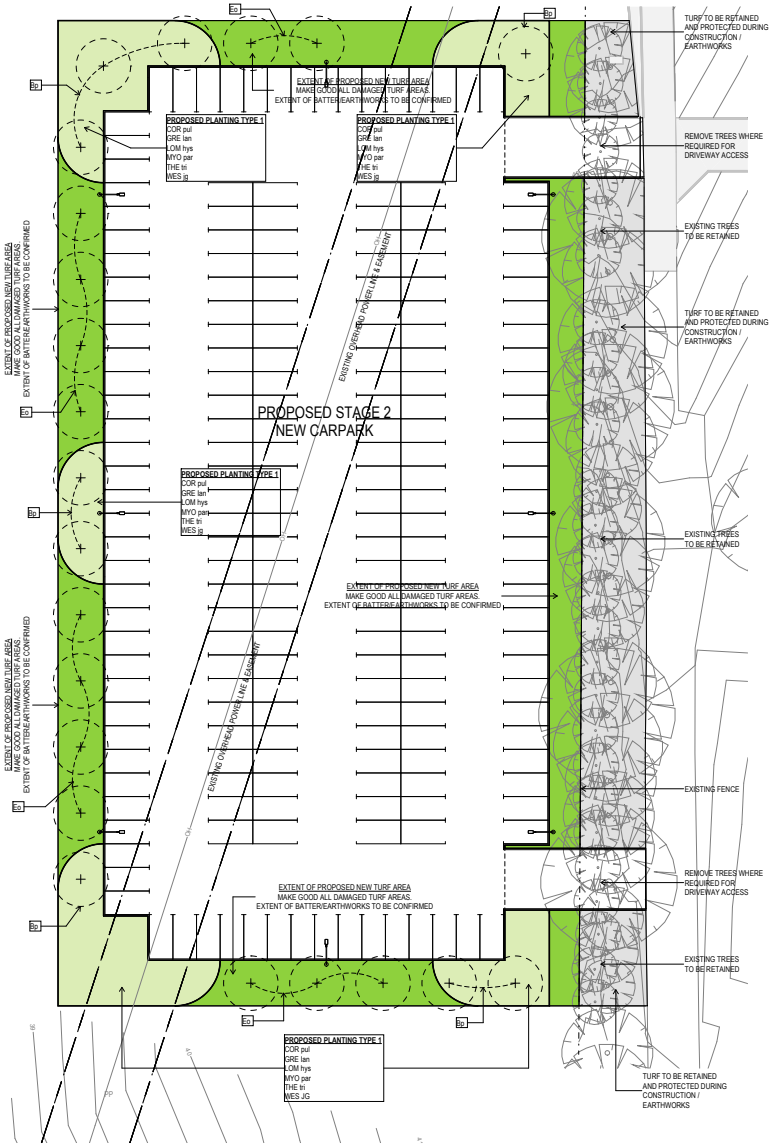

PROPOSED CAR PARK No. 2 - LANDSCAPE
1 : 250 @ A1

PLANTING SCHEDULE					
CODE	BOTANICAL NAME	COMMON NAME	POT SIZE	HEIGHT	WIDTH
Trees					
Bp	Brachychiton populneus	Kurrajong	45L	15.0 m	8.0 m
Eo	Eucalyptus ovata	Swamp Gum	45L	12.0 m	10.0 m
Shrubs & Ground Covers					
COR pul	Correa pulchella Dusky Bells	Native Fuchsia	200mm	0.5 m	1.5 m
GRE lan	Grevillea lanigera Mt Tamboritha	Prostrate Grevillea	200mm	0.5 m	1.5 m
LOM hys	Lomandra hystrix	Mat Rush	140mm	1.8 m	1.5 m
MYO par	Myoporum parvifolium Fine Leaf	Creeping Boobialla	140mm	0.3 m	3.0 m
THE tri	Themeda triandra	Kangaroo Grass	TS	1.5 m	0.8 m
WES JG	Westringia fruticosa Jervis Gem	Dwarf Rosemary	200mm	1.2 m	1.5 m

STAGE 2 CARPARK LANDSCAPE PLAN
TABRO MEAT
2140 KORUMBURRA-LJONTHAGGI ROAD, LANCE CREEK. VIC. 3995.
DWG N° 5117-SQ02_A-3 by HAL
DATE 07/07/2025

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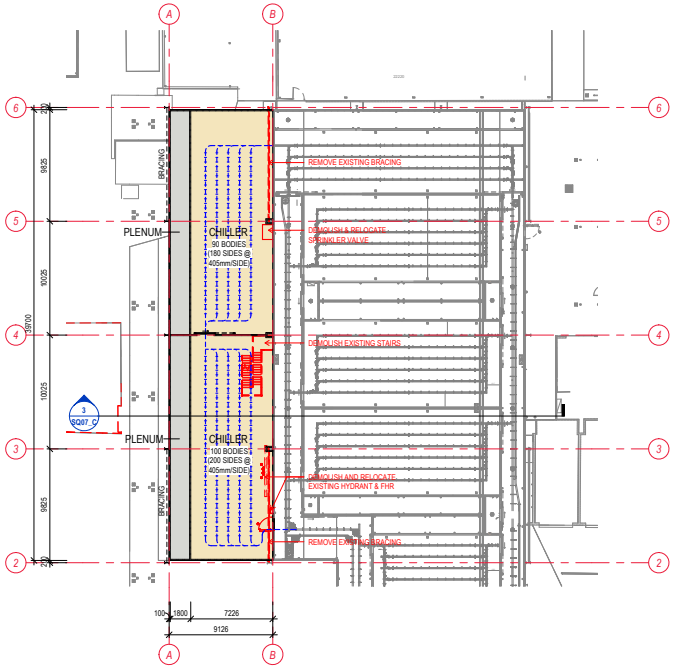
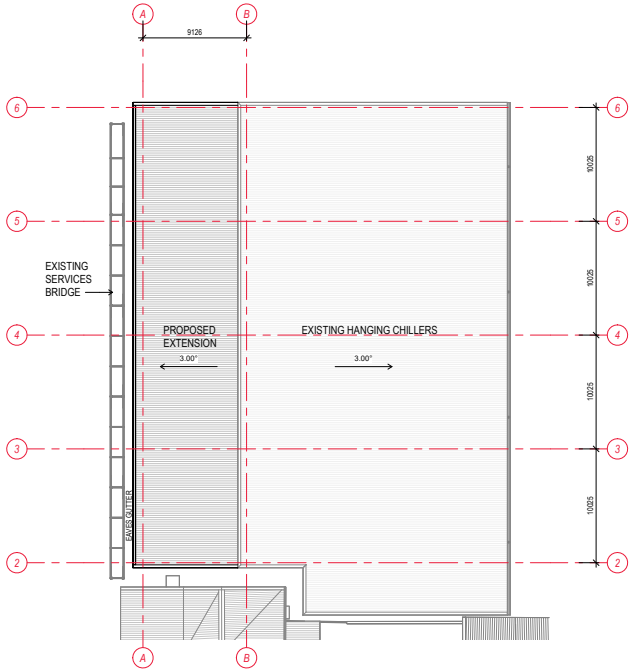


SITE PLAN
1 : 200 @ A1



ROOF PLAN
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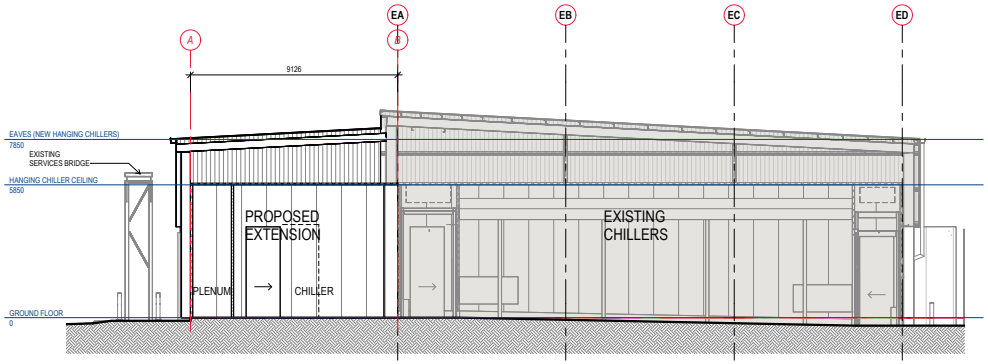

SECTION 01
1 : 100 @ A1

HANGING CHILLER PLANS
TABRO MEAT
2140 KORUMBURRA-LYONTHAGGI ROAD,
LANCE CREEK. VIC. 3995.
DWG N° SDF-SD07_C-4 by HAL
DATE 02/06/2025

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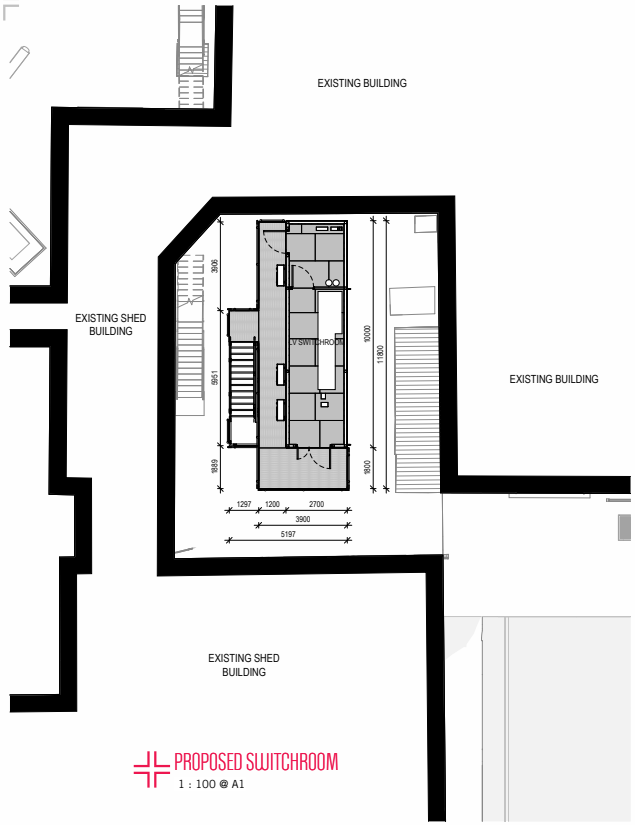

PROPOSED SWITCHROOM
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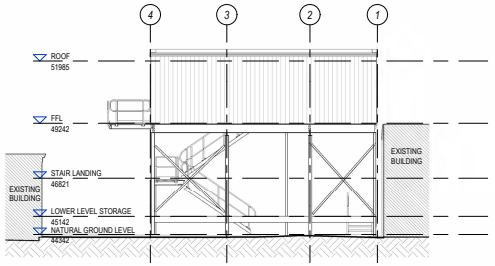

EAST ELEVATION
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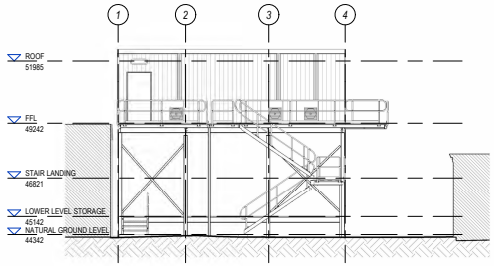

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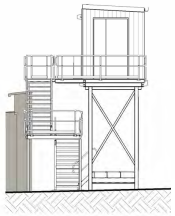

SOUTH ELEVATION
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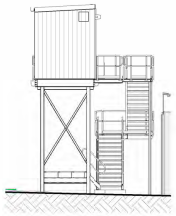

NORTH ELEVATION
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SWITCHROOM DETAILS
TABRO MEAT
2140 KORUMBURRA-LJONTHAGGI ROAD,
LANCE CREEK. VIC. 3995.
DWG N° 5117-SQ10_D-1 by HAL
DATE 26/05/2025

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SECTION 72 APPLICATION

Amend Planning Permit 2023/000115

Tabro Meat Pty Ltd Abattoir

2140 Korumburra-Wonthaggi Road, Lance Creek, VIC 3995

July 2025

Urban Planning | Urban Design
Project Management | Development Advice

Contents

Appendices 2
1 Introduction 4
2 Subject Site 4
2.1 Parcel Details 4
2.2 Subject Site and Context 5
3 Development History 6
4 Proposed Amendments 7
4.1 Endorsed Plans 7
4.2 Conditions 7
5 Application Fees 9
6 Conclusion 9

Appendices

Appendix A:	Amended Plans	Spaceframe Buildings
Appendix B:	Air Quality and Odour Report	Trinity Consultants
Appendix C:	Noise Impact Assessment	Trinity Consultants
Appendix D	Traffic Impact Assessment Report	Traffic Works
Appendix E:	Stormwater Management Plan	Spaceframe Buildings
Appendix F:	Economic Impact Assessment	Australian Economic Advocacy Solutions
Appendix G:	Titles and Plans`	
Appendix H:	Landowner's Consent	
Appendix I:	EPA Operating License	
Appendix J:	Section 72 Application to Amend a Planning Permit Form	

Site details	
Address	2140 Korumburra-Wonthaggi Road, Lance Creek, VIC 3995
RPD	Lots 1 and 2 on TP 514081, Lot 1 on TP 827073 and CA 13E
Local Authority	Bass Coast Shire Council
Local Authority Zoning	Farming Zone
Overlays	• Bushfire Management Overlay (LSIO) (part of the site) • Land subject to Inundation Overlay (BMO) (part of the site)
Particular provisions	• Clause 52.06 – Car parking • Clause 52.29 – Land adjacent to the principal road network • Clause 52.34 – Bicycle facilities • Clause 53.10 – Uses with potential adverse impacts
Existing use/s	Abattoir
Application details	
Application type	**Application for amendment of permit** Request to amend a development permit under section 72 of the *Planning and Environment Act 1987*
Current Permit	**PDPLANPER-2023/000115** Use of the land for an abattoir and associated buildings and works in the Farming Zone (FZ) and a reduction in the number of car parking generally in accordance with the endorsed plans.
Applicant Details	**Tabro Meat Pty Ltd** C/- HPC Planning Level 12, 126 Margaret Street, Brisbane QLD 4000 Contact: Ernie Harvey Phone: (07) 3217 5800 / 0408 802 125 Email: ernie.h@hpcplanning.com.au Web: www.hpcplanning.com.au

1 Introduction

We act on behalf of the applicant, Tabro Meat Pty Ltd, in lodging this application under section 72 of the *Planning and Environment Act 1987*. The application is made to increase the hours of operation, increase the number of livestock processed at the site, increase car parking and provide associated stormwater treatment and landscaping (to be staged), construct a new electrical switchroom (approximately 40m²), increase in the chiller room's area (additional 362m²), and changes to the site's entry.

The applicant has recently obtained approval for an operating license (reference: OL000002907) from the Environmental Protection Authority of Victoria. A copy of this license is contained in Appendix I of this report. This license supersedes the previous exemption license issued by EPA.

As part of this section 72 change application, the applicant is proposing to increase onsite car parking and provide the associated stormwater treatment facilities and landscaping. As the existing abattoir is transitioning to process higher numbers of livestock, employee parking demand will also gradually increase on site. The applicant is therefore proposing to construct **204 car parking spaces** in stage 2 of the development. The number of spaces is based on the gradual increase in employees from approximately 300 staff at present, to over 600 staff.

Based on our calculations, which includes the use of minibuses to transport staff, peak demand for car parking does not trigger the need for construction of additional car parking until employee numbers reach 400. Noting that not all employees work at similar times, the existing carpark of 308 spaces satisfies existing staff and visitor numbers and increases in demand up to 400 staff.

It should also be noted that the introduction of new technology will also have an impact on staffing numbers.

Other changes which are noted in the attached Traffic Impact Assessment Report (including traffic designs) are the changes to the proposed site entry. These changes have been discussed with Department of Transport and Planning Victoria and relate to the introduction of a westbound channelised right turn treatment to improve safety at the entry. Other changes include the reduction in speed from 100km/h to 80km/h to improve safety. It should be noted that the initial application (reference: PDPLANPER-23/000115) did not include a traffic report that addressed traffic entry safety.

An Economic Impact Assessment has been undertaken and is included in Appendix F. While this document does not contribute to the proposed operational technically aspect of the section 72 change application, it does provide an overview of the economic and community benefits from the increase in production at the abattoir facility.

The following supporting documentation is provided with this application:

- Amended Plans by Spaceframe Buildings
- Air Quality and Odour Assessment by Trinity Consultants
- Noise Impact Assessment by Trinity Consultants
- Traffic Impact Assessment Report by Traffic Works
- Stormwater Management Plan by Spaceframe Buildings
- Economic Impact Assessment by Australian Economic Advocacy Solutions
- Title and Plans
- Landowner's Consent
- EPA Operating License
- Section 72 Application to Amend a Planning Permit Form

2 Subject Site

2.1 Parcel Details

The subject site is comprised of four parcels of land:

- Lot 1 on TP514081
- Lot 2 on TP514081
- Lot 1 on TP827073
- Allotment 13E on PP2901

2.2 Subject Site and Context

The subject site is generally rectangular in shape, with frontage to Korumburra-Wonthaggi Road. As seen in aerial imagery (Figure 1), the abattoir and associated buildings are situated in Lot 1 on TP514081 and Lot 1 on TP87073. The waterway intersecting the site is known as Lance Creek.

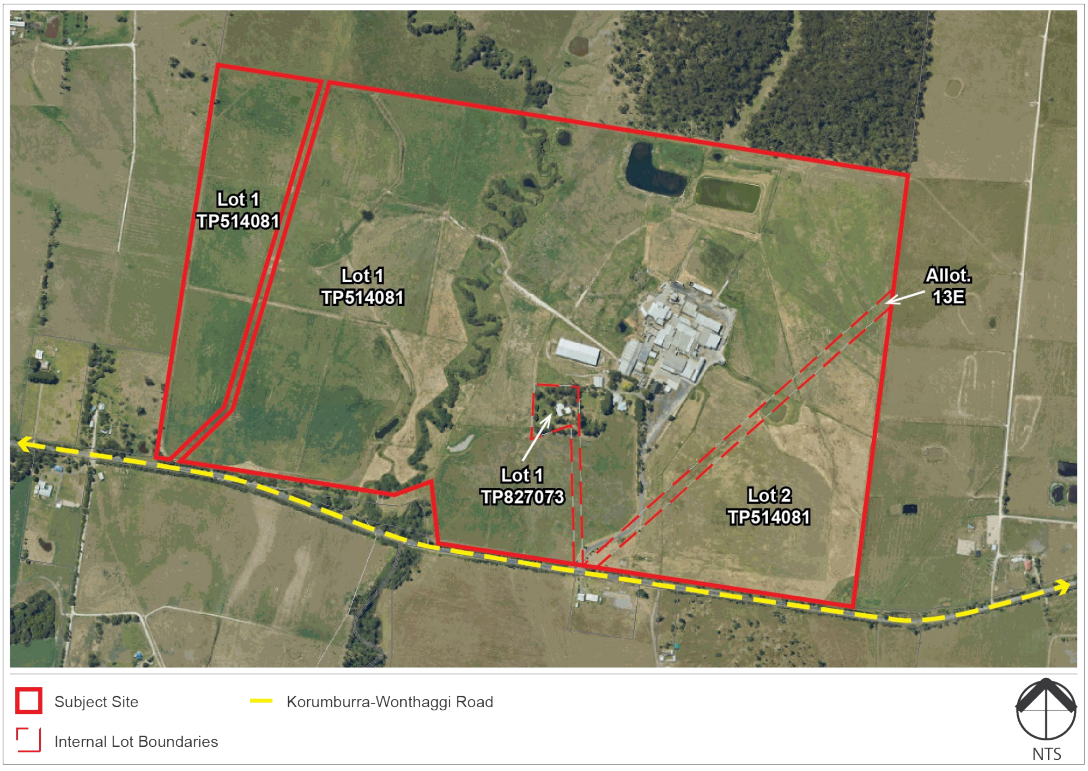

Figure 1: Aerial view of the subject site **Source: VicPlan**

The site is situated in Lance Creek, a rural suburb between Wonthaggi and Kongwak. The surrounding properties are rural in nature (refer Figure 2).

For context, Wonthaggi is approximately 12km drive south-west of the site and Korumburra is approximately 22km drive north-west of the site.

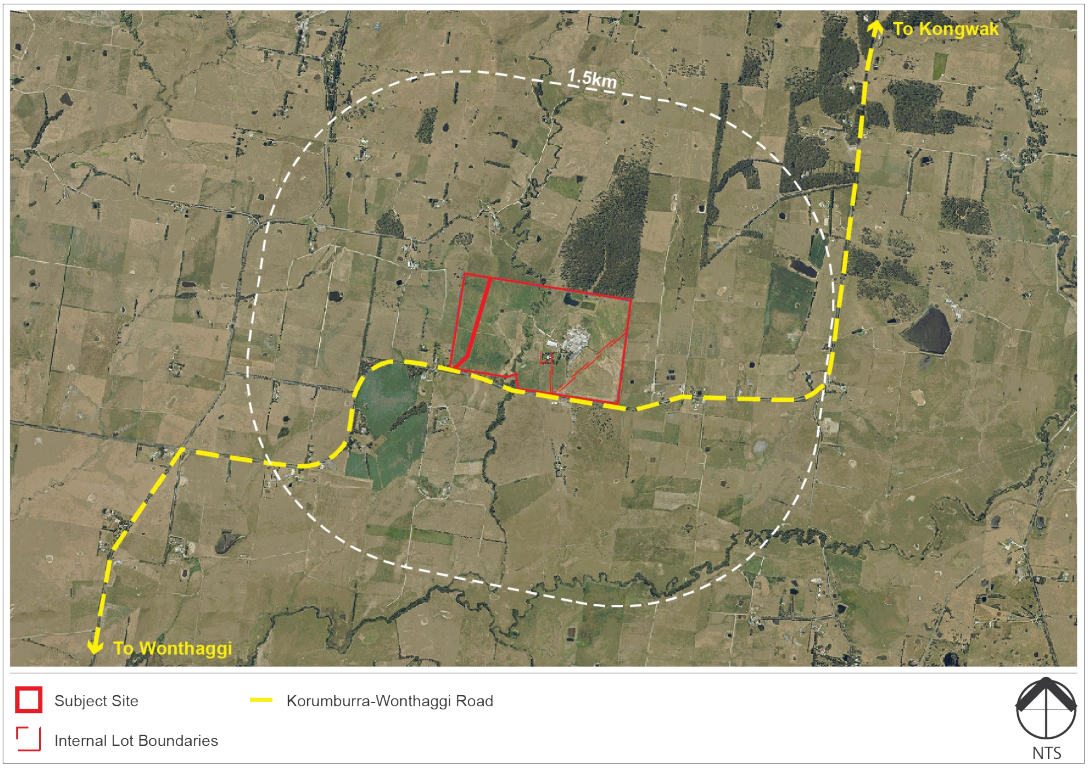

Figure 2: Subject site context **Source: VicPlan**

3 Development History

The subject site is currently used as an abattoir, operated by Kilcoy Global Foods. Table 1 summarises the Planning Permits previously obtained for the abattoir.

Permit Reference	Permit Details	Approval Date
2024/001423	Amendment to endorsed plans to include water tanks and landscaping	11 December 2024
2024/001423	Building and works in association with an existing Abattoir (Amenities, Hanging Chillers, Freezer and Dry Store building and reduction in carparking) in the Farming Zone generally in accordance with the endorsed plans	17 July 2024
2023/000115	Use of the land for an Abattoir and associated buildings and works in a Farming Zone (FZ) and a reduction in the number of car parking	18 October 2023
140283	Buildings and works associated with abattoir site upgrade partial waiver of site car parking requirement and alterations to the existing site access	18 March 2015
140297	Buildings and works associated with a roof over the cattle holding yards associated with the existing abattoir	30 October 2014
140152	Buildings and works associated with the construction of a dam associated with the existing abattoir	23 July 2014

Table 1: Planning permit history

4 Proposed Amendments

This section 72 application proposes the following amendments to the approved development:

- Changes to condition 7 relating to operational hours
- Changes to condition 7 to include number of livestock processed each working day on site
- Changes to condition 8 to include triggers for the construction of additional car parking, associated stormwater treatment facilities and landscaping identified on the attached plans as Stage 2
- Changes to condition 27 to include the westbound channelised right turn treatment (CHR)
- Changes to the approved plans to include staged additional car parking, electrical switchroom, chiller room extension, landscaping and amended stormwater management treatment area
- Changes to the site entry to include a westbound channelised right turn lane and reduction in the speed limit from 100km/h to 80km/h, to improve safe entry to the site
- Endorsement of the supporting technical studies being:
  - Noise Impact Assessment
  - Traffic Impact Assessment Report
  - Air Quality and Odour Assessment
  - Stormwater Management Plan

The proposed changes do not affect the site's susceptibility to natural hazards (bushfire or inundation). Further, the changes will not increase risk beyond what has already been assessed in previous approvals.

4.1 Endorsed Plans

The attached amended plans and supporting technical documents to be included in the amended section 72 application are listed in Table 2 below.

Plans & Supporting Documents	Plan/Report Number	Date	Prepared By
Location Plan	5117-SQ00_A-8	7/07/2025	Spaceframe Buildings
Car Park Site Plan	5117-SQ01_A-3	7/07/2025	Spaceframe Buildings
Car Park Landscape Plan	5117-SQ02_A-3	7/07/2025	Spaceframe Buildings
Hanging Chiller Plans	5117-SQ07_C-4	2/06/2025	Spaceframe Buildings
Switch room Details	5117-SQ10_D-1	26/05/2025	Spaceframe Buildings
Stormwater Management Report	20052025- Rev B	20/05/2025	Spaceframe Buildings
Air Quality and Odour Assessment	247401.0153.R02V02	27/06/2025	Trinity Consultants Australia
Noise Impact Assessment	247401.0153.R01V02	27/06/2025	Trinity Consultants Australia
Traffic Impact Assessment Report	240324	13/06/2025	Traffic Works

Table 2: Plans and supporting documentation to be endorsed

4.2 Conditions

Proposed amendments to conditions and additional conditions are listed in the table below.

Condition No.	Condition	Amendment and new Conditions
Condition 7	The use is hereby permitted to operate only between the hours of 6.00am and 6.00pm Monday to Friday, unless with prior written consent	• **General livestock management** including feeding, watering, housing, de-pasturing, general livestock management duties, and administering health management – **unrestricted hours of operation** • **Unloading, sorting, managing, and transferring livestock** to the abattoir kill floor – **6am to 7pm**

Condition No.	Condition	Amendment and new Conditions
	of the responsible authority.	**Monday to Saturday** • **Plant management** including repairing and maintenance of all abattoir machinery and equipment – **unrestricted hours of operation** • **General cleaning and sanitisation duties** and handling/removing to storage of waste products – **unrestricted hours of operation** • **Management of wastewater** treatment facility, holding ponds, repair of equipment, and irrigation of pastures – **unrestricted hours of operation** • **Abattoir operations** including kill floor, boning room – **5.30am to 6.30pm Monday to Saturday** • **Abattoir operations** transfer of meat products to cold storage facilities (internal) – **6am to 10pm Monday to Saturday** • **Vehicle movements where ancillary to abattoir operational employee travel** to and from the facility in cars and minibuses – **5am to 7pm Monday to Saturday** • **Vehicle movements where ancillary to employees working in general** livestock management; employees working in plant management; management employees housed on site, cleaners and employees involved in wastewater management, maintenance of plant and equipment, and operation of irrigation equipment on pastures – **unrestricted hours of operation** • **Heavy vehicle** movements involving equipment, and delivery to and from the abattoir goods, waste products, cold storage meat products – **5am to 10pm Monday to Saturday** • **Heavy vehicle** movement delivery of livestock and unloading of livestock – **5am to 10pm Monday to Saturday** and **12.00pm to 10.00pm Sunday (Sundays restricted to 1 vehicle per hour – refer endorsed acoustic report)** • **Internal operation** ancillary to loading meat products stored in cold storage facility providing no vehicle movements exit the abattoir site – **unrestricted hours of operation Monday to Saturday** • **Operations not included in points 1 to 12** – by prior approval in writing by Bass Coast Council planning staff • **All emergency operations relating to fire management and livestock management - unrestricted hours of operation**
Additional condition 7(A)		The maximum number of livestock to be processed on the abattoir kill floor per day during operational hours Monday to Saturday is 800 head (per day)
Additional condition 8(A)		The existing approved car park for 308 motor vehicles satisfies peak parking demand for 400 employees and site visitors. Stage 2 carpark, associated stormwater treatment from carpark runoff and landscaping is to be constructed/installed when parking demand at the site exceeds 400 employees. a. when triggered, stage 2 carpark's associated stormwater

Condition No.	Condition	Amendment and new Conditions
		treatment and landscaping is to be constructed/installed to the satisfaction of Council. b. detailed civil engineering and landscape plans are to be submitted for approval by Council prior to commencement of any landscaping and civil works occurring on the site.
Condition 27	The legal agreement must include the following road improvements: • Auxiliary left-turn (AUL) treatment • Roadway (flag)lighting • Shoulder sealing adjacent to access • Signage Schedule and completion timeframes	The legal agreement must include the following road improvements: • Auxiliary left-turn (AUL) treatment • **Channelised right turn treatment** • Roadway (flag)lighting • Shoulder sealing adjacent to access • Signage Schedule and completion timeframes

Table 3: Proposed changes to conditions

5 Application Fees

In accordance with the Bass Coast Shire Council *2024/25 Fees and Charges*, an application fee of $1,496.10 will be paid upon receiving Council's invoice.

6 Conclusion

This application proposes amendments to Planning Permit 2023/000115 over 2140 Korumburra-Wonthaggi Road, Lance Creek, VIC 3995. The amendments proposed are set out in Tables 2 and 3 above. We therefore requested that an amended Planning Permit, inclusive of the amended plans and supporting documentation, is issued.

If you have any questions, please do not hesitate to contact this office on 07 3217 5800.

Yours sincerely,
HPC Planning
A.B.N. 93 670 815 022

Prepared by:

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Native Vegetation Assessment – Lance Creek auxiliary turning lane Planning Permit Amendment

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Executive summary

Green Edge Environmental Pty Ltd has been engaged by WGA, to undertake a Native Vegetation Assessment for the proposed auxiliary turning lane at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria. This upgrade is essential to increase the safety of drivers turning into the property, which is currently operating as a meat abattoir, namely Tabro Meat Pty Ltd.

The project footprint for the proposed turning lane stays within the previous disturbance footprint and road reserve. Construction works will involve the widening of road surface to facilitate the turning lane.

The scope of this native vegetation assessment is to gather data regarding the existing environmental features within the proposed project area and to call-out any triggers associated with the proposed activity.

The objectives of the assessment were to:

- Undertake a desktop assessment of State and Commonwealth databases to identify environmental legislative matters to be resolved (for example, assessing whether a referral under the EPBC Act may be necessary)
- Determine the local and regional significance of the flora and vegetation recorded in the desktop assessment
- Calculate the required offset to balance the impact of the removal of native vegetation.

Through desktop and field assessment we have identified that the impact on flora and fauna from the proposed auxiliary turning lane project is minor. Offsetting will be required for the vegetation removal where the area meets the criteria of a native vegetation patch. General mitigation measures that should be put in place to further minimise the impact on flora and fauna include:

1. The clearance of native vegetation will require the relevant offsetting with the Native Vegetation Removal Report undertaken through the Native Vegetation Removal Tool (DEECA) (Appendix F)
2. An offset quote has been gained through Vegetation Link; a native vegetation offset broker (Appendix G).
3. Implementing a vehicle hygiene procedure to minimise the spread of weeds
4. Any trench/excavation that is left open overnight fauna ramps (sticks or vegetation) are used to allow fauna to escape. Excavations should be checked in the morning and any trapped animals are removed and released in vegetation nearby
5. If the design changes further assessment will be required to determine the impact
6. Prior to the commencement of works, an Environmental Management Plan (EMP) should be prepared and the EMP must be endorsed by the Responsible Authority. Once approved, the Plan will form part of this permit. The EMP must include:
    a. Contractors working on the site must be inducted into an environmental management program for construction work
    b. Any native vegetation permitted to be removed must be clearly marked on site
    c. A Vegetation Protection Plan
    d. Proposed working hours
    e. Haulage routes to the site

f. Methods of dust suppression
g. Sediment control and gross pollutant management
h. Procedures to ensure that no significant adverse environmental impacts occur as a result of the development
i. Location of stockpiling, machinery wash down, lay down, storage and personnel rest areas and vehicle exclusion areas
j. All construction stockpiles and machinery must be placed away from areas supporting native vegetation to be retained and watercourses/drainage lines to the satisfaction of the Responsible Authority
k. Measures must be taken to ensure that no polluted water and/or sediment laden runoff is to be discharged directly or indirectly into stormwater drains or watercourses during the works (including the removal of native vegetation)
l. All works must be undertaken in a manner that will minimise soil erosion and adhere to 1834: Civil construction, building and demolition guide (EPA 2020), Environment Protection Regulations (EPA 2021) and any Council Standards
m. Water run-off must be designed to ensure that native vegetation to be protected on adjacent sites and watercourses are not compromised; and,
n. Non-compliance must be rectified immediately to the satisfaction of the Responsible Authority and at no cost to Council

Summary of legislation

Table 1 summarises the applicable legislation and applicability to the project.

Table 1: Summary of applicable legislation and permits/approvals required

Legislation / Policy	Relevant ecological feature	Permit required	Notes
Planning and Environment Act 1987	Native vegetation	Offsets will be required for the proposed native vegetation removal. A planning permit is triggered for works in LSIO and TRZ2 where written approval will need to be granted by the head, Transport for Victoria.	The area identified to be cleared incidentally to the project contains native vegetation that will need to be removed.
Environment Protection and Biodiversity Conservation Act 1999	Threatened flora and fauna	No referral under the EPBC Act is required.	No MNES listed under this act will be impacted by the proposed works.
Environmental Effects Act 1978	Potential habitat for threatened fauna over certain thresholds	No permit under the EE Act will be required.	Environmental impact will not be significant enough to trigger referral under the Environmental Effects Act.
Flora and Fauna Guarantee Act 1988	Threatened flora and fauna	No referral under the FFG Act is required.	No species listed under this act will be impacted by the proposed works.

Legislation / Policy	Relevant ecological feature	Permit required	Notes
Catchment and Land Protection Act 1994	Environmental weeds and pests	N/A	N/A
Aboriginal Heritage Act 2006	Cultural heritage impacts	Cultural Heritage Due Diligence Assessment required.	Aboriginal heritage sensitivity overlay, assessment completed, no further assessment required.
Water Act 1989	Works in Waterways	No permit is required for the proposed works.	No waterways will be impacted by the proposed works.

TABLE OF CONTENTS

1.0 Introduction 1
1.1 Project background 1
1.2 Description of the study area 1
1.3 Purpose of this report 1
2.0 Relevant legislation 2
2.1 Planning and Environmental Act 1987 2
2.2 Environmental Effects Act 1978 4
2.3 Flora and Fauna Guarantee Act 1988 5
2.4 Catchment and Land Protection Act 1994 5
2.5 Aboriginal Heritage Act 2006 5
2.6 Water Act 1989 6
2.7 Environmental Protection and Biodiversity Act 1999 7
2.8 Summary of legislation 7
3.0 Methodology 9
3.1 Desktop assessment 9
3.2 Site assessment 9
4.0 Results 11
4.1 Desktop assessment 11
4.2 Site assessment 12
5.0 Risk assessment and mitigation 14
5.1 Flora 14
5.2 Fauna 14
6.0 Intermediate Assessment Pathway 15
7.0 Conclusion 17
8.0 References 18

TABLES

Table 1: Summary of applicable legislation and permits/approvals required iii
Table 2: Summary of applicable legislation and permits/approvals required 7
Table 3: Flora observed on site 12
Table 4: Applicaion requirements 15

APPENDICES

Appendix A: Study area maps

Appendix B: Victorian Biodiversity Atlas Report

Appendix C: EPBC Protected Matters Search Tool Report

Appendix D: Site photos

Appendix E: Impact Assessment

Appendix F: Native Vegetation Removal Report

Appendix G: Offset Brokers Report

1.0 Introduction

1.1 Project background

Green Edge Environmental Pty Ltd has been engaged by WGA, to undertake a Native Vegetation Assessment for the proposed auxiliary turning lane at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria. This upgrade is essential to increase the safety of drivers turning into the property, which is currently operating as a meat abattoir, namely Tabro Meat Pty Ltd.

The project footprint for the proposed turning lane stays within the previous disturbance footprint and road reserve. Construction works will involve the widening of road surface to facilitate the turning lane.

1.2 Description of the study area

The proposed activity in Lance Creek is situated in the Local Government Area (LGA) of Bass Coast Shire. The Bass Coast is the fastest growing municipality in Victoria, located approximately two hours southeast of Melbourne.

The main town centres of Bass Coast Shire include Wonthaggi, Cowes, Inverloch, San Remo and Grantville which service the local population, as well as the 3.4 million visitors who arrive at the Bass Coast every year (Bass Coast Shire, 2023).

The land is zoned as Transport (TRZ2) under the Bass Shire Planning Scheme. The study area also has a Land Subject to Inundation Overlay (LSIO) and has been identified as having Aboriginal Cultural Heritage significance and a designated bushfire prone area.

1.3 Purpose of this report

The scope of this Native Vegetation Assessment is to gather data regarding the existing environmental features within the proposed project area and to call-out any triggers associated with the proposed activity.

The objectives of the assessment were to:

- Undertake a desktop assessment of State and Commonwealth databases to identify environmental legislative matters to be resolved (for example, assessing whether a referral under the EPBC Act may be necessary)
- Determine the local and regional significance of the flora and vegetation recorded in the desktop assessment
- Calculate the required offset to balance the impact of the removal of native vegetation.

2.0 Relevant legislation

2.1 Planning and Environmental Act 1987

The *Planning and Environment Act 1987* provides the legal framework for the operation of Victoria's planning system. It sets the objectives, rules and principles for planning in Victoria. The main parts of the planning system established by the Act include:

- The system of planning schemes that sets out how land may be used and developed
- The Victoria Planning Provisions sets out the template for the construction and layout of planning schemes
- The procedures for preparing and amending the Victoria Planning Provisions and planning schemes
- The procedures for settling disputes, enforcing compliance with planning schemes, and other administrative procedures.

2.1.1 Victorian Planning Provisions and Planning Scheme

The Victorian Planning Provisions (VPP) is a document containing a broad range of planning provisions for Victoria. Each local government area in Victoria is then covered by a Planning Scheme, which is developed using the VPP as a template. Planning Schemes set out policies and provisions for the use, development and protection of land. There are two components of a Planning Scheme that are of particular relevance to the approvals process, these are:

Zones: specify purposes for land and indicate which uses can be undertaken on land, as well as controls relating to subdivision and development.

An application by a person other than a relevant transport manager on land shown on a planning scheme map as TRZ1 or TRZ2 must be accompanied by the written consent of the Head, Transport for Victoria, indicating that the Head, Transport for Victoria consents generally or conditionally to either:

- **The application being made.**
- **The application being made and to the proposed use or development.**

Overlays: further provisions may apply to land through the application of an overlay. Overlays apply to a single issue or a set of related issues (such as heritage or flooding). Planning Schemes also have schedules which set out specific local requirements for overlays.

A planning permit is triggered for the proposed works under the LSIO overlay.

2.1.2 Native Vegetation Removal Regulations – November 2023

The Native Vegetation Removal (NVR) *Regulations* (DEECA 2023) are a State Government policy and are implemented through the *Guidelines for the Removal, Destruction or Lopping of Native Vegetation* (DELWP 2017). This document replaces the previous guidance document Applicant's guide – Applications to remove, destroy or lop native vegetation – August 2018.

The NVR Regulations is intended to help land managers to prepare an application to seek approval to remove, destroy or lop native vegetation under the following statutory panning mechanisms:

- Local planning scheme clauses (e.g., Clause 52.16 and Clause 52.17)
- Clause 52.17 exemptions requiring written DEECA secretarial agreement
- *Pipelines Act 2005* – Pipeline Licenses
- *Mineral Resources (Sustainable Development) Act 1990* – Work Plans
- Renewable Energy projects
- Other planning approval pathways

The objective for permitted clearing of native vegetation in Victoria is to establish a 'no net loss to biodiversity for approved removal of native vegetation. This objective ensures impacts to biodiversity values through approved removal are balanced by biodiversity gains at an offset site'. (DEECA 2023). Therefore, a site-based planning permit is required to remove, destroy or lop native vegetation.

The avoid, minimise, and offset hierarchy is the approach adopted to achieve this objective. The priority of the hierarchy is to:

1. Avoid the removal, destruction or lopping of native vegetation.
2. Minimise impacts from the removal, destruction or lopping of native vegetation that cannot be avoided
3. offset to compensate for the biodiversity impact if approval is granted to remove native vegetation.

Requiring approval to remove native vegetation ensures that important biodiversity values are identified, considered, and all possible efforts are made to avoid and minimise impact to those values.

In determining the assessment pathway of the proposed activity, the extent of native vegetation clearance, location of native vegetation, and size of trees being removed is used to inform the DEECA NVR Map and NVR Tool. This tool allows users to identify and map the native vegetation they propose to remove or impact. It generates an NVR Report, which must be included (Application requirement 1) with your application to remove native vegetation. The NVRR includes information that describes:

1. the assessment pathway of the application (i.e. Basic, intermediate or detailed)
2. impacts to biodiversity values from the proposed native vegetation removal, and
3. the offset requirement if the proposed removal is approved.

The output of the NVR Report indicates that the proposed native vegetation removal will need to follow the intermediate assessment pathway. This pathway is used when the proposed clearing could impact on patches, large trees, endangered EVCs and Sensitive wetlands and coastal areas. An on-ground assessment conducted by a certified site assessor is not required. The application requirements of this pathway can be found in section 6.0.

Once a planning permit is granted to remove native vegetation in accordance with these guidelines, a native vegetation offset will be a condition of the permit.

2.2 Environmental Effects Act 1978

The *Environment Effects Act 1978* provides for assessment of proposed projects (works) that can have a significant effect on the environment.

The Act does this by enabling the Minister administering the Environment Effects Act to decide that an Environment Effects Statement (EES) should be prepared. The Minister might typically require a proponent to prepare an EES when:

- There is a likelihood of regionally or State significant adverse effects on the environment
- There is a need for integrated assessment of potential environmental effects (including economic and social effects) of a project and relevant alternatives, and
- Normal statutory processes would not provide a sufficiently comprehensive, integrated and transparent assessment.

The criteria for referral are focused on the potential for a significant effect on the environment: environmental effects of regional or State significance. The potential for a significant effect on the environment will reflect the following factors:

- significance of the environmental assets affected, in relation to:
  - Character of the potentially affected environmental assets
  - Geographic occurrence of the environmental assets
  - Values or importance of the environmental assets, based on expert knowledge, relevant policy and evidence of social values.
- potential magnitude, extent and duration of adverse effects on environmental assets in the short, medium and longer term, as a result of the development, operation and where relevant, decommissioning of a project
- potential for more extended adverse effects in space and time, as a result of interactions of different effects and environmental processes affecting environmental assets.

The identification of potential significant effects does not indicate that an EES will necessarily be required. Other factors, including the likelihood of such effects, will be considered in the Minister's decision in response to a referral.

Where a combination of two or more potential effects on the environment that might be of regional State significance and therefore warrant referral of a project could include:

- potential clearing of 10ha or more of native vegetation, unless authorised under an approved Forest Management Plan or Fire Protection Plan
- matters listed under the *Flora and Fauna Guarantee Act 1988*:
  - potential loss of a significant area of a listed ecological community; or
  - potential loss of a genetically important population of an endangered or threatened species (listed or nominated for listing), including as a result of loss or fragmentation of habitats; or
  - potential loss of critical habitat; or
  - potential significant effects on habitat values of a wetland supporting migratory bird species

This legislation will not be triggered by the proposed project.

2.3 Flora and Fauna Guarantee Act 1988

The *Flora and Fauna Guarantee Act 1988* (FFG Act) is the key piece of Victorian legislation for the conservation of threatened species and communities and for the management of potentially threatening processes. The Act's objectives aim to conserve all of Victoria's native plants and animals. The Act establishes a range of mechanisms to achieve this objective, including:

- listing threatened species, communities, and threats to native species
- requiring an overarching strategy for Victoria's biodiversity
- enabling the declaration of habitat critical to the survival of native plants and animals
- placing a duty on public authorities to have regard to the objectives of the Act in their operations
- requiring permits for activities that could harm threatened plants and fish and communities.

Over 700 species and communities and 42 threats are listed under the Act. Strzelecki Gum (*Eucalyptus strzeleckii*) is known from the area. No impacts to the species are expected. Should the species be observed within the impact area, further assessment will be undertaken and a permit under the FFG Act would be required prior to any works commencing.

Permits are required under the FFG Act for collecting or destroying native threatened flora on public land. No listed threatened species were identified in the project area.

2.4 Catchment and Land Protection Act 1994

The *Catchment and Land Protection Act* (CaLP Act) is the main article of legislation governing the management of invasive plants and animals in Victoria. Under the CaLP Act species of plants and animals can be declared as noxious weeds or pest animals. The CaLP Act prohibits the movement and sale of noxious weeds in Victoria and covers weed seeds occurring as contaminants in seed lots, plant products or on vehicles, machinery or animals. The CaLP Act also regulates the importation, keeping, selling and releasing of declared pest animals.

No permit is required under the CaLP Act. However, it is recommended to implement a vehicle hygiene procedure to prevent the spread of weeds into surrounding environments and to ensure new weeds are not introduced during construction.

2.5 Aboriginal Heritage Act 2006

The Aboriginal Heritage Act (AH Act) links the protection of Aboriginal cultural heritage in Victoria with planning and land development processes.

The Act and associated regulations require the preparation of a Cultural Heritage Management Plan (CHMP) for activities which are defined as High Impact Activities (activities which cause significant ground disturbance) and are within an area of Cultural Heritage Sensitivity. Under Section 49 of the AH Act a CHMP must be prepared prior to commencing works for a project for which an EES has been required.

There is a Cultural Heritage Sensitivity Overlay over the study area. A letter of advice for aboriginal heritage investigations was undertaken by Austral Archeology (2025). Based upon the outcome of this letter of advice, further assessment is not warranted. As such, the project may proceed with caution. The following recommendations relating to unexpected Aboriginal heritage finds and suspected human remains apply:

1. All Aboriginal objects and Places are protected under the Act. It is an offence to knowingly disturb an Aboriginal place without a cultural heritage permit, an approved Cultural Heritage Management Plan (or in the making of one), a cultural land management agreement, as part of an Aboriginal tradition as it relates to the Aboriginal cultural heritage, in the act of an emergency or that the person is undertaking coroner activities aiming to establish whether human remains are ancestral. Should any Aboriginal objects be encountered during works associated with this proposal, works must cease in the vicinity and the find should not be moved until assessed by a qualified archaeologist or heritage advisor. If the find is determined to be an Aboriginal object the archaeologist will provide further recommendations. These recommendations may include notifying First People-State Relations and Aboriginal stakeholders.

2. Aboriginal ancestral remains may be found in a variety of landscapes in Victoria, including middens and sandy or soft sedimentary soils. If any suspected human remains are discovered during any activity, you must:

a. immediately cease all work at that location and within 30 metres and not further move or disturb the remains.

b. notify the Victorian Police and State Coroner's office immediately. If there are reasonable grounds to believe the remains are Aboriginal, the Coronial Admissions and Enquiries hotline must be contacted immediately on 1300 309 519. If the remains are confirmed to be Aboriginal Ancestral Remains, the person responsible for the activity must report the existence of them to the Victorian Aboriginal Heritage Council in accordance with section 17 of the Aboriginal Heritage Act 2006.

c. not recommence work at that location unless authorised in writing by the Victorian Aboriginal Heritage Council.

2.6 Water Act 1989

The *Water Act 1989* (WA Act) provides the legal framework for managing Victoria's water resources.

The main purpose of the act is to:

- promote the equitable and efficient use of our water resources
- make sure our water resources are conserved and properly managed for the benefit of all Victorians
- increase community involvement in conserving and managing our water resources.

Under the WA Act is the Model Waterways Protection By-law (model by-law), which is adopted by Catchment Management Authorities (CMA's). The model by-law enables CMAs to prevent environmental degradation of waterways, including flora, fauna and habitat, by regulating works and activities on and around waterways. It empowers CMAs

to issue permits with conditions to ensure that works and activities that occur on waterways have minimal impact to the environmental condition of waterways.

The proposed works will not impact on any of the surrounding waterways. This legislation will not be triggered from the proposed project.

2.7 Environmental Protection and Biodiversity Act 1999

The *Environment Protection and Biodiversity Conservation Act 1999* (EBPC Act) is the Commonwealth's key piece of environmental legislation providing for the protection and management of Matters of National Significance (MNES). The act aims to provide environmental protection while promoting ecologically sustainable development through the conservation and sustainable use of natural resources.

Since the inception of the Act, any proposed project that will have a significant impact on a MNES must be referred for approval to the federal Minister for the Environment. There are eight matters of national environmental importance protected under the EPBC Act. These include:

- Impact on World Heritage sites
- Impact on National Heritage Places
- Impact on Ramsar wetlands of international importance
- Impact on nationally threatened species and communities
- Impact on migratory species
- Impact on Commonwealth marine areas
- Impact on the Great Barrier Reef Marine Park, and
- Nuclear actions.

Potential MNES of concern for the Halls Gap Bridge construction, impact on nationally threatened species and communities and impact on migratory species. These will be assessed against the Significant Impact Guidelines 1.1 – Matters of National Environmental Significance 2013 to determine whether an EPBC referral is required.

Desktop assessment has identified the potential for EPBC listed threatened species to be in the area. This was not supported by the field assessment where no threatened species listed under this act will be impacted by the proposed works.

2.8 Summary of legislation

Table 2 summarises the applicable legislation and applicability to the project.

Table 2: Summary of applicable legislation and permits/approvals required

Legislation / Policy	Relevant ecological feature	Permit required	Notes
Planning and Environment Act 1987	Native vegetation	Offsets will be required for the proposed native vegetation removal. A planning permit is triggered for works in LSIO and TRZ2 where written approval will need to be	The area identified to be cleared incidentally to the project contains native vegetation that will need to be removed.

Legislation / Policy	Relevant ecological feature	Permit required	Notes
		granted by the head, Transport for Victoria.	
Environment Protection and Biodiversity Conservation Act 1999	Threatened flora and fauna	No referral under the EPBC Act is required.	No MNES listed under this act will be impacted by the proposed works.
Environmental Effects Act 1978	Potential habitat for threatened fauna over certain thresholds	No permit under the EE Act will be required.	Environmental impact will not be significant enough to trigger referral under the Environmental Effects Act.
Flora and Fauna Guarantee Act 1988	Threatened flora and fauna	No referral under the FFG Act is required.	No species listed under this act will be impacted by the proposed works.
Catchment and Land Protection Act 1994	Environmental weeds and pests	N/A	Recommended to implement a vehicle hygiene procedure
Aboriginal Heritage Act 2006	Cultural heritage impacts	Cultural Heritage Due Diligence Assessment required.	Aboriginal heritage sensitivity overlay, assessment completed, no further assessment required.
Water Act 1989	Works in Waterways	No permit is required for the proposed works.	No waterways will be impacted by the proposed works.

3.0 Methodology

3.1 Desktop assessment

Database searches were undertaken prior to the field survey to assist in identifying presence and known distribution of any threatened or priority fauna and flora that may exist in the study area. Database searches were performed utilising both Commonwealth Government and Victorian Government databases and search tools with additional information regarding threatened fauna and flora species assessed using a range of other sources.

The information gathered by the database searches was restricted to an area with a radius of 5km around the course of the proposed construction footprint in order to determine species present in the wider area. Search databases and other literature reviewed include:

- The Commonwealth Government Department of Climate Change, Energy, the Environment and Water (DCCEEW) Protected Matters Search Tool (PMST) (DCCEEW, 2023) for MNES
- Victorian Biodiversity Atlas (VBA) by the Department for Energy, Environment and Climate Action (DEECA 2023)
- Species Profile and Threats Database (SPRAT, 2023) for information about species listed in the EPBC Act – Information sheets, survey guidelines, recovery plans, and threat abatement plans for key threatening processes
- Mapping by DEECA, NatureKit (2024)
- Aerial photography and Google satellite imagery

3.2 Site assessment

A field assessment was conducted on 20 December 2023 and 9 June 2025. The assessment involved inspecting and confirming the Ecological Vegetation Class (EVC) and areas of native vegetation meeting the criterial for native vegetation classification. A species lists was developed (Table 3), and photographs of the site captured (Appendix D).

The condition and abundance of vegetation was noted including Indigenous and exotic plants. Data was captured in the following groupings:

- Remnant patch (native vegetation that meets the definition of native vegetation in the guidelines)
- State listed environmental weeds, weeds listed under (CaLP), and Weeds of National Significance (WoNS)
- Threatened species sightings/habitat
- *Flora and Fauna Guarantee Act* and Advisory listed species
- Other features.

3.2.1 Native vegetation

Native vegetation is defined in the Victoria Planning Provisions as 'plants that are Indigenous to Victoria, including trees, shrubs, herbs and grasses'. A planning permit may be required to remove native vegetation under Clause 52.16 or 52.17. This includes the removal of dead native vegetation. A permit is not required if:

- The removal of native vegetation has been approved in a Native Vegetation Precinct Plan (NVPP) listed in the schedule to Clause 52.16
- The removal of native vegetation is exempt from requiring a permit under relevant clauses the native vegetation to be removed is listed in the schedule to Clause 52.17

Patch – an area of vegetation where:

- at least 25 per cent of the total perennial understorey plant cover is native, or
- any area with three or more native canopy trees where the drip line of each tree touches the drip line of at least one other tree, forming a continuous canopy, or
- any mapped wetland included in the Current wetlands map, available in DELWP systems and tools.

3.2.2 Potential relevant exemptions

- Regrowth - Native vegetation that is to be removed, destroyed or lopped that has naturally established or regenerated on land lawfully cleared of naturally established native vegetation, and is:
  - less than 10 years old; or
  - bracken (*Pteridium esculentum*); or
  - within the boundary of a timber production plantation, as indicated on a Plantation Development Notice or other documented record, and has established after the plantation; or
- less than ten years old at the time of a property vegetation plan being signed by the Secretary to the Department of Environment, Land, Water and Planning (as constituted under Part 2 of the Conservation, Forests and Lands Act 1987), and is:
  - shown on that plan as being 'certified regrowth'; and
  - on land that is to be used or maintained for cultivation or pasture during the term of that plan.

This exemption does not apply to land where native vegetation has been destroyed or otherwise damaged as a result of flood, fire or other natural disaster.

4.0 Results

4.1 Desktop assessment

A search of threatened flora and fauna information was sourced from the Victorian Biodiversity Atlas (VBA) and NatureKit 2.0 Victoria Interactive Map, hosted by the Department of Energy, Environment and Climate Action (DEECA 2025).

The study area is in the Southeast Coastal Plain IBRA Bioregion and Gippsland Plain Victorian Bioregion. Surrounding EVC's are mapped as Swampy Riparian Woodland (EVC83, Bioregion Conservation status (BCS) Endangered) and Swamp Scrub (EVC53, BCS Endangered). Across the site, the strategic biodiversity value is 37.

4.1.1 Bioregion

Gippsland Plain, located in the southeast of Victoria, includes flat low lying coastal and alluvial plains with a gently undulating terrain dominated by barrier dunes and floodplains and swampy flats. The soils associated with the upper terrain are both texture contrast soils (Chromosols, Sodosols) and gradational texture soils (Dermosols), and typically support the Lowland Forest ecosystem. The dunes are predominantly sandy soils (Podosols and Tenosols) supporting Heathy Woodland and Damp Sands Herb-rich Woodland ecosystems. The fertile floodplains and swamps are earths and pale yellow and grey texture contrast soils (Hydrosols) and support Swamp Scrub, Plains Grassy Woodland, Plains Grassy Forest, Plains Grassland and Gilgai Wetland ecosystems.

The bioregion is generally below 200m above sea level while the coastline includes sandy beaches backed by dunes and cliffs, and shallow inlets with extensive mud and sand flats. The bioregion has a temperate climate, averaging between 500 to 1100mm a year. The majority of rain falls in winter, and the Strzelecki Ranges create a rain-shadow to the east. A number of rivers drain the bioregion including the Avon, Bass, Latrobe, Macalister, Mitchell, Tambo, Tarwin, Thompson and Yarra.

4.1.2 Ecological Vegetation Class

Swamp Scrub (EVC 53)

Closed scrub to 8m tall at low elevations on alluvial deposits along streams or on poorly drained sites with higher nutrient availability. The EVC is dominated by Swamp Paperbark *Melaleuca ericifolia* (or sometimes Woolly Tea-tree *Leptospermum lanigerum*) which often forms a dense thicket, out-competing other species. Occasional emergent eucalypts may be present. Where light penetrates to ground level, a moss/lichen/liverwort or herbaceous ground cover is often present. Dry variants have a grassy/herbaceous ground layer.

4.1.3 Victorian Biodiversity Atlas

A Search of the Victorian Biodiversity Atlas (VBA) survey records (Appendix B) was undertaken with a 5km buffer of the proposed works footprint, demonstrating one threatened flora species as having potential to occur, the Critically Endangered *Eucalyptus strzeleckii* (Strzelecki Gum).

This species was not observed during the site visit and will not be impacted by the proposed activity.

4.1.4 EPBC Protected Matters Search Tool

An EPBC Protected matters search Tool (PMST) was also undertaken with a 5km buffer of the proposed works footprint, identifying 40 threatened species as having potential to occur. These species are made up of:

- Eight plants (one critically endangered, seven vulnerable)
- 19 birds (six critically endangered, four endangered, nine vulnerable)
- Nine mammals (four endangered, five vulnerable)
- Two fish (one endangered, one vulnerable)
- One reptile (endangered)
- One frog (vulnerable)

The PMST also identified the potential for the critically endangered Natural Damp Grassland of the Victorian Coastal Plains threatened ecological community to occur within the area.

No matters of EPBC significance or threatened species were observed during the site visit and are not expected to be impacted by the proposed project.

4.2 Site assessment

A site assessment for the proposed auxiliary turning lane was completed on the 20 December 2023 and 9 June 2025. The floristic composition noted in the survey area is typical of the Gippsland Plain bioregion and the Riparian environment where the survey area lies adjacent to Lance Creek.

The proposed construction footprint is congruent with the spatial data represented in Appendix A, where impact is limited to previously disturbed roadside vegetation. This native vegetation is made up of more than 25% native perennial cover and therefore meets the criteria to be protected under State legislation and will require offsetting. Photos from the site assessment and relevant descriptions of vegetation types found on site can be found in Appendix D and a list of species observed in the field is outlined in Table 3.

Table 3: Flora observed on site

Species name	Common name	Comment
Acacia pycnantha	Golden Wattle	Common widespread native
Eucalyptus ovata	Swamp Gum	Common
Leptospermum lanigerum	Silky tea-tree	Common
Melaleuca ericifolia	Swamp paperback	Common
Pteridium esculentum	Bracken fern	Common, exempt from approval
Vittadinia cuneata	Fuzz Weed	Common
#Agapanthus sp	Agapanthus	Common ornamental

Species name	Common name	Comment
#Brassica napus	Canola	Cropping plant
#Cirsium vulgare	Spear thistle	Vic Advisory list
#Holcus lanatus	Yorkshire Fog	
#Hypochoeris radicata	Cat's ear	
#Lactuca serriola	Prickly Lettuce	
#Lolium sp	Rye Grass	
#Pennisetum sp	Kikuyu grass	
#Phalaris sp.	Tall wheat grass	
# Pinus radiata	Radiata Pine	
#Rosa rubiginosa	Briar Rose	Vic Advisory list
#Rumex sp	Dock	
#Solanum sp.	Nightshade	
#Trifolium sp	Clover	

An impact assessment on the likelihood of occurrence for the threatened flora and fauna species identified in the desktop and field survey was undertaken. An impact assessment is used to determine the impact of construction on threatened species and their habitat and identify possible mitigation/preventative measures that will need to be implemented to minimise that impact (Appendix E).

5.0 Risk assessment and mitigation

5.1 Flora

The majority of the flora species and vegetation assemblages identified in the survey are widespread in the region and unlikely to be significantly impacted by the proposed works. The proposed clearance required for the project has been identified as minor with vegetation limited to previously disturbed roadside vegetation that a not threatened under State or Commonwealth legislation. However, the vegetation does still meet the criteria for a native vegetation patch and will require the relevant offsetting. An appropriate offset has been identified through Vegetation Link; a native vegetation offset broker (Appendix G).

Weeds

Throughout the desktop and field survey there were various introduced flora species identified. None of which are CALP listed or Weeds of National Significance. However, two weeds' species are on the Victorian Advisory List (Spear Thistle and Briar Rose), in order to minimise the spread of these weeds into new areas and prevent new weeds from being introduced into the area, a vehicle hygiene procedure is recommended, including the thorough cleaning of equipment before being brought onto the works site and before being taken to a new site.

5.2 Fauna

Individual species that are burrowing species and invertebrates may be vulnerable during the construction program. Mobile species (birds, mammals and reptiles) are not considered vulnerable as they can move out of the path of slow-moving equipment and native trees will not be impacted by the proposed works.

The threatened species identified in the desktop assessment as potentially occurring in this area are not considered at risk by the proposed works. This is supported by the impact assessment that was completed for each identified species (Appendix E).

In order to further minimise the potential impact on fauna it is recommended that any trench/excavation that is left open overnight fauna ramps (sticks or vegetation) are used to allow fauna to escape. Excavations should be checked in the morning and any trapped animals are removed and released in vegetation nearby.

If the design changes further assessment will be required to determine the impact.

6.0 Intermediate Assessment Pathway

There are nine application requirements for Intermediate assessment pathway applications. Table 4 outlines the application requirement and how this is addressed in the application.

All application requirements must be addressed before the application can be assessed by the responsible authority. Applications that do not include all the required information are incomplete and cannot be assessed. In this case the Bass Shire Council is the Responsible Authority for the Application.

Table 4: Applicaion requirements

Application requirement	How addressed
One - Native Vegetation Removal Report	Refer Appendix F
Two - Topographic and land information	The site is generally flat with no ridges, hilltops, wetlands and waterways, and slopes of more than 20% gradient.
Three – Photographs	Refer Appendix D
Four - Details of past removal	N/A - There has been no known approved or illegal native vegetation removal.
Five - Avoid and minimise statement	The project has been designed to avoid and minimise native vegetation removal to only that necessary with adhering to relevant traffic design standards. The design only removes three small patches of native vegetation that have previously been disturbed in the development of the existing road and ongoing road maintenance. The native vegetation is of low quality and does not contain large trees, with nests or hollows for habitat. The deign avoids any vegetation removal on the west bound land to the south of the project area. Following a site visit and correspondence with Transport for Victoria the design has been amended, and to reduce impacts to road side native vegetation, this includes vegetation to the west of the turning land and south where an overtaking lane was proposed. •The property has not been subject to any strategic planning exercise which has identified native vegetation for retention. This includes a planning scheme amendment, native vegetation precinct plan, property vegetation plan, regional growth plan or some other strategic environmental assessment which has

	been supported by DEECA or referenced in Council's planning scheme. • The project has been designed to minimise any impact of high-quality vegetation while also fulfilling traffic safety requirements. No further vegetation removal is required. • There are no planning scheme considerations (e.g., building setbacks) but there is Austroad guide to road design Part 4a: which restricts the projects ability to further minimise impact.
Six - Property vegetation plan	N/A – there are no property vegetation plans for this project area
Seven - Defendable space statement	N/A –there are no defendable space requirements for this project
Eight - NVPP removal	N/A – the project will not remove vegetation from a Native Vegetation Precinct Plan
Nine – Offset statement	An offset has been identified through an offset broker and we can confirm (refer Appendix G): • that the location of the offset meets the project offset requirement • that developer is prepared to purchase the offset • the offset owner is prepared to sell to the developer the offset.

7.0 Conclusion

Through desktop and field assessment we have identified that the impact on flora and fauna from the proposed auxiliary turning lane project is minor. Offsetting will be required for the vegetation removal where the area meets the criteria of a native vegetation patch. General mitigation measures that should be put in place to further minimise the impact on flora and fauna include:

1. The clearance of native vegetation will require the relevant offsetting. This offset has been calculated using Vegetation Link, a native vegetation offset broker (Appendix G).
2. Implementing a vehicle hygiene procedure to minimise the spread of weeds
3. Any trench/excavation that is left open overnight fauna ramps (sticks or vegetation) are used to allow fauna to escape. Excavations should be checked in the morning and any trapped animals are removed and released in vegetation nearby
4. If the design changes further assessment will be required to determine the impact
5. Prior to the commencement of works, an Environmental Management Plan (EMP) should be prepared and the EMP must be endorsed by the Responsible Authority. Once approved, the Plan will form part of this permit. The EMP must include:
    a. Contractors working on the site must be inducted into an environmental management program for construction work
    b. Any native vegetation permitted to be removed must be clearly marked on site
    c. A Vegetation Protection Plan
    d. Proposed working hours
    e. Haulage routes to the site
    f. Methods of dust suppression
    g. Sediment control and gross pollutant management
    h. Procedures to ensure that no significant adverse environmental impacts occur as a result of the development
    i. Location of stockpiling, machinery wash down, lay down, storage and personnel rest areas and vehicle exclusion areas
    j. All construction stockpiles and machinery must be placed away from areas supporting native vegetation to be retained and watercourses/drainage lines to the satisfaction of the Responsible Authority
    k. Measures must be taken to ensure that no polluted water and/or sediment laden runoff is to be discharged directly or indirectly into stormwater drains or watercourses during the works (including the removal of native vegetation)
    l. All works must be undertaken in a manner that will minimise soil erosion and adhere to 1834: Civil construction, building and demolition guide (EPA 2020), Environment Protection Regulations (EPA 2021) and any Council Standards
    m. Water run-off must be designed to ensure that native vegetation to be protected on adjacent sites and watercourses are not compromised; and,
    n. Non-compliance must be rectified immediately to the satisfaction of the Responsible Authority and at no cost to Council

8.0 References

DCCEEW (2023), *Protected Matters Search Tool*, Environment Protection and Biodiversity Conservation Act 1999, Retrieved 21 December 2023, from https://www.dcceew.gov.au/environment/epbc/protected-matters-search-tool

DEECA (2023), *Bioregions and EVC Benchmarks*, Victoria State Government, Retrieved 21 December 2023, from https://www.environment.vic.gov.au/biodiversity/bioregions-and-evc-benchmarks

DEECA (2023), *Native Vegetation Removal Regulations – Applicants Guide.*

DEECA (2023), *NatureKit*, Victoria State Government, Retrieved 21 December 2023, from NatureKit (environment.vic.gov.au)

DEECA (2023), *Victorian Biodiversity Atlas*, Victoria State Government, Retrieved 21 December 2023, from https://www.environment.vic.gov.au/biodiversity/victorian-biodiversity-atlas

DELWP (2017) *Guidelines for the removal, destruction or lopping of native vegetation*.

DELWP (2017a) *Exemptions from requiring a planning permit to remove, destroy or lop native vegetation.*

DEPI (2014) *Permitted clearing of native vegetation Biodiversity Assessment Handbook (V0.2).*

DSE (2004) *Vegetation Quality Assessment Manual – Guidelines for applying the habitat hectare scoring method.*

DoTP (2023), *VicPlan*, Victoria State Government, Retrieved 21 December 2023, from Using VicPlan (planning.vic.gov.au)

Bass Coast Shire Council (2023), *About Council*, Retrieved 21 December 2023, from https://www.basscoast.vic.gov.au/about-council

Appendix A: Study area maps



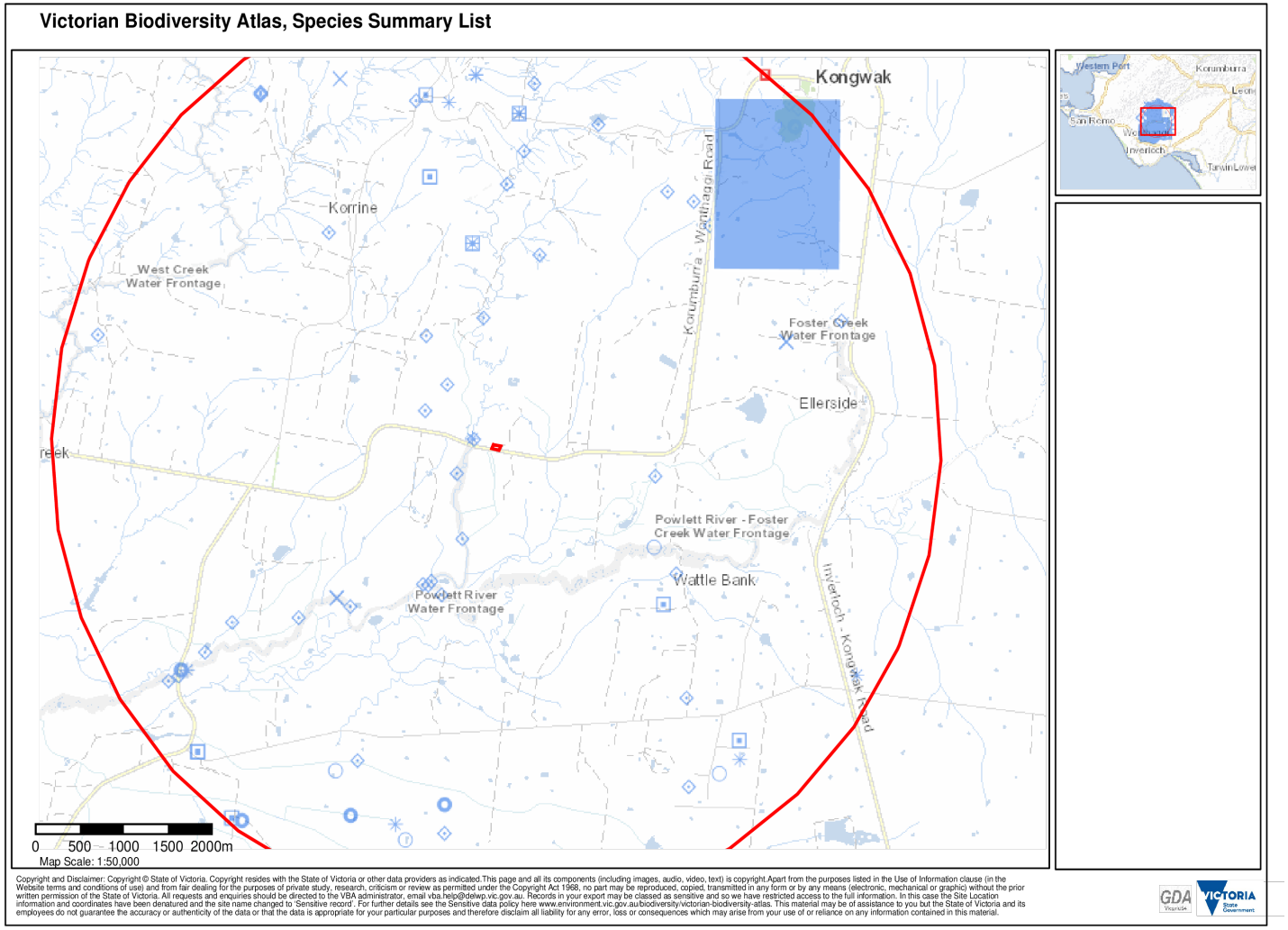
greenedge environmental

Figure **1**

Lance Creek Turning Lane
Site Map

Appendix B: Victorian Biodiversity Atlas Report

Victorian Biodiversity Atlas, Species Summary List



Selected Area

Type: Buffer Base Polygon: POLYGON (145.671687,-38.55032,145.672568,-38.550434,145.672329,-38.550841,145.671387,-38.550679,145.671596,-38.550297,145.671687,-38.55032) Within: 5000 metres

Common Filter

Conservation Status: EPBC, FFG Taxon Level: Species

Advanced Filter

No advanced filter criteria.

Total Records

8

Last Review Date:15 Dec 2023

Search Result

Taxon ID	Scientific Name	Common Name	FFG Status	Conservation Status	Discipline	Taxon Origin	Short Name	Count of Sightings	Last Record
10187	Ardea alba modesta	Eastern Great Egret	Vulnerable	vu	Terrestrial fauna, Coastal			1	05/11/2017
10212	Spatula rhynchotis	Australasian Shoveler	Vulnerable	vu	Terrestrial fauna, Coastal			4	27/02/1999
10215	Aythya australis	Hardhead	Vulnerable	vu	Terrestrial fauna			4	27/02/1999
10216	Oxyura australis	Blue-billed Duck	Vulnerable	vu	Terrestrial fauna			3	10/02/1992
10217	Biziura lobata	Musk Duck	Vulnerable	vu	Terrestrial fauna			4	27/02/1999
10306	Neophema chrysostoma	Blue-winged Parrot		VU	Terrestrial fauna			1	05/12/2016
12283	Varanus varius	Lace Monitor	Endangered	en	Terrestrial fauna, Coastal			2	03/05/1994

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504558	Eucalyptus strzeleckii	Strzelecki Gum	Critically Endangered	VU cr	Flora	Euca strz	1	16/07/2019

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Appendix C: EPBC Protected Matters Search Tool Report

Australian Government
Department of Climate Change, Energy, the Environment and Water

EPBC Act Protected Matters Report

This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected. Please see the caveat for interpretation of information provided here.

Report created: 21-Dec-2023

Summary
Details
- Matters of NES
- Other Matters Protected by the EPBC Act
- Extra Information

Caveat
Acknowledgements

Summary

Matters of National Environment Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the Administrative Guidelines on Significance.

World Heritage Properties:	None
National Heritage Places:	None
Wetlands of International Importance (Ramsar	None
Great Barrier Reef Marine Park:	None
Commonwealth Marine Area:	None
Listed Threatened Ecological Communities:	1
Listed Threatened Species:	40
Listed Migratory Species:	16

Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the environment anywhere.

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at https://www.dcceew.gov.au/parks-heritage/heritage

A permit may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

Commonwealth Lands:	None
Commonwealth Heritage Places:	None
Listed Marine Species:	24
Whales and Other Cetaceans:	None
Critical Habitats:	None
Commonwealth Reserves Terrestrial:	None
Australian Marine Parks:	None
Habitat Critical to the Survival of Marine Turtles:	None

Extra Information

This part of the report provides information that may also be relevant to the area you have

State and Territory Reserves:	None
Regional Forest Agreements:	1
Nationally Important Wetlands:	None
EPBC Act Referrals:	6
Key Ecological Features (Marine):	None
Biologically Important Areas:	None
Bioregional Assessments:	1
Geological and Bioregional Assessments:	None

Details

Matters of National Environmental Significance

Listed Threatened Ecological Communities [Resource Information]

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.
Status of Vulnerable, Disallowed and Ineligible are not MNES under the EPBC Act.

Community Name	Threatened Category	Presence Text	Buffer Status
Natural Damp Grassland of the Victorian Coastal Plains	Critically Endangered	Community may occur within area	In feature area

Listed Threatened Species [Resource Information]

Status of Conservation Dependent and Extinct are not MNES under the EPBC Act.
Number is the current name ID.

Scientific Name	Threatened Category	Presence Text	Buffer Status
BIRD			
Anthochaera phrygia Regent Honeyeater [82338]	Critically Endangered	Species or species habitat may occur within area	In feature area
Botaurus poiciloptilus Australasian Bittern [1001]	Endangered	Species or species habitat likely to occur within area	In feature area
Calidris canutus Red Knot, Knot [855]	Endangered	Species or species habitat likely to occur within area	In feature area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat likely to occur within area	In feature area
Callocephalon fimbriatum Gang-gang Cockatoo [768]	Endangered	Species or species habitat likely to occur within area	In feature area
Charadrius leschenaultii Greater Sand Plover, Large Sand Plover [877]	Vulnerable	Species or species habitat may occur within area	In buffer area only

Scientific Name	Threatened Category	Presence Text	Buffer Status
Climacteris picumnus victoriae Brown Treecreeper (south-eastern) [67062]	Vulnerable	Species or species habitat may occur within area	In feature area
Falco hypoleucos Grey Falcon [929]	Vulnerable	Species or species habitat may occur within area	In feature area
Grantiella picta Painted Honeyeater [470]	Vulnerable	Species or species habitat may occur within area	In feature area
Hirundapus caudacutus White-throated Needletail [682]	Vulnerable	Species or species habitat known to occur within area	In feature area
Lathamus discolor Swift Parrot [744]	Critically Endangered	Species or species habitat known to occur within area	In feature area
Neophema chrysogaster Orange-bellied Parrot [747]	Critically Endangered	Species or species habitat likely to occur within area	In buffer area only
Neophema chrysostoma Blue-winged Parrot [726]	Vulnerable	Species or species habitat known to occur within area	In feature area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat likely to occur within area	In feature area
Pedionomus torquatus Plains-wanderer [906]	Critically Endangered	Species or species habitat may occur within area	In feature area
Pycnoptilus floccosus Pilotbird [525]	Vulnerable	Species or species habitat may occur within area	In feature area
Rostratula australis Australian Painted Snipe [77037]	Endangered	Species or species habitat likely to occur within area	In feature area

Scientific Name	Threatened Category	Presence Text	Buffer Status
Stagonopleura guttata Diamond Firetail [59398]	Vulnerable	Species or species habitat may occur within area	In feature area
Sternula nereis nereis Australian Fairy Tern [82950]	Vulnerable	Species or species habitat may occur within area	In feature area
FISH			
Galaxiella pusilla Eastern Dwarf Galaxias, Dwarf Galaxias [56790]	Endangered	Species or species habitat may occur within area	In feature area
Prototroctes maraena Australian Grayling [26179]	Vulnerable	Species or species habitat may occur within area	In feature area
FROG			
Litoria raniformis Growling Grass Frog, Southern Bell Frog, Green and Golden Frog, Warty Swamp Frog, Golden Bell Frog [1828]	Vulnerable	Species or species habitat likely to occur within area	In feature area
MAMMAL			
Antechinus minimus maritimus Swamp Antechinus (mainland) [83086]	Vulnerable	Species or species habitat likely to occur within area	In feature area
Dasyurus maculatus maculatus (SE mainland population) Spot-tailed Quoll, Spotted-tail Quoll, Tiger Quoll (southeastern mainland population) [75184]	Endangered	Species or species habitat may occur within area	In feature area
Isoodon obesulus obesulus Southern Brown Bandicoot (eastern), Southern Brown Bandicoot (south-eastern) [68050]	Endangered	Species or species habitat likely to occur within area	In feature area
Mastacomys fuscus mordicus Broad-toothed Rat (mainland), Tooarrana [87617]	Endangered	Species or species habitat may occur within area	In feature area
Petauroides volans Greater Glider (southern and central) [254]	Endangered	Species or species habitat may occur within area	In feature area
Petaurus australis australis Yellow-bellied Glider (south-eastern) [87600]	Vulnerable	Species or species habitat likely to occur within area	In feature area

Scientific Name	Threatened Category	Presence Text	Buffer Status
Potorous tridactylus trisulcatus Long-nosed Potoroo (southern mainland) [86367]	Vulnerable	Species or species habitat likely to occur within area	In feature area
Pseudomys novaehollandiae New Holland Mouse, Pookila [96]	Vulnerable	Species or species habitat may occur within area	In feature area
Pteropus poliocephalus Grey-headed Flying-fox [186]	Vulnerable	Species or species habitat likely to occur within area	In feature area
PLANT			
Amphibromus fluitans River Swamp Wallaby-grass, Floating Swamp Wallaby-grass [19215]	Vulnerable	Species or species habitat likely to occur within area	In feature area
Caladenia tessellata Thick-lipped Spider-orchid, Daddy Long-legs [2119]	Vulnerable	Species or species habitat likely to occur within area	In feature area
Eucalyptus strzeleckii Strzelecki Gum [55400]	Vulnerable	Species or species habitat likely to occur within area	In feature area
Prasophyllum spicatum Dense Leek-orchid [55146]	Vulnerable	Species or species habitat likely to occur within area	In feature area
Pterostylis chlorogramma Green-striped Greenhood [56510]	Vulnerable	Species or species habitat may occur within area	In feature area
Pterostylis cucullata Leafy Greenhood [15459]	Vulnerable	Species or species habitat may occur within area	In feature area
Thelymitra orientalis Hoary Sun-orchid [88011]	Critically Endangered	Species or species habitat may occur within area	In feature area
Xerochrysum palustre Swamp Everlasting, Swamp Paper Daisy [76215]	Vulnerable	Species or species habitat likely to occur within area	In feature area
REPTILE			

Scientific Name	Threatened Category	Presence Text	Buffer Status
Lissolepis coventryi Swamp Skink, Eastern Mourning Skink [84053]	Endangered	Species or species habitat likely to occur within area	In feature area

Listed Migratory Species [Resource Information]

Scientific Name	Threatened Category	Presence Text	Buffer Status
Migratory Marine Birds			
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area	In feature area
Migratory Terrestrial Species			
Hirundapus caudacutus White-throated Needletail [682]	Vulnerable	Species or species habitat known to occur within area	In feature area
Monarcha melanopsis Black-faced Monarch [609]		Species or species habitat may occur within area	In buffer area only
Motacilla flava Yellow Wagtail [644]		Species or species habitat may occur within area	In feature area
Myiagra cyanoleuca Satin Flycatcher [612]		Species or species habitat known to occur within area	In feature area
Rhipidura rufifrons Rufous Fantail [592]		Species or species habitat known to occur within area	In feature area
Migratory Wetlands Species			
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat likely to occur within area	In feature area
Calidris acuminata Sharp-tailed Sandpiper [874]		Species or species habitat likely to occur within area	In feature area
Calidris canutus Red Knot, Knot [855]	Endangered	Species or species habitat likely to occur within area	In feature area

Scientific Name	Threatened Category	Presence Text	Buffer Status
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat likely to occur within area	In feature area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat likely to occur within area	In feature area
Charadrius leschenaultii Greater Sand Plover, Large Sand Plover [877]	Vulnerable	Species or species habitat may occur within area	In buffer area only
Gallinago hardwickii Latham's Snipe, Japanese Snipe [863]		Species or species habitat known to occur within area	In feature area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat likely to occur within area	In feature area
Pandion haliaetus Osprey [952]		Species or species habitat likely to occur within area	In buffer area only
Tringa nebularia Common Greenshank, Greenshank [832]		Species or species habitat likely to occur within area	In feature area

Other Matters Protected by the EPBC Act

Listed Marine Species			[Resource Information]
Scientific Name	Threatened Category	Presence Text	Buffer Status
Bird			
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat likely to occur within area	In feature area
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area overfly marine area	In feature area

Scientific Name	Threatened Category	Presence Text	Buffer Status
Bubulcus ibis as Ardea ibis Cattle Egret [66521]		Species or species habitat may occur within area overfly marine area	In feature area
Calidris acuminata Sharp-tailed Sandpiper [874]		Species or species habitat likely to occur within area	In feature area
Calidris canutus Red Knot, Knot [855]	Endangered	Species or species habitat likely to occur within area overfly marine area	In feature area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat likely to occur within area overfly marine area	In feature area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat likely to occur within area overfly marine area	In feature area
Charadrius leschenaultii Greater Sand Plover, Large Sand Plover [877]	Vulnerable	Species or species habitat may occur within area	In buffer area only
Gallinago hardwickii Latham's Snipe, Japanese Snipe [863]		Species or species habitat known to occur within area overfly marine area	In feature area
Haliaeetus leucogaster White-bellied Sea-Eagle [943]		Species or species habitat likely to occur within area	In feature area
Hirundapus caudacutus White-throated Needletail [682]	Vulnerable	Species or species habitat known to occur within area overfly marine area	In feature area
Lathamus discolor Swift Parrot [744]	Critically Endangered	Species or species habitat known to occur within area overfly marine area	In feature area

Scientific Name	Threatened Category	Presence Text	Buffer Status
Merops ornatus Rainbow Bee-eater [670]		Species or species habitat may occur within area overfly marine area	In feature area
Monarcha melanopsis Black-faced Monarch [609]		Species or species habitat may occur within area overfly marine area	In buffer area only
Motacilla flava Yellow Wagtail [644]		Species or species habitat may occur within area overfly marine area	In feature area
Myiagra cyanoleuca Satin Flycatcher [612]		Species or species habitat known to occur within area overfly marine area	In feature area
Neophema chrysogaster Orange-bellied Parrot [747]	Critically Endangered	Species or species habitat likely to occur within area overfly marine area	In buffer area only
Neophema chrysostoma Blue-winged Parrot [726]	Vulnerable	Species or species habitat known to occur within area overfly marine area	In feature area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat likely to occur within area	In feature area
Pandion haliaetus Osprey [952]		Species or species habitat likely to occur within area	In buffer area only
Rhipidura rufifrons Rufous Fantail [592]		Species or species habitat known to occur within area overfly marine area	In feature area
Rostratula australis as Rostratula benghalensis (sensu lato) Australian Painted Snipe [77037]	Endangered	Species or species habitat likely to occur within area overfly marine area	In feature area

Scientific Name	Threatened Category	Presence Text	Buffer Status
Sterna striata White-fronted Tern [799]		Migration route may occur within area	In feature area
Tringa nebularia Common Greenshank, Greenshank [832]		Species or species habitat likely to occur within area overfly marine area	In feature area

Extra Information

Regional Forest Agreements [Resource Information]

Note that all areas with completed RFAs have been included. Please see the associated resource information for specific caveats and use limitations associated with RFA boundary information.

RFA Name	State	Buffer Status
Gippsland RFA	Victoria	In buffer area only

EPBC Act Referrals [Resource Information]

Title of referral	Reference	Referral Outcome	Assessment Status	Buffer Status
Not controlled action				
Improving rabbit biocontrol: releasing another strain of RHDV, sthrn two thirds of Australia	2015/7522	Not Controlled Action	Completed	In feature area
INDIGO Central Submarine Telecommunications Cable	2017/8127	Not Controlled Action	Completed	In feature area
Northern Towns water Supply Pipeline Project, Sth Gippsland & Bass coast Shires, Vic	2013/7029	Not Controlled Action	Completed	In buffer area only
Not controlled action (particular manner)				
Bass Coast, South Gippsland and Cardinia Shires, Gas Pipeline and Lang Lang Offtake and City Gate St	2006/2867	Not Controlled Action (Particular Manner)	Post-Approval	In feature area
INDIGO Marine Cable Route Survey (INDIGO)	2017/7996	Not Controlled Action (Particular Manner)	Post-Approval	In feature area
Referral decision				
All actions taken in response to the current severe bushfires in Victoria.	2009/4787	Referral Decision	Completed	In buffer area only

Bioregional Assessments			
SubRegion	BioRegion	Website	Buffer Status
Gippsland	Gippsland Basin	BA website	In feature area

Caveat

1 PURPOSE

This report is designed to assist in identifying the location of matters of national environmental significance (MNES) and other matters protected by the Environment Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act) which may be relevant in determining obligations and requirements under the EPBC Act.

The report contains the mapped locations of:

- World and National Heritage properties;
- Wetlands of International and National Importance;
- Commonwealth and State/Territory reserves;
- distribution of listed threatened, migratory and marine species;
- listed threatened ecological communities; and
- other information that may be useful as an indicator of potential habitat value.

2 DISCLAIMER

This report is not intended to be exhaustive and should only be relied upon as a general guide as mapped data is not available for all species or ecological communities listed under the EPBC Act (see below). Persons seeking to use the information contained in this report to inform the referral of a proposed action under the EPBC Act should consider the limitations noted below and whether additional information is required to determine the existence and location of MNES and other protected matters.

Where data are available to inform the mapping of protected species, the presence type (e.g. known, likely or may occur) that can be determined from the data is indicated in general terms. It is the responsibility of any person using or relying on the information in this report to ensure that it is suitable for the circumstances of any proposed use. The Commonwealth cannot accept responsibility for the consequences of any use of the report or any part thereof. To the maximum extent allowed under governing law, the Commonwealth will not be liable for any loss or damage that may be occasioned directly or indirectly through the use of, or reliance

3 DATA SOURCES

Threatened ecological communities

For threatened ecological communities where the distribution is well known, maps are generated based on information contained in recovery plans, State vegetation maps and remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Threatened, migratory and marine species

Threatened, migratory and marine species distributions have been discerned through a variety of methods. Where distributions are well known and if time permits, distributions are inferred from either thematic spatial data (i.e. vegetation, soils, geology, elevation, aspect, terrain, etc.) together with point locations and described habitat; or modelled (MAXENT or BIOCLIM habitat modelling) using

Where little information is available for a species or large number of maps are required in a short time-frame, maps are derived either from 0.04 or 0.02 decimal degree cells; by an automated process using polygon capture techniques (static two kilometre grid cells, alpha-hull and convex hull); or captured manually or by using topographic features (national park boundaries, islands, etc.).

In the early stages of the distribution mapping process (1999-early 2000s) distributions were defined by degree blocks, 100K or 250K map sheets to rapidly create distribution maps. More detailed distribution mapping methods are used to update these distributions

4 LIMITATIONS

The following species and ecological communities have not been mapped and do not appear in this report:

- threatened species listed as extinct or considered vagrants;
- some recently listed species and ecological communities;
- some listed migratory and listed marine species, which are not listed as threatened species; and
- migratory species that are very widespread, vagrant, or only occur in Australia in small numbers.

The following groups have been mapped, but may not cover the complete distribution of the species:

- listed migratory and/or listed marine seabirds, which are not listed as threatened, have only been mapped for recorded
- seals which have only been mapped for breeding sites near the Australian continent

The breeding sites may be important for the protection of the Commonwealth Marine environment.

Refer to the metadata for the feature group (using the Resource Information link) for the currency of the information.

Acknowledgements

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

-Office of Environment and Heritage, New South Wales
-Department of Environment and Primary Industries, Victoria
-Department of Primary Industries, Parks, Water and Environment, Tasmania
-Department of Environment, Water and Natural Resources, South Australia
-Department of Land and Resource Management, Northern Territory
-Department of Environmental and Heritage Protection, Queensland
-Department of Parks and Wildlife, Western Australia
-Environment and Planning Directorate, ACT
-Birdlife Australia
-Australian Bird and Bat Banding Scheme
-Australian National Wildlife Collection
-Natural history museums of Australia
-Museum Victoria
-Australian Museum
-South Australian Museum
-Queensland Museum
-Online Zoological Collections of Australian Museums
-Queensland Herbarium
-National Herbarium of NSW
-Royal Botanic Gardens and National Herbarium of Victoria
-Tasmanian Herbarium
-State Herbarium of South Australia
-Northern Territory Herbarium
-Western Australian Herbarium
-Australian National Herbarium, Canberra
-University of New England
-Ocean Biogeographic Information System
-Australian Government, Department of Defence
Forestry Corporation, NSW
-Geoscience Australia
-CSIRO
-Australian Tropical Herbarium, Cairns
-eBird Australia
-Australian Government – Australian Antarctic Data Centre
-Museum and Art Gallery of the Northern Territory
-Australian Government National Environmental Science Program
-Australian Institute of Marine Science
-Reef Life Survey Australia
-American Museum of Natural History
-Queen Victoria Museum and Art Gallery, Inveresk, Tasmania
-Tasmanian Museum and Art Gallery, Hobart, Tasmania
-Other groups and individuals

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the Contact us page.

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Appendix D: Site photos



Photo 1 – Eastern corner of the proponents driveway. Combination of native a non-native species. Areas proposed to be cleared of native vegetation will require offsetting. Patch 3 Taken 9 June 2025



Photo 2 – Western corner of the proponents driveway. Planted non-native vegetation.



Photo 3 – Proponents driveway to access abattoir. Heavy and light vehicle access requires a turning for the safety of drivers accessing the facility. Taken 9 June 2025.



Photo 4 – Location of the proposed turning lane facing east towards the proponents driveway.
Native vegetation patch (Patch 1 and 2), will require offsetting.

Taken 9 June 2025.



Photo 5 – Location of the proposed turning lane facing west away from the proponents driveway. Native vegetation patch (Patch 1), will require offsetting. Taken 9 June 2025.



Photo 6 – Trees within Patch 1, are not classed as large trees and do not contain nests and/or hollows. Taken 9 June 2025.



Photo 7 – Patch 4 on the eastern side of the driveway will require offsetting. Taken 9 June 2025.



Photo 8 – Non native Agapanthus and Radiata Pine do not require offsetting.

Appendix E: Impact Assessment

Impact assessment of threatened species

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
Mammal	*Dasyurus maculatus maculatus*	Spot-tailed Quoll	T	EN	The Spot-tailed Quoll has a preference for mature wet forest habitat.	No habitat to support this species. Not likely to occur.
	Pteropus poliocephalus	Grey-headed Flying Fox	V	VU	The Grey-headed Flying-fox requires foraging resources and roosting sites. It is a canopy-feeding frugivore and nectarivore, which utilises vegetation communities including rainforests, open forests, closed and open woodlands, Melaleuca swamps and Banksia woodlands	No habitat to support this species. Not likely to occur.
	Mastacomys fuscus mordicus	Broad-toothed Rat (mainland), Tooarrana	V	EN	The broad-toothed rat (mainland) has a highly fragmented distribution mainly within the alpine and sub-alpine regions of south-eastern Australia. Now predominantly found on sites that have a cooler climate, significant annual rainfall (> 1000 mm), a plentiful food supply and adequate vegetative cover.	No habitat to support this species. Not likely to occur.
	Isoodon obesulus obesulus	Southern Brown Bandicoot (eastern), Southern Brown Bandicoot (south-eastern)		EN	The distribution of the southern brown bandicoot (eastern) extends from the southern side of the Hawkesbury River in New South Wales to Kangaroo Island in South Australia. The species inhabits areas of dense vegetation, including wetland fringes and heathland. It has been observed in both native bushland and areas with exotic shrubby species such as blackberry.	No habitat to support this species. Not likely to occur.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
	Petauroides volans	Greater Glider (southern and central)	E	EN	The greater glider (southern and central) occurs in eastern Australia, where it has a broad distribution from around Proserpine in Qld, south through NSW and the ACT, to Wombat State Forest in central Vic. The greater glider (southern and central) is an arboreal nocturnal marsupial, predominantly solitary and largely restricted to eucalypt forests and woodlands of eastern Australia.	No habitat to support this species. Not likely to occur.
	Pseudomys novaehollandiae	New Holland Mouse, Pookila	E	VU	The New Holland Mouse has a fragmented distribution across Tasmania, Victoria, New South Wales and Queensland. Is known to inhabit open heathlands, open woodlands with a heathland understorey and vegetated sand dunes	No habitat to support this species. Not likely to occur.
	Potorous tridactylus trisulcatus	Long-nosed Potoroo (southern mainland)	V	VU	The southern long-nosed potoroo has a broad and fragmented distribution. The southern long-nosed potoroo has a broad and fragmented distribution.	Potential to occur in the surrounding environment, not likely to occur or be impacted by the proposed works.
	Petaurus australis australis	Yellow-bellied Glider (south-eastern)	V	VU	The yellow-bellied glider (south-eastern) is found at altitudes ranging from sea level to 1400m above sea level and has a widespread but patchy distribution from south-eastern Queensland (Qld) to far south-eastern SA, near the SA-Vic border. occurs in eucalypt-dominated woodlands and forests, including both wet and dry sclerophyll forests.	No habitat to support this species. Not likely to occur.
	Antechinus minimus maritimus	Swamp Antechinus (mainland)	V	VU	The swamp antechinus (coastal Victoria and far south-eastern	No habitat to support this species. Not likely to occur.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
					South Australia) is a terrestrial insectivorous marsupial. It mainly occurs in damp areas, particularly at sites with dense vegetation at about 1−2 m above ground level. Its habitat includes dense wet heathlands, tussock grasslands, sedgelands, damp gullies, swamps and some shrubby woodlands.	
Fish	*Galaxiella pusilla*	Eastern Dwarf Galaxias	E	VU	The Eastern Dwarf Galaxias has broad habitat requirements and occurs in slow flowing and still, shallow, permanent and temporary freshwater habitats such as swamps, drains and the backwaters of streams and creeks, often (but not always) containing dense aquatic macrophytes and emergent plants.	No habitat present. No impact to occur from the proposed works.
	Prototroctes maraena	Australian Grayling	E	VU	Inhabit cool, clear, freshwater streams with gravel substrate and areas alternating between pools and riffle zones.	No habitat present. No impact to occur from the proposed works.
Birds	*Anthochaera phrygia*	Regent Honeyeater	CE	CR	Primarily occurs in box-ironbark woodland, but also occurs in other forest types.	Low potential to occur in the area. No impact to occur from the proposed works.
	Botaurus poiciloptilus	Australasian Bittern	CE	EN	The Australasian Bittern has been recorded from both inland and coastal freshwater wetlands.	Has potential to occur in the area. No impact to occur from the proposed works.
	Callocephalon fimbriatum	Gang-gang Cockatoo	E	EN	Occur in tall mountain forests and woodlands - particularly within mature, wet sclerophyll forests, dominated by eucalypts with dense, shrubby acacia and banksia understories	No habitat to support this species. Not likely to occur.
	Climacteris picumnus victoriae	Brown Treecreeper	-	VU	Relatively undisturbed grassy woodland with native understorey.	Unlikely to occur in the area. No impact to occur from the proposed works.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
	Falco hypoleucos	Grey Falcon	V	VU	The species occurs throughout the arid and semi-arid zones of Australia, where the mean annual rainfall is less than 500 mm.	No habitat to support this species. Not likely to occur.
	Grantiella picta	Painted Honeyeater	V	VU	Inhabits dry open-forest and woodland where mistletoe from the genus Amyema is common.	Has potential to occur in the area. No impact to occur from the proposed works.
	Hirundapus caudacutus	White-throated Needletail	V	VU	Although they occur over most types of habitat, they are probably recorded most often above wooded areas, including open forest and rainforest, and may also fly between trees or in clearings, below the canopy, but they are less commonly recorded flying above woodland. They also commonly occur over heathland but less often over treeless areas, such as grassland or swamps.	Has potential to occur in the area. No impact to occur from the proposed works.
	Lathamus discolor	Swift Parrot	CE	CR	They occupy habitats across all tenures, with the majority of habitats occurring outside formal conservation reserves.	Has potential to occur in the area. No impact to occur from the proposed works.
	Neophema chrysostoma	Blue-winged Parrot	-	VU	The Blue-winged Parrot inhabits a range of habitats from coastal, sub-coastal and inland areas, right through to semi-arid zones. Throughout their range they favour grasslands and grassy woodlands.	Has potential to occur in the area. No impact to occur from the proposed works.
	Numenius madagascariensis	Eastern Curlew	CE	CR	Occupies coastal environments.	No habitat to support this species. Not likely to occur.
	Pedionomus torquatus	Plains-wanderer	CE	CR	Found in the Northern grassland plains of Victoria.	Has potential to occur in the area. No impact to occur from the proposed works.
	Rostratula australis	Australian Painted Snipe	E	EN	The Australian Painted Snipe generally inhabits shallow terrestrial freshwater (occasionally brackish) wetlands, including	Has potential to occur in the area. No impact to occur from the proposed works.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
					temporary and permanent lakes, swamps and claypans.	
	Stagonopleura guttata	Diamond Firetail	V	VU	Diamond Firetails are found in open grassy woodland, heath and farmland or grassland with scattered trees.	Has potential to occur in the area. No impact to occur from the proposed works.
	Neophema chrysogaster	Orange-bellied Parrot	CE	CR	The Orange-bellied Parrot is endemic to south-eastern Australia. On the mainland, birds are usually found in locations associated with coastal saltmarshes and adjacent pastures, close to free-standing water bodies.	No habitat to support this species. Not likely to occur.
	Calidris canutus	Red Knot, Knot	E	EN	The red knot breeds in the northern hemisphere and undertakes migrations along the East Asian-Australasian Flyway (EAAF) to spend the boreal winter in Australasia.	No habitat to support this species. Not likely to occur.
	Pycnoptilus floccosus	Pilotbird	V	VU	Pilotbirds are endemic to south-east Australia. Pilotbirds are strictly terrestrial, living on the ground in dense forests with heavy undergrowth.	No habitat to support this species. Not likely to occur.
	Sternula nereis nereis	Australian Fairy Tern	-	VU	The subspecies' extent of occurrence is approximately 380,000 km2 as it occurs along the coasts of New South Wales, Victoria, Tasmania, South Australia and Western Australia. Fairy Terns utilise a variety of habitats including offshore, estuarine or lacustrine (lake) islands, wetlands, beaches and spits.	No habitat to support this species. Not likely to occur.
	Charadrius leschenaultii	Greater Sand Plover, Large Sand Plover	V	VU	Whilst in Australia, the species occurs in coastal areas of all the	No habitat to support this species. Not likely to occur.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
					states, but most individuals occur along the north-west coast.	
	Ardea alba modesta	Eastern Great Egret	V	-	In Australia this species is generally only found in coast environments on the southwest coast or dry interior.	No habitat to support this species. Not likely to occur.
	Spatula rhynchotis	Australasian Shoveler	V	-	Is a species of duck, found in heavily vegetated swamps.	No habitat to support this species. Not likely to occur.
	Aythya australis	Hardhead	V	-	The Hardhead is widely distributed throughout Australia. While it is a diving duck, the species is usually found in deeper, permanent freshwater swamps and lagoons of the Murray-Darling Basin and south-east South Australia, and occasionally in sheltered estuaries.	No habitat to support this species. Not likely to occur.
	Oxyura australis	Blue-billed Duck	V	-	There are two populations of the Blue-billed Duck, one in south-east and the other in south-west Australia. The Blue-billed Duck favours deep permanent water bodies. Significant areas include the Western Treatment Plant at Werribee, Lake Milangil near Camperdown and Lake Carchap near Natimuk.	No habitat to support this species. Not likely to occur.
	Biziura lobata	Musk Duck	V	-	Musk Ducks tend to be found in deep freshwater lagoons, with dense reed beds.	No habitat to support this species. Not likely to occur.
Frog	*Litoria raniformis*	Growling Grass Frog	V	VU	This species is found mostly amongst emergent vegetation, including *Typha sp.* (bullrush), *Phragmites sp.* (reeds) and *Eleocharis sp.(*sedges), in or at the edges of still or slow-flowing water bodies such as lagoons, swamps, lakes, ponds and farm dams.	Has potential to occur in the adjacent waterways. No impact to occur from the proposed works.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
Reptiles	*Lissolepis coventryi*	Swamp Skink	E	EN	The Swamp Skink is often restricted to densely vegetated swamps and associated watercourses, and adjacent wet heaths.	No habitat to support this species. Not likely to occur.
	Varanus varius	Lace Monitor	E	-	These common terrestrial and often arboreal monitors are found in eastern Australia and range from Cape Bedford on Cape York Peninsula to south-eastern South Australia. They frequent both open and closed forests and forage over long distances (up to 3 km (1.9 mi) a day).	No habitat to support this species. Not likely to occur.
Plants	*Amphibromus fluitans*	River Swamp Wallaby-grass	-	VU	The species requires moderately fertile soils with some bare ground; conditions that are caused by seasonally-fluctuating water levels.	Has potential to occur in the adjacent waterways. No impact to occur from the proposed works.
	Thelymitra orientalis	Hoary Sun-orchid	CE	CR	Hoary sun-orchid appears endemic to southeastern Australia. Hoary sun-orchid occurs in leached white (often peaty) sand, in heathland, damp heathy flats and seepage areas, usually close to sedge-dominated wetlands.	No habitat to support this species. Not likely to occur. Was not identified in the field survey and unlikely to occur due to the mowing and gazing occurring.
	Pterostylis chlorogramma	Green-striped Greenhood	E	VU	*Pterostylis chlorogramma* is endemic to Victoria, where it is currently known from a single location near Stuart Mill in the Victorian Midlands IBRA bioregion.	Not likely to occur. Was not identified in the field survey and unlikely to occur due to the mowing and gazing occurring.
	Caladenia tessellata	Thick-lipped Spider-orchid, Daddy Long-legs	-	VU	The thick-lipped spider-orchid is endemic to mainland south-eastern Australia, where it is distributed from the south coast of NSW to the eastern outskirts of Melbourne. In Victoria the thick-lipped spider-orchid grows in heathland, heathy or grassy woodland, and grassy or	No Habitat to support this species. Not likely to occur. Was not identified in the field survey and unlikely to occur due to the mowing and gazing occurring.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area
					sedgy open forests in well drained sand and clay loams.	
	Eucalyptus strzeleckii	Strzelecki Gum	CE	VU	The Strzelecki gum is endemic to the Strzelecki Ranges, in Gippsland, Victoria. *Eucalyptus strzeleckii* favours a range of sites including ridges, slopes and along the banks of streams, but particularly foothills and flats.	No habitat to support this species. Not likely to occur. Was not identified in the field survey.
	Xerochrysum palustre	Swamp Everlasting, Swamp Paper Daisy	CE	VU	Swamp Everlasting is endemic to south-eastern Australia, where it is widely distributed from south-eastern New South Wales, through Victoria, to north-eastern Tasmania. Swamp Everlasting is likely to have been abundant in ephemeral freshwater wetlands.	No habitat to support this species. Not likely to occur. Was not identified in the field survey.
	Pterostylis cucullata	Leafy Greenhood	E	VU	The Leafy Greenhood is endemic to south-eastern Australia, where it occurs in South Australia, Victoria and Tasmania. The lowland subsp. *cucullate* occurs in Coast Tea-tree or Moonah coastal scrubs on stabilized sand dunes, with an open understorey and grassy and herbaceous groundcover on seasonally damp but well drained humus rich sandy loams.	No habitat to support this species. Not likely to occur. Was not identified in the field survey.
	Prasophyllum spicatum	Dense Leek-orchid	CE	VU	The Dense Leek-orchid is endemic to south-eastern Australia, where it is distributed from the South Gippsland region of Victoria to the far south-east of South Australia. The Dense Leek-orchid occurs in coastal and near-coastal heathland and heathy woodland.	No habitat to support this species. Not likely to occur. Was not identified in the field survey and unlikely to occur due to the mowing and gazing occurring.

Type	Scientific name	Common name	VIC status	EPBC status	Habitat constraint	Likelihood of occurrence within project Area

1 VIC *Flora and Fauna Guarantee Act* status (FFG): T, Threatened; V, Vulnerable; E, Endangered, CE, Critically endangered
2 *Environmental Protection and Biodiversity (EPBC) Act* status: EX, Extinct; CR, Critically endangered; EN, Endangered; VU, Vulnerable

*Grey shaded box indicates potential for occurrence and considered vulnerable during the construction phase of construction.

Appendix F: Native Vegetation Removal Report

Native Vegetation Removal Report

NVRR ID: 304_20250730_80Z

This report provides information to support an application to remove, destroy or lop native vegetation in accordance with the *Guidelines for the removal, destruction or lopping of native vegetation* (the Guidelines). This report is **not an assessment by DEECA** of the proposed native vegetation removal. Offset requirements have been calculated using modelled condition scores.

Report details

Date created: 30/07/2025

Local Government Area: BASS COAST SHIRE

Registered Aboriginal Party: Bunurong

Coordinates: 145.67098, -38.55064

Address: 2140 KORUMBURRA-WONTHAGGI ROAD LANCE CREEK 3995

Regulator Notes

Removal polygons are located:

Summary of native vegetation to be removed

Assessment pathway	**Intermediate Assessment Pathway**		
Location category	Location 2 The native vegetation extent map indicates that this area is typically characterised as supporting native vegetation. Additionally, it is modelled as encompassing an endangered Ecological Vegetation Class, sensitive wetland or sensitive coastal area. The removal of less than 0.5 hectares of native vegetation in this area will not require a Species Offset.		
Total extent including past and proposed removal (ha) *Includes endangered EVCs (ha): 0.075*	**0.075**	*Extent of past removal (ha)*	*0*
		Extent of proposed removal - Patches (ha)	*0.075*
		Extent of proposed removal - Scattered Trees (ha)	*0.000*
No. Large Trees proposed to be removed	**0**	*No. Large Patch Trees*	*0*
		No. Large Scattered Trees	*0*
No. Small Scattered Trees	0		

Offset requirements if approval is granted

Any approval granted will include a condition to secure an offset, before the removal of native vegetation, that meets the following requirements:

General Offset amount [1]	**0.022 General Habitat Units**
Minimum strategic biodiversity value score [2]	0.347
Large Trees	0
Vicinity	West Gippsland CMA or BASS COAST SHIRE LGA

NB: values within tables in this document may not add to the totals shown above due to rounding

The availability of third-party offset credits can be checked using the Native Vegetation Credit Register (NVCR) Search Tool - https://nvcr.delwp.vic.gov.au

1. The General Offset amount required is the sum of all General Habitat Units in Appendix 1.
2. Minimum strategic biodiversity value score is 80 per cent of the weighted average score across habitat zones where a General Offset is required.

Application requirements

Applications to remove, destroy or lop native vegetation must include all the below information. If an appropriate response has not been provided the application is not complete.

Application Requirement 1 - Native vegetation removal information

If the native vegetation removal is mapped correctly, the information presented in this Native Vegetation Removal Report addresses Application Requirement 1.

Application Requirement 2 - Topographical and land information

This statement describes the topographical and land features in the vicinity of the proposed works, including the location and extent of any ridges, hilltops, wetlands and waterways, slopes of more than 20% gradient, low-lying areas, saline discharge areas or areas of erosion.

The site is within a disturbed roadway that has been cut into the natural ground, there are no ridged, hilltops, wetlands or waterways at the site. There are no slopes greater than 20% gradient, except for additional cutting into the existing batters to widen the road.

Application Requirement 3 - Photographs of the native vegetation to be removed

Application Requirement 3 is not addressed in this Native Vegetation Removal Report. All applications must include recent, timestamped photos of each Patch, Large Patch Tree and Scattered Tree which has been mapped in this report.

Application Requirement 4 - Past removal

If past removal has been considered correctly, the information presented in this Native Vegetation Removal Report addresses Application Requirement 4.

Application Requirement 5 - Avoid and minimise statement

This statement describes what has been done to avoid and minimise impacts on native vegetation and associated biodiversity values.

The new road access has been designed to minimize native vegetation impacts and fulfill Transport for Victoria requirements. Where native vegetation cannot be avoided, previously disturbed vegetation will be removed rather than remnant native vegetation.

Application Requirement 6 - Property Vegetation Plan

This requirement only applies if an approved Property Vegetation Plan (PVP) applies to the property
Does a PVP apply to the proposal?

No

Application Requirement 7 - Defendable space statement

Where the removal of native vegetation is to create defendable space, this statement:

- Describes the bushfire threat; and
- Describes how other bushfire risk mitigation measures were considered to reduce the amount of native vegetation proposed for removal (this can also be part of the avoid and minimise statement).

This statement is not required if, If the proposed defendable space is within the Bushfire Management Overlay (BMO), and in accordance with the 'Exemption to create defendable space for a dwelling under Clause 44.06 of local planning schemes' in Clause 52.12-5.

not applicable

Application Requirement 8 - Native Vegetation Precinct Plan

This requirement is only applicable if you are removing native vegetation from within an area covered by Native Vegetation Precinct Plan (NVPP), and the proposed removal is not identified as 'to be removed' within the NVPP.
Does an NVPP apply to the proposal?

No

Application Requirement 9 - Offset statement

This statement demonstrates that an offset is available and describes how the required offset will be secured. The Applicant's Guide provides information relating to this requirement.

Third part offsets will be used.

Next steps

Applications to remove, destroy or lop native vegetation must address all the application requirements specified in the Guidelines. If you wish to remove the mapped native vegetation you are required to apply for approval from the responsible authority (e.g. local Council). This Native vegetation removal report must be submitted with your application and meets most of the application requirements. The following requirements need to be addressed, as applicable.

Application Requirement 3 - Photographs of the native vegetation to be removed

Recent, dated photographs of the native vegetation to be removed **must be provided** with the application. All photographs must be clear, show whether the vegetation is a Patch of native vegetation, Patch Tree or Scattered Tree, and identify any Large Trees. If the area of native vegetation to be removed is large, provide photos that are indicative of the native vegetation.

Ensure photographs are attached to the application. If appropriate photographs have not been provided the application is not complete.

Application Requirement 6 - Property Vegetation Plan

If a PVP is applicable, it must be provided with the application.

Appendix 1: Description of native vegetation to be removed

General Habitat Units for each zone (Patch, Scattered Tree or Patch Tree) are calculated by the following equation in accordance with the Guidelines

General Habitat Units = extent without overlap x condition score x general landscape factor x 1.5, where the general landscape factor = 0.5 + (strategic biodiversity value score/2)

The General Offset amount required is the sum of all General Habitat Units per zone.

Native vegetation to be removed

Information provided by or on behalf of the applicant			Information calculated by NVR Map							
Zone	**Type**	**DBH (cm)**	**EVC code (modelled)**	**Bioregional conservation status**	**Large Tree(s)**	**Condition score (modelled)**	**Polygon extent (ha)**	**Extent without overlap (ha)**	**SBV score**	**General Habitat Units**
1	Patch	-	GipP0053	Endangered	-	0.295	0.046	0.046	0.459	0.015
2	Patch	-	GipP0053	Endangered	-	0.313	0.009	0.009	0.385	0.003
3	Patch	-	GipP0053	Endangered	-	0.200	0.006	0.006	0.400	0.001
4	Patch	-	GipP0053	Endangered	-	0.200	0.015	0.015	0.400	0.003

Appendix 2: Images of mapped native vegetation

1. Property in context



Proposed Removal
Property Boundaries

N

250 m

2. Aerial photograph showing mapped native vegetation



Proposed Removal

N

75 m

3. Location Risk Map



4. Strategic Biodiversity Value Score Map



5. Condition Score Map



6. Endangered EVCs



Proposed Removal

Endangered 1750 Ecological Vegetation Classes

N

75 m

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Appendix G: Offset Brokers Report

vegetationlink

31 July 2025

Our Ref: VLQ-10633-C
Your Ref: 2140 Korumburra-Wonthaggi Road, Lance Creek

Chris Alderton
Green Edge Environmental
chris@geenvironmental.com.au

Dear Chris,

Re: Quotation for the supply of native vegetation credits

Vegetation Link is an accredited offset broker with the Department of Energy, Environment and Climate Action (DEECA). Based on the information provided, I understand you require the following:

GHUs	Min. SBV	Vicinity	Large Trees
0.022	0.347	West Gippsland CMA or Bass Coast LGA	-

To meet your offset requirements, you can purchase native vegetation credits from a third party as per the trade[i] option quoted below. Credit trading turnaround time is approximately 2-5 weeks from acceptance of a valid quote. This quotation is valid for 14 days, subject to credit availability.

3-Party CTA Pathway - offset site located on Kurnai Country in the Wellington LGA (approx. 105 kms from the project site)	
Cost of native vegetation offsets (invoiced by DEECA)	$1,320.00
Cost of broker fee (invoiced by Vegetation Link)	$1,320.00
Subtotal cost ex. GST	$2,640.00
Total cost inc. GST	**$2,904.00**

To proceed with a trade, please complete and return the purchaser details form provided via email. Upon receipt of the form, we will begin the trade process. Further details of the process are in the FAQ below.
Kind regards,

Shannen Hunter
Biodiversity Offset Broker

PO Box 10
Castlemaine VIC 3450
1300 VEG LINK (1300 834 546)
offsets@vegetationlink.com.au
www.vegetationlink.com.au

vegetationlink

FAQs

What is a third party offset?

A third-party offset means securing offsets from a site owned by a landowner who manages and protects native vegetation on their land or from a credit owner with excess credits to sell. Landowners who establish these offset sites are required to:

- Enter into a Landowner Agreement for the specified offset site. A landowner agreement is in perpetuity and is binding upon the current and future landowners of the site. It permanently restricts use of the site for many purposes.
- Implement a detailed 10-year Management Plan endorsed by the DEECA Native Vegetation Offset Register to manage and improve the biodiversity values of the site.

How is the price of native vegetation offset credits (GHUs, GBEUs etc.) determined?

Credit owners set their own price for native vegetation credits. They determine the price based on numerous factors. These include but are not limited to; site establishment costs, the cost to manage the site in perpetuity (e.g., maintain fencing, control pest species), foregone use cost and administrative costs. Depending on how the site is registered, the credit fee may be paid to either DEECA or directly to the credit owner.

Further information about the work some of our landowners are doing can be found on the Vegetation Link website.

What is the process after I accept the quote?

After you accept the quote and return the purchaser table, the following steps will be undertaken:

1. We will ensure the credits are still available and if necessary, submit a credit advice form for a pending trade to DEECA, to sanction the specified credits,
2. We will set up a credit trade agreement (CTA) and issue this for review and signing by the relevant parties involved. If credits are being purchased and allocated to a project simultaneously, we will include this within the documentation issued to you,
3. Once signed by all parties, we will submit the executed documentation to the relevant entity for invoicing. Invoices will be issued for the fees listed in the quotation. We will send you two invoices, one for the broker fee (payable within 14 days from the date of issue), invoiced by Vegetation Link and one for the credit fee (payable within 28 days from the date of issue), to be paid to DEECA or the Credit Owner. We recommend providing remittances for all your payments,
4. Once payments are received, the Native Vegetation Offset Register (NVOR) will issue the allocated credit extract/s, or purchased credit statement/s to Vegetation Link, which will then be sent to the appropriate recipients. A copy of the executed CTA will also be issued, as evidence that you have purchased the offset.

Generally, the process from quote acceptance to having evidence of purchased (and allocated) credits takes between 2-5 weeks from receipt of a completed Purchaser Details form. This is dependent on a range of factors including the type of landholder agreement or credit trade agreement, organisational workflows, and turnaround times for signing and payment of invoices. We work as quickly as possible to get your credits to you within this period.

We note that you **cannot** remove vegetation until you have been given permission by the Responsible Authority (usually the council that has issued a permit).

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vegetationlink

What happens if I don't have a permit yet?

When people are buying credits before a permit is issued, the following three options are most common:

- You can purchase offsets before the planning permit is available, and then subsequently request that the offsets be allocated to the permit once it becomes available. This will incur an additional $250 fee for Vegetation Link to facilitate this process. When considering this option, it is important to realise that your estimated offset requirements may be different than the actual permit requirements, which may result in additional costs.
- You can wait for the planning permit to be approved first and then request a quote to meet the requirements of the permit. Should credits be available, you can then start the offset purchase process. We then use the planning permit number for allocating the credits. Allocating credits to the permit is evidence that the offsets have been purchased and that the condition on the permit has been met.
- You can request a quote to confirm availability and to get an idea of the cost of your requirements before you apply for a permit. Once a planning permit has been issued, you can then request an updated quote. It is at this point that you can then go through the offset purchase process.

We cannot guarantee credit availability until a) contracts are executed, or b) credits have been held via a pending trade lodged with DEECA Native Vegetation Offset Register.

We cannot guarantee prices until a) a quote has been accepted within 14 days, and b) a Credit Trading Agreement is signed within 30 days, and c) the invoice for the credit fee is paid within 28 days of the date the invoice is issued.

If I sign the CTA, does that mean I MUST pay for the credits?

Yes, you have entered into an agreement to pay for the offset credits therein and are required to pay for those credits. The credits must be paid for within 28 days of the date of the invoice. The broker fee (invoiced by Vegetation Link) must be paid within 14 days from the date of issue.

Can Vegetation Link hold the credits for me, as I want to pay later?

Vegetaion Link are unable to hold credits for later payment. Please also see 'What happens if I don't have a permit yet?' above.

For further information, see our website, the DEECA website or call us any time on 1300 834 546.

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[i] Fees are inclusive of the NVOR transfer and allocation fees when an allocation is done at the time of purchase.

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Traffic Impact Assessment Report

2140 Korumburra-Wonthaggi Road, Lance Creek

Project Number 240324
Final 3 Report 13/06/2025

Client Spaceframe Buildings Pty Ltd

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Document control record

Document prepared by:

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Document control	
Report title	2140 Korumburra-Wonthaggi Road, Lance Creek
Project number	240324
Client	Spaceframe Buildings Pty Ltd
Client contact	Ernie Harvey at HPC Planning (0408 802 125)

Revision	Date issued	Revision details / status	Prepared by	Authorised by
Draft	11/02/2025	Preliminary draft	Bob Citroën/ Bernadette Sargeant	Kate Kennedy
Final	11/03/2025	Final	Bernadette Sargeant	Kate Kennedy
Final 2	28/03/2025	Revised final – updated concept plans	Bernadette Sargeant	Kate Kennedy
Final 3	13/06/2025	Revised final 2	Bernadette Sargeant	Kate Kennedy

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Executive summary

HPC Planning, on behalf of Spaceframe Buildings Pty Ltd, has engaged Trafficworks to undertake a traffic impact assessment (TIA) for the proposed expansion of an existing abattoir at **2140 Korumburra-Wonthaggi Road, Lance Creek.**

The table below summarises the site and the proposed development, and our conclusions and recommendations.

Address	2014 Korumburra-Wonthaggi Road, Lance Creek
Zoning	Farming (FZ)
Proposed development	Expansion of abattoir operation from a kill rate of 300/day to 800/day
Road network	Korumburra-Wonthaggi Road (C437) managed by DTP
Traffic generation	— 569 vph movements at start of shift (from 4:00AM) — 459 vph movements at end of shift (from 7:00PM) — 57 truck trips spread throughout the day
Car parking	Total demand: — 569 (including 13 minibuses)
Conclusion	We conclude there are no traffic engineering reasons that would prevent the development from proceeding, subject to implementation of our recommendations. For a summary of individual conclusions made throughout the report refer to Section 6.
Recommendations	— **Recommendation 1:** roadside vegetation removal/trimming be undertaken east of the site driveway to improve sight lines for drivers of exiting vehicles. — **Recommendation 2:** the existing 80 km/h speed limit along Korumburra-Wonthaggi Road, west of the site, be extended to include the development access to improve safety at the intersection. — **Recommendation 3:** consider reducing the length of the AUL turn lane proposed to reflect the reduced posted speed limit. — **Recommendation 4:** all widening of Korumburra-Wonthaggi Road for the AUL and BAR treatments be provided on the northern side of the road (i.e. into the subject site).

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- **Recommendation 5:** adopt the upgrades proposed as shown in the concept plan provided in Appendix 4 – Concept plan development access.
- **Recommendation 6:** that entry works associated with the left turn lane construction include relocation of the gates to a minimum of 25 m from the edge of traffic lane.
- **Recommendation 7:** consider promoting staff use of minibuses to reduce the anticipated car parking demand or provide a gravel overflow car parking area to accommodate any overflow demand.

Referenced documents

References used in the preparation of this report include the following:

- *AS/NZS 2890.1: Parking Facilities Part 1: Off-street car parking*
- *AS/NZS 2890.1: Parking Facilities Part 6: Car parking for people with disabilities*
- *Austroads Guide to Road Design Part 4A, Unsignalised and Signalised Intersections*, referenced as AGRD4A
- *Austroads Guide to Traffic Management Part 6, Intersections*, Interchanges and Crossings Management, referenced as AGTM6
- *VicRoads Supplement to Austroads Guide to Road Design Part 3, Geometric Design (AGRD3)*

Documentation provided by the client included:

- Extracts from a traffic impact assessment report (undated) prepared by GHD for Kilcoy Global Foods for commencement of the current operation conducted at the site
- The Planning Permit issued on 18/10/2023 (and amended 25/10/2023) by Bass Coast Shire Council (ref PDPLANPER-2023/000115) for the current operation
- Functional layout plans for *Korumburra-Wonthaggi Road, Auxiliary Left Turn Lane*, drawings DR-CV-3001 & 3002, Rev C, prepared by WGA for Kilcoy Global Foods and dated 19/07/2024 (reproduced in Appendix 2)
- Details of Proposed Car Park 2, comprising Location Plan, Site Plan and Landscape Plan, drawings Nos. 5117-SQ00 to SQ02, prepared by Space Frame and dated 23/01/2025.

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Table of Contents

1 Introduction 1
2 Existing conditions 2
2.1 Subject site 2
2.2 Road network 3
2.2.1 Korumburra-Wonthaggi Road 3
2.3 Existing traffic volumes 5
2.4 Crash history 7
2.5 Car parking 7
2.6 Public transport 7
3 Traffic assessment of the proposed development 8
3.1 The proposal 8
3.2 Traffic generation 9
3.3 Car parking demand 10
3.4 Traffic distribution assumptions 10
3.5 Anticipated traffic volumes 11
4 Access to the site 12
4.1 Site access – intersection SISD requirement 12
4.2 Turn provisions impact 14
4.3 Other matters 16
4.3.1 Clearance to gate 16
4.3.2 Lighting 17
5 Car parking and internal access assessment 18
5.1 Planning scheme car parking assessment 18
5.2 Car parking demand assessment 18
5.3 Adequacy of car parking dimensions 19
5.4 Accessible parking 19
5.5 Truck access to loading areas 20
6 Conclusions and recommendations 21
Appendix 1 – Traffic survey results
Appendix 2 – Left turn lane design
Appendix 3 – Turn treatments
A3.1 – Rural turn treatments
Appendix 4 – Concept plan development access
Appendix 5 – Acronyms and terms

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1 Introduction

HPC Planning, on behalf of Spaceframe Buildings Pty Ltd, has engaged Trafficworks to undertake a traffic impact assessment (TIA) for the proposed expansion of an existing abattoir at **2140 Korumburra-Wonthaggi Road, Lance Creek.**

For the detail about:

- existing site conditions – see section 2
- description of the proposed development – see section 3.1
- traffic impact of the proposed development – see section 3
- assessment of the access to the proposed development – see section 4
- car parking assessment of the proposed development – see section 5
- our conclusions and recommendations – see section 6.

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2 Existing conditions

2.1 Subject site

The site is:

- located at: 2140 Korumburra-Wonthaggi Road, Lance Creek, approximately 9 km northeast of Wonthaggi
- roughly rectangular with a road frontage of approximately 1.3 km and a depth of approximately 780 m
- an existing operational abattoir.

Vehicular access to the site is currently available via a sealed driveway direct from Korumburra-Wonthaggi Road that forms the southern boundary of the property.

The capacity of the current 300 space on-site car park is reduced by the installation of temporary construction site offices and buildings but is adequate for the car parking demands of the existing operation.

Figure 1 shows the location of the site, which is surrounding by rural grazing properties.

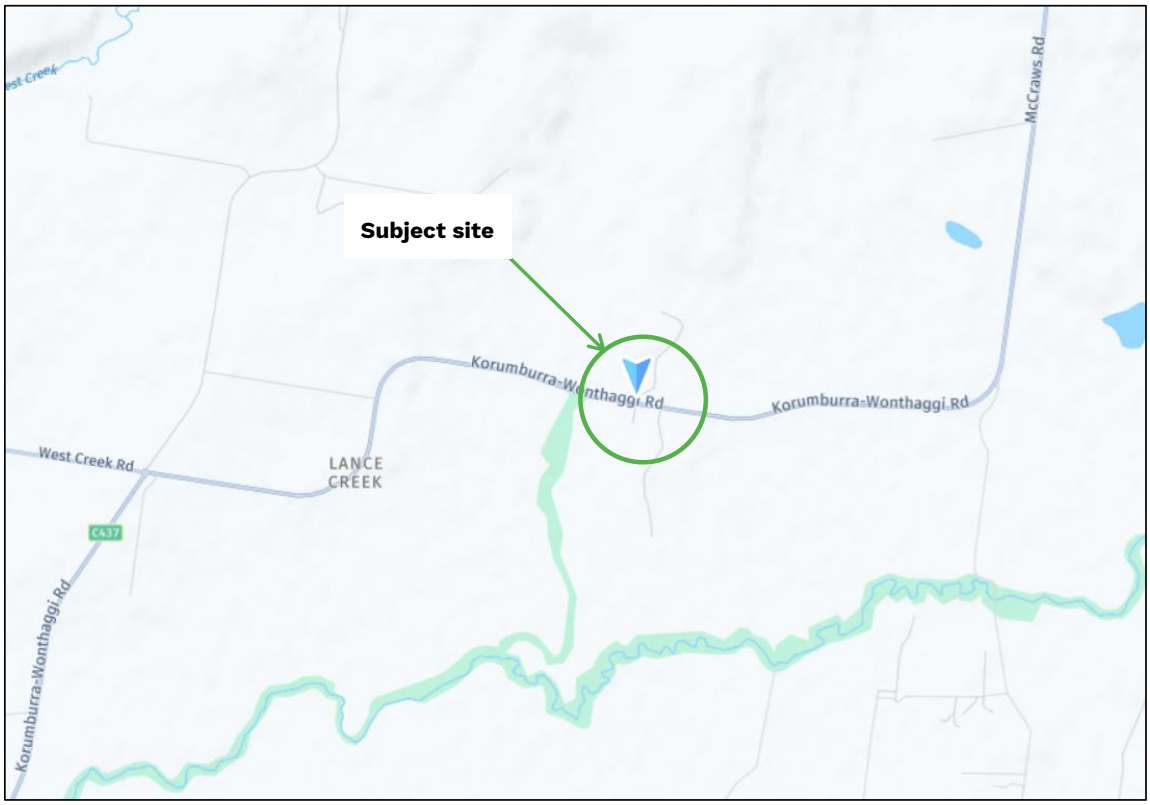

Figure 1: Location plan (reproduced under licence from NearMap)

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The property is located within the Farming Zone (FZ), with Korumburra-Wonthaggi Road located in a Transport Zone 2 (TRZ2).

Figure 2 shows the zoning for the site and surrounding area.

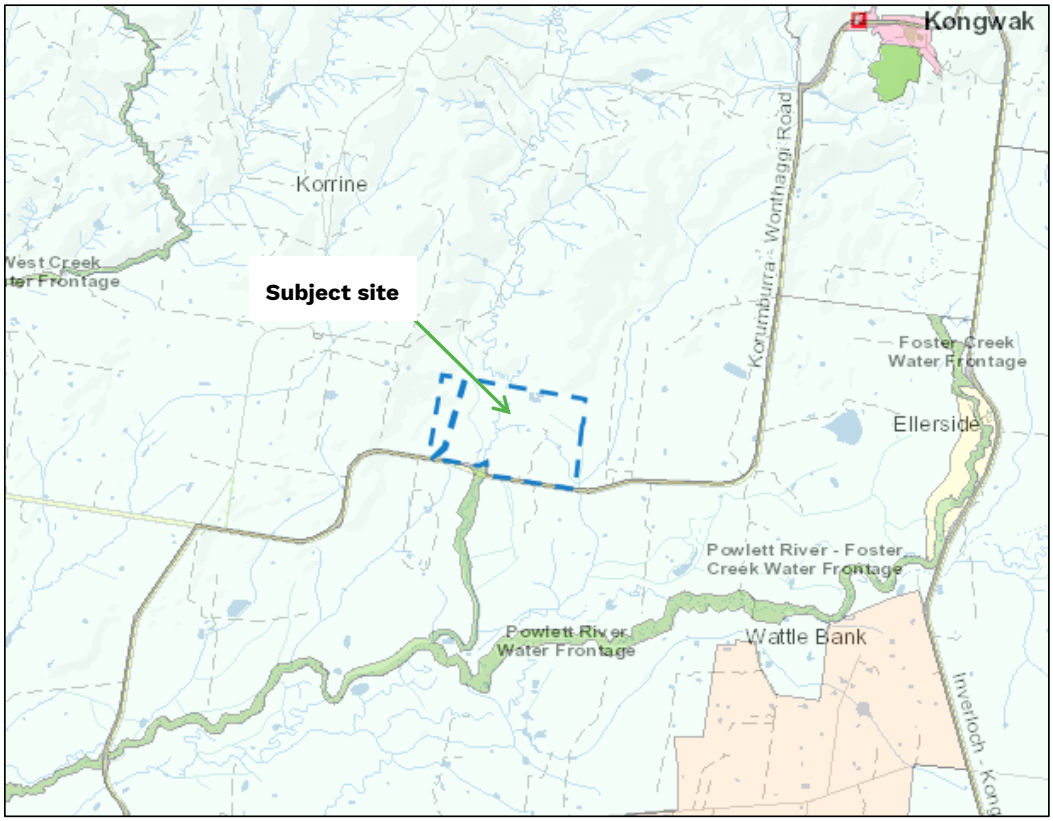

Figure 2: Zoning plan (reproduced from the Vicplan website)

2.2 Road network

2.2.1 Korumburra-Wonthaggi Road

Table 1 describes the features of this road.

Table 1: Korumburra-Wonthaggi Road features

Feature	Description
Road type	State arterial road (C437) managed by Department of Transport and Planning (DTP)
Access	Provides for inter-regional travel between Wonthaggi 11 km to the southwest and Korumburra 21 km to the northeast
Road reservation	20.0 m wide

Feature	Description
Carriageway	6.6 m wide seal
Road cross section	— 2-lane 2-way undivided road configured to provide: — 2 x 3.3 m wide traffic lanes — 1.5 m wide grass verges — Proposed to be augmented by a 200 m long x 3.5 m wide Type AUL left turn lane to be constructed at the west approach to the site entry.
Speed limit	Signed 100 km/h speed limit along the site frontage Speed limit reduces to 80 km/h approx. 800 m west of the subject site

Figure 3 and Figure 4 provide further information about the road.



Figure 3: Looking east along Korumburra-Wonthaggi Road from the site entry



Figure 4: Looking west along Korumburra-Wonthaggi Road with the site entry to the right

2.3 Existing traffic volumes

Existing traffic volumes at the site entrance were surveyed by Trafficworks from 7-14 November 2024, with the survey results summarised in Table 2. More detailed results of the survey are included in Appendix 1.

Table 2: Existing traffic volumes

Road Name	**Weekday two-way volume (vpd)**	**Peak hour two-way volume (vph)**	**Peak hour WB volumes (vph)** (NB for driveway)	**Peak hour EB volumes (vph)** (SB for driveway)	**85%ile speed (km/h)**
Korumburra-Wonthaggi Road - west of site	1,368	97 AM 150 PM	51 (8:00 – 9:00) 93 (16:00-17:00)	46 (8:00-9:00) 57 (16:00-17:00)	93.8
Korumburra-Wonthaggi Road - east of site	1,022	81 AM 97 PM	46 (8:00-9:00) 38 (15:00-16:00)	35 (8:00-9:00) 59 (15:00-16:00)	75.1
Site entry road*	669	80 AM 66 PM	59 (5:00-6:00) 21 (16:00-17:00)	4 (5:00-6:00) 62 (16:00-17:00)	20.6

* Traffic generation by the current abattoir operation

The existing daily traffic volumes generated by the subject site and the traffic volumes along Korumburra-Wonthaggi Road (excluding the subject site) are summarised in Figure 5 and Figure 6, respectively.

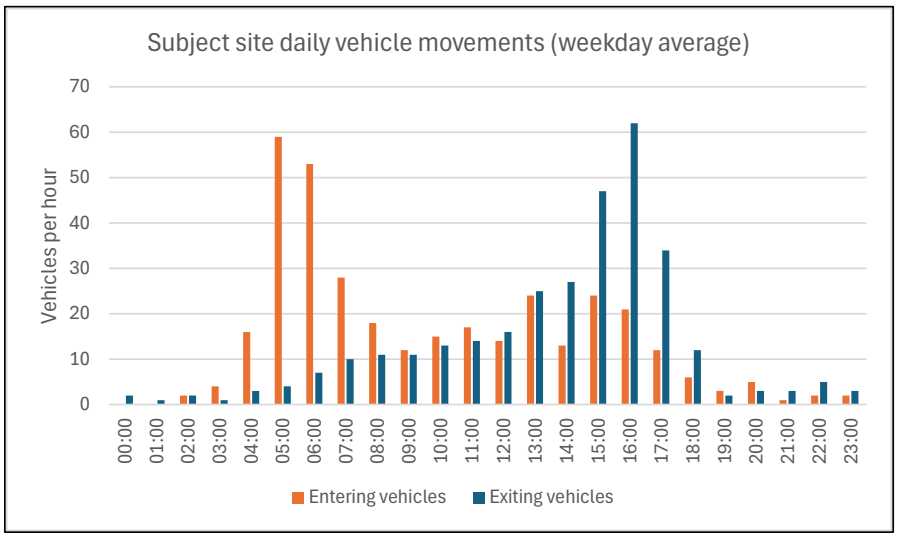

Figure 5: Subject site daily vehicle movements profile

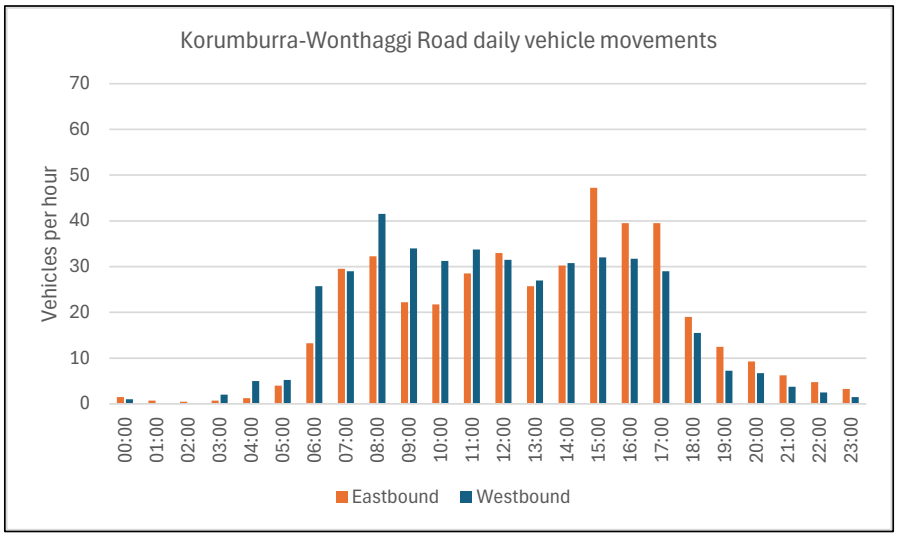

Figure 6: Korumburra-Wonthaggi Road daily vehicle movements profile (excluding development traffic)

Based on the above, the peak period associated with traffic generated to the development occurs between 5:00-7:00 am. The corresponding peak period along Korumburra-Wonthaggi Road occurs between 6:00-7:00 am. The PM peak hour associated with the development occurs between 4:00-5:00 pm. The equivalent peak hour turning movements for the AM and PM peak hour are shown in Figure 7.

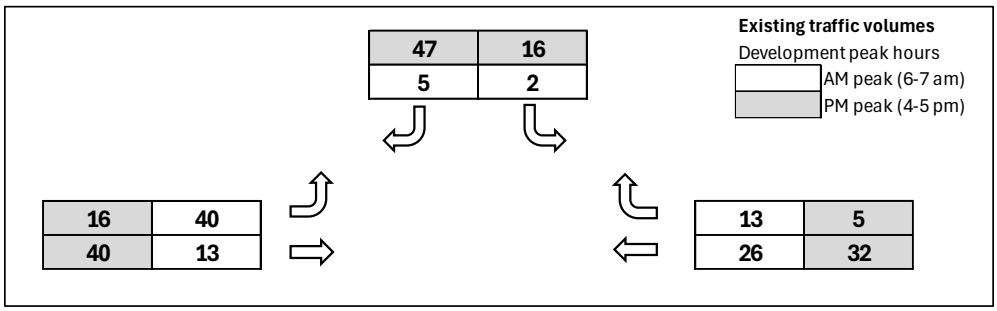

Figure 7: Peak hour turning movement volumes

During the surveys, there were construction works occurring on the subject site which would have generated additional vehicles than compared to 'typical operation'.

2.4 Crash history

The Department of Transport and Planning (DTP) data portal, which details all injury crashes on roads throughout Victoria, indicates that one casualty crash has occurred on Korumburra-Wonthaggi Road in the vicinity of the subject site in the last five-year period.

The crash was a 'right off carriageway into object' single vehicle collision (DCA 173) involving a westbound car near the subject site access along Korumburra-Wonthaggi Road at 7:00 am on Wednesday, 25/09/2019 and resulting in serious injury.

Based on this history, we conclude that there is no trend that requires immediate investigation.

2.5 Car parking

Current car parking supply comprises a main car park with a capacity of 293 spaces and a small visitor car park with 7 car spaces, giving a total of 300 car spaces.

At the time of the site inspection conducted by Trafficworks on the morning of 14/11/2024, the existing car park was occupied by 127 cars relating to the single day shift operating at the time.

The inspection also revealed that the northern portion of the existing car park, north of the entry point, was temporarily occupied by the contractor undertaking construction of the plant expansion. This resulted in some 78 car spaces not being available during the construction period, but to be restored at the completion of these works.

2.6 Public transport

There is no known public transport service operating in the area that would be suitable for use by staff at the abattoir.

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3 Traffic assessment of the proposed development

3.1 The proposal

The proposed development intends to increase capacity of the facilities to increase processing quantities from 300 head per day to 800 head per day in a single shift. This will involve the following infrastructure upgrades:

- additional 1,041 m^2 of amenities floor space
- additional 389 m^2 of dry-store
- additional 2,016 m^2 of freezer floor space
- additional 971 m^2 of hanging chillers.

Vehicular access to these new facilities will be via an extension of the existing internal road network around the east of the plant and the provision of additional hardstand areas.

An additional car park, catering for 204 spaces, is to be provided to the west of the main entry driveway.

Location of the external access point is not intended to change. Under Condition 27 of the existing planning permit (PDPLANPER-2023/000115) the following road improvements are required at the development access to Korumburra-Wonthaggi Road:

- auxiliary left turn (AUL) type treatment (refer to concept plan provided in Appendix 2)
- roadway (flag) lighting
- shoulder sealing adjacent to the access
- signage schedule and completion timeframes.

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3.2 Traffic generation

Traffic generation for new developments is typically estimated using the traffic generation rates provided in the RTA Guide to Traffic Generating Developments (2002) or the rates provided in the Infrastructure Design Manual (IDM). However, these sources do not cover the operation of abattoirs. The trip estimates summarised in Table 3 and Table 4 have been developed from data provided by the client for a production increase to a kill rate of 800 head/day.

Table 3: Daily and peak traffic flow for the proposed development

Activity		**Trip generation**					
		Staff no.	Shift times	Vehicles	AM Peak (4:00-5:00)	PM Peak (7:00-8:00)	Daily Trips
Staff	Processing	600	5am-7pm	446 cars	446	446	892
				13 buses	13	13	26
	Stockyard	40	5am-7pm	40 cars	40		80
	Loading	70	5am-10pm	70 cars	70		140
Total	**day staff**	**710**		**569**	**569**	**459**	**1,138**
Staff	Cleaning	25	6pm-6am	25 cars			50
Trucks *	B-Doubles			11			22
	Semi-trailer			27.5			55
	Other			4			8
Total	**trucks**						**85**

Note * See Table 4 for detailed truck movements

Table 4: Daily truck movements

Activity	**Vehicle type**	**Frequency**
Cattle delivery	B-Double	11 per day
		Sunday 12 pm-10 pm (limited to 1 per hour)
	Semi-trailer	8 per day
Hides collection	Semi-trailer	2 per day
Waste collection -render*	Semi-trailer	3 per day
Waste disposal – landfill & recycling	Side loader (semi)	1 per day
Waste disposal – septic	Semi-trailer tanker	1 per day

Activity	Vehicle type	Frequency
General deliveries	Van	2 per day
Laundry	10 ton box truck	1 per day
Stores/packaging	10 ton box truck	1 per day
Diesel delivery	Semi-trailer tanker	1 per fortnight
Warehouse supplies	Semi-trailer container Semi-trailer	10 per day 2 per day
Total		**42.5 per day**

Based on the above, the proposed development is anticipated to generate approximately:

- 1,000 vehicle movements per day (vpd) to and from the development (i.e. approx 500 to the site / 500 away from the site)
- morning peaks of 569 vehicles per hour (vph) and afternoon peaks of 459 vph. These peaks are expected to occur at the start of the shift (from 4:00 am) and at the completion of the shift (7:00 pm to 8:00 pm). It is expected that these shift times will result in minimal impact on the traffic peaks recorded on Korumburra-Wonthaggi Road during the recent survey.
- added to the above staff movements are 85 vpd truck movements, which will be spread throughout the day and can represent peaks of up to 7 vph.

3.3 Car parking demand

The parking demand estimates provided by the client are shown in Table 3 and indicate a daytime requirement for 569 car/bus spaces, with an overlap of 25 spaces for the night (cleaning) shift, giving a total parking demand of 569 spaces.

3.4 Traffic distribution assumptions

Based on the GHD traffic impact assessment report prepared for the current operation and the peak hour directional splits extracted from the recent traffic survey, our traffic directional distribution assumptions are as follows:

- Light vehicles – 75% west / 25% east
- Heavy vehicles – 90% west / 10% east

During the site AM peak hour, the recent traffic surveys indicate that approximately:

- 40% of staff arrive during the hour before the nominal shift start time of 6:00 am

- 40% of staff arrive between 6:00-7:00 am
- 20% of staff arrive between 7:00-8:00 am
- 88% of vehicles entering the site / 12% of vehicles leaving the site.

In recognition of this pattern of staff entry movements it has been assumed that 40% of the 450 total staff arrivals will occur during the morning peak of 6:00-7:00 am, i.e. 40% of 569 total vehicle arrival movements = 228 entry movements during this morning peak hour.

3.5 Anticipated traffic volumes

From close analysis of the traffic survey data, the measured turn and through volumes during the plant's AM peak (i.e. 6:00-7:00 am) for the current operation are as shown in Figure 8.

These turn volumes have been factored up as indicated in Section 3.4 to reflect the plant's anticipated AM peak traffic generation for the proposed 800 kill/day production rate conditions as shown in Figure 6. Base through traffic movements along Korumburra-Wonthaggi Road have been kept at the surveyed levels.

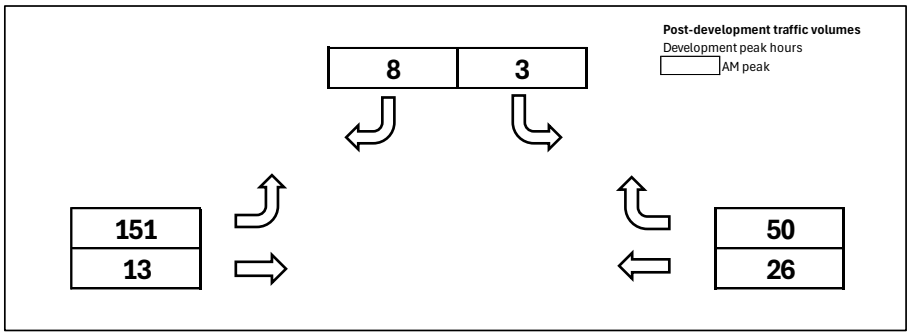

Figure 8: Anticipated overall AM peak hour traffic volumes (post expansion)

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4 Access to the site

4.1 Site access – intersection SISD requirement

The visibility criterion normally applied by DTP to intersections and significant access points is Safe Intersection Sight Distance (SISD). Figure 9 shows the SISD, which:

- is nominated in the Austroads Guide to Road Design, Part 4A (AGRD4A) as the minimum distance that should be provided on a major road at any intersection (refer Section 3.2.2 in AGRD4A)
- provides sufficient distance for a driver of a vehicle on the major road:
    - to observe a vehicle from the minor access approach moving into a collision situation, e.g., in the worst case, stalling across the traffic lanes
    - to decelerate to a stop before reaching the collision point.

The minimum SISD criterion, specified in Table 3.2 of AGRD4A, requires clear visibility for a desirable minimum distance of 285 m, relating to the general reaction time R_T of 2 seconds and a design speed of 110 km/h.

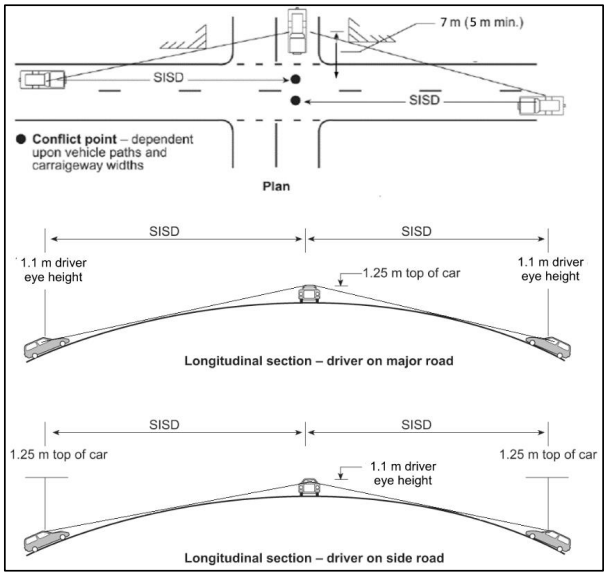


Figure 9: Safe Intersection Sight Distance (SISD) (Source: Figure 3.2 from AGRD4)

The visibility requirement, measured from a driver's position set back 7.0 m from the conflict point (centre of respective traffic lane), is not satisfied at the site driveway connection to Korumburra-Wonthaggi Road (see Figure 10 and Figure 11).



Figure 10: View to the west along Korumburra-Wonthaggi Road



Figure 11: View to the east along Korumburra-Wonthaggi Road

The proposed left turn lane will clear sight lines to the west. However, sight lines to the east of the development access are restricted by cut batters, roadside vegetation and a crest in the road and the required sight lines may not be achievable.

The proposal will increase movements at the intersection and the restricted sightlines will pose a safety risk in the existing 100 km/h posted speed zone. Therefore, it is recommended that:

Recommendation 1: roadside vegetation removal/trimming be undertaken east of the site driveway to improve sight lines for drivers of exiting vehicles.

Recommendation 2: the existing 80 km/h speed limit along Korumburra-Wonthaggi Road, west of the site, be extended to include the development access to improve safety at the intersection.

4.2 Turn provisions impact

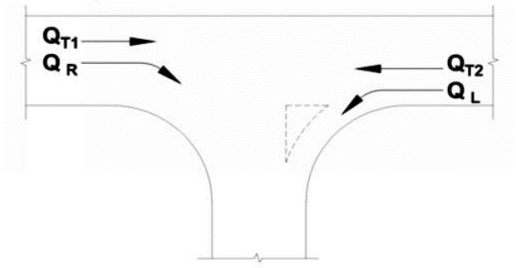
The traffic turning from major roads into minor roads or significant developments should not delay through traffic.

Generally, turn treatments from major roads into minor roads at sign-controlled intersections are provided for safe and efficient operation of the intersection.

Figure 8 in Section 3.5 shows the anticipated AM peak traffic flows generated by the proposed development. As this represents vehicle movements during the shift arrival time, this has been chosen as the critical analysis period to establish impacts on Korumburra-Wonthaggi Road. The PM peak has not been analysed as there is expected to be minimal traffic entering the site at that time.

Figure 11 shows Figure 3.26 of Austroads Guide to Traffic Management Part 6 (AGTM6) that contains the formulae used to determine the major road volumes (Q_M) for the analysis. To determine the turning treatments for the site entry, the results from the additions in column 4 are applied to the applicable graph in Figure 3.25 of AGTM6.

Figure 3.26: Calculation of the major road traffic volume Q_M



Road type	Turn type	Splitter island	Q_M (veh/h)
Two-lane two-way	Right	No	= $Q_{T1} + Q_{T2} + Q_L$
		Yes	= $Q_{T1} + Q_{T2}$
	Left	Yes or no	= Q_{T2}

Figure 11: Formulae used to determine major road traffic (Source: Figure 3.26 from AGTM6)

Table 7 in Appendix 3 summarises the various types of left and right turn treatments for rural applications, as defined in the AGRD4A.

To determine anticipated conditions at the intersection, traffic volumes from Figure 8 in Section 3.5 were used to determine the warrants shown in Table 5 and were applied to the graph in Figure 12. It is noted that the turn warrant assessment has been undertaken based on an 80 km/h posted speed limit to reflect the recommendation in Section 4.1.

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Table 5: Turn lane treatments on Korumburra-Wonthaggi Road at site access – anticipated conditions

Road	Peak period	Q_L (vph)	Q_R (vph)	Q_T (vph)		Q_M	Q_M
		Left turn	Right turn	Through		Left turn	Right turn
Development access/Korumburra-Wonthaggi Road	AM peak	151	50	Q_{T1}	26	13	190
				Q_{T2}	13		

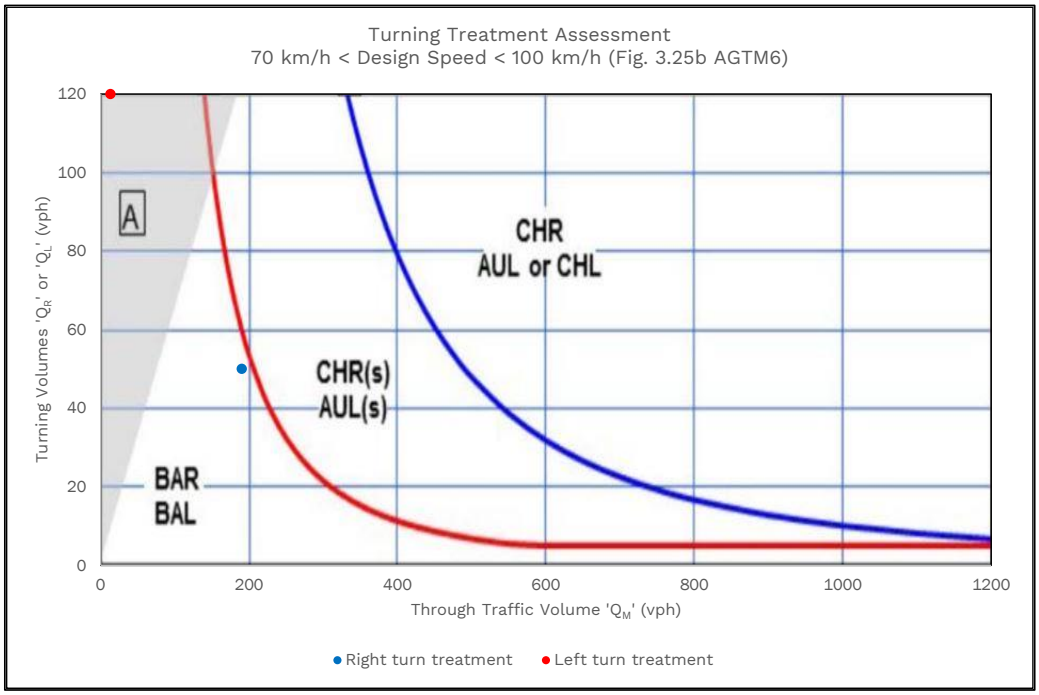

Figure 12: Graph used to determine the turn treatments on Korumburra-Wonthaggi Road at the site entry – anticipated AM peak conditions (source AGTM6, Figure 3.25b)

Based on the data gathered and reported in this section, our key observations are that the:

- the right turn from Korumburra-Wonthaggi Road into the site meets the warrants for a basic right turn (BAR) type treatment in the morning peak period
- the left turn from Korumburra-Wonthaggi Road into the site meets the warrants for a basic left turn (BAL) type treatment in the morning peak period.

As indicated above, the site access to Korumburra-Wonthaggi Road meets the warrants for Type BAR and BAL turn lane treatment. As discussed in Section 3.1, an AUL turn treatment will be constructed at the development access to Korumburra-Wonthaggi Road as required under condition 27 of the planning permit.

It is noted that the proposed reduction in the posted speed limit will reduce the design requirements of the AUL required under the planning permit. Provision of a BAR treatment will require redesign of the BAL further north (into the site).

Conclusion 1: the proposed construction of an AUL left turn lane on Korumburra-Wonthaggi Road at the development access satisfies the requirements.

Recommendation 3: consider reducing the length of the AUL turn lane proposed to reflect the reduced speed limit.

It is not possible to widen the roadway to the south due to the existing property boundary and significant services. Therefore, all road widening will need to be provided within the subject site property boundary.

Recommendation 4: all widening of Korumburra-Wonthaggi Road for the AUL and BAR treatments be provided on the northern side of the road (i.e. into the subject site).

A concept plan of the proposed upgrades to the development access to Korumburra-Wonthaggi Road is shown in Appendix 4 – Concept plan development access. Due to the restriction of widening to the south, a CHR(s) turn treatment is proposed at the development access as the provision of a BAR is not considered a safe outcome. Furthermore, the concept plan shows a reduced length AUL based on the reduced speed limit as per recommendation 2.

Recommendation 5: adopt the upgrades proposed as shown in the concept plan provided in Appendix 4 – Concept plan development access.

4.3 Other matters

4.3.1 Clearance to gate

The current gateway in the site entry driveway is located some 16 m from the edge of traffic lane. This is insufficient to store a semi-trailer or B-Double clear of traffic in the event that the gates are shut and impacts on the safety of through traffic on Korumburra-Wonthaggi Road (refer Figure 13).

Plans for the construction of the left turn lane include upgrading of the entry layout that will involve modification to the gate configuration. It is recommended that these changes include a relocation of the gates to a position at least 25 m from the edge of traffic lane in Korumburra-Wonthaggi Road to provide sufficient clearance for the storage of a B-Double.

Recommendation 6: that entry works associated with the left turn lane construction include relocation of the gates to a minimum of 25 m from the edge of traffic lane.



Figure 13: View to the south through the current entry gates towards Korumburra-Wonthaggi Road

4.3.2 Lighting

As all staff arrivals and many delivery arrivals will occur during hours of darkness, particularly in winter, it is suggested that a flag light be provided at the site entrance. As discussed in Section 3.1, condition 27 requires the installation of flag lighting at the access.

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5 Car parking and internal access assessment

5.1 Planning scheme car parking assessment

Clause 52.06 of the Planning Scheme outlines the statutory requirements for the provision and design of car parking spaces for developments. Table 1 in Clause 52.06 sets out the amount of car parking that is required for the new or expanded use.

Given the site is located within a farming zone, Column A rates apply.

The statutory car parking assessment applies to the existing (12,303 m^2) and expanded (4,417 m^2) processing area of the proposed plant expansion, using the rate for Industry.

Table 6 provides a statutory parking assessment of the plant's current and proposed expansion components, which indicates a total car parking requirement of 484 spaces.

Table 6: Statutory car parking requirement

Use	Rate	Measure	Requirement
Industry	2.9 to each 100 m^2 of net floor area	12,303 m^2 existing plant	356 spaces
		4,417 m^2 proposed expansion	128 spaces
Total			**484 spaces**

5.2 Car parking demand assessment

The current car park has a capacity of 300 spaces. The proposed expansion includes provision of a second car park with 204 spaces, giving a total parking capacity of 504 car parking spaces. This exceeds the requirements of the planning scheme.

Conclusion 2: the proposed total car parking capacity satisfies Planning Scheme requirements.

Based on a first principles assessment, the proposal is anticipated to generate demand for up to 569 car parking spaces (refer to Section 3.3), and car parking demand may exceed the proposed car parking provision. Consideration should be given to promoting staff use of minibuses to reduce the anticipated car parking demand or providing a gravel overflow car parking area to accommodate any overflow demand.

Recommendation 7: consider promoting staff use of minibuses to reduce the anticipated car parking demand or provide a gravel overflow car parking area to accommodate any overflow demand.

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5.3 Adequacy of car parking dimensions

Clause 52.06 of the planning scheme and AS2890.1 outline the dimensional requirements for off-street car parks. The dimensions shown in the design for the new car park are 2.6 m wide x 4.9 m long, with aisled widths of 6.6 – 6.8 m, satisfying the planning scheme.

The site inspection has confirmed that the existing car park space dimensions comply with the above criteria.

The proposal also includes use of 10 minibuses to transport workers to the site. These buses are small vans which were observed to be accommodated within the on-site car parking spaces (refer to Figure 14).



Figure 14: Existing minibuses

5.4 Accessible parking

The Building Code of Australia (BCA) specifies the minimum requirements for the provision of accessible parking. Applied to this class of development the, the code requirement is as follows:

— Class 8 abattoir 1 space for every 100 car parking spaces or part thereof

Based on this measure, 5 accessible spaces should be provided.

The existing car park provides a total of 6 accessible spaces and the proposal will provide an additional 4 spaces, which complies with standards.

Conclusion 3: the total provision of accessible car parking is adequate for the proposed development.

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5.5 Truck access to loading areas

The Site Plan provided by Space Frame includes swept path plots for a B-Double accessing the proposed new freezer and dry-store areas and a semi-trailer accessing the hardstand area adjacent to the proposed hanging chillers facility, including the ability for these vehicles to conduct U-turns for departures in a forward direction. These checks confirm the suitability of the proposed new driveway extensions to the rear of the plant.

Conclusion 4: the proposed driveways to the plant extensions are suitable for access by the intended vehicle types.

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6 Conclusions and recommendations

We conclude there are no traffic engineering reasons that would prevent the development from proceeding, as outlined below:

- the proposed construction of a AUL left turn lane on Korumburra-Wonthaggi Road at the development access satisfies the requirements of the proposed expansion
- the proposed total car parking capacity satisfies Planning Scheme requirements
- the total provision of accessible car parking is adequate for the proposed development
- the proposed driveways to the plant extensions are suitable for access by the intended vehicle types.

However, this TIA has identified a number of recommendations that need to be addressed:

- **Recommendation 1:** roadside vegetation removal/trimming be undertaken east of the site driveway to improve sight lines for drivers of exiting vehicles.
- **Recommendation 2:** the existing 80 km/h speed limit along Korumburra-Wonthaggi Road, west of the site, be extended to include the development access to improve safety at the intersection.
- **Recommendation 3:** consider reducing the length of the AUL turn lane proposed to reflect the reduced posted speed limit.
- **Recommendation 4:** all widening of Korumburra-Wonthaggi Road for the AUL and BAR treatments be provided on the northern side of the road (i.e. into the subject site).
- **Recommendation 5:** adopt the upgrades proposed as shown in the concept plan provided in Appendix 4 – Concept plan development access.
- **Recommendation 6:** that entry works associated with the left turn lane construction include relocation of the gates to a minimum of 25 m from the edge of traffic lane.
- **Recommendation 7:** consider promoting staff use of minibuses to reduce the anticipated car parking demand or providing a gravel overflow car parking area to accommodate any overflow demand.

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Appendix 1 – Traffic survey results

Summary results of the automatic counts undertaken from 17 to 14 November 2024.

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AUTOMATIC COUNT SUMMARY

Street Name :	Korumburra-Wonthaggi Rd (East of	**Location :**	Outside Property 2140
Suburb :	Lance Creek	**Start Date :**	00:00 Thu 07/November/2024
Machine ID:	MD12RWSA	**Finish Date :**	00:00 Thu 14/November/2024
Site ID:	21400	**Speed Zone :**	80 km/h
Prepared By :	Vo Son Binh	**Email:**	binh@trafficsurvey.com.au

GPS information		Lat 38° 33' 3.15 South Long 145° 40' 21.80 East	Direction of Travel		
			Both directions	Westbound	Eastbound
Traffic Volume :		Weekdays Average	1,022	516	506
(Vehicles/Day)		7 Day Average	936	471	465
Weekday	**AM**	08:00	80	46	35
Peak hour start	**PM**	15:00	98	38	59
Speeds :		85th Percentile	75.1	81.7	67.1
(Km/Hr)		Average	68.8	75.6	60.9
Classification % :		Light Vehicles up to 5.5m	94.7%	94.9%	94.4%

Location

GPS Information Load Google Map (internet required)
(Latitude, Longitude) -38.550874, 145.672722



Speed Data Speed Graph Speed Bin
Volume Data Volume Graph Classification

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AUTOMATIC COUNT SUMMARY

Street Name :	Korumburra-Wonthaggi Rd (West o	**Location :**	Outside Property 2140
Suburb :	Lance Creek	**Start Date :**	00:00 Thu 07/November/2024
Machine ID:	ME150PQR	**Finish Date :**	00:00 Thu 14/November/2024
Site ID:	21401	**Speed Zone :**	80 km/h
Prepared By :	Vo Son Binh	**Email:**	binh@trafficsurvey.com.au

GPS information		Lat 38° 33' 2.72 South Long 145° 40' 18.62 East	Direction of Travel		
			Both directions	Westbound	Eastbound
Traffic Volume :		Weekdays Average	1,368	693	675
(Vehicles/Day)		7 Day Average	1,199	607	592
Weekday	**AM**	08:00	97	51	46
Peak hour start	**PM**	16:00	150	93	57
Speeds :		85th Percentile	93.8	96.1	92.3
(Km/Hr)		Average	79.9	80.4	80.2
Classification % :		Light Vehicles up to 5.5m	92.5%	92.1%	92.9%

Location

GPS Information Load Google Map (internet required)
(Latitude, Longitude) -38.550756, 145.671839



Speed Data Speed Graph Speed Bin
Volume Data Volume Graph Classification

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AUTOMATIC COUNT SUMMARY

Street Name :	Access Driveway	**Location :**	Outside Property 2140
Suburb :	Lance Creek	**Start Date :**	00:00 Thu 07/November/2024
Machine ID:	K365MK64	**Finish Date :**	00:00 Thu 14/November/2024
Site ID:	21402	**Speed Zone :**	40 km/h
Prepared By :	Vo Son Binh	**Email:**	binh@trafficsurvey.com.au

GPS information	Lat 38° 33' 2.45 South Long 145° 40' 20.36 East		Direction of Travel	
			Both directions	**Northbound**	**Southbound**
Traffic Volume :		Weekdays Average	669	351	318
(Vehicles/Day)		7 Day Average	503	262	241
Weekday	**AM**	05:00	63	59	4
Peak hour starts	**PM**	16:00	83	21	62
Speeds :		85th Percentile	20.6	20.3	20.8
(Km/Hr)		Average	18.5	18.3	18.7
Classification % :		Light Vehicles up to 5.5m	90.8%	90.8%	90.9%

Location

GPS Information	Load Google Map (internet required)
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Speed Data | Speed Graph | Speed Bin
Volume Data | Volume Graph | Classification

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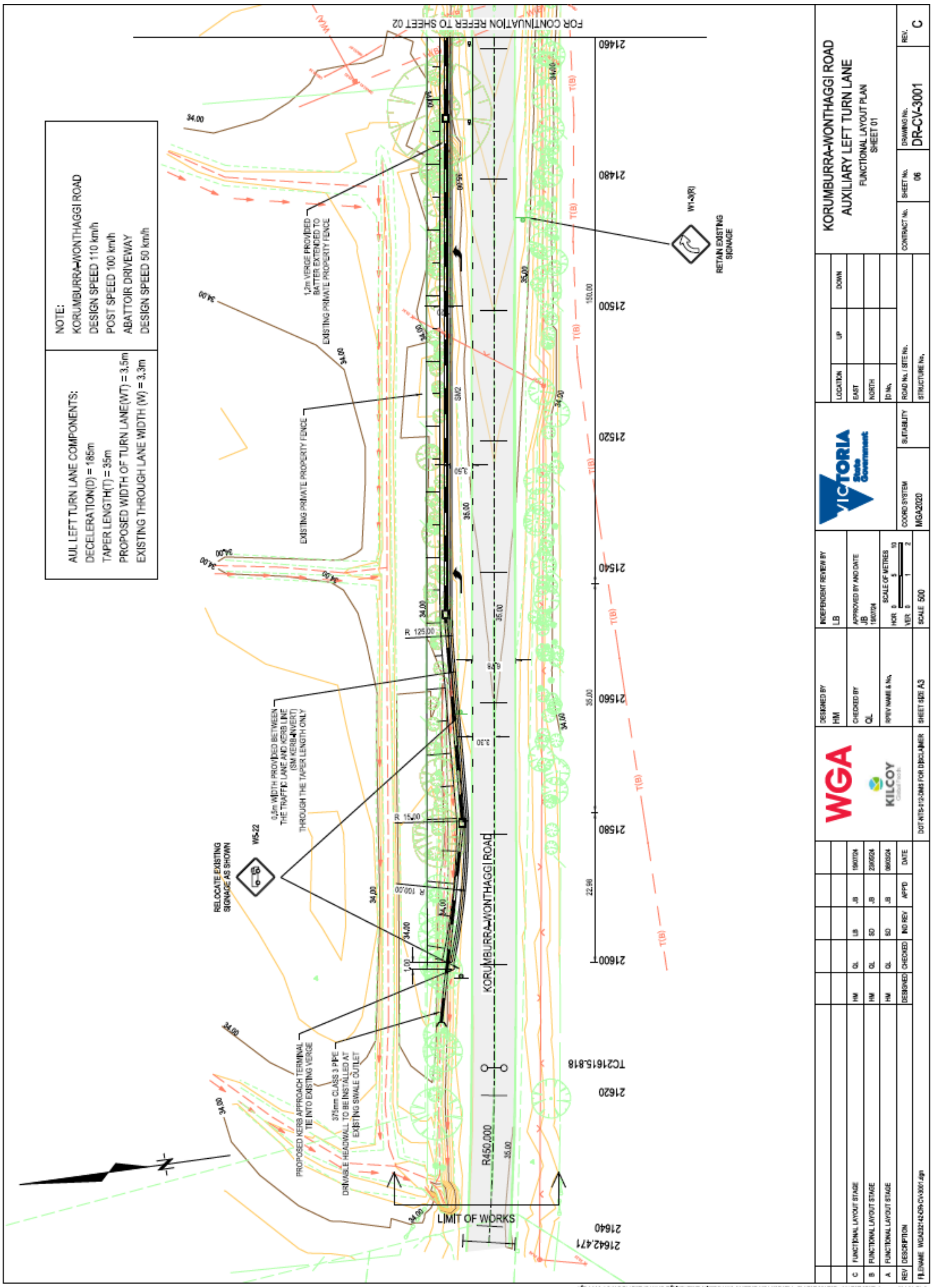
Appendix 2 – Left turn lane design



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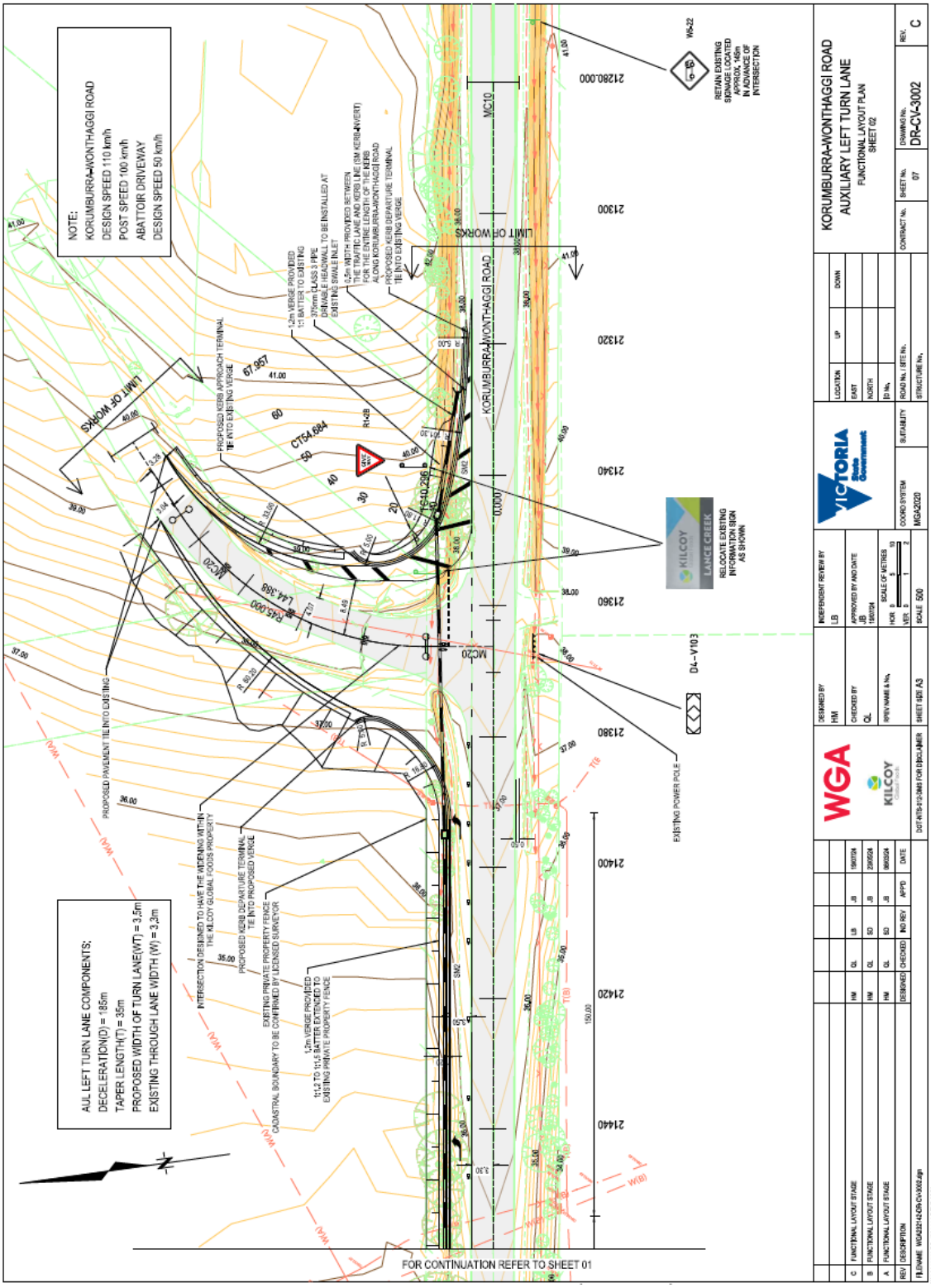

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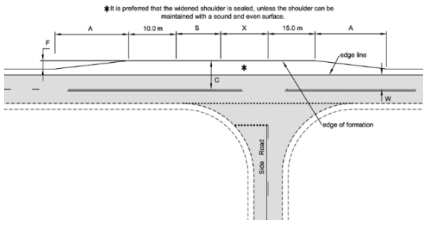
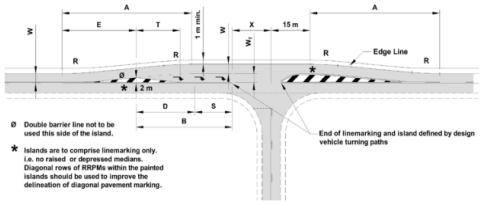
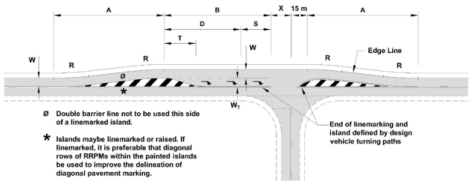
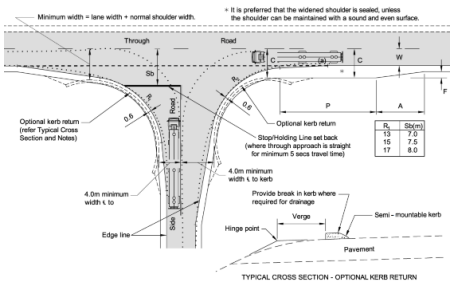
Appendix 3 – Turn treatments

A3.1 – Rural turn treatments

Table 7: Turn Lane Treatment Descriptions **(Rural)** (Source: *Section 7.5 and 8.2 of Austroads Guide to Road Design Part 4A*)

Turn treatment	Description	
BAR	BAsic Right turn treatment on the major road, features a widened area (usually in place of parking) on the major road that allows through vehicles to pass to the left of turning vehicles *(Figure 7.14 of Austroads Guide to Road Design Part 4A).*	
CHR(S)	CHannelised Right (**S**hort) turn is a shorter version of the Channelised Right turn treatment which is reduced by removing space provided for storage in the right lane. This treatment type can only be used with line marking *(Figure A7 of Austroads Guide to Road Design Part 4).*	
CHR	CHannelised Right turn treatment has two vehicle travel paths (through and right turns) separated by physical or painted medians or islands *(Figure A8 of Austroads Guide to Road Design Part 4).*	
BAL	BAsic Left turn treatment on the major road has a radius large enough to accommodate a design vehicle turning left into the minor road without crossing the centre line of the minor road (*Figure 8.2 of Austroads Guide to Road Design Part 4A).*	

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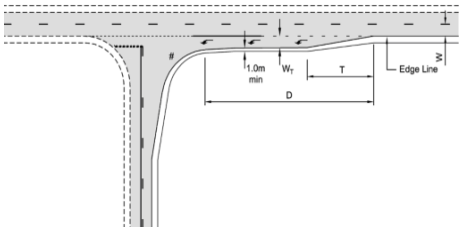
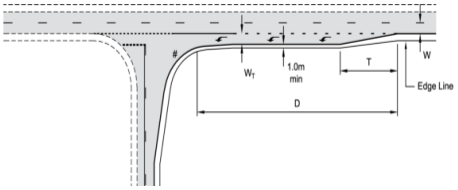
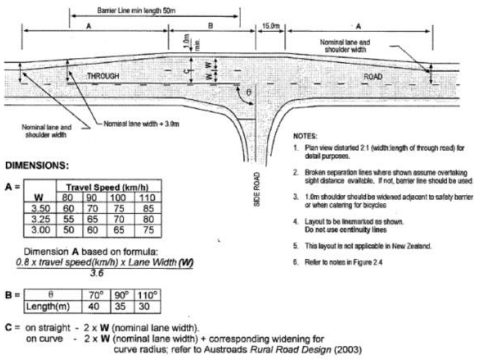
Turn treatment	Description	
AUL(S)	AUxiliary Left (**S**hort) turn treatment is a shorter version of the Auxiliary Left turn treatment which is reduced by allowing some deceleration to occur in the through lane on the major road. This turn treatment also allows through vehicles to pass to the right of turning vehicles *(Figure 8.3 of Austroads Guide to Road Design Part 4A).*	
AUL	AUxiliary Left turn treatment is a left turn lane on the major road that allows through vehicles to pass to the right of turning vehicles *(Figure 8.4 of Austroads Guide to Road Design Part 4A).*	
AUR	In addition to the above, DoT will allow the use of the rural **Au**xiliary lane **R**ight turn treatment (from GTEP Part 5) in lieu of the CHR(s) treatment, (*refer Sections 7.5.2 and 7.7.2 of VicRoads Supplement to AGRD4A*)	

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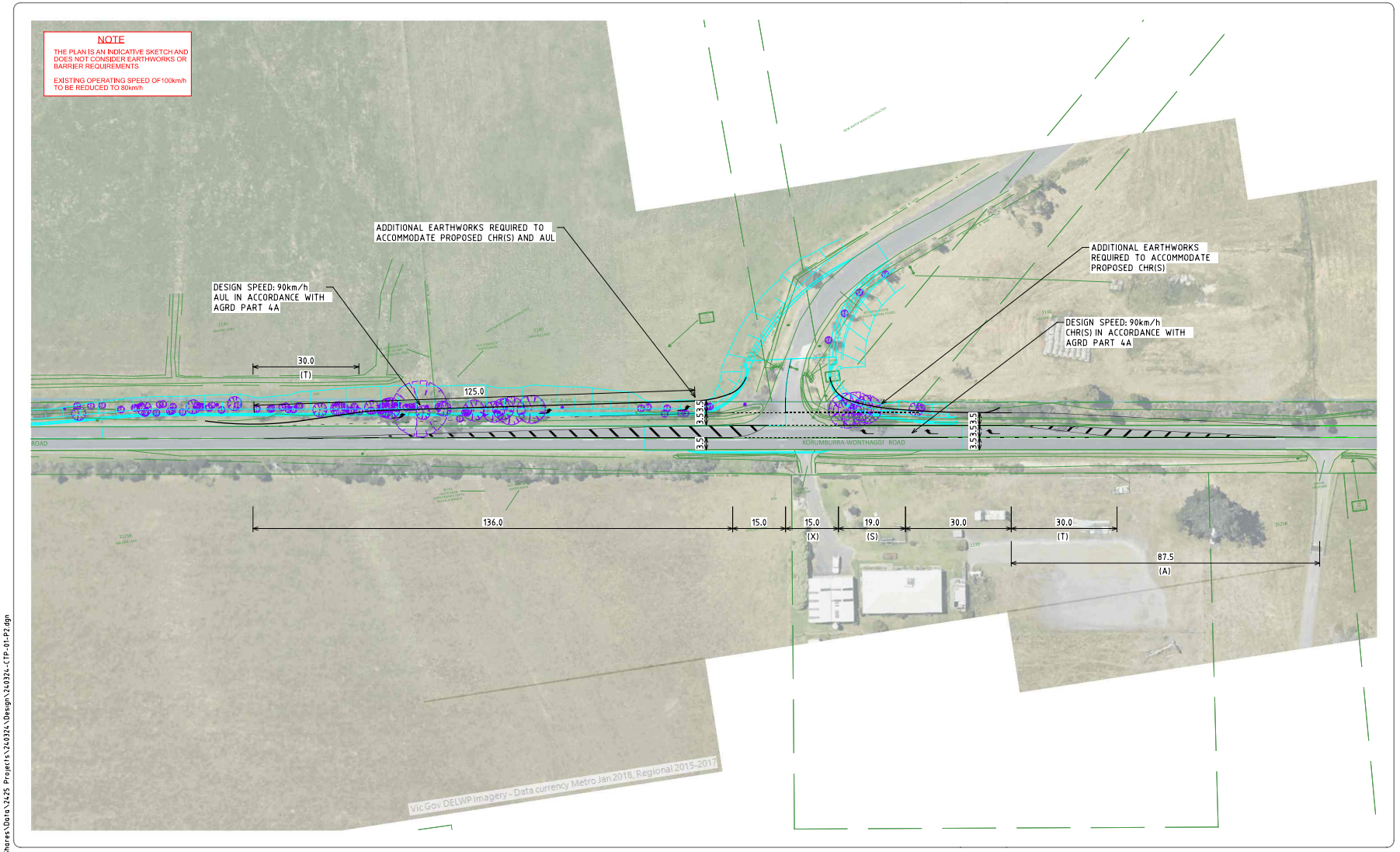
Appendix 4 – Concept plan development access



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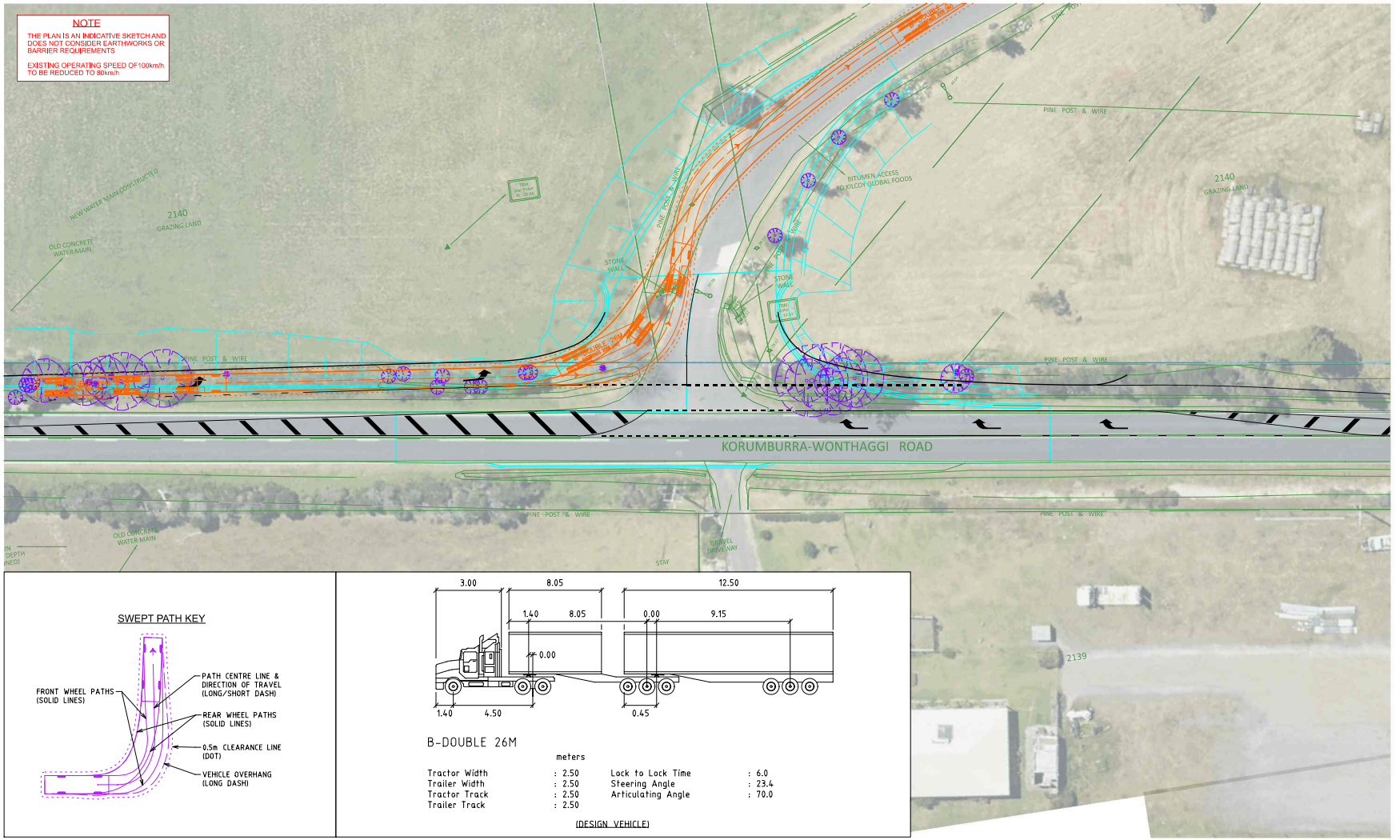

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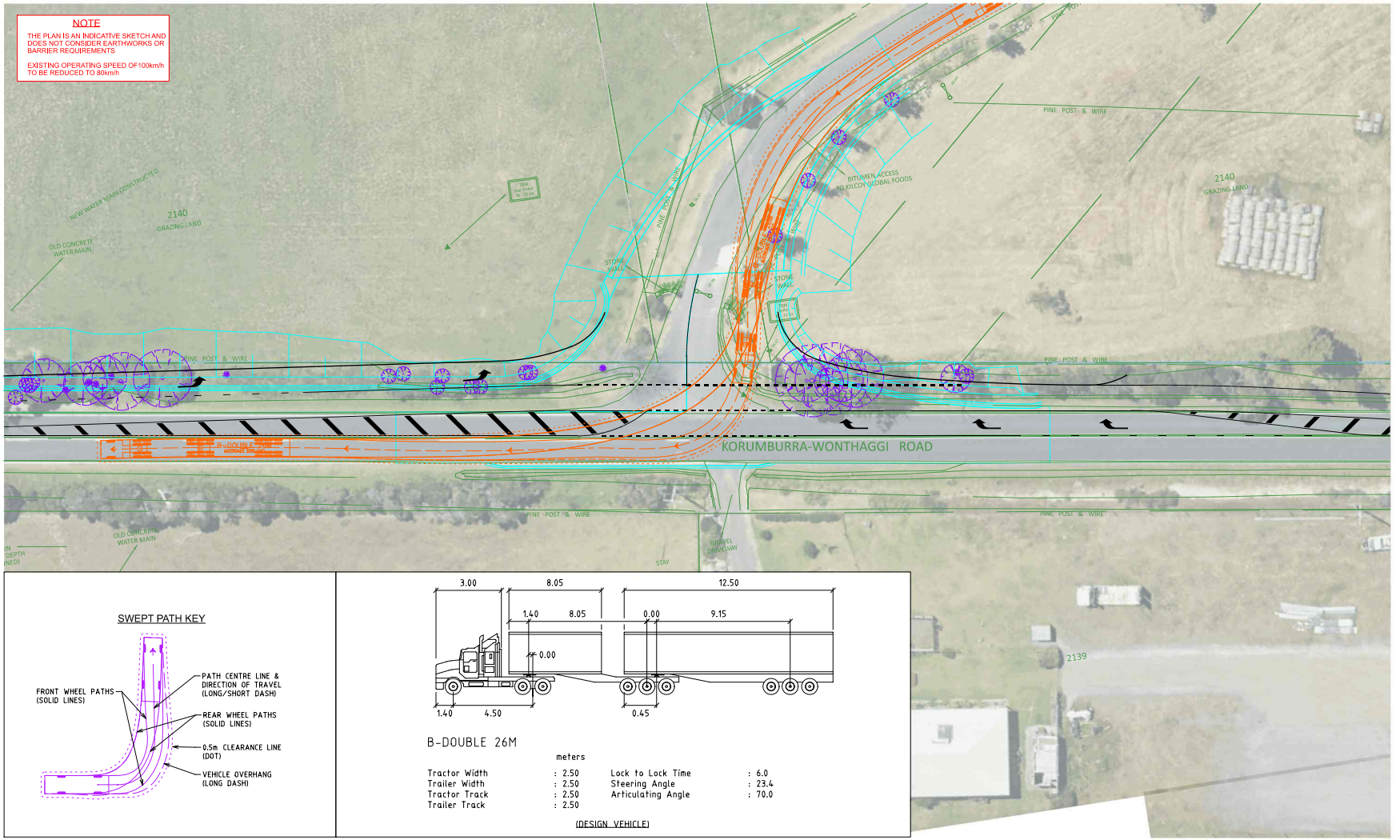

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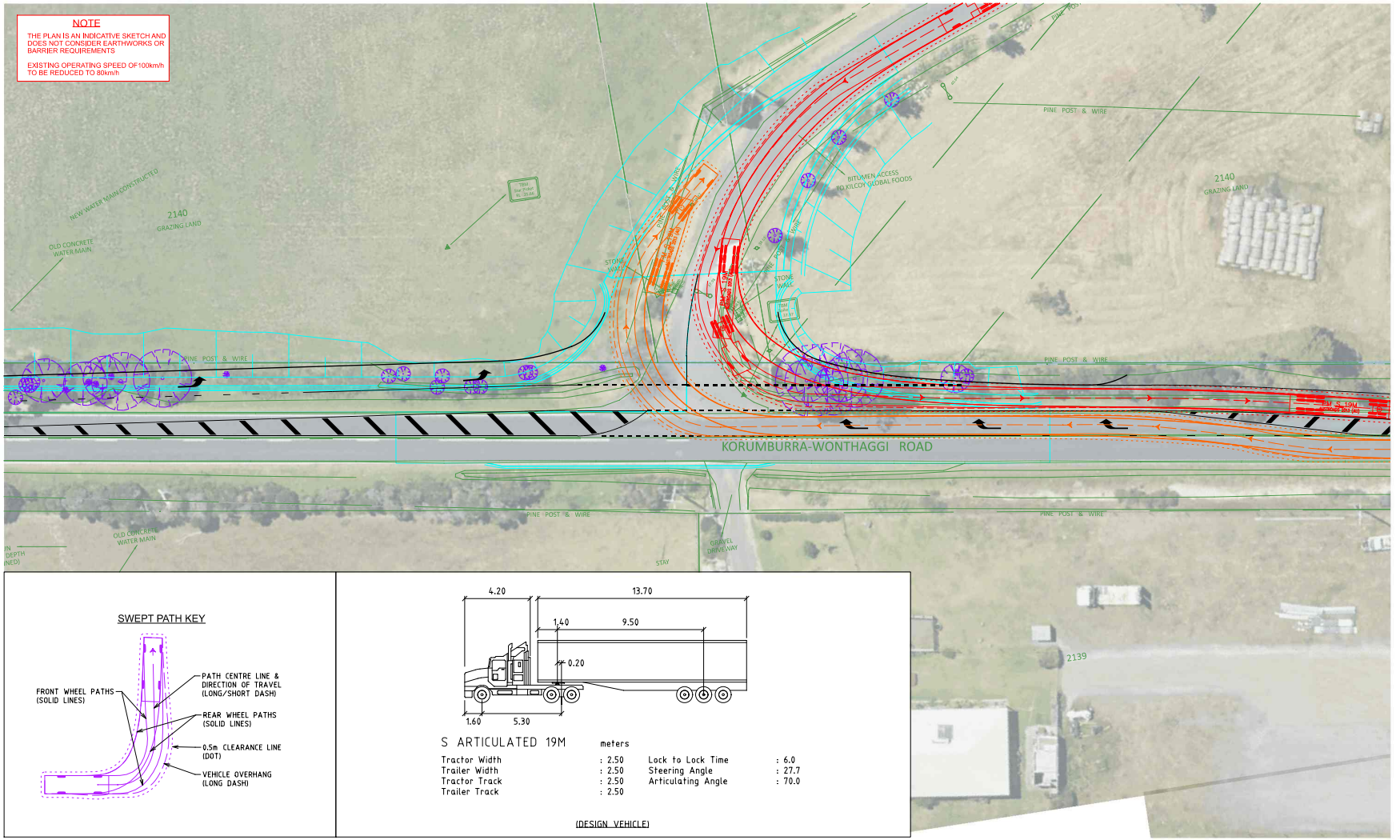

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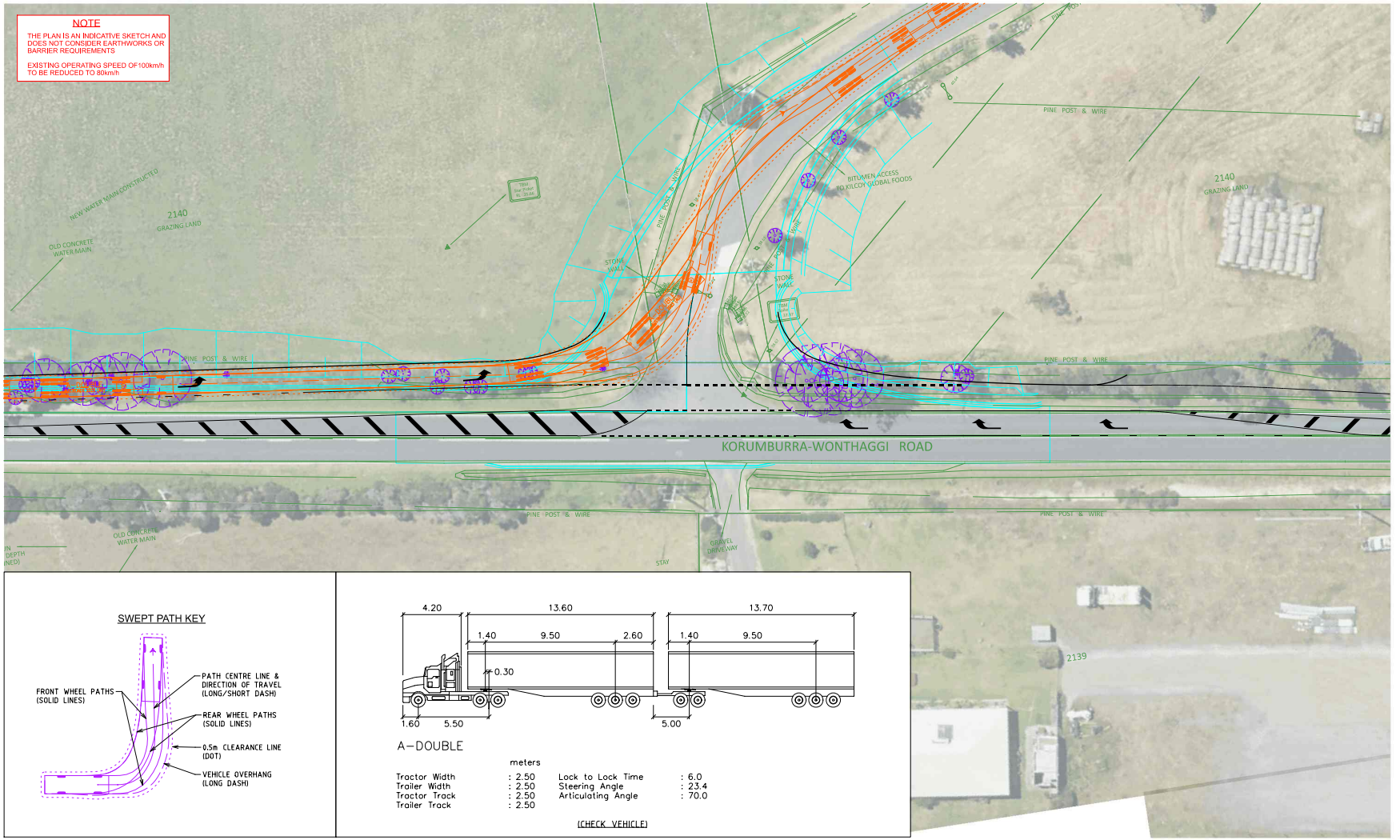

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Drawing Record

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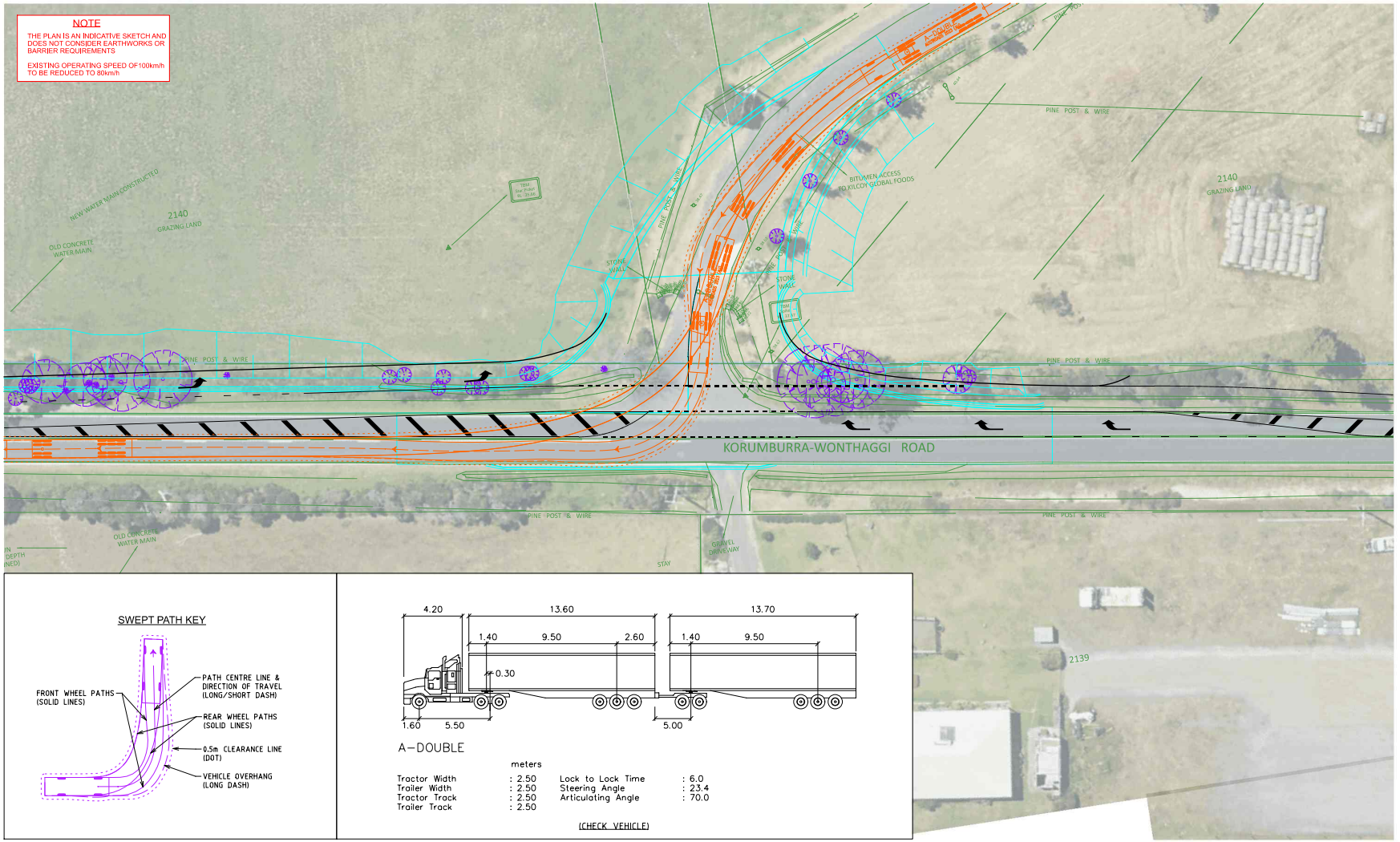

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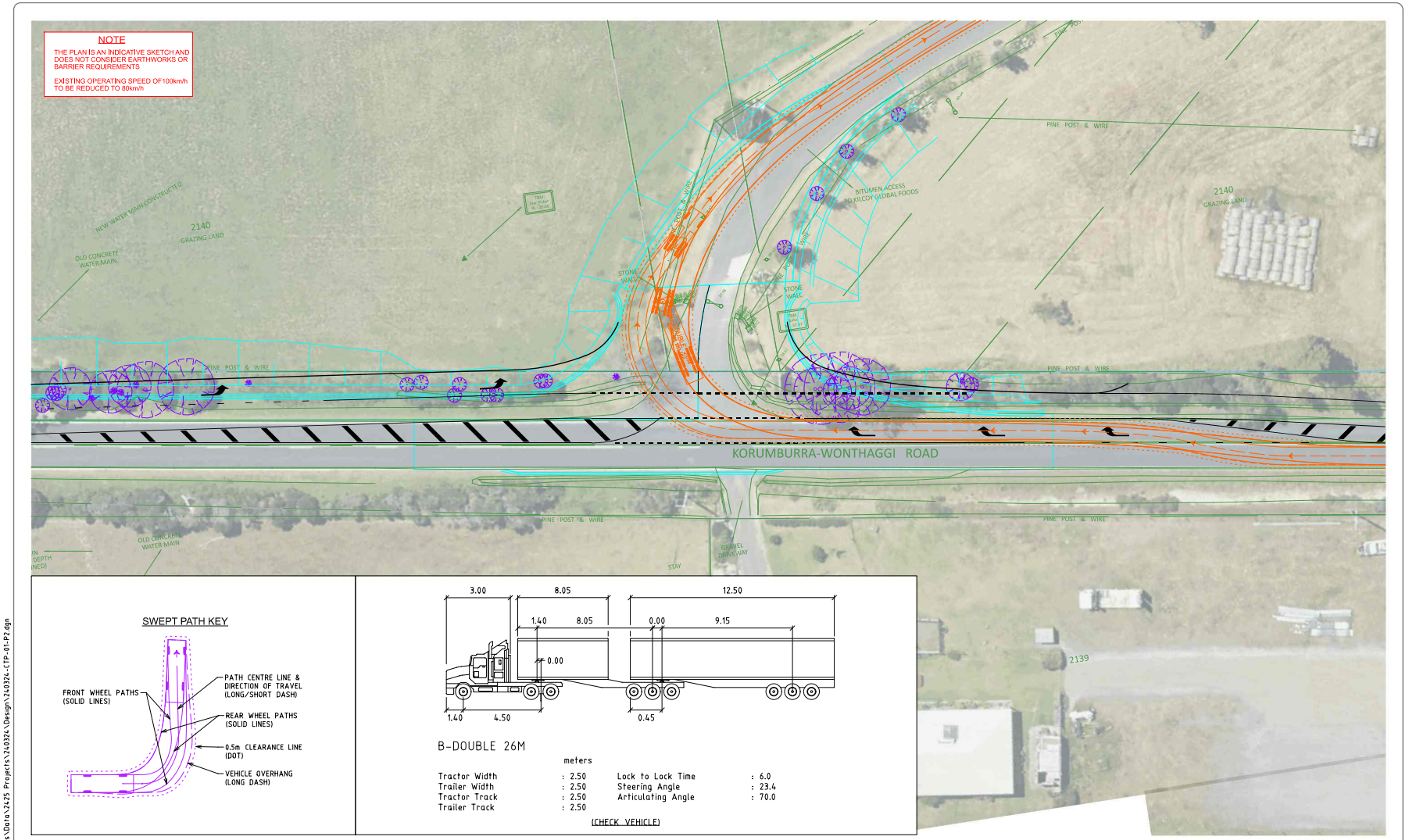

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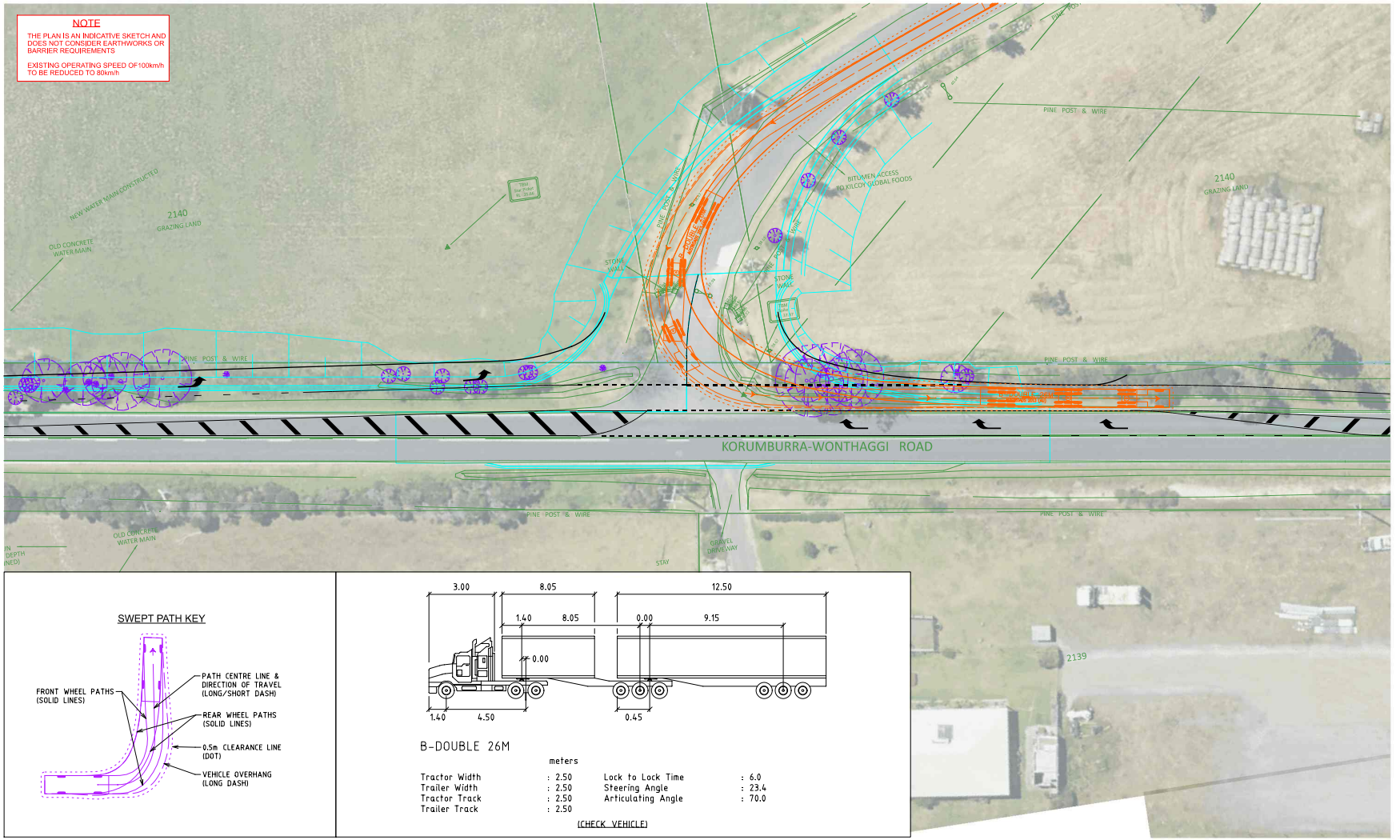

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Appendix 5 – Acronyms and terms

Acronyms / terms	Definition
AGRD4	Austroads Guide to Road Design Part 4 – Intersections and crossings
AGRD4A	Austroads Guide to Road Design Part 4A – Unsignalised and signalised intersections
AGTM6	Austroads Guide to Traffic Management Part 6 – Intersections, interchanges and crossings management
AGTM8	Austroads Guide to Traffic Management Part 8 – Local street management
AS/NZS2890.1	Australian Standard / New Zealand Standard 2890.1 Parking facilities Part 1: Off-street car parking
DTP	Department of Transport and Planning (formerly VicRoads)
ESD	Entering site distance
PSP	Precinct structure plan
SIDRA	SIDRA intersection – micro analytical traffic engineering software to model the performance of intersections
SISD	safe intersection sight distance
TIA	traffic impact assessment
vpd	vehicles per day
vph	vehicles per hour
VPA	Victorian Planning Authority



TABRO MEAT – ABATTOIR UPGRADE

STORMWATER MANAGEMENT PLAN

2140 KORUMBURRA-WONTHAGGI ROAD

APPLICATION PDPLANPER – 2023/000115

DATE	REVISION	ISSUED BY	REVIEWED BY	COMMENT
06/02/2024	A	J. MENDIOLEA (RPEQ 19751)	W. RASPOTNIK (RPEQ 2360)	*Issued for Approval*
20/05/2025	B	J. MENDIOLEA (RPEQ 19751)	W. RASPOTNIK (RPEQ 2360)	*Issued for Approval*

CONTENTS

CONTENTS 2

1. INTRODUCTION 3

2. SITE INFORMATION 4

3. STORMWATER QUANTITY 6

4. STORMWATER QUALITY 8

5. STORMWATER MANAGEMENT – CONSTRUCTION PHASE 12

6. REVISION B – ADDITIONAL CAR-PARKING AREAS 14

7. CONCLUSION 15

APPENDIX A LEGAL POINT OF DISCHARGE CONFIRMATION 16

APPENDIX B SITE PLAN 17

APPENDIX C DETAILED SOAKAGE DESIGN (SD711) 18

APPENDIX D ATLAN STORMSACK 20

APPENDIX E CATCHMENT PLAN 21

APPENDIX F STORMWATER DESIGN 22

1. INTRODUCTION

1.1 SCOPE OF WORK

Spaceframe Buildings have been engaged in an ongoing role to deliver the design and construction of the upgrade to an existing abattoir facility at 2140 Korumburra-Wonthaggi Road in Lance Creek. This report is written in support of the proposed development that includes hardstand areas, a new freezer hanging chillers and amenities buildings. This document identifies the Stormwater Management measures that have been integrated in the proposed development.

1.2 REFERENCE DOCUMENTATION

The following documents have been considered in this assessment:

- Bass Coast Shire Council Stormwater Design Information
- SD711 Bass Coast Shire Council
- Urban Stormwater Management Guidelines (EPA Victoria)
- Planning Permit – Application No. PDPLANPER-2023/000115
- Bass Coast 'Municipal Flood & Storm Emergency Plan' Version 3.2, 2018

1.3 PLANNING PERMIT

The relevant excerpt from the Planning Permit for the development is provided in Figure 1 below.

Engineering Conditions

20. Before the commencement of use, all stormwater discharging from the site, buildings, vehicle access ways and works must be discharged to a water tank, soakwell or otherwise discharged so as not to cause erosion, flooding or nuisance to the subject or surrounding land, to the satisfaction of the responsible authority.
21. Stormwater to be treated in general accordance with the Bass Coast Shire Council Planning Scheme and EPA Victoria's publications and guidelines. Storm water quality targets should be to the satisfaction of the responsible authority.
22. No mud, dirt, sand, soil, clay, stones, oil, grease, scum, litter, chemicals, sediments, gross pollutants, animal waste or domestic waste shall be washed into, allowed to enter or discharged to the stormwater drainage system, receiving waters or surrounding land and road reserves, during the construction works hereby approved to the satisfaction of the responsible authority.

West Gippsland Catchment Management Authority

23. All buildings and works, other than the wastewater treatment ponds, must be located at least 30 metres from the top of the bank of the waterway.
24. All new buildings and works must be located entirely on land outside of the 1% AEP flood extent.

Figure 1: Planning Permit Requirements

1.4 REVISION B – 20/05/2025

Revision B of this document has been issued to address the inclusion of the additional carparking areas. Section 6 and Appendix G have been updated within the document to support the Stormwater Management aspects associated with this amendment.

2. SITE INFORMATION

2.1 EXISTING SITE INFORMATION

The site is located at 2140 Korumburra-Wonthaggi Road in Lance Creek. The site is an existing abattoir that is seeing an expansion to it's operations over the coming years. The site is bordered by Korumburra-Wonthaggi Road to the south and open farmland to the north, east and west.The proposed development encompasses a large area of the existing site.



Figure 2: Site Location - 2140 Korumburra-Wonthaggi Road

2.2 PREVIOUS SWMP / STORMWATER INFORMATION

To the best of Spaceframe's knowledge there is no existing SWMP for the development. There is limited as-constructed information regarding existing Stormwater infrastructure at the site. Ongoing survey works are being undertaken to determine existing services at the site, however all new development areas will have new systems installed and the existing infrastructure will not be relied upon for stormwater collection and discharge associated with this development.

2.3 LAWFUL POINT OF DISCHARGE

A Lawful Point of Discharge Application was submitted to Bass Coast in August 2023. This application was returned and confirmed the LPD for the site was to be through absorption methods as described in Figure 3 below.

FACILITATE | DESIGN | CONSTRUCT | DELIVER

better everything

Location of legal point of discharge: On site absorption of property drainage (via a detention tank) in accordance with SD 711, soakage line or pit detail as attached, or other approved absorption method

Assets Officer: Phill Pritchard

Date Issued: 08/08/2023

Note: Council has no authority to discharge into non-council waterways/ assets, please consult with WGCM or RRV if desiring alternate location)

Legal point of discharge Fee $155.30 Cost Centre 10-1047-1001-40068-No GST Additional drainage information Fee $74.00 Cost Centre 10-1047-1001-40061-Inc GST

1 July 2023
Version 2-9

Figure 3: LPD Confirmation

A copy of this confirmation has been provided in Appendix A for reference.

2.4 PROPOSED DEVELOPMENT

The proposed development consists of hardstands, a new freezer, hanging chillers, an amenities building and infill hardstands throughout the site.

The proposed development is described in Figure 4 below and Site Plan are provided in Appendix B for reference.

Refer Section 6 and Appendix G for Revision B Additional Car-Parking inclusion.

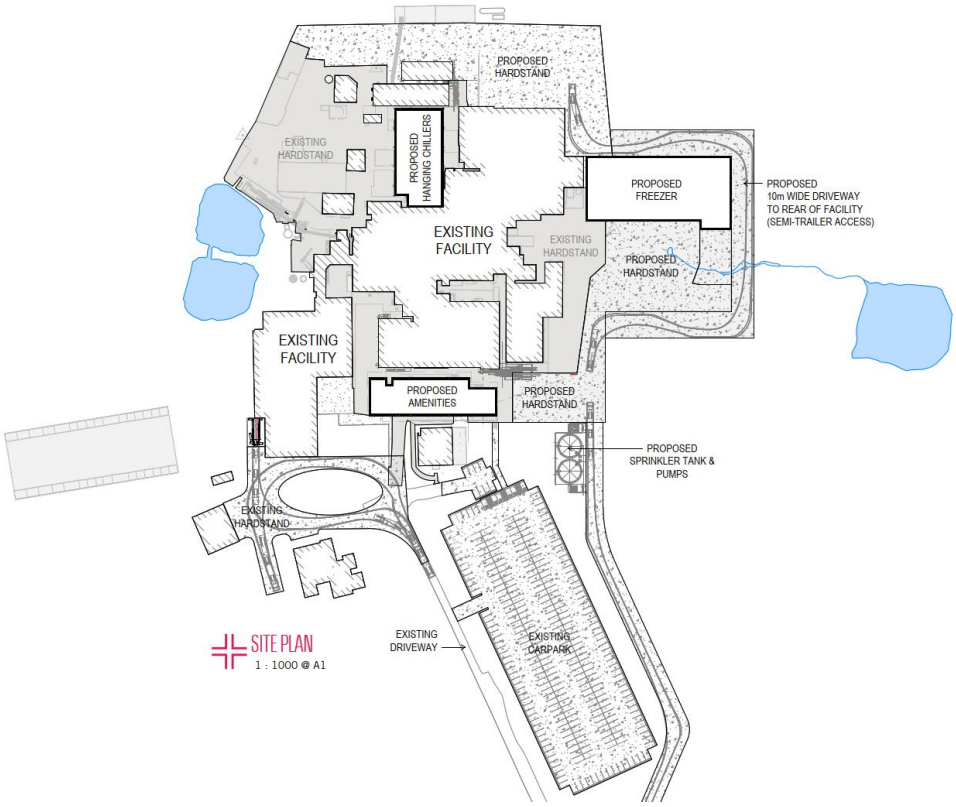


Figure 4: Proposed Development

www.spaceframe.com

3. STORMWATER QUANTITY

3.1 STORMWATER QUANTITY REQUIREMENTS

As described in the Planning Permit, Stormwater Quantity measures are to be addressed through ensuring all stormwater discharged from the site does not cause erosion, flooding or nuisance to the subject or surrounding land. As indicated in the LPD confirmation, on-site absorption is the permitted discharge for the development. The development will address these three key considerations as follows:

- **Erosion:** All captured run-off on the impervious hardstand will be collected in in-ground pits and piped to the discharge location and infiltrated into the material below. Roof catchments will be collected through downpipes and taken to in-ground pipes. No flows will be carried via overland methods other than the short runs to this infrastructure. During the construction phase Erosion and Sediment Control aspects of the project will be addressed as described in Section 5 to follow.
- **Flooding:** Detailed Flood Information is provided in the 'Bass Coast Municipal Flood & Storm Emergency Plan'. This document provides a 1% AEP Flood Extent map as described in Figure 5 below. The project site sits north of the 1% AEP extent, with floodwaters arising from Powlett River to the south and Lance Creek to the east. Through the site's location outside the 1% AEP extent and more than 30m away from the waterway the WGCMA Conditions 23 and 24described in Figure 1 are suitably addressed



Figure 5: 1% AEP Flood Map

- **Nuisance to subject/surrounding land:** This requirement is address through the provision of an on-site absorption LPD. The discharge for the development will be designed in accordance with the requirements of SD711 ensuring that the appropriate capture volume can be stored/infiltrated based on the geotechnical profile and impervious area at the site. Further to this, hardstands will generally be graded to follow natural topography where possible and overflow away from building areas.

3.2 DETAILED DISCHARGE AND DETENTION DESIGN

As described above, the discharge for the site is provided through on-site absorption, with this design informed by the SD711 document. The detailed design of this system is provided in Appendix C for review.

The on-site absorption requirements will be met through the provision of double-Nero modules (1.09m depth) at 3 sites in the wider proposed development. The total catchment of 16435m^2 requires a total volume of 860m^3 of storage based on site conditions to appropriately act as the LPD and treatment device for the collected stormwater run-off.

Refer Appendix C for detailed calculation.

4. STORMWATER QUALITY

4.1 STORMWATER QUALITY PERFORMANCE OBJECTIVES

As described in the Planning Permit, Stormwater is to be treated in accordance with Bass Coast Shire Council Planning Scheme and EPA Victoria guidance.

The Bass Coast planning scheme indicates that the system should be designed to meet the current best practice performance objectives as informed by Urban Stormwater – Best Practice Environment Management Guidelines (1999). EPA Victoria's Urban Stormwater Management Guidelines (2018) provide a demonstrated basis for this assessment as described in Figure 6 below.

Table 1: Quantitative performance objectives for urban stormwater

Indicator	Performance objective				
Suspended solids	80% reduction in mean annual load (Note:1)				
Total phosphorus	45% reduction in mean annual load (Note:1)				
Total nitrogen	45% reduction in mean annual load (Note:1)				
Litter	70% reduction of mean annual load				
Flow (water volume)		Priority areas (Notes 2, 4, 5, 6)		Other areas (Notes 3, 4, 5, 6)	
	rainfall band (ml)	Harvest/evapotranspire (% mean annual impervious run-off)	Infiltrate/filter (% mean annual impervious run-off)	Harvest/evapotranspire (% mean annual impervious run-off)	Infiltrate/filter (% mean annual impervious run-off)
	200	93	0	37	0
	300	88	0	35	0
	400	83	0	33	0
	500	77	5	31	4
	600	72	9	29	7
	700	68	11	27	9
	800	64	14	26	11
	900	60	16	24	13
	1000	56	18	22	14
	1100	53	19	21	15
	1200	50	21	20	17
	1300	48	22	19	18
	1400	46	23	18	18
	1500	44	25	18	20
	1600	42	26	17	21
	1700	40	27	16	22
	1800	38	28	15	22

NB: Bass Coast is considered as an 'other' area, not a 'priority'

Figure 6: Stormwater Quality Targets

4.2 STORMWATER QUALITY TREATMENT STRATEGY

To address quality requirements, Atlan Stormsacks (in-ground pit baskets) will be used to provide pre-treatment before the run-off is conveyed to the soakage device. The soakage devices itself as an on-site absorption method inherently treats the run-off prior to discharge into the soil below.

Figures 7 and 8 below describe the key pollutant removal efficacy of these devices that will be assumed.

POLLUTANT	EFFICIENCY
Gross Pollutants (GP)	100%
Total Suspended Solids (TSS)	61%
Total Phosphorus (TP)	28%
Total Nitrogen (TN)	45%

Figure 7: Atlan Stormsack Efficacy

A copy of the product specification has been provided in Appendix D for reference.

Table 1. Typical annual pollutant load removal efficiencies for infiltration systems

Pollutant	Expected Removal (mean, range) (%)	Comments
Litter & organic matter	100%	Expected to trap all gross pollutants, except during high-flow bypass.
Total suspended solids	85 (65 – 99)%	Pre-treatment required to reduce clogging risk.
Total nitrogen	64 (50 – 70)%^	Dependent on nitrogen speciation and state (soluble or particulate).
Total phosphorus	70 (40 – 80)%	Dependent on phosphorus speciation and state (soluble or particulate).

Figure 8: Infiltration system Efficacy

Source: Stormwater flow and quality, and the effectiveness of non-proprietary stormwater treatment measures – a gap analysis. Fletcher et Al 2004

MusicX Water Balance Modelling software has been used to verify the efficacy of the treatment systems proposed in the project.

4.3 MUSICX MODELLING

4.3.1 MusicX Climate Data

Meteorological data for the site has been obtained from Ellinbank Dairy Research Institute Station 085240 as it is the closest station to the project site.

The below historical period is considered:

- January 1, 1990 – December 31, 1999

Six-minute time step rainfall data will be used.

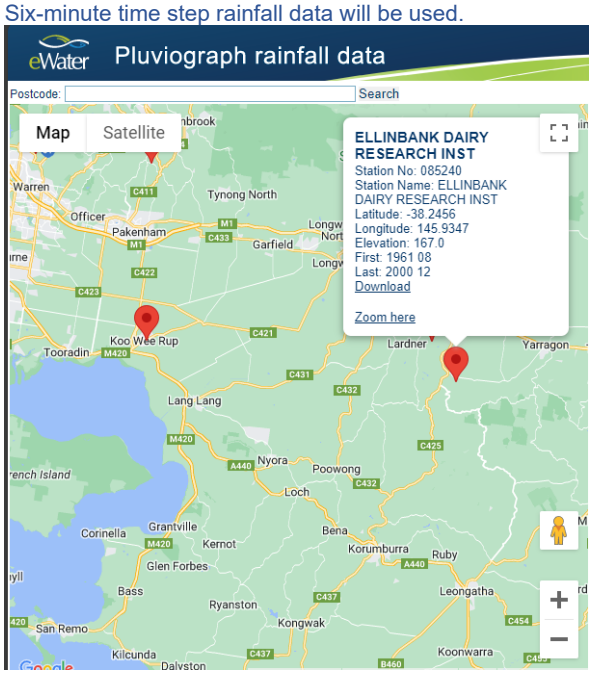


Figure 9: Climate Data Location

Potential Evapotranspiration information has been taken from information available in the Werribee region given the similar climate profile.

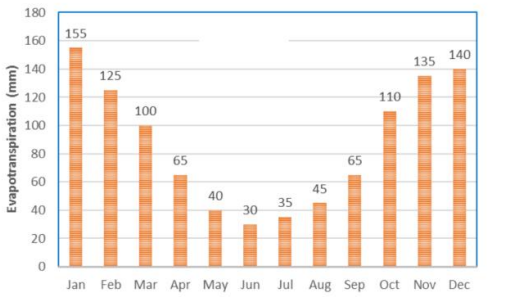


Figure 2-1 Monthly Evapotranspiration Values Adopted for the MUSIC Climate Data Template

Figure 10: PET Information, Victoria

4.3.2 MusicX Model

The MusicX model was created with the source node information as summarised in Table 1 below. A catchment plan depicting the below is provided in Appendix E for reference.

Table 1: MusicX Model – Pollutant Source Node Information

CATCHMENT	LAND USE	AREA (ha)	IMPERVIOUS
HANGING CHILLER ROOF	Roof	0.0985	100%
NORTHERN HS	Sealed Road	0.52	100%
TRUCK HS	Sealed Road	0.22	100%
EASTERN HS	Sealed Road	0.5	100%
FREEZER ROOF	Roof	0.19	100%
AMENITIES ROOF	Roof	.11	100%

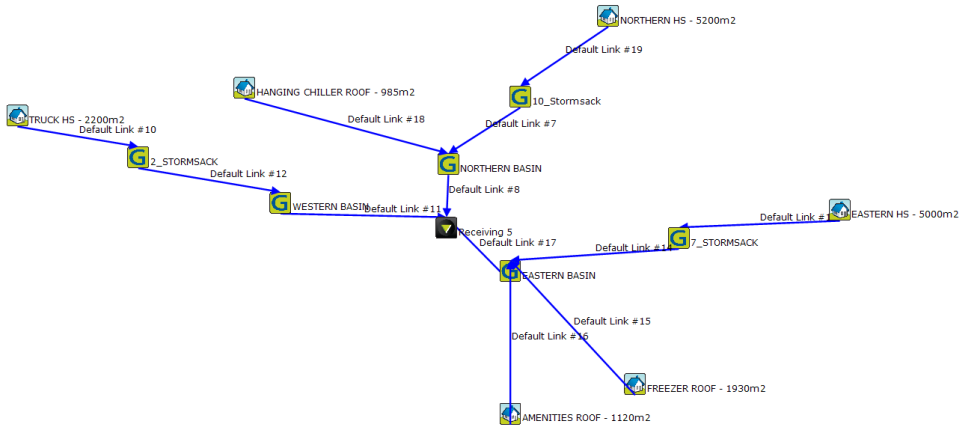


Figure 11: MusicX Model

A High Flow bypass flow rates for each ATLAN Stormsack has been set as 0.011m³/s as per manufacturer published information. Efficiency of Generic Treatment nodes is modelled as described in Section 4.2.

4.4 MODELLING RESULTS

A summary of the pollutant reductions with the historic rainfall period considered is provided in Table 2 below.

Table 2: Pollutant Reductions compared to Planning Objectives

POLLUTANT	REDUCTION CRITERIA	DESIGN SYSTEM
TSS	80%	93.93%
TS	45%	77.74%
TN	45%	76.48%

The above results demonstrate the Stormwater Systems compliance with planning objectives.

5. STORMWATER MANAGEMENT – CONSTRUCTION PHASE

Stormwater Management during the construction phase will involve three fundamental aspects:

- Ensuring Stormwater Quantity (ie Drainage Control) is maintained
- Ensuring Water Quality of any runoff is appropriate
- Ensuring Erosion and Sediment Controls are implemented

5.1 DRAINAGE CONTROL

Drainage Control targets during the Construction phase are informed by the Environmental Protection Act (1994), specifically the procedural guide titled 'Releases to waters from land development sites 2500m^2 and greater'.

All stormwater flow paths must have concentrated flow paths to convey flows for all rain events as follows:

DISTURBED AREA OPEN TIMEFRAMES		
<12 MONTHS	12-24 MONTHS	>24 MONTHS
1 in 2 Year ARI	1 in 5 Year ARI	1 in 10 Year ARI
39% AEP	18% AEP	10% AEP

Note: The site does not have drainage structures located immediately up slope of an occupied property given the development of the wider estate is ongoing, as such the 10% AEP design consideration will not be made in this development as construction will not exceed 24 months.

5.2 STORMWATER QUALITY

Stormwater quality targets during the Construction phase are informed by the Environmental Protection Act (1994), specifically the procedural guide titled 'Releases to waters from land development sites 2500m^2 and greater'. Key pollutants identified in State Planning Policy are considered and treated as below:

- Total nitrogen and phosphorus are managed through sediment control measures
- Any site discharge will ensure <50mg/L Total Suspended Solids concentration.
- Bins and regular site cleans will ensure litter and other waste products are not discharged from the site.
- Washbays, cattle grids and rumble pits will be installed to allow vehicle cleaning, and this wash bay runoff will be directed to onsite systems rather than discharged form site.

5.3 EROSION AND SEDIMENT CONTROL PLAN

A detailed ESC Design will be provided prior to commencing on site.

- Site Inspection and monitoring will reflect the Best Practice Erosion and Sediment Control document, specifically Section 6.17. A summary of the key requirements during the construction phase are as summarised below:
  - The ESCP (that will be subsequently developed) is to be considered a live document that is to be modified as site conditions change, or if adopted devices/measures do not achieve the required performance measures.
  - All erosion and sediment control measures should be inspected:

- Daily during periods of rain
- Weekly as a minimum
- 24 hours prior to expected rainfaill
- Within 18 hours of a rainfall event of sufficient intensity to generate runoff.

Responsibilities of project team members will be as follows:

Table 6: ESC Roles and Responsibilities

ROLE	RESPONSIBILITY
Construction Manager	- Overall responsibility for the implementation of the ESC - Notify the administrator of any non-compliances - Ensure measures to reduce erosion and sediment generation are implemented
Site Manager / Foreman	- Undertake inspection of all control devices as described in Section 6.1 above (and reflective of Clause 6.17 of IECA 2008). - Monitor daily rainfall - Maintain the ESC devices throughout the duration of the project
Subcontractors	- Report any damage to ESC devices to Site Manager

6. REVISION B – ADDITIONAL CAR-PARKING AREAS

Revision B of this document has been provided to account for the inclusion of additional car-parking areas.

The extent of additional carparking added further to the previously approved plans is as described in Figure 12 below. The carpark represents an additional 4900m^2 of impervious area which must be suitable treated and conveyed to the legal point of discharge. As described in Sections 3-4 of this document the legal point of discharge is through infiltration means. This discharge as evidenced herein suitably addresses Stormwater Quality considerations.

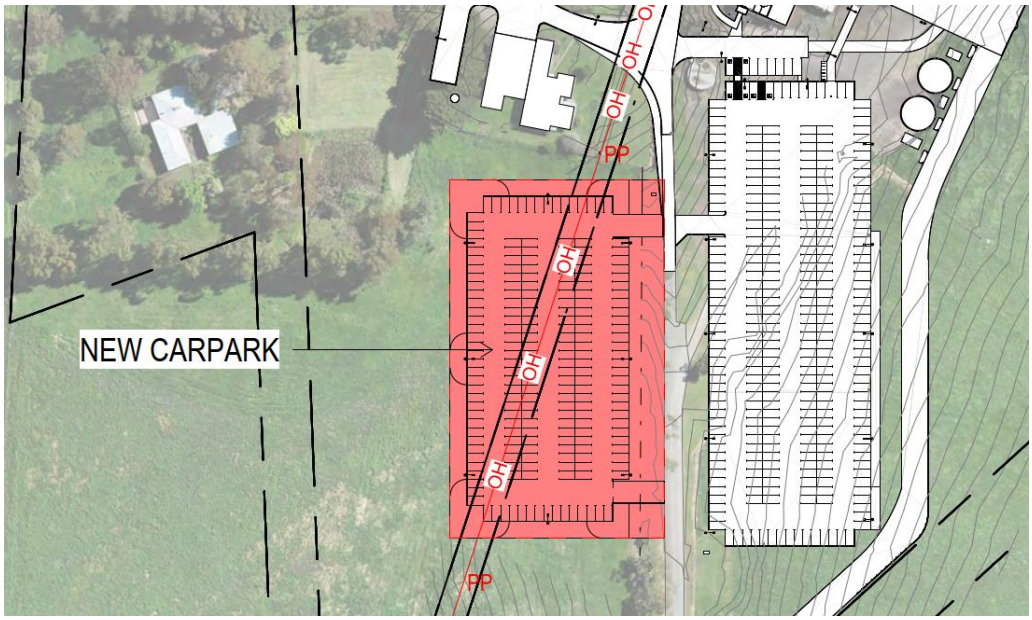


Figure 12: Additional Car-Parking Area

The calculations to determine an appropriate Soakage pit volume have been undertaken as described in Section 3.2 and Appendix C, and a storage volume of 220m3 has been determined. This volume will be provided with the inclusion of double depth Nero modules (1.1m storage depth) to a plan area of approximately 200m2 (20m x 10m footprint).

The Stormwater Design associated with the additional car-parking works is presented in Appendix G for reference.

7. CONCLUSION

The proposed development involves the construction of a truck hardstand, amenities building, hanging chillers, freezer and hardstand areas totalling approximately 1.65Ha. The construction will proceed as a staged development.

Revision B of the document has considered the inclusion of an additional car-parking area. The stormwater quality treatment design and discharge for this newly proposed area has been considered and addressed in accordance with the previously approved intent.

The legal point of discharge for the development has been confirmed as on-site absorption. The site sits outside the 1% AEP Flood Extent as described in Planning documents. To address the LPD consideration, soakage pits will be used for treatment and discharge with the design and sizing of these reflective of Document SD711 as described in the LPD Confirmation.

To ensure compliance with Stormwater Treatment objectives a MusicX model has been created to appropriate assess the pollutant load reduction.The use of Atlan Stormsacks and the infiltration basin suitably reduce pollutant loads below legislated targets as demonstrated in the information provided herein. The internal network of pipes will be designed in accordance with AS3500.3.

The Stormwater Design is provided in Appendix F.
The Stormwater Design associated with the additional car-parking is presented in Appendix G.

APPENDIX A LEGAL POINT OF DISCHARGE CONFIRMATION

ED23/45136

Stormwater Discharge Point

BASS COAST

Application for the Location of Stormwater Legal Point of Discharge

*Applications must be lodged a **minimum of 10 business days** prior to the date information is required. Applications may take up to **28 days** to be completed and issued based on information availability and the volume of applications received. Please enter all details clearly, in BLOCK LETTERS.*

Property Information:

Owner	Tabro Meat Pty Ltd						
Unit No.		**House No.**	2140	**Lot No.**		**LP/PS No.**	
Street	Korumburra-Wonthaggi Road						
Town	Lance Creek 3995						
Is this application subject to Planning Approval?		**Yes, Planning Permit Number is:**					
If No	**Any future development approval may result in an amended point of discharge.**						

CHOICE OF SERVICE		
Legal point of discharge fee (set by Vic Building Authority) No GST	☑	**$155.30**
Additional drainage information fee Inc. GST Example information (if available): offset information, Longitudinal Section drawing.	☑	**$ 74.00**
Total cost		$ 229.30

Applicant Details:

Note: Council collects and holds this personal information in accordance with The Privacy and Data Protection Act 2014 principles.

Applicants name (block letters):	SPACEFRAME BUILDINGS PTY LTD - HOLLY WORKMAN		
Postal address:	PO Box 452, Morningside Qld 4170		
Phone:	(07) 3890 9500	**Email:**	approvals@spaceframe.com

I hereby apply for the legal point of discharge location for this property as nominated by the Council, I declare I have read and understand the Drainage Location & other information below and confirm above details are correct.

Signature:	Holly Workman

Other Information:
A Road Occupation Permit is required for any new connections to Council's Drainage Network and any work within road reserves.

Drainage Location Information:
Bass Coast Shire Council plans or details give only an approximate location of Council's drainage network and are a general guide only. Council will not be liable for any costs incurred with directing the owner or his/her representative to an alternative point of discharge if required. The contractor shall physically locate the drain prior to the start of drainage works to ascertain the point of discharge is as indicated on the attached plan. Enquiries about plans and details should be made to the Drainage Assets Officer. Council has the right to recover compensation for loss or damage to its drainage network and Council property proven to be caused in any works undertaken.

All works shall be undertaken in accordance with AS3500.3.1-1998 & AS 3500.5-2000

Office Use Only

Location of legal point of discharge: On site absorption of property drainage (via a detention tank) in accordance with SD 711, soakage line or pit detail as attached, or other approved absorption method.

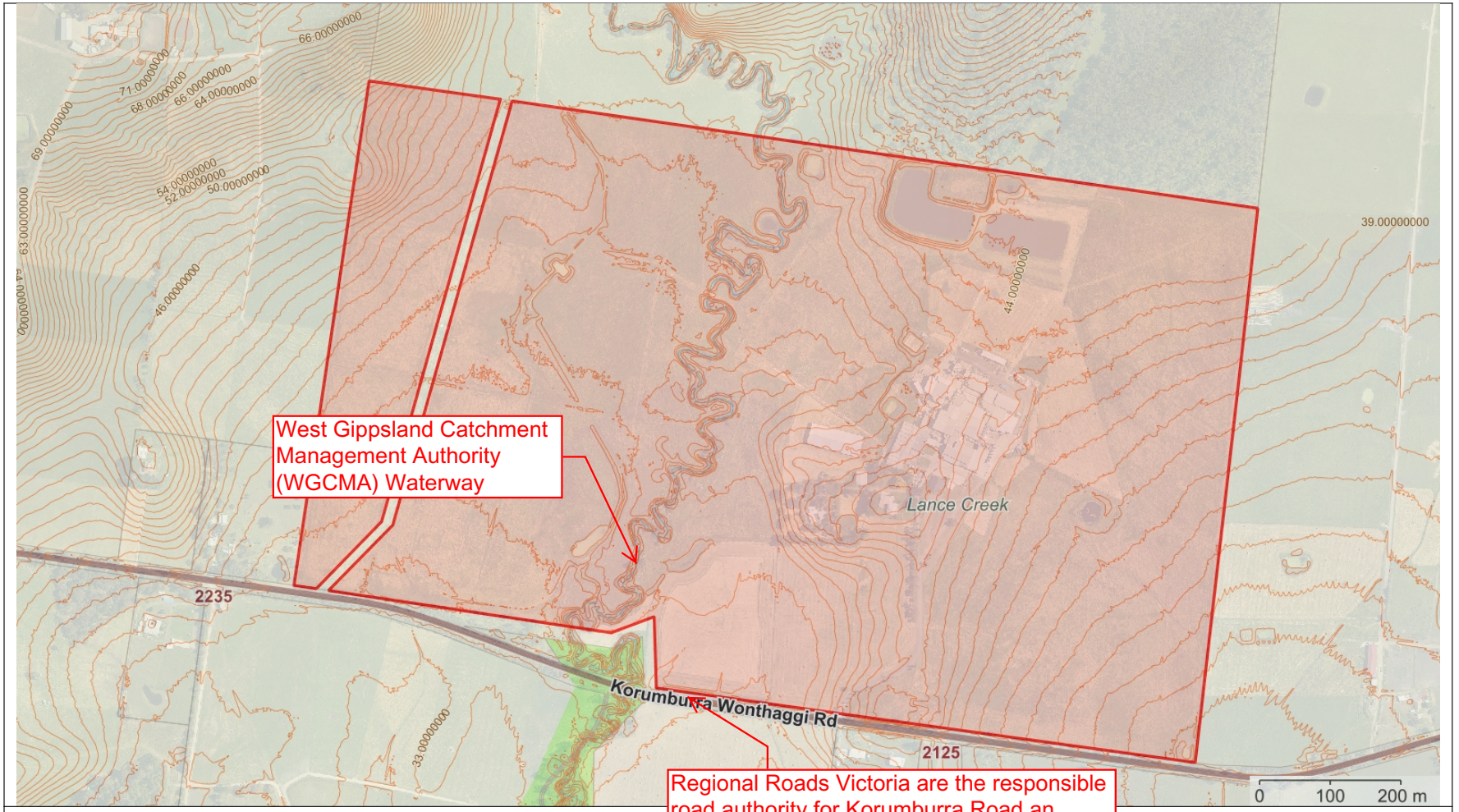
Note: Council has no authority to discharge into non-council waterways/ assets, please consult with WGCM or RRV if desiring alternate location)

Assets Officer: Phill Pritchard

Date Issued: 08/08/2023

Legal point of discharge Fee $155.30 Cost Centre 10-1047-1001-40068-No GST *Additional drainage information Fee $74.00 Cost Centre 10-1047-1001-40061-Inc GST*

1 July 2023
Version 2-9



Vicmap property data is supplied by the Department of Environment Lands, Water & Planning (DELWP).
Mapping data provided in this map combines Vicmap data with mapping data supplied by Bass Coast Shire.

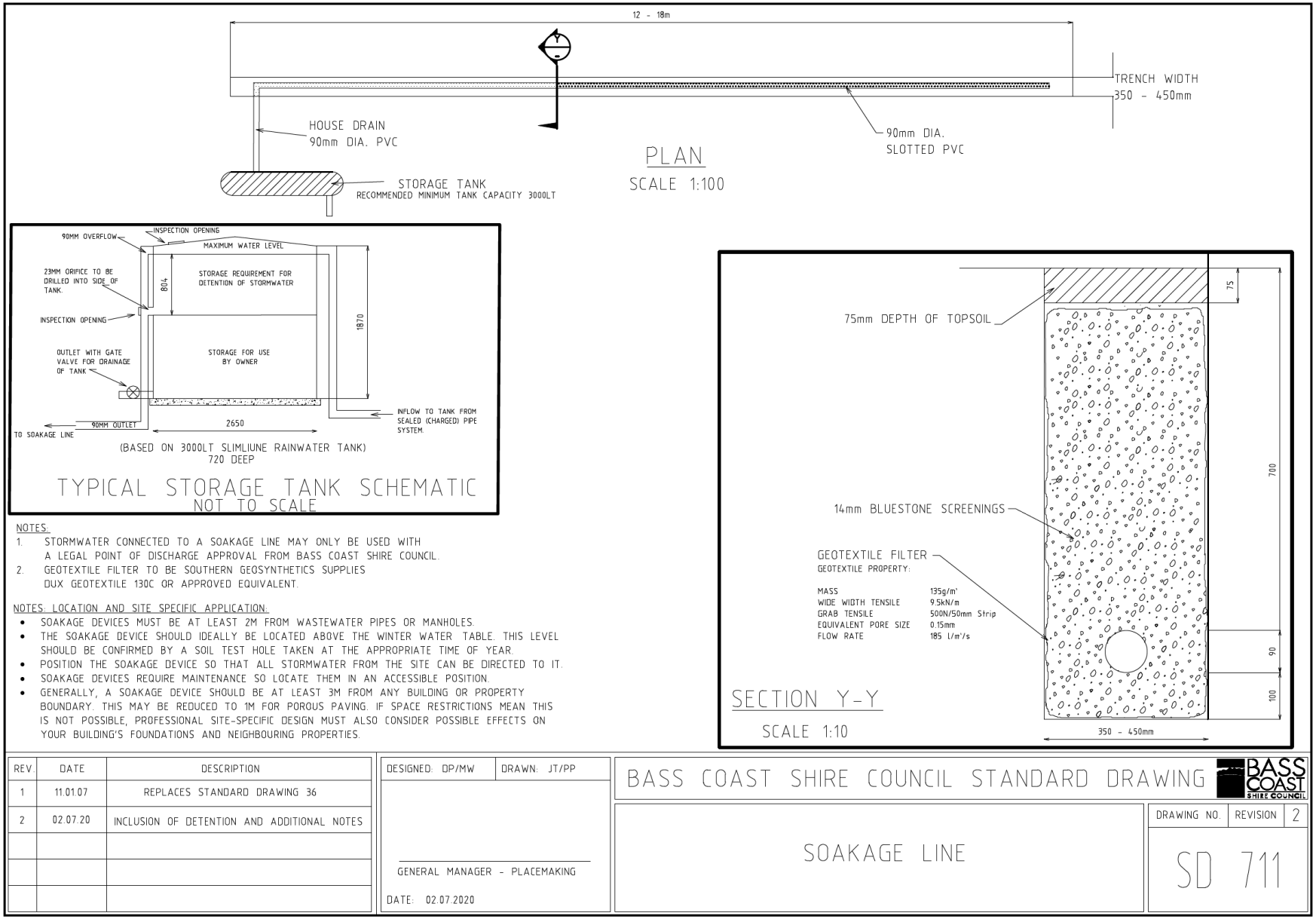
Horizontal Datum: Australian Geocentric Datum of Australia 1994 MGA Zone 55
Verticqal Dataum: Australian Height Datum based on Mean sea level

NOTE: All Map Data should be used for planning purposes only and should be verified on site

Bass Coast Shire Council

Scale: **1:7500**
Print date: **8/08/2023**
Original at A4 Landscape

N



NOTES:
1. STORMWATER CONNECTED TO A SOAKAGE LINE MAY ONLY BE USED WITH A LEGAL POINT OF DISCHARGE APPROVAL FROM BASS COAST SHIRE COUNCIL.
2. GEOTEXTILE FILTER TO BE SOUTHERN GEOSYNTHETICS SUPPLIES DUX GEOTEXTILE 130C OR APPROVED EQUIVALENT.

NOTES: LOCATION AND SITE SPECIFIC APPLICATION:
- SOAKAGE DEVICES MUST BE AT LEAST 2M FROM WASTEWATER PIPES OR MANHOLES.
- THE SOAKAGE DEVICE SHOULD IDEALLY BE LOCATED ABOVE THE WINTER WATER TABLE. THIS LEVEL SHOULD BE CONFIRMED BY A SOIL TEST HOLE TAKEN AT THE APPROPRIATE TIME OF YEAR.
- POSITION THE SOAKAGE DEVICE SO THAT ALL STORMWATER FROM THE SITE CAN BE DIRECTED TO IT.
- SOAKAGE DEVICES REQUIRE MAINTENANCE SO LOCATE THEM IN AN ACCESSIBLE POSITION.
- GENERALLY, A SOAKAGE DEVICE SHOULD BE AT LEAST 3M FROM ANY BUILDING OR PROPERTY BOUNDARY. THIS MAY BE REDUCED TO 1M FOR POROUS PAVING. IF SPACE RESTRICTIONS MEAN THIS IS NOT POSSIBLE, PROFESSIONAL SITE-SPECIFIC DESIGN MUST ALSO CONSIDER POSSIBLE EFFECTS ON YOUR BUILDING'S FOUNDATIONS AND NEIGHBOURING PROPERTIES.

REV.	DATE	DESCRIPTION
1	11.01.07	REPLACES STANDARD DRAWING 36
2	02.07.20	INCLUSION OF DETENTION AND ADDITIONAL NOTES

DESIGNED: DP/MW | DRAWN: JT/PP

GENERAL MANAGER - PLACEMAKING

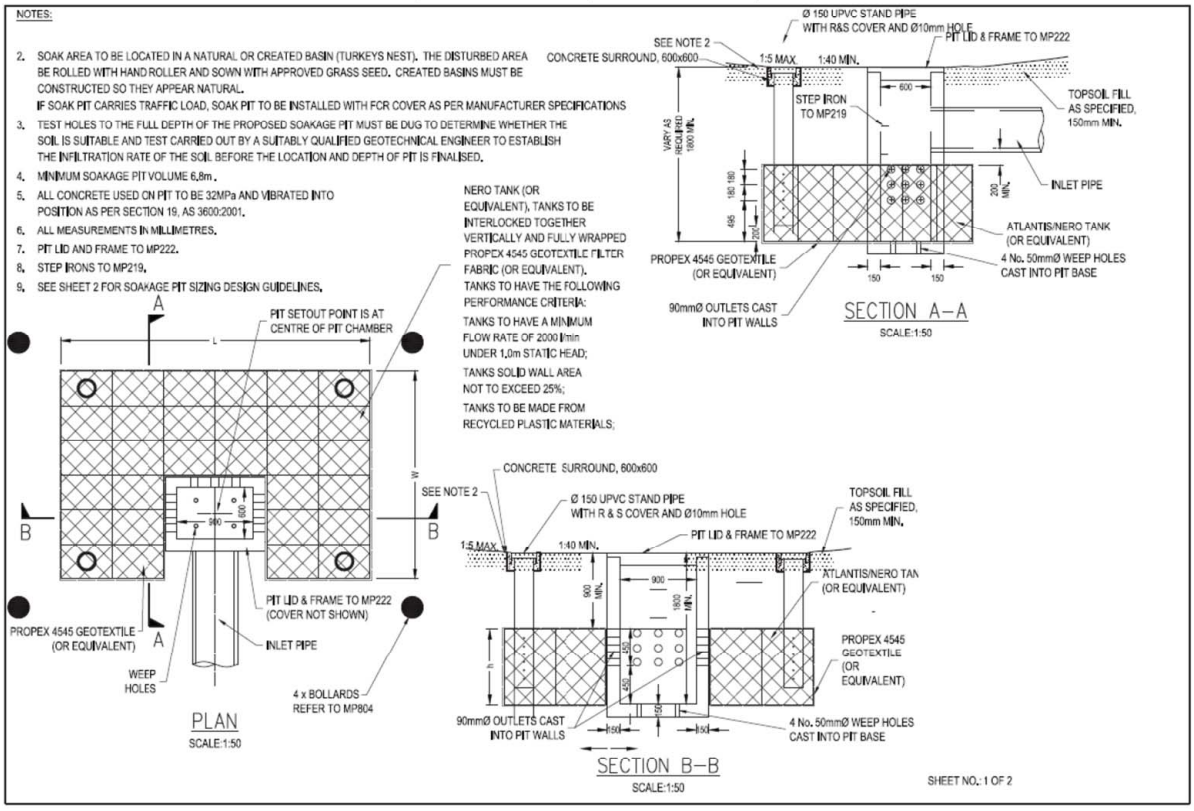
DATE: 02.07.2020

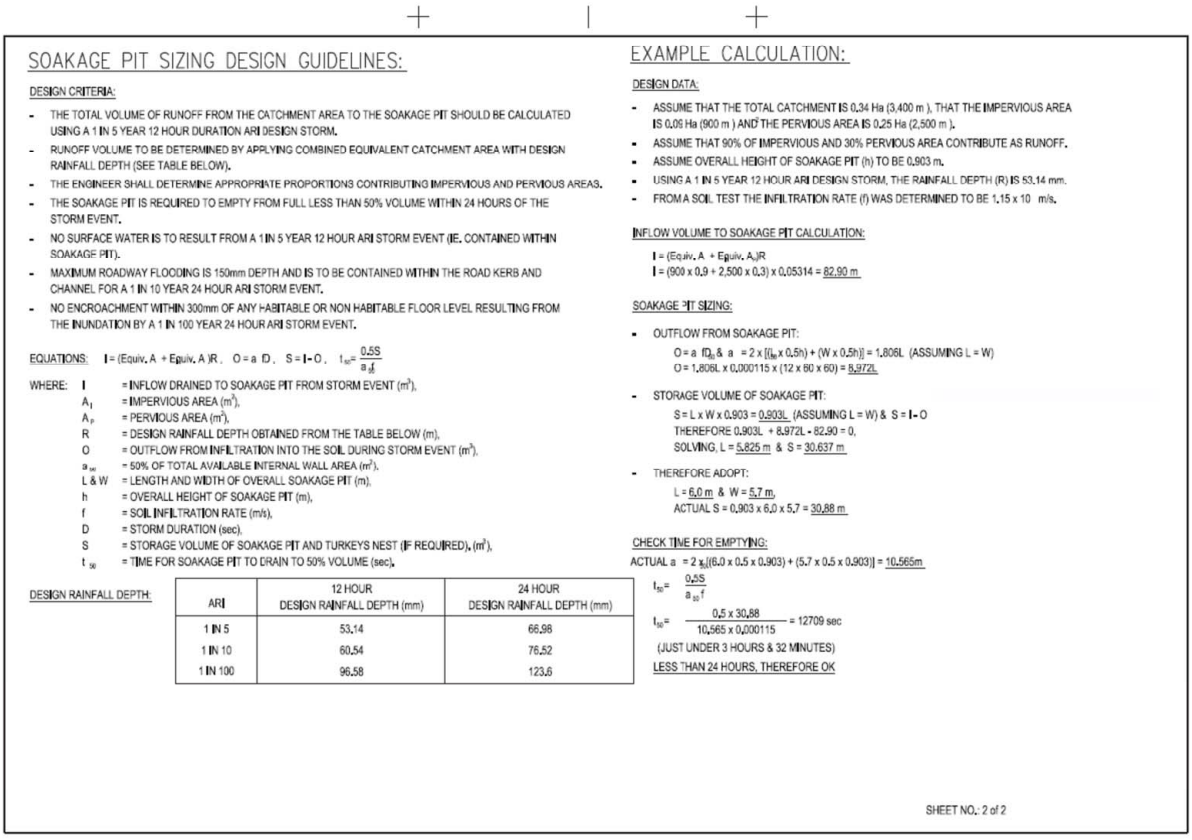
BASS COAST SHIRE COUNCIL STANDARD DRAWING

SOAKAGE LINE

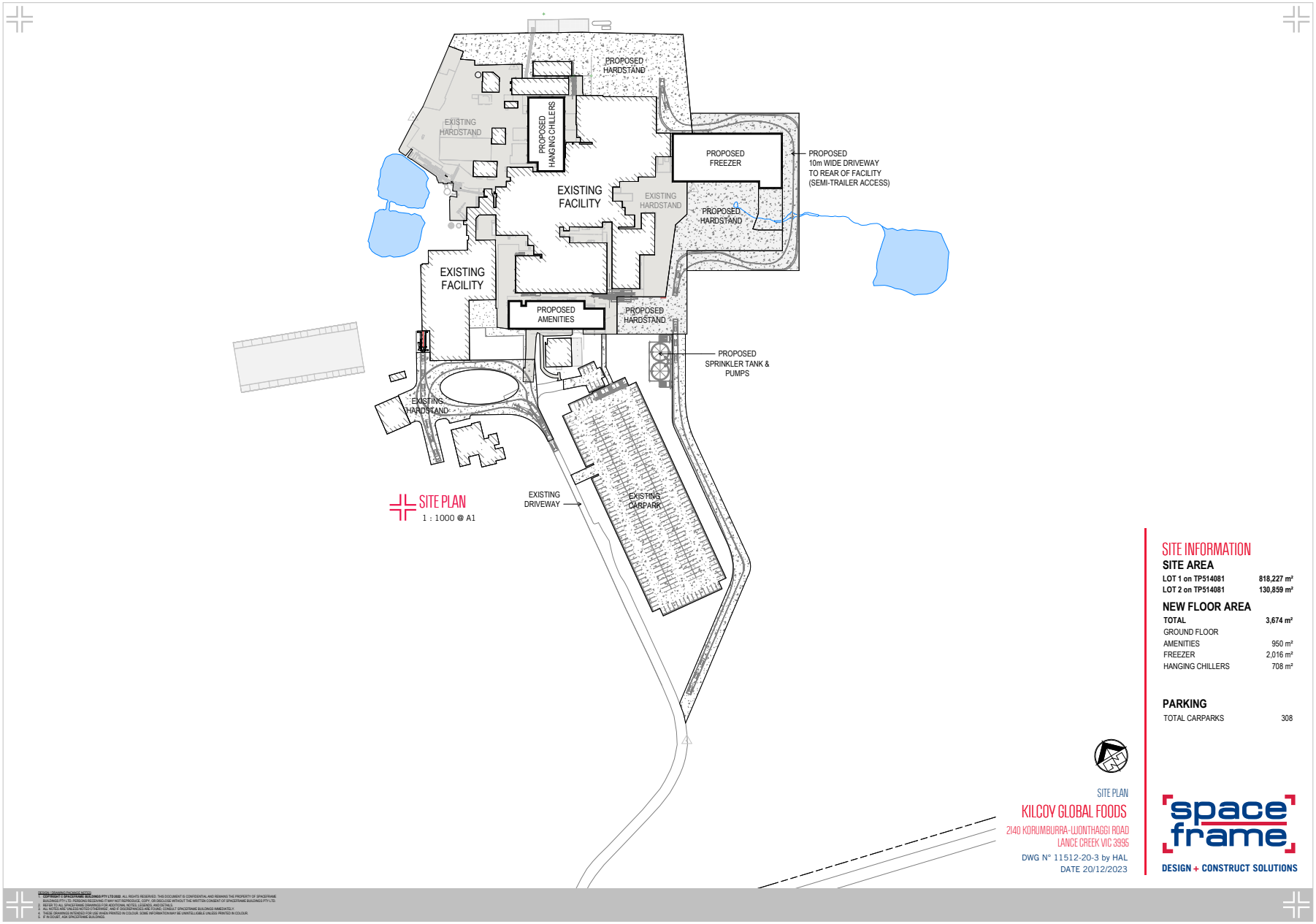
DRAWING NO. SD 711 | REVISION 2

Example of Soakage Pit





APPENDIX B SITE PLAN


PROPOSED HARDSTAND
EXISTING HARDSTAND
PROPOSED HANGING CHILLERS
PROPOSED FREEZER
PROPOSED 10m WIDE DRIVEWAY TO REAR OF FACILITY (SEMI-TRAILER ACCESS)
EXISTING FACILITY
EXISTING HARDSTAND
PROPOSED HARDSTAND
EXISTING FACILITY
PROPOSED AMENITIES
PROPOSED HARDSTAND
PROPOSED SPRINKLER TANK & PUMPS
EXISTING HARDSTAND
EXISTING DRIVEWAY
EXISTING CARPARK
SITE PLAN
1 : 1000 @ A1
SITE INFORMATION
SITE AREA
LOT 1 on TP514081 818,227 m²
LOT 2 on TP514081 130,859 m²
NEW FLOOR AREA
TOTAL 3,674 m²
GROUND FLOOR
AMENITIES 950 m²
FREEZER 2,016 m²
HANGING CHILLERS 708 m²
PARKING
TOTAL CARPARKS 308
SITE PLAN
KILCOY GLOBAL FOODS
2140 KORUMBURRA-LYONTHAGGI ROAD
LANCE CREEK VIC 3995
DWG N° 11512-20-3 by HAL
DATE 20/12/2023
space frame
DESIGN + CONSTRUCT SOLUTIONS

FACILITATE | DESIGN | CONSTRUCT | DELIVER

better everything

APPENDIX C DETAILED SOAKAGE DESIGN (SD711)

Soakage Pit Design – SD711 Assessment

Design Inputs:

- **Design Runoff Volume: Adopt 1 in 5 year, 12 hour duration rainfall – 52.4mm**

Location

Label: Not provided
Latitude: -38.548 [Nearest grid cell: 38.5375 (S)]
Longitude: 145.6747 [Nearest grid cell: 145.6625 (E)]



IFD Design Rainfall Depth (mm)

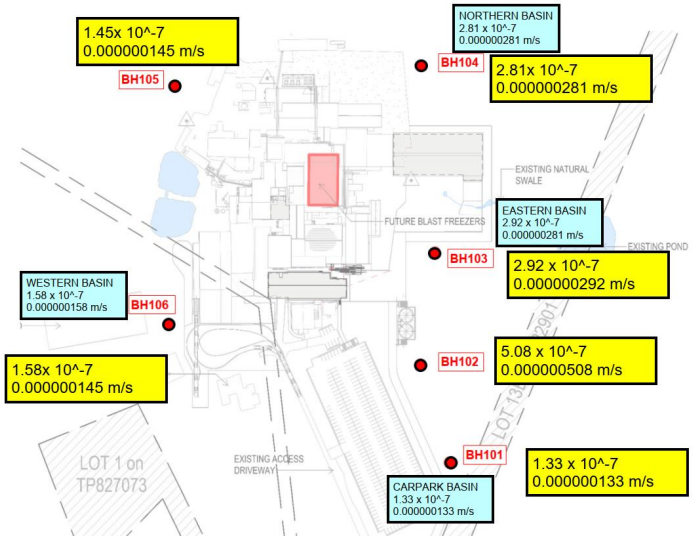
Issued: 02 December 2023

Rainfall depth for Durations, Exceedance per Year (EY), and Annual Exceedance Probabilities (AEP).
FAQ for New ARR probability terminology

Table | Chart | Unit: mm

	Annual Exceedance Probability (AEP)						
Duration	63.2%	50%#	20%*	10%	5%	2%	1%
1 min	1.42	1.61	2.21	2.64	3.07	3.65	4.12
2 min	2.50	2.83	3.90	4.65	5.40	6.25	6.85
3 min	3.34	3.78	5.19	6.18	7.18	8.35	9.21
4 min	4.02	4.55	6.25	7.45	8.64	10.1	11.2
5 min	4.61	5.21	7.17	8.53	9.90	11.7	13.0
10 min	6.73	7.62	10.5	12.5	14.6	17.4	19.7
15 min	8.18	9.27	12.8	15.3	17.8	21.4	24.3
20 min	9.32	10.6	14.6	17.5	20.3	24.4	27.7
25 min	10.3	11.6	16.1	19.3	22.4	26.9	30.5
30 min	11.1	12.6	17.4	20.8	24.2	29.0	32.8
45 min	13.1	14.8	20.5	24.5	28.5	33.9	38.1
1 hour	14.7	16.6	22.8	27.2	31.7	37.5	42.1
1.5 hour	17.2	19.4	26.5	31.5	36.5	43.0	48.0
2 hour	19.1	21.5	29.3	34.7	40.1	47.2	52.6
3 hour	22.2	24.9	33.6	39.6	45.6	53.6	59.8
4.5 hour	25.7	28.7	38.3	45.1	51.7	60.9	68.2
6 hour	28.5	31.7	42.1	49.3	56.5	66.9	75.2
9 hour	32.8	36.4	47.9	56.0	64.2	76.6	86.8
12 hour	36.2	40.0	52.4	61.3	70.4	84.6	96.5

- **Infitration Rate** – Refer Report herein provided by Pacific Geotech. Assume infiltration rates at each basin location are as follows:



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- Adopt double depth nero modules – 1.1m Depth



Tank Dimensions

Module (Units)	Width (mm)	Width (inches)	Length (mm)	Length (inches)	Height (mm)	Height (inches)
Single (1)	500	19.68	600	23.62	560	22.04
Double (2)	500	19.68	600	23.62	1090	42.91

Calculations undertaken using MS Excel as follows:

Calculate Design Inflow
Inflow = Area * Rainfall Depth

Calculate Outflow from Soakage Pit:
Assume 50% of Available Internal area

Outflow = 50% Int Area * Infiltration Rate

Storage Volume = Inflow – Outflow

ITEM	WESTERN BASIN	NORTHERN BASIN	EASTERN BASIN
Runoff Volume	52.4	52.4	52.4
Infiltration Rate	0.000000145	0.000000281	0.000000292
Nero Double Depth	1.1	1.1	1.1
Catchment Area	2200	6200	8000
Inflow	115.28	324.88	419.2
Length Basin	18	26	28
Width Basin	6	12	13.5
Outflow (50% Area)	0.150336	0.4612896	0.5234976
Storage Required	115.129664	324.4187104	418.6765024
Storage Provided	118.8	343.2	415.8
Plan Area	108	312	378

Therefore, the required plan area (m2) of infiltration basins in line with SD711 with double depth Nero modules considered is as follows:

Western Basin – 108m2
Northern Basin – 312m2
Eastern Basin – 378m2

Pacific Geotech
Consulting Geotechnical Engineers

ADDITIONAL GEOTECHNICAL TESTING: Assessment of Permeability

Tabro Abattoir

2140 Korumburra-Wonthaggi Road, Lance Creek

Spaceframe Buildings Pty Ltd

January, 2024

PG-9521

E: info@pacgeo.com.au
www.pacgeo.com.au ABN: 62 615 248 952

Pacific Geotech
Consulting Geotechnical Engineers

Ref: PG-9521, 2024-01-31, LR VER 1.docx
Author: Robert Maxwell

31st January, 2024

Spaceframe Buildings Pty Ltd
Email: justinmendiolea@spaceframe.com
geoffclark@spaceframe.com

ATTN: GEOFF CLARK

Dear Sir,

ADDITIONAL GEOTECHNICAL TESTING
ASSESSMENT OF PERMEABILITY
TABRO ABATTOIR, 2140 KORUMBURRA-WONTHAGGI ROAD, LANCE CREEK

1.0 INTRODUCTION

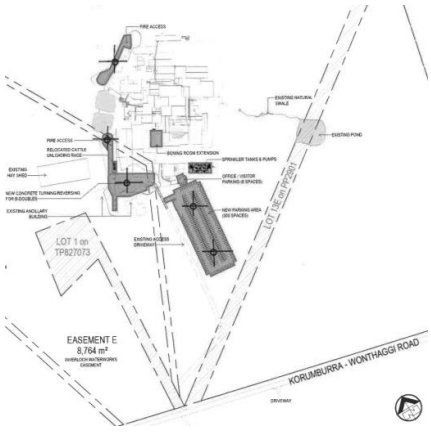
This report contains the results of the additional geotechnical testing and provides advice and recommendations relating to the assessment of insitu soil permeability to inform the Stormwater Design for the proposed development at the existing abattoir facility.

Proposed Development

It is understood that the proposed development is to comprise the construction of a 300-space carpark, a truck turning area and a fire truck access road at the existing abattoir facility at 2140 Korumburra-Wonthaggi Road, Lance Creek.

The proposed development is indicated below.

PROPOSED LAYOUT



2.0 METHODOLOGY

The geotechnical testing and sampling was undertaken on the 22nd January, 2024 and comprised the drilling of five (5) boreholes (BH105 to BH106) to depths of 3.0m using a 4WD utility mounted drilling rig at the nominated locations. Dynamic Cone Penetrometer (DCP) tests and insitu permeability tests were conducted adjacent to the borehole locations.

The soil classification descriptions and field tests were carried out in general accordance with Australian Standards.

AS 1726	Geotechnical Site Investigations
AS 1289	Methods of Testing Soils for Engineering Purposes

Borehole records, Dynamic Cone Penetrometer and insitu permeability test results and a site plan showing the test locations are appended to the report.

3.0 GEOTECHNICAL MODEL

The subsurface profile encountered in the boreholes consisted of surficial silty sand topsoil layer overlying natural loose to medium dense silty and clayey sands to depths of between 0.7m and 1.4m, overlying stiff and very stiff sandy clay to the borehole termination depths.

Table 1 presents a summary of the encountered subsurface profile. Detailed borehole record sheets are appended to this report.

TABLE 1 SUBSURFACE PROFILE SUMMARY

BH No.	TOPSOIL	NATURAL			BH TD
		Silty / Clayey SAND	Sandy CLAY		
		Loose to Medium Dense	Stiff	Very Stiff	
BH101	0.0 – 0.2	0.2 – 0.8	0.8 – 1.3	1.3 – TD	3.0
BH102	0.0 – 0.2	0.2 – 0.7	0.7 – 1.0	1.0 – TD	3.0
BH103		0.0 – 0.7	0.7 – 1.3	1.3 – TD	3.0
BH104	0.0 – 0.2	0.2 – 1.4	1.4 – 1.7	1.7 – TD	3.0
BH105		0.7 – 1.2	0.0 – 0.7	1.2 – TD	3.0
BH106	0.0 – 0.2	0.2 – 0.8	0.8 – 1.1	1.1 – TD	3.0

Notes:
1. All depths in metres below ground level at time of investigation.
2. NE - Not Encountered; TD - Termination Depth.

Groundwater or subsurface seepage was not encountered in the boreholes at the time of drilling. Seepage could be expected through the surficial soils and along the sand/clay interface following periods of rainfall.

4.0 INSITU PERMEABILITY TEST RESULTS

The results of the field Falling Head Permeability tests are summarised in Table 2 below.

TABLE 2 FALLING HEAD PERMEABILITY TEST RESULTS

BH No.	Test Depth Range (m)	Length of Test Section (m)	Permeability (m/s)
BH101	0.1-0.6	0.5	1.33×10^{-7}
BH102	0.1-0.6	0.5	5.08×10^{-7}
BH103	0.1-0.6	0.5	2.92×10^{-7}
BH104	0.1-0.6	0.5	2.81×10^{-7}
BH105	0.1-0.6	0.5	1.45×10^{-7}
BH106	0.1-0.6	0.5	1.58×10^{-7}

The results of the permeability in the silty / clayey sand material are within the typical range for this material type. The permeability test certificate is attached to this report.

Furthermore, based on published relationships with soil classification and permeability, the permeability of the underlying natural sandy clays are expected to typically range between 10^{-9} to 10^{-7}m/s.

5.0 LIMITATIONS

We have prepared this report for the Assessment of Permeability at Tabro Abattoir, 2140 Korumburra-Wonthaggi Road, Lance Creek. The report is provided for the exclusive use of Spaceframe Buildings Pty Ltd, for this project only and for the purposes outlined in the report. It should not be used by, or relied upon, for other projects on the same or different sites or by a third party. In preparing this report, we have relied upon information provided by the client or their agents.

The results are indicative of the subsurface conditions on site only at the specific testing locations. Subsurface conditions can change between test locations and the design and construction should take the spacing of the testing and testing methods adopted and the potential for variation between the test locations.

It is recommended that Pacific Geotech be engaged to provide advice and ensure the development is undertaken in accordance with the assumptions made in writing this report.

This is not to reduce the level of responsibility accepted by Pacific Geotech, but rather to ensure that the parties who may rely on the information contained in this report are aware of the responsibilities they assume in doing so.

R. MAXWELL (RPEQ 16596)

For and on behalf of
PACIFIC GEOTECH PTY LTD

Attached Notes Relating to this Report
Borehole & DCP Records
Insitu Permeability Test Results
Site Plan

Pacific Geotech
Consulting Geotechnical Engineers

Notes Relating to this Report

Reports

The report has been prepared by qualified personnel, is based on the information obtained from field and laboratory testing, and has been undertaken to current engineering standards of interpretation and analysis.

Every care has been taken with the report as it relates to interpretation of subsurface conditions, discussion of geotechnical conditions and contains recommendations or suggestions for design and construction. However, unexpected variations in ground conditions will occur. The potential for this will depend partly on testing, spacing and sampling frequency.

If variations are identified, Pacific Geotech would be pleased to assist with additional investigations or advice to resolve the matter.

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Borehole and Test Pit Logs

The borehole and test pit logs presented in this report are an engineering and/or geological interpretation of the subsurface conditions, and their reliability will depend to some extent on frequency of sampling and the method of drilling or excavation.

Interpretation of the information and its application to design and construction should therefore take into account the spacing of boreholes or pits, the frequency of sampling, and the possibility of other than 'straight line' variations between the test locations.

Description and Classification Methods

The description and classification of soils and rocks used in this report are based on AS 1726.

Soil types are described according to the predominating particle size and behaviour as set out in the attached Unified Soil Classification Table qualified by the percent of other particles present (e.g. sandy clay) as set out below:

Soil Classification	Particle Size
Clay	less than 0.002mm
Silty	0.002 to 0.06mm
Sand	0.06 to 2mm
Gravel	2 to 60mm

Non-cohesive soils are classified on the basis of relative density which can be correlated from the results of Standard Penetration Test (SPT) as below:

Relative Density	SPT 'N' Value (blows/300mm)
Very Loose	less than 4
Loose	4 – 10
Medium Dense	10 – 30
Dense	30 – 50
Very Dense	greater than 50

Cohesive soils are classified on the basis of strength (consistency) and can be quantified by the Pocket Penetrometer test, Vane Shear test, laboratory testing or engineering examination. The strength terms are defined as follows:

Classification	Unconfined Compressive Strength kPa
Very Soft	less than 25
Soft	25 - 50
Firm	50 – 100
Stiff	100 – 200
Very Stiff	200 - 400
Hard	greater than 400
Friable	strength not attainable – soil crumbles

Rock types are classified by their geological names, together with descriptive terms regarding weathering, strength, defects, etc.

Planarity	
CU	Curved
DIS	Discontinuous
IR	Irregular
PR	Planar
ST	Stepped
UN	Undulose

Roughness	
POL	Polished
RJ	Rough
S	Smooth
SL	Slickened
VR	Very Rough

Defects	Type
BP	Bedding Parting
CL	Cleavage
CO	Contact
CS	Crushed Seam
CZ	Crushed Zone
DB	Drilling Break
DK	Dyke
DL	Drill Lift
DZ	Decomposed Zone
FC	Fracture
FL	Foliation
FZ	Fracture Zone
HB	Handling Break
IS	Infilled Seam
JT	Joint
H	Schistosity
SI	Sill
SM	Seam
SS	Shear Seam
SZ	Shear Zone
VN	Vein
VO	Void

Sampling

Sampling is undertaken during the fieldwork to allow examination of the soil or rock and to allow laboratory testing to be undertaken.

Disturbed samples taken during drilling provide information on plasticity, grain size, colour, moisture content and minor constituents. Bulk samples are similar but of greater volume required for some test procedures such as CBR testing.

Undisturbed samples are taken by pushing a thin-walled sample tube, usually 50mm diameter (known as a U50), into the soil and collecting a sample of the soil contained in a relatively undisturbed state. Such samples yield information on structure and strength, and are necessary for laboratory determination of shear strength and compressibility. Undisturbed sampling is generally effective only in cohesive soils.

Details of the type and method of sampling used are given on the attached logs.

Investigation Methods

Test Pits: These are typically undertaken with a backhoe or a tracked excavator, allowing examination of the insitu soils. Limitations of test pits are the problems associated with collapse of the pits, disturbance and difficulty of reinstatement and the consequent effects on close-by structures. Care must be taken if construction is to be carried out near test pit locations to either properly recompact the backfill during construction or to design and construct the structure so as not to be adversely affected by poorly compacted backfill at the test pit location.

Hand Auger Drilling: A borehole of typical diameter of between 50mm to 75mm advance manually operated equipment. Premature refusal of the hand augers can occur on a variety of materials such as fill, gravel, hard clays and collapse of the borehole (typically in non-cohesive soil).

Continuous Spiral flight Augers: The borehole is advanced using 65mm to 100mm diameter continuous spiral flight augers, which are withdrawn at intervals to allow sampling and insitu testing. Augers of up to 300mm in diameter are used to recover larger volumes of sample. Samples are returned to the surface by the flights or may be collected after withdrawal of the auger flights. Samples can be disturbed and layers may become mixed. Augering below the groundwater table can be less reliable than augering above the water table.

A Tungsten Carbide (TC) bit for auger drilling into rock can be used to indicate rock strength and continuity by variation in drilling resistance and from examination of recovered rock fragments but provides only an indication of the likely rock strength. Where rock strengths may have a significant impact on construction feasibility or costs, then further investigation by means of cored boreholes may be warranted.

Wash Boring: The borehole is advanced by a bit attached to the end of a hollow rod string, with water being pumped down the drill rods and returned up the annulus of the borehole, carrying the drill cuttings. Changes in stratification can be determined from the return, together with information from "feel" and rate of penetration.

The borehole can be stabilised through the use of drilling mud as a circulating fluid. The term 'mud' encompasses a range of products ranging from bentonite to polymers such as Revert or Biogel.

Continuous Core Drilling: A continuous core sample is obtained using a diamond tipped core barrel. This technique provides a reliable (but relatively expensive) method of investigation. In rocks, an NMLC triple tube core barrel is used, which gives a core of about 50mm diameter. The length of core recovered is compared to the length drilled and any length not recovered is shown as CORE LOSS.

Standard Penetration Tests: Standard Penetration Tests (SPT) are used mainly in non-cohesive soils, but can also be used in cohesive soils as a means of indicating density or strength and also of obtaining a disturbed sample. The test procedure is described in Australian Standard 1289, "Methods of Testing Soils for Engineering Purposed", Test 6.3.1.

The test is carried out in a borehole by driving a 50mm diameter split sample tube with a tapered shoe, under the impact of a 63kg hammer, with a free fall of 760mm. The sample is driven in three successive 150mm increments and the 'N' value is taken as the number of blows for the last 300mm. In dense soils, hard clays or weak rock, the full 450mm penetration may not be practicable and the test is discontinued.

The test results are reported in the following form:

- In the case where full penetration is obtained with successive blow counts for each 150mm of , say, 4, 6 and 7 blows, as
  N = 13
  4, 6, 7
- In a case where the test is discontinued short of full penetration, say after 15 blows for the first 150mm and 30 blows for the next 40mm, as
  N > 30
  15, 30/40mm

Cone Penetrometer Testing (CPT): Cone Penetrometer Testing with or without pore pressure measurement (CPTu) is carried out using a Cone Penetrometer in general accordance with AS 1289 6.5.1, 1999.

In the tests, a 36mm diameter rod with a conical tip is pushed continuously into the soil, the reaction being provided by a hydraulic ram system. Measurements are made of the end bearing resistance on the cone and the fractional resistance on a separate 135mm long sleeve, immediately behind the cone. Pore Pressure is recovered through a pore ring located either within, or more usually immediately behind the cone/tip.

As penetration occurs (at a rate of approximately 20mm per second) and data is recorded every 20mm of penetration, the results are presented graphically.

The information provided on the plot comprises:

- Cone resistance – expressed in mPa
- Sleeve friction – expressed in kPa
- Friction ratio – the ratio of sleeve friction to cone resistance expressed as a percentage.
- Pore pressure in kPa
- Tilt of probe (in degrees).

The ratios of the sleeve resistance to cone resistance will vary with the type of soil encountered, with higher relative friction in clays than in sands. Friction ratios of 1% to 2% are commonly encountered in sands and rising to 2% to as high as 8%, and higher in organic soils. Soil descriptions based on cone resistance and friction ratios are only inferred and must not be considered as exact.

Stratification can be inferred from the cone and friction traces and from experience and information from nearby boreholes, etc. Where shown, this information is presented for general guidance, but must be regarded as interpretive.

Dynamic Cone Penetrometers:

Dynamic Cone Penetrometer (DCP) tests are carried out by driving a 16mm diameter rod into the ground with a 9kg sliding hammer dropping 510mm and counting the blows for successive 100mm increments of penetration.

Logs

The borehole or test pit logs are an interpretation of the subsurface conditions, and their reliability will depend to some extent on the frequency of sampling and the method of drilling or excavation.

Interpretation of the information shown on the logs, and its application to design and construction, should therefore take into account the spacing of the boreholes or test pits, the method of drilling or excavation, the frequency of sampling and testing and the possibility of other than "straight line" variations between the boreholes or test pits. Subsurface conditions between boreholes or test pits may vary significantly from conditions encountered at the borehole or test pit locations.

Groundwater

Where groundwater levels are measured in boreholes, there are several potential problems:

- Although groundwater may be present, in low permeability soils it may enter the hole slowly or perhaps not at all during the time it is left open.
- A localised perched water table may lead to an erroneous indication of the true water table.
- Water table levels will vary from time to time with seasons or recent weather changes and may not be the same at the time of construction.
- The use of water or mud as a drilling fluid will mask any groundwater inflow. Water has to be flushed from the hole and drilling mud must be washed out of the hole or 'reverted' chemically if water observations are to be made.

More reliable measurements can be made by installing standpipes from which ongoing monitoring can be undertaken.

Fill

The present of fill materials can often be determined only by the inclusion of foreign objects (e.g. bricks, steel ,etc.) or by distinctly unusual colour, texture or fabric. Identification of the extent of fill materials will also depend on investigation methods and frequency. Where natural soils similar to those at the site are used for fill, it may be difficult to reliably determine the extent of the fill.

Laboratory Testing

Laboratory testing is carried out in general accordance with Australian Standard 1289 'Methods of Testing Soil for Engineering Purposes'.

Site Anomalies

In the event that conditions encountered on site during construction appear to vary from those which were expected from the information contained in the report, the company requests that it immediately be notified. Most problems are much more readily resolved when conditions are exposed than at some later stage.

Review of Design

Where major civil or structural developments are proposed or where only a limited investigation has been completed or where the geotechnical conditions/constraints are quite complex, it is prudent to have a design review.

Site Inspection

Pacific Geotech would be pleased to provide engineering inspection services for geotechnical aspects of work to which this report is related:

Requirements could range from:

i. a site visit to confirm that conditions exposed are no worse than those interpreted, to
ii. a visit to assist the contractor or other site personnel in identifying various soil/rock types such as appropriate footing or pier founding depths, or
iii. full time engineering present on site.

Pacific Geotech
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Borehole No.
BH101
Page 1 of 1

Project No.: PG-9521

Client:	Spaceframe Buildings Pty Ltd	Commenced:	22/01/2024
Project Name:	Assessment of Permeability	Logged By:	AA
Hole Location:	Tabro Abattoir - 2140 Korumburra-Wonthaggi Road, Lance Creek	Checked By:	
Hole Position:			
Drill Model and Mounting:	Mazda BT50	RL Surface:	No survey
Hole Diameter:		Datum:	AHD Operator: AA

Drilling Information							Soil Description			DCP
Method	Casing	Water	Samples Tests Remarks	Recovery	RL (m)	Depth (m)	Graphic Log	Classification Symbol	Material Description Fraction, Colour, Structure, Bedding, Plasticity, Sensitivity, Additional	DCP TEST (AS 1289.6.3.2-1997) Blows per 100 mm
AD/T			D 0.00-0.50 m			0.20		SM	NATURAL Silty SAND (SM) Loose, fine grained, dark grey, moist (topsoil, with organics).	0 5 10 15 20 25
			D 0.50-1.00 m			0.5		SM	Silty SAND (SM) Loose to medium dense, fine grained, dark grey,moist.	
			D 1.00-1.50 m			0.80		CL-CI	Sandy CLAY (CL-CI) Stiff, low to medium plasticity, grey brown, fine grained sand, moist to wet.	
						1.0				
						1.30		CL	Sandy CLAY (CL) Very stiff, low plasticity, pale orange brown with white, fine grained sand, moist to dry.	
						1.5				
						2.0				
						2.5				
						3.00			Hole Terminated at 3.00 m	

Method
AS - Auger
RR - Rock Roller
WB - Washbore

Support
C - Casing

Water
Level (Date)
Inflow

Samples and Tests
U - Undisturbed Sample
D - Disturbed Sample
SPT - Standard Penetration Test
B - Bulk Sample

Classification Symbols and Soil Descriptions
Based on Unified Soil Classification System

Remarks
1. Groundwater not encountered.

ER PACGEO 1.01.2 LIB.GLB Log PACGEO BOREHOLE PG-9521.GPJ <<DrawingFile>> 01/02/2024 15:56 10.03.00.09 Datgel Lab and In Situ Tool - DGD | Lib: pacgeo 1.01.2 2022-05-25 Prj: Precise 1.01 2016-11-23

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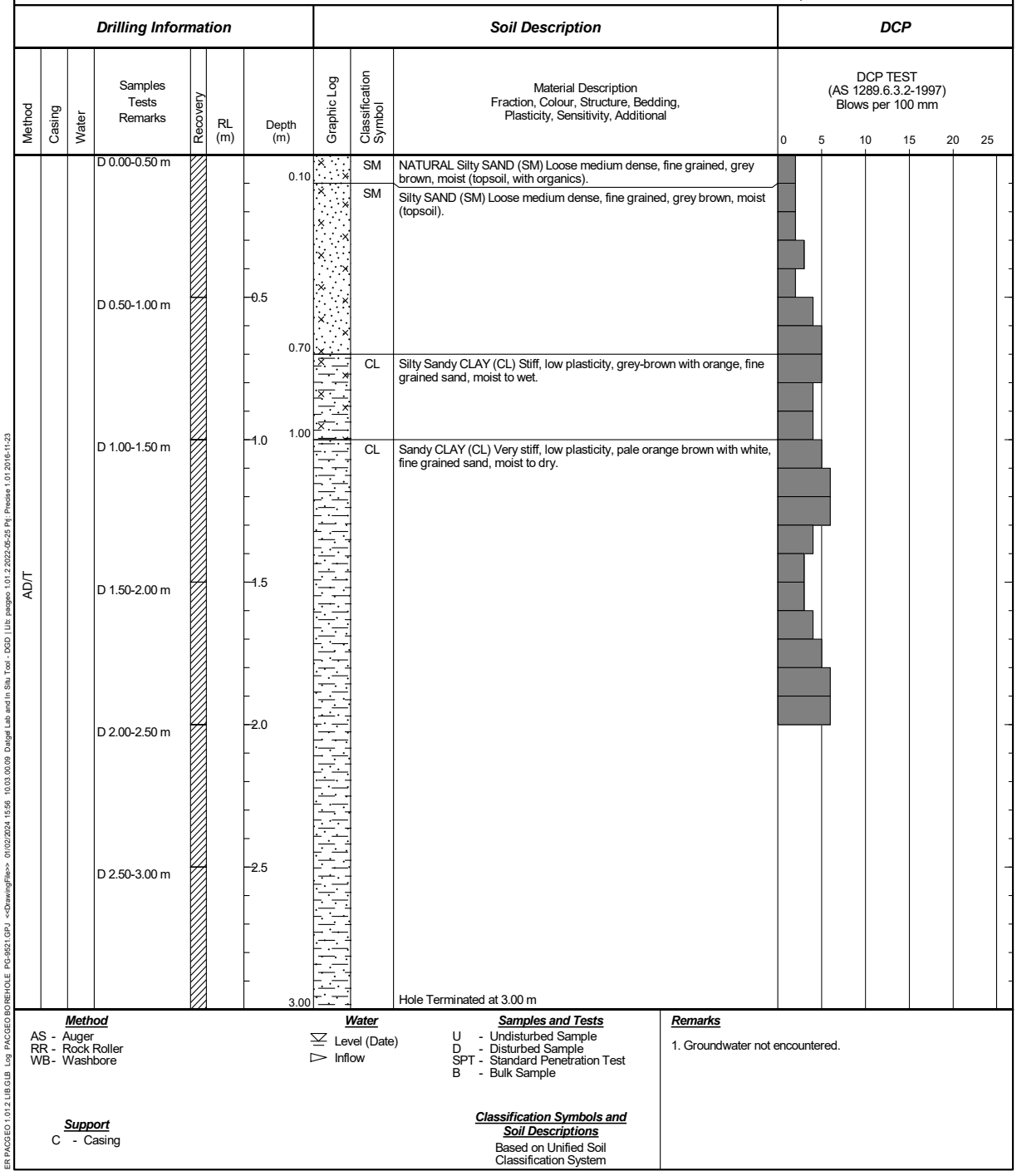
Borehole No.
BH102
Page 1 of 1

Project No.: PG-9521

Client:	Spaceframe Buildings Pty Ltd	Commenced:	22/01/2024
Project Name:	Assessment of Permeability	Logged By:	AA
Hole Location:	Tabro Abattoir - 2140 Korumburra-Wonthaggi Road, Lance Creek	Checked By:	
Hole Position:			
Drill Model and Mounting:	Mazda BT50	RL Surface:	No survey
Hole Diameter:		Datum:	AHD Operator: AA



Method
AS - Auger
RR - Rock Roller
WB - Washbore

Support
C - Casing

Water
Level (Date)
Inflow

Samples and Tests
U - Undisturbed Sample
D - Disturbed Sample
SPT - Standard Penetration Test
B - Bulk Sample

Classification Symbols and Soil Descriptions
Based on Unified Soil Classification System

Remarks
1. Groundwater not encountered.

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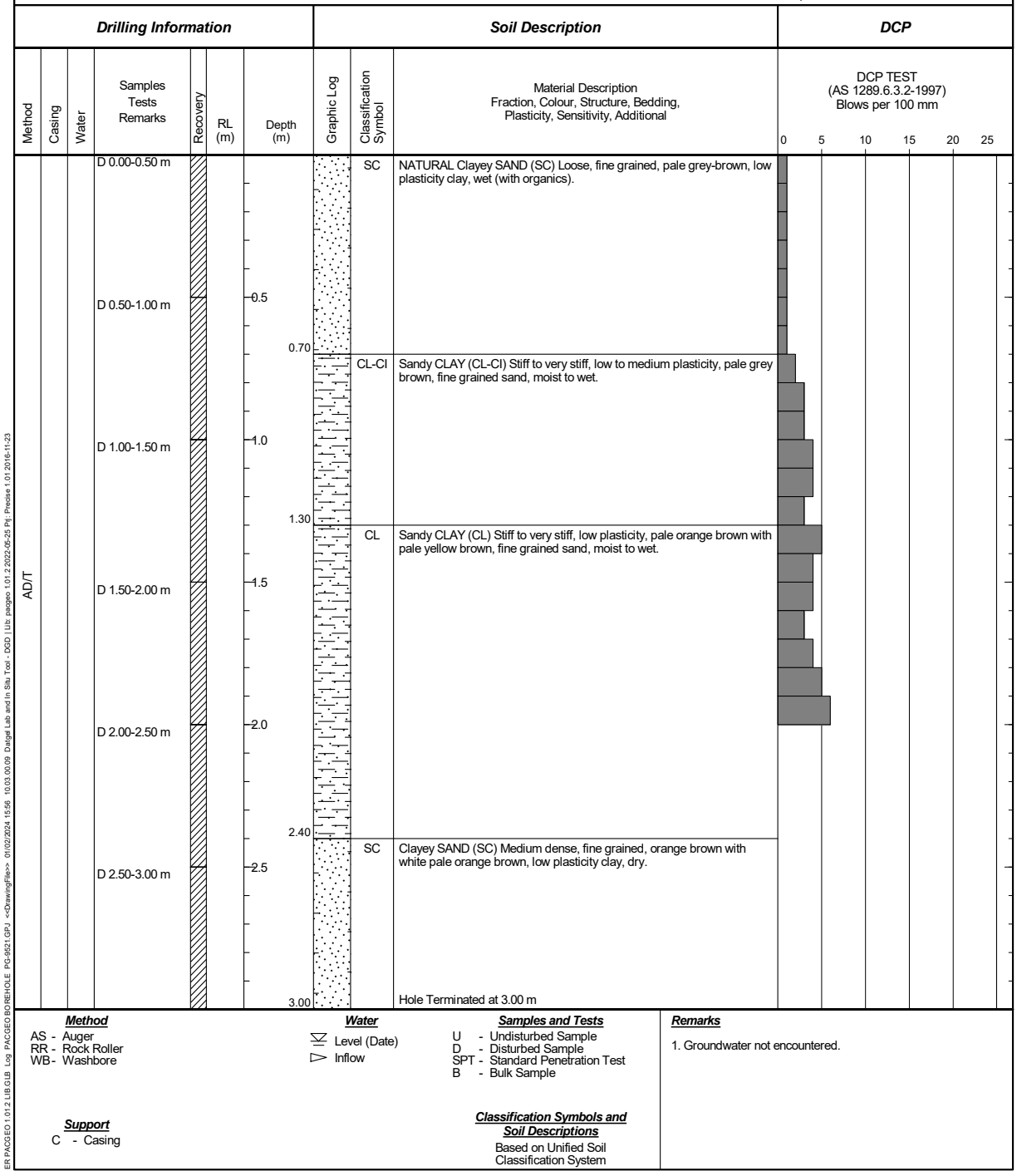
Borehole No.
BH103
Page 1 of 1

Project No.: PG-9521

Client:	Spaceframe Buildings Pty Ltd	Commenced:	22/01/2024
Project Name:	Assessment of Permeability	Logged By:	AA
Hole Location:	Tabro Abattoir - 2140 Korumburra-Wonthaggi Road, Lance Creek	Checked By:	
Hole Position:			
Drill Model and Mounting:	Mazda BT50	RL Surface:	No survey
Hole Diameter:		Datum:	AHD
		Operator:	AA



Method
AS - Auger
RR - Rock Roller
WB - Washbore

Support
C - Casing

Water
Level (Date)
Inflow

Samples and Tests
U - Undisturbed Sample
D - Disturbed Sample
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B - Bulk Sample

Classification Symbols and Soil Descriptions
Based on Unified Soil Classification System

Remarks
1. Groundwater not encountered.

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Pacific Geotech
Consulting Geotechnical Engineers

Borehole No.
BH104
Page 1 of 1

Project No.: PG-9521

Client:	Spaceframe Buildings Pty Ltd	Commenced:	22/01/2024
Project Name:	Assessment of Permeability	Logged By:	AA
Hole Location:	Tabro Abattoir - 2140 Korumburra-Wonthaggi Road, Lance Creek	Checked By:	
Hole Position:			
Drill Model and Mounting:	Mazda BT50	RL Surface:	No survey
Hole Diameter:		Datum:	AHD Operator: AA

Drilling Information							Soil Description			DCP
Method	Casing	Water	Samples Tests Remarks	Recovery	RL (m)	Depth (m)	Graphic Log	Classification Symbol	Material Description Fraction, Colour, Structure, Bedding, Plasticity, Sensitivity, Additional	DCP TEST (AS 1289.6.3.2-1997) Blows per 100 mm
AD/T			D 0.00-0.50 m			0.20		SC	NATURAL Clayey SAND (SC) Loose, fine grained, dark brown, low to medium plasticity clay, moist (topsoil, with organics).	0 5 10 15 20 25
								SC	Clayey Silty SAND (SC) Loose, fine grained, light grey, low plasticity clay, wet to moist.	
			D 0.50-1.00 m			0.5				
			D 1.00-1.50 m			1.0				
						1.40		CL-CI	Sandy CLAY (CL-CI) Stiff, low to medium plasticity, pale grey, fine grained sand, moist to wet.	
			D 1.50-2.00 m			1.5				
						1.70		CL-CI	Sandy CLAY (CL-CI) Very stiff, low to medium plasticity, pale yellow brown with pale grey brown, fine grained sand, moist to wet.	
			D 2.00-2.50 m			2.0				
						2.00		CL	Sandy CLAY (CL) Very stiff, low plasticity, pale orange brown pale yellow brown, fine grained sand, moist.	
			D 2.50-3.00 m			2.5				
						3.00			Hole Terminated at 3.00 m	

Method
AS - Auger
RR - Rock Roller
WB - Washbore

Support
C - Casing

Water
Level (Date)
Inflow

Samples and Tests
U - Undisturbed Sample
D - Disturbed Sample
SPT - Standard Penetration Test
B - Bulk Sample

Classification Symbols and Soil Descriptions
Based on Unified Soil Classification System

Remarks
1. Groundwater not encountered.

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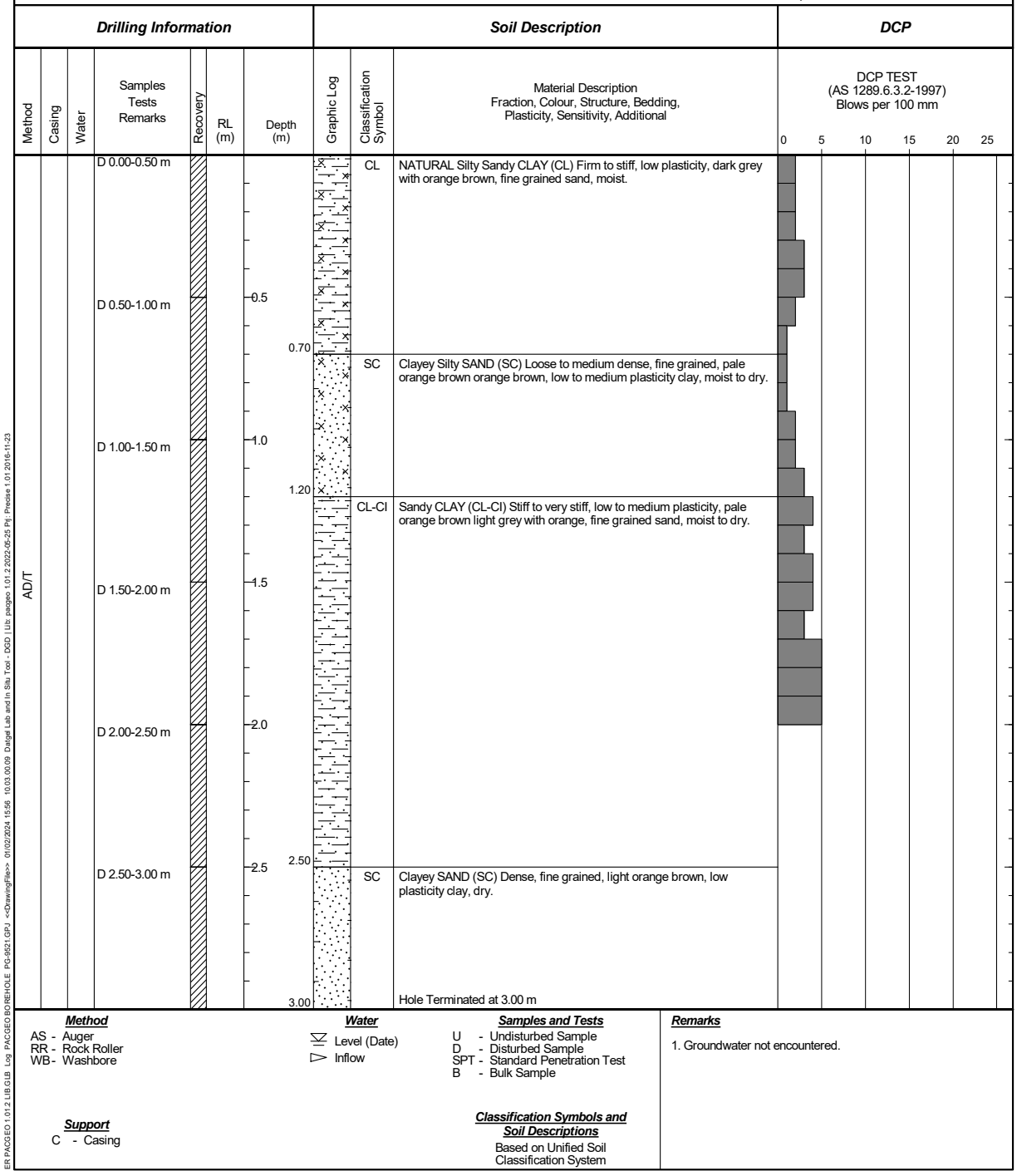
Borehole No.
BH105
Page 1 of 1

Project No.: PG-9521

Client:	Spaceframe Buildings Pty Ltd	Commenced:	22/01/2024
Project Name:	Assessment of Permeability	Logged By:	AA
Hole Location:	Tabro Abattoir - 2140 Korumburra-Wonthaggi Road, Lance Creek	Checked By:	
Hole Position:			
Drill Model and Mounting:	Mazda BT50	RL Surface:	No survey
Hole Diameter:		Datum:	AHD
		Operator:	AA



Method
AS - Auger
RR - Rock Roller
WB - Washbore

Support
C - Casing

Water
Level (Date)
Inflow

Samples and Tests
U - Undisturbed Sample
D - Disturbed Sample
SPT - Standard Penetration Test
B - Bulk Sample

Classification Symbols and Soil Descriptions
Based on Unified Soil Classification System

Remarks
1. Groundwater not encountered.

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Borehole No.
BH106
Page 1 of 1

Project No.: PG-9521

Client:	Spaceframe Buildings Pty Ltd	Commenced:	22/01/2024
Project Name:	Assessment of Permeability	Logged By:	AA
Hole Location:	Tabro Abattoir - 2140 Korumburra-Wonthaggi Road, Lance Creek	Checked By:	
Hole Position:			
Drill Model and Mounting:	Mazda BT50	RL Surface:	No survey
Hole Diameter:		Datum:	AHD
		Operator:	AA

Drilling Information							Soil Description			DCP
Method	Casing	Water	Samples Tests Remarks	Recovery	RL (m)	Depth (m)	Graphic Log	Classification Symbol	Material Description Fraction, Colour, Structure, Bedding, Plasticity, Sensitivity, Additional	DCP TEST (AS 1289.6.3.2-1997) Blows per 100 mm
AD/T			D 0.00-0.50 m			0.20		SC	NATURAL Clayey Silty SAND (SC) Medium dense, fine grained, dark brown, low plasticity clay, moist to dry (topsoil, with organics).	0 5 10 15 20 25
			D 0.50-1.00 m			0.5		SC	Clayey Silty SAND (SC) Medium dense, fine grained, pale grey with orange brown, low plasticity clay, moist to dry.	
			D 1.00-1.50 m			0.80		CL-CI	Sandy CLAY (CL-CI) Stiff, low to medium plasticity, pale orange brown orange brown, fine grained sand, dry.	
			D 1.50-2.00 m			1.0		CL	Sandy CLAY (CL) Very stiff, low plasticity, light brown light grey, fine grained, dry.	
			D 2.00-2.50 m			1.10				
			D 2.50-3.00 m			1.5				
						2.0				
						2.5				
						3.00			Hole Terminated at 3.00 m	

Method
AS - Auger
RR - Rock Roller
WB - Washbore

Water
Level (Date)
Inflow

Samples and Tests
U - Undisturbed Sample
D - Disturbed Sample
SPT - Standard Penetration Test
B - Bulk Sample

Remarks
1. Groundwater not encountered.

Support
C - Casing

Classification Symbols and Soil Descriptions
Based on Unified Soil Classification System

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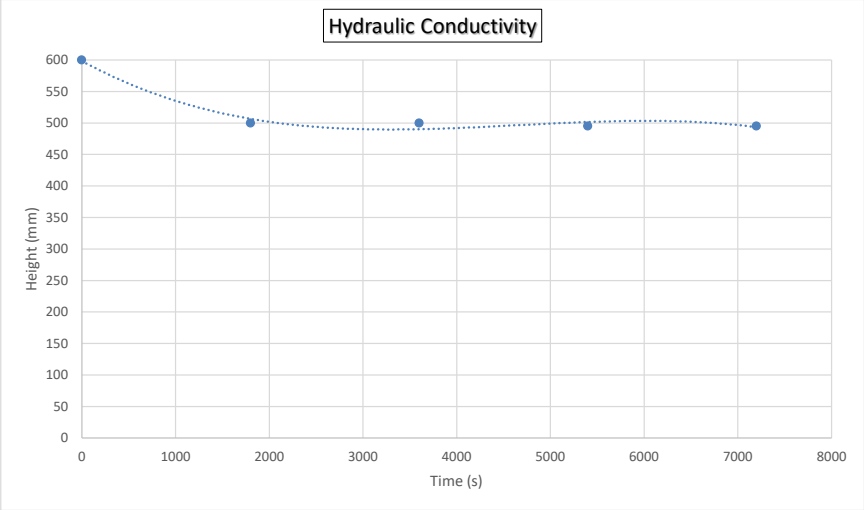
Falling Head Permeability Report			
Client:	Spaceframe Buildings	Project Number:	PG-9521
Address:	2140 Korumburra-Wonthaggi Road, Lance Creek	Report Number:	PG-9521-PERM-01
Project Name:	Proposed Abattoir Upgrade	Report Date:	22/01/2024

Sample Location:	BH101
Date Tested:	22/01/2024
Response Zone:	0.1-0.6m



Hydraulic Conductivity (k) (m/s) =	1.33E-07

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www.pacgeo.com.au
ABN: 62 615 248 952

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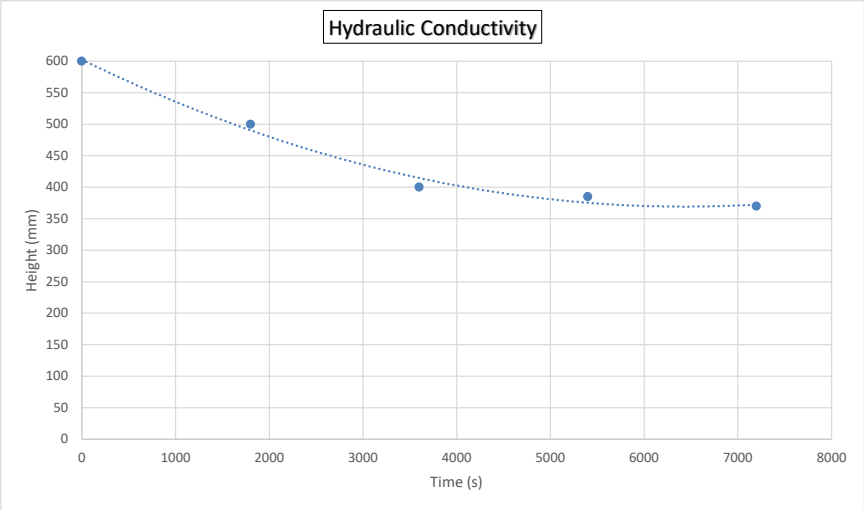
Falling Head Permeability Report			
Client:	Spaceframe Buildings	Project Number:	PG-9521
Address:	2140 Korumburra-Wonthaggi Road, Lance Creek	Report Number:	PG-9521-PERM-02
Project Name:	Proposed Abattoir Upgrade	Report Date:	22/01/2024

Sample Location:	BH102
Date Tested:	22/01/2024
Response Zone:	0.1-0.6m



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www.pacgeo.com.au
ABN: 62 615 248 952

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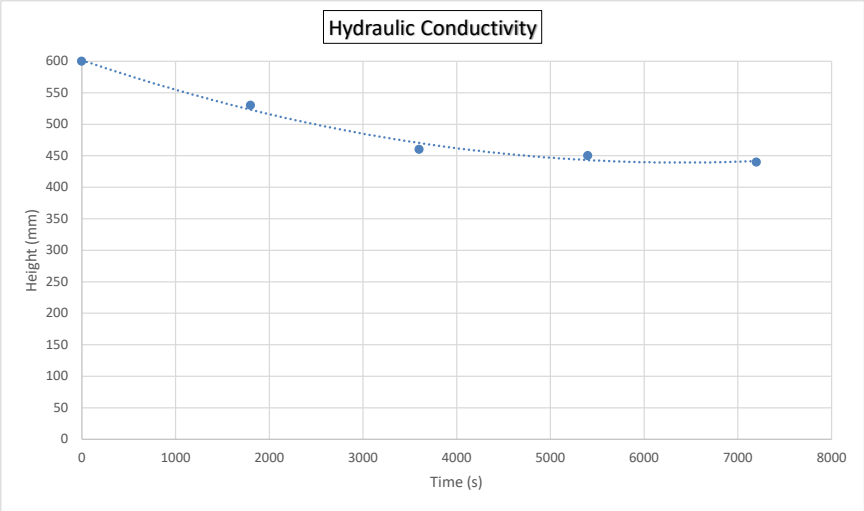
Consulting Geotechnical Engineers

Falling Head Permeability Report			
Client:	Spaceframe Buildings	Project Number:	PG-9521
Address:	2140 Korumburra-Wonthaggi Road, Lance Creek	Report Number:	PG-9521-PERM-03
Project Name:	Proposed Abattoir Upgrade	Report Date:	22/01/2024

Sample Location:	BH103
Date Tested:	22/01/2024
Response Zone:	0.1-0.6m



Hydraulic Conductivity (k) (m/s) =	2.92E-07

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www.pacgeo.com.au
ABN: 62 615 248 952

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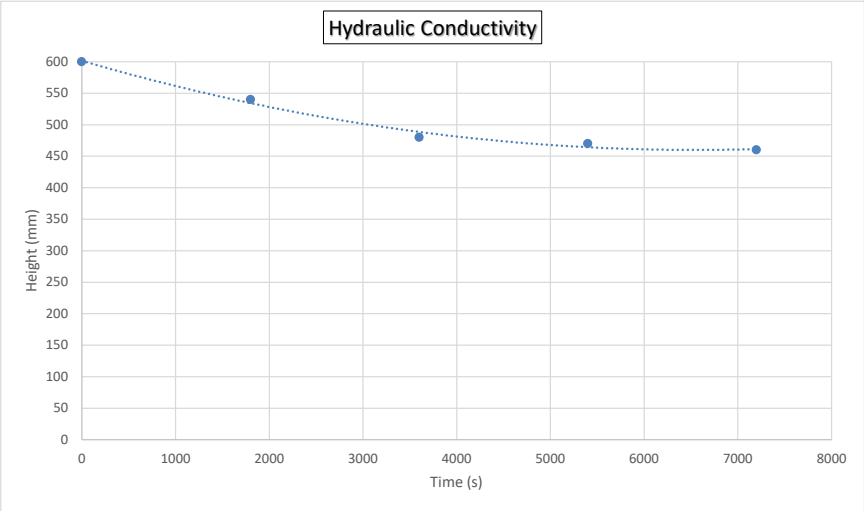
Consulting Geotechnical Engineers

Falling Head Permeability Report			
Client:	Spaceframe Buildings	Project Number:	PG-9521
Address:	2140 Korumburra-Wonthaggi Road, Lance Creek	Report Number:	PG-9521-PERM-04
Project Name:	Proposed Abattoir Upgrade	Report Date:	22/01/2024

Sample Location:	BH104
Date Tested:	22/01/2024
Response Zone:	0.1-0.6m



Hydraulic Conductivity (k) (m/s) =	2.81E-07

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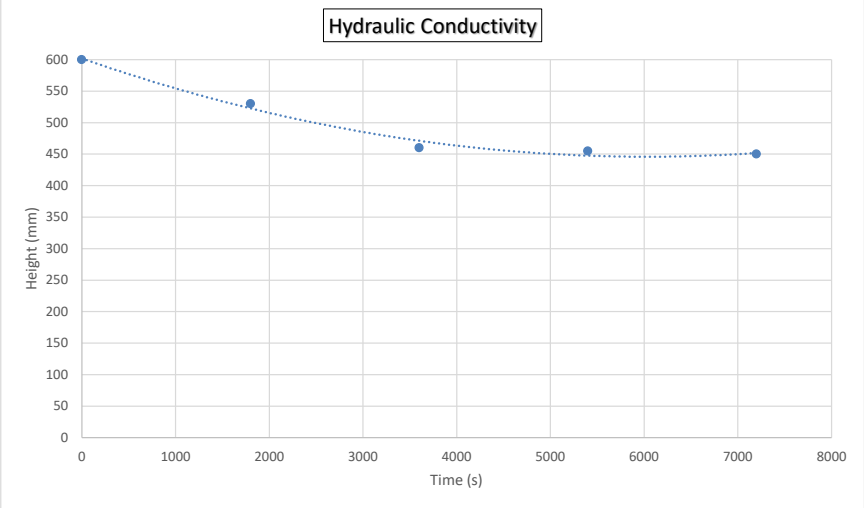
www.pacgeo.com.au
ABN: 62 615 248 952

Pacific Geotech
Consulting Geotechnical Engineers

Falling Head Permeability Report			
Client:	Spaceframe Buildings	Project Number:	PG-9521
Address:	2140 Korumburra-Wonthaggi Road, Lance Creek	Report Number:	PG-9521-PERM-05
Project Name:	Proposed Abattoir Upgrade	Report Date:	22/01/2024

Sample Location:	BH105
Date Tested:	22/01/2024
Response Zone:	0.1-0.6m



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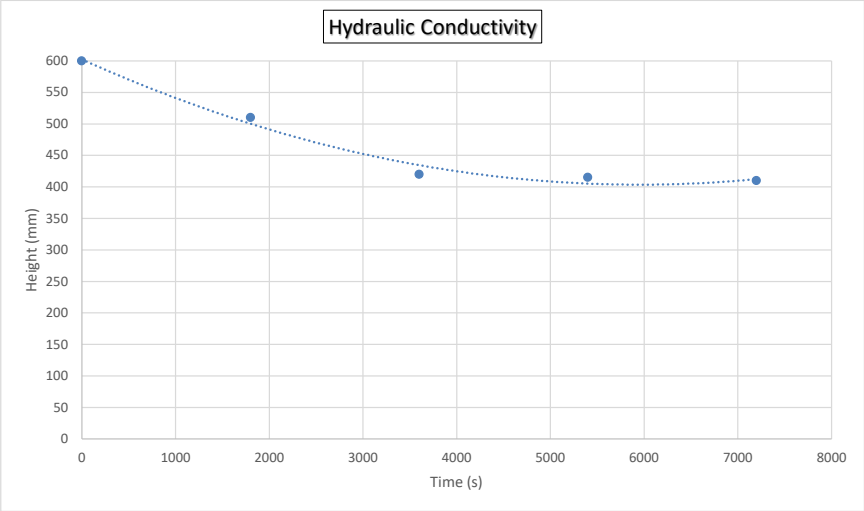
www.pacgeo.com.au
ABN: 62 615 248 952

Pacific Geotech
Consulting Geotechnical Engineers

Falling Head Permeability Report			
Client:	Spaceframe Buildings	Project Number:	PG-9521
Address:	2140 Korumburra-Wonthaggi Road, Lance Creek	Report Number:	PG-9521-PERM-06
Project Name:	Proposed Abattoir Upgrade	Report Date:	22/01/2024

Sample Location:	BH106
Date Tested:	22/01/2024
Response Zone:	0.0-0.5m



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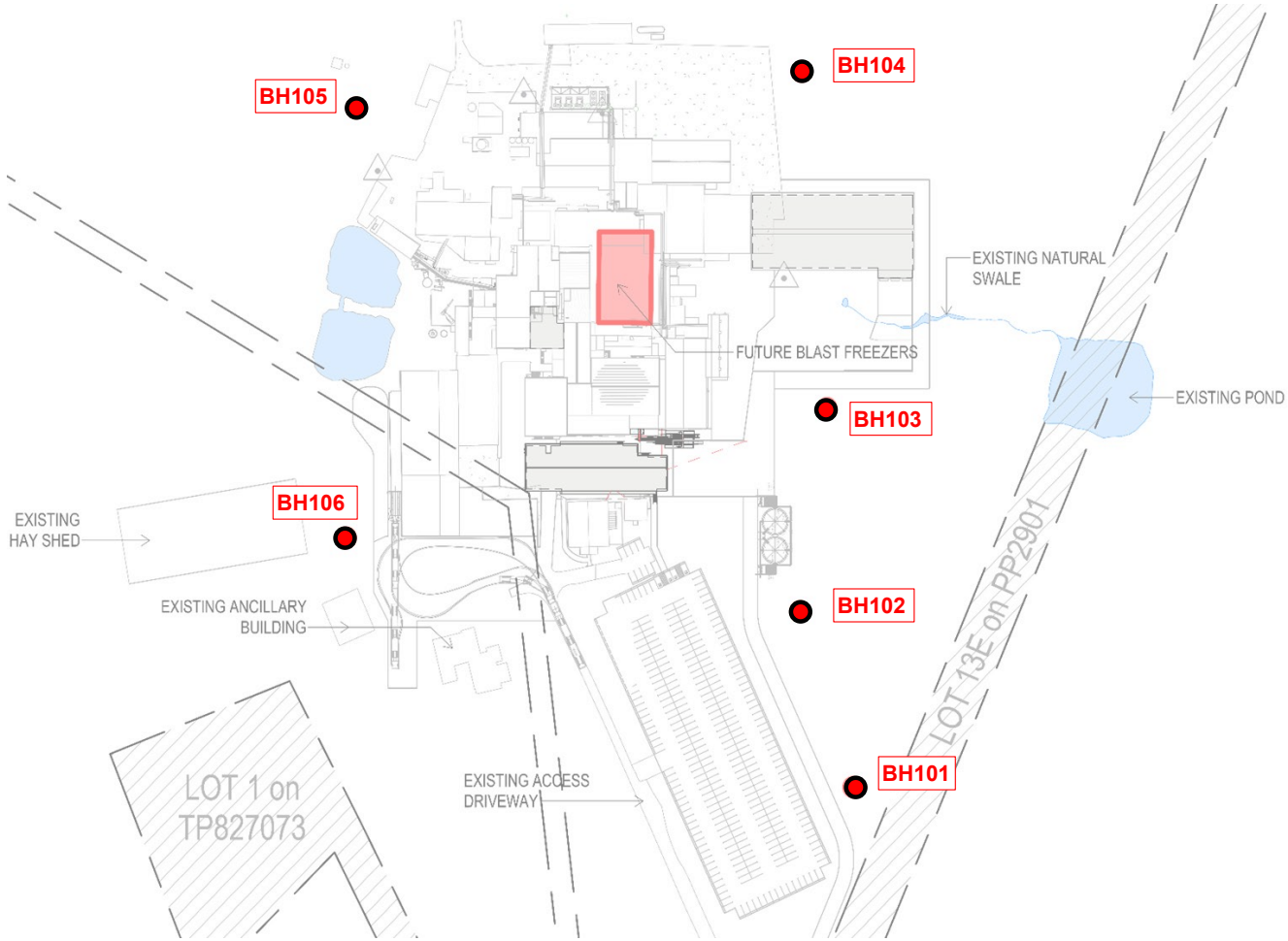
3 Jowett Street, Coomera, Qld, 4209 | PO Box 499, Paradise Point, Qld, 4216
www.pacgeo.com.au
ABN: 62 615 248 952



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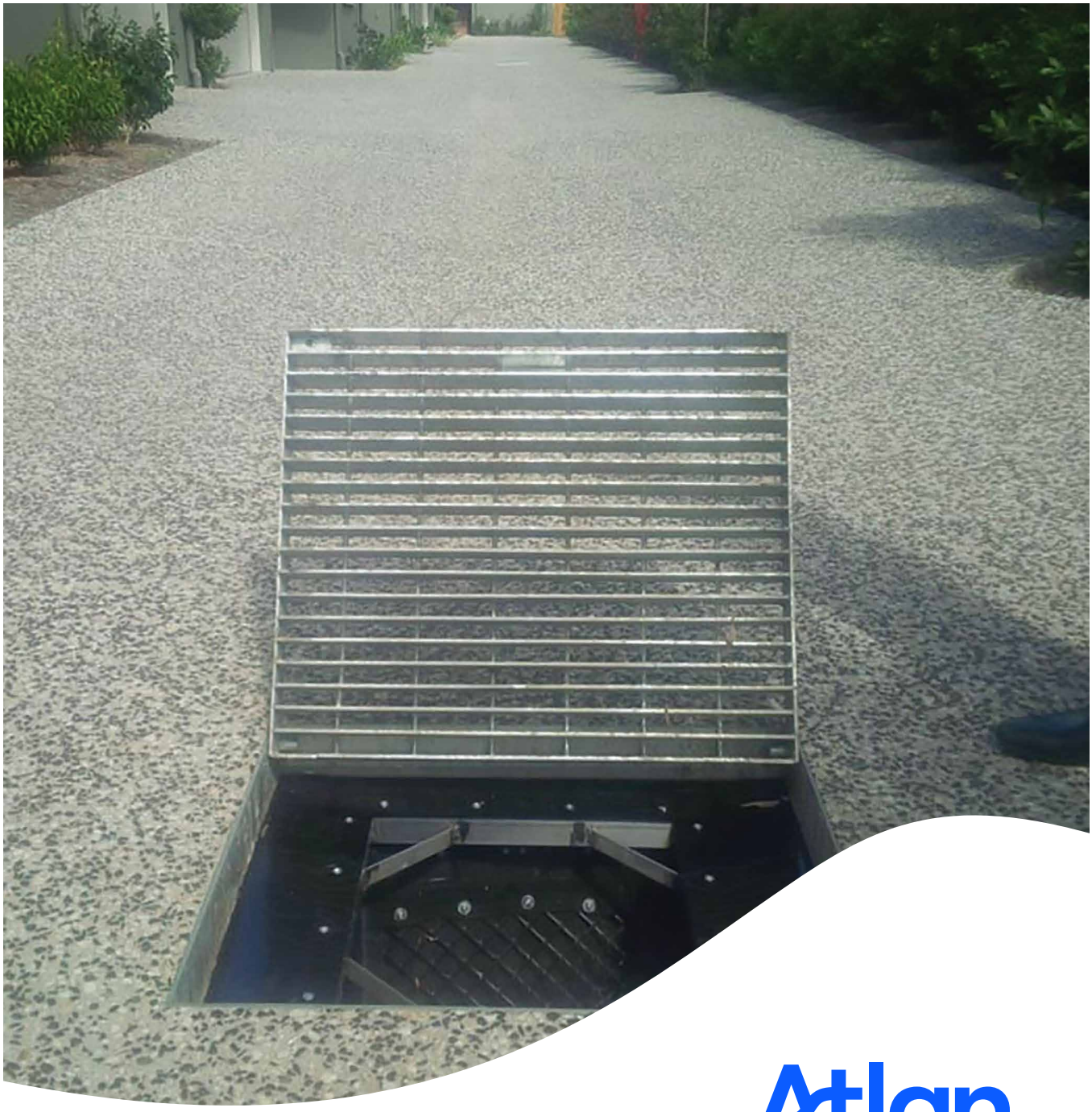
Drawn: RM	Project: Proposed Abattoir Upgrade	Drawing No. PG-9521-02	A4
Date: Jan 2024	Location: 2140 Korumburra-Wonthaggi Road, Lance Creek		
Checked:	Client: Spaceframe Buildings Pty Ltd		

APPENDIX D ATLAN STORMSACK

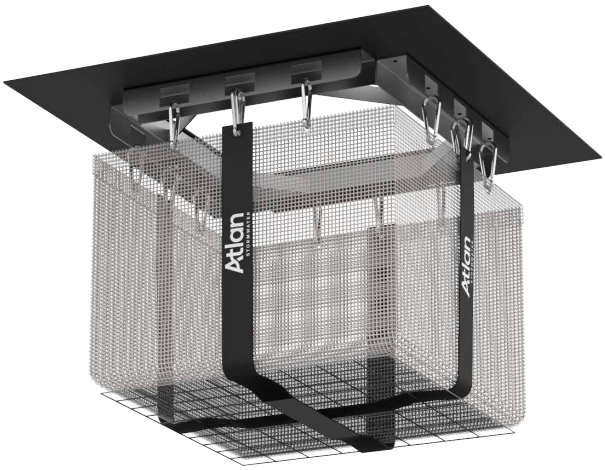
StormSack

At-Source Gross Pollutant Trap



atlan.com.au

Atlan STORMWATER





The Atlan StormSack is specifically designed for the capture of gross pollutants, sediment, litter, and oil and grease. Ideally suited for storm drain retrofits, the StormSack's unique design allows maintenance to be performed using conventional vacuum suction equipment.

StormSack filtration solutions are highly engineered water quality devices that are deployed directly in the stormwater system to capture contaminants close the surface for ease of maintenance. Easily retrofitted into new or existing structures, StormSack filtration technology is a decentralized approach to stormwater treatment that essentially repurposes traditional site infrastructure and customizes it to meet specific site water quality goals. In this way, it satisfies important objectives of today's LID (Low Impact Development) criteria.

From an operations perspective, catch basins with StormSack filters are also easier and quicker to clean out because pollutants are trapped just under the grate.

APPLICATIONS

- Council storm drain retrofits
- Commercial / retail / residential
- Litter prone urban areas
- Scrap metal / solid waste / oil storage
- Part of treatment train
- Construction sediment / erosion

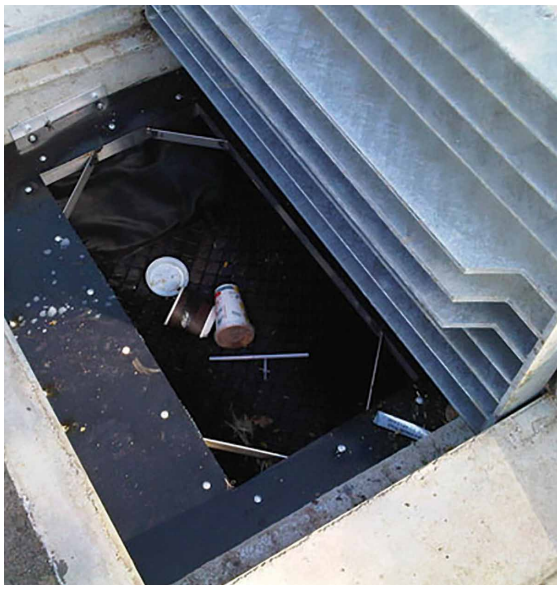
BENEFITS

- Can be modelled in MUSIC in conjunction with bio-retention
- Low cost gross pollutant capture
- Quick & easy installation
- Simple maintenance
- At-source capture
- Adjusts to custom pit sizes

The StormSack was introduced to the Australian market in 2012 and field testing is underway at several locations in South-east Queensland. Laboratory testing has shown capture of 99.99% of gross pollutants up to the bypass flow rate. Further results will be provided as they become available.

Recommended minimum clearance from bottom of StormSack to inside bottom of vault is 50mm. Typical frame adjustability range of 127mm in each direction.





HOW IT WORKS

This technology is a post developed stormwater treatment system. The StormSack provides effective filtration of solid pollutants and debris typical of urban runoff, while utilising existing or new storm drain infrastructure. The StormSack is designed to rest on the flanges of conventional catch basin frames and is engineered for most hydraulic and cold climate conditions.

Installation procedures shall include removing the storm grate, cleaning the ledge of debris and solids, measuring catch basin clear opening and adjusting flanges to rest on the grate support ledge. Install StormSack with splash guard under curb opening so the adjustable flanges are resting on the grate support ledge. Install corner filler pieces. Reinstall storm grate directly on support flanges rise shall be no more than 3mm.

FEATURES

POLLUTANT	EFFICIENCY
Gross Pollutants (GP)	100%
Total Suspended Solids (TSS)	61%
Total Phosphorus (TP)	28%
Total Nitrogen (TN)	45%

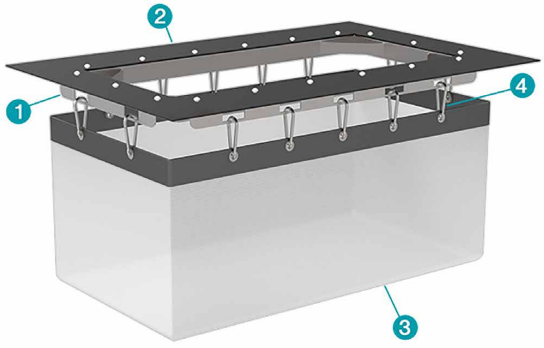
*Contact Atlan to confirm approved performance for the project LGA

MAINTENANCE

Typically the StormSack is serviceable from the street level, and therefore maintenance does not require confined space entry into the catch basin structure. The unit is designed to be maintained in place with a vacuum hose attached to a sweeper or a vactor truck. Use only Atlan replaceable parts.

Application	Regulatory Issue	Target Pollutants
Council Storm Drain Retrofits	At-source litter capture	Sediment, Litter, O&G
Commercial/Retail/Residential	Stormwater Compliance	Sediment, Litter, O&G
Litter Prone Urban Areas	Cost effective litter control	Litter ≥ 5 mm
Scrap Metal/Solid Waste/Oil Storage/Etc	Industrial Multi-Sector General Permit	Gross Pollutants, O&G
Part of Treatment Train	Council Stormwater Quality Improvement Targets	Sediment, Litter, O&G
Construction Sediment/Erosion	Sediment Control Plan	Sediment/Erosion Control

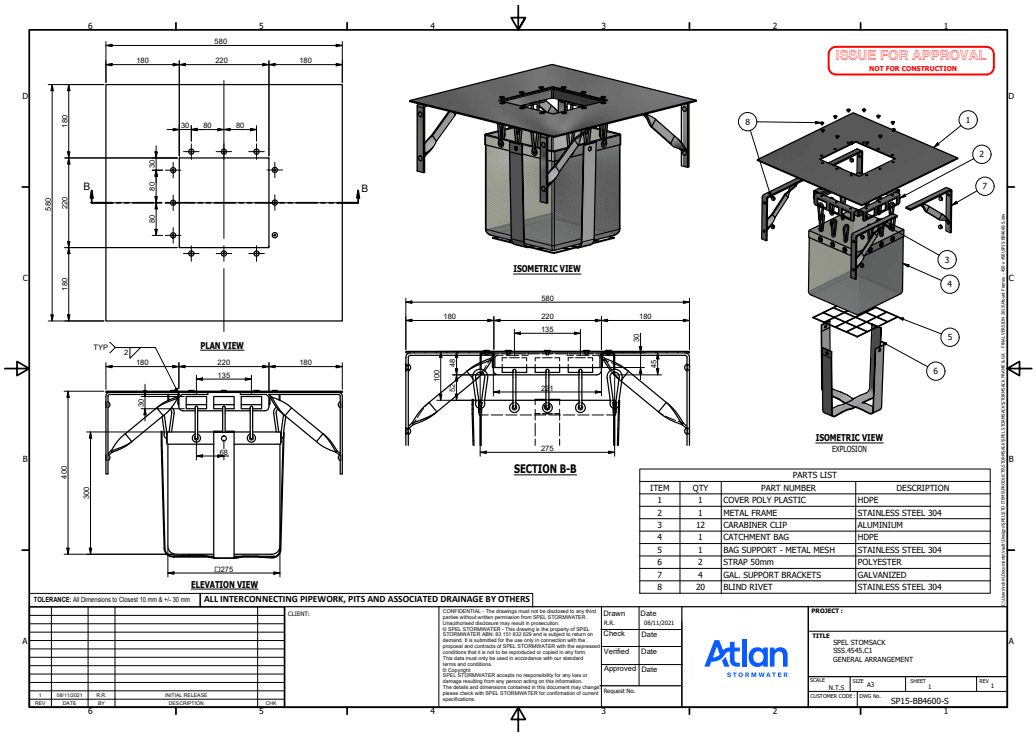
Features	
1.	1. Ultra-Durable Aluminium Frame • Available in 450x450mm, 600x600mm, 600x900mm and 900x900mm sizes • Custom pit arrangements upon request
2.	Black Poly Surround riveted to Frame • Can be cut to suit on site
3.	Reinforced Stormsack Bag • Bag has sewed eyelets • Square bottom design for even distribution
4.	Karabiners attach Bag to Frame for easy service & replacement
5.	5. Aluminium Support Angles & Fixings

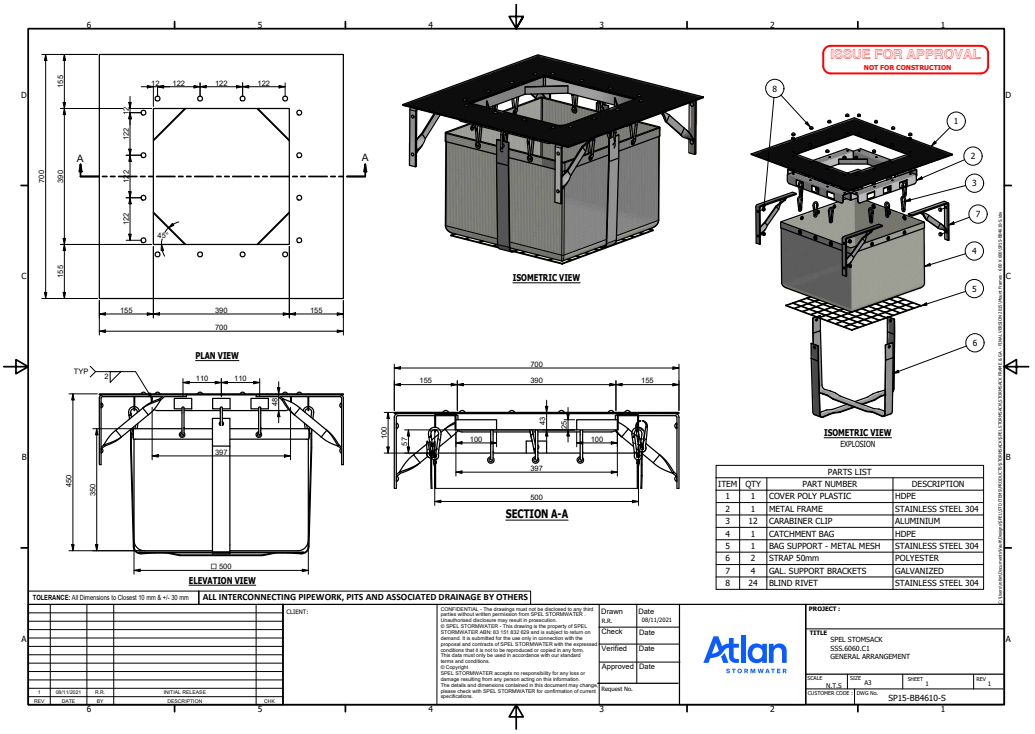


Standard StormSack to suit Pit Sizes
450x450mm
600x600mm
900x600mm
900x900mm

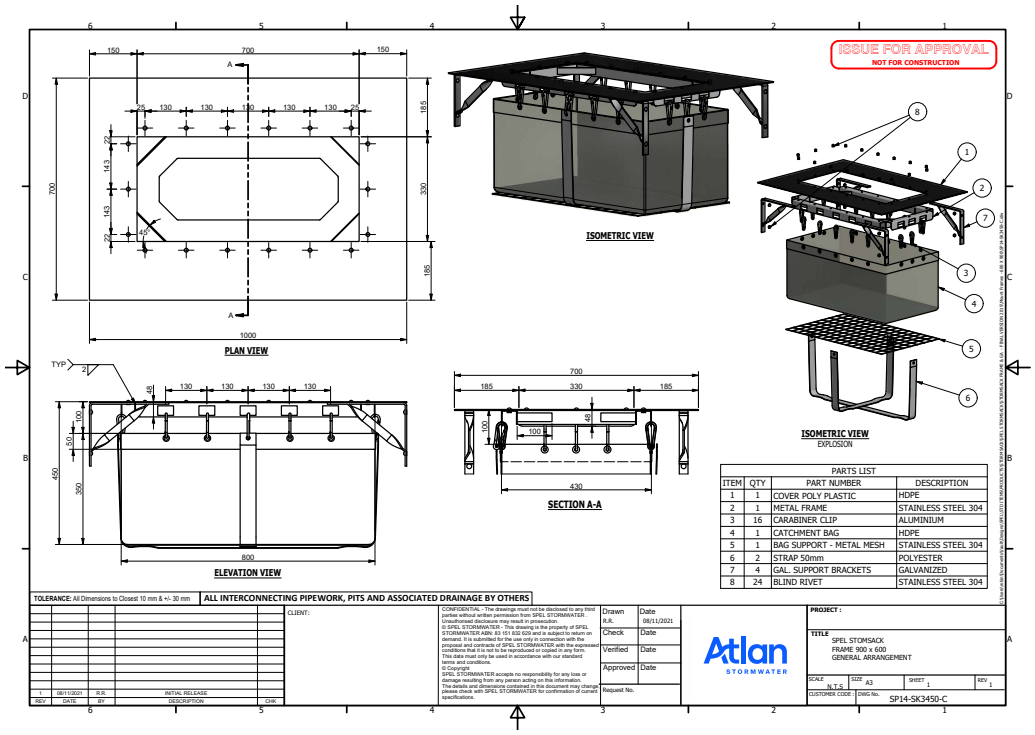
Custom sizes (i.e. 1200x900mm) can be manufactured on short lead times

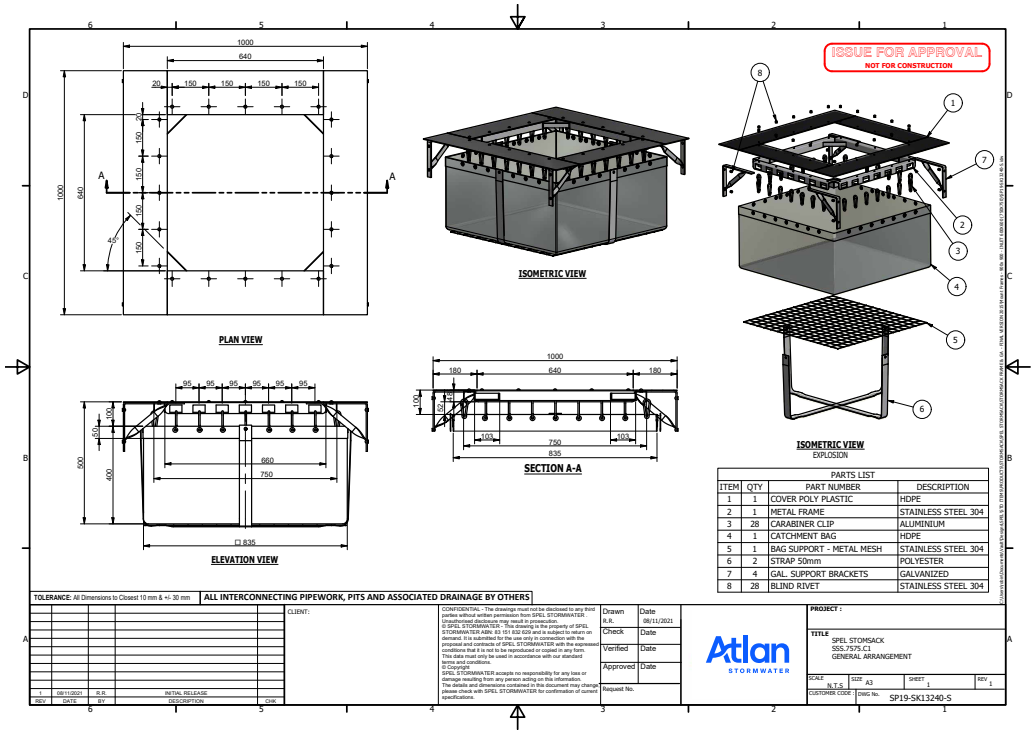
TECHNICAL DRAWINGS



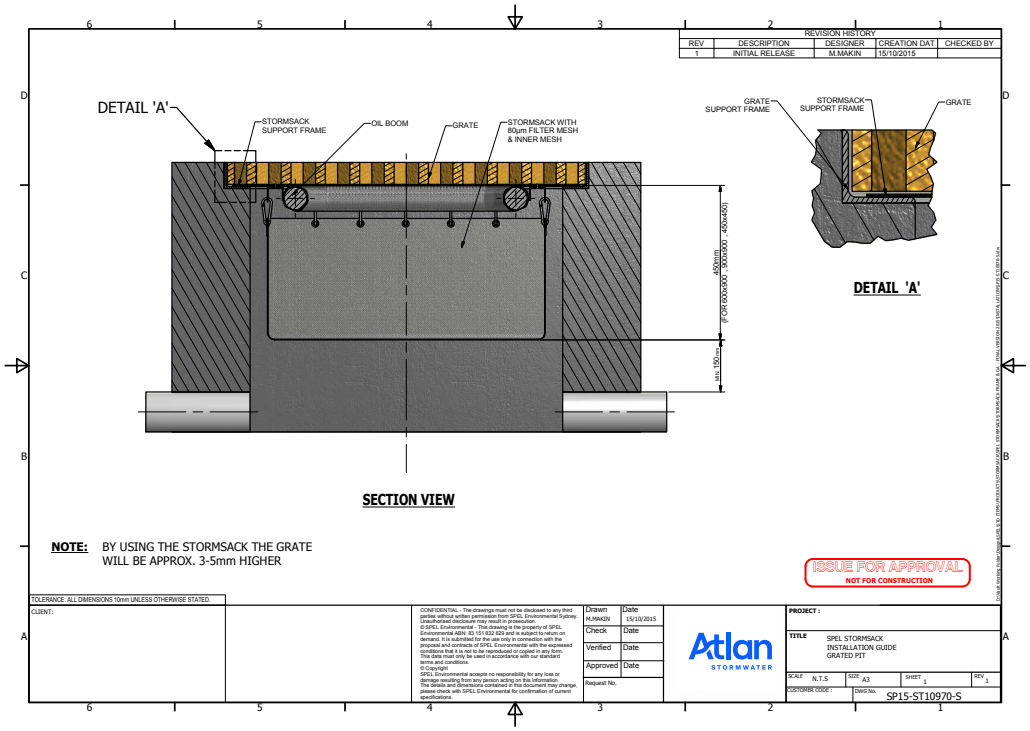


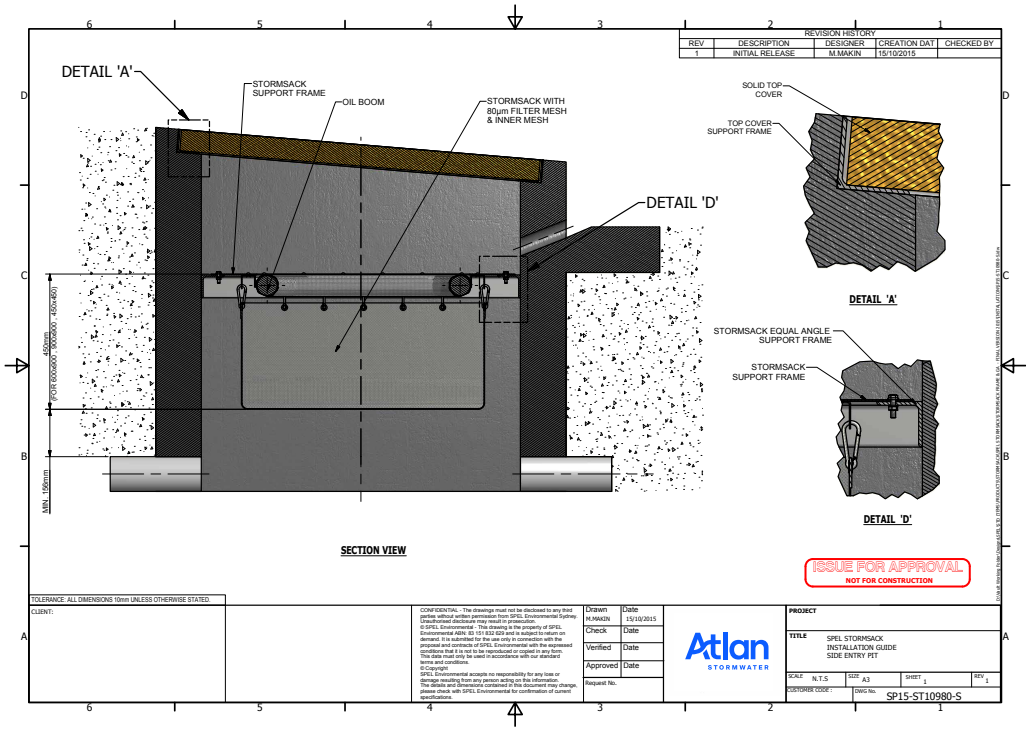
TECHNICAL DRAWINGS





INSTALLATION DETAILS





StormSack

At-Source Gross Pollutant Trap



Atlan STORMWATER

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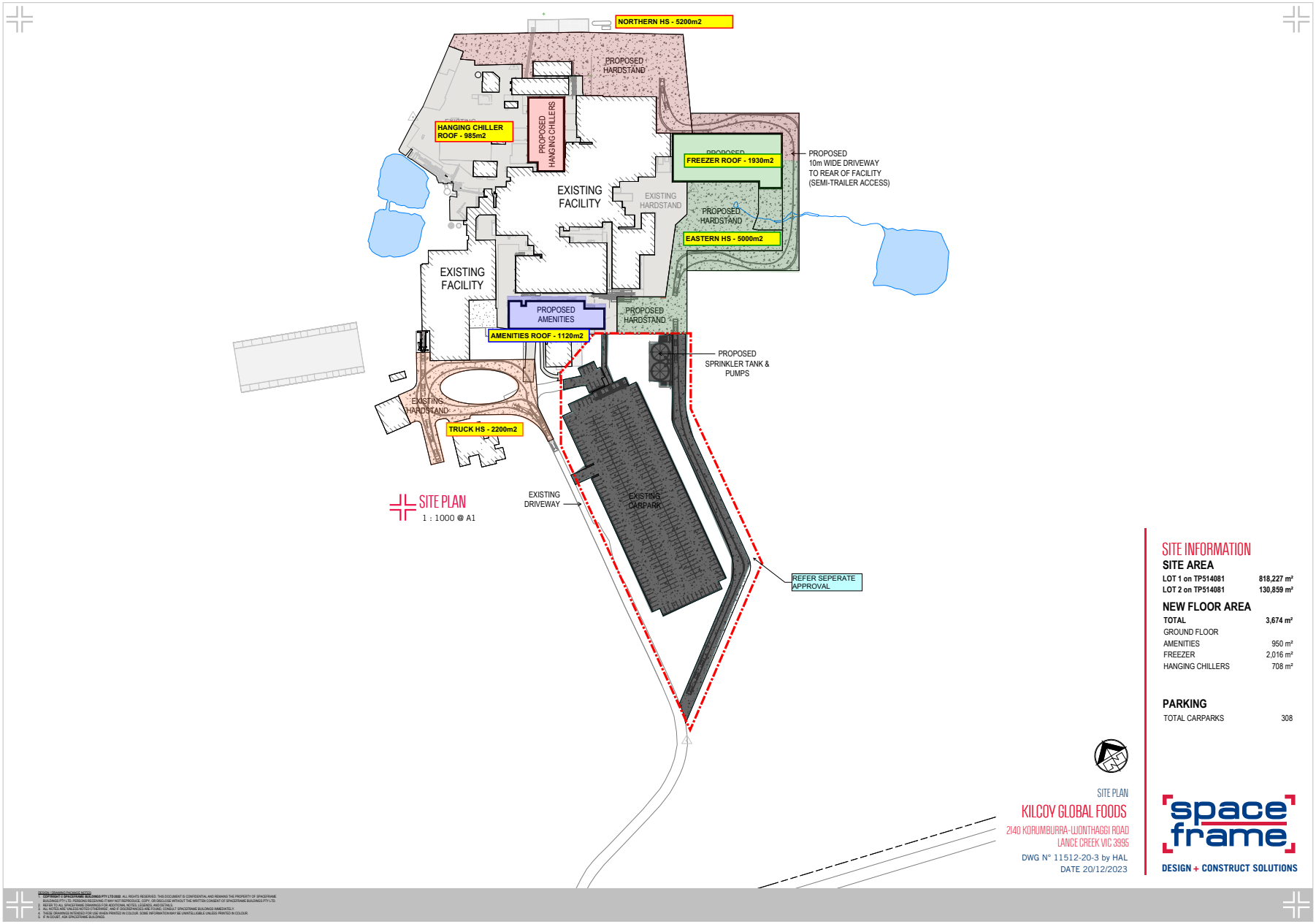
APPENDIX E CATCHMENT PLAN


NORTHERN HS - 5200m2
PROPOSED HARDSTAND
HANGING CHILLER ROOF - 985m2
PROPOSED HANGING CHILLERS
FREEZER ROOF - 1930m2
PROPOSED 10m WIDE DRIVEWAY TO REAR OF FACILITY (SEMI-TRAILER ACCESS)
EXISTING FACILITY
EXISTING HARDSTAND
PROPOSED HARDSTAND
EASTERN HS - 5000m2
EXISTING FACILITY
PROPOSED AMENITIES
PROPOSED HARDSTAND
AMENITIES ROOF - 1120m2
PROPOSED SPRINKLER TANK & PUMPS
EXISTING HARDSTAND
TRUCK HS - 2200m2
SITE PLAN
1 : 1000 @ A1
EXISTING DRIVEWAY
EXISTING CARPARK
REFER SEPERATE APPROVAL
SITE INFORMATION
SITE AREA
LOT 1 on TP514081 818,227 m²
LOT 2 on TP514081 130,859 m²
NEW FLOOR AREA
TOTAL 3,674 m²
GROUND FLOOR
AMENITIES 950 m²
FREEZER 2,016 m²
HANGING CHILLERS 708 m²
PARKING
TOTAL CARPARKS 308
SITE PLAN
KILCOY GLOBAL FOODS
2140 KORUMBURRA-LIONTHAGGI ROAD
LANCE CREEK VIC 3995
DWG N° 11512-20-3 by HAL
DATE 20/12/2023
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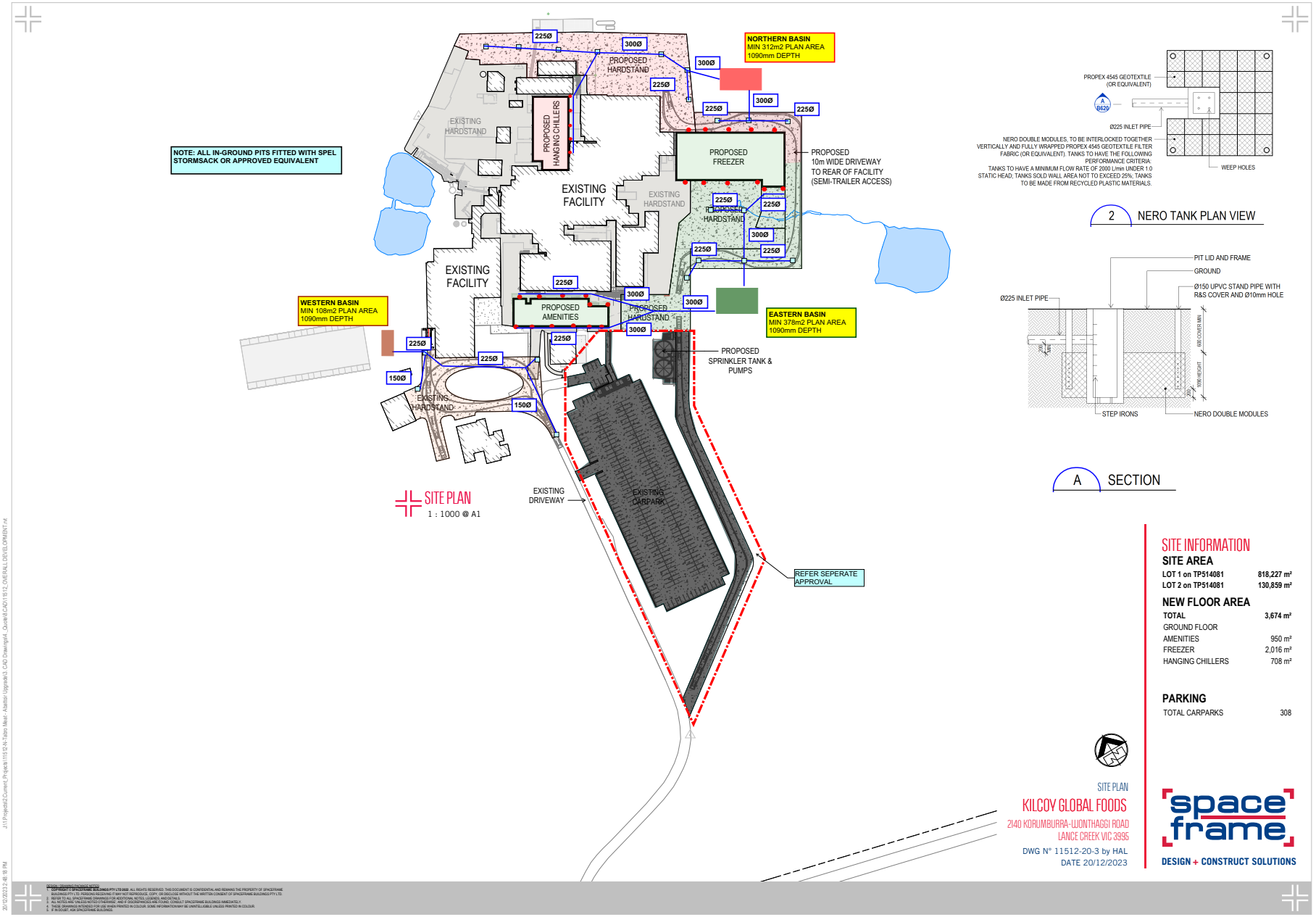
APPENDIX F STORMWATER DESIGN


NOTE: ALL IN-GROUND PITS FITTED WITH SPEL STORMSACK OR APPROVED EQUIVALENT
NORTHERN BASIN
MIN 312m2 PLAN AREA
1090mm DEPTH
WESTERN BASIN
MIN 108m2 PLAN AREA
1090mm DEPTH
EASTERN BASIN
MIN 378m2 PLAN AREA
1090mm DEPTH
EXISTING FACILITY
EXISTING FACILITY
EXISTING HARDSTAND
EXISTING HARDSTAND
EXISTING HARDSTAND
PROPOSED HARDSTAND
PROPOSED HARDSTAND
PROPOSED HARDSTAND
PROPOSED HANGING CHILLERS
PROPOSED FREEZER
PROPOSED AMENITIES
PROPOSED 10m WIDE DRIVEWAY TO REAR OF FACILITY (SEMI-TRAILER ACCESS)
PROPOSED SPRINKLER TANK & PUMPS
EXISTING DRIVEWAY
EXISTING CARPARK
REFER SEPERATE APPROVAL
225Ø
300Ø
150Ø
SITE PLAN
1 : 1000 @ A1
PROPEX 4545 GEOTEXTILE (OR EQUIVALENT)
Ø225 INLET PIPE
NERO DOUBLE MODULES, TO BE INTERLOCKED TOGETHER VERTICALLY AND FULLY WRAPPED PROPEX 4545 GEOTEXTILE FILTER FABRIC (OR EQUIVALENT). TANKS TO HAVE THE FOLLOWING PERFORMANCE CRITERIA: TANKS TO HAVE A MINIMUM FLOW RATE OF 2000 L/min UNDER 1.0 STATIC HEAD; TANKS SOLD WALL AREA NOT TO EXCEED 25%. TANKS TO BE MADE FROM RECYCLED PLASTIC MATERIALS.
WEEP HOLES
2 NERO TANK PLAN VIEW
PIT LID AND FRAME
GROUND
Ø150 UPVC STAND PIPE WITH R&S COVER AND Ø10mm HOLE
Ø225 INLET PIPE
STEP IRONS
NERO DOUBLE MODULES
A SECTION
SITE INFORMATION
SITE AREA
LOT 1 on TP514081 818,227 m²
LOT 2 on TP514081 130,859 m²
NEW FLOOR AREA
TOTAL 3,674 m²
GROUND FLOOR
AMENITIES 950 m²
FREEZER 2,016 m²
HANGING CHILLERS 708 m²
PARKING
TOTAL CARPARKS 308
SITE PLAN
KILCOY GLOBAL FOODS
2140 KORUMBURRA-LEONGATHAGGI ROAD
LANCE CREEK VIC 3995
DWG N° 11512-20-3 by HAL
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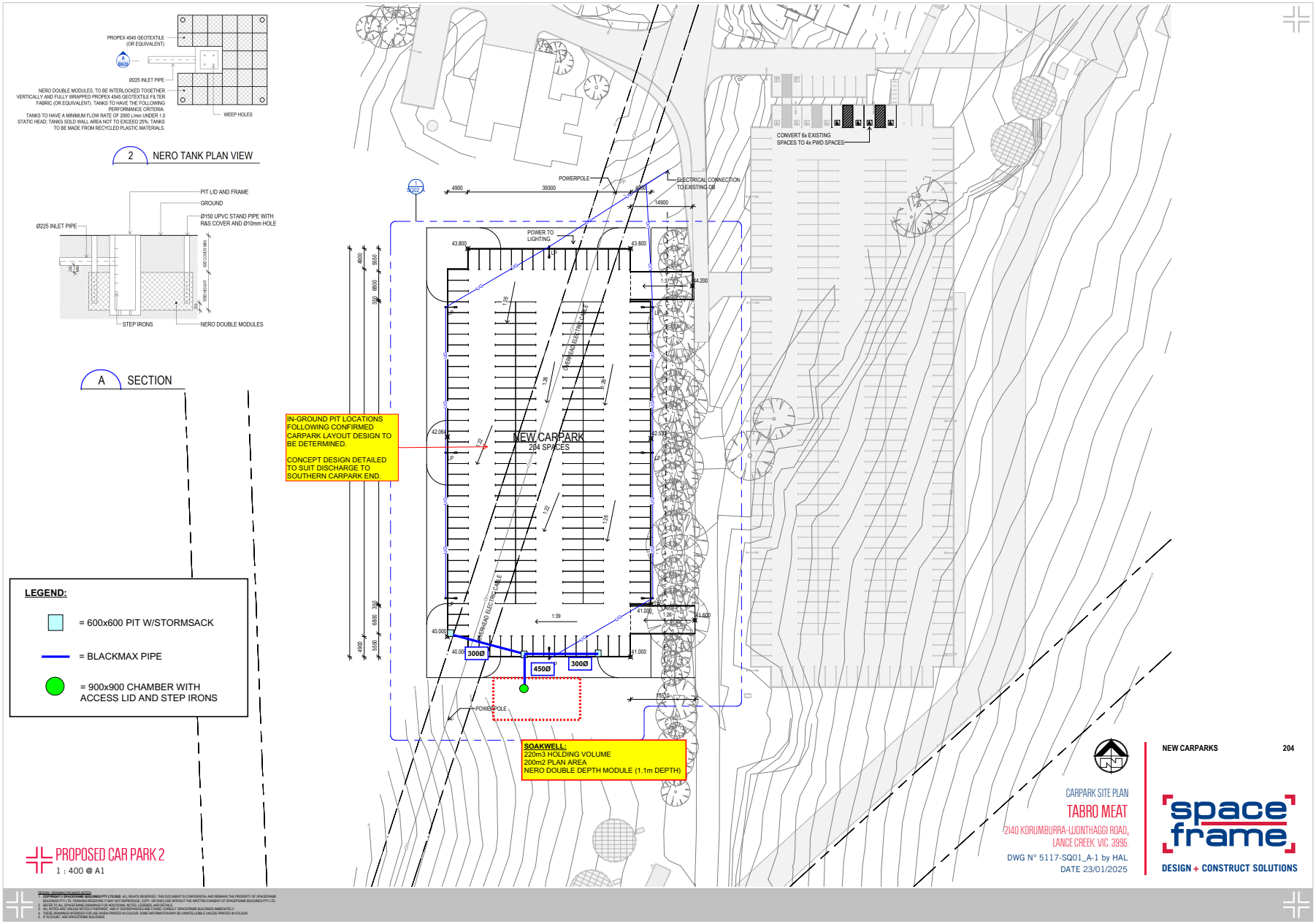
APPENDIX G STORMWATER DESIGN – ADDITIONAL CARPARKING AREAS


PROPEX 4545 GEOTEXTILE (OR EQUIVALENT)
Ø225 INLET PIPE
NERO DOUBLE MODULES, TO BE INTERLOCKED TOGETHER VERTICALLY AND FULLY WRAPPED PROPEX 4545 GEOTEXTILE FILTER FABRIC (OR EQUIVALENT). TANKS TO HAVE THE FOLLOWING PERFORMANCE CRITERIA: TANKS TO HAVE A MINIMUM FLOW RATE OF 2000 L/min UNDER 1.0 STATIC HEAD; TANKS SOLD WALL AREA NOT TO EXCEED 25%; TANKS TO BE MADE FROM RECYCLED PLASTIC MATERIALS.
WEEP HOLES
2 NERO TANK PLAN VIEW
PIT LID AND FRAME
GROUND
Ø150 UPVC STAND PIPE WITH R&S COVER AND Ø10mm HOLE
Ø225 INLET PIPE
STEP IRONS
NERO DOUBLE MODULES
A SECTION
IN-GROUND PIT LOCATIONS FOLLOWING CONFIRMED CARPARK LAYOUT DESIGN TO BE DETERMINED.
CONCEPT DESIGN DETAILED TO SUIT DISCHARGE TO SOUTHERN CARPARK END.
NEW CARPARK
204 SPACES
CONVERT 6x EXISTING SPACES TO 4x PWD SPACES
POWERPOLE
ELECTRICAL CONNECTION TO EXISTING DB
POWER TO LIGHTING
OVERHEAD ELECTRIC CABLE
300Ø
450Ø
SOAKWELL:
220m3 HOLDING VOLUME
200m2 PLAN AREA
NERO DOUBLE DEPTH MODULE (1.1m DEPTH)
LEGEND:
= 600x600 PIT W/STORMSACK
= BLACKMAX PIPE
= 900x900 CHAMBER WITH ACCESS LID AND STEP IRONS
PROPOSED CAR PARK 2
1 : 400 @ A1
NEW CARPARKS 204
CARPARK SITE PLAN
TABRO MEAT
2140 KORUMBURRA-LJONTHAGGI ROAD, LANCE CREEK. VIC. 3995.
DWG N° 5117-SQ01_A-1 by HAL
DATE 23/01/2025
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TABRO MEAT ABATTOIR UPGRADE

2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria

Noise Impact Assessment

HPC Planning

Date
27 June 2025

Report
247401.0153.R01V02

DOCUMENT CONTROL

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Document Approval	
Approver Signature	
Name	Samuel Wong
Title	Environmental Manager

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CONTENTS

1. Introduction 3

2. Study Area Description and Sensitive Receptors 5

3. Proposed Development 7

3.1 Process Overview 7

3.2 Planned Upgrade 7

4. Noise Measurements 10

4.1 Overview 10

4.2 Monitoring Equipment 10

4.3 Attended Noise Measurement 10

4.4 Noise Logging 12

4.5 Summary of the Existing Acoustic Environment 15

5. Noise Criteria 16

5.1 Overview 16

5.2 Noise Protocol 16

5.3 Rural Area Method 17

5.4 Adopted Noise Limits 17

6. Noise Modelling 19

6.1 Overview 19

6.2 Inputs and Assumptions 19

6.3 Noise Level Predictions and Discussion 23

7. Recommendations and Conclusion 25

APPENDICES

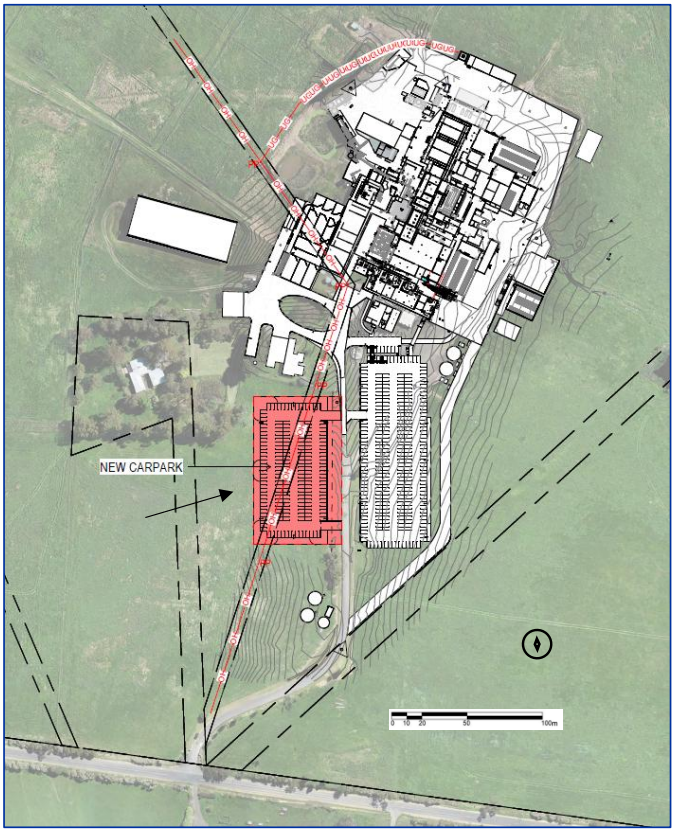
Appendix A Glossary

1. INTRODUCTION

Spaceframe Building commissioned Trinity Consultants Australia (Trinity) to conduct a noise impact assessment for the planned upgrade and increased throughput of the Tabro Meat abattoir at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria. The proposed upgrade aims to increase production capacity from 300 to 800 units per day and extend operational hours.

The existing buildings with proposed upgrades are shown in **Figure 1.1** (source: Space Frame, 23/01/2024).

Figure 1.1: Site Plan



Note: Space Frame 5117_TABRO_NEW_CARPARK_(2025_01_23)

The proposed increase in production will introduce additional noise sources to the site. Therefore, a noise assessment has been undertaken to assess the potential impacts of the expansion on nearby sensitive receptors and, where necessary, identify potential mitigation options.

In completing the assessment, reference has been made to the following guidelines and legislation:

- The site's current development permit (PDPLANPER-2023/000115).
- Victoria Environmental Protection Regulations 2021 S.R. No. 47/2021.
- VIC EPA Publication 1826.4 – Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues (2021).
- VIC EPA Publication 1997 – Technical Guide: Measuring and Analysing Industry Noise and Music Noise. (June 2021).

- VIC EPA Publication 1996 – Noise Guidelines: Assessing Low Frequency Noise (2021).

The purpose of this report is as follows:

- Review the proposed operations with respect to noise.
- Outline the relevant project noise criteria.
- Predict and assess the noise emissions from the development.
- Describe noise mitigation requirements, if any.

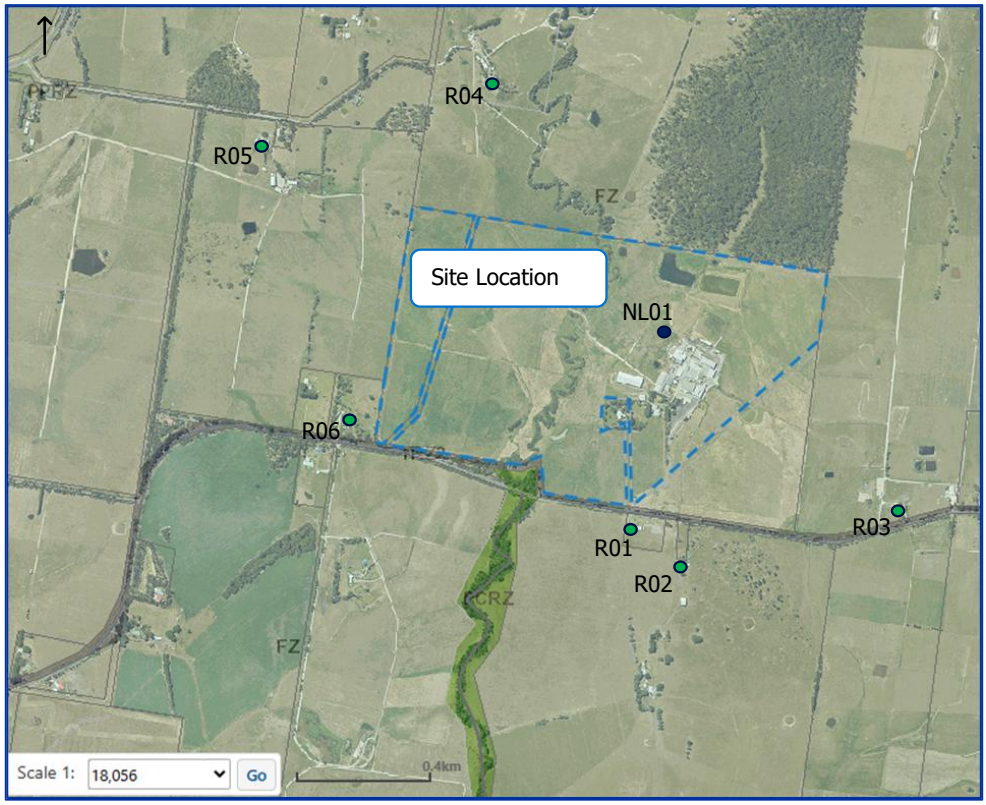
The scope of work focuses on the noise modelling of the proposed expanded activity. It is understood that no additional fixed noise-generating equipment will be installed onsite (beyond what was observed during a site visit on 14 November, 2024). The report will primarily address (through noise modelling) changes in the layout for cattle deliveries, increased deliveries, and car park movements. To assess cumulative, the contribution of the existing plant to overall noise levels has been assessed through noise monitoring.

To aid in the understanding of the terms in this report a glossary is included in **Appendix A**.

2. STUDY AREA DESCRIPTION AND SENSITIVE RECEPTORS

The proposed development is located at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria. The site location is shown in **Figure 2.1**.

Figure 2.1: Site Location (VicPlan accessed: 21/11/2024)



The following uses surround the abattoir (refer **Figure 2.1**):

- Generally cleared open land in the immediate surroundings of the site.
- Korumburra-Wonthaggi Road to the south.
- Residential dwellings to the west (R06), northwest (R04 and R05), south (R01 and R02) north and east (R03).

Attended noise measurements to represent the offsite environment were undertaken at locations: R01, R03, R04 and R06. Extended noise logging representing the onsite environment was undertaken at location NL01. Further details of noise monitoring undertaken for this assessment are presented in **Section 4**.

The list of sensitive receptors and their approximate distance to the abattoir is presented in **Table 2.1**.

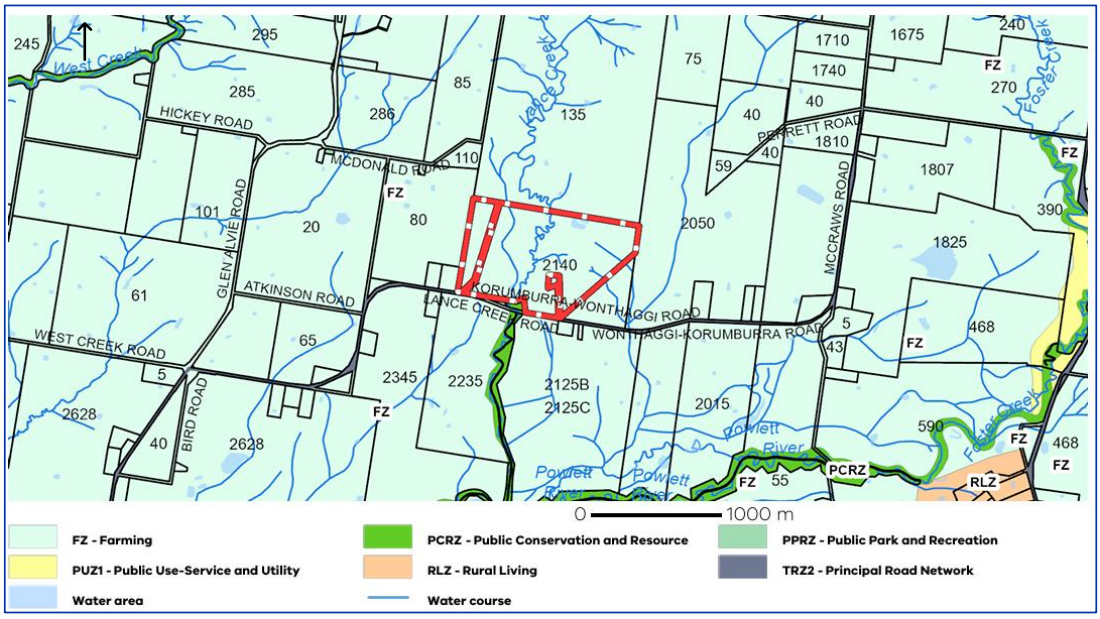
Table 2.1 Sensitive Receivers List

Receiver	Address	Approx. Distance from Main Factory Building, metres
R01	2139 Korumburra- Wonthaggi Rd	440
R02	2125A Korumburra- Wonthaggi Rd	500

Receiver	Address	Approx. Distance from Main Factory Building, metres
R03	2050 Korumburra Wonthaggi Rd	690
R04	135 McDonald Rd	1000
R05	80 McDonald Rd	1400
R06	2230 Korumburra Wonthaggi Rd	1010

As per **Figure 2.2**, the site is situated in a Farming Zone (FZ) and the noise-sensitive uses identified above are within the same zone. To the south of the site is Korumburra-Wonthaggi Road, which falls within a Principal Road Network (TRZ2) zone.

Figure 2.2: Site Zoning (VicPlan accessed: 21/11/2024)



3. PROPOSED DEVELOPMENT

This section provides an overview of the activities involved in the abattoir's operations, including the daily schedules and the number of vehicles arriving at the site.

3.1 Process Overview

The abattoir process involves several key stages to ensure the humane and efficient livestock processing into meat products. An overview of the process steps is presented below:

1. **Delivery and Preslaughter Handling:**
   Livestock are transported to the abattoir and held in pens with access to water but no feed for 12-24 hours to reduce stress and aid processing.
2. **Stunning and Slaughtering:**
   Animals are humanely stunned (mechanical, electrical, or CO_2 gas) to render them unconscious before exsanguination to ensure maximal blood removal.
3. **Carcass Processing:**
   After slaughter, animals are skinned, eviscerated, and split. Internal organs are inspected for health, and hides are preserved for leather production.
4. **Chilling and Fabrication:**
   Carcasses are chilled to prevent spoilage, then cut into retail portions or processed into various meat products.
5. **Cleaning and Maintenance:**
   Equipment and facilities, including pens, processing areas, and freezers, are thoroughly cleaned and sanitised to maintain hygiene standards.
6. **Storage and Transport:**
   Meat products are stored in temperature-controlled freezers and dispatched for distribution under strict cold-chain protocols.

3.2 Planned Upgrade

The planned upgrade of the Tabro Meat facility, as shown in **Figure 3.2,** will involve seven working days, Monday to Sunday, with activities categorised as shown in **Table 3.1**. It is noted that the site is currently to approved operate from 6 am to 6 pm Monday to Friday (Condition 7 of Planning Permit 2023/000115).

Table 3.1 Planned Activities

Operation	Activities	Hours of Operation
General livestock management	Feeding, watering, housing, de-pasturing, general livestock management duties, administering health management.	Unrestricted
Unloading, sorting, and transferring livestock to the kill floor	Unloading, sorting, and transferring livestock.	6:00 am to 7:00 pm, Monday to Saturday
Plant management	Repairing and maintenance of all abattoir machinery and equipment.	Unrestricted
General cleaning and sanitisation	Cleaning, sanitising, and handling/removing waste products to storage.	Unrestricted

Operation	Activities	Hours of Operation
Wastewater treatment management	Managing wastewater treatment facility, holding ponds, equipment repairs, and irrigating pastures.	Unrestricted
Abattoir operations – Kill Floor and Boning Room		5:30 am to 6:30 pm, Monday to Saturday
Transfer of meat products to Cold Storage		6:00 am to 10:00 pm, Monday to Saturday
Employee vehicle movements	Employees travel to and from the facility in cars and minibuses.	5:00 am to 7:00 pm, Monday to Saturday
Vehicle movements for ancillary operations	Employees working in general livestock management, plant management, cleaners, wastewater management, maintenance of plant and equipment, and irrigation operations.	Unrestricted
Heavy vehicle movements	Deliveries of livestock, equipment, goods, waste products, and cold storage meat products to and from the abattoir.	5:00 am to 10:00 pm, Monday to Saturday; 12:00 pm to 10:00 pm Sunday (Sundays restricted to 1 vehicle per hour)
Internal operations for loading cold storage meat products	No vehicle movements to exit the abattoir site.	Unrestricted, Monday to Saturday,
Additional operations	Operations not covered under points 1 to 11.	By prior written approval of Bass Coast Council planning staff
Emergency operations	Activities related to fire management and livestock management.	Unrestricted

The vehicle turnaround is expected to be as follows:

- Approximately 600 employees will be assigned across shifts. Carpooling will be implemented, reducing the number of staff vehicle movements to 476.
- Heavy truck movement and deliveries in the range of 27-29 vehicles per day will occur.
- Curfew (i.e. no vehicle movements) to be implemented from 10 pm to 5 am.

The planned abattoir upgrade will not introduce any new fixed mechanical noise-generating equipment. Instead, the primary change will be an increase in traffic, including heavy goods vehicles and cars, which is expected to approximately double compared to the current levels. The only change in noise spatial distribution across the site will come from the addition of a new car park located southwest of the main abattoir building.

The timeline for abattoir activities is presented in **Figure 3.1.**

Figure 3.1: Abbotoir Activities Timeline

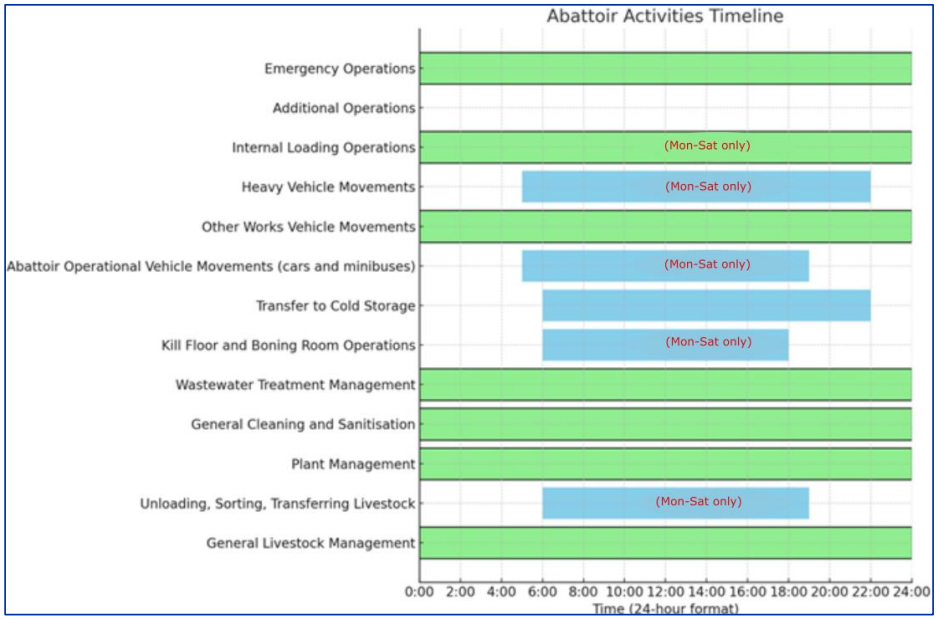
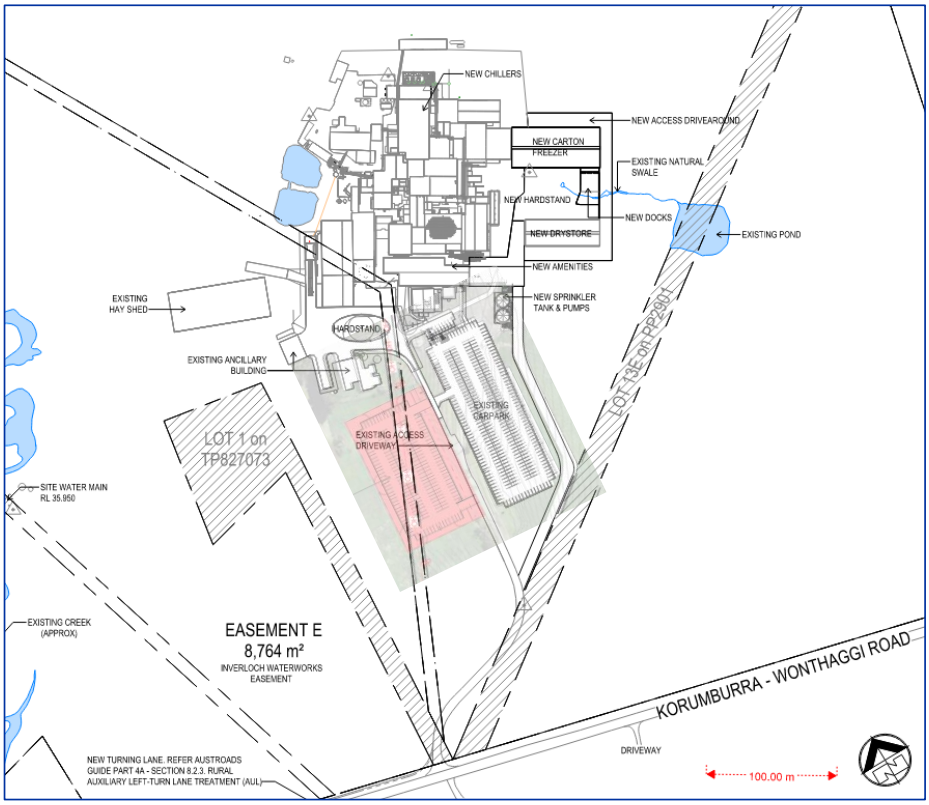


Figure 3.2: Proposed Facility Upgrade



Source: Background Drawing: Space Frame PDPLANPER 2024 001423 ENDORSED PLANS, New Car Park (in red) drawing: (5117_TABRO_NEW_CARPARK_(2025_01_23)

4. NOISE MEASUREMENTS

4.1 Overview

Acoustic measurements consisted of a series of attended noise measurements and continuous unattended noise logging. The noise measurement locations are shown in **Figure 2.1** and are described as follows:

- **Location R01**: Located at the driveway of 2139 Korumburra- Wonthaggi Rd, next to the Korumburra-Wonthaggi Rd, and opposite to the entrance to the facility.
- **Location R03**: Located at the driveway of 2050 Korumburra Wonthaggi Rd, next to the Korumburra-Wonthaggi Rd, approximately 800m east of the facility.
- **Location R04**: Located next to the driveway to 135 McDonald Rd, approximately 950 m from the facility, located at the hill to the north of abattoir.
- **Location R06**: Located at the driveway of 2230 Korumburra Wonthaggi Rd, approximately 1 km to the west of the facility.
- **Location NL01**: Located onsite, representing existing noise from the facility.

The noise monitoring was undertaken to establish existing noise levels in the area, and more specifically, the noise contribution from existing abattoir operations.

4.2 Monitoring Equipment

The noise monitoring was undertaken in general accordance with Australian Standard AS1055 Acoustics – Description and VIC EPA Publication 1997 – Technical Guide: Measuring and Analysing Industry Noise and Music Noise.

The sound level meters have been checked, adjusted and aligned to conform to the Type 1 specifications by a third-party NATA accredited laboratory within the last 24 months and issued with a conformance certificate.

Table 4.1: Summary of Monitoring Equipment

Position	Instrument Model	Instrument Serial	Calibration Due Date	Field Calibration* Pre / Post (dBA)
NL01	Svantek SV307A	137602	31/01/2026	94.1 / 94.0
Attended (R01-R06)	Norsonic Nor 140	1405206	08/01/2025	94.0 / 93.7
Calibration	Pulsar 105	62686	23/10/2025	-

**A variation of 0.5 dB is within acceptable tolerances*

Field calibrations of each of the instruments were undertaken prior to and immediately after monitoring was completed. All instruments were fitted with a windshield.

4.3 Attended Noise Measurement

Attended noise measurements were conducted at Locations R01, R03, R04, and R06. These measurements were carried out during the evening and night of Wednesday, 13 November 2024, and during the day and evening of Thursday, 14 November 2024. A field- and laboratory-calibrated Norsonic NOR140 sound level meter was used for the measurements. The microphone was positioned approximately 1.5 meters above natural ground level in a free-field environment.

Weather during the daytime monitoring was partially cloudy and 16 °C, and 1 to 2 m/s wind speed, except Location R04 at the hill, where wind gusts over 5 m/s from SSW were recorded.

The nighttime monitoring weather was calm at 12-15 °C, with minimal cloud cover and light air.

The measured noise levels are summarised inTable 4.2: Attended Noise Measurement Results**Table 4.2**.

Table 4.2: Attended Noise Measurement Results

Location	Date, Time and Duration	Results and Notes		
		Daytime (7 am to 6 pm)	Evening (6 pm am to 10 pm)	Nighttime (10 pm to 7 am)
R01 2139 Korumburra-Wonthaggi Rd	**D:** 12:03 pm 14/11/2024 30 minutes **E:** 8:33 pm 13/11/2024 30 minutes **N:** 10:58 pm 13/11/2024 30 minutes	Statistical noise levels: L_{eq} 67 dBA and 71 dBC, L_{10} 63 dBA, L_{90} 34 dBA, L_{min} 31 dBA Cows mooing: 35 to 45 dBA Car/UTE pass-by: 90 dBA Track pass-by: 83 dBA Frogs: 30 dBA Birds: 40 to 50 dBA Tractor: 85 dBA **Tabro Meat onsite noise: up to 36 dBA due to mechanical noise, truck activity at the entrance 80 dBA**	Statistical noise levels: L_{eq} 54 dBA and 59 dBC, L_{10} 51 dBA, L_{90} 30 dBA, L_{min} 28 dBA Cows mooing: 40 to 56 dBA Car pass-by: 72 dBA Track pass-by: 83 dBA Frogs: 30 dBA Birds: 30 to 35 dBA **Tabro Meat onsite noise: up to 30 dBA due to mechanical noise, tonal component distinguishable @5khz.**	Statistical noise levels: L_{eq} 51 dBA and 55 dBC, L_{10} 39 dBA, L_{90} 30 dBA, L_{min} 28 dBA Insects: 36 dBA Car pass-by: 80 dBA Traffic noise in the background: 32 to 36 dBA **Tabro Meat onsite noise: up to 30 dBA due to mechanical noise, tonal component distinguishable @5khz.**
R03 2050 Korumburra Wonthaggi Rd	**D:** 5:07 pm 14/11/2024 30 minutes **E:** 6:00 pm 14/11/2024 30 minutes **N:** 11:36 pm 13/11/2024 30 minutes	Statistical noise levels: L_{eq} 60 dBA and 68 dBC, L_{10} 58 dBA, L_{90} 35 dBA, L_{min} 31 dBA Birds: 35 to 55 dBA Car pass-by: 80 dBA Traffic noise in the background: 35 to 40 dBA Horse noise: 42 dBA **Tabro Meat onsite noise: up to 35 dBA due to mechanical noise, barely audible.**	Statistical noise levels: L_{eq} 58 dBA and 65 dBC, L_{10} 57 dBA, L_{90} 36 dBA, L_{min} 32 dBA Birds: 40 to 60 dBA Traffic noise in the background: 40 to 50 dBA Car pass-by: 82 dBA Frogs: 40 dBA **Tabro Meat onsite noise: up to 41 dBA, noisy activity increased just after 6 pm.**	Statistical noise levels: L_{eq} 40 dBA and 50 dBC, L_{10} 43 dBA, L_{90} 35 dBA, L_{min} 32 dBA Insects, Frogs: 35 to 40 dBA Horse noise: 55 dBA Cow noise: 48 dBA **Tabro Meat onsite noise: Sound pressure level (SPL) up to 40 dBA, not defining background levels.**
R04 135 McDonald Rd	**D:** 4:10 pm 14/11/2024 5 minutes (stopped due to elevated winds) **E:** 9:20 pm 13/11/2024 30 minutes **N:** 10:01 pm 13/11/2024 30 minutes	Statistical noise levels: L_{eq} 40 dBA and 67 dBC, L_{10} 42 dBA, L_{90} 37 dBA, L_{min} 34 dBA Traffic noise in the background: up to 40 dBA Excavator noise (unknown source): up to 40 dBA Birds: 35 to 45 dBA **Tabro Meat onsite noise: up to 36 dBA due to mechanical plant.**	Statistical noise levels: L_{eq} 41 dBA and 55 dBC, L_{10} 42 dBA, L_{90} 37 dBA, L_{min} 35 dBA Cows mooing: 52 dBA Car pass-by on the local road: 60 dBA Insects: 36 dBA Birds: 30 to 35 dBA **Tabro Meat onsite noise: up to 40 dBA due to mechanical plant.**	Statistical noise levels: L_{eq} 39 dBA and 49 dBC, L_{10} 41 dBA, L_{90} 35 dBA, L_{min} 33 dBA Cow noise: 40 to 45 dBA Traffic noise in the background: 40 to 44 dBA Insects: 38 dBA Gunshot: 69 dBA **Tabro Meat onsite noise: SPL up to 40 dBA due to mechanical plant, the noise decreased**

Location	Date, Time and Duration	Results and Notes		
		Daytime (7 am to 6 pm)	Evening (6 pm am to 10 pm)	Nighttime (10 pm to 7 am)
				2-3 dBA after 15 minutes of measurement. Site activity did not define background levels.
R06 2230 Korumburra Wonthaggi Rd	**D:** 4:29 pm 14/11/2024 30 minutes **E:** 6:45 pm 14/11/2024 No measurement/sense review **N:** 10:48 pm 13/11/2024 5 minutes	Statistical noise levels: L_{eq} 63 dBA and 68 dBC, L_{10} 64 dBA, L_{90} 38 dBA, L_{min} 31 dBA Birds: 38 to 50 dBA Cars in the background: 38 to 42 dBA Car pass-by: 80 dBA Agricultural works: 40 dBA **Tabro Meat onsite noise: inaudible**	**Tabro Meat onsite noise: inaudible**	Statistical noise levels: L_{eq} 37 dBA and 49 dBC, L_{10} 36 dBA, L_{90} 30 dBA, L_{min} 28 dBA Insects: 38 dBA **Tabro Meat onsite noise: inaudible**

Note: The reported noise levels, excluding the statistical noise levels, are the instantaneous levels read from the sound level meter, and generally represent the range in noise levels or highest noise levels, which was read from the meter display for a particular noise source.

4.4 Noise Logging

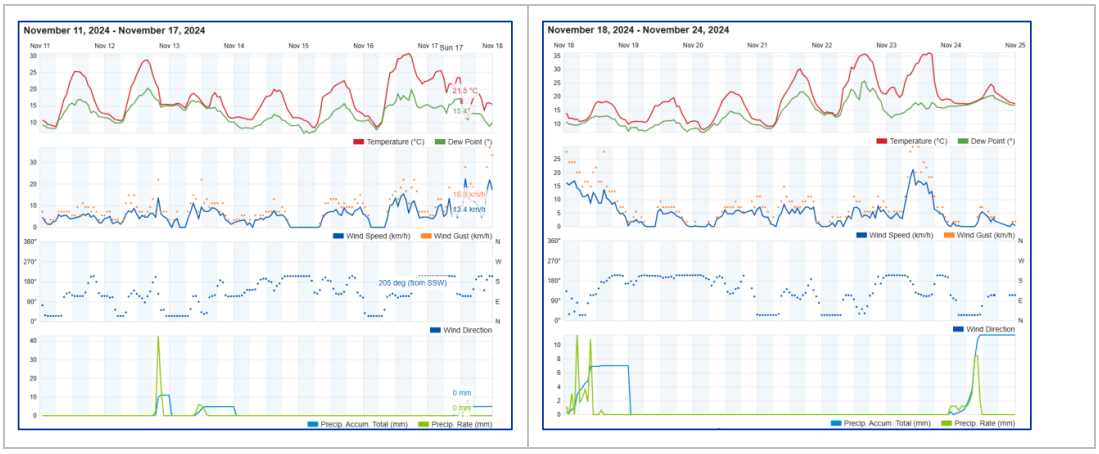
Noise logging was undertaken at Location NL01 in the free field, at a distance of approximately 80m away from cooling towers, which were the main noise sources at Tabro Meat. Logging was conducted from Thursday, 14/11/2024, to Tuesday, 19/11/2024 using field and laboratory calibrated Svantek SV307A environmental noise loggers.

Weather data from the Lance Creek Weather Station (station ID: ILANCE1; data sourced from www.wunderground.com) indicates that the weather during the monitoring period was generally fine, with notable temperature variations. On Saturday, 16 November, the temperature amplitude exceeded 20°C, while on Monday, 18 November, experienced rainfall of up to 12 mm. Wind speeds were mostly mild, occasionally exceeding 5 m/s.

An analysis of onsite noise levels during this period (refer to **Figure 4.1** and **Figure 4.2**) shows that fluctuations in noise were more influenced by changes in weather conditions than by the time of day, which could also be distinguished, refer to **Table 4.3**. Noise levels peaked from late Saturday afternoon and remained elevated through Sunday despite the site being non-operational except for fixed equipment.

Overall, the noise monitoring data is deemed reliable and suitable for inclusion in this report.

Figure 4.1: Weather Data for Lance Creek (11-20 November 2025)



The measured noise levels are shown in **Figure 4.2** and **Figure 4.3**.

Figure 4.2: Graph of Noise Logging Results at Location NL01

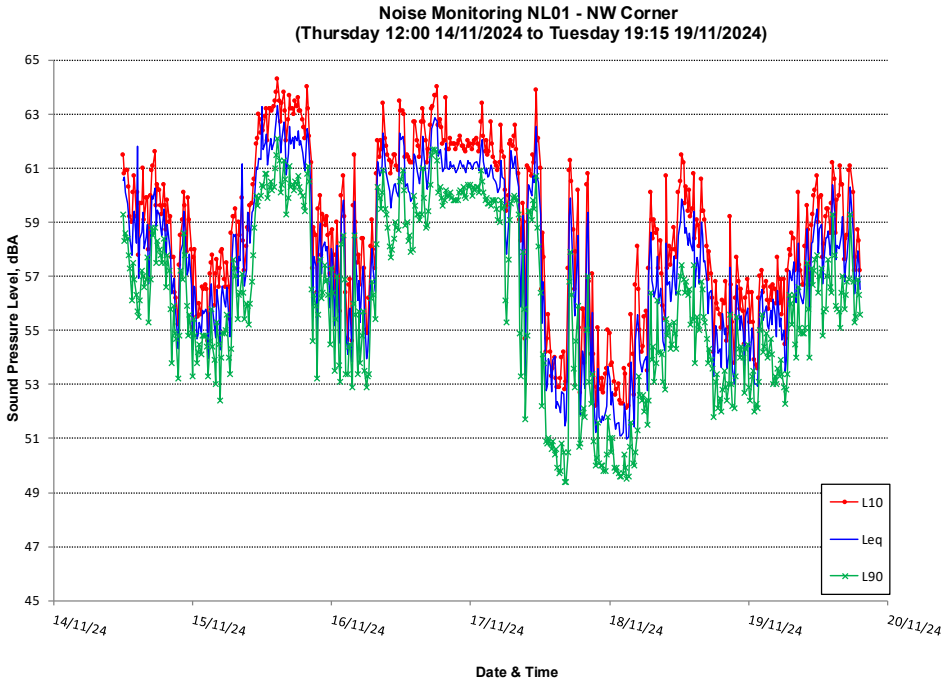
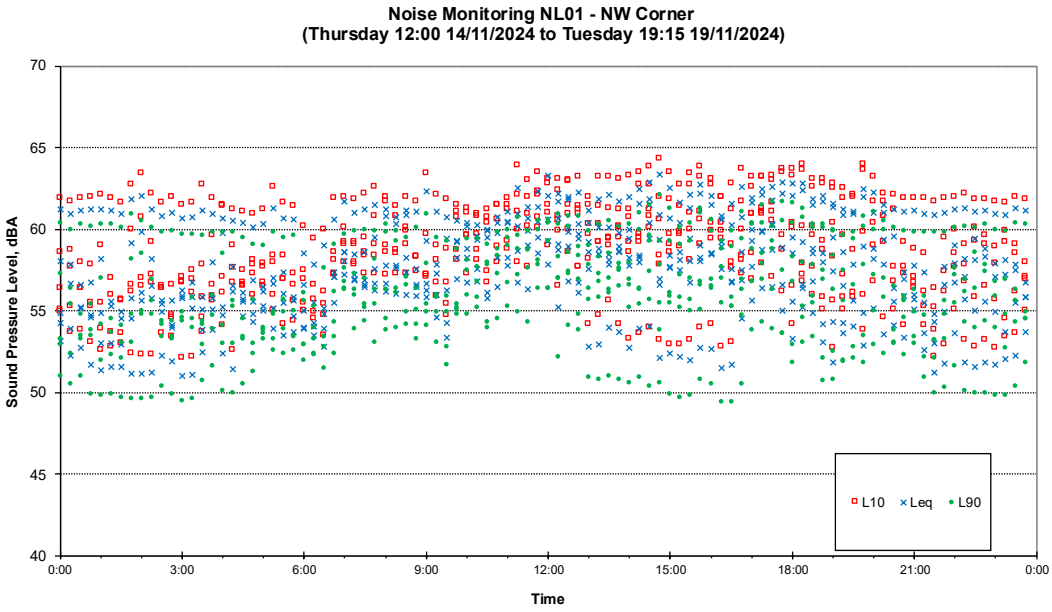


Figure 4.3: Graph of 24-hrs Noise Logging Results at Location NL01



From the noise logging, the statistical results have been summarised in **Table 4.3** .

Table 4.3: Statistical Noise Levels at Location NL01

Parameter	Noise Levels dBA [Maximum-Top 10%-(Average)-Bottom 10%-Minimum]		
	Day	Evening	Night
L_{max}	81, 75, (69), 64, 60	80, 71, (65), 59, 55	79, 65, (62), 57, 55
L_1	74, 65, (62), 59, 55	66, 65, (61), 56, 53	65, 63, (59), 55, 53
L_{10}	64, 63, (60), 56, 53	64, 63, (59), 54, 52	63, 62, (57), 53, 52
L_{eq}	63, 62, (59), 55, 51	63, 62, (58), 53, 51	62, 61, (56), 52, 51
L_{90}	62, 61, (57), 52, 49	62, 60, (56), 52, 50	61, 60, (55), 50, 50

The noise levels recorded from the abattoir site show consistent patterns throughout the day, evening, and nighttime, with values remaining within a relatively narrow range. This consistency indicates that the noise is primarily generated by fixed equipment rather than variable operational activities.

During the daytime, the maximum noise levels (L_{max}) reach approximately 81 dBA, while the average noise levels (L_{eq}) are around 59 dBA, and background noise levels (L_{90}) are at 57 dBA. Similarly, in the evening, the L_{max} slightly reduces to 80 dBA, with L_{eq} at 58 dBA and L_{90} at 56 dBA. At night, the levels remain comparable, with L_{max} at 79 dBA, L_{eq} at 56 dBA, and L_{90} at 55 dBA.

These results demonstrate that the abattoir's noise contributions are stable across all periods, with only minor fluctuations. The consistent background noise (L_{90}) suggests that the primary source of noise is steady, likely fixed equipment such as cooling tower, rather than intermittent activities. Peak noise events (L_{max}) occur occasionally, likely due to specific operational activities, but these do not significantly alter the overall acoustic environment. This stability indicates a low variability in the site's noise impact, regardless of the time of day.

4.5 Summary of the Existing Acoustic Environment

The acoustic environment surrounding the abattoir varies significantly depending on location, time of day, and the presence of specific activities. The main sources of noise in the area include mechanical sounds from the abattoir, traffic on the main road, natural sounds such as birds, frogs, and insects, as well as occasional human activities like agricultural work and shooting.

During the day, noise levels are generally higher due to increased traffic and agricultural activities, with equivalent continuous sound levels (L_{eq}) ranging from 40–67 dBA. Bird calls and vehicle pass-by events are the most prominent contributors to the soundscape, with maximum levels exceeding 80 dBA during high-impact events such as vehicle or tractor operations.

In the evening, noise levels decrease slightly, with L_{eq} values ranging from 40–58 dBA. Due to lower background levels, mechanical plant from the abattoir becomes more noticeable at this time, especially at locations to the east and north of the facility, such as R03 and R04. Natural sounds, including frogs and insects, begin to dominate the acoustic environment, while traffic on Korumburra-Wonthaggi Rd continues to contribute to background noise.

Nighttime is generally the quietest period, with L_{eq} levels ranging from 37–51 dBA. However, mechanical noise from the abattoir is audible at some locations. At R03 and R04, it is distinguishable with steady background levels (L_{90}) of up to 36 dBA, indicating a low but consistent presence. At R01, the mechanical noise is faint, measured at levels below 30 dBA, but it has a tonal characteristic. In contrast, the abattoir's mechanical noise is completely inaudible at R06, where distant traffic, insects, and frogs primarily shape the soundscape.

Each location reveals a distinct sound profile. At R01, the abattoir noise blends with traffic and natural ambient noises like birds, frogs, and cows. At R03, the mechanical noise from the abattoir is more prominent, alongside the background influence of traffic and natural sounds. At R04, the mechanical noise is again distinguishable at night but less intrusive than traffic and occasional events such as a gunshot. At R06, the abattoir noise is not detected, and the acoustic environment is dominated by distant traffic and natural ambient sounds, especially during nighttime hours when L_{eq} values can drop to 37 dBA.

In summary, the soundscape near the abattoir along Korumburra-Wonthaggi Rd is a mix of natural and artificial noises, with the abattoir's contribution being generally low but occasionally distinguishable, depending on the location. While daytime and evening periods are marked by higher levels of traffic and agricultural noise, nighttime is quieter, dominated by natural sounds and sporadic mechanical noise from the abattoir at locations to the east and north. At locations to the west, such as R06, the abattoir's noise is completely inaudible.

5. NOISE CRITERIA

5.1 Overview

EPA Victoria issues development licences for various activities under the Environment Protection Act 2017. These licences and approvals are necessary for activities that could significantly impact the environment. The EPA can also grant exemptions from the requirement to hold a development licence if the applicant meets the criteria outlined in the Environment Protection Regulations 2021. Currently, Tabro Meat Pty Ltd holds an operating licence for the abattoir at 2140 Korumburra-Wonthaggi Road, Lance Creek, which needs updating.

This section discusses the criteria that Tabro Meat must follow.

5.2 Noise Protocol

Noise emissions from commercial, industrial, and trade premises must comply with the relevant Victorian environmental legislation pertaining to noise. The applicable legislation is EPA Guideline 1826.4, *Noise limit and assessment protocol for the control of noise from commercial, industrial and trade premises and entertainment venues* (Noise Protocol).

The provisions of the Noise Protocol have been integrated into the Environment Protection Regulations 2021 (EP Regulations), effective from the commencement of the amended Environment Protection Act 2017 on 1 July 2021. EPA Publication 1826.4 establishes a protocol for determining noise limits for both new and existing commercial, industrial, and trade premises, as well as entertainment venues, as defined by the EP Regulations. It specifies the methodology for assessing the effective noise level to determine unreasonable noise under the EP Regulations.

The Noise Protocol prescribes the methodology for determining the maximum permissible effective noise level in noise-sensitive areas from any commercial or industrial premises based on the time period (day, evening, night), land use zoning, and existing background noise levels.

During operations, facilities must demonstrate compliance with the General Environmental Duty as stipulated by the Environment Protection Act 2017. This duty requires any entity engaging in activities that may pose risks of harm to human health or the environment from pollution or waste to minimise those risks, as far as reasonably practicable, to ensure that potential noise emissions from site activities do not adversely impact the surrounding ambient environment.

There are two primary methodologies for determining appropriate environmental noise criteria, depending on the location of the noise sensitive receiver being assessed:

- Part I A.1 Noise Limits - Urban Area Method
- Part I A.2 Noise Limits - Rural Area Method

The Urban Area Method must be utilised when the noise-sensitive receiver is located within a major urban area, while the Rural Area Method is applied when the noise-sensitive receiver is located outside a major urban area. The major urban area boundary is defined by the Victorian Government[1].

Given the project location, all identified noise-sensitive receivers are situated outside a major urban area boundary. Consequently, the environmental noise criteria are determined in accordance with the Rural Area Method.

[1] https://discover.data.vic.gov.au/dataset/major-urban-area-location-polygons-and-table

5.3 Rural Area Method

All identified noise-sensitive receivers and the future facility site are located outside a Major Urban Area. Therefore, the applicable noise limits should be established in accordance with Part I Section A-2 of the Noise Protocol.

The following steps are used to determine the applicable noise limits for the site:

7. **Determine the Zone Level** from Table B.1 of the Noise Protocol (EPA Victoria Guideline 1826.4), considering both the FZ Generation zone and the FZ Receiving zone.
8. **Apply distance adjustment levels**. The Noise Protocol specifies:

   "if the noise generator and receiver are covered by the same contiguous zone, the distance adjustment is 0 dB;

   if the noise generator and receiver are not located in land use zones with the same zone code subtract 1 dB for every 100 metres of receiver distance".

The 'receiver distance' is the shortest distance from the receiver to the boundary of the zone where the noise emitter is located.

If a distance adjustment is required, the maximum allowable subtraction is 9 dB. The next steps to follow are:

9. **Base Noise Level Check.** Compare the distance-adjusted levels against the baseline noise levels specified in the Noise Protocol/EP Regulations for each period of the day and adopt the higher value.
10. **Background Level check and adjustment.** Conduct a background level assessment if the noise-sensitive receivers are located within a 'background relevant area.' A background relevant area is defined as a noise-sensitive area where background levels may be higher than typical for a rural area (e.g. new freeway or highway traffic).

Note that no distance adjustment is necessary if the noise-generating activity and sensitive receivers are within the same contiguous planning zone. Although the Road Zone (Korumburra Wonthaggi Rd) separates the facility and the nearest receivers to the south, it does not trigger a distance adjustment. According to Section 20(d) of the Noise Protocol, "if there is a zone for a road or a railway line that divides a noise emitting zone, ignore the road or railway zone (that is, the zone should be treated as one contiguous zone for the receiver-distance adjustment)". Finally, the area is not considered a background relevant area, therefore, background noise monitoring is not necessary.

5.4 Adopted Noise Limits

The applicable zone levels are derived based on current planning zones and compared with baseline noise limits in accordance with the Environment Protection Regulations 2021 (applicable limits cannot be lower than baseline limits). The project-specific criteria have been established and are presented in **Table 5.1**.

In terms of time period, Clause 116 of the Environmental Protection Regulation 2021 specifies the following:

- **Day period** means Monday to Saturday (except public holidays), from 7 a.m. to 6 p.m.;
- **Evening period** means—
  - (i) Monday to Saturday, from 6 p.m. to 10 p.m.; and
  - (ii) Sunday and public holidays, from 7 a.m. to 10 p.m.;
- **Night period** means 10 p.m. to 7 a.m. the following day.

Table 5.1 Derived Noise Limits – Rural Area Method

Receiver ID	Zoning Levels, L_{Aeq} dB			Base Noise Levels, L_{Aeq} dB			Derived Noise Limit, L_{Aeq} dB		
	Day	Evening	Night	Day	Evening	Night	Day	Evening	Night
R01	46	41	36	45	37	32	46	41	36
R02	46	41	36	45	37	32	46	41	36
R03	46	41	36	45	37	32	46	41	36
R04	46	41	36	45	37	32	46	41	36
R05	46	41	36	45	37	32	46	41	36
R06	46	41	36	45	37	32	46	41	36

A previous noise assessment was undertaken for a historical application over the existing site ("Noise Impact Assessment - Exemption Application" for Tabro Meat Abattoir, located at 2140 Korumburra-Wonthaggi Road, Lance Creek, prepared by GHD Pty Ltd on 17 February, 2023). Similar to this current assessment, background noise monitoring was not performed for the nearest identified noise-sensitive receivers for the 2023 assessment. This decision was based on their sufficient distance from significant noise sources, such as freeway or highway traffic and surf sounds. Consequently, these receivers are not classified within a background-relevant area.

6. NOISE MODELLING

6.1 Overview

For the purposes of assessing impacts associated with noise emissions from the proposed extended hour operations, noise modelling of key noise sources from the subject site was completed using the proprietary computer modelling software CadnaA 2024.

CadnaA incorporates the influence of meteorology, existing terrain, ground type and air absorption in addition to source characteristics to predict noise impacts at receiver locations. The prediction method incorporated into CadnaA is in accordance with ISO Standard 9613-2 (1996) Acoustics – Attenuation of sound during propagation outdoors.

The following sections discuss the inputs, assumptions, and results of the noise modelling.

6.2 Inputs and Assumptions

The following data has been used in the noise calculations for the Tabro Meat extended hours proposal:

- All predictions have been undertaken in accordance with ISO Standard 9613-2. ISO 9613-2 predictions are relevant for light to moderate downwind conditions (1 to 5 m/s) or a well-developed moderate ground-based temperature inversion (e.g. clear, calm night).
- The predictions have been assessed for 5 time periods:
  - Morning shoulder period: 5 am to 7 am
  - Day: 7 am to 6 pm
  - Evening shoulder period: 6 pm to 7 pm
  - Evening: 7 pm to 10 pm
  - Night: 10 pm to 5 am
- The main sources of the noise have been divided into categories presented in **Table 6.1** below:

Table 6.1 Modelled Noise Sources

Site Activity	Main Noise Sources	Period Of The Day				
		Morning shoulder period (5 am - 7 am)	Day (7 am to 6 pm)	Evening shoulder period (6 pm to 7 pm)	Evening (7 pm to 10 pm)	Night (10 pm to 5 am)
Unloading, sorting, transferring livestock	Cattle trucks movement	√	√	√	√[2]	
Mobile plant	Forklift, tractor	√	√	√	√	√
General cleaning and sanitisation	High-pressure washers	√	√	√	√	√
Wastewater treatment management	Wastewater treatment plant	√	√	√	√	√
Abattoir operational vehicle movements (cars and minibuses)	Cars and minibuses movements, car park activities	√	√	√		
Other works vehicle movements	Cars movements, carpark activities	√	√	√	√	√

[2] Evening threshold is applicable for the cattle truck movement on Sunday, 12:00 pm to 10:00 pm.

Site Activity	Main Noise Sources	Period Of The Day				
		Morning shoulder period (5 am - 7 am)	Day (7 am to 6 pm)	Evening shoulder period (6 pm to 7 pm)	Evening (7 pm to 10 pm)	Night (10 pm to 5 am)
Heavy vehicle movements	Truck movements	√	√	√	√	
Internal loading operations	Refrigerated truck idling, loading dock activities	√	√	√	√	√
Mechanical plant	Chillers, boilers	√	√	√	√	√

- The locations of noise sources are shown in **Figure 6.1**. The model contains noise sources representative of peak hour conditions to calculate the noisiest 1-hour noise level compared to the criteria.
- The site's car parking and truck movements are summarised below in **Table 6.2**.

Table 6.2 Projected Car Park and Truck Movement Numbers

Category	Details	Vehicle Type	Projected Frequency	Modelled Frequency (worst case 1-hour)
Cattle Transport	Cattle	B - Double	11 per day	1 – Morning shoulder period 2 – Day period 1 – Evening shoulder period
		Single trailer	8 per day	
Goods Delivery	Hides Collection	Single Trailer	2 per day	2 – Morning shoulder period 2 – Day period 2 – Evening shoulder period 2 – Evening Period
	Waste Collection - Render	Single Trailer	3 per day	
	Waste Disposal - Landfill & Recycling	Single Side Loader	1 per day	
	Waste Disposal - Septic	Single Trailer Tanker	1 per day	
	General Deliveries	Van	2 per day	
	Laundry	4 Ton Box Truck	1 per day	
	Stores/Packaging	10 Ton Truck	1 per day	
	Diesel Delivery	Single Trailer Tanker	1 per fortnight	
	Warehouse	Container Truck	10 per day	
		Single Trailer	2 per day	
Employee Parking	Processing Workers[3]	-	-	403 – All periods except evening and night (one way)
	Other Types of Work[4]	-	-	74 - All periods (one way)

- The noise contained within the fully enclosed building is negligible, while the other external noise sources have been modelled. Therefore, no calculation for noise breakout from the processing buildings (e.g. kill floor, transfer to cold storage) have been performed.

[3] 403 carparks required
[4] 74 carparks required

- The receptors are positioned beginning from the northern boundary of the site and continue in a counterclockwise direction, extending to the southeast. The locations of receptor points are shown in **Figure 2.1**.
- Ground contours for the site were obtained from Vicmap™ available from datashare.maps.vic.gov.au as 10 metres of noise contours on 2 December 2024.
- Receiver heights of 1.8m have been used in the noise model for receivers at the ground floor facades.

The noise source data (i.e. sound power, spectral data, source height, duration and/or number of events) used in the model are included in

Table 6.3. The noise source data is based on Trinity's in-house library and attended noise measurements on 14 November 2024, obtained when the site was fully operational.

Figure 6.1 Noise Sources

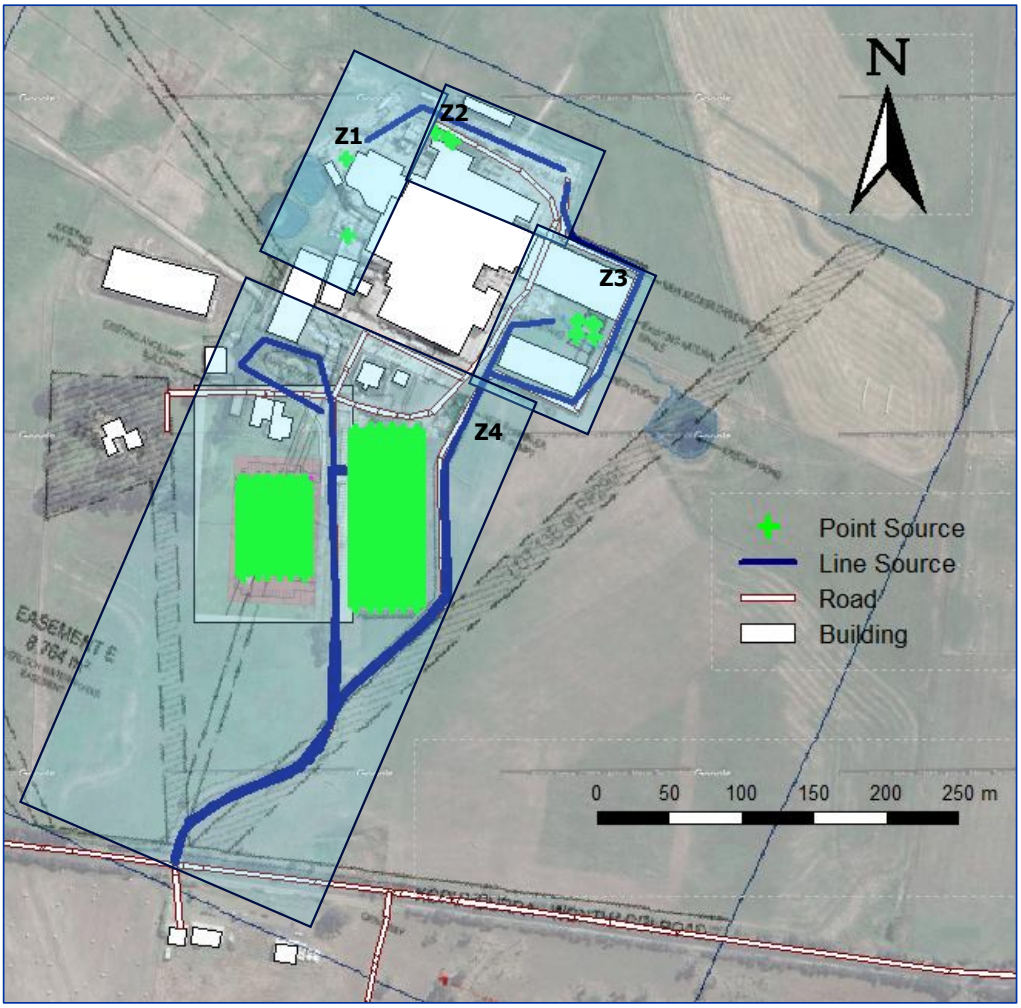


Table 6.3: Noise Source Data

Noise Source	Octave Band Noise Data dBA								Overall Noise Level dBA	Height (m)	Operational time / no. of events per hour (during normal operating hours)
	63Hz	125Hz	250Hz	500Hz	1kHz	2kHz	4kHz	8kHz			
Northern Section of the Site (Zone 2)											
Chillers	85	94	102	107	101	99	96	89	108	10	100%
Boilers[5]	78	87	92	95	95	93	90	85	100	6	100%
Tractor Movement	75	76	77	83	87	85	81	71	91	2	6 per hr
Forklift Movement	78	82	85	86	87	84	80	73	93	2	6 per hr
Pressure Cleaning	61	77	84	89	88	87	86	82	94	1.5	100%
Western Section of the Site (Zone 1)											
Waste Processing[2]	38	59	76	87	96	96	91	81	99	4	100%
Waste Truck Movement	78	82	91	86	90	97	99	97	103	2	1 per hr
Tractor Movement	75	76	77	83	87	85	81	71	91	2	6 per hr
Forklift Movement	78	82	85	86	87	84	80	73	93	2	6 per hr
Pressure Cleaning	61	77	84	89	88	87	86	82	94	1.5	100%
Eastern Section of the Site (Zone 3)											
Refrigerated Truck Unit	73	80	84	90	94	91	83	74	97	2	100% at 3 docks
Loading Dock Operations	77	97	105	105	105	104	98	91	111	2	5% at 3 docks
Pressure Cleaning	61	77	84	89	88	87	86	82	94	1.5	100%
Trucks	78	82	91	86	90	97	99	97	103	2	2 per hr
Southern Section of the Site - Onsite Vehicles Route (Zone 4)											
Car Door Slam and/or Engine Start	65	75	86	86	86	86	80	75	92	1.5	As per **Table 6.2**
Good Delivery/Cattle Truck Movement[6]	78	82	91	86	90	97	99	97	103	2	4 per hr
Car Movement	56	67	78	78	78	78	72	67	83	1	As per **Table 6.2**

Note: The assumed speed limit for vehicles has been set at 20 km/h

During the site visit, tonal components and low-frequency noise were not detected, except at location R01, where they were audible at overall levels below 30 dBA. This component was only noticeable because the background noise at the time was very low, making it negligible under normal conditions. Therefore, no additional corrections have been implemented.

Given the proposed changes are primarily associated with vehicle movements, low frequency is not expected to be an issue.

[5] GHD | Kilcoy Global Foods | 12571199 | Noise Impact Assessment - Exemption Application
[6] Route to be planned to avoid reversing

6.3 Noise Level Predictions and Discussion

Based on the assumptions from **Section 6.2**, compliance with the noise criteria has been assessed. The baseline noise levels for the existing Tabro Meat Abattoir facility have been determined through onsite observations, measurements, and calculations. This data was utilized to calibrate a noise model, which was subsequently updated to account for the proposed changes, including increased traffic volumes, the addition of a new parking area, and a higher number of trucks at the loading bay.

Cumulative noise impacts have been assessed, taking into account existing and proposed activities. Predicted noise levels for future operations are tabulated in **Table 6.4**.

Table 6.4: Noise Level Results for Future Operations

Receivers	Modelled Future Abattoir Noise, L_{eq} (dBA)					Compliance?
	Morning Shoulder (5am-7am)	Day (7am-6pm)	Evening Shoulder (6pm-7pm)	Evening (7pm-10pm)	Night (10pm-5am)	
Limit	**36**	**46**	**41**	**41**	**36**	
R1	**42**	42	**42**	38	34	No
R2	35	35	35	32	29	Yes
R3	**38**	38	38	38	**38**	No
R4	35	35	35	35	35	Yes
R5	29	29	29	29	29	Yes
R6	29	29	29	29	29	Yes

For future operations, non-compliance has been identified at two receptor locations (R1 and R3) during the morning shoulder period. These receptors are the closest to the site, with R1 located to the south and R3 to the southeast.

During the evening shoulder period, exceedance of noise criteria was observed at R1, while the night-time criteria was exceeded at R3. The exceedances at R1 were primarily due to the increased number of cars and truck movements, whereas the exceedance at R3 was caused by the increased presence of freezer trucks at the loading bays.

To address this, the following mitigation measures are recommended:

- Avoid pressure cleaning between 5:00 am and 7:00 am.
- Limit operations to only 1 dock (with 1 freezer truck) during the night (10:00 pm to 7:00 am).
- Allow a maximum of 1 truck per hour to enter (or exit) the site between 5:00 am and 7:00 am.

Any activities on Sunday, including cattle truck movements from 12:00 pm to 10:00 pm, must be planned in the same manner as those scheduled during the morning shoulder (5:00 am to 7:00 am)[7], from Monday to Saturday. Therefore, a maximum of one truck per hour may enter or exit the site during these times.

[7] This is because predicted noise levels for the 5 am to 7 am Morning Shoulder achieves the noise criteria for Sunday

Predicted noise levels after mitigation measures are implemented, are presented in **Table 6.5**.

Table 6.5: Noise Level Results for Future Operations with Mitigation

Receivers	Modelled Future Abattoir Noise, L_{eq} (dBA)					Compliance?
	Morning Shoulder (5am-7am)	Day (7am-6pm)	Evening Shoulder (6pm-7pm)	Evening (7pm-10pmm)	Night (10pm-5am)	
Limit	**36**	**46**	**41**	**41**	**36**	
R1	**40**	42	**42**	38	34	Yes
R2	33	35	35	32	28	Yes
R3	36	38	38	38	36	Yes
R4	35	35	35	35	35	Yes
R5	28	29	29	29	29	Yes
R6	28	29	29	29	29	Yes

The predicted noise levels meet the criteria at all receptor locations except for R1, provided the proposed mitigation measures are implemented. At R1, noise levels exceed the criteria by only 1 dB during the evening shoulder period and 4 dB during the morning shoulder period, primarily due to staff vehicle movement (along access driveway, which is opposite R1).

However, these levels are comparable to the lowest L_{Aeq} levels recorded at night (37-40 dBA at R03 and R06 between 10 pm and midnight), when there was minimal influence from nearby traffic. These measurements were not influenced or defined by site activities. L_{Aeq} levels are likely to be higher during the shoulder periods (5 am to 7 am and 6 pm to 7 pm). Furthermore, any potential for impacts would be limited in duration.

To minimise noise impacts from staff arriving/departing, it is recommended that staff are trained in and made aware of the site's noise requirements. For staff, this will involve good driving behaviour (e.g. unnecessary/loud revving and acceleration of cars, not congregating at site entrance).

7. RECOMMENDATIONS AND CONCLUSION

Spaceframe Building commissioned Trinity to conduct a noise impact assessment for the planned upgrade and increased throughput of the Tabro Meat abattoir at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria.

The planned abattoir upgrade will not introduce any new fixed noise-generating equipment to the site. Instead, the primary change will be an increase in traffic (due to the higher throughput), including heavy goods vehicles and cars, which is expected to approximately double compared to the current levels. The only change in noise spatial distribution across the site will come from the addition of a new car park located southwest of the main abattoir building.

Noise monitoring has been undertaken to establish existing levels during normal operations of the abattoir, and the results are shown in **Section 0**. In summary, the soundscape near the abattoir along Korumburra-Wonthaggi Rd is a mix of natural and artificial noises, with the abattoir's contribution being generally low (and inaudible at some receptors) and if audible, it is occasionally distinguishable, depending on the location.

The noise criteria are outlined in **Section 5** based on the Rural Method detailed in the EPA Victoria Noise Protocol. The most stringent noise criterion is 36 dBA for the night period (10 pm to 7 am). The nearest sensitive receptors to the abattoir are rural residential dwelling (minimum separation distance of 440 metres to the south).

The inputs, assumptions, and results of the noise modelling are discussed in **Section 6**. The key findings are listed below:

- For future operations, non-compliance of the noise criteria has been identified at two receptors (R1 and R3) during the 5 am to 7 am period and 6 pm to 7 pm period. Exceedances of up to 6 dBA and 2 dBA are predicted for these periods, respectively.
- Review of the modelling indicates that vehicles accessing/leaving the site along the on-site driveway (directly opposite Receptor R1) are the main contributor to total noise levels and predicted exceedances.

To address exceedances, the following mitigation measures are recommended:

- Manage cleaning activities - avoid pressure cleaning between 5:00 am and 7:00 am.
- Manage loading dock operations - limit operations to only 1 dock (with 1 freezer truck) during the night (10:00 pm to 7:00 am).
- Manage truck access - allow a maximum of 1 truck per hour to enter (or exit) the site between 5:00 am and 7:00 am.
- Any activities on Sunday, including cattle truck movements from 12:00 pm to 10:00 pm, must be planned in the same manner as those scheduled during the morning shoulder (5:00 am to 7:00 am), from Monday to Saturday. Therefore, a maximum of one truck per hour may enter or exit the site during these times.

The predicted noise levels meet the criteria at all receptor locations except for R1, provided the proposed mitigation measures are implemented. At R1, noise levels exceed the criteria by only 1 dB during the evening shoulder period and 4 dB during the day shoulder period, primarily due to staff vehicle movement (along on-site driveway). However, these levels are comparable to the lowest L_{Aeq} levels recorded at night from 10 pm to midnight, noting that L_{Aeq} levels are likely to be higher during the shoulder periods (5 am to 7 am and 6 pm to 7 pm). Furthermore, any potential for impacts would be limited in duration.

To minimise noise impacts from staff arriving/departing, it is recommended that staff are trained in and made aware of the site's noise requirements. For staff, this will involve good driving behaviour (e.g. unnecessary/loud revving and acceleration of cars, not congregating at site entrance).

APPENDIX A GLOSSARY

Parameter or Term	Description
dB	The decibel (dB) is the unit measure of sound. Most noises occur in a range of 20 dB (quiet rural area at night) to 120 dB (nightclub dance floor or concert).
dBA	Noise levels are most commonly expressed in terms of the 'A' weighted decibel scale, dBA. This scale closely approximates the response of the human ear, thus providing a measure of the subjective loudness of noise and enabling the intensity of noises with different frequency characteristics (e.g. pitch and tone) to be compared.
Day	Monday to Saturday (except public holidays), from 7 a.m. to 6 p.m
Evening	(i) Monday to Saturday, from 6 p.m. to 10 p.m.; and (ii) Sunday and public holidays, from 7 a.m. to 10 p.m.
Night	10 p.m. to 7 a.m. the following day.
Free-field	The description of a noise receiver or source location which is away from any significantly reflective objects (e.g. buildings, walls).
L_{10}	The noise level exceeded for 10% of the measurement period. It is sometimes referred to as the average maximum noise level.
L_{90}	The noise level exceeded for 90% of the measurement period. This is commonly referred to as the background noise level.
L_{eq}	The equivalent continuous sound level, which is the constant sound level over a given time period, which is equivalent in total sound energy to the time-varying sound level, measured over the same time period.
$L_{eq,1hour}$	As for Leq except the measurement intervals are defined as 1 hour duration.
R_w	Weighted Sound Reduction Index – is a single number evaluation of the property of a partition to attenuate sounds. For the majority of partitions, the value of Rw will be similar to the value for STC. Partitions with particularly poor performance at 100 Hz may have lower values for Rw than for STC. Conversely, partitions with poor performance at 4000 Hz may have higher Rw than for STC. (As per AS1276.1-1999).



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Acoustics • Air Quality • Marine Ecology • Noise • Stack Testing • Water Quality

TABRO MEAT ABATTOIR UPGRADE

2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria

Air Quality and Odour Assessment

HPC Planning

Date
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CONTENTS

1. Introduction 4
1.1 Overview 4
1.2 Tasks Undertaken 4
2. Study Area Description 5
3. Site Operations 7
3.1 Process Overview 7
3.2 Planned Upgrade 7
4. Existing Environment 10
4.1 Existing Air Emission Sources 10
4.2 Topography 10
4.3 Wind Conditions 11
5. Assessment 12
5.1 Emission Sources 12
5.2 Air Quality 12
5.3 Odour 13
6. Conclusion 16

1. INTRODUCTION

1.1 Overview

Spaceframe Building commissioned Trinity Consultants Australia (Trinity) to conduct an air quality and odour assessment for the planned upgrade and increased throughput of the Tabro Meat abattoir at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria. The proposed upgrade aims to double production capacity from 300 to 800 units per day and extend operational hours.

The study has been undertaken to assess the potential air quality and odour impacts of the proposed changes on the surrounding sensitive receptors. The assessment has been completed in accordance with the requirements of EPA Victoria, as outlined in the following guidelines:

- 1961: Guideline for assessing and minimising air pollution, EPA Victoria, 2022
- 1883: Guidance for assessing odour, EPA Victoria, 2022

1.2 Tasks Undertaken

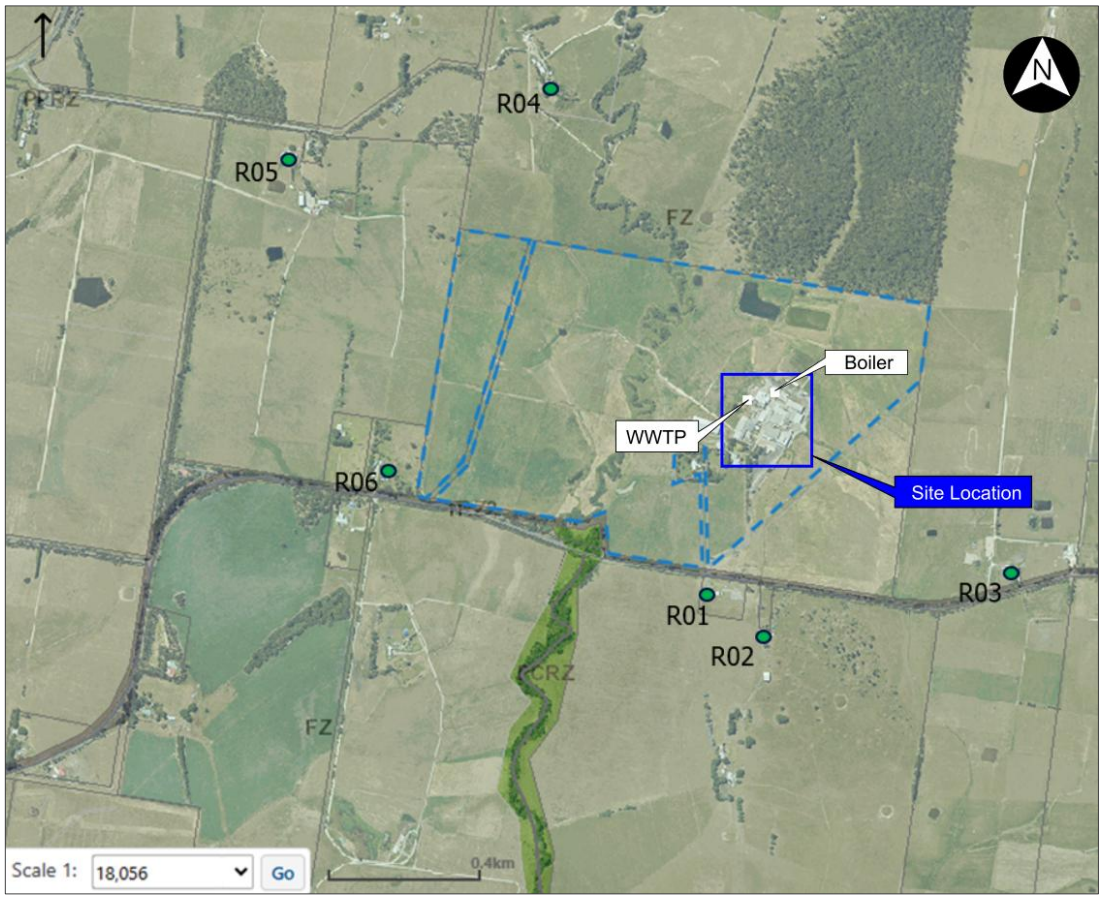
The following tasks have been undertaken for the assessment:

- Obtain/review details of the development and proposed changes with respect to air quality.
- Identify air/odour emission sources for consideration in the assessment.
- Request relevant local meteorological data for the nearest Bureau of Meteorology station.
- Undertake a qualitative assessment of impacts according to EPA Victoria publications 1961 and 1883 based on a range of factors including the derived emission rates, proposed emission controls, separation distances and prevailing meteorology.

2. STUDY AREA DESCRIPTION

The proposed development is located at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria. The site location is shown in **Figure 2.1**. The main air emission sources (WWTP and boiler) are also shown in **Figure 2.1**, which are discussed further in **Section 5.1.**

Figure 2.1: Site Location (VicPlan accessed: 21/11/2024)



The following uses surround the abattoir (refer to **Figure 2.1**):

- Generally cleared open land in the immediate surroundings of the site.
- Korumburra-Wonthaggi Road to the south.
- Residential dwellings to the west (R06), northwest (R04 and R05), south (R01 and R02), and east (R03).

The list of sensitive receptors and their approximate distances to the odour sources at the abattoir is presented in **Table 2.1**.

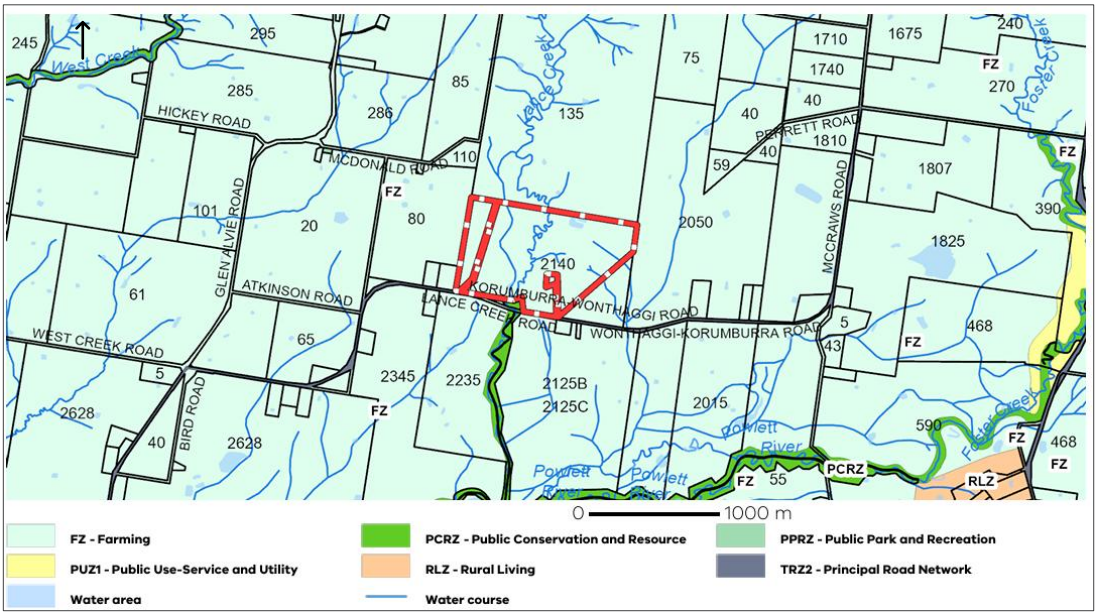
Table 2.1 Sensitive Receivers List

Receiver	Address	Distance from Main Factory Building, metres	Distance from Main Air Emission Source (Boiler/WWTP), metres
R01	2139 Korumburra- Wonthaggi Rd	440	510

Receiver	Address	Distance from Main Factory Building, metres	Distance from Main Air Emission Source (Boiler/WWTP), metres
R02	2125A Korumburra- Wonthaggi Rd	500	610
R03	2050 Korumburra Wonthaggi Rd	690	810
R04	135 McDonald Rd	1000	1000
R05	80 McDonald Rd	1400	1400
R06	2230 Korumburra Wonthaggi Rd	1010	1010

As per **Figure 2.2**, the site is situated in a Farming Zone (FZ) and the sensitive uses identified above are within the same zone. To the south of the site is Korumburra-Wonthaggi Road, which falls within a Principal Road Network (TRZ2) zone.

Figure 2.2: Site Zoning (VicPlan accessed: 21/11/2024)



3. SITE OPERATIONS

The facility was licensed in 1983 for use as an abattoir and rendering facility (for up to 600 cattle), and operations ceased in 2017. In early 2023, a development application was made to recommence operations as an abattoir (excluding rendering) and this was approved by Bass City Council in October 2023. The approval allows for up to 300 cattle to be processed on site.

The following sections provide an overview of the activities involved in the abattoir's operations, including the daily schedules and the number of vehicles arriving at the site. **Section 3.2** provides specific details of the changes associated with increasing throughput back to the previously approved 800 cattle.

3.1 Process Overview

The abattoir process involves several key stages to ensure the humane and efficient livestock processing into meat products. An overview of the process steps is presented below:

1. **Delivery and Preslaughter Handling:**
   Livestock are transported to the abattoir and held in pens with access to water, but no feed, for 12-24 hours to reduce stress and aid processing.
2. **Stunning and Slaughtering:**
   Animals are humanely stunned (mechanical, electrical, or CO_2 gas) to render them unconscious before exsanguination to ensure maximal blood removal.
3. **Carcass Processing:**
   After slaughter, animals are skinned, eviscerated, and split. Internal organs are inspected for health, and hides are preserved for leather production.
4. **Chilling and Fabrication:**
   Carcasses are chilled to prevent spoilage, then cut into retail portions or processed into various meat products.
5. **Cleaning and Maintenance:**
   Equipment and facilities, including pens, processing areas, and freezers, are thoroughly cleaned and sanitised to maintain hygiene standards.
6. **Storage and Transport:**
   Meat products are stored in temperature-controlled freezers and dispatched for distribution under strict cold-chain protocols.

3.2 Planned Upgrade

The planned upgrade of the Tabro Meat facility, as shown in **Figure 3.2,** will span seven working days, Monday to Sunday, with activities categorised as shown in **Table 3.1**. It is noted that the site is currently approved to operate from 6 am to 6 pm, Monday to Friday (Condition 7 of Planning Permit 2023/000115). The timeline for the abattoir's weekly operational activities is presented in **Figure 3.1.**

Table 3.1 Planned Activities

Operation	Activities	Hours of Operation
General livestock management	Feeding, watering, housing, de-pasturing, general livestock management duties, administering health management.	Unrestricted
Unloading, sorting, and transferring livestock to the kill floor	Unloading, sorting, and transferring livestock.	6:00 am to 7:00 pm, Monday to Friday, Saturday

Operation	Activities	Hours of Operation
Plant management	Repairing and maintenance of all abattoir machinery and equipment.	Unrestricted
General cleaning and sanitisation	Cleaning, sanitising, and handling/removing waste products to storage.	Unrestricted
Wastewater treatment management	Managing wastewater treatment facility, holding ponds, equipment repairs, and irrigating pastures. A WWTP currently operates on site which has a capacity of 600 cattle. Further details of any potential changes to the WWTP are not available at the current stage of the design, however, a review process will be undertaken to confirm any upgrades necessary to cater for 800 cattle.	Unrestricted
Abattoir operations – Kill Floor and Boning Room		5:30 am to 6:30 pm, Monday to Saturday
Transfer of meat products to Cold Storage		6:00 am to 10:00 pm, Monday to Saturday
Employee vehicle movements	Employees travel to and from the facility in cars and minibuses.	5:00 am to 7:00 pm, Monday to Saturday
Vehicle movements for ancillary operations	Employees working in general livestock management, plant management, cleaners, wastewater management, maintenance of plant and equipment, and irrigation operations.	Unrestricted
Heavy vehicle movements	Deliveries of livestock, equipment, goods, waste products, and cold storage meat products to and from the abattoir.	5:00 am to 10:00 pm, Monday to Saturday; 12:00 pm to 10:00 pm Sunday
Internal operations for loading cold storage meat products	No vehicle movements to exit the abattoir site.	Unrestricted, Monday to Saturday
Additional operations	Operations not covered under points 1 to 11.	By prior written approval of Bass Coast Council planning staff
Emergency operations	Activities related to fire management and livestock management.	Unrestricted

The vehicle turnaround is expected to be as follows:

- Approximately 600 employees will be assigned across shifts. Carpooling will be implemented, reducing the number of staff vehicle movements to 476.
- Heavy truck movement and deliveries in the range of 27-29 vehicles per day will occur.
- Curfew (i.e. no vehicle movements) to be implemented from 10 pm to 5 am.

The planned abattoir upgrade will not introduce any new equipment. The primary change with potential impacts on air quality will be the increased waste production due to the doubling of cattle processed on site. Further details of air and odour emissions are presented in **Section 5.1**.

Figure 3.1: Abbotoir Activities Timeline

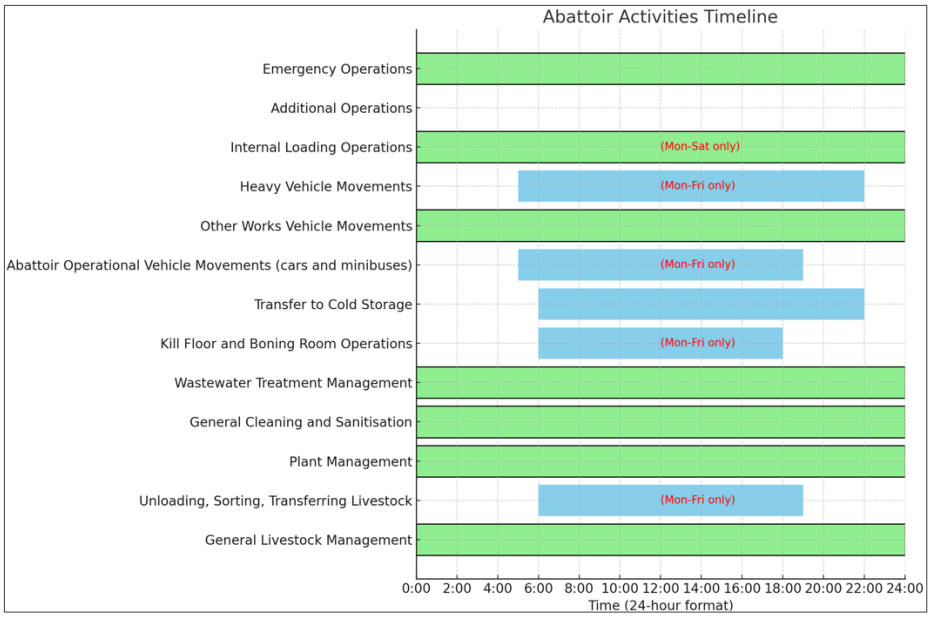
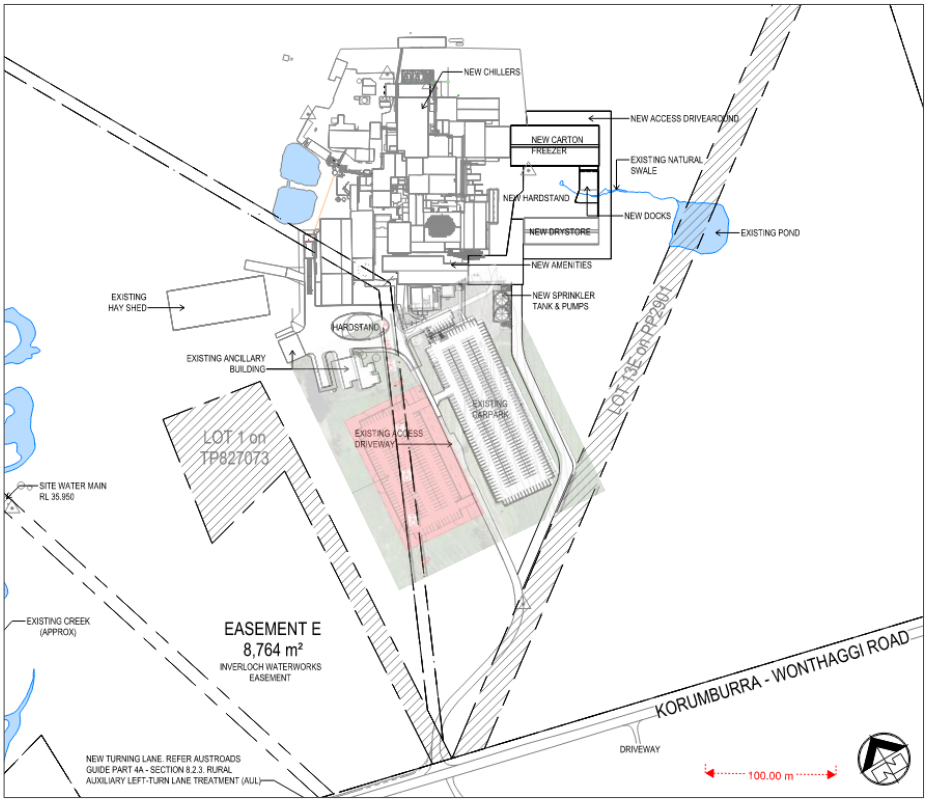


Figure 3.2: Proposed Facility Upgrade



Source: Background Drawing: Space Frame PDPLANPER 2024 001423 ENDORSED PLANS, New Car Park (in red) drawing: (5117_TABRO_NEW_CARPARK_(2025_01_23)

4. EXISTING ENVIRONMENT

The following sections describe the existing environment around the subject site, including existing air emission sources, local topography and wind conditions.

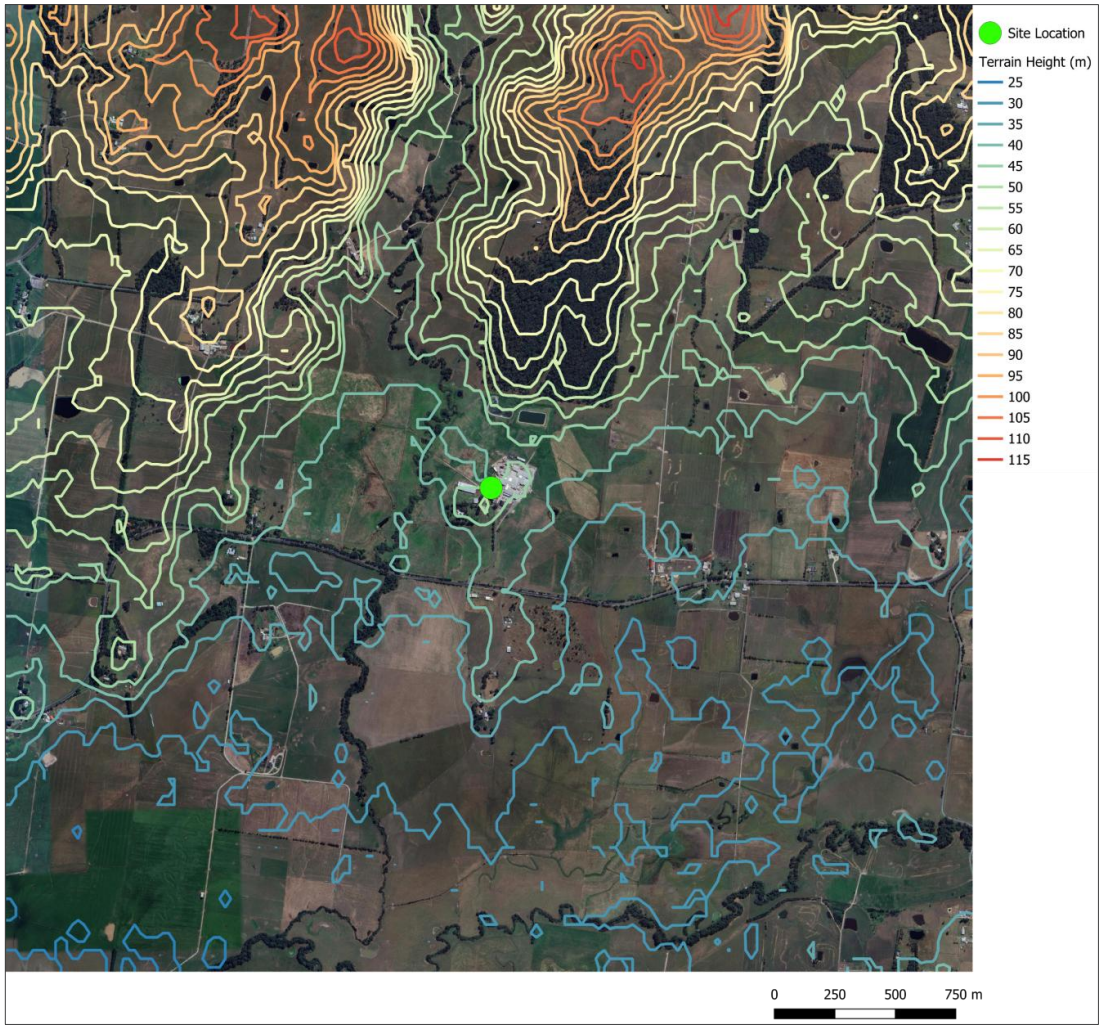
4.1 Existing Air Emission Sources

The subject site is within a rural area and there are no other industrial air emission sources within a kilometre of the site. The main air emission sources (other than the abattoir) include local road traffic and agricultural/farming activities.

4.2 Topography

The terrain from the subject site extending south and east towards the nearest receptors is generally flat. Topography varies west and south of the site, and the land form starts to be defined by hills and valleys moving further away from the site. **Figure 4.1** presents the ground contours of the site and surrounding area.

Figure 4.1: Terrain

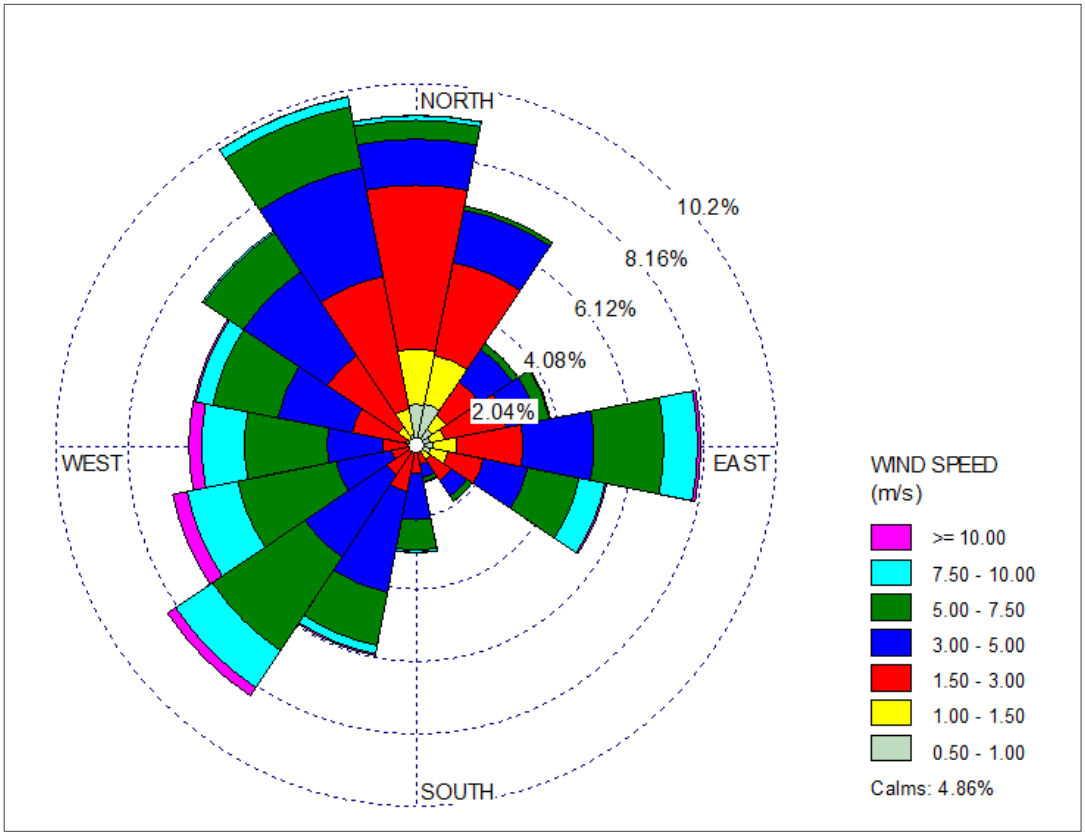


4.3 Wind Conditions

An annual wind rose produced for the nearest Bureau of Meteorology Station at Pound Creek (14.8 km south-east of the site, Station ID 085099) is provided below for the years 2019 to 2023. The data shows that winds in the area are defined by easterly and south-westerly to northerly conditions. Calms are not considered to be a major feature of the area (< 5% of the time).

The percentage of winds blowing towards the nearest house to the south (R01) is approximately 16% of the time (when considering N and NNE winds). For other houses in the area, south-to-receiver winds are less than 10%.

Figure 4.2: Annual Wind Rose 2019 to 2023



5. ASSESSMENT

5.1 Emission Sources

The key air emission sources and air quality indicators for the site are considered to be the following (refer also to **Figure 2.1** for source locations):

- Wastewater treatment plant - odour
- 5 MW gas fired boiler – combustion pollutants (CO, NO_x) and other compounds in trace amounts (e.g. VOCs).

Details of the above equipment and air emission sources were presented in the air quality assessment[1] undertaken by GHD for the development application to recommence abattoir operations at the site (Bass Council DA reference PDPLANPER-2023-000115). The DA was approved on 18 October 2023.

Details of the equipment are summarised in the following table:

Table 5.1: Air/Odour Emission Sources

Equipment/Source	Description
Wastewater treatment plant	■ Sized for up to 100 kL/hr to cater for 600 heads per day ■ System includes a Dissolved Air Flotation (DAF) unit, drum screens, two buffer tanks, chemical dosing, wastewater streams (green/red) and sludge tanks. ■ Solid waste from the WWTP will be collected and transported off-site to a third-party rendering operation. Remaining solid waste will be dewatered and transported to a composter.
Gas fired boiler	■ 5 MW LPG ■ Supplier/Model: O'Brian Energy Engineered OBYTRICE 8000 ■ 8 m high exhaust stack

A site visit was undertaken in November 2024. No significant odours were observed at the time of the site visit. The impact of the site operations on air quality and odour emissions has been assessed in the following sections.

5.2 Air Quality

EPA Victoria publication 1961 addresses three guiding principles in "Section 5.2 Level 1 – Qualitative assessment" to provide a broad understanding of when a Level 1 assessment is appropriate. Where a Level 1 assessment is appropriate, EPA's recommendation is to submit a brief report which should include:

- a description of the emission sources and receiving environment
- all the proposed emission controls, risk controls, management practices and checks
- a concise rationale justifying the proposed approach against the three principles listed in Section 5.2

Table 5.2 presents the Level 1 guiding principles and their relevance to the proposed upgrade.

Table 5.2: Level 1 Guiding Principles

Guiding Principle	Relevance to Project
Routine activities that have controls that are known to be effective	A gas boiler is a highly controlled source in that (1) it can be maintained to operate efficiently/effectively (which reduces the potential for emissions)

[1] GHD, Air Quality Assessment, Abattoir 2140 Korumburra-Wonthaggi Road, Lance Creek, 17 February 2023.

Guiding Principle	Relevance to Project
	and (2) emissions are released via an elevated stack. EPA Victoria Publication 1961 lists operation of natural gas boilers (<20 MW) as a routine activity.
Mass emission rates that are so low they can be considered negligible	No additional boilers will be required to cater for the 800 units processed on site per day. Furthermore, it is not expected that boiler emissions (due it its 5 MW size) would trigger NPI reporting, and therefore, emissions can be considered negligible. An increase in staff vehicles and delivery trucks accessing the site will contribute to higher exhaust emissions from the operations. However, emissions will only be intermittent and for a short duration, therefore, emissions from vehicles can also be considered negligible.
Fugitive emissions that are difficult to assess accurately	Not applicable.

Based on the above review, a Level 1 assessment is considered appropriate for the proposed operations and the risks of air quality impacts is low.

Provided that the boiler is maintained in accordance with manufacturer/supplier requirements, particularly if it is used more frequently to cater for the increased throughput, air emissions from the boiler are not expected to present an air quality issue. It is further noted that the nearest sensitive uses are more than 500 metres away, where pollutant concentrations are significantly reduced through dilution or dispersion.

5.3 Odour

Odour is a key environmental concern for abattoirs. To evaluate the risk of odour, a Level 2 assessment has been undertaken using the source/pathway/receiving environment tool outlined in EPA Victoria's Publication 1883 Guidance for Assessing Odour (EPA Victoria, 2022). The potential risk of the odour sources for the subject site in the receiving environment is based on three attributes:

- Hazard potential of the source (odour source score – OSS)
- Exposure pathway between the source and sensitive locations (odour pathway score – OPS)
- Sensitivity of the receiving environment (odour receiving environment score – ORS).

A Level 2 source pathway receiving environment score (SPR) is achieved by adding the ORS, OSS and OPS together. This will result in an overall score between 2 and 12.

Based on the score, the following should apply:

- 1 to 7 – low score: the risk of odour is low.
- 8 or 9 – medium score: borderline cases – there may be one element that can influence the score and tip it into a low or high score. In these cases, this should be explored further in consultation with EPA.
- 10 to 11 – high score: A level 3 assessment is recommended to fully understand risk.
- 12 – highest score: A level 3 assessment is not likely to demonstrate risk is acceptable, but there may provide further illustration on the nature of the risks and/or inform on odour mitigation measures.

Table 5.3 to **Table 5.6** present the adopted scores and associated justification.

Table 5.3: Odour Source Hazard Potential (OSS)

	Score	Comments/Justification
Activity type	3	High odour potential for abattoir, based on Appendix A Column 2 of the Guideline.

	Score	Comments/Justification
Size of odour hazard	2	Medium - based on 800 heads per day (~ 75,000 tonnes per year, based on 300 kg per head)
Type of odour emission	2	Unwelcome - unpleasant odour range: although not likely to be perceived as toxic or unsafe, these odours are usually unwelcome for most people.
Effectiveness of odour control	-1	The abattoir utilises a modern WWTP system (as opposed to, for example, a simple exposed anaerobic wastewater pond). Best practices implemented for the WWTP (as detailed in the GHD air quality assessment) include: ■ Buffer tanks to be fitted with mixing pumps prior to the DAF. This allows for both temperature and flow rates to equilibrate for optimum DAF performance. ■ Tertiary aerobic treatment to reduce Total Nitrogen. ■ Chemical dosing using alum or ferric chloride to reduce Total Phosphorus. ■ Running and standby pumps for wastewater transfer. ■ PLC control of the system, instrumentation for monitoring of flow parameters.
OSS Final Score	2	

Table 5.4: Odour Exposure Pathway Effectiveness (OPS)

	Receptor	Score	Comments/Justification
Distance	Southern (R01)	1	Long distance (500 m to WWTP)
	Other	1	Long distance (>500 m)
Meteorology	Southern (R01)	2	Neutral (source to receiver winds (10–20%)). Refer to **Section 4.3**.
	Other	1	Favourable (source to receiver winds < 10%). Refer to **Section 4.3**.
Terrain and built form	All	2	Neutral – generally flat area, similar altitude. Refer to **Section 4.2**.
Hours of Operation	All	3	High frequency – assumed 24/7 operations of WWTP. Outside of operating hours, the load on the WWTP is expected to decrease, leading to lower odour emissions compared to daytime levels.
Final Score	Southern (R01)	3	
	Other	3	

Table 5.5: Receiving Environment Sensitivity (ORS)

	Receptor	Score	Comments/Justification
Existing Use	All	2	Medium sensitivity: Isolated rural dwellings.
Historical Context	All	0	No ongoing history of odour complaints based on site operator information.
Final Score	All	2	

Table 5.6: Source Pathway Receiving Environment (SPR) Score

Receptor	Score	Comments
All	2+3+2 = 7	A score of 7 represents a borderline case.

The Level 2 odour assessment score of 7 indicates a medium risk or borderline case, and as per the Guidance, an element may influence the score that can result to a lower or higher score.

In this instance, it is important to note that the abattoir historically processed up to 600 cattle per day prior to closure in 2017. During these previous operations, the site was not subject to odour complaints. With the proposed increased in throughput (slightly higher than the 600 cattle) combined with a modern WWTP system, it is concluded that the site is a low risk with respect to odour. It is further highlighted that the nearest sensitive receptor (R01) is approximately 500 metres from the WWTP, which is consistent with the minimum separation distance for an abattoir (with no rendering), as specified in EPA Victoria Publication 1518 (March 2013).

It is the noted that the WWTP has been designed to treat a capacity of 600 head of cattle. Further details of any potential changes to the WWTP are not available at the current stage of the design, however, a review process will be undertaken to confirm any upgrades necessary to cater for 800 cattle.

6. CONCLUSION

Spaceframe Building commissioned Trinity to conduct an air quality and odour assessment for the planned upgrade and increased throughput of the Tabro Meat abattoir at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria.

This assessment qualitatively assesses the risk of exposure to air pollution and odour. A level 1 air quality assessment has been conducted to assess the potential air pollution risk to sensitive receptors from the proposed operations using the EPA Victoria publication 1961 Guideline for Assessing and Minimising Air Pollution. To assess the potential odour risk to sensitive receptors a level 2 odour assessment has been conducted using the EPA Victoria publication 1883 Guidance for assessing odour.

The following conclusions are made:

- Key air emission sources are the WWTP (odour), 5 MW LPG boiler (combustion pollutants) and on-site traffic (vehicle emissions associated with increased staff and trucks accessing the site). It is noted that there are no new air emission sources/equipment proposed to be installed to cater for the increase in throughput. The only physical upgrade to the site will include a new car park.
- The nearest sensitive receptors include rural residential dwellings in various directions. The nearest dwelling is located 400 metres south of the on-site process buildings (or 500 metres or more from the WWTP and boiler).
- Level 1 air quality assessment – air emissions from the 5 MW LPG boiler and on-site vehicle emissions represent a low risk. No additional equipment or boiler is required to cater for the increase in throughput. The potential for air quality impacts from the boiler at a separation distance of more than 500 metres to the nearest receptor is low. Staff vehicle emissions will be limited to the start and end of shifts.
- Level 2 odour assessment – the Level 2 score for the odour assessment is 7, which indicates a medium risk or borderline case, and as per the EPA VIC publication 1883, an element may influence the score that can result to a lower or higher score. Further review identifies that the risk of impacts can be considered low based on the following information:
  - The abattoir historically processed up to 600 cattle per day prior to closure in 2017. During these previous operations, the site was not subject to odour complaints. With the proposed increased in throughput (slightly higher than the original 600 cattle) combined with a modern WWTP system, the likelihood of odour complaints is even less.
  - The nearest sensitive receptor (R01) is approximately 500 metres from the WWTP, which is consistent with the minimum separation distance for an abattoir (with no rendering), as specified in EPA Victoria Publication 1518 (March 2013).
- It will be necessary to undertake a review of the current WWTP (capacity 600 cattle) to confirm any changes required to meet the proposed 800 head of cattle capacity.



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Acoustics • Air Quality • Marine Ecology • Noise • Stack Testing • Water Quality



Economic Impact Assessment of the Kilcoy Global Foods Lance Creek (Tabro Meat Pty Ltd) Project

Prepared for

KILCOY Global Foods

June 2025

AEAS Australian Economic Advocacy Solutions

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REPORT PREPARATION

This report has been prepared by AEAS for Kilcoy Global Foods.

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Contents

		Page
	Executive Summary	5
1.0	Introduction and Background	7
2.0	Kilcoy Global Foods	7
2.1	Overview	
2.2	Supporting Victoria Cattle Farmers	
2.3	Working with Value Chain Partners	
2.4	Commitment to the Environment	
3.0	Scope of Report and Methodology	8
3.1	Scope	
3.2	Methodology	
4.0	South Gippsland Economic Profile	10
4.1	Overview	
4.2	Employment	
4.3	Economic Activity	
4.4	Implications for the KGF Lance Creek Project	
5.0	KGF Lance Creek Project	12
5.1	Overview	
5.2	Project Description	
5.3	Anticipated benefits:	
5.3.1	Job Creation	
5.3.2	Local Business Growth	
5.3.3	Increased Opportunities for local Livestock Producers	
5.3.4	Increased Tax Revenues	
5.3.5	Global Expansion and Export Opportunities	
5.3.6	Sustainability	
5.4	Community Support and Social Responsibility	
5.5	Implications for the KGF Lance Creek Project	
6.0	Establishing Need	13
6.1	Overview	
6.2	Importance of Beef to the Community	
6.2.1	Nutritional Importance:	
6.2.2	Cultural Significance:	
6.2.3	Strategic Need – Food Security	
6.3	Importance of the Victorian Beef Industry to Australia's Beef Production	
6.4	Importance of Beef for Victorian Economic Activity and Employment	
6.5	Importance for Australian Beef Exports	
6.6	Beef Market Outlook	
6.7	Forecasts of Future Beef Sales	
6.8	Project Benefits for KGF	
7.0	Evaluation of Economic Impacts	17
7.1	Operational Stage Employment Creation	
7.2	Operational Stage Economic Activity	
7.3	Evaluation of Importance to South Gippsland	
7.4	Implications for the KGF Lance Creek Project	
8.0	Conclusion	19

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Appendices

A1	Endnotes and Sources	20
A2	AEAS Business Information	21

Tables:

1	AEAS IO model Metrics	9
2	South Gippsland Employment by Industry Sector – Census 2021	11
3	South Gippsland Industry Value Add by Industry ($) 2023-24	11
4	Current and post expansion metrics	12
5	Additional Direct and Indirect Jobs Created During Operational Stage (headcount)	18
6	Additional Direct and Indirect Value Added ($ million) During Operational Stage – Annual	18

Figures:

1	Map of South Gippsland	10
2	Red meat production and bovine and sheep exports, quantity	16
3	Forecasted Beef Production in Tonnes (millions – tonnes)	16

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Executive Summary

AEAS was requested by Kilcoy Global Foods to prepare an Economic Impact Assessment for the expansion its Lance Creek Abattoir (the Project).

Need

The report confirms there is significant need for additional beef production to be made available in Victoria and Australia to accommodate existing and future domestic and international demand. The increase in forecasted beef sales identified and need for food security represents a market opportunity for KGF and the Project.

AEAS modelling indicates that the domestic beef market will rise from 1,738 million kg in 2024-25 to 2,151 million kg in 2045-46 or by 413 million kg. Exported beef over the same period will rise from 1,896 million kg in 2024-25 to 2,347 million kg in 2045-46 or by 451 million kg. In total Australian beef production is forecasted to rise from 3,633 million kg in 2024-25 to 4,498 million kg in 2045-46 or by 865 million kg. The Project responds to this identified domestic and international demand for Australian beef.

According to Meat and Livestock Australia in their latest Market Outlook 2025, "Australia is well-positioned to achieve record production and export volumes once again. However, limitations in processing capacity could hinder domestic processors' ability to meet demand." The Project responds to this identified limitation in processing capacity.

In summary, the Project will:

- Provide long-term beef production to best fill the demonstrated imminent increase in beef demand;
- Ensure a sufficient supply of beef in Victoria, Australia and Internationally to accommodate reasonable expectations of future beef volumes;
- Promote greater competition in beef and downward pressure on beef prices; and
- Provide certainty and food security to Australia.

Economic and Employment Impacts

It is estimated that the Project will create and support an additional 1,556 total jobs when fully operational.

Additional Direct and Indirect Jobs Created During Operational Stage (headcount)

Impact	South Gippsland	Victoria Outside of South Gippsland	Total
Direct Jobs Created	200	300	500
Indirect Jobs Created	311	745	1,056
Total Jobs Created	511	1,045	1,556

The total economic activity created for Victoria in first full year of operation is estimated at $180.4 million.

Additional Direct and Indirect Value Added ($ million) During Operational Stage – Annual

Impact	South Gippsland	Victoria Outside of South Gippsland	Total
Direct Jobs Created	$ 19.4	$ 45.3	$ 64.7
Indirect Jobs Created	$ 34.8	$ 81.0	$ 115.8
Total Jobs Created	$ 54.2	$ 126.3	$ 180.4

The expansion of the Lance Creek Abattoir is assessed to be an important project for South Gippsland:

- The 511 jobs newly created and supported in South Gippsland represents 4.2% of all employment in the region.
- The $54.2 million in newly created industry value add in South Gippsland represents 2.4% of all economic activity in the region.

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Overall Assessment

The report indicates that the Project and its value chain will make an important contribution to South Gippsland and Victoria. Beef as a vital 'input' has the potential to establish and underpin major pillars of the Victoria economy in tourism, hospitality and retail sectors.

Results indicate that the Lance Creek Abattoir project is anticipated to be a significant economic project to South Gippsland and Victoria through creating valuable jobs. The creation of direct, indirect and enabled economic activity from the Project has the potential to support improved social and economic outcomes for Victorians through increased employment opportunities and resulting livelihoods.

In summary, the Project offers the strong potential to significantly support employment and industry, generating, facilitating and accelerating economic benefits and job creation across Victoria. The report confirms the economic merit for the development application.

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1.0 Introduction and Background

AEAS was requested by Kilcoy Global Foods to prepare an Economic Impact Assessment for the expansion its Lance Creek Abattoir (the Project).

The development of the Project is an important project for South Gippsland providing food security and export earnings. However the main benefit will be that it will create both direct and indirect economic and employment opportunities when fully operational. The project also creates significant benefits from beef used as an input for further value add in the Victorian economy in tourism, hospitality and retail.

AEAS through this Economic Impact Assessment has provided objective and robust assessment as to the economic and employment importance of the Project. This report captures the significant contribution that the Project brings to South Gippsland and Victoria and evidences the 'need' for the infrastructure in respect to beef supply and social and economic demand.

AEAS through this report quantifies the benefits to the South Gippsland and Victorian economies as a result of Kilcoy Global Foods' abattoir expansion and very importantly its supply chain. The output clearly demonstrates to the community and decision makers the significant economic contribution that the Project will make to the Victorian community particularly in South Gippsland.

2.0 Kilcoy Global Foods

2.1 Overview

Kilcoy Global Foods Pty Ltd (KGF) is a multi-award-winning global food solutions business renowned for quality and industry-leading innovation. KFG supplies premium high-quality protein brands and products to customers around the globe. It was established as a family-owned meat wholesaler in 1953 and has grown to become one of the world's top food solutions producers recognised for quality and innovation.

KFG is also recognised for working closely with its retailers, wholesalers, foodservice providers and clients to give customers premium products. KFG is headquartered on the Sunshine Coast, Queensland with five processing facilities in Australia:

- Lance Creek, Victoria
- Kyneton, Victoria
- Kilcoy, Queensland
- Bells Creek, Queensland
- Coominya, Queensland

Specialising in Australian beef, lamb and high-quality protein products, KGF products are exported to more than 50 countries.

2.2 Supporting Victoria Cattle Farmers

The success of KGF can be greatly attributed to farmers who produce high-quality cattle. KGF supports, purchases and processes beef from local beef farmers. When consumers purchase KGF' products, they are doing so knowing they are supporting hard-working local beef producers across Victoria and Queensland. By choosing KGF, they're supporting Victoria farmers and keeping the dollar in their backyard. The cattle KGF purchases from farmers is of exceptional quality and farmers are rewarded for producing high-quality beef in prices paid.

At the foundation of KGF is a desire to recognise farmers and pay them fairly for the beef they produce.

2.3 Working with Value Chain Partners

KGF does not operate in isolation, rather it works closely with farmers, transport and other supply chain participants to meet the needs of beef consumers.

KGF is committed to ensuring the ongoing prosperity of its suppliers and their communities by offering long term, financially secure, commercial agreements. KGF understands the value of establishing business partnerships to identify innovative solutions that improve production, assist in product development, reduce waste and to connect with consumers in new and engaging ways.

In addition, KGF understands the importance of collectively working together to increase the economic impact of the cattle industry on the South Gippsland region. The company connects with local beef producers to jointly promote each other's businesses and the importance of the industry in the region.

KGF processing increases the value of the cattle it receives through manufacturing (which requires capital, services, expenditure, and use of other ingredients from many Victorian businesses) together with other supply chain activities such as transport, marketing and storage. All of which contributes significant expenditure to the Victorian economy.

This expenditure directly and beneficially impacts these South Gippsland and Victoria businesses and in turn the economy.

2.4 Commitment to the Environment .

Reflecting the shifting demands of consumers, KGF is continually looking to improve its environmental and sustainability footprint. KFG is focused on minimising its environmental footprint, as evidenced by its achievement of Climate Active Carbon Neutral certification at three of its other Australian facilities – Kilcoy and Birtinya in Queensland, and Kyneton in Victoria.

KGF strives for world class environmental performance at all of its facilities and holds a track record of industry-first initiatives that reduce energy consumption, minimise waste, and enhance environmental performance.

3.0 Scope of Report and Methodology

3.1 Scope

The Project raises the potential for social and economic impacts for South Gippsland and Victoria. The Project's support and success are best evidenced by highlighting its economic and social importance to South Gippsland and Victoria, and the valuable role it plays as an economic enabler through the provision of beef to the community and economy.

The requested 'Scope of Works' involves preparing an economic impact assessment including analysis of potential economic (value add) and employment (full-time equivalent jobs) impacts of the Project specific to its operational stage. In addition, this AEAS report seeks to quantitatively measure and qualitatively discuss how the Project will enable further economic and social benefits as a consequence of its added food security and as a food input for further value add in the economy and export earner.

AEAS has evidenced how the Project acts as a major economic and community enabler and demonstrates the considerable economic and social benefits that the facility provides to Victoria. AEAS has linked these benefits to the 'real world' to enable KGF to tell a broader story on how the Project will make a crucially important contribution to South Gippsland and Victoria and its resident's everyday lives.

3.2 Methodology

The report evaluates the expected economic and social outcomes of the KGF Lance Creek abattoir expansion, highlighting job creation, community benefits, local producer opportunities, and environmental sustainability. This section outlines the process used to estimate the impacts of the Project on the South Gippsland and Victorian economies. The key objective of an Economic Impact Assessment is to identify the key economic impacts of a project.

The report was developed in consultation with KGF identifying the important economic contribution the Project makes through a range of vital statistics that it contributes to the South Gippsland and broader Victorian economies. The Economic Impact Assessment for the Project considers contributions to gross value added (GVA) and employment, assessed quantitatively using the Input-Output (I-O) methodology.

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The AEAS methodology is described below:

- AEAS identified the processes and expenditure involved in the expansion and operation of the Lance Creek Abattoir through a comprehensive request for information to KGF operational and supply chain expenditure, and forecast for operations. This was coupled with a virtual workshop to discuss these materials.
- Desktop research was undertaken to establish information currently available for the Lance Creek Abattoir, beef manufacturing and other similar projects for use as a foundation and benchmarking for AEAS calculated results;
- AEAS identified the market for KGF's products considering geographic and demographic factors and analysed current and projected demand for beef supply in order to establish 'need' and in turn the food security, and other benefits that the Project provides;
- Estimates utilising AEAS Input-Output model of the direct and indirect contribution of the Project to the Victoria economy in terms of economic activity, employment, and other indicators were prepared. These were prepared for the operational stage of the Lance Creek Abattoir. Direct impacts, are the first round of effects from direct operational expenditure on goods and services of the Project. The flow-on or indirect effects (i.e. the multiplier effects) are estimated in two parts: production-induced and consumption-induced effects.
  - The production-induced effects arise from expenditure by KGF on goods and services supplied by other firms in the Victoria.
  - The consumption-induced effects arise from expenditure of the Project workers' income on goods and services supplied by SEQ businesses. Based on the anticipated project size and location.
- AEAS used Input-Output modelling to prepare the above estimates. The adopted methodology provides an estimate of the total economic impact and employment effect of the Project. The two types of economic impacts that have been analysed using I-O modelling in this report are Gross Value Added and employment, outlined below.

Table 1: AEAS IO model Metrics

Gross Value added	Employment
Gross value added (GVA) is the measure of the value of goods and services produced in an area, industry or sector of an economy. Value added for a project is comprised of wages and salaries, gross operating surplus of KGF and its value chain and its indirect taxes.	*A measure of employment levels (full-time, part-time and casuals) required across the KGF value chain.*

Source: AEAS 2024

Box 1: Methodology explained

The DIRECT economic contribution of KGF and is value chain is calculated using an industry value add measure which is the sum of:

Operating Revenue minus Operating Expenditure (referred to as gross operating surplus GOS)

plus

Wages paid to employees

Plus

Indirect Taxes

Through this approach IVA measures the NET contribution an industry / business / project makes to the economy (in this report it is the KGF and its value chain).

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AEAS analysed both quantitatively and qualitatively results from the workshop content, economic analysis, literature research and modelling to evaluate and report both need and contribution. Finally, AEAS has provided an evaluation of strategic impacts of the Project in respect to how it provides beef security and competition.

4.0 South Gippsland Economic Profile

4.1 Overview

South Gippsland Shire is located 90 minutes south east of Melbourne on the edge of Melbourne's eastern growth corridor, one of the fastest growing areas in Victoria. It is known for its rolling green hills, spectacular coastline, traditional country towns and villages and the world famous Wilsons Promontory National Park.

The Shire is home to 31,022 people with steady population growth of 1 per cent[1]. Its major towns are Leongatha, Korumburra, Mirboo North and Foster. Other towns include Nyora, Poowong, Loch, Bena, Kongwak, Tarwin Lower, Venus Bay, Koonwarra, Meeniyan, Dumbalk, Fish Creek, Yanakie, Sandy Point, Port Franklin, Toora, Welshpool and Port Welshpool.

The Shire has a strong economy, closely linked to food production with both major agricultural and food manufacturing sectors. It is one of the most important cattle production areas in Australia with 10 per cent of Victoria's cattle farms[2]. It supports over 12,234 jobs[3], in 4,032 businesses[4], the vast majority small businesses employing less than 20 staff. The Shire has an annual economic output of $5.0 billion and Gross Regional Product (GRP) of $2.4 billion[5].

Figure 1: Map of South Gippsland



Source: South Gippsland Economic Development Strategy 2021 -2031[6]

South Gippsland is an important visitor destination with some of Victoria's best scenery that attracts 1.2 million visitors per year. New tourism assets include, the expanded Great Southern Rail Trail, reopened Port Welshpool Long Jetty and major projects at Wilsons Promontory National Park.

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4.2 Employment

The South Gippsland economy supports an estimated 12,234 jobs, representing 10.3% of the 118,867 people working in Gippsland Region and 0.4% of the 3,163,746 people working in Victoria. In South Gippsland, the locality of Leongatha contains the highest number of jobs.[7] A break-down of industry sector jobs is provided below with Agriculture, Forestry & Fishing being the largest employer.

Table 2: South Gippsland Employment by Industry Sector – Census 2021

Industry sector	South Gippsland
Agriculture, Forestry & Fishing	2,211
Health Care & Social Assistance	1,586
Construction	1,181
Retail Trade	1,082
Education & Training	1,074
Manufacturing	985
Accommodation & Food Services	752
Transport, Postal & Warehousing	557
Other Services	478
Professional, Scientific & Technical Services	462
Public Administration & Safety	403
Wholesale Trade	315
Administrative & Support Services	308
Arts & Recreation Services	220
Electricity, Gas, Water & Waste Services	191
Financial & Insurance Services	162
Rental, Hiring & Real Estate Services	106
Mining	103
Information Media & Telecommunications	58
Total	12,234

Source: Remplan 2025

4.3 Economic Activity

South Gippsland's Gross Regional Product (GRP) is estimated at $2.439 billion. South Gippsland represents 9.9% of Gippsland Region's Gross Regional Product (GRP) of $24.639 billion and 0.4% of Victoria's Gross State Product (GSP) of $606.096 billion.[8]

Table 3: South Gippsland Industry Value Add by Industry ($) 2023-24

Industry sector	South Gippsland
Agriculture, Forestry & Fishing	$518,092,532
Rental, Hiring & Real Estate Services	$312,417,803
Construction	$195,701,250
Health Care & Social Assistance	$185,352,687
Manufacturing	$153,930,160
Education & Training	$119,496,566
Electricity, Gas, Water & Waste Services	$102,110,245
Retail Trade	$89,985,897
Transport, Postal & Warehousing	$81,541,512
Professional, Scientific & Technical Services	$76,575,377
Mining	$76,519,171
Public Administration & Safety	$74,327,201
Financial & Insurance Services	$73,421,954
Wholesale Trade	$60,811,893
Accommodation & Food Services	$41,769,055
Other Services	$36,321,141
Administrative & Support Services	$24,933,096
Arts & Recreation Services	$18,161,810
Information Media & Telecommunications	$14,289,774
Total	$2,255,759,124

Source: Remplan 2025

The total value added by the South Gippsland is estimated at $2.256 billion. South Gippsland represents 9.9% of the $22.841 billion value added in Gippsland Region and 0.4% of the $565.964 billion value added in Victoria, and 0.1% of the $2.510 trillion value added in Australia.[9] Agriculture, Forestry & Fishing is the largest contributor to economic activity.

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4.4 Implications for the KGF Lance Creek Project

The KGF Lance Creek expansion will significantly boost the local and regional economy by attracting new talent to the region with an additional 300 employees needed. Producer partners will benefit from the increased demand for livestock, further stimulating regional growth. The development will also create a positive ripple effect, benefiting industries that supply goods and services to the facility, including feed suppliers, logistics providers, and contractors. These benefits are discussed in more detail in section 7.0.

5.0 KGF Lance Creek Project

5.1 Overview

The Project involves the development and construction of additional beef processing at the old Tabro Meet Works at 2140 Korumburra-Wonthaggi Road, Lance Creek, Victoria. KFG has opened its second processing facility in Lance Creek and is home to some of Australia's finest produce, producing premium Wagyu, grass-fed and grain-fed beef products.

5.2 Project Description

KGF purchased the Tabro Meat facility in 2022-23, after the plant had not been in operation since 2017. Production recommenced in late 2023 and has since increased to 300 head per day. Growing demand domestically and globally has opened an opportunity for KGF to expand the facility, meeting growing demand, increasing efficiency, and continuing KGF's standards of operational excellence.

KGF Lance Creek's expansion and construction will incorporate advanced technologies designed to minimise environmental impact and will involve increasing the facility's capability and capacity from 300 head per day to 800 head per day. Hours of operation will increase from Monday to Friday to Monday to Saturday.

Table 4: Current and post expansion metrics

	Current (Pre Project)	Post Project (1st full year of operation)
Number of Employees (headcount):	300	800
Targeted head of beef processed per day	300	800
Operating Days Each Week	5	6
Targeted head of beef processed per week	1,500	4,800
Estimated number of livestock producers supplying to Tabro Meats:	100	120

Source: KGF 2025

KFG is recognised for its leadership in innovation and state-of-the-art facilities, with KGF's primary processing facility in Kilcoy one of the most modern in the country. The Lance Creek expansion is based on the Kilcoy facility model. This expansion will bring the KGF Lance Creek facility up to the same world-class standards as the other KGF facilities.

The extension will incorporate the latest advancements in production technology, automation, and safety protocols, further enhancing the KGF's operational efficiency and competitiveness. Through the project KGF will ensure it remains at the forefront of the Australian red meat industry and sets the benchmark for global best practices in food production.

5.3 Anticipated benefits:

The KGF Lance Creek Project is anticipated to provide the following headline benefits:

5.3.1 Job Creation

Expanding the KGF Lance Creek facility will lead to a significant increase in employment. The workforce will increase from 300 to 800 employees, with both short-term construction jobs and long-term positions in production, logistics, operations, and administrative roles. This increase in employment will directly benefit the local community with all roles advertised locally and providing stable job opportunities across various skill levels. These benefits are discussed more extensively in section 7.

5.3.2 Local Business Growth

Increased operations at KGF Lance Creek will stimulate demand for goods and services from local suppliers. This includes construction materials, maintenance services, transportation, and hospitality services required to support the expanded workforce. Local businesses such as hardware stores, agricultural suppliers, and logistics companies will experience an uptick in demand, contributing to the growth of the regional economy. Additional investment with local contractors and logistics partners with the increased processing capacity is roughly estimated to bring an additional $3-5 million spend per year to the local economy. These benefits are discussed more extensively in section 7.

5.3.3 Increased Opportunities for local Livestock Producers

KGF Lance Creek currently sources livestock from approximately 100 producer partners. The expansion will significantly enhance the opportunity for livestock producers, both existing and new (+20 producers) livestock partnership opportunities, doubling the existing demand for locally sourced livestock. This increased partnership will foster the growth of livestock producers in the region and provide opportunity for new business ventures, benefiting the Victorian and New South Wales farming community.

5.3.4 Increased Tax Revenues

As KGF Lance Creek's output and operational scale increase, so too will its contribution to local and regional tax revenues. Higher production levels will lead to increased business taxes, property taxes, and other levies, providing additional funds for the local government to support infrastructure, community programs, and public services. This contribution to the tax base will further enhance the region's economic sustainability.

5.3.5 Global Expansion and Export Opportunities

The expansion will increase KGF Lance Creek's capacity from 300 to 800 head per day across a six day week, resulting in increased production for both domestic and international markets. The expansion will enable KGF to meet growing global demand, positioning the business to capitalise on new export opportunities, and demand for the high-quality Victorian beef products. This will strengthen the Gippsland region's position as a key player in global food production, renowned for its exceptional quality produce. This is discussed more extensively in section 6.

5.3.6 Sustainability

The KGF's proven commitment to sustainability and social responsibility will ensure the expansion is environmentally sound and beneficial to the community as referenced in section 5.2.

5.4 Community Support and Social Responsibility

In line with KGF's commitment to supporting the communities in which it operates, the proposed expansion will include the continuation of positive community programs, which have been successful at KGF's other four Australian facilities. These programs focus on providing support to not for profit groups and charities, and supporting local schools, events and community groups. KGF's dedication to social responsibility will ensure that the expansion contributes not only to economic growth but also to the social well-being of the region.

5.5 Implications for the KGF Lance Creek Project

The proposed expansion of KGF's Lance Creek facility will provide significant economic and benefits, including job creation, enhanced opportunities for livestock producers, and increased tax revenues. The development aligns with the KGF's global vision to produce "food the world loves to eat," while supporting the Gippsland region's economy through local business growth and innovation.

6.0 Establishing Need

6.1 Overview

The Project's need is evidenced through a combination of demand for beef from the Australian community and internationally. Need for the project across these areas is discussed in this section.

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6.2 Importance of Beef to the Community

Beef plays a multifaceted and significant role in Australia, encompassing nutritional, cultural, and economic dimensions. Australia's per capita beef consumption continues to be one of the largest in the world. Australian per capita consumption of beef was approximately 23.4kg in 2023, while the global average was 6.0kg[10].

6.2.1 Nutritional Importance:

Beef is a dense source of high-quality protein, crucial for muscle growth and repair, and contains all essential amino acids. It's also a valuable source of:

- Iron: Particularly heme iron, which is easily absorbed by the body and vital for preventing iron deficiency and anemia, especially important for young children, adolescent girls, pregnant women, and athletes. Beef also enhances the absorption of non-heme iron from plant-based foods.
- Zinc: Essential for immune function, wound healing, growth, and cognitive function. The zinc in beef is more readily absorbed than that from plant sources.
- Vitamin B12: Found almost exclusively in animal products, it's crucial for nerve function and red blood cell formation.
- Other B Vitamins: Such as niacin and B6, which support energy metabolism, nervous system health, and immune function.
- Omega-3 Fatty Acids: While predominantly grass-fed Australian beef contains these healthy fats, beneficial for brain and heart health.
- Other Minerals: Including phosphorus (for bone health and energy conversion) and selenium (an antioxidant).

6.2.2 Cultural Significance:

Beef is important for Australians due to its significant nutritional contributions to their diet, its deep roots in their cultural identity and culinary traditions, and its substantial impact on the national economy, particularly in regional areas. These aspects include:

- Historical Connection: Cattle farming has been a part of Australia's heritage since the first European settlement, shaping the landscape and the national identity. Generations of farmers have passed down their knowledge, contributing to Australia's reputation as a top beef producer.
- Dietary Staple: Beef consumption is deeply ingrained in the Australian diet. From the traditional Sunday roast to barbecues featuring steaks, it's a common feature in family meals and social gatherings. Many Australians have grown up eating beef and consider it a part of their culinary tradition.
- National Pride: Australians take pride in their beef industry and its high standards of quality and animal welfare. The grass-fed, pasture-raised nature of much Australian beef is seen as a mark of quality, resulting in a distinct flavour profile that is appreciated both domestically and internationally.

6.2.3 Strategic Need – Food Security

Australian food security can be defined as all people in Australia, at all times, have physical, social, and economic access to sufficient, safe, and nutritious food that meets their dietary needs and food preferences for an active and healthy life. Key to this is the availability of beef.[11]

While Australia is often considered a food-secure nation due to its robust agricultural production and export capacity, challenges exist in ensuring food security for all its citizens.

Despite overall abundance, certain groups within Australia experience food insecurity reflecting rising cost of living; low-income households; Unemployment, Single-parent households, Indigenous Australians, Renters, Young people and people in regional and remote areas with limited access to affordable and nutritious food. In 2023, approximately 3.7 million Australian households (36%) experienced moderate to severe food insecurity.[12]

The Project assists with food security through increased supply that places downward pressure on domestic beef prices.

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6.3 Importance of the Victorian Beef Industry to Australia's Beef Production

Victoria's role in the Australian Beef Sector (Production & Processing) is significant. In 2023 the Victorian beef industry accounted for:

- 21% of cattle slaughtered nationally;
- 13.7% of the national cattle herd;
- 19.6% of Australian beef and veal production;
- 26% of the total red meat export volume;
- 24% of the total red meat and livestock industry turnover;
- 22.5% of the total red meat and livestock industry value add;
- 23.7% of the direct employment; and
- 21.3% of all red meat and livestock businesses. [13]

The Project assists in maintain Victoria's importance in the Country's beef production.

6.4 Importance of Beef for Victorian Economic Activity and Employment

The Victorian beef industry is a significant contributor to the Victorian economy. It involves a large number of farming businesses. The total impact on industry value added in Victoria is estimated at more than $3.6 billion, representing 0.9% of the State's total economic activity..[14]

The beef industry is often the largest employer in rural and regional communities, providing crucial economic stability and supporting the vitality of these areas as indicated in section 4.2. The total impact of the red meat processing industry in Victoria is estimated to support approximately 23,700 full-time equivalent (FTE) jobs. This represents 0.8% of the State's total employment.[15]

Furthermore, the red meat processing sector has significant linkages to other industries in Victoria. The top five industry sectors impacted by red meat processing in terms of FTE employment include Agriculture, forestry & fishing, Professional, scientific & technical services, Transport, postal & warehousing, Financial & insurance services, and Construction. The strong impact on "Agriculture, forestry & fishing" highlights the economic connection between the processing sector and the primary production sector, which includes beef farming.

The Project assists in maintaining the industry importance to the Victorian and Australian economies and employment.

6.5 Importance for Australian Beef Exports

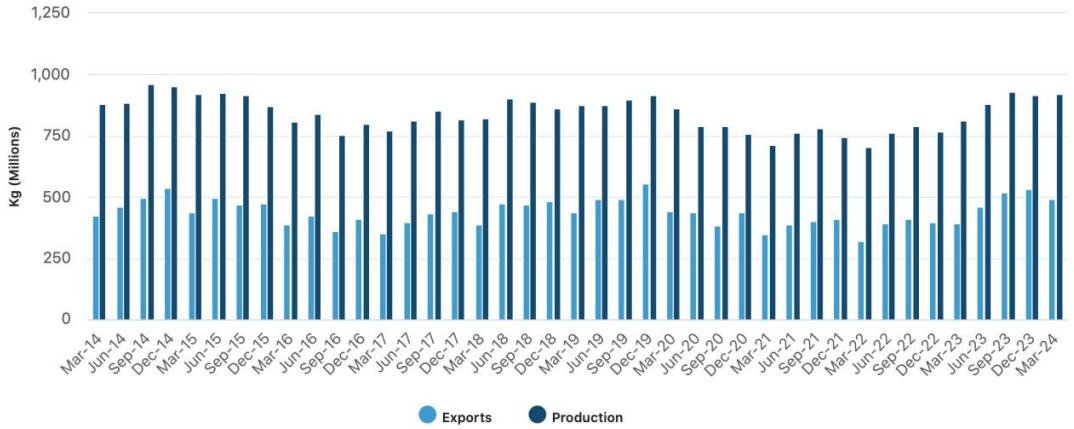
Australia is one of the world's largest beef exporters, injecting billions of dollars into the national economy annually. This export success supports numerous jobs in rural and regional areas. Australia holds a relatively small share of the global cattle inventory estimated at only 1.9% of the global cattle herd (Australian Bureau of Statistics) but is a key exporter in global red meat markets. Australia is the second largest beef and bovine meat exporter after Brazil and ahead of India and the US. Global meat consumption is increasing and over the past 20 years, total global consumption of meat has been steadily increasing at an average annual rate of 1.0% for Beef.[16] The Project responds to this international need.

6.6 Beef Market Outlook

Bovine meat production and exports are driven by two commodities, the largest being Frozen boneless beef primal cuts, followed by Fresh or chilled boneless beef primal cuts. Many regions across Australia were impacted by drought conditions from 2017 to 2020. In response to drought impacted pastures and increased cost of feed, many farmers increased slaughter rates. This led to increased meat production and exports during these years, particularly through 2019, after a sustained period of drought. Consequently, smaller herd sizes in the following years, resulted in reduced production and exports of meat through the early 2020s.

After drought conditions eased in early 2021, farmers began rebuilding their herds. In 2023, Australia's cattle herd reached its highest level in 10 years. From 2023, Australia's red meat production has trended upwards, with an associated increase in bovine exports, as the grown herd sizes are maintained. Coinciding with this usual increase in production was the announcement, in September 2023, of the El Nino event in Australia. The forecast weather event increased expectations of drier conditions and impacted pastures, leading to higher slaughter rates of cattle and sheep in response.

Figure 2. Red meat production and bovine and sheep exports, quantity



Source: Australian Bureau of Statistics 2024.

These coinciding events meant the first quarter of 2024 had the highest level of red meat production of any March quarter on record, up 14% on March quarter 2023 figures. Strong domestic supply supported record exports since the start of the year. In March quarter 2024, exported quantities of beef and lamb were higher than any previous March quarter and were up 27% on March quarter 2023. March month 2024 represented an all-time high for total meat exports.

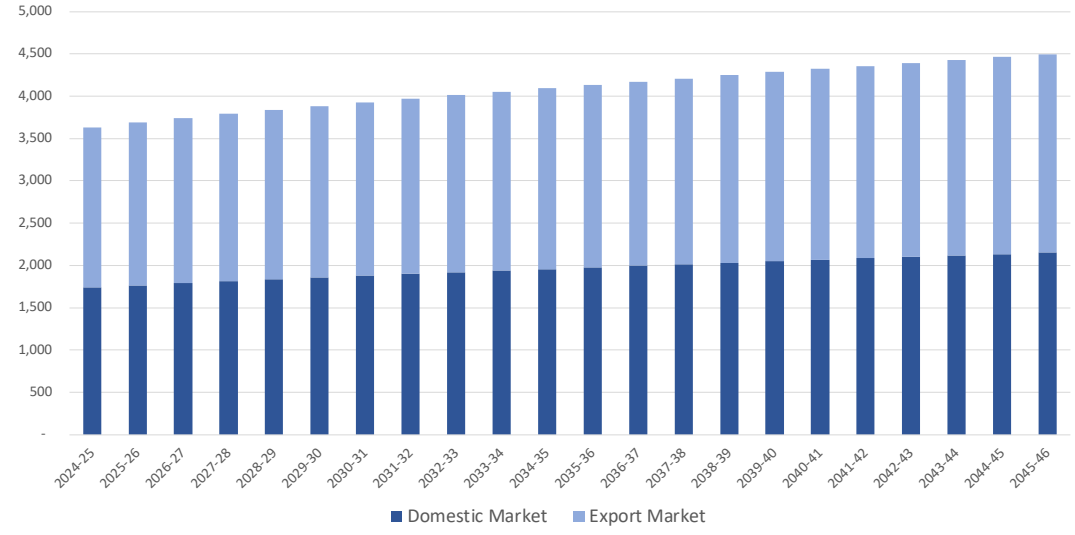
Exports of bovine remained strong in April 2024. Compared to April 2023, the value of exports increased 11%; while exported quantities increased 18%..[17]

According to Meat and Livestock Australia in their latest Market Outlook 2025, "Australia is well-positioned to achieve record production and export volumes once again. However, limitations in processing capacity could hinder domestic processors' ability to meet demand." [18] The Project responds to this identified limitation in processing capacity.

6.7 Forecasts of Future Beef Sales

Future beef demand and need for the Project has been modelled by analysing historic Australian per capita domestic beef and export sales and forecasting the trajectory of per capita rates out to June 2046.

Figure 3: Forecasted Beef Production in Tonnes (millions – tonnes)



Source:, AEAS 2025

Figure 3 highlights that domestic and international demand for beef will continue to grow as a result of high population and economic growth domestically and high international demand. Domestic beef production will rise from 1,738 million kg in 2024-25 to 2,151 million kg in 2045-46 or by 413 million kg. Exported beef over the same period will rise from 1,896 million kg in 2024-25 to 2,347 million kg in 2045-46 or by 451 million kg. In total Australian beef production is forecasted to rise from 3,633 million kg in 2024-25 to 4,498 million kg in 2045-46 or by 865 million kg. The Project responds to this identified domestic and international demand for Australian beef.

6.8 Implications for the KGF Lance Creek Project

The interpretation of sections 6.1 to 6.7 is that there is significant need for additional beef production to be made available in Victoria and Australia to accommodate potential future demand. The increase in forecasted beef sales identified and need for food security represents a market opportunity for KGF and the Project. In summary, the Project will:

- Provide long-term beef production to best fill the demonstrated imminent increase in beef demand;
- Ensure a sufficient supply of beef in Victoria, Australia and Internatio0nally to accommodate reasonable expectations of future beef volumes;
- Promote greater competition in beef and downward pressure on beef prices;
- Provide certainty and food security to Australia;

KGF's proposed Lance Creek Abattoir expansion represents strategic economic infrastructure to Australia and as such the overwhelming need for additional beef processing is evident. KGF's project represents both sound long-term economic and future planning for Victoria.

7.0 Evaluation of Economic Impacts

When fully operational, the Project will provide over $482 million in supply chain expenditure together with over $86 million in employee wages and salaries and in excess of $1.8 million in government taxes to fund frontline services. This expenditure will directly and indirectly beneficially impact the South Gippsland and Victorian economies.

7.1 Operational Stage Employment Creation

When the Lance Creek Project is fully operating it is expected to create an additional 500 jobs across occupations including:

- Livestock Handling and Slaughtering including Livestock Handlers; Stunners; Slaughterers and Hide/Pelt Removers;
- Meat Processing and Butchering including Butchers/Knife Hands; Boners; Slicers; Meat Packers; and Graders/Quality Control;
- Production and Operations including Production Line Workers; Machine Operators; Industrial Cleaners; Maintenance Fitters; and Warehouse Labourers/Store persons;
- Support and Administration including Supervisors/Team Leaders; Quality Assurance Officers; Meat Hygiene Inspectors; and
- Administration Staff and Drivers (HR/HC Truck Drivers/Lumpers)

This is addition to the existing 300 jobs already employed by KGF at Lance Creek.

Project operations will also indirectly support employment in South Gippsland and Victoria more broadly from increased economic activity and spending at businesses providing goods and services to support activities. These newly created jobs are anticipated to be filled by persons residing in South Gippsland and Victoria more broadly.

In addition, employee wages will be spent in supermarkets, restaurants and cafes, licensed hotels and outlets, sporting/entertainment facilities and other retail and hospitality businesses within South Gippsland thereby creating further employment opportunities.

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The total indirect jobs created by the Project once fully operational are estimated at 1,056 and again will benefit persons residing in South Gippsland. In summary, it is estimated that there will be 1,556 total jobs created in addition to existing employment at the Lance Creek Abattoir.

Table 5: Additional Direct and Indirect Jobs Created During Operational Stage (headcount)

Impact	South Gippsland	Victoria Outside of South Gippsland	Total
Direct Jobs Created	200	300	500
Indirect Jobs Created	311	745	1,056
Total Jobs Created	511	1,045	1,556

Source: AEAS 2025

7.2 Operational Stage Economic Activity

In the first full year of operation, the Project is expected to directly create $64.7 million worth of value add in the Victorian economy. In addition, there is an extensive supply chain that indirectly creates economic activity for Victoria. It is KGF's intention to maximise the local content for its operations by maintaining current and seeking new relationships with local suppliers. This will be combined with the expenditure of employee wages throughout the community further creating economic activity.

Table 6 provides the indirect impact of the Project when operational in economic value added. The indirect economic activity from the Project's annual operations is estimated at $115.8 million. The total economic activity created for Victoria in first full year of operation is estimated at $180.4 million. This is in addition to the $22.6 million in economic activity already created by existing KGF's operations at Lance Creek.

Table 6: Additional Direct and Indirect Value Added ($ million) During Operational Stage – Annual

Impact	South Gippsland	Victoria Outside of South Gippsland	Total
Direct Jobs Created	$ 19.4	$ 45.3	$ 64.7
Indirect Jobs Created	$ 34.8	$ 81.0	$ 115.8
Total Jobs Created	$ 54.2	$ 126.3	$ 180.4

Source: AEAS 2025

7.3 Evaluation of Importance to South Gippsland

The expansion of the Lance Creek Abattoir is assessed to be an important project for South Gippsland:

- The 511 jobs newly created and supported in South Gippsland represents 4.2% of all employment in the region.
- The $54.2 million in newly created industry value add in South Gippsland represents 2.4% of all economic activity in the region.

7.4 Implications for the KGF Lance Creek Project

Sections 7.1 - 7.3 clearly indicate that KGF and its value chain make an important contribution to South Gippsland and Victoria. Beef as a vital 'input' has the potential to establish and underpin major pillars of the Victoria economy in tourism, hospitality and retail.

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8.0 Conclusion

The report establishes a significant need for the Project, driven by a demonstrated imminent increase in both domestic and international demand for Australian beef, which existing processing capacity is struggling to meet. The Project is anticipated to provide long-term beef production, ensure sufficient supply, promote greater competition and downward pressure on prices, and provide certainty and food security to Australia.

The assessment indicates that the Project will be a significant economic undertaking for South Gippsland and Victoria. During the operational stage, it is estimated to create and support an additional 1,556 total jobs across Victoria, with 511 of these jobs located within South Gippsland.

In its first full year of operation, the Project is expected to generate an additional $180.4 million in total economic activity (value add) for Victoria annually, of which $54.2 million will contribute to the South Gippsland economy. These contributions are considered important for South Gippsland, with the newly created jobs representing 4.2% of all employment in the region and the value add representing 2.4% of the region's total economic activity.

Overall, the Project offers the strong potential to significantly support employment and industry, generating, facilitating and accelerating economic benefits and job creation across Victoria. This report confirms economic merit for the development application, as it promises to bring long-term economic and social benefits to the Gippsland and wider Victorian region.

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Appendix One: Endnotes and Sources

[1] hiips://app.remplan.com.au/southgippsland/community/summary

[2]https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=hiips://www.southgippsland.vic.gov.au/download/downloads/id/3952/economic_development_strategy_2021-2031_final.pdf&ved=2ahUKEwinyYr8_p6NAxVycGwGHSogB9QQFnoECA0QAw&usg=AOvVaw34HFADjA5t_2F3qd5f77XX

[3] hiips://app.remplan.com.au/southgippsland/economy/industries/employment

[4] hiips://app.remplan.com.au/southgippsland/economy/trends/business -counts-staff

[5] hiips://app.remplan.com.au/southgippsland/economy/industries/gross -regional-product

[6]https://www.google.com/url?sa=t&source=web&rct=j&opi=89978449&url=hiips://www.southgippsland.vic.gov.au/download/downloads/id/3952/economic_development_strategy_2021-2031_final.pdf&ved=2ahUKEwinyYr8_p6NAxVycGwGHSogB9QQFnoECA0QAw&usg=AOvVaw34HFADjA5t_2F3qd5f77XX

[7] hiips://app.remplan.com.au/southgippsland/economy/industries/employment

[8] hiips://app.remplan.com.au/southgippsland/economy/industries/gross -regional-product

[9] hiips://app.remplan.com.au/southgippsland/economy/industries/value -added

[10] hiips://www.mla.com.au/globalassets/mla -corporate/prices--markets/documents/trends--analysis/soti-report/mla-state-of-the-industry-report-2324-web.pdf

[11] hiips://www.fao.org/hunger/en

[12] hiips://reports.foodbank.org.au/wp -content/uploads/2023/10/2023_Foodbank_Hunger_Report_Summary.pdf

[13] hiips://www.mla.com.au/globalassets/mla -corporate/prices--markets/documents/trends--analysis/soti-report/mla-state-of-the-industry-report-2324-web.pdf

[14] Ibid

[15] Ibid

[16] Ibid

[17] Australian Bureau of Statistics (6 June 2024), Insights into Australian Exports of Meat, ABS Website, accessed 12 May 2025

[18] hiips://www.mla.com.au/contentassets/7352cb358b0e48c0a15439cc367febb2/revision -2_march-2025_australian-cattle-industry-projections_140325.pdf

QEAS Queensland Economic Advocacy Solutions

Appendix Two: AEAS Business Information

Australian Economic Advocacy Solutions delivers services in economic analysis, research and advocacy in Australia and was set up by Nick Behrens following two decades of experience applying these skills in the real world for Australia's business community. More specifically QEAS provides:

- Economic Contribution and Valuation Analysis;
- Data Analysis, Market research and Economic Modelling;
- Stakeholder Consultation; and
- Government Relations and Submissions.

Across 170 plus projects, AEAS has delivered services nationally to exemplary organisations including ACOR, Allgas, AORA, Australian Aluminium Council, Australian Industry Group, Australian Gas Industry Trust, Australian Steel Institute, BASF, Brisbane Airport Corporation, Brisbane Cross River Rail, Brisbane Economic Development Agency, Business Chamber Queensland, Canegrowers, Cairns Airport, Dexus, IOR Petroleum, LifeFlight, Mackay Airport, Maleny Dairies, Master Builders Australia, Manufacturing Skills Queensland, Motor Trades Association, Natroads, NWRIC, Neuron E-Scooters, North Queensland Airports, Port of Brisbane, Property Council of Australia, QFI, Queensland Resources Council, Queensland Major Contractors Association, Queensland Trucking Association, RACQ, Remondis, Suncorp, VTA, Victorian Waste Management Association, WRISA, WRINT, WRIQ, unions, local government authorities, the Commonwealth and State Governments and many others.

We can be engaged for either a special project (for the entire project or just the parts our clients need help with) or on an ongoing basis. We will take the time to understand your unique challenge and create a partnership with you to tailor a solution specific to your budget. We engage with confidentiality and integrity. Choose AEAS for our expertise, professionalism and ability to work with our valued clients to achieve exceptional results.

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nickbehrens@qeas.com.au
ABN 57028574915

Professional Bio: Nick Behrens

Across his professional career Nick has realised many outstanding outcomes to complex challenges for the business community. He possesses significant experience in gathering and presenting information, and leveraging that information to achieve results across a range of areas including economic, taxation, regulatory environment, workers compensation, employment legislation, population, infrastructure and planning issues. As Director of Queensland Economic Advocacy Solutions (QEAS), Nick provides:

1. Exceptional understanding of social, political and economic issues impacting on business and the economy;
2. Considerable real-world application of project, business and economic research and analysis;
3. Significant expertise in advocacy, including government and stakeholder relations;
4. In-depth and firsthand knowledge of the workings of Government;
5. Extensive networks in political, government, business and community sectors;
6. Previous appointments on a number of high level Government committees; and
7. Media commentator and public speaker.

Nick's representations are based on extensive research and his preferred approach to economic analysis, research and advocacy is to achieve results by working with stakeholders behind the scenes to secure positive and lasting outcomes. He places much emphasis on having a thorough and convincing evidence that is readily understood and in turn leads to real world application and solutions.



AEAS Australian Economic Advocacy Solutions

8.3 1805 Phillip Island Road, Cowes - Planning Application No. PDPLANPER-2025-000848

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

Purpose of Report

For Council to consider a planning application for buildings and works associated with a caravan park in the Rural Activity Zone (RAZ) and the Bushfire Management Overlay (BMO) at 1805 Phillip Island Road, Cowes.

Executive Summary

Application number:	PDPLANPER-2025/000848
Applicant:	Park Lane Group C/- Planning & Property Partners Pty Ltd
Land/Address:	1805 Phillip Island Road COWES
Ward:	Island Ward
Proposal:	Buildings and works associated with a caravan park in the Rural Activity Zone (RAZ) and the Bushfire Management Overlay (BMO)
Zone:	Rural Activity Zone (RAZ)
Overlay:	Bushfire Management Overlay (BMO)
Aboriginal cultural heritage sensitivity	The site is not located within an area of identified cultural heritage sensitivity.
Title:	Lot 1 on Plan of Subdivision 078093 in Volume 08682 Folio 926. No covenants, section 173 or easements affect the land.
Number of submissions:	A total of 18 objections were received at the time of writing.
Reason a Council decision is required:	Council's delegations require applications that attract fifteen or more objections to be determined by Council. This application attracted 18 objections.

	The application has been called in by a Councillor.
Officer recommendation:	Notice of Decision to Grant a Planning Permit

Summary of Officer Recommendation

That Council issue a Notice of Decision to Grant a Planning Permit subject to conditions outlined in the Officer Recommendation section of this report.
The proposal is recommended for support for the following reasons:

- It is consistent with the relevant planning policy in the Municipal Planning Strategy and Planning Policy Framework, concerned with settlement, environmental risks, natural resource management, built environment, economic development and car parking of the Bass Coast Planning Scheme.
- The proposal accords with the purpose and decision guidelines of Clause 35.08 (Rural Activity Zone) of the Bass Coast Planning Scheme.
- The proposal accords with the purpose, requirements and decision guidelines of Clause 44.06 (Bushfire Management Overlay) of the Bass Coast Planning Scheme.
- The proposal provides for car parking in accordance with the purpose, decision guidelines and requirements of Clause 52.06 (Car Parking) of the Bass Coast Planning Scheme.
- The proposal complies with the requirements of Clause 53.02 (Bushfire Planning) of the Bass Coast Planning Scheme.
- The proposal accords with the decision guidelines of Clause 65.01 (Approval of an application or plan) of the Bass Coast Planning Scheme.
- It provides an orderly and appropriate development outcome for the subject site.

Main Considerations

The following are the main considerations that formed part of the assessment of this application:

- The proposal's appropriateness to the Rural Activity Zone and the existing use and development of the site.
- The proposal's responsiveness to the Bushfire Management Overlay and the bushfire hazard.
- The provision of car parking.

The Proposal

This application proposes to construct new accommodation cabins on the site in accordance with plans and documents submitted with the application. The decision plans are provided as Attachment 1 and are detailed below:

- Plans prepared by St Quentin, dated 16/06/2025, revision 3.
- Plans prepared by Park Lane Construction, dated 21/10/2025, revision A-B.
- Plans prepared by Park Lane Construction, dated 30/01/2026, revision 2.

- Bushfire Management Statement, prepared by Jardine Johnstone Environment and Planning, dated October 2025, revision V.06.
- Arborist Report, prepared by Melbourne Tree Care Pty Ltd, dated 3/11/2025, revision 5

Key features of the proposal include:

- Removal of vegetation (no permit required, exempt under Clause 52.12-1).
- Demolition of buildings (no permit required, exempt under Clause 62.05).
- Construction of 23 accommodation cabins (18 buildings), comprising:

style	description	quantity
A	2 bedroom duplex	7
B	2 bedroom single	5
C	2 bedroom accessible	4
D	3 bedroom duplex	4
E	3 bedroom single	2
F	2 bedroom accessible	1
Total cabins		**23***

* 18 separate buildings

- Provision of car parking, comprising 32 car parking spaces, or x1-2 to Style A and E cabins, x2 to Style D cabins, and x1 to Style B, C and F cabins.
- Construction of 2.1 metre high non-combustible boundary fencing along the northwestern property boundary abutting the proposed development.
- Planting of x14 Blueberry Ash (*Elaeocarpus reticulatus*) trees.



Figure 1 - Proposed Plans

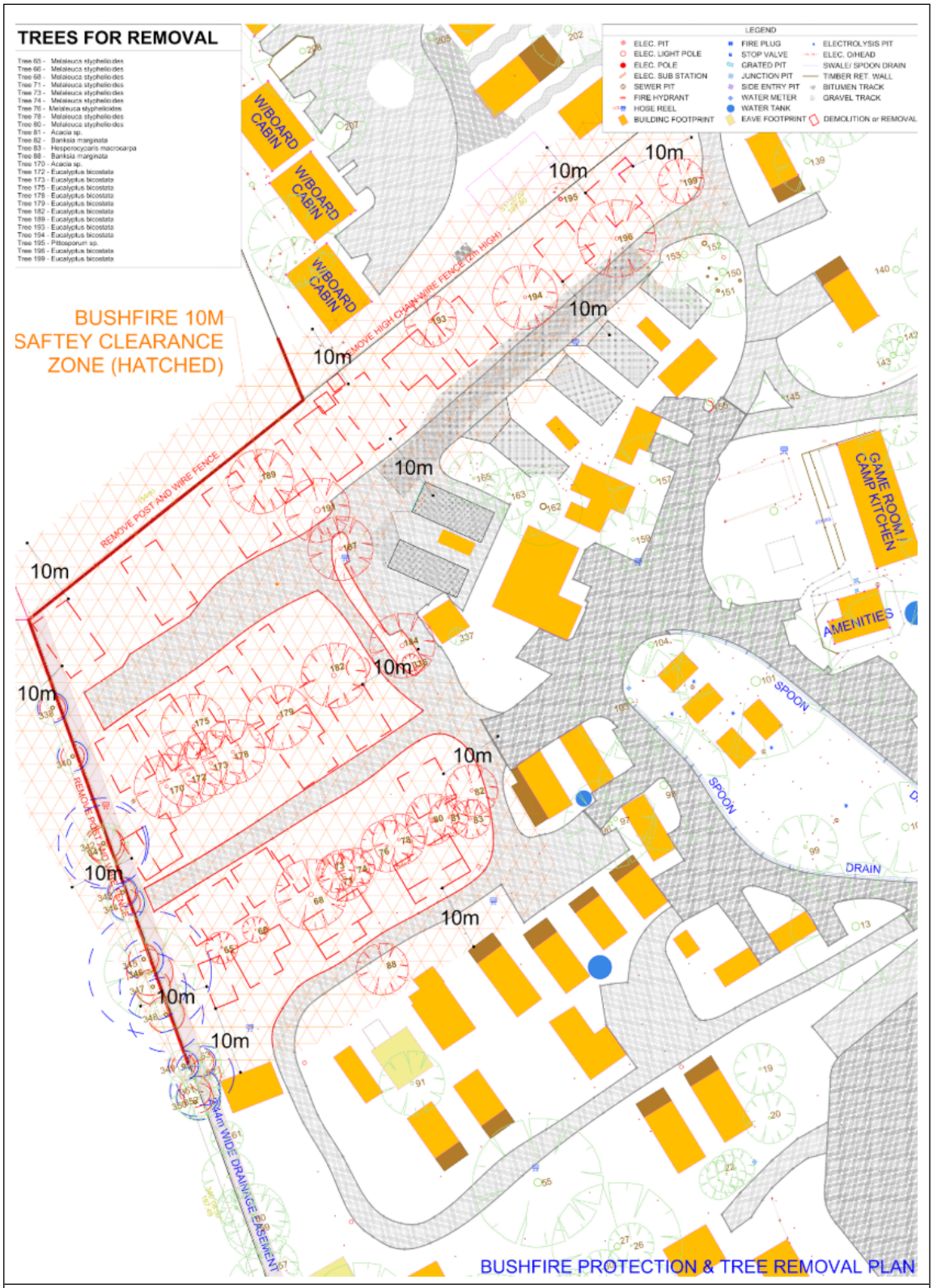


Figure 2 - Proposed Plans



Figure 3 - Proposed Plans

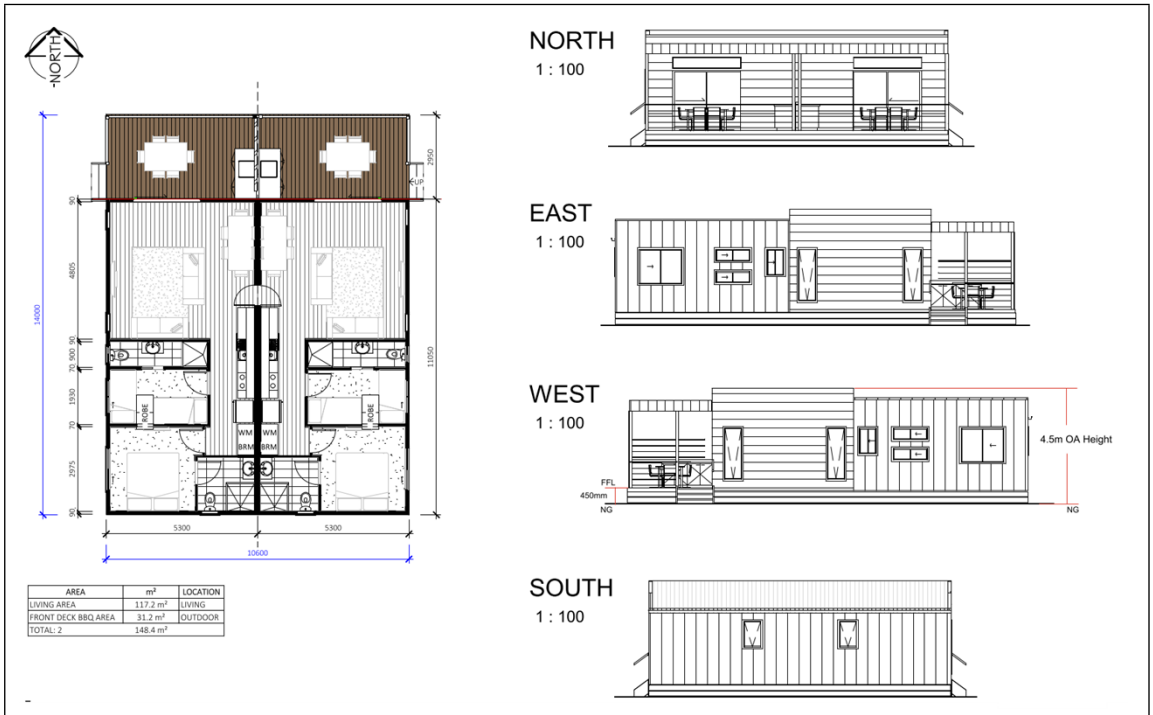


Figure 4 - Proposed Plans

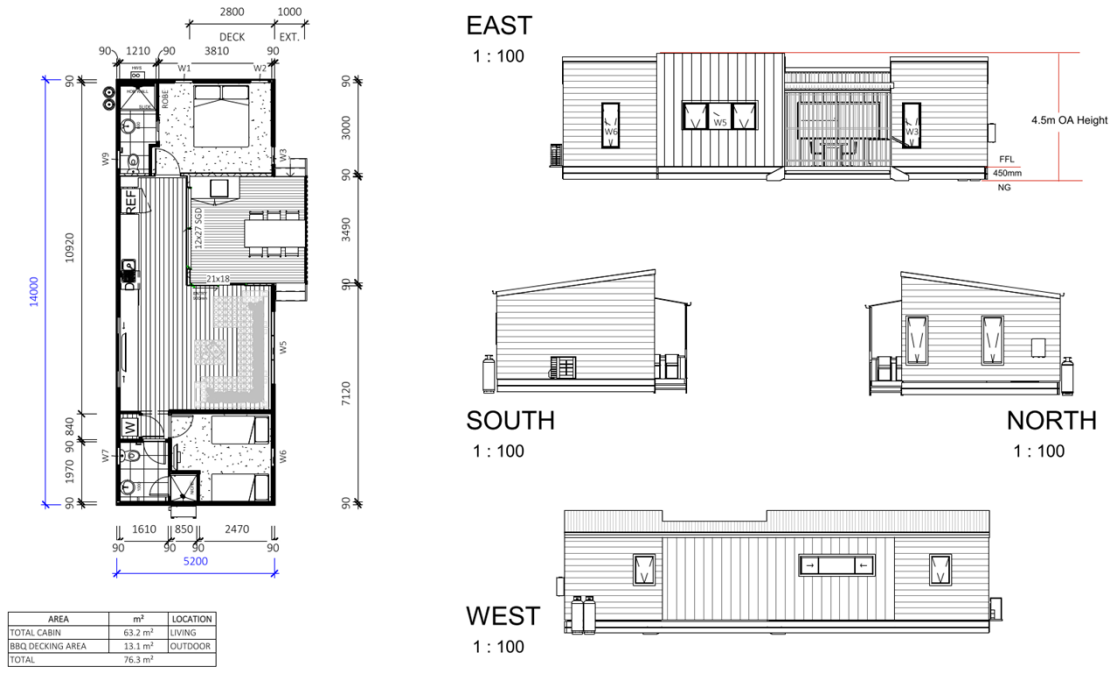


Figure 5 - Proposed Plans

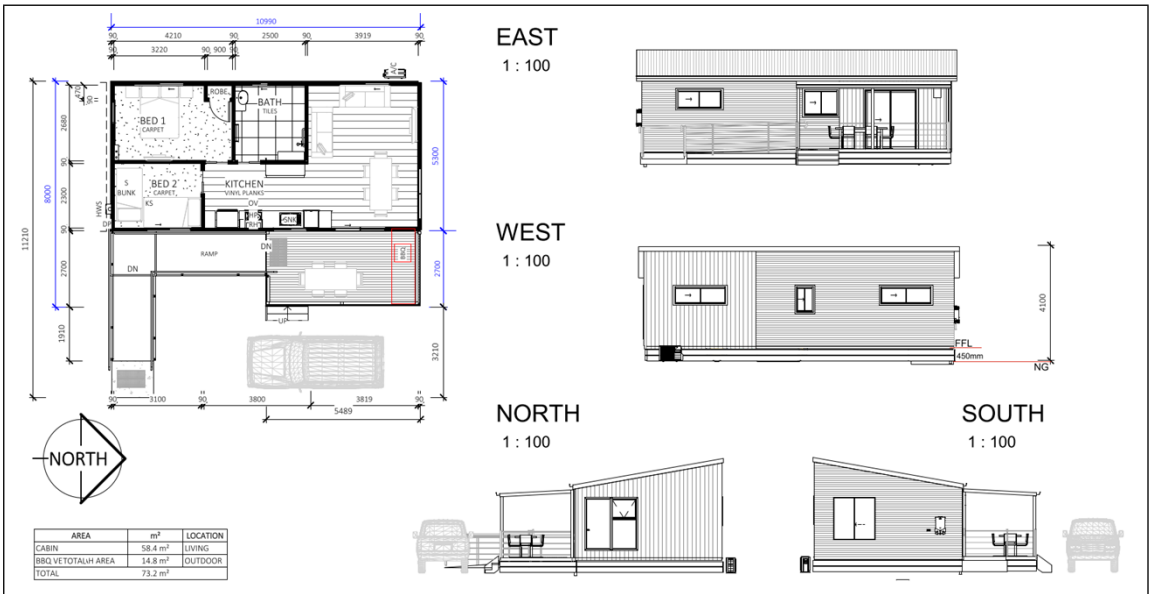


Figure 6 - Proposed Plans

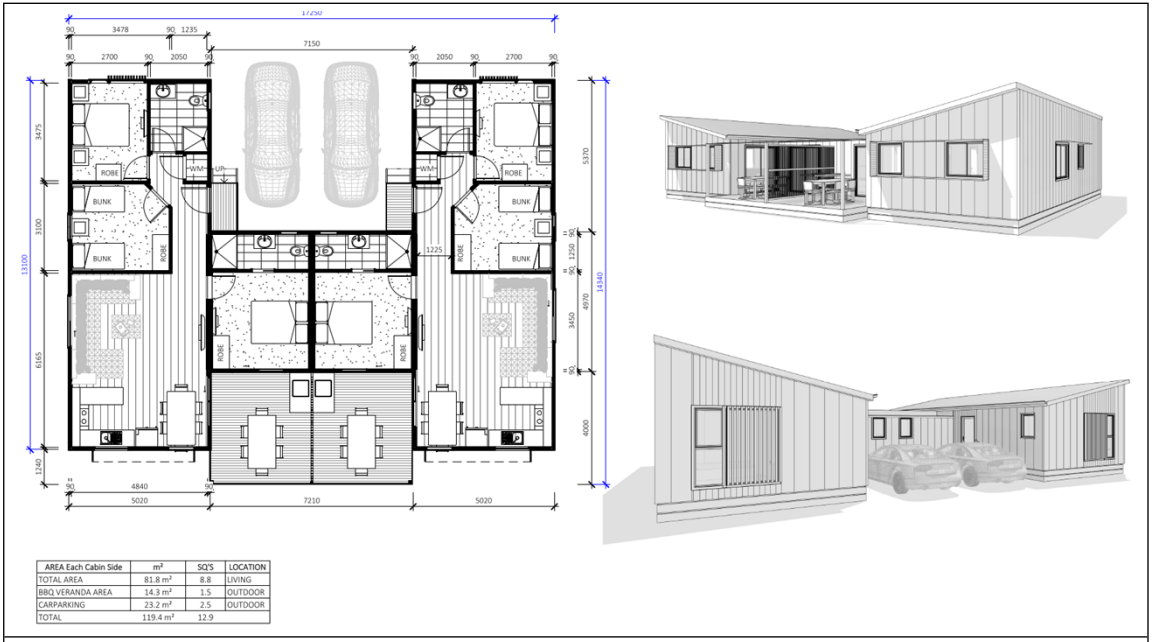


Figure 7 - Proposed Plans



Figure 8 - Proposed Plans

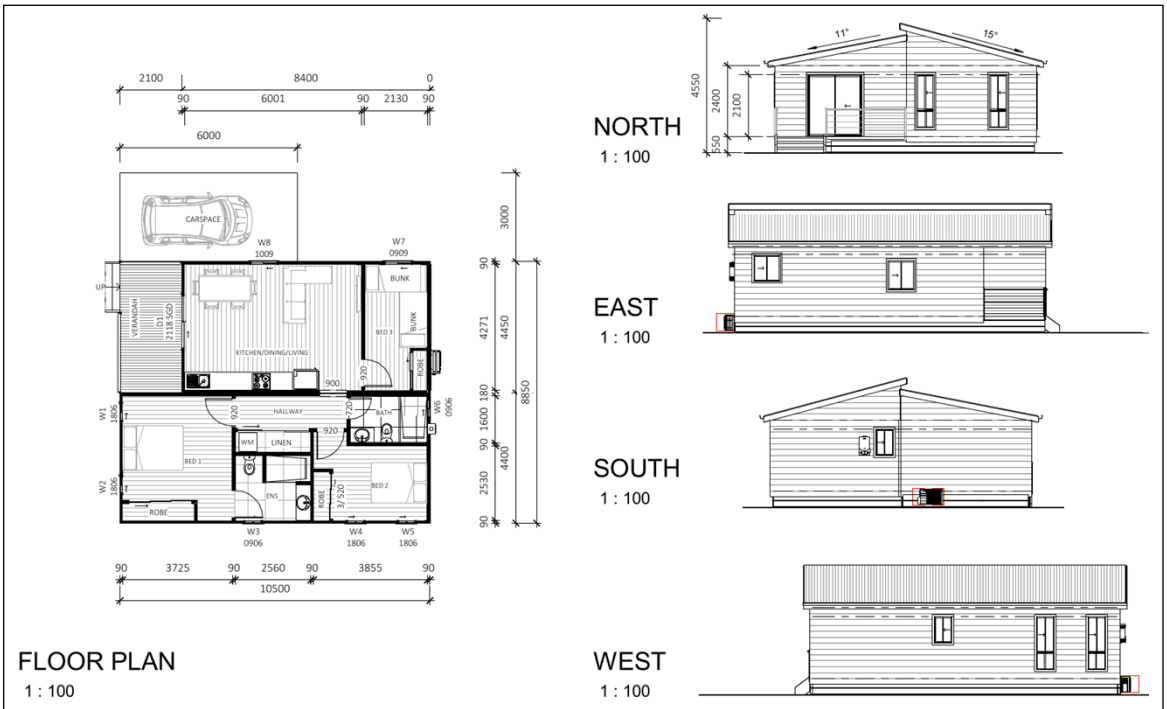


Figure 9 - Proposed Plans

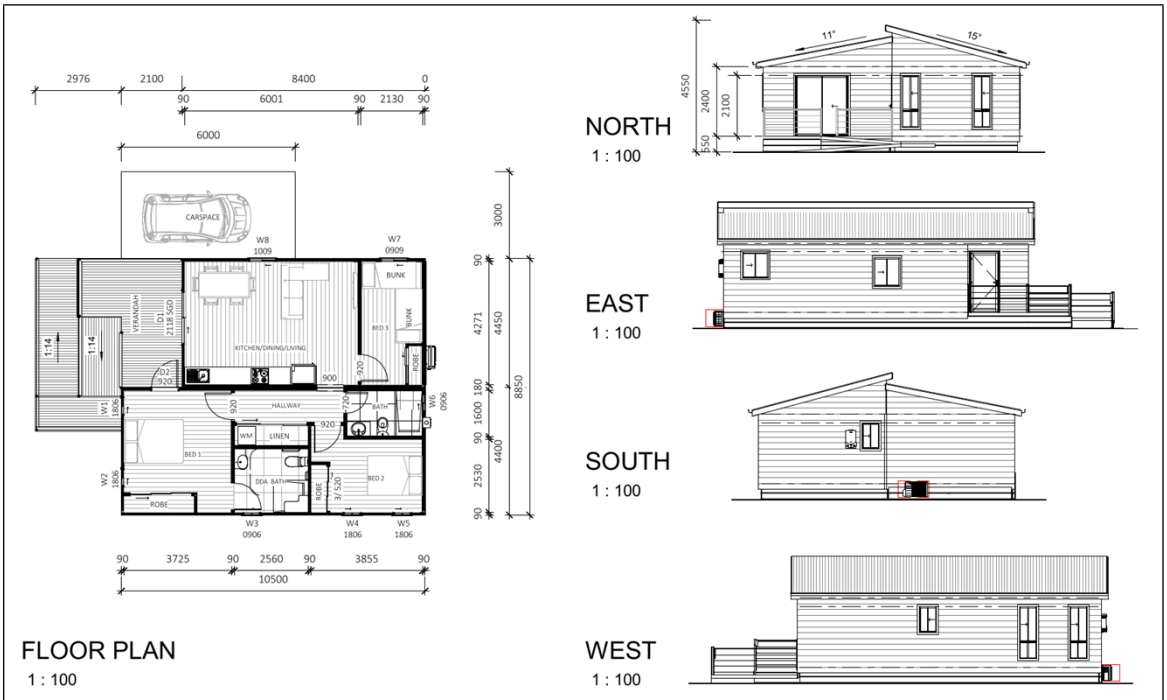


Figure 10 - Proposed Plans



Figure 11 – Bushfire Management Plan

A copy of the plans and application documents is included in Attachment 1.

Subject Site and Surrounds

The site comprises two allotments that are formally identified on Certificate of Title Volume 08682 Folio 926 as Lot 1 on Plan of Subdivision 078093 and Certificate of Title Volume 09065 Folio 879 as Lot 1 on Title Plan 743503Q and commonly known as 1805, 1821 and 1825 Phillip Island Road, Cowes.
It is situated on the southwestern side of Phillip Island Road. It is located approximately 3.8 kilometres south of the Cowes activity centre.
The main characteristics of the subject land are:

Site size	Irregular in shape 6.1 hectares (approx.)
Site frontage	Phillip Island Road
Topography	Falls to the east
Vegetation	Generally devoid of vegetation, save for 2x patches of vegetation comprising of Cypress canopy trees.
Existing land use	Currently used for the purposes of camping and caravan park
Existing development	Currently improved with accommodation buildings, retail premises and amusement park
Access	Existing access via crossovers to Phillip Island Road.
Easements?	Yes Easement (E-1) running along the western (rear) boundary.
Bushfire Prone Area?	Yes
Special water supply catchment area?	No
Utilities	The site appears to have access to reticulated electricity.

The main characteristics of the surrounding area are:

North and northeast	Abutting to the north and northeast of the subject land is the Phillip Island Nature Park, which is zoned in the Public Conservation and Resource Zone.
Southeast	Opposite to the southeast of the subject land is land zoned in the RAZ which is used and developed for the purposes of an education centre.
South	Abutting to the south of the subject land is the Phillip Island Adventure Resort, which is zoned in the RAZ.

West	Abutting to the west of the subject land is 59 Smiths Beach Road, Cowes land used primarily for rural living.
Surrounding area	The subject land interfaces with land zoned in the RAZ to the southeast comprising an education centre, Public Conservation and Resource Zone to the north and northeast comprising the Phillip Island Nature Park, RAZ and Farming Zone to the west comprising single dwelling rural lots and farming lots, and RAZ to the south comprising the Phillip Island Adventure Resort.



Figure 12: Aerial image of the subject land. Source: Bass Coast Shire Council GIS.



Figure 13: Aerial image of the subject land and its surrounds. Source: Bass Coast Shire Council GIS.



Figure 14: Zoning map. Source: VicPlan

Planning Permit History

A search of Council records indicates the following planning permit applications are relevant to the subject site and/or the consideration of this application:

- Planning Permit 97189 was issued by Council on 3 June 1997 and allowed for the establishment of a temporary camping ground and ancillary activities.
- Planning Permit 97481 was issued by Council on 27 November 1997 and allowed for the erection of an illuminated sign.
- Planning Permit 991580 was issued by Council on 1 October 1999 and allowed for the removal of trees.
- Planning Permit 991673 was issued by Council on 17 November 1999 and allowed for the construction and use of a BBQ shelter and proposed store.
- Planning Permit 00132 was issued by Council on 6 March 2000 and allowed for the development and use of a storage shed.
- Planning Permit 992805 was issued by Council on 16 December 1999 and allowed for a temporary camping food and drink premises.
- Planning Permit 02144 was issued by Council on 21 February 2002 and allowed for the removal of trees.
- Planning Permit 02404 was issued by Council on 23 April 2002 and allowed for the pruning of one tree.
- Planning Permit 02405 was issued by Council on 23 April 2002 and allowed for the removal of two trees.
- Planning Permit 02406 was issued by Council on 23 April 2002 and allowed for the removal of one tree.

- Planning Permit 02407 was issued by Council on 23 April 2002 and allowed for the removal of five trees.
- Planning Permit 03182 was issued by Council on 17 February 2003 and allowed for the removal of one tree.
- Planning Permit 03183 was issued by Council on 17 February 2003 and allowed for the removal of one tree.
- Planning Permit 03360 was issued by Council on 7 April 2003 and allowed for the extension of an existing building.
- Planning Permit 031169 was issued by Council on 4 December 2003 and allowed for the removal of four trees.
- Planning Permit 040292 was issued by Council on 12 May 2004 and allowed for the removal of two trees.
- Planning Permit 040435 was issued by Council on 31 May 2004 and allowed for the removal of six trees.
- Planning Permit 050126 was issued by Council on 12 Apil 2005 and allowed for the use of the existing premises for an on-premises liquor license. This permit was amended on 19 March 2009.
- Planning Permit 050751 was issued by Council on 21 October 2005 and allowed for the pruning of trees.
- Planning Permit 060903 was issued under delegation on 22 December 2006 and allowed for the removal and lopping of trees.
- Planning Permit 070591 was issued under delegation on 18 September 2007 and allowed for the construction of extensions and the continuation of existing activities. This permit was amended on 16 August 2008.
- Planning Permit 130334 was issued under delegation on 16 June 2014 and allowed for the installation of a self-contained climbing frame/ropes course. This permit was amended on 22 December 2014.
- Planning Permit 130370 was issued under delegation on 23 June 2014 and allowed for buildings and works (extension to building and construction of a chicory kiln). This permit was amended on 9 February 2016.
- Planning Permit PDPLANPER-2024/001468 was issued under delegation on 13 October 2025 and allowed for the construction of buildings and works and the removal of vegetation.

Planning Controls

The following controls/permit triggers are considerations for this application:

Zone

- Clause 35.08 – Rural Activity Zone, Schedule 1

In accordance with Clause 35.08-4 a planning permit is required to construct a building or construct or carry out works associated with a use in Section 2 of Clause 35.08-1 and to construct a building within 100 metres of a road in a Transport Zone 2.

Overlays

- Clause 44.06 – Bushfire Management Overlay

In accordance with Clause 44.06-2 a planning permit is required to construct a building or construct or carry out works associated with accommodation.

Consultation

Notice of the application was required under Section 52 of the *Planning & Environment Act 1987*, as the responsible authority was not satisfied that the grant of the permit would not cause material detriment to any person.
The Applicant gave notice in the following manner:

- Sent copies of the Notice by mail to nearby land owners and occupiers; and
- Placed a Notice on the land.

In response to notification the application attracted 18 objections.
A copy of each submission is included in Attachment 2.
The submitter concerns and comments are summarised further in this report including a Council Officer response in the table provided.
The applicant provided as response to the objections on 2 February 2026. A copy of this is included in Attachment 2.

Referrals

The following table outlines the referral requirements of this application.

Referral Authority	Comments
External	
Country Fire Authority 22 October 2025	Section 55 referral No objection to application, subject to conditions.
Department of Energy, Environment & Climate Action (DEECA) 7 January 2026	Section 52 Notice No objection to the application.
Internal Council Departments	
Planning Arborist 12 January 2026	Comments provided identifying trees that will require approval pursuant to Council's Local Laws, and requesting further information regarding local law considerations.

	Planner comment As the Local Law is a separate approval, this will be assessed at the appropriate time and is not relevant to the assessment of the application against the Planning Scheme.
Development Services 26 November 2025	No objection subject to conditions.

A copy of the referral responses is included in Attachment 3.

Aboriginal Heritage Act 2006

The site is not located within an area of identified cultural heritage sensitivity.

Planning Scheme Provisions

Planning Policy Framework Assessment

The relevant Planning Policy Framework clauses are as follows:

VPP00 Purpose and Vision

Clause 02 – Municipal Planning Strategy

- Clause 02-01 Context
- Clause 02-02 Vision
- Clause 02-03 Strategic direction
- Clause 02.04 Strategic framework plan

VPP11 Settlement

Clause 11.01 - Victoria

- Clause 11-01-1S Settlement
- Clause 11.01-1R Settlement - Regional Victoria
- Clause 11-01-1R Settlement – Gippsland
- Clause 11-01-1L-01 Settlement

VPP 13 Environmental Risks and Amenity

Clause 13.02 Bushfire

- Clause 13.02-1S Bushfire planning
- Clause 13.02-1L Bushfire planning

VPP 15 Built Environment and Heritage

Clause 15.01 Built Environment

- Clause 15.01-6S Design for rural areas
- Clause 15.01-6L Development in the Rural Activity Zone

VPP 17 Economic Development

Clause 17.01 Employment

- Clause 17.01-1S Diversified economy

Clause 17.04 Tourism

- Clause 17.04-1S Facilitating tourism
- Clause 17.04-1R Tourism - Gippsland
- Clause 17.04-1L Facilitating tourism

VPP18 Transport

Clause 18.02 Movement networks

- Clause 18.02-4S Roads

Officer comment:

The proposal is considered to have merit when consideration is given to the broader state and local policies related to environmental and landscape values, environmental risks and amenity, for the following reasons:

- The proposal gives priority to the protection of human life and property over all other policy considerations, in accordance with the overarching principles of Clause 13.02-1S. It appropriately provides for the bushfire mitigation measures and protocols whilst being able to accord with other policies in the planning scheme.
- The bushfire material submitted with this application identifies the bushfire hazard within 150 metres of the proposed development, the bushfire hazard of the general locality more than 150 metres from the site and describes how the proposed development responds to the requirements in this clause and Clause 53.02. This corresponds with the bushfire hazard identification and assessment strategies of Clause 13.02-1S.
- The application was referred to the CFA in accordance with Clause 66 of the Scheme and Section 55 of the Act, consistent with the strategy at Clause 13.02-1S, which seeks to *consulting [sic] with emergency management agencies and the relevant fire authority early in the process to receive their recommendations and implement appropriate bushfire protection measures*. The CFA have provided conditional consent to the application.
- The proposal appropriately mitigates the bushfire hazard and provides appropriate measures and policies in the event of a bushfire. The proposal complies with the relevant bushfire requirements of Clause 53.02 or otherwise is consistent with the advice of the CFA. This is consistent with the strategy at Clause 13.02-1S, which seeks to ensure that the development has satisfactorily demonstrated that the relevant policies have been addressed, performance measures satisfied or bushfire protection measures can be adequately implemented.

- The proposal has no potential of impacting productive agricultural land on the site and surrounds. This is consistent with state-led policy at Clause 14.01-1S which calls for consideration of the desirability and impacts of removing the land from primary production [potential] and the land's capability.
- The proposed development is located in place of existing development, so as to be sited away from property boundaries and the road frontage, co-located with other development on the site. This is consistent with the strategy at Clause 15.01-6S.
- Additionally, the scale and form of the proposed development is tempered and designed so that it is modest and consistent with other development on the site – thus maintaining the existing grain and rural flavour of development in this area. This is consistent with the strategy at Clause 15.01-6S which seeks to *ensure that the siting, scale and appearance of development protects and enhances rural character*. This is also consistent with the local policy at Clause 15.01-6L, which seeks to *protect the visual and environmental qualities of rural and coastal landscapes* and *to support development that complements the existing and desired character*.
- The proposal provides for growth, investment and innovation in the local tourist economy to meet growing demand in tourism, by providing a greater range of well-designed and sited tourist facilities, as sought by the strategies at Clause 17.04-1S.
- The proposal provides for tourism facilitates that are compatible with and build on the assets and qualities of surrounding activities and attractions, consistent the strategies at Clause 17.04-1S.
- Approval of the application aligns with the regional strategy at Clause 17.04-1R, which seeks to *facilitate tourism in the strategic tourism investment area of Phillip Island* and *support nature-based tourism proposals that complement and are compatible with the region's environment and landscape attractions or are close to identified strategic tourism investment areas*. Likewise, it is consistent with the location strategies of the local policy at Clause 17.04-1L, as it provides for tourist accommodation in the RAZ that is integrated with existing tourist infrastructure.
- The proposal is consistent with the diversification strategies of the local policy at Clause 17.04-1L, as it provides tourist facilities and services that are compatible with and add value to the existing built and natural attractions of the municipality, provides tourist development that will contribute and reinforce the municipality as an all-year round tourist destination, provides development that is innovative, conducive to overnight stays or leads to new tourist products and promotion, and provides accommodation premises and short-term tourist accommodation such as holiday units and cabins.
- The proposed provision of car parking on the site is informed by Clause 52.06 and the likely demand for car parking generated by the scale and intricacies of the proposed development.

This ensures an adequate supply of car parking that the is safe and efficient and which does not adversely impact the role and function of nearby road, consistent with the objective and strategies of Clause 18.02-4S.

On balance, having regard to the Municipal Planning Strategy and Planning Policy Framework it is considered that the proposal generally complies with the relevant policy.

Zone Assessment

Clause 35.08 – Rural Activity Zone

The purpose of the Rural Activity Zone is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for the use of land for agriculture.*
- *To provide for other uses and development, in appropriate locations, which are compatible with agriculture and the environmental and landscape characteristics of the area.*
- *To ensure that use and development does not adversely affect surrounding land uses.*
- *To provide for the use and development of land for the specific purposes identified in a schedule to this zone.*
- *To protect and enhance natural resources and the biodiversity of the area.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.*



Figure 15: Zoning Map

Purpose

The background document Bass Coast Rural Land Use Strategy (2014) (RLUS) notes there is strong support for small scale, low key rural-based tourism that builds on existing tourism activities and takes advantage of the natural attributes of the region including the rural landscape.

There is already a mixture of lot sizes in the Rural Activity Zone and the landscape attributes of these areas underpin the value of them for tourism. Maintaining the current density of lots and dwellings is considered vital to protecting these values.

The RLUS identifies the following purposes for the Rural Activity Zone:

- *To support rural based tourism.*
- *To retain the dominance of the undulating pastoral landscape and coastal views.*
- *To ensure development is 'tucked into' the landform, and not visually dominant on ridges and hilltops, particularly from key viewing locations.*
- *To improve the outlook from main corridors by minimising the visibility of buildings and structures.*
- *To avoid large buildings.*
- *To maintain the dominance of the natural landscape from main road corridors outside townships.*
- *To maintain the green break between settlements.*
- *To ensure development is small scale with a rural/coastal appearance to complement the character of the area.*
- *To enhance environmental values and increase indigenous vegetation.*
- *To achieve environmental outcomes that contributes to improved biodiversity values and linkages.*
- *To ensure that any development is compatible with the existing overlay controls and minimises conflict with adjoining land uses such as the wastewater treatment plant and horse training complex.*

Decision guidelines

Clause 35.08-5 also contains the following (as relevant) decision guidelines which have formed part of this assessment:

General issues

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *Any Regional Catchment Strategy and associated plan applying to the land.*
- *The capability of the land to accommodate the proposed use or development, including the disposal of effluent.*
- *How the use or development relates to sustainable land management.*
- *Whether the site is suitable for the use and development and whether the proposal is compatible with adjoining and nearby land uses.*

Agricultural issues

- *Whether the use or development will support and enhance agricultural production.*

- *The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.*
- *The capacity of the site to sustain the agricultural use.*
- *The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.*
- *Any integrated land management plan prepared for the site.*

Accommodation issues

- *Whether the dwelling will result in the loss or fragmentation of productive agricultural land.*
- *Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.*
- *Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.*
- *The potential for accommodation to be adversely affected by vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the Mineral Resources (Sustainable Development) Act 1990.*

Environmental issues

- *The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.*
- *The impact of the use or development on the flora, fauna and landscape features of the locality.*
- *The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.*
- *The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.*

Design and siting issues

- *The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.*
- *The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.*

- *The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.*
- *Whether the use or development will require traffic management measures.*
- *The need to locate and design buildings used for accommodation to avoid or reduce the impact from vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the Mineral Resources (Sustainable Development) Act 1990.*

Officer comment:

The application is consistent with the objectives and decision guidelines of the zone as:

- The proposal is generally in accordance with the relevant planning policy contained in the Municipal Planning Strategy and the Planning Policy Framework.
- The proposal is consistent with the purpose of the RAZ and Schedule 1 to Clause 35.08, as it:
  - Does not adversely affect surrounding land uses but, rather, conforms with the prevailing use and development of the site and its surrounds;
  - Supports rural based tourism;
  - Does not dominate the landscape and maintains the existing built environment and general landscape character of the area; and
  - Proposes small scale development and avoids large buildings.
- The subject land is 6.1 hectares in size and comprises an existing camping and caravan park interspersed with other associated land uses which demonstrates the site's ability to sustain this kind of development. Furthermore, there is adequate space to accommodate the proposed development on the site, as demonstrated by the site's existing built condition.
- The proposed development is not considered to impact the sustainability of the site.
- The proposed development is compatible with adjoining and nearby land uses, which are primarily comprised of non-residential and non-agricultural land uses and are not sensitive to the proposal's scale and intensity.
- The proposed development will not support or enhance agricultural production. The subject site is not productive agricultural land and has no prospects of being productive agricultural land by virtue of its:
  - existing developed conditions;
  - topography and vegetation cover;
  - abuttals with other small lots in the RAZ, LDRZ, PCRZ or FZ, which inhibit any potential for future land consolidation into larger farming lots; and

- proximity to the Phillip Island Nature Park and Phillip Island Adventure Resort.

Furthermore, the proposed development replaces existing development that will be demolished and removed from the site.
As such, the proposed development would not result in the loss or fragmentation of productive agricultural land.

- Given the existing legal use of the land, it is considered that the proposed development would not be adversely affect the operation and expansion of adjoining and nearby agricultural uses.
- The extent and type of development relative to the land is not considered to adversely impact the natural physical features and resources of the area, in particular on soil and water quality.
- The vegetation removal proposed is generally avoided and minimised to the least extent necessary to facilitate the development and provide defendable space. The vegetation impacts are not considered to adversely impact the flora, fauna and landscape features of the locality.
- It is considered that the proposed development would connect to existing wastewater management infrastructure and update this as required.
- The siting, design, height, bulk, colours and materials to be used are considered to be congruent with the natural environment, major roads, vistas and water features, as:
  - The design of the development is generally in accordance with existing development on the site and is not considered to impose any bulk or discordance from the rural flavour of the area. The siting of the development is confined primarily to the rear of the site, which mitigates any bulk seen from the public realm and roads.
  - The height of the development is generally subdued, is consistent with existing development and would not dominate in the rural landscape.
  - The colours, materials and finishes are generally muted and earthy tones and will not stand out amongst the existing natural and built environments. A condition of permit relating to colours, materials and finishes will be included in the draft conditions to ensure the development is muted and non-reflective in nature.
- The scale of development proposed and the likely traffic generated by it is not considered substantial to the point that it would otherwise require traffic management measures.
- The site is not proximate to any land on which a work authority has been applied for or granted under the *Mineral Resources (Sustainable Development) Act 1990*.

On balance, having regard to the zone it is considered that the proposal is generally in accordance.

Overlay Assessment

Clause 44.06 – Bushfire Management Overlay

The purpose of the Bushfire Management Overlay is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.*
- *To identify areas where the bushfire hazard warrants bushfire protection measures to be implemented.*
- *To ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.*



Figure 16: Overlay Map

Permit requirement

Pursuant to clause 44.06-2, a permit is required to construct a building or construct or carry out works associated with accommodation.

Application requirements

Unless a schedule to this overlay specifies different requirements, an application must be accompanied by:

- *A bushfire hazard site assessment including a plan that describes the bushfire hazard within 150 metres of the proposed development. The description of the hazard must be prepared in accordance with Sections 2.2.3 to 2.2.5 of AS3959:2018 Construction of buildings in bushfire prone areas (Standards Australia) excluding paragraph (a) of section 2.2.3.2. Photographs or other techniques may be used to assist in describing the bushfire hazard.*

- *A bushfire hazard landscape assessment including a plan that describes the bushfire hazard of the general locality more than 150 metres from the site. Photographs or other techniques may be used to assist in describing the bushfire hazard. This requirement does not apply to a dwelling that includes all of the approved measures specified in Clause 53.02-3.*
- *A bushfire management statement describing how the proposed development responds to the requirements in this clause and Clause 53.02. If the application proposes an alternative measure, the bushfire management statement must explain how the alternative measure meets the relevant objective.*

Requirements of Clause 53.02

An application must meet the requirements of Clause 53.02 unless the application meets all of the requirements specified in a schedule to this overlay.

Mandatory conditions

A permit to construct a building or construct or carry out works must include the following condition:

> *"The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defendable space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed."*

Decision guidelines

Clause 44.06-8 also contains the following (as relevant) decision guidelines which have formed part of this assessment:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *Any other matters specified in a schedule to this overlay.*
  - *None specified.*

Officer comment:

The application is consistent with the purpose, requirements and decision guidelines of the overlay as:

- The proposal is generally in accordance with the relevant planning policy contained in the Municipal Planning Strategy and the Planning Policy Framework.
- The application provides for the application requirements of Clause 44.06-3 and includes a Bushfire Management Statement and Bushfire Management Plan.
- The proposal complies with the relevant requirements of Clause 53.02, as discussed in more detail below.
- The mandatory condition of Clause 44.06-5 will be included on the draft conditions.

Particular Provisions

Clause 52.06 – Car Parking

Clause 52.06 seeks to

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

Car parking requirement

Table 1 to Clause 52.06-5 does not prescribe a car parking requirement for 'camping and caravan park'. Accordingly the provisions of Clause 52.06-6 apply.
Clause 52.06-6 prescribes that *where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority. Planning Practice Note 22 – Using the Car Parking Provisions* (**PPN22**) states that, where a use is not specified in Table 1 in Clause 52.06, in another clause, or in a Schedule to the Parking Overlay, the responsible authority determines the number of car parking spaces to be provided in accordance with Clause 52.06-6. The responsible authority may determine the adequacy of parking based on policies, surveys, floor area, operational characteristics and locational characteristics.

Decision guidelines

Clause 52.06-10 contains the following (as relevant) decision guidelines which have formed part of this assessment:

- *The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.*
- *The ease and safety with which vehicles access and circulate within the parking area.*
- *The provision for pedestrian movement within and around the parking area.*
- *The provision of parking facilities for cyclists and disabled people.*
- *The protection and enhancement of the streetscape.*
- *The provisions of landscaping for screening and shade.*

- *The measures proposed to enhance the security of people using the parking area particularly at night.*
- *The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.*
- *The workability and allocation of spaces of any mechanical parking arrangement.*
- *The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.*
- *The type and size of vehicle likely to use the parking area.*
- *Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.*
- *The need for the required car parking spaces to adjoin the premises used by the occupier/s, if the land is used by more than one occupier.*
- *Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).*
- *The relevant standards of Clauses 56.06-2, 56.06-4, 56.06-5, 56.06-7 and 56.06-8 for residential developments with accessways longer than 60 metres or serving 16 or more dwellings.*
- *Any other matter specified in a schedule to the Parking Overlay.*

Officer comment:

The application is consistent with the purpose and decision guidelines of the provision as:

- The proposal provides for at least one car parking space to each accommodation unit, which is sufficient to accommodate the short stay occupiers of the units.
- The proposal maintains an easy, safe and efficient for vehicles to access and circulate within the parking area.
- Pedestrian movement is provided for along the existing accessways and paths.
- There is no provision of bicycle parking as the use is not one listed in the Table to Clause 52.34-5 and, therefore, there is no statutory requirement for bicycle facilities.
- The modifications to access and car parking are limited to deep within the site and do not have an impact on the streetscape.
- Landscaping opportunity exists around the new development, car parking and access areas. New trees would be planted near the southern boundary of the site to offset the vegetation removal (acknowledging that vegetation offsets are not required under the Planning Scheme for this proposal). It is also noted that there are limitations on landscape responses by virtue of the bushfire hazard.
- There is good passive surveillance opportunity in the open areas and form the cabins onto the car parking and access areas.
- The provision of car parking and access associated with the proposed development is not considered to increased noise or disturbance and the amenity of pedestrians.

- The layout of the car parking and accessways meets the applicable design standards of Clause 52.06-9 and will be constructed in accordance with Clause 52.06-11. A condition of permit will ensure that the car parking areas are constructed to this standard.
- The type of vehicle likely to use the car parking area is private vehicles, caravans and motorhomes. The car parking and access areas are appropriate for these types of vehicles in this context.
- The car parking spaces adjoin or have proximate access to the premises used by that occupier.
- A Parking Overlay does not apply to the site.

On balance, having regard to the provision it is considered that the proposal is generally in accordance.

Clause 52.12 – Bushfire Protection Exemptions

The purpose of Clause 52.12 is:

- *To facilitate the removal of vegetation in specified circumstances to support the protection of human life and property from bushfire.*
- *To facilitate the construction and protection of community fire refuges and private bushfire shelters.*

Pursuant to Clause 52.12-1, *any requirement of a planning permit, including any condition, which has the effect of prohibiting the removal, destruction or lopping of vegetation, or any requirement of this planning scheme to obtain a planning permit, or any provision of this planning scheme that prohibits the removal, destruction or lopping of vegetation or requires the removal, destruction or lopping of vegetation to be carried out in a particular manner, does not apply to any of the following:*

- *The removal, destruction or lopping of any vegetation within 10 metres of an existing building used for accommodation if all of the following requirements are met:*
    - *The building must be located in an area that is designated as a bushfire prone area under the Building Act 1993.*
    - *The building must have been:*
        - *constructed before 10 September 2009; or*
        - *approved by a planning permit or a building permit issued before 10 September 2009; or*
        - *constructed to replace a dwelling or dependent persons unit that was damaged or destroyed by a bushfire that occurred between 1 January 2009 and 31 March 2009.*

Officer comment:

The proposal benefits from this exemption as there are existing accommodation buildings on site that existed prior to 10 September 2009. As such, all vegetation proposed to be removed, which is within 10 metres of exiting accommodation buildings, does not require a planning permit for its removal.

This vegetation is able to be lawfully removed at given time without a Planning Permit, regardless of the outcome of this application based on the current planning scheme provisions.
It is noted that the applicant has proposed additional landscaping outside of the defendable space area on site, which will mitigate some loss of vegetation on site.

Clause 53.02 – Bushfire planning

This clause applies to an application under Clause 44.06 - Bushfire Management Overlay, unless the application meets all of the requirements specified in a schedule to Clause 44.06.
The purpose of Clause 53.02 is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.*
- *To ensure that the location, design and construction of development appropriately responds to the bushfire hazard.*
- *To ensure development is only permitted where the risk to life, property and community infrastructure from bushfire can be reduced to an acceptable level.*
- *To specify location, design and construction measures for a single dwelling that reduces the bushfire risk to life and property to an acceptable level.*

Clause 53.02-4 applies to this application.

Clause 53.02-4 – Bushfire protection objectives

Clause 53.02-4.1 – Landscape, siting and design objectives

- *Development is appropriate having regard to the nature of the bushfire risk arising from the surrounding landscape.*
- *Development is sited to minimise the risk from bushfire.*
- *Development is sited to provide safe access for vehicles, including emergency vehicles. Building design minimises vulnerability to bushfire attack.*

This clause provides a series of approved measures which indicate that the objective has been met for the proposal; including:

Approved measures

Measure	Requirement
AM 2.1	The bushfire risk to the development from the landscape beyond the site can be mitigated to an acceptable level.
AM 2.2	A building is sited to ensure the site best achieves the following: ▪ The maximum separation distance between the building and the bushfire hazard. ▪ The building is in close proximity to a public road.

	▪ Access can be provided to the building for emergency service vehicles.
AM 2.3	A building is designed to be responsive to the landscape risk and reduce the impact of bushfire on the building.

Officer comment:

The BHSA identifies the landscape type on the site as low threat vegetation. The BHLA identifies the landscape type surrounding the site as classifiable woodland vegetation to the north and northeast, low threat vegetation to the east and south and a mix of modified vegetation and classifiable grassland vegetation to the west.
The proposed development is sited to ensure the proposal achieves maximum separation distance between the development and the bushfire hazard whilst providing close siting to the nearest point of access. The development can access Phillip Island Road and the broader public road network away from the bushfire hazard; with access also available for emergency service vehicles into and on the site. Bushfire risk to the site is mitigated to an acceptable level by the provision of suitable defendable space on site and amendments to the Bushfire Emergency Management Plan. The works are suitably designed to minimise bushfire risk, by minimising the areas where fuel can build up which will reduce the impact of any fire event on the building, as well as the associated land management that will be undertaken across the site, both existing and mandated by the existing Planning Permit on site. Accordingly, the requisite water supply and BAL ratings have been incorporated into the Bushfire Management Plan for approval. The proposed development will provide a static water supply in accordance with Table 4 to Clause 53.02-5, and vehicular access in accordance with Table 5. There are no issues regarding these items or the practicality of each.

Clause 53.02-4.2 – Defendable space and construction objective

- *Defendable space and building construction mitigate the effect of flame contact, radiant heat and embers on buildings.*

This clause provides a series of approved measures, which indicate that the objective has been met for the proposal, and alternate measures, which indicate that the objective may be met for the proposal; including:

Approved measures

Measure	Requirement
AM 3.1	A building used for a dwelling (including an extension or alteration to a dwelling), small second dwelling, industry, office or retail premises is provided with defendable space in accordance with: ▪ Table 2 Columns A, B or C and Table 6 to Clause 53.02-5 wholly within the title boundaries of the land; or ▪ If there are significant siting constraints, Table 2 Column D and Table 6 to Clause 53.02-5. The building is constructed to the bushfire attack level that corresponds to the defendable space provided in accordance with Table 2 to Clause 53.02-5.

AM 3.2	A building used for accommodation (other than a dwelling or small second dwelling), a child care centre, an education centre, a hospital, leisure and recreation or a place of assembly is: ■ Provided with defendable space in accordance with Table 3 and Table 6 to Clause 53.02-5 wholly within the title boundaries of the land. ■ Constructed to a bushfire attack level of BAL12.5.

Alternative measures

Measure	Requirement
AltM 3.3	Adjoining land may be included as defendable space where there is a reasonable assurance that the land will remain or continue to be managed in that condition as part of the defendable space.
AltM 3.4	Defendable space and the bushfire attack level is determined using Method 2 of *AS3959:2018 Construction of buildings in bushfire prone areas* (Standards Australia) subject to any guidance published by the relevant fire authority.
AltM 3.5	A building used for a dwelling (including an extension or alteration to a dwelling) may provide defendable space to the property boundary where it can be demonstrated that: ■ The lot has access to urban, township or other areas where: – Protection can be provided from the impact of extreme bushfire behaviour. – Fuel is managed in a minimum fuel condition. – There is sufficient distance or shielding to protect people from direct flame contact or harmful levels of radiant heat. ■ Less defendable space and a higher construction standard is appropriate having regard to the bushfire hazard landscape assessment. ■ The dwelling is constructed to a bushfire attack level of BAL FZ. This alternative measure only applies where the requirements of **AM 3.1** cannot be met.
AltM 3.6	A building used for accommodation (other than a dwelling or small second dwelling), child care centre, education centre, hospital, leisure and recreation or place of assembly may provide defendable space in accordance with Table 2 Columns A, B or C and Table 6 to Clause 53.02-5 where it can be demonstrated that: ■ An integrated approach to risk management has been adopted that considers: – The characteristics of the likely future occupants including their age, mobility and capacity to evacuate during a bushfire emergency. – The intended frequency and nature of occupation. – The effectiveness of proposed emergency management arrangements, including a mechanism to secure implementation. ■ Less defendable space and a higher construction standard is appropriate having regard to the bushfire hazard landscape assessment.

Officer comment:

The BMS and BMP specifies that a BAL of 19 is appropriate for the inner group cabins and a BAL of 29 is appropriate for outer group cabins on the site, having regard to the vegetation types around the development site and associated risk and the western boundary setback. BAL and Defendable space is calculated for the proposal as per the following table, utilising AltM 3.6:

Orientation	Vegetation	Slope class	Construction standard	Defendable space
North	Woodland and modified	Flat	BAL-29	50 metres
East	Woodland	Flat	BAL-12.5	50 metres
South	Grassland	Flat, downslope 0°-5°	BAL-29	50 metres
West	Modified and grassland vegetation	Flat	BAL-29	50 metres

The BMS specifies that the defendable space requirements specified at the bottom of Table 1 to Clause 53.02-5 for modified vegetation on all slopes is applicable, and that the separation to be achieved is 50 metres in all directions with a minimum construction standard of BAL-29. The CFA has accepted this. However, full separation cannot be achieved on the site but is considered acceptable by the CFA subject to amendments the site's Bushfire EMP.

The identified broader landscape risks can be mitigated to an acceptable level by applying a BAL19 and BAL29 construction standard (as appropriate) and a defendable space of 50 metres or to the property boundary, whichever is the lesser. Applying the area of defendable space vegetation management will assist with reducing radiant heat exposure to the dwelling and providing capacity for occupants to actively shelter if evacuation during a bushfire emergency was not possible. Based on the land area of the site and proposed development site, it is evident that defendable space and BAL construction standards can be met in accordance with Clause 53.02-5.

Clause 53.02-4.3 – Water supply and access objectives

- *A static water supply is provided to assist in protecting property.*
- *Vehicle access is designed and constructed to enhance safety in the event of a bushfire.*

Officer comment:

The site has existing dedicated firefighting water tanks, fire hoses, fire extinguishers, and smoke alarms network throughout the site which is maintained to meet the requirements of the *Caravan Park (Interim) Fire Safety Guidelines (CFA, 2021)* and the *Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010*. As such, there is an adequate static water supply for firefighting purposes, in accordance with the requirements of Table 4 to Clause 53.02-5. The CFA has accepted this.
Vehicle access will be provided in accordance with the requirements of Table 5 to Clause 53.02-5, with the proposed development approximately 70-200 metres from Phillip Island Road and accessible via an existing accessway with passing bays and alternate routes. The proposed development can readily access the public road network towards Phillip Island Road. The CFA have provided consent to the application as the relevant fire authority.

Clause 53.02-4.5 – Decision Guidelines

Clause 53.02-4.5 contains the following (as relevant) decision guidelines which have formed part of this assessment:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The bushfire hazard landscape assessment, the bushfire hazard site assessment and the bushfire management statement submitted with the application.*
- *The impact of any State, regional or local bushfire management and prevention actions occurring around the site and in the wider area on the bushfire hazard and the level of risk to the proposed development.*
- *Whether the proposed development meets the objectives of Clause 53.02-4 regardless of other measures which may be available, including private bushfire shelters, community shelters and the presence of places of last resort.*
- *Whether the proposed measures can be practically implemented and maintained in conjunction with the ongoing use of the land.*
- *Whether the use of an alternative measure meets the relevant objective having regard to the bushfire hazard and the nature of any constraint that prevents the applicable approved measure from being implemented.*
- *If one or more of the objectives in Clause 53.02-4 will not be achieved in the completed development, whether the development will, taking all relevant factors into account, reduce the bushfire risk to a level that warrants it proceeding.*
- *Whether the risk arising from the broader landscape can be mitigated to an acceptable level or warrants the development not proceeding.*

Officer comment:

The application is consistent with the purpose and decision guidelines of the provision as:

- The proposal is generally in accordance with the relevant planning policy contained in the Municipal Planning Strategy and the Planning Policy Framework. The emphasis of relevant policy at the State and Local level is on the preservation of landscapes and character of areas like Cowes and, as the highest priority; the preservation of human life in bushfire affected areas. This clause requires the Responsible Authority to ensure the protection of human life *over all other policy considerations*. The proposal is consistent with policy, which provides support for growth of existing rural areas where risk can be satisfactorily managed.
- A BHSA which includes a plan that describes the bushfire hazard within 150 metres of the proposed development, prepared in accordance with AS3959:2018, a BHLA which includes a plan that describes the bushfire hazard of the general locality more than 150 metres from the site, and a BMS describing how the proposed development responds to the requirements of the BMO and Clause 53.02 have been provided. A BEMP and BMP is also provided as part of the bushfire assessment.
- The risk to the site can be managed to an acceptable level, as informed by the BMS. All necessary measures are incorporated into the submitted BMP, which will have ongoing force and effect into the future. Furthermore, the existing BEMP on the site will be updated correspondingly to this application (as a condition of permit by the CFA) to further mitigate the hazard and improve the resilience of the site. Accordingly, the proposal meets the objectives outlined in Clause 53.02-4.
- The proposal complies with the relevant requirements of the BMO and Clause 53.02 and, for these reasons, satisfactorily addresses bushfire risk to the site.
- Based on the land area of the site and proposed development site, it is evident that defendable space and BAL construction standards can be met in accordance with Clause 53.02-5. The Bushfire Management Plan specifies that a BAL of 19 and 29 is appropriate for the site, having regard to the vegetation types around the development site and associated risk. A static water supply is proposed in close proximity to the development and accessway, with vehicle access provided in accordance with Table 5 to Clause 53.02-5, whereby the proposed development can access the public road network. The defendable space proposed can be practically implemented on the land.

General Provisions

Clause 65 – Decision guidelines

Before deciding on an application or approval of a plan, the responsible authority must consider the decision guidelines at Clause 65.01 as appropriate.

- *The matters set out in section 60 of the Act.*

- *Any significant effects the environment, including the contamination of land, may have on the use or development.*
- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The purpose of the zone, overlay or other provision.*
- *Any matter required to be considered in the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the environment, human health and amenity of the area.*
- *The proximity of the land to any public land.*
- *Factors likely to cause or contribute to land degradation, salinity or reduce water quality.*
- *Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.*
- *The extent and character of native vegetation and the likelihood of its destruction.*
- *Whether native vegetation is to be or can be protected, planted or allowed to regenerate.*
- *The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.*
- *The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.*
- *The impact the use or development will have on the current and future development and operation of the transport system.*

Officer comment

The proposal is consistent with the relevant decision guidelines at Clause 65 of Scheme, for the following reasons:

- The matters set out at Section 60 of the Act have been considered. There are no unreasonable environmental impacts associated with the issue of a permit for the proposed development.
- The MPS and PPF have been addressed under separate headings in the body of this report, and the proposal is considered to exude a high level of accordance with the relevant policy as outlined in this report.
- The proposal accords with the purpose and decision guidelines of Clause 35.08 (Rural Activity Zone).
- The proposal accords with the purpose, requirements and decision guidelines of Clause 44.06 (Bushfire Management Overlay).
- The proposal provides for car parking in accordance with the purpose, decision guidelines and requirements of Clause 52.06 (Car Parking).
- The proposal complies with the requirements of Clause 53.02 (Bushfire Planning).

- The proposal contributes to the orderly planning of the area, as it proposes development that is congruous with the existing grain of development on the site and surrounds.
- It is considered that the proposed buildings and works will not cause or contribute to any substantiative land degradation, salinity or reduced water quality. The location of the development and vegetation removal and the topography of the land is considered to mitigate the potential for impacts to an acceptable level.
- No non-exempt vegetation removal, destruction or lopping is proposed, and therefore there is no permit trigger or consideration applicable to vegetation loss in this proposal.
- The site is not affected by any notable environmental risks, save for being within a BMO. However, it is considered that the density associated with this proposal is acceptable for the site and surrounding properties in relation to the bushfire hazard subject to the mitigation measures and operation procedures proposed. This lends to it being an appropriate site for a proposal of this density having regard to being within a BMO.

For the purposes of this Clause, the proposal provides an unacceptable planning outcome for the site and surrounds.

Concerns Raised By Submitters

The following table summarises submissions into main themes and provides a discussion on planning merit:

Submitter Theme	Council Officer Response
Bushfire impacts	Pursuant to Clause 44.06-7, the elements of the application triggered under the Bushfire Management Overlay are exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act. That is, bushfire matters are not open to objectors to review or object to. In any event, as discussed through this report the proposal responds to the bushfire hazard, with modern cabins that will be built to a higher standard than the ones being replaced. This will improve bushfire resilience to the use.
Overdevelopment / permeability	The proposed development replaces existing development on the site that will be demolished and removed. In addition, the site is 6.1 hectares in size. As such, the proposed development would

	not result in a substantial increase in site coverage in imperviousness.
Vegetation loss and associated wildlife/environmental impacts	Pursuant to Clause 52.12-1, the application is exempt from any requirement of a planning permit, including any condition, which has the effect of prohibiting the removal, destruction or lopping of vegetation, or any requirement of this planning scheme to obtain a planning permit, or any provision of this planning scheme that prohibits the removal, destruction or lopping of vegetation or requires the removal, destruction or lopping of vegetation to be carried out in a particular manner. As such, a planning permit is not required to remove the subject vegetation and no weight can be given to refuse the application on the basis of the vegetation impacts as a result. Furthermore, the subject vegetation could be removed at any time by virtue of the stated exemption, irrespective of this application. The emphasis of relevant policy at the State and Local level is, as the highest priority; the preservation of human life in bushfire affected areas. This clause requires the Responsible Authority to ensure the protection of human life over all other policy considerations, including vegetation considerations.
Lack of vegetation offsets	As above, pursuant to Clause 52.12-1, the application is exempt from the requirements of the Planning Scheme having regard to the vegetation removal proposed.
Proposed fencing and material colours creating heating impacts	The proposed fencing is exempt from Planning Permit pursuant to Clause 62.02-2 of the Scheme, and its height and colour is unable to be considered. The objection raises concerns regarding the use of Colorbond 'Monument' as it increases radiant heat. There is no relevant control in the Rural Activity Zone that would allow Council to alter the colour based on this concern. From a broader design perspective, the use of Monument is common and will not detrimentally impact views or vistas in the location proposed.

Conclusion

The application has been assessed against the Bass Coast Planning Scheme and is considered an appropriate and orderly outcome for the site.
The application underwent notification and as a result there were 18 submissions received. Concerns raised by submitters were considered in the assessment of the application.
It is recommended that Council resolve to issue a Notice of Decision to Grant a Planning Permit for planning application PDPLANPER-2025/000848 for the following matters, subject to conditions:

Planning scheme clause	Matter for which the permit has been granted
Clause 35.08-4 (Rural Activity Zone)	Construct or carry out a building or works associated with a use in Section 2 of Clause 35.08-1.
Clause 35.08-4 (Rural Activity Zone)	Construct or carry out a building which is within 100 metres from a Transport Zone 2.
Clause 44.06-2 (Bushfire Management Overlay)	Construct a building or construct or carry out works associated with accommodation (including a moveable unit as defined under the *Housing Act 1983*)

Recommendation

That in relation to planning permit application PDPLANPER-2025/000848 for Buildings and works associated with a caravan park in the Rural Activity Zone (RAZ) and the Bushfire Management Overlay (BMO) located at 1805 & 1825 Phillip Island Rd, Cowes, Council resolves to issue a Notice of Decision to Grant a Permit subject to the following conditions:
Amended plans required

1. **Before the development commences or the plan of subdivision is certified, amended plans drawn to scale with dimensions must be submitted to and approved by the responsible authority. The plans must be generally in accordance with the plans submitted with the application, but modified to show:**
   a) **All trees within the defendable space area shown in the Bushfire Management Plan prepared by Jardine Johnstone, Revision C, dated 26 October 2025.**
   b) **The Whole Site Plan prepared for Park Lane Construction, Revision 3, dated 19 June 2025, to show the defendable space consistent with the Bushfire Management Plan.**
   c) **The Whole Site Plan to show all trees within the full extent of the defendable space area, demonstrating that the canopy separation requirements specified in the Bushfire Management Plan have been met.**

d) **A notation for each tree to be removed as shown on the submitted plans, including a legend that specifies the applicable exemption for the tree/s to be removed.**

e) **Canopy separations within the defendable space area compliant with the bushfire protection measures specified on the Bushfire Management Plan**

f) **Tree numbering to be consistent between the Bushfire Management Plan and the Whole Site Plan.**

g) **Civil plans in accordance with Condition 5 of this permit.**

h) **Compliance with the requirements of the Country Fire Authority specified in Conditions 11, 12 and 13 of this permit**

Layout not to be altered

2. **The layout of the site and size, design and location of buildings and works as shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.**

Exterior Colour – Visual Impact

3. **The exterior colour and cladding of the development must not result in any adverse visual impact on the environment of the area and all external cladding and trim of the building, including the roof, must be of a non-reflective nature.**

Car parking construction

4. **Before the occupation of the development, the area/s set aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:-**

   a. **constructed to the satisfaction of the responsible authority;**

   b. **properly formed to such levels that they can be used in accordance with the plans;**

   c. **landscaped;**

   d. **surfaced with crushed rock or gravel and treated to the satisfaction of the responsible authority to prevent dust;**

   e. **marked to indicate each car/vehicle space;**

   f. **clearly marked to show the direction of traffic along access lanes and driveways;**

   g. **properly illuminated with lighting designed, baffled and located to the satisfaction of the Responsible authority to prevent any adverse effect on adjoining land;**

   to the satisfaction of the responsible authority.

Development Services Conditions

5. **Before the commencement of works, detailed civil construction plans 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. All construction plans submitted for approval must be consistent with this permit and must conform with the requirements of all relevant servicing authorities. The plans must be drawn to scale with dimensions and an electronic copy (PDF) must be provided. The plans must show:**
    a. **Drainage of the subject land, including levels or contours of the land (including relevant external catchments). The drainage plan must be prepared in accordance with the requirements of the Infrastructure Design Manual (IDM) as amended and must provide for the following:**
        i. **How the subject development will be drained for a 10% AEP storm event to the legal point of discharge.**
        ii. **An underground pipe drainage system conveying stormwater to the legal point of discharge and connecting into Bass Coast Shire Council's stormwater drainage system by the existing underground drainage property connection.**
6. **Before the occupation of the development hereby permitted, the following works must be completed to the satisfaction of the authority responsible, including all necessary permits being obtained and inspections undertaken:**
    a. **All civil construction works, must be constructed in accordance with the civil design plans for the property as endorsed by the authority responsible pursuant to this planning permit.**
    b. **All drainage works (excluding any above ground detention tanks deferred via a Section 173 agreement) in accordance with the endorsed civil plans.**
    c. **Photographic evidence of the legal point of connection to Council's drainage system must be provided if Council inspection cannot be arranged prior to backfilling.**
    d. **As-constructed levels must be provided to AHD for any new Council assets constructed with the development.**
7. **No mud, dirt, sand, soil, clay, stones, oil, grease, scum, litter, chemicals, sediments, gross pollutants, animal waste or domestic waste shall be washed into, allowed to enter or discharged to the stormwater drainage system, receiving waters or surrounding land and road reserves, during the construction works hereby approved to the satisfaction of the responsible authority.**
8. **Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the responsible authority.**

9. **The site must be developed and managed to ensure there is no stormwater pollution through the contamination of runoff by chemicals, sediments, wastes or pollutants in accordance with 'Best Practice Environmental Management Guidelines for Stormwater Management and Construction Techniques for Sediment Pollution Control' (EPA) at any time during construction or operation, to the satisfaction of the responsible authority.**

Mandatory Bushfire Condition

10. **The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defendable space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.**

Country Fire Authority Conditions

11. **Before the development starts, an amended Bushfire Management Plan must be prepared to the satisfaction of CFA then submitted to and endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.**

    The plan must be generally in accordance with the plan by Jardine Johnstone, Attachment 3 dated 29/08/2025, but modified to show the proposed amended layout with additional cabins and in line with the approved design layout, and to refer to the CFA Caravan Park Fire Safety Guidelines 2024.

12. **Before the works commence and any design drawings are endorsed for the permit the proposed design layout shall be shown to be compliant and to the satisfaction of CFA and the responsible authority in accordance with the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024, and the regulation referenced – CFA Caravan Park Fire Safety Guidelines 2024 and including the following being implemented to a satisfactory level:**

    a. **Emergency vehicle access and firefighting equipment – of hose reels and hydrants.**

    b. **The layout for cabins and sites shall provide for the physical separation of structures to the minimum 2m as required and clear firefighter access that is always a minimum 1m, including allowing for carparking and rear access where fences are to be maintained.**

    c. **A means of landscape fire risk mitigation for a grass and scrub fire impacting the park from the northwest direction and including the adjoining reserve, shall be proposed as a satisfactory non-combustible barrier to such impact on the proposed cabins and sites.**

13. **The park emergency management plan shall be updated to incorporate the proposed alterations to the park under this permit and incorporate any endorsed bushfire management plan.**

Expiry Condition

14. This permit will expire if one of the following circumstances applies:

a. The development does not start within 3 years from the date of this Permit; or

b. The development is not completed within 5 years of the date of this Permit.

A permit may be extended if a request is made in writing in accordance with Section 69 of the *Planning and Environment Act 1987*.

Attachments

Nil

8.4 The Esplanade (Sunderland Bay Road to Zephyr Court) Intent to Declare a Special Charge Scheme

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism, and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The purpose of this report is to present a preferred concept option and funding mechanism for a road and drainage upgrade project along The Esplanade between Sunderland Bay Road and Zephyr Court, Sunderland Bay.
It is recommended that, in accordance with the Proposed Declaration of Special Charge (Attachment AT-4), Council give public and other statutory notice of its intention to declare a special charge scheme for the upgrade of road and drainage infrastructure along The Esplanade between Sunderland Bay Road and Zephyr Court, Sunderland Bay. The recommendation, if adopted by Council, signifies the start of the special charge scheme process in accordance with the requirements of the *Local Government Act 1989* (Act). This will enable Council to formally ascertain the level of support and/or objection through the written objections and/or submissions process in accordance with the legislated requirements of the Act.

Recommendation

That Council:

1. **Adopts the concept option as shown in Attachment AT-1 as the preferred design option.**
2. **Commences the statutory process under section 163 of the *Local Government Act 1989* (Act) to declare at the 15 July 2026 Council Meeting a Special Charge for the purpose of defraying the expenses and costs to be incurred by Council in relation to the construction and improvement of roads and drainage of The Esplanade between Sunderland Bay Road and Zephyr Court, Sunderland Bay to be known as the 'The Esplanade (Sunderland Bay Road to Zephyr Court) Road and Drainage Upgrade Project' (Special Charge Scheme).**

3. **In accordance with sections 163(1A) and 163B(3) of the Act, directs that public notice be given in the 'South Gippsland Sentinel Times' and the 'Phillip Island and San Remo Advertiser' of the Council's intention to declare at the 15 July 2026 Council Meeting a Special Charge in the form of the attachment to this resolution (Proposed Declaration of Special Charge) (Attachment AT-4, including Schedule 1 and Schedule 2, and also the statement pursuant to sections 163(2)(a), (2A) and (2B) of the Act (Benefit Ratio Statement (Attachment AT-2)), such Special Charge to be as detailed in the Proposed Declaration of Special Charge, for the purposes set out at paragraph 1 thereof.**
4. **Further directs that, in accordance with section 163(1C) of the Act, separate letters enclosing a copy of the public notice be sent to the owners of the properties referred to and set out in Schedule 2 to the Proposed Declaration of Special Charge advising of Council's intention to declare the Special Charge at the 15 July 2026 Council Meeting, the amount for which each property owner will be liable, the basis of the calculation and distribution of the Special Charge and notifying such persons that any written submissions and/or objections in relation to the Proposed Declaration of Special Charge must be received by 15 April 2026 and will be considered and/or taken into account by Council in accordance with sections 163A, 163B and 223 of the Act.**
5. **Establishes and appoints a Committee, under section 223(1)(b)(i) of the Act, comprising the Mayor and the three Island Ward Councillors, to hear any persons who have requested to be heard in support of their submissions.**
6. **Authorises the Council's General Manager Future Places (or any person for the time being acting in that position) to carry out any and all other administrative procedures to enable Council to carry out its functions under sections 163(1A), (1B) and (1C), 163A, 163B and 223 of the Act.**

Background

Council's Urban Roads and Drainage Improvement (**URDI**) Policy 2024 provides a framework for future upgrades to areas across Council with unconstructed streets and inadequate drainage. The funding mechanism for these types of upgrades shall be adopted through Council resolution.

Funding sources may include:

- direct Council contribution;
- external grants, funding, or contributions;
- a special rate or charge in accordance with section 163 of the Act; and/or
- a combination of the above.

The special charge provisions allow for costs to be equitably attributed to those who receive a special benefit. There are many road and drainage improvement projects across the Shire, and these will take decades to develop, fund, and construct. A priority list has been developed so that designated improvement project areas can be developed in a manner that aligns with the current objectives of the Council Plan 2025-2029 and Council's Asset Plan 2022.

Council will consider reprioritising and/or redefining a road and drainage improvement project if there is strong support from the community. The minimum community support required for a project to be reprioritised/redefined is 50 percent or greater from the affected property owners. This should be in the form of a petition signed by affected property owners and presented to Council for consideration. The petition is required to state that the affected property owners would like a road and/or drainage project undertaken, and that they are willing to financially contribute towards the project in accordance with the URDI Policy 2024.

At the March 2024 Council meeting, Council received a petition from property owners requesting a road and drainage upgrade project for The Esplanade between Sunderland Bay Road and Zephyr Court, Sunderland Bay.

At the June 2024 Council meeting, Council resolved to:

1. Proceed with the initiation of the upgrade project along The Esplanade between Sunderland Bay Road and Zephyr Court, Sunderland Bay.
2. Note that the preferred concept designs and funding mechanism for a potential upgrade project would need to be considered at a future meeting of Council.
3. Advise the head petitioners of Council's decision.

In the development of the preferred design option, Council has undertaken deliberative community engagement with residents to identify any problems and to prepare a concept plan to resolve any issues.

Between 31 July 2024 until 28 August 2024, Council officers engaged with affected property owners on a range of concept options and costs, so that a preferred option from the community was understood.

At the July 2025 Council meeting, Council gave public notice of its Intent to Declare a Special Charge Scheme for the purposes of upgrading road and drainage infrastructure along this section of The Esplanade.

Property owners included in the Scheme were informed of Council's Intention to Declare the Special Charge Scheme and their right to make a submission and/or an objection.

At the November 2025 Council meeting, Council resolved to not proceed with the proposed Special Charge Scheme in its original form and to initiate a new statutory process by presenting a revised scheme at a future Council meeting. This decision was made to ensure legislative compliance following what was considered by Council to be a material change to the proposed declaration presented at the July 2025 Council meeting.

Discussion

Apportionment of costs

Council must determine the 'Maximum Total Amount' that may be levied on landowners in accordance with the Act. This is calculated using a Benefit Ratio. The 'Benefit Ratio Statement' (Attachment AT-2) provides a full description of how the benefit ratio has been calculated and the basis on which it is recommended to Council. The distribution of all leviable costs ('Maximum Total Levy') to property owners is calculated based on:

- Road component distribution of costs –
  - 75% sharing costs equally
  - 25% distributing costs based on frontage and side boundaries
- Drainage component distribution of costs –
  - 100% distributing costs based on area

A full description of the apportionment method, including where discounts for various considerations are applied, is included in the Apportionment Distribution Statement (Attachment AT-3).
This apportionment methodology is considered to be the fairest and most appropriate and reasonable amongst all the apportionment options considered by Council.

Payment Options for Landowners

The total estimated project cost for the preferred concept option (Attachment AT-1) of The Esplanade (Sunderland Bay Road to Zephyr Court) Road and Drainage Upgrade Scheme is $1,849,550. After deduction of the amounts to be paid by Council, the Maximum Total Levy amount that can be charged to all landowners who will receive a special benefit from the works is calculated to be $524,033.
The contribution to the cost of the proposed scheme for each individual property included in the scheme is estimated to be between $12,256.30 and $29,783.74.
The Act makes provision for Council to determine the payment options for a scheme that best suits the project. It requires, as a minimum, that Council offer payment by:

- lump sum, with payment to be due at least 28 days after the date of issue of a levy notice; or
- payment plan, with quarterly repayments over a minimum period of four years.

It is proposed that if this special charge scheme were to proceed, then the following payment options be offered:

- Payment Option 1: Lump Sum Payment – upfront payment of the Special Charge in full within 30 days of the date of issue of an invoice, with a 5% discount and no interest.
- Payment Option 2: Lump Sum Payment – upfront payment of the Special Charge in full within 90 days of the date of issue of an invoice, with no discount and no interest.

- Payment Option 3: Instalment Payment Plan – payment of the Special Charge in 40 quarterly instalments over 10 years, with interest. Interest will be charged on the reducing balance of the principal each quarter at the rate of 1% above the estimated borrowing costs of the Council. If a ratepayer is late with payment of an instalment, penalty interest will be charged on the balance of principal due each quarter.
- Payment Option 4: Hardship Payment Plan – a payment plan, extended beyond 10 years to a maximum of 20 years, tailored to the individual needs of the ratepayer upon receipt of a completed Financial Hardship Application Form. Interest will be charged on the reducing balance of the principal each quarter up to the maximum rate of 1% above the estimated borrowing costs of the Council. This option is subject to the Council assessing the property owner as experiencing financial hardship, in accordance with the Council's Hardship and Financial Hardship Policy.

The first invoice to property owners would list the four payment options. A property owner can then elect a payment option by ensuring that Council receives payment for that option by the relevant due date. If property owners do not elect a payment option by the relevant date, then Payment Option 3 will be the default option. This will be clearly stated on the first invoice (being the levy notice for the Special Charge). Council has a Debt Management Policy and a Hardship and Financial Hardship Policy. Council's Policies are available to help those ratepayers who may experience financial hardship from the imposition of a scheme. Property owners having difficulty paying are encouraged to contact Council's revenue service team and confidentially discuss payment options that take into account their current situation. Property owners who reside in the affected property and whose only form of income is a government pension may qualify for hardship assistance.

Calculation of Council's estimated borrowing costs

Section 167(6)(b) of the Act states that Council:

> *"may include in the amount of an instalment a component for reasonable interest costs the total of which must not exceed the estimated borrowing costs of the Council in respect of the performance of the function or the exercise of the power in respect of which the special rate or special charge is to be levied by more than 1%"*

For example, if the rate at which Council would be able to obtain funds from its bank is 6%, then the interest rate charged to those landowners who opt for Payment Option 3 or 4 would be no more than 7%. In this case, it is proposed that the interest be charged at the rate of 1% above Council's estimated borrowing costs.

Sustainability Implications

The proposed concept design provides a balance between minimising the funding implications, improving road safety, reducing risk of flooding, improving amenity, and minimising impacts on the environment.

Finances

The estimated costs of the concept design option which was adopted by Council for the upgrade of roads and drainage along The Esplanade (Sunderland Bay Road to Zephyr Court) are as follows.

	Council Adopted Design Option
Total Project Cost	$1,849,550
Council 100% Contribution towards downstream drainage	$108,000
Total Scheme Cost	$1,741,550
Maximum Total Levy to be recovered from Property Owners	$524,033
Council Contribution to Scheme Cost	$1,217,517
Total Council Contribution	$1,325,517

As shown above, Council's contribution to the project would be $1,325,517. The total project cost of $1,849,550 allows for construction to commence in 2027-28. The current expenditure to date for the investigation, survey, geotechnical investigations, planning, consultation, design, and estimates is outlined in the table below.

Financial Year	**Expenditure**
2026/27	$200,000
2027/28	$1,649,550

Previous investigation, planning and design work on the overall estate road and drainage improvement project, which was abandoned in December 2023, has provided the necessary details so that this project could be cost estimated without further costs for Council. The remaining Council contribution to be made for this upcoming project, should the special charge scheme proceed, is $1,325,517. This is consistent with Council's Long Term Financial Plan as there was allowance for the road and drainage improvement projects in accordance with the URDI Policy 2024.
Actual costs for the entire project can be determined once construction of the project is completed and after a subsequent 12-month defects liability period. Section 165 of the Act provides that if Council receives more money than it requires from a special charge, it must make a refund proportionate to the contributions received to the current owners of the relevant land. Should actual costs exceed estimated costs, Council may decide to recover the additional costs. However, should Council decide to pass on these extra costs to abutting property owners, any potential increase will be limited to a maximum of 10%.

Stakeholders

There are various stakeholders that would need to be considered as part of any potential road and drainage upgrade of The Esplanade (Sunderland Bay Road to Zephyr Court), Sunderland Bay. There are 24 properties which would receive a special benefit from this road and drainage upgrade if it were undertaken.
Other key stakeholders include:

- Property owners in the area that may get an indirect benefit;
- Other Bass Coast Shire ratepayers;
- Visitors to the area;
- Phillip Island Nature Parks;
- Bass Coast Shire Council;
- Western Port Water;
- The Department of Transport and Planning (formerly VicRoads);
- Ausnet Services; and
- Telecommunications service providers.

Council, in accordance with its deliberative engagement procedures, has consulted with key stakeholders throughout the development of this road and drainage improvement project.

Conclusion

Community engagement has been undertaken with the property owners along The Esplanade (Sunderland Bay Road to Zephyr Court). This has resulted in a clear preference from those who engaged to develop a preferred concept plan.
It is recommended that the preferred concept plan be adopted for any future road and drainage upgrade along The Esplanade (Sunderland Bay Road to Zephyr Court).
It is also recommended that Council proceed to commence the formal statutory scheme process by resolving to issue a public notice of its intention to declare a special charge scheme for the purpose of improving road and drainage infrastructure along The Esplanade (Sunderland Bay Road to Zephyr Court) in accordance with the Proposed Declaration of Special Charge (Attachment AT-4).

Governing Documents

There are 9 governing documents listed below that are related to this proposed upgrade project and detailed in attachment AT-5.

Local Government Act 1989

Local Government Act 2020

Council Plan 2025-29

Bass Coast Planning Scheme

Asset Management Policy 2022-2026

Urban Roads and Drainage Improvement Policy 2024

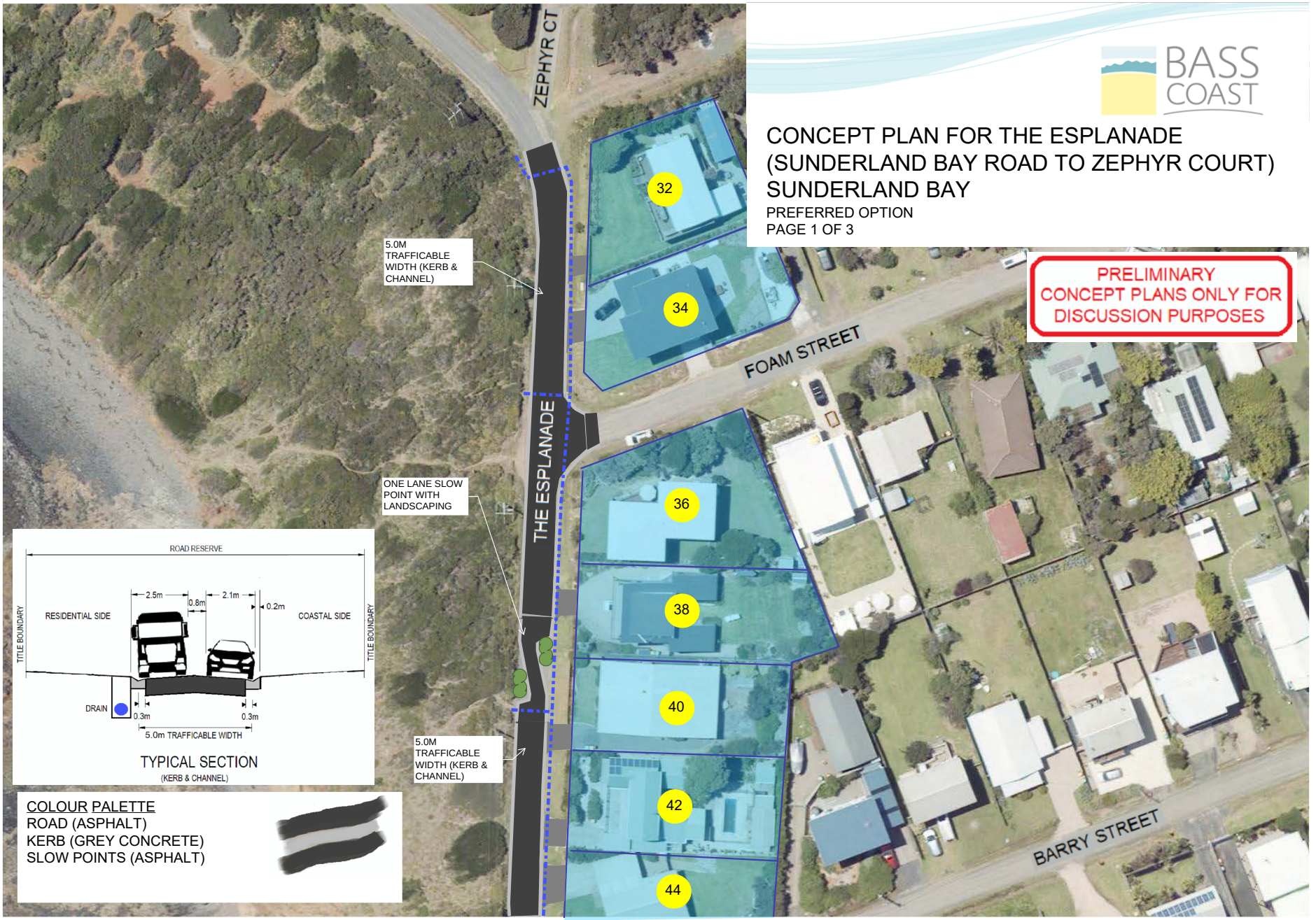
Debt Management Policy

Hardship and Financial Hardship Policy

Long-Term Financial Plan 2025-2035

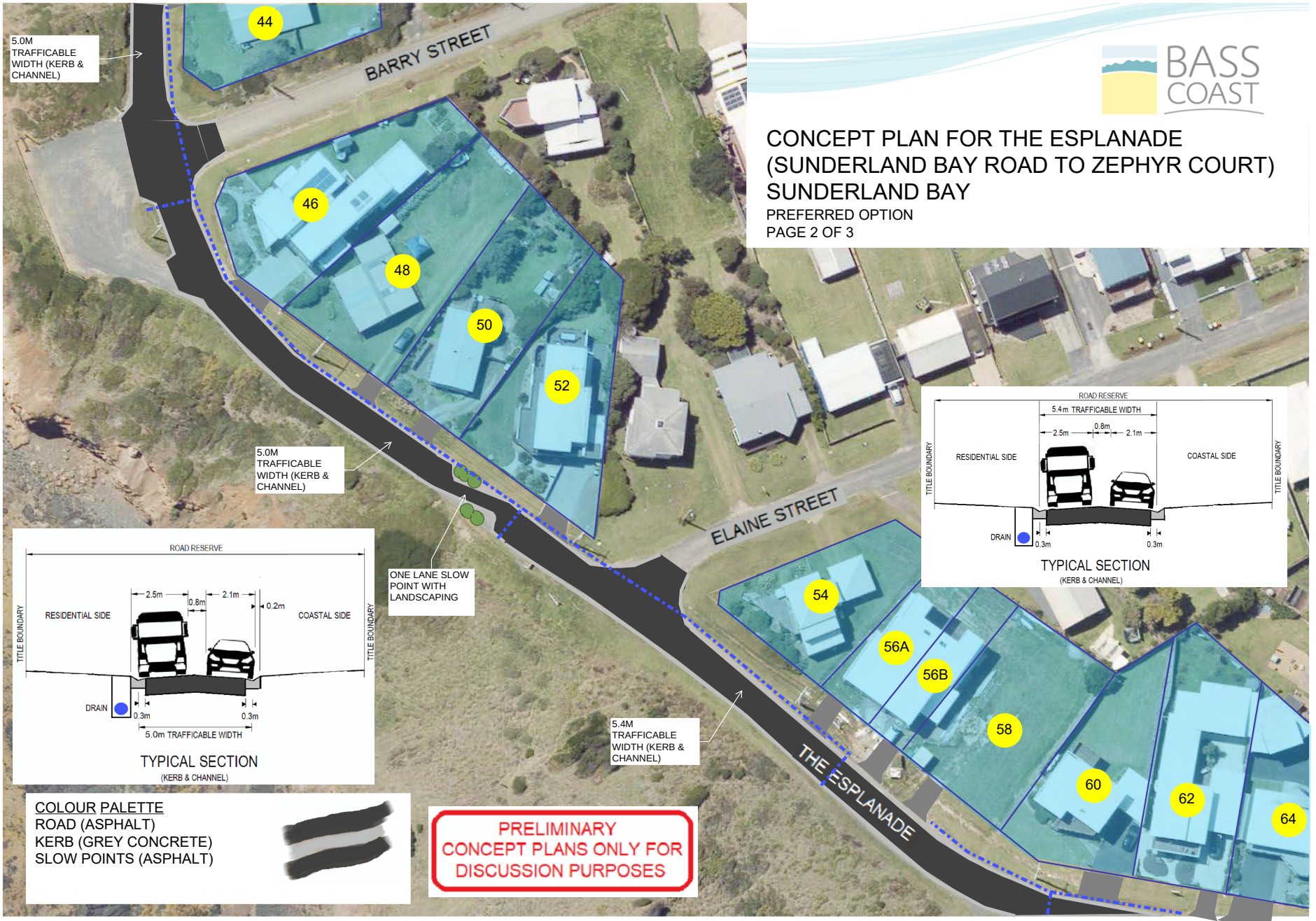
Attachments

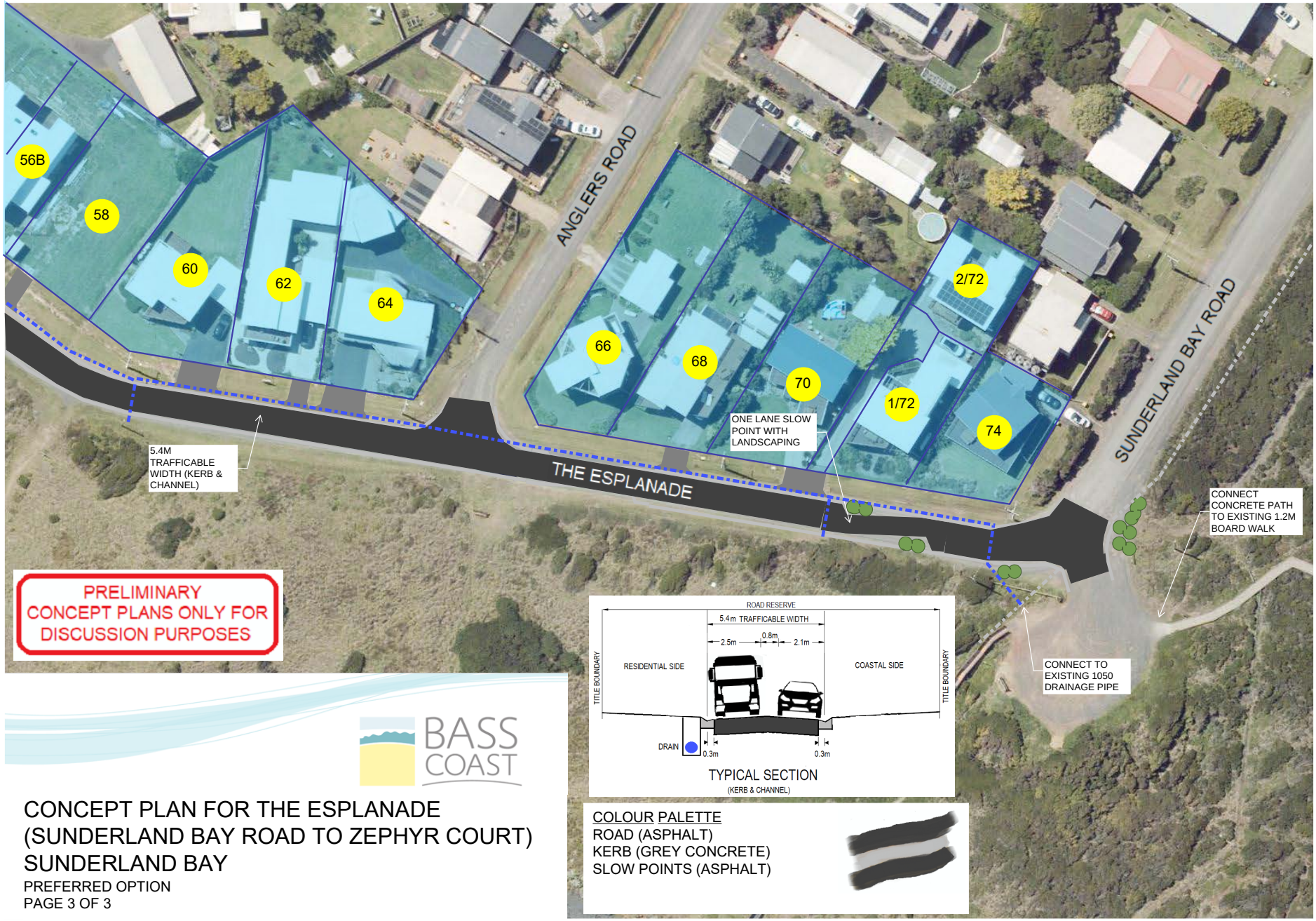
1. A T-1 Concept Plan [**8.4.1** - 3 pages]
2. A T-2 Benefit Ratio [**8.4.2** - 18 pages]
3. A T-3 Apportionment and Distribution Statement [**8.4.3** - 15 pages]
4. A T-4 Proposed Declaration of Special Charge [**8.4.4** - 3 pages]
5. A T-4 Schedules 1 and 2 [**8.4.5** - 3 pages]
6. A T-5 Governing Documents [**8.4.6** - 7 pages]



CONCEPT PLAN FOR THE ESPLANADE (SUNDERLAND BAY ROAD TO ZEPHYR COURT) SUNDERLAND BAY

PREFERRED OPTION
PAGE 1 OF 3


BASS COAST
CONCEPT PLAN FOR THE ESPLANADE (SUNDERLAND BAY ROAD TO ZEPHYR COURT) SUNDERLAND BAY
PREFERRED OPTION
PAGE 2 OF 3
5.0M TRAFFICABLE WIDTH (KERB & CHANNEL)
BARRY STREET
44
46
48
50
52
5.0M TRAFFICABLE WIDTH (KERB & CHANNEL)
ELAINE STREET
ONE LANE SLOW POINT WITH LANDSCAPING
ROAD RESERVE
2.5m
0.8m
2.1m
0.2m
RESIDENTIAL SIDE
COASTAL SIDE
TITLE BOUNDARY
TITLE BOUNDARY
DRAIN
0.3m
0.3m
5.0m TRAFFICABLE WIDTH
TYPICAL SECTION
(KERB & CHANNEL)
ROAD RESERVE
5.4m TRAFFICABLE WIDTH
2.5m
0.8m
2.1m
RESIDENTIAL SIDE
COASTAL SIDE
TITLE BOUNDARY
TITLE BOUNDARY
DRAIN
0.3m
0.3m
TYPICAL SECTION
(KERB & CHANNEL)
54
56A
56B
58
60
62
64
5.4M TRAFFICABLE WIDTH (KERB & CHANNEL)
THE ESPLANADE
COLOUR PALETTE
ROAD (ASPHALT)
KERB (GREY CONCRETE)
SLOW POINTS (ASPHALT)
PRELIMINARY CONCEPT PLANS ONLY FOR DISCUSSION PURPOSES



CONCEPT PLAN FOR THE ESPLANADE
(SUNDERLAND BAY ROAD TO ZEPHYR COURT)
SUNDERLAND BAY

PREFERRED OPTION
PAGE 3 OF 3

Benefit Ratio Statement
The Esplanade (Sunderland Bay to Zephyr Court) Upgrade
Special Charge Scheme

Benefit Ratio Statement

The Esplanade (Sunderland Bay Road to Zephyr Court) – Road and Drainage Upgrade

Introduction

Bass Coast Shire has a legacy of urban areas with unsealed roads that have no underground drainage or footpaths. The estimated cost of bringing these urban areas to a basic level of infrastructure is over $250 million.

This statement, as it supports a proposed special charge scheme, addresses the calculation of the total amount that may be levied by Council on the property owners in this proposed scheme being those persons who receive a special benefit from the proposed works through the imposition of the proposed special charge (**Maximum Total Levy**).

The calculation of the Maximum Total Levy requires the following steps to be undertaken:

- first, the calculation of the total cost of works
- second, the calculation of the 'benefit ratio' (**Benefit Ratio**) which depends on reasonable estimates being made of:
    i. 'total special benefits' to the properties included in the proposed scheme (TSB (in)) – that is, properties receiving a special benefit and being required to pay the special charge
    ii. 'total special benefits' to properties not included in the proposed scheme (if any) (TSB (out)) – that is, properties receiving a special benefit but not being required to pay the special charge, and
    iii. 'total community benefits' – that is, direct and tangible benefits to the broader community

A. Define Purpose

The purpose of the proposed special charge scheme is to defray the costs associated with the upgrade of the roads and the drainage network, and the provision of nature strip works and ancillary works, in the scheme area (**Scheme** and **Special Charge**).

The Scheme area and its boundaries have been chosen to only include properties on the northern side of The Esplanade (between Sunderland Bay Road to Zephyr Court) Sunderland Bay and it does not include the land on the southern side of The Esplanade, along the foreshore. This is because it is considered that only the northern properties (being privately owned rateable land) and not the southern land (being publicly owned coastal reserve land managed by Phillip Island Nature Parks

(PINP) and Department of Energy, Environment and Climate Action (DEECA)) will receive a relevant special benefit from the Scheme works. While the southern foreshore land may receive some form of direct and tangible benefit from the works, any such benefit is considered to be wholly marginal and inconsequential and would not relevantly constitute a special benefit. It is therefore considered that this land should not be included in the Scheme area and boundaries as special benefit land and otherwise treated as TSB (out) land.

The Esplanade (between Sunderland Bay Road and Zephyr Court) Sunderland Bay is one of the highest priorities within the Council's Urban Road and Drainage Improvement (URDI) Policy. This section of The Esplanade has a history of dust, flooding and traffic safety issues over many years. These include but are not limited to the following:

- dust generated by traffic along unsealed roads contributing to reducing air quality and amenity
- localised flash flooding and inundation from the high intensity storm events within the area and the majority of the area having no underground public drainage to cater for these flows

Consistent with the petition originally received by Council for this section of The Esplanade to be improved, there is now an opportunity to commence a special charge scheme process that is funded by a joint contribution from Council and property owners in the Scheme area. A formal special charge scheme is administered under the *Local Government Act 1989* (**Act**). A road and drainage upgrade project of the type presently being considered would take at least four years to deliver in line with the legislative process.

The purpose of the improvement works would include but is not limited to the following:

- less dust to properties and impact to property owners' and occupiers' health and safety
- less risk of errant vehicles and unsafe driving behaviours along the gravel roads
- less risk of pedestrian trips, slips, falls and collisions with vehicles
- improved access for motorists and pedestrians
- improved underground drainage along the road reserve and less risk of flooding adjacent properties

B. Ensure Coherence

It is considered that the proposed road and drainage improvement works located along The Esplanade (between Sunderland Bay Road to Zephyr Court) will provide a special benefit to the property owners located within the Scheme area and boundaries and that this special benefit is otherwise physically connected to the purpose set out in A. It is also considered that, as earlier

noted, the properties to be included in the Scheme – and only those properties – will receive a relevant special benefit.

C. Calculate Total Costs

The implementation of a special rate or charge is controlled by section 163 of the Act. There are also Ministerial Guidelines made pursuant to section 163(2C) of the Act. These provide guidance to Council on how to calculate the Maximum Total Levy.

For this project, the Maximum Total Levy has been calculated in accordance with the Guidelines. The total levy amount, and other relevant data, is summarised in the table below:

Total Project Cost (not inc GST) **(Based on Preferred Concept Option)**	**$1,849,550**
LESS separate Council contribution for downstream drainage works	**$108,000**
Total Scheme Costs **Benefit Ratio** **Maximum Total Levy Amount** **Council Contribution (%)** **Council Contribution ($)**	**$1,741,550** **0.3009** **$524,033** **69.91%** **$1,217,517**
Total Council Liability	**$1,325,517**

Benefit Ratio Statement

D. Identify Special Beneficiaries

It is considered that all the properties – and only those properties – with a present frontage to the unsealed roads included within the Scheme area and boundaries (and as otherwise listed in the Schedule 2) will receive a special benefit from the proposed road works to be performed under the Scheme.

It is also considered that the properties – and only those properties – will receive a special benefit from the proposed drainage works to be performed under the Scheme (and that these drainage benefits will be over and above any road-related drainage benefits which already exist).

On this basis, all the properties in the Scheme, following completion of the works, will enjoy a right of abuttal and access to roads which have been fully constructed to Council's satisfaction, and they will have a legal right to connect their surface and storm water and internal drainage systems to a complete and functional physical public drainage system within the public road network (or via easements otherwise servicing their properties (to be created at the rear of some lots)). (This will be so, notwithstanding that some of the properties in the Scheme already have their internal surface and storm water drainage systems connected to (or have a separate right to connect their internal surface and storm water drainage systems to) other Council drains in the area being drains which are presently located within other road reserves servicing the area (and whether that separate right has been paid for under any previous special charge scheme or otherwise)).

The boundaries delineating the area of the Scheme and showing the properties which are considered to receive a special benefit from the road and drainage improvements proposed is shown below in Figure 1.

Benefit Ratio Statement



Figure 1 – Scheme Boundary

As already noted, only the 24 privately owned rateable properties included in the Scheme are considered to receive a special benefit from the works to be provided under the Scheme. The relevant special benefit is in the form of the construction of the roads and the provision of a fully integrated underground external surface and storm water drainage system in the roads being constructed to service all the properties in the Scheme area. The driveway portion of 1/72 and 2/72 is common property and has therefore been divided between both properties in respect to area.

It is separately acknowledged that not all the properties within the Scheme area will receive the same level of road and drainage improvement benefits. There are, for example, some properties within the Scheme area that will not receive the same level of road and drainage improvement benefits as other properties within the Scheme area.

Notwithstanding such 'property-specific differences' in the levels of overall special benefit, the purpose of the calculations in relation to the calculation of the Maximum Total Levy ignore this. The calculations do not require Council to address (and they do not address) issues pertaining to whether all properties receive the same level of benefits; these issues, otherwise pertaining to a fair and reasonable overall distribution of the special charge amongst all the property owners, are dealt with in the separate cost Apportionment and Distribution Statement.

Benefit Ratio Statement

For present information purposes, the relevant 'property-specific differences' are noted and summarised as follows:

The property at 74 The Esplanade shares a boundary with Sunderland Bay Road, which is a sealed road. This property will not receive the same level of road improvement benefits as other properties within the Scheme. This property will, however, still be considered to receive a 'full' road improvement special benefit for the purposes of the calculation of the Benefit Ratio, even though in the interests of fairness and equity, the property will be given a 'discounted' road benefit charge at the distribution/apportionment stage.

The property at 54 The Esplanade shares a boundary with Elaine Street and will not receive the same level of road improvement benefits as other properties within the Scheme. This property will, however, still be considered to receive a 'full' road improvement special benefit for the purposes of the calculation of the Benefit Ratio, even though in the interests of fairness and equity, the property will be given a 'discounted' road benefit charge at the distribution/apportionment stage.

The two properties at 64 The Esplanade and 66 The Esplanade share a boundary with Anglers Road and they will not receive the same level of road improvement benefits as other properties within the Scheme. These properties will, however, still be considered to receive a 'full' road improvement special benefit for the purposes of the calculation of the Benefit Ratio, even though in the interests of fairness and equity, the property will be given a 'discounted' road benefit charge at the distribution/apportionment stage.

The two properties at 44 The Esplanade and 46 The Esplanade share a boundary with Barry Street and they will not receive the same level of road improvement benefits as other properties within the Scheme. These properties will, however, still be considered to receive a 'full' road improvement special benefit for the purposes of the calculation of the Benefit Ratio, even though in the interests of fairness and equity, the property will be given a 'discounted' road benefit charge at the distribution/apportionment stage.

The two properties at 34 The Esplanade and 36 The Esplanade share a boundary with Foam Street and they will not receive the same level of road improvement benefits as other properties within the Scheme. These properties will, however, still be considered to receive a 'full' road improvement special benefit for the purposes of the calculation of the Benefit Ratio, even though in the interests of fairness and equity, the property will be given a 'discounted' road benefit charge at the distribution/apportionment stage.

As mentioned, all the properties included in the Scheme are privately owned rateable land and will receive a relevant special benefit. On this basis, they will comprise the Total Special Benefit (TSB

(in)) properties. There are no reserves or community parks, or other property owned by Bass Coast Shire Council or any other public body or any other non-rateable land within the Scheme area, and as already noted, the land on the southern side of the Scheme area (being publicly owned coastal reserve managed by Phillip Island Nature Parks (PINP) and Department of Energy, Environment and Climate Action (DEECA)) will not receive a special benefit from the Scheme works. While the southern side publicly owned land may receive some form of direct and tangible benefit from the works, any such benefit would be wholly marginal and inconsequential and would not relevantly constitute a special benefit. It is therefore considered that this land should not be included in Scheme area and boundaries as special benefit land, and that any benefits to the public land arising from the works (because they would be enjoyed by people in the broader community) should properly be treated as community benefits. For these reasons, the southern public land should not be included as TSB (out) properties.

On this basis, no property is required to be excluded from the assessment of special benefit as being a Total Special Benefit (TSB (out)) property (that is a property receiving a special benefit but not liable to pay the Special Charge).

E. Determine Properties to Include

For the purposes of calculating the Benefit Ratio, a notional benefit value, called a Benefit Unit (**BU**), will be used. This is equal to an 'average benefit' for all the properties included in the Scheme (viz. the 24 privately owned rateable properties). It is proposed, on this basis, that all properties included within the Scheme area will receive a 'half' benefit unit from the road works and a 'half' benefit unit from the drainage works (being a total of **1 BU** for each property).

F. Estimate Total Special Benefits

The total number of Benefit Units (TSB) has been calculated as follows:

TSB = TSB (in) + TSB (out)

Total Special Benefits = Total Special Benefits (in) + Total Special Benefits (out)

TSB (in) has been calculated as follows:

Total Special Benefit Units (in) (TSB in)	**Drainage Works**	**Road Works**
24 Rateable Residential Properties @ 0.5 BU each		12.0
24 Rateable Residential Properties @ 0.5 BU each	12.0	

Benefit Ratio Statement

Total TSB (in)	**24.0**

TSB (out) has been calculated as follows:

Total Special Benefit Units Out (TSB out)	Drainage Works	Road Works
Council reserves and community parks, other public land or non-rateable land otherwise receiving a relevant special benefit but not capable of being charged (as explained in the body of the Benefit Ratio Statement)	0	0
Total TSB (out)	**0**	

Therefore, TSB = 24 + 0 = 24

G. Estimate Total Community Benefit

In addition to assessing the total special benefits for the Scheme, an assessment of any overall community benefit is also required to be undertaken to calculate the Maximum Total Levy.

In terms of assessing the level of overall community benefit, it is considered that the works included in the Scheme will provide a significant benefit to the broader community, and that accordingly, the level of benefit accruing to the properties required to pay the Special Charge will be correspondingly (and in this instance) substantially lower.

"Community benefits" are considered to exist where the Scheme works will provide tangible and direct benefits to people in the broader community. These will generally derive from the provision of works that are generally available to people other than the owners and occupiers of the properties receiving a special benefit.

The community benefits attributable to the proposed Scheme works are derived from the greater or external community receiving benefits, and arising from:

1. The use of The Esplanade for external wider community traffic (i.e. tourist traffic accessing coastal carparks and traffic generated by other properties within the Surf Beach and Sunderland Bay estates, however outside, and away from, the Scheme area boundaries).
2. Improvements in surface and stormwater quality discharging to the existing drainage outfalls.
3. The reduced risk of sewerage overflows to the environment downstream.
4. The future use of drainage pipes by property owners outside of the Scheme area that requires pipe sizes to be increased.

5. The publicly owned coastal reserve managed by Phillip Island Nature Parks (PINP) and Department of Energy, Environment and Climate Action (DEECA)) possibly receiving some tangible and direct benefits for people in the broader community.

On this basis, it is generally considered that people in the broader community will receive significant benefits from the works being provided under the Scheme. Accordingly, Council should, in fairness and in accordance with the requirements of the Act and the Ministerial Guidelines, pay for that benefit.

The rationale for this is as follow:

- There will be some improvement in public coastal access for the wider community and improvement in public road access for other community within Surf Beach and Sunderland Bay.
- There will be an improvement in water quality being discharged at the stormwater outfall drains.
- There will be environmental improvements downstream on the ocean side drainage outfalls.
- There will be some improvement in future drainage capacity when other areas are connected.
- There will be some improved access to the publicly owned coastal reserve managed by Phillip Island Nature Parks (PINP) and Department of Energy, Environment and Climate Action (DEECA).

To further support this position, Council officers note, and are of the view that, based on surveys, research and traffic studies carried out by Council in 2021-2022, persons other than those living in The Esplanade will continue to use The Esplanade as a main through-local road following the proposed road and drainage upgrade.

To assess the likely number of persons who are not accessing or servicing the 24 properties included in the Scheme, a community survey, Census data 2021, carparking surveys, traffic count data and aerial data has been used. These are considered in turn.

Community survey

A community survey of property owners within Surf Beach and Sunderland Bay was undertaken in May-June 2022 and Council received 394 questionnaires filled in. Property owners in the estates showed the following:

- There was an average of 2.7 vehicle trips per day per household, however this was an estimate only and included property owners' trips, and did not account for vehicle movements required for servicing the properties, such as trades, cleaning services, deliveries and visitors to private properties.
- On average, property owners with holidays homes spent approximately 103 days per year at the properties.

Traffic data

Traffic data collected in the Christmas holidays of 2021-22 (peak traffic period) and then in February 2022 (off peak traffic period), Census data 2021 and carparking surveys showed the following:

- There were 4.9 vehicle trips per property generated in peak traffic periods is within a reasonable level of the assumed amount of traffic being generated by private properties.
- There were 6.5 vehicle trips per property generated in peak traffic periods is within a reasonable level of the assumed amount of traffic being generated by private properties.

The Infrastructure Design Manual 2019 Version 5.30, Clause 12.3.1, used by Bass Coast Shire Council recommends that there are 10 vehicle trips generated per household per day for residential urban areas when fully developed.

The 4.9 and 6.5 vehicle trips per property generated in peak and off-peak traffic periods is within a reasonable level of the assumed amount of traffic being generated by the 24 private properties.

Multiplying the 4.9 and 6.5 vehicle trips per property by the 24 properties along The Esplanade equates to 118 and 156 vehicle movements per day respectively for peak and non-peak periods.

It is assumed there are 116 peak traffic periods (days) per year based on the long weekends, school holiday periods and summer weekends in December and February as shown in Table 2 below. This also aligns closely with the average amount of time property owners with holiday homes spend in the area each year according to the community survey data collected (103).

Typical peak holiday periods per year			**Days**
Christmas holidays	18/12/2021	30/01/2022	44
Labour Day weekend	12/03/2022	14/03/2022	3
Easter school holidays	9/04/2022	25/04/2022	17
Anzac Day	25/04/2022	25/04/2022	1
Queens birthday weekend	11/06/2022	13/06/2022	3

Benefit Ratio Statement

June school holidays	25/6/2022	10/7/2022	16
AFL Grand Final weekend	23/09/2022	25/09/2022	3
September school holidays	17/09/2022	2/10/2022	16
Additional summer weekends in December & February			13
		Total	116

Table 2: Peak traffic periods per year

Based on an ultimate design of 4.9 and 6.5 vehicle trips being generated by private properties in peak and off-peak periods respectively, the following vehicle trips per year would be generated in the future as shown in Table 3.

Vehicle trips generated by private properties	**Vehs/day**	**Days**	**Properties**	**Vehicle trips per year**
Peak veh/day	4.9	116	24	13,642
Off peak (veh/day)	6.5	249	24	38,844
			Total	**52,486**

Table 3: Vehicle trips per year generated by private properties

The amount of **52,486** vehicle trips per year will be used as a reference related to the 12.0 Benefit Units being generated by the road works for the private properties.

There are a number of beach / coastal carpark access points along The Esplanade that are utilised by tourists and Surf Beach and Sunderland Bay property owners that generate traffic along The Esplanade (Sunderland Bay Road to Zephyr Court) and other connecting streets, including in relation to the entire section of the public foreshore fronting the Scheme area, including the publicly owned coastal reserve managed by Phillip Island Nature Parks (PINP) and Department of Energy, Environment and Climate Action (DEECA).

These are shown in Figure 2.

Benefit Ratio Statement

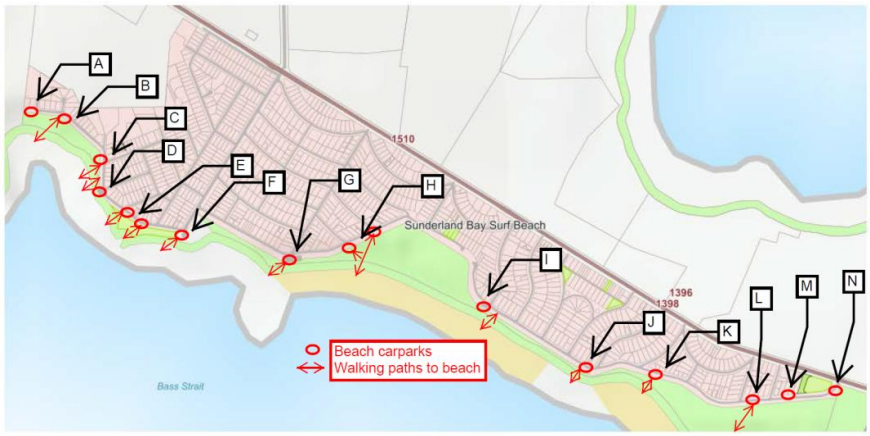


Figure 2 – Beach carparks along The Esplanade

There are also many other properties within Surf Beach and Sunderland Bay estates that may generate traffic along The Esplanade (between Sunderland Bay Road and Zephyr Court) from outside of the proposed Scheme. This is shown in Figure 3 below:



Figure 3 –Map of properties within Surf Beach and Sunderland Bay estates that may generate traffic from outside of the scheme boundaries along The Esplanade (Sunderland Bay Road to Zephyr Court)

Traffic count data undertaken shows the following along The Esplanade (Sunderland Bay Road and Zephyr Court). This is shown in Figure 4.

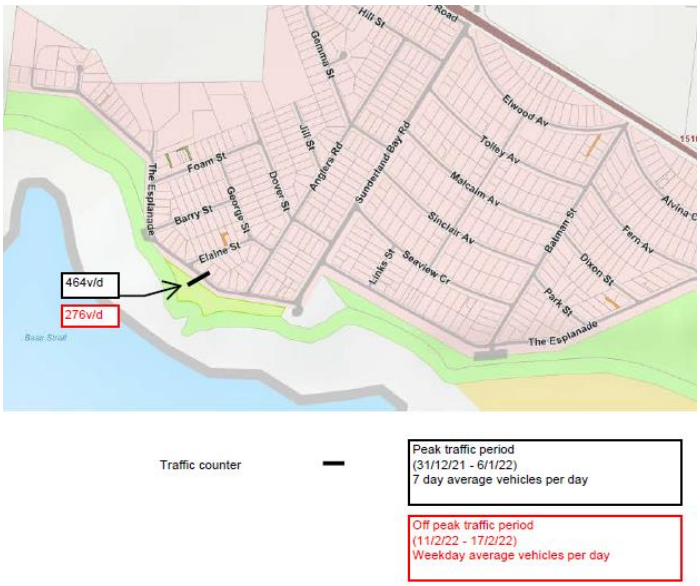


Figure 4 –Traffic count data along The Esplanade

In peak periods of traffic, it is estimated that there are 464 vehicles trips per along this section of The Esplanade. It is estimated that 118 of these trips are generated from properties within the proposed Scheme boundaries during peak times. Subtracting 118 from 464, it is estimated that the remaining 346 vehicle trips are generated from traffic outside of the Scheme boundaries (either from tourist traffic accessing beach carparks or from other traffic within Surf Beach and Sunderland Bay).

In off-peak periods of traffic, it is estimated that there are 276 vehicles trips per along this section of The Esplanade. It is estimated that 156 of these trips are generated from properties within the proposed Scheme boundaries during peaks times. Subtracting 156 from 276, it is estimated that the remaining 120 vehicle trips are generated from traffic outside of the Scheme boundaries (either from tourist traffic accessing beach carparks or from other traffic within Surf Beach and Sunderland Bay).

It is also estimated that if The Esplanade (Sunderland Bay Road and Zephyr Court) is sealed, there may likely be more wider community traffic utilise this road for access to coastal carparks (A to E in Figure 2).

There may also be more usage of this section of The Esplanade by other property owners within the Surf Beach and Sunderland Bay estates outside of the Scheme due to potential preference to use a sealed road instead of a gravel road.

There is a network of connected streets in the vicinity of The Esplanade, such as Dover Street, Anglers Road, George Street, Elaine Street, Barry Street and Foam Street, that may have some traffic dynamic shifts to use The Esplanade as a preferable route to access properties due to it being sealed.

Benefit Ratio Statement

It has been allowed that a conservative amount of 100% of the wider community traffic using other streets may shift to use The Esplanade until those roads are also sealed.

There may also be additional tourist traffic attracted to use the carparks if the road is fully sealed to the carparks along The Esplanade. The capacity of coastal access carparks (A to E) is approximately 22 vehicles. It is noted there are times in which overflow of vehicles onto The Esplanade occur at these carparks. During peak periods the coastal access carparks A to E vary from 0 to 7 (32%) vehicles. During off-peak periods the coastal access carparks A to E typically have no usage.

A conservative allowance (but otherwise 'generous' amount) of a 50% increase has been allowed for the wider community traffic using The Esplanade for potential additional use of the coastal access carparks A to E.

The resulting vehicles trips per year generated by the wider community (tourist traffic accessing the beach carparks or properties within Surf Beach and Sunderland Bay estates, however outside of the Scheme boundaries) is shown in Table 4 below.

Vehicle trips generated by the wider community	**Current Vehs/day**	**Increase for traffic dynamic changes**	**Increase additional coastal carpark usage**	**Days**	**Vehicle trips per year**
Peak veh/day	346	100%	50%	116	100,340
Off peak (veh/day)	120	100%	50%	249	74,700
				Total	**175,040**

Table 4: Vehicle trips per year generated by beach carparks / access

Based on a pro-rata approach, the amount of Benefit Units to be adopted for improvement in public beach access and wider community benefits will be 175,040/52,486 x 12.0 BU = 40.0 BU

There will also be an improvement in water quality being discharged at the stormwater outfall drains through sealing of the roads. It is recommended that 1.0 BU be allowed for this benefit which again is considered to be (at best) a marginal benefit and otherwise generous. The cost of the scheme works (referrable to the sealing of the roads) results in an allowance of 12.0 BU. This is approximately 8% (1.0/12.0) of the scheme road benefits and is considered to be reasonable.

There will be an improvement in terms of risk mitigation involving sewage spills within the area when there are heavy rains. The installation of underground stormwater drainage and reconnection

of illegal tappings from houses into the sewer pipes will direct stormwater through larger pipes instead of small sewer pipes that cannot handle the flow. Although this is a minor benefit to the project and not the main purpose of the Scheme, it is recommended that a conservative amount of 1.0 BU be allowed for this benefit which again is considered to be (at best) a minor benefit. The cost of the Scheme works (referrable to the drainage) results in an allowance of 12.0 BU. This is approximately 8% (1.0/12.0) of the Scheme drainage benefits and is considered to be reasonable.

There will be an improvement in terms of future drainage capacity for some properties within Sunderland Bay that are outside of the proposed Scheme boundaries. These properties will not receive the benefit until the streets adjacent to those properties are upgraded in the future. There are 47 properties that will receive this benefit, and these are shown in Figure 5 below. Although this is a minor benefit to the project and not the main purpose of the Scheme, it is recommended that a conservative amount of 0.25 BU for each property be allowed for this benefit which again is considered to be (at best) a minor benefit. There are also two carparks which will receive a similar benefit when the drainage is upgraded. A conservative amount of 1.0 BU has been allowed for each future carpark connection. In total the future drainage benefits to be allowed are (47 x 0.25BU) + (2 x 1.0 BU) = 13.75 BU.



Figure 5 – Future drainage capacity improvements

Benefit Ratio Statement

The total community benefits are shown in the table below:

Total Community Benefits (TCB)	
External wider community traffic	40.0
Sealing of the roads resulting in better water quality	1.0
Reduced risk of sewage overflows	1.0
Future drainage capacity	13.75
Total TCB	**55.75**

H. Calculating the Benefit Ratio

The Benefit Ratio is calculated as:

$$R = \frac{TSB\ (in)}{TSB\ (in) + TSB\ (out) + TCB}$$

$$R = \frac{24}{24 + 0 + 55.75} = \frac{24}{79.75}$$

Benefit Ratio = 0.3009

I. Calculating the Maximum Total Levy

The Act and the Ministerial Guidelines set out the basis for administering the Scheme and determining the distribution of costs. Council must determine the maximum amount that property owners included within the Scheme can contribute towards the cost of the works known as the Maximum Total Levy.

The legislation requires Council to determine the following:

- To identify any properties within the Scheme boundaries that will not be included in the Scheme (as properties required to pay the Special Charge) but which will receive a special benefit. This requirement primarily relates to non-rateable properties such as Council or Crown land. The Guidelines indicate that Council should contribute financially for these properties. No such properties exist in this Scheme.

- To assess the level of community benefit requiring Council to contribute to the Scheme costs based on the level of benefit to the broader community.

The following formula is used to determine the Maximum Total Levy amount:

Benefit Ratio Statement

S = R x C

Where **R** is the Benefit Ratio determined by Council, **C** is the total Scheme costs and **S** is the Maximum Total Levy amount that may be levied from all the persons who are liable to pay the Special Charges (being maximum amount levied to landowners).

Maximum Levy Amount (R x C = S)
0.3009 x $1,741,550.40 **= $524,032.51**

Apportionment and Distribution Statement

The Esplanade (Sunderland Bay Road to Zephyr Court), Sunderland Bay Special Charge Scheme

Attachments

Introduction

Council has developed a priority list of all areas across Bass Coast Shire that have unconstructed streets and inadequate drainage with the view to upgrading these areas. The policy which guides these projects is Council's Urban Roads and Drainage Improvement (URDI) Policy 2024. The funding mechanism for these types of upgrades shall be adopted through Council resolution. Funding sources may include:

- direct Council contribution
- external grants, funding, or contributions
- a special rate or charge in accordance with Section 163 of the *Local Government Act 1989* (**Act**)
- and / or a combination of the above

The special charge provisions allow for costs to be equitably attributed to those who receive a special benefit.

The Esplanade (Sunderland Bay Road to Zephyr Court), Sunderland Bay has a history of dust, flooding and safety issues over many years. These include but are not limited to the following:

- dust generated by traffic along unsealed roads contributing to reducing air quality and amenity
- localised flash flooding and inundation from the high intensity storm events within the area and the majority of the area having no underground public drainage to cater for these flows

At its 19 June Council Meeting 2024 Council resolved to:

1. Proceed with the initiation of three upgrade projects consisting of two at The Esplanade and another at Links Street
2. Note that the preferred concept designs and funding mechanism for potential upgrade projects would need to be considered at a future meeting of Council
3. Advise the head petitioners of Council's decision.

It is expected that all properties included within the Scheme are expected to gain a special benefit from road and drainage works, over and above what currently exists. There are several properties within the Scheme area that will not receive the same level of road and drainage improvement benefits as other properties within the Scheme area. Those properties that do not receive the same level of benefits, in the interests of fairness and reasonableness, shall receive a 'discounted' road or drainage benefit and this process is further detailed in below sections of this statement.

Attachments

A. Method of Apportionment

For this project the Maximum Total Levy amount has been calculated in accordance with the Act and the Ministerial Guidelines. The total levy amount and other relevant data is summarised in the table below.

Total Project Cost	**$1,849,550**
LESS Downstream Drainage Works	**$108,000**
Total Scheme Costs	**$1,741,550**
Benefit Ratio	**0.3009**
Maximum Levy Amount	**$524,033**
Council Contribution (%)	**69.91%**
Council Contribution ($)	**$1,217,517**
Total Council Liability	**$1,325,517**

To apportion and distribute the Maximum Total Levy amount amongst and between the properties included within the Scheme, each property was assessed to determine the special benefit they will receive from the works. The Maximum Total Levy amount has been distributed amongst all the properties that are considered to receive a special benefit from the works.

All 24 properties within the Scheme receive a relevant special benefit from the works to be provided under the Scheme. The relevant special benefit is the construction of roads and the provision of an underground stormwater drainage system in the roads.

Adjustment Factors

Once the Maximum Total Levy amount has been calculated, it is necessary to determine an appropriate way to distribute the total costs to and amongst all property owners included within the Scheme boundary. One traditional method of apportionment is to distribute costs partly based on road component costs and partly based on drainage component costs.

The road component costs are ordinarily distributed through two different methods. The first method is based on a percentage of boundary lengths adjacent or fronting the road, meaning those properties with a longer front boundary will contribute more based on proximity and accessibility to the road. The second method is to distribute the road component costs evenly amongst all the property owners based on property owners receiving a similar improvement based on similar usage of the road network.

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In this Scheme, the property sizes and shapes in the Scheme boundary vary and due to this some have very small or very large boundaries adjacent to/adjoining the road being constructed. The large differential in boundary lengths creates a large difference in cost distribution if costs are apportioned only using this method. If the method of distributing the road component costs equally amongst property owners is used, then it does not account that some property owners with longer front boundaries will be gaining additional benefit from the proximity and accessibility that comes with a longer boundary adjacent to the road. For these reasons, it is considered appropriate to also consider a method of apportioning the road component costs using a combination of the two methods such that some of the costs are distributed based on boundary length adjacent to the road and some of the costs are distributed equally amongst property owners based on a similar usage of the road.

The drainage improvement component costs are traditionally based on the area of the properties as the area is proportional to the amount of stormwater that the property would be potentially contributing towards the drainage network based on the property's potential to install a residential dwelling and associated impervious area that contributes to stormwater flows.

The site area and front and/or side boundary lengths of each property is established and checked against the property title or plan of subdivision.

Adjustment factors for each property are then considered to ensure the resulting apportionment costs are considered fair and equitable for all properties included in the scheme. These adjustment factors include:

- Whether road component costs are apportioned equally or based on boundary lengths
- Whether a property has a front and / or side boundary (i.e. a corner lot)
- Whether a property may be subject to a future special charge scheme, such as a corner lot.

After evaluating various alternatives for the method of distribution, it was considered that the method adopted results in the fairest and most equitable distribution of costs amongst the property owners.

The distribution of costs amongst the properties in the scheme has been distributed on the basis of road and drainage components of works. Road component costs of works have been distributed based on the following various factors which include:

- A portion of the road component costs being equally shared amongst all property owners
- A portion of the road component costs being distributed to property owners based on boundary lengths (front and side) adjacent to a road(s) proposed to be upgraded
- A discount being applied to the side boundary of a property adjacent to a road
- A discount being applied to a property that may be subject to a future special charge scheme, such as a corner lot.

Attachments

The distribution of drainage component costs of works has been distributed based on the following factors:

- Property area
- A discount being applied to a property that may be subject to a future special charge scheme, such as a corner lot.

Once these dimensions and factors had been confirmed, each property's individual circumstances were considered, and different adjustment factors were trialled. These factors are as follows:

Consideration A – **Recommended**

It was considered that the road component distribution of costs be based on:

- 25% of the road component costs to be distributed based on property boundary lengths adjacent to road(s)
- 75% of the road component costs to be distributed equally amongst properties
- Street boundary length is made up of 100% the front boundary (typically the shorter boundary) and 30% of any additional boundaries with other streets (for example a corner lot)
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied.

It was considered that the drainage component distribution of costs be based on:

- Area of the property
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied.

Consideration B

It was considered that the road component distribution of costs be based on:

- 50% of the road component costs to be distributed based on property boundary lengths adjacent to road(s)
- 50% of the road component costs to be distributed equally amongst properties
- Street boundary length is made up of 100% the front boundary (typically the shorter boundary) and 30% of any additional boundaries with other streets (for example a corner lot)
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied.

It was considered that the drainage component distribution of costs be based on:

- Area of the property
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied.

Consideration C

It was considered that the road component distribution of costs be based on:

- 75% of the road component costs to be distributed based on property boundary lengths adjacent to road(s)
- 25% of the road component costs to be distributed equally amongst properties
- Street boundary length is made up of 100% the front boundary (typically the shorter boundary) and 30% of any additional boundaries with other streets (for example a corner lot)
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied.

It was considered that the drainage component distribution of costs be based on:

- Area of the property
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied.

Consideration D

It was considered that the road component distribution of costs be based on:

- 100% of the road component costs to be distributed based on property boundary lengths adjacent to road(s)
- 0% of the road component costs to be distributed equally amongst properties
- Street boundary length is made up of 100% the front boundary (typically the shorter boundary) and 30% of any additional boundaries with other streets (for example a corner lot)
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied

It was considered that the drainage component distribution of costs be based on:

- Area of the property
- Properties that may be subject to a future special charge scheme, such as a corner lot, will have a 50% discount applied.

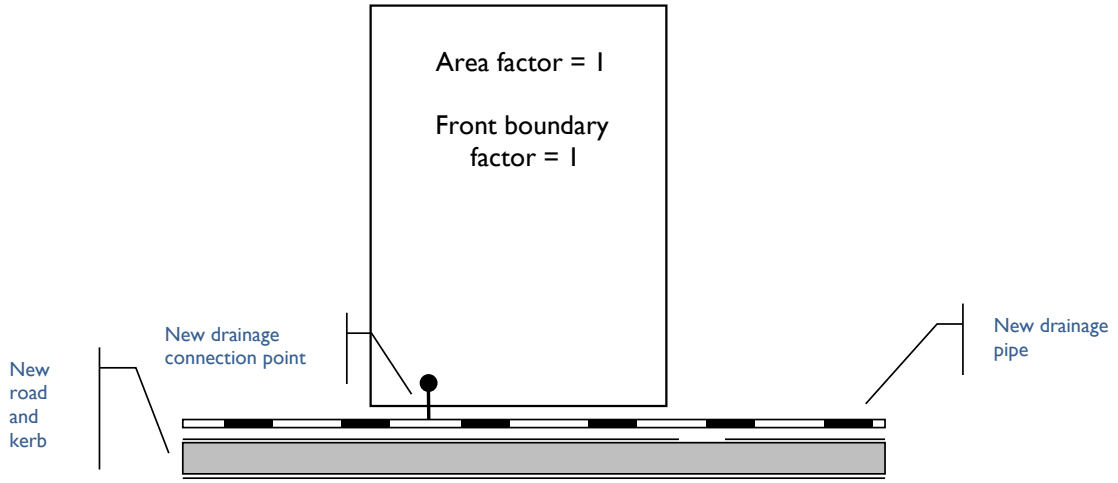
Consideration A has been considered the most fair and equitable option amongst all properties as costings resulted in being more evenly spread throughout, while still considering all the various factors.

A detailed list of distribution of costs compared is outlined in Table 3.

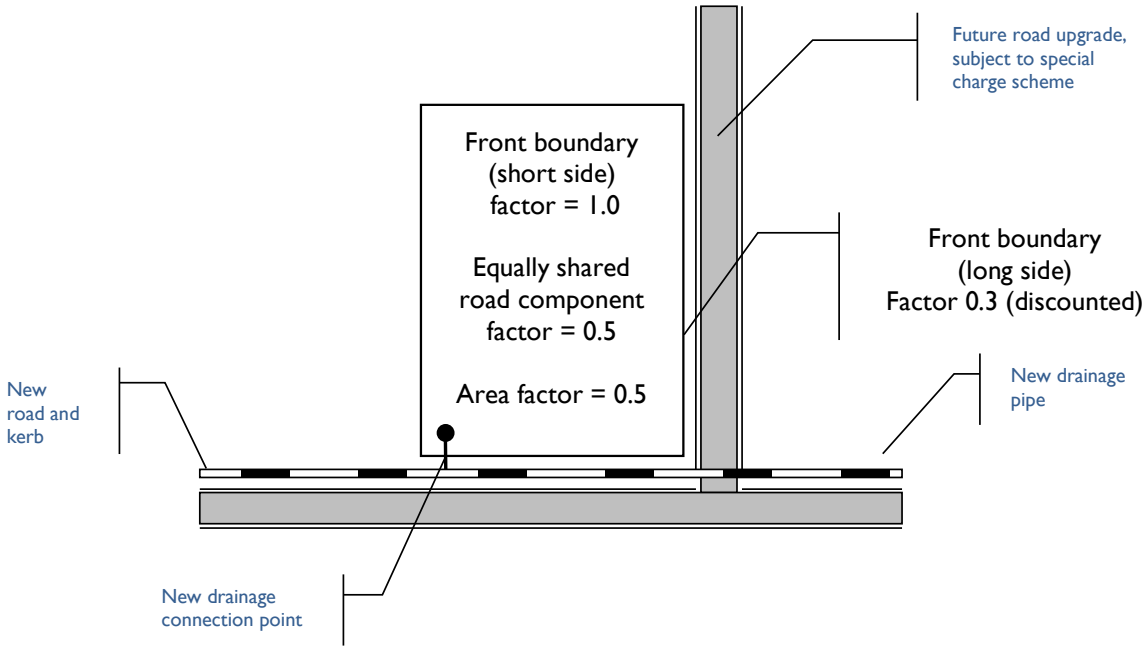
Attachments

Examples of how the adjustment factors could be used to distribute the costs amongst property owners are shown below:

Standard property (no adjustment)



Corner Property (short boundary) next to potential future special charge scheme



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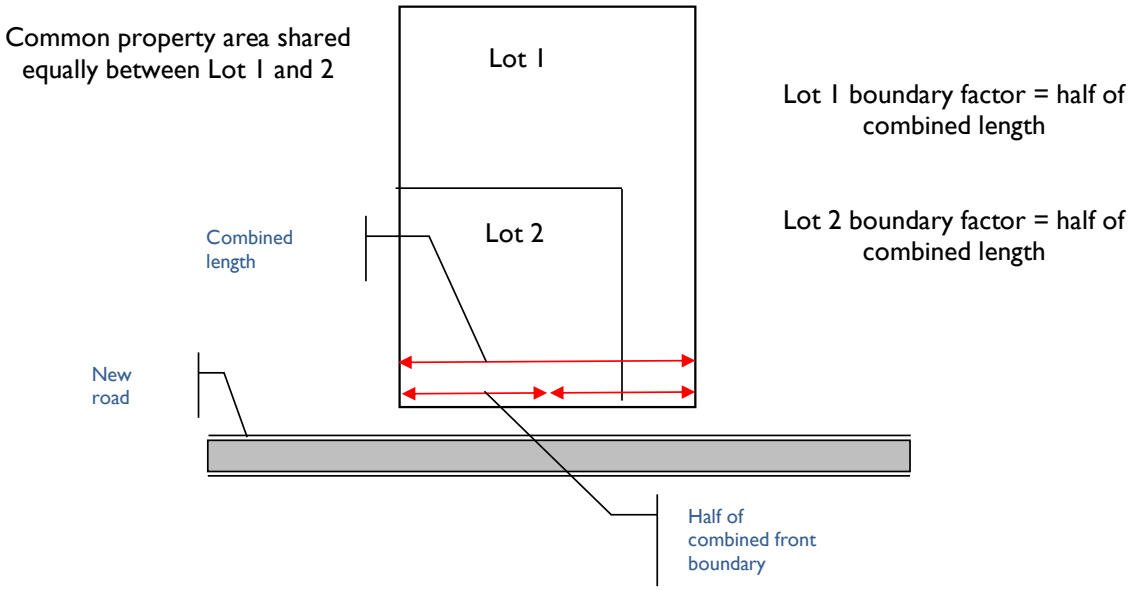
Shared Front Boundary



In order to apportion the Maximum Total Levy amount between the properties within the Scheme, each property was assessed to determine the special benefit they receive from the works. Refer to the Benefit Ratio Statement.

The apportionment data is collected and summarised within the attached Table 3. Actual dimensions and areas of properties have been obtained from title information.

Multiple Boundary Adjustments (i.e. corner lots)

The properties included in the Scheme that have more than one boundary with roads, such as a front (short) boundary and a side (long) boundary adjacent to different streets will receive different benefits from road related infrastructure and as such will have an adjustment factor of 0.3 applied to the length of side boundary. The total boundary of the property that will be considered will be a combination of the front boundary (short) and 0.3 of the side boundary adjacent to roads.

Attachments

Adjustment for future special charge scheme

There are 8 properties (identified below) that have the potential to be affected by a future road and drainage improvement project on an adjacent street. So that there is not a doubling up of special charges from two different road and drainage upgrade projects, there will be a 50% discount in regard to aspects that would be considered in both schemes, such as area of the lot and equally sharing of costs. There would not be a discount on the boundary length component of costs as this would only apply to each individual special charge scheme. The properties considered for this discount are listed in Table 1 and shown in Figures 1 below:

34 The Esplanade
36 The Esplanade
44 The Esplanade
46 The Esplanade
54 The Esplanade
64 The Esplanade
66 The Esplanade
74 The Esplanade

Table 1: List of properties with potential for future special charge schemes

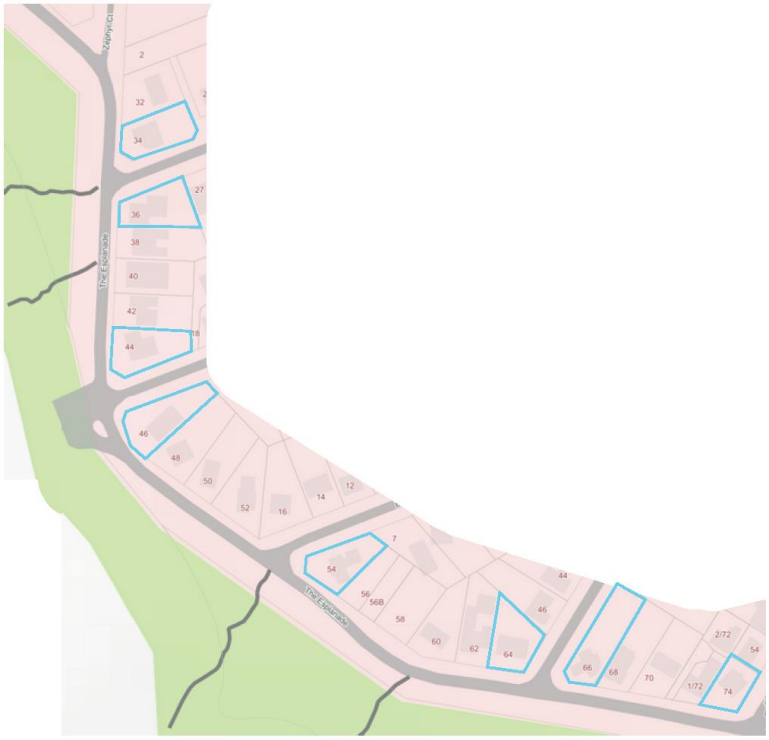


Figure 1: Properties with potential for future special charge schemes

Attachments

B. Special Benefit Unit Calculation Costs

Once the adjustment factors are determined, the costs are then distributed to each property by defining and applying Benefit Units (BU) to each property. There will be different BU for each component of the overall scheme cost and if those components are to be distributed differently, such as sharing equally or based on a length or area. Each property will have different amounts of BU applied to each cost component depending on the adjustment factors.

If the costs are shared equally, all properties will have 1 BU applied and some properties may have this discounted for various adjustment factors. The value of 1 BU will be equal to the cost of that component divided by the amount of BU in total applied. The total number of BU will be less than the total number of properties.

If the costs are distributed by length or area, then the property with the smallest length or area will have 1 BU applied. Other properties will have a BU applied in proportion to this smallest length or area. For example, if the smallest boundary was 12m, this property would have 1 BU. A property with 15m boundary would have 1 x 15/12 BU applied = 1.25 BU.

In terms of distributing the costs in relation to boundary length and area, the smallest boundary adjacent to the road is 1/72 The Esplanade or 2/72 The Esplanade (both 8.22m) and the property with the smallest area is 56B The Esplanade (274 sq.m).

Note that the road component costs have been broken down into 2 portions to distribute the costs. These portions are:

- 75% of road components costs to be equally shared
- 25% of road components costs to be distributed based on boundary lengths adjacent to roads

Attachments

Distribution of Road Sealing Components Costs to be Equally Shared

In terms of calculating the distribution of the equally shared road component sealing costs, this is undertaken by firstly calculating the value of one Road Sealing Equally Shared Related Infrastructure BU (RSESRI BU) and then multiplying this amount by the number of RSESRI BU applied to each property.

The amount of road component cost to be equally shared amongst property owners has been considered to be 75% based on there being a split between the two traditional methods of cost apportionment.

One RSESRI BU is calculated by then multiplying the road component cost by 75% and then dividing by the total RSEQRI BU across the scheme.

The total RSESRI BU = 20

The road component cost is $281,365.63

1 RSESRI BU = 75% x $281,365.63/ 20

= $10,551.21

Distribution of Road Sealing Components Costs Related to Boundary Length

In terms of calculating the road component costs that are distributed by boundaries adjacent to the road, this is undertaken by firstly calculating the value of one Road Sealing Boundary Related Infrastructure BU (RSBRI BU) and then multiplying this amount by the number of RSBRI BU applied to each property.

The amount of road component cost to be distributed based on boundary length has been considered to be 25% based on there being a split between the two traditional methods of cost apportionment.

One RSBRI BU is calculated by then multiplying the road component cost by 25% and then dividing by the total RSBRI BU across the scheme.

The total RSBRI BU = 49.5159

The road component cost is $281,365.63

1 RSBRI BU = 25% x $281,365.63/ 49.5159

= $1,420.58

Attachments

Distribution of Drainage Components Costs Related to Area

In terms of calculating the drainage component costs that are distributed by areas, this is undertaken by firstly calculating the value of one Drainage Related Infrastructure BU (DRI BU) and then multiplying this amount by the number of DRI BU applied to each property.

One DRI BU is calculated by then dividing the drainage component cost by the total DRI BU across the scheme.

The total DRI BU = 40.3374

The drainage component cost is $242,666.88

1 DRI BU = $242,666.88/ 40.3374

= $6,015.93

RSESRI BU – Road Sealing Equally Shared Related Infrastructure Benefit Unit
RSBRI BU – Road Sealing Boundary Related Infrastructure Benefit Unit
DRI BU – Drainage Related Infrastructure Benefit Unit

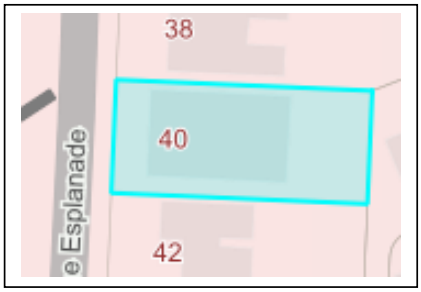
Attachments

Typical Apportionment Calculation Examples

Now that the relevant data has been determined, the total cost to each owner in the scheme can be calculated. The examples listed below are based on the various property benefits that are received by properties within the scheme. These examples include the following examples:

- a regular property
- a corner property

Regular Property (40 The Esplanade)



Property Information
Front boundary = 16.15m
Area = 591m2

Benefit Units for the Property
Road Related Infrastructure
RSESRI BU = 1.0000
RSBRI BU = 16.15/8.22 = 1.9647

Drainage Related Infrastructure
DRI BU = 591 / 274 = 2.1569

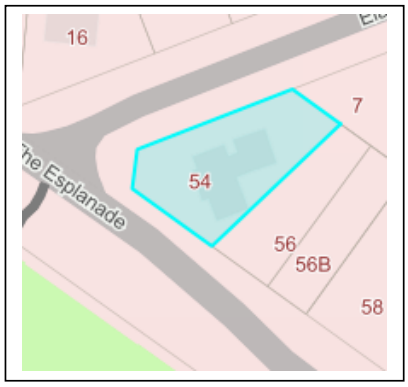
Property Charge for Road and Drainage related infrastructure
Road Related Infrastructure
RSESRI BU x $10,551.21 = 1.0000 x $10,551.21 = $10,551.21
RSBRI BU x $1,420.58= 1.9647 x $1,420.58 = $2,791.01

Drainage Related Infrastructure
DRI BU x $6,015.93 = 2.1569 x $6,015.93 = $12,975.76
Total property charge = $26,317.98

Attachments

Corner Property (54 The Esplanade) with potential for future special charge scheme

Property Information
Front boundary = 21.67m
Side boundary = 34.19m
Adjusted side boundary = 0.3 x 34.19 = 10.26m
Area = 561m2



Benefit Units for the Property
Road Related Infrastructure
RSESRI BU = 0.5 x 1.0000 = 0.5000
RSBRI BU = 21.67/8.22 = 2.6363

Drainage Related Infrastructure
DRI BU = 0.5 x 561 / 274 = 1.0237

Property Charge for Road and Drainage related infrastructure
Road Related Infrastructure

RSESRI BU x $10,551.21 = 0.5 x $10,551.21 = $5,275.61
RSBRI BU x $1,420.58 = 2.6363 x $1,420.58 = $3,745.08

Drainage Related Infrastructure
DRI BU x $6,015.93 = 1.0237 x $6,015.93 = $6,158.51

Total property charge = $15,179.19

Attachments

Table 3: Distribution of Costs

Property Address	Legal Description	Consideration A	Consideration B	Consideration C	Consideration D
32 The Esplanade	LOT 229 LP 56246	$ 27,609.01	$ 28,173.98	$ 28,738.95	$ 29,303.93
34 The Esplanade	LOT 228 LP 56246	$ 14,317.65	$ 15,244.72	$ 16,171.80	$ 17,098.87
36 The Esplanade	LOT 227 LP 56246	$ 13,773.78	$ 13,861.01	$ 13,948.24	$ 14,035.46
38 The Esplanade	LOT 211 LP 56246	$ 26,995.13	$ 26,111.82	$ 25,228.51	$ 24,345.20
40 The Esplanade	LOT 210 LP 56246	$ 26,317.98	$ 25,591.93	$ 24,865.88	$ 24,139.83
42 The Esplanade	LOT 209 LP 56246	$ 26,317.98	$ 25,591.93	$ 24,865.88	$ 24,139.83
44 The Esplanade	LOT 208 LP 56246	$ 16,107.96	$ 18,298.36	$ 20,488.76	$ 22,679.16
46 The Esplanade	Lot 199 54853 SP 0	$ 17,165.39	$ 19,535.50	$ 21,905.60	$ 24,275.70
48 The Esplanade	LOT 198 LP 54853	$ 29,783.74	$ 29,954.64	$ 30,125.55	$ 30,296.45
50 The Esplanade	LOT 197 LP 54853	$ 26,446.48	$ 25,563.17	$ 24,679.86	$ 23,796.55
52 The Esplanade	LOT 196 LP 54853	$ 28,882.28	$ 30,105.69	$ 31,329.10	$ 32,552.51
54 The Esplanade	LOT 183 LP 54853	$ 15,179.19	$ 17,165.74	$ 19,152.28	$ 21,138.83
56A The Esplanade	Lot 1 907504	$ 19,611.97	$ 18,305.33	$ 16,998.69	$ 15,692.04
56B The Esplanade	Lot 2 907504	$ 18,044.69	$ 16,005.16	$ 13,965.64	$ 11,926.12
58 The Esplanade	LOT 181 LP 54853	$ 26,556.15	$ 26,200.02	$ 25,843.89	$ 25,487.76
60 The Esplanade	LOT 180 LP 54853	$ 27,596.45	$ 28,280.61	$ 28,964.77	$ 29,648.93
62 The Esplanade	LOT 179 LP 54853	$ 26,446.48	$ 25,563.17	$ 24,679.86	$ 23,796.55
64 The Esplanade	LOT 178 LP 54853	$ 14,566.75	$ 15,644.26	$ 16,721.78	$ 17,799.29
66 The Esplanade	LOT 164 LP 54853	$ 16,026.99	$ 16,786.43	$ 17,545.88	$ 18,305.33
68 The Esplanade	LOT 163 LP 54853	$ 28,013.59	$ 27,335.98	$ 26,658.37	$ 25,980.75
70 The Esplanade	LOT 162 LP 54853	$ 26,527.82	$ 25,967.70	$ 25,407.57	$ 24,847.44
1/72 The Esplanade	Lot 1 PS635143	$ 19,788.29	$ 17,691.80	$ 15,595.31	$ 13,498.82
2/72 The Esplanade	Lot 2 PS635143	$ 19,700.46	$ 17,603.97	$ 15,507.48	$ 13,410.99
74 The Esplanade	LOT 1 PS 504625Y	$ 12,256.30	$ 13,449.59	$ 14,642.89	$ 15,836.18

(AT-4) - ATTACHMENT 4

PROPOSED DECLARATION OF SPECIAL CHARGE FOR THE PURPOSE OF CONSTRUCTING AND IMPROVING ROADS AND DRAINAGE ALONG THE ESPLANADE (SUNDERLAND BAY ROAD TO ZEPHYR COURT), SUNDERLAND BAY

1. Bass Coast Shire Council (**Council**) at the 15 July 2026 Council Meeting proposes to declare a Special Charge (**Special Charge**) under section 163(1) of the *Local Government Act* 1989 (**Act**), and otherwise according to law for the purpose of defraying costs and expenses incurred and/or to be incurred by Council in relation to the construction and improvement of roads and drainage along The Esplanade (Sunderland Bay Road to Zephyr Court), Sunderland Bay situated within the municipal district of the Council (**Street**), such works involving the full upgrade of roads and drainage, including the provision of road pavement and sealing works, the provision of underground surface and storm water drainage in the Street, the provision of kerb and channelling, nature strip works, road narrowings for local traffic management and other ancillary works necessary to complete the construction of the project known as the 'The Esplanade (Sunderland Bay Road to Zephyr Court) Special Charge Scheme' otherwise in accordance with the concept plans approved by Council at the 18 February 2026 Council Meeting (**Scheme**). So far as can be reasonably ascertained from available records of the Council and can reasonably be concluded, Council has ascertained that the roads or any component of the roads for which it is proposed the Special Charge will be declared have not previously been constructed by way of a special rate or charge.

2. The criteria which form the basis of the Special Charge are the ownership of rateable land in the Scheme area based on equally sharing the costs of some portions, front or side boundaries of the properties in the Scheme (modified where appropriate) for some portions and the area of the properties in the scheme (discounted where appropriate) for some portions which abut the roads to be constructed or upgraded and which rateable land is situated within the geographical area in which the properties described in paragraphs 8 and 9 of the proposed declaration are included.

3. Council considers that –

   (a) each rateable property included in the Scheme area that is liable to pay the Special Charge will receive a special benefit through the provision of proper, safe and suitable roads, drainage and property services; and

   (b) there will be a special benefit to the persons liable to pay the Special Charge because there will be a benefit over and above, or greater than, the benefit to persons who are not subject to the Special Charge and, directly and indirectly, the works to be provided will enhance or maintain the value and the use, occupation and enjoyment of the properties included in the Scheme, through the provision of proper, safe and suitable roads and drainage and property services.

4. In proposing the declaration of the Special Charge, Council is performing functions and exercising powers in relation to the peace, order and good government of the municipal district of the Council, in particular the provision of proper, safe and suitable roads, drainage and property services in the area for which it is proposed the Special Charge will be declared.

5. The total cost of the performance of the functions and the exercise of the powers referrable to the Scheme (and the amount which the Council intends to declare and levy) is an amount of **$1,741,550** (being the estimated cost of the Scheme works to be undertaken) with Council intending to declare and levy by way of the Special Charge an amount of **$524,033**, but excluding other related costs (which will be borne solely by Council) totalling **$108,000** for downstream drainage works.

6. The Special Charge will commence on and from the making of any Council decision to declare the Special Charge and will remain in force until such time as the Special Charge has been paid in full.

7. The Special Charge will be declared and assessed in accordance with the amounts which have been calculated and appear alongside each property in the Schedule attached to and forming a part of this proposed declaration of Special Charge (being Schedule 2), such amounts having been calculated based on both a road component cost and a drainage component cost as referrable to a combined method of sharing some costs equally and using the length of the frontage and/or sideage of each property included in the Scheme (for the road component) and the area of each property included in the Scheme (for the drainage component).

8. The area for which the Special Charge is to be declared is all the land shown on the plan set out in the Schedule attached to and forming a part of this proposed declaration of Special Charge (being Schedule 1).

9. The land in relation to which the Special Charge is to be declared is all the rateable land described in the list of rateable properties set out in the Schedule attached to and forming a part of this proposed declaration of Special Charge (being Schedule 2).

10. The Special Charge will be declared, assessed and levied in accordance with the amounts set out alongside each property in the Schedule attached to and forming a part of this declaration (being Schedule 2), such amounts having been assessed based on the criteria set out in paragraphs 2 and 7.

11. The Special Charge will be levied by the Council sending a notice of levy to the persons who are liable to pay the Special Charge. Incentives will be given for payment before the due date for payment as set out below. The levy notice to be sent will include four options for payment which are as follows –

    (a) Payment Option 1: Lump Sum Payment – upfront payment of the Special Charge in full within 30 days of the date of issue of an invoice, with a 5% discount and no interest.

    (b) Payment Option 2: Lump Sum Payment – upfront payment of the Special Charge in full within 90 days of the date of issue of an invoice, with no discount and no interest.

(c) Payment Option 3: Instalment Payment Plan – payment of the Special Charge in 40 quarterly instalments over 10 years, with interest. Interest will be charged on the reducing balance of the principal each quarter at the rate of 1% above the estimated borrowing costs of the Council. If a ratepayer is late with payment of an instalment, penalty interest will be charged on the balance of principal due each quarter.

(d) Payment Option 4: Hardship Payment Plan - a payment plan, extended beyond 10 years to a maximum of 20 years, tailored to the individual needs of the ratepayer upon receipt of a completed Financial Hardship Application Form. Interest will be charged on the reducing balance of the principal each quarter up to the maximum rate of 1% above the estimated borrowing costs of the Council. This option is subject to the Council assessing the property owner as experiencing financial hardship, in accordance with the Council's Hardship and Financial Hardship Policy.

Ratepayers who elect to pay by instalments will receive subsequent quarterly instalment notices.

12. Because the performance of the functions and exercise of the powers in respect of which the Special Charge is to be declared and levied relates substantially to capital works, the Special Charge will be levied on the basis of an instalment plan being available to ratepayers (being 'Payment Option 3: Instalment Payment Plan'), which will allow ratepayers to pay the Special Charge by 40 quarterly instalments over a 10 year period or as otherwise negotiated, or (being 'Payment Option 4: Hardship Payment Plan') which will allow ratepayers to pay the Special Charge over a maximum of 20 years, or as otherwise negotiated. Quarterly instalments will include a component for reasonable interest costs, which will be charged at the rate of 1% above the estimated borrowing costs of Council in respect of the construction of the roads and the provision of the drainage works.

13. For the purposes of having determined the total amount of the Special Charge to be levied under the Scheme, the Council considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act (and in accordance with the Benefit Ratio Statement adopted by Council) that the estimated proportion of the total benefits of the Scheme to which the performance of the functions and exercise of powers relate (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Special Charge is in a ratio of 0.3009 or 30.09%.

14. Any declaration of the Special Charge will expire if the Special Charge is not levied to each person liable to pay it within 12 months after the day on which the declaration which relates to the Special Charge is made.

Schedule 1: Scheme Boundary



Schedule 2:
The Esplanade (Sunderland Bay Road to Zephyr Court)
Special Charge Scheme Estimate of Cost

Property Address	Legal Description	Estimated Cost
32 The Esplanade	LOT 229 LP 56246	$27,609.01
34 The Esplanade	LOT 228 LP 56246	$14,317.65
36 The Esplanade	LOT 227 LP 56246	$13,773.78
38 The Esplanade	LOT 211 LP 56246	$26,995.13
40 The Esplanade	LOT 210 LP 56246	$26,317.98
42 The Esplanade	LOT 209 LP 56246	$26,317.98
44 The Esplanade	LOT 208 LP 56246	$16,107.96
46 The Esplanade	Lot 199 54853 SP 0	$17,165.39
48 The Esplanade	LOT 198 LP 54853	$29,783.74
50 The Esplanade	LOT 197 LP 54853	$26,446.48
52 The Esplanade	LOT 196 LP 54853	$28,882.28
54 The Esplanade	LOT 183 LP 54853	$15,179.19
56A The Esplanade	LOT 1 907504	$19,611.97
56B The Esplanade	LOT 2 907504	$18,044.69
58 The Esplanade	LOT 181 LP 54853	$26,556.15
60 The Esplanade	LOT 180 LP 54853	$27,596.45
62 The Esplanade	LOT 179 LP 54853	$26,446.48

Schedule 2:
The Esplanade (Sunderland Bay Road to Zephyr Court)
Special Charge Scheme Estimate of Cost
Continued

Property Address	Legal Description	Estimated Cost
64 The Esplanade	LOT 178 LP 54853	$14,566.75
66 The Esplanade	LOT 164 LP 54853	$16,026.99
68 The Esplanade	LOT 163 LP 54853	$28,013.59
70 The Esplanade	LOT 162 LP 54853	$26,527.82
1/72 The Esplanade	LOT 1 PS635143	$19,788.29
2/72 The Esplanade	LOT 2 PS635143	$19,700.46
74 The Esplanade	LOT 1 PS 504625Y	$12,256.30

AT-5 Governing Documents

The Local Government Act 1989 and the Local Government Act 2020 (as amended) (Act)
These documents set out the statutory requirements that Council has in respect of local roads within the municipality.
The Act sets out the objectives of Councils. Section 3C(1) of this Act states that:
"the primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of its decisions".
Furthermore in Section 3C(2) the Act states:
"In seeking in to achieve its primary objective, a Council must have regards to the following facilitating objectives –

a. To promote the social, economical and environmental viability and sustainability of the municipal district;
b. To ensure that resources are used efficiently and effectively and services are provided in accordance with Best Value Principles to best meet the needs of the local community;
c. To improve the overall quality of life of people in the local community."

Section 163 of the Local Government Act enables Council to make a declaration to defray the costs incurred or to be incurred by Council from persons considered to receive a special benefit from the works through a special charge scheme. Council has successfully implemented these types of schemes in the past.

The statutory procedures under Section 163 of the Act for declaring and levying a special charge are summarised as follows:

Procedural Step	**Status**	**Proposed Date**
Community Engagement undertaken to identify problems and prepare a concept plan to resolve the issues.	Completed	July 2024 – August 2024
Council resolve its intention to declare a Special Charge Scheme at its 18 February 2026 Council meeting, giving at least 28 days prior notice to declaring a scheme.	Purpose of this report	18 February 2026
Advertise and place a copy of the proposed declaration on display for at least 28 days after the publication of the notice.	Next step	25 February 2026

Committee of Council to consider all submissions in relation to Council's intention to declare the Special Charge Scheme.	Future step	May to June 2026
Council to consider the Committee's recommendations and decide to proceed with, vary or abandon the levying of the Special Charge Scheme at the July Council Meeting.	Future step	The Council Meeting in July 2026
Owners will be advised of Council's decision and of their rights of review if Council decides to proceed.	Future step	July 2026
Appeals can then be made within 30 days to the Victorian Civil Administrative Tribunal (VCAT) for review of Council's decision to proceed with the scheme.	Future step	August 2026
If an appeal is made to VCAT Council will need to await a hearing date. Subject to review and approval by VCAT, Council can then proceed with construction works included in the Special Charge Scheme.	Future step	2027-28, or earlier if no VCAT appeals are made

Section 163A of the Act outlines the formal statutory submissions process. This section of the Act states:

A person may make a submission under section 223 in relation to a Council's proposal to make a declaration under section 163.

Under Section 223 of the Act any person is eligible to make a submission regarding the proposed special charge. Those landowners included within the scheme will be advised that they can make a written submission and they can request to speak to their submission and have it heard by a Committee of Council, should they wish to do so.

A submission made under Section 163A of the Act can also be an objection to the proposed declaration. Section 163B of the Act outlines the separate objection process. This process requires Council to consider the level of written objections that are received in relation to the proposed special charge.

Council must consider the number of objections if the Maximum Total Levy (being the total amount to be recovered from landowners) exceeds two thirds of the total costs of the scheme (which in this case it will not). Section 163B(6) of the Act states:

A Council cannot make a declaration if the Council receives objections from persons who will be required to pay the special rate or special charge in respect of a majority of the rateable properties in respect of which the special rate or special charge would be imposed.

This means that, in accordance with Section 163B of the Act, if a majority of property owners (ie more than 50% of property owners) who are included within the proposed scheme and are required to pay a special charge, provide a written objection as part of the submission process, Council is not required to abandon the scheme as per the proposed declaration.

A Committee of Council is required to be nominated and a date is required to be set to hear submissions. Should Council resolve to issue notice of its intention to declare the special charge scheme (in accordance with the recommendation in this report) the hearings will be May to June 2026 (depending on the number of submissions received and availability of nominated Councillors). It is suggested that the Committee to be appointed should consist of the Mayor and the three Island Ward Councillors.

The Act was amended in 2003 and ministerial guidelines in relation to Special Charge Schemes were introduced in 2004. The Act and the prescribed ministerial guidelines set out the basis for administering the scheme and determining the total scheme cost and then the distribution of that cost amongst contributors.

Council is required to determine the maximum amount that landowners included within the scheme must contribute, known as the 'Maximum Total Levy'. The legislation and guidelines require Council to:

- identify any properties within the scheme boundary that will not be included in the scheme (as financial contributors) but which will nonetheless receive a special benefit. This requirement primarily relates to non-rateable properties, such as Crown or Council-owned land. The guidelines indicate that Council should contribute financially for these properties; and
- determine the level of community benefit that Council is required to contribute to the scheme based on the level of benefit to the broader community (the community benefits must be clear, direct and tangible).

Council must determine the 'Maximum Total Amount' that may be levied on landowners in accordance with the Act. The following formula is used to determine the maximum amount:

R x C = S

Where

R is the benefit ratio determined by Council in accordance with the Act and prescribed ministerial guidelines

C is the total scheme cost

S is the maximum amount that may be levied on landowners

The benefit ratio (R) is the estimated proportion of the total scheme cost that the owners involved in the scheme can contribute. The balance is to be paid by Council on behalf of the whole community.

To determine the benefit ratio (R) for the proposed scheme in the Surf Beach and Sunderland Bay areas, an assessment of the properties included within the scheme has been undertaken.

The 'Benefit Ratio Statement' attached to the report (AT-2) provides a full description about how the benefit ratio (R) has been calculated and is being recommended to Council.

The Council Plan 2025-29

The Council Plan outlines 4 strategic objectives that are aligned to the Community Vision and describe the future Council is working towards. All the activities completed by Council, including those in this Plan, contribute to one or more of these strategic objectives.
The strategic objective outlined in the Council Plan include:

- Naturally Beautiful – Together we build resilience and protect and enhance our natural environment
- Thriving Places – Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.
- Vibrant Communities- Communities are healthy, inclusive, safe and socially connected. Communities celebrate opportunity, recreation, diversity, heritage and reconciliation.

In order to achieve these objectives, Council has a number of existing strategies, plans and policies to manage our resources effectively, whilst providing and improving infrastructure within the Shire. This includes the Urban Roads and Drainage Improvement Policy.

Bass Coast Planning Scheme
All of the land included within the proposed road and drainage upgrade project is zoned 'General Residential Zone – Schedule 1 (GRZ1). There are also overlays related to

properties within the proposed road and drainage upgrade project are the Design Development Overlay (DDO) and Vegetation Protection Overlay (VPO)

The purpose of the DDO is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To identify areas which are affected by specific requirements relating to the design and built form of new development.*

The purpose of the VPO is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To protect areas of significant vegetation.*
- *To ensure that development minimises loss of vegetation.*
- *To preserve existing trees and other vegetation.*
- *To recognise vegetation protection areas as locations of special significance, natural beauty, interest and importance.*
- *To maintain and enhance habitat and habitat corridors for indigenous fauna.*
- *To encourage the regeneration of native vegetation.*

Under the current Bass Coast Council's Planning Scheme, there are a number of key objectives that each new development needs to achieve prior to it being approved. These objectives are around landscape character, settlement, and neighbourhood character.

In Clause 11.01-1L-15 of the Bass Coast Planning Scheme there is an action which this project specifically addresses. With regards to settlement in the Surf Beach and Sunderland Bay local area, the following is stated:
"Increase the level of infrastructure provided in each estate "

In Clause 2.0 of the Bass Coast Planning Scheme there is an action which this project specifically needs to address. With regards to landscape character in the Surf Beach local area, the following is stated:
"To improve the clarity of edges to settlements and ensure the retention of the undeveloped, rugged coastal landscape between them, particularly west of Smiths Beach, and between Smiths Beach and Surf Beach."

In Clause 15.01-5L of the Bass Coast Planning Scheme there is an action which this project specifically needs to address. With regards to neighbourhood character in the Surf Beach and Sunderland Bay local area, the following is stated:
"Protect the scale and character of Sunderland Bay and Surf Beach."

<u>Asset Management Policy 2022-2026</u>
The intended outcomes of the policy and the processes that support it will facilitate:

- *Achievement of the management objectives for community, infrastructure, and operational assets to meet the present and future needs of the community;*
- *Custodianship of nature and heritage assets in perpetuity;*

- *The rationalisation of existing assets and the development of appropriate new assets to meet the needs of the Bass Coast community for services at an appropriate level now and in the future;*
- *The development or enhancement of the community capital of the Council;*
- *Delivery of assets at the right cost, at the right time with the right standard;*
- *A service planning approach becoming a way of life at BCSC; and*
- *Development of appropriate system, procedures, and controls to enable the above.*

Urban Roads and Drainage Improvement Policy 2024

The main policy which guides the implementation of projects such as this is the Urban Roads and Drainage Improvement Policy. The objectives of this policy are;

Establish Council's commitment to:

- *develop and deliver urban road and drainage projects in an effective and efficient manner of Council resources in a fair and equitable manner for all current and future ratepayers*
- *maximise opportunities for community participation and consultation in project development*
- *provide strategic direction and prioritisation of projects to ensure Council's investment in urban roads and drainage infrastructure is delivered in an integrated manner to address strategic service delivery needs*
- *provide transparency, accountability and consistency in Council decision making*
- *ensure that infrastructure upgrades aid the achievement of the Council Plan, Planning Scheme and related Asset Management Plan objectives*
- *ensure compliance with the requirements of the Local Government Act 1989 (the Act).*

The intended outcomes of the policy are:

- *a priority list of urban road and drainage improvement projects to enable Council to guide decisions about the order in which urban road and drainage improvement projects are undertaken*
- *project development mechanisms and thresholds are applied to ensure urban road and drainage improvement projects are developed in an efficient manner to maximise the likelihood of effective project construction*
- *unmade roads and insufficient drainage in urban areas are improved in a priority based manner to address community problems such as dust, flooding, poor active transport connectivity and traffic safety.*

The existing policy highlights Council's commitment to improving infrastructure for residents and ratepayers within urban areas.

Debt Management Policy

The Debt Management Policy sets out how any monies owed to Council, including those payable from a special charge, will be managed.

The objectives of this policy are;

The key objectives of the Debt Management Policy are to provide a framework within which procedures for the recovery of outstanding debts can be developed. The framework will ensure timely recovery of fees for Council services, and unpaid rates and charges and will minimise the writing off of bad debt. The policy principles will be carried out in a manner which will ensure a fair, equitable and compliant approach to Council's dent management and collection practices.

Hardship and Financial Hardship Policy

The Hardship and Financial Hardship policy outlines how Councill will assess applications that enables debtors living at their principal place of residence, who suffer or would suffer hardship or financial hardship if they were to pay the debt, to seek assistance from Council. The policy empowers Council to recover outstanding debt, wherever possible, in a manner that does not create or exacerbate a ratepayer's hardship or financial hardship.

The objectives of this policy are;

Council will assist vulnerable ratepayers experiencing hardship or financial hardship by providing options to help them meet their obligation of paying rates.

Hardship is a broad concept and may include where a person has limited, or low income and payment of rates and charges may be detrimental to their quality of life. Circumstances of hardship can include being on a pension or unemployed.

Financial hardship is a category within the broader concept of hardship. It denotes circumstances that a person cannot afford the necessities of life for themselves and/or dependants; or to be in a circumstance that paying rates and charges means that they would be unable to afford necessities of life for themselves and/or dependants.

Factors contributing to hardship generally include but are not limited to financial misfortune, serious physical and/or mental illness, family violence, impacts of natural disaster, and other serious or difficult circumstances. Each person's situation will be assessed on a case-by-case basis upon application under this Policy.

The property to which the rates or charges relate, must be the applicant's principal place of residence. Investment properties or second homes are not eligible for hardship or financial hardship assistance under this policy.

Long Term Financial Plan 2025 – 2035

Council's Long Term Financial Plan provides an overview of Council's financial position including ongoing provision of the delivery of services, and the approach to funding these services.

The plan outlines allowance for road and drainage improvement projects in accordance with the URDI Policy 2024.

8.5 Bass Coast Aquatic Strategy 2015 (Amended) and Concept Master Plan

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism, and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The purpose of this report is to provide an overview of the consultation undertaken for the Bass Coast Aquatic Strategy and the Bass Coast Aquatic and Leisure Centre redevelopment concept plan.
The report highlights support from the Bass Coast community and key stakeholders to amend the 2015 Aquatic Strategy from a concurrent 2-pool delivery model to a sequenced delivery model that prioritises the Bass Coast Aquatic and Leisure Centre for delivery first. In addition, the consultation feedback highlights the importance and support of services delivered through Bass Coast Shire's existing aquatic centre.

Recommendation

That Council:

1. **Adopt the Bass Coast Aquatic Strategy (2015) as amended in 2026.**
2. **Continues to investigate the feasibility of a redevelopment of the current Bass Coast Aquatic and Leisure Centre facility.**

Background

In 2015, Council adopted the Bass Coast Aquatic Strategy, which identified the need for 2 pools in the Bass Coast Shire.
Since this time, Council has progressed the recommendations from the strategy by completing:

- Site investigations including geothermal, feature and level surveys and building inspection of the existing Bass Coast Aquatic and Leisure Centre.
- Feasibility studies for the Phillip Island Aquatic and Leisure Centre and Bass Coast Aquatic and Leisure Centre
- An Economic and Funding Strategy

- Economic impact assessments for the Phillip Island Aquatic and Leisure Centre and Bass Coast Aquatic and Leisure Centre
- A facility asset management plan for the existing Bass Coast Aquatic and Leisure Centre
- Advocacy documents and campaigning for funding opportunities.

After unsuccessful attempts to secure funding and feedback from funding bodies, Council approved the amended Bass Coast Aquatic Strategy and a Bass Coast Aquatic and Leisure Centre redevelopment concept plan to be released for engagement from 15th October 2025 to 5th November 2025 at the October 2025 Council meeting.

Discussion

The amended 2015 Bass Coast Aquatic Strategy and a Bass Coast Aquatic and Leisure Centre redevelopment concept plan were released to community engagement on the 15th October 2025 through Councils Engage Bass Coast engagement platform website. In addition to this, Council officers and consultants engaged with key stakeholders and users of the centre, community members received the project information through Councils Coastell newsletter, social media posts, and local newspaper articles.
A total of 299 survey submissions were received during the consultation period. Of this:

- 65% of respondents supporting the addendum to the 2015 Bass Coast Aquatic Strategy
- 69% of respondents rated the Bass Coast Aquatic and Leisure Centre 10/10 as an important facility for the community
- 44% of respondents were members of the facility and 39% casual users, with 39% of the total members and casual users actively attending 2 to 4 times per week.
- 69% of respondents noted that they will use the centre more after it is redeveloped
- 70% of respondents indicated that good air handling is critical to the redevelopment and 40% identified family change rooms as a key feature that is required in the aquatic area.

Key feedback included:

- Ensuring lane widths, pool depth, and configuration meet current user group and training standards.
- Enhancing the visibility and amenity of the café and social spaces to strengthen community connection.
- Maintaining clear communication about the revised Concept Plan to avoid confusion with outdated studies.

- Considering continuity for existing user groups and functional design for fitness and warm water areas.

- Recognising the importance of future proofing to maximise long-term community and operational value.

No changes to the strategy have been made in response to community feedback. Feedback received from community members regarding technical aspects of the design of the future facility will be used to inform the design process.

Sustainability Implications

There is no sustainability implications associated with this report, however environmentally sustainable design practices will be incorporated into the future stages of the project which includes the detailed design of the redeveloped Bass Coast Aquatic and Leisure Centre.

Finances

There are no financial implications associated with the adoption of the amended strategy and Bass Coast Aquatic and Leisure Centre redevelopment concept, however, redevelopment of the existing Wonthaggi centre has been costed at $43M but is subject to further structural and site investigation findings.

Stakeholders

Stakeholders include:

- Community Members
- Bass Coast Leisure Facilities Members
- Bass Coast Leisure Facilities User Groups

Conclusion

As seen through the community engagement findings and report, there is wider community support to amend the Bass Coast Aquatic Strategy 2015 from concurrent delivery to sequenced delivery of the 2 facilities. In addition to this, the redevelopment concept plan is supported with a key focus on accessibility, sustainability and ensuring the new facility meets the multipurpose needs of the community and user groups.

Governing Documents

Bass Coast Aquatic Strategy 2015 (Amended)

Attachments

1. Engagement Summary Report - Bass Coast Aquatic and Leisure Centre [**8.5.1** - 28 pages]
2. 2015 Bass Coast Aquatic Strategy - Amended Dec 2025 (FINA L) [**8.5.2** - 51 pages]
3. P D-11 2500805 Refurb Opt-1 506 (1) [**8.5.3** - 1 page]

Bass Coast Aquatic & Leisure Centre Redevelopment Concept Plan

Engagement Summary Report

Contents

Executive Summary 3
Overview 3
Engagement Activities and Promotion 3
Community Consultation 5
Objectives of Stage 1 Community Consultation 5
Consultation Activities 6
Engagement Findings 7
Key Stakeholder Meetings 7
Summary 7
Online Survey 8
Question 1. Do you support the updated direction (redevelop the Wonthaggi Aquatic and Leisure Centre first) proposed in the Addendum to the Strategy? 8
Question 2. In the proposed concept plans, please select the top 3 areas you would utilise 9
Questions 3. What are the key outcomes you are looking for from the Bass Coast Aquatic and Leisure Centre? 10
Question 4. Aquatic and leisure centres play a pivotal role in community health, wellbeing, social connection and recreational activities. On a scale of 1-10 (with 1 being not at all and 10 being extremely) how important is the Bass Coast Aquatic and Leisure Centre to you? 12
Question 5. Bass Coast Shire Council are committed to delivering equitable access to our facilities. Which of the following features would support you to utilise the centre? 13
Question 6. What programs or services would you like to see run from the Centre? (select all that apply) 15
Question 7. Critical to aquatic and leisure is safety. What safety elements are important to you in aquatic and leisure centres? (select all that apply 17
Question 8. Which Environmentally Sustainable Design (ESD) features would you like to see in the facility? (select all that apply) 19
Question 11. Are you a member of the Centre? 20

Question 12. Are you a member of a current Centre user group? 20
Question 13. Which user group 21
Question 14. How often are you using the Centre now? 22
Question 15. Do you think you will use the Centre more after it has been redeveloped? 23
Question 16. The suburb you live in 25
Question 17. Gender 26
Question 18. Do you speak a language other than English at home? 26
19. Do you have a disability and/or require support with self-care, mobility or communication? 27
20. Do you identify as Aboriginal and/or Torres Straight Islander? 27
Conclusion 28

Executive Summary

Overview

In 2015 Council adopted the Bass Coast Aquatic Strategy 2015 (Strategy). The Strategy detailed Council's desire for the development of two new Aquatic Centres in the Shire - replacing the current facility in Wonthaggi and building a new facility on Phillip Island.

Despite concerted and considerable efforts, Council has not secured the external funding required to progress with two pools being delivered concurrently.

At the 15 October 2025 Council Meeting, an Addendum to the Strategy was presented to Council. It outlines a revised approach which prioritises the redevelopment of the existing Bass Coast Aquatic and Leisure Centre in Wonthaggi, with a new aquatic centre for Phillip Island to follow as the second stage of delivery.

This Addendum will enable Council to take a staged delivery model, ensuring that essential services can continue while redevelopment works occur. This approach also aligns more closely with feedback from State and Federal funding bodies who have indicated we are more likely to be successful in our request for funding if it is in a staged approach.

Between 15 October and 6 November 2025, we engaged the broad community through various communication channels including social media and also targeted key user groups and other stakeholders via email to get their feedback on the proposed addendum to the Aquatic Strategy and the Redevelopment Concept Plans.

The broader community engagement was channelled through an online survey which received 299 survey submissions. Meetings were also held with key Bass Coast Aquatic and Leisure stakeholder groups.

This report provides the results and overarching themes of the survey and stakeholder meetings. Key feedback points are summarised below with the full summary included in the body of the report.

Engagement Activities and Promotion

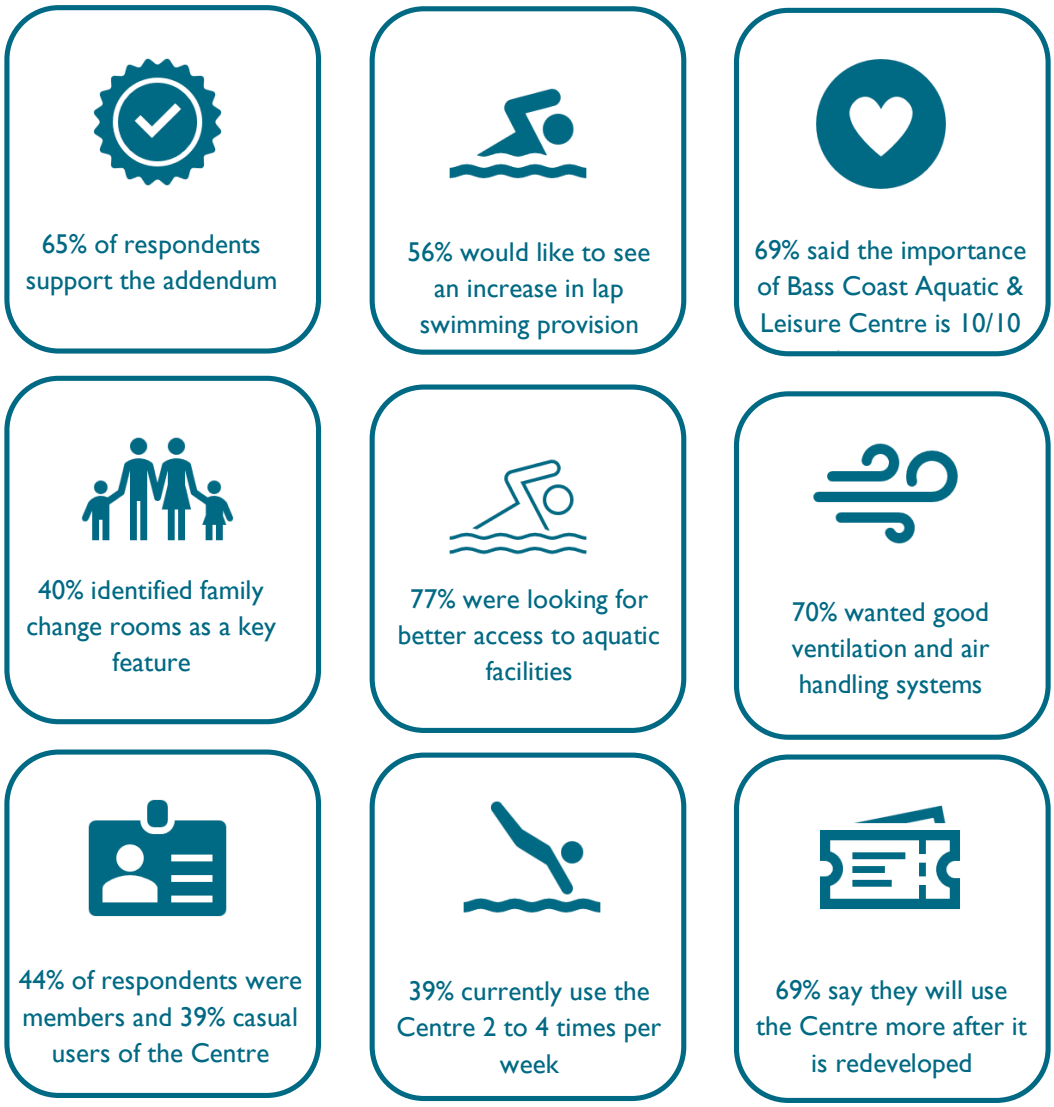
Council utilised the Engage Bass Coast online platform to capture community feedback.

- **299** submissions to online survey
- **789** visitors to the Engage Bass Coast project site

Engagement methods included:

- Coastell October Newsletter sent to **1,163** community members
- Engage email sent to **325** community members
- Social media post with **7,985** views across Facebook and Instagram
- Media Release on Council website and articles in local newspapers
- Email to key user groups and other stakeholders

Key Survey Findings



Community Consultation

Between 15 October and 6 November 2025, Council engaged community members from across the shire to explore the level of support for the proposed addendum to the Aquatic Strategy and get feedback on Redevelopment Concept Plans. This feedback is to give Council confidence in endorsing the addendum and inform the Bass Coast Aquatic and Leisure Centre detailed design.

Objectives of Stage 1 Community Consultation

Table 1: objectives of the engagement and measures/actions for success

Objectives	Measures and actions for success
Comply with Local Gov Act 2020 requirements	Ensure all correct processes are followed, Engagement Plan and delivery is thorough and detailed, and engagement approach is inclusive and fair. IAP2 spectrum framework is applied. Approach aligns with Bass Coast Engagement Policy and principles.
Open and transparent community engagement.	Provide community with specific and clear information on what they can and can't influence. Publish a summary report of engagement findings after each stage, outlining what Council heard from community and how the feedback was used in the final decision-making.
Ensure a diverse cohort of community members are notified of the consultation opportunity	Ensure stakeholder list is comprehensive and inclusive of all relevant clubs, groups and committees across Council and services. Dedicate time, resources and budget to have multiple forms of communications and engagement channels – online and in-person.

Consultation Activities

Table 2: details of the communications and engagement methods delivered during the engagement

Communication and Engagement Methods	Details
Engage Bass Coast online survey	Consultation open from 15 October – 6 November 2025 • 299 contributions to the survey • 789 visitors to the project page • Email campaign generated to 325 recipients with a 14% click-through rate • Email sent to Aligned Leisure members (via Aligned Leisure)
Targeted communications and meetings	• Aligned Leisure • Wonthaggi Underwater Hockey Club • South Gippsland Bass Swim Club • Phillip Island Swimming Club • Phillip Island Aquatic Centre Fund
Additional written submissions	• 1 supporting letter received from a community stakeholder
E-newsletters	• Coastell October 2025 – 1163 recipients, 35.5% open rate, 7.3% click rate
Social media	• A social media post on Facebook and Instagram with a total reach of 7,985 community members.
Media release	• Media release published on Council website 15 October • Mayor's Message – Aquatics in Bass Coast on Council Website – 20 October • Mayor's Message and Article published Sentinel Times – 21 October • Article published Advertiser – 22 October

Engagement Findings

Key Stakeholder Meetings

A series of meetings was held with key Bass Coast Leisure Facilities stakeholder groups. The purpose of these sessions was to provide stakeholders with an opportunity to review the updated Concept Plan and to offer feedback on how the proposed components could best support their specific training, competition, operational, and program needs. The sessions also provided a platform to discuss broader considerations such as future-proofing, community experience, and alignment with Council's objectives for the facility's design and functionality.

The following discussion question guided consultation:

> *'In reviewing the concept plan, how do you foresee the proposed multi-purpose pool supporting your training needs, and are there any particular considerations that would help optimise the training experience for your club within the proposed approach?'*

Stakeholder feedback was captured from Aligned Leisure, South Gippsland Bass Swim Club, Phillip Island Swim Club, Wonthaggi Underwater Hockey Club, and the Phillip Island Aquatic Centre Fund (PIACF).

Summary

The meetings provided valuable feedback from key user groups, the operator, and community representatives regarding the functionality, flexibility, and inclusivity of the proposed redevelopment of the Bass Coast Aquatic and Leisure Centre. Across all sessions, participants expressed general support for the updated concept plan and enthusiasm for a facility that balances competition, training, recreation, and community use.

Key themes emerging from the engagement included:

- Ensuring lane widths, pool depth, and configuration meet current user group and training standards.
- Clarifying detailed design element provisions.
- Enhancing the visibility and amenity of the café and social spaces to strengthen community connection.
- Maintaining clear communication about the revised Concept Plan to avoid confusion with outdated studies.
- Considering continuity for existing user groups and functional design for fitness and warm water areas.
- Recognising the importance of futureproofing to maximise long-term community and operational value.

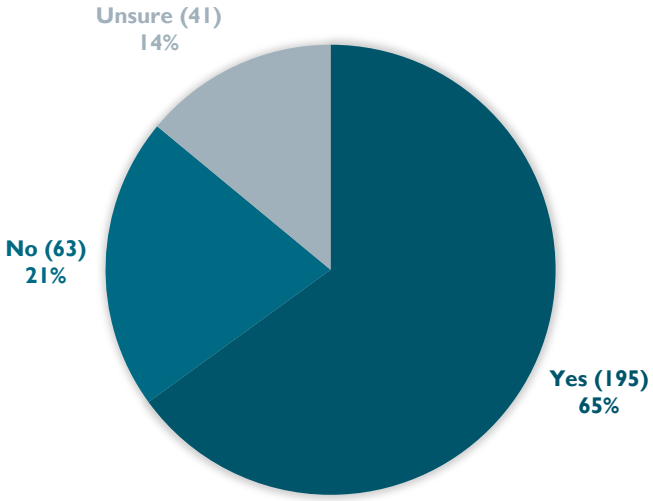
Stakeholders expressed a shared commitment and willingness to collaborate further during the detailed design phase to ensure the facility meets the diverse needs of swimmers, user groups, health and fitness users, and the wider community.

Online Survey

Question 1. Do you support the updated direction (redevelop the Wonthaggi Aquatic and Leisure Centre first) proposed in the Addendum to the Strategy?

This was a required question which tested the level of support for proposed changes to the Addendum to the Aquatic Strategy. The question was mandatory and provided three options 'Yes', 'No' and 'Not Sure'.

Around two thirds supported the proposed Addendum with 21% not supporting it and 14% unsure.



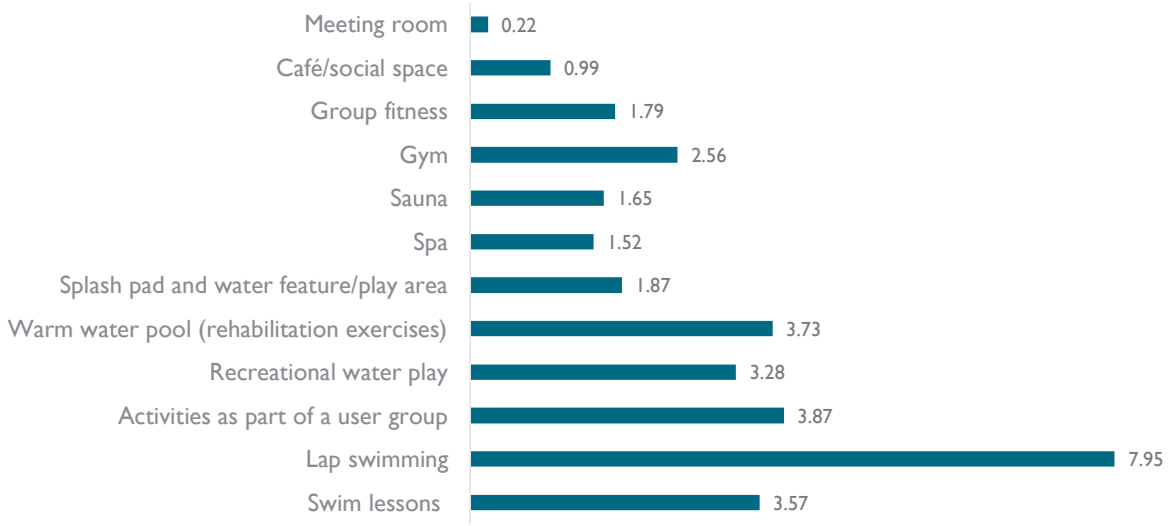
Question 2. In the proposed concept plans, please select the top 3 areas you would utilise

This multiple-choice question was not mandatory and was answered by 283 survey respondents (95%) with 16 survey respondents (5%) choosing to skip the question.

Respondents were asked to select the three top areas they would utilise from a list of twelve options.

The top five areas selected by count (selected as first, second or third priority) were: Lap swimming (197), warm water pool (rehabilitation exercises) (98), activities as part of a user group (97), swim lessons (90) and recreational water play (85).

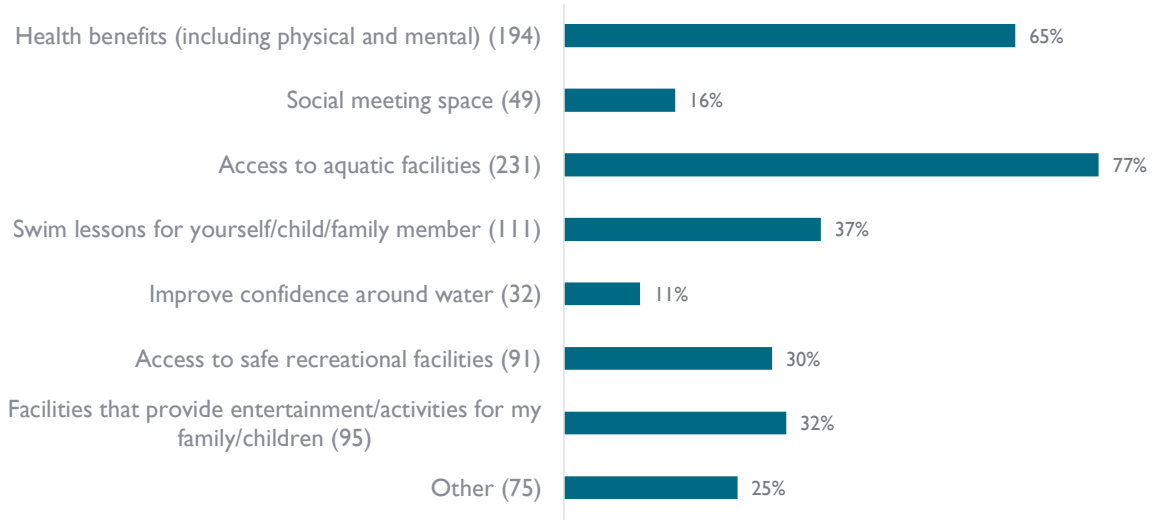
The graph below shows a weighted score for each area. This is calculated by the sum of the weight of each ranked position, multiplied by the response count for the position choice, divided by the total contributions.



Questions 3. What are the key outcomes you are looking for from the Bass Coast Aquatic and Leisure Centre?

This mandatory, multi-choice question presented seven key options along with the opportunity to enter something 'other'. There was no limit, and respondents could select all key outcomes which applied to them.

The top three responses were: Access to aquatic facilities (77%), health benefits (including physical and mental health) (65%), and swim lessons for yourself/child/family member (37%).



Seventy-five respondents (25%) selected 'other'. Responses have been summarised into themes which included:

- **Underwater hockey:** Wonthaggi Underwater Hockey Club members feedback included a pool suitable to facilitate matches and tournaments along with improved access and facilities with a view to be able to expand the underwater hockey community. (26)
- **Swimming Club:** Swimming Club members provided feedback on the need for adequate swimming and training opportunities to support their swimmers to achieve their best noting that performance is currently impacted by shallow water, small lane space and a lack of diving blocks. There was some concern expressed that a new pool still won't meet the swimmers needs or limit the future Centre's ability to hold events. (18)
- **Phillip Island:** Some Phillip Island residents were looking for a facility closer to home citing the distance as a barrier to using the Wonthaggi facility. A need for ongoing access to public swimming facilities to meet the requirements of a growing community such as learn to swim and Surf Life Saving training. (16)

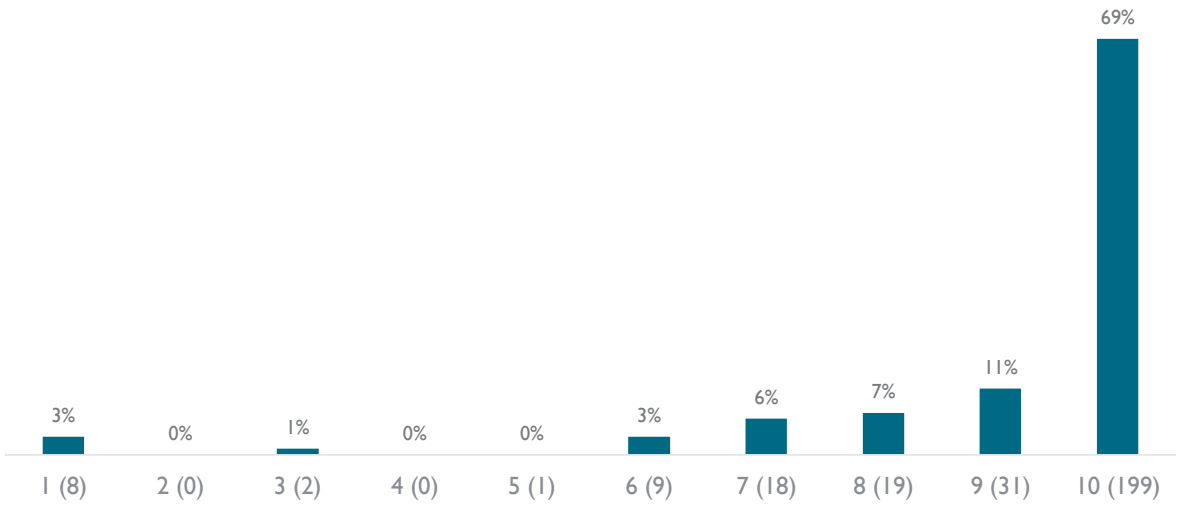
- **Increased access to lap swimming:** Lap swimmers feedback related to an increase in and wider lap lanes to provide space for all user groups with a hope more users would be able to swim at once. (8)
- **50m pool:** There was desire for a 50metre long pool to enable competitive swimming/aquatic events such as regional and state-level swimming competitions, school carnivals and triathlon training and provide opportunities for local swimmers to compete at home rather than travel. (7)
- **Rehabilitation facilities:** Rehab facilities including hydrotherapy pool, sauna and spa were seen as an important inclusion for those suffering chronic pain. (3)

Question 4. Aquatic and leisure centres play a pivotal role in community health, wellbeing, social connection and recreational activities. On a scale of 1-10 (with 1 being not at all and 10 being extremely) how important is the Bass Coast Aquatic and Leisure Centre to you?

This question was optional. 287 respondents (96%) answered the question and 12 (4%) elected to skip the question.

199 respondents (69%) responded 10 indicating the Centre is extremely important to them.

267 participants (93%) responded with 7 or higher indicating a very broad level of support.

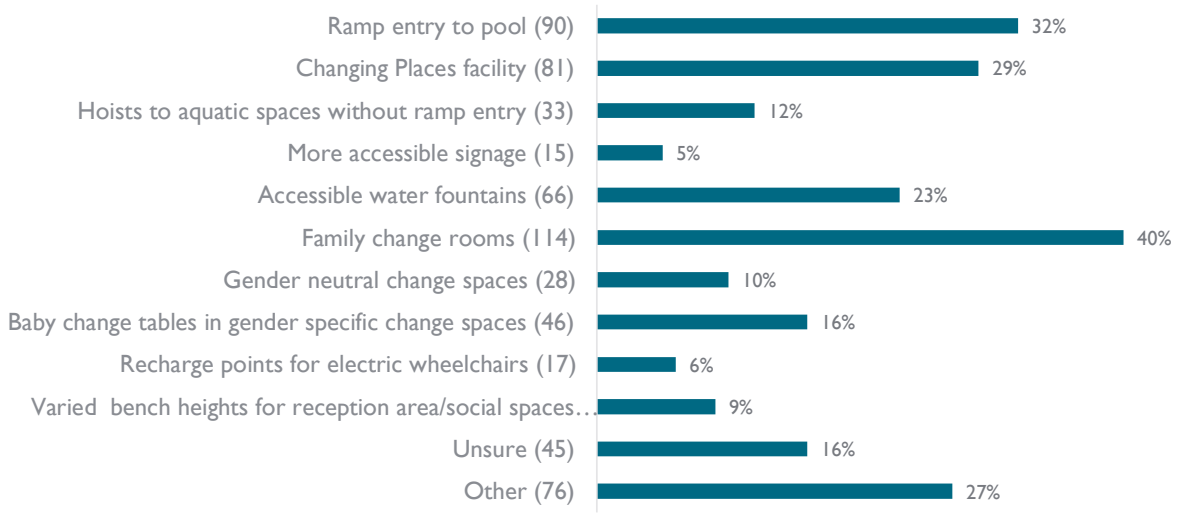


Question 5. Bass Coast Shire Council are committed to delivering equitable access to our facilities. Which of the following features would support you to utilise the centre?

This question was optional. 282 respondents (94%) answered the question and 17 (6%) elected to skip the question.

The multi-choice question presented eleven key options along with the opportunity to enter something 'other'. Respondents could select all key outcome which applied to them.

The top three responses were: Family change rooms (40%), Ramp entry to pool (32%) and Changing Places facility (29%).



Seventy-six respondents (27%) selected 'other'. Feedback has been summarised into themes which included:

- **Suitable for underwater hockey:** Requests for the pool to be suitable for underwater hockey including a depth ranging from 1.85-2.2m and a flat surface. (27)
- **Phillip Island:** There was some sentiment that the proposed facilities are great, but they are not accessible to Phillip Island residents as the facility is too far away, hinting at preferential treatment for Wonthaggi which already has a functioning pool. (14)
- **Desired features:** Suggested features included increased number and wider lap lanes to increase availability and safety, a deeper shallow end (since there is also a splash pad), 50m pool length and blocks. (9)
- **Changerooms:** Respondents wanted a range of different change facilities including separate male and female change rooms, spaces for single occupants, dedicated wheelchair accessible showers/changerooms and more room in showers with dry change area. Changing places facilities were also noted. (6)

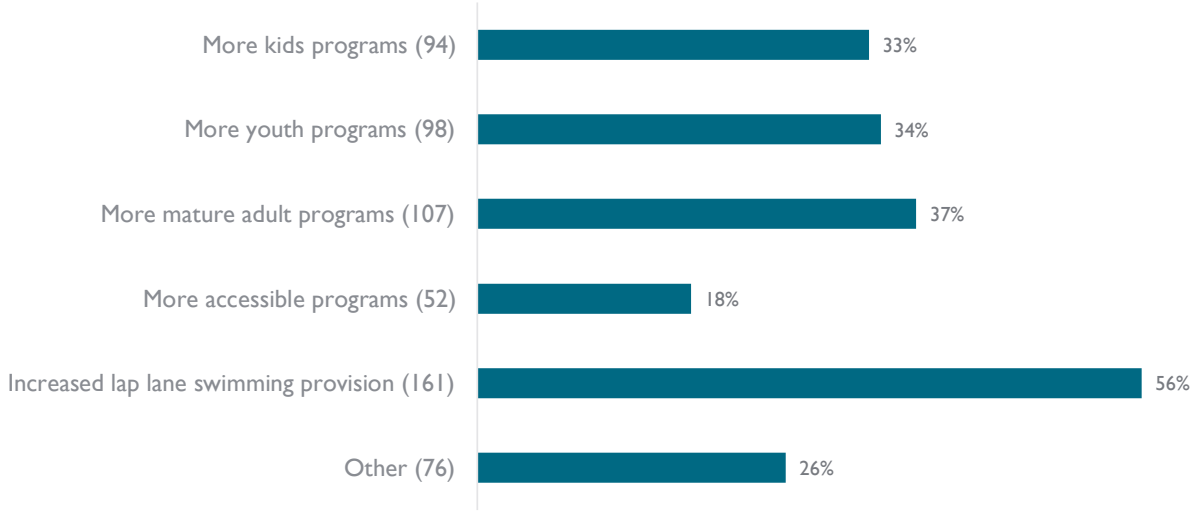
- **Availability:** There were requests for longer hours for pool access and more after-hours group fitness classes. (5)
- **Deck design:** Feedback about the deck space included larger spectator seating and space to allow for swim meets and a request for designated disabled access only spaces and seating close to pool edge. (4)
- **Safety:** Suggestions related to safety included: safe areas to walk around the pool/anti-slip surface, more handles/support rails in all area and good air flow. (3)
- **Getting there:** There were suggestions for electric car recharge points, bike racks and easy parking along with a better designed entrance to the car park. (3)
- **Gym:** Feedback about the gym included that it should be bigger and have its own separate toilet and changeroom. (2)

Question 6. What programs or services would you like to see run from the Centre? (select all that apply)

This question was optional. 287 respondents (96%) answered the question and 12 (4%) elected to skip the question.

The multi-choice question presented five key options along with the opportunity to enter something 'other'. Respondents could select all programs or services which applied to them.

The top three responses were: Increased lap lane swimming provision (56%), more mature adult programs (37%) and more youth programs (34%).



Seventy-six respondents (26%) selected 'other'. These comments have been grouped into themes which include:

- **Underwater hockey:** A large number of respondents called for the pool to be designed to facilitate Underwater Hockey training and matches stating this will allow for additional sessions catering for all ages, genders and abilities. There is also a desire to host events at the club, State and National level. A purpose-fit facility is seen as required to support sustainability of the club and growth of the sport. (31)
- **Phillip Island**: A number of respondents would prefer all of these services to be provided in a Phillip Island facility citing the distance along with a need for activities for children who live on Phillip Island and surrounds, particularly swimming lessons for kids who live near the beach. A question was also raised around historic funding for a Phillip Island facility. (15)
- **Lap swimming:** Many respondents wanted to see increased availability of lap lanes, especially during busy times. Suggestions included an increase in the number of lap lanes, wider lanes and extending the pool to 50 metres in length. It was felt that this would enable training, lap swimming

and lessons to occur at the same time and encourage more people to swim as it is currently seen an unappealing due to crowding. There was some suggestion that the facility should focus on swimming as other elements can be delivered elsewhere. (12)

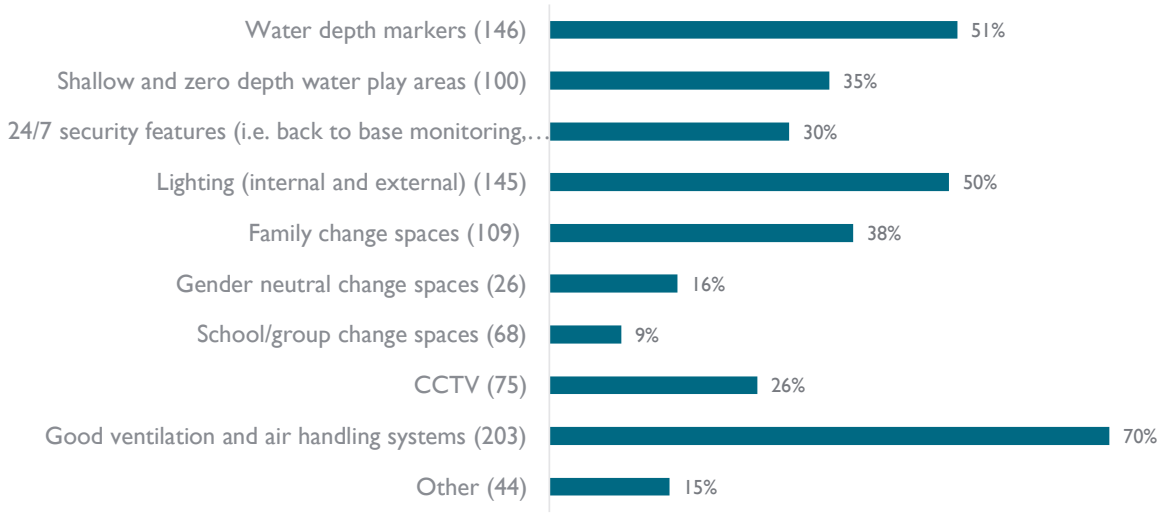
- **Swim training provisions:** There was a desire for the pool to have the capacity to run swim training at more times that doesn't impact lap swimmers with facilities for suitable competitive swimming (Swimming Victoria/FINA compliant) and options for adult swim squad. (9)
- **Events:** Appropriate features to allow for events such as School swimming carnivals, underwater hockey events and swim meets. (7)
- **Kids:** There was a desire to increase the learn to swim program with water slides/splash area and other fun innovative things for kids. (6)
- **More group fitness:** Requests for more and different aqua workouts and for sessions in the afternoon/early evenings. (4)

Question 7. Critical to aquatic and leisure is safety. What safety elements are important to you in aquatic and leisure centres? (select all that apply)

This question was optional. 288 respondents (96%) answered the question and 11 (4%) elected to skip the question.

The multi-choice question presented nine key options along with the opportunity to enter something 'other'. Respondents could select all key outcome which applied to them.

The top three responses were: Good ventilation and air handling systems (70%), Water depth markers (51%), and Lighting (internal and external) (50%).



Forty-four respondents (15%) selected 'other'. Responses have been grouped into themes and included:

- **Suitable for underwater hockey:** This includes smooth tiles on the bottom of the pool (deep end) and 2m pool depth. (8)
- **Pool design features:** A range of specific pool design feature were suggested including:
  - Non-slip surface around the pool
  - Steps/ladders on all corners of the pool
  - Ramp entry (rather than steps)
  - Warm water therapy pool for over 16's
  - Starting blocks
  - Depth for diving and tumble turns
  - Wide lanes so swimmers don't hit lane ropes or collide

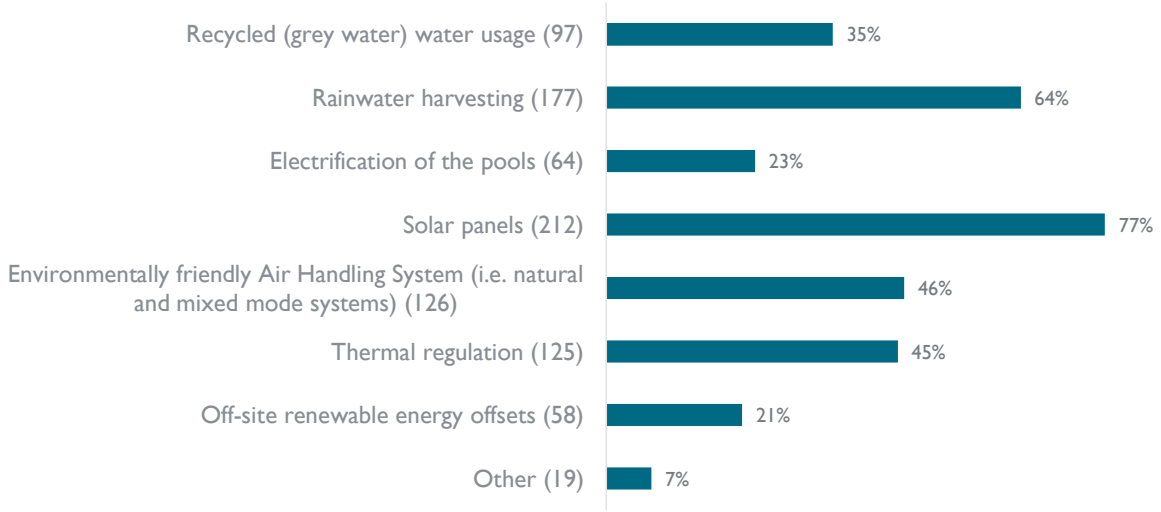
- **Changerooms:** A range of changerooms have been suggested to assist with feelings on safety including single sex, single occupant and female only spaces. Changing places facilities were also suggested along with a variety of furniture and fixtures to cater for all mobility levels. (8)
- **Other amenity considerations:** (8)
  - Pool warmer
  - Cooler changerooms
  - Heating (especially in changerooms)
  - Good filtration system that leaves water clear
  - Enough staff to ensure safety for patrons
  - Life savers
  - Clean facilities
- **Phillip Island:** Some respondents again outlined a desire for a facility on Phillip Island. (7)
- **Facility design features:** (5)
  - Good first aid facilities/station which is easily accessible
  - Doors able to be opened on hot days
  - Good ventilation
- **Meet Regulations:** Some respondents felt that all options should be included in a well-designed aquatic facility – can't place priority over any one area and the design should be meeting all regulations. (2)

Question 8. Which Environmentally Sustainable Design (ESD) features would you like to see in the facility? (select all that apply)

This question was optional. 275 respondents (92%) answered the question and 24 (8%) elected to skip the question.

The multi-choice question presented seven key options along with the opportunity to enter something 'other'. Respondents could select all key outcome which applied to them.

The top three responses were: Solar panels (77%), Rainwater harvesting (64%) and Environmentally friendly Air Handling System (i.e. natural and mixed mode systems) (46%).

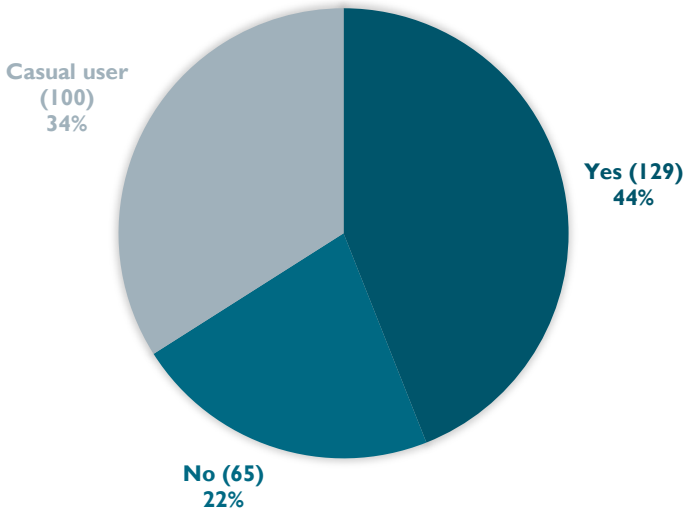


Nineteen respondents (7%) selected 'other'. Themes included:

- Not a priority – should only include what is needed and not make the project more expensive to include EDS features. (3)
- As many as feasible
- Good design to keep operational utility expenses low including air handling and thermal regulation which will be beneficial to the longevity of the pool.
- Phillip Island (7)

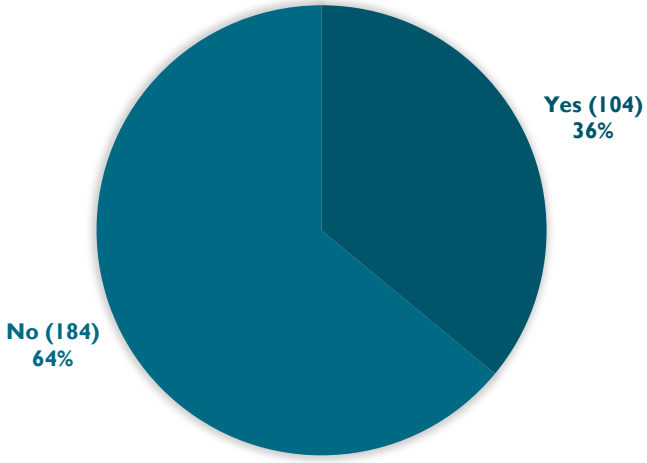
Question 11. Are you a member of the Centre?

This question was optional. 294 respondents (98 percent) answered the question and 5 (2 percent) elected to skip the question. Three options were provided: 'Yes', 'No' and 'Casual user'.



Question 12. Are you a member of a current Centre user group?

This question was optional. 288 respondents (96%) answered the question and 11 (4 percent) elected to skip the question. Two options were provided: 'Yes' and 'No'.



Question 13. Which user group

This question was only activated when respondents selected Yes to being a member of a current Centre user group. 95 respondents (32%) answered the question and 204 (78%) elected to skip the question.

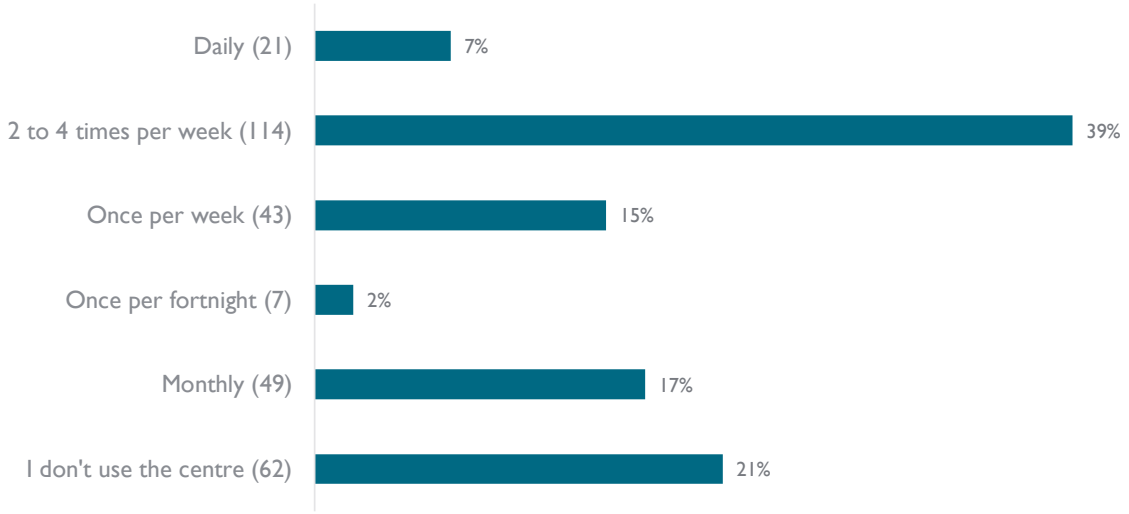
The most common responses were:

- Wonthaggi Underwater Hockey Club (40)
- South Gippsland Bass Swim Club (23)
- Active adults (8)

Question 14. How often are you using the Centre now?

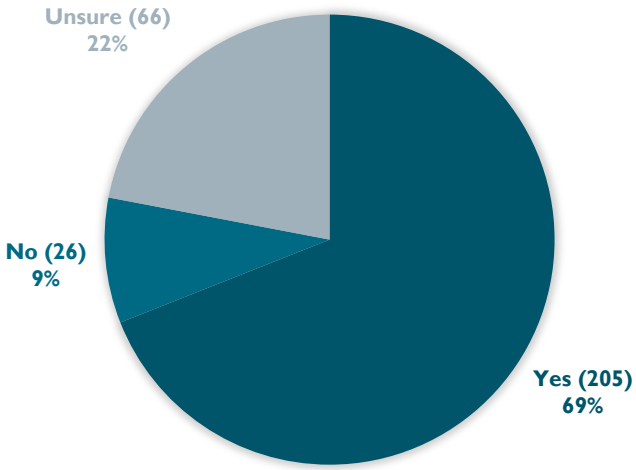
This question was optional. 296 respondents (99%) answered the question and 3 (1%) elected to skip the question.

The multi-choice question presented six usage options ranging from 'daily' to 'I don't use the centre'.



Question 15. Do you think you will use the Centre more after it has been redeveloped?

This question was optional. 297 respondents (99%) answered the question and 2 (1%) elected to skip the question. Three options were provided: 'Yes', 'No' and 'Unsure'.



Those who responded 'Yes' were prompted to explain why. Respondents provided responses based on both why they would use the redeveloped Centre more and also what elements of the Centre they would use more.

Why respondents reported they would use the Centre more included:

- **More inviting:** Newer, cleaner and more inviting with better ventilation. Some stating that the current facility is outdated and an update would encourage them tom attend more. (28)
- **Lap lane availability:** Many were excited about the prospect of better access to lap lanes with some stating they travel elsewhere and others choosing to swim less often due to lack of availability.
- **More family friendly:** With more modern/family friendly changerooms and facilities, safer kids pool/splash area and more for kids to do.
- **Won't have to travel:** A newer facility will be more appropriate and will limit the need to travel to Melbourne/other pools for training.
- **Warm water pool:** The availability of a warm water pool for rehabilitation and just warmer pool in general was seen as a drawcard.
- **Café:** Some thought the café would be a good opportunity for social engagement.

- **Capacity:** Overall capacity of the Centre to more classes from learn to swim to older adult's programs.
- **Space:** More space both in and around the pool.
- **All year round:** The ability to swim and entertain kids all year round.

What respondents said they would use more included:

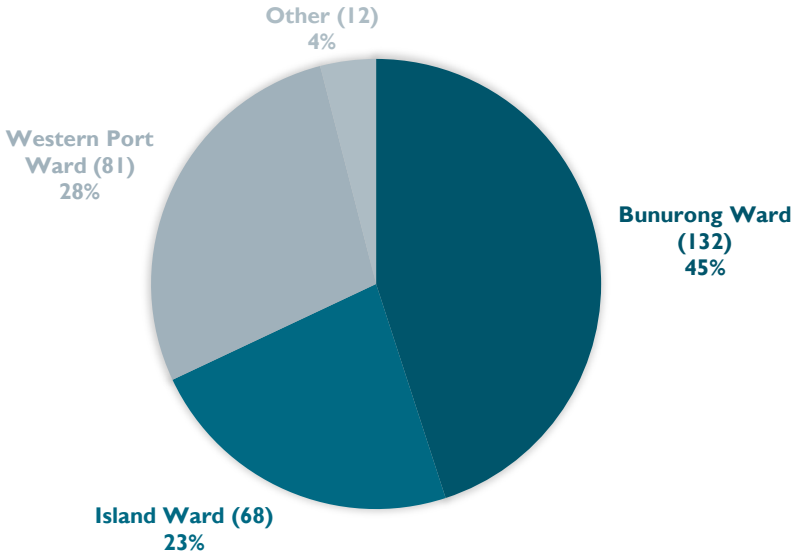
- **Lap swimming:** The most common response was lap swimming. This includes both casual swimmers, those in training and parents wanting to swim while their children train.
- **Underwater hockey training:** Capacity for more sessions.
- **Gym:** Both casually and joining as a member.
- **Sauna & spa**
- **Water therapy pool**
- **Range of fitness classes**

For some, while there was a desire to use the Centre more, it will be dependent on whether there is an improvement in the current offering and the new facility meets their needs. This includes the potential to hold events.

Question 16. The suburb you live in

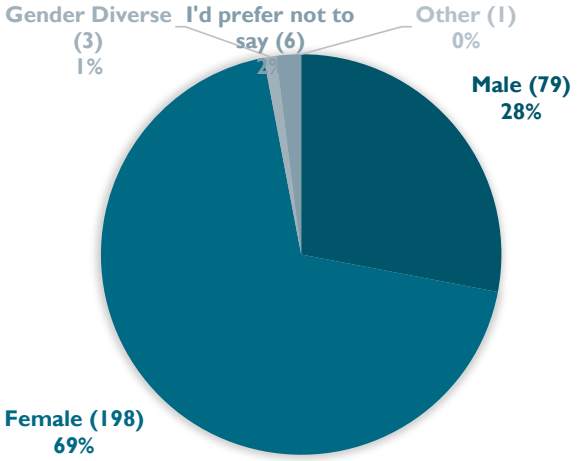
This question was optional. 293 respondents (98%) answered the question and 6 (2%) elected to skip the question.

The top five towns represented were Inverloch 21% (60), Wonthaggi 17% (49), Cowes 12% (35), Wonthaggi North 11% (32) and Cape Paterson 6% (18).



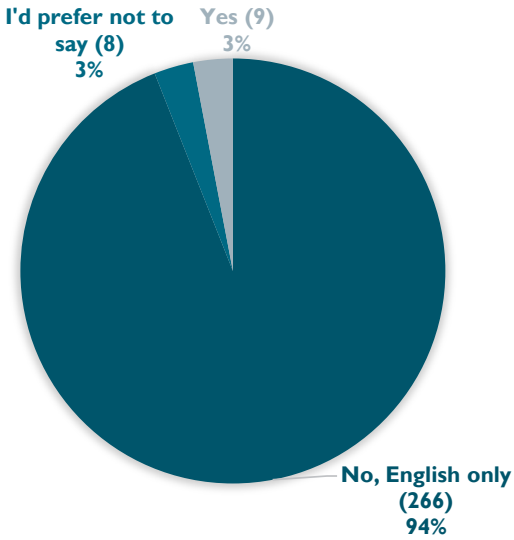
Question 17. Gender

This question was optional. 287 respondents (96%) answered the question and 12 (4%) elected to skip the question. Five options were provided: 'Male', 'Female', 'Gender Diverse', 'I'd prefer not to say' and the option to provide 'Other'.



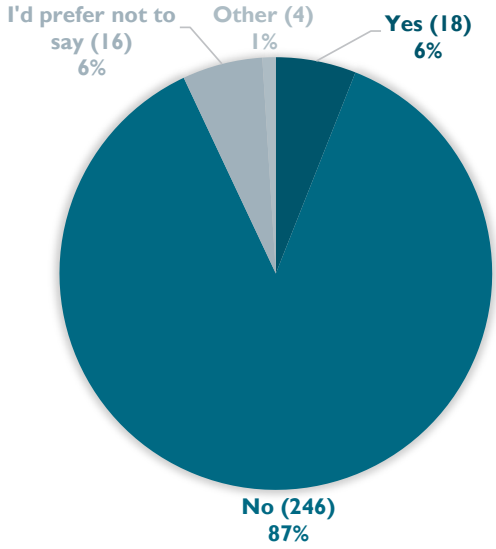
Question 18. Do you speak a language other than English at home?

This question was optional. 283 respondents (95%) answered the question and 16 (5%) elected to skip the question. Three options were provided: 'No, English only', 'I'd prefer not to say' and 'Yes' with a prompt to state which language.



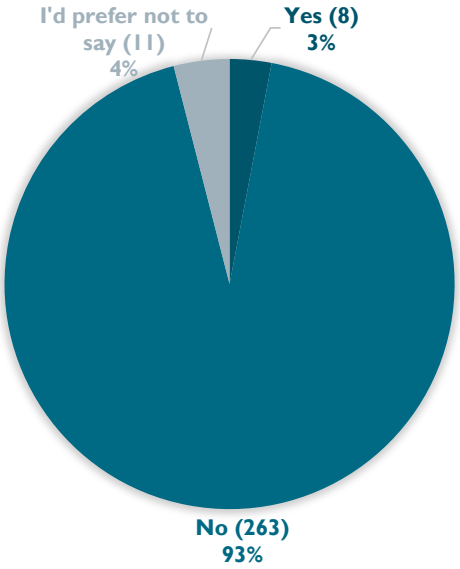
19. Do you have a disability and/or require support with self-care, mobility or communication?

This question was optional. 284 respondents (95%) answered the question and 15 (5%) elected to skip the question. Four options were provided: 'Yes', 'No', I'd prefer not to say' and the 'Other' with a prompt to provide further information.



20. Do you identify as Aboriginal and/or Torres Straight Islander?

This question was optional. 282 respondents (94%) answered the question and 17 (6%) elected to skip the question. Three options were provided: 'Yes', 'No' and 'I'd prefer not to say'.



Conclusion

Summary

Council thanks all who contributed and participated in the community engagement activities during this consultation period for the Bass Coast Aquatic and Leisure Centre – Redevelopment Concept Plan.

Your feedback is important, and it will ultimately help shape the more detailed design for the Centre and also assist with Council's Advocacy effort to attract funding.

Bass Coast Aquatic Strategy 2015 to 2024

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Table of Contents

1 Background 1
1.1 Project Scope, Objectives and Purpose 1
1.2 Project Methodology 2
1.3 Overview of the Project Area 2
1.3.1 Population Growth Trends 3
1.3.2 Population Distribution 2011 4
1.3.2.1 Aquatic Strategy Population Distribution 4
1.3.2.2 Age Profile of the Population 5
1.3.2.3 Other Population Trends that will Impact on Future Aquatic Facilities 5
1.3.2.4 Future Population Trends 6
1.4 Current Aquatic Facility Provision 6
1.5 Relevant Studies Review 7
1.6 Current Council Aquatic Strategy Resolutions 9

2 Aquatic Trends and Key Industry Issues 10
2.1 Introduction 10
2.2 SGL Aquatic and Leisure Facility Trends 10
2.2.1 Impacting Leisure and Aquatic Trends 11
2.2.2 Successful Aquatic Facility Model 12
2.2.3 Specific Aquatic Facility Trends 13
2.2.4 Potential Future Aquatic Facility Trends 15

3 Bass Coast Aquatic Leisure Centre 17
3.1 Introduction 17
3.2 Review of the Bass Coast Aquatic Leisure Centre 17
3.2.1 Facility Management 18
3.2.2 Facility Usage Trends 18
3.2.3 Facility Operational Financial Trends 19
3.2.4 Facility Operational Business Indicators 19
3.2.5 Facility Operational Income by Main Activity 2013/14 20
3.2.6 Facility Operational Spend Per Visit by Main Activity 2013/14 20
3.3 BCALC Redevelopment Study 21
3.3.1 Proposed Facility Redevelopment Concept 21
3.4 Redevelopment Consultation Findings 25
3.4.1 Redevelopment Plan Consultation Modifications 26
3.4.1.1 Changes Considered Mandatory for Inclusion in the Final Design 26
3.4.1.2 Changes Requiring Further Consideration for Inclusion 27
3.5 SGL Review of BCALC Redevelopment Component Options and Staging 28
3.6 Staged Development Business Impact 31

4 Phillip Island Aquatic Centre 32
4.1 Introduction 32
4.2 Phillip Island Aquatic Centre Fund Inc. 32
4.2.1 Future Facility Concepts 33
4.3 Current Status of PIAC Project Development 34
4.4 Successful Aquatic Centre Site Selection 35
4.4.1 Site Review Process 35
4.4.2 Aquatic Leisure Centre Site Review Criteria 36
4.4.3 Stage One Primary Site Review Criteria 36
4.4.4 Stage Two Secondary Site Criteria 37
4.4.5 Stage Two Site Selection Matrix 38
4.4.6 Stage Three Priority Site Reviews 38

5 Future Bass Coast Shire Aquatic Strategy 39
5.1 Introduction 39
5.2 How Aquatic Facility Trends Impact the BCSC Future Aquatic Strategy 39
5.3 Future BCSC Aquatic Strategy Ten Year Program 40

Directory of Tables

TABLE 1.1 BASS COAST AQUATIC STRATEGY METHODOLOGY 2
TABLE 1.2 AQUATIC STRATEGY LIKELY POPULATION CATCHMENTS (ABS 2011) 4
TABLE 1.3 BASS COAST SHIRE AGE PROFILE (ABS 2011) 5
TABLE 1.4 BCSC FUTURE POPULATION TRENDS 6
TABLE 1.5 BCSC AQUATIC FACILITY/LOCATION POPULATION CATCHMENTS 2011 AND 2031 6
TABLE 3.1 BCALC OPERATIONAL BUSINESS INDICATORS 2012 TO 2014 20
TABLE 3.2 BCALC MAIN ACTIVITY OPERATIONAL INCOME 2013/14 20
TABLE 3.3 BCALC REDEVELOPMENT SGL COMPONENTS AND STAGING REVIEW 29
TABLE 5.1 BCSC AQUATIC STRATEGY TEN YEAR PROGRAM 40

Appendices

APPENDIX ONE: BCALC PLANS

Addendums

ADDENDUM ONE: DELIVERY PRIORITISATION SEQUENCING



1 Background

1.1 Project Scope, Objectives and Purpose

In line with the project purpose and objectives Council is seeking an Aquatics Strategy Report that links all of the various studies and consultation on future aquatic leisure facilities report in a planned and sequential strategy. The strategy will make integrated facility, program and service recommendations on the priority area/s for aquatic and leisure centre development in Bass Coast Shire over the next ten years.

The development of an Aquatic Strategy Report is required including:

- A review of Council's aquatic and leisure centre feasibility studies
- A conclusion about the priority components for redevelopment/development of a leisure and aquatic centre/s in Bass Coast
- Defined timelines for the development of a facility/facilities
- A conclusion including information about the current sites, comments about condition of the current facilities, finances, funding opportunities and timelines
- Recommendations about how to proceed and likely staging of tasks.

The key project objectives are:

i. Consolidate current trends and conclusions from reports on aquatics and leisure in Bass Coast

ii. Draw conclusions about the redevelopment/development of aquatic and leisure services of Bass Coast in the next ten years

iii. Provide a report which draws conclusions about the priority location for aquatics and leisure centre in the next five years

iv. Provide broad sequencing/timelines for projects

v. The report will include considerations such as location, condition of current facilities, funding availability (major state and federal grants), project timing, service provision and broader relevant population issues.

vi. Comment about the scale/differentiation between each project

The key project purpose is to provide a clear direction to enable the Council to meet the current and future requirements for aquatic leisure facilities within the Shire of Bass Coast and:

- Recommending the priority components and location/s
- Timing for the future development and or redevelopment of aquatic facilities.

The report will assist Councillors in making facility and development priority and staging decisions and form part of a submission to Sports and Recreation Victoria for a range of funding over the term of the Bass Coast Aquatic Strategy.

1.2 Project Methodology

The project methodology has been developed to meet the projects goals and objectives and specific requirements as listed in the project brief. The proposed project methodology is listed in the table below.

Table 1.1 Bass Coast Aquatic Strategy Methodology

Phase	Task	Details
One: Background	1. Project Clarification and Local Facility/Site Review Meeting	SGL coordinated a project clarification and Facility/sites familiarization and review meeting to discuss the project methodology, collect all plans and relevant reports and inspect the BCALC facility as well as potential PIALC sites.
	2. Review of Relevant Reports	SGL reviewed all relevant reports including: • Bass Coast Aquatic and Leisure Centre Redevelopment Design Consultation Jan 2015. • Feasibility Study for the Viability of Two Aquatic Centres in Bass Coast May 2014. • Wonthaggi Aquatic and Leisure Centre Feasibility Study Feb 2011. • Municipal Recreation Plan 2009 to 2014 Aug 2009. • Bass Coast Shire Council Plan 2013 to 2017. • Council reports and resolutions. • Other relevant documents
Two: Research	3. First Draft Aquatic Trends and Conclusions	SGL completed a first draft aquatic facilities trends and conclusions report that was used to compare against relevant documents and associated analysis to: • Draw conclusions about facility options for redevelopment/new facilities over the next 10 years. • Confirm priority components • Confirm priority locations (later changed to priority site selection criteria • Logical staging • Funding targets
	4. Mid Project Review	SGL coordinated a meeting with the Project Working Group to present, discuss and review the Aquatic Trends and Conclusions First Draft Report
Three: Aquatic Strategy	5. Update Report to Final Draft Status	SGL updated the first draft report to include any agreed edits and extra information and this was then completed to final draft status.
	6. Presentation of Draft Report	The draft report was presented to the Project Working Group.
	7 Completion of Final Report	SGL completed a final report based on edits and additional information identified from the draft report forums.
	8. Presentation of Final Report	SGL presented the final report to the Project Working Group and Council.

1.3 Overview of the Project Area

Bass Coast Shire is a vibrant community within easy commuting distance from Melbourne. Bass Coast has demonstrated consistent growth over the past decade. As the Gippsland region grows, so do the opportunities to invest, live and work in the Bass Coast Shire.

Bass Coast is changing from a rural community based on agriculture, fishing and tourism. It is now a dynamic, modern community with options for commuting, greater opportunities and evolving services and technologies - while still maintaining a rural community feeling.

Bass Coast Shire Council supports the Shire becoming a major regional centre based upon:

1. Attracting global knowledge workers to the region.
2. Investing in the arts and education.
3. Supporting traditional and emerging industry sectors.

Less than ninety minutes drive from the Melbourne CBD, Bass Coast Shire encompasses a unique combination of coastline and rural hinterland. The area has been a popular holiday destination for a long time with over three million visitors annually travelling to the area and experiencing the coastal and rural lifestyle that is attracting more permanent residents annually.

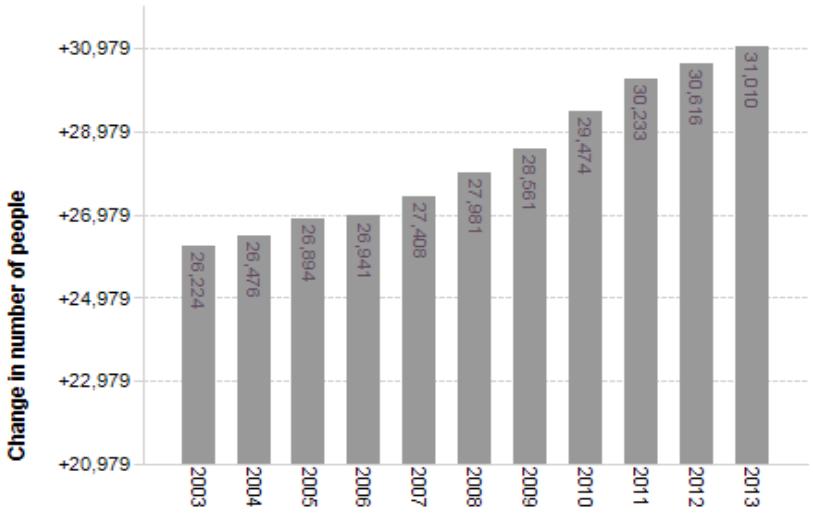
With a population of over 31,010 people (ABS ERP 2013), Bass Coast Shire covers over 860sq km spanning rich farmland, stunning coastline, a large range of smaller townships and tranquil hinterland. In the main holiday seasons the population is estimated to increase substantially.

The main town centres of Cowes, Inverloch, Grantville, San Remo and Wonthaggi provide quality housing, shopping and services.

1.3.1 Population Growth Trends

The Bass Coast Shire population information has been developed using Council's Community Profile website data as prepared by Profile id. The following table highlights population growth of the Shire area between 2003 and 2013.

Estimated Resident Population, Bass Coast Shire



Source: Australian Bureau of Statistics, Regional Population Growth, Australia (3218.0). Compiled and presented by .id the population experts

The population review trends that have occurred between 2003 and 2013 indicate an annually increasing population from 26,224 in 2003 to 31,010 in 2013. This is an increase of 4,786 people or +18.2% (+1.82% annual average increase).

1.3.2 Population Distribution 2011

The following table lists the Shires main population distribution statistics from the 2011 ABS Census data as listed on the Profile id Community Profile website are summarized by main area.

Area	Number	Hectare	Persons per hectare
Cowes - Ventnor and District	5,432	6,496	0.84
Inverloch - Pound Creek	4,907	10,110	0.49
Newhaven - Cape Woolamai	1,925	1,325	1.45
North Wonthaggi	2,540	1,014	2.51
Phillip Island Balance	1,853	2,187	0.85
Rural Balance	2,320	38,196	0.06
San Remo	1,236	1,533	0.81
Waterline (Westernport Townships).	3,493	18,442	0.19
Wonthaggi - Cape Paterson	5,854	7,206	0.81
Bass Coast Shire	**29,558**	**86,414**	**0.34**

Source: Australian Bureau of Statistics, Census of Population and Housing 2011. Compiled and presented in atlas.id by .id, the population experts.

1.3.2.1 Aquatic Strategy Population Distribution

Council currently has adopted recommendations on future Shire aquatic facilities should be based on a two facility and location strategy. This covers:

- **Location 1: Wonthaggi** – Redevelopment of the Bass Coast Aquatic Leisure Centre
- **Location 2: Phillip Island** – New Aquatic Leisure Centre to be developed in Cowes.

Based on the two-facility/location strategy direction SGL have considered the current population distribution, road networks, likely distance and travel time between locations to estimate the likely population catchments that should be attracted to each of the facilities/locations in the following table.

Table 1.2 Aquatic Strategy Likely Population Catchments (ABS 2011)

Facility/Location	Area	Population	% of Shire Population
Location One: Wonthaggi	Inverloch- Pound Creek	4,907	16.6%
	North Wonthaggi	2,540	8.6%
	Wonthaggi – Cape Patterson	5,854	19.8%
	Wonthaggi District (excluding San Remo)	5,847	19.7%
	Total Likely Catchment Wonthaggi	**19,112**	**64.7%**
Location Two: Phillip Island	Cowes – Ventnor and District	5,432	18.3%
	Newhaven – Cape Woolamai	1,925	6.5%
	Phillip Island Towns/Rural Balance	1,853	6.3%
	San Remo	1,236	4.2%
	Total Likely Catchment Phillip Island	**10,446**	**35.4%**
	Total Bass Coast Shire Population	**29,558**	**100.0%**

The population review data indicates based on a two facility/location strategy that:

- **Location One: Wonthaggi** is expected to have the largest population catchment of approximately 19,112 people or 64.7% of the shires population.
- **Location Two:** Phillip Island is expected to have the lowest population catchment of 10,446 people or 35.4% of the shires population.

The project area population distribution (2011) data indicates the largest aquatic leisure facility should be developed in location one – Wonthaggi whilst a smaller multi-purpose facility should be located in location two Phillip Island. Future Phillip Island facilities should take into account the significant population increases that occur in the main tourist and holiday seasons.

1.3.2.2 Age Profile of the Population

Industry trends indicate that the current and future age profile of the population is critical to guiding the types of facility components that should be developed. The age profile of the Bass Coast Shire Council (ABS 2011) is listed in the following table.

Table 1.3 Bass Coast Shire Age Profile (ABS 2011)

Bass Coast Shire - (Usual residence)	2011			2006			Change
Five year age groups (years)	**Number**	**%**	**Regional VIC %**	**Number**	**%**	**Regional VIC %**	**2006 to 2011**
0 to 4	1,769	6.0	6.3	1,391	5.2	6.0	+378
5 to 9	1,638	5.5	6.2	1,523	5.7	6.8	+115
10 to 14	1,632	5.5	6.7	1,689	6.4	7.5	-57
15 to 19	1,525	5.1	6.8	1,495	5.6	7.0	+30
20 to 24	1,188	4.0	5.5	981	3.7	5.5	+207
25 to 29	1,353	4.6	5.2	1,005	3.8	4.9	+348
30 to 34	1,435	4.8	5.2	1,307	4.9	5.8	+128
35 to 39	1,767	6.0	6.1	1,581	6.0	6.6	+186
40 to 44	1,890	6.4	6.7	1,725	6.5	7.1	+165
45 to 49	1,851	6.3	7.0	1,825	6.9	7.4	+26
50 to 54	2,023	6.8	7.1	1,879	7.1	7.1	+144
55 to 59	2,144	7.2	6.9	2,032	7.7	6.7	+112
60 to 64	2,401	8.1	6.6	2,006	7.6	5.4	+395
65 to 69	2,232	7.5	5.2	1,746	6.6	4.6	+486
70 to 74	1,624	5.5	4.1	1,493	5.6	3.8	+131
75 to 79	1,274	4.3	3.2	1,330	5.0	3.4	-56
80 to 84	1,016	3.4	2.6	917	3.5	2.5	+99
85 and over	854	2.9	2.3	620	2.3	2.0	+234
Total	**29,616**	**100.0**	**100.0**	**26,545**	**100.0**	**100.0**	**+3,071**

Source: Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011. Compiled and presented in profile.id by .id, the population experts. (Usual residence data)

The BCSC age profile data indicates key user aquatic facility industry trend age groups account for:

- Children (0 to 14 years): 5,039 people (17.0% of the area population)
- Youth (15 to 24 years): 2,713 people (9.2% of the area population)
- Younger Adults (25 to 39 years): 4,555 people (15.3% of the area population)
- Middle Age Adults (40 to 59 years): 7,908 people (26.7% of the area population)
- Older Adults (60 years plus): 9,401 people (31.8% of the area population)

The age profile data indicates future aquatic facilities need to equally meet middle and older adult range (58.5% of the area population) facility components compared to younger families/children/youth range (41.5% of the population).

1.3.2.3 Other Population Trends that will Impact on Future Aquatic Facilities

There are a number of key population trends in the Bass Coast Shire Council area that will impact on future aquatic facilities and these include:

1. Median Age: The Shire's population median age is 46 years, which is very significant as it is 5 years above Regional Victoria (41 years) and 9 years above Victoria's average (37 years). This indicates facility components that met older adult requirements such as hotter water, gentle exercise areas, spas and saunas should be a high priority at each facility.

2. Couples With Children: Only 21% of couples have children in the Shire compared to 27% in Regional Victoria and 32% in Victoria. This indicates water areas for families and children need to be balanced against areas for middle age and older adults etc.

3. Median Weekly Household Income: In 2011 the median household income in BCSC was $855 which was much lower than Regional Victoria at $945 and Victoria $1,216. This indicates many users of future aquatic facilities will be impacted by the cost of the service.

4. SEIFA Index of Disadvantage: In 2011 the BCSC SEIFA Index of disadvantage was 978, which was the same as Regional Victoria (978) but lower than Victoria (1010). This indicates similar levels of disadvantage in the BCSC area than other regional areas.

1.3.2.4 Future Population Trends

The Shires population has increased by 18% in the past 10 years and these trends are expected to continue with a projected annual population increase of above state averages. The following graph shows the predicted population growth by main area between 2011 and 2031.

Table 1.4 BCSC Future Population Trends

Area	2011	2016	2021	2026	2031	Total change	Avg. annual % change
Bass Coast Shire	**30,024**	**33,186**	**37,547**	**41,545**	**45,257**	**+15,233**	**+2.07**
Cowes - Ventnor & District	5,652	6,227	6,897	7,545	8,134	+2,482	+1.84
Inverloch - Pound Creek	4,894	5,318	5,752	6,115	6,361	+1,467	+1.32
North Wonthaggi	2,613	3,005	3,964	4,946	6,043	+3,430	+4.28
Phillip Island Balance	3,934	4,082	4,205	4,421	4,653	+719	+0.84
Rural Balance	2,399	2,712	3,189	3,420	3,604	+1,205	+2.06
San Remo	1,145	1,421	1,993	2,476	2,919	+1,774	+4.79
Waterline (Westernport Townships)	3,571	3,929	4,228	4,459	4,636	+1,065	+1.31
Wonthaggi/South Dudley/Cape Paterson	5,816	6,492	7,319	8,163	8,907	+3,091	+2.15

Source: Population and household forecasts, 2011 to 2031, prepared by .id the population experts, January 2012.

The future Shire population trends indicate that the population is expected to increase by more than 15,000 people over the next 20 years. This is likely to see a total population in excess of 45,000 people living in the shire by 2031.

Approximately 8,000 people are likely to move into areas that would be serviced by the Bass Coast Aquatic Leisure Centre Wonthaggi whilst 7,000 people are likely to move into the Phillip Island/San Remo area and therefore be served by the proposed Phillip Island Aquatic Centre.

Based on this the future facility redevelopment and development concepts should note the likely catchment population zones for each facility/location (excluding tourist and day visitor impacts) are estimated in the following table

Table 1.5 BCSC Aquatic Facility/Location Population Catchments 2011 and 2031

Aquatic Facility/Location	2011 Population	2031 Population
Location 1: Bass Coast Aquatic Leisure Centre, Wonthaggi	19,112	27,500
Location 2: Phillip Island Aquatic Centre	10,446	17,500

1.4 Current Aquatic Facility Provision

Bass Coast Shire Council area has currently only one existing aquatic leisure facility, which is located in Wonthaggi. The facility is the Bass Coast Aquatic and Leisure Centre (BCALC) which was opened in 1975 (40 years old) and it incorporates the following approximate sized main areas:

- Indoor 25m x 14m (6 lane pool) = 350m2
- Indoor toddlers pool (5m x 4m) = 20m2

- Plant room 13m x 9m = 117m2
- Indoor sports court (34m x 22m) = 748m2
- Gym (was originally youth club/hall) 18m x 11m = 198m2
- Indoor Amenities 220m2
- Child care 17m x 7m = 119m2
- Tennis pavilion 15m x 5m = 75m2
- Entry/Reception/Circulation/Storage

There are currently also three outdoor swimming pools within the shire but these are located at Primary Schools at Wonthaggi (no public use), Corinella (no public use) and Cowes (limited public use during holiday periods). There are 2 commercial learn to swim pools being one at Inverloch (Ivy Swimmers 5 Lindsay Close Inverloch) and Infinity Swim School (7 Batman Avenue Surf Beach).

The Shire also has a Leisure Centre at Cowes that has dry facilities only including a health club, group fitness room, crèche, single court stadium and sauna.

A review of Council reports indicates that in August 2009 Council adopted the Municipal Recreation Plan that guided future aquatic development including recommendations to:

- "Upgrade the current indoor aquatic facilities at Wonthaggi as the Shires main regional facility and township.
- Investigate the provision of an aquatic facility to service Phillip Island and the northern parts of the shire.

1.5 Relevant Studies Review

The following studies have been reviewed as background to this project:

1. Wonthaggi Aquatic and Leisure Centre Feasibility Study – Feb 2011

The study was commissioned to explore future development options for the Centre, as its pools, health club and stadium areas were operating at capacity and additional use cannot be accommodated without undertaking facility redevelopment.

Further technical and service audits commissioned during the feasibility study identified a range of building condition, service efficiency and safety issues that needed attention.

The study confirmed that the BCALC in its present form and condition was approaching the end of its functional life. The study also found that the following new or redeveloped facilities and services are required for the Centre to continue to meet the aquatic, health and recreational needs of the Shire community:

- Increased water space for lap swimming, warm water programs, aquatic education and children's water play.
- Improved centre amenities, particularly new change rooms and toilets.
- Expanded crèche and cafe services.
- Expanded health club and group fitness areas.

In July 2011, Bass Coast Shire Council adopted the study recommendations.

2. Wonthaggi Aquatic and Leisure Centre Design Development – June 2013

In June 2013, Council resolved to commence design development for the upgrade and expansion of the BCALC, with consideration on how any redevelopment proposal could be staged and funded over a number of years.

In the period between June and August 2014, ML Design Architects prepared various concept plans for the redevelopment and expansion of the BCALC.

In September 2014, a set of concept plans were sufficiently developed to be placed on public exhibition for the purpose of receiving stakeholder and community feedback (see study 4 below).

3. Feasibility Study for the Viability of Two Aquatic Centres in Bass Coast (May 2014)

In September 2013 Council commissioned an investigative study to assess the financial viability of developing and operating two aquatic facilities in Bass Coast Shire. These were at the

- Bass Coast Aquatic and Leisure Centre in Wonthaggi;
- A new, second aquatic facility to be built in Cowes, Phillip Island.

The study outlines different options of delivery of aquatic facilities in the Shire and associated funding scenarios for each option. In May 2014, Council noted the completion of the study and resolved to continue the process to redevelop the Bass Coast Aquatic and Leisure Centre (amongst other resolutions).

4. Bass Coast Aquatic and Leisure Centre Redevelopment Design Consultation (Jan 2015)

This studies key purpose was to seek key stakeholder feedback on the redevelopment plans prepared by ML Design. The Project Objectives were:

- To provide the community and other stakeholders with an opportunity to view the redevelopment plans.
- To seek feedback from key stakeholders to inform the redevelopment design.
- To consult broadly with the community and key stakeholders.
- To present the consultation feedback in a well ordered and concise format that can be used to inform Council, and that can be added to funding applications seeking State and Federal government support for the implementation of the redevelopment.
- To work with the Project Steering Group, including the architects, to plan the redevelopment of the facility.

The key findings of the project as noted in the report are covered in greater detail in section 3.3 of this report.

5. Phillip Island Aquatic Centre Feasibility Study Nov 2010

This study was completed by Sport and Leisure Solutions and was commissioned by the Phillip Island Aquatic Centre Fund Inc. (PIACF). It was used as background information by PIACF in their submission to a Policy Workshop of Council in March 2014.

The key findings of the feasibility study included:

- High level of community demand and need for an aquatic facility on Phillip Island.
- Distance travelled to Wonthaggi and the local population increases and aging demographics were key reasons for the development.
- Suggested location was the Phillip Island Adventure Resort but other sites if available should also be compared/reviewed.
- The facility should incorporate a 25m lap pool, a multi-purpose aquatic space for learn to swim, hydrotherapy and leisure/play as well as future health and fitness facilities.

- The estimated capital cost range would be in the order of $8M to $10M and a funding strategy would need to be developed.
- The estimated annual operating cost for the facility was projected in the order of $220,000/year and the operating cost will need to be underwritten by the Bass Coast Council.

Section four of this report provides greater detail on the proposed Phillip Island Aquatic Centre including updated plans and site considerations that PIACF has completed since 2010.

1.6 Current Council Aquatic Strategy Resolutions

The Council Plan includes two strategies that relate to the development of aquatic facilities:

1. Provide infrastructure and facilities that are well managed, environmentally sustainable and are suitable for the community's needs.
2. Improve the opportunity to enjoy our recreational facilities and open space.

Council's Municipal Recreation Plan 2009 to 2014 includes the policy statement:

- Develop Wonthaggi Aquatic and Leisure Centre as the regional facility for the whole Shire.

The plan also has the key actions to:

- Upgrade the current indoor aquatic facilities at Wonthaggi as the Shire's regional township
    - Tasks identified included:
        - Revise the design and costing for the redevelopment of the Wonthaggi Aquatic and Leisure Centre
        - Secure capital works funding for the project in the capital Works budget
        - Apply for funding through the Sport and Recreation Victoria (SRV) Better Pools Grant Program
        - Construction of new aquatic centre
- Investigate the provision of an aquatic facility to service Phillip Island and the northern parts of the Shire
    - Tasks identified included:
        - Conduct an independent business feasibility study
        - Provide a matrix to assist in aquatic site selection



2 Aquatic Trends and Key Industry Issues

2.1 Introduction

There are no standards of provision that Council's must meet in relation to the number, size, location and type of aquatic leisure facility provided for any identified community. This has therefore seen a significant diversity of aquatic leisure facility provision across the country since the first swimming pools were developed in the 1900s.

The high cost of capital to fund such development is also a limiting factor but building the wrong components or poor design that increases staffing and energy costs is also a significant constraint as aquatic facilities traditionally cost a lot to annually operate.

The aquatic facilities are also very harsh and corrosive on building structures, plant and equipment and surrounding environments and require ongoing maintenance and capital improvement funding.

All of these factors indicate the need for a detailed aquatic facility strategy that is guided not only by resident demand but also industry trends and key success and constraint knowledge.

This section of the report covers key aquatic leisure facility and industry trends to guide future aquatic strategy development.

2.2 SGL Aquatic and Leisure Facility Trends

This information draws from a review of a large sample of industry market research projects that have been carried out over the past five years to assist in defining aquatic and indoor facility and related leisure trends.

SGL's extensive experience in the development of aquatic and leisure facilities indicates that these types of facilities usually become a highly emotive and public interest debate. Organised formal groups (specialist users of pools) may dominate consultation processes whilst the general resident/casual and recreation user (highest user of pools) can remain unheard.

In many cases when a council is faced with developing or redeveloping an aquatic facility the debate about the right components for the community it is to serve may at times be dominated by wanting a bit more of what they have already got rather than who is missing out and what is needed. Other key learning's include:

- The organized club and group priority for long course competition, lap swimming and training facilities (50m or 25m lap pools) usually comes at the expense of not including or building multi-use high use viable water areas as well.

- The need for deep water to meet specialist sport needs increases operating costs and also restricts who can use the water. Selection of these areas must be made with financial and user impacts clearly highlighted.

- Lack of a co-coordinated strategy for other existing pools in the project area and user catchment zones so there is not duplication of the same thing in the same catchment zone.

- Lack of knowledge on local competitor facilities and user markets of why and how people use pools and what they pay for the different user categories. Participation trends usually show only a small market for lap swimming, whilst a large proportion of people use the facilities for recreation, fun, enjoyment, socialisation, education and therapy.

- The development of limited water areas that have a range of differing water depths and temperatures.

- Ensuring all user markets is the priority so that a mix of water areas becomes an essential part of a successful aquatic leisure centre design brief.

2.2.1 Impacting Leisure and Aquatic Trends

The following summary of general leisure trends impacting on people and their demand for recreation, sport and leisure activities and in particular aquatic facilities has been developed using a range of aquatic facility feasibility documents. General Leisure trends impacting on aquatic leisure facilities design, facility components and user attraction include:

- ***A gradual ageing of the population.*** As life expectancy increases, birth rates stay low and the "baby boomers" of the 1950's and 1960's grow older. This is placing a new demand on providing programmed hotter water areas as well as pools suitable for therapy and older adult exercises. It also means it is essential to have a range of pools with different water depths and temperatures.

- ***Flexibility in the times when people recreate.*** As demands on people's time increases and work practices change people are seeking to take their recreation at different times, over a broad spread of hours and at facilities that offer a lot of activities under the one roof. Indoor pools and health and fitness facilities are particularly attractive and getting easier to use as many are open 12 to 16 hours, 7 days a week

- ***Increased variety in recreation and leisure options.*** People's leisure and recreation options are changing towards newer more varied activities offered over a greater range of timeframes compared to previous decades where limited variety in activities and scheduling occurred. This has supported the trend to more multi-use facilities to attract a broader range of users as well as multiple water areas to meet different needs at the one centre.

- ***Constraints to recreation and leisure participation.*** Lack of time, lack of facilities close by, family and work constraints, health problems and cost of service or use of facilities are the main constraints to many people's recreation and leisure participation. The development of targeted markets of users, programs and services at aquatic and health and fitness centres has assisted in reducing some of these participation constraints

- ***Changing employment structures, trading and work hours.*** These trends often make participation in traditional sports difficult and therefore people are looking for facilities that are open longer hours and have a lot of activity options at the one site. This makes opportunities such as indoor pools attractive as their long opening hour's means usage can be made in a wide range of social, training, competition, educational settings.

- ***Different people want different activities.*** Differing population characteristics i.e. age, gender, cultural issues sees the need for facilities to offer potential users a much more varied range of programs and services than previously offered. All year round indoor aquatic facilities also provide the greatest diversity of activities throughout the different seasons impacted by an areas local weather

- ***Provision of high standards and quality of facilities and services.*** People are looking for high standard, high quality facilities and services to meet their recreation and leisure needs. This has also seen the trend for indoor facilities becoming very popular as they allow activity in safe

and secure spaces in all weather and environmental conditions. This leads to indicating that building low standard, low cost facilities will not attract the maximum user market

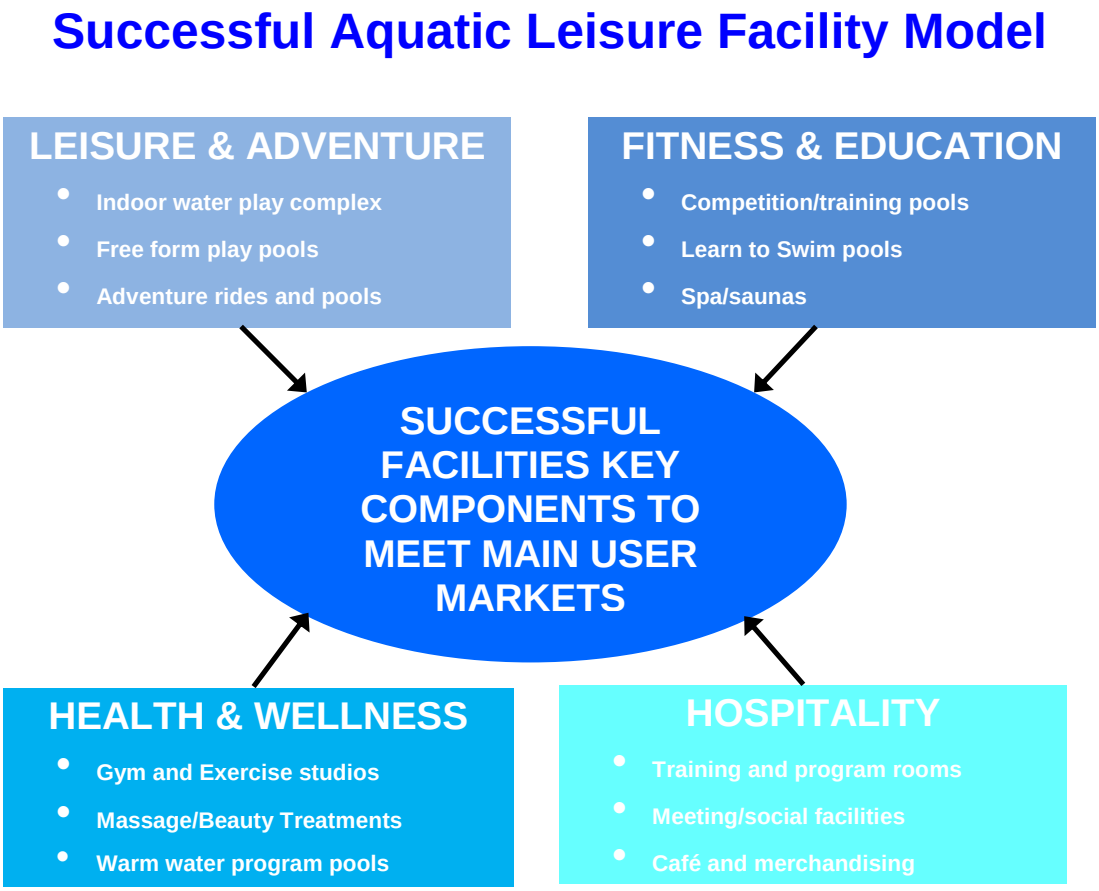
- ***Desire for activities to be affordable.*** The development of multi-purpose aquatic leisure centres has enabled the high operating cost activity of aquatics (in many cases) to be cross subsidised by more profitable activity areas such as health and fitness, food and beverage and entertainment areas. This has enabled many facilities to keep general entry fees low to encourage use whilst seeking users who want special services to contribute at a greater level to the cost of such activities.

- ***Recognition of strong links between physical activity and health.*** Preventative health care and active lifestyles are very important to many people's aquatic and health and fitness activities are becoming a large part of people's activity choices.

- ***Expectations of equity and access.*** Today's society expects people with special needs to be catered for in public aquatic and leisure facilities. This has seen improved design features to increase accessibility to and within such facilities. Added to this is the growing array of programs and activities offered to people of all different abilities, physical condition and skill levels.

2.2.2 Successful Aquatic Facility Model

The most successful aquatic facilities provide a broad range of activity areas to cater for maximum user markets. This is listed in the following graphic.



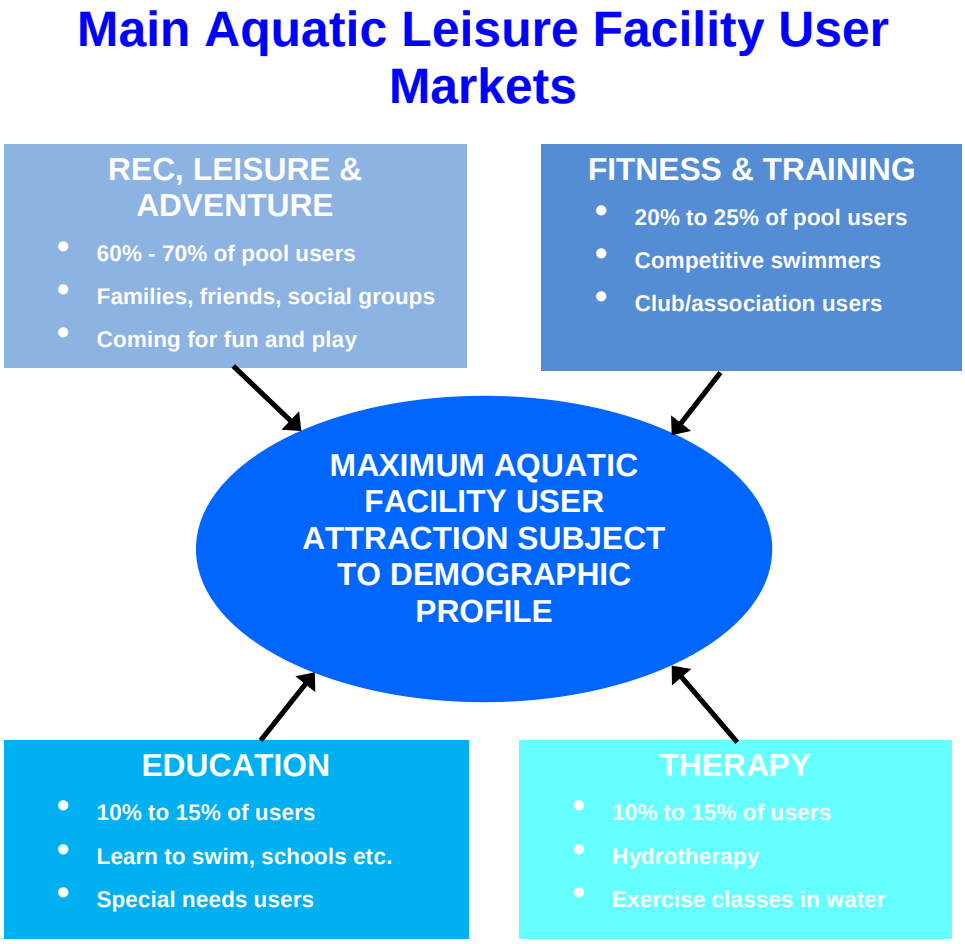
2.2.3 Specific Aquatic Facility Trends

Specific Aquatic Facility Trends that are impacting on users of such facilities include:

(a) Aquatic Facility Trends and Main User Markets

Traditionally many local authority aquatic leisure facilities were built for specialist or limited market users (i.e. competitive swimmers or high level sport participants). Detailed planning and comprehensive feasibility studies now are able to show more targeted user profiles.

Such studies usually identify the demographic profile of residents in the project area, their current aquatic and leisure participation patterns and use of surrounding aquatic facilities that provide a sound base for more user-friendly facilities. The majority of aquatic facility market research indicates future complexes must equally cater for four distinct aquatic user markets as listed in the graphic below:



The four main user markets at successful aquatic leisure facilities are:

- **Recreation and Leisure Market** - usually made up of families, people coming with friends and groups for fun, relaxation, social activity and low level competition/participation.

- **Competitive/Training/Fitness Market** - usually made up of people predominantly attending facilities alone for structured fitness or competition activities.

- **Education Market** - usually made up of children and adults wishing to increase water safety and survival skills. Includes Learn to swim classes, school and club use and individuals improving their skills and techniques. They require hot water pools and water depths with some straight edges and easy water access etc.

- **Health and Therapy Market** - usually made up of children, adults and older adults wanting to relax or exercise in hot water. This market also includes specialist health condition groups such as arthritis, asthma suffers, etc. They require hot water pools and associated health relaxation areas, i.e. Spa/saunas, etc.

Industry benchmarking indicates that the recreation and leisure market will be the largest as it contains people of all ages, ability, types, interest and gender. The competitive/ training/fitness market is a more specialist market as it usually contains younger, fitter and more active people who have made time to train and compete.

Previous benchmarking conducted by the SGL Leisure Planning Team indicates that in many cases 60% to 70% of facility users come from the recreation/leisure sector whilst only 20% to 30% come from the competitive/training/fitness markets.

The health and therapy and education markets can range from 10% to 20% of the market subject to the age and health profile of the community in which the facility is located.

"The most successful centres attract all user markets and should be set up to allow people to participate in a range of activities at the one site". In smaller population community's master planning and staging development can achieve this.

The further addition of health and fitness facilities, spas and saunas and social areas have been very successful at many aquatic facilities, as they add to the user experience and contribute to people being attracted to attend these facilities more often.

(i) Aquatic Facilities Activity Areas

Industry trends indicate that in the majority of current indoor stand-alone aquatic facilities revenue does not meet annual operating costs. Average losses can range from $500,000 to $1,000,000 plus per annum. The small numbers of centres that have the capacity to return an operational surplus show so ability to contribute to maintenance and facility renewal but we are not aware of any that provide a return on capital investment.

A review of the various successful centres' business indicates that these centres record:

- High visits per square metre
- High expense recovery ability including capital repayment
- High operating profits per visit
- Excellent program range returns and attendances
- High secondary spend returns
- Excellent range of attendance types (adult/child ratio)
- Draws users from a large catchment area
- High revenue returns from health and fitness

To ensure financial viability and high user markets across all age, gender and cultural grouping markets future facility development must be designed with the above business aims in mind. This support usually recommends activity area components that can:

- Provide a mix of shallow leisure/recreation water with programmable water areas.
- Provide high revenue generating complementary service areas such as spas, saunas, and food and beverage services.

- Are located in a high traffic/visitation area.
- Are located as part of other leisure facility component development.
- Located at high use locations close to shopping centres or schools or main transport access.

Traditionally, commercial investment in aquatic facilities has been in specialist pools such as learn-to-swim or as additions to health and fitness clubs. This has left major aquatic facility development to local government as the major provider.

The high capital cost and limited financial returns have contributed to this situation so it is also essential that commercial high revenue generating activities are linked to high cost aquatic facilities.

(ii) Health and Fitness Activity Areas

Industry trends indicate that users of aquatic facilities are also significant users of health and fitness facilities. Location of each of these activity components at the one site improves financial viability.

Health and fitness has the capacity to record high expense recovery returns, with many centres returning 125% to 180% of expenditure. Traditionally these returns can also attract commercial investors and operators to health and fitness facilities.

Locating these facilities at aquatic centres increases the potential of cross selling and spin-off use. It also improves the membership/program user and casual user ratio.

(iii) Ancillary Services and Activity Areas

In recent years, there has been a trend to develop a range of complementary businesses in conjunction with aquatic leisure facilities. These include:

- **Wellness Centres/Day Spas**: There is an emerging trend of adding in an area for specialist wellness activities, services and merchandising. The key services found at successful wellness centres include massage, beauty therapy treatments, gentle exercise classes and relaxation and time out activities.

  Inclusion of such facilities offers a broader range of activities to a larger age profile of people. The massage and beauty therapy are high yield sales activities and can have high linked merchandising product sales.

  It is essential in developing such areas that they are located with good views, away from general public noise and viewing areas and have very good finishes and fittings. There needs to be a close by lounge for relaxation after treatment or classes.

- **Sports Medicine**: Development of consulting rooms, with patient access to health and fitness and pools, have been excellent revenue generators.

- **Health and Therapeutic** Services: Health consultancies, weight loss and therapeutic services linking in worker and accident rehabilitation patients to use the range of facilities with centre memberships paid by relevant authorities.

- **Health and Beauty Services**: Leased areas to services such as beauticians, hair salons and body toning.

2.2.4 Potential Future Aquatic Facility Trends

Aquatic Facility reviews completed in Australia, North America, Canada, the Middle East and Asia SGL provide a guide to likely new aquatic facility innovations and trends. Key features that should be considered when redeveloping or retrofitting high use aquatic facilities include:

(i) Leisure Play Equipment and Splash Pads

Changing static shallow water areas into water play and fun zones is one of the most popular renovations. This can be achieved by adding simple play equipment, water sprays and interactive equipment to existing pools.

Added to this is the option to introduce inflatable play equipment to allow the area to be changeable. Many such outdoor pools that have been retrofitted have been linked to high use indoor pools.

(ii) Major Attraction Leisure Features

Water slides and similar challenge and adventure type activities have remained popular as long as the venue has a range of slides/rides to keep peoples interest. Single ride facilities struggle to keep interest due to the lack of variety. Multi ride areas allow users to try different length and configuration rides. There are also a range of new water rides that have a slide component leading to another ride experience such as dropping into a bowl and then water, or onto a ramp and then into a splash pool.

A key design trend is to link all slides to a common entry platform to ensure one staff person can supervise the area. A common splash down zone also allows one lifeguard to control a range of ride water entry points.

(iii) Special Effects

A range of North American Indoor leisure parks have added computerised light shows and sound systems to allow night time areas to be changed. The use of lights and sound provided users with new indoor facility experiences at night-time.

Some centres have gone further by adding projection walls to incorporate movies and short video clips with their new light and sound effects.

(iv) Leisure Furniture

Many centres aimed to keep parents and children at centres longer (to encourage greater secondary spending on food/beverage/merchandising) by providing quality furniture. The use of pool side lounges, tables, chairs, umbrellas, has allowed families to stay close to the water areas in relative comfort.

(v) Food/Beverage/Merchandising

This area has seen some major changes through development of pool side and dry area multi serving zones. Linked to these are high quality wet and dry lounge zones where people are encouraged to sit down and relax.

A number of innovative centres provide extensive lounge areas as well as pool side furniture. These centres use mobile food and beverage carts to sell items directly to centre users (i.e. they take the product to the customer).

A number of other centres visited have used merchandising innovations, such as all existing customers having to go through the sales area. Other innovations included:

- Multi-media video screens through the centre reminding customers about programs, special promotions, and food/beverage and merchandising specials.
- Providing customers with discount vouchers (at entry to centre) to spend in food/ beverage and merchandising outlets or on their next visit.
- Offering combination sales specials to attract a higher spend per person



3 Bass Coast Aquatic Leisure Centre

3.1 Introduction

This section of the report reviews the Bass Coast Aquatic Leisure Centre facilities and operations trends and then reviews the proposed redevelopment concept, components and community consultation feedback on the proposed redevelopment.

Following this background review SGL has been commissioned to advise on:

i. Redevelopment and new development component priorities based on research findings, likely business impacts and successful aquatic facility development that will best meet the centres likely catchment user and Shire population needs.

ii. Develop a staged redevelopment plan that documents the broad sequencing/timelines for staged development and likely usage and business impacts

3.2 Review of the Bass Coast Aquatic Leisure Centre

The Bass Coast Aquatic and Leisure Centre (BCALC) are located within the Wonthaggi Recreation Reserve Precinct and can be accessed off Wentworth Road Wonthaggi.

It is currently the Shire's only indoor multi use aquatic and leisure centre. It was opened in 1979 and the facilities are now almost 40 years old and comprise the following facility components:

- Indoor 25m x 14m (6 lane pool) = 350m2
- Indoor toddlers pool (5m x 4m) = 20m2
- Plant room 13m x 9m = 117m2
- Indoor sports court (34m x 22m) = 748m2
- Gym (was originally youth club/hall) 18m x 11m = 198m2
- Indoor Amenities 220m2
- Child care 17m x 7m = 119m2
- Tennis pavilion 15m x 5m = 75m2
- Entry/Reception/Circulation/Storage

The Centre also provides a clubroom space for the adjacent tennis courts and incorporates a portable building north of the pool hall that is used as a Spin Room.

The BCALC is part of a large sporting and recreation precinct at the Wonthaggi Recreation Reserve and facilities at the reserve include:

- Two sports ovals,
- 7 netball courts,

- 8 tennis courts,
- 2 croquet lawns,
- A dog obedience area,
- A playground,
- A number of pavilions and clubrooms and other showground infrastructure.

A plan of the existing centre and reserve surrounds is listed as follows.



3.2.1 Facility Management

The YMCA currently manages BCALC on behalf of the Council under a contract management agreement that has been in place since 1998. The Centre is just over 40 years old and currently is open all year round, seven days a week.

3.2.2 Facility Usage Trends

Reviews of facility management annual reports indicate the following main usage and program visits occurred over the past two years:

1. Aquatics
    a. Recreational Swim – Adult/Child/Concession/family (Decreasing)

   b. Swim Club Rec. Swim (Decreasing)
   c. School Aquatic visits (Increasing)
   d. Aquatic Education Visits (Learn to Swim) (increasing)
   e. Aqua Aerobics and Aqua Movers
   f. Water Hockey (decreasing)
2. Health and Fitness
   a. Membership Visits
   b. Living Longer Living Stronger
   c. Body Pump
   d. Body Balance/Boxfit/Spin/Step it Up/ShBam/Chi-Ball
   e. Challenge Fitness Camp
   f. Personal Training
3. Indoor Sport
   a. Basketball
   b. Gymnastics/Ed Gym
   c. Badminton
4. Children's Programs
   a. Childcare
   b. Holiday Program

The operational visit review indicated a total of over 80,000 visits were made to the facilities in 2012/13 and this was higher in 2013/14 at more than 85,000 visits. The main activity user categories were Aquatics, Health and Fitness, Indoor Sport and then other activities e.g. Childcare/Holiday Program.

The main activity usage review for the past two years indicates aquatic visits are the highest user at 48 to 49% of total visits). This is followed by health and fitness visits with 45 to 47% of total visits and Indoor sport visits at 2.7 to 3.4% of total visits).

Visitation results are important to note when looking at future priority facility component's as it is critical that management understands what facilities the main users are attracted to and ensure in any redevelopment they are not impacted and restricted in their use.

The results show nearly equal numbers of people visiting for aquatic facilities and programs as they do for health and fitness facilities and programs. Future redevelopment therefore needs to be balanced between these main activity areas.

3.2.3 Facility Operational Financial Trends

The operating financial review indicates that annual revenue increased slightly from 2012/13 to 2013/14. Based on these results the facility operating loss was reduced by 11.2% from 2012/13 to 2013/14.

Operating income as a % of operating expenditure increased slightly by 3.3% from 2012/13 to 2013/14.

3.2.4 Facility Operational Business Indicators

A review has also been completed on the facilities past two financial reports and the details are listed in the following table:

Table 3.1 BCALC Operational Business Indicators 2012 to 2014

Category	Variance 2012/13 to 2013/14
Annual Visits	+3.5%
Operational Income	+4.4%
Operational Expenditure	-0.2%
Net Operating Profit/(loss)	-11%
Annual Income/Visit	+0.8%
Annual Expenditure/Visit	-3.5%
Annual Operating (Loss)/Visit	-14%
Operating Income as a % of Operating Expenditure	+3.3%

Annual expenditure per visit is also similar for each year however there was a 3.5% reduction from 2012/13 to 2013/14.

The annual net operating loss per visit has improved and was reduced by 14% from 2012/13 to 2013/14.

These indicators further highlight the need in future facility redevelopment to consider not only aquatic facility improvements but also health and fitness improvements if Council wishes to try and maintain or reduce annual operating losses.

3.2.5 Facility Operational Income by Main Activity 2013/14

To assist in determining the annual revenue generated by the aquatics area compared to the health and fitness area we have reviewed the 2013/14 operational financials, usage and net operating result. This is summarized in the following table:

Table 3.2 BCALC Main Activity Operational Income 2013/14

Income Category	% 0f Total Income
Aquatics	45.1%
Health and Fitness/Dry Programs	39.9%
Indoor Sport	1.1%
Vacation Care	7.3%
Facility Rental	1.6%
Creche/Other	0.5%
Café/Vending/Retail	4.5%
Total Income	100.0%

The operational income trends for 2013/14 financial year indicate that aquatics is the largest income source at 45.1% of total income raised, followed by health and fitness at 39.9%. Vacation care at 7.3% is the next largest income source followed by café/vending and retail (secondary spend) at 4.5%. Facility rental (1.6%), Indoor sport (1.1%) and crèche/other income (0.5%) are all very low at.

Again these results indicate the need to consider health and fitness and aquatic improvements if Council wishes to continue reducing the annual operating cost with increased operating income.

3.2.6 Facility Operational Spend Per Visit by Main Activity 2013/14

The income generated per activity visit shows aquatics achieves the highest income per visit followed by health and fitness. Both indoor sport and secondary spend activities such as café, vending and merchandise showed much lower levels per visit. It should also be noted from the income review that the largest sources of revenue for the main activity areas are:

1. **Aquatics:** Swimming Lessons, recreational swimming and Schools.

2. **Health and Fitness:** Memberships and programs

These income trends by activity need to be considered and ensure that in any redevelopment they continue and increase as part of any redevelopment.

3.3 BCALC Redevelopment Study

In July 2011, Bass Coast Shire Council adopted the Wonthaggi Aquatic and Leisure Centre Feasibility Study Report (February 2011). The study was commissioned to explore future development options for the Centre, as its pools, health club and stadium areas were operating at capacity and additional use could not be accommodated without undertaking facility redevelopment.

Further technical and service audits commissioned during the feasibility study identified a range of building condition, service efficiency and safety issues that also need attention. The study found that the following new or redeveloped facilities and services are required for the Centre to continue to meet the aquatic, health and recreational needs of the Shire community:

- Increased water space for lap swimming, warm water programs, aquatic education and children's water play.
- Improved centre amenities, particularly new change rooms and toilets.
- Expanded crèche and cafe services.
- Expanded health club and group fitness areas.

In June 2013, Council resolved to commence design development for the upgrade/expansion of the BCALC, with consideration on how any redevelopment could be staged/funded.

3.3.1 Proposed Facility Redevelopment Concept

The latest redevelopment concept as developed by ML Design is listed on the next pages. The redevelopment component list includes a suggested staged redevelopment development being:

Stage One New Aquatic Area

- New 25m x 10 Lane (2.5m lanes) Indoor Pool
- New entry and foyer
- New wet change and family change areas
- New group change rooms
- New first aid and storage
- New plant room for new facilities
- New crèche
- Expanded car park (178 spaces) and new driveway

Stage Two New Aquatic Area

- New LTS/program pool and water play

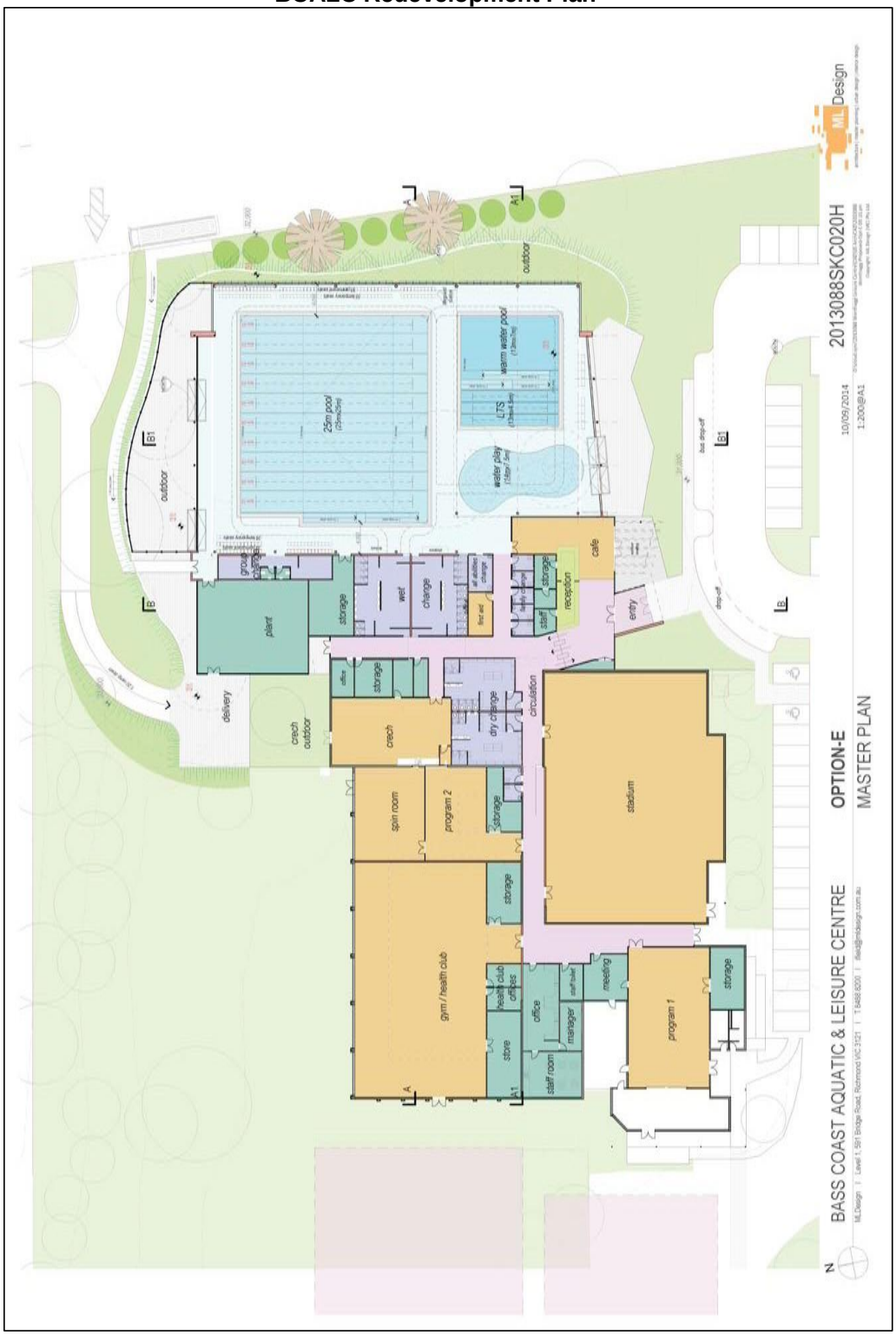
Stage Three New Health and Fitness Facilities

- Expanded health club and program rooms
- New office and storage
- New dry change and areas
- 124 car spaces
- Existing pool converted to water storage

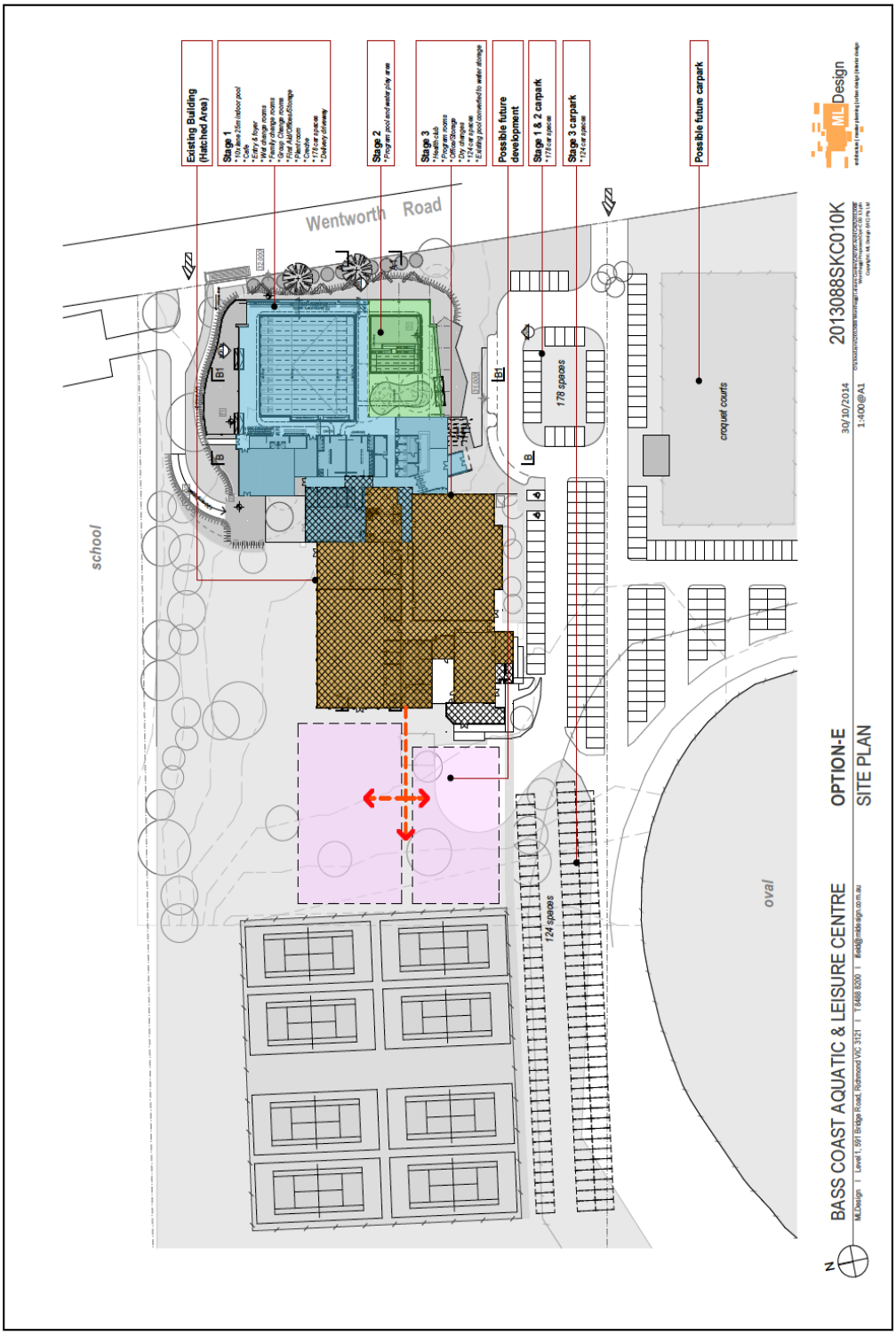
Other Development Stages

- Possible indoor sport courts (number to be determined)

BCALC Redevelopment Plan



BCALC Staged Redevelopment Development Plan



3.4 Redevelopment Consultation Findings

Simon Consulting was commissioned by Council in September 2014 to complete a community engagement strategy. This studies key purpose was to seek key stakeholder feedback on the redevelopment plans prepared by ML Design. The Project Objectives were:

1. To provide the community and other stakeholders with an opportunity to view the redevelopment plans.
2. To seek feedback from key stakeholders to inform the redevelopment design.
3. To consult broadly with the community and key stakeholders.
4. To present the consultation feedback in a well ordered and concise format that can be used to inform Council, and that can be added to funding applications seeking State and Federal government support for the implementation of the redevelopment.
5. To work with the Project Steering Group, including the architects, to plan the redevelopment of the facility.

The project received excellent response rates and the project report indicated that the consultation highlighted:

- *There was strong general support for the Centre redevelopment project and for the current plans from all stakeholder groups consulted. This level of support was confirmed in the formal survey of opinion of stakeholders and the community, in which 89% support was recorded.*
- *The current staging plan for the Centre redevelopment project shows that the warm water program pool is a Stage 2 project. This will result in no warm water program pool being available in the redeveloped BCALC from the time that Stage 1 works commence until the time that Stage 2 works are completed, unless the existing pool is retained in its current form and permanently heated to 31-33°C for some or all days each week.*
- *Most stakeholders noted that if the Centre does not have a warm water program pool it will impact upon the availability of quality warm water programming for older adults, pre-school children, and people with health conditions who require water to be heated to a level higher than is required for a lap pool.*
- *It was also noted that the community and Centre revenue would both be significantly negatively impacted if a warm water program pool was not available at any time during the total project period for the Centre's redevelopment. Most stakeholders advocated for the Stage 1 works currently shown to also include the provision of proposed new warm water program pool.*
- *An insufficient number of showers are shown on the plans in the women's 'wet' change room.*
- *Insufficient storage is allowed for in the plans for the Learn to Swim program, the swim clubs and the underwater hockey club.*
- *There was some support for a 50m pool in preference to the 25m pool currently allowed for in the plans. Most of the support for a 50m pool came from people directly associated with the three swim clubs and the underwater hockey club based at the Centre.*
- *There were mixed views from all stakeholder groups as to the need for the 25m pool to have 10 lanes, as currently shown in the plans. There was little support for 10 lanes from Centre staff, from Council staff, and from some community members, based on need and the likely additional capital and recurrent operational costs that would be required to incorporate 10 lanes in the redevelopment - 8 lanes was considered more appropriate by these stakeholders.*

- *Conversely, there was support for the retention of 10 lanes from people directly associated with the three swim clubs and the underwater hockey club, and from Swimming Australia, in the context of the desirability of 10 lanes for competition swimming and to also allow maximum concurrent use of the main pool by the user groups and for the aquatic programs currently being provided for in the existing pool.*
- *There was some support for the inclusion of a water slide, sauna and steam room in the Centre redevelopment.*
- *There was some concern expressed that the warm water program pool currently shown in the plans will not be large enough to accommodate the number of people currently attending water aerobic classes.*
- *There was strong advocacy from indoor sporting groups and other stakeholders to incorporate the proposed future indoor sports courts into the final redevelopment plans, and for the development of some or all of these new courts to be included in an early stage of the overall Centre redevelopment. Over 75 written submissions were received during the consultation project in support of additional indoor sports courts to be provided in Wonthaggi.*
- *Whilst many stakeholders agreed that the site of the Wonthaggi Croquet Club facility was an ideal location for expanding the off-street car parking to service the redeveloped Centre, it was also strongly advocated that a suitable relocation option for the Club was important if the existing croquet club facility was converted to car parking.*
- *The Wonthaggi North Primary School understands the need to utilise the site of the current bus parking area for the Centre redevelopment. The school has identified a potential new bus parking area off White Road, and believes that the full cost of any relocation needs to be budgeted for as part of the Centre redevelopment.*
- *The Phillip Island Aquatic Centre Fund Inc. recognised the need for the Centre redevelopment, however, notes that Council needs to be planning for the development of both the BCALC and a new swimming facility for Phillip Island concurrently, but would prefer that the development for Phillip Island occur first.*
- *There was no opposition to the Centre redevelopment expressed by any residents living in houses opposite the BCALC in Wentworth Road.*

3.4.1 Redevelopment Plan Consultation Modifications

The 2015 Simon Consulting Report noted that the consultation raised a possible list of recommended modifications to the current Centre redevelopment design that should be considered by the Project Steering Group and the Project Architect when preparing the final design. The list of recommended changes were divided into two categories:

- One list is of changes that were considered mandatory,
- The second list is of changes that would provide some community benefit if included and need to be further considered.

The decision-making for which category a recommended change should fall into has been based on the level of support forthcoming during the stakeholder engagement and the opinion of the project consultant (based on his experience in the planning for new and upgraded aquatic facilities, and current industry trends).

3.4.1.1 Changes Considered Mandatory for Inclusion in the Final Design

The 2015 Simon Consulting Report highlighted the following changes to be considered by Council in the final design:

1. *Increase the depth of the shallow end of the 25m pool to 1.1m from 1.0m, and provide a flat deep end surface 15m wide between the two sides of the pool. (Retain the deep end depth at 1.8m).*

2. *Increase the number of showers in the women's 'wet' change room – suggested ratio of amenities is 3-4 toilet pans and 8 showers.*
3. *Increase the provision of storage for the Learn to Swim program, the swim clubs and the underwater hockey club. Suggest a new combined storeroom space for all groups be provided in the northeast corner of the pool deck that could be excavated into the existing slope (with the internal area of the storeroom separately partitioned for each group using chain mesh, or similar).*
4. *Provide an Aquatics office/ lifeguard station with views over the pool deck.*
5. *Centralise the administration offices within the fully redevelopment Centre, with an option to consider being to swap the locations of the administration area and the 'dry' change rooms as currently shown in the plans.*
6. *Include the warm water program pool in Stage 1 by effectively combining Stages 1 & 2 as currently shown on the plans.*
7. *Make the proposed accessible change room fully compliant with the standards for a Changing Places facility, and ensure sufficient space exists inside the change room to accommodate motorised wheelchairs.*
8. *Incorporate the proposed additional indoor courts into the final design for the Centre redevelopment. (A condition of inclusion of this modification is that Council will investigate options for a preferred site for a new tennis clubroom to service the adjacent tennis courts).*
9. *Incorporate the concept design for a new bus parking area for the Wonthaggi North Primary School into the final site layout plan for the Centre redevelopment.*
10. *Incorporate car parking on the site of the Wonthaggi Croquet Club and reduce the car parking currently shown between the oval and the tennis courts. (A condition of inclusion of this modification is that Council will investigate options and determine a preferred site for a new croquet club facility in Wonthaggi, in conjunction with the Wonthaggi Croquet Club committee).*
11. *Include a path network around the redeveloped BCALC that ensures safe pedestrian access to the proposed new Centre entrance.*
12. *Include adequate provision for disabled car parking, and investigate options to include parking for a 12 seater and/or 20 seater bus adjacent to the proposed new Centre entrance*.

3.4.1.2 Changes Requiring Further Consideration for Inclusion

The facility design changes that were raised in the Simon Consulting Report 2015 for further Council consideration were:

- Reduce the number of lanes for the 25m pool from 10 lanes to 8 lanes.
- Increase the size of the community meeting room, and include a kitchenette.
- Include a water slide in the Centre redevelopment.
- Include a sauna and/or steam room in the Centre redevelopment.
- Increase the size of the program/ exercise component of the Learn to Swim/ program pool.
- Allow for the deep end of the 25m pool to be 12m wide and flat, and lined with a tile appropriate for underwater hockey competition.
- Increase the spectator capacity of the pool hall, by possibly incorporating tiered

spectator seating above the group change rooms and amenities, or other option.

- Install fixed hoists to the proposed two pools.
- Incorporate an accessible change room in each of the four large communal change rooms planned for the Centre.
- Plan for the future use of the outdoor area north of the proposed new gym/ health club as a possible outdoor programmable space.

3.5 SGL Review of BCALC Redevelopment Component Options and Staging

In line with our project commission SGL have reviewed the proposed BCALC Redevelopment Component Options and Staging Plan taking into account:

- Recent consultation findings from the Simon Consulting 2015 Report.
- Review of current usage and revenue trends
- Review of successful aquatic industry trends and similar facility redevelopment in smaller population areas.
- Capacity of the existing facility and site to take the proposed redevelopment.
- Key functional and operational issues that need to be considered
- Other relevant issues

The review findings are summarized in the table on the next page.

Table 3.3 BCALC Redevelopment SGL Components and Staging Review

Area	Component	Current Facility Provision	Redevelopment Plan Provision	2015 Community Consultation Impacts	SGL Review	Proposed Staging	SGL Recommended Staging
Aquatics	Competition Pool	25m x 14m (6 lanes) 350m2	• New 25m x 10 lanes (2.5m) so 25m x 25m (625m2). • New plant to service new pool	• Mixed opinions on need for 10 lanes or 8 lanes. • Need to change depths of 25m pool	• 10 lane 25m pool not justified as provides only lap swimming deep water area for limited user market. • High capital cost and limited budget requires change to 8 lanes x 2.5m wide 25m x 20m (500m2). • Recommended depth 1.1m to 1.8m. • Ramp access down sideline closest to change facility access.	Stage One	• Stage One is recommended as main aquatic area required to be built.
	Warm Water/LTS Program Pool	Small toddlers pool 5m x 4m (20m2) so no current facility	• New LTS (13m x 4.5m = 58m2) and warm water program pool linked by access ramp (13m x 7m = 91m2). • Ramp takes up 3m x 15m = 45m2 of non usable water. • Total usable water 149m2	• Need separate pool as all activities currently done in 25m pool • Most requested facility • Concern not big enough • Needs to be done as 1st stage	• Largest current aquatics income comes from learn to swim and schools so area proposed is considered too small. • High use of centre by older adults that will increase with aging of the population indicates warm water program area is also too small. • SGL proposed pool area would be 20m x 15m (300m2) plus 1.5m ramp central to the two water areas to reduce ramp non programmable area • Consider accessible spa at the end of the ramp and in warm water program pool	Stage Two	• Should be in stage one as this area has greatest capacity to increase aquatic revenue the most for LTS and warm water program use. • Major negative business impact if done as second stage
	Water Play and Toddlers Pool	Small toddlers pool	• New water play and toddlers pool (7.5m x 18m = 135m2 approx.).	• Supported as a high priority activity	• Need to redesign based on area that may be available in pool hall with larger LTS/Warm Water Program Pool • Need to consider zero depth to 300mm deep	Stage Two	• Should be in stage one as no shallow water for infants and small children
	Spa and Sauna	Not provided?	• Not provided	• Recommended to be considered/included	• High income activity area that links well to warm water program pool. • One option is to link spa to warm water program pool and accessible by ramp. • Locate sauna adjacent to warm water program pool	No Included	• Considered as stage one if included in warm water pool. • Possible stage 2 extension if standalone design
	Waterslide/s	Not provided	• Not provided	• Recommended to be considered/included	• High requested adventure area by youth. • High income area opportunity • Aquatic trends indicate need to consider multiple slides to add variety and interest. • Tower needs to be enclosed and linked to pool hall with covered slides outside pool hall • Main cost is tower so slides can be staged	Not included	• Stage Two

Area	Component	Current Facility Provision	Redevelopment Plan Provision	2015 Community Consultation Impacts	SGL Review	Proposed Staging	SGL Recommended Staging
Aquatics (Continued)	25m Pool Spectator Area	Not provided	2 Rows of seats down side of 25m pool	• Requested consideration of more spectator seating	• Spectator areas are a high capital cost that are not used al the time. • Centre size and population does not support major events pool so keep as planned	Stage One	Stage One
	Aquatic Storage	Small storage space	New larger storage space off pool hall	• Increase provision of aquatic storage. • Ensure adequate storage near LTS and WW Program Pool	• Support need for increased size of storage	Stage One	Stage One
Health and Fitness	Gym/Weights Area	Small gym (18m x 11m = 198m2) located off main foyer.	New larger area gym at 630m2 provided in stage 2 development	• Supported new development	• Health and fitness membership is largest income source for current operations so need to consider how can expand gym and program room's a.s.a.p. • Suggest consideration of redeveloping the current stadium as the new gym and program area due to lower cost and better opportunity to then locate new 2 indoor courts onsite (and also access them better).	Stage Three	Needs business impact review as key business area that needs to be done a.s.a.p.
	Program Rooms	Temporary portable building used as spin room ad stadium used as group fitness class area	3 x program rooms (1 x 198m2, 1 x 116m2 and 1 x 113m2)	• Supported new development	• Group fitness is a major income source and profitable if spaces are large enough. • Suggest consideration of redeveloping the current stadium (748m2) as the new gym and program area due to lower cost and better opportunity to then locate new 2 indoor courts onsite (and also access them better).	Stage Three	Needs review as key business area that needs to be done a.s.a.p.
Front Of House	Foyer/Reception and Administration	Shared space located to service both wet and dry areas	New modern entry and reception linking also to café and retail and administration areas	• Not raised in consultation	• Well designed and functionally laid out. • Need to consider if new indoor sport courts are built how these are accessed and controlled from main entry	Stage One	Stage One
Indoor Sport	Indoor Sport Courts	Single court stadium	No future redevelopment proposed for indoor sport courts	• High priority to develop 2 new full size indoor sport courts	• Support the need for 2 indoor sport courts at the facility. • Consider reusing the stadium as new gym and group fitness area (refit out) and develop new courts where new H&F areas proposed	Not Included in the proposed development	Needs review as if new H&F area uses exiting court new courts would be needed in line with this timing.
Amenities	Wet Change	Shared wet and dry change	Separate wet and dry change proposed	• Wet change proposed in stage 1	• Adequate sized areas allowed for in the plans	Stage One	Need to be linked to wet activity area construction.
	Dry Change	Shared wet and dry change	Separate wet and dry change proposed	• Dry change proposed in stage 3	• Adequate sized areas allowed for in the plans	Stage Three	Need to be linked to dry activity area construction.
	Family Change	One family change	6 family/accessible change	• Proposed in stage one	• Excellent provision	Stage One	Support this provision
	Group Change	No facilities	2 x group change	• Proposed in stage one	• Excellent provision	Stage One	Support this provision
Other Areas	Meeting Room	Small Room	Small meeting room	• Proposed in stage three	• Small area needs expanded space	Stage Three	Need to enlarge area

3.6 Staged Development Business Impact

Once final facility components are confirmed and new layout plans completed then staged development needs to be guided by capital cost, available funding and direct business impacts.

Currently the staging plans proposed would have significant financial impact on the centre operations as development of only a deep water lap pool in stage one would impact on the highest revenue sources being learn to swim, older adult programs and recreational swimming.

It is therefore essential that Council completes detailed business plans for the redevelopment and these be used to help identify usage, operational and financial impacts to help guide final staged development.



4 Phillip Island Aquatic Centre

4.1 Introduction

This section of the Aquatic Strategy looks at Phillip Island and the proposed Phillip Island Aquatic Centre that has been supported by the Phillip Island Aquatic Centre Fund Inc.

The section reviews previous feasibility studies and suggested plans and costs as well as proposes a future site selection process to help select the best and most successful site for a future aquatic leisure facility at the Island.

4.2 Phillip Island Aquatic Centre Fund Inc.

A Phillip Island Aquatic Centre Feasibility Study (October 2010) was commissioned by the Phillip Island Aquatic Centre Fund Inc. (PIACF). Sport and Leisure Solutions Pty Ltd. completed the study and it's key findings and recommendations were used as background information by PIACF in their submission to a Policy Workshop of Council in March 2014.

The key findings of the feasibility study as listed in section 11 of the report included:

Community Demand

- There is a high level of community demand and need for an aquatic facility on Phillip Island.
- There are high levels of dissatisfaction with the current aquatic provision within Bass Coast Shire.
- The development of an aquatic facility on Phillip Island would result in a significant increase in aquatic related health and fitness activities.

Reasons for Development

The key reasons for developing an aquatic centre on Phillip Island include:-

- The continued growth of the local population.
- The aging population and the need for passive, low impact exercise opportunities such as hydrotherapy.
- Health related issues and the need for non-weight bearing activity options and programs.
- The significant health and fitness benefits that will be derived by the community.
- Current inadequacies of Wonthaggi Aquatic and Leisure Centre in terms of lane availability and program range.
- The requirement to travel to Wonthaggi is a significant barrier in terms of travel time and fuel cost.
- The contribution the facility will make to the sense of community and the capacity to develop a community hub for Phillip Island.

- To promote and facilitate community health and fitness.
- The requirement to have facilities and programs that promote kids water safety, swimming development and competition.

Site Location

- The most obvious site is the one that is available at the Phillip Adventure Resort. However if alternative sites were made available in Cowes the consulting team does not believe there would a major impact on facility usage

Facility Design

- The facility should incorporate a 25m lap lane pool and a multipurpose aquatic space for learn to swim, hydrotherapy and leisure play.
- The facility should be designed to incorporate future health and fitness program areas.

Capital Cost

- A construction cost range of between $8M and $10M should be expected.
- Funding for construction of the centre should be a mix of local, state and federal government funding.
- A 2% aquatic facilities levy has been suggested as one option for funding development and operations.

Operating Cost

- The annual operating cost estimated from financial modeling will be a deficit in the vicinity of $220.000. It is highly unlikely that the facility will be able to operate at break even level in the foreseeable future.
- It is likely the operating cost will need to be underwritten by the Bass Coast Council

Partnership Development

- Development of a new facility that supports local community access can be justified from a social equity, health and community building perspective. However the issue of financial viability will continue to impact on Bass Coast Shire Council's willingness to develop an aquatic centre on Phillip Island.
- A funding model that minimises the impact on council's current and future service obligation and capital plans is critical to the development of the centre.
- The PIACFC should continue discussions with Bass Coast Council to ensure that the PIAC development is part of council's long term capital development plan

4.2.1 Future Facility Concepts

The Phillip Island Aquatic Centre Fund Inc. in October 2014 developed new concept plans for a local aquatic centre as an extension to the Cowes Recreation Centre.

The concept was developed as part of a master plan review of the recreation reserve and saw a new indoor facility extension to the existing recreation centre incorporating:

- New indoor 25m lap pool
- Multi-purpose warm water program and learn to swim pool with water play area
- New indoor sport court
- New linking foyer and amenities

The site plan showing the Cowes Recreation Centre redevelopment is listed on the next page.



4.3 Current Status of PIAC Project Development.

The Phillip Island Aquatic Working Group met on the 31st October 2104. The meeting was the first meeting since the Council resolution in May to commit to developing an aquatic centre on Phillip Island (under certain conditions). At the meeting discussion about the sites and the level of development was raised.

So far the Phillip Island Aquatic Centre Fund Incorporated has independently prepared plans for an aquatic centre as an extension to the Phillip Island Leisure Centre at Cowes Recreation Reserve (see section 4.2).

A detailed project plan needs to be prepared and a revised project terms of reference has been drafted by Council officers for the group to consider.

Though the work done to date has assisted in getting the project into consideration of Councils aquatic strategy there is still detailed work to be undertaken by both Council and the working group in terms of final components, the selection of a site and the development of concept plans and estimated capital costs for the development of an aquatic centre on Phillip Island.

For example the SGL review has highlighted the lack of shallow water for infants and toddlers as well as lack of water play area that should be considered in the final component review.

Section 4.4 of this report has been developed to assist with site selection using accepted industry successful aquatic centre site selection criteria.

Based on the current project status Council Officers have recommended that at this point in time it is not appropriate to make any grant application for the development of an aquatic centre for Phillip Island.

Section five of this report will recommend the actions proposed for the Phillip Island Aquatic Centre as part of the Council's Future Aquatic Strategy 2015 to 2024.

4.4 Successful Aquatic Centre Site Selection

The project brief required SGL to highlight its successful aquatic facilities site selection criteria system to enable the Phillip Island Aquatic Working Group to use it for future aquatic facility site assessment.

The SGL Aquatic Leisure Site Selection System was originally developed by the company in 2001 to assist a council with determining the best site for a future aquatic facility from 18 nominated sites.

Over the past 14 years the SGL site selection criteria system has been updated/modified and has assisted the company and more than 150 projects select sites for community facility development.

To use the site selection criteria you need to first collect a basic set of similar information for each site for the preliminary review of all sites. This includes:

- Site area available for development
- Land ownership,
- Any conditions of use
- Available site services and their capacities
- Town planning and neighborhood impacts information
- Capacity for partnership funding/development
- Other relevant site review data available

4.4.1 Site Review Process

To help in reviewing sites the recommended process is to work through a three-staged process to first shortlist all sites into potential and non-potential sites and then stage 2 complete more detailed assessment of the sites to determine final priority sites for more detailed investigation. (Stage 3). Stage three then involves detailed investigation of the shortlisted sites to choose a final best site.

The recommended three-stage site review process is:

- **Stage One: General Site Review:** General site review against the three main site priority criteria to assist in determining shortlisted and non-compliant sites. This can be done using a scoring system (rating 1 to 10/criteria) or a yes/no to start with.

.

- **Stage Two Review of Potential Sites:** Complete a more detailed review of all sites that were highlighted in stage one as potential sites by overlaying a range of specific criteria to determine a shortlist of priority sites for detailed investigation This can be done using a scoring system (rating 1 to 10/criteria).

- **Stage Three: Detailed Review of Priority Sites:** Complete detailed reviews of the priority sites including available service reviews, ground condition review, contamination soil review, indicative cost of development etc. to help determine the best site. This can also be done also using a scoring system that was used for stage two.

The recommended site selection scoring system to be used is based on assessment such as:

- 10 points = Meets every criteria and it is the best site
- 8 to 9 points = Meets most criteria 80% to 90%
- 6 to 7 points = Meets 60% to 70% of criteria.
- 4 to 5 points = Meets only 40% to 50% of criteria
- 2 to 3 points = Meets only 20% to 30% of criteria.
- 1 point = meets 10% or less criteria
- 0 point = does not meet any criteria.

4.4.2 Aquatic Leisure Centre Site Review Criteria

The consultant team and council have developed a range of site assessment criteria that have been structured into stage one Site Criteria (must be able to be met to be in the potential site selection list) and then Stage two Site Criteria (should be able to be met in the stage two review to a high standard/capability).

The top 2 to 3 sites after stage one and two should proceed to the stage three detailed site reviews.

4.4.3 Stage One Primary Site Review Criteria

The stage one site review criteria SGL recommend to be used for the Bass Coast Shire Council area are as listed below:

Criteria 1: Size of Site to Meet Development Requirements: It has been assumed at this early stage of planning that a Philip Island Aquatic Leisure Centre would be of similar size to centres built for populations of 5,000 to 12,000 people.

We have used as industry checkpoints aquatic facilities built at Yarra Junction (5,000 people), Leongatha (8,000 people) and Ocean Grove (10,000 to 12,000 people). This would see the size requirements for the centre of approximately 3,500 m2 to 4,000m2 as well as land for adequate parking and buffer landscape and future expansion.

Based on assumed building areas and car parking the total development area required would be in the order of:

Component	Estimated Area
Building Area	3,500 to 4,000m²
Outdoor Area and Future Expansion	1,000 m² to 2,000m2
Car Park Area/Buffer Zone	4,000 to 6,000 m²
Total Development Area	**0.85 hectares to 1.2 hectares**

Note: These allowances may be modified for sites that allow the development to be built as an extension to an existing building or already have suitable car parking provision.

Criteria 2: Public Transport Access: Site being accessible by the public bus service that goes to and from Cowes and across the Island.

Criteria 3: High Visibility of Site: Having a highly visible location to ensure the centre is well recognised, promoted and easily available to all. Industry trends clearly indicate Aquatic Leisure facilities that are built on highly visible sites receive higher usage due to their easy access and constant reminder of the facility.

This is very important for facilities in tourist zones with high numbers of daily visitors that do not live in the area. This is important not just for the financial viability of the centre, but also for the positive health and social outcomes that regular participation in physical activity will bring.
Criteria 4: Unsuitable land: Sites not suitable due to previous uses such as land fill or has contamination or are undulated and require significant earth works or no services close by etc.

The review can be simply done and scored by:

- Yes meets criteria or
- No does not meet criteria:

These four stage one site review criteria are identified as essential to any site in the stage one review and not being able to meet all of the four main criteria would fail the site in the stage one review and only sites that meet all 4 criteria should be regarded as potential sites.

Sites that do not meet the criteria should not be considered in any detailed site reviews.

4.4.4 Stage Two Secondary Site Criteria

For sites that meet all stage one site criteria are called potential sites and are then assessed against more detailed range of aquatic leisure centre industry successful site selection criteria involving a stage two site review of 12 site selection criteria.

This process requires more detailed information to be collected on each potential site

It is recommended that a 10-point scoring system for each criterion to be used to score each site as listed at the end of section 4.2. This will allow clear delineation between high scoring sites and low scoring sites.

The 12 stage two site selection criteria are:

Criteria 5: Planning/Zoning: Capability of site to meet all current and proposed planning requirements for a facility, which can expect (100,000 to 200,000 visits per year).

Criteria 6: Site Services: Aiming for services to be on site or closely located to minimise cost and to ensure facility can be serviced to the following approximate level.

a) Electrical:	500KVA
b) Water:	Sufficient for fire fighting purposes
c) Gas:	1500-2000KW (for pool and general air handling)
d) Sewer:	For filter, backwash, concourse wash down etc.
e) Storm water:	To meet building, car park and land water run off.

Criteria 7: Site Access and Traffic Impacts: Most site visitors (80% to 90%) will come by car so there needs to be adequate site access and provision of appropriate car parking, bus parking and group drop off and pick up.

Criteria 8: Value of Site: Cost to either purchase or create the development on the site can be compared to determine the likely development impost at each site.

Criteria 9: Passing Traffic: Position of site to major traffic zones levels.

Criteria 10: Location to Catchment Population: Location and how close it caters for current and projected project area population (Primary/Secondary catchment zones).

Criteria 11: Neighborhood Effects: Rating of any negative neighborhood impacts likely to occur from the development in relation to surrounding neighborhood.

Criteria 12: Compatible Use of Site: Close development link to existing or other site users/uses or adjoining or close by facilities including the clustering of community facilities.

Criteria 13: Image of Site: Does site image complement the proposed development? (I.e. visual aesthetics).

Criteria 14: Shared Development Opportunities: Are there any shared development or management opportunities? I.e. commercial/community partnerships.

Criteria 15: Potential of Part Land Sale or Lease: Does the site have extra area suitable for sale/lease to assist with development/funding opportunities?

Criteria 16: Commercial Potential of the Site: Is the site commercially attractive to other funding parties or commercial investors?

These criteria and the scores can be documented in a simple matrix as follows to enable sites to be scored from highest to lowest and across criteria as well.

4.4.5 Stage Two Site Selection Matrix

The stage two site selection matrix listed below has been developed to show how sites can be scored and compared against each other for each of the twelve stage two criteria.

Name of Site	5 Planning	6 Services	7 Access and Traffic	8 Site Value	9 Passing Traffic	10 Population Access	11 Area Impacts	12 Link to Other Site Users	13 Image of Site	14 Shared Develop Opt.	15 Land Sales?	16 Commercial Site	Total Score
Site 1;													
Site 2:													
Site 3:													
Site 4:													
Site 5:													
Site 6:													

The sites are then listed in priority order by total score and the top three to four sites with the highest scores (priority sites) can then be referred to a stage three detailed site review for investigations (that may require professional services assistance).

Subject to the scores there may only be one or two priority sites (high score sites) and a lot of low scoring sites so only forward high score sites to the stage three review as this can be a high cost review stage and the assessment process competed in stage one should clearly show priority sites over other sites.

4.4.6 Stage Three Priority Site Reviews

The final site review stage looks at the more detailed information in relation to:

- Site ground levels to test if some sites will cost more to develop in due to level changes and need for ground leveling or terracing.
- Available level/costs of services for the development and site,
- Ground condition review including soil tests for foundations.
- Contamination soil review to test for development sites that may have contaminated soil.
- Design opportunities - Needs design input and tests best ESD orientation options, design and component functional options and any restrictions to design such as site levels etc.
- Indicative cost of development – Needs cost control advice to see if sites have any cost issues related to development/design.

The stage three review is a detailed review for each site and each site is compared by the key review criteria to identify the best site or alternative site (if there are two sites very similar) only so future design and concept development can be completed to decide on the best layout option.



5 Future Bass Coast Shire Aquatic Strategy

5.1 Introduction

This section brings together all of the study findings into a future Council Aquatic Strategy that can assist in prioritizing actions and development based on a strategy for the next ten years being from 2015 to 2024.

Please note that this is a starting point to the future aquatic strategy and as final sites and plans for both aquatic facilities are updated then capital costs and business plans can be completed. This will then provide data on funding required and then funding strategies can be developed and implemented.

Ultimately the availability of sites, finalizing of plans and funding and planning approvals will see the need to constantly modify and update the proposed aquatic strategy. The aquatic strategy in section 5.3 will require updating once capital costs and funding is known for the suggested actions listed in the plan at each of the facilities.

5.2 How Aquatic Facility Trends Impact the BCSC Future Aquatic Strategy

The aquatic facility trends listed in section 2.2 of this report indicate that successful aquatic facilities require:

- **Multiple water areas with different depths and varied water temperature to meet the range of key user markets are a key facility requirement**. For example children require shallower and hotter water than adults swimming laps who require deeper and colder water for such activities. Older adults on the other hand require deeper and hotter water for gentle exercise, walking in water etc.
- **All aquatic facilities need to be designed to meet the Royal Life Saving Society of Australia Guidelines for Safe Pool Operation** which will determine placement of water areas, divisions and barriers between deep and shallow water and amenities and pool hall entry etc.
- **Development of aquatic facilities at high profile sites and built in association with other facilities (one stop shop- cluster and connect facilities)** allows for reduced operational costs due to the opportunities for shared management and services, user attraction to the same site and cross selling of facilities and shared service areas such as reception, retail, food and beverage, car parking and plant rooms.
- **A mix of community and commercial activities at the one site** can assist in helping reduce the operating losses of aquatic facilities. Commercial activities such as health and fitness gyms, group fitness rooms, wellness and health centres and cafes/retail outlets all need to be co-located at Aquatic Leisure Centres.

These key items need to help guide the future Bass Coast Shire Aquatic Strategy

5.3 Future BCSC Aquatic Strategy Ten Year Program

The future recommended BCSC Aquatic Strategy Ten Year Program and associated tasks and actions are listed in the following table.

Table 5.1 BCSC Aquatic Strategy Ten Year Program

Facility	Action	Approx. Cost	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Bass Coast Aquatic Leisure Centre (BCALC)	1. Complete facility component review in association with development of a business plan to guide detailed operational impacts/options	$10,000	▯									
	2. Complete final design, staging and capital cost plans	Covered in design fee	▯									
	3. Complete draft internal and external funding strategy	Internal cost	▯									
	4. Complete applications for external funding and confirm internal funding capability.	Internal cost	▯									
	5. Subject to external and internal funding available set up project staging and capital works funding plan to guide future development plans	Internal cost	▯									
	6. Complete final design and documentation for stage one	Covered in design fee		▯								
	7. Tender stage one	TBD		▯								
	8. Commence construction of stage one works	TBD			▯							
	9. Complete stage one works and open new facility areas	TBD				▯						
	10. Update business and operational plans for remaining stages	$10,000			▯	▯						
	11. Undertake detailed design of remaining stages	TBD			▯	▯						
	12. Seek external funding for remaining stages	Internal cost				▯	▯					
	13. Subject to external/internal funding available set up project staging/capital works funding plan to guide future staging development.	Internal cost						▯				
	14. Tender remaining staged works	TBD						▯				
	15. Commence construction	TBD							▯			
	16. Complete works/open new areas	TBD								▯		

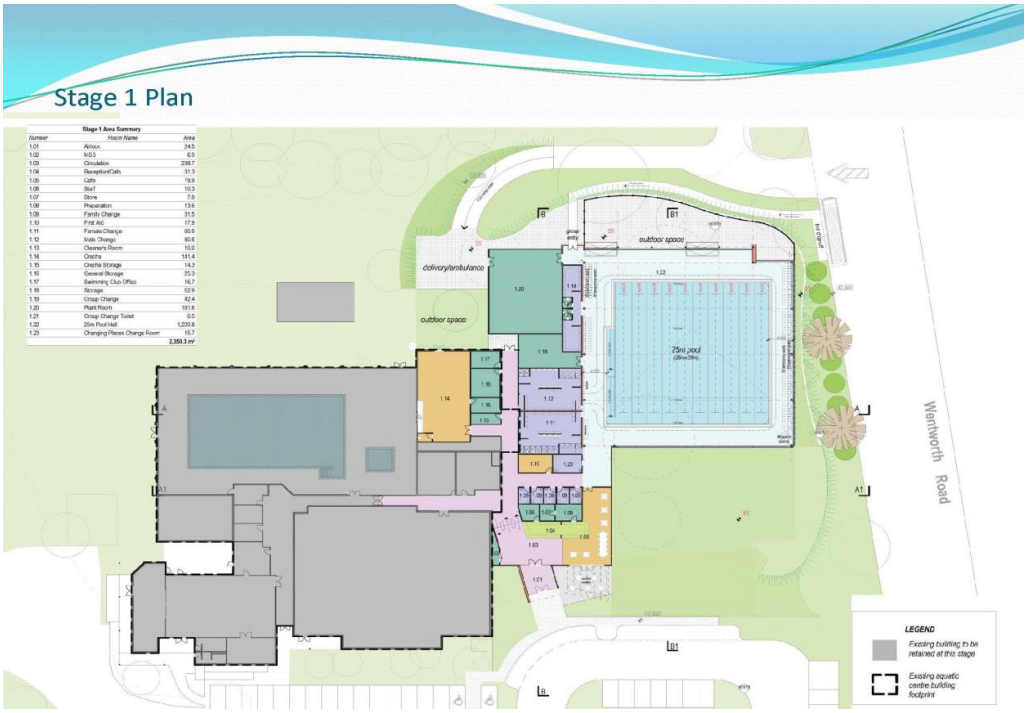
Facility	Action	Approx. Cost	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Phillip Island Aquatic Centre (PIAC)	1. Complete independent feasibility update, facility component review and business plan	$15,000	▯									
	2. Complete PIAC site assessment review	$5,000	▯									
	3. Council to review PIAC feasibility and site assessment and confirm final development	Internal cost		▯								
	4. Develop PIAC concepts and indicative capital cost plan	To be Tendered		▯								
	5. Complete community consultation on proposed design and capital costs.	Internal cost		▯								
	6. Develop internal and external funding strategy for PIAC.	Internal cost		▯								
	6. Complete applications for external funding and confirm internal funding capability.	Internal cost			▯							
	7. Subject to external and internal funding available set up project staging and capital works funding plan to guide future development plans	Internal cost			▯							
	8. Complete final design and documentation for stage one	Covered in design fee				▯						
	9. Tender stage one	TBD				▯						
	10. Commence construction of stage one works	TBD				▯						
	11. Complete stage one works and open new facility areas	TBD				▯	▯					
	12. Update business and operational plans for remaining stages	$10,000					▯					
	13. Undertake detailed design of remaining stages	TBD					▯	▯				
	14. Seek external funding for remaining stages	Internal cost						▯				
	15. Subject to external/internal funding available set up project staging/capital works funding plan to guide future staging development.	Internal cost						▯				
	16 Tender remaining staged works	TBD							▯			
	17. Commence construction	TBD								▯		
	18 Complete works/open new areas	TBD								▯	▯	

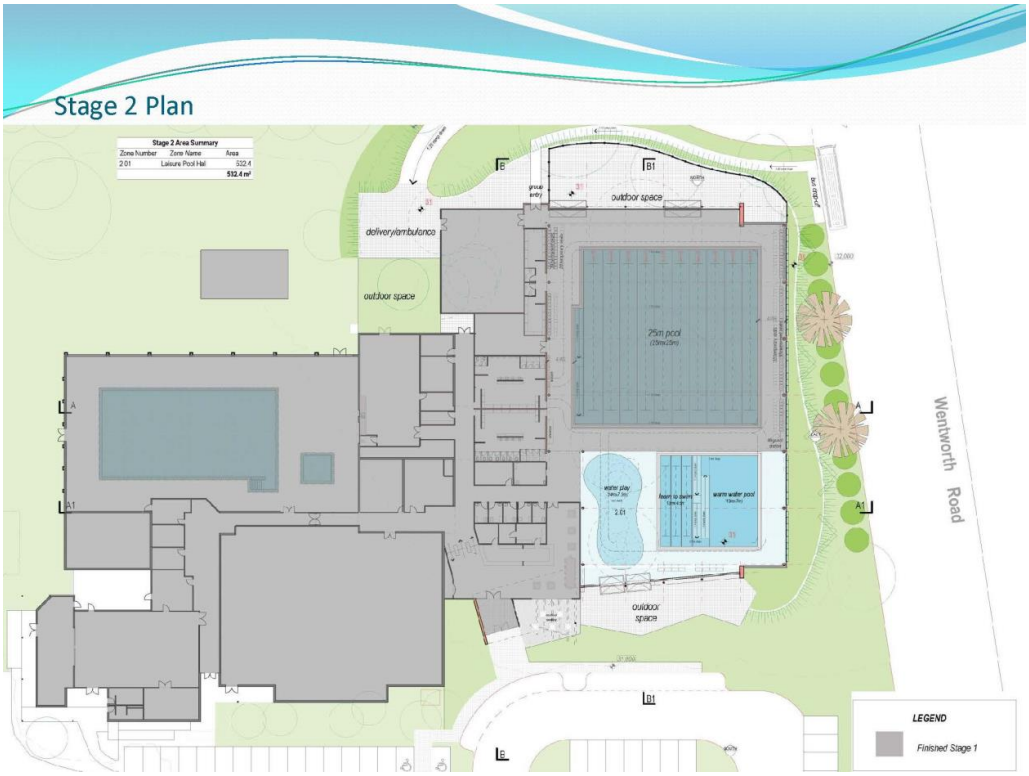
Note: The actions may require different time allocations and all development phases are reliant on funding availability, permit and planning applications and acceptance of tenders.

Appendix One: BCALC Development Plans 2015






Stage 1 Plan
Stage 1 Area Summary
outdoor space
delivery/ambulance
outdoor space
25m pool
Wentworth Road
LEGEND
Existing building to be retained at this stage
Existing aquatic centre building footprint


Stage 2 Plan
Stage 2 Area Summary
Zone Number Zone Name Area
2.01 Leisure Pool Hall 522.4
512.4 m²
outdoor space
delivery/ambulance
outdoor space
25m pool
Wentworth Road
outdoor space
LEGEND
Finished Stage 1


Stage 3 Plan
Stage 3 Area Summary
Zone Number Zone Name Area
3.01 Stadium 721.3
3.02 Circulation 147.6
3.03 Female Change 65.3
3.04 Male Change 64.8
3.05 Dis. Change 5.8
3.06 Dis. Change 5.6
3.07 Storage 28.5
3.08 Program 2 116.1
3.09 Spin Room 113.6
3.10 Storage 38.3
3.11 Gym 557.7
3.12 Health Club Office 14.4
3.13 Health Club Office 14.4
3.14 Storage 54.3
3.15 Staff Room 48.6
3.16 Office 54.1
3.17 Manager 18.9
3.18 Staff Toilets 16.3
3.19 Meeting 34.9
3.20 Program 1 168.2
3.21 Storage 40.4
2,389.1 m²
outdoor space
delivery/ambulance
outdoor space
25m pool
courtyard
tennis club
female
staff

Addendum

(September 2025)

Since the adoption of the Bass Coast Aquatic Strategy in 2015, progress has been made to deliver recommendations outlined in the Strategy with feasibility work completed.

Feasibility Studies and Reports since adoption include:

- Bass Coast Aquatic and Leisure Centre Feasibility Study (adopted 2021)
- Phillip Island Aquatic and Leisure Centre Feasibility Study (adopted 2021)
- Bass Coast Economic Impact Study
- Bass Coast Aquatics Economic and Funding Strategy
- Bass Coast Aquatics Funding Strategy
- Bass Coast Leisure Centre Facility Asset Management Plan (FAMP)

The Facility Asset Management Plan (FAMP) for the Bass Coast Aquatic and Leisure Centre outlines the condition, life span, and renewal costs of components, along with annual maintenance and renewal requirements to sustain existing service delivery.

The FAMP findings identified many components throughout the building are approaching end of life and significant renewals are required over the next 10 years, which will require financial investment of approximately $10 million to ensure existing level of service provision. The investment does not look to upgrade or increase the level of service or service quality to the community.

Additionally, since 2015, the Wonthaggi North East Precinct Structure Plan has been gazetted, altering the population profile of Wonthaggi for the future. The Structure Plan will allow for 5,000 new dwellings and approximately 12,000 new residents within the Shire. Population growth will place further demand on the Bass Coast Aquatic and Leisure Centre's capacity to meet community demand.

Since adoption of the feasibility studies in 2021, Council has continued to advocate for a 2-pool concurrent delivery Strategy through advocacy and campaigning work. Advocacy efforts included:

- Ministerial Visits to discuss the project
- Inclusion into the Advocacy Strategy
- Budget bid discussions with electoral nominees
- One Gippsland Pipeline Projects
- Advocacy to Sport and Recreation Victoria

To date advocacy efforts have failed to secure the funding required to deliver 2-pools concurrently. During advocacy discussions, Council was provided feedback to prioritise a single pool for initial delivery.

Addendum

(September 2025)

Key Considerations

1. Since 2015, there is a further forecast growth to population due to the gazetting of the Wonthaggi North East Precinct Structure Plan. This directly impacts the total population of Wonthaggi, increasing it by an additional 12,000 residents. This will place ongoing pressure on the Bass Coast Aquatic and Leisure Centre to meet community needs.

2. The existing single aquatic centre in Bass Coast is approaching end of life and significant component maintenance renewal and repair works to deliver the current level of service (no increase in provision), that is currently inadequate for the Bass Coast Shire population.

3. Advocacy efforts for a 2-pool concurrent delivery Strategy have failed to achieve funding, with feedback from funding bodies requesting Council develop a prioritisation plan and advocate for a single pool to be delivered first.

4. Risks of retaining a concurrent 2-pool delivery model strategy include:
   a. *Funding Risk* – Continued pursuit of two centres simultaneously does not align with state or federal funding feedback. Continuing advocacy in this manner presents a high risk of securing no funding, delaying both projects indefinitely.
   b. *Asset Risk* – The Wonthaggi facility is approaching end-of-life. Deferring its redevelopment to pursue both centres concurrently presents risks to service failure and sudden closure, leaving the Shire without a functioning aquatic facility.
   c. *Community Service Risk* – Demand on aquatic provision will continue to increase as population grows, especially in Wonthaggi. An inability to provide adequate service provision creates a risk of higher community dissatisfaction, reduced participation, and poorer health outcomes.
   d. *Financial Risk* – Attempting to fund two major facilities concurrently, in addition to the financial commitment required through FAMP findings, places unsustainable pressure on Council's capital program and increases long-term debt exposure.
   e. *Strategic Alignment Risk* – Persisting with a 2-pool concurrent delivery strategy against the advice of funding bodies undermines Council's advocacy credibility and weakens Council's ability to secure external investment.

Addendum

(September 2025)

Delivery Prioritisation Sequencing

To ensure continuity of aquatic and leisure services to the community, council needs to move to a staged delivery model.

Stage One – Wonthaggi (Bass Coast Aquatic and Leisure Centre)

Redevelopment prioritised to address urgent asset renewal needs, secure ongoing service delivery, and support Wonthaggi's projected population growth.

Stage Two – Phillip Island Aquatic and Leisure Centre

Planning and advocacy for Phillip Island will recommence following completion of the Wonthaggi redevelopment. This sequencing will provide long-term equity of access while ensuring the Shire retains a functional aquatic facility during the transition.

Sequencing in this order will also ensure that vital aquatic, recreation and leisure services continue to be delivered to residents and visitors in the Bass Coast Shire.

Conclusion

The 2015 Strategy outlined a vision for two aquatic centres to meet the needs of a growing and diverse population. While that vision remains valid, funding realities, asset condition, and population growth now requires a sequenced approach to delivery.

By prioritising the delivery of the Bass Coast Aquatic and Leisure Centre first, Council will safeguard service delivery, respond to community growth, and position itself strongly for subsequent delivery of the Phillip Island Aquatic facility. In response to concerns with the current building, funding has been allocated in the 2025/2026 financial year for detailed designs.

1.1 Arrival Plaza
1.2 Air-lock
1.3 Lobby
1.4 Admin
1.5 Reception
1.6 Servery
1.7 Kitchen
1.8 Meeting Room
1.9 Seating Area
1.10 External Break-out

2.1 Gym
2.2 Gym Storage
2.3 Group Fitness 1
2.4 Group Fitness 1 Storage
2.5 Group Fitness 2
2.6 Group Fitness 2 Storage
2.7 Spin
2.8 Spin Storage
2.9 Passage

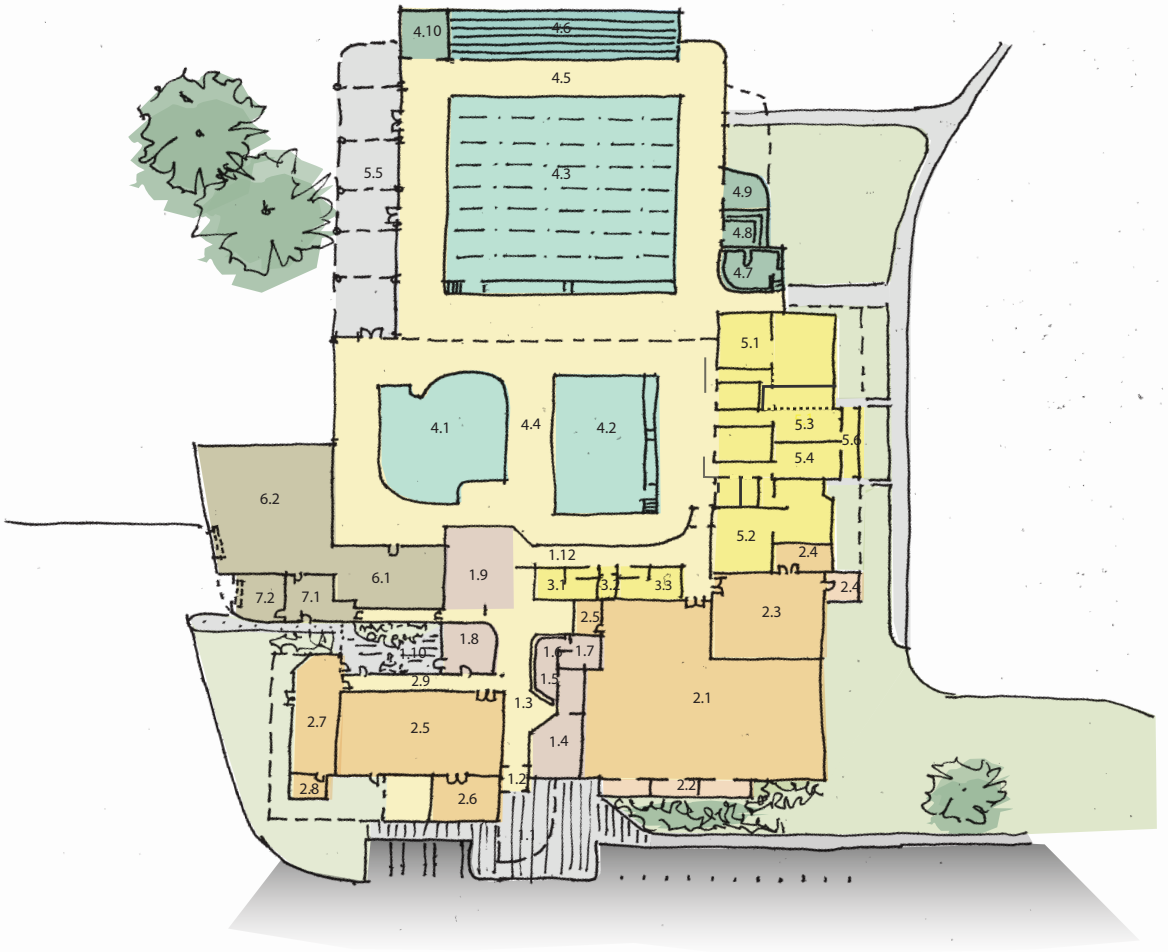
3.1 Dry Change 1
3.2 Dry Change 2
3.3 Accessible Dry Change

4.1 Waterplay Pool
4.2 Warm Water Pool (WWP)
4.3 25m Pool
4.4 WWP Pool Concourse
4.5 25m Pool Concourse
4.6 Spectator Seating Area
4.7 Spa
4.8 Sauna/Steam
4.9 Club Storage
4.10 Aquatic Storage

5.1 Wet Change 1
5.2 Wet Change 2
5.3 Group Change 1
5.4 Group Change 2
5.5 External Break-out
5.6 Group Entry

6.1 Existing Plant
6.2 New Pool Plant

7.1 Services
7.2 Waste Management



MANTRIC ARCHITECTURE

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BASS COAST AQUATIC STRATEGY
OPTION 1 - REFURBISHMENT

Scale 1:500
05 Aug 2025
506

copyright

NORTH

PD-11

8.6 Surf Parade Inverloch - one way road traffic

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism, and industries are resilient. Unique characters are preserved.*

Declaration

The author has no general or material interests in relation to this report.

Summary

At the meeting of Council 15 May 2024 meeting, Council resolved to endorse a preferred design option that included a one-way vehicle traffic control treatment along Surf Parade between Ozone Street and Goroke Street. The flow of vehicles to be in an east to west direction.
The purpose of this report is to commence the statutory process to formally make this section of Surf Parade one way. Converting the section to one way will allow for the construction of Stage 3B, the final stage of the Surf Parade Shared Pathway.

Recommendation

That Council:

1. **Note the proposal to introduce one-way traffic flow changes to Surf Parade (between Ozone Street and Goroke Street), Inverloch, in accordance with section 207 and schedule 11, clause 9 of the Local Government Act 1989.**
2. **Resolve to undertake public consultation in accordance with section 223 of the Local Government Act 1989 in relation to the proposed one-way traffic flow changes.**
3. **Direct that public notice of Council's intention to consider the proposed traffic changes be given in the South Gippsland Sentinel-Times and on Council's website, inviting written submissions.**
4. **Advertise that submissions must be received by Council by 5.00pm on 1 April 2026, in writing and addressed to the Chief Executive Officer, Bass Coast Shire Council, PO Box 118, Wonthaggi VIC 3995.**

5. **Establish a Committee of Council, pursuant to section 223(1)(b)(i) of the Local Government Act 1989, comprising the Mayor and Bunurong Ward Councillors, to hear any person(s) who have made a written submission and who have requested to be heard in support of their submission, with the Committee to report back to Council prior to consideration of the matter at the 17 June 2026 Council Meeting.**
6. **Approve the use of project savings on the Inverloch-Wonthaggi Trail to be utilised on the Surf Parade Stage 3B construction.**

Background

The Inverloch community have long advocated for a shared path along Surf Parade to connect the township to the Inverloch Surf Lifesaving Club. Following the completion of the Surf Parade Shared Path Masterplan in 2016, the initial three stages (1, 2 and 3A) of the project were constructed by 2022. The remaining final Stage 3B is still to be completed (from Ozone Street to Goroke Street).



Due to coastal erosion in the area, the design of the Stage 3B section required changes to limit any impact to the coastal reserve managed by the Department of Energy, Environment and Climate Change (DEECA).
Consultation on various design options occurred from late 2023. Council endorsed a preferred design for full parking and one-way traffic in May 2024.

Discussion

Following the resolution passed by Council to complete the final stage of the shared path in May 2024, storm surges eroded sand dunes further toward the surf club. The project was paused to allow for a coastal erosion response.

Additional sandbag protection and dune renourishment works commenced in late 2025 with completion expected in 2026.
In 2024, the first section of the Inverloch to Wonthaggi Trail was completed with the trail to be fully constructed and opened by mid 2026. This trail connects to the western end of the proposed Stage 3B section of Surf Parade shared path at the Inverloch Surf Life Saving Club. There will be increased demand to complete Stage 3B, as it is the missing link between the shared paths when the Inverloch to Wonthaggi Trail is opened in 2026.
The Inverloch to Wonthaggi Trail will be delivered on time and under budget and will have savings to assist in funding the construction of the Surf Parade shared path.
The detailed design of the Surf Parade Stage 3B section of shared path will be completed in early 2026. This places the project in a good state of readiness for construction in mid to late 2026.

Sustainability Implications

Confining the construction of Stage 3B of the Surf Parade shared path within Council's road reserve, acknowledges the vulnerable state of the coastline in this area of Inverloch. Avoiding disturbance to the existing dune and native vegetation is consistent with:

- Bass Coast Community Vision 2045
- Council Plan 2025-29
- Natural Environment Strategy 2016-26
- Climate Action Plan 2020-30
- Urban Forestry Strategy 2022-40

This approach is also consistent with the State Government-led Regional and Strategic Partnership (RaSP) that has been established to oversee the Cape-to-Cape Resilience Project.

Finances

Project savings from the Inverloch to Wonthaggi Trail can be accessed to complete the construction of the Surf Parade shared path. These funds will meet the entire cost of the project.
The estimated cost of the Stage 3B section of the Surf Parade shared path is $1.16 million.
The planned expenditure of these funds is in the 2026/2027 financial year.

Stakeholders

Consultation for the design options of Stage 3B was undertaken in late 2023. Two options were advertised to the community:

- Option 1: Allows for parking and one-way vehicle traffic
- Option 2: No parking provision and retain two-way vehicle traffic

Similar levels of support were received for both options with survey results indicating no clear preference.
In December 2023, a petition was received requesting Council to cease the current two options and construct the Stage 3B section of shared path in the same standard as previous stages.
In May 2024, DEECA confirmed that no part of the coastal reserve can be utilised for the Stage 3B section of the shared path project. This meant that any proposed work outside of the current road reserve would not be possible.
Council investigated a third option to retain two-way vehicle traffic, while still including limited parking and narrow one lane slow points. The three options were considered at the May 2024 Council meeting along with the petition received in December 2023.
At the May 2024 Council meeting, Council resolved to:

1. *Endorse Option 1 - parking and one-way vehicle traffic on Surf Parade between Ozone Street and Goroke Street (road traffic to travel westbound, away from Inverloch) - as the preferred alignment for this pathway*
2. *Notes additional funding will be required through 2025/26 budget consideration*
3. *Responds to head petitioner advising Council's decision.*

It is recommended to commence the statutory process which will activate a 28-day period where submissions from the public can be made. Submissions must be made in writing and addressed to the Chief Executive Officer, Bass Coast Shire Council, PO Box 118, Wonthaggi VIC 3995. Submissions must be received by 5pm on 1 April 2026.
It is recommended that Council establish and appoint a Committee, under section 223(1)(b)(i) of the Act, comprising the Mayor and the three Bunurong Ward Councillors, to hear any person/s who have made a written submission and who in their written submission under section 223 of the Act have requested that they appear in person, or be represented by a person specified in their submission, and to be heard in support of their submission, such hearing of the Council Committee to be held at a date, time and place to be determined.
The following communications would be issued to commence the statutory process and invite submissions to be made;

- Letters to nearby property owners
- Engage Bass Coast page updates
- Public notice to local newspaper
- Media release to local newspapers

Conclusion

Significant community engagement has been undertaken on the potential options to install a shared path along Stage 3B of Surf Parade.
A preferred option has been endorsed by Council which was Option 1 and included parking and one-way vehicle traffic on Surf Parade between Ozone Street and Goroke Street (road traffic to travel westbound, away from Inverloch).

Funding for the construction of the Stage 3B is available through the use of savings in the Inverloch to Wonthaggi Trail.
It is recommended that Council proceed to commence the formal statutory process by advertising a public notice of its intentions to make the section of Surf Parade between Ozone Street and Goroke Street for one-way vehicle traffic. Once this process is completed, it will allow for the final section of Surf Parade shared pathway to be constructed. This infrastructure improvement will allow for safe, sustainable, and active transport outcomes for the community.

Governing Documents

Council's adoption of the Bass Coast Tracks and Trails Strategy in 2022-2032 signaled a commitment to providing sustainable transport alternatives to the Bass Coast community and its visitors.
There are several other governing documents listed below that are related to this proposed upgrade project.

Local Government Act 1989

Local Government Act 2020

Bass Coast Planning Scheme

Council Plan 2025-29

Active Bass Coast Plan 2018-2028

Asset Plan 2025-2035

Asset Management Policy Infrastructure Assets 2022-2026

Bass Coast Community Vision 2045

Climate Change Action Plan 2020-2030

Healthy Safe and Resilient Bass Coast 2025-2029

Long-Term Financial Plan 2025-2035

Road Asset Management Plan 2024-2028

Road Management Plan 2022

Significant Roadside Vegetation Management Plan

Tracks and Trails Delivery Plan 2025-2029

Asset Management Strategy for Infrastructure Asset 2022-2026

Integrated Transport Strategy 2025-2045

Natural Environment Strategy 2016-26

Urban Forestry Strategy 2022-40

Attachments

Nil

8.7 Inverloch Hub Refurbishment – Stage 2

Division	**Innovation & Engagement**
Council Plan Strategic Objective	**Visionary Leadership** *Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.*

Declaration

The author has no general or material interests in relation to this report.

Summary

This report to Council presents the outcome of the tender evaluation for Tender No. 25015 Inverloch Hub Refurbishment – Stage 2.
A Tender Evaluation Panel (the Panel), consisting of three (3) Council officers was formed for the purpose of tender evaluation. The objective of the Panel was to assess the submissions against the selection criteria and identify a preferred tenderer for the purpose of assisting the Council in reaching a tender award decision.
The Panel concludes that the tender submitted by TS Constructions Pty Ltd will satisfy the requirements of the works and will provide Council with the best value for money.
This report recommends Council accepts the tender submission and award Contract No. 25015 Inverloch Hub Refurbishment – Stage 2 to TS Constructions Pty Ltd.
This Report contains an attachment which is declared to be confidential under Section 125, of the Local Government Act 2020 (the Act) in line with Council's Tender and Contract Confidentiality Policy. Sections 108 and 109 of the Act were considered as part of the tendering process.

Recommendation

That Council:

1. **Accept the tender from TS Constructions Pty Ltd and award Contract No 25015 Inverloch Hub Refurbishment – Stage 2 for the contract sum of $1,155,000 plus GST of $115,500 which includes lump sum and provisional amount of $30,560**.
2. **Authorise the Chief Executive Officer to execute Contract 25015 Inverloch Hub Refurbishment – Stage 2 between Council and TS Constructions Pty Ltd.**

Background and Context

The project includes refurbishment of the hall, fire protection system installation, new blinds in the meeting room and mechanical, electrical and window works in the gym/stadium. The work will involve the supply of plant, labour, materials, tools and incidentals necessary to complete the works in accordance with the drawings, schedules and specifications.

Tender Process

This Tender was publicly advertised through the Age, eTenderBox and social media platforms (LinkedIn, Instagram and Facebook). The tender period opened at 9:00am on Wednesday, 12 November 2025 and closed at 2:00pm on Wednesday, 10 December 2025.
Council received one (1) conforming tender submission.

Evaluation Process

The conforming tender was assessed on the following evaluation criteria and weightings:

Table 1 – Evaluation Selection Criteria	
Criterion	**Weighting**
Mandatory	
Risk, Insurance and Registration	Pass/Fail
Work Health & Safety and Quality Assurance	Pass/Fail
Child Safety Standards	Pass/Fail
Weighted	
Price	30%
Benefit to Local & Social Economy and Environmental Management	10%
Construction Period & Method and Site Management Procedures	20%
Capacity – Proposed Contractor Resources, Sub-Contractors, Plant & Equipment and Current Contractual Commitments	20%
Previous Related Experience and Referees	20%

An Evaluation Panel consisting of three (3) Council Officers was formed. The panel was chaired by an Officer from the Procurement Team who facilitated the process and did not score the tender.
The tenderer passed the mandatory selection criteria.
Each panel member independently assessed and scored the submission out of a maximum of ten (10) points per criterion.
Following the initial evaluation, the Panel met to discuss their independent scores and arrived at a consensus on final scores for each criterion.

The scores were then multiplied by the relevant weighting to obtain final scores.
The Panel assessed the technical worth of the tender against the specification requirements and the selection criteria, identified issues for further review and clarified these with the tenderer.
Reference checks were carried out to verify credentials and support the Panel with the assessment of the tender.
The final weighted scores are set out in Table 2.

Table 2 – Final Weighting Scores				
No.	**Name**	*** Price Score %**	**# Non-Price Score %**	**Total Score %**
1	TS Constructions Pty Ltd	30%	58%	88%

* The higher the price score – lower the tendered price.

The higher the non-price score – represents better capability and capacity to undertake the service.

TS Constructions Pty Ltd presented the lowest cost conforming tender, and when assessed against the selection criteria, was determined to represent the best value for money for Council.
While only one (1) submission was received, the Panel is satisfied that the pricing is reasonable and represents value for money for the proposed works. The Panel noted that the specialised nature of the refurbishment works, combined with the limited availability of suitably qualified contractors, constrained the market interest. Re-tendering is unlikely to attract additional submissions and may result in increased costs and delays to the delivery of the project.
TS Constructions Pty Ltd are a local contractor with majority of their staff, sub-contractors and suppliers based in the Bass Coast Shire Council area, supporting Council's commitment to achieving its Quadruple Bottom Line (QBL) objectives.
TS Constructions Pty Ltd possess the capability and capacity to complete the work within the specified timeframes and have demonstrated experience in delivering similar projects, including Stage 1 of this project.

Contract Management

The Project Manager from Infrastructure Delivery will act as the Contract Superintendent for the contract and the Team Leader Buildings & Open Space will act as the Contract Superintendent's Representative. Authorisations of variations will be in accordance with the Council's current Procurement Policy.
Contract Commencement: 7 April 2026
Anticipated Contract Completion: 30 November 2026

Finances

This project is a multi-year project in the 2025-26 and 2026-27 Capital Works Program. The total value of the contract is $1,155,000 (GST exclusive), which includes a provisional sum of $30,560.

	GST Exclusive
Construction including permits and approvals (lump sum components)	$1,124,440
Provisional Sum for testing and removal of asbestos from the hall ceiling panels	$30,560
Total Contract Sum	**$1,155,000**
Internal Project Management costs (5%)	$57,750
Contingency (15%) *	$173,250
TOTAL	**$1,386,000**

* Normal practice for a capital project is to allow for a contingency sum of 10% of the contract value. This contingency refers to unforeseeable costs, likely to be incurred during the contract, if required.

The budget available for the contract is $1,500,000 (GST exclusive), which includes contingency and project management fees. The award of the contract will result in savings of $114,000.

Stakeholders

The stakeholders for this tender include:

- Bass Coast Shire Council
- Residents and Ratepayers

Conclusion

The Tender Evaluation Panel Report is attached. The report concludes that the tender submitted by TS Constructions Pty Ltd will provide Council with the best value for money for the following reasons:

- Capable and experienced in delivering similar projects including stage 1 of this project.
- Capacity to work within the required timeframes
- Elements that achieve QBL outcomes for Council
- Commitment to local economic outcomes.

Governing Documents

The entire tender process, commencing with development of the tender documents, through the invitation to tender, to evaluation of tenders received and culminating in the conclusion reached in this report, has been carried out in accordance with the provisions of:

The Victorian Local Government Procurement Best Practice Guidelines

Bass Coast Shire Council's Procurement Policy; and

Bass Coast Shire Council Policy - Tender & Contract Confidentiality

Attachments

1. CONFIDENTIAL REDACTED - Signed 25015 Tender Evaluation Report [**8.7.1** - 12 pages]

8.8 Advocacy Priorities 2026-2028

Division	**Innovation & Engagement**
Council Plan Strategic Objective	**Visionary Leadership** *Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The purpose of this report is to present Council the Advocacy Priorities 2026-2028, which will guide Council's advocacy in the 2026 State Election and 2027 and 2028 State and Federal Budgets, and to approve two motions for submission to the Australian Local Government Association 2026 National General Assembly.

Recommendation

That Council:

1. **Endorse the Advocacy Priorities 2026-2028;**
2. **Submits the following motions to the Australian Local Government Association 2026 National General Assembly being held 23-25 June 2026:**
   a. **This National General Assembly calls on the Australian Government to provide consistent grant funding in partnership with State governments to renew and redevelop aquatic facilities in regional areas that are nearing the end of their operational life, noting that Victoria's infrastructure strategy 2025–2055 calls for community infrastructure such as pools and libraries to be delivered with a 1:1:1 funding ratio between all levels of government as a means to source the required levels of funding; and**
   b. **This National General Assembly calls on the Australian Government to work with Local and State governments to measure, manage and mitigate coastal risks for our communities, before these hazards materialise as costly natural disasters.**

Background

Council's advocacy priorities outline Council's key asks of the Victorian and Australian Governments to support the communities of Bass Coast.
The priorities have been identified through the 'Towards a Better Bass Coast' community engagement that informed development of the Council Plan 2025-29, consultation with Council, and needs identified in Council's Long-Term Financial Plan.

Discussion

Five advocacy priorities have been identified as high priority for Council and community, providing intergenerational benefit for current and future residents of Bass Coast. Council's 'big five' priorities are:

Redeveloping the Bass Coast Aquatic and Leisure Centre
Council is seeking co-investment from all levels of government to redevelop the Bass Coast Aquatic and Leisure Centre in Wonthaggi. A cornerstone of community health, fitness and recreation for more than 45 years, the ageing facility is now limited in its ability to deliver the programs and experiences expected of a modern aquatic centre.

Protecting our Woodlands

Council is seeking funding to further recognise the significance of the Western Port Woodlands and place the required protections into the Bass Coast Planning Scheme. Mapping will allow Council to identify strategic biolinks and develop and implement planning controls based on the gathered data.

Keeping the Island Active

With Cowes Recreation Reserve at capacity, Council is seeking a partnered approach between all levels of government to deliver the first stages of the Phillip Island Sporting Precinct at the greenfield site at the corner of Ventnor Road and Phillip Island Road in Cowes. The precinct will be a hub for sports in Bass Coast and meet the needs of our growing community.

Transforming Wonthaggi

Council is seeking to partner with the State Government to transform the site of the former Wonthaggi Secondary College into a thriving precinct that better serves the needs of the entire Bass Coast community.

Protecting our Coastline

Council is calling for a state-wide Coastal Inundation and Erosion Control overlay, urgent funding to protect at-risk assets, and partnership with government to address this significant threat to community infrastructure in coastal regions.
These priorities are long-term and require staged delivery or partnership with multiple levels of government.

Australian Motorcycle Grand Prix

An immediate, urgent advocacy priority has been identified in the extension of the Australian Motorcycle Grand Prix at Phillip Island beyond the conclusion of its current contract in 2026.

Council is calling on the State Government to commit the necessary investment to the Phillip Island Grand Prix Circuit to secure the event's future beyond this year.
Council reaffirmed its strong support for the MotoGP at its 10 December 2025 Council Meeting and has led regional advocacy to State and Federal Governments and stakeholders. With contract discussions underway at the time of writing, the MotoGP has been an immediate priority due to its urgent decision timelines and economic and regional significance.
Further advocacy priorities have been presented under five themes to allow for targeted advocacy to relevant stakeholders:

Roads and Transport

Council is seeking funding to improve intersection safety at major intersections, accelerate the sealing of urban roads, design an alternate freight route for Wonthaggi and improve the connectivity of public transport in Bass Coast.

Sustainable Environment

Council is seeking sustained funding to support the investigation of methods to reduce the wildlife road toll, strengthen climate action, support the true cost of implementing a fourth glass bin, and maintain healthy wildlife populations and biodiversity.

Community Wellbeing & Culture

Council is seeking urgent and prioritised investment to address affordable housing and homelessness in Bass Coast, increased funding for primary prevention and accessibility, investment in early years support, investment in sustained cultural arts programming and support for an upgrade to Wonthaggi Union Arts Centre.

Economic Development and Tourism

Council is seeking a long-term contract extension of the MotoGP at Phillip Island, funding to deliver local TAFE pathways, investment in tracks and trails, support for infrastructure to enable industrial land development, and investment in other significant events to support Bass Coast Shire's visitor economy.

Financial Sustainability

Council seeks the restoration and expansion of funding programs that protect vital local services and strengthen support for councils and their communities. Secure and predictable funding is essential to maintaining and renewing critical infrastructure, delivering essential services, and planning responsibly for Bass Coast's growing and seasonal population.

Sustainability Implications

Under s9(c) of the *Local Government Act 2020*, Council must in the performance of its role give effect to the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks.
Council's advocacy priorities give clear direction to support the economic, social and environmental sustainability of Bass Coast.

The advocacy priorities also support Council in other governance principles:

- Priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- Collaboration with other Councils and Governments and statutory bodies is to be sought; and
- The ongoing financial viability of the Council is to be ensured.

Finances

Council's advocacy will be delivered within existing operational budgets.

Stakeholders

- Bass Coast community
- Members of the Victorian Parliament
- Members of the Australian Parliament
- Government agencies

Conclusion

Council's proactive advocacy is an essential tool to achieve the long-term interests of the Bass Coast community.

Governing Documents

The following relevant strategies and documents were considered as part of the recommendation:

Council Plan 2025-2029

Advocacy Strategy 2023-2026

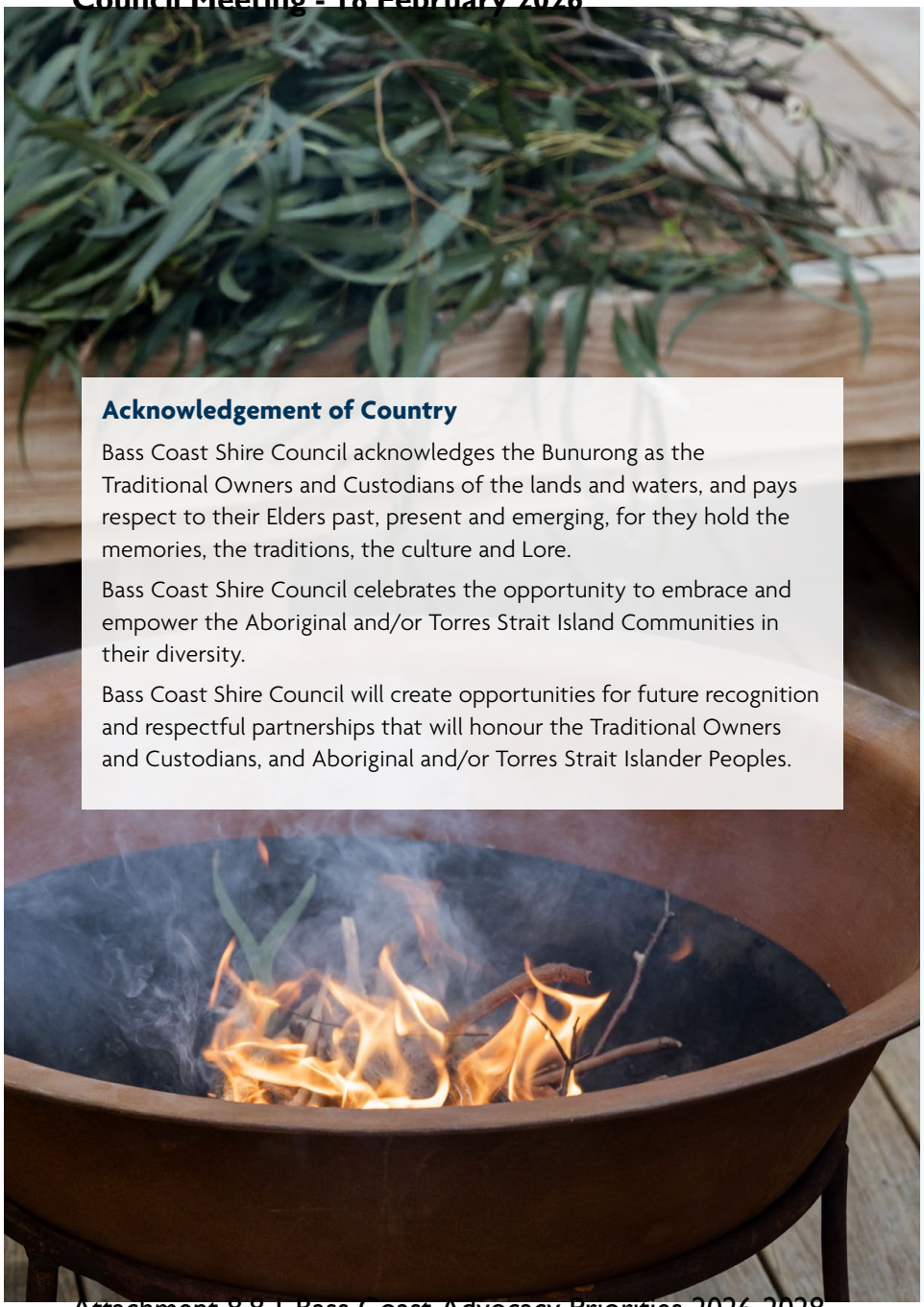
Attachments

1. Bass Coast Advocacy Priorities 2026-2028 [**8.8.1** - 15 pages]

BASS COAST

Advocacy Priorities
2026–2028





Acknowledgement of Country

Bass Coast Shire Council acknowledges the Bunurong as the Traditional Owners and Custodians of the lands and waters, and pays respect to their Elders past, present and emerging, for they hold the memories, the traditions, the culture and Lore.

Bass Coast Shire Council celebrates the opportunity to embrace and empower the Aboriginal and/or Torres Strait Island Communities in their diversity.

Bass Coast Shire Council will create opportunities for future recognition and respectful partnerships that will honour the Traditional Owners and Custodians, and Aboriginal and/or Torres Strait Islander Peoples.

Contents

Council Plan 2025–2029	4
Mayor and Councillors Message	5
About Bass Coast	6
Treading Water	8
Protecting our Woodlands	10
Keeping the Island Active	12
Transforming Wonthaggi	14
Protecting our Coastline	16
Roads and Transport	18
Sustainable Environment	20
Community Wellbeing & Culture	22
Economic Development and Tourism	24
Financial Sustainability of Council	26

Council Plan 2025–2029

The initiatives below from the Council Plan 2025–2029 identify advocacy as a critical lever for achieving outcomes and form the foundation of our 2026–2028 advocacy priorities.

Naturally Beautiful Together we build resilience and protect and enhance our natural environment	**Protecting our Woodlands** **Protecting our Coastline** **Sustainable Environment**
Thriving Places Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.	**Treading Water** **Keeping the Island Active** **Roads and Transport** **Economic Development and Tourism** **Transforming Wonthaggi**
Vibrant Communities Communities are healthy, inclusive, safe and socially connected. Communities celebrate opportunity, recreation, diversity, heritage and reconciliation.	**Community Wellbeing & Culture**
Visionary Leadership Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.	**Financial Sustainability of Council**

Mayor and Councillors Message

Council's Advocacy Priorities represent the needs and aspirations of our community. They are the shared vision of Councillors and the voices of the people of Bass Coast who helped shape them.

Bass Coast is a truly special place. From our rolling hills and rugged coastlines to our thriving townships and cultural destinations, Bass Coast is one of Victoria's most desirable places to live, work and visit. Protecting this unique environment while creating opportunities for our community to thrive is at the heart of our priorities.

Our community's vision for thriving places, vibrant communities, naturally beautiful environments and visionary leadership are reflected in our priorities. Achieving this vision means seeking alternative revenue streams, maximising partnerships, and advocating strongly to other levels of government to secure the funding our community deserves.

Through collaboration, innovation and by leveraging our collective strengths, we aim to build a future where every community member has the opportunity to flourish. Together, we can make these priorities a reality.



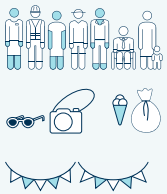
About Bass Coast

Naturally Beautiful



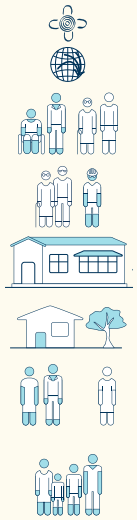
- Land area: 864 square km
- Parks and reserves maintained by Council: 645 hectares
- Coastline in Bass Coast: 180km

Thriving Places



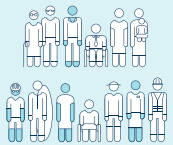
- Top business industries: Health care and social assistance (17.3%), Retail (12.6%), Construction (12.4%), Tourism (12.8%)
- Number of tourist per year: 3.25 million
- Tourism economic output: $352.4 million
- Major event attendees: 420,000+ (2024/25)

Vibrant Communities



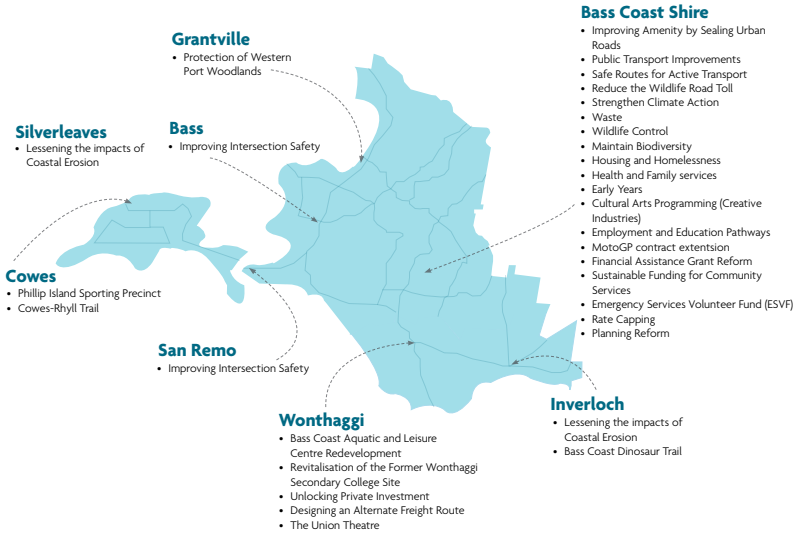
- Identify as Aboriginal and/or Torres Strait Islander: 1.1%
- Born overseas: 15.1%
- People in need of assistance due to a disability: 7.1%
- People in Bass Coast report that they identify with a disability: 26%
- People in Bass Coast are aged over 65 or older: 30%
- From 2016, proportion of affordable private rentals has deteriorated from 65.6% to 11.4%
- Current vacancy rate in Bass Coast Shire: 0.47%
- Households in rental stress: 33.8% (7.6% higher than regional Victoria average)
- Homes that are social housing: 1.3% (below Victorian (2.8%) and National (4.1%) averages)
- Residents in need of affordable housing: 672 (Estimated)

Population



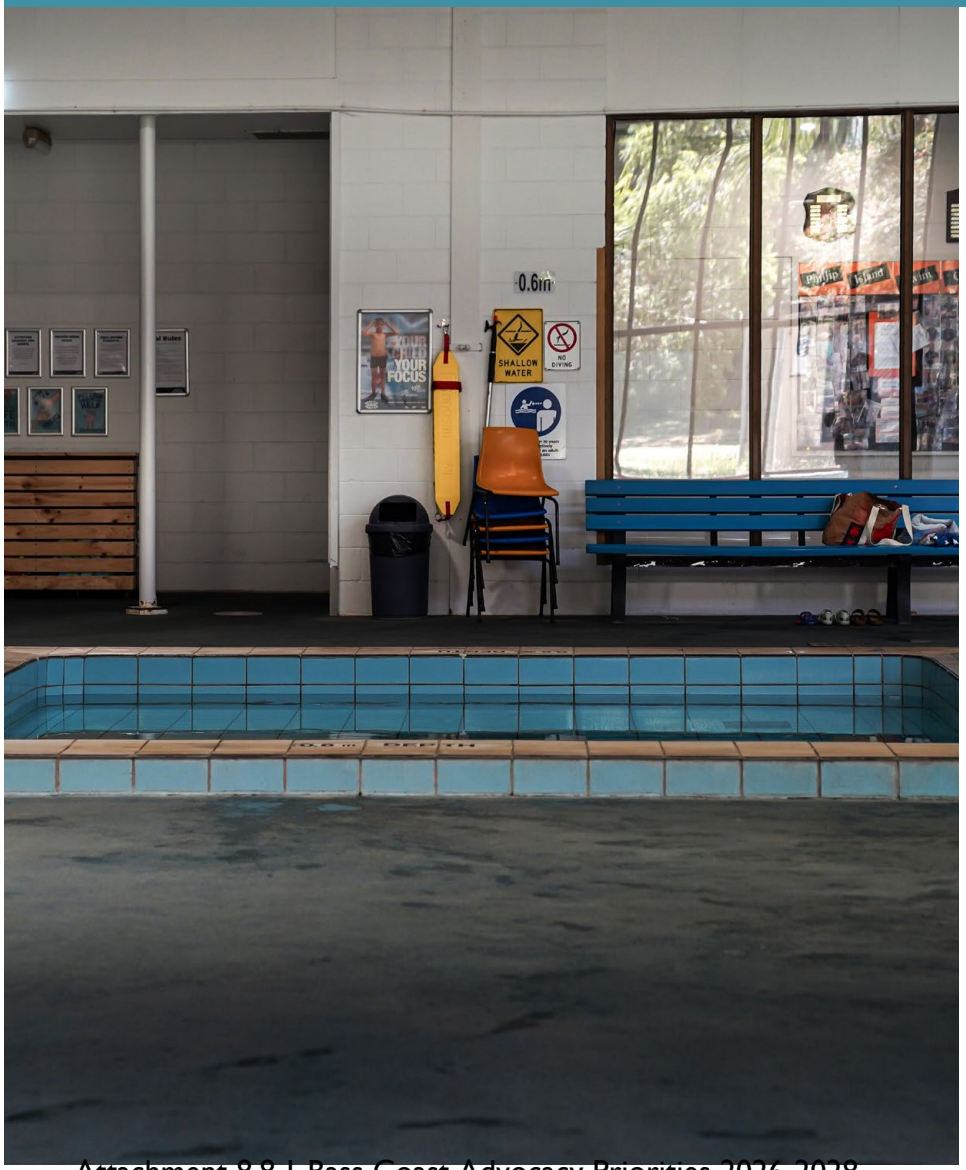
- Population in 2025: 43,557
- Projected Population by 2036: 47,408
- Median age: 51

Bass Coast Shire is located in the federal seat of Monash and the state district of Bass.



Treading Water

Redeveloping the Bass Coast Aquatic and Leisure Centre in Wonthaggi



Ask:

- **Total Project Cost:** $45 million
- **Funding sought: State + Federal contributions** at least $30 million

The Bass Coast Aquatic and Leisure Centre (BCALC) in Wonthaggi is at the end of its life and is in desperate need of upgrade. The Centre has been a cornerstone of community health, fitness and recreation for more than 45 years. However, the ageing facility is now limited in its ability to deliver the programs and experiences expected of a modern aquatic centre.

Aquatics Hub for the region

To ensure aquatic and leisure services continue to meet the needs of a growing community, Council has resolved to redevelop the existing BCALC, over more costly options to develop a new facility in Wonthaggi.

The redevelopment concept plan presents a modern, flexible and inclusive facility that will continue to serve as the region's aquatic hub, catering to learn-to-swim programs, leisure activities, rehabilitation, and community events.

Indicative components proposed through the redevelopment concept plan include:

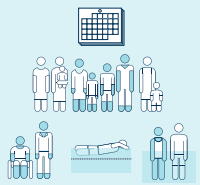
- 25m pool
- Pool for warm water, leisure and learn-to-swim uses
- Zero depth water play area
- Spa and sauna/steam room
- Gym and multipurpose rooms
- Foyer, café and community spaces
- Modern change rooms and amenities

Shovel Ready

Detailed design work is nearing completion and the project will be shovel ready upon delivery of these designs. The designs will incorporate the feedback of the community that Council has received through the extensive community consultation that has already been undertaken as part of this project.

Community Support

The message from key stakeholders and the broader community is clear; the Bass Coast Aquatic and Leisure Centre is a well-used and much needed community asset that, without significant investment, could be forced to close as it reaches its end of life. The closure of the Bass Coast Aquatic and Leisure Centre would be a significant loss to the entire Bass Coast Community.



Only public aquatic facility that is open year-round in Bass Coast

Growing young families driving learn-to-swim demand

Bass Coast Aquatic and Leisure Centre - 140,000 visits in 2024/25

Protecting our Woodlands

Preserving Victoria's largest remnant of intact coastal woodlands



Ask:

Council welcomes formal recognition of the Western Port Woodlands within the Statement of Planning Policy. To further this work Council requires funding to identify potential biolinks ($250,000) and implement appropriate planning controls ($250,000).

The Western Port Woodlands is the largest remnant of intact coastal woodlands in Victoria. It stretches from Lang Lang to Grantville on the eastern shore of Western Port Bay. Habitat fragmentation and conflicting land usage (such as sand mining and development) are a direct threat to the survival of the Western Port Woodlands.

Significant flora and fauna

The Woodlands support significant flora and fauna species that support the internationally recognised Western Port Biosphere Reserve.

They are home to:

- Rare orchid species
- Endangered Southern Brown Bandicoot
- Long-nosed bandicoot
- Powerful Owl (the largest owl found in Australia)
- Tea-tree Fingers Fungus (a critically endangered fungus species and the only endangered fungus in Victoria)

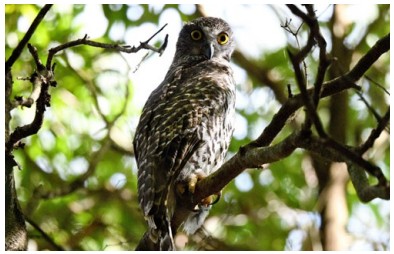
Critically endangered

The Western Port Woodlands is also home to a large population of the Strzelecki Gum which is classified as 'critically endangered' in Victoria. It is estimated that there are at least 1,000 individual Strzelecki Gum trees within the Western Port Woodlands, making it the largest population in Victoria.

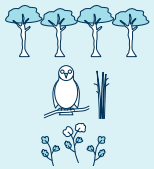
Next steps

Funding to progress the next stages of planning reforms needed to increase protections for the Western Port Woodlands. Funding is required:

- $250,000 to Map environmental values across the entire Shire to identify potential biolinks.
- $250,000 for targeted investigations of identified biolinks and implementation of appropriate planning controls based on the gathered data.



Powerful Owl in Western Port Woodlands



Largest Strzelecki Gum population in Victoria: **1,000 +** trees

Species classified as under threat or endangered in Bass Coast: **153** species

Bass Coasts native vegetation cover remaining: **14%**

Keeping the Island Active

Creating a new recreation precinct for Phillip Island



Ask:

Fund development of the Phillip Island Recreation Precinct greenfield site through a partnered approach between all levels of government.

Total Project Cost: $63 million

The existing Cowes Recreation Reserve is at capacity and unable to support the growing demands of the community. The aging facilities are fully programmed, leading to scheduling and maintenance challenges. Limitations in the available space at this site means it is unsuitable for the expanded recreational infrastructure required to service the growing needs of the region.

New greenfield site

The proposed Phillip Island Recreation Precinct greenfield site is located on the corner of Ventnor Road and Phillip Island Road in Cowes. The site comprises of two separate land parcels of equal size with a total land area of 32.67 hectares. Both parcels are owned by Bass Coast Shire Council and would provide ample space for the future outdoor recreation needs of the community and visitors to the area.

Future needs of the region

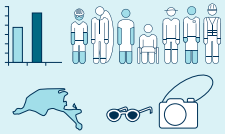
The greenfield site will meet the future sporting and recreation needs of Phillip Island and the surrounding Bass Coast Region. Facilities and spaces initially identified for the site include:

- 2 x Football and cricket ovals
- Multi-use Pavilion
- Soccer pitches
- Multipurpose and flexible sports fields
- Netball and tennis courts
- Athletics facilities
- Skate Park
- Playspace
- Fenced off-leash dog park
- Bushland areas with walking paths and picnic facilities

Staged approach

The Master Plan was completed in September 2023 will guide the development of the reserve through a staged process over the next 20 plus years that reflects community sporting and recreation needs and the likely incremental availability of capital funds.





Forecast Phillip Island population increase by 2035: 37%

Phillip Island visitation: 1.6 million visitors per annum

Transforming Wonthaggi

Revitalising the Former Wonthaggi Secondary College Site



Ask:

Council seeks to partner with the State Government to transform this key parcel of land into a thriving precinct that best serves the needs of the rapidly growing Bass Coast Community.

The former Wonthaggi Secondary School has sat disused since it closed in 2019. The site is under management by the Department of Education, and Council would like this prominent site unlocked to provide benefit to the entire Bass Coast community.

Prime location

Located on McBride Avenue, the 1.8 hectare site offers a rare opportunity to plan and develop this kind of prime CBD real estate in the heart of a regional centre such as Wonthaggi.

Multiple potential uses Feasibility study underway

Bass Coast Shire Council has commenced detailed pre-feasibility studies, which include site use options report, exhaustive examinations of the site's condition, including building and structural integrity, heritage and safety. Investigative work will identify short-, medium- and long-term costs plus risks associated with Council taking on the site, to ensure a full understanding of the impact to Council in managing the site.

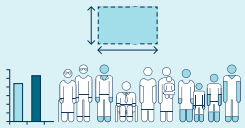
In the 2025-26 Budget, we've allocated $350,000 to begin what will be a multi-year project. This funding will allow us to unpack some of the complex planning constraints, establish the necessary frameworks to guide negotiations with potential partners and stakeholders, and determine land use options.

Multiple uses for the site are being considered as part of the pre-feasibility study.

Community engagement

The potential future use of this site is of high importance to the Wonthaggi community. Council has a Community Reference Group in place to advice on the future direction of Wonthaggi. Council will continue to engage with the CRG and broader community throughout the project to ensure that the communities' voice is heard.





Wonthaggi Secondary College site size: 1.8 hectares

Population growth by 2036: 30%

Protecting our Coastline

Lessening the Impacts of Coastal Erosion



Ask:

- Introduce a state-wide Coastal Inundation and Erosion Control, in the form of an overlay similar to the Bushfire Management Overlay.
- Work with Local Governments of Coastal areas to develop a framework for staged retreat of coastal assets in vulnerable locations.
- Provide critically urgent funding to protect at risk assets.
- Provide certainty that the recommendations from the RaSP report will be funded and delivered.

Coastal erosion is a significant threat to key community infrastructure within coastal regions. Within Bass Coast Shire, the coastline at multiple locations around has experienced sustained erosional events in recent years. In particular, the communities of Inverloch and Silverleaves are facing significant threat from coastal erosion with public assets, values and infrastructure are now at risk of damage and loss.

Implementing a range of strategies

Council are committed to implementing immediate, medium and long-term strategies to tackle the issue, in collaboration with a range of coastal management groups including the Department of Energy, Environment and Climate Action (DEECA).

Partnership approach

Council is a member of the Inverloch Regional and Strategic Partnership (RaSP), and we seek certainty that the recommendations from the RaSP report will be funded and delivered. We seek to work with State and Federal governments to measure, manage and mitigate coastal risks for our communities, before these hazards materialise as costly natural disasters.

Emergency works required

In the short term, urgent funding is required for dune stabilisation and emergency works to protect community assets and infrastructure. These facilities are vital for the local community but also support the hugely important tourism industry. The works needed to protect this infrastructure are outside of Council's normal capital works program and are placing enormous pressures on Council's already tight budget. Without funding support, Council's current level of intervention is unsustainable and will need to be reviewed.



Length of coastline in Bass Coast: **180 km**

Bass Coast coastline land managers: **8** different groups.

Foreshore dunes lost at Inverloch surf beach since **2012:** over **70 meters**

Silverleaves shoreline retreat between 2022 and 2024: up to **16 meters**

Roads and Transport

Improving Intersection Safety

Ask: Funding for DTP to improve intersection safety at major intersections along the Bass Highway and Phillip Island Roads.

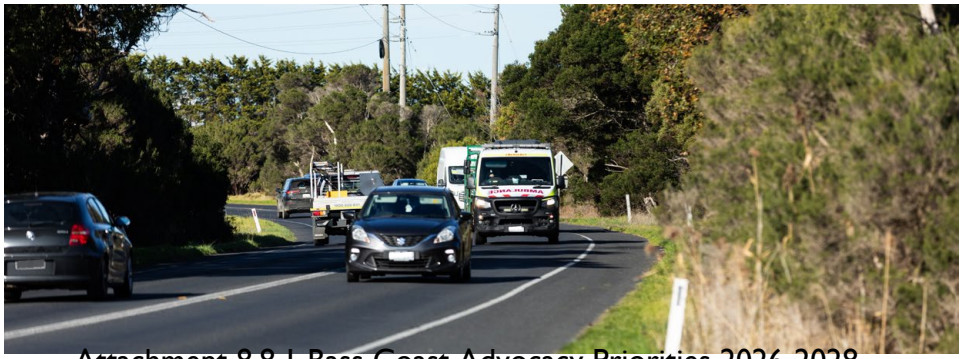
Increasing visitation and rapid population growth mean that the Phillip Island Road and section of the Bass Highway are nearing capacity during peak times. This has resulted in access issues for towns such as San Remo, Corinella and Coronet Bay and has contributed to an increased number of accidents and risk-taking behaviour at these intersections. To address these issues, Council is Advocating for:

- DTP to Install two sets of traffic signals at intersections on Phillip Island Road as it passes through San Remo. The signals at San Remo Back Beach Road have been costed at $26 million plus and the other set at $30 million.
- DTP to prioritise upgrading the intersection of Soldiers Road and Bass Highway, Bass with an appropriate roundabout to improves safety and efficiency of this major intersection.

Improving Amenity by Sealing Urban Roads

Ask: An additional $20 million over 4 years to accelerate sealed roads program through Roads to Recovery funding.

- Bass Coast Shire has 100km of urban roads in residential area that are unsealed, gravel roads and have no underground drainage.
- Council regularly receives complaints regarding flooding, dust and safety concerns that these unsealed roads create.
- These roads are largely a legacy issue from developments that were built pre-planning controls.
- Significant cost and Council has very limited funding available in its budget to address this issue.
- 70 plus years worth of road sealing projects that currently need to be completed.



Designing an Alternate Freight Route for Wonthaggi

Ask: $1 million investment for Wonthaggi Alternate Freight Route detailed study and design.

- The approved Wonthaggi North-East Precinct Structure Plan will double the size of Wonthaggi and expand the business and industry precinct.
- The Wonthaggi Alternative Freight Route will reduce pressure on the town centre, easing congestion and reducing the number of heavy vehicles travelling through the town.

The Wonthaggi Alternative Freight Route will:

- Eliminate current and potential bottlenecks through central Wonthaggi
- Improve safety by moving freight traffic out of the town centre
- Increase productivity and reduce freight costs
- Reduce the burden on intersections in central Wonthaggi including Graham Street, White Road and Korumburra Road

Public Transport Improvements

Ask: A review of public transport service levels, accessible infrastructure and connectivity of the public transport network within Bass Coast.

- Bass Coast's current public transport network is not meeting the needs of our community.
- Without access to a train line, residents rely heavily on bus services.
- Community feedback consistently describes the bus network as infrequent, poorly timed and not aligned with where people need to travel.
- A major trunk service linking Cowes, San Remo, Anderson, Wonthaggi and Inverloch running hourly, with 30-minute frequency at peak times.
- A Melbourne-bound connection from Anderson (also servicing Grantville) that aligns with the trunk timetable and,
- A series of township level loop services such as Phillip Island/San Remo, Wonthaggi–Inverloch–Cape Paterson, and Grantville–Corinella–Coronet Bay–The Gurdies–Jam Jerrup.

Safe Routes for Active Transport

Ask: Investment in infrastructure that facilitates safe, active transport within Bass Coast Shire.

- The current transport network in Bass Coast prioritises vehicular movement.
- Within our town centres there is scope to improve movement networks for pedestrians and cyclists.
- Our active transport networks within our towns are poorly connected.
- Pedestrians and cyclists lack safe and convenient crossing points.

Sustainable Environment

Reduce the Wildlife Road Toll

Ask: $100,000 per annum, for seven years to support the investigation of methods to reduce the wildlife road toll.

Council is currently working in collaboration with Wildlife Victoria, Phillip Island Nature Parks, Victoria University and a number of Councils to reduce our wildlife road toll.

Reliable funding is needed to:

- Undertake formal research projects resulting in publishable findings.
- Engage with road users to alter driver behaviour in areas of high risk to wildlife.

Assistance is needed to:

- Support temporary, localised changes to road law and guidelines to protect wildlife
- Support the innovation proposed by the research projects.

Strengthen Climate Action

Ask: Council supports the state and federal governments strengthening actions that are needed to address the climate emergency.

Council has joined 100 other local governments across Australia in declaring a climate emergency, recognising the serious risk that climate change poses to safety of the entire Bass Coast community. Council and the community have confirmed a shared target of zero net emissions by 2030 and has developed a plan that recognises the role each can play.

Action is required to:

- Strengthen the national emissions reduction target to be consistent with the latest science
- Incentivise and support low-income households to reduce emissions and energy bills
- Implement a scheme for mandatory disclosure of energy ratings at point of lease and sale of residential and commercial properties
- Unlock circular economy opportunities
- Provide funding to support sustainable and regenerative agriculture programs, that encourage farm adaptation to climate change.



Waste

Ask: Provide funding to Council to cover the true cost of implementing a fourth glass bin in a regional area, and towards the high cost of managing legacy landfills.

Bass Coast Shire Council is committed to building a more resilient, low-waste future through facilitating the transition to a circular economy, aiming to reduce landfill by designing out waste, and providing community waste education.

Implementing and maintaining the purple lidded glass-only kerbside bin service will be a significant additional cost for regional councils, adding to the growing pressures affecting the financial sustainability of both councils and households.

The high cost of managing legacy landfills is also placing pressure on Council's limited capital works budget. The final capping of Wonthaggi Closed Landfill will be completed this year, at a cost of $7.2 million, placing a heavy financial burden on Council.

Wildlife Control

Ask: Ongoing funding and support for evidence-based control of weeds, pest animals, and over-abundant wildlife

Bass Coast is known for its wildlife. Fairy penguins, marsupials, and a myriad of bird and aquatic life are all major drawcards that attract tourists from the world over. In order to maintain healthy populations of our significant wildlife within the habitat constrains of the shire, well considered measures to control population numbers are necessary. This may include controls on invasive pest species, as well as limiting numbers of native species in areas where population numbers are unsustainable.

Council advocates for a partnered approach between Council and the relevant state government stakeholders to ensure that wildlife populations are controlled in a responsible, sustainable and scientific method.

Maintain Biodiversity

Ask: Provide funding and support to implement Council's Biolinks Plan.

Bass Coast is home to 153 species of plants and animals that are classified as under threat or endangered, however only 14% of Bass Coast's native vegetation remains. The destruction and fragmentation of habitat poses a significant threat to the biodiversity of the region.

Council has developed a Biolinks Plan that aims to connect pockets of vegetation and allow animals to move between these areas freely. 200 biolinks have been identified across Bass Coast. Council is working in partnership with Landcare, rural landholders, and volunteers – all of whom contribute resources to the effort. Ongoing funding from state and federal government would leverage these local resources

Community Wellbeing & Culture

Housing and Homelessness

Ask: Council calls for urgent and prioritised investment in Bass Coast to assist the growing number of people in our community experiencing hardship as a result of the housing affordability and homelessness crisis.

Bass Coast is experiencing a crisis in housing affordability and availability. Homelessness in our community is also rising, with access to homelessness services difficult.

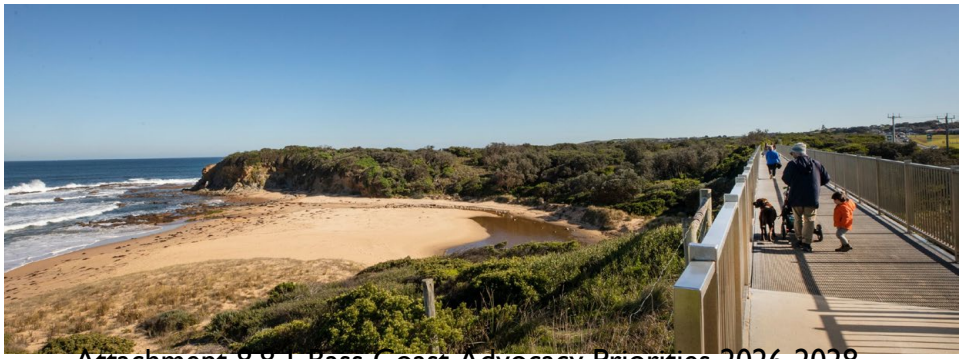
To address these issues, Council requires:

- Investment in increased social, affordable and key worker housing in Bass Coast Shire.
- Urgent funding for specialist, emergency and transitional accommodation, including for people experiencing family violence.
- Unlocking of key strategic sites to enable master planning that would progress delivery of catalytic affordable housing and place making projects.
- Increased funding for the homelessness service system, including ongoing funding for assertive outreach in Bass Coast and Gippsland.

Health and Family services for a Growing Bass Coast

Ask: Continued funding for Council to deliver services that improve the health and wellbeing of the Bass Coast Community.

- Annual funding of $100,000 for the next three years, to expand primary prevention education, training in the workplace and the broader community to continue the work of the National Plan to End Violence against Women and Children 2022-2032.
- Continued Gippsland Free From Violence funding to expand primary prevention in the workplace and in the community.
- Funding to improve accessibility to Bass Coast's outdoor assets including our beaches and walking trails.



Early Years

Ask: Increased investment in early years support, kindergarten infrastructure and maternal and child Healthcare services to meet the needs of our rapidly growing population.

Council is committed to supporting young people to live, learn, play and connect locally. Bass Coast Shire is home to 41,847 people, which is expected to increase to 47,408 by 2036. This includes a 19% growth in families with dependent children, and 5% in the 0-4 age group. This growth is placing a large demand on existing early years services.

We know access to quality early years education is a critical foundation for children's emotional and social development. Early years services in Bass Coast are crucial for the health and wellbeing of families by promoting positive child health development from birth to five years of age. Increased funding is required to ensure that every child in Bass Coast receives fair and equitable access to these services.

Cultural Arts Programming (Creative Industries)

Ask: $150,000 per annum for three years to support sustainable cultural programming across Bass Coast following a $30+ million Council investment in new Performing Arts Centres.

Council has demonstrated that strategic investment in cultural infrastructure delivers measurable returns. Stage one proved our venues are not just culturally valuable, but they are commercially viable.

The next 5-year stage builds on this success, establishing a hire-subsidised model that serves our community while achieving financial independence. By year 4, these venues will operate without external funding, having transitioned to a self-sustaining framework. This represents a time-limited investment with lasting impact: consistent cultural programming that generates sustainable economic activity, strengthens community connection, and positions our region as a cultural destination for both residents and visitors.

Wonthaggi Union Community Arts Centre Upgrade

Ask: $1.8 million to deliver DDA-compliant and gender-equitable access upgrades to Wonthaggi's principal cultural venue.

For over 100 years, this space has been Wonthaggi's cultural heart. In 2025, nearly 40,000 people walked through our doors, yet the most basic facilities haven't seen meaningful upgrades in 4 decades.

80% of our ticket purchasers are women, yet only three toilet cubicles serve up to 400 patrons during events lasting 2-3 hours. A growing number of our patrons are seniors and mobility-impaired residents, but our entrance ramp needs upgrading to meet accessibility requirements. These are barriers to participation that disproportionately impact our most loyal and vulnerable patrons.

This upgrade isn't about luxury, it's about meeting the reasonable access and equity standards our community deserves. After a century of service, our most significant cultural asset should welcome everyone with dignity. This investment ensures that the next 100 years begin with inclusion, not exclusion, at their foundation.

Economic Development and Tourism

MotoGP contract extension

Ask: Ensure the future of MotoGP on Phillip Island by securing a long-term contract extension and investing in infrastructure that supports continued growth of the event in Bass Coast.

Bass Coast Shire is a proven host of world-class events that deliver significant economic returns for Victoria, anchored by the MotoGP at Phillip Island — Australia's largest regional sporting event and one of the State's most recognisable international tourism assets.

Securing a long-term MotoGP contract extension provides certainty for the State's major events calendar, protects an established international brand, and underpins continued investment in regional Victoria. Targeted infrastructure investment at the Phillip Island Grand Prix Circuit is required to maintain the event's global competitiveness, accommodate growing audiences, and support operational resilience in line with international standards.

Investment in significant events in Bass Coast enables year-round visitation, strengthens regional dispersal, and maximises the return on Victoria's broader tourism and events strategy. Council's strong delivery record and established partnerships position Bass Coast to leverage further investment and continue delivering high-impact events outcomes for the State.

Bass Coast Dinosaur Trail

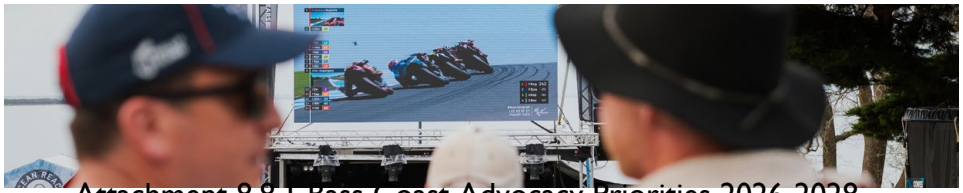
Ask: Funding to construct the Dino Hunters Playground in Inverloch to showcase our prehistoric past and update one of our most used regional playgrounds.

The Dino Hunters Playground is an immersive and exciting landscape for all ages to enjoy. The design is rooted in the Bass Coast's rich Palaeohistory, and weaves together wonder, science and imaginative play. It seeks to excite the senses, promote discovery and captivate all visitors.

The current, regional playground is one of Council's most utilised, particularly by the influx of tourists in summer months. The playground is limited by:

- No accessible features
- Only caters for 0-8 years
- No nature-based play elements despite being next to the beach

The playground upgrade presents an opportunity to cater for a broader audience, create a point of difference for the tourist town and bring the playground up to a regional standard to meet the needs of visitors and the local community alike. Importantly, investing in this upgrade would act as a catalyst for the Bass Coast Dinosaur Trail project.



Employment and Education Pathways

Ask: Fully fund TAFE Gippsland to deliver critically needed local TAFE pathways.

Bass Coast Shire is one of Victoria's fastest-growing regional areas. Despite this growth, young people continue to leave the area to seek education and employment opportunities.

Our young people face significant barriers to accessing education and training with travel of up to 100 km plus each way currently required. This often forces students to relocate away from the shire, or to choose not to participate in further education.

Healthcare, construction, and education (early years) are sectors that provide significant employment in Bass Coast and that are experiencing workforce shortages. TAFE is a viable pathway to employment in these sectors, yet they are not currently supported by local TAFE offerings.

TAFE Gippsland has presented state government with a business case to deliver Vocational Education and Training that would meet the needs of Bass Coast. Council supports the proposals outlined in TAFE Gippsland's business case and urges government to fully fund new, fit-for-purpose TAFE offerings in Bass Coast.

Tracks and Trails

Ask: $2 million in funding to deliver Stages 4 and 5 of the Cowes to Rhyll Trail.

Tracks and Trails in Bass Coast have a significant economic impact. They support health, active transport, tourism, and community connection. Targeted funding for track and trails will enable Council to improve the connectivity of the Shire's active transport network.

Stages 4 and 5 of the Cowes to Rhyll Trail will deliver a continuous, off-road shared pathway between these two towns on Phillip Island, delivering lasting benefits for both residents and visitors.

Unlocking Private Investment

Ask: Provide funding for planning and delivery of key trunk infrastructure that will enable industrial land development in Wonthaggi's North East.

The approved Precinct Structure Plan will double the size of Wonthaggi and unlock one of the only suitable areas for new industrial land in the shire. This industrial expansion is critical to support:

- Future manufacturing and logistics investment
- Local job creation for a rapidly growing population
- Long-term economic diversification for Bass Coast.

Council seeks Victorian Government collaboration to plan and deliver essential trunk infrastructure (roads, drainage, services) that will enable private investment and accelerate development readiness.

Financial Sustainability of Council

Financial Assistance Grant Reform

Ask: Council seeks an increased funding pool of at least 1% of Commonwealth taxation revenue for the Financial Assistance Grants program, in line with the positions of both MAV and ALGA.

The Financial Assistance Grant program is a crucial funding source that support local councils in delivering essential services and infrastructure. During the 1990's, the Financial Assistance Grant program had a funding pool that equalled 1% of Commonwealth taxation revenue. This has fallen to just 0.5% today, placing additional pressure on Council's who face rising costs and increased demand for services.

Both The Municipal Association of Victoria (MAV) and The Australian Local Government Association (ALGA) call for funding for this program to be restored to at least 1% of Commonwealth taxation revenue.

Sustainable Funding for Community Services

Ask: Provide adequate, ongoing funding to deliver services to the community.

Councils are facing growing pressure on their financial sustainability as new programs and service expectations are introduced by State and Federal Government without ongoing funding support. Local government is increasingly required to deliver additional services to meet community needs, often filling gaps where other service providers are unavailable. This challenge is particularly acute in regional areas, where limited private sector options mean councils play a critical role in ensuring essential services remain accessible to local communities.

Emergency Services Volunteer Fund (ESVF)

Ask:
- Council's position is that the Victorian Government repeal the ESVF
- Failing that, Provide Council with adequate funding for the collection and administration of the ESVF

Bass Coast Shire Council is opposed to the introduction of the ESVF. It places additional financial stress on ratepayers and unfairly targets farmers and volunteers and places a significant burden on Councils resources to administer the collection of these funds.

Rate Capping

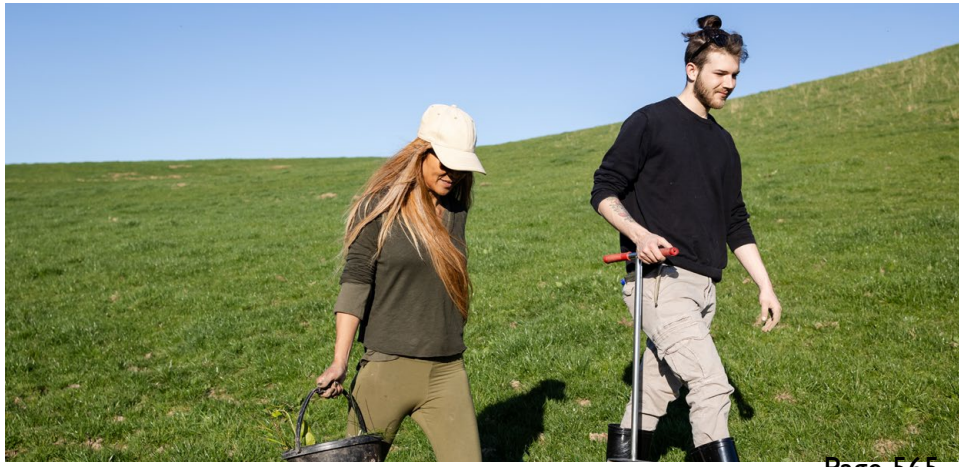
Ask: Council asks that the State Government review the current rate capping system to ensure that rural councils have sufficient funding to provide the services expected by our community.

Years of rate capping has meant that Victoria Councils face a cumulative funding shortfall. Our ability to cover operating costs has been seriously undermined by years of rate capping that doesn't keep pace with the real cost of inflation.

Planning Reform

Ask: Refer the Planning Amendment (Better Decisions Made Faster) Bill 2025 to a Parliamentary Inquiry to enable proper consultation with communities and councils.

Council has serious concerns regarding the Planning Amendment (Better Decisions Made Faster) Bill 2025. The scale of changes proposed demands thoughtful engagement and evidence-based design. This Bill was introduced without consultation with councils, who both administer and are most impacted by the planning system. Council supports MAV's call to refer the Bill to a Parliamentary Inquiry to enable proper consultation with communities and councils.





Bass Coast Shire Council

Telephone: 1300 BCOAST (226 278) or (03) 5671 2211 or
National Relay Service 13 36 77 for people with communication difficulties

Email: basscoast@basscoast.vic.gov.au

Website: www.engage.basscoast.vic.gov.au

basscoastshire BassCoastShire

8.9 Rating Strategy Review - Consultation Results and Recommendations

Division	**Innovation & Engagement**
Council Plan Strategic Objective	**Visionary Leadership** *Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The purpose of this report is for Council to adopt the recommendations of the Rating Review Strategy and incorporate the recommendations into the development of the 2026/27 Budget.

This Rating Strategy Review is an annual action for the 2025-26 financial year. The purpose of the review is to ensure that the rate distribution reflects the principles of equity, transparency, and fairness across all property classifications. Its recommendations will inform the development of the 2026-27 Budget.

In undertaking this review, Council officers undertook significant community consultation. Based on community feedback and review findings, it is recommended Council amend the Rating Differentials and prepare a revised rating strategy for the 2026-27 Annual Budget, reform the Rural Land Management Rebate (RLMR) program and incorporate a 20% Pensioner discount for eligible properties receiving the Waste Service.

The recommendation delivers a guaranteed, permanent rate reduction for the farming sector (moving from 80% to 70%). This approach modernises Bass Coast Shire's rating structure to align with sector best practice, moving toward equitable, valuation-based ratings.

Recommendation

That Council

1. **Adopts the Rating Strategy 2026, which includes revised rating differentials, reforms to the Rural Land Management Rebate (RLMR) and a pensioner waste charge rebate, with effect from 1 July 2026.**
2. **Makes the following rating differential revisions to the classes of land in the Municipality:**
   a. **Farmland – Reducing the rating differential from 80 per cent to 70 per cent.**

b. **Vacant land – Increasing the rating differential from 150 per cent to 200 per cent.**

c. **Developed land – No change with the rating differential remaining at 100 per cent.**

3. **Implements the following reforms to the RLMR:**

   a. **Introduce a revised program with a proposed budget to be determined in conjunction with the development of the Annual Budget.**

   b. **Reforms the program to ensure alignment with Council Plan objectives, to deliver enhanced biodiversity and natural asset protection that targets high-value conservation work.**

4. **Introduces a 20 per cent Waste Charge rebate for eligible pensioners who hold Centrelink or Veteran Affairs Pension Concession Cards.**

5. **Provides first homeowners with short-term relief (capped at two years), from the 50 per cent increase in the vacant land rate. This will be provided as a rebate on application and subject to the provision of documentary evidence that confirms the ratepayer(s) first homeowner status.**

Background

Council adopted a Revenue and Rating Plan on 16 June 2025 in accordance with the requirements of the *Local Government Act 2020.* Council's Annual Action Plan for 2025-26 included an action for Council to review the rating strategy ahead of the 2026-27 Annual Budget development.

Council last reviewed its Rating Strategy in 2016. Since then, Bass Coast has grown and changed, new State Government guidelines have been released, and a review ensures the system remains fair, financially sustainable, and aligned with current strategic priorities.

Council invited the community to have their say on an updated Rating Strategy, which sets out how the rates pool is shared fairly across different types of properties.

Each year, the total amount Council can collect in rates is capped by the State Government. The cap sets the quantum Council may collect. The rating strategy won't change the size of the pool - it looks at how that fixed amount is divided between residential homes, farms and vacant land.

The Rating Strategy outlines how different property types — such as developed land, farms and vacant land — contribute to the overall rates pool.

Council has a rating structure that comprises two key elements:

- General Rates – Based on property values (using the Capital Improved Valuation (CIV) methodology), which is indicative of capacity to pay and forms the central basis of rating under the *Local Government Act 1989*.

- Fixed Charges - A fixed service charge to recoup the full cost of waste services. This charge is not capped under the Fair Go Rates System (FGRS) and applies equally to all properties that are able to receive the kerbside waste collection service.

Council currently applies three differential rates in accordance with Section 161 'Differential Rates' of the *Local Government Act 1989* and the Ministerial Guidelines for Differential Rating 2013 (Table 1):

TABLE 1 – Rates Revenue by Differential		
Differential Rate	**Current Structure**	**2025-26 Rates**
Developed (Residential, Commercial, Industrial)	100%	$52.9 M
Vacant Land	150%	$4.7M
Farmland	80%	$4.0M
Total Rates Revenue		**$61.6M**

These differentials apply an effective 20% discount to Farms and a 50% surcharge to Vacant Land compared to the standard rate that is applied to Developed Land.
Council recognises the contribution the agricultural sector makes to managing rural landholdings in the municipality and applies a lower farm differential rate. This distinction is based on the concept that different property categories should pay a fair and equitable contribution.
Additionally, Council currently provides up to $675,000 annually through the RLMR reducing the budgeted net contribution from Farmland ratepayers to approximately $3.325M.
In line with Council policy, the RLMR will be reviewed as part of the review of the Rating Strategy.
The review aligns with multiple priorities in the Council Plan 2025-2029:

- Supporting local industry, business and producers
- Delivering well-planned townships
- Driving innovation
- Enhancing biodiversity and natural asset protection
- Advocate to increase affordable housing and access to local services
- Support young people to live, learn, play and connect locally
- Strengthening community connection and resilience.

Following the November 2025 Council Meeting, Council released three proposed rating differential options for public feedback and submissions. All the proposed rating differential options included reductions to the farm rate differential and the removal of the RLMR.

Two of the proposals included increases to the Vacant Land differential, with no changes proposed to the Developed Land rate. A proposal to introduce a Pensioner Waste Charge rebate was also tabled for feedback.
Council conducted six drop in sessions to engage with Community. This engagement was complemented by an online survey on Engage Bass Coast and an opportunity for written submissions to be made on the proposed rating strategy.
Community consultation feedback, along with the review findings, has informed the proposed revised rating strategy for the 2026-27 Annual Budget, reform the Rural Land Management Rebate (RLMR) program and incorporated a 20% Pensioner discount for eligible properties receiving the Waste Service.

Discussion

Council's rating strategy, including its differential rate settings, has not been comprehensively reviewed since 2016. A planned review in 2020 was discontinued due to the COVID-19 pandemic. Several significant factors have changed since 2016 that necessitate this review:

Changed Circumstances

- **Financial sustainability** – The need to ensure the rating strategy supports Council's long-term financial sustainability, which has been impacted by rate capping constraints and the need to maintain essential services and infrastructure.
- **Slower growth** – Population growth has declined from 2% per annum to 0.7% per annum, impacting Council's revenue base and economic development.
- **Industry Practice** – Bass Coast is the only Victorian council that provides a direct per-hectare land management rebate to farmers, raising questions about equity and whether this remains the most effective approach.
- **Expanded Environmental programs** – Since 2016, alternative environmental mechanisms for farmers have expanded significantly, including Landcare programs, Council's enhanced Biolinks program and Catchment Management Authority initiatives.
- **Best practice land management** – Many activities originally covered by the rebate are now statutory requirements under the *Catchment and Land Protection Act 1994* or have become standard best practice.
- **Community equity concerns** – Questions raised by community members and Councillors about fairness across different ratepayer groups.

Review Objectives: The Rating Strategy Review was designed to:

- Ensure equitable distribution of the rates burden across the different property types (developed, vacant land and farmland).
- Align the rating strategy with current Council Plan priorities
- Recognise the agricultural sector's contribution to managing rural landholdings

- Support the broader economy effectively and transparently
- Encourage development and housing supply to address slowed growth
- Provide fairness to vulnerable ratepayers
- Ensure compliance with legislative requirements and best practice
- Improve financial sustainability and strategic resource allocation

Community Consultation

Community consultation on the Rating Strategy was conducted from 19 November 2025 to 11 January 2026, following Council's endorsement of three alternative rating options at the November 2026 Council Meeting.
Community Consultation Outcomes – Key Statistics
Participation:

- 89 online survey responses
- 9 written submissions
- 41 attendees across 6 drop-in sessions
- 903 visitors to the Engage Bass Coast Rating Strategy Review Page
- 3 online Q&A questions

Survey Demographics:

- 76% of respondents aged 55+
- 65% own Developed Residential Land
- 30% own Farmland
- 40% Western Port Ward, 31% Bunurong Ward, 29% Island Ward

Preferred Options:

- Option 1 (65% farm, 200% vacant): 57% preference
- Option 2 (70% farm, 175% vacant): 20% preference
- Option 3 (75% farm, 150% vacant): 24% preference

Note: Some selected Option 1 as "best of those presented" while requesting RLMR retention or even lower differential.

Pensioner Rebate:

- 65% in favour
- 35% opposed

Key Findings – Strong community support for pensioner rebate, increased vacant land differential and lower farm differential, with majority preference for Option 1. However, significant concerns were raised about RLMR removal and environmental commitment.

The Recommendation considers these competing priorities in line with the objectives of the review.

Revised Rating Strategy

In response to the findings of the review and community feedback, Council recommends revising the rating differentials, reforming the Rural Land Management Rebate Program, and introducing a Pensioner Waste Rebate. These proposals are informed by the following considerations:

- **Recognising the challenges of the agricultural sector**: Delivering a significant, permanent structural discount to all farm properties, recognising the quantum of landholding and the contribution that the agricultural sector makes to the shire.
- **Ensuring best practice rural land management**: Reforming the Rural Land Management Program to align with contemporary practices with targeted, transparent and measurable environmental outcomes. The strategy proposes to separate the RLMR from the collection of rates.
- **Supporting local business and jobs:** While some councils impose higher rates on commercial and industrial property, the retention of the current standard developed rate for these properties will support our local economy with a corresponding positive impact on employment and the retention of young people in the Shire.
- **Encouraging development:** Growth has slowed from an annual rate of 2% to 0.7%, and an increase in the vacant land rate may encourage development of vacant land. This is aimed at promoting economic growth and activity and increasing housing supply and affordability.
- **Fairness for vulnerable ratepayers**: Adoption of a 20% Waste Charge rebate for pensioners, funded through the Waste Charge Recovery model.

Analysis and Findings

Table 2 sets out the proposed changes to differential rates.

TABLE 2 – CHANGES TO DIFFERENTIAL RATES		
Differential Rate	**Current Structure**	**Proposed Structure**
Developed	100%	100%
Vacant Land	150%	200%
Farmland	80%	70%

This will result in:

- Farmland holders receiving greater certainty over their rating obligations
- Increased incentives for the development of vacant land

- A minimal impact for Developed land ratepayers.

The lower Rating differential proposed for the Farming sector aims to give greater capacity to plan and meet landholder obligations. Bringing the differential down by a further10% aims to reduce the volatility of benefits which can be experienced through the RLMR program, particularly where the number of applications differs year-on-year, impacting the per-hectare rebate value.

Table 3 below summarises the estimated change in financial contributions of each property class using the 2025-26 budgeted rates as the baseline.

TABLE 3 – FINANCIAL CONTRIBUTION BY LAND CLASS			
Rating Class	**Percentage of Total Properties**	**Current Status 25-26 Rates $'000**	**Proposed Rates $'000**
Developed	86%	52,933	52,041
Vacant Land	8%	4,656	6,104
Farmland	6%	3,977	3,421
Recreational	<1%	38	38
Total		**61,604**	**61,604**

The contribution from the Farmland-rated properties with an additional 10% discount (from 80% to 70%) would see a decreased rate contribution of $556,000.
While the 65% differential was the preferred amongst the consultation respondents, the 70% differential ensures the fairness of the general rates distribution as it achieves the highest average discount of $28 for over 99% Residential rated properties compared to the $22 discount under the 65% differential option.
The average change in rates per Rating Class under the three consultation options and the revised recommendation option is presented in Table 4 below. Noting the modelling results below, consider the impact based on the 2025-26 rates in conjunction with any RLMR received to estimate the impact per rateable property. If the RLMR is ignored, the 10% discount returns a favourable result for all farmland property owners, an average of $554.

Table 4 - Recommended Option (70% Farmland and 200% Vacant Land)				
Class	**Ave. $ Better**	**# Properties**	**Ave. $ Worse**	**# Properties**
Industrial	$22.99	460	$-	0
Farm	$547.28	573	-$663.96	429
Commercial	$40.29	928	-$89.48	2
Vacant Land	$0	0	-$554.26	2,620

Residential	$28.32	29,567	-$121.74	69
Recreational	$28.81	20	$-	0

Option 1 (65% Farmland and 200% Vacant Land)				
Class	**Ave. $ Better**	**# Properties**	**Ave. $ Worse**	**# Properties**
Industrial	$17.63	460	$-	0
Farm	$722.11	638	-$550.06	364
Commercial	$30.89	928	-$97.55	2
Vacant Land	$-	0	-$563.55	2,620
Residential	$21.72	29,567	-$134.72	69
Recreational	$21.32	20	$ -	0

Option 2 (70% Farmland and 175% Vacant Land)				
Class	**Ave. $ Better**	**# Properties**	**Ave. $ Worse**	**# Properties**
Industrial	$6.11	460	$-	0
Farm	$508.56	566	-$692.71	0
Commercial	$10.72	928	-$114.86	2
Vacant Land	$-	0	-$288.62	2,620
Residential	$7.53	29,565	-$159.23	71
Recreational	$5.24	20	$ -	0

Option 3 (75% Farmland and 150% Vacant Land)				
Class	**Ave. $ Better**	**# Properties**	**Ave. $ Worse**	**# Properties**
Industrial	$-	0	-$5.60	460
Farm	$243.74	526	-$886.07	476
Commercial	$-	0	-$10.07	930
Vacant Land	$-	0	-$8.96	2,620
Residential	$-	0	-$7.33	29,636
Recreational	$-	0	-$11.13	20

Equity and Social Justice Considerations

During the review process, questions were raised about the equity of providing a blanket rating subsidy to all farms regardless of individual financial capacity, while other property classes receive no such discount. Council has carefully considered these equity concerns. Differential rating under the Local Government Act is designed to recognise different categories of land use, not individual financial circumstances. The framework allows Council to:

- Apply different rates to different property types based on use and characteristics
- Recognise different service consumption patterns
- Support strategic objectives (agricultural sector, development, etc.)

It does not allow Council to:

- Means test individual ratepayers within a property class
- Apply different rates based on personal income or financial capacity
- Discriminate between ratepayers within the same land use category

The farm differential is not a "welfare" subsidy based on individual need. It recognises that:

- Farms do not utilise the same density of urban services as residential properties (streetlighting, footpaths, drainage, frequent waste collection)
- Council's service delivery costs per hectare are substantially lower for rural land
- The differential partially reflects this difference in service provision
- The agricultural sector contributes to the regional economy and identity
- Farms provide environmental services (green wedge, biodiversity, tourism amenity) that benefit the entire community
- Farmers help maintain the rural character valued by all residents
- Farms are working capital (land is the business tool, not just an asset) - Subject to external factors (weather, commodity prices) outside the owner's control
- Long investment timeframes and variable cash flows

68 of 79 Victorian councils provide farm differentials. The Victorian average is 72-77% Some farms may be more profitable than residential properties. However: - Rates are based on property value (wealth), not income (earnings) - CIV system applies to all property classes equally - Individual financial hardship is addressed through Council's Hardship Policy (available to ALL ratepayers regardless of property class) - Means testing an entire property class would be administratively impossible.
The proposed 70% differential (rather than 65%):

- Provides a substantial discount on farmland
- Recognises legitimate service consumption and strategic value differences

- Aligns with Victorian sector practice
- Addresses equity concerns of excessive blanket subsidy
- Ensures the majority of farms (57%) are still better off after RLMR reform

Council acknowledges the tension between categorical support (farm differential) and individual circumstances (some farms are wealthy, some households struggle). This tension exists in all taxation systems. Council has chosen to:

- Provide categorical support based on land use where strategically justified
- Moderate that support to address equity concerns (70%, not 65%)
- Offer individual hardship relief across ALL property classes
- Target additional relief to specific vulnerable groups (pensioner rebate, first homebuyers)

This approach aims to balance strategic objectives, equity principles, legislative framework, and community expectations.

Rural Land Management Rebate (RLMR)

Since 2016, the farming sector has received up to $678,000 per year in rebates for environmental work like weed control, erosion management, and protecting vegetation. The program requires significant time to assess applications, verify works, and administer payments with administrative costs in addition to the total rebate provided.
Council is proposing to reform the current program and Administration. Since the rebate was introduced in 2016, the landscape has changed significantly, with many activities having stronger legislative environments or being encouraged and supported through agreed land and productivity benefits.
Practices covered include:

- Required by State law (noxious weed control under the Catchment & Land Protection Act)
- Better supported by specialist programs (Landcare for erosion management)
- Other agency funding (Catchment Management Authorities for waterway protection)
- Directly supported by Council programs (our Biolinks program for revegetation and vegetation protection)

The rebate is projected to cost Council $7.5 million over the next decade. The findings of the review propose that a reformed program be developed. The financial commitment will then be determined through the annual budget process (in the context of other budget initiatives being considered). This will ensure any funding availability realised can be prioritised towards initiatives designed to achieve the Council Plan objectives, enhancing biodiversity and natural asset protection.

The financial sustainability benefits gained via savings realised through a reduction in the funding tied to the rebate are significant. It is also important to highlight that ensuring the financial flexibility of the council program provides important levers to deliver on the Council Plan's objectives. Council supports various environmental and climate-related initiatives, varying from sand renourishment ($404K spent year-to-date), climate change actions ($400K) and various policy requirements, including Environmentally Sustainable Design (ESD), Fleet Transition, and the Investment Policy. Ensuring the financial sustainability of council helps provide long-term assurance these programs can be supported in the future.
A 70% differential will result in a total decrease of $556,000 contribution from the farmland category.

Pensioner Waste Charge Rebate

Council is proposing a 20% rebate on waste charges for concession card holding Pensioners. The pensioner's waste rebate responds to strong community support and aligns with Council Plan objectives of strengthening community connection and resilience

This would:

- Provide approximately $123 per year support to over 2,000 pensioner households
- Be funded through the waste charge cost recovery model
- Cost other residential ratepayers approximately $22 per year
- Provide targeted support to residents on fixed incomes facing cost-of-living pressures

Holders of a Centrelink or Veteran Affairs Pension Concession card or a Veteran Affairs Gold card, which stipulates TPI or War Widow, may claim a rebate on their sole or principal place of residence.

Vacant Land

Council is proposing a 50% increase from 150%(current) to 200%(proposed) to the vacant land differential rate. This is based on the following:

- Growth in new dwellings has declined from 2% per annum to 0.7% per annum
- Housing supply constraints affect affordability and economic development
- Vacant land differential is a widely used policy lever to encourage development
- The vacant land rate is a transitional or temporary charge that is applied before a property is developed
- The majority of respondents supported increasing the vacant land differential to encourage development and housing supply

Sustainability Implications

Economic

The Rating Strategy retains a standard Developed rate for all Developed property, including Commercial and Industrial property. This continues the support provided by Bass Coast for these property classes in the form of a standard rate rather than a higher differential rate. This policy should result in better economic outcomes, including more employment opportunities in the Shire. It also ensures that a further 10% discount for farmland does not negatively impact on the vast majority of residential, commercial and industrial properties.

Social

The Rating Strategy includes a targeted 20 per cent waste charge rebate to Pensioners to provide financial relief to this ratepayer cohort.
The Rating Strategy includes a recommendation to exempt first homeowners from the 50% increase in the vacant land rate for a period of up to two years. This will be available as a rebate on application and subject to the provision of documentary evidence that confirms the first homeowner status of the applicant.

Environmental and Climate Change

The Rating Strategy includes a reform of the RLMR with an annual program for the delivery of a biodiversity natural asset protection program that will be decoupled from rates.

Finances

The proposed Rating Strategy is revenue neutral to Council as changes to the differential rate settings alter the distribution of rates by property class but do not impact on the total value of rates collected.
The Pensioner Waste Charge rebate is also cost-neutral to Council as the cost is offset by a $22 increase in the Waste Charge raised on other assessments that can receive the kerbside waste collection service.
The Rating Strategy review is funded in the 2025-26 Budget ($35,000).

Stakeholders

Our key stakeholders are:

- Community members (ratepayers, residents, landowners)
- Ratepayers and Residents Association
- Rural Engagement Group
- Business networks and trading associations

While the proposed changes to the Rating Strategy could impact all ratepayers, changes for Developed Land are minor, with changes to Farms being more significant due to the reformed RLMR and lower farm rate differential and changes for Vacant Land being significant due to the increase in the Vacant Land differential.

Conclusion

The changes to the Rating Strategy are informed by sector-wide benchmarking and the community consultation process. They are aimed at ensuring Council rates are distributed fairly and equitably across the Bass Coast community, aligned with Council priorities as articulated in the Council Plan, while delivering enhanced biodiversity and natural asset protection outcomes.

The Strategy provides recognition of Bass Coast Farms through a lower rate differential of 70%. It continues support for the broader economy through a standard Developed Property rate of 100% and provides incentives for land development through a higher Vacant Land rate at 200%.

Additional support is provided to pensioners through the introduction of a Waste Charge rebate of 20%. The strategy also provides for first home buyers to receive a two-year exemption from the Vacant Land rate increase from 150% to 200%.

Governing Documents

Revenue and Rating Plan 2025 (adopted June 2025)

Attachments

1. Rating Strategy Engagement Summary [**8.9.1** - 26 pages]

Rating Strategy Review

Engagement Summary Report

Contents

Executive Summary 2
Overview 2
Objectives of the Community Consultation 4
Engagement Activities and Promotion 4
High-level themes across all engagement 5
Community Sentiment 8
How feedback has been used 8
Next steps 9
Feedback 10
Written Submissions – Summary 11
Drop-In Sessions – Summary 22
Meetings with Key Stakeholder Groups 25
Survey Feedback - Summary 27
Preferred Option 27
Other rating options/suggestions 28
Support for farmers 29
Other themes about farmers 29
Rural Land Management Rebate (RLMR) 30
Vacant Land 31
Pensioner waste rebate 32
Fairness 34
Online Q&A 35

Executive Summary

Overview

Community consultation on the Rating Strategy was conducted from 19 November 2025 to 11 January 2026, following Council's endorsement of three alternative rating options at the November 2025 Council meeting.

Why This Review Was Needed

Council's Rating Strategy, including its differential rate settings, has not been comprehensively reviewed since 2016. A planned review in 2020 was postponed due to the COVID-19 pandemic. Several significant factors have changed since 2016 that necessitated this review:

Changed Circumstances

- **Financial sustainability:** The need to ensure the rating strategy supports Council's long term financial sustainability which has been impacted by rate capping constraints and the need to maintain essential services and infrastructure.
- **Slower growth:** Population growth has declined from 2% per annum to 0.7% per annum, impacting Council's revenue base and economic development.
- **Industry Practice:** Bass Coast remains the only Victorian council providing a direct per-hectare land management rebate to farmers, raising questions about equity and whether this remains the most effective approach.
- **Expanded Environmental Programs:** Since 2016, alternative environmental mechanisms for farmers have expanded significantly, including Landcare programs, Council's enhanced Biolinks program, and Catchment Management Authority initiatives.
- **Best practice land management:** Many activities originally covered by the rebate are now statutory requirements under the *Catchment and Land Protection Act 1994* or have become standard best practice
- **Community equity concerns:** Questions raised by community members and Councillors about fairness across different ratepayer groups

Review Objectives

The Rating Strategy Review was designed to:

- Ensure equitable distribution of the rates burden across property types (developed, vacant land and farmland)
- Align the rating strategy with current Council Plan priorities

- Recognise the agricultural sectors contribution to managing rural landholding
- Support the broader economy effectively and transparently
- Encourage development and housing supply to address slowed growth
- Provide fairness to vulnerable ratepayers
- Ensure compliance with legislative requirements and best practice
- Improve financial sustainability and strategic resource allocation

The review is also one of Council's key actions in the Annual Action Plan 2025-2026.

Objectives of the Community Consultation

Table 1: objectives of the engagement and measures/actions for success

Objectives	Measures and actions for success
Comply with Local Gov Act 2020 requirements	Ensure all correct processes are followed, Engagement Plan and delivery is thorough and detailed, and engagement approach is inclusive and fair. IAP2 spectrum framework is applied. Approach aligns with Bass Coast Engagement Policy and principles.
Open and transparent community engagement.	Provide community with specific and clear information on what they can and can't influence. Publish a summary report of engagement findings, outlining what Council heard from community and how the feedback was used in the final decision-making.

Engagement Activities and Promotion

Council utilised the Engage Bass Coast online platform to capture community feedback via a community survey and Q&A tool. Feedback was also captured through drop-in sessions, written submissions and a stakeholder meeting.

There was a total of:

- **89** submissions to the online survey
- **3** online Q&A questions
- **903** visitors to the Engage Bass Coast project page
- **9** written submissions

Engagement methods included:

- **6** drop-in sessions with a total of **41** community attendees
- Coastell November 2025 Newsletter sent to **1,147** email addresses
- Coastell December 2025 Newsletter sent to **1,145** email addresses
- Engage email sent to **998** email addresses
- **6** targeted social media posts, each with a reach of between **175** and **22,335** accounts
- Media Release on Council website and **5** articles in local newspapers, including one front page

High-level themes across all engagement

Community Feedback Themes	
Theme	**Details**
Lower farm differential	Recognition that permanent rate reduction provides certainty. Acknowledgment that the current rebate distribution is inequitable. Support for a simplified, transparent system over an application-based rebate.
Pensioner waste rebate	High level of support across all ratepayer categories. Recognition of cost-of-living pressures on those who have fixed incomes. Viewed as appropriate, targeted assistance.
Increasing vacant land differential	Support for increasing the vacant land differential to increase housing supply. Desire to see more housing development and economic activity. Vacant land differential is viewed as an appropriate policy lever.
Transparency	Recognition that consultation options were clearly presented. Appreciation of the opportunity to see examples and discuss options in person.
Removal of the Rural Land Management Rebate	Strong desire for the retention of the RLMR or an alternative that assists farmers in undertaking environmental projects. Concern the removal may limit the ability of farmers to carry out important environmental works with flow-on impacts to other farms and the broader community.
Impact on large farms	Larger farms that utilise and receive significant funding from the rebate will be worse off under all options proposed. Concerns about financial viability during challenging agricultural conditions.
Environmental commitment	Concern that removing rebate signals reduced environmental priority for Council. Requests for clarity on alternative environmental support methods. Desire for farmers to be consulted about any new initiatives. Acknowledgement that farms contribute positively to the broader community and are an important part of the Bass Coast landscape and economy.

Community Feedback Themes	
Theme	**Details**
Engagement process and timing	Concern about the timing and duration of the engagement, as well as the survey design. A desire for more examples and details about possible outcomes for individual properties. Suggestion Rural Engagement Group should have been consulted earlier.
Equity perspectives	Varying views about the capacity to pay and who should pay more. Debate about the definition of 'fairness' in the rating context.
Phased implementation	Staged increase in farm differential discount. Transition period for large farms to adjust.
Means tested or targeted rebate	Link the rebate to farm income rather than land size. Target support to farms demonstrating financial hardship. Require evidence of conservation value for rebate eligibility.
Trust for Nature Covenant approach	Retain rebate only for properties with verified conservation covenants. Follow the approach used by 5 other Victorian councils. Link support directly to measurable environmental outcomes.
Differential farm rates by size	Lower differential for small farms. Higher differential for larger farm operations. A graduated approach recognising different farm types.
Maintain the status quo	Keep the current rebate program unchanged. Make no changes to rating differentials. Focus budget savings elsewhere.

Community Sentiment

There was a high level of exposure in the local newspapers, including a front-page article in the Sentinel Times. Social media posts, both Council and community-led, also generated interest and commentary. Like the feedback we received, this was predominantly the voice of farmers, with comparable commentary shared.

How feedback has been used

All verbatim feedback from surveys and written submissions was shared with Councillors for consideration, with Councillors also attending many of the drop-in sessions, providing an opportunity to hear feedback firsthand.

With a high proportion of feedback coming from farmers, consideration has also been given to groups who were not well represented, together guiding the recommendations which aim to be fair, transparent and equitable.

This feedback helped inform an officer recommendation for reduced farmland differential, increased vacant land differential, and reforming of the RLMR.

Next steps

Recommendations for the revised Rating Strategy will be presented to Council for consideration at the 18 February Council Meeting. Any changes will be incorporated into the 2026-2027 budget process.

Feedback

Between 19 November 2025 and 11 January 2026, Council engaged community members from across the Shire to explore changing the current rating differential.

This feedback is to give Council confidence in potentially lowering the differential for farmland and maintaining or increasing the differential for vacant land.

Early community feedback suggested the timing (over Christmas) and length (4 weeks) of the engagement was insufficient. To address this, the engagement was extended for a further 3.5 weeks with 3 additional drop-in sessions scheduled, including after hours and online.

Feedback was collected via online survey, written submissions and through discussion at drop-in sessions. Each method received a high representation from the farming community, making up around 30% of surveys, all written submissions and the majority of drop-in session attendees.

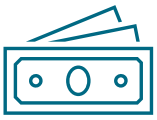
Conversely, vacant landowners were underrepresented, with only one survey respondent reporting being a vacant landowner.



65% of survey respondents support a waste charge rebate for pensioners



57% of survey respondents selected 'Option 1' as their preferred option



76% of survey respondents were very or somewhat familiar with how Council rates are distributed



40% Western Port Ward

31% Bunurong Ward

29% Island Ward



76% of survey respondents were aged 55+



65% of survey respondents own Developed Residential Land, 30% own Farmland

Written Submissions – Summary

Written submissions were received from key farming stakeholder groups as well as residents wishing to share feedback in more detail or seeking further information. Nine written submissions were received in total.

Key points have been drawn from the submissions.

Submission 1
Key points Strong support for the land management rebate, which has helped with weed control and other proactive land improvement measures. Highlighted the cost of sprays and other management techniques for weed and pest control. Noted grants through Landcare and Melbourne Water aren't guaranteed, and not all farms are eligible. Highlighted that drop-in sessions are not scheduled at a time that they can attend, as they would like to better understand their financial options and the relative impacts of the rebates or differential percentages.
Submission 2
Key points Seeking a better understanding of the impact of each rating option on different-sized farms. Do not support any option that taxes farmers more, noting farm businesses are critical to Bass Coast, and Council should be supporting them more. Concerns about the structure of the survey and a need for a further option that retains the RLMR.
Submission 3
Key points Support the use of the CIV system to calculate rates as this links rates to the property's value, which is indicative of the ratepayer's ability to pay. Agree that rates are not a fee for service, but a tax that funds Council's operations and activities. Do not agree with the discounted rates differential for farmers (suggesting farmers are in business and can deduct rates for tax purposes). Suggest applying a flat rate for all properties. Do support the land management rebate scheme as it helps protect the environment – suggest funding by removing the rates differential discount.
Submission 4
Key points Council should base its rates on the level of services and expenditure provided to each property type. While Council cannot change the property value, they do have control over the rate in the dollar.

Farmers cannot claim a tax deduction of their rates payments, while commercial and industrial properties, as well as investment property owners, can deduct their rates from their taxable income. Farmers pay an unfair proportion of rates levied, and it is not fair that they continue subsidising residential, commercial, and industrial ratepayers. While all Council services are available to all residents, farmers use very few of these services, and we should be moving towards a user-pay principle. Vacant land should be rated at the general rate, and there is no evidence that high rates on vacant land incentivise development. Financial stress is affecting many farmers. Do not support any of the proposed options. Suggest just having a general rate and a differential farm rate of 50%.
Submission 5
Key points Support a modernised and fair rating system that continues to recognise the vital role farmers play as land stewards and climate change leaders while ensuring ratepayer funds are used efficiently and transparently for community-wide benefit. Redirect funding from the current Land Management Rebate program for an annual grant program for environmental programs at scale that are associated with high-value environmental and climate resilience programs undertaken by farmers on private land across the Shire. Support the proposed farm rate differential under Option 1, 65% (or better), which provides simple, fair, and automatic support to farmers even though it is comparatively higher than most rural Shires. Decouple Council rates from the termination of the Rural Land Management Rebate. Ensure that farming for climate and environmental stewardship remains a top priority and ensure that this is made clear in our messaging about the change to the rural Land Management Rebate. Redirect the rebate funds into stronger community-wide programs. Encourage responsible land use and the timely development of vacant land.
Submission 6
Key points Welcome the proposal to reduce the farm rate differential from 80% to 65% (Option 1). Noting an increase of 23% in rural land rates over the last 10 years compared to developed residential, commercial, and industrial properties. Concern about the proposed changes to the land management rebate, stating the rebate provides funding support to farmers for pest and weed reduction, salinity control, and revegetation, highlighting benefits to both tourism and the environment. Concern withdrawal of this rebate could result in an increase in pests and weeds. Suggest retention of this rebate in parallel with a reduction in the farm rate differential will demonstrate Council's commitment to the environment and its farming stakeholders.
Submission 7
Key points Raised concerns around fairness for larger farms.

Highlighted the importance of farming to the Shire, large farms in particular. Raised concerns around transparency, including timing, survey design and independent auditing of survey responses. Questioned the difference between the ESVF and this review in terms of fairness. Questioned Council's commitment to encouraging responsible land use when removing the RLMR. Questioned what support Council provides to the farming community.
Submission 8
Key points REG group was not consulted prior to the options being released for consultation. Appreciate the special meeting during the consultation period and additional drop-in sessions. Engagement period was not long enough. Land values continue to increase, which directly affects the rates for farmers and the share of the total rate burden. Land is a farmer's working capital and is taxed disproportionately to working capital owned by other businesses. Farms provide an important green wedge for environmental and tourism purposes. Farmers depend on weather and good seasons to be profitable and sustainable. RLMR is an essential tool for environmental sustainability and agricultural productivity. Preference for differential rate of 75% or 80%, decoupling of the RLMR, but continue to support and incentivise farmers to continue the valuable environmental work to farms.
Submission 9
Concerned that options were developed without any input from key stakeholders. The removal of the RLMR and redesign of rating differentials are two completely separate policy matters. Should be considered individually. Council Report 'one-sided' – recognises the contribution of commercial and industrial businesses to local jobs, opportunities for young people and economic growth, but not the contribution of the agriculture sector. RLMR supports best practice – not just legal minimums.

Drop-In Sessions – Summary

A total of 6 drop-in sessions were held, varying in attendance between 1 and 21 people.

In response to a large turnout at the third session, the format was changed from individual discussions between staff and community members to more of a round-table style discussion.

While this allowed for a greater depth of discussion, it also highlighted the varying views and experiences of attendees and notes taken represent all of the points raised rather than a shared consensus from those who were there.

Despite the range of views, each of the sessions raised similar concerns with those representing farms the strong majority of participants.

Session 1: Wonthaggi Attendees: 2 community members, 1 Councillor
• Support the farming community and opportunities to assist them.
Session 2: Newhaven Attendees: 4 community members, 2 Councillors
• Supportive of the shift in Rates Differential to better support farmers. • Discussion around the problematic nature of introducing a house and curtilage approach.
Session 3: Corinella Attendees: 21 community members, 3 Councillors
• Leave the differentials as is. • Poor performance this year in terms of production. • Strong harvest (lots of grass) this year. • Discussion around the proposed removal of the Rural Land Management Rebate with strong suggestion that land management improves productivity and farming returns. • Noting the work done also benefits the broader community and visitors who appreciate the green hills and rural views • Suggestion that the RLMR is a source of funding that farmers can rely on. • Noted that many larger farmers would be worse off under each of the proposed options. • Discussion around the need to for the RLMR program (or any future program) to be better promoted to farmers, noting it is no longer promoted directly to farmers, and they are required to seek out the information. • Acknowledgement that only around half of farmers apply for the rebate, and if more applied, each farmer would receive less. • Discussion around how the RLMR program had been implemented previously over a long period, and opportunities for improvements in process and auditing. • Suggestion that the rating differentials and the RLMR should be considered separately.

- Discussion around the significant jump in rates for farming properties in Bass Coast over the past 10 years as a result of increases in land value, as compared to other property types with a suggestion that more needs to be done to balance that out. Noting that property value doesn't always equate to income.
- Concerns raised around the communication and engagement process and timelines with some calls for the review to be put on hold or extended for a further 6 to 9 months. *The closing date was extended, and additional drop-in sessions were scheduled. Information from previous review processes was removed from the Council website.*
- Specific issues with the survey format - such as having to answer the options question - were raised. *The survey was amended to address these concerns.*
- Question regarding the services which Farmers receive from Council.
- Suggestion that farmers are being taxed 'on their tools'.
- Question regarding the difference between this proposal and the ESVF in relation to fairness to farmers?
- Highlighted that practices undertaken by farmers were aimed at improving production, not just land management obligations.

Session 4: Online

Attendees: 4 community members

- Suggestion that CIV isn't the fairest/best way to calculate rates.
    - Land is working capital – farms are the only class to have their 'tools' taxed.
- Farms play a key role in tourism and in attracting visitors.
- Rural Land Management Rebate
    - Concern around how it is currently monitored/audited
    - Needs to be better advertised so everyone eligible can access it
    - Applications should not only be online
    - The program has strong benefits and has contributed to the beautification of the area
- Survey – limit to number of words for one question – would like to see this increased. *The survey was amended to allow longer responses.*
- ESVF – clarification sought about how it is linked and whether it needs to be paid. *Confirmation provided that the State Government has kept the ESVF levy rate for Primary Producers at the same rate as the FSPL (which it has replaced) for the 2025/26 and 2026/27 financial years. The original proposal was to increase the ESVF for Primary Producers from 28.7 cents per $1,000 to 83.0 cents per $1,000 (a 190% increase).*

Session 5: Inverloch

Attendees: 1 community member

- Support the notion of a discount for farmers.
- Happy overall with how rates are spent and the customer service provided by Council.
- Raised some concerns about roads. *Concerns were referred to the relevant department for follow-up.*

Session 6: Wonthaggi

Attendees: 9 community members, 1 Councillor

- Concerns raised about communication and lack of awareness in the farming community about the consultation and engagement for the rating strategy.
    - Suggested using the Rural Land Management database to let farmers know about the review.
    - Officers confirmed that earlier feedback resulted in an extension of the deadline as well as the three follow-up drop-in sessions and a separate meeting with the Rural Engagement Group.
- Discussion around why the Rural Land Management Rebate is being considered at the same time and not separately.
    - Concerns about timing with the ESVF being implemented in the coming years.
- RLMR was seen as money that could be relied on. Other grants are competitive or not available to all, such as Melbourne Water.
- Discussion around who/how many claim the rebate.
- Concerns raised about the financial impact that the removal of RLMR will have on Farmers (as opposed to hobby farmers or rural lifestyle properties).
- Suggestion that it's not just about the money – it's about recognition for the work that farmers do for the environment.
- Noted the work done also benefits farmers, for animals, birds and greater biodiversity.
- Discussed Council's analysis that more than half of the Farms will be better off under the options tabled.
- Officers highlighted that higher value Farm assessments on the Island would benefit more from the rate differential reduction than mainland farms, and this property valuation relativity makes them more sensitive to the rate reduction and effectively offsets the removal of the rebate.
- Would like to keep the RLMR, but if it is decoupled, would like a clearer understanding of what it would be spent on and how it would be managed.
- Concerns that the money currently spent on the Rebate will be redirected into something that is ineffective.
    - Need to have clear goals about what will be done with the funds if the rebate is removed.
    - Would like to see it go to the landowners (not lost on administration) and best benefit the economy/land.
    - Needs to be audited.
- Concerns raised about the effectiveness of Land Care's tree planting program and the survival rate of trees that are planted/whether this is an appropriate auditing measure.
- Discussed the importance of everyone doing their bit – and the impact (weed seed spreading) that some not maintaining their land can have on other properties, noting farmers often also spray the roadside, which isn't their property.
- Concern that those not currently claiming the Rebate (and therefore possibly not doing the work) are benefiting from the proposed changes.
- Happy to secure a lower differential now – don't know what Council will decide in the future.
- Positive feedback about the session and the opportunity provided for everyone to have their say.

Meetings with Key Stakeholder Groups

The opportunity to meet with Council staff was available to stakeholder groups. Council's Rural Engagement Group took up the opportunity with an additional meeting of the group scheduled to align with the consultation period.

Bass Coast Rural Engagement Group Special Meeting – 19 December 2025
Rural Land Management Rebate (RLMR) Discussion focused on the current Rural Land Management Rebate (RLMR), including concerns and opportunities for reform. Key points raised included: • The RLMR is no longer actively advertised, meaning some eligible landholders may be unaware of it. • If a higher number of eligible properties accessed the rebate, the value of the rebate would be reduced. • There was discussion about the preference for the rebate to be applied directly through rates, rather than requiring an application process. • It was noted that not all farmers use online portals. Council advised that Bass Coast Shire Council does not exclude people from applying through non-digital means, and if this is occurring, it should be reviewed. • Council does not wish to discourage environmental works undertaken by landholders. • Consideration was given to whether decoupling the rebate from rates and offering funding through an application-based program would be acceptable. • The importance of incentivising environmental works and supporting farmers to respond to climate challenges while improving productivity was highlighted. • There was general consensus that some level of auditing would be appropriate to ensure environmental works are being undertaken as intended. It was noted that removing the RLMR entirely would require a rate differential of approximately 50% to ensure no farmer was worse off. **Options** It was noted that while other options could be considered, the number of options presented was intentionally limited to avoid overwhelming the community. Discussion highlighted that: • Retaining the status quo was raised; however, due to increases in capital value, the current differential for farmers requires review. • Maintaining the status quo was not considered appropriate in light of these changes. • Removing the RLMR could threaten the environmental outcomes Council has previously achieved. **Recommendations** The REG group agreed: • Decouple the RLMR from the rates. The issues of rate differential on rural properties and the future of the land management rebate should be decoupled.

- Express general support for option 1 (65% differential) or better with respect to rate differential.
- Recommend retaining and reforming the RLMR (environmental incentive to landowners).

Survey Feedback - Summary

A number of survey questions called for a written response or allowed further detail. The key points from each submitter have been summarised and combined into similar themes. The numbers showing in brackets denote how many submissions referenced that theme.

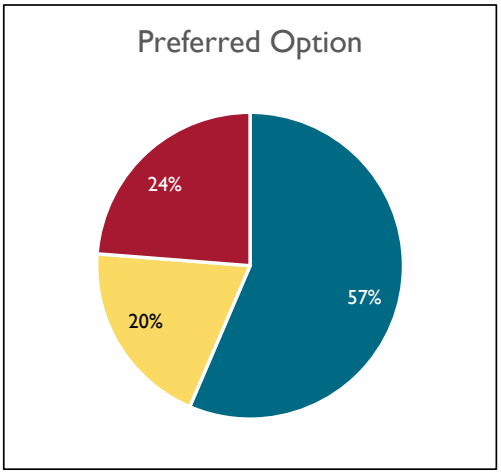
Some comments were not relevant to this consultation and have been passed on to the relevant teams for consideration at the appropriate time.

Preferred Option

The survey asked respondents to rank their preferred option out of three provided. This initially was a required question. After feedback from the community this was changed to be optional. 76 respondents answered this question, 16 skipped it.

43 (57%) selected Option 1 as their preferred option, 15 (20%) selected Option 2 as their preferred option and 18 (24%) selected Option 3 as their preferred option. 13 skipped the question.

It should be noted that some respondents selected Option 1 as the best option of those presented; however, it was not necessarily an option that they fully support, with some calling for the RLMR to be retained and others seeking an even lower differential for farmers.



Option 1 (43)

Developed Land 100%, Farmland 65%, Vacant Land 200%

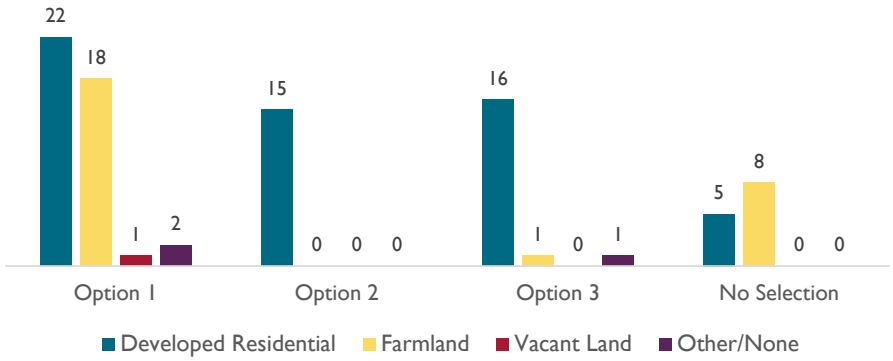
Option 2 (15)

Developed Land 100%, Farmland 70%, Vacant Land 175%

Option 3 (18)

Developed Land 100%, Farmland 75%, Vacant Land 150%

The majority of respondents who own Farmland either selected Option 1 or elected not to choose an option. Developed Residential respondents had a spread across the three options presented with the highest number also selecting Option 1.



Other rating options/suggestions

A range of other rating options and considerations were suggested, including leaving the Rating Strategy as is. While each was considered, there were some limitations, such as extending the period of uncertainty, delaying achievement of equity objectives and adding administrative complexity.

Other rating options/suggestions
Leave it as is
Suggestions around how properties are valued and the need for flexibility to be responsive to major increases in property values of certain classes.
Some suggestion that household size and land size should be considered in the calculation of rates
Can you differentiate between hobby farmers/rich people playing on property versus livelihood farmers who contribute to farm needs?
Need to take into consideration that the ESVF will also be introduced next year

Equity for farmers

There was a high level of community support for farmers with recognition of the broader benefit farms provide to the Shire.

It is proposed that Council adopt a lower farm differential, providing a further discount to the farming sector.

Contribution to environment/community (19)
There was recognition from many about the environmental benefits farmers provide through their commitment to land management practices as custodians of the land, and the need to encourage and acknowledge farmers who proactively undertake environmental initiatives on the land. Some noted the value placed on farms by the community as a key part of the Bass Coast landscape and the importance of retaining farmland for our future.
It's tough for farmers (9)
A number of responses highlighted a need and willingness to support farmers, suggesting that they need all of the financial assistance they can get, particularly during tough (drought) times. Suggestion that rate pressure could undermine the sustainability of local farms and the impact this would have on the broader community.
Extra expenses (4)
Some respondents noted the additional expenses required to look after the land, suggesting the land is a tool of the trade and other businesses don't have to pay rates on their equipment, also noting the rising land value and therefore rates. There was also a suggestion that farms don't rely on Council services such as rubbish removal, drainage, etc.

Other themes about farmers

Farming obligations (2)
Whichever option is chosen, it makes no significant difference to our environmental obligations and ensuing costs.
Services (1)
What services do farmers receive in the rates they pay? How does it benefit them?

Rural Land Management Rebate (RLMR)

Much of the discussion in the drop-in sessions, as well as the survey feedback, related to the proposed removal of the RLMR. 20 submissions referenced a desire to maintain the rebate.

While there was a high level of support for keeping the rebate, there was also a suggestion that the funds could be used differently.

It is proposed that Council explore a reformed (not eliminated) environmental program. Maintaining Council's environmental commitment while improving equity and measurability.

Support the retention of the Rural Land Management Rebate

Incentive (14)
The RLMR is seen as a great incentive to encourage expenditure on environmental issues. It's seen as an opt-in reward for farmers doing the right thing for the environment and their neighbours and should be retained.
Broader community benefit (3)
Respondents noted that the program was established to assist farmers with environmental works such as weed control, revegetation, establishing shelter belts and Biolinks, highlighting the large environmental impact the program has had and the broader benefits it has had to the community.
Makes rates manageable (3)
There was some suggestion that the RLMR makes rates for farmers manageable and that the removal of the RLMR isn't offset by the reduction in farm rate differential unless you are a hobby farmer.

Support the removal of the Rural Land Management Rebate

Other opportunities (4)
Some respondents noted the opportunities created by the proposed withdrawal of the RLMR with some seeking to redirect the funds into environmental programs and others looking to see more spending in local communities.

Vacant Land

There was an under-representation of vacant landowners in both survey submissions (1) and attendance at drop-in sessions (0). The majority of feedback received regarding vacant land was supportive of increasing the differential.

Growth has slowed from 2% to 0.7%. An increase in the vacant land rate should provide further encouragement for the development of vacant land. It is hoped this will promote economic growth and activity, and an increase in housing supply may improve housing affordability.

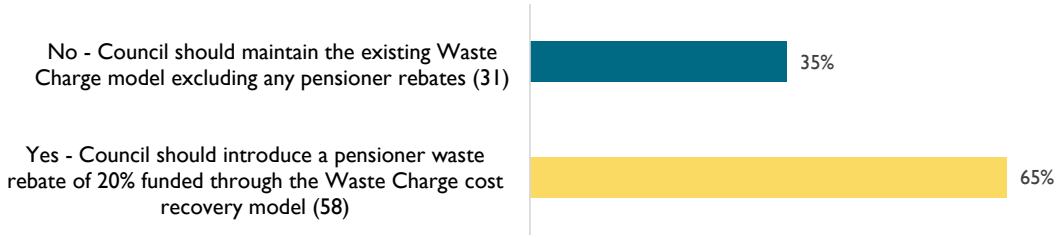
It is proposed that Council adopt a higher vacant land differential, providing an incentive to create developed property within areas that have access to existing infrastructure.

Support an increase in the differential for Vacant Land

Encourage development and discourage land banking (17)
Support was shown for increasing vacant land rates in an effort to discourage Vacant Land and protect Farmland, with a feeling that Vacant Land should be developed/utilised where possible. There was some commentary suggesting that farms add value, but vacant land doesn't, that development assists with housing supply, generating local spending and jobs. There was also some suggestion that vacant land owners have a greater capacity to pay.
Vacant Land rates should be lower (5)
There were some suggestions in favour of lowering the differential for vacant land, including: vacant land is already penalised by the State Government, it receives no benefits, so shouldn't be expected to pay more and other property types have the ability to generate income, but vacant land doesn't.
Other comments about Vacant Land (1)
Ill-considered development of vacant blocks is worse for everyone and the environment than not developing blocks at all.

Pensioner waste rebate

Survey respondents were asked whether they supported the introduction of a 20% rebate on the waste charge for pensioners. 65% of respondents were in favour of the proposed rebate.



While there was a large proportion of residents aged 55+ who completed the survey (66%), around two thirds (68%) were in favour of the rebate and one third (32%) were not – which was similar to the percentages across the whole respondent group.

The Pensioner Waste Rebate is proposed to provide direct, equitable support to households most in need. There was some misconception about who would be eligible for the rebate with some comments assuming it was only for Aged Pensioners and wanting the rebate to be available for all Pensions.

However, the Rebate will be available to any holders of a Centrelink or Veteran Affairs Pension Concession card or a Veteran Affairs Gold card which stipulates TPI or War Widow.

A Pensioner Concession Card is available to those receiving Age Pension, Carer Payment, Disability Support Pension and Parenting Payment single. Others may also be eligible.

Support for a rebate for pensioners

Pension is hard to live off (20)
Comments in support of the rebate highlighted the low income, fixed nature of a pension and the associated challenges for many living off it. Others suggested that the pension hasn't increased to match the cost of living in recent years, putting further strain in pensioners. There was some misconception about who would be eligible for the rebate with comments about extending the rebate to all pensions (eg. disability, parenting) and those on low income (health care card) with some suggestion it should be assessed based on income and ability to pay.

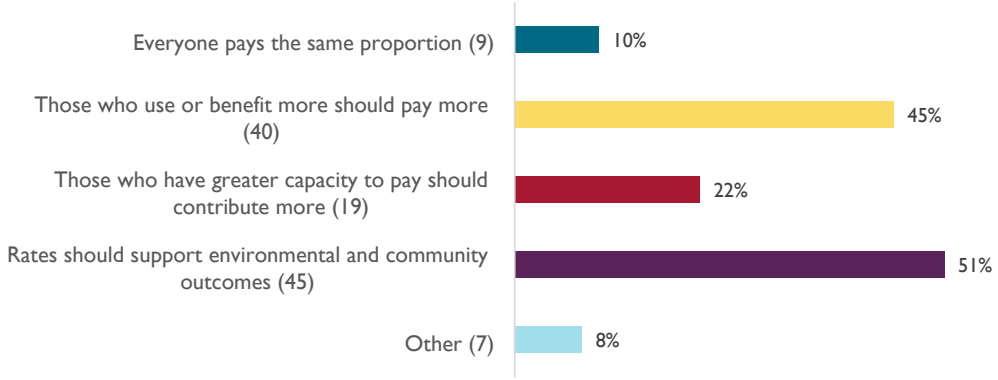
Not supportive of rebate for pensioners

Not supportive of a rebate for pensioners (14)
There were a range of reasons suggested why respondents don't support the proposed rebate including: everyone should pay the same for rubbish – being a pensioner has no relationship to the amount of waste produced, suggestion that pensioners already receive

enough benefits and some concern that with an increasing number of (aged) pensioners in the Shire the rebate could become costly.
Waste service usage (6)
There was some suggestion that pensioners produce less waste, could manage with smaller bins or reduced service to balance out the rebate.

Fairness

Survey respondents were presented with four options and asked to select up to two to describe what fairness means to them. There was a high level of support for environmental and community outcomes (51%) and those who benefit more should pay more (45%). There was some support for those who have greater capacity to pay more (22%) and very limited support for the notion that everyone should pay the same proportion (10%).



Ability to pay
There was mixed feedback related to perceived ability to pay. Some responses indicated that farm owners are in the business of making money and have access to tax offsets meaning they have a higher capacity to pay. Others suggested that high land value (of farms) does not necessarily mean high income.
Consultation (3)
Feedback provided around the consultation included a desire for a longer engagement period and more individualised information about the possible impacts for each property. There was also a suggestion that the examples provided aren't representative.

Online Q&A

Question	Posted response
Potential discrepancy or just difficulty understanding the options Option 3 is less than current for farmland yet in the examples it costs more for option 3 for farmland than the current. Am I missing something?	All the examples that illustrate the impact of the three different rating options on actual properties in our Shire assume that eligible ratepayers (Farms) are currently claiming the Rural Land Management Rebate. All three rating options have been modelled without a Rural Land Management Rebate. The Option 1 reduction in the differential offsets this for small and medium farms and the Option 2 differential reduction offsets this for small farms. Under Option 3 the differential reduction is not enough to fully offset this for small farms. Analysis of our rates database indicates that the Rural Land Management Rebate is only being claimed by approximately half of the Farm ratepayers. Therefore, all the Farm ratepayers who do not currently claim the Rural Land Management Rebate will be better off under each of the three rating options that have been tabled for community consultation and feedback. This confirms Council's analysis that all three rating options will benefit more than 50 per cent of the Farm ratepayers.
Can farmers even afford it? I feel uncomfortable having a say on farming without knowing how much of an impact it would have. Is there any understanding this?	The general objectives of each of the differential rates are to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. This review is guided by principles of fairness, equity, simplicity, sustainability, and transparency, to ensure rates reflect capacity to pay, encourage responsible land use, and support community wellbeing. For estimated impacts, please refer to the example properties section presenting the varying impacts under the 3 options developed for consultation. The examples have aimed to capture the impacts across a typical small, medium and large farm in the Shire. Noting individual circumstances will vary depending on the Capital Improved Value of the individual property and if the Rural Land Management Rebate is being accessed. For further information, or to find out how the options affect you, you're encouraged to attend our Community Drop-in sessions

	detailed on this page. Or contact Council to speak to the team on 1300 BCOAST (226 278) or (03) 5671 2211.
Typical rate of $1200 for residential Our rates are close to $4,000 for our residential property in Cape Paterson. The government max increase is in percentage only. When you value the property you can increase the value by more than this	Every year, the total amount Council can collect in rates is capped by the State Government. Revaluations do not increase or decrease Council's overall total rates revenue. A revaluation re-distributes the amount each property contributes to Council's overall rate income.

Statutory Reports

9 Statutory Reports

9.1 Informal Meeting of Councillors

Division	**Innovation & Engagement**
Council Plan Strategic Objective	**Visionary Leadership** *Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The *Bass Coast Shire Council Governance Rules 2025,* requires all Informal Meetings of Councillors records to be reported at the next practicable Council Meeting and to be recorded in the minutes of that meeting. The purpose of this report is to meet this requirement.

Recommendation

That Council receive the attached Informal Meeting of Councillors records.

Introduction

Chapter 6 of the *Bass Coast Shire Council Governance Rules 2020* defines an Informal Meeting of Councillors as a meeting of Councillors that:

1.1 is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors and contains three or more Councillors;

1.2 is a meeting of a Council Committee that a Councillor is appointed to;

1.3 is attended by at least one member of Council staff; and

1.4 is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are:

(a) tabled at the next convenient Council meeting; and

(b) recorded in the minutes of that Council meeting.

Governing Documents

Local Government Act 2020

Governance Rules

Attachments

1. IMOC Doc 25 November 2025 - CEO Employment Matters Committee Meeting.docx [**9.1.1** - 2 pages]
2. IMOC Doc 03 December 2025 [**9.1.2** - 2 pages]
3. IMOC Doc 10 December 2025 [**9.1.3** - 2 pages]
4. IMOC Doc 17 December 2025 [**9.1.4** - 2 pages]

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Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2020 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Chief Executive Officer (CEO) Employment Matters Committee Meeting		
Time commenced:	11.34am	Time concluded:	1.05pm
Location:	Councillor Meeting Room Wonthaggi		
Division:	Executive Office	Date: 25 November 2025	

Attendees

Cr R Halstead – Mayor	Cr R Bauer
Cr B Tessari	

Matters discussed	Attendees
1. Acknowledgement of Country	Paul Buckley PSM, Greg Box, Linda Ryan
2. Previous Meeting Record – 7 April 2025	Paul Buckley PSM, Greg Box, Linda Ryan
3. CEO Performance Agreement 2024/25 – annual review	Paul Buckley PSM, Greg Box, Linda Ryan
4. CEO Remuneration review	Paul Buckley PSM, Greg Box, Linda Ryan
5. CEO Performance Agreement 2025/26	Paul Buckley PSM, Greg Box, Linda Ryan
6. General Business – CEO Professional Development 2025/26	Paul Buckley PSM, Greg Box, Linda Ryan
7. Next meeting	Paul Buckley PSM, Greg Box, Linda Ryan

Conflict of interest disclosures: General s127 or Material s128 of the Act

Councillor/Officer	General or Material	Item no	Left the room during the discussion ✓ (note time)	Form completed ✓
Nil				

Form completed by:	Linda Ryan, Executive Assistant to Chief Executive Officer
Signature: 	Date: 5/12/2025
Received CEO's Office: 	Date: 19 December 2025

ED20/145106 as at 16/12/2020

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Governance Rules 2020

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

If there is a meeting of Councillors that:

1.1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors and contains three or more Councillors;

1.2 is a meeting of a *Council* Committee that a Councillor is appointed to;

1.3 is attended by at least one member of Council staff; and

1.4 is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

(a) tabled at the next convenient *Council meeting*; and

(b) recorded in the minutes of that *Council meeting*.

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Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2025 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Councillor Briefings		
Time commenced:	10.59am	Time concluded:	4.03pm
Location:	Wonthaggi Civic Centre		
Division:	All	Date: 03/12/25	

Attendees

Cr R Halstead (Mayor) (remote)	Cr B Tessari (Deputy Mayor)
Cr M Edwards (left at 3.03pm)	Cr T O'Brien
Cr M Morgan	Cr T Bell
Cr J Temby (arrived 11.56am)	Cr J Thompson
Cr R Bauer (remote)	

Matters discussed	Attendees
Surf Parade Inverloch Pathway	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Angus Cameron, Luke Bryant, Joel Dickson, Nicola Glassey
Waste Service Update	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Simon Woodland, Aaron Ferrell, Isobella Grasby, Maegan Forbes, Nicola Glassey
Strategic Risks Workshop	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Kristy Grattan, Hayley Cork, Nicola Glassey
Financial Update	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Joseph Kay, Peter Mason, Daniel Fokkens, Erin Smrk, Nicola Glassey
Stewart Road Bridge Update	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Joseph Kay, Daniel Fokkens, Nicola Glassey
Stanley Road Planning Application	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Nicholas Felstead, Jericho Perez, Nicola Glassey

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	Externals - David Vorchheimer, Russell Kennedy
Queen Street Road Upgrade	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Angus Cameron, Luke Bryant, Jennifer Anderson, Nicola Glassey
Property Matters	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Susie Nogic, Andrew Teasdale, Nicola Glassey
Council Agenda Run Through	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Nicola Glassey

Conflict of interest disclosures: General s127 or Material s128 of the Act

Cr Brett Tessari declared a Conflict of Interest on the Waste Services Update and left the room from 11.38am. Cr Tessari returned at 11.49am.

Form completed by:	Jade Glen	
Signature: Jade Glen		Date: 18 December 2025
Received CEO's Office:		Date: 19 December 2025

Governance Rules 2025

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

If there is a meeting of Councillors that:

1.1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors and contains three or more Councillors;

1.2 is a meeting of a *Council* Committee that a Councillor is appointed to;

1.3 is attended by at least one member of Council staff; and

1.4 is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

(a) tabled at the next convenient *Council meeting*; and

(b) recorded in the minutes of that *Council meeting*.

Docusign Envelope ID: A773798A-C6FC-413F-B739-61BAE407E349

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2025 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Council Agenda Run Through		
Time commenced:	10.30am	Time concluded:	11.10am
Location:	Wonthaggi Civic Centre		
Division:	All	Date: 10/12//25	

Attendees

Cr R Halstead (Mayor)(Virtual)	Cr B Tessari (Deputy Mayor)
Cr M Edwards (Virtual)	Cr T O'Brien
Cr M Morgan	Cr T Bell
Cr J Temby	Cr J Thompson
Cr R Bauer	

Matters discussed	Attendees
Council Agenda Run Through	Greg Box, Donna Taylor, Jodi Kennedy, Jade Glen, Kristy Grattan, Alice Anderson, Joseph Kay.

Conflict of interest disclosures: General s127 or Material s128 of the Act

Nil

Form completed by:	Kristy Grattan	
Signature: KGrattan		Date: 10/12/2025
Received CEO's Office:		Date: 19 December 2025

Governance Rules 2025

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

If there is a meeting of Councillors that:

1.1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors and contains three or more Councillors;

Docusign Envelope ID: A773798A-C6FC-413F-B739-61BAE407E349

1.2 is a meeting of a *Council* Committee that a Councillor is appointed to;

1.3 is attended by at least one member of Council staff; and

1.4 is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting

the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

(a) tabled at the next convenient *Council meeting*; and

(b) recorded in the minutes of that *Council meeting*.

Docusign Envelope ID: A773798A-C6FC-413F-B739-61BAE407E349

Informal Meetings of Councillors Summary

Required pursuant to the Bass Coast Shire Council Governance Rules 2025 chapter 6 and the *Local Government Act 2020 (the Act)* sections 130 and 131.

Details of Informal Meetings of Councillors

Title of Meeting	Councillor Briefing		
Time commenced:	10.45am	Time concluded:	3.10pm
Location:	The Wonthaggi Club		
Division:	All	Date: 17/12//25	

Attendees

Cr R Halstead (Mayor)	Cr B Tessari (Deputy Mayor)
Cr M Edwards	Cr T O'Brien (remote)
Cr M Morgan	Cr T Bell
Cr J Temby	Cr J Thompson
CR R Bauer	

Matters discussed	Attendees
Engagement Workshop	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Johanna Radford, Tess Angarane
General Updates	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen
Presentation on Regional Priorities	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen External – Mary Aldred MP, Federal Member for Monash
Summer Session	Greg Box, Donna Taylor, Jodi Kennedy, Patrick Dillon, Jade Glen, Shannan Little, Collette McMahon, Simon Woodland, Nick Grant-Collins, Benita Russell

Conflict of interest disclosures: General s127 or Material s128 of the Act

Nil

Form completed by:	Jade Glen	
Signature: Jade Glen		Date: 18 December 2025

Docusign Envelope ID: A773798A-C6FC-413F-B739-61BAE407E349

Received CEO's Office: 	Date: 19 December 2025

Governance Rules 2025

Chapter 6 – Miscellaneous

1. Informal Meetings of Councillors

If there is a meeting of Councillors that:

1.1 is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors and contains three or more Councillors;

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the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are:

(a) tabled at the next convenient *Council meeting*; and

(b) recorded in the minutes of that *Council meeting*.

9.2 Planning and Building Statistics - November 2025

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism, and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The below provides a list of all Planning Permit, Amendment and VicSmart applications (i.e. both under delegation and by Council) refused or approved for this month.

PLANNING PERMITS, AMENDMENTS AND VICSMARTS REFUSED:

Application Number	Address	Proposal
Not applicable.		

PLANNING PERMITS, AMENDMENTS AND VICSMARTS ISSUED:

Island Ward

Application Number	Address	Proposal
PDPLANPER-2025/000297	7 Charmandene Ct. Cowes	Development of land for a dwelling in a Design and Development Overlay (DDO1) and Vegetation Protection Overlay (VPO2)
PDPLANVIC-2025/000926	6 Monash Av, Cowes	Remove one tree in the Vegetation Protection Overlay (VPO2) and Clause 52.37
PDPLANVIC-2025/000989	30 Vista Dr, Cape Woolamai	Removal of one tree in the VPO2
PDPLANPER-2025/000792	16 Woodland Av, Silverleaves	Buildings and Works associated with a Dwelling in the Land

		Subject to Inundation Overlay (LSIO)
PDPLANPER-2025/000866	1 Dafydd St, Cowes	Construction of a dwelling over 7 metres in height in the Design and Development Overlay (DDO1) and the Bushfire Management Overlay (BMO)
PDPLANPER-2025/000421	479 Berrys Beach Rd, Ventnor	Buildings and works associated with an Education Centre in the Farming Zone (FZ)
PDPLANPER-2025/000837	21 Seahaven Dr, Ventnor	Removal of two trees in the Vegetation Protection Overlay (VPO2) and Clause 52.37 (Canopy Trees)
PDPLANPER-2025/000759	6 Osbourne Av, Cowes	Buildings and works to construct a dwelling in the Design and Development Overlay (DDO1)
PDPLANVIC-2025/001080	22 Elwood Av, Surf Beach	Removal of one tree in a Vegetation Protection Overlay (VPO2)
PDPLANVIC-2025/001033	2/4A Hereward Cl, Cowes	Removal of one tree in the Vegetation Protection Overlay – Schedule 2

Western Port Ward

Application Number	Address	Proposal
PDPLANVIC-2025/000994	772 Turnbull-Woolamai Rd, Woolamai	Construction of two sheds in the Farming Zone (FZ)
PDPERAMD/20 0094-1	706 Loch-Wonthaggi Rd, Krowera	Retrospective approval to extend the dwelling and the construction of an outbuilding
PDPLANPER-2024/002345	39 Bluff Rd, Bass	Use of the land for domestic animal husbandry (retrospective) in the Farming Zone (FZ)
PDPLANPER-2025/000748	23 Aspect Dr, San Remo	Construction of a dwelling over 7 metres in height in the Design

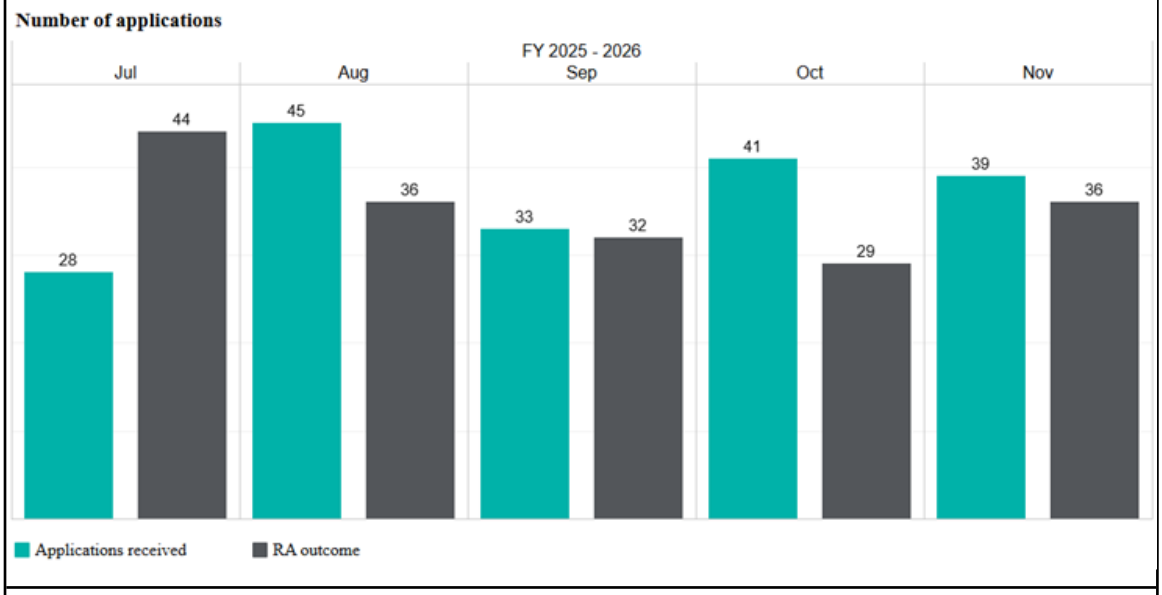
		and Development Overlay (DDO1)
PDPLANVIC-2025/001040	30 Wetherall Dr, Corinella	Construction of an outbuilding (shed) and alfresco in the Heritage Overlay (HO28)
PDPLANPER-2025/000899	24 Gaudi Blvd, Corinella	Development of the land for a dwelling in the Heritage overlay (HO30)

Bunurong Ward

Application Number	Address	Proposal
PDPLANPER-2025/000616	94 Desmond Rd, Wattle Bank	Development of the land for a small second dwelling in the Rural Living Zone (RLZ)
PDPLANPER-2025/000632	2 Evan Pl, Inverloch	Extension to a dwelling in the Land Subject to Inundation Overlay (LSIO)
PDPLANPER-2025/000543	7-9 Beach Av, Inverloch	Removal of two trees in the Vegetation Protection Overlay (VPO3)
PDPLANPER-2025/000702	223 Graham St, Wonthaggi	Use of land for a Medical Centre in a General Residential Zone (GRZ1), reduction in car parking and display of business identification signage
PDPERAMD-2025/002351-1	230 Lynnes Rd, St Clair	Change to plans – Redesign of the proposed subdivision
PDPLANVIC-2025/001056	26 Victoria St, Inverloch	Removal of one boundary canopy tree in accordance with Clause 52.37
PDPERAMD-060603-1	212 Graham St, Wonthaggi	Amended Plans to extend the Medical Centre
PDPLANPER-2025/000139	1 The Cresent, Inverloch	Removal of Restrictive Covenant 1375247

PLANNING AND BUILDING ACTIVITY REPORT FOR NOVEMBER 2025

Statutory Planning	This month (November)	Last month	Year to date (financial year)
% of applications determined within statutory timeframe	66.67%	74.19%	72.88%
Average Gross Days (Average processing days to RA Outcome)	126.4	119.1	130.4
Average Gross Days to final outcome (Average processing days to final outcome)	118.9	119.3	124.9
Number of live applications (Planning Permit, s72 Amendments, VicSmarts)	159	154	N/A
Number of applications received for the month (Planning Permit, Amendments, VicSmarts)	39	40	186
Number of Responsible Authority outcomes (Planning Permit, Amendments, VicSmarts)	36	31	177


Number of applications
FY 2025 - 2026
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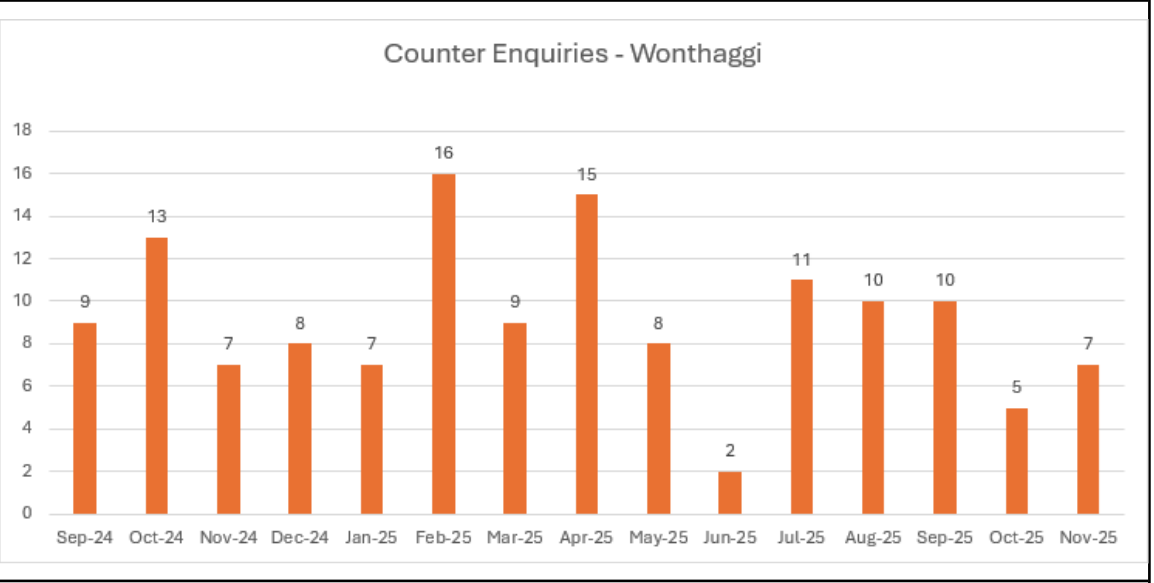
Applications received
RA outcome


Counter Enquiries - Wonthaggi
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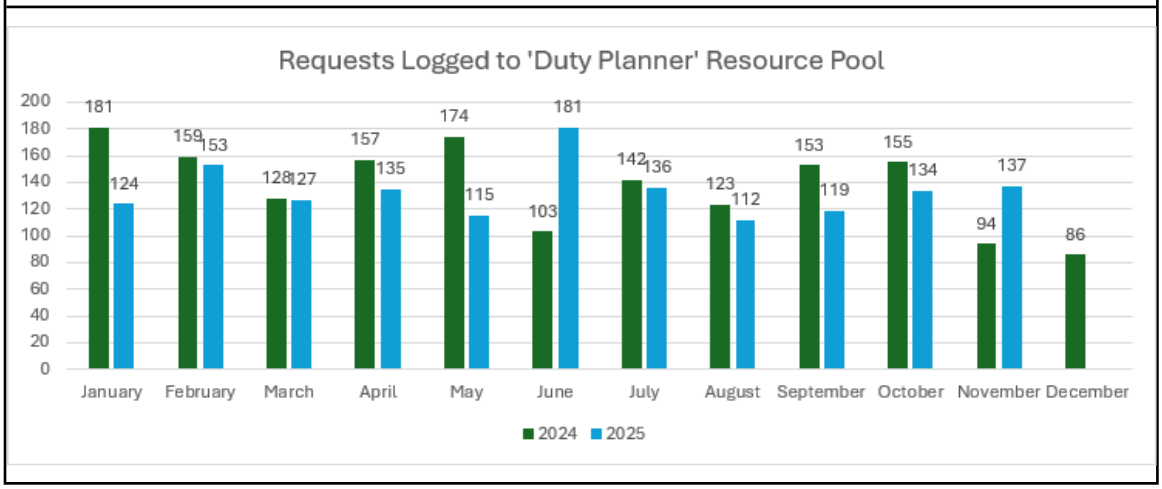
Requests Logged to 'Duty Planner' Resource Pool
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January
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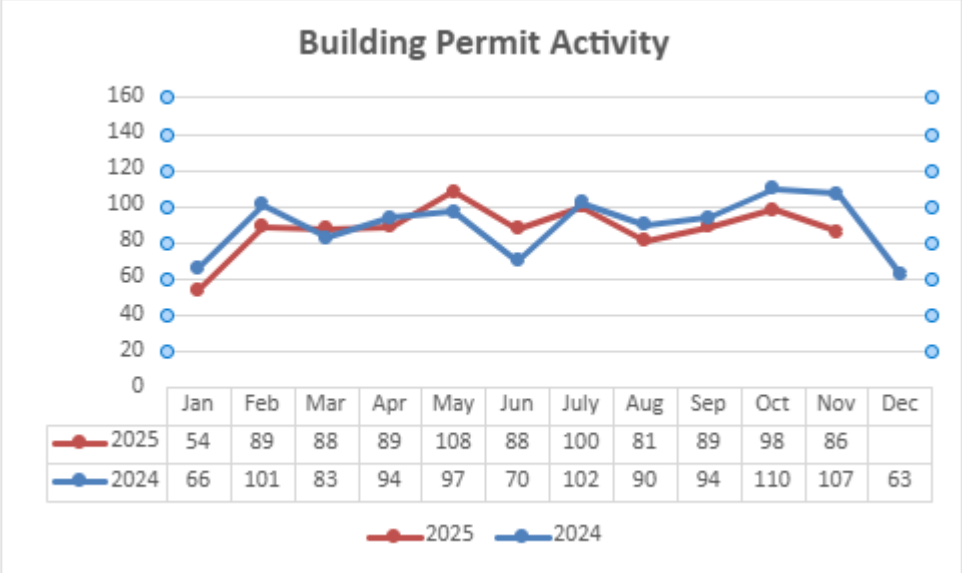
2025

Municipal Building Services & Enforcement	This month (November)	Last month	Year to date (financial year)
Essential Safety Measure inspections	0	0	0
Report & Consent applications • Siting • Build Over Easement • Demolitions	 14 1 17	 20 2 12	 99 9 62
POPE and Siting consents issued for temporary structures	2	0	6
Complaints received requiring investigation	0	9	26
New building enforcement cases	2	1	7
Number of open building enforcement cases	39	39	n/a
Building permits issued by Council	0	0	0



Planning Enforcement	This month (November)	Last month	Year to date (financial year)
New complaints/case files opened	11	8	47
Complaints/case files closed	11	11	58
Current open complaints/case files	3	3	3

STATUTORY PLANNING DEFINITION:

Statutory days: In accordance with the *Planning and Environment Act 1987*, a Council is permitted 60 statutory days to determine a planning application. The 60 statutory days include weekends, public holidays, and commence when the application is lodged. The legislation allows for the 60-day statutory clock to be stopped (e.g., when further information is requested) and re-started in certain circumstances (when further information or amended plans are received).

Gross days: The total number of days to determine a planning application inclusive of weekends and public holidays.

Recommendation

That Council:

1. **Receives and notes the Planning Permits issued under delegation report for November 2025; and**
2. **Receives and notes the Planning and Building Activity Report for November 2025.**

Attachments

Nil

9.3 Planning and Building Statistics - December 2025

Division	**Future Places**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism, and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The below provides a list of all Planning Permit, Amendment and VicSmart applications (i.e. both under delegation and by Council) refused or approved for this month.

PLANNING PERMITS, AMENDMENTS AND VICSMARTS REFUSED:

Application Number	Address	Proposal
Not applicable.		

PLANNING PERMITS, AMENDMENTS AND VICSMARTS ISSUED:

Island Ward

Application Number	Address	Proposal
PDPLANPER-2025/000772	16 Lantana Rd, Cape Woolamai	Development of the land for a single dwelling over 4.5 metres in height in the Design and Development Overlay (DDO2)
PDVSPERAMD-2025/000765-1	865 Ventnor Rd, Ventnor	Amendment to endorsed plans to enclose the verandah
PDPERAMD/230034-3	2-8 Bass Av, Cowes	Amend Conditions for staging purposes
PDPLANPER-2025/000729	38 Teddy Bear Ln, Cowes	Two lot Subdivision and creation of restriction in the General Residential Zone (GRZ1) (SPEAR: S253581J)

PDPLANPER-2025/000480	79 Coghlan Rd, Cowes	Use of land for Industry (Micro-brewery) and Manufacturing Sales in the Farming Zone (FZ)
PDPLANPER-2025/000380	22 Lock Rd, Rhyll	Remove four trees in the Vegetation Protection Overlay (VPO2)
PDPLANVIC-2025/001115	8 Cape Barren Cl, Cowes	Removal of one tree in the Vegetation Protection Overlay (VPO2)
PDPLANPER-2025/000767	11-13 Felicia Av, Rhyll	Two Lot Subdivision in a General Residential Zone (GRZ1) and Design and Development Overlay (DDO1) (SPEAR: S254472J)

Western Port Ward

Application Number	Address	Proposal
PDPLANVIC-2025/001118	2628 Korumburra-Wonthaggi Rd, West Creek	Construction of an outbuilding in the Farming Zone (FZ)
PDPLANPER-2025/000954	15 Cochrane Rd, Loch	Construction of an outbuilding in the Significant Landscape Overlay (SLO1)
PDPLANPER-2025/000301	2 & 4 Rosea Lane, Grantville	Development of land for four dwellings and the subdivision of land into four lots with common property in the Mixed-Use Zone (MUZ) and Development Plan Overlay (DPO3)
PDPERAMD/150268-2	Agar Rd & Howie Ln, Coronet Bay	Amendment to the address of the land & amendment to what to permit allows
PDPERAMD-2024/001974-1	18 Foreshore Rd, Jam Jerrup	Amending the preamble and the endorsed plans under Condition 1 of the permit to allow the proposed development to be reduced to a single storey dwelling from the formerly approved double storey dwelling

PDPERAMD/170078-3	3299 Bass Hwy, Kilcunda	Amend siting and design changes to proposed shed
PDPLANPER-2025/000177	31, 33 & 35 Champ Elysees Esp, Coronet Bay	Construction of a building with 3 commercial tenancies in the Commercial 1 Zone, the display of illuminated signage, and a car parking waiver
PDPLANVIC-2025/0001124	75 McKenzies Rd, Loch	Construct a building in the Farming Zone (FZ)
PDPLANPER-2025/000875	108 Champ Elysees Esp, Coronet Bay	Development of land for a dwelling over 7 metres in height in a Design and Development Overlay (DDO1)
PDPLANPER-2025/000842	950A Glen Alvie Rd, Glen Alvie	Construction of an outbuilding associated with agriculture in the Rural Conservation Zone (RCZ) and the Significant Landscape Overlay (SLO1) and Erosion Management Overlay (EMO1)
PDPLANPER-2025/000448	22-28 Regency Dr, North Wonthaggi	21 lot subdivision of land in the General Residential Zone (GRZ1), Development Contributions Plan Overlay (DCPO), and Development Plan Overlay (DPO21)
PDPLANVIC-2025/001147	2495 Bass Hwy, Bass	Construction of an outbuilding in the Farming Zone (FZ)
PDPLANPER-2025/000688	60 Panorama Dr, San Remo	Two Lot Subdivision (SPEAR: S253267A)
PDPLANPER-2024/002333	435 Phillip Island Rd, San Remo	Use and development of the land for a Winery and Rural Industry, Replacement Dwelling and Outbuilding in the Farming Zone (FZ) and Significant Landscape Overlay (SLO1) and alteration of access to a road in a Transport Zone 2 (TRZ2)

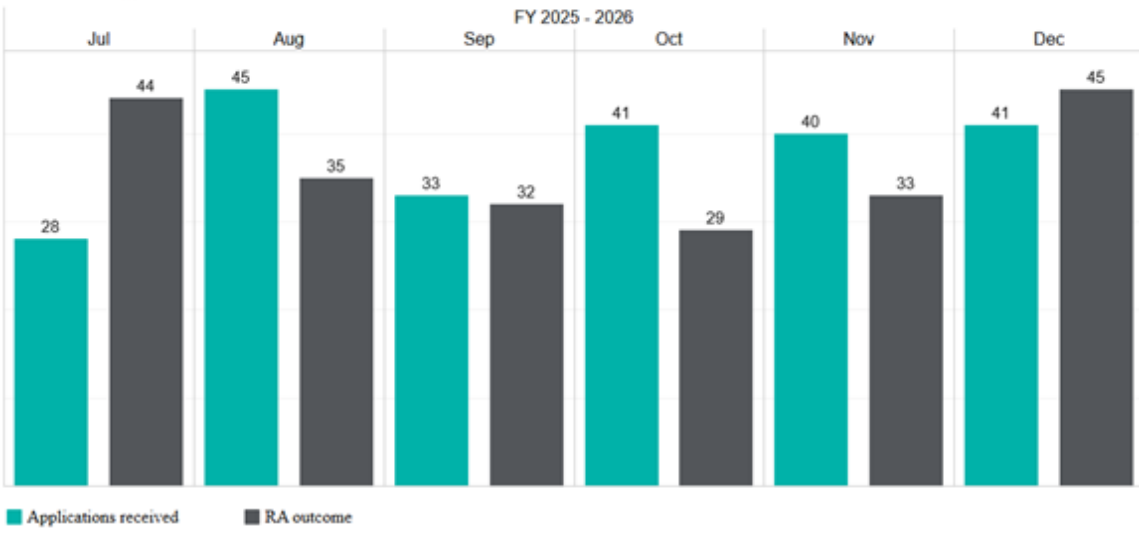
Bunurong Ward

Application Number	Address	Proposal
PDPLANPER-2025/000523	323 Inverloch-Venus Bay Rd, Inverloch	Use and development of land for a replacement dwelling in the Farming Zone (FZ)
PDPLANVIC-2025/000852	13 Chown Rd, Wonthaggi	Buildings and works for the construction of an outbuilding in the Farming Zone (FZ)
PDPLANPER-2025/000877	27B Peverill Cr, Wonthaggi	Buildings and works associated with a single dwelling in the Environmental Significance Overlay (ESO4)
PDPLANPER-2025/000589	15 Marion Ct, Inverloch	Two Lot Subdivision (SPEAR: S251367M)
PDPLANPER-2024/002637	82 & 84 Matilda Pl and CA34E1 & Road Reserve of Matilda Pl, Wonthaggi	656 lot subdivision and the removal of an easement in the Urban Growth Zone (UGZZ1)
PDPLANVIC-2025/001108	1/17 Williams St, Inverloch	Waiver of Car parking requirements associated with the use of the land for a Medical Centre under Clause 52.06
PDPLANPER-2025/000977	67, 69, 71 & 73 McGibbonys Rd WONTHAGGI	Use and Development of land for a Childcare Centre and display of five Business Identification Signs in a General Residential Zone (GRZ1)
PDPLANVIC-2025/001099	2/329 White Rd, South Dudley	Construction of a shipping container and sauna associated with an existing Restricted Recreation Facility in the Commercial 2 Zone (C2Z)
PDPLANVIC-2025/001191	7 Marion Ct, Inverloch	Two Lot Subdivision (SPEAR: S258185V)
PDPLANPER-2025/001000	137-139 Wentworth Rd, North Wonthaggi	Two lot subdivision in the General Residential Zone (GRZ1) (SPEAR S257563T)

PDPERAMD/160307-2	64 Cashin St, Inverloch	Amendment to allow other varieties of alcoholic beverage production to be manufactured onsite.

PLANNING AND BUILDING ACTIVITY REPORT FOR DECEMBER 2025

Statutory Planning	This month (December)	Last month	Year to date (financial year)
% of applications determined within statutory timeframe	73.33%	66.67%	73.85%
Average Gross Days (Average processing days to RA Outcome)	126.9	126.4	126.9
Average Gross Days to final outcome (Average processing days to final outcome)	123.5	118.9	123.1
Number of live applications (Planning Permit, s72 Amendments, VicSmarts)	161	159	N/A
Number of applications received for the month (Planning Permit, Amendments, VicSmarts)	41	39	228
Number of Responsible Authority outcomes (Planning Permit, Amendments, VicSmarts)	45	36	218


Number of applications
FY 2025 - 2026
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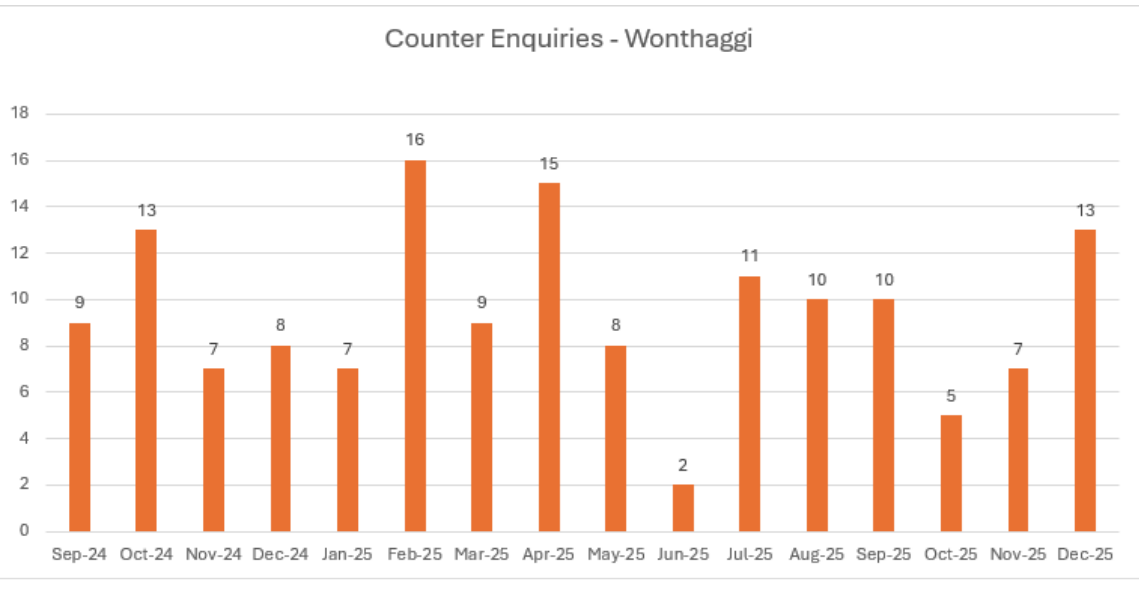
Applications received
RA outcome


Counter Enquiries - Wonthaggi
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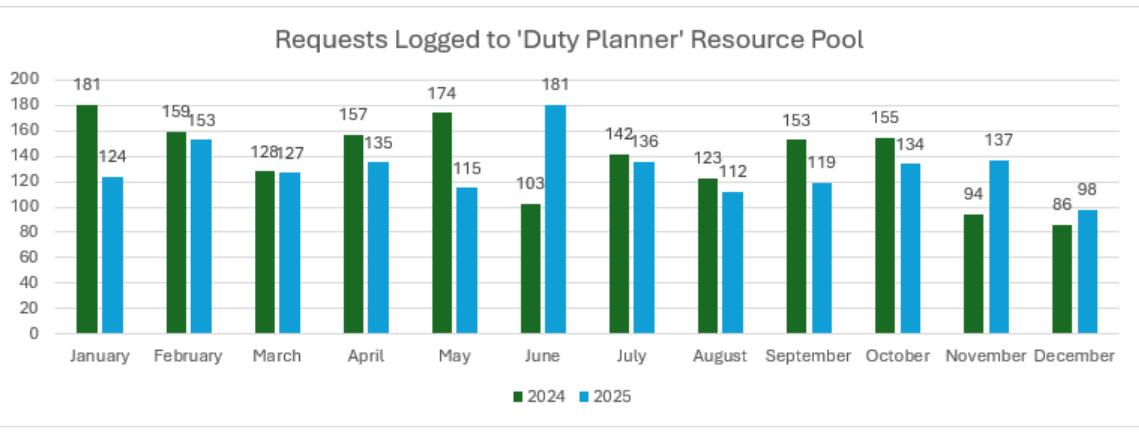
Requests Logged to 'Duty Planner' Resource Pool
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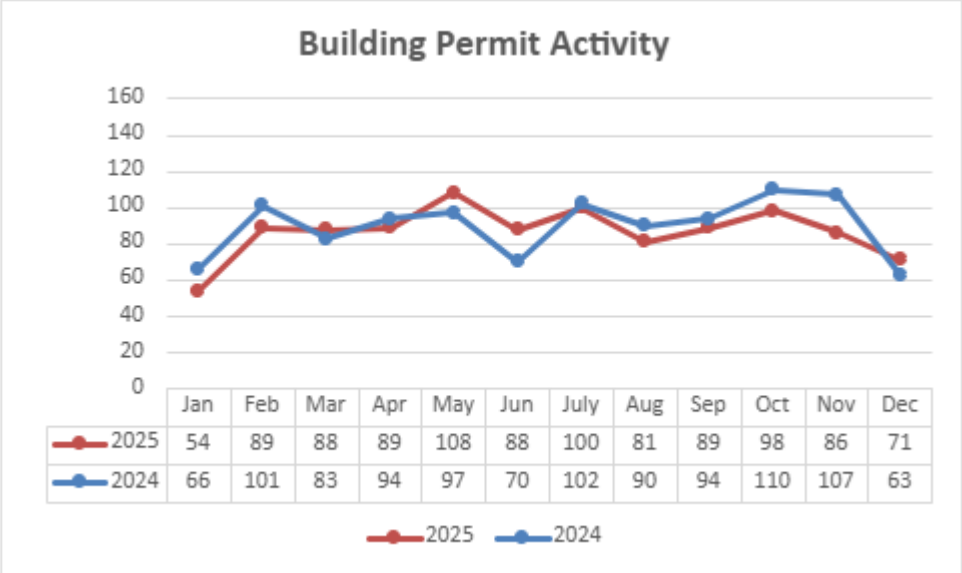
2025

Municipal Building Services & Enforcement	This month (December)	Last month	Year to date (financial year)
Essential Safety Measure inspections	0	0	0
Report & Consent applications • Siting • Build Over Easement • Demolitions	 27 3 12	 14 1 17	 126 12 74
POPE and Siting consents issued for temporary structures	0	2	6
Complaints received requiring investigation	5	0	31
New building enforcement cases	0	2	7
Number of open building enforcement cases	38	39	n/a
Building permits issued by Council	0	0	0



Planning Enforcement	This month (December)	Last month	Year to date (financial year)
New complaints/case files opened	9	11	56
Complaints/case files closed	8	11	66

Current open complaints/case files	4	3	4

STATUTORY PLANNING DEFINITION:

Statutory days: In accordance with the *Planning and Environment Act 1987*, a Council is permitted 60 statutory days to determine a planning application. The 60 statutory days includes weekends, public holidays and commences when the application is lodged. The legislation allows for the 60-day statutory clock to be stopped (e.g., when further information is requested) and re-started in certain circumstances (when further information or amended plans are received).

Gross days: The total number of days to determine a planning application inclusive of weekends and public holidays.

Recommendation

That Council:

1. **Receives and notes the Planning Permits issued under delegation report for December 2025; and**
2. **Receives and notes the Planning and Building Activity Report for December 2025.**

Attachments

Nil

9.4 Contracts Awarded and or Extended under CEO Delegation for November & December 2025

Division	**Executive Office**
Council Plan Strategic Objective	**Thriving Places** *Facilities and infrastructure meet current and future needs. Growth is sustainable and well planned. Our economy, agriculture, tourism and industries are resilient. Unique character is preserved.*

Declaration

The author has no general or material interests in relation to this report.

Summary

Contracts Awarded

For the period from 1 November 2025 to 31 December 2025, 4 contracts were awarded under the Chief Executive Officer's financial delegation in accordance with Council's Procurement Policy.

Contract No.	Description	Contractor	Contract Sum
25020	Rhyll-Newhaven Road Renewal Stage 1	Stabilised Pavements of Australia	$570,984
25022	Phillip Island Sporting Precinct Functional Layout and Detailed Designs	GroupGSA Pty Limited	$331,320
25023	2026-2028 Traineeship Program	WESTVIC STAFFING SOLUTIONS	$46,680
25026	Repairs to Inverloch SLSC Seawall	Landshape	$558,036.50

Contracts Extended

For the period from 1 November 2025 to 31 December 2025, no contracts were extended under the delegated authority for contract variations and extensions in accordance with Council's Procurement Policy.

Governing Documents

Procurement Policy 2023

Recommendation

That Council notes the above contracts were awarded and or extended under the delegated authorities in accordance with the Procurement Policy during November to December 2025.

Attachments

Nil

9.5 Councillor Allowances and Expenses for the Council Term 11 November 2024 to 31 December 2025

Division	**Innovation & Engagement**
Council Plan Strategic Objective	**Visionary Leadership** *Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.*

Declaration

The author has no general or material interests in relation to this report.

Summary

The *Local Government Act 2020* provides for the Mayor and Councillors to be paid an allowance; to be provided with appropriate tools and support to enable them to properly fulfill their roles; and to be reimbursed for expenses reasonably incurred and necessary in performing their role as Councillor.

Recommendation

That Council receive the report on Councillor Allowances and Expenditure for the Council term between 11 November 2024 and 31 December 2025.

Background

The Councillor Allowances and Expense Register includes:

- Mayor, Deputy Mayor and Councillor allowances
- Conferences and professional development expenses
- Information technology and telecommunication expenses
- Travel expenses
- Car mileage travel claims submitted by Councillors
- Vehicle expenses
- Carer expenses

The Council Support and Resources Policy prescribes the range of resources that must be provided to the Mayor and Councillors to enable them to effectively carry out their role.

Sustainability Implications

There are no sustainability implications associated with this report.

Finances

Attachment 1 sets out details of Councillor allowances and expenditure for the Council term between the dates 11 November 2024 to 31 December 2025.

Stakeholders

Stakeholders include the ratepayers of the municipality and Council.

Governing Documents

The statutory requirements and standards relevant to the provision of resources to Councillors include:

- Sections 39, 40 and 41 of the *Local Government Act 2020*
- The provisions of the Council Support and Resources Policy.

Attachments

1. Councillor Allowances and Expenses Report 11 Nov 2024 to 31 Dec 2025 [**9.5.1** - 1 page]

COUNCILLOR ALLOWANCES AND EXPENSES FOR THE CURRENT COUNCIL TERM - 11 NOVEMBER 2024 TO 31 DECEMBER 2025

The following table contains details of the Councillor and Mayoral Allowance paid during the current term 11 November 2024 to 31 December 2025.

Councillor	Councillor & Mayoral Allowance
Cr Brett Tessari (Deputy Mayor 20 November 2024 - present)	$ 61,642.31
Cr Meg Edwards	$ 37,856.93
Cr Mat Morgan	$ 37,856.93
Cr Ron Bauer	$ 37,856.93
Cr Tracey Bell	$ 37,856.93
Cr Tim O'Brien	$ 37,856.93
Cr Rochelle Halstead (Mayor 20 November 2024 - present)	$ 122,445.35
Cr Jon Temby	$ 37,856.93
Cr Jan Thompson	$ 37,856.93
Grand Total	**$ 449,086.17**

The details of the expenses including reimbursement of expenses for each Councillor paid by Bass Coast Shire Council during the current term 11 November 2024 to 31 December 2025 are set out in the following table.

Councillor	Travel Expenses	Other Expenses	Professional Development	Total Expenses	Number of Committees Councillor sits on 2024 - Present
Cr Brett Tessari (Deputy Mayor 20 November 2024 - present)	$ 12,333.27	$ 1,460.40	$ 6,138.24	$ 19,931.91	3
Cr Meg Edwards^	-$ 33.23	$ 1,049.40	$ 4,207.60	$ 5,223.77	3
Cr Mat Morgan	$ 112.22	$ 730.98	$ 3,457.60	$ 4,300.80	3
Cr Ron Bauer	$ 112.22	$ 765.52	$ 3,457.60	$ 4,335.34	1
Cr Tracey Bell	$ 4,768.25	$ 1,373.83	$ 7,357.60	$ 13,499.68	2
Cr Tim O'Brien	$ 4,582.44	$ 1,035.82	$ 3,457.60	$ 9,075.86	1
Cr Rochelle Halstead (Mayor 20 November 2024 - present)	$ 24,178.79	$ 2,391.86	$ 8,834.65	$ 35,405.30	5
Cr Jon Temby	$ 112.22	$ 1,982.49	$ 3,457.60	$ 5,552.31	4
Cr Jan Thompson	$ 112.23	$ 1,029.13	$ 3,557.61	$ 4,698.97	5
Total	**$ 46,278.41**	**$ 11,819.43**	**$ 43,926.10**	**$ 102,023.94**	**27**

^Cr Meg Edwards received an MAV scholarship to attend the Victorian Convention of Councillors, which has offset the related Travel Expenses and Professional Development costs.

10 Urgent Business

11 Mayoral Announcement of Next Meeting of Council

The next Council Meeting will be held on 18 March 2026 in the large meeting room at Berninneit, Cowes commencing at 1.00pm.

That the meeting be closed to members of the public pursuant to Section 66 of the *Local Government Act 2020*, to consider an item/s as they deal with:

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;

Meeting adjourned

That the meeting be adjourned

Meeting resumed

That the meeting be resumed

Items Closed to the Public

Excerpt of Section 66 of the Local Government Act 2020.

(5) If a Council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection—

(a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of ***confidential information*** in section 3(1); and

(b) an explanation of why the specified ground or grounds applied.

confidential information means the following information—

(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;

(b) security information, being information that if released is likely to endanger the security of Council property or the safety of any person;

(c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values;

(d) law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person;

(e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;

(g) private commercial information, being information provided by a business, commercial or financial undertaking that—

i. relates to trade secrets; or

ii. if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

(h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);

(i) internal arbitration information, being information specified in section 145;

(j) Councillor Conduct Panel confidential information, being information specified in section 169;

(k) information prescribed by the regulations to be confidential information for the purposes of this definition;

(l) information that was confidential information for the purposes of section 77 of the **Local Government Act 1989;**

12 Confirmation of Closed Minutes

12.1 Closed Council Meeting held on 10 December 2025

13 Reports Requiring Council Decision Closed to the Public

13.1 Hardship and Financial Hardship - Rates Waiver

It is recommended that the meeting be closed to members of the public pursuant to Section 66 of the Local Government Act 2020, to consider this item for the following reason:

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;

13.2 Appointment of ARC Independent Member

It is recommended that the meeting be closed to members of the public pursuant to Section 66 of the Local Government Act 2020, to consider this item for the following reason:

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;

14 Meeting Closed

That the meeting be closed.